

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 Dan Vigansky

Absent: Commissioner Larry Money & Commissioner Raquell George

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

V. Approve Agenda

Motion made by Vigansky, supported by Swem to approve the agenda, as presented. Voice 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 Feb. 10th, 2025.

B. Banking Accounts- Consider closing banking accounts at Huntington Bank and United Federal Credit Union.

C. Excuse- Consider excusing Commissioner Larry Money from the February 10th Regular Meeting and the February 24th Regular Meeting.

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

VIII. Scheduled Matters from the Floor *(if any)***IX. Reports by: Departments, Committees, Boards**

A. Compensation Commission Report -Chair Tony Houser *(the City Commission may choose to motion for the denial of the official document submitted by the Compensation Commission, if no denial no motion is needed for approval).*

Houser presented the findings of the Compensation Commission.

B. Community Development Department- Director Rich Murphy

1) Consideration of approval to proceed with Berrien County Bid Award and Demolition at 111 Railroad St./ 708 S. Redbud Trail.

Murphy has been collaborating with the County Land Bank and Shea Miller from Blue Point on this demolition project. The recommended bid was submitted by Melching Construction from Muskegon, and it came in under budget

Motion made by Vigansky, supported by Swem to proceed with the Berrien County Bid and Award and Demolition at 111 Railroad/708 S Redbud Trail. Roll call votes carry unanimously.

2) *Consider approval of Stranger Wine Company Local Government Approval for Social District Application at 201 Front St.*

Motion made by Swem, supported by Vigansky to approve the local government's approval for Stranger Wine Company, Resolution 2025.02/07, as presented. Roll call vote carry unanimously.

3) *Brief project updates.*

X. Unfinished Business

A. Ordinance 2025.02/440- *Consider the second reading and approval of Ordinance 2025.02/44- Fire Prevention and Protection. (See Attachment A)*

Motion made by Swem, supported by Vigansky to approve the second reading and approval of Ordinance 2025.02/440, as presented. Roll call votes carry unanimously.

XI. New Business

A. Parks Grant 2025 Discussion- *City Manager, Tony McGhee*

McGhee brought up two different park projects that the Commission and community have been actively discussing. The first project is Kathryn Park, which will feature new playground equipment and parking areas. The second project is the Riverfront, for which we have received two grants in the past year; we are now considering adding a pavilion and public restrooms.

McGhee is asking which park should be prioritized when it comes to grant matches. While we intend to apply for grants for both parks, he would like to know the Commission's priority.

Kathryn Park has been a priority for the commission in the last two budget sessions. Would like to plan for both if it's able to be in the 2026-2027 FY budget.

B. Bendzinski & Co.- *Consider the engagement letter from Bendzinski & Co.*

Motion made by Vigansky, supported by Swem, to approve the engagement letter from Bendzinski & Co. as presented. Roll call votes carry unanimously.

B. Expenditures- *Consider approving the expenditures for February 24th, 2025 in the amount of \$39,010.27.*

Motion made by Vigansky, supported by Swem to approve the expenditures in the amount of \$39,010.27. Roll call votes carry unanimously.

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

A. Save the Date! Buchanan Downtown Project Update on March 3rd at 6:00 PM at Buchanan City Hall- *Everything you need to know about the Buchanan Downtown Project. Project Scope and Timeline, Communication Strategy, Q & A Session. The City Team, Engineers, and Contractors will all be present. This is a public meeting downtown residents and businesses are especially encouraged to attend.*

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

Randy Hendrixson- comments about offering public restrooms to the city at building 324.

Mike Zimmerman- comments about the dead limbs by the riverfront park.

XIV. Executive Comments

A. City Manager Comments

Addressing the road by Bigby, the engineering team will be meeting to come up with options for repairs. They are actively working on that. The Rental Ordinance will be discussed at the next meeting. The trees were removed for the downtown project. Detour signage is typical when starting a project like this, and changes are being made in some areas, including near Moccasin School. The Request for Proposals (RFP) for roof repairs at the Tin Shop Theater will be sent out on Wednesday. During the snowstorm, the loader broke down, which slowed things down for the street crew, but they managed to get it fixed and back in operation. The closeout paperwork for DPW building is almost complete, and there is a little bit of contingency money coming back. We will be putting out an RFP to address the stained-glass window at the cemetery chapel.

B. Commissioner Comments

Vigansky commented on the detour signs and raised questions about the log boiler at the DPW building.

Swem expressed gratitude to everyone involved with the feed mill site and expressed high confidence in the Fire Department regarding their fire inspection program. He also made a few recommendations for improvements to the program.

C. Mayor Comments

Weedon made no further comments.

XV. Adjourn

Motion made by Vigansky, supported by Swem to adjourn the meeting at 7:49 PM. Roll call votes carry unanimously.

Kalla Langston, City Clerk

Mayor Mark Weedon