

**REGULAR MEETING OF THE BUCHANAN CITY COMMISSION**  
**MONDAY, AUGUST 22, 2022 – 7:00 PM**  
**CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI**

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**AGENDA**

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

*\* Requests to be added to the agenda as a “Scheduled Matter from the Floor” should be submitted in writing to the City Clerk at least 5 business days prior to the scheduled meeting during which the speaker wishes to appear, and the approval of such requests remain within the discretion of the Mayor. If denied, the speaker may nonetheless speak during the “non-agenda items only” public comments section of the agenda. \* Those who are unable to appear during a meeting but who still wish to share public comment may submit such comments in written form to the City Clerk at least 4 hours in advance of the meeting. \* Individuals with disabilities may request necessary reasonable accommodations by submitting requests to the City Clerk, preferably at least 24 hours in advance. \* Written requests and comments may be submitted to the City Clerk either in person or via mail to Buchanan City Hall, 302 N. Redbud Trail, Buchanan, MI 49107, or via email to [clerk@cityofbuchanan.com](mailto:clerk@cityofbuchanan.com)*

- I. Call to Order**
- II. Recognition**
- III. Pledge of Allegiance**
- IV. Roll Call**
- V. Approve Agenda**
- VI. Open of Public Hearing for Filing of Special Assessment Roll for Emergency Medical Services through Southwestern Michigan Community Ambulance Service.**

*Announcement of the Rules of the Hearing:*

- 1. This is a public hearing designed to hear and consider any comments, for, against, or otherwise, to the City of Buchanan proceeding to defray its share of the cost of maintaining and operating the Southwestern Michigan Community Ambulance Services (SMCAS) by establishing a special assessment district pursuant to ACT 368 of 1978.*
- 2. All persons wishing to comment shall be given the opportunity to do so.*
- 3. The person addressing the Commission shall stand, state their name, and direct their comments directly to the Commission.*
- 4. In the event a large number of people wish to comment, the Mayor may announce that each person speaking shall limit their comments to three (3) minutes.*
- 5. Each person shall have an opportunity to speak before anyone is allowed to speak a second time.*
- 6. The Mayor may, at their discretion, terminate comments which are unreasonably lengthy or unrelated to the subject of the public hearing.*
- 7. When the Mayor observes that there are no further public comments, he/she shall close that portion of the hearing.*

- VII. Close of Public Hearing for Filing of Special Assessment Roll for Emergency Medical Services through Southwestern Michigan Community Ambulance Service.**
- VIII. Public Comment - Agenda Items Only** *(3-minute limit)*
- IX. Consent Agenda** *(can be approved all in one motion, for general housekeeping items)*

A. Expenditures- Consider approving the expenditures for August 22, 2022, in the amount of \$ **108,774.84**

B. Minutes- Consider the approval of the August 8, 2022, Regular Meeting Minutes

C. BARB Appointment- Formally appoint Jeanne Harris to the open position on the BARB (Buchanan Area Recreation Board), as recommended by the BARB during their last regular meeting.

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

A. School Resource Officer Proposal- Superintendent Patricia Robinson and other members of the Buchanan Schools Administrative Team will present a proposal for a School Resource Officer, with the School District initially sharing 20% of the total annual cost of what it would cost the City to hire a new officer (\$70,387.20). The SRO would serve as the police liaison to the School District and would cover K-12 schools in the Buchanan School District on a rotating basis, providing intervention support and increasing overall school safety. Upcoming grant opportunities will be pursued to cover ongoing expenses of the role, with a COPS grant opportunity opening up in February, and new State of Michigan funding supposed to be coming available in the near future.

B. Consider Resolution No.2022.08/429- Confirmation of Special Assessment Roll for Special Assessment District For Emergency Medical Services Through Southwestern Michigan Community Ambulance Service.

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

A. Public Safety Report-

(1) Consider approving the Crossing Guard Agreement & Crossing Guard Hourly Wage Agreement.

**XII. Unfinished Business**

**XIII. New Business**

A. Closed Session:

(1) Enter Closed Session- Consider entering Closed Session to discuss matters subject to attorney client privilege, and the potential lease or purchase of real property, pursuant to MCL 15.268 Section 8(1)(d) & (h).

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

(3) Action- Consider action pursuant to Closed Session discussions.

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

A. Consideration of sponsorship of Van Dyke Revue's 2023 Nicest Place in America Tour.

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

**XVI. Executive Comments**

A. City Manager Comments

B. Commissioner Comments

C. Mayor Comments

**XVII. Adjourn**

08/17/2022 03:31 PM  
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DB: Buchanan

INVOICE GL DISTRIBUTION REPORT FOR CITY OF BUCHANAN  
EXP CHECK RUN DATES 08/22/2022 - 08/22/2022  
JOURNALIZED  
OPEN

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund Totals:							
			Fund 101 GENERAL			75,806.30	
			Fund 103 CAPITAL PROJECTS			5,000.00	
			Fund 202 MAJOR STREETS			95.61	
			Fund 501 W & S MAINTENANCE & OPERATIO			27,872.93	
			Total For All Funds:			<hr/> 108,774.84	

JOURNALIZED  
 OPEN

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL							
Dept 101.000 CITY COMMISSION							
101-101.000-885.000	PUBLIC RELATIONS	ASHLEY HANSON	JULY & 1/2 AUGUST - FARMERS MARKET	081622	08/22/22	1,071.00	
101-101.000-885.000	PUBLIC RELATIONS	BUCHANAN FINE ARTS COU	ANNUAL PROGRAMING 1/1/22-12/31/22	100	08/22/22	5,430.00	
101-101.000-885.000	PUBLIC RELATIONS	DPM EVENTS	BUCHANAN COMMON CONCERT - 7/30/22	1251076	08/22/22	1,865.00	
Total For Dept 101.000 CITY COMMISSION						8,366.00	
Dept 172.000 CITY MANAGER							
101-172.000-962.000	MISCELLANEOUS	BUCHANAN DISTRICT LIBR	FY 2022-2023 MONTH SPONSORSHIP FOR	2	08/22/22	250.00	
Total For Dept 172.000 CITY MANAGER						250.00	
Dept 253.000 TREASURER							
101-253.000-807.000	AUDIT	KRUGGEL LAWTON CPA	PROGRESS BILL FOR ANNUAL AUDIT	356713	08/31/22	3,600.00	
Total For Dept 253.000 TREASURER						3,600.00	
Dept 265.000 BUILDING AND GROUNDS							
101-265.000-818.000	CONTRACTUAL	CINTAS CORPORATION	BLUE MATS FOR CITY HALL	4128394953	08/26/22	71.37	
101-265.000-818.000	CONTRACTUAL	PREIN & NEWHOF	ON-GOING DEVELOPMENT CONSTRUCTION PL	69146	09/08/22	45,643.05	
101-265.000-818.000	CONTRACTUAL	VITAL RECORDS CONTROL	JULY 2022 RECORD DESTRUCTION ROTATIO	2758985	08/31/22	260.16	
101-265.000-853.000	TELEPHONE, INTERNET, CABLE	COMCAST BUSINESS	CITY CENTER INTERNET SERVICE	072522-082422	08/16/22	239.58	
101-265.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	CONSOLIDATED BILL 2022	080122-CONSOL.	09/06/22	1,559.19	
101-265.000-921.000	UTILITIES	SEMCO ENERGY GAS COMPA	AUGUST 2022 BILLING CYCLE	080122	08/31/22	82.04	
101-265.000-962.000	MISCELLANEOUS	CENTURY 21	CENTURY 21 PD WRONG CITY IN ERROR,	081022	09/10/22	60.00	
Total For Dept 265.000 BUILDING AND GROUNDS						47,915.39	
Dept 269.000 RENTAL PROPERTY							
101-269.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	AUGUST 2022 MOTHLY BILLING CYCLE -	080122	08/24/22	132.80	
101-269.000-921.000	UTILITIES	SEMCO ENERGY GAS COMPA	AUGUST 2022 BILLING CYCLE	080122	08/31/22	25.33	
Total For Dept 269.000 RENTAL PROPERTY						158.13	
Dept 271.430 PEAR'S MILL							
101-271.430-921.000	UTILITIES	INDIANA MICHIGAN POWER	AUGUST 2022 MOTHLY BILLING CYCLE -	080122	08/24/22	10.50	
Total For Dept 271.430 PEAR'S MILL						10.50	
Dept 276.000 CEMETERY							
101-276.000-751.000	GAS AND OIL	CO-ALLIANCE LLP - BUCH	PROPANE FOR THE CEMETERY	766758	04/02/22	797.89	
101-276.000-756.000	MISCELLANEOUS SUPPLIES	BAR WATER YOUR LOCAL C	5G WATER JUG X4 - FUEL SURCHARGE	7/29/22	08/15/22	36.00	
101-276.000-756.000	MISCELLANEOUS SUPPLIES	BIG C LUMBER	1 PALLET CONCRETE MIX	1652103	08/09/22	367.00	
101-276.000-853.000	TELEPHONE, INTERNET, CABLE	COMCAST BUSINESS	CEMETERY INTERNET AUGUST BLLING CYC	081422-091322	08/28/22	305.45	
101-276.000-932.000	MAINTENANCE-GROUNDS	M.A.A.C PROPERTY SERVI	REPLACE IRRIGATION TIMER IN VETERAN	72348	08/25/22	288.07	
101-276.000-932.000	MAINTENANCE-GROUNDS	M.A.A.C PROPERTY SERVI	VETERAN CIRCLE TREATMENT	72456	09/03/22	80.58	
101-276.000-933.000	MAINTENANCE - EQUIPMENT	RIDGE NAPA AUTO PARTS	ZERO TURN BATTERY	669260	08/26/22	59.84	
101-276.000-933.000	MAINTENANCE - EQUIPMENT	SOUTHWESTERN SUPPLY	3/8 HOSE AND SWIVEL FITTING	03/79629	08/28/22	40.60	
101-276.000-939.000	MAINTENANCE - VEHICLE	BEST ONE FLEET SERVICE	4 NEW TIRES FOR CEMETERY TRUCK	4430003942	08/10/22	780.99	
101-276.000-939.000	MAINTENANCE - VEHICLE	BEST ONE FLEET SERVICE	FIX CEMETERY RADIO ISSUES	4430003213	08/10/22	245.99	
Total For Dept 276.000 CEMETERY						3,002.41	
Dept 301.000 POLICE							
101-301.000-768.000	UNIFORMS	STAR UNIFORM	1 BLACK LEEL 3 DUTY HOLSTER FOR PD	39203-1	08/30/22	195.00	
101-301.000-818.000	CONTRACTUAL	BERRIEN COUNTY TREASUR	LEIN MCS - TALOM CONNECTION TO COUR	12420	08/08/22	198.00	
101-301.000-818.000	CONTRACTUAL	ROSE PEST SOLUTIONS	PEST CONTROL FOR PD	150564229	08/23/22	73.00	
101-301.000-851.000	RADIO MAINTENANCE	EXEMPLAR IT SOLUTIONS	INSTALLATION OF CAMERA FOR EVIDENCE	1050	09/14/22	360.00	
101-301.000-851.000	RADIO MAINTENANCE	ZBATTERY.COM	4 MOTOROLA RADIO BATTERIES FOR RADI	520804	09/08/22	179.80	
101-301.000-853.000	TELEPHONE, INTERNET, CABLE	COMCAST BUSINESS	POLICE DEPARTMENT AUGUST BILLING CY	080122-083122	08/17/22	327.33	
101-301.000-886.000	COMMUNITY POLICING	OFFICE DEPOT	PAPER PLATES, NAPKINS, CUPS STORAGE	257305032001	08/28/22	100.04	
101-301.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	CONSOLIDATED BILL 2022	080122-CONSOL.	09/06/22	445.91	

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GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL							
Dept 301.000 POLICE							
101-301.000-921.000	UTILITIES	SEMCO ENERGY GAS COMPA	AUGUST 2022 BILLING CYCLE	080122	08/31/22	33.02	
101-301.000-962.000	MISCELLANEOUS	HARVEY BURNETT	WATER AND ICE FOR PD FOR TOTHT EVENT	080922	08/22/22	65.10	
101-301.000-962.000	MISCELLANEOUS	RUBICON COMPUTERS	CYBER POWER SURGE PROTECTOR FOR PD	3173	09/11/22	89.95	
Total For Dept 301.000 POLICE						2,067.15	
Dept 336.000 FIRE DEPARTMENT							
101-336.000-768.000	UNIFORMS	JOHN POEHNER	REIMBURSEMENT FOR PURCHASE OF DUTY	081222	09/12/22	46.63	
101-336.000-851.000	RADIO MAINTENANCE	STATE OF MI - DEPT OF	6 800 MHZ RADIOS FROM COUNTY GRANT	22-000758	09/04/22	1,500.00	
101-336.000-853.000	TELEPHONE, INTERNET, CABLE	COMCAST BUSINESS	FIREDEPARTMENT INTERNET BILL	080322-090222	08/22/22	298.89	
101-336.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	AUGUST 2022 MOTHLY BILLING CYCLE -	080122	08/24/22	1.07	
101-336.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	CONSOLIDATED BILL 2022	080122-CONSOL.	09/06/22	219.27	
101-336.000-921.000	UTILITIES	SEMCO ENERGY GAS COMPA	AUGUST 2022 BILLING CYCLE	080122	08/31/22	21.43	
Total For Dept 336.000 FIRE DEPARTMENT						2,087.29	
Dept 371.001 BUILDING INSPECTOR							
101-371.001-921.000	UTILITIES	INDIANA MICHIGAN POWER	CONSOLIDATED BILL 2022	080122-CONSOL.	09/06/22	341.20	
Total For Dept 371.001 BUILDING INSPECTOR						341.20	
Dept 441.000 DEPARTMENT OF PUBLIC WORKS							
101-441.000-818.000	CONTRACTUAL	RMC PROPERTIES LLC	AUGUST 2022 LEASE PAYMENT	8	09/11/22	5,000.00	
101-441.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	AUGUST 2022 MOTHLY BILLING CYCLE -	080122	08/24/22	123.18	
101-441.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	CONSOLIDATED BILL 2022	080122-CONSOL.	09/06/22	157.60	
101-441.000-926.000	STREET LIGHTING	INDIANA MICHIGAN POWER	AUGUST 2022 MOTHLY BILLING CYCLE -	080122	08/24/22	2,433.82	
101-441.000-926.000	STREET LIGHTING	INDIANA MICHIGAN POWER	CONSOLIDATED BILL 2022	080122-CONSOL.	09/06/22	293.63	
Total For Dept 441.000 DEPARTMENT OF PUBLIC WORKS						8,008.23	
Total For Fund 101 GENERAL						75,806.30	
Fund 103 CAPITAL PROJECTS							
Dept 000.000							
103-000.000-401.032	CITY CIRCLE TRAILWAY	MCCOY CREEK TRAIL EXTE	CITY PLEDGED \$15,000/\$5,000 PER YEA	2	08/22/22	5,000.00	
Total For Dept 000.000						5,000.00	
Total For Fund 103 CAPITAL PROJECTS						5,000.00	
Fund 202 MAJOR STREETS							
Dept 474.000 TRAFFIC SERVICES - MAINTENANCE							
202-474.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	CONSOLIDATED BILL 2022	080122-CONSOL.	09/06/22	95.61	
Total For Dept 474.000 TRAFFIC SERVICES - MAINTEN.						95.61	
Total For Fund 202 MAJOR STREETS						95.61	
Fund 501 W & S MAINTENANCE & OPERATION							
Dept 590.000 SEWER MAINTENANCE & OPERATION							
501-590.000-756.000	MISCELLANEOUS SUPPLIES	THE UPS STORE	MERCURY SHIPPING	080322	09/03/22	28.63	
501-590.000-818.000	CONTRACTUAL	NORTH SHORE ANALYTICAL	SLUDGE MERCURY ANALYSIS	14028	09/04/22	150.00	
501-590.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	JULY 2022 BILLING CYCLE - WASTEWATE	081022	09/02/22	17,306.08	
501-590.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	AUGUST 2022 MOTHLY BILLING CYCLE -	080122	08/24/22	289.94	
501-590.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	CONSOLIDATED BILL 2022	080122-CONSOL.	09/06/22	531.74	
501-590.000-921.000	UTILITIES	SEMCO ENERGY GAS COMPA	AUGUST 2022 BILLING CYCLE	080122	08/31/22	419.02	
501-590.000-931.000	MAINTENANCE-BUILDINGS	GRAINGER PARTS	SIGNS	9406327537	09/09/22	22.04	
501-590.000-933.000	MAINTENANCE - EQUIPMENT	GRAINGER PARTS	PAPER TOWELS AND UV FUSES	9403949101	09/07/22	109.20	
501-590.000-933.000	MAINTENANCE - EQUIPMENT	UV DOCTOR LAMPS LLC	UV BULBS	15654	09/03/22	3,091.34	
501-590.000-936.000	SLUDGE REMOVAL	KLINK TRUCKING, INC.	SLUDGE DISPOSAL TRUCKING FEES	202207-0462	09/03/22	930.00	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 501 W & S MAINTENANCE & OPERATION							
Dept 590.000 SEWER MAINTENANCE & OPERATION							
501-590.000-938.000	MAINTENANCE - SYSTEM	AMERICAN PUMP REPAIR & SCHIRMER	LS ANNUAL TELEMETRY FEE	77996	09/03/22	280.00	
501-590.000-939.000	MAINTENANCE - VEHICLE	RIDGE NAPA AUTO PARTS	TRUCK OIL CHANGE SUPPLIES AND FILTE	671355	08/21/22	192.88	
Total For Dept 590.000 SEWER MAINTENANCE & OPERAT						23,350.87	
Dept 591.000 WATER MAINTENANCE & OPERATION							
501-591.000-853.000	TELEPHONE, INTERNET, CABLE	COMCAST BUSINESS	WATER DEPARTMENT INTERNET - AUGUST	080622-090522	08/22/22	126.85	
501-591.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	AUGUST 2022 MOTHLY BILLING CYCLE -	080122	08/24/22	2,829.55	
501-591.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	CONSOLIDATED BILL 2022	080122-CONSOL.	09/06/22	206.69	
501-591.000-921.000	UTILITIES	SEMCO ENERGY GAS COMPA	AUGUST 2022 BILLING CYCLE	080122	08/31/22	16.51	
501-591.000-938.000	MAINTENANCE - SYSTEM	FERGUSON WATERWORKS #1	FITTINGS AND PIPE FOR THE NEW WATER	0285109	08/10/22	1,105.46	
501-591.000-938.000	MAINTENANCE - SYSTEM	FERGUSON WATERWORKS #1	FITTINGS AND PIPES FOR THE NEW WATE	0285793	08/11/22	158.00	
501-591.000-938.000	MAINTENANCE - SYSTEM	FERGUSON WATERWORKS #1	FITTINGS AND PIPE FOR THE NEW WATER	0285793-1	08/12/22	79.00	
Total For Dept 591.000 WATER MAINTENANCE & OPERAT						4,522.06	
Total For Fund 501 W & S MAINTENANCE & OPERATION						27,872.93	

08/17/2022 03:31 PM  
User: CBAHAM  
DB: Buchanan

INVOICE GL DISTRIBUTION REPORT FOR CITY OF BUCHANAN  
EXP CHECK RUN DATES 08/22/2022 - 08/22/2022  
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OPEN

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund Totals:							
			Fund 101 GENERAL			75,806.30	
			Fund 103 CAPITAL PROJECTS			5,000.00	
			Fund 202 MAJOR STREETS			95.61	
			Fund 501 W & S MAINTENANCE & OPERATIO			27,872.93	
			Total For All Funds:			<u>108,774.84</u>	

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/17/2022	AP	AMERICAN PUMP REPAIR & SERVICE			
AP Trx #: 44964					
		MAINTENANCE - SYSTEM	501-590.000-938.000	280.00	
		Vnd: 0993 Invoice: 77996	501-000.000-202.000		280.00
		Expected Check Run: 08/22/2022			
				280.00	280.00
08/17/2022	AP	ASHLEY HANSON			
AP Trx #: 44965					
		PUBLIC RELATIONS	101-101.000-885.000	1,071.00	
		Vnd: 0562 Invoice: 081622	101-000.000-202.000		1,071.00
		Expected Check Run: 08/22/2022			
				1,071.00	1,071.00
08/17/2022	AP	BAR WATER YOUR LOCAL CULLIGAN			
AP Trx #: 44966					
		MISCELLANEOUS SUPPLIES	101-276.000-756.000	36.00	
		Vnd: 1789 Invoice: 7/29/22	101-000.000-202.000		36.00
		Expected Check Run: 08/22/2022			
				36.00	36.00
08/17/2022	AP	BERRIEN COUNTY TREASURER			
AP Trx #: 44967					
		CONTRACTUAL	101-301.000-818.000	198.00	
		Vnd: 0255 Invoice: 12420	101-000.000-202.000		198.00
		Expected Check Run: 08/22/2022			
				198.00	198.00
08/17/2022	AP	BEST ONE FLEET SERVICE			
AP Trx #: 44968					
		MAINTENANCE - VEHICLE	101-276.000-939.000	780.99	
		Vnd: 0953 Invoice: 4430003942	101-000.000-202.000		780.99
		Expected Check Run: 08/22/2022			
				780.99	780.99
08/17/2022	AP	BEST ONE FLEET SERVICE			
AP Trx #: 44969					
		MAINTENANCE - VEHICLE	101-276.000-939.000	245.99	
		Vnd: 0953 Invoice: 4430003213	101-000.000-202.000		245.99
		Expected Check Run: 08/22/2022			
				245.99	245.99



Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/17/2022	AP	BIG C LUMBER			
AP Trx #: 44970					
		MISCELLANEOUS SUPPLIES	101-276.000-756.000	367.00	
		Vnd: 0196 Invoice: 1652103	101-000.000-202.000		367.00
		Expected Check Run: 08/22/2022		367.00	367.00
08/17/2022	AP	BUCHANAN DISTRICT LIBRARY			
AP Trx #: 44971					
		MISCELLANEOUS	101-172.000-962.000	250.00	
		Vnd: 0240 Invoice: 2	101-000.000-202.000		250.00
		Expected Check Run: 08/22/2022		250.00	250.00
08/17/2022	AP	BUCHANAN FINE ARTS COUNCIL			
AP Trx #: 44972					
		PUBLIC RELATIONS	101-101.000-885.000	5,430.00	
		Vnd: 0219 Invoice: 100	101-000.000-202.000		5,430.00
		Expected Check Run: 08/22/2022		5,430.00	5,430.00
08/17/2022	AP	CENTURY 21			
AP Trx #: 44973					
		MISCELLANEOUS	101-265.000-962.000	60.00	
		Vnd: 2274 Invoice: 081022	101-000.000-202.000		60.00
		Expected Check Run: 08/22/2022		60.00	60.00
08/17/2022	AP	CINTAS CORPORATION			
AP Trx #: 44974					
		CONTRACTUAL	101-265.000-818.000	71.37	
		Vnd: 1272 Invoice: 4128394953	101-000.000-202.000		71.37
		Expected Check Run: 08/22/2022		71.37	71.37
06/30/2022	AP	CO-ALLIANCE LLP - BUCHANAN			
AP Trx #: 44975					
		GAS AND OIL	101-276.000-751.000	797.89	
		Vnd: 0366 Invoice: 766758	101-000.000-202.000		797.89
		Expected Check Run: 08/22/2022		797.89	797.89

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/17/2022	AP	COMCAST BUSINESS	<a href="#">Invoice: 080322-090222 Ref#: 24458 (FIREDEPARTMENT INTERNET BILL)</a>		
AP Trx #: 44976		TELEPHONE, INTERNET, CABLE	101-336.000-853.000	298.89	
		Vnd: 1722 Invoice: 080322-090222	101-000.000-202.000		298.89
		Expected Check Run: 08/22/2022		298.89	298.89
08/17/2022	AP	COMCAST BUSINESS	<a href="#">Invoice: 072522-082422 Ref#: 24460 (CITY CENTER INTERNET SERVICE)</a>		
AP Trx #: 44977		TELEPHONE, INTERNET, CABLE	101-265.000-853.000	239.58	
		Vnd: 1722 Invoice: 072522-082422	101-000.000-202.000		239.58
		Expected Check Run: 08/22/2022		239.58	239.58
08/17/2022	AP	COMCAST BUSINESS	<a href="#">Invoice: 080122-083122 Ref#: 24461 (POLICE DEPARTMENT AUGUST BILLING CYCL)</a>		
AP Trx #: 44978		TELEPHONE, INTERNET, CABLE	101-301.000-853.000	327.33	
		Vnd: 1722 Invoice: 080122-083122	101-000.000-202.000		327.33
		Expected Check Run: 08/22/2022		327.33	327.33
08/17/2022	AP	COMCAST BUSINESS	<a href="#">Invoice: 080622-090522 Ref#: 24462 (WATER DEPARTMENT INTERNET - AUGUST B)</a>		
AP Trx #: 44979		TELEPHONE, INTERNET, CABLE	501-591.000-853.000	126.85	
		Vnd: 1722 Invoice: 080622-090522	501-000.000-202.000		126.85
		Expected Check Run: 08/22/2022		126.85	126.85
08/17/2022	AP	COMCAST BUSINESS	<a href="#">Invoice: 081422-091322 Ref#: 24488 (CEMETERY INTERNET AUGUST BLLING CYCL)</a>		
AP Trx #: 44980		TELEPHONE, INTERNET, CABLE	101-276.000-853.000	305.45	
		Vnd: 1722 Invoice: 081422-091322	101-000.000-202.000		305.45
		Expected Check Run: 08/22/2022		305.45	305.45
08/17/2022	AP	DPM EVENTS	<a href="#">Invoice: 1251076 Ref#: 24463 (BUCHANAN COMMON CONCERT - 7/30/22)</a>		
AP Trx #: 44981		PUBLIC RELATIONS	101-101.000-885.000	1,865.00	
		Vnd: 0414 Invoice: 1251076	101-000.000-202.000		1,865.00
		Expected Check Run: 08/22/2022		1,865.00	1,865.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/17/2022	AP	EXEMPLAR IT SOLUTIONS			
AP Trx #: 44982					
			<a href="#">Invoice: 1050 Ref#: 24490 (INSTALLATION OF CAMERA FOR EVIDENCE ROOM)</a>		
		RADIO MAINTENANCE	101-301.000-851.000	360.00	
		Vnd: 2228 Invoice: 1050	101-000.000-202.000		360.00
		Expected Check Run: 08/22/2022		360.00	360.00
08/17/2022	AP	FERGUSON WATERWORKS #1934			
AP Trx #: 44983					
			<a href="#">Invoice: 0285109 Ref#: 24481 (FITTINGS AND PIPE FOR THE NEW WATER SERV)</a>		
		MAINTENANCE - SYSTEM	501-591.000-938.000	1,105.46	
		Vnd: 1536 Invoice: 0285109	501-000.000-202.000		1,105.46
		Expected Check Run: 08/22/2022		1,105.46	1,105.46
08/17/2022	AP	FERGUSON WATERWORKS #1934			
AP Trx #: 44984					
			<a href="#">Invoice: 0285793 Ref#: 24482 (FITTINGS AND PIPES FOR THE NEW WATER SER)</a>		
		MAINTENANCE - SYSTEM	501-591.000-938.000	158.00	
		Vnd: 1536 Invoice: 0285793	501-000.000-202.000		158.00
		Expected Check Run: 08/22/2022		158.00	158.00
08/17/2022	AP	FERGUSON WATERWORKS #1934			
AP Trx #: 44985					
			<a href="#">Invoice: 0285793-1 Ref#: 24483 (FITTINGS AND PIPE FOR THE NEW WATER SERV)</a>		
		MAINTENANCE - SYSTEM	501-591.000-938.000	79.00	
		Vnd: 1536 Invoice: 0285793-1	501-000.000-202.000		79.00
		Expected Check Run: 08/22/2022		79.00	79.00
08/17/2022	AP	GRAINGER PARTS			
AP Trx #: 44986					
			<a href="#">Invoice: 9406327537 Ref#: 24489 (SIGNS)</a>		
		MAINTENANCE-BUILDINGS	501-590.000-931.000	22.04	
		Vnd: 0115 Invoice: 9406327537	501-000.000-202.000		22.04
		Expected Check Run: 08/22/2022		22.04	22.04
08/17/2022	AP	GRAINGER PARTS			
AP Trx #: 44987					
			<a href="#">Invoice: 9403949101 Ref#: 24492 (PAPER TOWELS AND UV FUSES)</a>		
		MAINTENANCE - EQUIPMENT	501-590.000-933.000	109.20	
		Vnd: 0115 Invoice: 9403949101	501-000.000-202.000		109.20
		Expected Check Run: 08/22/2022		109.20	109.20

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/17/2022	AP	HARVEY BURNETT			
AP Trx #: 44988					
		MISCELLANEOUS	101-301.000-962.000	65.10	
		Vnd: 1872 Invoice: 080922	101-000.000-202.000		65.10
		Expected Check Run: 08/22/2022		65.10	65.10
08/17/2022	AP	INDIANA MICHIGAN POWER COMPANY			
AP Trx #: 44989					
		UTILITIES	501-590.000-921.000	17,306.08	
		Vnd: 0131 Invoice: 081022	501-000.000-202.000		17,306.08
		Expected Check Run: 08/22/2022		17,306.08	17,306.08
08/17/2022	AP	INDIANA MICHIGAN POWER COMPANY			
AP Trx #: 44990					
		UTILITIES	101-441.000-921.000	123.18	
		UTILITIES	101-336.000-921.000	1.07	
		UTILITIES	101-271.430-921.000	10.50	
		UTILITIES	101-269.000-921.000	112.19	
		UTILITIES	501-591.000-921.000	2,829.55	
		STREET LIGHTING	101-441.000-926.000	2,433.82	
		UTILITIES	501-590.000-921.000	289.94	
		UTILITIES	101-269.000-921.000	20.61	
		Vnd: 0131 Invoice: 080122	101-000.000-202.000		2,701.37
		Vnd: 0131 Invoice: 080122	501-000.000-202.000		3,119.49
		Expected Check Run: 08/22/2022		5,820.86	5,820.86
08/17/2022	AP	INDIANA MICHIGAN POWER COMPANY			
AP Trx #: 44991					
		STREET LIGHTING	101-441.000-926.000	293.63	
		UTILITIES	202-474.000-921.000	95.61	
		UTILITIES	501-590.000-921.000	531.74	
		UTILITIES	501-591.000-921.000	206.69	
		UTILITIES	101-336.000-921.000	219.27	
		UTILITIES	101-265.000-921.000	1,559.19	
		UTILITIES	101-301.000-921.000	445.91	
		UTILITIES	101-371.001-921.000	341.20	
		UTILITIES	101-441.000-921.000	157.60	
		Vnd: 0131 Invoice: 080122-CONSOL.	101-000.000-202.000		3,016.80
		Vnd: 0131 Invoice: 080122-CONSOL.	202-000.000-202.000		95.61
		Vnd: 0131 Invoice: 080122-CONSOL.	501-000.000-202.000		738.43
		Expected Check Run: 08/22/2022		3,850.84	3,850.84

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/17/2022	AP	JOHN POEHNER	Invoice: 081222 Ref#: 24485 (REIMBURSEMENT FOR PURCHASE OF DUTY SHORT)		
AP Trx #: 44992		UNIFORMS	101-336.000-768.000	46.63	
		Vnd: 1209 Invoice: 081222	101-000.000-202.000		46.63
		Expected Check Run: 08/22/2022		46.63	46.63
08/17/2022	AP	KLINK TRUCKING, INC.	Invoice: 202207-0462 Ref#: 24493 (SLUDGE DISPOSAL TRUCKING FEES)		
AP Trx #: 44993		SLUDGE REMOVAL	501-590.000-936.000	930.00	
		Vnd: 1279 Invoice: 202207-0462	501-000.000-202.000		930.00
		Expected Check Run: 08/22/2022		930.00	930.00
08/17/2022	AP	KRUGGEL LAWTON CPA	Invoice: 356713 Ref#: 24459 (PROGRESS BILL FOR ANNUAL AUDIT)		
AP Trx #: 44994		AUDIT	101-253.000-807.000	3,600.00	
		Vnd: 2145 Invoice: 356713	101-000.000-202.000		3,600.00
		Expected Check Run: 08/22/2022		3,600.00	3,600.00
08/17/2022	AP	M.A.A.C PROPERTY SERVICES	Invoice: 72456 Ref#: 24457 (VETERAN CIRCLE TREATMENT)		
AP Trx #: 44995		MAINTENANCE-GROUNDS	101-276.000-932.000	80.58	
		Vnd: 0324 Invoice: 72456	101-000.000-202.000		80.58
		Expected Check Run: 08/22/2022		80.58	80.58
08/17/2022	AP	M.A.A.C PROPERTY SERVICES	Invoice: 72348 Ref#: 24468 (REPLACE IRRIGATION TIMER IN VETERAN CIRC)		
AP Trx #: 44996		MAINTENANCE-GROUNDS	101-276.000-932.000	288.07	
		Vnd: 0324 Invoice: 72348	101-000.000-202.000		288.07
		Expected Check Run: 08/22/2022		288.07	288.07
08/17/2022	AP	MCCOY CREEK TRAIL EXTENSION	Invoice: 2 Ref#: 24499 (CITY PLEDGED \$15,000/\$5,000 PER YEAR/ 3)		
AP Trx #: 44997		CITY CIRCLE TRAILWAY	103-000.000-401.032	5,000.00	
		Vnd: 2199 Invoice: 2	103-000.000-202.000		5,000.00
		Expected Check Run: 08/22/2022		5,000.00	5,000.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/17/2022	AP	NORTH SHORE ANALYTICAL	Invoice: 14028 Ref#: 24495 (SLUDGE MERCURY ANALYSIS)		
AP Trx #: 44998		CONTRACTUAL	501-590.000-818.000	150.00	
		Vnd: 0258 Invoice: 14028	501-000.000-202.000		150.00
		Expected Check Run: 08/22/2022		150.00	150.00
08/17/2022	AP	OFFICE DEPOT	Invoice: 257305032001 Ref#: 24469 (PAPER PLATES, NAPKINS, CUPS STORAGE B)		
AP Trx #: 44999		COMMUNITY POLICING	101-301.000-886.000	100.04	
		Vnd: 0019 Invoice: 257305032001	101-000.000-202.000		100.04
		Expected Check Run: 08/22/2022		100.04	100.04
08/17/2022	AP	PREIN & NEWHOF	Invoice: 69146 Ref#: 24455 (ON-GOING DEVELOPMENT CONTRUCTION PLANS F)		
AP Trx #: 45000		CONTRACTUAL	101-265.000-818.000	45,643.05	
		Vnd: 1195 Invoice: 69146	101-000.000-202.000		45,643.05
		Expected Check Run: 08/22/2022		45,643.05	45,643.05
08/17/2022	AP	RIDGE NAPA AUTO PARTS	Invoice: 669260 Ref#: 24472 (ZERO TURN BATTERY)		
AP Trx #: 45001		MAINTENANCE - EQUIPMENT	101-276.000-933.000	59.84	
		Vnd: 0165 Invoice: 669260	101-000.000-202.000		59.84
		Expected Check Run: 08/22/2022		59.84	59.84
08/17/2022	AP	RIDGE NAPA AUTO PARTS	Invoice: 671355 Ref#: 24487 (TRUCK OIL CHANGE SUPPLIES AND FILTERS FO)		
AP Trx #: 45002		MAINTENANCE - VEHICLE	501-590.000-939.000	192.88	
		Vnd: 0165 Invoice: 671355	501-000.000-202.000		192.88
		Expected Check Run: 08/22/2022		192.88	192.88
08/17/2022	AP	RMC PROPERTIES LLC	Invoice: 8 Ref#: 24476 (AUGUST 2022 LEASE PAYMENT)		
AP Trx #: 45003		CONTRACTUAL	101-441.000-818.000	5,000.00	
		Vnd: 2153 Invoice: 8	101-000.000-202.000		5,000.00
		Expected Check Run: 08/22/2022		5,000.00	5,000.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/17/2022	AP	ROSE PEST SOLUTIONS	Invoice: 150564229 Ref#: 24465 (PEST CONTROL FOR PD)		
AP Trx #: 45004		CONTRACTUAL	101-301.000-818.000	73.00	
		Vnd: 0304 Invoice: 150564229	101-000.000-202.000		73.00
		Expected Check Run: 08/22/2022		73.00	73.00
08/17/2022	AP	RUBICON COMPUTERS	Invoice: 3173 Ref#: 24478 (CYBER POWER SURGE PROTECTOR FOR PD)		
AP Trx #: 45005		MISCELLANEOUS	101-301.000-962.000	89.95	
		Vnd: 0138 Invoice: 3173	101-000.000-202.000		89.95
		Expected Check Run: 08/22/2022		89.95	89.95
08/17/2022	AP	SEMCO ENERGY GAS COMPANY	Invoice: 080122 Ref#: 24500 (AUGUST 2022 BILLING CYCLE)		
AP Trx #: 45006		UTILITIES	101-301.000-921.000	33.02	
		UTILITIES	101-336.000-921.000	21.43	
		UTILITIES	101-265.000-921.000	69.19	
		UTILITIES	501-590.000-921.000	419.02	
		UTILITIES	101-269.000-921.000	25.33	
		UTILITIES	101-265.000-921.000	12.85	
		UTILITIES	501-591.000-921.000	16.51	
		Vnd: 0155 Invoice: 080122	101-000.000-202.000		161.82
		Vnd: 0155 Invoice: 080122	501-000.000-202.000		435.53
		Expected Check Run: 08/22/2022		597.35	597.35
08/17/2022	AP	SOUTHWESTERN SUPPLY	Invoice: 03/79629 Ref#: 24473 (3/8 HOSE AND SWIVEL FITTING)		
AP Trx #: 45007		MAINTENANCE - EQUIPMENT	101-276.000-933.000	40.60	
		Vnd: 1860 Invoice: 03/79629	101-000.000-202.000		40.60
		Expected Check Run: 08/22/2022		40.60	40.60
08/17/2022	AP	STAR UNIFORM	Invoice: 39203-1 Ref#: 24467 (1 BLACK LEEL 3 DUTY HOLSTER FOR PD)		
AP Trx #: 45008		UNIFORMS	101-301.000-768.000	195.00	
		Vnd: 1358 Invoice: 39203-1	101-000.000-202.000		195.00
		Expected Check Run: 08/22/2022		195.00	195.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/17/2022	AP	STATE OF MI - DEPT OF TECHNOLOGY			
AP Trx #: 45009					
		RADIO MAINTENANCE	101-336.000-851.000	1,500.00	
		Vnd: 2275 Invoice: 22-000758	101-000.000-202.000		1,500.00
		Expected Check Run: 08/22/2022			
				1,500.00	1,500.00
08/17/2022	AP	THE UPS STORE			
AP Trx #: 45010					
		MISCELLANEOUS SUPPLIES	501-590.000-756.000	28.63	
		Vnd: 0269 Invoice: 080322	501-000.000-202.000		28.63
		Expected Check Run: 08/22/2022			
				28.63	28.63
08/17/2022	AP	UV DOCTOR LAMPS LLC			
AP Trx #: 45011					
		MAINTENANCE - EQUIPMENT	501-590.000-933.000	3,091.34	
		Vnd: 1622 Invoice: 15654	501-000.000-202.000		3,091.34
		Expected Check Run: 08/22/2022			
				3,091.34	3,091.34
08/17/2022	AP	VITAL RECORDS CONTROL			
AP Trx #: 45012					
		CONTRACTUAL	101-265.000-818.000	260.16	
		Vnd: 0595 Invoice: 2758985	101-000.000-202.000		260.16
		Expected Check Run: 08/22/2022			
				260.16	260.16
08/17/2022	AP	ZBATTERY.COM			
AP Trx #: 45013					
		RADIO MAINTENANCE	101-301.000-851.000	179.80	
		Vnd: 2140 Invoice: 520804	101-000.000-202.000		179.80
		Expected Check Run: 08/22/2022			
				179.80	179.80
				108,774.84	108,774.84
Cash/Payable Account Totals:					
		ACCOUNTS PAYABLE	101-000.000-202.000		75,806.30
		ACCOUNTS PAYABLE	103-000.000-202.000		5,000.00
		ACCOUNTS PAYABLE	202-000.000-202.000		95.61
		ACCOUNTS PAYABLE	501-000.000-202.000		27,872.93
		TOTAL INCREASE IN PAYABLE:			108,774.84





**REGULAR MEETING OF THE BUCHANAN CITY COMMISSION**  
**MONDAY, AUGUST 08, 2022 – 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.*

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

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

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

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

**I. Call to Order**

Mayor Denison called the meeting to order at 7:00 P.M.

**II. Recognition**

- A. The Buchanan City Commission wishes to recognize and thank all of the individuals who served our community as election workers in the recent primary elections. Their service, led by our dedicated Clerk Kalla Langston, furthers our democracy and is greatly appreciated.
- B. The Buchanan City Commission wishes to recognize and thank all of the sponsors, volunteers, and City staff members who helped make the 2022 Thrill on the Hill an amazing success--along with special recognition being given to Affordable Asphalt Paving and DPM Events--without whom the Thrill on the Hill could not have taken place. The efforts of all of these generous individuals help make Buchanan such a wonderful place to live, and their hard work is greatly appreciated.

**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 Cameron Downey, Commissioner Larry Money, Commissioner Patrick Swem

City Staff: City Manager, Heather Grace; City Clerk, Kalla Langston; City Treasurer, Deborah Perez; Community Development Director, Rich Murphy; Director of Public Services, Mike Baker; Director of Public Safety, Tim Ganus; Chief of Police Harvey Burnett.

**V. Approve Agenda**

*Motion made by Swem, supported by Money to amend the agenda to reflect that it would be consider the legally required tax disbursements and tabling the remainder of the bill run. Roll call vote carries unanimously.*

*Motion made by Weedon, supported by Downey to approve the amended agenda. Roll call vote carries unanimously.*

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

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

**A. Consider approving expenditures for August 8th, 2022 in the amount of \$470,847.46**

**B. July 25, 2022 City Commission Minutes**- Consider approving Regular Meeting Minutes from - 7/25/2022.

*Motion made by Swem, supported by Money to approve the Consent Agenda as amended. Roll call vote carries unanimously.*

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

**A. SMCAS Director Brian Scribner - Resolution Request** - Consider approving Resolution # 2022.08/424- A Special Assessment District for emergency medical services through Southwestern Michigan Community Ambulance Service, filing of Special Assessment District Notice of Public Hearing. The scheduled of said Public Hearing will be on August 22, 2022, at 7:00 P.M.

Commission wanted to know what happens if the city chooses not to pass the Special Assessment. There are 6 municipalities that are owners, what the bylaws say is that it does not matter what way they come up with money. But the municipalities are required to pay their portion of the subsidy to cover the ambulance service.

Commission would like more of an in-depth financial look at SMCAS. Scribner will be sending the Commission via email any reports they would like to see, as well as sit down with them to explain and answer questions they may have.

Swem curious about the length of the Special Assessment and how the other municipality's what the reaction of the other owners with the this much of increase. If they chose to do 1 year and then circle back around to have more time with the Special Assessment.

*Motion made by Weedon, supported by Downey to approve Resolution 2022.08/424 as presented. Roll call vote carries unanimously.*

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

**A. Clerk Report**- City Clerk, Kalla Langston will give a brief update on the August 2, 2022, Primary Election

Langston updated the Commission on how the election went. With voter turnout at 14.47%, Dial-A-Ride milage passed at 349- yes 153-no. City had 13 new election workers out of 22, a lot of new faces that did an excellent job.

**B. Finance Department Report**- An update will be given on City financials.

Perez gave the commission an expenditure report. Admin dues are a little higher than last year since they were not collected in the previous year. Some of the expenditures are still needing to be recognized.

Downey asked about the Audit, Grace was able to inform the commission that Kuggle Law is doing the Audit with Plante Moran doing the Audit prep.

**C. Public Services Report**- An update will be provided by Director Baker regarding Third Street, the new DPW building construction, repairs to sinkholes, and the Thrill on the Hill.

Baker is still waiting on an update for 3<sup>rd</sup> Street. Selge was able to cold patch the sink holes before Thrill on the Hill. Baker wishes he could have been involved a little more but with Thrill on the Hill

he was unable to be more involved with the sink holes. Baker is worried about the intersection 3<sup>rd</sup> and Short, more than likely it will need to be shut down. Denison had spoken with Selge about maybe a different temporary fix for the time being.

The DPW building was held up because of the contracts. But Bergman Group is working on the drawings now.

**D. Public Safety Report-** Chief Harvey Burnett will provide an update reporting on another successful 'National Night Out.'

Chief Burnett introduced the newest officer to the city, Angela Baggett. She comes from the Berrien County Sheriffs Department and is doing an outstanding job.

National Night Out was a success, with about 275 people there. Scarecrow charities gave 2 donations: 200.00 check for national night out as well as 500.00 for shop with a cop program. All the businesses that donated. Made it a very successful event, with numerous departments joining together with the residents. Denison complimented Burnett on a successful event.

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

**1) Consider Approval of Adult Use Class C Grow Permit at 448 Post Rd. for Redbud Roots.**

*Motion made by Downey, supported by Swem to approve the Adult Use Class C Grow Permit at 448 Post Rd. for Redbud Roots. Roll call vote carried unanimously.*

**2) Consider Approval of Legal Description Resolutions for OPRA Exemption Certificates for Hometown Video and Stark School.**

*a) Resolution #2022.08/425 OPRA for Hometown Video*

*Motion made by Money, supported by Weedon to approve Resolution 2022.08/425 for Hometown Video with attachments. Roll call vote: Yes: Weedon, Denison, Money, Downey*

*Abstain: Swem for business interest.*

*b) Resolution #2022.08/426 OPRA for Stark School*

*Motion made by Swem, supported by Downey to approve Resolution #2022.08/426 for Stark School with attachments. Roll call vote carried unanimously.*

**3) Consider Approval of Resolution #2022.08/427 Approval of Outdoor Service Area on Municipal Property for Buchanan Craft LLC at 101-103 Days Avenue, Buchanan, Michigan**

*Motion made by Swem, supported by Money to approve Resolution 2022.08/427 approve the Outdoor Service Area on Municipal Property for Buchanan Craft LLC at 101-103 Days Ave. Roll call vote carries unanimously.*

**X. Unfinished Business**

**XI. New Business**

**A. Historic Preservation Society Request RE Old Feed Mill** - The Historic Preservation Society is requesting the sign on the Old Feed Mill prior to demolition of the structure.

*Motion made by Money, supported by Weedon to approve the requests of the Historic Preservations Society and to authorize the City Manager to oversee the transition of historical items from the Old Feed Mill Site. Roll call vote carries unanimously.*

**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**

Channel 17 is operational and airing video and general slide show. We will continue to produce more video content now that we have that option. We're hoping that it grows into something people will tune into watching. Additionally, thanked Langston for her job with the election, elections are a huge undertaking, and she did a tremendous job. Our entire staff from DPW, to our bookkeeper and Britni working 15-to-20-hour days for Thrill on Hill. And to our volunteers that stepped up to help with Thrill, it can't be overstated on how wonderful this community is. And the hundred of smiling faces make it all worth it.

**B. Commissioner Comments**

Weedon; Impressed with such a young staff to pull of something so grand with Thrill on the Hill. New placement, new items, new vendors, everything new. Police took it to next level and kept everyone happy. It was impressive you guys took it from a really good event to making it even better. Thank you to everyone involved.

Swem: Thank you to the election working team and Thrill on the Hill team. Really impressed with the turn out on for the premeeting downtown reconstruction project. We got to take it in with the residents, since most of us haven't seen it. Pretty positive feedback, keep up the great work with that. Welcomed Officer Baggett. Curious about the RFP for the Demo and when we are going to start that.

Downey: No Comment

Money: Thanked everyone involved with Thrill on the Hill, from City Hall to Baker and his crew, Ganus and Burnett for everything they did. It was a huge success. Langston you ran a great election. Great job on National Night Out.

**C. Mayor Comments**

Denison would like the change the name of Channel 17 to the Norma Ferris channel. We appreciate you Norma, thank you for bugging comcast. Langston you really did do a great job at the election, I am very proud to have you as our city clerk. Thrill on the Hill was so thought out and well laid out, it was so different then years prior, it was phenomenal. National Night Out is a great night, its so great to see the kids interacting with the police and fire. The downtown reconstruction meeting was great to see so many people involved and looking forward to many more meetings with that. Denison asked Grace about her goals, she suggested that we do it in a special meeting or can put on the next agenda.

**XV. Adjourn**

Motion made by Weedon, supported by Money to Adjourn the meeting at 8:17 P.M. Roll call vote carries unanimously.

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Kalla Langston, City Clerk

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Mayor Sean Denison

## SCHOOL RESOURCE OFFICER AGREEMENT

This Agreement made this \_\_\_\_ day of \_\_\_\_\_, 2022 between the City of Buchanan Police Department (City) and the Buchanan Area School District (School District).

**Whereas** the School District desires to enter into an agreement with City, for a School Resource Officer (SRO) from the Buchanan City Police Department, to be assigned to Buchanan Area Schools, to include Ottawa Elementary, Moccasin Elementary, Buchanan Middle and High Schools.

**NOW THEREFORE**, in consideration of the promises, covenants and conditions hereinafter contained, IT IS HEREBY AGREED by and between the parties hereto as follows:

1. The School District, consistent with the applicable law, shall pay the City 20% (twenty percent) of funding for the officer assigned as SRO, in connection with the SRO from the City, on the property and facilities of the School District for the entire year.
2. Commencing on the \_\_\_\_ day of \_\_\_\_\_ 2022, and continuing indefinitely, unless terminated as outlined in Paragraph 8, the School District and City agree to provide the equivalent of one (1) full-time Police Officer with appropriate experience and training to serve as a School Resource Officer in and around the Buchanan School District.
3. For the performance of the foregoing described services, the School District agrees to pay the amount set forth in Paragraph 1, payable as mutually agreed upon by the City and the School District.
4. Any Officer assigned to provide police protection in or around the School District pursuant to the terms of this agreement, shall concentrate his or her efforts in or around the school District and shall not be utilized by the City outside of said area, except in cases of general public emergencies, civil disturbances, or priority dispatches, or general inter-municipal cooperation in a search and apprehension in a general inter-municipal cooperative law enforcement effort. The SRO will work on developing relationships with students, teachers, administrators, parents, and other local community members.
5. The SRO assigned to work at the School District will enforce applicable State Laws. Any Officer assigned to provide police protection pursuant to this agreement shall not be utilized by the City and/or the School District for functions or duties other than those related to the police protection described in the agreement.
6. The Resource Officer shall be directly accountable to the City in connection with the performance of law enforcement duties of this agreement. The School District shall be involved in the selection process of the officer who is selected to serve as the School Resource Officer; however, the City shall make the final determination as to who serves as the School Resource Officer.
7. The School District agrees to indemnify and hold harmless the City, if sued for actions or inactions of the City and/or Officer assigned pursuant to this agreement that occur during the performance of duties related to this agreement.

8. This agreement can be terminated by the School District or City for any reason, with a ninety (90) day notice, in writing, to the other party. No costs or termination fees will be associated or incurred due to the termination of this contract and no party will be required to pay restitution for any losses claimed for the termination of the contract, so long as the ninety (90) day notice requirement is met.
9. Neither party may assign this agreement or its rights, duties, or obligations under this agreement without the other party's prior written consent.

10. Miscellaneous

- a. Any notice or other communication required or desired to be given under this agreement shall be deemed effectively given when personally delivered or mailed to the addresses of the signatories listed below.
- b. This agreement may not be modified or amended except in writing signed by the parties. It shall not be affected by any course of dealing. The captions are for reference only and shall not affect its interpretation. The recitals are an integral part of the agreement.
- c. The parties represent, warrant and agree that they have had the opportunity to receive independent legal advice from their attorneys with respect to the advisability of entering into this agreement and are signing this agreement after having been fully advised as to its effect. This agreement shall be construed as if mutually drafted.
- d. This agreement shall be governed by the laws of the state of Michigan. To the extent permitted by law, the jurisdiction and venue for any action brought pursuant to, arising from, or enforce any provision of this agreement shall be solely in the state courts in Berrien County, Michigan.

**IN WITNESS WHEREOF**, the parties hereto have executed this agreement the day and date first above written.

**BUCHANAN AREA SCHOOLS**

**ATTEST:**

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Patricia Robinson, Superintendent  
Buchanan Area Schools

\_\_\_\_\_  
Kelly Lesch, Secretary  
Buchanan School Board

**CITY OF BUCHANAN**

**ATTEST:**

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Sean Denison, Mayor  
City of Buchanan

\_\_\_\_\_  
Heather Grace, City Manager  
City of Buchanan

## SCHOOL RESOURCE OFFICER (SRO) PROPOSAL

### ANNUAL COST OF NEW OFFICER

The total annual cost of a New Officer (including benefits):

**\$ 70,387.20**

New Officer – Annual Wage: \$49,510

Hourly Rate = \$23.80

Fringe Benefits – 80% City Cost Annually

#### Single Rate

- Medical - \$5,618.88 Annually
- Dental- \$306.05 Annually
- Vision - \$64.90 Annually
- MERS – 5% of monthly gross pay – Annually \$2,475.50 (Rough Estimate)
- Life - \$144 Annually

**Loaded Wage would be \$27.94**

#### Married Rate

- Medical - \$31,485.31 Annually
- Dental - \$574.37 Annually
- Vision - \$123.36 Annually
- MERS – 5% of monthly gross pay - Annually \$2,475.50 (Rough Estimate)
- Life - \$144 Annually

**Loaded Hourly Wage would be \$31.88**

#### Family Rate

- Medical - \$16,856.64
- Dental – \$1,220.06
- Vision - \$190.75
- MERS- 5% of monthly gross pay - Annually \$2,475.50 (Rough Estimate)
- Life -\$144 Annually

**Loaded Wage would be \$33.84**



CITY OF \_\_\_\_\_

**SPECIAL ASSESSMENT DISTRICT FOR EMERGENCY MEDICAL SERVICES  
THROUGH SOUTHWESTERN MICHIGAN COMMUNITY AMBULANCE SERVICE,  
DISTRICT NO. 1**

**RESOLUTION NO. 2022.08/429  
CONFIRMATION OF SPECIAL ASSESSMENT ROLL**

At a regular meeting of the City Council of the City of \_\_\_\_\_, held on  
the \_\_\_\_\_ day of \_\_\_\_\_, 2022, at \_\_\_\_\_ p.m.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_  
\_\_\_\_\_

The following Resolution was offered by \_\_\_\_\_ and  
seconded by \_\_\_\_\_.

WHEREAS, pursuant to Act 368 of 1978, as amended by Act 179 of 1990 (MCL  
333.20948), a combination of local governmental units may operate an ambulance authority and  
defray, in whole or part, the cost of ambulance service by special assessment, with such special  
assessments conforming as nearly as possible to the procedure set forth in section 1 of Act 33 of  
1951; and

WHEREAS, Act 33 of 1951 provides that all proceedings related to special assessments  
shall conform as nearly as practicable to Act 188 of 1954; and

WHEREAS, pursuant to Act 368 of 1978, as well as the Urban Cooperation Act, Act 7 of  
1967, the City and other local governmental units have formed the Southwestern Michigan  
Community Ambulance Service (“SMCAS”), which provides ambulance services to the member  
municipalities and certain other municipalities pursuant to contracts (“Services”); and

WHEREAS, the costs of maintaining and operating SMCAS are shared by the local governmental units who are members of SMCAS, including the City, pursuant to the Articles of Incorporation of SMCAS; and

WHEREAS, the City wishes to defray its share of the cost of maintaining and operating SMCAS (“SMCAS Costs”) by establishing a special assessment district pursuant to Act 368 of 1978, as amended by Act 179 of 1990; and

WHEREAS, following a properly noticed public hearing on \_\_\_\_\_, 2022, the City Council adopted a resolution on \_\_\_\_\_, 2022, to determine the “Special Assessment District for Emergency Medical Services Through Southwestern Michigan Community Ambulance Service, District No. 1” (the “District”) and directed the City Assessor to prepare a Special Assessment Roll for the District; and

WHEREAS, the City Assessor has made and certified a special assessment roll for the parcels located in the District and has reported the special assessment roll to the City Council; and

WHEREAS, after giving proper notice, the City Council held a public hearing on \_\_\_\_\_, 2022, to consider the proposed special assessment roll for the District and objections thereto; and

WHEREAS, after hearing all persons interested therein, giving due consideration to all written objections to said special assessment roll filed with the City Clerk and after reviewing said special assessment roll, the City Council deems said special assessment roll to be fair, just and equitable, and that each of the assessments contained therein is proportionate to the benefits to be derived by the parcel of land assessed.

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. The special assessment roll prepared by the City Assessor, and reported to the City Council, and in the form attached as **Exhibit A**, is hereby confirmed and shall be known and designated for the District as Special Assessment Roll No. 1 (the “Roll”).

2. The City Clerk shall endorse on the Roll the date of this meeting as the date of confirmation of said Roll.

3. Each annual assessment pursuant to the Roll shall be levied on December 1 and shall be due and payable in February of the following year, in the same manner as general property taxes. The first assessment shall be levied on December 1, 2022.

4. If an annual assessment is not paid when due, then the assessment shall be considered to be delinquent and there shall be collected a penalty at the rate of one percent (1%) for each month or fraction of a month, that the assessment remains unpaid before being reported to the City Council for reassessment upon the City tax roll.

5. All special assessments contained in the Roll shall, from the date of confirmation of the Roll, constitute a lien upon the respective parcels of land assessed. Such lien shall be of the same character and effect as the lien created for City taxes and shall include accrued penalties.

6. The special assessments made in the Roll are hereby ordered and directed to be collected and the City Clerk shall deliver the Roll to the City Treasurer with her warrant attached thereto, which said warrant shall command the City Treasurer to collect the special assessments in the Roll in accordance with the direction of the City Council in respect thereto and which warrant shall further require the City Treasurer to include as a delinquent tax any unpaid special assessment which is delinquent on the last day of February, and the delinquent taxes returned to the County Treasurer the next day pursuant to Section 55 of the General Property Tax Act, MCL 211.55. The form of said warrant is attached as **Exhibit B**.

7. Upon receiving the Roll and warrant, the City Treasurer shall proceed to collect the several amounts assessed therein as the same shall become due.

8. The City Clerk shall, as soon as possible but in no event more than seven (7) days after confirmation of the Roll, send notice of special assessment, in the form attached as **Exhibit C**, to the person responsible for payment of the ad valorem property taxes on, the record owner of, or party in interest in, each parcel of land assessed, at the address shown for such persons upon the last City tax assessment roll for ad valorem tax purposes which was reviewed by the City Council of Review, subject to any subsequent changes in the names and addresses of the owners or parties listed thereon.

9. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution shall be and the same are hereby rescinded.

ADOPTED:

YEAS: \_\_\_\_\_

NAYS: \_\_\_\_\_

STATE OF MICHIGAN )  
 )  
COUNTY OF \_\_\_\_\_ )

I, the undersigned, the duly qualified and acting City Clerk of the City of \_\_\_\_\_, \_\_\_\_\_ County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the City Council of said City at a regular meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
\_\_\_\_\_, City Clerk

**EXHIBIT A**  
**SPECIAL ASSESSMENT ROLL**

**See attached.**

**EXHIBIT B**  
**WARRANT OF CITY CLERK**

I, \_\_\_\_\_, the City Clerk of the City of \_\_\_\_\_,  
\_\_\_\_\_ County, Michigan, hereby direct and command you, \_\_\_\_\_, City  
Treasurer, to collect the assessments set forth on the attached Special Assessment Roll for the  
Special Assessment District for Emergency Medical Services Through Southwestern Michigan  
Community Ambulance Service, District No. 1, in accordance with the directions of the City  
Council with respect thereto set forth in a Resolution adopted by the City Council on  
\_\_\_\_\_, 2022, confirming such special assessment roll of the City. In particular, you shall  
include as a delinquent tax any unpaid special assessment which is delinquent on the last day of  
February, and the delinquent taxes returned to the County Treasurer the next day, pursuant to  
Section 55 of the General Property Tax Act, MCL 211.55.

**EXHIBIT C**

**NOTICE OF SPECIAL ASSESSMENT**

TO ALL PROPERTY OWNERS OR PARTIES IN INTEREST in the Special Assessment District for Emergency Medical Services Through Southwestern Michigan Community Ambulance Service, District No. 1 (“District”):

Following the \_\_\_\_\_, 2022 public hearing to consider the special assessment roll, the City Council confirmed the special assessment roll for the District on \_\_\_\_\_, 2022.

A PROPERTY OWNER OR ANY PERSON HAVING ANY INTEREST IN THE REAL PROPERTY ASSESSED ON THE SPECIAL ASSESSMENT ROLL CONFIRMED BY THE CITY COUNCIL ON \_\_\_\_\_, 2022, MAY FILE A WRITTEN APPEAL OF THE SPECIAL ASSESSMENT WITH THE MICHIGAN TAX TRIBUNAL WITHIN **30 DAYS** AFTER CONFIRMATION OF THE SPECIAL ASSESSMENT ROLL, IF THE SPECIAL ASSESSMENT WAS PROTESTED AT THE HEARING ON THE CONFIRMATION OF THE SPECIAL ASSESSMENT ROLL.

Your assessment shall be based on the year of the assessment in the amounts as follows:

2022	\$30.00
2023	\$35.00
2024	\$40.00
2025	\$45.00
2026	\$50.00

- For each commercial parcel, industrial parcel, and agricultural parcel, the assessment is per year for five (5) years.
- For each single-family dwelling, the assessment is per year for five (5) years.
- For multiple-family dwellings, apartments, condominiums, townhouses, the assessment is per year **per unit** for five (5) years.
- For mobile home or manufactured housing communities, the assessment per year **per pad** for five (5) years.

CITY OF \_\_\_\_\_

## CROSSING GUARD SERVICE AGREEMENT

**AGREEMENT** made August 22, 2022, between the **BUCHANAN COMMUNITY SCHOOLS**, a public corporation, with its principal place of business at 401 W. Chicago Street, Buchanan, Michigan 49107, hereinafter called "School", and the **CITY OF BUCHANAN**, a Municipal Corporation of the County of Berrien, of 302 Redbud Trail North, Buchanan, Michigan 49107, hereinafter called "City".

**WHEREAS**, School is a duly organized and existing school district providing public education to students residing in City and its surrounding Townships; and

**WHEREAS**, Section 613c (MCL 257.613c) places the responsibility of school crossing guards on the local law enforcement agency having jurisdiction of the crossing; and

**WHEREAS**, School has agreed to assist in the funding of the school crossing guard expense under the terms and conditions of this agreement.

**NOW, THEREFORE, THE PARTIES AGREE:**

1. **Payments by School.** In consideration of the City implementing, training, equipping, and supervising school crossing guards within its corporate limits, School agrees to pay the City the following:
  - (a) One-half of the direct wage or payroll costs of the crossing guard personnel; and
  - (b) Such other expenses as the Board of Education may approve from time to time.
2. **Warranty by City.** The City shall comply with the requirements set forth in 1949 PA 300, MCL 257.613b and 257.613c as amended. City shall assume full responsibility for the hiring, supervision and discipline of all crossing guard personnel.
3. **School Crossing Stations.** The parties acknowledge that the following school crossings are currently being maintained in the City:
  - (a) Intersection of Fourth Street and Moccasin Avenue;
  - (b) Intersection of Fulton Street and North Red Bud Trail;
  - (c) Intersection of Theoda Court and Front Street;
  - (d) Intersection of Ottawa Street and Front Street;
  - (e) Intersection of Fifth Street and Moccasin Avenue;
  - (f) Intersection of Main Street and Fifth Street;
  - (g) Intersection of Chippewa Street and Front Street;
  - (h) Intersection of Smith Street and South Red Bud Trail;
  - (i) Intersection of Main Street & Moccasin Avenue



The City Manager, Chief of Police and the School Business Manager shall meet annually during the month of July to review the crossing guard locations. There shall be no modification of the crossing locations without the mutual consent of the parties. Schedules for services shall be based on the school calendar and shall be furnished to City not later than August 15<sup>th</sup> of each year hereafter by the Business Manager of the School.

**4. Termination by School.** School may cancel this Agreement upon written notice to City given on or before the beginning of the City’s fiscal year. In the event that the School shall terminate this agreement after the beginning of the City’s fiscal year, School shall pay to City the salary expense for the balance of the fiscal year plus any other expenses approved by the Board of Education. Thereafter, the crossing guards shall be the sole responsibility of City.

**5. Assignment.** This Agreement shall not be assigned or transferred.

**IN WITNESS WHEREOF,** the parties have hereunto set their hands and seals the day and year first above written.

**BUCHANAN COMMUNITY SCHOOLS**

**CITY OF BUCHANAN**

**BY:** \_\_\_\_\_

**BY:** \_\_\_\_\_

**Its:** Board President –

**Its:** Mayor- Sean Denison

**Attest:** \_\_\_\_\_

**Attest:** \_\_\_\_\_

**Its:** Board Secretary –

**Its:** City Clerk – Kalla Langston

This is a letter of agreement between the City of Buchanan and the Buchanan Community School referencing the rate of pay for a Crossing Guard.

**Therefore, the parties agree:**

- 1. As of August, 2022, the rate of pay for a Crossing Guard shall be \$9.87 per hour. This rate of pay shall not change in the 22-23 school year unless the minimum wage increases in 2022.
- 2. If minimum wage increases above \$9.87 per hour, both parties agree that all Crossing Guards shall be compensated the new minimum wage rate for the rest of the school year.

**BUCHANAN COMMUNITY SCHOOLS**

**BY:** \_\_\_\_\_

**Its:** Board President –

**Attest:** \_\_\_\_\_

**Its:** Board Secretary –

**CITY OF BUCHANAN**

**BY:** \_\_\_\_\_

**Its:** Mayor-Sean Denison

**Attest:** \_\_\_\_\_

**Its:** City Clerk – Kalla Langston

**Kalla Langston**

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**From:** Richard Murphy  
**Sent:** Tuesday, August 16, 2022 3:02 PM  
**To:** Kalla Langston  
**Cc:** Heather Grace  
**Subject:** FW: NICEST PLACE IN AMERICA TOUR 2023

Kalla,

Please place this on Aug 22 commission agenda:

Consideration of sponsorship of Van Dyke Revue’s 2023 Nicest Place in America Tour

Please include this email and my next email in packet for commissioners.

Thank you!  
RICH

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**From:** Dave Van dyke <vandykerevueband@yahoo.com>  
**Sent:** Tuesday, August 16, 2022 2:48 PM  
**To:** Richard Murphy <rmurphy@cityofbuchanan.com>  
**Subject:** NICEST PLACE IN AMERICA TOUR 2023

**VAN DYKE REVUE’S**

**NICEST PLACE IN AMERICA TOUR 2023**



Dear City of Buchanan,

I am delighted to invite you to participate in the Van Dyke Revue’s 2023 Nicest Place in America Tour, throughout Michigan, Indiana and Illinois in June and July of 2023. As you probably heard, in 2020 Buchanan was named “Nicest Place in America” by Reader’s Digest magazine. I wrote and submitted the essay detailing Buchanan’s efforts to honor our veterans and the march for unity after the death of George Floyd.

When author Mitch Albom revealed Buchanan as America’s Nicest Place on NBC’s Today Show, multiple media outlets covered the story. Reporters from the British Broadcasting System (BBC) flew in to see our great town and record an appearance by my band, The Van Dyke Revue.

I was inspired to compose and record an album, featuring a song about Buchanan called “Small Town Come on Home to Me.” We premiered the album last fall at the Tin Shop Theater to positive reviews from The Herald Palladium, The South Bend Tribune and The Buchanan Chronicle.


The Van Dyke Revue has incorporated songs from the album and the story of Buchanan’s Nicest Place designation into our stage show. At this writing, we’ve secured tentative 2023 performances in Bridgman, South Bend, Mishawaka, Niles, Hartford, New Buffalo, Plainwell, New Carlisle, Saugatuck, Battle Creek and St. Joseph. We have also received inquiries from Ludington, Fennville, Muskegon, Cedar Springs, Walker, Hickory Corners, Kalamazoo, Grand Rapids and White Pigeon. I have attached a list of sponsorship opportunities with a video and ask that you peruse them at your convenience. Thank you very much for your time and consideration.

Sincerely,


Dr. John D. Van Dyke  
[www.vandykerevue.org](http://www.vandykerevue.org)  
 574 220 (VAND) 8263

## SPONSORSHIP OPPORTUNITIES


**BAND LEVEL:** \$5000 (one available)

 Includes: 1) Black branded acoustic guitar autographed by VDR. 2) On stage appearance by sponsor during performance. 3) 100 personalized guitar picks. 4) Sponsor name and website on 25 full color 11” x 17” VDR posters sent to the venue one month prior to performance. 5) Sponsor name and website on tour brochure. 6) Sponsor name and logo on Nicest Place in America Tour T-shirts. 7) Four VIP Backstage Passes for any 2023 VDR Tour Show. 8) 25 tour T-shirts. 9) Letter of acknowledgement and gratitude on VDR letterhead.

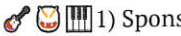
**DRUM RISER LEVEL:** \$3500 (two available)

 Includes: 1) Sponsor name and website above vertical 84.3” x 33.7” VDR Nicest Place in America Tour Stage Banner. 2) Squire Fender branded acoustic guitar autographed by VDR. 3) Shout out from the stage. 4) Recognition via factsheet submitted to the media. 5) Sponsor name and website on 10 full color 11” x 17” VDR posters sent to the venue one month prior to performance. 6) Sponsor name and website on tour brochure. 7) Sponsor name and logo on Nicest Place in America Tour T-shirts. 8) Two VIP Backstage Passes for any 2023 VDR Tour Show. 9) 15 tour T-shirts. 10) Letter of acknowledgement and gratitude on VDR letterhead.


**ROADIE LEVEL:** \$2,000 (three available)

 1) Sponsor name and website on 2023 VDR Van Banner. 2) Recognition via fact sheet submitted to media. 3) Sponsor name and website on three full color 11” x 17” VDR posters sent to the venue one month prior to performance. 4) Sponsor name and logo on tour brochure. 5) Sponsor name and logo on Nicest Place in America Tour T-shirts. 6) 10 tour t-shirts. 7) Letter of acknowledgement and gratitude on VDR letterhead.

**MIC TECH LEVEL:** \$750 (five available)

 1) Sponsor name and website on one full color 11” x 17” VDR poster sent to the venue one month prior to performance. 2) Sponsor name and website on tour brochure. 3) Sponsor name and logo on Nicest Place in America Tour T-shirts. 4) Sponsor name and website on 250 2.63” x 2.63” QR code cards. 5) Five tour T-shirts. 6) Sponsor name on Nicest Place in America Tour 3” x 11” bumper stickers. 7) Letter of acknowledgement and gratitude on VDR letterhead.

**MIC STAND LEVEL :** \$250 (unlimited availability)

 1) Sponsor name and website on tour brochure. 2) Sponsor name and logo on Nicest Place in America Tour T-shirts. 3) Three tour T-shirts. 4) Letter of acknowledgement and gratitude on VDR letterhead.

**MIC CORD LEVEL:** \$150 (unlimited availability)

- 1) Sponsor name and website on tour brochure.
- 2) Sponsor name and logo on Nicest Place in America Tour T-shirts.
- 3) One tour T-shirt.
- 4) Letter of acknowledgement and gratitude on VDR letterhead.

**GUITAR PICK LEVEL:** \$100 (unlimited availability)

- 1) Sponsor name and website on tour brochure.
- 2) One tour T-shirt.
- 3) Letter of acknowledgement and gratitude on VDR letterhead.



## Kalla Langston

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**From:** Richard Murphy  
**Sent:** Tuesday, August 16, 2022 3:03 PM  
**To:** Kalla Langston  
**Cc:** Heather Grace  
**Subject:** FW: Van Dyke Revue: Nicest Place in America Concert 2023

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**From:** Dave Van dyke <vandykerevueband@yahoo.com>  
**Sent:** Thursday, July 28, 2022 9:32 AM  
**To:** Richard Murphy <rmurphy@cityofbuchanan.com>; Heather Grace <hgrace@cityofbuchanan.com>  
**Subject:** Van Dyke Revue: Nicest Place in America Concert 2023

Hello Heather & Richard, I dropped off the hard copy of this sponsorship letter yesterday. I've linked the videos for sponsorship and appearances. We appear every year in Bridgman, Baroda, Niles, Mishawaka, Michigan City, St. Joe and South Bend. Since this last weekend, I've been sending the "2023 Nicest Place" Concert clip video and story to every community concert venue listed here: <https://localspins.com/free-outdoor-community-concerts-2022/> I've already received inquires from Allendale, White Pigeon, Portage, Muskegon, Walker and Plainwell about performing at those venues next year. Would you please call me to discuss partnering with this? Thank you - Dave Van Dyke 574 220 8263

*Dear Patron, I am delighted to invite you to participate in the Van Dyke Revue's **2023 Nicest Place in America Tour**, throughout Michigan, Indiana and Illinois in June and July of 2023. As you probably heard, in 2020 Buchanan was named "Nicest Place in America" by Reader's Digest magazine. I submitted the essay detailing Buchanan's efforts to honor our veterans and the march for unity after the death of George Floyd.*

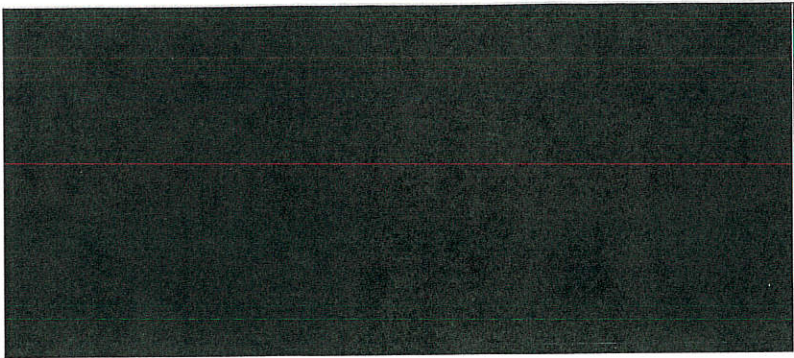
*When author Mitch Albom revealed Buchanan as America's Nicest Place on NBC's Today Show, multiple media outlets covered the story. Reporters from the British Broadcasting System (BBC) flew in to see our great town and record an appearance by my band, The Van Dyke Revue.*

*I was inspired to compose and record an album, featuring a song about Buchanan called "Small Town Come on Home to Me." We premiered the album last fall at the Tin Shop Theater to positive reviews from The Herald Palladium, The South Bend Tribune and The Buchanan Chronicle.*

*The Van Dyke Revue has incorporated songs from the album and the story of Buchanan's Nicest Place designation, into our stage show. I have attached a list of sponsorship opportunities and ask that you peruse that at your convenience. Thank you very much for your time and consideration.*

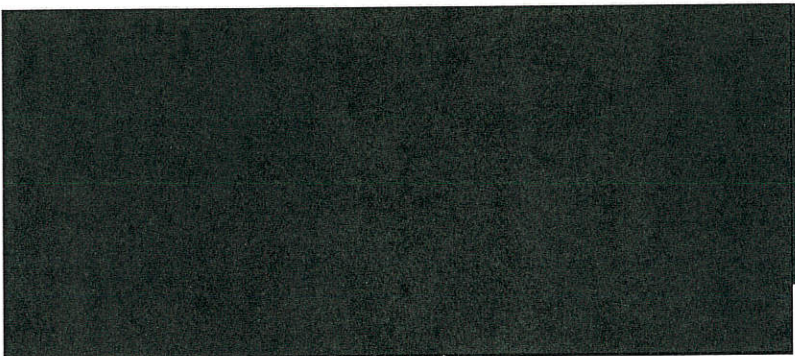
Sincerely,

Dr. John D. Van Dyke  
[www.vandykerevue.org](http://www.vandykerevue.org)



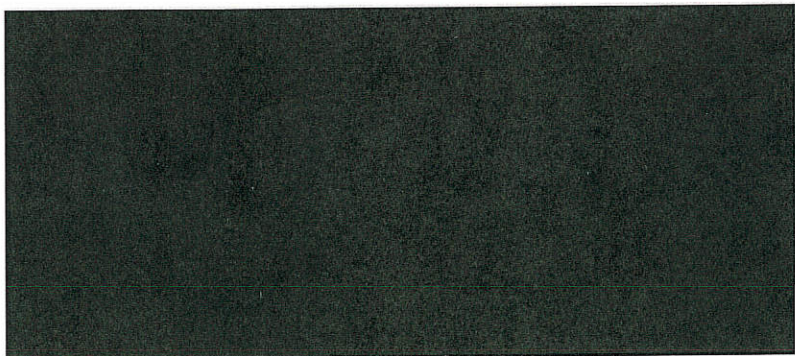
574 220 (VAND) 8263

[Nicest Place Concert Video](#)



 Nicest Place Concert Video

[Nicest Place in America Sponsorship 1](#)



 Nicest Place in America Sponsorship 1