

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 bpitcher@cityofbuchanan.com*

I. Call to Order

II. Recognition

- A. Recognize Hannah Roberts, Women’s BMX Freestyle Silver Medalist at the Tokyo 2020 Summer Olympic Games

We honor Hannah Roberts’ many achievements by issuing the following proclamation.

- B. Recognize Mike Baker as the City’s new Director of Public Services

We honor Mike Baker for his 18 years of service to the City of Buchanan. We appreciate the knowledge and experience he has amassed over those years and congratulate him on his promotion to the role of Director of Public Services.

- C. Recognize Tim Ganus for being named the City’s new Director of Public Safety

Tim Ganus has been an officer with the City of Buchanan for 9 years and our Chief of Police since January 2020. We honor him for his service and appreciate the knowledge and experience he has amassed over those years and congratulate him on his promotion to the role of expanded role as the Director of Public Safety/Chief of Police.

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. Approve Minutes

July 26, 2021, Regular Meeting; July 27, 2021, Special Meeting of the Joint City Commission and Planning Commission; August 4, 2021, Special Meeting

B. Approve Expenditures for August 9, 2021, in the amount of \$101,454.19

Payments of note: BS&A Software \$32,695.00; Andrews University, Planning Design Study (final payment for services previously rendered) \$9,094.00.

C. 2021 Notice of Meeting Revision

Approve the following changes to the 2021 Notice of Meetings:

- Change the regular meeting schedule of the Buchanan Area Recreation Board from the third Wednesday of each month at 6:30 p.m. to the second Wednesday of the month at 6:00 p.m.
- Change meeting location change for Buchanan Tree Friends from the Buchanan Art Center to River St. Joe.
- Update board name for Buchanan Fine Arts Council to include "Area", as in Buchanan Area Fine Arts Council.
- Remove future meetings of the Friends of the Ducks from the schedule.

D. Banner Placement Request Form

Consider approval of banner placement on Redbud Trail, August 16-23, 2021 to promote Buckteens event, submitted by Jerry Flenar.

E. Accept Staff Activity Reports

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

A. Michigan Gateway Foundation President & CEO Michael Rowland to Discuss Ross Sanders Building

The Michigan Gateway Foundation ("MGF") is interested in engaging in a dialogue with the City of Buchanan to explore the possibility of the MGF looking to acquire the Ross Sanders Building at 110 E. Front Street for use as the new location for the MGF headquarters. Such a dialogue would also include the potential option of entering into a Memorandum of Understanding ("MOU") with the City regarding the MGF's intent to historically preserve the building, which is presently supported by the Buchanan Preservation Society.

B. Greater Niles Chamber - Jeff Rea

IX. Reports by: Departments, Committees, Boards

A. Community Development Update

B. Treasurer's Report

C. Buchanan Area Recreation Board - Disc Golf Course Proposal

Tony DeOrnellas recently attended a Buchanan Area Recreation Board meeting to propose the installation of the disc golf course at McCoy's Creek Park. The Board recommended Mr. DeOrnellas present to the commission.

Link to presentation -<https://docs.google.com/presentation/d/1y5bqaNy-v65bFuk5jomChCH1L6kMSoPd9dR1fSZLnVc/edit?usp=sharing>

D. Director of Public Services Report

Consider the purchase of a MIG Welder. Director Baker recommends purchasing from Miller based on the three quotes as follows:

Miller Welding Supply	LINK3520-1 Power MIG 260 208-575V	\$3,199.00
Praxair	LINK 3520-1 Power MIG 260	\$3,199.00
Airgas	LINK 3520-1 Welder Power MIG 260 DC CV 250A/26.5V 40%	\$3,271.77

E. **Resolution 2021.08/230**

Consider adoption of Resolution 2021.08/230 to transition the Friends of the Ducks from a formal Subcommittee of the Buchanan Area Recreation Board to a volunteer initiative.

F. **Resolution 2021.08/231**

Consider adopting Resolution 2021.08/231, a resolution amending Resolution No. 2021.02.219 to reflect the current name of the Buchanan area fine arts council and continued support to utilize city-owned property in the city of Buchanan, County of Berrien, State of Michigan.

X. **Unfinished Business**

A. **Third Street Storm Sewer**

XI. **New Business**

A. **TCF Bank Safe Deposit Box Access**

Consider authorizing City Manager Heather Grace and City Treasurer Stephanie Powers to close the City's lockbox at TCF Bank in Buchanan. Grace and Powers will both be present during the opening and all contents will be inventoried so that they can be reported back to the City Commission and the account be closed. Authorization by the Commission is required by TCF Bank as the lockbox designees are no longer employed by the City. The motion should state that City Manager, Heather Grace and City Treasurer, Stephanie Powers are authorized to close the TCP lockbox account for the City of Buchanan.

B. **DPW Building Site Selection Update**

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

A. **Trail Maintenance**

The Friends of McCoy's Creek Trail placed new mulch, donated by Redbud Hardware, around the benches and fitness stations.

B. **WNIT Documentary on the St. Joseph River**

WNIT-TV has a very special documentary airing on September 9th at 8 p.m., on the history and revitalization of the St. Joseph River and future developments along its shores. The focus will be on the pivotal role that the river has played in the lives throughout Michiana, and the many ways it contributes to our overall way of life! WNIT is seeking sponsorships for the documentary. Additional information is included in the packet.

Link to a preview of the documentary - <https://youtu.be/MdqICDjOmzQ>

C. **Seasonal & Staff Transitions**

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