

**REGULAR MEETING OF THE BUCHANAN CITY COMMISSION**  
**MONDAY, NOVEMBER 25, 2024 – 7:00 PM**  
**CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI**

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**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](mailto: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. Minutes**

1) Consider the Regular Meeting Minutes from November 12th, 2024.

2) Consider the Work Session Minutes from November 13th, 2024.

**B. 2025 Holiday Schedule-** Consider approval of the 2025 Holiday Schedule.

**C. Banner Approval**

1) Consider approval for banner placement for RAM Annual Community Christmas Toy Drive from November 20th- December 14th.

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

**A. Municipal Financial Advisors Proposal-** Consider approval of a proposal to perform financial services and analyses along with rate consultant services from Bendzinski & Co. (Andy Campbell, CPA).

**B. Engineering Service Proposal-** Consider approval of a proposal from Jones & Henry Engineers to assist the Buchanan Wastewater Treatment Plant in the determination of Local Limits for PFAS compounds and the development of a Pollutant Minimization Plan (PMP) for the same.

**IX. Reports by: Departments, Committees, Boards**

**A. LiveBuchanan Presentation**

- B. **One Buchanan Presentation** - Estephani Cashier Rodriguez; Chair and Ruth Writer; Secretary to give an update and presentation on their accomplishments.

**X. Unfinished Business**

**XI. New Business**

- A. **City Manager Position**-The City Commission may deliberate and consider selecting a lead candidate and extend a job offer conditioned on the successful completion of a background check and pre-employment verification process further subject to negotiating an employment agreement that is brought back to the City Commission for approval at a future meeting.
- B. **2025 Meeting Notice Schedule**- Consider changing the time for the City Commission's Regular Meetings from 7 PM to 6 PM.
- C. **Expenditures**- Consider approving the expenditures for November 25th, 2024, in the amount of \$54,248.57 (*Please note the October 2024 Bank Reconciliation and current Revenue and Expense Report included with the Expenditures. Going forth this will be included in the packet every second meeting of the month.*)
- D. **December 23rd Meeting Cancellation**- Consider canceling the Regular City Commission meeting scheduled for December 23rd, 2024.

**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**