

**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 Larry Money, Commissioner Raquell George, Commissioner Dan Vigansky

**City Staff:** City Manager, Timothy Lynch; City Clerk, Kalla Langston; Director of Public Services, Mike Baker; Director of Community Development, Rich Murphy; Chief of Police Harvey Burnett

**V. Approve Agenda**

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

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

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

**A. Minutes**

1) Consider the Regular Meeting Minutes from November 25th, 2024.

2) Consider the Special Meeting Minutes from November 23rd, 2024 & November 25th, 2024.

**B. 2025 Meeting Notices-** Consider the 2025 Meeting Notice schedule.

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

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

**A. Audit Presentation-** Brian Hake, CPA from Kruggel Lawton will present the 2023-2024 FY Audit.

Hake delivered a brief presentation on the audit, which resulted in an unmodified opinion — the highest rating that can be issued. He expressed gratitude to Lynch, Perez, and Baham for their hard work on the audit.

Lynch noted that the financials looked very good this year, highlighting some significant accomplishments. Investment earnings totaled \$537,087, representing a substantial increase of \$440,190 compared to the previous year's interest earnings of \$132,897. Additionally, general expenses decreased by 45.4%, contributing to a notable increase in the total fund balance of the general fund.

The management and finance personnel at City Hall have dedicated considerable time and effort to enhancing and strengthening business procedures and reporting functions in areas such as cash handling, investments, segregation of duties, and bank reconciliation tasks. These improvements, along with other municipal financial practices, should be reflected in this year's financial reports and in future documents as well. The full audit report will be posted on the website and will also be available at City Hall.

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

**A. One Buchanan Presentation** - Estephani Cashier Rodriguez; Chair and Ruth Writer; Secretary to give an update and presentation on their accomplishments.

Rodriguez provided a brief history of OneBuchanan, which was established in 2016 to address the emerging need for unity across the nation. OneBuchanan's mission is to promote awareness of our rich diversity through education, activities, and programs that strengthen an inclusive community. They foster a sense of belonging by acknowledging and celebrating our differences.

In 2021, OneBuchanan partnered with the city, becoming a city board shortly after the city included the organization in the master plan and reaffirmed the city ordinance for non-discrimination and equal protection for all.

Among their accomplishments, OneBuchanan held its first forum in 2018 to introduce itself to the Rowland community. This was followed by educational forums on various topics, including Native American issues both nationally and locally. They have since organized forums on Black History, the impact of COVID-19 and mental health, ageism, disabilities, cultural competency, and LGBTQ+ issues. Additionally, they collaborate with the Buchanan District Library to promote the "One Book, One Buchanan" initiative and are excited to select their next book for 2025.

**B. Common Committee Update & Concert Schedule**- Michael Rowland

The Buchanan Common and corresponding resources have become a cornerstone for downtown vitality. This group includes the Summer Concert Series, Tin Shop Theater, Buchanan Farmer's Market, and the historic Pears Mill. These committees have all been considered by the City of Buchanan, which has made reporting and communication difficult. Resources haven't been shared nor has there been considerable collaboration between the organizations. The purpose of The Common Collective is to change that. It will be a committee made up of nine members comprised of different organizations and community leaders. This would be an official city board that meets monthly, provides meeting minutes to the city, and works with all Common-related activities to ensure transparency, and equity and deliver the best outcome for Buchanan taxpayers.

The goal of this organization will also be to continue to have these organizations work together to identify redundancy and inefficiencies in the combined work of The Common. We will work together to create economies of scale with marketing, promotion, and fundraising as well. We would like the city to consider adopting bylaws and work with us to create a new philosophy for the great resources the Buchanan Common provides. Rowland outlined the organizations that are involved. He also presented the different budgets. Rowland asked the commission to consider the proposed dates for the use of the common as well as the request for funding of \$10,00.00

Motion made by Swem, supported by Money to approve the proposed dates as presented. Roll call votes carry unanimously.

Motion made by Swem, supported by Weedon to approve the \$10,000 annual expense.

Yea: George, Money, Swem, Weedon

Nay: Vigansky

Motion carries 4-1

**X. Unfinished Business**

**XI. New Business**

**A. Budget Amendments**- Consider the Budget Amendments for FY 2024-2025. See Attachment A Motion made by Swem supported by George, to approve the FY 2024-2025 Budget Amendment #1, as presented. Roll call votes carry unanimously.

**B. Expenditures**- Consider approving the expenditures for December 9th, 2024, in the amount of \$55,362.58  
Motion made by Vigansky, supported by Money, to approve the expenditures in the amount of \$55,362.58. Roll call votes carry unanimously.

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

**A. December 23rd, 2024 meeting cancellation**—The regular meeting was canceled for December 23rd, 2024. The next City Commission regular meeting will be on January 13th, 2025.

**B. 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.) Applications should be turned in by December 31st, 2024 to the City Clerk.

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

*Jim Cronin- Concerns that the tree plantings may interfere with the water and sewer lines.*

**XIV. Executive Comments**

**A. City Manager Comments**

Lynch provided an update on the technical, managerial, and financial lead service line replacement grant. The city will be mailing letters to water customers next week. These letters will instruct them to make an appointment for the water department to visually verify the material of their water service line inside their homes. Appointments will be available from January 6th to February 28th initially.

The contracts for the McCoy Creek Culvert project have been signed, and a pre-construction meeting is scheduled to take place on-site this Wednesday. Regarding the Front Street retaining wall rebid, bids are due on January 9th. Changes have been made to the bid form and there is a longer completion time to attract more contractors. A potential 14 contractors have been identified to bid on the project.

Lynch also asked the Commission to review page 46 of the audit, specifically the general fund budgetary comparison. The fund balance has increased from \$1.2 million to \$1.876 million.

**B. Commissioner Comments**

*Vigansky* sincerely thanked Tim Lynch for his support. The city does not realize how serious this situation is. He would like to discuss code enforcement and the posting of more reports on Facebook.

*Money* thanked the Chamber for the Christmas event. The Shop-with-a-Cop event this past weekend went very well, as always. He expressed gratitude to Brian Hake for the great audit. Money reiterated

that City Management and finance personnel invested significant time and effort to enhance and strengthen business procedures, reporting functions, cash handling, investing, and the segregation of duties. Special thanks to One Buchanan and Michael for their presentations.

Additionally, on December 14th for the Wreaths Across America project. A formal ceremony will begin at 12:30 PM, after which wreaths will be placed on the veteran circle. Merry Christmas to everyone, and a giant thank you to Lynch for all his hard work!

George expressed her gratitude to One Buchanan and Michale Rowland for attending and speaking at tonight. She mentioned that the Buchanan Tree Lighting went well and appreciated the Chamber's hard work in organizing it. She loves seeing Facebook posts about "Shop with a Cop" and thanked the Police Department for their contributions. Also thanked Lynch, stating it has been a pleasure to work with him and expressing appreciation for his dedication to the community. It clearly shows how much he cares and hopes to see him stay for a while. George wished everyone a Merry Christmas and reminded everyone to stay safe.

Swem Big congratulations to the finance team for achieving two consecutive years of improved audits! It's an understatement to say how much hard work they have put in. When you see a 45.4% decrease in expenses in the general budget, it's clear that we are running very efficiently. While there are always ways to improve, the dedication and sacrifices made by the team have allowed us to accomplish much more. Great work, everyone, on this stellar audit! You should all be proud of the contributions you've made across all departments. Wishing you a Merry Christmas and a Happy New Year! Lynch, we'll see you soon.

### C. Mayor Comments

First, Weedon wanted to thank Vigansky for the narrative he shares with everyone here. You challenge everyone to think, and he appreciates that. He may not always agree with what you say or how you say it, but he values what you bring to this commission. Everyone is excited about what's going to come.

Tim, there are no words to describe the impact you've had. You have brought a breath of fresh air to this city that cannot be measured. You have shown that we are not broke, we are not destitute, and that life is better here.

I promise you that we will be fiscally conservative. I am proud to be your mayor and proud to watch this team grow. Thank you to everyone who shows up and puts in the effort.

## **XV. Adjourn**

Motion made by Vigansky, supported by George, to adjourn the meeting at 8:29 PM. Roll call vote carries unanimously.

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Kalla Langston-Weiss, City Clerk

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Mayor Mark Weedon