

REGULAR MEETING OF THE BUCHANAN CITY COMMISSION
MONDAY, MAY 22, 2023 – 7:00 PM
CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI

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

- A. **The City Commission & City of Buchanan Police Department would like to honor the memory of Code Enforcement Officer, Dick Mann.**

III. Pledge of Allegiance

IV. Roll Call

V. Approve Agenda

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

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

A. **Minutes**

- 1) Consider approving the Regular Meeting Minutes from May 8, 2023.

B. **Expenditures**

- 1) Consider approving expenditures for May 22, 2023, in the amount of \$131,049.84

C. **City Wide Garage Sale**

- 1) Consider approving the City Wide Garage Sale Days on June 9th, 10th, and 11th, as well as waiving the permit fee.

D. **Excuse of absence**

- 1) Consider excusing the absence of Commissioner Larry Money from the Regular Meeting on May 8th, 2023.

E. **Street Closure**

- 1) Consider Street Closure for the Home Source Group on May 29th, 7:00 AM to 3:00 PM for the following location; Oak Street between Front St. and the alley on the North side of Oak St.

VIII. Scheduled Matters from the Floor (if any)

- A. **1) Open Public Hearing on Budget**- Consider opening the public hearing to receive comments on the proposed City budget for the fiscal year 2023-2024 (July 1, 2023- June 30, 2024).
- 2) Close Public Hearing on Budget**- Consider closing the public hearing to receive comments on the proposed City budget for the fiscal year 2023-2024 (July 1, 2023- June 30, 2024).

IX. Reports by: Departments, Committees, Boards

- A. **B.A.R.B. (Buchanan Area Recreational Board)- Report**- All items for consideration were recommended by B.A.R.B.
 - 1) Consider retroactively appointing Megan Weedon from July 2, 2021, to May 31, 2023, and appoint Anthony "Tony" Houser to BARB effective June 1, 2023, to May 31, 2025.
 - 2) Consider purchasing Playground Equipment for Kathryn Park presented in quote #811460 from AAA State of Play for a total of \$42,757.22. In addition, BARB requests that the usage of playground equipment currently at Kathryn Park be removed by DPW. If DPW is unable to remove and relocate the equipment, BARB request that AAA State of Play is contacted to quote the removal and relocation of the current equipment.
 - 3) Consider the purchase of 5 roofed picnic tables – receiving a 6th table free from Gustavsen, Lise Gustavsen according to Quote #255 for a total of \$27,500.00. BARB has also requested that the Township also purchase 5 roofed picnic tables.
- B. **Community Development Report**- Director Rich Murphy
 - 1) Update on the Community Development Department's redevelopment projects.

X. Unfinished Business

XI. New Business

- A. **Summer School Tax Collection Fee, Resolution #2023.05/15**
 - 1) Consider Resolution #2023.05/15-Summer School Tax Collection Fee.
- B. **FY 2023-2024 Budget**
 - 1) Interim City Manager, Tim Lynch will give a presentation of the FY 2023-2024 Budget.
 - 2) *Adoption of FY 2023-2024 Budget*- Consider approving Resolution #2023.05/16- A resolution for the City of Buchanan, County of Berrien, Michigan to adopt a budget for the City of Buchanan for fiscal year 2023-2024.
- C. **Closed Session**
 - 1) *Enter Closed Session*- Consider entering a Closed Session pursuant MCL 15.268 Sec. 8(1)(h) to discuss legal memos pertaining to attorney-client privileged.
 - 2) *Re-enter Open Session*- Consider re-entering Open Session
- D. **City Manager Contract**
 - 1) Consider approving the employment contract for City Manager, Benjamin Eldridge.
- E. **Budget Amendments**
 - 1) Consider approving the budget amendments as recommended by the finance committee.

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