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**MINUTES****I. Call to Order Public Hearing #1**

Public Hearing called to order at 7:00 pm.

**II. Roll Call**

Present: George, Money, Vigansky, Weedon

Absent: Swem

**III. Opening of Public Hearing #1**

Motion by Vigansky, supported by Money, to open Public Hearing #1 at 7:01 pm. Voice vote carried unanimously.

**IV. Statement of Purpose and Announcement of Rules**

A. *The purpose of the public hearing is to hear public comments on a proposed Ordinance 2025.11/444 Unified Development Code, also referred to as the Zoning Ordinance. The proposed zoning ordinance to establish zoning districts and land use regulations governing the City of Buchanan, Berrien County, Michigan; to provide for regulations governing nonconforming uses and structures; to provide for a Zoning Board of Appeals and its duties and powers; to provide for the administration of this Ordinance including the official whose duty it shall be to enforce the provisions thereof; to provide penalties for the violations of this Ordinance; and to provide for conflicts with other ordinances or regulations.*

**V. Close of Public Hearing #1**

Motion by Money, supported by George, to close Public Hearing #1 at 7:02 pm. Voice vote carried unanimously.

**VI. Call to Order Public Hearing #2**

Public Hearing called to order at 7:02 pm.

**VII. Roll Call**

Present: George, Money, Vigansky, Weedon

Absent: Swem

**VIII. Opening of Public Hearing #2****IX. Statement of Purpose and Announcement of Rules**

A. *The public hearing aims to gather comments on proposed Ordinance 2025.12/445, which amends Chapter 34 of the code of ordinances, specifically Article 11 about even-year elections, Section 34-29 regarding the filing of nominating petitions.*

**X. Close of Public Hearing #2**

Motion by Money, supported by George, to close Public Hearing #2 at 7:03 pm. Voice vote carried unanimously.

**XI. Call to Order Public Hearing #3**

Public Hearing called to order at 7:04 pm.

**XII. Roll Call**

Present: George, Money, Vigansky, Weedon

Absent: Swem

**XIII. Opening of Public Hearing #3**

Motion by Vigansky, supported by Money, to open Public Hearing #3 at 7:04 pm. Voice vote carried unanimously.

**XIV. Statement of Purpose and Announcements of Rules**

A. *The purpose of the public hearing is to hear public comments on the possible sale of city property located at the following addresses. After the public hearing, the commission will consider the sale of said properties: 405 Elizabeth Street · 411 Elizabeth Street · 416 Bluff Street · 418 Bluff Street · 420 Elizabeth Street · 314 Arctic Street · 503 Arctic Street · 418 Fulton Street · 724 W Roe Street · 907 Victory Street · 1104 Victory Street · 1106 Victory Street, (all located in Buchanan MI, 49107).*

**XV. Close of Public Hearing #3**

Motion by Money, supported by Vigansky, to open Public Hearing #3 at 7:04 pm. Voice vote carried unanimously.

**XVI. Call to Order the Regular Meeting**

Meeting called to order at 7:05 pm.

**XVII. Recognition**

None.

**XVIII. Pledge of Allegiance**

Mayor Weedon led in the pledge of allegiance.

**XIX. Invocation**

The Invocation was given.

**XX. Roll Call**

Present: George, Money, Vigansky, Weedon

Absent: Swem

City Staff Present: Tony McGhee, City Manager; Kalla Langston-Weiss, City Clerk

**XXI. Approve Agenda**

Motion by Money, supported by Vigansky, to approve the agenda as presented. Voice vote carried unanimously.

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

None.

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

**A. Minutes**- *Consider approving the Regular Meeting Minutes from October 27th, 2025.*

**B. Department Head Reports**- *Receive monthly reports.*

Motion by Vigansky, supported by George, to approve the consent agenda as presented. Voice vote carried unanimously.

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

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

**A. Election Report** - *Special Election November 4th, 2025.*

Clerk Langston-Weiss presented a summary on the November 4<sup>th</sup>, 2025 election. Turnout was lower throughout the county and the election went well. Vigansky asked about the low turnout, Langston-Weiss spoke about smaller special elections.

**XXVI. Unfinished Business**

**A. **Ordinance 2025.11/444****- *Consider the second reading and enactment of the Unified Development Code of the City of Buchanan (Zoning Ordinance).*

Motion by George, supported by Vigansky, to Consider the second reading and enactment of Ordinance 2025.11/444. Roll call vote carried unanimously.

**B. **Ordinance 2025.12/445****- *Consider the first reading of Ordinance 2025.12/445, an Ordinance to amend Chapter 34, Elections Article II. Even Year Elections, Section 34-29. Filing of Nominating Petitions.*

Motion by Money, supported by George, to Consider the second reading and enactment of Ordinance 2025.12/445.

Vigansky asked for an explanation of the ordinance. Clerk Langston-Weiss explained that it had been changed in 2018 and provided a summary of the new change.

Roll call vote carried unanimously.

**C. **Sale of City-owned Properties****- *Consider the sale of City-owned properties at: 405 Elizabeth Street-411 Elizabeth Street-416 Bluff Street-418 Bluff Street-420 Elizabeth Street-314 Arctic Street -503 Arctic Street-418 Fulton Street-724 W Roe Street-907 Victory Street-1104 Victory Street-1106 Victory Street*

Motion by Vigansky, supported by Money, to approve the sale of City-owned properties.

City Manager McGhee explained that one property that had been previously suggested for sale, 404 Elizabeth, had been removed from the list in the case the City would like to use that lot to expand Victory Park.

If the City Commission approves the sale of City-owned property, McGhee will put together a request for proposals, and will evaluate all proposals received before returning to the City Commission with a recommendation.

Roll call vote carried unanimously.

**XXVII. New Business**

**A. Restrictive Covenant**- *Consider allowing the city manager to execute the restrictive covenant updates on the former Clark Equipment historic properties.*

The property in question is behind Clark Testing. The site had been contaminated by Clark Equipment and the City is required to maintain and update Restrictive Covenants on the property.

Vigansky asked if the site could be developed, McGhee responded that due to the topography it it not.

Motion by Money, supported by George, to approve the City Manager to execute the restrictive covenants as presented. Roll call vote carried unanimously.

**B. Introduction of Ordinance 2025.12/446**-*an Ordinance for Sanitary Lateral Sewer Service.*

This has been a policy of the City for 10-20 years, and it is now being presented so it can be codified in the City's Code of Ordinances.

Motion by Vigansky, supported by Money, to approve the introduction of Ordinance 2025.12/446 for lateral sanitary sewer service and schedule a public hearing for January 12, 2026 as presented. Roll call vote carried unanimously.

**C. CDBG Northside Home Repair Program**- *Consider the approval of the bid and contract award to Cameron's Construction in the amount of \$36,907.00 for 514 Moravia.*

McGhee presented the contract for ADA modifications and improvements for the property, paid in full by a Community Development Block Grant from the State of Michigan.

Motion by Vigansky, supported by George, to approve the bid and contract award for 514 Moravia as presented. Roll call vote carried unanimously.

**D. Traffic Control Order #260**- *Consider Traffic Control Order #260: the westside of Days Ave, south of E. Chicago St and north of E. Roe St shall be a "no parking" zone, except in areas that are already posted as designated parking zones.*

McGhee asked if the Commission would like to table or postpone the vote. Vigansky would like to postpone it until the end of February.

Motion by Vigansky, supported by Money, to postpone until the second meeting of February.

Yes: Money, Vigansky

No: George, Weedon

Motion tied.

Weedon to rescind his vote to yes.

Motion to stands to postpone until the second meeting of February.

**E. Southwest Michigan Planning Commission**-*Consider Approval of Southwest Michigan Planning Commission Contract for 5-Year Parks & Recreation Plan*

Motion by George, supported by Money, to approve the contract with the Southwest Michigan Planning Commission in the amount of \$12,328.

Vigansky was involved in the last 5-year parks & recreation plan and will have questions about the pricing for the City Manager.

Roll call vote carried unanimously.

**F. Expenditures**-*Consider the expenditures that were approved administratively from November 10th and those from November 24th, totaling the amount of \$121,790.10.*

Motion by Money, supported by Vigansky, to approve the expenditures in the amount of \$121,790.10 as presented.

Vigansky noted that this was two months' worth of expenses.

Roll call vote carried unanimously.

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

None.

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

Jackie Bartus – Thanked City Manager McGhee and said the downtown looks great. Also thanked the crews and the downtown businesses, she is looking forward to Small Business Saturday.

Haley Jones – Asked for clarification on how the City will prevent people from driving down the recently closed section of Dewey. McGhee responded that there is a temporary barricade in place and there will be a permanent solution by the spring/summer.

Dennis Mori – A number of small businesses downtown meet every Tuesday at Creekside at 3:30pm. The group started during the infrastructure project, and they are continuing to meet to plan events and promote businesses.

Clerk Langston-Weiss shared correspondence from Harold Hoover regarding the long abandoned property at 215 Sylvan St. The property is blighted and is a public safety hazard.

McGhee responded that the Planning Commission is currently reviewing a draft vacant and abandoned properties ordinance that will require registration of such structures. Vigansky encourages residents to reach out to the City with problem vacant and abandoned properties.

### **XXX. Executive Comments**

#### **A. City Manager Comments**

Thanked everyone for their help with the Grand Re-Opening event last Friday. We will continue to work on punch list items from now until the spring. The DPW is distributing sand to downtown businesses as recommended. Interviews for the vacant DDA positions will take place next week. The DDA will conduct the interviews, make a recommendation to the Mayor, who will then make a recommendation to the City Commission for appointments. McGhee also shared that the new Zoning Administrator, Kristen Gunderson, will be joining the City December 15<sup>th</sup>.

Vigansky spoke about the DDA and state law, Clerk Langston-Weiss confirmed that per state law the DDA needs 8 members to do business. As the DDA currently has 6 members, they will only be holding workshops and not conducting official business.

#### **B. Commissioner Comments**

Vigansky asked Baker about the wood stove. Baker confirmed it's heating the floors. He then asked McGhee why there is a step and a handrail in front of Zen Leaf and Redbud Hardware. McGhee answered it was designed that way to make up grade differences between the road and business entrances necessary to be ADA compliant. Permanent rails will be installed.

Money made remarks on the ending of the downtown infrastructure project. He thanked the Chamber and City staff for putting on the Grand Re-Opening event. He thanked the residents for their support and understanding through strenuous times and wished everyone a happy Thanksgiving while reminding everyone to visit Small Business Saturday.

George thanked everyone for their help with the ribbon cutting and the residents for their patience during the project. George also invited everyone to White Saturday and the Parade, November 29<sup>th</sup> at 5:30pm. She wished everyone a happy Thanksgiving.

#### **C. Mayor Comments**

Weedon remarked on the ribbon cutting and the newly open downtown. He's excited for things to come and invited everyone to come downtown for the event and thanked the residents for their patience.

Vigansky commented that downtown business owners meet at City Hall and we also have the DDA as a resource for downtown businesses.

### **XXXI. Adjourn**

Motion made by George, supported by Vigansky, to adjourn at 7:49 pm. Voice vote carried unanimously.

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Kalla Langston-Weiss, City Clerk

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Mark Weedon, Mayor