

**REGULAR MEETING OF THE BUCHANAN CITY COMMISSION**  
**MONDAY, FEBRUARY 13, 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.

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\* 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](mailto: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. (1) Minutes-**

- (A) Consider approving the Special Meeting Minutes from February 6th, 2023.
- (B) Consider approving the Regular Meeting Minutes from January 23, 2023.
- (C) Consider approving the Closed Session Minutes from January 23, 2023.
- (D) Consider approving the Workshop Minutes from January 19, 2023.
- (E) Consider approving the Closed Session Minutes from January 9, 2023.

**B. (2) Buchanan Tree Friends Appointment:**

- (A) Consider appointing Lane Martin to the Buchanan Tree Friends (recommended by BTF on 2/2/2023).
- (B) Consider appointing Brian Murphy to the Joint Water Sewer Board (recommended by JWSB on 2/6/2023)

**C. (3) Expenditures**

- (A) Consider approving expenditures for February 13, 2023, in the amount of \$158,586.89
- (B) Disbursement & Refunds in the amount of \$77,721.13

**D. (4) NATS**

Consider appointing Community Development Director, Rich Murphy to the Niles-Buchanan-Cass Area Transportation Study (NATS)

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

**A. Corridor Improvement Authority** -Discussion of establishing a Corridor Improvement Authority.

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

**A. Community Development Report**- Director Rich Murphy

(1) Ross-Sanders House Project update

(2) City-owned Residential Properties update

(3)111 Railroad/Baroda Tire Demolition update

(4) Honor Credit Union Project update

(5) Victory Park Pavillion update

(6) Front St. authorization for easements for the downtown reconstruction project

**B. Clerk Report**- Consider approving an updated version of Rules & Regulations Governing Oak Ridge Cemetery.

**C. City Treasurer Report**- **City Treasurer Debrah Perez.**

(1) **Purchase Policy**-Consider Purchasing Policy for General Supplies.

(2) **Investment Policy**- Consider improving or updating the current investment policy.

**X. Unfinished Business**

**A. Alternate Appointments (postponed at the January 23rd Regular Meeting)**

(1) City Commission Alternates for Various City Boards/Commissions- Consider appointing select City Commissioners to serve as "alternates" on various City Boards/Commissions.

**XI. New Business**

**A. Consider accepting the City Manager, Heather Grace, severance agreement.**

**B. Consider Resolution 2023.02/05**- A resolution allowing City Treasurer, Deborah Perez, and Mayor Sean Dension to be named the signers for the Honor Accounts.

**C. Consider Resolution 2023.02/04** - Resolution to negotiate the summer school tax collection fee.

**D. Closed Session**

(1) Enter Closed Session- Consider entering Closed Session to consider an attorney-client privileged opinion memo, pursuant to MCL 15.268 Sec. 8 (1) (h) regarding a real estate matter.

(2) Re-Enter Open Session- Consider re-entering Open Session.

(3) Action- Consider authorizing action based on conversations held in the Closed Session.

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

**A. Strategic Leadership Council- Housing Diagnostic Tool**

**B. Notice of Hearing for Gas Customers of SEMCO ENERGY GAS COMPANY**

C. **MDOT 2023 Project US-31 Northbound**

**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**



**SPECIAL MEETING OF THE BUCHANAN CITY COMMISSION**  
**MONDAY, FEBRUARY 06, 2023 – 8:30 AM**  
**CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI**

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**MINUTES**

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**I. Call to Order**

*Meeting called to order by Mayor Sean Denison at 8:31 A.M.*

**II. Roll Call**

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

*City Staff: City Clerk, Kalla Langston & City Attorney, Matt Derby*

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

*None.*

**IV. New Business**

**A. Closed Session**

*(1) Enter Closed Session- to consider an attorney-client privileged opinion memo, pursuant to MCL 15.268 Sec. 8 (1) (h) regarding an employment contract matter.*

*Motion made by Swem, supported by Money to enter closed session pursuant to MCL 15.268 Sec. 8 (1)(h) regarding an employment contract matter at 8:32 A.M. Roll call vote carries unanimously.*

*(2) Re-Enter Open Session- Consider re-entering Open Session.*

*Motion made by Weedon, supported by Vigansky to re enter open session at 8:58 A.M. Roll call vote carries unanimously.*

*Motion made by Swem, supported Money to move forward with recommendation of counsel in closed session. Roll call vote carries unanimously.*

**V. Adjourn**

*Motion made by Swem, supported by Weedon to adjourn the meeting at 8:59 A.M. Roll call vote carries unanimously.*

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Kalla Langston, City Clerk

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Mayor Sean Denison

Pending Approval



**REGULAR MEETING OF THE BUCHANAN CITY COMMISSION**  
**MONDAY, JANUARY 23, 2023 – 7:00 PM**  
**CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI**

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**MINUTES**

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.

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**I. Call to Order**

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

**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, Commissioner Patrick Swem

**Absent:** None

**City Staff:** City Manager, Heather Grace; City Clerk, Kalla Langston; Community Development Director, Rich Murphy; Director of Public Services, Mike Baker; Director of Public Safety, Tim Ganus; Chief of Police Harvey Burnett; City Attorneys Matt Derby; Main Street Manager/ Chamber Director, Ashley Regal; Operator in charge (Water Department), Craig Miller

**V. Approve Agenda**

**Motion made by Vigansky, supported by Money to approve the amended agenda to add item (4) Opening of Lift Station at the Fifteen-2-Twelve Restaurant under section XI New Business B. Roll call vote carries unanimously.**

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

*Marv Jackson-* in support for Mr. Lockett (Owner of Fifteen-2-Twelve Restaurant) to open the lift station for them to open.

*Tracey Dippo-* in support of Ashley Regal.

*Tony Houser-* in support of Ashley Regal and opening the Fifteen-2-Twelve Restaurant.

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

A. (1) **Minutes**- Consider approving the Regular Meeting Minutes from January 9, 2023.

- B. (2) Expenditures- Consider approving expenditures for January 23, 2023, in the amount of **\$67,641.26**

**Motion made by Swem, supported by Money to approve the consent agenda with the amended minutes as presented to the commission. Roll call vote carries unanimously.**

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

- A. Resolution #2023.01/03- Consider approving a resolution to support the Berrien County Trails Master Plan.**

**Motion made by Swem, supported by Weedon to approve resolution # 2023.01/03 to support the Berrien County Trails Master Plan. Motion carries unanimously.**

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

- A. Buchanan Tree Friends Report: Vice-Chair, Richard Martin.**

1) Water Trailer- Consider the purchase of a water trailer. BTF was recently awarded a grant from Berrien Community Foundation in the amount of \$4,000.00. The total project cost is \$6,349.00, BTF is requesting \$2,349.00 to cover the cost from their budget.

**Motion made by Vigansky, supported by Money to approve of the purchase of the water trailer, as presented. Roll call vote carries unanimously.**

- B. Community Development Report- Director Richard Murphy**

(1) 2022 Annual Building Inspector Report- No action needed.

(2) Cannavista Wellness 2023 Marihuana Permit Renewals- Consider approving.

**Motion made by Weedon, supported by Vigansky to approve the Cannavista Wellness, 2023 Marihuana Permit Renewals, as presented. Roll call vote carries unanimously.**

(3) High Profile 2023 Marihuana Permit Renewals- Consider approving.

**Motion made by Vigansky, supported by Swem to approve the High Profile 2023 Marihuana Permits Renewals, as presented. Roll call vote carries unanimously.**

(4) AEP Grant Award to the City of Buchanan for the St. Joseph River Public Access Strategic Plan- Consider approving.

**Motion made by Weedon, supported by Money to approve the City Administration accepting the AEP Grant Award to move forward with the St. Joseph River Public Access Strategic Planning process. Roll call vote carries unanimously.**

- C. Water Department Report- Water Operator in Charge (OIC) Craig Miller**

(1) Wellhead Protection Plan Update- A status report will be provided; no action needed at this time.

Miller has updated the wellhead protection plan, as well as continuing his work with Prein & Newhoff on the USDA project.

(2) SCATA System- A status report will be provided; no action needed at this time.

Miller updated the commission about the SCATA system. The water department had issues with the system, at the moment it is working. Miller will be bringing back different quotes and options for a newer system or options for fixing the current system.

- D. Public Safety Report- Director Tim Ganus & Chief Harvey Burnett**

(1) Budget Amendment Request for Patrol Vehicle Purchase- Consider approving a budget amendment to effectuate a cash purchase of a new patrol vehicle, as discussed during last mtg. (See attachment A)

**Motion made by Swem, supported by Money to approve Budget Amendment #01-23-23-D to authorize cash purchase of a new police patrol vehicle. Roll call vote carries unanimously.**

(2) School Resource Officer Funding Update- A funding report has been provided by the Buchanan Community School District, in addition to a letter indicating that the first grant application was approved.

The funding will help pay for the officer for the next 3-years. Burnett will be looking into a long term situation for the SRO.

**E. Public Services Report- Director Mike Baker**

(1) New DPW Bldg Municipal Bonds Update- Baker Tilly has provided an updated timeline for the municipal bonds to be sold for the new DPW bldg project; no action needed.

Commission was given the bond schedule in their packets. The commission can contact Baker Tilly with any questions on the schedule that was provided.

(2) DPW Bldg. Construction Committee Update- An update will be provided regarding recent activities of the DPW Bldg Construction Committee mtg held on 01/20/2023.

Preliminary bids have started. Optimistically hoping the price will go down with work slowing down.

(3) General Public Services Updates-

Actively picking up garbage around the city while the sweeper is still down. Patching holes throughout the city, building a new railing for the trail for the overlook to help stop vandalism. Continuing to maintenance vehicles. DPW also worked on a sewer backup.

**F. Clerk Report**- City Clerk Kalla Langston will give a brief update on the May 2nd, 2023, Special Election.

Langston is moving forward with the upcoming election. There will be no 9 days of in person early voting for the special election. The biggest change is there is no Permanent Application List anymore. It is simple a Permanent AV Ballot List, meaning if you sign up you will automatically be delivered a ballot for every election. The sign-up sheet will be on the website. Langston concerned with the added cost Prop-2 brings.

**G. Joint Water/Sewer Board Report**

(1) Update Regarding Lift Station at Former Wheatberry Location-

Will be addressed later in the meeting.

**X. Unfinished Business**

**A. Alternate Appointments**

(1) City Commission Alternates for Various City Boards/Commissions- Consider appointing select City Commissioners to serve as "alternates" on various City Boards/Commissions.

**Motion made by Swem, supported by Weedon, to postpone till the list can be distributed. Roll call vote carries unanimously.**



**B.** ***RFP for Ross Sanders Bldg-** Consider a First Draft RFP to Advertise the Potential Future Sale of the Ross Sanders Bldg.*

**Motion made by Swem, supported by Weedon to approve the creation of a First Draft RFP to advertise the Potential Future Sale of the Ross Sanders Building, with the notice to go out within 30 days, and to include the following requirements: Submitting proof of financing or bank statements demonstrating ability to pay full amount of bid within 60 days of being awarded the bid, agree to enter into a Historic Preservation Easement with the Buchanan Historical Society, agreeing to work with the City to develop a “split” of the property from the Fire Hall by Buchanan Fire Department.**

**Yea: Swem, Denison, Weedon, Money**

**Nay: Vigansky**

**Motion carries 4-1**

**XI. New Business**

**A.** ***Waiver of Conflict of Interest RE Former Wheatberry Lift Station-** Consider approving a waiver submitted by the City Attorney, through which the City of Buchanan, if approved, agrees to waive any conflict of interest on the part of the City Attorney (Kotz Sangster) relating to the former Wheatberry Lift Station matter.*

**Motion made by Weedon, supported by Money to approve, as presented, the Waiver of Conflict of Interest submitted by the City Attorney; and hereby authorize the City Manager and Mayor to sign said Waiver.**

**Yea: Denison, Weedon, Money, Swem**

**Nay: Vigansky**

**Motion carries 4-1**

**B.** ***Closed Session***

*(1) Enter Closed Session- Consider entering Closed Session pursuant to MCL 15.268 Sec. 8 (1) (d) and (h), to discuss legal memos pertaining to the following attorney-client privileged matters: (i) the former Wheatberry Lift Station, a contractual matter, and a matter of employment law; in addition to also discussing the potential purchase or lease of real property.*

**Motion made by Weedon, supported by Money enter Closed Session pursuant to MCL 15.268 Sec. 8 (1) (d) and (h), to discuss legal memos pertaining to the following attorney-client privileged matters: (i) the former Wheatberry Lift Station, a contractual matter, and a matter of employment law; in addition to also discussing the potential purchase or lease of real property, at 8:16 P.M. Roll call vote carries unanimously.**

*(2) Re-Enter Open Session- Consider re-entering Open Session.*

**Motion made by Vigansky, supported by Money to Re-Enter Open Session at 9:43 P.M. Roll call vote carries unanimously.**

*(3) Action- Consider authorizing action based on conversations held in Closed Session.*

**Motion made by Swem, supported by Money to authorize action, as discussed in Closed Session. Roll call vote carries unanimously.**

*(4) Opening of Lift Station at the Fifteen-2-Twelve Restaurant.*

**Motion made by Vigansky, supported by Money to allow fifteen-2-twelve restaurant to open the lift station up to come back on to city sewer, with a 90-day report to the commission for the next 12 months. Roll call vote carries unanimously.**

**C. Budget Amendments**

(1) Option A- Consider approving Budget Amendment Option B, to remove previously anticipated revenues formerly associated with the Buchanan Area Chamber contract, to effectuate a transition of the "Executive Director/Main Street Manager" position to one that is instead "Main Street Manager/Assistant Director of Community Development." This would allow Ashley Regal, who is already a full-time employee of the city, to remain as a full-time City employee, just with a slightly different role. **(See Attachment B)**

**Motion made by Money, supported by Weedon to approve Budget Amendment 01-23-23-A.**

**Yea: Denison, Weedon, Money**

**Nay: Vigansky, Swem**

**Motion carries 3-2**

(2) Option B- Consider approving Budget Amendment Option C, which does everything listed above in Option A, plus authorizes the effectuation of an updated employment agreement for the new Main Street Manager/ Assistant Director of Community Development, which would include a pay increase, to help compensate for the additional duties that will be taken on due to the changed role (along with recognizing her for a job well done). City Administration strongly recommends the approval of this budget amendment, particularly in light of the fact that it costs more to attract and train new staff than it does to retain qualify staff who are already trained.

**No motion made.**

(3) Option C- Consider approving Budget Amendment Option D, which authorizes the effectuation of an updated employment agreement, which would include a 5% pay increase for Clerk Kalla Langston, to help compensate for the additional duties the Clerk must take on now due to the passing of Proposition 2 (along with recognizing her for a job well done). City Administration strongly recommends the approval of this budget amendment, particularly in light of the fact that it costs more to attract and train new staff than it does to retain qualify staff who are already trained. **(See Attachment C)**

**Motion made by Swem, supported by Money to approve Budget Amendment 01-23-23-C, as presented. Roll call vote carries unanimously.**

**D. IT Services Agreement**

(1) Exemplar IT Services Agreement- Consider approving a proposed agreement for IT services to be provided by Exemplar IT Services. City Administration tried a "soft transition" to utilizing Exemplar to "try them out," so to speak, and their services have been very helpful, so approval is highly recommended.

**Motion made by Vigansky, supported by Money to approve the Exemplar IT Services Agreement, as presented.**

**Yea: Vigansky, Money, Denison, Weedon**

**Nay: Swem**

**Motion carries 4-1.**

**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)*

None

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

None.

**B. Commissioner Comments**

*Money-* Congratulated Mr. Lockett and Ashley. Thanked everyone that is here and thanks to the commission for their work.

*Vigansky-* asking the residents to participate in the school board meetings pertaining to the bonds.

*Swem-* Excited for Mr. Lockett

*Weedon-* Congratulations to Ashley.

**C. Mayor Comments**

Congratulations to the new Miss. Buchanan, Arianna Hankins and congratulations to Lily Waggoner for her reign as Miss. Buchanan and Miss. Blossomtime.

**XV. Adjourn**

Motion made by Vigansky, supported by Weedon to adjourn the meeting at 9:59 P.M. Roll call vote carries unanimously.

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Kalla Langston, City Clerk

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Mayor Sean Denison



**WORK SESSION OF THE BUCHANAN CITY COMMISSION**  
**WEDNESDAY, JANUARY 18, 2023 – 4:00 PM**  
**CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI**

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**MINUTES**

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

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**I. Call to Order**

Meeting was called to order by Commissioner Larry Money at 4:01 P.M.

Present: Commissioner Larry Money, Commissioner Patrick Swem, Commissioner Dan Vigansky

Staff: Rich Murphy, Heather Grace, Ashley Regal, Kalla Langston

**II. Public Comment- Agenda items only**

Josh Jacobs: Had questions about certain property lines.

Peter Lysy: Spoke for the Ross Sanders Building.

Michael Rowland: Spoke for the Ross Sanders Building.

**III. Items for Discussion**

**A. City Owned Properties**

Murphy, Public and Commissioners discussed the properties listed in *Attachment A*.

**IV. Adjourn**

Meeting was adjourned at 5:12 P.M. by Money.

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Kalla Langston, City Clerk

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Commissioner Larry Money

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
01.20.23 25466	BRANDON CARPENTER RESERVE- BASKETBALL GAME 701-000.000-150.000	01/20/2023 CBAHAM POLICE RESERVES	02/13/2023	48.00 48.00	48.00	Open	Y 02/03/2023
01.20.23 25467	SWEET C. ROBINSON RESERVE - BASKETBALL GAME 701-000.000-150.000	01/20/2023 CBAHAM POLICE RESERVES	02/13/2023	48.00 48.00	48.00	Open	Y 02/03/2023
01.25.23 25468	LARRY SCHMELING RESERVE- BASKETBALL GAME 701-000.000-150.000	01/25/2023 CBAHAM POLICE RESERVES	02/13/2023	30.00 30.00	30.00	Open	Y 02/03/2023
01.25.23 25469	SWEET C. ROBINSON RESERVE - BASKETBALL GAME 701-000.000-150.000	01/25/2023 CBAHAM POLICE RESERVES	02/13/2023	36.00 36.00	36.00	Open	Y 02/03/2023
01.27.23 25470	BRANDON CARPENTER RESERVE - BASETBALL GAME 701-000.000-150.000	01/27/2023 CBAHAM POLICE RESERVES	02/13/2023	36.00 36.00	36.00	Open	Y 02/03/2023
01.27.23 25471	SWEET C. ROBINSON RESERVE- BASKETBALL GAME 701-000.000-150.000	01/27/2023 CBAHAM POLICE RESERVES	02/13/2023	54.00 54.00	54.00	Open	Y 02/03/2023
01.21.23 25472	KAREN VYLONIS CITY CENTER RENTAL DEPOSIT - 101-000.000-656.000	01/21/2023 CBAHAM BUCHANAN REDBUD CITY CENTER	02/13/2023	50.00 50.00	50.00	Open	Y 02/03/2023
01.22.23 25473	SHERRY BEST CITY CENTER RENTAL DEPOSIT - 101-000.000-656.000	01/22/2023 CBAHAM BUCHANAN REDBUD CITY CENTER	02/13/2023	50.00 50.00	50.00	Open	Y 02/03/2023
TAX 25474	CITY OF BUCHANAN - TAX FUND 2022 WINTER TAX 720 E FRONT STREET 703-000.000-955.001	12/01/2022 CBAHAM DISBURSEMENTS - WINTER TAXES	02/14/2023	30.00 30.00	30.00	Open	Y 02/03/2023

INVOICE REGISTER REPORT FOR CITY OF BUCHANAN  
 EXP CHECK RUN DATES 02/13/2023 - 02/13/2023  
 JOURNALIZED  
 OPEN

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
TAX 2 25475	CITY OF BUCHANAN - TAX FUND 2022 WINTER TAX 517 RIVER STREET 703-000.000-955.001	12/01/2022 CBAHAM	02/14/2023	30.00 30.00	30.00	Open	Y 02/03/2023
TAX - 3 25476	CITY OF BUCHANAN - TAX FUND 2022 WINTER TAX 107 W FRONT ST 703-000.000-955.001	12/01/2022 CBAHAM	02/14/2023	195.28 195.28	195.28	Open	Y 02/03/2023
TAX - 4 25477	CITY OF BUCHANAN - TAX FUND 2022 WINTER TAX 708 S REDBUD TRL 703-000.000-955.001	12/01/2022 CBAHAM	02/14/2023	129.65 129.65	129.65	Open	Y 02/03/2023
8000022659 25478	NRPC - AMTRAK BASE RENT 202-474.000-962.000	01/01/2023 CBAHAM	02/01/2023	1,978.00 1,978.00	1,978.00	Open	Y 02/03/2023
62883 25479	ALEXANDER CHEMICAL CORP CHEMICALS 592-591.000-743.000	12/28/2022 CBAHAM	01/28/2023	98.50 98.50	98.50	Open	Y 02/03/2023
32560 25480	ALEXANDER CHEMICAL CORP HYDROFLUOROSILICIC ACID 592-591.000-743.000	01/05/2023 CBAHAM	02/05/2023	712.50 712.50	712.50	Open	Y 02/03/2023
11.21.22 25481	ANN TUIITE REIMBURSEMENT FOR GODADDY 701-000.000-582.091	01/05/2023 CBAHAM	02/05/2023	30.18 30.18	30.18	Open	Y 02/03/2023
12.17.22-01.16.23 25482	AT&T MONTHLY BILLING 101-753.000-853.000 592-590.000-853.000 592-591.000-853.000	01/16/2023 CBAHAM	02/16/2023	204.31 134.01 31.97 38.33	204.31	Open	Y 02/03/2023
WO-787584 25483	HULL LIFT TRUCK 200 SERVICE ON TOOLCAT 101-567.000-933.000	01/13/2023 CBAHAM	01/23/2023	736.88 736.88	736.88	Open	Y 02/03/2023

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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
12.30.22 25484	BAR WATER YOUR LOCAL CULLIGAN CITY HALL BREAKROOM WATER 101-265.000-818.000	12/30/2022 CBAHAM CONTRACTUAL	01/30/2023	89.50 89.50	89.50	Open	Y 02/03/2023
P590808739 25485	BATTERIES PLUS SCHIRMER RED LIGHT 592-590.000-938.000	01/18/2023 CBAHAM MAINTENANCE - SYSTEM	02/18/2023	17.37 17.37	17.37	Open	Y 02/03/2023
1918-R-0009 25486	CUSTOM COMPUTER COMPANY LLC NETWORK MONITORING, CABONITE, RING 101-265.000-818.000	02/01/2023 CBAHAM CONTRACTUAL	03/01/2023	2,201.50 2,201.50	2,201.50	Open	Y 02/03/2023
4145026282 25487	CINTAS CORPORATION MATS FOR CITY HALL 101-265.000-818.000	01/31/2023 CBAHAM CONTRACTUAL	02/20/2023	77.88 77.88	77.88	Open	Y 02/03/2023
01.01.2023-12.31.23 25488	COCM 2023 DUES FOR CODE OFFICIALS 101-371.001-831.000	02/01/2023 CBAHAM MEMBERSHIP AND DUES	03/01/2023	45.00 45.00	45.00	Open	Y 02/03/2023
150287 25489	CREATIVE PRODUCT SOURCING, INC MISC. SUPPLIES 101-301.000-962.000	01/17/2023 CBAHAM MISCELLANEOUS	02/17/2023	406.91 406.91	406.91	Open	Y 02/03/2023
01.16.23-02.15.23 25490	COMCAST BUSINESS WASTEWATER -8771.40.226.0280175 592-590.000-853.000	01/12/2023 CBAHAM TELEPHONE, INTERNET, CABLE	02/02/2023	237.08 237.08	237.08	Open	Y 02/03/2023
01.14.23-02.13.23 25491	COMCAST BUSINESS DPW - 8771.40.226.0282049 101-441.000-853.000	01/10/2023 CBAHAM TELEPHONE, INTERNET, CABLE	01/31/2023	322.43 322.43	322.43	Open	Y 02/03/2023
01.22.23-02.21.23 25492	COMCAST BUSINESS WATER DEPT - 8771.40.225.0114210 592-591.000-853.000	01/15/2023 CBAHAM TELEPHONE, INTERNET, CABLE	02/05/2023	305.70 305.70	305.70	Open	Y 02/03/2023

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01.25.23-02.24.23 25493	COMCAST BUSINESS CITY CENTER - 8771.40.225.0164173 101-265.000-853.000	01/21/2023 CBAHAM	02/11/2023	265.90 265.90	265.90	Open	Y 02/03/2023
242-1848-1 25494	DOMAIN LISTINGS WEBSITE NAME 101-101.000-818.000	01/11/2023 CBAHAM	02/13/2023	288.00 288.00	288.00	Open	Y 02/03/2023
2023002 25495	DANIEL HOSFORD 5.5 HOURS RECORDING, SCRIPTING, 101-172.000-818.000	01/30/2023 CBAHAM	02/28/2023	1,525.00 1,525.00	1,525.00	Open	Y 02/03/2023
01.12.23 25496	DEVON TITLE AGENCY TITLE SEARCH FEE 101-101.000-818.000	01/12/2023 CBAHAM	02/12/2023	425.00 425.00	425.00	Open	Y 02/03/2023
SI22-16710 25497	DETROIT SALT COMPANY ROCK SALT 202-463.000-782.000 203-463.000-782.000	09/28/2022 CBAHAM	10/28/2022	9,680.45 4,840.22 4,840.23	9,680.45	Open	Y 02/03/2023
116747 25498	EXTRA PACKAGING, LLC DUMPSTER LINERS 592-590.000-936.000	01/24/2023 CBAHAM	02/23/2023	308.89 308.89	308.89	Open	Y 02/03/2023
23-123399 25499	ELEMENT MATERIALS TECHNOLOGY EFFLUENT COPPER - JANUARY 592-590.000-818.000	01/13/2023 CBAHAM	02/13/2023	36.30 36.30	36.30	Open	Y 02/03/2023
1020 25500	EXEMPLAR IT SOLUTIONS PREPAID HOURS FOR TECHNOLOGY SUPPORT 101-265.000-818.000	01/19/2023 CBAHAM	02/19/2023	4,500.00 4,500.00	4,500.00	Open	Y 02/03/2023
1021 25501	EXEMPLAR IT SOLUTIONS PREPAID SUPPORT HOURS FOR FEB 2023 101-265.000-818.000	02/03/2023 CBAHAM	03/03/2023	4,500.00 4,500.00	4,500.00	Open	Y 02/03/2023



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1109 25502	EXEMPLAR IT SOLUTIONS CONTRACTUAL AGREEMENT - FEBRUARY 101-265.000-818.000 CONTRACTUAL	02/03/2023 CBAHAM	03/03/2023	1,200.00 1,200.00	1,200.00	Open	Y 02/03/2023
9586117161 25503	GRAINGER BRASS BALL VALVE 592-590.000-938.000 MAINTENANCE - SYSTEM	01/25/2023 CBAHAM	02/24/2023	104.50 104.50	104.50	Open	Y 02/03/2023
01.26.23 25504	DUNCAN GAST GAS MIELAGE FOR TRAINING 101-301.000-873.000 TRAVEL & CAR ALLOWANCE	01/26/2023 CBAHAM	02/26/2023	80.62 80.62	80.62	Open	Y 02/03/2023
9537644602 25505	GRAINGER MOP AND V-BELT FOR WWTP 592-590.000-931.000 MAINTENANCE-BUILDINGS	12/07/2022 CBAHAM	01/06/2023	219.38 219.38	219.38	Open	Y 02/03/2023
9538958860 25506	GRAINGER RUBBER SEAL AND ANGLE PLUG FOR WWTP 592-590.000-931.000 MAINTENANCE-BUILDINGS	12/08/2022 CBAHAM	01/07/2023	107.09 107.09	107.09	Open	Y 02/03/2023
9530088534 25507	GRAINGER TRANSFER PUMP DIESEL. DUAL PLANE 592-590.000-933.000 MAINTENANCE - EQUIPMENT	12/01/2022 CBAHAM	12/31/2022	204.26 204.26	204.26	Open	Y 02/03/2023
01.17.23 25508	HARVEY BURNETT REIMBURSEMENT FOR OFC. BRUCE HOTEL 101-301.000-873.000 TRAVEL & CAR ALLOWANCE	01/17/2023 CBAHAM	02/17/2023	276.79 276.79	276.79	Open	Y 02/03/2023
OCT-DEC 2022 25509	J DEFAY CLEANERS & LAUNDRY DRY CLEANING FOR UNIFORMS 101-301.000-769.000 UNIFORM CLEANING	01/04/2023 CBAHAM	02/04/2023	82.00 82.00	82.00	Open	Y 02/03/2023
11.24.22-12.27.22 25510	INDIANA MICHIGAN POWER COMPANY POLICE DEPARTMENT - 044.202.806.1.4 101-301.000-921.000 UTILITIES	12/28/2022 CBAHAM	01/20/2023	873.52 873.52	873.52	Open	Y 02/03/2023

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11.30.22-12.30.22-1 25511	INDIANA MICHIGAN POWER COMPANY WWTP - 043.927.406.0.3 592-590.000-921.000 UTILITIES	01/23/2023 CBAHAM	02/15/2023	8,448.93 8,448.93	8,448.93	Open	Y 02/03/2023
4 25512	KURT WEST GARNER CLARK EQUIPMENT COMPLEX NATIONAL 101-101.000-967.002 GRANTS & SPECIAL PROJECTS	01/20/2023 CBAHAM	02/20/2023	1,000.00 1,000.00	1,000.00	Open	Y 02/03/2023
230209 25513	KEN SIMPSON ELECTRICAL INSPECTION SERVICE FOR 701-000.000-491.000 ELECTRICAL PERMITS	01/29/2023 CBAHAM	02/12/2023	659.20 659.20	659.20	Open	Y 02/03/2023
02.02.23 25514	BERRIEN COUNTY RECORD PUBLIC HEARING NOTICE FOR L. 101-215.000-903.000 LEGAL NOTICES & RECORDINGS	02/02/2023 CBAHAM	02/14/2023	34.00 34.00	34.00	Open	Y 02/06/2023
DECEMBER 2022 25515	KOTZ, SANGSTER, WYSOCKI LEGAL FEES 101-101.000-826.000 LEGAL FEES 101-301.000-826.000 LEGAL FEES 592-591.000-818.000 CONTRACTUAL 592-590.000-818.000 CONTRACTUAL	01/13/2023 CBAHAM	02/13/2023	15,773.00 4,751.50 78.00 5,471.75 5,471.75	15,773.00	Open	Y 02/06/2023
02746 25516	LOWE'S SUPPLIES FOR WWTP 592-590.000-931.000 MAINTENANCE-BUILDINGS	01/10/2023 CBAHAM	02/10/2023	19.94 19.94	19.94	Open	Y 02/06/2023
1577725 25517	LEADER PUBLICATIONS LLC RESOLUTION NO. 2023.01/02 101-215.000-903.000 LEGAL NOTICES & RECORDINGS	01/16/2023 CBAHAM	02/16/2023	137.92 137.92	137.92	Open	Y 02/06/2023
01050 25518	LOWE'S STUDS AND TREATED WOOD 101-567.000-931.000 MAINTENANCE-BUILDINGS	01/20/2023 CBAHAM	02/20/2023	138.80 138.80	138.80	Open	Y 02/06/2023
32375411 25519	MID-STATES BOLT & SCREW CO. BOLTS	01/30/2023 CBAHAM	02/28/2023	3.63	3.63	Open	Y 02/06/2023

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	592-590.000-938.000	MAINTENANCE - SYSTEM		3.63			
69532 25520	MARK FARM SUPPLY DUCK FEED 701-000.000-582.067	01/10/2023 CBAHAM	02/10/2023	57.47	57.47	Open	Y 02/06/2023
		DUCK FEEDER		57.47			
1003433 25521	MILLER INDUSTRIAL GASES CYLINDER RENTAL 101-441.000-756.000	12/31/2022 CBAHAM	01/31/2023	5.58	5.58	Open	Y 02/06/2023
		MISCELLANEOUS SUPPLIES		5.58			
2020-06087 25522	MRWA MRWA REGISTRATION FOR BRANDON 592-590.000-960.000	01/16/2023 CBAHAM	02/16/2023	340.00	340.00	Open	Y 02/06/2023
		EDUCATION AND TRAINING		340.00			
2020-06078 25523	MRWA MRWA REGISTRATION FOR ANDY WARNER 592-590.000-960.000	01/16/2023 CBAHAM	02/16/2023	340.00	340.00	Open	Y 02/06/2023
		EDUCATION AND TRAINING		340.00			
198840 25524	MARV'S LOCK SHOP LOCKS AT CITY CENTER 101-265.000-931.000	01/15/2023 CBAHAM	02/15/2023	41.00	41.00	Open	Y 02/06/2023
		MAINTENANCE-BUILDINGS		41.00			
SBPSO6447852 25525	MACALLISTER MACHINERY CATERPILLAR FILTER 592-590.000-933.000	01/18/2023 CBAHAM	02/18/2023	28.80	28.80	Open	Y 02/06/2023
		MAINTENANCE - EQUIPMENT		28.80			
3525373 25526	MICHIANA RECYCLING & DISPOSAL GARBAGE AND RECYCLING SERVICES - FEB 101-265.000-921.000 101-567.000-921.000 592-590.000-921.000 101-265.000-921.000 101-441.000-921.000	02/01/2023 CBAHAM	02/10/2023	723.39	723.39	Open	Y 02/06/2023
		ACCT# 406938007		122.94			
		ACCT# 406938005		79.68			
		ACCT# 406938003		79.68			
		ACCT# 406938001		122.94			
		ACCT# 406938000		318.15			
3520244 25527	MICHIANA RECYCLING & DISPOSAL GARBAGE AND RECYCLING SERVICES - 101-265.000-921.000 101-265.000-921.000	02/10/2023 CBAHAM	02/10/2023	336.75	336.75	Open	Y 02/06/2023
		ACCT# 406545000		35.70			
		ACCT# 406538000		35.70			

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	GL Distribution						
	101-301.000-921.000	ACCT# 407478000		65.70			
	101-265.000-921.000	ACCT# 406373000		35.70			
	101-336.000-921.000	ACCT# 407148000		118.80			
	101-265.000-921.000	ACCT# 405927000		45.15			
482201							
25528	NORTH CENTRAL LABORATORIES	01/24/2023	02/24/2023	1,492.85	1,492.85	Open	Y
	MISC. LAB SUPPLIES FOR WWTP	CBAHAM					02/06/2023
	592-590.000-757.000	LAB SUPPLIES		1,492.85			
14208							
25529	NORTH SHORE ANALYTICAL	01/12/2023	02/12/2023	350.00	350.00	Open	Y
	MERCURY ANALYSIS	CBAHAM					02/06/2023
	592-590.000-818.000	CONTRACTUAL		350.00			
289493313001							
25530	OFFICE DEPOT	01/18/2023	02/19/2023	31.55	31.55	Open	Y
	DISINFECTANT SPRAY - PD	CBAHAM					02/06/2023
	101-301.000-728.000	OFFICE SUPPLIES		31.55			
289493527001							
25531	OFFICE DEPOT	01/18/2023	02/19/2023	73.27	73.27	Open	Y
	POST ITS AND BINDERS FOR PD	CBAHAM					02/06/2023
	101-301.000-728.000	OFFICE SUPPLIES		73.27			
252017							
25532	PVS TECHNOLOGIES, INC.	01/24/2023	02/24/2023	3,014.32	3,014.32	Open	Y
	CHLORIDE SOLUTION FOR WWTP	CBAHAM					02/06/2023
	592-590.000-743.000	CHEMICALS		3,014.32			
69153							
25533	PARRETT COMPANY	01/25/2023	02/25/2023	428.49	428.49	Open	Y
	CONTRACT INVOICE	CBAHAM					02/06/2023
	101-265.000-818.000	CONTRACTUAL		428.49			
72102							
25534	PREIN & NEWHOF	01/11/2023	02/11/2023	992.00	992.00	Open	Y
	TRAFFIC DIGNAL DESIGN AND SIGNAL	CBAHAM					02/06/2023
	202-463.000-935.000	STREET MAINTENANCE/RESURFACING		992.00			
72122							
25535	PREIN & NEWHOF	01/11/2023	02/11/2023	462.00	462.00	Open	Y
	EVALUATION OF CUVERT - COMPLETE	CBAHAM					02/06/2023
	101-265.000-818.000	CONTRACTUAL		462.00			

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688531 25536	RIDGE NAPA AUTO PARTS BRAKES FOR WWTP 592-590.000-939.000	01/12/2023 CBAHAM MAINTENANCE - VEHICLE	02/12/2023	436.12 436.12	436.12	Open	Y 02/06/2023
689064 25537	RIDGE NAPA AUTO PARTS FUEL FILTERS FOR CAT WHEEL LOADER 592-590.000-933.000	01/17/2023 CBAHAM MAINTENANCE - EQUIPMENT	02/17/2023	225.88 225.88	225.88	Open	Y 02/06/2023
689353 25538	RIDGE NAPA AUTO PARTS BLOWER MOTOR AND AIR FILTER FOR 1 101-567.000-933.000	01/19/2023 CBAHAM MAINTENANCE - EQUIPMENT	02/19/2023	111.48 111.48	111.48	Open	Y 02/06/2023
011423 25539	ROBERT ADAMS REIMBURSEMENT FOR ROBERT ADAMS - 101-336.000-728.000	01/14/2023 CBAHAM OFFICE SUPPLIES	02/14/2023	83.19 83.19	83.19	Open	Y 02/06/2023
150576694 25540	ROSE PEST SOLUTIONS PEST CONTROL FOR CITY CENTER 101-265.000-818.000	01/11/2023 CBAHAM CONTRACTUAL	02/08/2023	50.00 50.00	50.00	Open	Y 02/06/2023
150586970 25541	ROSE PEST SOLUTIONS PEST CONTROL FOR PD 101-301.000-818.000	01/11/2023 CBAHAM CONTRACTUAL	02/08/2023	73.00 73.00	73.00	Open	Y 02/06/2023
082714 25542	ROBERT HOVEN REFUND OF VAULT SET AND SEAL 101-567.000-962.000	01/11/2023 CBAHAM MISCELLANEOUS	02/14/2023	100.00 100.00	100.00	Open	Y 02/06/2023
9924982762 25543	VERIZON WIRELESS 12.11.22-01.10.23 MONTHLY CHARGES 101-301.000-818.000	01/10/2023 CBAHAM CONTRACTUAL	02/02/2023	120.03 120.03	120.03	Open	Y 02/06/2023
01.06.2023 25544	THE UPS STORE CITY OF BUCHANAN - MERCURY 592-590.000-730.000	01/06/2023 CBAHAM POSTAGE	02/06/2023	21.60 21.60	21.60	Open	Y 02/06/2023

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241797 25545	USA BLUE BOOK MISC. FOR WWTP 592-590.000-757.000	01/20/2023 CBAHAM	02/20/2023	280.59 280.59	280.59	Open	Y 02/06/2023
14304 25546	WELDY SALES AND SERVICE CHAINS FOR CEMETERY 101-567.000-933.000	01/18/2023 CBAHAM	02/18/2023	146.12 146.12	146.12	Open	Y 02/06/2023
19644 25547	GENE WESNER AUTOMOTIVE 46-7 REPLACE BUMPER AND REPAIR 101-301.000-939.000	01/16/2023 CBAHAM	02/16/2023	1,087.00 1,087.00	1,087.00	Open	Y 02/06/2023
012423 25548	ANDREW WARNER REIMBURSEMENT FOR MUNICIPAL 592-590.000-960.000	01/24/2023 CBAHAM	02/24/2023	71.40 71.40	71.40	Open	Y 02/06/2023
79783 25549	WIGHTMAN & ASSOCIATES PLANNING AND FUNDING ASSISTANCE 101-101.000-967.002	12/31/2023 CBAHAM	01/31/2023	29,300.00 29,300.00	29,300.00	Open	Y 02/06/2023
0158534-IN 25550	S.E BERRIEN COUNTY LANDFILL SLUDGE DISPOSAL 592-590.000-936.000	12/29/2023 CBAHAM	01/29/2023	316.20 316.20	316.20	Open	Y 02/06/2023
0158772-IN 25551	S.E BERRIEN COUNTY LANDFILL SLUDGE DISPOSAL 592-590.000-936.000	01/19/2023 CBAHAM	02/19/2023	316.20 316.20	316.20	Open	Y 02/06/2023
0158692-IN 25552	S.E BERRIEN COUNTY LANDFILL SLUDGE DISPOSAL 592-590.000-936.000	01/12/2023 CBAHAM	02/12/2023	316.20 316.20	316.20	Open	Y 02/06/2023
010523 25553	SPECTRUM HEALTH LAKELAND LABS FOR OFC. HORTON 101-301.000-818.000	01/05/2023 CBAHAM	01/25/2023	50.00 50.00	50.00	Open	Y 02/06/2023

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25528-2 25554	STAR UNIFORM DARK NAVY UNIFORM PANTS 101-301.000-768.000 UNIFORMS	01/31/2023 CBAHAM	02/28/2023	176.00 176.00	176.00	Open	Y 02/06/2023
25303-2 25555	STAR UNIFORM PANTS FOR OFC. SCHMITZ 101-301.000-768.000 UNIFORMS	01/23/2023 CBAHAM	02/23/2023	140.00 140.00	140.00	Open	Y 02/06/2023
22733-2 25556	STAR UNIFORM BLACK KEEPER BELTS 101-301.000-768.000 UNIFORMS	10/13/2022 CBAHAM	11/13/2022	19.00 19.00	19.00	Open	Y 02/06/2023
9942681 25557	SOUTHWESTERN SUPPLY COOLANT HOSE AND FITTED BOLT CLAMP 592-590.000-933.000 MAINTENANCE - EQUIPMENT	01/18/2023 CBAHAM	02/18/2023	44.02 44.02	44.02	Open	Y 02/06/2023
01062023 25558	STRATEGIC LEADERSHIP COUNCIL 2023 INVESTOR COMMITMENT: 101-172.000-831.000 MEMBERSHIP AND DUES	01/06/2023 CBAHAM	02/06/2023	250.00 250.00	250.00	Open	Y 02/06/2023
860 25559	SOUTHWEST MICHIGAN PLANNING NPDES STORMWATER PEP FY 2023 101-265.000-974.000 ZONING EXPENDITURES	01/23/2023 CBAHAM	02/23/2023	1,192.00 1,192.00	1,192.00	Open	Y 02/06/2023
11.30.22-12.29.22 25560	SEMCO ENERGY GAS ENERGY USAGE 101-301.000-921.000 UTILITIES 101-336.000-921.000 UTILITIES 101-265.000-921.000 UTILITIES 592-590.000-921.000 UTILITIES 101-268.000-921.000 UTILITIES 101-265.000-921.000 UTILITIES 592-591.000-921.000 UTILITIES	12/29/2022 CBAHAM	01/31/2023	4,902.74 512.99 674.61 1,768.44 1,105.80 238.35 376.74 225.81	4,902.74	Open	Y 02/06/2023
691090 25561	RIDGE NAPA AUTO PARTS BATTERIES FOR CEMETERY 101-567.000-933.000 MAINTENANCE - EQUIPMENT	02/03/2023 CBAHAM	02/15/2023	179.42 179.42	179.42	Open	Y 02/06/2023

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690809 25562	RIDGE NAPA AUTO PARTS COOLANT LEAK REPAIR ON 2008 CHEVY 101-441.000-939.000	02/01/2023 CBAHAM	02/15/2023	79.55 79.55	79.55	Open	Y 02/06/2023
690110 25563	RIDGE NAPA AUTO PARTS SPRAY GUN 101-441.000-756.000	01/26/2023 CBAHAM	02/15/2023	62.89 62.89	62.89	Open	Y 02/06/2023
689678 25564	RIDGE NAPA AUTO PARTS MULTI-PURPOSE CLEANER 101-441.000-756.000	01/23/2023 CBAHAM	02/15/2023	323.99 323.99	323.99	Open	Y 02/06/2023
689603 25565	RIDGE NAPA AUTO PARTS PURPLE POWER - 5 GAL 101-441.000-756.000	01/20/2023 CBAHAM	02/15/2023	34.99 34.99	34.99	Open	Y 02/06/2023
689604 25566	RIDGE NAPA AUTO PARTS FLOOR DRY - 25 LB BAG 101-441.000-756.000	01/20/2023 CBAHAM	02/15/2023	38.97 38.97	38.97	Open	Y 02/06/2023
ORD000231462 25567	MILLER WELDING SUPPLY MISC SUPPLIES FOR DPW 101-441.000-756.000	01/23/2023 CBAHAM	02/23/2023	152.68 152.68	152.68	Open	Y 02/06/2023
ORD000231315 25568	MILLER WELDING SUPPLY GREEN JACKET FOR DPW 101-441.000-756.000	01/19/2023 CBAHAM	02/19/2023	39.90 39.90	39.90	Open	Y 02/06/2023
9942659 25569	SOUTHWESTERN SUPPLY HOSE AND SWIVEL FOR SALT TRUCK 101-441.000-933.000	01/16/2023 CBAHAM	02/16/2023	166.79 166.79	166.79	Open	Y 02/06/2023
309540 25570	MILLER INDUSTRIAL GASES ARGON AND CARBON GASES FOR DPW 101-441.000-756.000	01/24/2023 CBAHAM	02/24/2023	46.50 46.50	46.50	Open	Y 02/06/2023



INVOICE REGISTER REPORT FOR CITY OF BUCHANAN  
 EXP CHECK RUN DATES 02/13/2023 - 02/13/2023  
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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
739079300 25571	CO-ALLIANCE LLP - BUCHANAN PROPANE TANKS FOR TORCH 101-441.000-756.000	02/01/2023 CBAHAM	03/25/2023	56.00 56.00	56.00	Open	Y 02/06/2023
IN230403 25572	THE SAFETY COMPANY LLC LINER EXHAUST DUCT FOR ODB 101-441.000-933.000	01/26/2023 CBAHAM	02/26/2023	444.22 444.22	444.22	Open	Y 02/06/2023
2355197-00 25573	POWER BRAKE & SPRING SERVIC 4 WAY MINI SOLENOID VALVE FOR 101-441.000-933.000	01/31/2023 CBAHAM	02/28/2023	85.67 85.67	85.67	Open	Y 02/06/2023
S-0514165 25574	HULL LIFT TRUCK MISC PARTS FOR MINI LOADER 101-567.000-933.000	02/03/2023 CBAHAM	02/13/2023	345.63 345.63	345.63	Open	Y 02/06/2023
12661 25575	WELDY SALES AND SERVICE ULTRA FOR CEMETERY 101-567.000-756.000	10/19/2022 CBAHAM	11/19/2022	57.98 57.98	57.98	Open	Y 02/06/2023
67389 25576	TRACTOR SUPPLY COMPANY COUPLER AND PLUG KIT 101-441.000-756.000	02/02/2023 CBAHAM	02/15/2023	29.99 29.99	29.99	Open	Y 02/06/2023
3860-2 25577	SHERWIN WILLIAMS CO. PAINT AND PAINT THINNER FOR TRAIL 401-000.000-970.031	01/23/2023 CBAHAM	02/23/2023	65.55 65.55	65.55	Open	Y 02/06/2023
100232816 25578	ALRO STEEL CORPORATION STEEL FOR CITY TRAIL REPAIR 401-000.000-970.031	01/19/2023 CBAHAM	02/19/2023	293.00 293.00	293.00	Open	Y 02/06/2023
020323 25579	BUCHANAN FINE ARTS COUNCIL 2022-2023 BFA FUNDING 101-101.000-885.000	02/03/2023 CBAHAM	02/14/2023	5,370.00 5,370.00	5,370.00	Open	Y 02/06/2023

INVOICE REGISTER REPORT FOR CITY OF BUCHANAN  
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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
01.09.23 25580	TOM GORDON JOING W/S MEETING 01.09.23 & 592-590.000-818.000	02/03/2023 CBAHAM CONTRACTUAL	02/14/2023	110.00 110.00	110.00	Open	Y 02/06/2023
01.09.23 25581	MINDY COLE-CROCKER JOINT W/S MEETING 01.09.23 & 592-590.000-818.000	02/06/2023 CBAHAM CONTRACTUAL	02/14/2023	110.00 110.00	110.00	Open	Y 02/06/2023
01.09.23 25582	DANIEL VIGANSKY JOING W/S MEETING 01.09.23 & 592-591.000-818.000	02/06/2023 CBAHAM CONTRACTUAL	02/14/2023	110.00 110.00	110.00	Open	Y 02/06/2023
01.09.23 25583	PATRICK SWEM JOING W/S MEETING 01.09.23 & 592-591.000-818.000	02/06/2023 CBAHAM CONTRACTUAL	02/14/2023	110.00 110.00	110.00	Open	Y 02/06/2023
02.06.23 25584	LOWELL CHARTER TOWNSHIP REIMBURSEMENT FOR POSTAGE - DUE TO 101-253.000-730.000	02/06/2023 CBAHAM POSTAGE	02/14/2023	22.04 22.04	22.04	Open	Y 02/06/2023
BP-8709 25585	BILLER PRESS PARKING TICKETS 101-301.000-826.000	01/27/2023 CBAHAM LEGAL FEES	02/27/2023	489.56 489.56	489.56	Open	Y 02/06/2023
5076 25586	WEST MICHIGAN CRIMINAL JUSTICE BASIC CRIME SCENE SEARCH FOR ANGIE 101-301.000-960.000	02/06/2023 CBAHAM EDUCATION AND TRAINING	03/08/2023	100.00 100.00	100.00	Open	Y 02/06/2023
13320 25587	BERRIEN COUNTY TREASURER PRINTING AND MAILING OF PERSONAL 101-253.000-730.000	01/23/2023 CBAHAM POSTAGE	01/23/2023	56.28 56.28	56.28	Open	Y 02/06/2023
00251 25590	CITY OF BRIDGMAN WATER SAMPLE 592-591.000-818.000	12/31/2022 CBAHAM CONTRACTUAL	02/11/2023	660.00 660.00	660.00	Open	Y 02/06/2023

INVOICE REGISTER REPORT FOR CITY OF BUCHANAN  
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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
63285 25591	ALEXANDER CHEMICAL CORP CHEMICALS 592-591.000-743.000 CHEMICALS	01/09/2023 CBAHAM	02/09/2023	712.50 712.50	712.50	Open	Y 02/06/2023
63888 25592	ALEXANDER CHEMICAL CORP CHEMICALS FOR WATER DEPT. 592-591.000-743.000 CHEMICALS	01/31/2023 CBAHAM	02/28/2023	106.50 106.50	106.50	Open	Y 02/06/2023
20230066 25593	MISS DIG SYSTEM, INC. ANNUAL FEE 592-591.000-818.000 CONTRACTUAL	01/06/2023 CBAHAM	02/06/2023	1,204.97 1,204.97	1,204.97	Open	Y 02/06/2023
0307176 25594	FERGUSON WATERWORKS #1934 BLUE AND GREEN FLAGS 592-591.000-938.000 MAINTENANCE - SYSTEM	01/12/2023 CBAHAM	02/12/2023	25.68 25.68	25.68	Open	Y 02/06/2023
S104930075.001 25595	ETNA SUPPLY CO. LEAD FORD 592-591.000-938.000 MAINTENANCE - SYSTEM	01/23/2023 CBAHAM	02/23/2023	975.00 975.00	975.00	Open	Y 02/06/2023
236720 25596	USA BLUE BOOK STRAINER AND FLUORIDE REAGENT 592-591.000-743.000 CHEMICALS	01/17/2023 CBAHAM	02/17/2023	342.40 342.40	342.40	Open	Y 02/06/2023
QO404414 25597	ABI ATTACHMENTS, INC. WATER TRAILER FOR BUCHANAN TREE 701-000.000-582.091 BUCHANAN TREE FRIENDS	02/06/2023 CBAHAM	02/14/2023	5,660.00 5,660.00	5,660.00	Open	Y 02/06/2023
DECEMBER 2022 25598	AALFS PETROLEUM INC. FUEL CHARGES 101-301.000-751.000 GAS AND OIL 101-441.000-751.000 GAS AND OIL 592-591.000-751.000 GAS AND OIL 592-590.000-751.000 GAS AND OIL 101-567.000-751.000 GAS AND OIL 101-336.000-751.000 GAS AND OIL 101-265.000-962.000 MISCELLANEOUS - FINANCE CHARGE	12/31/2022 CBAHAM	01/31/2023	3,617.14 1,019.08 1,716.06 111.19 103.07 493.77 57.02 116.95	3,617.14	Open	Y 02/07/2023

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
JANUARY 2023							
25599	AALFS PETROLEUM INC. FUEL CHARGES	01/31/2023 CBAHAM	02/28/2023	2,477.48	2,477.48	Open	Y 02/07/2023
	101-301.000-751.000	GAS AND OIL		911.46			
	101-441.000-751.000	GAS AND OIL		866.75			
	101-336.000-751.000	GAS AND OIL		146.46			
	592-591.000-751.000	GAS AND OIL		95.70			
	592-590.000-751.000	GAS AND OIL		169.51			
	101-567.000-751.000	GAS AND OIL		215.26			
	101-265.000-962.000	MISCELLANEOUS		72.34			
87035247 25600	WEX BANK FUEL CHARGES	01/31/2023 CBAHAM	02/22/2023	2,551.93	2,551.93	Open	Y 02/07/2023
	101-301.000-751.000	GAS AND OIL		1,383.01			
	101-441.000-751.000	GAS AND OIL		615.60			
	101-567.000-751.000	GAS AND OIL		493.78			
	592-591.000-751.000	GAS AND OIL		59.54			
14 25601	RMC PROPERTIES LLC FEBRUARY LEASE FOR DPW	02/06/2023 CBAHAM	02/28/2023	5,000.00	5,000.00	Open	Y 02/07/2023
	101-441.000-818.000	CONTRACTUAL		5,000.00			
70087 25602	MARK FARM SUPPLY ICE MELT FOR WWTP	02/03/2023 CBAHAM	02/28/2023	325.85	325.85	Open	Y 02/07/2023
	592-590.000-743.000	CHEMICALS		325.85			
319295 25603	KCI WATER BILL MAILING FOR FEBRUARY 2023	02/02/2023 CBAHAM	02/02/2023	1,224.31	1,224.31	Open	Y 02/07/2023
	592-591.000-730.000	POSTAGE		612.15			
	592-590.000-730.000	POSTAGE		612.16			
216277C 25604	ROSE PEST SOLUTIONS CITY HALL, PEARS MILL, TIN SHOP,	01/31/2023 CBAHAM	02/22/2023	166.00	166.00	Open	Y 02/07/2023
	101-265.000-818.000	CONTRACTUAL		166.00			
80812-JAN 23 25605	BAR WATER YOUR LOCAL CULLIGAN OFFICE WATER - CEMETERY	01/31/2023 CBAHAM	02/22/2023	12.50	12.50	Open	Y 02/07/2023
	101-567.000-756.000	MISCELLANEOUS SUPPLIES		12.50			

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
02.01.23-02.28.23							
25606	COMCAST BUSINESS	01/27/2023	02/17/2023	440.44	440.44	Open	Y
	PD - 8771.40.225.0139381	CBAHAM					02/07/2023
	101-301.000-853.000	TELEPHONE, INTERNET, CABLE		440.44			
12.31.22-01.31.23							
25607	INDIANA MICHIGAN POWER COMPANY	02/01/2023	03/06/2023	9,874.91	9,874.91	Open	Y
	JANUARY 2023 POWER USAGE -	CBAHAM					02/07/2023
	101-441.000-921.000	UTILITIES		134.66			
	101-336.000-921.000	UTILITIES		13.96			
	101-753.000-921.000	UTILITIES		93.56			
	101-268.000-921.000	UTILITIES		215.97			
	592-591.000-921.000	UTILITIES		3,731.49			
	101-441.000-926.000	STREET LIGHTING		5,013.87			
	592-590.000-921.000	UTILITIES		657.44			
	101-755.000-921.000	UTILITIES		13.96			
5957 - 01.23							
25608	HONOR CREDIT UNION	01/31/2023	02/28/2023	1,936.08	1,936.08	Open	Y
	CHARGE FROM OCTOBER - INTEREST -	CBAHAM					02/07/2023
	101-265.000-818.000	CONTRACTUAL - TRELLO		1,919.84			
	101-265.000-756.000	MISCELLANEOUS INTEREST		16.24			
6104 - 01.23							
25609	HONOR CREDIT UNION	01/31/2023	02/28/2023	3,316.73	3,316.73	Open	Y
	JANUARY 2023 CHARGES - BAKER	CBAHAM					02/07/2023
	101-441.000-933.000	MAINTENANCE - EQUIPMENT		292.57			
	101-253.000-728.000	OFFICE SUPPLIES		928.82			
	101-441.000-756.000	MISCELLANEOUS SUPPLIES		928.82			
	101-265.000-756.000	MISCELLANEOUS SUPPLIES		798.64			
	101-567.000-756.000	MISCELLANEOUS SUPPLIES		13.98			
	101-441.000-756.000	MISCELLANEOUS SUPPLIES		244.60			
	101-441.000-864.000	CONFERENCES AND WORKSHOP		10.00			
	101-265.000-756.000	MISCELLANEOUS INTERES/FEES		99.30			
6070 - 01.23							
25610	HONOR CREDIT UNION	01/31/2023	02/28/2023	896.25	896.25	Open	Y
	JANUARY CHARGES - GANUS	CBAHAM					02/07/2023
	101-301.000-818.000	CONTRACTUAL		375.99			
	101-301.000-728.000	OFFICE SUPPLIES		94.32			
	101-371.001-957.001	MEDICAL MARIHUANA		30.00			
	101-215.000-728.000	OFFICE SUPPLIES		141.00			
	101-265.000-756.000	MISCELLANEOUS SUPPLIES		159.96			
	101-371.001-957.001	MEDICAL MARIHUANA		30.00			

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	101-265.000-756.000	MISCELLANEOUS INTEREST/FEES		64.98			
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6047 - 01.23							
25611	HONOR CREDIT UNION	01/31/2023	02/28/2023	29.13	29.13	Open	Y
	JANUARY 2023 CHARGES - MURPHY	CBAHAM					02/07/2023
	101-172.000-818.000	CONTRACTUAL		15.89			
	248-754.000-851.000	WEBSITE		11.74			
	101-265.000-756.000	MISCELLANEOUS INTEREST/FEES		1.50			
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2911 - 01.23							
25612	HONOR CREDIT UNION	01/31/2023	02/28/2023	37.18	37.18	Open	Y
	JANUARY CHARGES - FINAL WALL	CBAHAM					02/07/2023
	101-265.000-756.000	MISCELLANEOUS SUPPLIES		37.18			
<hr/>							
4294 - 01.23							
25613	HONOR CREDIT UNION	01/31/2023	02/28/2023	372.28	372.28	Open	Y
	JANUARY FINAL CHARGES - BAHAM	CBAHAM					02/07/2023
	101-265.000-756.000	STAMPS		372.28			
# of Invoices: 146 # Due: 146 Totals:				158,586.89	158,586.89		
# of Credit Memos: 0 # Due: 0 Totals:				0.00	0.00		
Net of Invoices and Credit Memos:				158,586.89	158,586.89		

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY FUND ---							
	101 - GENERAL			96,733.88	96,733.88		
	202 - MAJOR STREETS			7,810.22	7,810.22		
	203 - LOCAL STREETS			4,840.23	4,840.23		
	248 - DOWNTOWN DEVELOPMENT AUTHORI			11.74	11.74		
	401 - CAPITAL PROJECT FUND			358.55	358.55		
	592 - WATER AND SEWER FUND			41,788.49	41,788.49		
	701 - TRUST AND AGENCY			6,658.85	6,658.85		
	703 - TAXES			384.93	384.93		
--- TOTALS BY DEPT/ACTIVITY ---							
	000.000 -			7,502.33	7,502.33		
	101.000 - CITY COMMISSION			41,134.50	41,134.50		
	172.000 - CITY MANAGER			1,790.89	1,790.89		
	215.000 - CITY CLERK			312.92	312.92		
	253.000 - TREASURER			1,007.14	1,007.14		
	265.000 - BUILDING AND GROUNDS			21,376.79	21,376.79		
	268.000 - RENTAL PROPERTY			454.32	454.32		
	301.000 - POLICE			8,960.24	8,960.24		
	336.000 - FIRE DEPARTMENT			1,094.04	1,094.04		
	371.001 - BUILDING INSPECTOR			105.00	105.00		
	441.000 - DEPARTMENT OF PUBLIC WOR			17,031.23	17,031.23		
	463.000 - ROUTINE STREET MAINTENAN			10,672.45	10,672.45		
	474.000 - TRAFFIC SERVICES - MAINT			1,978.00	1,978.00		
	567.000 - CEMETERY			3,125.28	3,125.28		
	590.000 - SEWER MAINTENANCE & OPER			26,078.78	26,078.78		
	591.000 - WATER MAINTENANCE & OPER			15,709.71	15,709.71		
	753.000 - PEAR'S MILL			227.57	227.57		
	754.000 - FARMERS' MARKET			11.74	11.74		
	755.000 - BUCHANAN AREA RECREATION			13.96	13.96		

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL							
Dept 000.000							
101-000.000-656.000	BUCHANAN REDBUD CITY CENTE	KAREN VYLONIS	CITY CENTER RENTAL DEPOSIT - REFUND	01.21.23	02/13/23	50.00	
101-000.000-656.000	BUCHANAN REDBUD CITY CENTE	SHERRY BEST	CITY CENTER RENTAL DEPOSIT - REFUND	01.22.23	02/13/23	50.00	
Total For Dept 000.000						100.00	
Dept 101.000 CITY COMMISSION							
101-101.000-818.000	CONTRACTUAL	DEVON TITLE AGENCY	TITLE SEARCH FEE	01.12.23	02/12/23	425.00	
101-101.000-818.000	CONTRACTUAL	DOMAIN LISTINGS	WEBSITE NAME	242-1848-1	02/13/23	288.00	
101-101.000-826.000	LEGAL FEES	KOTZ, SANGSTER, WY SOCK	LEGAL FEES	DECEMBER 2022	02/13/23	4,751.50	
101-101.000-885.000	PUBLIC RELATIONS	BUCHANAN FINE ARTS COU	2022-2023 BFA FUNDING	020323	02/14/23	5,370.00	
101-101.000-967.002	GRANTS & SPECIAL PROJECTS	KURT WEST GARNER	CLARK EQUIPMENT COMPLEX NATIONAL RE	4	02/20/23	1,000.00	
101-101.000-967.002	GRANTS & SPECIAL PROJECTS	WIGHTMAN & ASSOCIATES	PLANNING AND FUNDING ASSISTANCE FOR	79783	01/31/23	29,300.00	
Total For Dept 101.000 CITY COMMISSION						41,134.50	
Dept 172.000 CITY MANAGER							
101-172.000-818.000	CONTRACTUAL	DANIEL HOSFORD	5.5 HOURS RECORDING, SCRIPTING, MEE	2023002	02/28/23	1,525.00	
101-172.000-818.000	CONTRACTUAL	HONOR CREDIT UNION	JANUARY 2023 CHARGES - MURPHY FINAL	6047 - 01.23	02/28/23	15.89	
101-172.000-831.000	MEMBERSHIP AND DUES	STRATEGIC LEADERSHIP C	2023 INVESTOR COMMITMENT: MUNICIPAL	01062023	02/06/23	250.00	
Total For Dept 172.000 CITY MANAGER						1,790.89	
Dept 215.000 CITY CLERK							
101-215.000-728.000	OFFICE SUPPLIES	HONOR CREDIT UNION	JANUARY CHARGES - GANUS	6070 - 01.23	02/28/23	141.00	
101-215.000-903.000	LEGAL NOTICES & RECORDINGS	BERRIEN COUNTY RECORD	PUBLIC HEARING NOTICE FOR L. SUMMER	02.02.23	02/14/23	34.00	
101-215.000-903.000	LEGAL NOTICES & RECORDINGS	LEADER PUBLICATIONS LL	RESOLUTION NO. 2023.01/02	1577725	02/16/23	137.92	
Total For Dept 215.000 CITY CLERK						312.92	
Dept 253.000 TREASURER							
101-253.000-728.000	OFFICE SUPPLIES	HONOR CREDIT UNION	JANUARY 2023 CHARGES - BAKER	6104 - 01.23	02/28/23	928.82	
101-253.000-730.000	POSTAGE	BERRIEN COUNTY TREASUR	PRINTING AND MAILING OF PERSONAL PR	13320	01/23/23	56.28	
101-253.000-730.000	POSTAGE	LOWELL CHARTER TOWNSHI	REIMBURSEMENT FOR POSTAGE - DUE TO	02.06.23	02/14/23	22.04	
Total For Dept 253.000 TREASURER						1,007.14	
Dept 265.000 BUILDING AND GROUNDS							
101-265.000-756.000	MISCELLANEOUS INTEREST	HONOR CREDIT UNION	CHARGE FROM OCTOBER - INTEREST - GR	5957 - 01.23	02/28/23	16.24	
101-265.000-756.000	MISCELLANEOUS SUPPLIES	HONOR CREDIT UNION	JANUARY 2023 CHARGES - BAKER	6104 - 01.23	02/28/23	897.94	
101-265.000-756.000	MISCELLANEOUS SUPPLIES	HONOR CREDIT UNION	JANUARY CHARGES - GANUS	6070 - 01.23	02/28/23	224.94	
101-265.000-756.000	MISCELLANEOUS INTEREST/FEE	HONOR CREDIT UNION	JANUARY 2023 CHARGES - MURPHY FINAL	6047 - 01.23	02/28/23	1.50	
101-265.000-756.000	MISCELLANEOUS SUPPLIES	HONOR CREDIT UNION	JANUARY CHARGES - FINAL WALL	2911 - 01.23	02/28/23	37.18	
101-265.000-756.000	STAMPS	HONOR CREDIT UNION	JANUARY FINAL CHARGES - BAHAM	4294 - 01.23	02/28/23	372.28	
101-265.000-818.000	CONTRACTUAL	BAR WATER YOUR LOCAL C	CITY HALL BREAKROOM WATER	12.30.22	01/30/23	89.50	
101-265.000-818.000	CONTRACTUAL	CINTAS CORPORATION	MATS FOR CITY HALL	4145026282	02/20/23	77.88	
101-265.000-818.000	CONTRACTUAL	CUSTOM COMPUTER COMPAN	NETWORK MONITORING, CABONITE, RING	1918-R-0009	03/01/23	2,201.50	
101-265.000-818.000	CONTRACTUAL	EXEMPLAR IT SOLUTIONS	PREPAID HOURS FOR TECHNOLOGY SUPPORT	1020	02/19/23	4,500.00	
101-265.000-818.000	CONTRACTUAL	EXEMPLAR IT SOLUTIONS	PREPAID SUPPORT HOURS FOR FEB 2023	1021	03/03/23	4,500.00	
101-265.000-818.000	CONTRACTUAL	EXEMPLAR IT SOLUTIONS	CONTRACTUAL AGREEMENT - FEBRUARY 2	1109	03/03/23	1,200.00	
101-265.000-818.000	CONTRACTUAL - TRELLO	HONOR CREDIT UNION	CHARGE FROM OCTOBER - INTEREST - GR	5957 - 01.23	02/28/23	1,919.84	
101-265.000-818.000	CONTRACTUAL	PARRETT COMPANY	CONTRACT INVOICE	69153	02/25/23	428.49	
101-265.000-818.000	CONTRACTUAL	PREIN & NEWHOF	EVALUATION OF CUVERT - COMPLETE	72122	02/11/23	462.00	
101-265.000-818.000	CONTRACTUAL	ROSE PEST SOLUTIONS	CITY HALL, PEARS MILL, TIN SHOP, CO	216277C	02/22/23	166.00	
101-265.000-818.000	CONTRACTUAL	ROSE PEST SOLUTIONS	PEST CONTROL FOR CITY CENTER	150576694	02/08/23	50.00	
101-265.000-853.000	TELEPHONE, INTERNET, CABLE	COMCAST BUSINESS	CITY CENTER - 8771.40.225.0164173	01.25.23-02.24.2	02/11/23	265.90	
101-265.000-921.000	ACCT# 406938007	MICHIANA RECYCLING & D	GARBAGE AND RECYCLING SERVICES - FE	3525373	02/10/23	245.88	
101-265.000-921.000	ACCT# 406545000	MICHIANA RECYCLING & D	GARBAGE AND RECYCLING SERVICES - FE	3520244	02/10/23	152.25	
101-265.000-921.000	UTILITIES	SEMCO ENERGY	GAS ENERGY USAGE	11.30.22-12.29.2	01/31/23	2,145.18	



GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL							
Dept 265.000 BUILDING AND GROUNDS							
101-265.000-931.000	MAINTENANCE-BUILDINGS	MARV'S LOCK SHOP	LOCKS AT CITY CENTER	198840	02/15/23	41.00	
101-265.000-962.000	MISCELLANEOUS - FINANCE CH	AALFS PETROLEUM INC.	FUEL CHARGES	DECEMBER 2022	01/31/23	116.95	
101-265.000-962.000	MISCELLANEOUS	AALFS PETROLEUM INC.	FUEL CHARGES	JANUARY 2023	02/28/23	72.34	
101-265.000-974.000	ZONING EXPENDITURES	SOUTHWEST MICHIGAN PLA	NPDES STORMWATER PEP FY 2023	860	02/23/23	1,192.00	
Total For Dept 265.000 BUILDING AND GROUNDS						21,376.79	
Dept 268.000 RENTAL PROPERTY							
101-268.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	JANUARY 2023 POWER USAGE - MULTIPLE	12.31.22-01.31.2	03/06/23	215.97	
101-268.000-921.000	UTILITIES	SEMCO ENERGY	GAS ENERGY USAGE	11.30.22-12.29.2	01/31/23	238.35	
Total For Dept 268.000 RENTAL PROPERTY						454.32	
Dept 301.000 POLICE							
101-301.000-728.000	OFFICE SUPPLIES	HONOR CREDIT UNION	JANUARY CHARGES - GANUS	6070 - 01.23	02/28/23	94.32	
101-301.000-728.000	OFFICE SUPPLIES	OFFICE DEPOT	DISINFECTANT SPRAY - PD	289493313001	02/19/23	31.55	
101-301.000-728.000	OFFICE SUPPLIES	OFFICE DEPOT	POST ITS AND BINDERS FOR PD	289493527001	02/19/23	73.27	
101-301.000-751.000	GAS AND OIL	AALFS PETROLEUM INC.	FUEL CHARGES	DECEMBER 2022	01/31/23	1,019.08	
101-301.000-751.000	GAS AND OIL	AALFS PETROLEUM INC.	FUEL CHARGES	JANUARY 2023	02/28/23	911.46	
101-301.000-751.000	GAS AND OIL	WEX BANK	FUEL CHARGES	87035247	02/22/23	1,383.01	
101-301.000-768.000	UNIFORMS	STAR UNIFORM	DARK NAVY UNIFORM PANTS	25528-2	02/28/23	176.00	
101-301.000-768.000	UNIFORMS	STAR UNIFORM	PANTS FOR OFC. SCHMITZ	25303-2	02/23/23	140.00	
101-301.000-768.000	UNIFORMS	STAR UNIFORM	BLACK KEEPER BELTS	22733-2	11/13/22	19.00	
101-301.000-769.000	UNIFORM CLEANING	J DEFAY CLEANERS & LAU	DRY CLEANING FOR UNIFORMS	OCT-DEC 2022	02/04/23	82.00	
101-301.000-818.000	CONTRACTUAL	HONOR CREDIT UNION	JANUARY CHARGES - GANUS	6070 - 01.23	02/28/23	375.99	
101-301.000-818.000	CONTRACTUAL	ROSE PEST SOLUTIONS	PEST CONTROL FOR PD	150586970	02/08/23	73.00	
101-301.000-818.000	CONTRACTUAL	SPECTRUM HEALTH LAKELA	LABS FOR OFC. HORTON	010523	01/25/23	50.00	
101-301.000-818.000	CONTRACTUAL	VERIZON WIRELESS	12.11.22-01.10.23 MONTHLY CHARGES	9924982762	02/02/23	120.03	
101-301.000-826.000	LEGAL FEES	BILLER PRESS	PARKING TICKETS	BP-8709	02/27/23	489.56	
101-301.000-826.000	LEGAL FEES	KOTZ, SANGSTER, WY SOCK	LEGAL FEES	DECEMBER 2022	02/13/23	78.00	
101-301.000-853.000	TELEPHONE, INTERNET, CABLE	COMCAST BUSINESS	PD - 8771.40.225.0139381	02.01.23-02.28.2	02/17/23	440.44	
101-301.000-873.000	TRAVEL & CAR ALLOWANCE	DUNCAN GAST	GAS MIELAGE FOR TRAINING	01.26.23	02/26/23	80.62	
101-301.000-873.000	TRAVEL & CAR ALLOWANCE	HARVEY BURNETT	REIMBURSEMENT FOR OFC. BRUCE HOTEL	01.17.23	02/17/23	276.79	
101-301.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	POLICE DEPARTMENT - 044.202.806.1.4	11.24.22-12.27.2	01/20/23	873.52	
101-301.000-921.000	ACCT# 407478000	MICHIANA RECYCLING & D	GARBAGE AND RECYCLING SERVICES - FE	3520244	02/10/23	65.70	
101-301.000-921.000	UTILITIES	SEMCO ENERGY	GAS ENERGY USAGE	11.30.22-12.29.2	01/31/23	512.99	
101-301.000-939.000	MAINTENANCE - VEHICLE	GENE WESNER AUTOMOTIVE	46-7 REPLACE BUMPER AND REPAIR FRONT	19644	02/16/23	1,087.00	
101-301.000-960.000	EDUCATION AND TRAINING	WEST MICHIGAN CRIMINAL	BASIC CRIME SCENE SEARCH FOR ANGIE	5076	03/08/23	100.00	
101-301.000-962.000	MISCELLANEOUS	CREATIVE PRODUCT SOURC	MISC. SUPPLIES	150287	02/17/23	406.91	
Total For Dept 301.000 POLICE						8,960.24	
Dept 336.000 FIRE DEPARTMENT							
101-336.000-728.000	OFFICE SUPPLIES	ROBERT ADAMS	REIMBURSEMENT FOR ROBERT ADAMS - SU	011423	02/14/23	83.19	
101-336.000-751.000	GAS AND OIL	AALFS PETROLEUM INC.	FUEL CHARGES	DECEMBER 2022	01/31/23	57.02	
101-336.000-751.000	GAS AND OIL	AALFS PETROLEUM INC.	FUEL CHARGES	JANUARY 2023	02/28/23	146.46	
101-336.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	JANUARY 2023 POWER USAGE - MULTIPLE	12.31.22-01.31.2	03/06/23	13.96	
101-336.000-921.000	ACCT# 407148000	MICHIANA RECYCLING & D	GARBAGE AND RECYCLING SERVICES - FE	3520244	02/10/23	118.80	
101-336.000-921.000	UTILITIES	SEMCO ENERGY	GAS ENERGY USAGE	11.30.22-12.29.2	01/31/23	674.61	
Total For Dept 336.000 FIRE DEPARTMENT						1,094.04	
Dept 371.001 BUILDING INSPECTOR							
101-371.001-831.000	MEMBERSHIP AND DUES	COCM	2023 DUES FOR CODE OFFICIALS CONFER	01.01.2023-12.31	03/01/23	45.00	
101-371.001-957.001	MEDICAL MARIHUANA	HONOR CREDIT UNION	JANUARY CHARGES - GANUS	6070 - 01.23	02/28/23	60.00	
Total For Dept 371.001 BUILDING INSPECTOR						105.00	

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Fund 101 GENERAL							
Dept 441.000 DEPARTMENT OF PUBLIC WORKS							
101-441.000-751.000	GAS AND OIL	AALFS PETROLEUM INC.	FUEL CHARGES	DECEMBER 2022	01/31/23	1,716.06	
101-441.000-751.000	GAS AND OIL	AALFS PETROLEUM INC.	FUEL CHARGES	JANUARY 2023	02/28/23	866.75	
101-441.000-751.000	GAS AND OIL	WEX BANK	FUEL CHARGES	87035247	02/22/23	615.60	
101-441.000-756.000	MISCELLANEOUS SUPPLIES	CON-ALLIANCE LLP - BUCH	PROPANE TANKS FOR TORCH	739079300	03/25/23	56.00	
101-441.000-756.000	MISCELLANEOUS SUPPLIES	HONOR CREDIT UNION	JANUARY 2023 CHARGES - BAKER	6104 - 01.23	02/28/23	1,173.42	
101-441.000-756.000	MISCELLANEOUS SUPPLIES	MILLER INDUSTRIAL GASE	CYLINDER RENTAL	1003433	01/31/23	5.58	
101-441.000-756.000	MISCELLANEOUS SUPPLIES	MILLER INDUSTRIAL GASE	ARGON AND CARBON GASES FOR DPW	309540	02/24/23	46.50	
101-441.000-756.000	MISCELLANEOUS SUPPLIES	MILLER WELDING SUPPLY	MISC SUPPLIES FOR DPW	ORD000231462	02/23/23	152.68	
101-441.000-756.000	MISCELLANEOUS SUPPLIES	MILLER WELDING SUPPLY	GREEN JACKET FOR DPW	ORD000231315	02/19/23	39.90	
101-441.000-756.000	MISCELLANEOUS SUPPLIES	RIDGE NAPA AUTO PARTS	SPRAY GUN	690110	02/15/23	62.89	
101-441.000-756.000	MISCELLANEOUS SUPPLIES	RIDGE NAPA AUTO PARTS	MULTI-PURPOSE CLEANER	689678	02/15/23	323.99	
101-441.000-756.000	MISCELLANEOUS SUPPLIES	RIDGE NAPA AUTO PARTS	PURPLE POWER - 5 GAL	689603	02/15/23	34.99	
101-441.000-756.000	MISCELLANEOUS SUPPLIES	RIDGE NAPA AUTO PARTS	FLOOR DRY - 25 LB BAG	689604	02/15/23	38.97	
101-441.000-756.000	MISCELLANEOUS SUPPLIES	TRACTOR SUPPLY COMPANY	COUPLER AND PLUG KIT	67389	02/15/23	29.99	
101-441.000-818.000	CONTRACTUAL	RMC PROPERTIES LLC	FEBRUARY LEASE FOR DPW	14	02/28/23	5,000.00	
101-441.000-853.000	TELEPHONE, INTERNET, CABLE	COMCAST BUSINESS	DPW - 8771.40.226.0282049	01.14.23-02.13.2	01/31/23	322.43	
101-441.000-864.000	CONFERENCES AND WORKSHOP	HONOR CREDIT UNION	JANUARY 2023 CHARGES - BAKER	6104 - 01.23	02/28/23	10.00	
101-441.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	JANUARY 2023 POWER USAGE - MULTIPLE	12.31.22-01.31.2	03/06/23	134.66	
101-441.000-921.000	ACCT# 406938000	MICHIANA RECYCLING & D	GARBAGE AND RECYCLING SERVICES - FE	3525373	02/10/23	318.15	
101-441.000-926.000	STREET LIGHTING	INDIANA MICHIGAN POWER	JANUARY 2023 POWER USAGE - MULTIPLE	12.31.22-01.31.2	03/06/23	5,013.87	
101-441.000-933.000	MAINTENANCE - EQUIPMENT	HONOR CREDIT UNION	JANUARY 2023 CHARGES - BAKER	6104 - 01.23	02/28/23	292.57	
101-441.000-933.000	MAINTENANCE - EQUIPMENT	POWER BRAKE & SPRING S	4 WAY MINI SOLENOID VALVE FOR WESTE	2355197-00	02/28/23	85.67	
101-441.000-933.000	MAINTENANCE - EQUIPMENT	SOUTHWESTERN SUPPLY	HOSE AND SWIVEL FOR SALT TRUCK	9942659	02/16/23	166.79	
101-441.000-933.000	MAINTENANCE - EQUIPMENT	THE SAFETY COMPANY LLC	LINER EXHAUST DUCT FOR ODB	IN230403	02/26/23	444.22	
101-441.000-939.000	MAINTENANCE - VEHICLE	RIDGE NAPA AUTO PARTS	COOLANT LEAK REPAIR ON 2008 CHEVY	690809	02/15/23	79.55	
Total For Dept 441.000 DEPARTMENT OF PUBLIC WORKS						17,031.23	
Dept 567.000 CEMETERY							
101-567.000-751.000	GAS AND OIL	AALFS PETROLEUM INC.	FUEL CHARGES	DECEMBER 2022	01/31/23	493.77	
101-567.000-751.000	GAS AND OIL	AALFS PETROLEUM INC.	FUEL CHARGES	JANUARY 2023	02/28/23	215.26	
101-567.000-751.000	GAS AND OIL	WEX BANK	FUEL CHARGES	87035247	02/22/23	493.78	
101-567.000-756.000	MISCELLANEOUS SUPPLIES	BAR WATER YOUR LOCAL C	OFFICE WATER - CEMETERY	80812-JAN 23	02/22/23	12.50	
101-567.000-756.000	MISCELLANEOUS SUPPLIES	HONOR CREDIT UNION	JANUARY 2023 CHARGES - BAKER	6104 - 01.23	02/28/23	13.98	
101-567.000-756.000	MISCELLANEOUS SUPPLIES	WELDY SALES AND SERVIC	ULTRA FOR CEMETERY	12661	11/19/22	57.98	
101-567.000-921.000	ACCT# 406938005	MICHIANA RECYCLING & D	GARBAGE AND RECYCLING SERVICES - FE	3525373	02/10/23	79.68	
101-567.000-931.000	MAINTENANCE-BUILDINGS	LOWE'S	STUDS AND TREATED WOOD	01050	02/20/23	138.80	
101-567.000-933.000	MAINTENANCE - EQUIPMENT	HULL LIFT TRUCK	MISC PARTS FOR MINI LOADER	S-0514165	02/13/23	345.63	
101-567.000-933.000	MAINTENANCE - EQUIPMENT	HULL LIFT TRUCK	200 SERVICE ON TOOLCAT	WO-787584	01/23/23	736.88	
101-567.000-933.000	MAINTENANCE - EQUIPMENT	RIDGE NAPA AUTO PARTS	BLOWER MOTOR AND AIR FILTER FOR 1 T	689353	02/19/23	111.48	
101-567.000-933.000	MAINTENANCE - EQUIPMENT	RIDGE NAPA AUTO PARTS	BATTERIES FOR CEMETERY	691090	02/15/23	179.42	
101-567.000-933.000	MAINTENANCE - EQUIPMENT	WELDY SALES AND SERVIC	CHAINS FOR CEMETERY	14304	02/18/23	146.12	
101-567.000-962.000	MISCELLANEOUS	ROBERT HOVEN	REFUND OF VAULT SET AND SEAL CHARGE	082714	02/14/23	100.00	
Total For Dept 567.000 CEMETERY						3,125.28	
Dept 753.000 PEAR'S MILL							
101-753.000-853.000	269 695-5525	AT&T	MONTHLY BILLING	12.17.22-01.16.2	02/16/23	134.01	
101-753.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	JANUARY 2023 POWER USAGE - MULTIPLE	12.31.22-01.31.2	03/06/23	93.56	
Total For Dept 753.000 PEAR'S MILL						227.57	
Dept 755.000 BUCHANAN AREA RECREATIONAL BOARD							
101-755.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	JANUARY 2023 POWER USAGE - MULTIPLE	12.31.22-01.31.2	03/06/23	13.96	
Total For Dept 755.000 BUCHANAN AREA RECREATIONAL						13.96	

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Fund 101 GENERAL							
Total For Fund 101 GENERAL						96,733.88	
Fund 202 MAJOR STREETS							
Dept 463.000 ROUTINE STREET MAINTENANCE							
202-463.000-782.000	ROAD MAIN. MATERIAL & SUPPL	DETROIT SALT COMPANY	ROCK SALT	SI22-16710	10/28/22	4,840.22	
202-463.000-935.000	STREET MAINTENANCE/RESURF	PREIN & NEWHOF	TRAFFIC DIGNAL DESIGN AND SIGNAL PL	72102	02/11/23	992.00	
Total For Dept 463.000 ROUTINE STREET MAINTENANCE						5,832.22	
Dept 474.000 TRAFFIC SERVICES - MAINTENANCE							
202-474.000-962.000	MISCELLANEOUS	NRPC - AMTRAK	BASE RENT	8000022659	02/01/23	1,978.00	
Total For Dept 474.000 TRAFFIC SERVICES - MAINTENANCE						1,978.00	
Total For Fund 202 MAJOR STREETS						7,810.22	
Fund 203 LOCAL STREETS							
Dept 463.000 ROUTINE STREET MAINTENANCE							
203-463.000-782.000	ROAD MAIN. MATERIAL & SUPPL	DETROIT SALT COMPANY	ROCK SALT	SI22-16710	10/28/22	4,840.23	
Total For Dept 463.000 ROUTINE STREET MAINTENANCE						4,840.23	
Total For Fund 203 LOCAL STREETS						4,840.23	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY							
Dept 754.000 FARMERS' MARKET							
248-754.000-851.000	WEBSITE	HONOR CREDIT UNION	JANUARY 2023 CHARGES - MURPHY FINAL	6047 - 01.23	02/28/23	11.74	
Total For Dept 754.000 FARMERS' MARKET						11.74	
Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY						11.74	
Fund 401 CAPITAL PROJECT FUND							
Dept 000.000							
401-000.000-970.031	TRAIL GRANT EXPENDITURES	ALRO STEEL CORPORATION	STEEL FOR CITY TRAIL REPAIR	100232816	02/19/23	293.00	
401-000.000-970.031	TRAIL GRANT EXPENDITURES	SHERWIN WILLIAMS CO.	PAINT AND PAINT THINNER FOR TRAIL	3860-2	02/23/23	65.55	
Total For Dept 000.000						358.55	
Total For Fund 401 CAPITAL PROJECT FUND						358.55	
Fund 592 WATER AND SEWER FUND							
Dept 590.000 SEWER MAINTENANCE & OPERATION							
592-590.000-730.000	POSTAGE	KCI	WATER BILL MAILING FOR FEBRUARY 202	319295	02/02/23	612.16	
592-590.000-730.000	POSTAGE	THE UPS STORE	CITY OF BUCHANAN - MERCURY ANALYSIS	01.06.2023	02/06/23	21.60	
592-590.000-743.000	CHEMICALS	MARK FARM SUPPLY	ICE MELT FOR WWTP	70087	02/28/23	325.85	
592-590.000-743.000	CHEMICALS	PVS TECHNOLOGIES, INC.	CHLORIDE SOLUTION FOR WWTP	252017	02/24/23	3,014.32	
592-590.000-751.000	GAS AND OIL	AALFS PETROLEUM INC.	FUEL CHARGES	DECEMBER 2022	01/31/23	103.07	
592-590.000-751.000	GAS AND OIL	AALFS PETROLEUM INC.	FUEL CHARGES	JANUARY 2023	02/28/23	169.51	
592-590.000-757.000	LAB SUPPLIES	NORTH CENTRAL LABORATO	MISC. LAB SUPPLIES FOR WWTP	482201	02/24/23	1,492.85	
592-590.000-757.000	LAB SUPPLIES	USA BLUE BOOK	MISC. FOR WWTP	241797	02/20/23	280.59	
592-590.000-818.000	CONTRACTUAL	ELEMENT MATERIALS TECH	EFFLUENT COPPER - JANUARY	23-123399	02/13/23	36.30	
592-590.000-818.000	CONTRACTUAL	KOTZ, SANGSTER, WY SOCK	LEGAL FEES	DECEMBER 2022	02/13/23	5,471.75	
592-590.000-818.000	CONTRACTUAL	MINDY COLE-CROCKER	JOINT W/S MEETING 01.09.23 & 02.06.23	01.09.23	02/14/23	110.00	
592-590.000-818.000	CONTRACTUAL	NORTH SHORE ANALYTICAL	MERCURY ANALYSIS	14208	02/12/23	350.00	
592-590.000-818.000	CONTRACTUAL	TOM GORDON	JOING W/S MEETING 01.09.23 & 02.06.23	01.09.23	02/14/23	110.00	
592-590.000-853.000	269 695-4028	AT&T	MONTHLY BILLING	12.17.22-01.16.23	02/16/23	31.97	
592-590.000-853.000	TELEPHONE, INTERNET, CABLE	COMCAST BUSINESS	WASTEWATER -8771.40.226.0280175	01.16.23-02.15.23	02/02/23	237.08	
592-590.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	WWTP - 043.927.406.0.3	11.30.22-12.30.22	02/15/23	8,448.93	
592-590.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	JANUARY 2023 POWER USAGE - MULTIPLE	12.31.22-01.31.23	03/06/23	657.44	

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Fund 592 WATER AND SEWER FUND							
Dept 590.000 SEWER MAINTENANCE & OPERATION							
592-590.000-921.000	ACCT# 406938003	MICHIANA RECYCLING & D	GARBAGE AND RECYCLING SERVICES - FE	3525373	02/10/23	79.68	
592-590.000-921.000	UTILITIES	SEMCO ENERGY	GAS ENERGY USAGE	11.30.22-12.29.2	01/31/23	1,105.80	
592-590.000-931.000	MAINTENANCE-BUILDINGS	GRAINGER	MOP AND V-BELT FOR WWTP	9537644602	01/06/23	219.38	
592-590.000-931.000	MAINTENANCE-BUILDINGS	GRAINGER	RUBBER SEAL AND ANGLE PLUG FOR WWTP	9538958860	01/07/23	107.09	
592-590.000-931.000	MAINTENANCE-BUILDINGS	LOWE'S	SUPPLIES FOR WWTP	02746	02/10/23	19.94	
592-590.000-933.000	MAINTENANCE - EQUIPMENT	GRAINGER	TRANSFER PUMP DIESEL. DUAL PLANE FU	9530088534	12/31/22	204.26	
592-590.000-933.000	MAINTENANCE - EQUIPMENT	MACALLISTER MACHINERY	CATERPILLAR FILTER	SBPS06447852	02/18/23	28.80	
592-590.000-933.000	MAINTENANCE - EQUIPMENT	RIDGE NAPA AUTO PARTS	FUEL FILTERS FOR CAT WHEEL LOADER	689064	02/17/23	225.88	
592-590.000-933.000	MAINTENANCE - EQUIPMENT	SOUTHWESTERN SUPPLY	COOLANT HOSE AND FITTED BOLT CLAMP	9942681	02/18/23	44.02	
592-590.000-936.000	SLUDGE REMOVAL	EXTRA PACKAGING, LLC	DUMPSTER LINERS	116747	02/23/23	308.89	
592-590.000-936.000	SLUDGE REMOVAL	S.E BERRIEN COUNTY LA	SLUDGE DISPOSAL	0158534-IN	01/29/23	316.20	
592-590.000-936.000	SLUDGE REMOVAL	S.E BERRIEN COUNTY LA	SLUDGE DISPOSAL	0158772-IN	02/19/23	316.20	
592-590.000-936.000	SLUDGE REMOVAL	S.E BERRIEN COUNTY LA	SLUDGE DISPOSAL	0158692-IN	02/12/23	316.20	
592-590.000-938.000	MAINTENANCE - SYSTEM	BATTERIES PLUS	SCHIRMER RED LIGHT	P590808739	02/18/23	17.37	
592-590.000-938.000	MAINTENANCE - SYSTEM	GRAINGER	BRASS BALL VALVE	9586117161	02/24/23	104.50	
592-590.000-938.000	MAINTENANCE - SYSTEM	MID-STATES BOLT & SCRE	BOLTS	32375411	02/28/23	3.63	
592-590.000-939.000	MAINTENANCE - VEHICLE	RIDGE NAPA AUTO PARTS	BRAKES FOR WWTP	688531	02/12/23	436.12	
592-590.000-960.000	EDUCATION AND TRAINING	ANDREW WARNER	REIMBURSEMENT FOR MUNICIPAL WASTEW	012423	02/24/23	71.40	
592-590.000-960.000	EDUCATION AND TRAINING	MRWA	MRWA REGISTRATION FOR BRANDON CARPE	2020-06087	02/16/23	340.00	
592-590.000-960.000	EDUCATION AND TRAINING	MRWA	MRWA REGISTRATION FOR ANDY WARNER	2020-06078	02/16/23	340.00	
Total For Dept 590.000 SEWER MAINTENANCE & OPERAT.						26,078.78	
Dept 591.000 WATER MAINTENANCE & OPERATION							
592-591.000-730.000	POSTAGE	KCI	WATER BILL MAILING FOR FEBRUARY 202	319295	02/02/23	612.15	
592-591.000-743.000	CHEMICALS	ALEXANDER CHEMICAL COR	CHEMICALS	63285	02/09/23	712.50	
592-591.000-743.000	CHEMICALS	ALEXANDER CHEMICAL COR	CHEMICALS FOR WATER DEPT.	63888	02/28/23	106.50	
592-591.000-743.000	CHEMICALS	ALEXANDER CHEMICAL COR	CHEMICALS	62883	01/28/23	98.50	
592-591.000-743.000	CHEMICALS	ALEXANDER CHEMICAL COR	HYDROFLUOROSILICIC ACID	32560	02/05/23	712.50	
592-591.000-743.000	CHEMICALS	USA BLUE BOOK	STRAINER AND FLUORIDE REAGENT	236720	02/17/23	342.40	
592-591.000-751.000	GAS AND OIL	AALFS PETROLEUM INC.	FUEL CHARGES	DECEMBER 2022	01/31/23	111.19	
592-591.000-751.000	GAS AND OIL	AALFS PETROLEUM INC.	FUEL CHARGES	JANUARY 2023	02/28/23	95.70	
592-591.000-751.000	GAS AND OIL	WEX BANK	FUEL CHARGES	87035247	02/22/23	59.54	
592-591.000-818.000	CONTRACTUAL	CITY OF BRIDGMAN	WATER SAMPLE	00251	02/11/23	660.00	
592-591.000-818.000	CONTRACTUAL	DANIEL VIGANSKY	JOING W/S MEETING 01.09.23 & 02.06.	01.09.23	02/14/23	110.00	
592-591.000-818.000	CONTRACTUAL	KOTZ, SANGSTER, WYSOCK	LEGAL FEES	DECEMBER 2022	02/13/23	5,471.75	
592-591.000-818.000	CONTRACTUAL	MISS DIG SYSTEM, INC.	ANNUAL FEE	20230066	02/06/23	1,204.97	
592-591.000-818.000	CONTRACTUAL	PATRICK SWEM	JOING W/S MEETING 01.09.23 & 02.06.	01.09.23	02/14/23	110.00	
592-591.000-853.000	269 409-8372	AT&T	MONTHLY BILLING	12.17.22-01.16.2	02/16/23	38.33	
592-591.000-853.000	TELEPHONE, INTERNET, CABLE	COMCAST BUSINESS	WATER DEPT - 8771.40.225.0114210	01.22.23-02.21.2	02/05/23	305.70	
592-591.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	JANUARY 2023 POWER USAGE - MULTIPLE	12.31.22-01.31.2	03/06/23	3,731.49	
592-591.000-921.000	UTILITIES	SEMCO ENERGY	GAS ENERGY USAGE	11.30.22-12.29.2	01/31/23	225.81	
592-591.000-938.000	MAINTENANCE - SYSTEM	ETNA SUPPLY CO.	LEAD FORD	S104930075.001	02/23/23	975.00	
592-591.000-938.000	MAINTENANCE - SYSTEM	FERGUSON WATERWORKS #1	BLUE AND GREEN FLAGS	0307176	02/12/23	25.68	
Total For Dept 591.000 WATER MAINTENANCE & OPERAT.						15,709.71	
Total For Fund 592 WATER AND SEWER FUND						41,788.49	
Fund 701 TRUST AND AGENCY							
Dept 000.000							
701-000.000-150.000	POLICE RESERVES	BRANDON CARPENTER	RESERVE- BASKETBALL GAME	01.20.23	02/13/23	48.00	
701-000.000-150.000	POLICE RESERVES	BRANDON CARPENTER	RESERVE - BASETBALL GAME	01.27.23	02/13/23	36.00	
701-000.000-150.000	POLICE RESERVES	LARRY SCHMELING	RESERVE- BASKETBALL GAME	01.25.23	02/13/23	30.00	
701-000.000-150.000	POLICE RESERVES	SWEET C. ROBINSON	RESERVE- BASKETBALL GAME	01.27.23	02/13/23	54.00	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 701 TRUST AND AGENCY							
Dept 000.000							
701-000.000-150.000	POLICE RESERVES	SWEET C. ROBINSON	RESERVE - BASKETBALL GAME	01.25.23	02/13/23	36.00	
701-000.000-150.000	POLICE RESERVES	SWEET C. ROBINSON	RESERVE - BASKETBALL GAME	01.20.23	02/13/23	48.00	
701-000.000-491.000	ELECTRICAL PERMITS	KEN SIMPSON	ELECTRICAL INSPECTION SERVICE FOR J.	230209	02/12/23	659.20	
701-000.000-582.067	DUCK FEEDER	MARK FARM SUPPLY	DUCK FEED	69532	02/10/23	57.47	
701-000.000-582.091	BUCHANAN TREE FRIENDS	ABI ATTACHMENTS, INC.	WATER TRAILER FOR BUCHANAN TREE FRI	00404414	02/14/23	5,660.00	
701-000.000-582.091	BUCHANAN TREE FRIENDS	ANN TUIITE	REIMBURSEMENT FOR GODADDY REGISTRAT	11.21.22	02/05/23	30.18	
Total For Dept 000.000						6,658.85	
Total For Fund 701 TRUST AND AGENCY						6,658.85	
Fund 703 TAXES							
Dept 000.000							
703-000.000-955.001	DISBURSEMENTS - WINTER TAX	CITY OF BUCHANAN - TAX 2022 WINTER TAX 720 E FRONT STREET	TAX		02/14/23	30.00	
703-000.000-955.001	DISBURSEMENTS - WINTER TAX	CITY OF BUCHANAN - TAX 2022 WINTER TAX 517 RIVER STREET	TAX 2		02/14/23	30.00	
703-000.000-955.001	DISBURSEMENTS - WINTER TAX	CITY OF BUCHANAN - TAX 2022 WINTER TAX 107 W FRONT ST	TAX - 3		02/14/23	195.28	
703-000.000-955.001	DISBURSEMENTS - WINTER TAX	CITY OF BUCHANAN - TAX 2022 WINTER TAX 708 S REDBUD TRL	TAX - 4		02/14/23	129.65	
Total For Dept 000.000						384.93	
Total For Fund 703 TAXES						384.93	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund Totals:							
			Fund 101 GENERAL			96,733.88	
			Fund 202 MAJOR STREETS			7,810.22	
			Fund 203 LOCAL STREETS			4,840.23	
			Fund 248 DOWNTOWN DEVELOPMENT AUTHORI			11.74	
			Fund 401 CAPITAL PROJECT FUND			358.55	
			Fund 592 WATER AND SEWER FUND			41,788.49	
			Fund 701 TRUST AND AGENCY			6,658.85	
			Fund 703 TAXES			384.93	
			Total For All Funds:			<hr/> 158,586.89	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
			Fund Totals:			
			Fund 101 GENERAL			96,733.88
			Fund 202 MAJOR STREETS			7,810.22
			Fund 203 LOCAL STREETS			4,840.23
			Fund 248 DOWNTOWN DEVELOPMENT AUTHOR			11.74
			Fund 401 CAPITAL PROJECT FUND			358.55
			Fund 592 WATER AND SEWER FUND			41,788.49
			Fund 701 TRUST AND AGENCY			6,658.85
			Fund 703 TAXES			384.93
			Total For All Funds:			158,586.89

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 703 TAXES							
Dept 000.000							
703-000.000-409.000	COUNTY 911	BERRIEN COUNTY TREASUR	WINTER 2022 DISTRIBUTION FOR 12.1.2	02.08.22-1	02/14/23	22,156.38	
703-000.000-409.000	WINTER TAX REVENUE	BOWER CLAUDE	TAX OVERPAYMENT FOR 58.0036.0256.14	WINTER	02/14/23	30.00	
703-000.000-409.000	WINTER TAX REVENUE	BRATZLER JACOB	TAX OVERPAYMENT FOR 58.1350.0098.00	WINTER	02/14/23	97.29	
703-000.000-409.000	WINTER TAX REVENUE	BRENISER KELLY A	TA OVERPAYMENT FOR 58.2000.0336.00	WINTER	02/14/23	92.33	
703-000.000-409.000	WINTER TAX REVENUE	BUCHANAN DISTRICT LIBR	WINTER TAX DISTRIBUTION FOR 12.1.22	02.08.23	02/14/23	22,054.31	
703-000.000-409.000	WINTER TAX REVENUE	HALLETT PAULA I	TAX OVERPAYMNT FOR 58.3050.0005.01	WINTER	02/14/23	95.00	
703-000.000-409.000	WINTER TAX REVENUE	JONES BENNIE L JR	TAX OVERPAYMENT - 58.0025.0028.00.8	WINTER	02/14/23	90.95	
703-000.000-409.000	WINTER TAX REVENUE	KETCHUM NORMAN P JR	TAX OVERPAYMENT FOR 58.1350.0114.00	WINTER	02/14/23	141.38	
703-000.000-409.000	WINTER TAX REVENUE	KOEBEL JON	TAX OVERPAYMENT FOR 58.1200.0069.00	WINTER	02/14/23	0.82	
703-000.000-409.000	WINTER TAX REVENUE	MATTHEWS THOMAS	TAX OVERPAYMENT 58.0026.0058.07.0	WINTER	02/14/23	116.74	
703-000.000-409.000	WINTER TAX REVENUE	RPM GUN LAKE LLC	TAX OVERPAYMENT FOR 58.1600.0001.00	WINTER	02/14/23	271.54	
703-000.000-409.000	WINTER TAX REVENUE	STORY SETH ALLEN	TAX OVERPAYMENT FOR 58.6210.0032.00	WINTER	02/14/23	164.31	
703-000.000-409.000	WINTER TAX REVENUE	SUMEMRS MICHAEL GARRET	TAX OVERPAYMENT FOR 58.0035.0162.00	WINTER	02/14/23	242.92	
703-000.000-409.000	WINTER TAX REVENUE	THOMPSON DYLAN	TAX OVERPAYMENT FOR 58.4500.0153.00	WINTER	02/14/23	146.16	
703-000.000-409.001	SET	BERRIEN COUNTY TREASUR	SUMMER 2022 TAX DISTRIBUTION FOR 12	02.08.23	02/14/23	9,992.66	
703-000.000-409.001	GEN	BERRIEN RESA	SUMMER TAX DISTRIBUTION FOR 12.1.22	02.08.23	02/14/23	2,149.22	
703-000.000-409.001	OPERATING	BUCHANAN COMMUNITY SCH	SUMMER 2022 TAX DISTRIBUTION FOR 12	02.08.23	02/14/23	16,327.82	
703-000.000-409.001	SUMMER TAX REVENUE	FLETCHER JEFFERY L	TAX OVERPAYMENT FOR 58.1500.0039.01	SUMMER	02/14/23	60.00	
703-000.000-409.001	SUMMER TAX REVENUE	GEARHART DANIEL J II	TAX OVERPAYMENT FOR 58.0036.0257.16	SUMMER	02/14/23	18.68	
703-000.000-409.001	SUMMER TAX REVENUE	HUTSON KATHARYN	TAX OVERPAYMENT FOR 58.1350.0035.00	SUMMER	02/14/23	1,383.47	
703-000.000-409.001	SUMMER TAX REVENUE	IRAR TRUST COMP FBO	TAX OVERPAYMENT FOR 58.3050.0020.02	SUMMER	02/14/23	31.91	
703-000.000-409.001	SUMMER TAX REVENUE	LAKE MICHIGAN COLLEGE	SUMMER 2022 TAX DISTRIBUTION FOR 12	02.08.23	02/14/23	2,056.40	
703-000.000-409.001	SUMMER TAX REVENUE	WILLIAMS TAYLOR L	TAX OVERPAYMENT FOR 58.7300.0052.00	SUMMER	02/14/23	0.84	
Total For Dept 000.000						77,721.13	
Total For Fund 703 TAXES						77,721.13	



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INVOICE GL DISTRIBUTION REPORT FOR CITY OF BUCHANAN  
EXP CHECK RUN DATES 02/14/2023 - 02/14/2023  
JOURNALIZED  
OPEN

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
		Fund Totals:					
			Fund 703 TAXES			77,721.13	
			Total For All Funds:			<u>77,721.13</u>	

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
02/08/2023	AP	BERRIEN COUNTY TREASURER	Invoice: 02.08.23 Ref#: 25641(SUMMER 2022 TAX DISTRIBUTION FOR 12.1.22)		
AP Trx #: 47022		SET	703-000.000-409.001	5,653.20	
		COUNTY SUMMER	703-000.000-409.001	4,339.46	
		Vnd: 0255 Invoice: 02.08.23	703-000.000-202.000		9,992.66
		Expected Check Run: 02/14/2023			
				9,992.66	9,992.66
02/08/2023	AP	BERRIEN COUNTY TREASURER	Invoice: 02.08.22-1 Ref#: 25646(WINTER 2022 DISTRIBUTION FOR 12.1.22-12.		
AP Trx #: 47023		COUNTY 911	703-000.000-409.000	8,309.60	
		COUNTY LAW ENF	703-000.000-409.000	6,462.35	
		COUNTY SR CTR	703-000.000-409.000	5,539.47	
		COUNTY PARKS	703-000.000-409.000	1,844.96	
		Vnd: 0255 Invoice: 02.08.22-1	703-000.000-202.000		22,156.38
		Expected Check Run: 02/14/2023			
				22,156.38	22,156.38
02/08/2023	AP	BERRIEN RESA	Invoice: 02.08.23 Ref#: 25642(SUMMER TAX DISTRIBUTION FOR 12.1.22 THRO)		
AP Trx #: 47024		GEN	703-000.000-409.001	158.15	
		SPECIAL	703-000.000-409.001	1,991.07	
		Vnd: 0892 Invoice: 02.08.23	703-000.000-202.000		2,149.22
		Expected Check Run: 02/14/2023			
				2,149.22	2,149.22
02/08/2023	AP	BUCHANAN COMMUNITY SCHOOLS	Invoice: 02.08.23 Ref#: 25643(SUMMER 2022 TAX DISTRIBUTION FOR 12.1.22)		
AP Trx #: 47025		OPERATING	703-000.000-409.001	12,431.82	
		2013 DEBT	703-000.000-409.001	3,177.19	
		2014 BLDGSITE	703-000.000-409.001	718.81	
		Vnd: 0342 Invoice: 02.08.23	703-000.000-202.000		16,327.82
		Expected Check Run: 02/14/2023			
				16,327.82	16,327.82
02/08/2023	AP	BUCHANAN DISTRICT LIBRARY	Invoice: 02.08.23 Ref#: 25645(WINTER TAX DISTRIBUTION FOR 12.1.22 - 12)		
AP Trx #: 47026		WINTER TAX REVENUE	703-000.000-409.000	22,054.31	
		Vnd: 0240 Invoice: 02.08.23	703-000.000-202.000		22,054.31
		Expected Check Run: 02/14/2023			
				22,054.31	22,054.31

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
02/08/2023	AP	LAKE MICHIGAN COLLEGE	Invoice: 02.08.23 Ref#: 25644(SUMMER 2022 TAX DISTRIBUTION FOR 12.1.22)		
AP Trx #: 47027		SUMMER TAX REVENUE	703-000.000-409.001	2,056.40	
		Vnd: 1804 Invoice: 02.08.23	703-000.000-202.000		2,056.40
		Expected Check Run: 02/14/2023		2,056.40	2,056.40
				74,736.79	74,736.79
Cash/Payable Account Totals:					
		ACCOUNTS PAYABLE	703-000.000-202.000		74,736.79
			TOTAL INCREASE IN PAYABLE:		74,736.79

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
02/08/2023	AP	BOWER CLAUDE	Invoice: WINTER Ref#: 25627 (TAX OVERPAYMENT FOR 58.0036.0256.14.6)		
AP Trx #: 47005		WINTER TAX REVENUE	703-000.000-409.000	30.00	
		Vnd: MISC Invoice: WINTER	703-000.000-202.000		30.00
		Expected Check Run: 02/14/2023		30.00	30.00
02/08/2023	AP	BRATZLER JACOB	Invoice: WINTER Ref#: 25631 (TAX OVERPAYMENT FOR 58.1350.0098.00.1)		
AP Trx #: 47006		WINTER TAX REVENUE	703-000.000-409.000	97.29	
		Vnd: MISC Invoice: WINTER	703-000.000-202.000		97.29
		Expected Check Run: 02/14/2023		97.29	97.29
02/08/2023	AP	BRENISER KELLY A	Invoice: WINTER Ref#: 25635 (TA OVERPAYMENT FOR 58.2000.0336.00.0)		
AP Trx #: 47007		WINTER TAX REVENUE	703-000.000-409.000	92.33	
		Vnd: MISC Invoice: WINTER	703-000.000-202.000		92.33
		Expected Check Run: 02/14/2023		92.33	92.33
02/08/2023	AP	FLETCHER JEFFERY L	Invoice: SUMMER Ref#: 25633 (TAX OVERPAYMENT FOR 58.1500.0039.01.0)		
AP Trx #: 47008		SUMMER TAX REVENUE	703-000.000-409.001	60.00	
		Vnd: MISC Invoice: SUMMER	703-000.000-202.000		60.00
		Expected Check Run: 02/14/2023		60.00	60.00
02/08/2023	AP	GEARHART DANIEL J II	Invoice: SUMMER Ref#: 25628 (TAX OVERPAYMENT FOR 58.0036.0257.16.0)		
AP Trx #: 47009		SUMMER TAX REVENUE	703-000.000-409.001	18.68	
		Vnd: MISC Invoice: SUMMER	703-000.000-202.000		18.68
		Expected Check Run: 02/14/2023		18.68	18.68
02/08/2023	AP	HALLETT PAULA I	Invoice: WINTER Ref#: 25636 (TAX OVERPAYMENT FOR 58.3050.0005.01.3)		
AP Trx #: 47010		WINTER TAX REVENUE	703-000.000-409.000	95.00	
		Vnd: MISC Invoice: WINTER	703-000.000-202.000		95.00
		Expected Check Run: 02/14/2023		95.00	95.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
02/08/2023	AP	HUTSON KATHARYN			
AP Trx #: 47011					
		Invoice: SUMMER Ref#: 25630 (TAX OVERPAYMENT FOR 58.1350.0035.00.0 -)			
		SUMMER TAX REVENUE	703-000.000-409.001	1,383.47	
		Vnd: MISC Invoice: SUMMER	703-000.000-202.000		1,383.47
		Expected Check Run: 02/14/2023		1,383.47	1,383.47
02/08/2023	AP	IRAR TRUST COMP FBO			
AP Trx #: 47012					
		Invoice: SUMMER Ref#: 25637 (TAX OVERPAYMENT FOR 58.3050.0020.02.1 -)			
		SUMMER TAX REVENUE	703-000.000-409.001	31.91	
		Vnd: MISC Invoice: SUMMER	703-000.000-202.000		31.91
		Expected Check Run: 02/14/2023		31.91	31.91
02/08/2023	AP	JONES BENNIE L JR			
AP Trx #: 47013					
		Invoice: WINTER Ref#: 25624 (TAX OVERPAYMENT - 58.0025.0028.00.8)			
		WINTER TAX REVENUE	703-000.000-409.000	90.95	
		Vnd: MISC Invoice: WINTER	703-000.000-202.000		90.95
		Expected Check Run: 02/14/2023		90.95	90.95
02/08/2023	AP	KETCHUM NORMAN P JR			
AP Trx #: 47014					
		Invoice: WINTER Ref#: 25632 (TAX OVERPAYMENT FOR 58.1350.0114.00.7)			
		WINTER TAX REVENUE	703-000.000-409.000	141.38	
		Vnd: MISC Invoice: WINTER	703-000.000-202.000		141.38
		Expected Check Run: 02/14/2023		141.38	141.38
02/08/2023	AP	KOEBEL JON			
AP Trx #: 47015					
		Invoice: WINTER Ref#: 25629 (TAX OVERPAYMENT FOR 58.1200.0069.00.9)			
		WINTER TAX REVENUE	703-000.000-409.000	0.82	
		Vnd: MISC Invoice: WINTER	703-000.000-202.000		0.82
		Expected Check Run: 02/14/2023		0.82	0.82
02/08/2023	AP	MATTHEWS THOMAS			
AP Trx #: 47016					
		Invoice: WINTER Ref#: 25625 (TAX OVERPAYMENT 58.0026.0058.07.0)			
		WINTER TAX REVENUE	703-000.000-409.000	116.74	
		Vnd: MISC Invoice: WINTER	703-000.000-202.000		116.74
		Expected Check Run: 02/14/2023		116.74	116.74

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
02/08/2023	AP	RPM GUN LAKE LLC	<i>Invoice: WINTER Ref#: 25634 (TAX OVERPAYMENT FOR 58.1600.0001.00.1)</i>		
AP Trx #: 47017		WINTER TAX REVENUE	703-000.000-409.000	271.54	
		Vnd: MISC Invoice: WINTER	703-000.000-202.000		271.54
		Expected Check Run: 02/14/2023		271.54	271.54
02/08/2023	AP	STORY SETH ALLEN	<i>Invoice: WINTER Ref#: 25639 (TAX OVERPAYMENT FOR 58.6210.0032.00.2)</i>		
AP Trx #: 47018		WINTER TAX REVENUE	703-000.000-409.000	164.31	
		Vnd: MISC Invoice: WINTER	703-000.000-202.000		164.31
		Expected Check Run: 02/14/2023		164.31	164.31
02/08/2023	AP	SUMEMRS MICHAEL GARRETT	<i>Invoice: WINTER Ref#: 25626 (TAX OVERPAYMENT FOR 58.0035.0162.00.3)</i>		
AP Trx #: 47019		WINTER TAX REVENUE	703-000.000-409.000	242.92	
		Vnd: MISC Invoice: WINTER	703-000.000-202.000		242.92
		Expected Check Run: 02/14/2023		242.92	242.92
02/08/2023	AP	THOMPSON DYLAN	<i>Invoice: WINTER Ref#: 25638 (TAX OVERPAYMENT FOR 58.4500.0153.00.5 -)</i>		
AP Trx #: 47020		WINTER TAX REVENUE	703-000.000-409.000	146.16	
		Vnd: MISC Invoice: WINTER	703-000.000-202.000		146.16
		Expected Check Run: 02/14/2023		146.16	146.16
02/08/2023	AP	WILLIAMS TAYLOR L	<i>Invoice: SUMMER Ref#: 25640 (TAX OVERPAYMENT FOR 58.7300.0052.00.8)</i>		
AP Trx #: 47021		SUMMER TAX REVENUE	703-000.000-409.001	0.84	
		Vnd: MISC Invoice: SUMMER	703-000.000-202.000		0.84
		Expected Check Run: 02/14/2023		0.84	0.84
Cash/Payable Account Totals:				2,984.34	2,984.34
		ACCOUNTS PAYABLE	703-000.000-202.000		2,984.34
		TOTAL INCREASE IN PAYABLE:			2,984.34



## CORRIDOR IMPROVEMENT AUTHORITY

The Corridor Improvement Authority (CIA) act, Public Act 57 of 2018, Part 6, is designed to assist communities with funding improvements in commercial corridors. The act provides for capture and use of state and local education taxes for projects within defined “qualified development areas” (QDA) upon approval from the Michigan Strategic Fund (MSF).

*Note: This document is offered as a general guide only and the legislation should be reviewed by local officials.*

### WHO IS ELIGIBLE?

Any city, village or township may establish an authority.

### HOW DOES IT WORK?

The authority would be created and operated in a similar manner to a Downtown Development Authority (DDA). Once created, a Corridor Improvement Authority may hire a director, establish a tax increment financing plan, levy special assessments and issue revenue bonds and notes. A corridor, as defined as a development area, must comply with the following criteria:

1. The corridor must have at least 51 percent of existing first-floor space classified as commercial.
2. The corridor must have been in existence for the past 30 years.
3. The corridor must be adjacent or is within 500 feet of a road classified as an arterial or collector according to the Federal Highway Administration.
4. The corridor must contain at least 10 contiguous parcels or at least five contiguous acres.
5. The corridor must be zoned to allow for mixed-use and high density residential.
6. The corridor must presently be served by municipal water or sewer.
7. The municipality must also agree to expedite the local permitting and inspection process in the development area and to modify its master plan to provide for walkable nonmotorized connections, including sidewalks and streetscapes throughout the area.

### WHAT IS A QDA?

A qualified development area (QDA) is defined by specific criteria in the Act. It can be summarized to be a development area within the Corridor Improvement Authority that contains transit-oriented development or a transit-oriented facility. Within 60 days of local approval of the QDA development plan, the authority may request Michigan Strategic Fund authorization to capture taxes levied under the State Education Tax act and taxes levied

by local or intermediate school districts under the revised school code. The Michigan Strategic Fund may only allow the capture of these state taxes if it determines that the revenues are necessary to reduce unemployment, promote economic growth and increase capital investment in the QDA.

### WHAT IS THE PROCESS?

1. Municipalities may have multiple authorities and an authority may contain multiple municipalities.
2. The governing body determines that it is necessary in the best interests of the public to redevelop its commercial corridors and to promote economic growth.
3. The governing body sets a public hearing, based upon its resolution of intent, to create a CIA.
4. Notice must be given of a public hearing by public posting, publication and mail to taxpayers within a proposed district and to the governing body of each taxing jurisdiction levying taxes that would be subject to capture of tax increment revenues.
5. Public hearing is held.
6. Not less than 60 days following the public hearing, the governing body may adopt by resolution the creation of the CIA and designate the boundaries of the development area. If a QDA has been designated, the authority may also request Michigan Strategic fund support in writing.
7. The resolution must be published at least once in the local newspaper and filed with the Secretary of State.
8. The governing body of the municipality that has created an authority may enter into an agreement with an adjoining municipality that also has created an authority to jointly operate and administer those authorities under an interlocal agreement.

### OTHER IMPORTANT NOTES

While this program is similar in nature to a Downtown Development Authority, differences between a DDA and Corridor Improvement Authority include:

- More than one authority is permitted within a municipality.
- A Corridor Improvement Authority cannot levy an ad valorem tax.

### SUPPORTING STATUTE

*Public Act 57 of 2018: Recodified Tax Increment Financing Act*

### CONTACT INFORMATION

For more information on Corridor Improvement Authorities, contact the Community Assistance Team (CAT) specialist assigned to your territory or visit [www.miplace.org](http://www.miplace.org).

## CORRIDOR IMPROVEMENT AUTHORITY

The Corridor Improvement Authority (CIA), [Public Act 57 of 2018](#), is designed to assist communities with funding improvements in commercial corridors outside of their main commercial or downtown areas.

*Note: This document is offered as a general guide only and the legislation should be reviewed by local officials.*

### WHO IS ELIGIBLE?

Any city, village or township may establish an authority.

### HOW DOES IT WORK?

The authority would be created and operated in a similar manner to a Downtown Development Authority (DDA). Once created, a Corridor Improvement Authority may hire a director, establish a tax increment financing plan, levy special assessments and issue revenue bonds and notes. A corridor, as defined as a development area, must comply with the following criteria:

1. The corridor must have at least 51 percent of existing first floor space classified as commercial.
2. The corridor must have been in existence for the past 30 years.
3. The corridor must be adjacent or is within 500 feet of a road classified as an arterial or collector according to the Federal Highway Administration.
4. The corridor must contain at least 10 contiguous parcels or at least five contiguous acres.
5. The corridor must be zoned to allow for mixed-use and high density residential.
6. The corridor must presently be served by municipal water or sewer.
7. The municipality must also agree to expedite the local permitting and inspection process in the development area and to modify its master plan to provide for walkable nonmotorized connections, including sidewalks and streetscapes throughout the area.

### WHAT IS THE PROCESS?

1. Municipalities may have multiple authorities and an authority may contain multiple municipalities.
2. The governing body determines that it is necessary in the best interests of the public to redevelop its commercial corridors and to promote economic growth.
3. The governing body sets a public hearing, based upon its resolution of intent, to create a CIA.
4. Notice must be given of a public hearing by public posting, publication and mail to taxpayers within a proposed district and to the governing body of each taxing jurisdiction levying taxes that would be subject to capture of tax increment revenues.
5. Public hearing is held.
6. Not less than 60 days following the public hearing, the governing body may adopt by resolution the creation of the CIA and designate the boundaries of the development area.
7. The resolution must be published at least once in the local newspaper and filed with the Secretary of State.
8. The governing body of the municipality that has created an authority may enter into an agreement with an adjoining municipality that also has created an authority to jointly operate and administer those authorities under an interlocal agreement.

### OTHER IMPORTANT NOTES

While this program is similar in nature to a Downtown Development Authority, differences between a DDA and Corridor Improvement Authority include:

- More than one authority is permitted within a municipality.
- A Corridor Improvement Authority cannot levy an ad valorem tax.

### SUPPORTING STATUTE

[Public Act 57 of 2018: Recodified Tax Increment Financing Act](#)

### CONTACT INFORMATION

For more information on Corridor Improvement Authorities, contact the [Community Assistance Team \(CAT\) specialist](#) assigned to your territory or visit [www.miplace.org](http://www.miplace.org).



# Economic Development Tools—Corridor Improvement Authority

## Introduction

A Corridor Improvement Authority (CIA) allows the use of tax increment financing to make capital improvements within an established commercial district. It allows communities that already have Downtown Development Authorities to extend similar benefits to aging commercial corridors outside the DDA district or that extend through more than one municipality.

## Authorizing Legislation

PA 57 of 2018, MCL 125.4602-4629, authorizes a city, village, or township to create one or more Corridor Improvement Authorities.

## What Is the Purpose of the Act?

The Act is a tax increment financing (TIF) tool to promote economic development. A CIA is designed to assist economic development and redevelopment in established commercial districts. It allows communities to combine tax dollars from a variety of sources to leverage economic development dollars.

## How Can this Act Be Used?

Specifically, this Act allows TIF to be used for commercial and economic growth in commercial districts in cities, villages, and townships. Local units can use taxes arising from increased property values through TIF to pay for improvements to commercial areas along arterial or collector streets and roads. Corridor improvements may include improvements to the land, as well as constructing, rehabilitating, preserving, equipping, or maintaining buildings within the development district for public or private use. These improvements may be financed initially through bonding, which may be repaid from the enhanced property tax revenue stream, special assessments, and fees.

This section of the Act provides for transit-oriented development and transit-oriented facilities in CIAs and other economic development tools. “Transit-oriented development” means infrastructure improvements that are located within one-half mile of a transit station or transit-oriented facility that promotes transit ridership or passenger rail use. “Transit-oriented facility” means a facility that houses a transit station in a manner that promotes transit ridership or passenger rail use. In addition, municipalities can now set up transit TIF districts using this Act. These new TIF districts do not allow for other governmental units to opt-out of tax capture (counties, libraries, community colleges, etc.).

## How Is this Act Different?

This Act is designed to rehabilitate, renovate, and prevent the deterioration of established commercial business districts not eligible under the DDA Act. The district must be adjacent to a road classified as an arterial or collector road by the Federal Highway Administration, contain at least 10 contiguous parcels or five contiguous acres with more than 1/2 of the existing ground floor square footage classified as commercial property under the General Property Tax Act. In addition, residential commercial or industrial use must have been allowed under the zoning ordinance for the immediately preceding 30 years, the area must be presently served by municipal water and sewer, and the area must be zoned for mixed-use including high density residential. In addition, a municipality may have more than one CIA, and a CIA may be intergovernmental.

## What Are the Financing Options?

- Tax increment revenues
- Sale of bonds
- Special assessments

## Establishing a Corridor Improvement Authority

**Note:** The following steps are offered as general guidelines only. A municipality should consult with an attorney prior to initiating the process of creating a CIA.

1. Adopt a resolution declaring intent.
2. Publish (20-40 days before the hearing), post (20 days before the hearing in 20 places) and mail (to the governing body of each taxing jurisdiction 20 days before the hearing) notice of public hearing.
3. Hold public hearing on the establishment of the authority and on the boundaries of the district.
4. Adopt an ordinance not less than 60 days following the public hearing establishing the authority and designating the boundaries of the proposed development area.
5. File and publish the ordinance.
6. Appoint the board.

## Reporting Requirements

See p 4-6 (attached to this Fact Sheet) for 2019 reporting and public informational meeting requirements.

## Provisions of the Corridor Improvement Authority Act

- Authorizes a city, village or township to create one or more Corridor Improvement Authorities by ordinance after providing notice and holding a public hearing. The local unit shall also designate the development area boundaries by the ordinance.
- Provides for the supervision and control of an authority by a board that includes the city, village or township chief executive officer and five to nine additional members. At least one member of the board shall be a resident of the district or of an area within 1/2 mile of the district and a majority of the board shall have a ownership or business interest in the development area.
- Allows a board to hire a director to serve as chief executive officer of the authority, subject to the approval of the city, village or township governing body and other personnel as it feels necessary.
- Allows an authority to prepare and submit to the city, village or township governing body a tax increment financing plan, which must include a development plan for the authority's development area. TIF plans and development plans are subject to public hearings and affected local taxing jurisdictions must be notified. Except for certain qualified development areas, the governing body of another taxing jurisdiction may, by resolution, exempt its taxes from capture during the plan adoption process. Further, taxes levied for public library purposes, which are approved by voters after December 31, 2016 are exempt from capture unless a library board or commission allows all or a portion of its taxes to be included as tax increment revenues under the terms of a written agreement with an authority.
- Provides for the financing of authority activities, including borrowing money and issuing bonds. With local unit approval, the authority could issue negotiable revenue bonds under the Revenue Bond Act, which are not a debt of the local unit unless the governing body pledges the full faith and credit to support the authority's revenue bonds.
- Allows an authority to authorize, issue, and sell tax increment bonds, or the local unit to authorize, issue, and sell its limited tax general obligation bonds, each to finance a TIF plan's development program.
- Requires a city, village, or township to dissolve an authority after it has completed its purpose, and provides that the authority's property and assets remaining after the satisfaction of its obligations would belong to the local unit.
- Allows the governing body, at the request of the CIA board, from time to time to amend either the development or TIF plans. It may also amend the boundaries of the CIA district. However, caution should be taken amending either the plan or the boundaries as the other taxing units (county, schools, etc.) may opt out.

### **Corridor Improvement Authority Board Powers:**

- Prepare an analysis of economic changes taking place in the development area.
- Study and analyze the impact of metropolitan growth upon the development area.
- Plan and propose the construction, renovation, repair, remodeling, rehabilitation, restoration, preservation, or reconstruction of a public facility, an existing building, or a multiple-family dwelling unit which may be necessary or appropriate to the execution of a plan which, in the opinion of the board, aids in the economic growth of the development area.
- Plan, propose, and implement an improvement to a public facility within the development area to comply with the barrier free design requirements of the state construction code (1972 PA 230, MCL 125.150).
- Develop long-range plans, in cooperation with the agency that is chiefly responsible for planning in the municipality, designed to halt the deterioration of property values in the development area and to promote the economic growth of the development area, and take steps as may be necessary to persuade property owners to implement the plans to the fullest extent possible.
- Implement any plan of development in the development area necessary to achieve the purposes of this Act in accordance with the powers of the authority granted by this Act.
- Make and enter into contracts necessary or incidental to the exercise of its powers and the performance of its duties.
- On terms and conditions and in a manner and for consideration the authority considers proper or for no consideration, acquire by purchase or otherwise, or own, convey, or otherwise dispose of, or lease as lessor or lessee, land and other property, real or personal, or rights or interests in the property, that the authority determines is reasonably necessary to achieve the purposes of this act, and to grant or acquire licenses, easements, and options.
- Improve land and construct, reconstruct, rehabilitate, restore and preserve, equip, improve, maintain, repair, and operate any building, including multiple-family dwellings, and any necessary or desirable appurtenances to those buildings, within the development area for the use, in whole or in part, of any public or private person or corporation, or a combination thereof.
- Fix, charge, and collect fees, rents, and charges for the use of any facility, building, or property under its control or any part of the facility, building, or property, and pledge the fees, rents, and charges for the payment of revenue bonds issued by the authority.
- Lease, in whole or in part, any facility, building, or property under its control.
- Accept grants and donations of property, labor, or other things of value from a public or private source.
- Acquire and construct public facilities.
- Conduct market research and public relations campaigns, develop, coordinate, and conduct retail and institutional promotions, and sponsor special events and related activities.
- Contract for broadband service and wireless technology service in a development area.

This publication was written by the law firm of Miller Canfield.

## New DDA/TIF Reporting and Public Informational Meeting Requirements Pursuant to the Recodified Tax Increment Financing Act 2018 PA 57 (Effective January 1, 2019)

*Introduction:* The Recodified Tax Increment Financing Act, 2018 PA 57 (the “Act”), was signed into law on March 15, 2018 and took effect on January 1, 2019. The Act consolidates the legislative authority to create and operate tax increment authorities (other than brownfield redevelopment authorities) into a single statute.

The Act imposes new, uniform reporting requirements on most authorities<sup>1</sup> and their related municipalities, new public informational meeting requirements, authorizes the Department of Treasury to enforce the Act, and prohibits authorities in breach of these reporting requirements from capturing tax increment revenues in excess of the amounts necessary to pay bonded indebtedness and other obligations of the authority for the period of noncompliance.

The new reporting and public informational meeting requirements are set forth below:

*What:* **Send a Copy of Current TIF Plan to Treasury**  
*When:* No later than April 1, 2019  
*Why:* MCL 125.4912  
*How:* Authority must send a copy or an electronic mail link of its currently adopted development plan or its currently adopted tax increment finance plan, if separate from the development plan, to the Department of Treasury.

*What:* **Hold Two Informational Meetings Annually**  
*When:* Biannually beginning January 1, 2019  
*Why:* MCL 125.4910(4)  
*How:* The board of an authority shall hold at least 2 informational meetings (which may be held in conjunction with other public meetings of the authority or municipality). Notice must be published on the municipality's or authority's website not less than 14 days before the date of the informational meeting. Notice must also be mailed not less than 14 days before the informational meeting by the authority to the governing body of each taxing jurisdiction levying taxes that are subject to capture. As an alternative to mailing notice, the authority may notify the clerk of the governing body of each taxing jurisdiction by electronic mail.

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<sup>1</sup> These requirements apply to Downtown Development Authorities, Tax Increment Finance Authorities, Local Development Finance Authorities, Corridor Improvement Authorities, Water Resource Improvement Authorities, Neighborhood Improvement Authorities, and municipalities incorporating any one of these authorities.

- What:** **Post TIF Information on Municipal Website**
- When:** 180 days after end of authority's current Fiscal year as of Jan. 1, 2019
- Why:** MCL 125.4910(1)
- How:** The municipality must create a website or utilize the municipality's existing website with access to authority records and documents, including all of the following:
- (a) Minutes of all board meetings.
  - (b) Annual budget, including encumbered and unencumbered fund balances.
  - (c) Annual audits.
  - (d) Currently adopted development plan, if not included in a tax increment financing plan.
  - (e) Currently adopted tax increment finance plan, if currently capturing tax increment revenues.
  - (f) Current authority staff contact information.
  - (g) A listing of current contracts with a description of those contracts and other documents related to management of the authority and services provided to the authority.
  - (h) An updated annual synopsis of activities of the authority. An updated synopsis of the activities of the authority includes all of the following, if any:
    - (i) For any tax increment revenues described in the annual audit that are not expended within 5 years of their receipt, a description that provides the following:
      - (A) The reasons for accumulating those funds and the uses for which those funds will be expended.
      - (B) A time frame when the fund will be expended.
      - (C) If any funds have not been expended within 10 years of their receipt, both of the following:
        - (I) The amount of those funds.
        - (II) A written explanation of why those funds have not been expended.
    - (ii) List of authority accomplishments, including progress made on development plan and tax increment finance plan goals and objectives for the immediately preceding fiscal year.
    - (iii) List of authority projects and investments, including active and completed projects for the immediately preceding fiscal year.
    - (iv) List of authority events and promotional campaigns for the immediately preceding fiscal year.

- What:** **Send Annual Report to Treasury, Municipality and Taxing Units**
- When:** 180 days after the end of an authority's fiscal year
- Why:** MCL 125.4911(1)
- How:** An authority that is capturing tax increment revenues must submit a report, on a form to be provided by Department of Treasury, to the municipality, the governing body of each taxing unit levying taxes which are subject to capture by the authority, and the Department of Treasury. The report shall include all of the following:

- (a) The name of the authority.
- (b) The date the authority was formed, the date the tax increment financing plan is set to expire or terminate, and whether the tax increment financing plan expired during the immediately preceding fiscal year.
- (c) The date the authority began capturing tax increment revenues.
- (d) The current base year taxable value of the tax increment financing district.
- (e) The unencumbered fund balance for the immediately preceding fiscal year.
- (f) The encumbered fund balance for the immediately preceding fiscal year.
- (g) The amount and source of revenue in the account, including the amount of revenue from each taxing jurisdiction.
- (h) The amount in any bond reserve account.
- (i) The amount and purpose of expenditures from the account.
- (j) The amount of principal and interest on any outstanding bonded indebtedness.
- (k) The initial assessed value of the development area or authority district by property tax classification.
- (l) The captured assessed value retained by the authority by property tax classification.
- (m) The tax increment revenues received for the immediately preceding fiscal year.
- (n) Whether the authority amended its development plan or its tax increment financing plan within the immediately preceding fiscal year and if the authority amended either plan, a link to the current development plan or tax increment financing plan that was amended.
- (o) Any additional information the governing body of the municipality or the Department of Treasury considers necessary.



January 31, 2023

Gail Morton, SR/WA  
Metro Consulting Associates  
45345 Five Mile Road  
Plymouth, MI 48170

**RE: Compensation Authorization  
East Front Street Improvements Project**

The necessary property rights for the project have been valued by a Broker's Analysis, on January 30, 2023, with the following values established:

Acquisition	Price Per Acre	Price Per Square Foot	Factor
Permanent Easements	\$130,000	\$2.98	100%
Temporary Grading Easements	\$130,000	\$2.98	10%

To expediate the project and to forestall additional cost to the project, it is authorized to offer the landowners compensation based on the figures as stated above.

See the attached Compensation Authorization for an itemized list of the compensation for each landowner.

Berrien County Road Department hereby authorizes the agent to proceed with the acquisition.

**City of Buchanan:**

\_\_\_\_\_  
Heather Grace, City Manager

\_\_\_\_\_  
Date



**COMPENSATION AUTHORIZATION  
EAST FRONT STREET IMPROVEMENTS PROJECT  
January 31, 2023**

<b>Owner</b>	<b>Proposed Acquisition</b>	<b>Area</b>	<b>Compensation</b>
#1 ID# 58-0340-0043-06-9 Charles & Katherine Brown 101 E. Front Street Buchanan, MI 49107  Mailing: PO Box 4567 San Clemente, CA 92674	Permanent Easement	108-SFT	\$321.84
<b>Total Compensation #1</b>			<b>\$321.84</b>
#2 ID# 58-0340-0043-05-1 Charles & Katherine Brown 103 E. Front Street Buchanan, MI 49107  Mailing: PO Box 4567 San Clemente, CA 92674	Permanent Easement	113 SFT	\$336.74
<b>Total Compensation #2</b>			<b>\$336.74</b>
#3 ID# 58-0340-0043-04-2 Charles & Katherine Brown 105 E. Front Street Buchanan, MI 49107  Mailing: PO Box 4567 San Clemente, CA 92674	Permanent Easement	114-SFT	\$339.72
<b>Total Compensation #3</b>			<b>\$339.72</b>
#4 ID# 58-0340-0043-03-4 Thomas R. Jolly, Inc. 107 E. Front Street Buchanan, MI 49107	Permanent Easement	121-SFT	\$360.58
<b>Total Compensation #4</b>			<b>\$360.58</b>
#5 ID# 58-0340-0043-02-6 Rudolph P. Mance, Jr. 109 E. Front Street Buchanan, MI 49107	Permanent Easement	130-SFT	\$387.40
<b>Total Compensation #5</b>			<b>\$387.40</b>





#6 ID# 58-0340-0043-01-8 Michiana Rental Properties, LLC 113 E. Front Street Buchanan, MI 49107	Permanent Easement	119-SFT	\$354.62
<b>Total Compensation #6</b>			<b>\$354.62</b>
#7 ID# 58-0340-0043-00-0 Michiana Rental Properties, LLC 115 E. Front Street Buchanan, MI 49107  Mailing: 113 E. Front Street Buchanan, MI 49107	Permanent Easement	127-SFT	\$378.46
<b>Total Compensation #7</b>			<b>\$378.46</b>
#8 ID# 58-0340-0001-09-9 Kevin J. Barker 201 E. Front Street Buchanan, MI 49107  Mailing: 324 E. Dewey Street, Suite 201 Buchanan, MI 49107	Permanent Easement	87-SFT	\$259.26
<b>Total Compensation #8</b>			<b>\$259.26</b>
#9 ID# 58-0340-0001-08-1 Dean W. Ulrich 203 E. Front Street Buchanan, MI 49107	Permanent Easement	97-SFT	\$289.06
<b>Total Compensation #9</b>			<b>\$289.06</b>
#10 ID# 58-0340-0001-07-2 Buchanan Equity Partners, LLC 205 E. Front Street Buchanan, MI 49107  Mailing: 207 E. Front Street Buchanan, MI 49107	Permanent Easement	95-SFT	\$283.10
<b>Total Compensation #10</b>			<b>\$283.10</b>
#11 ID# 58-0340-0001-06-4 Buchanan Equity Partners, LLC 207 E. Front Street Buchanan, MI 49107  Mailing: 801 N. Spring Avenue La Grange, IL 60526-1476	Permanent Easement	80-SFT	\$238.40
<b>Total Compensation #11</b>			<b>\$238.40</b>



#12 ID# 58-0340-0001-05-6 Buchanan Equity, LLC 209 E. Front Street Buchanan, MI 49107  Mailing: 801 N. Spring Avenue La Grange, IL 60526-1476	Permanent Easement	119-SFT	\$354.62
<b>Total Compensation #12</b>			<b>\$354.62</b>
#13 ID# 58-0340-0001-04-8 Indigo Properties, LLC 211 E. Front Street Buchanan, MI 49107	Permanent Easement	109-SFT	\$324.82
<b>Total Compensation #13</b>			<b>\$324.82</b>
#15 ID# 58-0340-0001-10-2 Front 217, LLC 217 E. Front Street Buchanan, MI 49107  Mailing: 19027 Three Oaks Road Three Oaks, MI 49128	Permanent Easement	164-SFT	\$488.72
<b>Total Compensation #15</b>			<b>\$488.72</b>
#16 ID# 58-0340-0001-02-1 Bar 4 Enterprises, LLC 215 E. Front Street Buchanan, MI 49107	Permanent Easement	117-SFT	\$348.66
<b>Total Compensation #16</b>			<b>\$348.66</b>
#17 ID# 58-1600-0005-01-4 Spartan Partners, LLC 221 E. Front Street Buchanan, MI 49107  Mailing: 888 W. Big Beaver Road Troy, MI 48084	Permanent Easement	122-SFT	\$363.56
<b>Total Compensation #17</b>			<b>\$363.56</b>
#18 ID# 58-1600-0006-02-9 Julie Capron Real Estate, LLC 223 E. Front Street Buchanan, MI 49107  Mailing: 11336 S. Lake Chapin Berrien Springs, MI 49103	Permanent Easement	269-SFT	\$801.62
<b>Total Compensation #18</b>			<b>\$801.62</b>



#20 ID# 58-1600-0004-04-0 Buchanan Development, LLC 259 E. Front Street Buchanan, MI 49107  Mailing: 415 N. Dearborn Street, 4 <sup>th</sup> Floor Chicago, IL 60654	Permanent Easement	222-SFT	\$661.56
<b>Total Compensation #20</b>			<b>\$661.56</b>
#21 ID# 58-1600-0004-00-1 Buchanan Development, LLC 267 E. Front Street Buchanan, MI 49107	Permanent Easement	644-SFT	\$1,919.12
<b>Total Compensation #21</b>			<b>\$1,919.12</b>
<b>Total Estimated Compensation All Parcels</b>			<b>\$8,811.86</b>



45345 Five Mile Road  
Plymouth, MI 49170  
Phone: (269) 350-1574

Email: gmorton@metroca.net  
Website: metroca.net

January 30, 2023

Heather Grace, City Manager  
City of Buchanan  
302 N. Redbud Trail  
Buchanan, MI 49107

**RE: EAST FRONT STREET IMPROVEMENT PROJECT  
REQUEST FOR AUTHORIZATION**

Dear Heather,

Enclosed is a Request for Authorization totaling \$8,811.86 where Sidewalk and Utility Easements (Permanent Easements) are necessary for the East Front Street Improvements Project.

To comply with State and Federal guidelines, compensation for the proposed right-of-way must be based on the 'fair market value' of land being sold within the area. A Broker's Price Opinion has been completed for this project.

Vacant land sales in the area are estimated to be between \$92,347 - \$297,950 per acre (\$2.12 - \$6.84 per square foot). For this project a figure of \$130,000-Acre (\$2.98-square foot) was used to calculate the compensation of the proposed Permanent Easements. I believe these figures are reasonable, gives the benefit of doubt to the landowners and promotes good will.

Once authorized, I will present good faith offers to acquire the Permanent Easements to the landowners. I will keep you updated on the status of the acquisitions.

Please contact me with any questions or comments. Thank you for the opportunity to serve you.

Sincerely,

*Gail Morton*

Gail Morton, SR/WA  
Senior Right of Way Agent  
Project Manager

**REQUEST FOR AUTHORIZATION  
EAST FRONT STREET IMPROVMENTS PROJECT  
January 30, 2023**

<b>Owner</b>	<b>Proposed Acquisition</b>	<b>Area</b>	<b>Compensation</b>
#1 ID# 58-0340-0043-06-9 Charles & Katherine Brown 101 E. Front Street Buchanan, MI 49107  Mailing: PO Box 4567 San Clemente, CA 92674	Permanent Easement	108-SFT	\$321.84
<b>Total Compensation #1</b>			<b>\$321.84</b>
#2 ID# 58-0340-0043-05-1 Charles & Katherine Brown 103 E. Front Street Buchanan, MI 49107  Mailing: PO Box 4567 San Clemente, CA 92674	Permanent Easement	113 SFT	\$336.74
<b>Total Compensation #2</b>			<b>\$336.74</b>
#3 ID# 58-0340-0043-04-2 Charles & Katherine Brown 105 E. Front Street Buchanan, MI 49107  Mailing: PO Box 4567 San Clemente, CA 92674	Permanent Easement	114-SFT	\$339.72
<b>Total Compensation #3</b>			<b>\$339.72</b>
#4 ID# 58-0340-0043-03-4 Thomas R. Jolly, Inc. 107 E. Front Street Buchanan, MI 49107	Permanent Easement	121-SFT	\$360.58
<b>Total Compensation #4</b>			<b>\$360.58</b>
#5 ID# 58-0340-0043-02-6 Rudolph P. Mance, Jr. 109 E. Front Street Buchanan, MI 49107	Permanent Easement	130-SFT	\$387.40
<b>Total Compensation #5</b>			<b>\$387.40</b>
#6 ID# 58-0340-0043-01-8 Michiana Rental Properties, LLC 113 E. Front Street Buchanan, MI 49107	Permanent Easement	119-SFT	\$354.62
<b>Total Compensation #6</b>			<b>\$354.62</b>

<p>#7                  ID# 58-0340-0043-00-0                  Michiana Rental Properties, LLC                  115 E. Front Street                  Buchanan, MI 49107</p> <p>Mailing:                  113 E. Front Street                  Buchanan, MI 49107</p>	<p>Permanent Easement</p>	<p>127-SFT</p>	<p>\$378.46</p>
<b>Total Compensation #7</b>			<b>\$378.46</b>
<p>#8                  ID# 58-0340-0001-09-9                  Kevin J. Barker                  201 E. Front Street                  Buchanan, MI 49107</p> <p>Mailing:                  324 E. Dewey Street, Suite 201                  Buchanan, MI 49107</p>	<p>Permanent Easement</p>	<p>87-SFT</p>	<p>\$259.26</p>
<b>Total Compensation #8</b>			<b>\$259.26</b>
<p>#9                  ID# 58-0340-0001-08-1                  Dean W. Ulrich                  203 E. Front Street                  Buchanan, MI 49107</p>	<p>Permanent Easement</p>	<p>97-SFT</p>	<p>\$289.06</p>
<b>Total Compensation #9</b>			<b>\$289.06</b>
<p>#10                  ID# 58-0340-0001-07-2                  Buchanan Equity Partners, LLC                  205 E. Front Street                  Buchanan, MI 49107</p> <p>Mailing:                  207 E. Front Street                  Buchanan, MI 49107</p>	<p>Permanent Easement</p>	<p>95-SFT</p>	<p>\$283.10</p>
<b>Total Compensation #10</b>			<b>\$283.10</b>
<p>#11                  ID# 58-0340-0001-06-4                  Buchanan Equity Partners, LLC                  207 E. Front Street                  Buchanan, MI 49107</p> <p>Mailing:                  801 N. Spring Avenue                  La Grange, IL 60526-1476</p>	<p>Permanent Easement</p>	<p>80-SFT</p>	<p>\$238.40</p>
<b>Total Compensation #11</b>			<b>\$238.40</b>
<p>#12                  ID# 58-0340-0001-05-6                  Buchanan Equity, LLC                  209 E. Front Street                  Buchanan, MI 49107</p> <p>Mailing:                  801 N. Spring Avenue                  La Grange, IL 60526-1476</p>	<p>Permanent Easement</p>	<p>119-SFT</p>	<p>\$354.62</p>
<b>Total Compensation #12</b>			<b>\$354.62</b>

#13 ID# 58-0340-0001-04-8 Indigo Properties, LLC 211 E. Front Street Buchanan, MI 49107	Permanent Easement	109-SFT	\$324.82
<b>Total Compensation #13</b>			<b>\$324.82</b>
#15 ID# 58-0340-0001-10-2 Front 217, LLC 217 E. Front Street Buchanan, MI 49107  Mailing: 19027 Three Oaks Road Three Oaks, MI 49128	Permanent Easement	164-SFT	\$488.72
<b>Total Compensation #15</b>			<b>\$488.72</b>
#16 ID# 58-0340-0001-02-1 Bar 4 Enterprises, LLC 215 E. Front Street Buchanan, MI 49107	Permanent Easement	117-SFT	\$348.66
<b>Total Compensation #16</b>			<b>\$348.66</b>
#17 ID# 58-1600-0005-01-4 Spartan Partners, LLC 221 E. Front Street Buchanan, MI 49107  Mailing: 888 W. Big Beaver Road Troy, MI 48084	Permanent Easement	122-SFT	\$363.56
<b>Total Compensation #17</b>			<b>\$363.56</b>
#18 ID# 58-1600-0006-02-9 Julie Capron Real Estate, LLC 223 E. Front Street Buchanan, MI 49107  Mailing: 11336 S. Lake Chapin Berrien Springs, MI 49103	Permanent Easement	269-SFT	\$801.62
<b>Total Compensation #18</b>			<b>\$801.62</b>
#20 ID# 58-1600-0004-04-0 Buchanan Development, LLC 259 E. Front Street Buchanan, MI 49107  Mailing: 415 N. Dearborn Street, 4 <sup>th</sup> Floor Chicago, IL 60654	Permanent Easement	222-SFT	\$661.56
<b>Total Compensation #20</b>			<b>\$661.56</b>

#21 ID# 58-1600-0004-00-1 Buchanan Development, LLC 267 E. Front Street Buchanan, MI 49107	Permanent Easement	644-SFT	\$1,919.12
<b>Total Compensation #21</b>			<b>\$1,919.12</b>
<b>Total Estimated Compensation All Parcels</b>			<b>\$8,811.86</b>





45345 Five Mile Road  
Plymouth, MI 48170

Phone: (269) 350-1574  
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Website: metroca.net

## BROKER PRICE OPINION

**Project:** Front Street and Oak Street Traffic Light Improvement Projects  
City of Buchanan, Berrien County, Michigan

**Prepared for:** Heather Grace, City Manager  
City of Buchanan  
302 N. Redbud Trail, Buchanan, MI 49107

**Prepared by:** Gail Morton, SR/WA, Real Estate Broker  
**Date:** January 30, 2023

### SCOPE OF WORK

This Broker’s Price Opinion has been developed for use by the City of Buchanan, Michigan, its agents and assigns in conjunction with the Front Street and Oak Street Traffic Light Improvement Projects.

Data from this report will be used for the Agency to determine the value of compensation for the proposed sidewalk and utility easement acquisitions. Advertised sales, pending’s, and listings from 2020 - 2023 of commercial properties in greater Berrien County was researched for this report.

Project cover and plan sheets 13-15, can be found in the Index, Section 1 of this report.

### BROKER INFORMATION and BPO DATA

Brokers Name: Gail Morton Metro Consulting Associates	License # 6504368663	MCA Job No. 1039-21-10693	Date of Opinion: January 20, 2023
Local City of Buchanan, Berrien County, Michigan			
Market Area Description: Berrien County, MI.			
<b>BPO Data</b>			
Property Class: 201 Commercial – Improved & Vacant	Property: Commercial & Industrial Improved & Vacant Land		Lot Size: 0.29 AC & 36-AC
Location: City of Buchanan	Market Area Condition: Stable		Supply/Demand: Stable
Property Values: Stable			
Scope of Data: October 2020 – January 2023			

## SUBJECT PARCELS

The subject properties are in the primary downtown business district of the City of Buchanan, Berrien County, Michigan. The properties contain independent and rowbuildings on the north side of East Front Street. Mostly, locally owned businesses are operated within these buildings.

Subject Parcels						
Parcel	Owner	Zoning Property Class	Total Acreage	2021 Land Value	2022 SEV	Proposed Acquisition
SB#1	ID# 58-0340-0043-06-9 Charles & Katherine Brown 101 E. Front Street Buchanan, MI 49107	R-1 FIN  202 Commercial Vacant	0.033 AC 1,437.48 SFT	\$9,063 \$6.60-sft \$274,428 AC	\$4,500	108-SFT Permanent Easement
SB#2	ID# 58-0340-0043-05-1 Charles & Katherine Brown 103 E. Front Street Buchanan, MI 49107	R-1 SIN  201 Commercial Improved	0.032 AC 1,393.92 SFT	\$3,605 \$0.26 SFT \$11325.60	\$47,000	113-SFT Permanent Easement
SB#3	ID# 58-0340-0043-04-2 Charles & Katherine Brown 105 E. Front Street Buchanan, MI 49107	R-1 SIN  201 Commercial Improved	0.039 AC 1,698.94 SFT	\$4,117 \$2.42 SFT \$105,415.20 AC	\$53,200	114-SFT Permanent Easement
SB#4	ID# 58-0340-0043-03-4 Thomas R. Jolly, Inc. 107 E. Front Street Buchanan, MI 49107	R-1 SIN  201 Commercial Improved	0,055 AC 2,395.80 SFT	\$5.093 \$2.13 SFT \$92,782.80 AC	\$58,600	121-SFT Permanent Easement
SB#5	ID# 58-0340-0043-02-6 Rudolph P. Mance, Jr. 109 E. Front Street Buchanan, MI 49107	R-1 SIN  201 Commercial Improved	0.059 AC 2,570.04 SFT	\$5,466 \$2.13 SFT \$92,782.80 AC	\$66,600	130-SFT Permanent Easement
SB#6	ID# 58-0340-0043-01-8 Michiana Rental Properties, LLC 113 E. Front Street Buchanan, MI 49107	C-3 CEN R-1 SIN  201 Commercial Improved	0.039 AC 1,698.84 SFT	\$4,243 \$2.50 SFT \$108,900 AC	\$68,900	119-SFT Permanent Easement
SB#7	ID# 58-0340-0043-00-0 Michiana Rental Properties, LLC 115 E. Front Street Buchanan, MI 49107	R-1 SIN  201 Commercial Improved	0.042 AC 1,829.52 SFT	\$11,031 \$6.03 SFT \$262,666.80 AC	\$101,500	127-SFT Permanent Easement
SB#8	ID# 58-0340-0001-09-9 Kevin J. Barker 201 E. Front Street Buchanan, MI 49107	R-1 SIN  201 Commercial Improved	0.027 AC 1,176.12	\$7,209 \$6.13 SFT 267,022.80 AC	\$54,800	87-SFT Permanent Easement
SB#9	ID# 58-0340-0001-08-1 Dean W. Ulrich 203 E. Front Street Buchanan, MI 49107	R-1 SIN  201 Commercial Improved	0.03 AC 1,306.80 SFT	\$3,433 \$2.63 SFT \$114,562.80 AC	\$37,000	97- SFT Permanent Easement
SB#10	ID# 58-0340-0001-07-2 Buchanan Equity Partners, LLC 205 E. Front Street Buchanan, MI 49107	R-1 SIN  201 Commercial Improved	0.034 AC 1,481.04 SFT	\$3,465 \$2.34 SFT 101,930.40 AC	\$58,400	95 SFT Permanent Easement

SB#11	ID# 58-0340-0001-06-4 Buchanan Equity Partners, LLC 207 E. Front Street Buchanan, MI 49107	R-1 SIN  201 Commercial Improved	0.03 AC 1,306.80 SFT	\$3,080 \$2.36 SFT 102,801.60 AC	\$	80-SFT Permanent Easement
SB#12	ID# 58-0340-0001-05-6 Buchanan Equity, LLC 209 E. Front Street Buchanan, MI 49107	R-1 SIN  201 Commercial Improved	0.046 AC 2,003.76 SFT	\$4,620 \$2.31 SFT \$100,623.60 AC	\$64,200	119-SFT Permanent Easement
SB#13	ID# 58-0340-0001-04-8 Indigo Properties, LLC 211 E. Front Street Buchanan, MI 49107	R-1 SIN  201 Commercial Improved	0.05 AC 2,178 SFT	\$4,625 \$2.12 SFT 92,347.20 AC	\$47,900	109-SFT Permanent Easement
SB#15	ID# 58-0340-0001-10-2 Front 217, LLC 217 E. Front Street Buchanan, MI 49107	R-1 SIN  201 Commercial Improved	0,081AC 3,528.36 SFT	\$7,463 \$2.12 SFT \$92,347.20 AC	\$129,100	164- SFT Permanent Easement
SB#16	ID# 58-0340-0001-02-1 Bar 4 Enterprises, LLC 215 E. Front Street Buchanan, MI 49107	R-1 SIN  201 Commercial Improved	0.05 AC 2,178 SFT	\$4,625 \$2.12 SFT \$92,347.20 AC	\$44,700	117-SFT Permanent Easement
SB#17	ID# 58-1600-0005-01-4 Spartan Partners, LLC 221 E. Front Street Buchanan, MI 49107	R-1 SIN  201 Commercial Improved	0.055 AC 2,395.80	\$5,046 \$2.11 SFT 91,911.60 AC	\$82,500	122-SFT Permanent Easement
SB#18	ID# 58-1600-0006-02-9 Julie Capron Real Estate, LLC 223 E. Front Street Buchanan, MI 49107	R-1 SIN  201 Commercial Improved	0.159 AC 6,926.04 SFT	\$14,716 \$2.12 SFT \$92,347.20 AC	\$90,400	269-SFT Permanent Easement
SB#20	ID# 58-1600-0004-04-0 Buchanan Development, LLC 259 E. Front Street Buchanan, MI 49107	R-1 SIN  201 Commercial Improved	0.116 AC 5,052.96 SFT	\$11,225 \$2.22 SFT \$96,703.20	\$93,200	222-SFT Permanent Easement
SB#21	ID# 58-1600-0004-00-1 Buchanan Development, LLC 267 E. Front Street Buchanan, MI 49107	R-1 SIN  201 Commercial Improved	0.296 AC 12,893.76 SFT	\$65,415 \$5.07 SFT \$220,849.20 AC	\$139,200	644-SFT Permanent Easement

The information for each of the subject parcels was obtained using the BS&A parcel summary information and confirmed with the City’s Assessor, Mindy Cole-Crocker. Land values given represent 2021 figures per Ms. Cole-Crocker, as 2022 figures have not been finalized.

Per the assessor’s 2021 data, subject parcel land values range between \$91,911.60-Acre to \$220,849.20-Acre.

Drawings of the proposed easements were supplied by the engineering firm, Prein& Newhof, see the enclosed Exhibits “A,” found in the Index, Section 2 of this report. The drawing for the sidewalk and utility easement can be found on pages 13-15 of the plans and is also included in the index of this report.

## SALES DATA

Sales data including deeds and a GIS map can be found in the Index, Section 3 of this report and includes the parcel information from various resources, as noted.

The sales data collected are from sales within the greater Berrien County, Michigan, between 2021 – 2023.

**This is a Broker’s Price Opinion, not an appraisal and was prepared by a licensed real estate broker/associate broker, not a licensed appraiser.**

Commercial Sales Data					
Land Features	CS#1	CS#2	CS#3	CS#4	CS#5
Address	101 Days Avenue Buchanan, MI 49107	110 E. Front St. Buchanan, MI 49107	103 E. Front St. Buchanan, MI 49107	217 E. Front St. Buchanan, MI 49107	116 Main St. Buchanan, MI 49107
Tax ID No.	11-58-0035- 0201-03-3	11-58-1150-0008- 00-0	11-58-0340-00043- 05-1	11-58-0340- 0001-10-2	11-58-0340- 0004-06-3
Zoning/Per Map	R-1 SIN	C-3 CEN R-1 SIN	R-1 SIN	R-1 SIN	C-3 CEN R-1 SIN
Property Class	201Commercial Improved	201Commercial Improved	201Commercial Improved	201Commercial Improved	201Commercial Improved
Size	0.101AC 4,399.56 SFT	0.038 AC 1,655.28 SFT	0.032 AC 1,393.92 SFT	0.081 AC 3,528.36 SFT	0.055 AC 2,395.80 SFT
Sales Price	\$163,000 Improved	\$180,000 Improved	\$270,000 Improved	\$275,000 Improved	\$275,000 Improved
Deed/ Document	Liber/Page	Liber/Page	Liber/Page	Liber/Page	Liber/Page
Date Sold	12-13-2021	4-29-2021	10-23-2020	1-25-2021	4-7-2022
2021 Land Value Per Assessor	\$30,089 \$6.84 SFT \$297,950.40 AC	\$4,291 \$2.59 SFT \$112,820.40 AC	\$3,605 \$2.59 SFT \$112,820 AC	\$7,463 \$2.12 SFT \$92,347.20 AC	\$12,844 \$5.36 \$233,481.60 AC

Commercial sales data in this chart, represents parcels sold in or near the project limits. These parcels are improved with various sized, independent standing and rowbuildings. The City’s assessor confirmed the land size and 2021 land values. The assessor stated the 2022 land values will not be finalized until after March 31, 2023.

Commercial Sales Data Parcels CS#3 and CS#4 are subject properties within project limits.

For this report, the vacant land values range between \$92,347.20 and \$297,950.40-acre per the assessor’s 2021 land values.

Residential Sales Data			
Land Features	SA#1	SA#2	SA#3
Address	319 Main Street Buchanan, MI 49107 City of Buchanan	0 – Redbud Trail Buchanan, MI 49107 Buchanan Township	4065 Buffalo Road Buchanan, MI 49107
Tax ID No.	11-58-1600-0031-00-7	06-6800-0004-00-2	00028-115-A
Zoning/Per Map	R-1 SIN	NA	NA
Property Class	401 Residential Improved	402 Residential Vacant	401 Residential Vacant
Size	0.109 AC 4,748.04 SFT	1.14 AC	3 AC
Sales Price	\$116,000	\$109,900	\$450,000
Deed/ Document #	3379/1386 Liber/Page	3387/1690 Liber/Page	3391/0324 Liber/Page
Date Sold	6-11-22	9-30-22	11-4-22
Sales Price Per-Acre	NA	\$96,403.51	\$150,000
Sales Price Per-SFT	NA	\$2.21	\$3.44
2021 Land Value Per Assessor	\$5,371 \$1.13 SFT \$49,222.80 AC	NA	NA

Commercial vacant land sales were not found on various websites noted. To aide in gathering somewhat relevant data, residential parcels were included in this report.

The Broker contacted the local assessors for Buchanan Township and Niles for updated parcel information. At the time of this report, updated information is not available for these parcels.

1. Sale, SA#1 is a residential property with a building that is north of the subject area within the city limits. The parcel lies within the R-2 Two Family Residential District as shown on the city's zoning map dated 9-8-2008.
2. Sale, SA#2 is vacant land outside and north of the City. This parcel offers frontage along the St. Joseph River.
3. Sale, SA#3 is a rural vacant parcel.

Pending Sales Data – Vacant Land		
Land Features	P#1	P#2
Address	3459 Andrews Road Buchanan, MI 49107	0-Superior Street Niles, MI 49120
Property Tax ID No.	11-06-6680-0012-00-1	
Zoning	NA	NA
Property Class	NA	NA
Lot Size	0.4244 AC 18,486.86 SFT	1.88 AC
Pending Price	\$15,000	\$95,000
Days on Market	256	NA
Price Per-Acre	\$35,283.60	\$50,531.91
Price Per-SFT	\$0.81	\$1.16
2021 Land Value Per Assessor	NA	NA

This data was selected since it is close in nature to the subject parcels within smaller rural communities in Berrien County. Since the sales have not been completed, the Register of Deeds is not able to confirm the data collected from the sources noted. Deeds transferring ownership were not available at the time of this report.

The Broker contacted the local assessors for Buchanan Township and Niles for updated parcel information. At the time of this report, updated information is not available for these parcels.

Current Listings Data – Vacant Land					
Land Features	CL#1	CL#2	CL#3A	CL#3B	CL#3AB
Address	1025 E. Front St. Buchanan, MI 49107	Land-S. 11 <sup>th</sup> Street Niles, MI 49120	Land-S. Niles Rd. St. Joseph, MI 4	Land-S. Niles Rd. St. Joseph, MI	Land-S. Niles Rd. St. Joseph, MI 4
Property Tax ID No.	11-58-6770-0065-01-1	11-14-0102-0033-02-2	11-17-0017-0029-02-1	11-17-0017-0029-02-1	11-17-0017-0029-02-1
Zoning	R-1 SIN	NA	C-1 General Commercial	C-1 General Commercial	C-1 General Commercial
Property Class	Commercial Vacant	202 Commercial Vacant	202 Commercial Vacant	202 Commercial Vacant	202 Commercial Vacant
Size	0.572 AC 24,916.32 SFT	8.90 AC	19.30 AC	55.73AC	75.03
Listing Price	\$65,000	\$475,000	\$459,000	\$1,299,000	\$1,679,000
Day on Market	NA	NA	NA	NA	NA
Price Per-Acre	\$85,377.60	\$53,370.79	\$23,782.38	\$23,308.81	\$22,377.72
Price Per-SFT	\$1.96	\$1.15	\$0.55	\$0.54	\$0.51
2021 Land Value (CLV) Per Assessor	\$12,375 Total \$0.50 SFT \$21,780 AC	\$ NA \$ AC \$ SFT	\$ NA \$ AC \$SFT	\$NA \$ AC	\$NA

This data was selected because they are in areas similar to the subject parcels.

Listings CL#3A, CL#3B and CL3AB are various offerings with different configurations of the same parcel.

**REPORT SUMMARY**

Below is a summary of the data collected for the properties within Berrien County, MI.

Status	Advertised Price Range	Acreage Range	Square Foot Range
Commercial Improved Sales Data Summary	\$163,000 - \$275,000	\$92,347 - \$297,950	\$2.12 – \$6.84
Residential and Improved Sales Data Summary	\$109,900 – \$450,000	\$96,403 – 150,000	\$2.21 - \$3.44
Pending Sales Data Summary	\$15,000 – 95,000	\$35,283 - \$50,531	\$0.81 – \$1.16
Currant Listing Data Summary	\$65,000 - \$1,679,000	\$22,377 - \$85,377	\$0.51 - \$1.96

For this project, the data supports purchasing permanent easements by using the values given in this report between \$92,347 - \$297,950 per acre (\$2.12 - \$6.84 per square foot).

Compensation for permanent easements is based upon rate of 100% of the fee value, as the acquisition will transfer a majority of the bundle of rights to the Road Commission.

Should temporary grading easements be necessary, compensation is supported by RealtyRates.com capitalization rates as shown on the table included in this report.

Per MDOT guidelines, the City should set the value for the proposed acquisitions. This report is to aide the City in making their decision.

Sincerely,

*Gail Morton*

Gail Morton, SR/WA  
Senior Right of Way Agent  
Real Estate Broker  
Project Manager

Sources:

- Deeds were researched at the Berrien County Register of Deeds. Copy of the deeds were not available online.
- The source for data of properties that were advertised “sold” were obtained from Realtor.com: [www.realtor.com](http://www.realtor.com) and [www.michric.org](http://www.michric.org) and [www.zillow.com](http://www.zillow.com)
- The source for data on properties that were advertised “pending” or “active backup” were obtained from: Realtor.com.: [www.realtor.com](http://www.realtor.com) and [www.michric.org](http://www.michric.org)
- The source for data on properties that were advertised as “listed” was obtained from Realtor.com.: [www.realtor.com](http://www.realtor.com)
- Detailed property information was obtained from the BS&A website: [bsaonline.com](http://bsaonline.com)

## **INDEX**

**Section 1 Engineering Plan and Profile Pages.**

**Section 2 Subject Parcel Information.**

- a. GIS Map of East Front Street.**
- b. Zoning Map**
- c. Sketch of Proposed Easements Exhibit "A".**
- d. BS&A Parcel Summary Information.**
- e. Deeds**

**Section 3 Vacant Land Sales Data.**

**Section 4 Pending Sales Data.**

**Section 5 Current Listings Data.**

**Section 6 Realty Rates**

**Section 7 Broker Certification.**







P.O. Box 304

St. Joseph, MI 49085

(269) 934-3737

[pointblu.com](http://pointblu.com)

## MEMORANDUM

Date: 1 February 2023

To: Richard Murphy, City of Buchanan

cc: Heather Grace, City of Buchanan  
Chris Wentworth, Point Blue, LLC  
Mark Seaman, Point Blue, LLC

From: Shea Muller, P.E., Remediation Team Lead, Point Blue, LLC

Subject: Proposed Agenda for Former Buchanan Feed Mill and Baroda Tire Center Too Sites

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### Agenda Items:

1. Schedule for Pre-Demo Assessment at Former Baroda Tire Center Too
2. Access to Baroda Tire Center Too building and Feed Mill building
3. Demolition project roles
4. Demolition permit
5. Railroad requirements
6. Demolition specification items:
  - a. Example City contract (for Contractor)
  - b. Contractor insurance requirements
  - c. Contractor experience and references
  - d. Hazwoper requirements for contractors and/or subcontractors
  - e. Bonds – Bid and Performance/Payment
  - f. Contractor retainage
  - g. Advertising requirements
  - h. Contractors the City wants included
  - i. Pre-bid meeting
  - j. Contract health and safety
7. Parties interested in building components
8. Project completion schedule

RULES AND REGULATIONS  
GOVERNING OAK RIDGE CEMETERY  
BUCHANAN, MICHIGAN 49107

1. NOTICE

- A. This document contains, but is not limited to, the rules and regulations of Buchanan Oak Ridge Cemetery in force October 11, 1999 updated on March 28, 2022. The rules, regulations and prices are subject to change without notice.
- B. Experience has shown the adoption and enforcement of the rules here published to be necessary to secure peace and good order within the Cemetery, to protect the interest of the lot owners, and to preserve the beauty of the grounds. All persons are required to obey the rules and are requested to report any infractions of them on the part of others.
- C. It is desired that every lot and grave owner shall feel free to consult with the Superintendent at all times. His/Her advice and assistance will be given cheerfully (and without charge) and will often be found of value to those contemplating the purchase of monuments or of other improvements.

2. RECORDS

- A. The records from April 1, 1947, on (and they cover most of the former sales and interments) will show lot owners, grave owners and interments in Oak Ridge Cemetery and are in keeping with the most advanced ideas of modern Cemetery management, complete and accurate information is thus to be had at the Cemetery office. The recorded photos show the location of all graves. Relatives of those buried in Oak Ridge Cemetery may rest assured that, when visiting the Cemetery in years to come, the precise location of the graves made from this date forward can always be shown.

3. PURCHASE OF LOTS

- A. Persons desiring to purchase lots are invited to visit the Cemetery, where the Superintendent or his assistants will aid in making a selection.
- B. Persons desiring to purchase just one grave space shall observe the Superintendents advice and may also be subject to specific locations designated for this purpose.
- C. Different sections of the ground are so subdivided that lots of various sizes and shapes may be obtained. The prices are moderate, varying according to location and size. All lots when sold are marked with corner stakes, which must not be disturbed. Each proprietor of a lot is vested with the ownership of his or her plot for the sole purpose of interment of dead human bodies.
- D. Special terms will be made with Lodges and Societies desiring large plots for burial purposes only. Such plots are not subject to resale for investment of speculative purposes.
- E. Lots are conveyed by deed, securing to the purchasers, their families and heirs, a burial place forever, subject to the rates and regulations that are now in force, or may hereafter be adopted by the Cemetery Board.
- F. No lot will be regarded as sold until fully paid for, and deed will not be issued until such payment is made.
- G. Lots may be purchased either for cash or on an installment basis, payable pursuant to current City Commission policy a minimum down payment and monthly payments. No deed will be delivered, nor burial allowed on any lot until payment is made in full. In the event of a default in payment, the City Clerk shall mail notice of default to the record lot owner and unless default is corrected within thirty (30) days of mailing of said notice, title to said lot shall revert to City.
- H. Lots or fractional lots as sold, will be divided with permit of the Superintendent. No objection exists, when there are joint owners, to an agreement between them as to parts of lot to be used by each, but the City Commission or Superintendent will not undertake to record or enforce such agreements. No sale, or assignment of any lot shall be valid without the consent of the Mayor and Clerk endorsed on the conveyance.
- I. Each lot owner or heir shall notify the Cemetery Office of any change in his post office address.

- J. It is very important that on the decease of any lot owner, the heirs or devisees of such decedent file in the Office of the Cemetery full proof of their heirship or proprietorship, for the purpose of being recorded in the books of the Cemetery. Without such proof and record, the rights of such persons cannot be recognized by the Office of the Cemetery.

#### 4. INTERMENTS

- A. When the instructions for opening a grave are indefinite, or if for any reason the grave cannot be opened in the location specified, the Superintendent will order the grave opened at such location on the lot as may seem best under the circumstances, such action is necessary to avoid delaying of funerals.
- B. Bodies will not be interred nor placed in the vault unless accompanied by the proper burial permit. Lot owners desiring grave opened, or other work done will be required to exhibit the deed for the lot, or to give other satisfactory evidence of ownership. Grave owners wishing information as to location of grave, or ordering work done, must show receipt for the grave.
- C. If application is for interment of others than the immediate family of owner of the lot, permission in writing from such owner must be presented.
- D. Only one interment will be allowed in a grave unless they are cremated and except in cases of a mother and infant child, or twin children, or two children buried at the same time. The burial of two bodies, one above the other in the same grave will not be allowed.
- E. To avoid conflicts and allow for proper burial, only one funeral will be scheduled at any one time and sufficient time will be arranged for services. Anyone seeking to arrange a burial must obtain a time from the Superintendent. The following burial schedule is presently in force:
- i. Monday through Friday — no burial after 4:00 p.m.
  - ii. Saturdays — no burials after 11:00 a.m.
  - iii. Sundays and Holidays — no burials
- F. There is free use of the chapel for any burial. Saturday burials will be charged \$275.00 plus the regular rate and the use of the tent for graveside services may be available.
- G. Opening/closing and set/seals for graves will not be eligible for pre-payment. Cost of interment will be expected at time of burial.

#### 5. REMOVALS

- A. Removals of bodies from graves in the cemetery will be made Only under the direction of the Superintendent and work must be done by the employees of the Cemetery. All costs and expenses for removals to be paid by those ordering such removals. It is very difficult to make removals when the ground is deeply frozen, and charges in such cases will be made in accordance with the difficulty of the work. A permit must be obtained from the Superintendent when a body is to be removed from one part of the Cemetery to another.
- B. No removal can be made from the Cemetery without first obtaining order from the Coroner or District Judge.

#### 6. LOT IMPROVEMENTS

- A. Improvements within the Cemetery, before as well as after interments are made, will be under control of the Superintendent.
- B. No lot or parcel of land shall be defined by any fence, railing, coping or hedge. Boxes, shells, toys, wire screens or designs of any description, as well as rustic work and so called ornaments and architectural objects are considered injurious to the beauty, dignity and repose of the Cemetery, and will not be permitted. Ums, chairs, settees and benches will be permitted only when material and style are satisfactory and same shall be installed under the supervision of the Superintendent.

7. GENERAL CARE

- A. To secure the best landscape effects, it is essential that the Superintendent assume general care of the entire grounds.
- B. Work desired on lots, consistent with the Rules and Regulations, such as planting trees, shrubs or plants, care of flowers, etc., will be done only at the expense of the lot owners.
- C. No person shall trim or prune or remove any tree in the Cemetery whether on his lot or not. On request the Superintendent will do any pruning desired without any charge if he considers it to be needed.
- D. If any tree or shrub situated in a lot shall become unsightly, dangerous or detrimental to the adjacent lots or walks, the Superintendent will remove said tree or shrub or such part thereof as he may deem necessary.

8. PLANTING AND WATERING

- A. No one excepting employees of the City by Order of the Superintendent will be allowed to disturb the sod on any lot or grave; violation of this rule be followed by the removing of plants and sodding the grave level.
- B. If any person sets out plants on a lot or grave in such a way that will interfere with the mowing, the Superintendent will remove them.
- C. Plants must be set within 18 inches of the marker, not out over the length of the grave. No plant shall be taken or removed from the Cemetery without a permit from the Superintendent.
- D. Only one urn shall be permitted for single marker, double or triple graves. All artificial flowers must be in a container (no glass jars or bottles allowed) or clustered and set within 18 inches of the marker.
- E. Winter decorations may be maintained from November 1<sup>st</sup> through April 1<sup>st</sup>. If they are not removed by April 2<sup>nd</sup>, they will be considered abandoned and shall be disposed of.
- F. Summer decorations may be maintained from April 15<sup>th</sup> through October 1<sup>st</sup>. If they are not removed by October 2<sup>nd</sup>, they be considered abandoned and shall be disposed of.

9. MONUMENT WORKS

- A. The following definitions shall apply to these rules and regulations:
  - i. Lot shall mean a six, eight, or twelve grave parcel as currently established.
  - ii. Monument shall mean a grave marker or stone exceeding thirty (30") inches.
  - iii. Marker shall mean a grave marker or stone of less than thirty (30") inches.
- B. To protect the general appearance of the certain lots will be designated, from time to time, which will be sold only with the express agreement that no monument shall ever be placed upon them, and that all markers shall be set so that the top surface will be flush with the ground level, and shall not be of larger dimensions than, two feet long and one foot wide, at the present time, all lots located in section (F) have been so designated.
- C. Monuments shall not be erected at single graves, or upon fractional lots.
- D. After selecting a monument, lot owners should not close the purchase until they have advised the Superintendent of the size, style of materials, and found whether the rules will admit of it being erected or not. It often happens that a monument cannot be erected because the lot is too small, or there are trees or graves in the way.
- E. No monument, vault or other structure shall be located upon any lot without consulting the Superintendent and receiving his placement for the same. To prevent the excessive crowding of tombstones only one monument, gravestone or marker exceeding thirty inches in height above the turf shall be permitted on each lot. Only one marker will be permitted for each grave.
- F. For example, shown in figure 1, any person owning less than a full lot cannot have a monument placed upon it, but may have a double marker or single markers if preferred.

Figure 1

Figure 2



Persons owning a six grave lot or larger, the monument shall be placed as shown in figure 2.

- G. As the following materials are liable to crack, discolor, rust or corrode and thus fall to pieces or become unsightly, their use as a whole or in part for the exposed portion of any monument or marker, is prohibited, viz: limestone, sandstone, slate, artificial stone, blue marble and metal (other than standard bronze). Vertical joints in monumental work will not be allowed.
- H. Designs for all monuments must be submitted to the Superintendent and approved before a foundation will be built.
- I. The employees of the Cemetery at the expense of the lot owners must build all foundations for mausoleums, monuments, and markers. Foundations for mausoleums and markers must be sufficient in the opinion of the Superintendent and of the same size as bottom base super-structure.
- J. All foundations will be poured on the following schedule:
  1. Two weeks prior to Memorial Day.
  2. The last week of July.
  3. During the week of the 19 of October
- K. Payments for foundation work must accompany the order. No monuments are to be delivered to the Cemetery prior to the installation of footings.
- L. No marble or granite tablets cradles or horizontal slabs to cover entire grave will be permitted
- M. The erection of tombs or vaults wholly or partly above the ground will not be allowed without special permission from the City Commission; and in no instance will permission be granted to erect vaults or tombs in localities where they will be objectionable and injurious to surrounding lots. The durability of such structures depends entirely upon the materials used and mode of construction, therefore applications for the building of vaults or tombs, and also mausoleums, must be accompanied by complete plans and specifications, which will be submitted to the City Commission for approval. All contractors and workpersons employed in the construction of vaults, tombs, or mausoleums, in the erection of monuments and setting of grave markers, are subject to the control and direction of the Superintendent or his assistant, and anyone failing to conform with this regulation will be excluded from work within the grounds,
- N. No material for monuments or other work will be received unless accompanied by workmen for the purpose of erecting the same at once.
- O. The privilege of refusing stone work to be done at any time until the ground and drives are thoroughly settled and in good condition is reserved; no heavy traffic will be permitted in the Cemetery in wet weather.
- P. No masonry work requiring the use of cement and mortar shall be done when the weather is such that injury from frost cannot be prevented.
- Q. No heavy monument shall be set until the cement of the foundation shall have sufficient time to harden.
- R. The setting of monuments, stones and vaults, and the transportation of all tools, materials, etc., within the grounds shall be subject to the supervision and control of the Superintendent and except when special permission is obtained, all work shall be completed and rubbish removed before 12 o'clock (noon) on Saturday. Tools and materials for work that cannot be so completed will not be allowed to enter the grounds.
- S. Each lot owner shall keep in good repair each monument, headstone or other structure, which she or he may have on the lot. In case of failure to do so, the City Commission may either repair it or remove it at the expense of the lot owner.
- T. The Superintendent has the right to accept and reject all orders for foundations.
- U. Planks and boards must in all cases thoroughly protect the turf around and near where work is to be set.

- V. The rolling of heavy stones across lots must not be done without the consent of the Superintendent. Therefore contractors must consult the Superintendent before making arrangements for sending material to the Cemetery.

#### 10. TO BE OBSERVED BY LOT OWNERS AND VISITORS

- A. No rapid driving or riding will be permitted, nor driving or riding on the lawns or lots.
- B. Automobiles entering the grounds must not drive at a rate exceeding ten miles an hour and in no case drive by or come in contact with funeral processions.
- C. Trucks and conveyances of cumbersome description will not be allowed to enter the grounds without special permission from the Superintendent.
- D. No person with firearms or dogs will be permitted within the grounds.
- E. Law in or around the Cemetery grounds prohibits discharging of firearms, other than regular volleys at burial services.
- F. Visitors must keep to the walks and drives and must not cross over, occupy or otherwise trespass upon any lot or grave not their own.
- G. No children will be permitted unless attended by some person who will be responsible for their conduct; they must not be allowed to run over lots or graves.
- H. Picking flowers, wild or cultivated, breaking or injuring any trees, plants, shrub, or in any way injuring any monument, headstone, vault ornament or other structure or property within the Cemetery is prohibited, and will under the State law, subject the offender to a severe penalty.
- I. The Superintendent shall take such action as may be necessary, though not expressly authorized by the rules, in order to protect the property of the lot and grave owners, or of the Cemetery Board, from injuries, to preserve the peace and good order, or to prevent injury to the appearance of the lots and graves, grounds and buildings.
- J. It is of the utmost importance that there should be a strict observance of all the properties due the place, whether embraced in these regulations or not. No impropriety will be tolerated, and all well disposed persons will confer a favor by informing the Superintendent at once of any breach of these rules or decorum that may come under their notice.
- K. All persons are reminded that these grounds are sacredly devoted to the burial of the dead, and that the provisions and penalties of the law will be strictly enforced in all cases of wanton injury, disturbances or disregard of the rules.

#### 11. APPEAL

- A. Any person aggrieved by the action of the Superintendent or the interpretation of these rules and regulations, shall have the right to appeal to the Buchanan City Commission. Such appeal shall be taken by filing with the Commission within fourteen (14) days after the action complained of has been taken by the superintendent, a written statement setting forth fully the grounds for the appeal. The Commission shall set a time and place for a hearing on such appeal and notice of such hearing shall be given to the appellant by mail at least ten (10) days in advance of the hearing on revocation. The decision and order of the Commission on such appeal shall be final and conclusive.







### **Purchase Policy for General Supplies at City Hall.**

As part of City of Buchanan's financial controls, the Finance department have implemented the purchase requisition process policy to help manage requests for purchases for general supplies.

City of Buchanan requires that competitive bidding be utilized in all instances where goods or services will be purchased from external suppliers. If it is necessary to request a specific consultant, brand name, specific manufacturer, or other sole source as the supplier of a product or service, the department is required to provide the finance department with written justification for the request, including evaluations of the product or service and the supplier(s) and specific evident of all research conducted to make the sole source determination.

The Finance Department will place supply orders on the second and fourth Monday of every month. All departments will be responsible for communicating what supplies are needed for their specific departments. All general supplies will be handled and ordered by the Finance Department.

Upon receipt of the items ordered, it is the finance department's responsibility to check the packing slip to ensure all items have been received and that the amount on the invoice matches the approved requested purchase order.

**RESOLUTION #2023.02.05  
CITY OF BUCHANAN  
COUNTY OF BERRIEN, MICHIGAN**

I, Kalla Langston, City Clerk of City of Buchanan referred to as a Public Fund certifies that the following is a true copy of resolution adopted by the City Commission for the City of Buchanan at a regular public meeting held on February 13<sup>th</sup>, 2023 proper notice, a quorum being present, on 13<sup>th</sup> day of February, 2023.

**Resolved that Honor Credit Union whose corporate office is 8385 Edgewood Road, Berrien Springs, Michigan, is designated a depository of this organization; and**

Further resolved, that all drafts, checks, and other instruments or orders for the payment of money drawn against the account of accounts of this organization with such depository shall be signed by any one (1) of the following:

- 1.) \_\_\_\_\_ (Printed name & Title)
- 2.) \_\_\_\_\_ (Printed name & Title)
- 3.) \_\_\_\_\_ (Printed name & Title)
- 4.) \_\_\_\_\_ (Printed name & Title)

Further resolved, that such depository is authorized to place to the credit of the account, or any of the accounts of this organization, funds, drafts, checks, bills of exchange, or other property whomever delivered to such depository for deposit for account of this organization, endorsed with the name of this organization by rubber stamp, mechanical, manual or other signature (and any such endorsement by whomever affixed shall be the endorsement of this organization), or otherwise endorsed, or un-endorsed, provided that if any such draft, check or other property shall bear, or be accompanied by, directions (by whomever made) for deposit to a specific account then such deposit shall be to the credit of such specific account; and

Further resolved, that such depository is directed to accept, and/or pay and/or apply any draft, check, instrument or order for the payment of money, or any proceeds thereof, drawn on such account or accounts when signed as required by these resolutions without limits as to amount, without inquiry, and without regard to the disposition of any such item or proceeds thereof, and such depository shall not be liable in connection therewith notwithstanding that such item may be payable to the order of a person whose signature appears thereon or of any other officer or officers, agent or agents of this organization, or such item or any proceeds thereof may be used for the personal credit or account of any such person or person with the depository or used in payment of the individual obligation of any such person or persons to the depository or otherwise.

Further resolved, that such depository is authorized to deduct from the accounts of the organization the regular promulgated service charges and fees for accounts and other services rendered to the organization. *(The below should be signed by the officers of the corporation, organization, etc. i.e, president, vice president, secretary, treasurer, who were present at the meeting.)*

Name \_\_\_\_\_ Title \_\_\_\_\_ Signature \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_ Signature \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_ Signature \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_ Signature \_\_\_\_\_

**RESOLUTION #2023.02.04  
CITY OF BUCHANAN  
COUNTY OF BERRIEN, MICHIGAN**

At a regular meeting of the City Commission of the City of Buchanan, County of Berrien, State of Michigan (the “City”), held Monday, February 13<sup>th</sup>, 2023.

**PRESENT:**  
**ABSENT:**

The following resolution was offered by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_.

**RESOLUTION TO NEGOTIATE THE SUMMER SCHOOL TAX COLLECTION FEE**

**WHEREAS**, the City agrees to collect the total summer school taxes as certified by the School District for the levy on July 1, 2023 for property located within the City; and

**WHEREAS**, the School District agrees to pay City costs of assessment and collection in the negotiated amount; and

**WHEREAS**, no later than June 1, 2023, the School District shall certify to the Treasurer, or designee the school millage to be levied on property for summer school tax collection in 2023; now, therefore,

**BE IT RESOLVED**, that the Treasurer, or designee is authorized and directed to negotiate with the School District on behalf of the City of Buchanan: for the reasonable expenses for collection of the district’s summer property tax levy that the City may bill under MCLA 380.1611. Any such proposed agreement shall be brought before the City Commission for its approval.

**ADOPTED** this 13<sup>th</sup> day of February 2023.

\_\_\_\_\_  
Sean Denison, Mayor

\_\_\_\_\_  
Kalla Langston, City Clerk

**CERTIFICATION**

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Commission of the City of Buchanan, County of Berrien, State of Michigan, at a meeting held on April 11, 2022, the original of which is on file in my office and available to the public. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan of 1976,

\_\_\_\_\_  
Kalla Langston, City Clerk



January 18, 2023

Hello Investors -

Thank you for your support and commitment to the mission of the Strategic Leadership Council as we all strive to make *Michigan's Great Southwest a vibrant and prosperous region to live, learn, work, invest, grow, play and retire for everyone!*

While 2022 brought many new challenges to our region thanks to the ongoing recovery from the Global Pandemic, I can say, with confidence, that the board of directors and the many volunteers of this organization have continued to focus on the big and important goals that will define our collective future. 2022 Highlights include:

- Another New Member to the Governmental Best Practices Committee (21/39 in total)
- An agreement of cooperation for the communities who share the Inner Harbor of St. Joseph (Benton Harbor / City of St. Joseph / St. Joseph Charter Township)
- New Cohort of 24 successfully graduated from Leadership Accelerator (thank you Lake Michigan College)
- The "Friends of Berrien County Trails" Master Plan meets fundraising success and launches county-wide master plan + Marquette Greenway Partnership

And, in 2023 we launch the update to the SLC's Housing Diagnostic Tool and form the subcommittees necessary to launch the SLC's Berrien County: Vision 2030 labor supply/demand interactive tool! *Please review the documents attached that show the scope of work expected for these important projects.*

The effort to successfully move the needle, in each of these important areas, will continue this year and beyond. Please join us in this important movement to improve the lives of all of the residents and families in Michigan's Great Southwest.

Thank you for your commitment and your investment in Michigan's Great Southwest Strategic Leadership Council.

Truly,





John Proos  
Executive Director






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## Fall 2022 SLC Action Dashboard





### 1. BEST PRACTICES COMMITTEE

- a.  Explore sustainability in local government
- b.  Engage new Communities in Ask the Experts Series
- c.  ASK THE EXPERTS SERIES of Best Practices
  - i. June and November 2022-Proposal A and Headlee Local Impacts
  - ii. Short Term Rental and Local Municipal Impact
- d.  Local Municipalities to Join BPC
  - i. 21 of 39 communities committed
  - ii. 1 additional communities considering resolutions of support



### 2. HARBOR REDEVELOPMENT

- a.  Support Establishment of Harbor Governance Committee
  - i. SJCT Approved
  - ii. SJ City Approved
  - iii. BH City Approved
- b.  County of Berrien Drafting Articles of Agreement
- c.  Provide "Air Cover" to Local Elected Officials

### 3. TRANSPORTATION

- a.  County of Berrien Supporting cooperation with Niles / Buchanan
- b.  Final Agreement with Niles/Buchana executed
- c.  TCATA Coordination and Demand Response Services
- d.  SLC to Re engage Transportation Committee

### 4. SLC HOUSING DIAGNOSTIC TOOL

- a.  Updated Scheduled for Q1 contract
- b.  Development of New Subcommittees for Updated Project

- 
- c. ● Fall Summit 2023 Review
  - d. ● Current Subcommittee engagement
    - i. Business, Industry, Developers, Lenders and Trades
    - ii. Not for Profit and Humans Services (Housing Resource Network)
    - iii. Government Best Practices

**5. LEADERSHIP ACCELERATOR**

- a. ● Evaluate 2022 Cohort Partnership
- b. ● Coordinate Leadership Advisory Committee oversight of curriculum
- c. ● Engage Local Support and new business interests through Berrien County Chambers of Commerce
- d. ● Nomination for 2023 Cohort
- e. ● Alumni Engagement and Committee/Chamber of Commerce Partnership

**6. BERRIEN COUNTY: "WHO WE ARE WHAT WE WANT TO BE"**

- a. ● Engage Board Members in new project
- b. ● Determine data sets necessary to proceed
- c. ● Seek Contractor support for Berrien County "DashBoard"
- d. ● Develop subcommittees to evaluate data and engage solutions.

## THE LABOR SUPPLY/DEMAND MISMATCH - BUILDING A PLAYBOOK TO RESPOND

### THE PREMISE

Upstream there is a mismatch between the demand for skilled workers and the regional supply.

Downstream, the mismatch constrains the expansion and cost of essential components of our economy, including housing construction, health care capacity, government services, infrastructure construction and maintenance, and education resources.

### THE PROPOSAL

Give policy makers, educators, business leaders, human service organizations what they need to fully see the issues, and a playbook to respond to the identified challenges. By exploring the best available data, workforce mismatches will be specified, defined, and quantified. Mismatches will then be translated into a series of clearly stated problems and solutions specifically tailored to each of them.

### THE OUTPUT

Develop a dynamic online StoryMap through which users can interact with the data, the resulting problem statements, and the inventory of proposed solutions.

### THE METHODOLOGY

#### Analysis

##### Understand Existing Labor *Supply*

- Amount, type, demographics
- Historic trends

##### Understand Resources Available to Train and Produce Skilled Labor

- Type, capacity
- Qualifications, characteristics, traits, investment necessary for individual participation

##### Understand Existing Labor *Demand*

- Amount, type
  - Sort by economic sector

##### Inventory of Goals for Economic Growth and Development

- Survey existing business, industry HR professionals
- Survey practitioners in economic and community development
- Translate goals into “aspirational” needs for types and amounts of labor

#### Assessment

##### Derive Supply/Demand Mismatch Conclusions from Analysis Data

- Where does supply meet economic sector demand (existing, projected/future)?
- Where does supply not meet economic sector demand (existing, projected/future)?



Compare Available Training Resources to their Ability to Meet Existing and Future Demand

- Will Existing Demographics Exceed, Meet, or Be Insufficient to Meet Demand?

Problem Statements

Translate Supply/Demand Mismatches into Clearly Defined Problem Statements

Proposed Solutions

Use Research of the Best Available Information to Provide Detailed Solutions

- Consult with professionals, practitioners, academics
- Solutions must have a strong likelihood of plausible implementation

Action Strategies

Step-by-Step Instructions on How to Implement Identified Solutions

**PROPOSED COST**

\$27,000

## BERRIEN HOUSING TOOL 2.0 – PROPOSED SCOPE OF WORK

### **THE PREMISE**

There is almost universal recognition that Berrien County is in the midst of a housing problem. There is not consensus of exactly what the definition of the problem is. The best way to define the housing problem is to ask questions of the best available data and seek out those locally engaged in the housing sector to help inform the answers. From those answers, the most effective actions can then be mapped and pursued.

The first version of the Housing Tool (v.1.0) was built with the supposition that as data periodically refreshed and the tool itself was used, there would continually be opportunities to update it. Since the 1.0 Tool's completion in 2020, new data is now beginning to reflect post-COVID realities. Additionally, there is both qualitative and quantitative data available from regional non-profit organizations that can give a more robust accounting of the existing housing challenges for lower-income and ALICE households.

### **THE PROPOSAL**

Revisit the Housing Tool StoryMap Version 1.0. Begin with a thorough search for refreshed data from the sources that were the foundation of Version 1.0. In 2020, most data sources had not yet collected information from 2019 forward. Thus, the impacts of COVID were difficult to see. In 2023, it is expected that data will be more reflective of a new reality in housing. Next, locally sourced data can be added from organizations that administer programming to those experiencing housing challenges. With more of the post-COVID realities reflected in a Version 2.0 of the Housing Tool data analysis, the assessment of gaps and needs that will grow out of that analysis is likely to show different results from the previous version. The possible actions to best respond to the needs will be provided in detail.

### **THE OUTPUT**

The SWMPC will revise its dynamic online StoryMap through which users can interact with the data, the resulting problem statements, and the inventory of proposed solutions and action steps.

### **THE METHODOLOGY**

#### Demand Side Data

- What kind of housing do people want?
- How much housing satisfies the need?
- Our job supply = what kind of “earners” want to live here?
- When the marketplace has not met the need, what can we learn from organizations who attempt to fill the gaps?
  - Rent assistance, CARES fund, etc

#### Supply Side Data

- What is the composition of our housing stock for owners?

- What is the composition of our housing stock for renters?

#### Revisit The Problem(s)- Problem Definition Layer One

- Where are there mismatches between supply and demand?
  - What does the data tell us?
    - Does what the data tell us match what the local experts tell us?
- Housing Advisory Committee (SLC) + SWMPC as Facilitator
  - Meetings: Present Data, Oversupply/Undersupply? Which Earnings Cohorts?
- Establish Initial Problem Definition

#### Orbit The Problem(s)- Problem Definition Layer Two

- SWMPC Analyzes initial problem statement using more complex parameters: mobility/access, healthcare access, infrastructure, social cohesion, economics.
- SWMPC Analyzes other organizational, governmental expertise, or studies that have weighed in on the problem.

#### Revisit The Design Of The Solution(s)

- Housing Advisory Committee (SLC) + SWMPC as Facilitator
  - Answer the questions: WHO is involved in implementing the solution? What is the SCALE of the solution? When is it started and completed? Where is it implemented? How is it implemented?

#### Daylight The Solution(s)

- Housing Advisory Committee (SLC) Processes Input, Refines the Solution(s)

#### SLC Formally Endorses Solution(s)

- Solution(s) generated & delivered to SLC

#### **PROPOSED COST**

\$13,500

**STATE OF MICHIGAN  
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION  
NOTICE OF HEARING  
FOR THE GAS CUSTOMERS OF  
SEMCO ENERGY GAS COMPANY  
CASE NO. U-21277**

- SEMCO Energy Gas Company requests Michigan Public Service Commission for approval of a gas cost recovery plan and authorization of gas cost recovery factors for the 12-month period April 2023-March 2024.
- The information below describes how a person may participate in this case.
- You may call or write SEMCO Energy Gas Company, 1411 3rd St., Suite A, Port Huron, MI 48060, 800-624-2019 for a free copy of its application. Any person may review the documents at the offices of SEMCO Energy Gas Company or on the Commission's website at: [michigan.gov/mpscedockets](http://michigan.gov/mpscedockets).
- A pre-hearing will be held:

**DATE/TIME:      Wednesday, February 15, 2023 at 10:00 AM**

**BEFORE:          Administrative Law Judge Christopher Saunders**

**LOCATION:        Video/Teleconferencing**

**PARTICIPATION:** Any interested person may participate. Persons needing any assistance to participate should contact the Commission's Executive Secretary at (517) 284-8096, or by email at [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov) in advance of the hearing.

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider SEMCO Energy Gas Company's December 27, 2022 application requesting the Commission to: 1) authorize SEMCO Energy Gas Company to implement a 12-month Gas Cost Recovery (GCR) plan for the period from April 1, 2023 through March 31, 2024, as proposed; 2) determine that the decisions underlying the plan are reasonable and prudent; 3) authorize SEMCO Energy Gas Company to implement the GCR factors, including the Balancing and Demand Charge, and continue to use the Contingency Factor Matrix for calculating the monthly maximum GCR factor for the period from April 1, 2023 through March 31, 2024, as proposed; 4) determine that the decisions underlying the five-year forecast are reasonable and prudent, and indicate any cost items in the five-year forecast that, on the basis of present evidence, this Commission would be unlikely to permit SEMCO Energy Gas Company to recover from its customers in rates, rate schedules, or gas cost recovery factors established in the future; and 5) grant SEMCO Energy Gas Company further relief.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: [michigan.gov/mpscedockets](http://michigan.gov/mpscedockets). Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov). If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov).

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by February 8, 2023. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon SEMCO Energy Gas Company's attorney, Sherri A. Wellman, One Michigan Ave., Ste. 900, Lansing, MI 48933.

The prehearing is scheduled to be held remotely by video conference or teleconference. Persons filing a petition to intervene will be advised of the process to participate in the hearing.

Any person wishing to participate without intervention under Mich Admin Code, R 792.10413 (Rule 413), or file a public comment, may do so by filing a written statement in this docket. The written statement may be mailed or emailed and should reference Case No. **U-21277**. Statements may be emailed to: [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov). Statements may be mailed to: Executive Secretary, Michigan Public Service Commission, 7109 West Saginaw Hwy., Lansing, MI 48917. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Requests for adjournment must be made pursuant to Michigan Office of Administrative Hearings and Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

The Utility Consumer Representation Fund has been created for the purpose of aiding in the representation of residential utility customers in various Commission proceedings. Contact the Chairperson, Utility Consumer Participation Board, Department of Licensing and Regulatory Affairs, P.O. Box 30004, Lansing, Michigan 48909, for more information.

Jurisdiction is pursuant to 1909 PA 300, as amended, MCL 462.2 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 1982 PA 304, as amended, MCL 460.6h et seq.; and Parts 1 & 4 of the Michigan Office of Administrative Hearings and Rules, Mich. Admin Code, R 792.10106 and R 792.10401 through R 792.10448.



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
**DEPARTMENT OF TRANSPORTATION**  
COLOMA BUSINESS OFFICE

BRADLEY C. WIEFERICH, P.E.  
ACTING DIRECTOR

January 30, 2023

Heather Grace, Manager  
City of Buchanan  
302 North Redbud Trail  
Buchanan, Michigan 49107

Dear Heather Grace:

The Michigan Department of Transportation (MDOT) has completed the design process for a rehabilitation/reconstruction project on US-31 northbound from US-12 (Exit 3) to M-139 (Exit 15) within Berrien, Bertrand, Niles, and Oronoko Townships. Proposed work on US-31 northbound includes asphalt overlay of mainline lanes/shoulders and interchange ramps, asphalt pavement reconstruction at various locations, concrete bridge approach reconstruction, carpool lot asphalt resurfacing at Niles-Buchanan Road (Exit 5), installation of temporary median crossovers, drainage repairs, permanent removal of the loop ramps at Niles-Buchanan Road (Exit 5), guardrail upgrades, tree clearing, right of way fence replacement, shoulder corrugations, permanent signing, and pavement markings. Proposed work on US-31 southbound includes asphalt widening/resurfacing of the median shoulder for maintenance of traffic purposes. The tentative construction timeline for this project is February to March 2023 for tree clearing and April to November 2023 for the road work.

To keep the public and public officials informed, MDOT is contacting you with the following information regarding the maintenance of traffic during the project.

- Lane and shoulder closures will be utilized on US-31 northbound and southbound during construction pre-work activities such as installing temporary median crossovers, pavement reconstruction on northbound and resurfacing of shoulders on both bounds.
  - During pavement reconstruction work adjacent to the US-12 (Exit 3) and M-139 (Exit 15) interchanges, ramps will be closed and detoured to the next interchange.
- A single lane of northbound traffic will be crossed over and maintained on southbound pavement utilizing temporary median crossovers located north of US-12 (Exit 3) and south of M-139 (Exit 15). Temporary median crossovers will also be located at the Walton Road (Exit 7) interchange for access purposes. A single lane of southbound traffic will be maintained.

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- Northbound interchange ramps for Niles-Buchanan Road (Exit 5) and Snow Road (Exit 13) will be closed and detoured to the next interchange for the duration of construction while traffic is crossed over to southbound.
- Northbound interchange ramps at Walton Road (Exit 7) will be closed and detoured for approximately three weeks when they are under construction.

If you have further questions, please contact Chris Jacobs, the construction engineer overseeing this project, at 269-207-1928 or [JacobsC@michigan.gov](mailto:JacobsC@michigan.gov).

Sincerely,

*Jonathon W. Smith, P.E.*    Jonathon W. Smith  
Jan 30 2023 10:01 AM

Jonathon Smith, P.E.  
Cost and Scheduling Engineer  
Coloma Business Office

cc: Chris Jacobs, P.E., Kalamazoo Transportation Service Center  
Pete Pfeiffer, P.E., Kalamazoo Transportation Service Center Manager  
Nick Schirripa, Southwest Region Communications Representative