

**MINUTES**

**I. Call to Order**

The meeting was called to order at 7:00pm.

**II. Recognition**

**III. Pledge of Allegiance**

Denison led in the pledge of allegiance.

**IV. Roll Call**

Present: Mayor Sean Denison, Mayor Pro Temp Mark Weedon, Commissioner Dan Vigansky, Commissioner Patrick Swem

Absent: Commissioner Larry Money

City Staff: City Manager, Tim Lynch; 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 Weedon, supported by Vigansky, to approve the agenda as presented. Roll call vote carries unanimously.

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

*Robert Selvig, 424 Fulton St – comments on soliciting within the city regarding vehicles.*

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

**A. Expenditures:** Consider approving the expenditures for February 26, 2024, in the amount of \$61,512.20.

**B. Minutes:** Consider the Regular Meeting Minutes from February 12th, 2024.

**C. Design Review Committee Appointment:** Consider Appointing Peter Lysy to the Design Review Committee.

Motion made by Vigansky, supported by Swem, to approve the consent agenda as presented. Roll call vote carries unanimously.

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

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

**X. Unfinished Business**

**XI. New Business**

**A. Plan Commission Appointment**

1) Consider appointing Jen Gerry to the Plan Commission for a term ending in June 2026 *(the Plan Commission unanimously recommended Jen Gerry for appointment at the February 13th meeting).*

Vigansky motions to appoint Alan Robandt to the Planning Commission. There is no support.

Motion made by Swem, supported by Weedon, to appoint Jen Gerry to the Planning Commission. Roll call vote carries unanimously.

**B. Resolution 2024.02/07:** Consider Resolution 2024.02/07, a resolution for USDA Rural Business Development Grant

There's an opportunity through USDA for a design grant which doesn't require a match. Looking to improve drainage and asphalt along Millrace and design fees to create parking. Project expanded to include the area across the road adjacent to the Commons and Pears Mill.

Motion made by Weedon, supported by Vigansky, to approve Resolution 2024.02/07 as presented. Roll call vote carries unanimously.

**C. Days Ave. update:** Sidewalk/Road structural issue update by City Manager, Timothy Lynch

McCoy Creek Culvert has started to fail. The DPW secured the area from public access. Time is of the essence, and we contacted an engineering firm with expertise in structural and waterway issues. We have a proposal from Abonmarche I recommend we accept. It includes survey work, up to three conceptual designs, and the preparation and submittal of EGLE permits. Their proposed fee is \$21,900.

Motion made by Vigansky, supported by Weedon, to authorize the city manager to proceed with Abonmarche's proposal and work not to exceed \$21,900. Roll call vote carries unanimously.

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

**A. Presidential Primary Election:** TUESDAY, FEBRUARY 27TH, 2024. Polls are open from 7 AM-8PM

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

*Richard Martin, 920 Chippewa – comments how the school millage proposals will not cost taxpayers any more.*

**XIV. Executive Comments**

**A. City Manager Comments**

Due to unforeseen circumstances, I have recently become more familiar with our wastewater treatment plant. It's referred to as an oxidation ditch, going forward I will identify it in a more sophisticated manner with it being an extended aeration activated sludge facility with chemical addition, secondary clarification, and ultraviolet disinfection. Our mission has been and will continue to be to produce clean water for discharging into the St Joseph River. Buchanan residents should be proud of our facility. It's state of the art and should perform outstanding for decades to come.

**B. Commissioner Comments**

Weedon – None.

Swem – None.

Vigansky – I was going to ask some things about the budget so I will just ask now. The tablets, there's one person using the tablet, can we change that so that one person has the tablet and the rest of us so we don't have to pay for them. Is that a monthly rent we are paying on them?


Langston – I believe Courtney is looking into the data being removed. There's not a monthly rent, they are paid off.

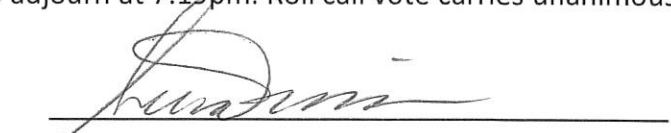
**C. Mayor Comments**

Normally in the spring we would meet on a Saturday morning and have a work session and come up with goals. Tomorrow is election so make sure you get out and vote. Also, I wanted to say at our first meeting in March I encourage you all to come and bring your friends. The auditor will be going over our audit and will tell us all the financial state of our community.

**XV. Adjourn**

Weedon motions, supported by Vigansky, to adjourn at 7:19pm. Roll call vote carries unanimously.

  
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Kalla Langston, City Clerk

  
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Mayor Sean Denison

