

AGENDA

THE COMMISSION OF THE CITY OF BUCHANAN, in compliance with Michigan’s Open Meetings Act, hereby gives notice of a regular meeting of the Buchanan City Commission to be held in the Chamber of City Hall.

* Requests to be added to the agenda as a “Scheduled Matter from the Floor” should be submitted in writing to the City Clerk at least 5 business days prior to the scheduled meeting during which the speaker wishes to appear, and the approval of such requests remain within the discretion of the Mayor. If denied, the speaker may nonetheless speak during the “non-agenda items only” public comments section of the agenda. * Those who are unable to appear during a meeting but who still wish to share public comment may submit such comments in written form to the City Clerk at least 4 hours in advance of the meeting. * Individuals with disabilities may request necessary reasonable accommodations by submitting requests to the City Clerk, preferably at least 24 hours in advance. * Written requests and comments may be submitted to the City Clerk either in person or via mail to Buchanan City Hall, 302 N. Redbud Trail, Buchanan, MI 49107, or via email to clerk@cityofbuchanan.com

I. Call to Order

II. Recognition

III. Pledge of Allegiance

IV. Roll Call

V. Public Comment - Agenda Items Only (3-minute limit)

VI. Approve Agenda

VII. Consent Agenda (can be approved all in one motion, for general housekeeping items)

- A. **Minutes:** Consider approving the Special Meeting Minutes from the December 27, 2022 Meeting.
- B. **Expenditures:** Consider approving expenditures for January 9, 2023, in the amount of **\$66,309.35**.

VIII. Scheduled Matters from the Floor (if any)

- A. **Andy Campbell with Baker Tilly-** presentation regarding the analysis of the DPW building costs, and how it relates to water/sewer rates.
- B. **Mark Seaman of PointBlu-** consider proposals relating to the demolitions of the Old Feed Mill/Baroda Tire Too properties.

IX. Reports by: Departments, Committees, Boards

A. **Community Development Report- Director Rich Murphy**

(1) **Trail Extension Proposal-** Consider approving the proposal for design and construction engineering services from Wightman and Associates for the McCoy’s Creek Trail extension.

B. **Public Safety Report - Chief Harvey Burnett**

(1) **Resolution # 2023.01/01-** Consider approving a resolution to adopt the 2022 Berrien County Multi-Hazard, Multi-Jurisdictional Plan.

Project Summary: The Berrien County Multi-Hazard, Multi-Jurisdictional Hazard Mitigation Plan has been updated to bring it current with Federal Standards as found in the 704 page plan. The Berrien County Emergency Management Office secured a grant to help fund contractor support to compile information and edit the plan. All units of government within Berrien County participated in this planning process and it has produced a more comprehensive plan. For community members,

this process resulted in the production of a single document in which they can reference instead of needing to reference 40 individual plans.

Authorities/Purpose: *The Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act) legally requires state, local, tribal, and territorial governments to develop and adopt FEMA-approved hazard mitigation plans as a condition for receiving certain types of non-emergency disaster assistance and grants. The regulations, under Title 44, Chapter 1, Part 201 (44 CFR Part 201) of the Code of Federal Regulations (CFR) contain requirements and procedures to implement the hazard mitigation planning provisions of the Stafford Act.*

Local Governmental Unit Required Action: *In order to finish the project and get the plan fully approved, the local government unit must adopt the plan through a resolution before February 10, 2023.*

(2) **Purchase of a New Police Patrol Vehicle-** *Consider approving the purchase of a new police patrol vehicle that will replace our current primary patrol (46-2) 2015 Ford Police Interceptor Utility AWD vehicle. The current vehicle is over 100,000 miles and has numerous mechanical/electrical problems, including the daily jump-starting of the engine. The current vehicle is well past the life expectancy and reliability of a primary patrol vehicle. The request is part of our six-year Capital Improvement Plan from 2023 to 2028 (see attached). Since ordering to obtain a new patrol vehicle is now well over 30 weeks, the urgency of placing a vehicle order is at hand.*

C. **Finance Department Report-**

(1) **Finance Update-** *Revenue and Expenditure Report.*

(2) **Credit Card Policy Draft-** *Consider the first draft of a credit card policy for the City of Buchanan, which may be approved as presented, or discussed with recommendations for changes to be included in an updated draft, which would be up for consideration at a subsequent meeting.*

X. **Unfinished Business**

XI. **New Business**

A. **Resolution 2023.01/02 -** *Consider a resolution to purchase, acquire and construct capital improvements and to publish notice of intent to issue municipal securities.*

B. **Closed Session-**

(1) **Enter Closed Session-** *Consider entering Closed Session to discuss matters subject to attorney-client privilege, pursuant to MCL 15.268 Sec. 8 (1)(h).*

(2) **Re-Enter Open Session-** *Consider re-entering Open Session.*

(3) **Authorize Action-** *Consider authorizing action pursuant to discussions held in Closed Session.*

XII. **Communications** *(informational only, formal board action is not necessary for these items, unless so desired)*

XIII. **Public Comment - Non-Agenda Items Only** *(3-minute limit)*

XIV. **Executive Comments**

A. **City Manager Comments**

B. **Commissioner Comments**

C. **Mayor Comments**

XV. **Adjourn**