

REGULAR MEETING OF THE BUCHANAN CITY COMMISSION
MONDAY, JUNE 26, 2023 – 7:00 PM
CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI

AGENDA

THE COMMISSION OF THE CITY OF BUCHANAN, in compliance with Michigan’s Open Meetings Act, hereby gives notice of a regular meeting of the Buchanan City Commission to be held in the Chamber of City Hall.

* Requests to be added to the agenda as a “Scheduled Matter from the Floor” should be submitted in writing to the City Clerk at least 5 business days prior to the scheduled meeting during which the speaker wishes to appear, and the approval of such requests remain within the discretion of the Mayor. If denied, the speaker may nonetheless speak during the “non-agenda items only” public comments section of the agenda.

* Those who are unable to appear during a meeting but who still wish to share public comment may submit such comments in written form to the City Clerk at least 4 hours in advance of the meeting.

* Individuals with disabilities may request necessary reasonable accommodations by submitting requests to the City Clerk, preferably at least 24 hours in advance.

* Written requests and comments may be submitted to the City Clerk either in person or via mail to Buchanan City Hall, 302 N. Redbud Trail, Buchanan, MI 49107, or via email to clerk@cityofbuchanan.com

I. Call to Order

II. Recognition

III. Pledge of Allegiance

IV. Roll Call

V. Approve Agenda

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- Consider approving the Regular Meeting Minutes from June 12, 2023.

B. Expenditures- Consider approving the expenditures for June 26th, 2023, in the amount of \$80,735.46

VIII. Scheduled Matters from the Floor (if any)

IX. Reports by: Departments, Committees, Boards

A. B.A.R.B Report- Chairperson/ Buchanan Township Treasurer, Rachel Plank

1) BARB recommends to the City Commission to request DPW to remove the broken plastic seat swing at McCoy Creek Recreational Area due to safety concerns.

2) BARB recommends to the City Commission to not purchase metal/chain basketball nets for any parks in the future as they pose a significant safety risk.

3) BARB recommends to the City Commission to request DPW to place an additional picnic table at Victory Park.

4) BARB recommends to the City Commission to remove broken/bad condition picnic tables from Kathryn Park.

B. Clerk Report- City Clerk, Kalla Langston

1) August 8, 2023 Election

2) Election Legislation Update

3) Consider approving Commissioner Alternate Appointments for boards/committees/commissions.

4) Consider approving the policy for communications between the City Attorney, City Commission, and City Staff.

C. Community Development Department- Director Rich Murphy

1) Consider the Draft RFP for 123 Days Ave.

X. Unfinished Business

A. Ordinance 2023.06/436: Consider the Second Reading of Ordinance 2023.06/436. An ordinance to amend the Buchanan City code of ordinances to provide for prohibition and abatement of nuisances and to repeal and replace ordinance sections 38-26, 38-29 subsection 3, and sections 38-47, 38-54, 38-55, Article III, and parts thereof in conflict herewith. If passed at the second reading, the ordinance will take effect 15 days after enactment and publication.

XI. New Business

A. **Budget Amendments** - Consider approving the budget amendments as recommended by the City Manager and City Treasurer.

B. **Complaint Review**- Review the Complaint filed against Commissioner Vigansky and vote on whether or not to proceed with a hearing, pursuant to the Rules of Procedure for City Commission Meetings and City Code of Conduct and Ethics.

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

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

XIV. Executive Comments

A. City Manager Comments

B. Commissioner Comments

C. Mayor Comments

XV. Adjourn



REGULAR MEETING OF THE BUCHANAN CITY COMMISSION

MONDAY, JUNE 12, 2023 – 7:00 PM

CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI

MINUTES

I. Call to Order

The meeting was called to order by Mayor Sean Denison at 7:00 P.M.

II. Recognition

III. Pledge of Allegiance

Mayor Denison led in the pledge of allegiance.

IV. Roll Call

Present: Mayor Sean Denison, Mayor Pro Tem Mark Weedon, Commissioner Dan Vigansky, Commissioner Larry Money

Absent: Commissioner Patrick Swem

City Staff: Interim City Manager, Tim Lynch; City Treasurer, Deborah Perez; City Clerk, Kalla Langston; Community Development Director, Rich Murphy; Assistant Community Development Director, Ashley Regal; Director of Public Services, Mike Baker; Director of Public Safety, Tim Ganus; Chief of Police Harvey Burnett

V. Approve Agenda

Motion made by Denison, supported by Weedon to amend the agenda to add 1) Kathryn Park under Section X. Unfinished Business. Roll call vote carries unanimously.

Motion made by Vigansky, supported by Denison to approve the amended agenda. Roll call vote carries 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 approving the Regular Meeting Minutes from May 22, 2023.

2) Consider approving Closed Session Minutes from May 22, 2023.

B. Expenses

1) Consider approving the expenses for June 12th, 2023 in the amount of \$226,389.47

C. Re-Appointment

1) Consider reappointing Deborah Miner as a trustee for the Buchanan District Library, for a 4-year term.

D. Excuse

1) Excuse Commissioner Patrick Swem's absence from tonight's regular meeting, June 12, 2023.

E. Street Closure-

1) Thrill on the Hill Street Closure for Front St. from July 10th-July 17th.

2) *Thrill on the Hill Street Closure for Dewey St. from July 13th- July 16th.*

Motion made by Vigansky, supported by Weedon to approve the Consent Agenda. Roll call vote carries unanimously.

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

A. Buchanan District Library Director Meg Paulette Perez-update on the library building campaign.

Paulette-Perez presented to the Commission recent highlights that have happened at the library. Including eliminated late fines, started a library of things which is a collection of 213 “things” such as musical instruments, tools, outdoor equipment and more. As well as launched a tutoring program, created One Book/ One Buchanan as well as started a Seed Library. Paulette-Perez also touched on the library building campaign, that includes a Community Room and a Hometown Hub. Encourage residents to use the library and being an advocate for libraries.

B. Southwestern Michigan Community Ambulance Services (SMCAS), Brian Scribner- Discussion if the City of Buchanan will pursue a special assessment.

Scribner updated the Commission on different funding grants that SMCAS is pursuing. The discussion if the city will pursue a special assessment. The city has budgeted \$75,000.00 out of the General fund for the next fiscal year to cover the assessment. Since the city and other municipalities elected to only pursue a special assessment. Langston touched on parcel and population. SMCAS is no longer providing the materials to the municipality. The conscious is teaming up with other municipalities, to figure out a way to fund this in the long term. Since there is no tax frame by population the municipalities went with a special assessment on per parcel. The City Commission’s consciousness was to fund SMCAS out of the general fund this year, and work with the municipalities on coming up with solutions for the Special Assessment coming in the 2024 fiscal year. Scribner also noted that the state is working on funding for ambulance services.

Motion made by Vigansky, supported by Money to approve paying the SMCAS payment out of the general fund. Roll call vote carries unanimously.

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

A. Community Development Report - Director Rich Murphy & Assistant Director Ashley Regal

1) *Consider Approving the 2023 Marihuana Medical and Adult Use Grow and Process Permit Renewals for Boones Labs at 107 E. Alexander St.*

Motion made Money, supported by Weedon to approve the 2023 marihuana medical and adult use grow and process permit renewals for Boones Labs at 107 E. Alexander St. Roll call vote carries unanimously.

2) *Consider Approving the 2023 Microbusiness Permit Renewals for Walpole Limites Craft Market at 303 Carroll St.*

Motion made by Money, supported by Weedon to approve the 2023 microbusiness permit renewals for Walpole Limites Craft Market at 303 Carroll St. Roll call vote carries unanimously.

3) *Consider Resolution 2023.06/17, a resolution of support for local match for the MDOT TAP Grant for the McCoy Creek's Trail Extension Project.*

Jerry Flenar spoke on behalf of Friends of the McCoy Creek Trail. Their fundraising efforts have been very successful and they’ve been encouraged to continue to apply. They’ve funded the

extension as far as River St. Joe and are working on expanding it farther, with \$1.2-2 million currently applied for. They would like the commission to pass the resolution to allow them to continue asking for these grants.

Motion made by Vigansky, supported by Money to approve 2023.06/17, as presented. Roll call vote carries unanimously.

4) Updated Draft of Ross-Sanders RFP with Historic Preservation Easement and Concept Parcel.

Murphy has received the survey for the property and has a concept parcel that all parties are in agreement with. The RFP is ready to be published on Wednesday with bid openings on July 10th. There will need to be a review committee to review bids, with Murphy requesting Denison, Swem, Peter Lysy, and himself to serve on that committee.

Discussion about a baseline price for purchase included in the RFP. The RFP requires applicants to show a ready cash reserve of at least \$400,000 to finance the work required.

5) Grants Update.

The city has already received over \$1.1 million in grant funding in the last year and a half, with over \$4 million in pending grant applications. Murphy has been very aggressive on the grants.

6) Munchie Monday Update.

Ashely Regal presented an update on Munchie Mondays, which has been a bigger success than anticipated, with each Monday drawing around 1000 visitors. One of their goals was to engage the cannabis industry in Buchanan, and Regal reports that they've been extremely involved in promoting the event through deals, promotions, and their newsletters. Regal and the City will explore options to provide electricity, potentially by utilizing the library parking lot.

B. Interim City Manager, Tim Lynch -

1) DPW Construction Update

Delivery will begin tomorrow. Pending additional tests and analysis, building should start in August. There will be a groundbreaking planning meeting June 21st at 10am.

2) USDA/Downtown Infrastructure/ Well & Water Plant Update

The design and engineering is nearing completion, and the updated cost information. The original project cost was around \$20.2 million, the updated cost is \$32 million. The interim City Manager and the commission will review the project.

C. Assessing Department

1) Consider Approving Resolution 2023.06/18, a Resolution for Poverty Exemption Guidelines.

Motion made by Money, supported by Vigansky to approve 2023.06/18, as presented. Roll call vote carries unanimously. (See attachment A)

2) Consider Approving Policy and Procedure for Assessor Inquiries and Meetings.

Motion made by Vigansky, supported by Money to approve Policy and Procedure for Assessor Inquiries and Meetings. Roll call vote carries unanimously. (See attachment B)

3) Consider Approving the updated Policy for Public Inspection and Copying of Assessing Records.

Motion made by Weedon, supported by Vigansky to approve the updated policy for public inspection and copying of assessing records. Roll call vote carries unanimously. (See attachment C)

X. Unfinished Business**A. Kathryn Park**

Denison had some additional questions after reviewing the quote. The quote requires preparing the ground for safety prior to installation. There was discussion over the best approach. Baker would not like the equipment to sit in the park longer than a week.

XI. New Business

A. Ordinance 2023.06/436: *Consider the first reading of Ordinance 2023.06/436. An ordinance to amend the Buchanan City code of ordinances to provide for prohibition and abatement of nuisances and to repeal and replace ordinance sections 38-26, 38-29 subsection 3, and sections 38-47, 38-54, 38-55, Article III, and parts thereof in conflict herewith.*

Director of Public Safety Tim Ganus presented the ordinance (see attachment D). The Police Department has hired a full-time code enforcement officer. The commission would like to ensure code enforcement is a top priority.

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

None.

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

Jerry Flenar – The Trail will utilize Berrien County prisoners with a guard for trail maintenance.

Frieda Hughes – Would like clarity on whether old equipment from Kathryn Park would be moved to Victory Park and is strongly against this proposal. The neighborhood deserves new equipment.

XIV. Executive Comments**A. City Manager Comments**

Life Action is considering expansion that would put them on City sewer. Lynch would like to consider the entire area. Work on Thrill on the Hill is progressing smoothly.

B. Commissioner Comments

Vigansky – Thinks moving the old equipment from Kathryn Park elsewhere is a good idea, if Victory Park isn't interested, another park will be.

Money – Thanked Baker and the DPW for their hard work as well as Nick Bailey and the cemetery crew. Thanked Meg for her work at the Library, City Staff for their hard work, and the commission. Shared an issue from the Common that was brought to his attention, Baker is aware.

C. Mayor Comments

Would like Lynch to draft a policy on who can contact the city attorney. He'd prefer it to be the City Manager and the Mayor. He'd like to congratulate the Roti Roti Art Center on another successful Empty Bowls fundraiser. He shared an autographed guitar from the Van Dyke Review's concert kickoff at the Summer Concert Series. He also asked that parents keep an eye on their children during events. Also commended the DPW and Cemetery crew for their maintenance of the Trail but lamented graffiti, again petitioned parents to hold their children accountable.

XV. Adjourn

Motion made by Weedon, supported by Money to adjourn the meeting at 9:13 P.M. Voice vote carries unanimously.

Kalla Langston, City Clerk

Mayor Sean Denison

Credit Card Charges
6/28/2023 May 2023 Charges

Card#	Date	Vendor	Description	Amount	GL #
0648	5/2/2023	Walmart	Storage boxes for Archivist	\$ 132.82	101.215.728
	5/3/2023	Hardings	Election beverages	\$ 25.12	101.262.962
	5/6/2023	Michiana Tool	Tent Rental for TOTH (DEPOSIT)	\$ 543.50	701.999.001
	5/9/2023	Go Daddy	Cityofbuchanan website domain (2 years)	\$ 60.32	101.265.962
	5/10/2023	Amazon	Shrink Tape for TOTH	\$ 329.97	701.999.001
	5/10/2023	Amazon	TOTH Merch	\$ 280.94	701.999.001
	5/23/2023	Ferguson	PVC pipe for Water Dept	\$ 18.69	592.591.756
	5/23/2023	Union Coffee	Partners Meeting - Ashley & Rich	\$ 13.00	101.101.967.002
	5/23/2023	Gustavsen	Partners Meeting - Ashley & Rich	\$ 47.00	101.101.967.002
	5/23/2023	Amazon	Sand Bags for TOTH	\$ 409.99	701.999.001
	5/24/2023	Ferguson	Part for C. Miller	\$ 11.95	592.591.756
	5/25/2023	Gary Z's	Partners Meeting - Ashley & Rich	\$ 43.73	101.101.967.002
	5/31/2023	Amazon	Misc. Office Supplies	\$ 90.91	101.265.756
				\$ 2,007.94	
Card#	Date	Vendor	Description	Amount	GL #
0448	5/2/2023	USPS	Stamps for Clerk & Water Dept	\$ 144.00	101.215.728 - \$48 592.591.730 - \$96
	5/11/2023	The H Hotel	Guy conference stay	\$ 462.87	101.371.001.864
	5/17/2023	Great Wolf	Clerk conference stay (DEPOSIT)	\$ 160.44	101.215.864
				\$ 767.31	

Total Charges **\$ 8,708.52**

Card#	Date	Vendor	Description	Amount	GL #
0678	5/1/2023	Amazon	Soap & Ink	\$ 56.16	101.265.756
	5/2/2023	Vistaprint	Pre-inked stamp for Bookkeeper	\$ 114.47	101.265.756
	5/3/2023	Homestead	Farmers Market Website	\$ 13.74	101.754.756.014
	5/9/2023	Amazon	2 cases Hand Towels	\$ 72.46	101.265.756
	5/20/2023	Amazon	Prime Membership	\$ 14.99	101.265.818
	5/30/2023	USPS	Stamps	\$ 443.20	101.265.756
				\$ 715.02	
Card#	Date	Vendor	Description	Amount	GL #
6104	5/23/2023	Dr. Shrink	Shrink Wrap for TOTH	\$ 2,599.65	701.999.001
				\$ 2,599.65	
Card#	Date	Vendor	Description	Amount	GL #
6070	5/1/2023	Amazon	Days Ave. - Munchie Mondays	\$ 430.37	101.101.967.002
	5/5/2023	Vonage	Phone system at PD	\$ 372.53	101.301.818
	5/13/2023	Vonage	Phone system at PD	\$ 94.16	101.301.818
	5/16/2023	Amazon	Scopes for rifles x6	\$ 719.94	101.301.915
	5/17/2023	LifeLoc	Mouthpieces	\$ 82.52	101.301.756
	5/19/2023	USPS	Stamps	\$ 26.75	101.301.728
			Lodging for Ofc. Gast for altered		
	5/19/2023	Agoda	firearms instructor school	\$ 654.60	101.301.873
	5/23/2023	AED	Replacement batteries	\$ 136.99	101.301.756
	5/24/2023	Vonage	Phone system at PD	\$ 8.55	101.301.818
	5/30/2023	Vistaprint	Business cards for officers & CE	\$ 92.19	101.301.728
				\$ 2,618.60	

INVOICE REGISTER REPORT FOR CITY OF BUCHANAN
 EXP CHECK RUN DATES 06/26/2023 - 06/26/2023
 JOURNALIZED
 OPEN

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
06.15.23 26408	CRAIG MILLER UNIFORM REIMBURSEMENT 592-591.000-768.000 UNIFORMS	06/15/2023 CBAHAM	06/30/2023	148.37 148.37	148.37	Open	Y 06/20/2023
06.15.23 26409	TRACY REITER UNIFORM REIMBURSEMENT 101-441.000-768.000 UNIFORMS	06/15/2023 CBAHAM	06/30/2023	250.00 250.00	250.00	Open	Y 06/20/2023
06.19.23 26410	CAMERON WEAVER UNIFORM REIMBURSEMENT 101-441.000-768.000 UNIFORMS	06/19/2023 CBAHAM	06/30/2023	238.42 238.42	238.42	Open	Y 06/20/2023
06.18.23 26411	RON DEFREEZ UNIFORM/BOOT REIMBURSEMENT 101-441.000-768.000 UNIFORMS	06/18/2023 CBAHAM	06/30/2023	250.00 250.00	250.00	Open	Y 06/20/2023
IN07829 26412	AUSRA KUBOTA, INC. KUBOTA PARTS FOR REPAIR 592-590.000-933.000 MAINTENANCE - EQUIPMENT	06/09/2023 CBAHAM	06/30/2023	101.50 101.50	101.50	Open	Y 06/20/2023
22 26413	A.C. TREE SERVICE LLC CUT DOWN 2 TREES & GRIND STUMP 101-567.000-932.000 MAINTENANCE-GROUNDS	06/19/2023 CBAHAM	06/30/2023	2,400.00 2,400.00	2,400.00	Open	Y 06/20/2023
06.11.23 26414	LEANNA GROTT RENTAL DEPOSIT REFUND 101-265.000-922.000 CITY CENTER/UTIL./REFUNDS	06/11/2023 CBAHAM	06/30/2023	50.00 50.00	50.00	Open	Y 06/20/2023
06.10.23 26415	LINDA MONROE RENTAL DEPOSIT REFUND 101-265.000-922.000 CITY CENTER/UTIL./REFUNDS	06/10/2023 CBAHAM	06/30/2023	50.00 50.00	50.00	Open	Y 06/20/2023
35486 26416	ALEXANDER CHEMICAL CORP CHEMICALS FOR WATER TREATMENT 592-591.000-743.000 CHEMICALS	06/13/2023 CBAHAM	06/30/2023	1,239.29 1,239.29	1,239.29	Open	Y 06/20/2023

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
146 26417	BUCHANAN SCARECROW CHARITIES BUCHANAN CITY HALL - SCARECROW 101-265.000-962.000 MISCELLANEOUS	06/02/2023 CBAHAM	06/30/2023	60.00 60.00	60.00	Open	Y 06/20/2023
06.02.23 26418	BUCHANAN SCARECROW CHARITIES DPW SCARECROW 101-441.000-756.000 MISCELLANEOUS SUPPLIES	06/02/2023 CBAHAM	06/30/2023	60.00 60.00	60.00	Open	Y 06/20/2023
6.2.23 26419	BUCHANAN SCARECROW CHARITIES MAYOR SEAN DENISON SCARECROW 101-101.000-962.000 MISCELLANEOUS	06/02/2023 CBAHAM	06/30/2023	60.00 60.00	60.00	Open	Y 06/20/2023
06.08.23 26420	BUCHANAN SCARECROW CHARITIES POLICE SCARECROW 101-301.000-886.000 COMMUNITY POLICING	06/08/2023 CBAHAM	06/30/2023	60.00 60.00	60.00	Open	Y 06/20/2023
05.06.23 26421	BETH CHUBB REIMBURSEMENT FOR TRACPHONE FOR 101-754.000-756.014 MISCELLANEOUS	06/08/2023 CBAHAM	06/30/2023	141.82 141.82	141.82	Open	Y 06/20/2023
4430016750 26422	BEST ONE FLEET SERVICE REPLACE X2 LOOSE TIRES 101-567.000-933.000 MAINTENANCE - EQUIPMENT	05/24/2023 CBAHAM	06/24/2023	215.50 215.50	215.50	Open	Y 06/20/2023
1835072 26423	BIG C LUMBER CONCRETE MIX 101-567.000-962.000 MISCELLANEOUS	05/18/2023 CBAHAM	06/18/2023	405.81 405.81	405.81	Open	Y 06/20/2023
05.07.23-06.11.23 26424	KELLY L CLARK CITY HALL CLEANING 101-265.000-818.000 CONTRACTUAL	06/11/2023 CBAHAM	06/30/2023	990.00 990.00	990.00	Open	Y 06/20/2023
06.16.23-07.15.23 26425	COMCAST BUSINESS MOTHLY CYCLE 101-441.000-921.000 UTILITIES 592-590.000-853.000 TELEPHONE, INTERNET, CABLE 101-336.000-853.000 TELEPHONE, INTERNET, CABLE	06/12/2023 CBAHAM	07/03/2023	2,303.68 116.64 226.96 297.97	2,303.68	Open	Y 06/20/2023

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	592-591.000-853.000	TELEPHONE, INTERNET, CABLE		121.85			
	101-567.000-853.000	TELEPHONE, INTERNET, CABLE		153.90			
	101-265.000-853.000	TELEPHONE, INTERNET, CABLE		1,324.46			
	592-591.000-853.000	TELEPHONE, INTERNET, CABLE		61.90			
4159060991							
26426	CINTAS CORPORATION	06/20/2023	06/30/2023	77.88	77.88	Open	Y
	MATS FOR CITY HALL	CBAHAM					06/20/2023
	101-265.000-818.000	CONTRACTUAL		77.88			
5161594930							
26427	CINTAS CORPORATION	06/06/2023	06/30/2023	121.02	121.02	Open	Y
	FIRST AID - WWTP	CBAHAM					06/20/2023
	592-590.000-728.000	OFFICE SUPPLIES		121.02			
5161720120							
26428	CINTAS CORPORATION	06/06/2023	06/30/2023	54.98	54.98	Open	Y
	FIRST AID AT FD	CBAHAM					06/20/2023
	101-336.000-756.000	MISCELLANEOUS SUPPLIES		54.98			
5161594978							
26429	CINTAS CORPORATION	06/06/2023	06/30/2023	68.39	68.39	Open	Y
	FIRST AID AT CEMETERY	CBAHAM					06/20/2023
	101-567.000-756.000	MISCELLANEOUS SUPPLIES		68.39			
5161720146							
26430	CINTAS CORPORATION	06/06/2023	06/30/2023	73.70	73.70	Open	Y
	FIRST AID AT CITY HALL	CBAHAM					06/20/2023
	101-265.000-818.000	CONTRACTUAL		73.70			
5161720161							
26431	CINTAS CORPORATION	06/06/2023	06/30/2023	173.26	173.26	Open	Y
	FIRST AID AT DPW	CBAHAM					06/20/2023
	101-441.000-961.000	MEDICAL EXAMS		173.26			
06.08.23							
26432	DOMAIN LISTINGS	06/08/2023	06/30/2023	288.00	288.00	Open	Y
	ANNUAL WEBISTE DOMAIN LISTING FOR	CBAHAM					06/20/2023
	248-754.000-851.000	WEBSITE		288.00			
1278531							
26433	DUBOIS-COOPER ASSOCIATES	06/08/2023	06/30/2023	9,125.00	9,125.00	Open	Y
	ROTATING PUMP ASSEMBLY	CBAHAM					06/20/2023
	592-590.000-971.000	CAPITAL OUTLAY		9,125.00			

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 JOURNALIZED
 OPEN

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
40864 26434	DINGES FIRE COMPANY FIRE EAR NAME FLAP FOR NEW FF JACOB CBAHAM 101-336.000-768.000 UNIFORMS	06/06/2023	06/30/2023	190.00 190.00	190.00	Open	Y 06/20/2023
INV70148 26435	DORNBOS SIGN & SAFETY INC STREET SIGNS 202-463.000-782.000 ROAD MAIN. MATERIAL & SUPPLIES 203-463.000-782.000 ROAD MAIN. MATERIAL & SUPPLIES	06/19/2023	06/30/2023	4,361.40 2,180.70 2,180.70	4,361.40	Open	Y 06/20/2023
204 26436	EDIBLE MICHIANA ADVERTISEMENT 101-754.000-756.014 MISCELLANEOUS	06/19/2023	06/30/2023	408.00 408.00	408.00	Open	Y 06/20/2023
1029 26437	EXEMPLAR IT SOLUTIONS CAMERA FOR EVIDENCE VAULT, SERVER CBAHAM 101-301.000-818.000 CONTRACTUAL	06/13/2023	06/30/2023	895.58 895.58	895.58	Open	Y 06/20/2023
221944A 26438	EVIDENT INC. EVIDENCE BOXES FOR GUN & EVIDENCE CBAHAM 101-301.000-818.000 CONTRACTUAL	06/07/2023	06/30/2023	205.19 205.19	205.19	Open	Y 06/20/2023
0326061 26439	FERGUSON WATERWORKS #1934 COMP TEE FOR VICTORY PARK, HAND CBAHAM 592-591.000-756.000 MISCELLANEOUS SUPPLIES 101-755.000-818.000 CONTRACTUAL	06/09/2023	06/30/2023	109.95 34.95 75.00	109.95	Open	Y 06/20/2023
9742051890 26440	GRAINGER BEE SPRAY 592-590.000-962.000 MISCELLANEOUS	06/16/2023	06/30/2023	36.84 36.84	36.84	Open	Y 06/20/2023
2683 26441	HICKOK PLUMBING & HEATING CITY HALL A/C REPAIR 101-265.000-931.000	06/10/2023	06/30/2023	390.00 390.00	390.00	Open	Y 06/20/2023
3770 26442	HARDINGS ICE FOR SUPPLIES 592-591.000-962.000 MISCELLANEOUS	06/09/2023	06/30/2023	2.29 2.29	2.29	Open	Y 06/20/2023

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
06.13.23 26443	JERRY FLENOR REIMBURSEMENT FOR ICE CREAM & 401-000.000-970.031 TRAIL GRANT EXPENDITURES	06/13/2023 CBAHAM	06/30/2023	18.84 18.84	18.84	Open	Y 06/20/2023
JAN-APRIL23 26444	J DEFAY CLEANERS & LAUNDRY DRY CLEANING OF UNIFORMS 101-301.000-769.000 UNIFORM CLEANING	05/01/2023 CBAHAM	06/30/2023	120.50 120.50	120.50	Open	Y 06/20/2023
051523 26445	JENNIFER MOUTSATSON GARRY DRAFT FOR FACADE DESIGN GUIDELINES 101-101.000-967.002 GRANTS & SPECIAL PROJECTS	05/15/2023 CBAHAM	06/30/2023	900.00 900.00	900.00	Open	Y 06/20/2023
000466 26446	IMPRESSIVE LETTERING SHIRTS FOR JOE AT WWTP 592-590.000-768.000 UNIFORMS	06/14/2023 CBAHAM	06/14/2023	109.00 109.00	109.00	Open	Y 06/20/2023
23-026 26447	KOSHAR COMMERCIAL APPRAISAL SERVICE APPRAISAL FOR 123 DAYS AVE 101-172.000-818.000 CONTRACTUAL	06/05/2023 CBAHAM	06/30/2023	1,500.00 1,500.00	1,500.00	Open	Y 06/20/2023
366163 26448	KRUGGEL LAWTON CPA PROGRESS BILL ON 6.30.23 AUDIT 101-253.000-807.000 AUDIT	05/31/2023 CBAHAM	06/30/2023	1,250.00 1,250.00	1,250.00	Open	Y 06/20/2023
6.3.23 26449	KIM BOWKER BOUGHT FROM VENDOR 101-754.000-756.014 MISCELLANEOUS	06/03/2023 CBAHAM	06/30/2023	30.00 30.00	30.00	Open	Y 06/20/2023
06.07.23 26450	KEITH LEHMAN REIMBURSEMENT FOR SUPPLIES FOR 101-336.000-728.000 OFFICE SUPPLIES	06/07/2023 CBAHAM	06/30/2023	26.32 26.32	26.32	Open	Y 06/20/2023
706003 26451	MPEC FILTERS, OIL & LIGHT 592-591.000-939.000 MAINTENANCE - VEHICLE	06/13/2023 CBAHAM	06/30/2023	67.65 67.65	67.65	Open	Y 06/20/2023

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2301176 26452	MICHIANA AGGREGATE, INC. CRUSHED ASPHALT 101-441.000-932.000	06/15/2023 CBAHAM	06/30/2023	268.00 268.00	268.00	Open	Y 06/20/2023
7934 26453	MMTA REGISTRATION FEE - JULY 14TH 101-253.000-864.000	06/15/2023 CBAHAM	06/30/2023	15.00 15.00	15.00	Open	Y 06/20/2023
7932 26454	MMTA REGISTRATION FEE - 6/14/23 101-253.000-864.000	06/15/2023 CBAHAM	06/30/2023	15.00 15.00	15.00	Open	Y 06/20/2023
551-617900 26455	STATE OF MICHIGAN LEIN TOKEN FEE 101-301.000-818.000	06/07/2023 CBAHAM	06/30/2023	33.00 33.00	33.00	Open	Y 06/20/2023
706239 26456	MPEC BLOWER MOTOR AIR CONDITIONING - AA 101-441.000-939.000	06/14/2023 CBAHAM	06/30/2023	137.83 137.83	137.83	Open	Y 06/20/2023
7417 26457	PRO-TEMP MECHANICAL CITY CENTER A/C UNIT 101-265.000-922.000	06/04/2023 CBAHAM	06/30/2023	389.00 389.00	389.00	Open	Y 06/20/2023
72932 26458	PEERLESS-MIDWEST, INC. CHLORINATION SHOCK ON WELL #4 592-591.000-938.000	06/05/2023 CBAHAM	06/30/2023	2,900.00 2,900.00	2,900.00	Open	Y 06/20/2023
227802 26459	PRINTING SYSTEMS AV BALLOT RETURN ENVELOPES 101-262.000-728.000	06/08/2023 CBAHAM	06/30/2023	149.27 149.27	149.27	Open	Y 06/20/2023
227701 26460	PRINTING SYSTEMS ELECTION FORMS & SUPPLIES - VOTER 101-262.000-728.000	06/08/2023 CBAHAM	06/30/2023	53.35 53.35	53.35	Open	Y 06/20/2023

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06.9.23 26461	REHMEL RENCE PARK RENTAL FEE REFUND 101-755.000-962.000	06/09/2023 CBAHAM MISCELLANEOUS	06/30/2023	25.00 25.00	25.00	Open	Y 06/20/2023
222436C 26462	ROSE PEST SOLUTIONS CITY HALL, PEARS MILL, TIN SHOP 101-265.000-921.000	05/31/2023 CBAHAM UTILITIES	06/22/2023	177.00 177.00	177.00	Open	Y 06/20/2023
150589399 26463	ROSE PEST SOLUTIONS PEST CONTROL - PD 101-301.000-818.000	06/14/2023 CBAHAM CONTRACTUAL	06/30/2023	78.00 78.00	78.00	Open	Y 06/20/2023
06.15.23 26464	RICH CHAPMAN OVERPAYMENT REFUND 592-591.000-962.000	06/15/2023 CBAHAM MISCELLANEOUS	06/30/2023	200.00 200.00	200.00	Open	Y 06/20/2023
0160739-IN 26465	S.E BERRIEN COUNTY LANDFILL SLUDGE DISPOSAL 592-590.000-936.000	06/15/2023 CBAHAM SLUDGE REMOVAL	06/30/2023	316.20 316.20	316.20	Open	Y 06/20/2023
0160697-IN 26466	S.E BERRIEN COUNTY LANDFILL SLUDGE DISPOSAL 592-590.000-936.000	06/14/2023 CBAHAM SLUDGE REMOVAL	06/30/2023	316.20 316.20	316.20	Open	Y 06/20/2023
0160635-IN 26467	S.E BERRIEN COUNTY LANDFILL SLUDGE DISPOSAL 592-590.000-936.000	06/09/2023 CBAHAM SLUDGE REMOVAL	06/30/2023	316.20 316.20	316.20	Open	Y 06/20/2023
0160594-IN 26468	S.E BERRIEN COUNTY LANDFILL SLUDGE DISPOSAL 592-590.000-936.000	06/07/2023 CBAHAM SLUDGE REMOVAL	06/30/2023	316.20 316.20	316.20	Open	Y 06/20/2023
181383 26469	TINA SPURLOCK CITY CENTER CLEANING JUNE 2023 101-265.000-922.000	06/07/2023 CBAHAM CITY CENTER/UTIL./REFUNDS	06/30/2023	90.00 90.00	90.00	Open	Y 06/20/2023

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092280 26470	TINA SPURLOCK CLEANING FOR PD - JUNE 2023 101-301.000-931.000 MAINTENANCE-BUILDINGS	06/07/2023 CBAHAM	06/30/2023	120.00 120.00	120.00	Open	Y 06/20/2023
28362 26471	SMR COMMUNICATIONS INC. INSTALL FLASHLIGHTS IN CARS & REPAIR 101-301.000-818.000 CONTRACTUAL	06/14/2023 CBAHAM	06/30/2023	225.00 225.00	225.00	Open	Y 06/20/2023
1025-F281969 26472	VFP FIRE SYSTEM ANNUAL SPRINKLER INSPECTION 101-265.000-931.000 MAINTENANCE-BUILDINGS	06/09/2023 CBAHAM	06/30/2023	325.00 325.00	325.00	Open	Y 06/20/2023
T322607 26473	U.S. 31 SUPPLY, INC. ELECTIC PUT IN DUCK SHED FOR TOTH 701-000.000-999.001 THRILL ON THE HILL - EXPENDITURES	06/09/2023 CBAHAM	06/30/2023	214.90 214.90	214.90	Open	Y 06/20/2023
1945145 26474	ULINE PO: KALLA - RECEPTION DESK FOR 101-265.000-970.057 OFFICE EQUIPMENT	06/14/2023 CBAHAM	06/30/2023	3,438.19 3,438.19	3,438.19	Open	Y 06/20/2023
81784 26475	WIGHTMAN & ASSOCIATES VICTORY PARK PAVILLION 101-755.000-818.000 CONTRACTUAL	05/25/2023 CBAHAM	06/30/2023	1,511.25 1,511.25	1,511.25	Open	Y 06/20/2023
81265 26476	WIGHTMAN & ASSOCIATES VICTORY PARK PAVILLION 101-755.000-818.000 CONTRACTUAL	04/21/2023 CBAHAM	06/30/2023	3,007.50 3,007.50	3,007.50	Open	Y 06/20/2023
20135 26477	GENE WESNER AUTOMOTIVE VEHICLE REPAIR ON CAR 46-6 101-301.000-939.000 MAINTENANCE - VEHICLE	05/30/2023 CBAHAM	06/30/2023	14.84 14.84	14.84	Open	Y 06/20/2023
WO-810756 26478	HULL LIFT TRUCK REPAIR ON BOBCAT AT CEMETERY 101-567.000-933.000 MAINTENANCE - EQUIPMENT	06/08/2023 CBAHAM	06/18/2023	945.22 945.22	945.22	Open	Y 06/21/2023

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
317379711001 26479	OFFICE DEPOT PAPER TOWELS & TRASH LINERS FOR PD 101-301.000-728.000	06/09/2023 CBAHAM OFFICE SUPPLIES	06/30/2023	109.24 109.24	109.24	Open	Y 06/21/2023
315683730001 26480	OFFICE DEPOT OFFICE SUPPLIES FOR THE PD (101-301.000-728.000	05/30/2023 CBAHAM OFFICE SUPPLIES	06/30/2023	102.71 102.71	102.71	Open	Y 06/21/2023
9936920868 26481	VERIZON WIRELESS AIR CARDS FOR PATROL VEHICLES 101-301.000-818.000	06/10/2023 CBAHAM CONTRACTUAL	06/30/2023	120.03 120.03	120.03	Open	Y 06/21/2023
MAY 2023 26482	AALFS PETROLEUM INC. FUEL CHARGES 101-301.000-751.000 101-441.000-751.000 592-591.000-751.000 592-590.000-751.000 101-567.000-751.000	06/01/2023 CBAHAM GAS AND OIL GAS AND OIL GAS AND OIL GAS AND OIL GAS AND OIL	06/30/2023	2,584.77 831.83 1,124.96 244.88 123.34 259.76	2,584.77	Open	Y 06/21/2023
04.28.23-05.31.23 26483	SEMCO ENERGY GAS COMPANY GAS USAGE 101-301.000-921.000 101-336.000-921.000 101-265.000-921.000 592-590.000-921.000 101-268.000-921.000 101-265.000-921.000 592-591.000-921.000 101-265.000-921.000	05/01/2023 CBAHAM ACCT 385546 ACCT 352970 ACCT 48629A ACCT 54376A & ACCT 602363 ACCT 356263 ACCT 390165 ACCT 308316 ACCT 385570 - ROSS SANDERS	06/29/2023	1,281.59 59.90 112.86 319.88 349.18 67.97 41.52 19.61 310.67	1,281.59	Open	Y 06/21/2023
JUNE 2023 26484	INDIANA MICHIGAN POWER COMPANY CONSOLIDATED BILL 101-441.000-926.000 202-474.000-921.000 592-590.000-921.000 592-591.000-921.000 101-336.000-921.000	06/05/2023 CBAHAM STREET LIGHTING UTILITIES UTILITIES UTILITIES UTILITIES	06/30/2023	3,272.26 310.89 92.43 607.32 215.36 212.35	3,272.26	Open	Y 06/21/2023

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	101-265.000-921.000	UTILITIES		625.13			
	101-301.000-921.000	UTILITIES		68.03			
	101-371.001-921.000	UTILITIES		156.28			
	101-441.000-921.000	UTILITIES		984.47			
06.21.23 26485	JERRY FLENOR REIMBURSEMENT FOR JAIL WORKERS 401-000.000-970.031	06/21/2023 CBAHAM TRAIL GRANT EXPENDITURES	06/30/2023	24.38 24.38	24.38	Open	Y 06/21/2023
15589B 26486	DISABILITY NETWORK SOUTHWEST MI DESIGN REVIEW FOR MCCOY CREEK 101-101.000-967.002	06/13/2023 CBAHAM GRANTS & SPECIAL PROJECTS	06/30/2023	100.00 100.00	100.00	Open	Y 06/21/2023
1042208 26487	C & C DISTRIBUTORS INC OIL PAN AND SEAL 101-567.000-933.000	05/17/2023 CBAHAM MAINTENANCE - EQUIPMENT	06/30/2023	28.92 28.92	28.92	Open	Y 06/21/2023
1039253 26488	C & C DISTRIBUTORS INC PARTS TO REPAIR CEMETERY MOWER 101-567.000-933.000	05/05/2023 CBAHAM MAINTENANCE - EQUIPMENT	06/05/2023	166.26 166.26	166.26	Open	Y 06/21/2023
1037607 26489	C & C DISTRIBUTORS INC EH & HDW FOR EXMARK - CEMETERY 101-567.000-933.000	04/26/2023 CBAHAM MAINTENANCE - EQUIPMENT	05/26/2023	68.82 68.82	68.82	Open	Y 06/21/2023
0648 - MAY 2023 26490	HONOR CREDIT UNION CITY CARD #1 - CHARGES 101-215.000-728.000 101-262.000-962.000 701-000.000-999.001 101-265.000-962.000 701-000.000-999.001 701-000.000-999.001 592-591.000-756.000 101-101.000-967.002 101-101.000-967.002 701-000.000-999.001 592-591.000-756.000 101-101.000-967.002	05/30/2023 CBAHAM STORAGE BOXES ELECTION BEVERAGES TENT RENTAL DEPOSIT TOTL WEBSITE DOMAIN SHRINK TAPE TOTL TOTL MERCH PVC PIPE PARTNERS MEETING - BFAST PARTNERS MEETING - BFAST SAND BAGS TOTL PART FOR WTP PARTNERS MEETING - LUNCH	06/28/2023	2,007.94 132.82 25.12 543.50 60.32 329.97 280.94 18.69 13.00 47.00 409.99 11.95 43.73	2,007.94	Open	Y 06/21/2023

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	101-265.000-756.000	CITY HALL OFFICE SUPPLIES		90.91			
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0448 - MAY 2023							
26491	HONOR CREDIT UNION CITY CARD #2 - MAY 2023 CHARGES	05/30/2023 CBAHAM	06/28/2023	767.31	767.31	Open	Y 06/21/2023
	101-215.000-728.000	STAMPS		48.00			
	592-591.000-730.000	POSTAGE		96.00			
	101-371.001-864.000	GUY LEWIS CODE CONF.		462.87			
	101-215.000-864.000	K. LANGSTON AUG. CONF. DEPOSIT		160.44			
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0678- MAY 2023							
26492	HONOR CREDIT UNION D. PEREZ CC CHARGES	05/30/2023 CBAHAM	06/28/2023	715.02	715.02	Open	Y 06/21/2023
	101-265.000-756.000	SOAP & INK		56.16			
	101-265.000-756.000	PRE-INKED STAMPS FOR BOOKKEEPER		114.47			
	101-754.000-756.014	WEBSITE		13.74			
	101-265.000-756.000	HAND TOWELS		72.46			
	101-265.000-818.000	PRIME MEMBERSHIP		14.99			
	101-265.000-756.000	STAMPS		443.20			
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6104 - MAY 2023							
26493	HONOR CREDIT UNION BAKER CC CHARGES	05/30/2023 CBAHAM	06/28/2023	2,599.65	2,599.65	Open	Y 06/21/2023
	701-000.000-999.001	SHRINK WRAP FOR TOTH 2023		2,599.65			
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6070 - MAY 2023							
26494	HONOR CREDIT UNION GANUS CC CHARGES	05/30/2023 CBAHAM	06/28/2023	2,618.60	2,618.60	Open	Y 06/21/2023
	101-101.000-967.002	DAYS AVE - MUNCHIE MONDAYS		430.37			
	101-301.000-818.000	VONAGE		372.53			
	101-301.000-818.000	CONTRACTUAL		94.16			
	101-301.000-729.000	SCOPES FOR RIFLES		719.94			
	101-301.000-756.000	MOUTH PIECES		82.52			
	101-301.000-728.000	STAMPS		26.75			
	101-301.000-873.000	STAY FOR OFC. GAST		654.60			
	101-301.000-756.000	REPLACEMENT BATTERIES		136.99			
	101-301.000-818.000	VONAGE		8.55			
	101-301.000-728.000	BUSINESS CARDS FOR OFC & CE		92.19			
<hr/>							
2022-2023							
26495	BUCHANAN TOWNSHIP BUCHANAN TOWNSHIP ASSESSMENT	06/30/2023 CBAHAM	06/30/2023	11,642.63	11,642.63	Open	Y 06/21/2023
	592-000.000-922.000	BUCH TWP UTILITY ASSESSMENT		11,642.63			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
55002013							
26496	LIND SINGSPRING GROUP	06/21/2023	06/22/2023	7,300.00	7,300.00	Open	Y
	BANNER FRAMES - MGCF GRANT - DAYS	CBAHAM					06/21/2023
	101-101.000-967.002	MGCF GRANT - DAYS AVE		7,300.00			
# of Invoices:	89	# Due:	89	Totals:	80,735.46	80,735.46	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					80,735.46	80,735.46	

--- TOTALS BY FUND ---

101 - GENERAL	42,481.08	42,481.08
202 - MAJOR STREETS	2,273.13	2,273.13
203 - LOCAL STREETS	2,180.70	2,180.70
248 - DOWNTOWN DEVELOPMENT AUTHORI	288.00	288.00
401 - CAPITAL PROJECT FUND	43.22	43.22
592 - WATER AND SEWER FUND	29,090.38	29,090.38
701 - TRUST AND AGENCY	4,378.95	4,378.95

--- TOTALS BY DEPT/ACTIVITY ---

000.000 -	16,064.80	16,064.80
101.000 - CITY COMMISSION	8,894.10	8,894.10
172.000 - CITY MANAGER	1,500.00	1,500.00
215.000 - CITY CLERK	341.26	341.26
253.000 - TREASURER	1,280.00	1,280.00
262.000 - ELECTIONS	227.74	227.74
265.000 - BUILDING AND GROUNDS	9,584.94	9,584.94
268.000 - RENTAL PROPERTY	67.97	67.97
301.000 - POLICE	5,232.08	5,232.08
336.000 - FIRE DEPARTMENT	894.48	894.48
371.001 - BUILDING INSPECTOR	619.15	619.15
441.000 - DEPARTMENT OF PUBLIC WOR	3,914.47	3,914.47
463.000 - ROUTINE STREET MAINTENAN	4,361.40	4,361.40
474.000 - TRAFFIC SERVICES - MAINT	92.43	92.43
567.000 - CEMETERY	4,712.58	4,712.58
590.000 - SEWER MAINTENANCE & OPER	12,064.96	12,064.96
591.000 - WATER MAINTENANCE & OPER	5,382.79	5,382.79
754.000 - FARMERS' MARKET	881.56	881.56
755.000 - BUCHANAN AREA RECREATION	4,618.75	4,618.75

ELECTION BILLS 2023

- SB 0367 of 2023** Elections: voting procedures; early voting procedures; provide for and clarify.
- SB 0368 of 2023** Criminal procedure: sentencing guidelines; sentencing guidelines for certain early voting violations under the Michigan election law; provide for. TIE BAR WITH: SB 0367'23
- SB 0369 of 2023** Elections: absent voters; provisions regarding permanent mail ballot voters; implement and modify certain election material retention periods.
- SB 0370 of 2023** Elections: absent voters; signature matching and curing for absent voter ballot applications and absent voter ballot return envelopes; provide for, and provide for modifications to the absent voter ballot application and process. TIE BAR WITH: SB 0339'23
- SB 0371 of 2023** Criminal procedure: sentencing guidelines; sentencing guidelines for certain Michigan election law violations; update references. TIE BAR WITH: SB 0370'23
- SB 0372 of 2023** Elections: absent voter ballot drop boxes; requirements for absent voter ballot drop boxes; modify.
- SB 0373 of 2023** Elections: voters; definition of identification for election purposes; expand.
- SB 0374 of 2023** Elections: other; precinct size; increase.

2023 Board Alternates for City Commissioners

Board/Committee	Commissioner	Alternate Commissioner
Planning Commission	Sean Denison	Larry Money
Buchanan Fine Arts	Sean Denison	Mark Weedon
BARB	Mark Weedon	Sean Denison
Friends of Oakridge	Larry Money	Patrick Swem
ZBA	Sean Denison	Dan Vigansky
JWSB	Dan Vigansky Patrick Swem	X
One Buchanan	Larry Money	Sean Denison
Board of Review	Larry Money	X
Finance Committee	Patrick Swem Mark Weedon	X
Landfill	Patrick Swem Mark Weedon	X

6/20/2023

Communications between City Attorney, City of Buchanan Commission & Municipal Staff

Policy-Communications
City of Buchanan
County of Berrien
State of Michigan

Purpose

The purpose of this policy is to ensure well-coordinated and effectively managed communications between the appointed City Attorney, Buchanan City Commission, and municipal staff.

1) The City Manager and City Commission are responsible for administering communications with the City Attorney.

City of Buchanan Charter Section 4.16(a) The City Attorney shall act as legal advisor to, and attorney and counsel for, the Commission and all its members in matters relating to their official duties. He shall give written opinions to any official or department of the City when requested in writing by the Commission or City Manager so to do and shall file a copy of same with the Clerk.

2) The Mayor and/or City Manager will communicate the city's needs to the city attorney on behalf of the commission and municipal staff.

3) At no time shall individual members of the City Commission or Municipal staff contact the City Attorney without prior consent of the Mayor of City Manager.



REQUEST FOR PROPOSALS

**REQUEST FOR PROPOSALS FOR PURCHASE OF THE CITY OF BUCHANAN'S
LOT LOCATED AT 123 DAYS AVENUE,
BUCHANAN, MICHIGAN**





BACKGROUND

123 Days Avenue is located in downtown Buchanan less than a block from the historic downtown primary shopping district and located directly across from The Common. This lot was once used by commercial businesses whose building was demolished and seeded leaving a grassy 0.20 acre lot zoned for commercial business. A City parking lot is located immediately adjacent to the lot.

CITY OBJECTIVES

The City’s objective is to sell the property to a business for development that would contribute to the activation of Days Avenue, complement and encourage interaction with The Common, and support the City’s mission for downtown development as stated in [A Vision for Buchanan](#). Suggested uses include downtown retail, arts and culture, restaurant, and/or small business/job creation.

SITE DESCRIPTION

Lot has a total of .20 acres. The grassy lot is accessible via a dirt alley off Central Court and adjacent City-owned public parking lot. (Attachment 1) The property is within the City’s commercial district, which allows for such uses as restaurant and retail. Due to the location of the lot, a successful respondent must be able to demonstrate that it has a ready cash reserve, or ready access to credit in order to implement a significant investment on the property within twelve months of purchase.

Buchanan is a “lifestyle center” where Downtown Buchanan is a thriving urban eatery and small business district, an outdoor theater dining experience where restaurant terraces and public spaces with arts and cultural events are nestled between historic facades and rushing waters of McCoy Creek and where this hub is connected locally via green and blue trails to the surrounding neighborhoods of Buchanan and to the St. Joe River and regionally to Pure Michigan natural resources, vineyards, orchards and agro-tourism.”

A Vision Statement for Downtown Buchanan
• • •



PROPOSAL SUBMISSION REQUIREMENTS

All interested parties are invited to submit sealed written proposals to the City of Buchanan Community Development Department that must include the following:

A. Letter of Interest. Formal letter of interest on letterhead of the respondent as well as all attachments as required in this RFP addressed to: Richard Murphy, Community Development Department, City of Buchanan 302 N. Redbud Trail, Buchanan, MI 49107. All sealed proposals must be received by the Community Development Department and time/date stamped on or before __:00 p.m. on _____ __, 2023. The City reserves the right to reject late proposals without review. All timely bids shall be publicly opened and announced by the Community Development Director at City Hall on _____ __, 2023.

B. Respondent History. The respondent must provide a description and general history of its organization/business. The respondent’s specific experience in implementing the type of project proposed under this RFP should be highlighted. Resumes and qualifications of the proposed project manager, prime contractor, and other relevant staff shall be included.

C. Description of the Development Proposal. The respondent must provide a detailed description of the development proposal, including the following:

- Purchase price offered.



- Development plan and timetable for the future use of the property.
- Prior experience with projects similar to that under this RFP.
- Proposed detailed building plans, elevations and exterior and interior space plans. The plans must demonstrate how respondent will conduct development with the consideration of interaction with Buchanan’s cultural center, The Common.
- Estimated total cost of all improvements and renovation and the approximate schedule for completion.
- Proposed sources and uses of funds. The proposal must include written assurances of a bank or financial institution acceptable to the City, in its sole discretion, that the respondent had a ready cash reserve or readily available credit to prove significant development investment.
- Anticipated level of jobs creation associated with the new use of the building.
- Describe the positive impact your project will have for the city to achieve its goals as outlined in [A Vision for Buchanan.](#)

D. Commercial or Trade References. The respondent must identify (by listing parties, case number, jurisdiction and current case status) any current, pending or threatened litigation against respondent related to its business or real estate dealings. The respondent must attest to having no litigation pending or contemplated against the City of Buchanan. The respondent must also list, by location and nature of project, its current involvement in or involvement within the last ten (10) years in any projects that are the same or similar to that proposed under this RFP.

E. Obligations to the City. The respondent must attest to having no outstanding or overdue tax, lien or fine obligations to the City of Buchanan.

F. Proposal Acceptance/Rejection. The City of Buchanan may elect to deem a submission non-responsive if the submission fails to comply with the specific requirements of this RFP. Note, the offering price will not be the sole determinant in the sale of the property. Other factors, such as, but not limited to those cited above, will be given consideration. The City reserves the right to reject any and/or all proposals for any or no reason, for non-compliance with this RFP, or to waive any noncompliance with this RFP.

PROPOSAL REVIEW PROCESS:



The City shall review all proposals through the City Commission appointed RFP Committee (“Committee”). The Committee may request written clarification from respondents, and will forward all proposals and non-binding recommendations on proposals to the City Commission for final consideration and award of bid. The City of Buchanan reserves the right to terminate the RFP process at any point prior to the approval of a proposal.



Proposal Evaluation Criteria:

The committee shall consider the following information when evaluating proposals to which proposal that is in the best interests of historic preservation, the community and the City of Buchanan:

- Quality of the development proposal, with specific attention to interaction with The Common and the activation of Days Avenue and the vision for downtown development as outlined in [A Vision for Buchanan.](#)
- Submission of detailed renovation plans and compliance of those plans with the provisions set out in this RFP.
- Financial capability of the respondent to consummate the purchase and complete with the development proposal in a reasonably short timeframe.
- Qualifications of the respondent to implement its development proposal.
- Compatibility of the development proposal with site planning, City Codes and the surrounding historic district.



- Benefit to the community and City, with consideration to purchase price offered, potential of the real estate and personal property, and the benefits of the proposed use to the general Downtown area and public.

The Committee may request supplemental information as it determines necessary, including business and personal financial statements from any of, all of, or none of the respondents.

GENERAL CONDITIONS OF RFP

A. Costs of Preparation and Submission of Proposals. Each respondent shall be solely responsible for all costs and fees incurred in preparing and submitting a proposal in response to this RFP. All material and documents submitted by any respondent shall become property of the City and will not be returned. Each respondent that participates in any inspection of the premises, engages the services of any consultants or professionals, or incurs any other costs or expenses in any further interviews and negotiations shall be solely responsible for all of the respondent’s costs and fees incurred during those processes.

B. Non-Discrimination. The City is committed to achieving diversity in the award of contracts and in the purchase of goods and services throughout all aspects of its development initiatives. The City provides minorities and women equal opportunity to participate in all aspects of City contracting and purchasing programs, including but not limited to participation in procurement contracts for commodities and services as well as for contracts relating to construction, repair work, and/or leasing activities. The City also prohibits discrimination against any person or business in pursuit of these opportunities on the basis of race, color, sex, religion, or national origin and to conduct its contracting and purchasing programs so as to prevent such discrimination.

C. Information Contacts. Contact the City of Buchanan Development Department using the contact information listed below with any questions you may have. All questions regarding this RFP must be submitted in writing by email to the Community Development Director on or before _____, 2023. Questions submitted after that date or by phone contact will not be accepted.

Richard Murphy, Community Development Director
 City of Buchanan
 302 N. Redbud Trail
 Buchanan, MI 49107
 E-Mail: rmurphy@cityofbuchanan.com

D. Delivery Requirement. Each Respondent shall assume the risk of the method of dispatching any communication or proposal to the City. The City assumes no responsibility for delays, delivery or system failures resulting from the dispatch.

E. Reservation of Rights. The City reserves the right to determine, in its sole discretion, the appropriate and adequate responses to written comments, questions, and requests for clarification.

F. Modification of Solicitation. The City reserves the right to increase, reduce, add, or delete



any item, service or activity to this solicitation as deemed necessary where it is consistent with City's goals, policies or strategies to do so. Only the City's official, written responses and communications shall be considered as authoritative with regard to the requirements of this RFP. The City reserves the right to determine, at its sole discretion, the method of conveying official responses and communications pursuant to this RFP.



NEW LISTING

123 Days Ave

**BUCHANAN
MICHIGAN**



COMMERCIAL DEVELOPMENT OPPORTUNITY

Infill opportunity in Buchanan, Michigan

Zoning:	Combined	Cleared
Central Business District	Lot size: .201 Acres	Lot in Downtown Buchanan

CITY OF BUCHANAN
BERRIEN COUNTY, MICHIGAN
ORDINANCE NO. 2023.06/436

AN ORDINANCE TO AMEND THE BUCHANAN CITY CODE OF ORDINANCES TO PROVIDE FOR PROHIBITION AND ABATEMENT OF NUISANCES AND TO REPEAL AND REPLACE ORDINANCE SECTIONS 38-26, 38-29 SUBSECTION 3, AND SECTIONS 38-47, 38-54, 38-55, ARTICLE III,, AND PARTS THEREOF IN CONFLICT HEREWITH

THE CITY OF BUCHANAN ORDAINS:

ARTICLE II. – NUISANCES

DIVISION 1. – GENERALLY

Sec. 38-26. – Nuisances prohibited, enforcement, abatement of nuisances.

No person shall maintain a nuisance as described in Section 38-28. Any person may report a nuisance to the police department or the code enforcement officer, whose duty it shall be to investigate the facts, and if in his/her opinion a nuisance is being maintained, the Chief of Police, code enforcement officer, or police officer shall serve a written violation notice upon the person responsible for maintaining such nuisance and to the property owner.

The notice must include the following:

1. Identify the violation.
2. Identify the ordinance number violated.
3. Identify a timeline to rectify the violation.
4. Identify the possible penalties should the violation not be rectified.
5. Identify contact information to dispute/appeal the violation notice.
6. State that the owner/occupant must abate the nuisance within the set timeline.

The notice shall state that the responsible party must abate the alleged nuisance within the time limit set forth in the notice, which, unless otherwise provided in this Article II, shall not be less than two (2) days nor more than ten (10) days from the date of the service of the notice. Such notice shall be deemed to be properly served if a copy thereof is:

- a. Delivered personally; or
- b. Posted in a conspicuous place in or about the structure, or on a post driven into the ground if no structure; or
- c. Sent by certified or first-class mail addressed to the last known address (if not delivered personally).

If a cited party or parties wish to appeal a notice of abatement, such appeal must be filed with the City Clerk after the date of service of the violation notice and before the date specified for the abatement of the alleged nuisance. The City Clerk shall serve written notice of the date and time for the hearing on the appealing party in accordance with the service provisions set out in this Article II. The appeal of the violation notice shall be heard by the City Commission and the appealing party shall be allowed a hearing as to whether or not the party is a responsible party under this Article and/or if the act(s) listed in the violation notice constitutes a nuisance under this Article II. The appealing party may appear at the City Commission hearing in person or through counsel to show cause, if there is any, why the City Commission should not order any violations to cease immediately and order abatement of the violation. At the hearing, the City Commission shall receive testimony, documents, and other evidence as the Commission deems reasonably reliable and relevant to the issues concerning the violation of this Article II. The City Commission shall render a decision at the same meeting as the appeal is heard or at a subsequent meeting as the Commission shall set and that decision shall be confirmed in writing and

served on the appealing party in accordance with the service provisions set out above. The City Commission’s decision on the appeal shall be final.

In case a decision has been rendered that a nuisance is being maintained, the Chief of Police, code enforcement officer, or police officer shall also proceed with the issuance of a civil infraction ticket citation against a violating party.

If the nuisance is not abated within the time required by the violation notice or as otherwise ordered in writing by the City Commission, the City Manager or a designee shall take such steps as are necessary to abate the nuisance, including but not limited to, removal and/or disposal of items specified in the violation notice and restoration of the affected area. The costs and fees of such abatement action shall be billed to the owner or owners of the subject parcel, and in the event there are two or more owners of the parcel, all such owners shall be jointly and severally liable for all abatement fees and costs. If the owner or owners of the parcel refuse, neglect, or fail to pay such costs and fees to the City within sixty (60) days of the date set in the bill for costs and fees, the City Manager or a designee shall report such costs and fees to the City Assessor who shall cause the costs and fees to be assessed against the subject parcel and added to the next City tax roll and the same shall be collected in the same manner in all respects as provided by law for the collection of real property taxes by the City.

(Ord. No. 2023.06/436, 06-26-23)

Sec. 38-27. – Penalty.

Any violation of any of the Sections of this Article II shall constitute a civil infraction that is punishable in an amount established by resolution of the City Commission from time to time. Any person who violates this Article II shall be subject to the issuance of a civil infraction citation ticket by an authorized officer or official and required to appear in Fifth District Court. This provision shall not limit the City’s rights to the remedy of enforcement by abatement set out in this Article II.

(Comp. Ords. Rev. 1991, § 35.184; Ord. No. 2023.06/436, 06-26-23)

Sec. 38-28. – Creating or maintaining prohibited.

Nuisances are not to be created or maintained. No person, owner, or occupant having control or management of any dwelling, building, structure, excavation, business pursuit, matter, or thing shall allow any nuisance to be created or to exist on the premises over which such person is the owner or exercises control or management; nor shall any person occupying any public or private street, alleyway, or any premises whatever, or having control or management thereof, within the limits of the City, create or maintain a nuisance therein.

Nuisances shall include:

- 1. Sec. 38-29. – Noise-producing devices
- 2. Sec. 38-30. – Barking dogs
- 3. Sec. 38-31. – Smoke, soot, cinders, noxious acids, fumes, and gases
- 4. Sec. 38-32. – Lights
- 5. Sec. 38-33. – Unsightly, offensive accumulations
- 6. Sec. 38-46. – Litter, which includes garbage, refuse, rubbish, and all other waste material, which tends to create a danger to public health, safety, and welfare
- 7. Sec. 38-48 through 38-53. – Littering, use of receptacles, sweeping, sidewalks, premises maintenance
- 8. Sec. 38-76. – Junk vehicles

(Comp. Ords. Rev. 1991, § 20.131; Ord. No. 2023.06/436, 06-26-23)

DIVISION 2. – NOISE

Sec. 38-29. - Noise-producing devices.

- 1. The operating or maintaining of noisemaking, noise-amplifying, or noise-producing instruments or devices by which the peace or good order of the neighborhood is disturbed is hereby declared a nuisance. No person, by them self or for another, shall operate or maintain any radio, phonograph, player piano, calliope, or other noisemaking, noise-amplifying, or noise-producing instrument or device in any public or private place in any manner by which the peace and good order of the neighborhood are disturbed; or persons occupying property in the neighborhood are disturbed or annoyed.
- 2. Excessive noise from electronically amplified sound systems in or on motor vehicles. No person operating or in control of a parked or moving motor vehicle (including motorcycles and mopeds) shall operate or permit the operation of an electronically-amplified sound system in or about the vehicle so as to produce sound that in any manner by which the peace and good order of the neighborhood are disturbed, except as follows:
 - (a) Any police vehicle, ambulance, fire engine, or emergency vehicle while engaged in emergency or necessary public activities; or
 - (b) Sound made to alert persons to the existence of an emergency, danger, or attempted crime, or for warning purposes authorized by law.

(Comp. Ords. Rev. 1991, § 20.132; Ord. No. 2006.08/372, 8-14-06; Ord. No. 2023.06/436, 06-26-23)

Sec. 38-30. – Barking dogs.

No person shall permit any dog to continue any loud and unnecessary barking which annoys, disturbs, injures, or endangers the comfort, repose, health, peace, or safety of the neighborhood, nor shall any person keep any animal which by causing frequent or long, continued noise shall disturb the comfort or repose of any persons in the vicinity. The making or causing of such disturbances is declared to be a public nuisance.

(Comp. Ords. Rev. 1991, § 20.133)

DIVISION 3. – SMOKE, SOOT, CINDERS, NOXIOUS ACIDS, FUMES, AND GASES

Sec. 38-31. – Smoke, soot, cinders, noxious acids, fumes, and gases.

No person shall permit, or cause the escape of, such quantities of smoke, soot, cinders, noxious acids, fumes, and gases in such place or manner as to be detrimental to the public or to endanger the health, comfort, and safety of any person or of the public, or in such manner as to cause or have a tendency to cause injury or damage to property or business. The escape of such matter is hereby declared to be a public nuisance.

(Comp. Ords. Rev. 1991, § 20.134)

DIVISION 4. – LIGHTS

Sec. 38-32. – Lights.

No person shall use or maintain any lighting fixtures or facilities connected with any use of land, or operation of any place of business or factory, so as to reflect light upon any residential use adjacent to such lighting facilities. The use of lights in this manner is declared a public nuisance.

(Comp. Ords. Rev. 1991, § 20.135)

DIVISION 5. – LITTER, RUBBISH, REFUSE

Sec. 38-33. – Unsightly, offensive accumulations.

The City ordains, for the purpose of this Article, that a nuisance shall be described as any accumulation of motor vehicles or parts thereof, paper, litter, refuse, rubbish, lumber, tree and bush branches, logs, ashes, manure, hay and fodder, or any other material that is kept or stored in any building, vacant lot, or any other property in the City that is unsightly or is offensive to the public.

(Comp. Ords. Rev. 1991, § 35.181)

Secs. 38-34 - 38-45. – Reserved.

Sec. 38-46. – Definitions.

The following words, terms, and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning. This enumeration shall not be deemed or construed to be conclusive, limiting, or restrictive:

Litter is defined as garbage, refuse, and rubbish as defined in this section, and all other waste material which, if thrown or deposited as prohibited in this division, tends to create a danger to public health, safety, and welfare. Any condition that provides harborage for or fosters the spread of disease or the breeding of insects, rats, mice, snakes, and other vermin.

Refuse is defined as all decaying and non-decaying solid wastes, including garbage, rubbish, ashes, street cleanings, dead animals, junk, and solid market and industrial wastes. Refuse includes the outdoor storage of any item or material that is deteriorated so that it is no longer fit for the intended use, indoor furniture, appliances or fixtures, or items not designed for outdoor storage, such as, but not limited to, apparel, books, decorations, mattresses, or equipment.

Rubbish is defined as all decaying and non-decaying solid wastes consisting of both combustible and noncombustible wastes, such as junk, unused or inoperable tools or equipment, fence wire, fence materials, firewood or lumber, building or roofing materials, inoperable or unlicensed motor vehicles or motor vehicle parts and components, motor vehicle tires or inner tubes, flammable materials, unused construction materials or scraps, paint, tubs, buckets, bins, bags, garments, plastic, paper wrappings, cigarettes, cardboard, tin or aluminum cans, yard clippings, leaves, wood, glass, bedding, crockery, fuel or lubricant containers, and similar materials.

(Comp. Ords. Rev. 1991, §§ 35.054—35.056; Ord. No. 317, 7-8-91; Ord. No. 2023.06/436, 06-26-23)

Cross-reference— Definitions generally, § 1-2, Code of Ordinances.

Sec. 38-47. – Reserved.

(Ord. No. 2023.06/436, 06-26-23)

Sec. 38-48. – Littering prohibited.

No person shall throw or deposit litter in or upon any street, sidewalk, or other public places within the City except in public receptacles, in authorized private receptacles for collection, or in official City dumps.

(Comp. Ords. Rev. 1991, § 35.071)

Sec. 38-49. – Proper use of waste receptacles.

Persons placing litter in public receptacles or in authorized private receptacles shall do so in such a manner as to prevent it from being carried or deposited by the elements upon any street, sidewalk, or other public place or upon private property.

(Comp. Ords. Rev. 1991, § 35.072)

Sec. 38-50. – Sweeping litter into gutters, streets, other public places.

No person shall sweep into or deposit in any gutter, street, or other public place within the City the accumulation of litter from any building or lot or from any public or private sidewalk or driveway. Persons owning or occupying property shall keep the sidewalk in front of their premises free of litter.

(Comp. Ords. Rev. 1991, § 35.073)

Sec. 38-51. – Duty to keep sidewalks clean.

No person owning or occupying a place of business or any private premises shall sweep into or deposit in any gutter, street, or other public place within the City the accumulation of litter from any building or lot. Persons owning or occupying property within the City shall keep the sidewalk in front of their premises clean.

(Comp. Ords. Rev. 1991, § 35.074)

Sec. 38-52. – Private premises; private receptacles.

No person shall throw or deposit litter on any private premises within the City, whether owned by such person or not, except that the owner or person in control of occupied private premises may maintain authorized private receptacles for collection in such a manner that litter will be prevented from being carried or deposited by the elements upon any street, sidewalk, or other public place or upon any private property.

(Comp. Ords. Rev. 1991, § 35.081)

Sec. 38-53. – Maintain premises free of litter.

The owner or person in control of any private premises shall at all times maintain the premises free of litter; provided, however, that this Section shall not prohibit the storage of litter in authorized private receptacles for collection.

(Comp. Ords. Rev. 1991, § 35.082)

Sec. 38-54—38-55. Reserved.

(Ord. No. 2023.06/436, 06-26-23)

Sec. 38-56. – Responsibility for violation.

Whenever any act is prohibited by this Article II, or by any amendment hereto, the prohibition shall extend to and include the causing, securing, aiding, or abetting of another person to do such act.

(Comp. Ords. Rev. 1991, § 35.111; Ord. No. 2023.06/436, 06-26-23)

Secs. 38-57—38-75. – Reserved.

DIVISION 6. – JUNK VEHICLES

Sec. 38-76. – Definitions.

The following words, terms, and phrases, when used in this Article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Junk vehicles shall include, without limitation, any vehicle which is not licensed for use upon the highways of the State of Michigan or registered with the State for a period in excess of sixty (60) days, and shall also include, whether licensed or not, any vehicle which is inoperable for any reason for a period in excess of sixty (60) days, provided that there is excepted from this definition unlicensed, but operable, vehicles which are kept as the stock in trade of a regularly licensed and established new or used vehicle dealer; provided further that the time limit such vehicles may remain upon the premises of a vehicle repair business shall be a period of one hundred twenty (120) days, with an extension of an additional thirty (30) day period upon presentation to the City Chief of Police of written proof that the offending vehicle is involved in insurance claims, litigation, or a similar matter and additional time is required for settlement before a vehicle can be moved.

Private premises is defined as any lot or parcel of land owned or occupied by any person, whether or not improved with any dwelling, house, building, or other structure, whether inhabited or temporarily or continuously uninhabited or vacant, and shall include any yard or portions of a yard, grounds, walk, driveway, porch, steps, vestibule, or mailbox belonging or appurtenant to any dwelling, house, building, or other structure erected thereon.

Public places are defined as any and all streets, sidewalks, boulevards, alleys, parking lots, and spaces or other public ways and any and all public parks, squares, spaces, and grounds that are owned, operated, or controlled by the City.

Recreational vehicle is defined as a vehicle that has its own motive power, or is towed by a vehicle, and is primarily designed to provide temporary living quarters for recreational, camping, travel, or seasonal use. The term includes, but is not limited to, a motor home, travel trailer, park model trailer, or pickup camper.

Trailer is defined as every vehicle with or without motive power designated for carrying property or persons or for being drawn by a motor vehicle, including, but not limited to, truck trailers, travel trailers, camping trailers, or utility trailers.

Vehicles is defined as every device in, upon, or by which any person or property is or may be transported or drawn upon any roadway or highway, except devices exclusively moved by human power or used exclusively upon stationary rails or tracks. A “vehicle” shall include any trailer, watercraft, recreational vehicle, motor vehicle, or farming equipment of any type.

Watercraft is defined as any vessel for use on water that is propelled by human power or uses a motor-driven propeller, an internal combustion engine, or a water jet pump as the source of propulsion.

(Ord. No. 319, § 1.2, 7-22-91; Ord. No. 2023.06/436, 06-26-23)

Cross-reference— Definitions generally, § 1-2, Code of Ordinances

Sec. 38-77. – Visibility to public.

The owner or person in control of any private premises shall, at all times, keep junk vehicles on the private premises or on any public places immediately adjacent to the private premises from being visible to the public. For purposes of this section, a junk vehicle shall be deemed not to be visible to the public only if fully enclosed within a garage, barn, or pole barn.

(Ord. No. 319, § 1.2, 7-22-91)

Sec. 38-78. – Exceptions.

The sole exceptions to the requirements of Section 38-77 shall be:

- 1. Vehicles as defined in Section 38.76.
- 2. Licensed automobile salvage, scrap, or junk yards, which shall not be governed by this Article.

(Ord. No. 319, § 2.2, 7-22-91; Ord. No. 2023.06/436, 06-26-23)

ARTICLE III – Reserved.

Secs. 38-79 – 39-89. – Reserved.

(Ord. No. 2023.06/436, 06-26-23)

This ordinance shall become effective fifteen (15) days after enactment and publication pursuant to Chapter 7, Section 7.4 and Section 7.5 of the Charter of the City of Buchanan, Michigan.

MADE, PASSED AND ADOPTED BY THE CITY COMMISSION OF THE CITY OF BUCHANAN, BERRIEN COUNTY, MICHIGAN, ON THE 26th DAY OF JUNE 2023, AND IT WAS PUBLISHED IN THE BERRIEN COUNTY RECORD NEWSPAPER ON, July 6th, 2023.

_____, Mayor Sean Denison

_____, City Clerk Kalla Langston

CERTIFICATE OF ADOPTION

I hereby certify that the foregoing is a true and complete copy of an Ordinance passed at a regular meeting of the Buchanan City Commission, held on the 26TH day of JUNE 2023.

KALLA LANGSTON, City Clerk