

MINUTES

I. Call to Order

The meeting was called to order by Mayor Weedon at 7:00 PM.

II. Recognition

III. Pledge of Allegiance

Mayor Weedon led in the Pledge of Allegiance.

IV. Roll Call

PRESENT: Mayor Mark Weedon, Mayor Pro Tem Patrick Swem, Commissioner Raquell George, Commissioner Larry Money, Commissioner Dan Vigansky

STAFF: City Manager, Tony McGhee; City Clerk, Kalla Langston; Community Development Director Rich Murphy; Director of Public Services, Mike Baker; Chief of Police Harvey Burnett

V. Approve Agenda

Motion made by Vigansky, supported by Swem, to amend the agenda to postpone item IX. B. 3. Consider the Restaurant Incentive Grant Application, and approve the agenda as amended. Roll call votes carry 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. Minutes- Consider approving the Regular Meeting Minutes from December 9th, 2024 and the Special Meeting Minutes from December 18th, 2024.

B. Banking Authorization-Consider adding Anthony C. McGhee to all bank and investment accounts with; Honor Credit Union, United Federal Credit Union, Huntington Bank, 1st Source Bank, Sturgis Bank, Horizon Bank, UMB, and MI Class. As well as issue a city credit card to Anthony C. McGhee with a spending limit of \$5,000.00 per the City Credit Card Policy.

C. Board of Review Appointments -Consider appointing Emma Lysy and Jeff Griffin to the Board of Review for a two-year term.

D. Common Rental- Consider the Common rental form submitted by Buchanan Area Senior Center, Adam Burk for Sunday, June 29th, 2025 12:00 PM- 10:00 PM

E. BARB Appointment - Consider re-appointing Jennifer Popielski to BARB retroactively starting June 2024 and ending June 2028.

Motion made by Vigansky, supported by Money, to approve the consent agenda, as presented. Voice votes carry unanimously.

VIII. Scheduled Matters from the Floor (if any)

A. MDOT Agreement 24-5239 & Resolution 2025.01/01-presented by Suzannah Deneau with Wightman

Consider Resolution 2025.01/01, A Resolution to Approve the MDOT Grant Agreement 24-5239 for the McCoy Creek Trail Extension Project located on Schirmer and River Streets.

Motion made by Swem, supported by Money, to approve Resolution 2025.01/01, the MDOT Grant Agreement Contract #24-5239, as presented. Roll call vote carries unanimously.

IX. Reports by: Departments, Committees, Boards

A. Friends of McCoy Creek Trail Committee Update & Letter of Support- Chairman, Jerry Flenar

1) Consider approving the letter of support for the Niles-Buchanan Trail Connection Project.

Motion made by Money, supported by George, to approve the support letter for the Niles-Buchanan Trail Connection Project. Roll call vote carries unanimously.

B. Community Development Report- Director Rich Murphy

1) Consider approving the renewal of Zen Leaf's Adult Use and Medical Retailer Permits.

Motion made by Vigansky, supported by Money, to approve Zen Leaf Adult use and medical retail permits, as presented. Roll call vote carries unanimously.

2) Consider approving the renewal of Cannavista's Adult Use Retailer Permit.

Motion made by Money, supported by Swem, to approve Cannavista's Adult Use Retailer Permits, as presented. Roll call vote carries unanimously.

~~3) Consider the Restaurant Incentive Grant Application for ThistleDown & Row.~~

4) Consider proceeding with the lowest and most responsive bid from Astrong Construction for the demolition of a residential structure located at 1107 Victory Street.

Motion made by Swem, supported by George, to approve the bid from Astrong Construction for the demolition of 1107 Victory St. in the amount of \$16,800.00, as presented. Roll call vote carries unanimously.

C. Clerk Report- City Clerk Kalla Langston-Weiss

1) Draft School Agreements for the conduct of school elections- Consider authorizing Clerk Langston-Weiss to sign the draft school agreements for the conduct of elections for Buchanan Community Schools, Lake Michigan College, and Berrien RESA.

Motion made by Money, supported by George, to authorize Langston to sign the draft school agreements, as presented. Roll call vote carries unanimously.

X. Unfinished Business

XI. New Business

A. Amendment to Owner-Engineer Agreement. - Consider approving Amendment No. 5 with Prein & Newhof; this amendment aims to adopt the 2025 engineering hourly rates.

Motion made by Swem, supported by Money, to approve Amendment No. 5, as presented. Roll call vote

Yeas: Weedon, Swem, Money, George

Nays: Vigansky

Motion carries 4-1.

B. Resolution 2025.01/02- Consider Resolution 2025.01/02- Resolution accepting the FDCVT Grant. Motion made by Swem, supported by George, to approve Resolution 2025.01/02, as presented. Roll call vote carries unanimously.

C. Construction Contract Award- Front Street Retaining Wall- Consider the Construction Contract Award for the Front Street Retaining Wall.

The project was rebid, and the project team proactively contacted contractors to solicit bids, in addition to posting the project on the Builders' Exchange, to encourage a more competitive bidding environment. On January 13, 2025, a total of four bids were received. The bids, along with the respective contractors and amounts, are as follows:

<u>Contractor</u>	<u>Base Bid</u>	<u>Alternate</u>
BG Construction and Engineering (1)	\$290,890.10	N/A
Astrong Construction (2)	\$303,130.00	\$25,000.00
Eagleizer LLC	\$370,091.00	N/A
Ziolkowski Construction, Inc.	\$398,500.00	\$7,500.00

The bid from BG Construction and Engineering was not signed and was not submitted on the required proposal form as specified in the bid documents. Additionally, the necessary copy of the company's insurance was not included with the submission. As a result, BG Construction and Engineering's bid has been deemed non-responsive.

Astrong Construction proposed an alternative design to maintain a wall height at a 16-foot elevation along the entire length, which would involve excavating along the high bank. This approach would result in a \$38,000 reduction to their bid price.

The project's engineer and City staff have reviewed the submitted bids. Given that BG Construction and Engineering's bid was deemed nonresponsive, it is recommended that the City Commission award the contract to Astrong Construction for the base scope of the project, as designed and bid.

Motion made by Vigansky, supported by Money, to approve the construction contract award to Astrong at the proposed amount of \$303,130.00, as presented. Roll call vote carries unanimously.

D. Expenditures- Consider approving the expenditures for January 13th, 2025, in the amount of \$105,182.75

Motion made by Vigansky, supported by Swem, to approve the expenditures in the amount of \$105,182.75. Roll call vote carries unanimously.

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

A. Compensation Commission Calling for Applicants- The City Commission is calling for applicants for the Municipal Officers Compensation Commission. This Commission will meet in January and determine the salary for each elected municipal official and present by the second meeting in February. Five members will be appointed each of whom shall be a registered elector of the City of Buchanan. (A member or employee of the legislative, judicial, or executive branch of government

or a member of the immediate family of a member or employee of the legislative, judicial, or executive branch of government shall not be a member of the commission.)

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

Murphy introduced investors Jenna and Logan who recently purchased the redbud insurance building. They are currently in the design stage with a vision of a new Vietnamese restaurant featuring Jenna's cooking.

XIV. Executive Comments

A. City Manager Comments

Day one is in the books. McGhee is looking forward to being here, and it has been a great first day.

B. Commissioner Comments

Vigansky welcomed McGhee, commenting that the meeting went smoothly. He was happy to see the new restaurants in town and pleased that the wall was taken care of.

Money welcomed McGhee, thanked Jerry for the update on the trail, and expressed happiness about its expansion. He was glad to see a new incoming restaurant and thanked the Commission and staff for their efforts.

George was glad to see McGhee and is excited to work with him. She thanked Murphy for his hard work on the demolition projects and expressed her happiness about the progress on the wall. George also welcomed Jenna and Logan to Buchanan, wishing them all the best.

Swem welcomed Tony, encouraging him to keep hitting the ground running, and he'll assign more tasks to him. The culvert repair is progressing well, and we hope to complete it by spring. Jenna and Logan, welcome to Buchanan! Over the last few weeks, we've been fortunate to see a few commercial buildings sell downtown and several projects get announced. Thistle Down & Row is a fantastic place to grab a meal.

C. Mayor Comments

Weedon welcomed McGhee, we have been fortunate to have Tim Lynch to put us on the straight and narrow. And on day one, McGhee has already proven his worth, and this is just the beginning. We have someone who understands what we have coming up. Thank you to everyone who came this evening.

XV. Adjourn

Motion made by Vigansky, supported by Money to adjourn the meeting at 7:39 PM.

Kalla Langston-Weiss, City Clerk

Mayor Mark Weedon