

REGULAR MEETING OF THE BUCHANAN CITY COMMISSION
MONDAY, NOVEMBER 22, 2021 – 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

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. Consider Approving the Regular Meeting Minutes from November 8th, 2021 along with the Work Session Minutes from November 19, 2021.
- B. Accept Staff Activity Reports
- C. Consider approving \$1,500.00 to be paid to Walmart for the annual "Shop with a Cop" program during which our Police Department will take 15 children to Walmart in December to spend \$100.00 each. This annual expenditure is funded by donations to the program.
- D. Consider approving expenditures for November 22, 2021. Final list of expenditures will be forwarded by the City Bookkeeper prior to the meeting.

VIII. Scheduled Matters from the Floor *(if any)*

- A. The City Attorneys have a number of items they would like to discuss with the City Commission in Closed Session. Consequently, a motion will be needed "to enter Closed Session pursuant to MCL 15.268 Section 8 (a), (d), and (h), to conduct a periodic personnel evaluation of the City Manager, to consider the potential purchase or lease of real property, and to consider matters subject to attorney-client privilege." The following subjects will be discussed in Closed Session:

- (1) Draft Code of Conduct/Ethics Code
- (2) Draft Land Redevelopment Program
- (3) Draft Revised Parking Ordinances
- (4) Outstanding DDA Legal Matters
- (5) USDA Project Legal Matters

(6) City Manager Evaluation [requested by Manager Grace to be held in Closed Session, as allowed under State law]

(7) Proposed Ordinance Amendments to Allow for Smoking/Vaping During Permitted Temporary Marihuana Events and in Permitted Consumption Lounges

(8) Consideration of the Potential Purchase or Lease of Real Property

IX. Reports by: Departments, Committees, Boards

- A. Treasurer Report- Stephanie Powers will provide a brief Treasurer's report, including an update on our CVTRS Reports, both of which are available on the City website at the following links: <https://bit.ly/3Fzldcb> and <https://bit.ly/3FujVPI>
- B. Chamber Executive Director / Main Street Manager Ashley Regal will provide an update on various community development projects, including the Main Street program and our upcoming "Small Town, Big Christmas" event, scheduled for Saturday, Nov. 27th.
- C. Consider approving the appointment of Richard Martin to the Planning Commission, as per the recommendation of the Planning Commission.
- D. The BARB Committee recommends that the City Commission consider the following items for discussion:
 - (1) Potential Renaming of "Duck Pond Park/McCoy Pond Duck Park" to "Veterans Memorial Park"
 - (2) Potential Removal of Large Pine Trees Located at Gateway Entrance Sign on E. Front St.
 - (3) Exploration of New Methods to Store Duck Feed & Possible Removal/Relocation of Duck Shed

X. Unfinished Business

XI. New Business

- A. Approval of an ordinance to rezone the property owned by Joe Carter at 101 Terre Coupe/421 W. Front St. from the existing R1 residential zoning to C1 neighborhood commercial zoning as recommended by the Planning Commission at their meeting on November 9, 2021
- B. Conduct annual review of the number of marihuana permits allowed by City Ordinance, and consider recommendation for additional Adult Use Marihuana Class C Grow and Processing permits, 5 each for medical and adult use.

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

- A. AEP Grant - The AEP Foundation for Indiana Michigan Power has approved a grant to the City of Buchanan in the amount of \$1,000. \$500 will reimburse the City for promotional/advertising costs related to the Small Town, Big Christmas event. The remaining \$500 will be divided amongst three lucky Buchanan residents who are chosen as the prize winners of the first annual 'Buchanan Holiday Light Show Competition.' Details will be posted soon on the City website and Facebook.
- B. The Berrien County Clerk has shared a communication with the City that the County Apportionment Commission has approved a new County Commissioner District Map, as required by law. More information is available on the City website at the following link: <https://bit.ly/3HDf1ln>

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