

REGULAR MEETING OF THE BUCHANAN CITY COMMISSION
MONDAY, SEPTEMBER 09, 2024 – 7:00 PM
CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI

AGENDA

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

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

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

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

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

I. Call to Order

II. Recognition

A. Buchanan City Proclamation Constitution Week: September 16th-20th, 2024.

Presented to the Rebecca Dewey Chapter, Daughters of the American Revolution.

III. Pledge of Allegiance

IV. Roll Call

V. Approve Agenda

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

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

A. Minutes- Consider approving the Regular Meeting Minutes from August 26th, 2024.

B. Excuse Absence- Excuse Commissioner Money's absence from the Regular Meeting on August 26th, 2024.

VIII. Scheduled Matters from the Floor (if any)

IX. Reports by: Departments, Committees, Boards

A. Community Development Report: Community Development Director, Rich Murphy

1) Boone Labs Marihuana 2024 Permit Renewals- Consider approving the Medical Processor, Medical Grown, Adult Use Processor, and Adult Use Grow at 107 E Alexander St. Buchanan.

2) Consider the demolition specifications proposal for 111 Railroad St. by Shea Miller of Point Blue Consultants.

3) Consider the Restaurant Incentive Grant Application from Haley Jones of "Chunk's Ice Cream".

4) Update on CDBG Home Repair Program.

5) Update of DDA path for Buchanan.

X. Unfinished Business

- A. **City Commissioner Appointment** - *At a special meeting on September 6th, 2024, the City Commission interviewed three applicants: Tony Houser, Scott King, and Raquelle George. The Commission will now consider appointing one of the applicants to fill the remaining commissioner term, which ends in December 2026.*

XI. New Business

- A. **Expenditures**: *Consider approving the expenditures for September 9th, 2024, in the amount of \$67,522.94.*

B. **SMCAS- Special Assessment**

- 1) *Discussion on the establishment of a Special Assessment District for Emergency Medical Services.*
2) *Consider Resolution 2024.09/24- A resolution of intent to form a Special Assessment District.*

- C. **Closed Session**: *Consider entering a Closed Session pursuant to MCL 15.268 Sec. 8 (1)(c) for discussions relating to the negotiation of collective bargaining agreements.*

- D. **City Hall Parking Lot Repair/ Resealing** - *Consider approving city hall parking lot repair/resealing.*

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

- A. **McCoy Creek Trail Trek-N-Treat Event will be held on Saturday October 26th at 12:30 PM- 2:00 PM**

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



WHEREAS: September 17, 2024, marks the two hundred and thirty-seventh anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS: It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

WHEREAS: Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 16 through 20 as Constitution Week,

NOW, THEREFORE I, Mark Weedon by virtue of the authority vested in me as Mayor of the City of Buchanan do hereby proclaim the week of September 16 through 20 as

CONSTITUTION WEEK

AND ask our citizens to reaffirm the ideals of the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City to be affixed this 9th day of September of the year of our Lord two thousand twenty-four.

Signed _____

SEAL Attest



REGULAR MEETING OF THE BUCHANAN CITY COMMISSION

MONDAY, AUGUST 26, 2024 – 7:00 PM

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

MINUTES

I. Call to Order

The meeting was called to order by Mayor Pro Tem Mark Weedon.

II. Recognition

III. Pledge of Allegiance

Mayor Pro Tem Mark Weedon led in the pledge of allegiance of the United States.

IV. Roll Call

Present: Mayor Pro Tem Mark Weedon, Commissioner Patrick Swem, Commissioner Dan Vigansky

Absent: Commissioner Larry Money

V. Approve Agenda

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

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

None.

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

A. Minutes

- 1) Consider approving Regular Meeting Minutes from August 12, 2024.
- 2) Consider approving Closed Session Minutes from August 12, 2024.

B. Banking Authorization

- 1) Consider removing Mayor Sean Denison from all banking institutions, including Honor Credit Union, United Federal Credit Union, Huntington Bank, 1st Source, Sturgis Bank, and Horizon Bank. This includes checking accounts, savings accounts, and CDs. Also, his removal from investment accounts at UMB and MI Class.

C. Street Closure- Consider approving the street closure on October 4th from 5:45-6:30 PM (Front Street to Terre Coupe down Smith). Requested by BHS Student Council for the Homecoming Parade.

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

VIII. Scheduled Matters from the Floor (if any)

IX. Reports by: Departments, Committees, Boards

X. Unfinished Business

A. Resignation Acceptance

- 1) Consider accepting Mayor Sean Denison's Resignation effective date of August 12, 2024.

Motion made by Swem, supported by Vigansky, to accept Mayor Sean Denison's Resignation, as presented. Roll call vote carries unanimously.

XI. New Business

- A. Expenditures**- Consider approving the expenditures for August 26th, 2024, in the amount of \$95,355.10

Vigansky asked about the payment for the Andrews brochures, forklift, and other miscellaneous equipment. The commission has requested an equipment inventory list for the equipment. There was also a discussion about the replacement of galvanized pipes. The state has mandated the replacement, but the city is responsible for replacing any galvanized pipes found up to the water main, excluding those in homes.

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

- B. Crossing Guard Agreement**- Consider approving the 2024-2025 Crossing Guard Agreement with Buchanan Public Schools.

Motion made by Swem, supported by Vigansky, to approve the 2024-2025 Crossing Guard Agreement, as presented. Roll call vote carries unanimously.

- C. Resolution 2024.08/23**- Consider Resolution 2024.08/23, poverty exemption guidelines resolution.

Motion made by Swem, supported by Vigansky, to approve Resolution 2024.08/23, poverty exemption guidelines. Roll call vote carries unanimously.

- D. Ultraviolet Disinfection System** - Consider approval of Ultraviolet Disinfection System components for the Wastewater Treatment Plant.

The UV ultraviolet lamps are the primary source of disinfecting bacteria before it is discharged into the river, and these lamps have a limited service life. Lynch would like to have the replacement components on hand before we reach the end of their service life. The total cost for the miscellaneous components came to \$12,091. Lynch is seeking approval to proceed.

Motion made by Vigansky, supported by Swem, to approve the purchase of the Ultraviolet Disinfection System not exceeding \$12,091.00. Roll call vote carries unanimously.

- E. DDA Discussion**

We are currently in the process of resurrecting the DDA. During this time, we are requesting City Hall staff to move this forward. Our anticipation is that once the DDA is established, we will proceed with the process of rebuilding the board. The funds that were left over, which had not been dedicated to specific projects at the time of dissolution, will be utilized for the re-creation. The directive to Murphy is to figure out a timeline and cost to re-establish and to see how it fits into the city as a whole with the Main street program.

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

- A. Accepting Applications for City Commission- 2-Year Partial Term**

The Buchanan City Commission is accepting applications for a partial, 2-year term ending in December of 2026 for City Commissioner. Interested parties should fill and return completed applications to the Clerk by Friday, August 30th at 4:00 PM. Applicants must be City residents, registered voters, and over the age 18.

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

Richard Martin- On October 19th, the Tree Friends will be planting 25 trees at the 100-800 block of W Front St. and the 100 block of Dewey St.

XIV. Executive Comments

A. City Manager Comments

The finance meeting will be held with the auditing firm for the upcoming audit. The DPW has been working at the cemetery, installing a new overhead door at one of the barns and is in the process of installing a second one. They are doing a great job and making the building more energy efficient. Lead Water Operator Miller and Lynch will be meeting with the district engineer for EGLE regarding the cross-connection control update and progress toward a new water reliability study.

B. Commissioner Comments

Vigansky- Comments were made about Chippewapalozza being held in the fall as part of the main street program fall fest, due to the great turnout.

Swem- Thanks were given to Mayor Denison for all the time he has dedicated to the community. He is a great man who has given a lot and cares deeply. I wish him and his family the very best.

C. Mayor Comments

I echo everything Swem said about Denison. Over the past six years, we have experienced both good and bad times. Although we don't always agree, we maintain a level of decorum. We can still be respectful of each other's decisions. Weedon leads from a different position, and I maintain my composure, respecting everyone's position if they respect mine. I will not get heated, and I will not raise my voice. This is a chamber of respect, and people put their hard work and dedication to this city in this building. I believe we need to approach discussions with the same level of respect

XV. Adjourn

Motion made by Swem, supported by Vigansky to adjourn the meeting at 7:21 PM. Roll call vote carries unanimously.

Kalla Langston, City Clerk

Mayor Pro Tem Mark Weedon



P.O. Box 304

St. Joseph, MI 49085

(269) 934-3737

pointblu.com

12 January 2023

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

Proposal: Project No. C5140 - Specifications and Construction Management for Demolition of Former Baroda Tire Center Too and former Buchanan Feed Mill 708 S. Redbud Trail and 111 Railroad Street, Buchanan, Michigan

Dear Ms. Grace:

At your request, Point Blue, LLC (Point Blue) has prepared this technical and cost proposal for the performance of professional services pertaining to the planned demolition of the former Baroda Tire Center Too and the former Buchanan Feed Mill structures located at 708 S. Redbud Trail and 111 Railroad Street in Buchanan, Michigan.

It is our understanding that the City of Buchanan (City) is seeking to initiate site preparation activities in the interest of future redevelopment of the site.

Purpose

It is the understanding of Point Blue that the overall goal of the project is to prepare the parcels for future redevelopment by removing known regulated materials and universal wastes, demolishing existing structures, filling, grading, and preparing the site to a more usable condition.

Scope of Work

The anticipated scope of work consists of the following general areas:

1. Project Preparation - Consultation with City representatives regarding clarification of the goals and objectives of the project, and work closely with the City in project planning to ensure streamlined organizational structures and coordination of the project.

Ms. Heather Grace

13 January 2023

Page 2



2. Environmental Engineering and the Preparation of Bid Documents - Prepare project specifications and bid documents suitable for bid advertising to enable the selection of a qualified construction contractor to implement the proposed demolition and site restoration activities.
3. Project Management – Professionally manage the construction phase of the project from implementation through construction-phase project close-out, to include the preparation of final record documents.

Task 1 – Preliminary Project Activities

Point Blue will interact with City representatives to discuss and identify any potential obstacles which could encumber the advancement of the project and to systematically formulate effective strategies and schedules to assist in efficiently and expeditiously completing the project. As a result of these discussions, Point Blue will work closely with City representatives to fully define the project in order to eliminate any misconceptions or uncertainty with respect to project goals and objectives, identify any informational data gaps, identify overall project scheduling, and to streamline the use of existing City contractual (i.e., Divisions 0 and 1) components (if any) of the overall specification package.

The identification of universal wastes is not included in this scope and is proposed under separate cover.

Task 2 – Project Specifications Preparation for Demolition and Site Restoration Activities

Point Blue will prepare bid documents which will include all necessary technical specifications. The specifications, including schedules, will be prepared by utilizing (in part) the information obtained as a result of Task 1 and from any other information derived therefrom.

A Pre-Demolition Asbestos Survey, Heavy Metals in Paint Assessment, and Universal Waste Inventory was conducted under separate cover for the former Buchanan Feed Mill. Relevant information from the work will be provided within the bid documents.

The technical specifications will include all relevant information and will be prepared in accordance with Construction Specification Institute (CSI) format including Division 1 (General Requirements) and Division 2 (Site Work), and other appropriate or applicable Divisions. Contracting requirements (Division 0) to be included in the bid documents will be

Ms. Heather Grace

13 January 2023

Page 3



discussed with the City as a part of Task 1 above. The entire package will be suitable for bidding purposes in order to secure a trade contractor (TC) to implement the project. In support of this, Point Blue will include details within the specifications which will address the following construction-phase activities.

- Abatement, management, and proper disposal of identified ACM.
- Removal and proper disposal of all known universal wastes or hazardous materials identified during or after the asbestos assessment of the on-site structures.
- Removal and proper disposal of all material requiring special handling.
- Demolition, removal, and recycling/disposal of site structures and associated foundations, materials, furnishings, and all other items located within and on the property and select trees and shrubs.
- Site restoration to the extent of surficial disturbance as a result of the demolition work.

In order to encourage the minimization of construction costs, provisions will be written into the specifications to allow for the recycling of concrete, steel, copper and other metals, as well as miscellaneous personal property, items, and materials. The specifications will be prepared by a licensed professional engineer. It is anticipated that the City will ultimately hold the construction contract directly with the TC.

Specifications may include, but are not necessarily limited to, the following:

Ms. Heather Grace

13 January 2023

Page 4



00020	Invitation to Bid	01540	Security
00120	Instructions to Bidders	01550	Vehicular Access and Parking
00125	Supplementary Instructions to Bidders	01560	Protection of the Work and Property
00220	General Conditions	01570	Temporary Controls
00300	Bid Proposal Form	01710	Cleaning
00320	Proposal and Contract	01720	Demobilization
	Qualifications Statement	01770	Project Closeout
	Contractor's Affidavit, Waiver and Release of Liens and of all Claims	01780	Record Documents
		02010	Hazardous and Regulated Materials Abatement
01100	Summary of Work	02025	Existing Utilities and Underground Structures
01170	Site Engineer	02075	Removal and Disposal of Asbestos
01270	Measurement and Payment	02110	Waste Management
01275	Special Project Procedures	02215	Clearing and Grubbing
01280	Schedule of Values	02120	Off-Site Transportation and Disposal
01290	Payment Procedures	02210	Backfill and Compaction
01310	Project Coordination	02220	Building Demolition
01315	Preconstruction Conference and Progress Meetings	02370	Erosion and Surface Water Control Results of Asbestos Assessment
01320	Pre-Work Submittals		Tabulation of Identified Universal Wastes
01325	Progress Schedule		Other Information, as necessary
01330	Submittal Procedures		
01410	Regulatory Requirements		
01430	Quality Control		
01520	Temporary Construction Facilities		

Task 3 – Construction Phase Activities

Following the selection of, and bid award to, a qualified TC by the City, Point Blue will proceed with the following sub-tasks which pertain to the construction phase of the overall project:

- **Pre-construction:** Evaluate the selected TC pre-work submittals to include work plan, health and safety plan, schedule of values, proposed disposal facilities, project schedule, and engage in project planning with the TC.
- **Construction Inspection/Management:** Provide periodic (not full-time) project management to include on-site observation and documentation of the construction work in accordance with project specifications and maintain on a current basis records of all documents including hazardous and non-hazardous waste manifests and shipping records, work plan, health and safety plan(s), and real-time schedules and budgets. It is anticipated that periodic oversight by Point Blue personnel will be discontinued upon completion of asbestos and regulated waste removal, building demolition and material removal, and site restoration.



Task 4 – Construction Summary Report

Upon completion of project site activities, Point Blue will prepare a report which summarizes and documents site work activities for both parcels. Documentation provided within the report will include, where applicable: photographs, site figures and tables, waste manifests, transportation and disposal/recycling records, and copies of any construction logs, if any.

Cost and Schedule

It is expected that the cost for the Scope of Work presented herein can be accomplished for the not-to-exceed amounts as indicated below. Project costs will not exceed this amount without your prior approval.

Total Amount Task 1 – Preliminary Project Activities:.....	\$ 2,800.00
Total Amount Task 2 – Project Specifications Preparation for Demolition and Site Restoration Activities:.....	\$12,000.00
Total Amount Task 3 – Construction Phase Activities and Construction Documentation:.....	\$10,650.00
.	
Total Amount Task 4 – Construction Summary Report:.....	\$ 6,350.00
Total Estimated Budget (Tasks 1, 2, 3, and 4):.....	\$31,800.00

It is estimated that Point Blue’s involvement on-site during active demolition activities will include up to 25 construction days.

Point Blue is prepared to initiate Task 1 project activities immediately upon project authorization. Subsequent tasks can be scheduled as determined through Task 1 interactions between Point Blue and City representatives.

Project Authorization

As authorization to proceed, please sign and date the attached Consulting Services Agreement, returning a copy to our office. A fully executed copy will be returned for your records.

Ms. Heather Grace
13 January 2023
Page 6



Should you have any questions or require additional information, please do not hesitate to contact our office at (269) 934-3737.

Sincerely,

Point Blue, LLC

A handwritten signature in blue ink that reads 'Shea H. Muller'.

Shea H. Muller, PE
Remediation Team Leader

Attachment: Consulting Services Agreement



P.O. Box 304

St. Joseph, MI 49085

(269) 934-3737

pointblu.com

20 May 2024

Mr. Richard Murphy, Community Development Director
City of Buchanan
302 N. Redbud Trail
Buchanan, Michigan 49107

Proposal: Project No. C5141 - Specifications and Construction Management for Demolition of Former Baroda Tire Center Too and Former Buchanan Feed Mill 708 S. Redbud Trail and 111 Railroad Street, Buchanan, Michigan

Dear Mr. Murphy:

At your request, Point Blue, LLC (Point Blue) has prepared this technical and cost proposal for the performance of professional services pertaining to the planned demolition of the former Baroda Tire Center Too and the former Buchanan Feed Mill structures located at 708 S. Redbud Trail and 111 Railroad Street in Buchanan, Michigan. This proposal replaces the one previously submitted dated 12 January 2023. As you know, approximately half of the 12 January 2023 proposal cost has been expended by Point Blue by developing project specifications and completing the bidding process. The third and fourth task costs of the January 2023 proposal were not expended as the project was delayed while a potential funding mechanism was secured. This new proposal contains project administration and management costs, the cost to revise the bid specifications, and the same Task 3 and Task 4 costs from the January 2023 proposal.

It is our understanding that the City of Buchanan (City) is seeking to initiate site preparation activities in the interest of future redevelopment of the site.

Purpose

It is the understanding of Point Blue that the overall goal of the project is to prepare the parcels for future redevelopment by removing known regulated materials and universal wastes, demolishing existing structures, filling, grading, and preparing the site to a more usable condition.

Task 1 – Project Coordination and Management

Point Blue will interact with City representatives to discuss and identify any potential obstacles which could encumber the advancement of the project and to systematically formulate effective strategies and schedules to assist in efficiently and expeditiously completing the project. As a result of these discussions, Point Blue will work closely with City representatives to fully define the project in order to eliminate any misconceptions or uncertainty with respect to project goals and objectives, identify any informational data gaps, and identify overall project scheduling.

Task 2 – Revision of Project Specifications Preparation for Demolition and Site Restoration Activities

Point Blue will revise bid specifications previously prepared which will include all necessary technical specifications. The specifications, including schedules, will be prepared by utilizing (in part) the information obtained as a result of Task 1 and from any other information derived therefrom. In particular, alternate bid items will be added to maximize flexibility to meet the available budget.

Task 2 activities will also include bid advertising, conducting an on-site Pre Bid Meeting, responding to bidder questions, preparation of up to two bid addenda, bid evaluation, and bidder recommendation with a recommendation letter.

A Pre-Demolition Asbestos Survey, Heavy Metals in Paint Assessment, and Universal Waste Inventory was conducted under separate cover for the former Buchanan Feed Mill. Relevant information from the work will be provided within the bid documents.

The technical specifications will include all relevant information and will be prepared in accordance with Construction Specification Institute (CSI) format including Division 1 (General Requirements) and Division 2 (Site Work), and other appropriate or applicable Divisions. Contracting requirements (Division 0) to be included in the bid documents will be discussed with the City as a part of Task 1 above. The entire package will be suitable for bidding purposes in order to secure a trade contractor (TC) to implement the project. In support of this, Point Blue will include details within the specifications which will address the following construction-phase activities.

- Abatement, management, and proper disposal of identified ACM.



- Removal and proper disposal of all known universal wastes or hazardous materials identified during or after the asbestos assessment of the on-site structures.
- Removal and proper disposal of all material requiring special handling.
- Demolition, removal, and recycling/disposal of site structures and associated foundations, materials, furnishings, and all other items located within and on the property and select trees and shrubs.
- Site restoration to the extent of surficial disturbance as a result of the demolition work.

In order to encourage the minimization of construction costs, provisions will be written into the specifications to allow for the recycling of concrete, steel, copper and other metals, as well as miscellaneous personal property, items, and materials. The specifications will be prepared by a licensed professional engineer. It is anticipated that the City will ultimately hold the construction contract directly with the TC.

Specifications may include, but are not necessarily limited to, the following:

00020	Invitation to Bid	01540	Security
00120	Instructions to Bidders	01550	Vehicular Access and Parking
00125	Supplementary Instructions to Bidders	01560	Protection of the Work and Property
00220	General Conditions	01570	Temporary Controls
00300	Bid Proposal Form	01710	Cleaning
00320	Proposal and Contract	01720	Demobilization
	Qualifications Statement	01770	Project Closeout
	Contractor's Affidavit, Waiver and Release of Liens and of all Claims	01780	Record Documents
		02010	Hazardous and Regulated Materials Abatement
01100	Summary of Work	02025	Existing Utilities and Underground Structures
01170	Site Engineer	02075	Removal and Disposal of Asbestos
01270	Measurement and Payment	02110	Waste Management
01275	Special Project Procedures	02215	Clearing and Grubbing
01280	Schedule of Values	02120	Off-Site Transportation and Disposal
01290	Payment Procedures	02210	Backfill and Compaction
01310	Project Coordination	02220	Building Demolition
01315	Preconstruction Conference and Progress Meetings	02370	Erosion and Surface Water Control
01320	Pre-Work Submittals		Results of Asbestos Assessment
01325	Progress Schedule		Tabulation of Identified Universal Wastes
01330	Submittal Procedures		Other Information, as necessary
01410	Regulatory Requirements		
01430	Quality Control		
01520	Temporary Construction Facilities		



Task 3 – Construction Phase Activities

Following the selection of, and bid award to, a qualified TC by the City, Point Blue will proceed with the following sub-tasks which pertain to the construction phase of the overall project:

- Pre-construction: Evaluate the selected TC pre-work submittals to include work plan, health and safety plan, schedule of values, proposed disposal facilities, project schedule, and engage in project planning with the TC.
- Construction Inspection/Management: Provide periodic (not full-time) project management to include on-site observation and documentation of the construction work in accordance with project specifications and maintain on a current basis records of all documents including hazardous and non-hazardous waste manifests and shipping records, work plan, health and safety plan(s), and real-time schedules and budgets. It is anticipated that periodic oversight by Point Blue personnel will be discontinued upon completion of asbestos and regulated waste removal, building demolition and material removal, and site restoration.

Task 4 – Construction Summary Report

Upon completion of project site activities, Point Blue will prepare a report which summarizes and documents site work activities for both parcels. Documentation provided within the report will include, where applicable: photographs, site figures and tables, waste manifests, transportation and disposal/recycling records, and copies of any construction logs, if any.

Cost and Schedule

It is expected that the cost for the Scope of Work presented herein can be accomplished for the not-to-exceed amounts as indicated below. Project costs will not exceed this amount without your prior approval.

Total Amount Task 1 – Project Coordination and Management:.....	\$ 2,500.00
Total Amount Task 2 – Revision of Project Specifications Preparation for Demolition and Site Restoration Activities:.....	\$ 6,260.00
Total Amount Task 3 – Construction Phase Activities and Construction Documentation:.....	\$10,650.00
Total Amount Task 4 – Construction Summary Report:.....	\$ 6,350.00
Total Estimated Budget (Tasks 1, 2, 3, and 4):.....	\$25,760.00

Mr. Richard Murphy
20 May 2024
Page 5



It is estimated that Point Blue's involvement on-site during active demolition activities will include up to 25 construction days.

Point Blue is prepared to initiate Task 1 project activities immediately upon project authorization. Subsequent tasks can be scheduled as determined through Task 1 interactions between Point Blue and City representatives.

Project Authorization

As authorization to proceed, please sign and date the attached Consulting Services Agreement, returning a copy to our office. A fully executed copy will be returned for your records.

Should you have any questions or require additional information, please do not hesitate to contact our office at (269) 934-3737.

Sincerely,

Point Blue, LLC

A handwritten signature in blue ink, appearing to read 'Shea H. Muller', written over a light blue horizontal line.

Shea H. Muller, PE
Remediation Team Leader


Attachment: Consulting Services Agreement

FW: September 9th City Commission meeting 7PM Buchanan City Hall

Shea Muller <shea@pointblu.com>

Wed 9/4/2024 9:27 AM

To: Richard Murphy <rmurphy@cityofbuchanan.com>

 2 attachments (690 KB)

Combined Proposal.pdf; C5141 Proposal for Rebid.pdf;

Hi Rich-

I have attached the two proposals.

Here are the Invoice breakdowns:

First Invoice: \$2,800 of \$2,800 (Preliminary Project Activities) for Task 1 and \$11,050 of \$12,000 (Project Specifications Preparation for Demolition and Site Restoration Activities). Invoice Total: \$13,850 and was paid by City.

2nd Invoice: \$950 (balance of Task 2) and \$1,755 for out of scope items (Contractor and City coordination). Invoice Total: \$2,705 and was paid by City.

Task 3 (Construction Phase Activities and Construction Documentation) and Task 4 (Construction Summary Report) did not start and was not billed. Task 3: \$10,650 remained out of \$10,650.

Task 4 (Construction Summary Report) \$6,350 remained out of \$6,350.

Since the last invoice, our time spent has been for the following:

- Continued coordination with Gentry
- Create post-bid addendum
- Give grant assistance with the City
- Calls with City and County
- Meet with City in Buchanan
- Develop new Work Plan Proposal

The above expenditures total \$3,862.50 and have not been billed.

The revised proposal has the following tasks and budgets:

Task 1: Project Coordination and Management: \$2,500 (*We have already exceeded this budget as shown above*)

Task 2: Revision of Project Specifications: \$6,260 (This is much lower than the first proposal's since we are not starting from scratch)

Task 3: Construction Phase Activities and Construction Documentation: \$10,650 (Same as previous proposal)

Task 4: Construction Summary Report: \$6,350 (Same as previous proposal)

Let me know if you have further questions.

Thanks

Shea

From: Richard Murphy <rmurphy@cityofbuchanan.com>
Sent: Tuesday, September 3, 2024 1:31 PM
To: Shea Muller <shea@pointblu.com>
Subject: September 9th City Commission meeting 7PM Buchanan City Hall

Hey Shea,
A couple questions we need to be ready to answer. What was the original proposal cost? How much have we paid you to date? And what is the new proposal and the cost increase?

Can you please resend me the original proposal and the revised proposal so I can compare them?

Thank you,
Rich

Richard Murphy
Community Development Director
City of Buchanan
rmurphy@cityofbuchanan.com
269-695-3844 Ext. 19



When I first got the idea to open an ice cream shop, it felt like a dream. But dreams don't come cheap. I didn't have the luxury of taking out a business loan or finding investors willing to back my vision. Instead, I did something that weighed heavily on me—I took money from my family's savings. Specifically, the funds from a recent real estate closing that had been meant for something else, something safer.

It was a risky move, and everyone knew it. My family trusted me, though, and that trust was what kept me going on the hardest days. We poured everything into the shop—time, energy, money, and hope.

The process wasn't easy. But there were also moments of joy. Slowly, the shop came together, not just as a place to buy ice cream, but as a real community hangout. People started to come not just for the sweets, but for the atmosphere. Friends met up, families bonded, and the shop became a small but vital part of the neighborhood.

Looking back, I know the decision to use that money was a gamble. But seeing the shop full of happy faces, hearing the laughter and chatter of people who feel at home here, I know it was worth it. The ice cream shop has become more than just a business—it's a place where memories are made. And that, I think, is the sweetest success of all.

We have big plans for next year and want to kick things off with a clean slate. We're planning to install new gutters, upgrade the soffit, enhance our storage, and expand our outdoor seating.

Year to date gross \$119,347.20

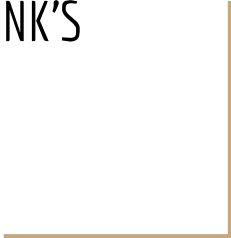
Cones sold to date 21,258

Item	Payee	Cost
Windows	Menards	\$1,963
Door	Wertz	\$3,200
Heating and cooling	Ace Heating and Air	\$3,250
Plumbing	Astrong Construction	\$10,879.08
Concrete	Ozinga	\$2,082.90
Electrical	K2	\$12,475.07
Lights	Menards	\$149.98
Flooring	Home Depot, Lowe's, Menards, Joe	\$5,394.92
Equipment for clean up	Michiana Tool and Hardware store	\$138.28
Sinks	Restaurant equippers and Webstraunt	\$803.48
Water Horns	City of Buchanan	\$132.25
Safety - fire extinguisher	Lowe's	\$59.98
Sign permit	City of Buchanan	\$20
Sign	Etsy	\$330
Signage	West End Graphics	\$884
Work apperal	Graphie Tees	\$950
Freezers	Webstraunt and Lowes	\$4,300
Cabinets	Lowes	\$250
		\$47,263.00



TRANSFORMATION

BUILDING 324 TO CHUNK'S



HISTORY

This building was built in 1916. It was the first shack built out of the three. This was built and used by Clark equipment, then used by Carbons and sat empty for many years.



WHAT WE STARTED WITH



Item IX. A.

BOOTS ON TIME TO DEMO





Item IX. A.

HAD THE BEST
FAMILY/CREW
HELPING US
WITH IT ALL



HOURS SPENT CUTTING OUT OLD PLUMBING, REMOVING HUNDREDS OF POUNDS OF STEEL PIPES THEN POWER WASHING AND SCRUBBING THE WALLS BELOW



TIME FOR A FLOOR



TILE TIME



Item IX. A.



KEEP MOVING FOWARD



MINI SPLIT



DOOR

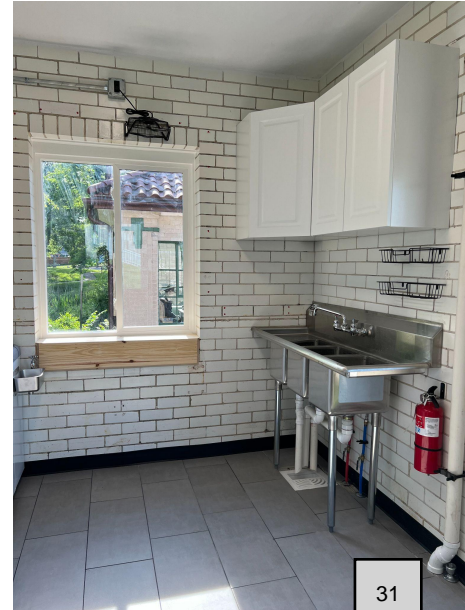
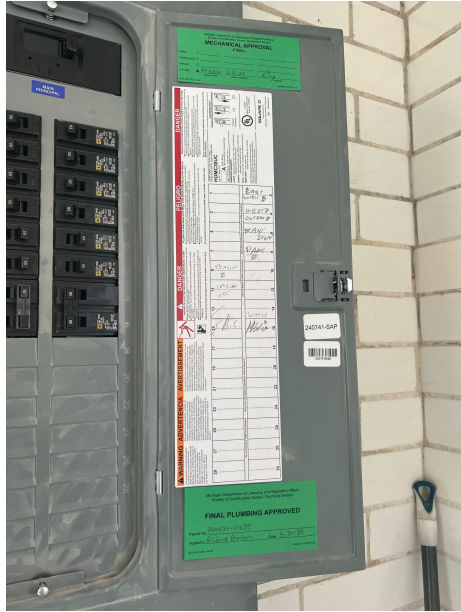


NEW WINDOWS AND WRAPPED



MECHANICALS PASSED

BRING IN THE EQUIPMENT AND STORAGE



HEALTH DEPARTMENT READY



GETTING THE OUTSIDE READY



DELIVERIES FOR OPENING DAY



READY. SET. GO.

Item IX. A.





Item IX. A.



BRINGING THE COMMUNITY TOGETHER ONE CONE AT A TIME



RECAP

HIRED 12 EMPLOYEES THIS SEASON

\$26,680 PAID OUT SO FAR IN WAGES

21,258 CONES SOLD

OVER 10,000 WAFFLE CONES MADE

OVER 700 TUBS OF ICE CREAM SOLD

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
07/31/2024	AP	ABONMARCHE CONSULTANTS, INC. CONTRACTUAL Vnd: 0202 Invoice: 153709	Invoice: 153709 Ref#: 28967 (MCCOY CREEK CULVERT - SERVICES THROUGH 7) 214-000.000-818.000 214-000.000-202.000	14,991.15	14,991.15
		Expected Check Run: 09/09/2024		14,991.15	14,991.15
08/30/2024	AP	ADVANCED ANALYTICAL SOLUTIONS, LLC LAB ANALYTICAL SERVICE Vnd: 2364 Invoice: 36896	Invoice: 36896 Ref#: 28966 (WWTP LABORATORY EVAL.) 592-590.000-820.000 592-000.000-202.000	793.93	793.93
		Expected Check Run: 09/09/2024		793.93	793.93
08/30/2024	AP	AFFORDABLE ASPHALT PAVING CONTRACTUAL Vnd: 1264 Invoice: 08.27.24	Invoice: 08.27.24 Ref#: 28968 (STREET PATCHING: (4TH & MAIN, DETROIT &)) 202-463.000-818.000 202-000.000-202.000	2,800.00	2,800.00
		Expected Check Run: 09/09/2024		2,800.00	2,800.00
08/27/2024	AP	ALEXANDER CHEMICAL CORP CHEMICALS Vnd: 2293 Invoice: 85495	Invoice: 85495 Ref#: 28965 (CHLORINE & HYDROFLUOROSILICIC ACID DRUM) 592-591.000-743.000 592-000.000-202.000	123.50	123.50
		Expected Check Run: 09/09/2024		123.50	123.50
08/30/2024	AP	ALEXANDER CHEMICAL CORP CHEMICALS Vnd: 2293 Invoice: 85494	Invoice: 85494 Ref#: 28971 (RENTAL FEE FOR SOD HYPO 12.5%) 592-591.000-743.000 592-000.000-202.000	2.50	2.50
		Expected Check Run: 09/09/2024		2.50	2.50
08/30/2024	AP	AMERICAN ELECTRIC POWER PARK & RECREATION EXPENSES Vnd: 1058 Invoice: 170-215145054	Invoice: 170-215145054 Ref#: 29031 (VICTORY PARK UNDERGROUND LINES) 401-000.000-970.007 401-000.000-202.000	510.00	510.00
		Expected Check Run: 09/09/2024		510.00	510.00
07/31/2024	AP	ASCAP CONTRACTUAL Vnd: 0147 Invoice: 500578613-2	Invoice: 500578613-2 Ref#: 28964 (LICENSE FEE TO HAVE MUSIC IN THE COMMON) 101-172.000-818.000 101-000.000-202.000	489.47	489.47
		Expected Check Run: 09/09/2024		489.47	489.47

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/30/2024	AP	ASHLEY HANSON MARKET MASTER FEES Vnd: 0562 Invoice: 08.09.24-08.24.24	Invoice: 08.09.24-08.24.24 Ref#: 28969 (MARKET MASTER HOURS) 101-754.000-803.000 101-000.000-202.000	600.00	600.00
		Expected Check Run: 09/09/2024		600.00	600.00
08/30/2024	AP	AT&T 2696955525 - PEARS MILL 2696954028 - WWTP LANDLINE 2694098372 - WATER Vnd: 0153 Invoice: 08.16.24 Vnd: 0153 Invoice: 08.16.24	Invoice: 08.16.24 Ref#: 28970 (MONTHLY BILLING) 101-753.000-853.000 592-590.000-853.000 592-591.000-853.000 101-000.000-202.000 592-000.000-202.000	184.09 33.05 41.24	184.09 74.29
		Expected Check Run: 09/09/2024		258.38	258.38
08/30/2024	AP	AT&T RICH - PHONE KALLA - PHONE TIM L. - PHONE GUY - PHONE CEMETERY OFFICE PHONE DPW OFFICE PHONE WATER DEPT PHONE DEB - PHONE Vnd: 0153 Invoice: 08.13.24.1 Vnd: 0153 Invoice: 08.13.24.1	Invoice: 08.13.24.1 Ref#: 28974 (CITY ISSUED PHONE USAGE) 101-172.000-818.000 101-215.000-818.000 101-172.000-818.000 101-371.001-853.000 101-567.000-853.000 101-441.000-853.000 592-591.000-853.000 101-253.000-818.000 101-000.000-202.000 592-000.000-202.000	68.80 107.14 71.63 52.80 66.55 66.55 66.55 60.62	494.09 66.55
		Expected Check Run: 09/09/2024		560.64	560.64
08/30/2024	AP	AUSRA KUBOTA, INC. EQUIPMENT MAINT SUPPLIES Vnd: 0820 Invoice: IN09886	Invoice: IN09886 Ref#: 29008 (2 SET OF MOWER BLADES FOR BOTH FRONT & B) 101-441.000-758.000 101-000.000-202.000	342.70	342.70
		Expected Check Run: 09/09/2024		342.70	342.70
08/30/2024	AP	AUSRA KUBOTA, INC. EQUIPMENT MAINT SUPPLIES Vnd: 0820 Invoice: IN09895	Invoice: IN09895 Ref#: 29009 (2 DRAIN PLUGS FOR KUBOTA FRONT DECK) 101-441.000-758.000 101-000.000-202.000	8.08	8.08
		Expected Check Run: 09/09/2024		8.08	8.08
08/30/2024	AP	BORNELL STEVE PARK & RECREATION Vnd: MISC Invoice: 08.24.24	Invoice: 08.24.24 Ref#: 28972 (PARK RESERVATION CANCELLATION) 101-265.000-962.000 101-000.000-202.000	25.00	25.00
		Expected Check Run: 09/09/2024		25.00	25.00

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/30/2024	AP	BUILDING 324 LLC TRAIL GRANT EXPENDITURES Vnd: 2365 Invoice: 2024-436	Invoice: 2024-436 Ref#: 28973 (MAINTENANCE PERSONNEL - ASSIST ELECTRICI) 401-000.000-970.031 401-000.000-202.000	600.00	600.00
		Expected Check Run: 09/09/2024		600.00	600.00
09/01/2024	AP	BURGER, RICHARD READY TO SERVE SEWER Vnd: MISC Invoice: 08/26/2024	Invoice: 08/26/2024 Ref#: 28963 (UB refund for account: 0704) 592-000.000-067.021 592-000.000-033.001 592-000.000-202.000	31.55 10.08	41.63
		Expected Check Run: 09/09/2024		41.63	41.63
07/31/2024	AP	BUTZEL ATTORNEYS & COUNSELORS LEGAL FEES Vnd: 2347 Invoice: 9547887	Invoice: 9547887 Ref#: 29020 (COLLECTIVE BARGANING - SERVICES RENDERED) 101-172.000-826.000 101-000.000-202.000	1,125.00	1,125.00
		Expected Check Run: 09/09/2024		1,125.00	1,125.00
07/31/2024	AP	BUTZEL ATTORNEYS & COUNSELORS LEGAL FEES LEGAL FEES Vnd: 2347 Invoice: 9547886	Invoice: 9547886 Ref#: 29021 (GENERAL SERVICES RENDERED THROUGH 7.31.2) 101-101.000-826.000 101-172.000-826.000 101-000.000-202.000	1,312.50 1,312.50	2,625.00
		Expected Check Run: 09/09/2024		2,625.00	2,625.00
07/31/2024	AP	BUTZEL ATTORNEYS & COUNSELORS LEGAL FEES Vnd: 2347 Invoice: 9550763	Invoice: 9550763 Ref#: 29022 (CRIMINAL PROSECUTION - SERVICES RENDERED) 101-301.000-826.000 101-000.000-202.000	150.20	150.20
		Expected Check Run: 09/09/2024		150.20	150.20
08/30/2024	AP	CINTAS CORPORATION CONTRACTUAL Vnd: 1272 Invoice: 4202495810	Invoice: 4202495810 Ref#: 28976 (SHOP MATS & TOWELS) 101-441.000-818.000 101-000.000-202.000	165.39	165.39
		Expected Check Run: 09/09/2024		165.39	165.39
08/30/2024	AP	CINTAS CORPORATION CONTRACTUAL Vnd: 1272 Invoice: 5227567117	Invoice: 5227567117 Ref#: 28977 (MEDICAL CABINET RESTOCK -CEMETERY) 101-567.000-818.000 101-000.000-202.000	112.05	112.05
		Expected Check Run: 09/09/2024		112.05	112.05

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/30/2024	AP	CINTAS CORPORATION CONTRACTUAL Vnd: 1272 Invoice: 5227567200	Invoice: 5227567200 Ref#: 28978 (MEDICAL CABINET RESTOCK - CITY HALL) 101-265.000-818.000 101-000.000-202.000	29.40	29.40
		Expected Check Run: 09/09/2024		29.40	29.40
08/30/2024	AP	CINTAS CORPORATION CONTRACTUAL Vnd: 1272 Invoice: 5227567113	Invoice: 5227567113 Ref#: 28979 (MEDICAL CABINET RESTOCK - WWTP) 592-590.000-818.000 592-000.000-202.000	42.78	42.78
		Expected Check Run: 09/09/2024		42.78	42.78
08/30/2024	AP	CINTAS CORPORATION CONTRACTUAL Vnd: 1272 Invoice: 5227567188	Invoice: 5227567188 Ref#: 28980 (MEDICAL CABINET RESTOCK - FD) 101-336.000-818.000 101-000.000-202.000	108.73	108.73
		Expected Check Run: 09/09/2024		108.73	108.73
08/30/2024	AP	CINTAS CORPORATION CONTRACTUAL Vnd: 1272 Invoice: 5227567114	Invoice: 5227567114 Ref#: 28981 (MEDICAL CABINET RESTOCK - DPW) 101-441.000-818.000 101-000.000-202.000	157.28	157.28
		Expected Check Run: 09/09/2024		157.28	157.28
08/30/2024	AP	COMCAST BUSINESS CITY CENTER UTILITIES TELEPHONE, INTERNET, CABLE TELEPHONE, INTERNET, CABLE TELEPHONE, INTERNET, CABLE TELEPHONE, INTERNET, CABLE Vnd: 1722 Invoice: 08.25.24-09.24.25 Vnd: 1722 Invoice: 08.25.24-09.24.25	Invoice: 08.25.24-09.24.25 Ref#: 28975 (MOTHLY CYCLE) 101-265.000-923.000 101-336.000-853.000 592-591.000-853.000 101-301.000-853.000 101-265.000-853.000 101-000.000-202.000 592-000.000-202.000	330.83 368.02 124.85 587.56 670.07	1,956.48 124.85
		Expected Check Run: 09/09/2024		2,081.33	2,081.33
08/30/2024	AP	ETNA SUPPLY CO. METERS-HYDRANTS-FITTINGS Vnd: 0919 Invoice: S105848984.001	Invoice: S105848984.001 Ref#: 29032 (DAYS AVE 2" METER & METER FLG SET) 592-591.000-729.002 592-000.000-202.000	1,420.00	1,420.00
		Expected Check Run: 09/09/2024		1,420.00	1,420.00

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/30/2024	AP	ETNA SUPPLY CO. METERS-HYDRANTS-FITTINGS Vnd: 0919 Invoice: S1055059693.003	Invoice: S1055059693.003 Ref#: 29034 (SENSUS OMNI - 1,000 GAL MEASURING C) 592-591.000-729.002 592-000.000-202.000	775.00	775.00
		Expected Check Run: 09/09/2024		775.00	775.00
08/30/2024	AP	ETNA SUPPLY CO. METERS-HYDRANTS-FITTINGS Vnd: 0919 Invoice: S10550593.001	Invoice: S10550593.001 Ref#: 29035 (SENSUS OMNI - 1,000 GAL MEASURING CH) 592-591.000-729.002 592-000.000-202.000	1,612.92	1,612.92
		Expected Check Run: 09/09/2024		1,612.92	1,612.92
08/30/2024	AP	FERGUSON WATERWORKS #1934 ROAD MAIN. MATERIAL & SUPPLIES Vnd: 1536 Invoice: 0384284	Invoice: 0384284 Ref#: 29004 (2 MANHOLE COVERS, 2 MANHOLE FRAMES, 8 BU) 202-463.000-782.000 202-000.000-202.000	762.38	762.38
		Expected Check Run: 09/09/2024		762.38	762.38
08/30/2024	AP	FERGUSON WATERWORKS #1934 ROAD MAIN. MATERIAL & SUPPLIES Vnd: 1536 Invoice: 0384468	Invoice: 0384468 Ref#: 29005 (2 CONCRETE MANHOLD GRADE RINGS) 202-463.000-782.000 202-000.000-202.000	112.00	112.00
		Expected Check Run: 09/09/2024		112.00	112.00
09/03/2024	AP	HONOR CREDIT UNION SPECIAL ASSESSMENT POSTAGE Vnd: 1948 Invoice: 09.03.24	Invoice: 09.03.24 Ref#: 29036 (SMACAS SPECIAL ASSESSMENT MAILING - POST) 101-253.000-730.001 101-000.000-202.000	2,192.55	2,192.55
		Expected Check Run: 09/09/2024		2,192.55	2,192.55
08/30/2024	AP	INDIANA MICHIGAN POWER COMPANY UTILITIES UTILITIES UTILITIES UTILITIES UTILITIES CITY CENTER/UTIL./REFUNDS UTILITIES STREET LIGHTING UTILITIES UTILITIES Vnd: 0131 Invoice: 08.31.24 Vnd: 0131 Invoice: 08.31.24	Invoice: 08.31.24 Ref#: 29037 (AUGUST 2024 POWER USAGE) 101-268.000-921.000 101-301.000-921.000 101-441.000-921.000 101-336.000-921.000 101-753.000-921.000 101-265.000-922.000 592-591.000-921.000 101-441.000-926.000 592-590.000-921.000 101-755.000-921.000 101-000.000-202.000 592-000.000-202.000	310.59 919.79 188.73 28.13 86.51 179.28 2,451.58 2,796.56 6,743.19 60.53	4,570.12 9,194.77
		Expected Check Run: 09/09/2024		13,764.89	13,764.89

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/30/2024	AP	JAC LED LIGHTENING INC. MISCELLANEOUS SUPPLIES Vnd: 2352 Invoice: 240829H1	Invoice: 240829H1 Ref#: 29019 (LIGHTS FOR CEMETERY BARN) 101-567.000-756.000 101-000.000-202.000	250.00	250.00
		Expected Check Run: 09/09/2024		250.00	250.00
08/30/2024	AP	K2 POWER SOLUTIONS INC. TRAIL GRANT EXPENDITURES Vnd: 2357 Invoice: 1518	Invoice: 1518 Ref#: 28982 (PROVIDED LABOR TO RESTORE POWER TO GUARD) 401-000.000-970.031 401-000.000-202.000	627.90	627.90
		Expected Check Run: 09/09/2024		627.90	627.90
08/30/2024	AP	KEITH CUSTOM COATINGS MAINTENANCE - BUILDINGS Vnd: 2367 Invoice: 1177	Invoice: 1177 Ref#: 29033 (\$1,000 DEPOSIT FOR WATER DEPT. FLOOR COA) 592-591.000-931.000 592-000.000-202.000	1,000.00	1,000.00
		Expected Check Run: 09/09/2024		1,000.00	1,000.00
08/30/2024	AP	KEN SIMPSON ELECTRICAL PERMITS Vnd: 0194 Invoice: 240908	Invoice: 240908 Ref#: 28984 (ELECTRICAL PERMITS FOR AUG. 2024) 701-000.000-491.000 701-000.000-202.000	599.20	599.20
		Expected Check Run: 09/09/2024		599.20	599.20
08/30/2024	AP	KEYSTONE COOPERATIVE MISCELLANEOUS SUPPLIES Vnd: 2342 Invoice: 739085686	Invoice: 739085686 Ref#: 28983 (HERBACIDE) 101-441.000-756.000 101-000.000-202.000	195.00	195.00
		Expected Check Run: 09/09/2024		195.00	195.00
08/30/2024	AP	LOWE'S MISCELLANEOUS SUPPLIES Vnd: 0229 Invoice: 92625	Invoice: 92625 Ref#: 29023 (CEMETERY DOOR PROJECT SUPPLIES) 101-567.000-756.000 101-000.000-202.000	539.50	539.50
		Expected Check Run: 09/09/2024		539.50	539.50
08/30/2024	AP	LOWE'S MISCELLANEOUS SUPPLIES Vnd: 0229 Invoice: 85503	Invoice: 85503 Ref#: 29024 (CEMETERY DOOR PROJECT - GARAGE DOOR) 101-567.000-756.000 101-000.000-202.000	566.74	566.74
		Expected Check Run: 09/09/2024		566.74	566.74

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/30/2024	AP	LOWE'S MISCELLANEOUS SUPPLIES Vnd: 0229 Invoice: 97168	Invoice: 97168 Ref#: 29025 (CEMETERY DOOR PROJECT) 101-567.000-756.000 101-000.000-202.000	76.91	76.91
		Expected Check Run: 09/09/2024		76.91	76.91
08/30/2024	AP	LOWE'S MISCELLANEOUS SUPPLIES Vnd: 0229 Invoice: 90696	Invoice: 90696 Ref#: 29026 (CEMETERY DOOR PROJECT) 101-567.000-756.000 101-000.000-202.000	167.71	167.71
		Expected Check Run: 09/09/2024		167.71	167.71
08/30/2024	AP	LOWE'S MISCELLANEOUS SUPPLIES Vnd: 0229 Invoice: 91304	Invoice: 91304 Ref#: 29027 (CEMETERY DOOR PROJECT) 101-567.000-756.000 101-000.000-202.000	66.96	66.96
		Expected Check Run: 09/09/2024		66.96	66.96
08/30/2024	AP	LOWE'S MISCELLANEOUS SUPPLIES Vnd: 0229 Invoice: 901131	Invoice: 901131 Ref#: 29028 (CEMETERY DOOR PROJECT - GARAGE DOOR #2) 101-567.000-756.000 101-000.000-202.000	558.60	558.60
		Expected Check Run: 09/09/2024		558.60	558.60

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
09/30/2024	AP	MADISON NATIONAL LIFE	Invoice: 1643418 Ref#: 29003 (SEPTEMBER 2024 COVERAGE PERIOD)		
		FRINGE BENEFITS	101-101.000-715.000	37.81	
		FRINGE BENEFITS	101-172.000-715.000	18.72	
		FRINGE BENEFITS	202-267.000-715.000	6.14	
		FRINGE BENEFITS	203-267.000-715.000	6.14	
		FRINGE BENEFITS	592-590.000-715.000	52.80	
		FRINGE BENEFITS	592-591.000-715.000	52.80	
		FRINGE BENEFITS	202-463.000-715.000	13.97	
		FRINGE BENEFITS	202-468.000-715.000	6.34	
		FRINGE BENEFITS	202-469.000-715.000	4.32	
		FRINGE BENEFITS	202-474.000-715.000	4.32	
		FRINGE BENEFITS	202-478.000-715.000	9.36	
		FRINGE BENEFITS	203-463.000-715.000	12.53	
		FRINGE BENEFITS	203-468.000-715.000	5.76	
		FRINGE BENEFITS	203-469.000-715.000	3.60	
		FRINGE BENEFITS	203-474.000-715.000	3.60	
		FRINGE BENEFITS	203-478.000-715.000	5.04	
		FRINGE BENEFITS	101-301.000-715.000	110.40	
		FRINGE BENEFITS	101-215.000-715.000	10.80	
		FRINGE BENEFITS	101-262.000-715.000	3.60	
		FRINGE BENEFITS	101-253.000-715.000	16.99	
		FRINGE BENEFITS	101-567.000-715.000	7.20	
		FRINGE BENEFITS	101-441.000-715.000	10.37	
		Vnd: 1575 Invoice: 1643418	101-000.000-202.000		215.89
		Vnd: 1575 Invoice: 1643418	202-000.000-202.000		44.45
		Vnd: 1575 Invoice: 1643418	203-000.000-202.000		36.67
		Vnd: 1575 Invoice: 1643418	592-000.000-202.000		105.60
		Expected Check Run: 08/30/2024		402.61	402.61
08/30/2024	AP	MARV'S LOCK SHOP	Invoice: 218490 Ref#: 28985 (4 EXTRA CITY CENTER KEYS)		
		CONTRACTUAL	101-265.000-818.000	10.00	
		Vnd: 1656 Invoice: 218490	101-000.000-202.000		10.00
		Expected Check Run: 09/09/2024		10.00	10.00
08/30/2024	AP	MATERIALS RESOURCES	Invoice: 3387296 Ref#: 28987 (4 BOXES OF XXL NITRILE GLOVES)		
		MISCELLANEOUS SUPPLIES	101-441.000-756.000	34.73	
		Vnd: 2346 Invoice: 3387296	101-000.000-202.000		34.73
		Expected Check Run: 09/09/2024		34.73	34.73
08/30/2024	AP	MATERIALS RESOURCES	Invoice: 3387172 Ref#: 28988 (4 BOXES L NITRILE GLOVES, 4 BOXES XL NIT)		
		MISCELLANEOUS SUPPLIES	101-441.000-756.000	69.46	
		Vnd: 2346 Invoice: 3387172	101-000.000-202.000		69.46
		Expected Check Run: 09/09/2024		69.46	69.46

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/30/2024	AP	MATERIALS RESOURCES MISCELLANEOUS SUPPLIES Vnd: 2346 Invoice: 3387173	Invoice: 3387173 Ref#: 28989(6 BOXES XL NITRILE GLOVES WWTP) 592-590.000-756.000 592-000.000-202.000	49.84	49.84
		Expected Check Run: 09/09/2024		49.84	49.84
08/30/2024	AP	MID COUNTY LAWN AND GARDEN MAINTENANCE - EQUIPMENT Vnd: 1530 Invoice: 08.01.24	Invoice: 08.01.24 Ref#: 29015(PARTS FOR CEMETERY MOWER) 101-567.000-933.000 101-000.000-202.000	630.15	630.15
		Expected Check Run: 09/09/2024		630.15	630.15
08/30/2024	AP	MID-STATES BOLT & SCREW CO. MISCELLANEOUS SUPPLIES Vnd: 0112 Invoice: 32719789	Invoice: 32719789 Ref#: 28986(VICTORY PARK) 101-755.000-756.000 101-000.000-202.000	60.87	60.87
		Expected Check Run: 09/09/2024		60.87	60.87
08/30/2024	AP	PARRETT COMPANY MAINT. - OFFICE EQUIPMENT MAINT. - OFFICE EQUIPMENT MAINT. - OFFICE EQUIPMENT MAINT. - OFFICE EQUIPMENT Vnd: 1596 Invoice: 79533 Vnd: 1596 Invoice: 79533	Invoice: 79533 Ref#: 28990(PRINTERS FOR CITY HALL, PD & WWTP) 592-590.000-934.000 101-301.000-934.000 101-265.000-934.000 101-265.000-934.000 592-000.000-202.000 101-000.000-202.000	3.82 75.97 171.57 21.39	3.82 268.93
		Expected Check Run: 09/09/2024		272.75	272.75
08/30/2024	AP	POLYDYNE, INC. CHEMICALS Vnd: 0314 Invoice: 1861080	Invoice: 1861080 Ref#: 29018(CLARIFLOC C-6286 WWTP) 592-590.000-743.000 592-000.000-202.000	1,583.55	1,583.55
		Expected Check Run: 09/09/2024		1,583.55	1,583.55
06/30/2024	AP	PRIDE THE PORTABLE TOILET CONTRACTUAL Vnd: 0866 Invoice: 41544	Invoice: 41544 Ref#: 29016(BYSBA - EXTRA UNITS - MISSED INVOICE) 101-755.000-818.000 101-000.000-202.000	89.00	89.00
		Expected Check Run: 09/09/2024		89.00	89.00
08/30/2024	AP	PRO SAFETY INNOVATIONS LLC EQUIPMENT TESTING Vnd: 1813 Invoice: 3691	Invoice: 3691 Ref#: 28991(4 MORE SCBA BOTTLES FOR HYDROSTATIC TEST) 101-336.000-851.001 101-000.000-202.000	107.96	107.96
		Expected Check Run: 09/09/2024		107.96	107.96

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/30/2024	AP	REDBUD HARDWARE			
		60LB SAND TUBES FOR SPLASH HILL @NNO	101-336.000-756.000	35.96	
		FLEX SEAL FOR LEAKING DRAIN PIPE ROOF	101-336.000-931.000	31.48	
		FURNACE FILTER	592-590.000-756.000	26.67	
		MOLDING TRIM	101-567.000-756.000	6.49	
		GARAGE DOOR SLIDE	101-567.000-756.000	13.29	
		MIDWEST FASTNERS	101-567.000-756.000	4.29	
		MIDWEST FASTNERS	101-567.000-756.000	10.95	
		MIDWEST FASTNERS & DRILL BIT	101-567.000-756.000	16.94	
		MIDWEST FASTNERS& CORNER BRACE	101-567.000-756.000	123.38	
		GARAGE DOOR SLIDE	101-567.000-756.000	13.29	
		WOOD BLADE	101-567.000-756.000	10.49	
		MIDWEST FASTNERS	101-567.000-756.000	17.73	
		MIDWEST FASTNERS & CORNER BRACE	101-567.000-756.000	145.43	
		DRAIN CLEANER	101-567.000-756.000	24.98	
		FINISHING TROWEL	101-567.000-756.000	45.99	
		TARP & TARP STRAP	101-567.000-756.000	86.93	
		BATTERY FOR VACTOR TRUCK	592-591.000-756.000	12.49	
		ELECTRONIC SPRAY	592-591.000-756.000	12.49	
		GRASS SEED	592-591.000-756.000	139.99	
		VALVE FOR BARODA TIRE SITE	592-591.000-756.000	25.99	
		LAWN VALVE	101-567.000-756.000	12.99	
		CLEANING SUPPLIES	592-591.000-756.000	21.96	
		TILES FOR WELL HOUSE	592-591.000-756.000	69.99	
		FLIP UP TOOL HOLDER	101-567.000-756.000	23.06	
		MIDWEST FASTNERS	101-567.000-756.000	6.30	
		GAS AND OIL	101-441.000-751.000	30.99	
		DRILL BIT FOR VICTORY PARK TABLES	101-441.000-756.000	27.98	
		HEX BIT FOR BANNERS	101-441.000-756.000	7.99	
		MIDWEST FASTNERS FOR CATCH BASIN OAK ST	202-463.000-756.000	13.30	
		OIL DRY FOR SHOP	101-441.000-756.000	37.98	
		SIGN HARDWARE - FASTNERS	202-463.000-756.000	47.57	
		SIGN HARDWARE - FASTNERS	202-463.000-756.000	38.57	
		DRUM LINERS & DUCT TAPE	101-441.000-756.000	35.98	
		GAS AND OIL	101-441.000-751.000	41.98	
		DRUM LINERS & DUCT TAPE	101-441.000-756.000	35.98	
		Vnd: 0141 Invoice: 08.31.24	101-000.000-202.000		848.85
		Vnd: 0141 Invoice: 08.31.24	592-000.000-202.000		309.58
		Vnd: 0141 Invoice: 08.31.24	202-000.000-202.000		99.44
		Expected Check Run: 09/09/2024			
				1,257.87	1,257.87
08/30/2024	AP	RIETH-RILEY CONSTRUCTION CO.			
		ROAD MAIN. MATERIAL & SUPPLIES	202-463.000-782.000	384.98	
		Vnd: 0011 Invoice: 3304703	202-000.000-202.000		384.98
		Expected Check Run: 09/09/2024			
				384.98	384.98

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
09/30/2024	AP	RMC PROPERTIES LLC	Invoice: 35 Ref#: 29029(AUG DPW LEASE)		
		CONTRACTUAL	101-441.000-818.000	2,500.00	
		CONTRACTUAL	592-590.000-818.000	1,250.00	
		CONTRACTUAL	592-591.000-818.000	1,250.00	
		Vnd: 2153 Invoice: 35	101-000.000-202.000		2,500.00
		Vnd: 2153 Invoice: 35	592-000.000-202.000		2,500.00
		Expected Check Run: 09/09/2024			
				5,000.00	5,000.00
07/31/2024	AP	ROBERTS SERVICE COMPANY	Invoice: 16554 Ref#: 29013(DPW AC @ WWTP)		
		BLDG & GRNDS MAINT SUPPLIES	101-441.000-758.001	25.22	
		Vnd: 2366 Invoice: 16554	101-000.000-202.000		25.22
		Expected Check Run: 09/09/2024			
				25.22	25.22
08/30/2024	AP	ROSE PEST SOLUTIONS	Invoice: 150625397 Ref#: 28993(PEST CONTROL CONTRACT - PD)		
		CONTRACTUAL	101-301.000-818.000	81.00	
		Vnd: 0304 Invoice: 150625397	101-000.000-202.000		81.00
		Expected Check Run: 09/09/2024			
				81.00	81.00
08/30/2024	AP	ROSE PEST SOLUTIONS	Invoice: 150625116 Ref#: 28994(PEST CONTROL CONTRACT - CITY CENTER)		
		CITY CENTER UTILITIES	101-265.000-923.000	57.00	
		Vnd: 0304 Invoice: 150625116	101-000.000-202.000		57.00
		Expected Check Run: 09/09/2024			
				57.00	57.00
08/30/2024	AP	SMR COMMUNICATIONS INC.	Invoice: 28941 Ref#: 29006(SPARE 800 MHZ PAGER BATTERIES)		
		RADIO MAINTENANCE	101-336.000-851.000	97.50	
		Vnd: 0086 Invoice: 28941	101-000.000-202.000		97.50
		Expected Check Run: 09/09/2024			
				97.50	97.50
08/30/2024	AP	STAR UNIFORM	Invoice: 40034-2 Ref#: 28995(NAME BADGE FOR CHRISTNER)		
		UNIFORMS	101-301.000-768.000	10.00	
		Vnd: 1358 Invoice: 40034-2	101-000.000-202.000		10.00
		Expected Check Run: 09/09/2024			
				10.00	10.00
08/30/2024	AP	STAR UNIFORM	Invoice: 40038-2 Ref#: 28996(NAME BADGE FOR KLEIN)		
		UNIFORMS	101-301.000-768.000	10.00	
		Vnd: 1358 Invoice: 40038-2	101-000.000-202.000		10.00
		Expected Check Run: 09/09/2024			
				10.00	10.00

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/26/2024	AP	STAR UNIFORM MISC REVENUE/DONATION Vnd: 1358 Invoice: 39899-2	Invoice: 39899-2 Ref#: 28997 (PATROL HATS FOR PD OFFICERS & RESERVES) 101-000.000-675.000 101-000.000-202.000	662.00	662.00
		Expected Check Run: 09/09/2024		662.00	662.00
08/30/2024	AP	SUNRISE CLEANING, LLC CONTRACTUAL Vnd: 2360 Invoice: 3927	Invoice: 3927 Ref#: 29011 (CITY HALL CLEANING - 8/4/24 THROUGH 8/25) 101-265.000-818.000 101-000.000-202.000	720.00	720.00
		Expected Check Run: 09/09/2024		720.00	720.00
08/30/2024	AP	T MOBILE TELEPHONE, INTERNET, CABLE TELEPHONE, INTERNET, CABLE Vnd: 1963 Invoice: 08.23.24	Invoice: 08.23.24 Ref#: 29007 (SOM AGENCY AND EMPLOYEE - PHONE) 101-301.000-853.000 101-336.000-853.000 101-000.000-202.000	7.00 7.00	14.00
		Expected Check Run: 09/09/2024		14.00	14.00
09/01/2024	AP	THE HERALD-PALLADIUM CONTRACTUAL Vnd: 0933 Invoice: 71024445	Invoice: 71024445 Ref#: 29017 (WWTP JOB POSTING) 592-590.000-818.000 592-000.000-202.000	85.00	85.00
		Expected Check Run: 09/09/2024		85.00	85.00
08/30/2024	AP	WELDY SALES AND SERVICE MISCELLANEOUS SUPPLIES Vnd: 1763 Invoice: 24927	Invoice: 24927 Ref#: 28999 (OIL & TRIMMER LINE) 592-590.000-756.000 592-000.000-202.000	574.97	574.97
		Expected Check Run: 09/09/2024		574.97	574.97
08/30/2024	AP	WELDY SALES AND SERVICE MAINTENANCE - EQUIPMENT Vnd: 1763 Invoice: 24912	Invoice: 24912 Ref#: 29010 (CEMETERY WEEDEATER FS111) 101-567.000-933.000 101-000.000-202.000	98.96	98.96
		Expected Check Run: 09/09/2024		98.96	98.96
08/30/2024	AP	WELDY SALES AND SERVICE EQUIPMENT MAINT SUPPLIES Vnd: 1763 Invoice: 24843	Invoice: 24843 Ref#: 29014 (PARTS FOR SAW) 101-441.000-758.000 101-000.000-202.000	50.48	50.48
		Expected Check Run: 09/09/2024		50.48	50.48

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/30/2024	AP	WEST MICHIGAN CRIMINAL JUSTICE EDUCATION AND TRAINING Vnd: 0921 Invoice: 5860	Invoice: 5860 Ref#: 28998 (FTO BASIC TRAINING FOR GAST & REED) 101-301.000-960.000 101-000.000-202.000	400.00	400.00
		Expected Check Run: 09/09/2024		400.00	400.00
08/30/2024	AP	WIGHTMAN & ASSOCIATES TRAIL GRANT EXPENDITURES Vnd: 1762 Invoice: 89352	Invoice: 89352 Ref#: 29000 (200338 BUCHANAN - WALTON RD PEDESTRIAN F) 401-000.000-970.031 401-000.000-202.000	605.64	605.64
		Expected Check Run: 09/09/2024		605.64	605.64
08/30/2024	AP	ZOLMAN TIRE INC MAINTENANCE - EQUIPMENT Vnd: 2051 Invoice: 4430033828	Invoice: 4430033828 Ref#: 29012 (LAWN MOWER TIRE - CEMETERY) 101-567.000-933.000 101-000.000-202.000	45.00	45.00
		Expected Check Run: 09/09/2024		45.00	45.00
				67,522.94	67,522.94

Cash/Payable Account Totals:

ACCOUNTS PAYABLE	101-000.000-202.000	24,864.05
ACCOUNTS PAYABLE	202-000.000-202.000	4,203.25
ACCOUNTS PAYABLE	203-000.000-202.000	36.67
ACCOUNTS PAYABLE	214-000.000-202.000	14,991.15
ACCOUNTS PAYABLE	401-000.000-202.000	2,343.54
ACCOUNTS PAYABLE	592-000.000-202.000	20,485.08
ACCOUNTS PAYABLE	701-000.000-202.000	599.20
TOTAL INCREASE IN PAYABLE:		67,522.94

Contributions by Municipality

Proposed Subsidy

\$ 898,590.00

	Population	Percentage of Population	Portion of Proposed Subsidy
Buchanan City	4,281	9%	\$ 82,388.07
Niles City	12,023	26%	\$ 231,383.27
Niles Township	14,417	31%	\$ 277,455.92
Howard Township	6,275	13%	\$ 120,762.71
Buchanan Township	3,436	7%	\$ 66,126.00
Bertand Township	2,611	6%	\$ 50,248.83
Milton Township	3,149	7%	\$ 60,602.67
Pokagon Township	500	1%	\$ 9,622.53
Total	46,692	100%	\$ 898,590.00

\$	776,464.24	\$	1,372,751.08
\$	830,905.29	\$	1,522,475.79
\$	(54,441.05)	\$	(149,724.71)

**CITY OF BUCHANAN
COUNTY OF BERRIEN, STATE OF MICHIGAN**

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

**RESOLUTION NO. 1
RESOLUTION OF INTENT TO ESTABLISH SPECIAL ASSESSMENT DISTRICT;
TENTATIVE DESIGNATION OF SPECIAL ASSESSMENT DISTRICT;
NOTICE OF PUBLIC HEARING**

At a regular meeting of the City Commission of the City of Buchanan, held on the 9th day of September 2024, at 7:00 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, 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 operating SMCAS by establishing a special assessment district pursuant to Act 368 of 1978, as amended by Act 179 of 1990; and

WHEREAS, the City finds that initiating proceedings to establish such a special assessment district is in the best interest of the public health, safety, and welfare.

NOW, THEREFORE, THE CITY RESOLVES AS FOLLOWS:

1. The City Commission determines to defray its share of the cost of maintaining and operating SMCAS, in whole or part, by special assessment.

2. The City Commission tentatively designates the special assessment district (“District”) against which the cost will be assessed as all residential units, commercial parcels, industrial parcels, and agricultural parcels within the City, unless such lands and premises are exempt by law from paying special assessments. "Residential unit" includes each unit in multiple family dwellings, apartments, condominiums, and townhouses, and includes each pad in a mobile home or manufactured housing community.

3. The estimated cost for each assessed parcel or unit in the District shall be based on the year of the assessment in the amounts as follows:

2024	\$40.00
2025	\$45.00
2026	\$50.00
2027	\$50.00
2028	\$50.00

4. The City tentatively proposes that the District remain in effect for a period of five (5) years.

5. If at any time during the term of the District an actual incremental cost increase exceeds the estimate therefor by 10% or more, notice shall be given and a hearing will be afforded to the record owners of property to be assessed.

6. The City Commission shall hold a public hearing on September 23rd, 2024, at 7:00 p.m. at City Hall to hear and consider objections to the creation of the District and the estimated cost for each parcel in the District.

7. The City Commission directs the City Clerk to give notice of the time, date and purpose of the hearing, by first class mail, to each record owner of, or party-in-interest in, real property within the City whose name appears upon the last City tax assessment records, at least ten days before the date of the hearing in the form substantially similar to **Exhibit A**, attached to this Resolution. In addition, notice shall also be published in the same form at least twice before the hearing in a newspaper circulating in the City. The first publication shall be at least ten days before the date of the hearing.

8. Following the public hearing, the City Commission may revise, correct, amend or change the plans, estimate of cost, or boundaries of the special assessment district.

9. Any and all resolutions in conflict with this Resolution are hereby repealed, but only to the extent necessary to give this Resolution full force and effect.

EXHIBIT A
CITY OF BUCHANAN
NOTICE OF PUBLIC HEARING
SPECIAL ASSESSMENT DISTRICT FOR EMERGENCY MEDICAL SERVICES
THROUGH SOUTHWESTERN MICHIGAN COMMUNITY AMBULANCE SERVICE,
DISTRICT NO. 1

NOTICE IS HEREBY GIVEN that the City Commission of the City of Buchanan, Berrien County, Michigan, has determined to proceed with creating a special assessment district to defray, in whole or part, the City’s share of the cost of maintaining and operating the Southwestern Michigan Community Ambulance Service.

The City Commission has tentatively determined that all or part of the City’s share of such cost shall be specially assessed against all residential units, commercial parcels, industrial parcels, and agricultural parcels within the City, unless such lands and premises are exempt by law from paying special assessments. "Residential unit" includes each unit in multiple family dwellings, apartments, condominiums, and townhouses, and includes each pad in a mobile home or manufactured housing community.

TAKE NOTICE that the City Commission will hold a public hearing at a regular meeting of the City Commission on September 23rd, 2024, at 7:00 p.m., at the City Hall, 302 N. Redbud Trail, Buchanan, MI 49107, to hear and consider any objections to the proposed special assessment, the district and all other matters relating to the Special Assessment District for Emergency Medical Services through Southwestern Michigan Community Ambulance Service.

TAKE FURTHER NOTICE that property shall not be added to the proposed special assessment district without further notice and public hearing.

This Notice was authorized by the City Commission of the City of Buchanan.

Dated: September 9th, 2024

Kalla Langston, MiPMC, City Clerk

Southwestern Michigan Community Ambulance Services
Draft Budget
July 2024 - June 2025

SMCAS Primary Operations	Actual	Previous Budget	Proposed	SMCAS Cass County Operation Proposed	Comment
Revenue					
4000 Ambulance Revenue primary	\$ 5,039,731.97	\$ 5,000,000.00	\$ 5,100,000.00		
4000.1 Ambulance Revenue Cass County				\$ 2,400,000.00	
Total 4000 Ambulance Revenue	\$ 5,703,931.63	\$ 5,000,000.00	\$ 5,100,000.00	\$ 2,400,000.00	
4010 Ambulance Adjustments Primary	\$ (2,430,040.09)	\$ (2,550,000.00)	\$ (2,550,000.00)		
4010.1 Ambulance Adjustments Cass County				\$ (1,152,000.00)	
Total 4010 Ambulance Adjustments	\$ 3,273,891.54	\$ 2,500,000.00	\$ (2,550,000.00)	\$ (1,152,000.00)	
Total Ambulance Revenue	\$ 3,273,891.54	\$ 2,450,000.00	\$ 2,550,000.00	\$ 1,248,000.00	
4100 W/C Revenue	\$ 56,289.84	\$ 58,000.00	\$ 60,000.00		
4110 W/C Adjustments	\$ -				
4200 Membership Fees	\$ 12,171.74	\$ 10,000.00	\$ 10,000.00		
4200.1 Membership Fees Cass				\$ 8,000.00	
4250 Standby Income	\$ 40,649.98	\$ 45,000.00	\$ 55,000.00		
4250.1 Standby Income Cass				\$ 10,000.00	
4300 Assessments	\$ 627,640.14	\$ 898,590.00	\$ 898,590.00		
4300 Assessments Cass				\$ 915,200.00	
4350 Miscellaneous Income	\$ 334,514.05	\$ 19,000.00	\$ 10,000.00		
4350.1 Miscellaneous Income Cass				\$ 2,000.00	
4400 Bad Debt Recovery	\$ 21,722.70	\$ 14,000.00	\$ 16,000.00		
4400.1 Bad Debt Recovery Cass				\$ 10,000.00	
4500 Interest Income	\$ 14,513.14	\$ 800.00	\$ 14,000.00		
4500.1 Interest Income Cass				\$ 5,000.00	
Total Revenue	\$ 4,381,393.14	\$ 3,495,390.00	\$ 3,613,590.00	\$ 2,198,200.00	
Expenditures					
5100 Paramedic/EMT					
5110 P/E wages	\$ 1,862,297.88	\$ 1,487,954.69	\$ 1,562,351.70		
5110.1 P/E wages Cass				\$ 1,040,526.23	
5120 P/E payroll taxes	\$ 138,250.27	\$ 113,828.53	\$ 119,519.91		
5120.1 P/E payroll taxes Cass				\$ 79,600.26	
5130 P/E health insurance	\$ 301,351.89	\$ 350,000.00	\$ 350,000.00		
5130.1 P/E health insurance Cass				\$ 180,000.00	
5140 P/E retirement contributions	\$ 135,411.79	\$ 119,036.38	\$ 124,988.20		
5140.1 P/E retirement contributions Cass				\$ 96,000.00	
5150 P/E Uniforms	\$ 16,270.58	\$ 9,000.00	\$ 10,000.00		
5150.1 P/E Uniforms Cass				\$ 4,000.00	
Total 5100 Paramedic/EMT	\$ 2,453,582.40	\$ 2,079,819.60	\$ 2,166,859.80	\$ 1,400,126.49	
5200 Wheelchair					
5210 WC Wages	\$ 33,526.80	\$ 40,000.00	\$ 45,000.00		
5220 WC payroll taxes	\$ 1,891.81	\$ 3,060.00	\$ 3,442.50		
Total 5200 Wheelchair	\$ 35,418.61	\$ 43,060.00	\$ 48,442.50		
5300 EMS Expense					
5310 EMS supplies/oxygen	\$ 82,192.68	\$ 57,000.00	\$ 65,000.00		
5310.1 EMS supplies/oxygen Cass				\$ 40,000.00	
5320 EMS equipment repair		\$ 25,000.00	\$ 20,000.00		
5320.1 EMS equipment repair Cass				\$ 10,000.00	
5330 Equipment Lease		\$ 120,000.00	\$ 84,000.00		
5330 Equipment Lease Cass				\$ 31,000.00	
Total 5300 EMS Expense	\$ 82,192.68	\$ 202,000.00	\$ 169,000.00	\$ 81,000.00	
5400 Vehicle					
5410 Fuel	\$ 93,165.52	\$ 90,000.00	\$ 95,000.00		
5410.1 Fuel Cass				\$ 30,000.00	
5430 Vehicle repairs	\$ 52,849.98	\$ 70,000.00	\$ 65,000.00		
5430 Vehicle repairs Cass				\$ 30,000.00	
Total 5400 Vehicle	\$ 146,015.51	\$ 160,000.00	\$ 160,000.00	\$ 60,000.00	
5500 Information Services					
5510 Computer and Software maint	\$ 38,269.33	\$ 45,000.00	\$ 35,000.00		
5510.1 Computer and Software maint Cass				\$ 10,000.00	
5520 Radio and Communications	\$ 18,704.99	\$ 10,000.00	\$ 10,000.00		
5520.1 Radio and Communications Cass				\$ 6,000.00	
5530 Telephone/Cell phones	\$ 16,338.76	\$ 25,000.00	\$ 17,000.00		
5530 Telephone/Cell phones Cass				\$ 8,000.00	
5540 Public Relations	\$ 720.00	\$ 15,000.00	\$ 20,000.00		
5540.1 Public Relations Cass				\$ 13,320.00	
Total 5500 Information Services	\$ 74,033.08	\$ 95,000.00	\$ 82,000.00	\$ 37,320.00	
6000 General and Administrative					
6010 Management Wages	\$ 228,454.81	\$ 205,000.00	\$ 205,000.00		
6010.1 Management Wages Cass				\$ 40,000.00	
6015 Office Wages	\$ 60,140.50	\$ 55,000.00	\$ 55,000.00		

6015.1 Office Wages Cass				\$ 25,000.00	
6020 M/O payroll taxes	\$ 20,168.94	\$ 19,890.00	\$ 26,010.00		
6020.1 M/O payroll taxes Cass				\$ 6,502.50	
6030 M/O health insuranc	\$ 59,886.06	\$ 80,000.00	\$ 75,000.00		
6030.1 M/O health insurance Cass				\$ 49,950.00	
6040 M/O retirement	\$ 16,327.43	\$ 15,000.00	\$ 30,000.00		
6040.1 M/O retirement Cass				\$ 3,600.00	
6050 Compliance/Education Coordination Wages		\$ 80,000.00			Added one Full Time position to be shared with both divisions.
6050.1 Compliance/Education Coordination Wages				\$ 20,000.00	Will be needed to comply with new OSHA regulations.
Total 6000 General and Administrative	\$ 384,977.75	\$ 374,890.00	\$ 471,010.00	\$ 145,052.50	
6100 G& A other					
6110 Legal and accounting	\$ 33,581.91	\$ 32,000.00	\$ 36,000.00		
6110.1 Legal and accounting Cass				\$ 4,000.00	
6120 Outside services	\$ 14,870.89	\$ 9,000.00	\$ 7,000.00		
6120.1 Outside services Cass				\$ 3,000.00	
6130 Banking/credit card fees	\$ 3.22	\$ 300.00	\$ 400.00		
6130.1 Banking/credit card fees Cass				\$ 100.00	
6140 Billing Service fee	\$ 196,433.49	\$ 162,000.00	\$ 153,000.00		
6140.1 Billing Service fee Cass				\$ 74,880.00	
6150 Collection Agency	\$ 6,587.10	\$ 5,000.00	\$ 6,000.00		
6150.1 Collection Agency Cass				\$ 2,000.00	
6160 Workers compenstation	\$ 69,337.47	\$ 80,000.00	\$ 84,000.00		
6160.1 Workers compensation Cass				\$ 55,944.00	
6170 Employment expenses	\$ 11,194.34	\$ 8,000.00	\$ 20,000.00		
6170.1 Employment expenses Cass				\$ 3,000.00	
6180 Employee recognition	\$ 6,300.00	\$ 9,000.00	\$ 9,000.00		
6180 Employee recognition Cass				\$ 3,000.00	
6190 Employee education	\$ 50,814.53	\$ 10,000.00	\$ 25,000.00		
6190.1 Employee education Cass				\$ 16,650.00	
6200 Office supplies/postage	\$ 13,620.91	\$ 12,000.00	\$ 7,000.00		
6200.1 Office supplies/postage Cass				\$ 4,000.00	
6210 Dues and memberships	\$ 7,015.50	\$ 7,000.00	\$ 3,000.00		
6210.1 Dues and memberships Cass				\$ 2,000.00	
6220 Office equipment repair	\$ -	\$ 2,500.00	\$ 2,500.00		
6220.1 Office equipment repair Cass				\$ 1,000.00	
6230 Travel lodging and miles	\$ 3,432.48	\$ 6,000.00	\$ 6,000.00		
6230.1 Travel lodging and miles Cass				\$ 2,000.00	
6240 Meals	\$ 7,495.33	\$ 2,000.00	\$ 2,000.00		
6240.1 Meals Cass				\$ 1,000.00	
6250 Miscellaneous	\$ 22,895.00	\$ 5,000.00	\$ 5,000.00		
6250.1 Miscellaneous Cass				\$ 2,500.00	
Total 6100 G& A other	\$ 443,582.16	\$ 349,800.00	\$ 365,900.00	\$ 175,074.00	
7000 Building/Grounds					
7010 Utilities	\$ 33,747.64	\$ 30,000.00	\$ 30,000.00		
7010.1 Utilities Cass				\$ 15,000.00	
7020 Propertyand liabiltiy insurance	\$ 57,935.66	\$ 50,000.00	\$ 60,000.00		
7020.1 Propertyand liabiltiy insurance Cass				\$ 20,000.00	
7030 Repairs and maint. Building	\$ 49,099.04	\$ 45,000.00	\$ 65,000.00		
7030.1 Repairs and maint. Building Cass				\$ 15,000.00	
7040 Custodial/grounds maint	\$ 7,210.38	\$ 3,500.00	\$ 3,500.00		
7040.1 Custodial/grounds maint Cass				\$ 3,500.00	
Total 7000 Building/Grounds	\$ 147,992.72	\$ 128,500.00	\$ 158,500.00	\$ 53,500.00	
Total Revenue	\$ 3,495,390.00	\$ 3,613,590.00	\$ 2,198,200.00		
Total Expense	\$ 3,433,069.60	\$ 3,621,712.30	\$ 1,952,072.99		