

**SPECIAL MEETING OF THE BUCHANAN CITY COMMISSION**  
**MONDAY, JANUARY 31, 2022 – 6:00 PM**  
**CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI**

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**MINUTES**

*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**

Meeting was called to order by Mayor Denison at 6:00 PM.

**II. Recognition**

None

**III. Pledge of Allegiance**

Mayor Denison led in the Pledge of Allegiance.

**IV. Roll Call**

Present: Mayor Sean Dennison, Mayor Pro Tem Mark Weedon, Commissioner Cameron Downey, Commissioner Patrick Swem, Commissioner Larry Money.

Absent: None

City Staff Present: City Manager; Heather Grace, Community Development Director; Richard Murphy, City Clerk; Kalla Langston, City Treasurer; Stephanie Powers, Administrative Secretary; Britni Wall, Bookkeeper; Courtney Baham, Department of Public Safety/ Chief of Police; Tim Ganus, Sergeant Burnet, Sergeant Leonard.

**V. Approve Agenda**

Amend agenda to remove item “A from Section VII, Brief presentation from Carl Bowling”

*Motion made by Swem, Seconded by Money to approve the Amended Agenda. Roll call vote carried unanimously.*

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

None

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

A. Approve Regular Meeting Minutes for January 24, 2022 .

B. Approve Closed Session Minutes for January 24, 2022.

C. Approve Expenditures for January 31, 2022 in the amount of \$215,071.05. This includes the 2021 Summer and Winter tax disbursements in the amount of \$161,976.16.

*Motion made by Weedon, Seconded by Downey to approve the Consent Agenda as presented. Roll call vote carried unanimously.*

## **VIII. Scheduled Matters from the Floor**

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

A. Introduction of Courtney Baham, Bookkeeper- City Manager Grace will introduce Courtney to the City Commission.

Grace introduced Courtney Baham, new bookkeeper. Commission welcomed Baham to the City.

B. Police Department Report from Chief Ganus & Sergeant Burnet.

Ganus talked about the operations of Public Safety. With growth, the Departments of Public Safety must grow as well. Ganus touched on a few different future project, one being fire inspections on businesses in the city. At this time the project has stalled due to the ordinances being out of date. We need to look at the details of how to process these. As well as rental inspections, the details of the projects are very time consuming. Another project is new street signs, what must happen is a study of every street. These are large and time-consuming projects that we all want to see accomplished but the question is who does it. As Director of Public Safety, it falls on Ganus's shoulders, but that is only half of his title the other being Chief of Police. Ganus does not want to see the police department fall in anyway. They have worked extremely hard to bring it to the level its at. One of the options Ganus is suggesting is taking an officer in the department, promote them to Chief and allow him to be the Director of Public Safety and take on the projects that need to be done from beginning to end.

Grace is looking at the long term and wants to stay ahead of the growth. This would allow the mentorship of a "Chief-in- training" as well.

### **X. Unfinished Business**

A. Bailey Investments Group and LPL Financial for Honor Credit Union. Consider the request to move 2 million dollars in the city investment account to an indexed annuity with 4% growth and no downside on returns.

Commission wants to look at other parties to make sure they are making the right decision. There are still some very large projects ahead of the city.

*Motion made by Dennison, Seconded by Downey to table item. Roll call vote carried unanimously.*

### **XI. New Business**

A. Goal Setting between City Manager Grace and City Commissioners.

Grace presented her starting point for goal-setting conversation as well as her setting and prioritizing achievable objectives. *See Attachments A & B*

Murphy presented his goals and objectives. *See Attachment C*

Grace, Murphy, and Commission discussed different goals and created a list of priorities. Each had different priorities but grouping the 11 main goals seemed to be the best solution. Group 1 being highest priority, *see attachment D, attachment D is a rough draft Grace will present a cleaner version at the next regular meeting.*

Having Grace report quarterly, assigning the Department Heads to different projects to help report back on how the goals are progressing. Multiple residents commented their concerns and different strategy for achievement.

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

None

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

None

**XIV. Executive Comments**

**A. City Manager Comments**

Grace thanked the Commission. This will be beneficial for her very much. She also thanked the residents for contributing to the meeting.

**B. Commissioner Comments**

Weedon- Seconded Graces comments

Swem- Thanked the Commission and residents for the discussion

Downey- No Comment

Money- Welcomed Courtney. Thanked the police department and the Commission. Proud to be a part of it.

**C. Mayor Comments**

Dennison- Thanked everyone that came, really appreciated the conversation tonight. Believes they are a huge benefit to the community

**XV. Adjourn**

**Motion made by Weedon, Seconded by Money to adjourn the meeting at 8:25 PM. Roll call vote carried unanimously.**

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Kalla Langston, City Clerk

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Mayor, Sean Denison