



City of Hartford
County of Van Buren, State of Michigan

Commission Business Meeting Agenda

Monday, November 21, 2022 at 7:30 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

GUESTS

- [1.](#) NOISE COMPLAINT - RESIDENTS ON MARION AVE

PUBLIC COMMENT

COMMUNICATIONS

- [2.](#) VBCD - 2022 OCTOBER
3. 21ST ANNUAL CHRISTMAS IN HARTFORD & LIGHTED PARADE
4. CITY HALL WILL BE CLOSED ON NOVEMBER 24 & 25 IN OBSERVANCE OF THANKSGIVING

REPORT OF OFFICERS BOARDS & COMMITTEES

Police & Ordinance

- [5.](#) HPD - CHIEF - 2022 OCTOBER
- [6.](#) HPD - ORDINANCE 2022 NOVEMBER

Fire Department

- [7.](#) HFD - CHIEF 2022 OCTOBER

Ambulance

- [8.](#) AMB - 2022 OCTOBER

Van Buren County

- [9.](#) VBC - 2022 OCTOBER

Public Works

- [10.](#) DPW - 2022 OCTOBER

Wastewater Treatment Plant

[11.](#) WWTP - 2022 OCTOBER

Treasurers, Investment & List of Bills

[12.](#) LIST OF BILLS - 2022 OCTOBER

City Manager

[13.](#) CM - 2022 NOVEMBER

APPROVAL OF COMMISSION MINUTES

[14.](#) BUSSINESS MEETING - 2022 OCTOBER 24

[15.](#) SPECIAL MEETING - 2022 NOVEMBER 2

APPROVAL OF REPORTS

GOALS/OBJECTIVES

OLD BUSINESS

NEW BUSINESS

- 16. MDOT - INVOICE - PROPSECT STREET CONSTRUCTION PROJECT \$36,819.66
- 17. DDA RESIGNATION - JUDY KIEFFER-PHILLIPS, VIBRANT HEALING
- 18. DDA APPOINTMENT - SANDRA BANDA TAVAREZ, TAQUERIA Y MARISCOS EL PRIMO
- 19. TITLE WORK - CITY SOUTH PARKING LOT WARRANTY DEED

INTRODUCTION OF RESOLUTIONS OR AMENDMENTS

- [20.](#) RESOLUTION 2022 - 020 ADOPTING FISCAL YEAR 2022/2023 BUDGET ADJUSTMENTS NO. ONE
- [21.](#) RESOLUTION 2022 - 021 REVOKE CITY'S MICRO GROW MARIHUANA PERMIT FROM PGHC, LLC 801 PROSPECT

ADJOURNMENT

10/31/2022

This Written Complaint is regarding
 The consistent noise in our back yards
 off Marion Ave. The Times are from 6am
 until late evening. Sounds of large diesel
 engines revving, back up beeper (alarm),
 loading trailers (banging noises), Sounds of
 hammering and or equipment breaking up
 concrete and loading dirt and concrete
 into dump truck. @ 517 W. Main Red Arrow
 and flood lights. Hartford, MI,

Blas Mendoza 38 Marion Ave. Apt #A

Joey 104 Marion Ave

Mike Menck 38 Marion Ave APT B

Adan Barajas 36 MARION AVE

RECEIVED

NOV 02 2022

CITY OF HARTFORD

We are requesting a formal meeting
 for city council,

CHAPTER 95: NOISE CONTROL

Section

95.01 Noise control generally

95.02 Exceptions

95.99 Penalty

Cross-reference:

Vehicular noise, see §§ 91.01 et seq.

§ 95.01 NOISE CONTROL GENERALLY.

Each of the following acts is declared to constitute a municipal civil infraction and be prohibited, but this enumeration shall not be deemed to be exclusive:

(A) *Animal and bird noises.* The keeping of any animal or bird, which, by causing frequent or long-continued noise, shall disturb the comfort or repose of any person.

(B) *Construction noises.* The erection (including excavating thereof), demolition, of any building, and the excavation of streets and highways, on Sunday, and other days except between 7:00 a.m. and 6:00 p.m., unless a permit is first obtained from the city.

(C) *Sound amplifiers.* Use of any loudspeaker, amplifier or other instrument or device, whether stationary or mounted on a vehicle for any purpose, except by speakers in the course of a public address which in noncommercial in character, shall be subject to the following restrictions:

(1) A permit from the city must first be obtained.

(2) Sound amplification permitted shall be limited to music or human speeches.

(3) The permitted hours shall be limited to between the hours of 11:30 a.m. and 6:30 p.m., each day excepting on Sundays and legal holidays during which no such use, other than the above excepted, shall be permitted.

Hartford - General Regulations

(4) Sound amplifying equipment mounted on vehicles shall not be operated unless the vehicle upon which such equipment is mounted is operated at a speed of at least ten miles per hour except when the vehicle is stopped or impeded by traffic.

(5) Sound amplification equipment shall not be used within 100 yards of schools or churches.

(6) The volume of sound shall be controlled so that it will not be audible for a distance in excess of 100 feet from the sound amplifying equipment and so that it is not unreasonably loud, raucous, jarring, disturbing, or otherwise a nuisance to persons within the area of audibility.

(7) No sound amplifying equipment shall be operated with an excess of 15 watts of power in the last stage of amplification.

(D) *Engine exhausts.* The discharge into the open air of the exhaust of any steam engine, stationary, internal combustion engine, or motor vehicle except through a muffler or device which effectively prevents loud or explosive noises there from.

(E) *Handling merchandise.* The creation of a loud and excessive noise in connection with a loading or unloading any vehicle or the opening or destruction of bales, boxes, crates and containers.

(F) *Blowers.* The discharges into open air from any noise-creating blower or power fan unless the noise from such blower or fan is muffled sufficiently.

(G) *Hawking.* The hawking of goods or merchandise, of any type, in a loud and boisterous manner, except with the city's permission.

(H) *Radio and musical instruments.* The playing of any radio, television set, phonograph, or any musical instrument in such volume, particularly during the hours between 11:00 p.m. and 7:00 a.m., or at any time or place so as to annoy or disturb the quiet, comfort or repose of persons in any office, place of worship school, dwelling unit, or other type of residence, or of any person in the vicinity.

(I) *Shouting and whistling.* Yelling, shouting, hooting, whistling, or singing or making of any other loud noise on the public streets between the hours of 11:00 p.m. and 7:00 a.m., or the making of any such noise at any time as to disturb the quiet, comfort or repose of persons in any office, place of worship, school, dwelling unit, or other type or residence, or of any person in the vicinity.

(J) *Whistle or siren.* The blowing of any whistle or siren, excepting the duly authorized sounding of a whistle or siren to give notice of the time to begin or stop work, for which a permit from the city setting forth reasonable controls has been issued, or as a warning of fire or danger.

Noise Control

35

(K) *Drum*. The use of any drum, loudspeaker, or other instrument or device for the purpose of attracting attention to any performance, show, sale or display of merchandise which, by the creation of such noise emanating there from would be unreasonably disturbing and annoying to other persons in the vicinity.

(Ord. 300-06, passed 12-18-2006)

§ 95.02 EXCEPTIONS.

None of the terms or prohibitions of § 95.01 shall apply to or be enforced against:

(A) *Emergency vehicles*. Any police or fire vehicle or any ambulance, while engaged upon emergency business.

(B) *Highway and construction*. Excavations or repairs of bridges, streets, or highways by or on behalf of the City of Hartford or State of Michigan.

(C) *Organized auto racing at the Hartford Speedway Racetrack*.
(Ord. 300-06, passed 12-18-2006)

§ 95.99 PENALTY.

Violation of any provision of this chapter shall constitute a municipal civil infraction. Upon an admission or determination of responsibilities for such municipal infraction, the violator shall be subject to a civil infraction fine and costs in the amounts specified in the Official Municipal Civil Infraction Fines and Costs Schedule already adopted by Hartford City Commission.

(Ord. 300-06, passed 12-18-2006)

Hartford - General Regulations



Van Buren Conservation District

October 2022 Program Update

Submitted by Emily Hickmott, Deputy Administrator

We're so excited to brag about our very own Senior MAEAP Specialist, Kyle Mead! As most of you already know, Kyle is a great member of our team and an excellent community member. Kyle was recently recognized with a Fruit and Vegetable 40 Under Forty Award for the Class of 2022. We are so proud of him and the work he does serving Van Buren County; please join us in celebrating Kyle! You can learn more here: <https://fruitgrowersnews.com/article/40-under-40-2022/>

Program Updates:

- **Ag Conservation/Water Quality Projects** (*Erin Fuller, Colleen Forestieri, Carlie Southland*) – The Van Buren Conservation District staff worked this month to recruit farmers to plant cover crops after corn and soybean harvest. In certain watersheds, farmers are eligible for cost share to plant cover crops. Cover crops build soil health, reduce erosion and help recycle nutrients in the soil. This fall, about 514 acres of cover crops were planted in Van Buren County after the cash crop was harvested (in addition to about 5,500 acres planted pre-harvest via airplane).
- **SWxSW Corner CISMA (Cooperative Invasive Species Management Area)** (*Abbie Bristol, Alex Florian, Justin Palthe*) – October saw the wrapup of the field season for the CISMA. It was also filled with grant writing and grant reporting. At the end of the month, CISMA staff was able to attend the Upper Midwest Invasive Species Conference to connect and engage with invasive species specialists across the Great Lakes region.
- **Michigan Agriculture Environmental Assurance Program (MAEAP)** (*Kyle Mead*) – October is the start of the new fiscal year and Kyle started out by calling all of the MAEAP Verified farmers that were due for Re-Verification and attempting to schedule out as many appointments as possible. These visits were scheduled for the month of October, some for the following month in November, and some were set out to be scheduled in the beginning of December. The MAEAP goal setting was productive and was followed up with a meeting with the new MSUE Fruit Agent to talk about how MAEAP works and how she can help get farmers involved with MAEAP as well as a scheduled meeting with Farm Bureau to talk about collaboration with VBCD and MAEAP.
- **National Association of Conservation Districts Technical Assistance** (*Lucas Hartman*) – All existing Conservation Stewardship Program (CSP) contracts with NRCS certified and in good standing for calendar year 2022.
- **Natural Resource Conservation Service Technical Assistance** (*Gabe Francisco*) – Corn Count “Its Corn!” – During this month of November local farmers have been busy harvesting corn and soybeans around our and neighboring counties, maybe you have seen the great big combines rolling along in the field, leaving a cloud of dust and chaff in its wake. This month, the technician had the opportunity to visit with some of these farmers while they have been hard at work and assist them with an important end of the year task every good farmer should be knowledgeable of, the harvest returns on their crops! With the help of Senior Conservation Specialist Colleen Forestieri and Kami Williams of the Van Buren NRCS office we were able to measure many different fields. Good job to our hard working grain farmers on a tough growing season!



Van Buren Conservation District

October 2022 Program Update

Submitted by Emily Hickmott, Deputy Administrator

- **Outreach** (*Jacob Diljak*) – October public engagement consisted of Macroinvertebrate Stream Sampling, writing two Conservation Corners, and work on upcoming publications and a workshop. Planning for 2023 Backyard Symposium web series is in full swing. VBCD 2023 Calendar and 2022 Annual Report saw significant progress.
- **Resource Recovery Recycling** (*Kalli Marshall*) – October marked the end of our collection season for Van Buren CONservation District's Resource Recovery Program. We finished out strong with our new Recycle Roundup location at the Van Buren ISD Conference Center in Lawrence, MI. We had a total of 253 participants show up to Lawrence where we had our first collection of Styrofoam™ (polystyrene). The remainder of the month was spent preparing 2023 Scrap Tire Grant and editing the Recycle Guide.



Hartford Police Department
19 West Main Street - Hartford, Michigan. 49057

Police Report for Month of OCTOBER 2022

| | | | |
|--|------------|---------------------------------------|-----------|
| Total Duty Hours | 832 | Foot Patrol Hours | 12 |
| Arrests | 8 | Felony | 2 |
| B&E's | 0 | Misdemeanor | 7 |
| Arrest Warrants Issued | 6 | Traffic Citations Issued | 15 |
| Homicide | 0 | Robbery | 0 |
| Sex Crimes | 0 | Trespassing | 2 |
| Assaults | 3 | UDAA (stolen auto) | 0 |
| Burglary | 0 | Larceny | 4 |
| Frauds | 3 | Property Destruction/Vandalism | 3 |
| NFS Checks | 0 | Juvenile Del | 1 |
| OUIL | 1 | Drug Investigations | 0 |
| Civils | 5 | Public Peace | 6 |
| Lost Property | 1 | Found Property | 3 |
| Suspicious Person(s)/Vehicle(s) | 12 | Alarms | 10 |
| Health/Safety | 6 | Traffic Crash | 5 |
| Assist to other Agencies | 5 | Michigan State Police | 3 |
| Van Buren Co Sheriff | 5 | FIRE/EMS | 8 |
| Other Local Agencies | 5 | Persons | 5 |

OFFICERS WORKED 832 HOURS FOR THE MONTH OF OCTOBER. WE ARE FINALLY BACK UP TO FULL STRENGTH WITH FULL TIME OFFICERS. STILL LACKING PART TIMES OFFICERS FOR FILL IN.

IF ANY QUESTIONS PLEASE FEEL FREE TO CONTACT ME.

SINCERELY LT. MICHAEL PRINCE INTERIM CHIEF.



Hartford Police Department
19 West Main Street - Hartford, Michigan. 49057

Ordinance Officer Report for Month of October 2022

Property Inspections:

| | ADDRESS | VIOLATION | RESOLUTION |
|----|----------------|--|---|
| 1 | 20 N. Maple | Blight | Resolved |
| 2 | 110 N.Center | Inoperable Vehicle Inspection | Found the vehicle is in operation condition |
| 3 | 103 N. Center | Permit | Contractor has a valid permit for the roof |
| 4 | 520 S. Center | Blight | Resolved |
| 5 | 207 Pleasant | Grass | Resolved |
| 6 | 124 Engleway | Blight | Resolved |
| 7 | 115 Engleway | Blight | Unresolved as of 10-29-22 |
| 8 | 109 Vanderlyn | Blight | Resolved |
| 9 | 115 Franklin | Inoperable Vehicle | Vehicle was towed by Zielke/Arndts towing on 10-08-22 |
| 10 | 115 Franklin | Illegal Camper/Person was residing in the camper | Camper was towed by Zielke/Arndts towing on 10-08-22 |
| 11 | 316 E. Main | Blight | Unresolved as of 10-29-22 |
| 12 | 216 Elmwood | Blight | Resolved |
| 13 | 215 Shepard | Illegal Camper/Person was residing in the camper | Camper was towed by Zielke/Arndts towing on 10-08-22 |
| 14 | 60 Michigan | Blight | Resolved |
| 15 | 17 Elmwood | Grass | Resolved |
| 16 | 22 W. South | Blight | Resolved |
| 17 | 108 Paras Hill | Vehicle Blocking Sidewalk | Resolved |
| 18 | 115 Franklin | Blight/Grass | Unresolved. I left a 10 day notice and the clean up bid for 1500.00 by Arndts towing. |
| 19 | 215 Shepard | Blight | Unresolved. I left a 10 day notice and the clean up bid for 1500.00 by Arndts towing |
| 20 | 28 Franklin | Inoperable Vehicle | Tow sticker for 48 hours |
| 21 | 402 Elmwood | Inoperable Vehicle | Tow sticker for 48 hours |
| 22 | 15 Elmwood | Vehicle Blocking Sidewalk | Resolved |
| 23 | 24 W. Shepard | Blight | Unresolved as of 10-29-22 |
| 24 | 22 S. East | Vehicle Blocking Sidewalk | Resolved |
| 25 | 104 S. Maple | Shrubs Overgrown | Resolved |
| 26 | 112 N. Edwin | Blight | Resolved |
| 27 | 519 W. Main | Blight/Inoperable Vehicles | Unresolved as of 10-29-22. The tenants were being locked out by the bank. |
| 28 | 533 W. Main | Blight/Temporary Structure | Resolved |
| 29 | 302 Oak st | Blight/Basketball rim in the road | Resolved |
| 30 | 415 Clark | Blight | Resolved |

[illegible]

Grass Violations Postings 3

Grass Violation Follow-up 3

Blight Violation Posting 17

Blight Violation Follow-up 17

Vehicles Towed 3

Respectfully Submitted

Brandon Crossman 4618
Ordinance Officer
City of Hartford

Hartford Fire Department

Hartford, MI

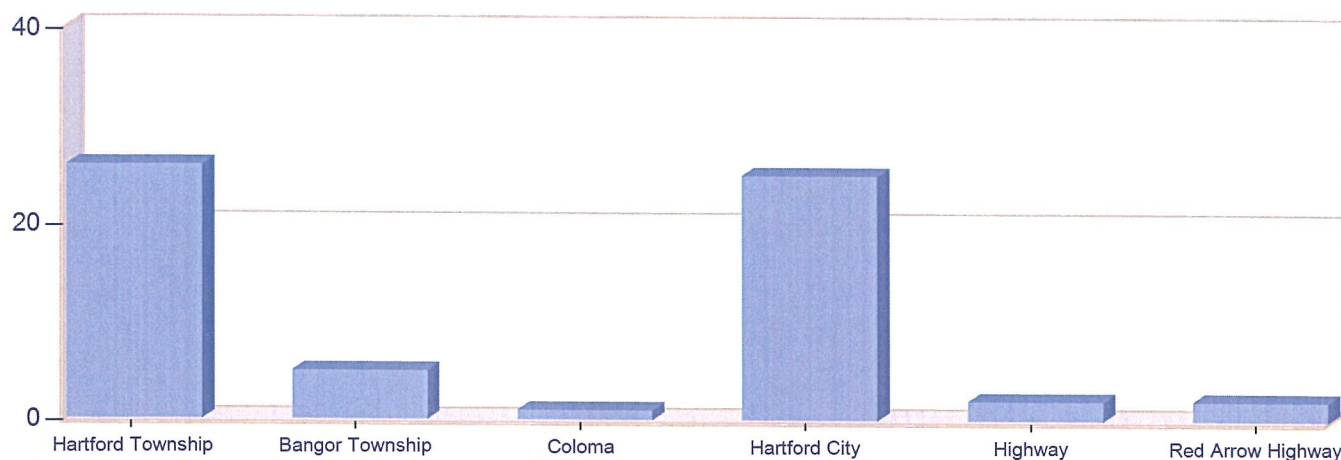
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Item 7.

Incident Type Count per Zone for Date Range

Start Date: 10/01/2022 | End Date: 10/31/2022



| ZONES | INCIDENT TYPE | COUNT |
|-------------------------------------|--|-------|
| Hartford Township - Hartford | | |
| | 111 - Building fire | 1 |
| | 311 - Medical assist, assist EMS crew | 11 |
| | 321 - EMS call, excluding vehicle accident with injury | 7 |
| | 324 - Motor vehicle accident with no injuries. | 2 |
| | 412 - Gas leak (natural gas or LPG) | 1 |
| | 500 - Service Call, other | 1 |
| | 551 - Assist police or other governmental agency | 1 |
| | 611 - Dispatched & cancelled en route | 2 |
| | <i>Total Incidents for Hartford Township - Hartford:</i> | 26 |
| Bangor Township - Bangor | | |
| | 137 - Camper or recreational vehicle (RV) fire | 1 |
| | 311 - Medical assist, assist EMS crew | 3 |
| | 651 - Smoke scare, odor of smoke | 1 |
| | <i>Total Incidents for Bangor Township - Bangor:</i> | 5 |
| Coloma - Coloma | | |
| | 111 - Building fire | 1 |
| | <i>Total Incidents for Coloma - Coloma:</i> | 1 |
| Hartford City - Hartford | | |
| | 311 - Medical assist, assist EMS crew | 2 |

Zone information is defined on the Basic Info 3 screen of an incident.
Only REVIEWED incidents included.



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Doc Id: 1404
Page # 1 of 2

| ZONES | INCIDENT TYPE | COUNT |
|---------------------------------------|--|-------|
| | 321 - EMS call, excluding vehicle accident with injury | 22 |
| | 424 - Carbon monoxide incident | 1 |
| | Total Incidents for Hartford City - Hartford: | 25 |
| Highway - I 94 | | |
| | 122 - Fire in motor home, camper, recreational vehicle | 1 |
| | 611 - Dispatched & cancelled en route | 1 |
| | Total Incidents for Highway - I 94: | 2 |
| Red Arrow Highway - Red Arrow Highway | | |
| | 311 - Medical assist, assist EMS crew | 1 |
| | 611 - Dispatched & cancelled en route | 1 |
| | Total Incidents for Red Arrow Highway - Red Arrow Highway: | 2 |
| | Total Count for all Zone: | 61 |

Zone information is defined on the Basic Info 3 screen of an incident.
Only REVIEWED incidents included.

Hartford Fire Department

Hartford, MI

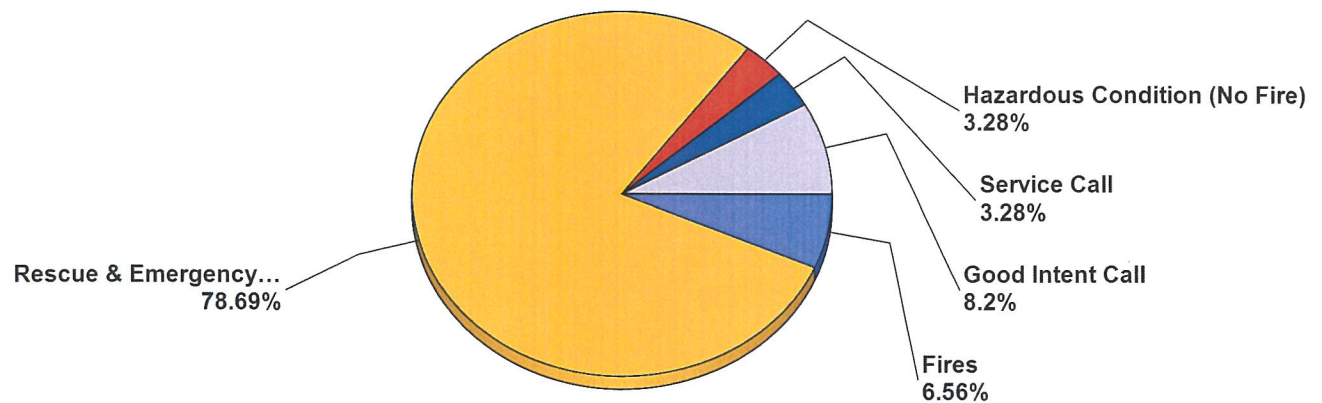
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Item 7.

Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 10/01/2022 | End Date: 10/31/2022



| MAJOR INCIDENT TYPE | # INCIDENTS | % of TOTAL |
|------------------------------------|-------------|-------------|
| Fires | 4 | 6.56% |
| Rescue & Emergency Medical Service | 48 | 78.69% |
| Hazardous Condition (No Fire) | 2 | 3.28% |
| Service Call | 2 | 3.28% |
| Good Intent Call | 5 | 8.2% |
| TOTAL | 61 | 100% |

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

Detailed Breakdown by Incident Type

| INCIDENT TYPE | # INCIDENTS | % of TOTAL |
|--|-------------|-------------|
| 111 - Building fire | 2 | 3.28% |
| 122 - Fire in motor home, camper, recreational vehicle | 1 | 1.64% |
| 137 - Camper or recreational vehicle (RV) fire | 1 | 1.64% |
| 311 - Medical assist, assist EMS crew | 17 | 27.87% |
| 321 - EMS call, excluding vehicle accident with injury | 29 | 47.54% |
| 324 - Motor vehicle accident with no injuries. | 2 | 3.28% |
| 412 - Gas leak (natural gas or LPG) | 1 | 1.64% |
| 424 - Carbon monoxide incident | 1 | 1.64% |
| 500 - Service Call, other | 1 | 1.64% |
| 551 - Assist police or other governmental agency | 1 | 1.64% |
| 611 - Dispatched & cancelled en route | 4 | 6.56% |
| 651 - Smoke scare, odor of smoke | 1 | 1.64% |
| TOTAL INCIDENTS: | 61 | 100% |

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Hartford Fire Department

Hartford, MI

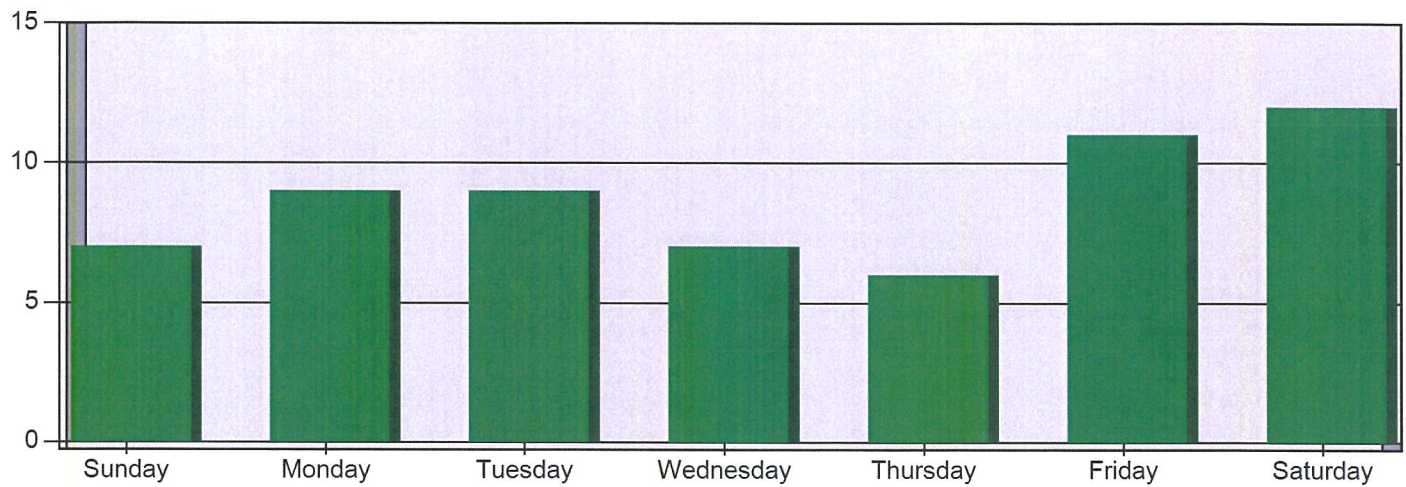
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Item 7.

Incidents by Day of the Week for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 10/01/2022 | End Date: 10/31/2022



| DAY OF THE WEEK | # INCIDENTS |
|-----------------|-------------|
| Sunday | 7 |
| Monday | 9 |
| Tuesday | 9 |
| Wednesday | 7 |
| Thursday | 6 |
| Friday | 11 |
| Saturday | 12 |
| TOTAL | 61 |

Only Reviewed incidents included.



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Doc Id: 1284

Page # 1 of 1

Hartford Fire Department

Hartford, MI

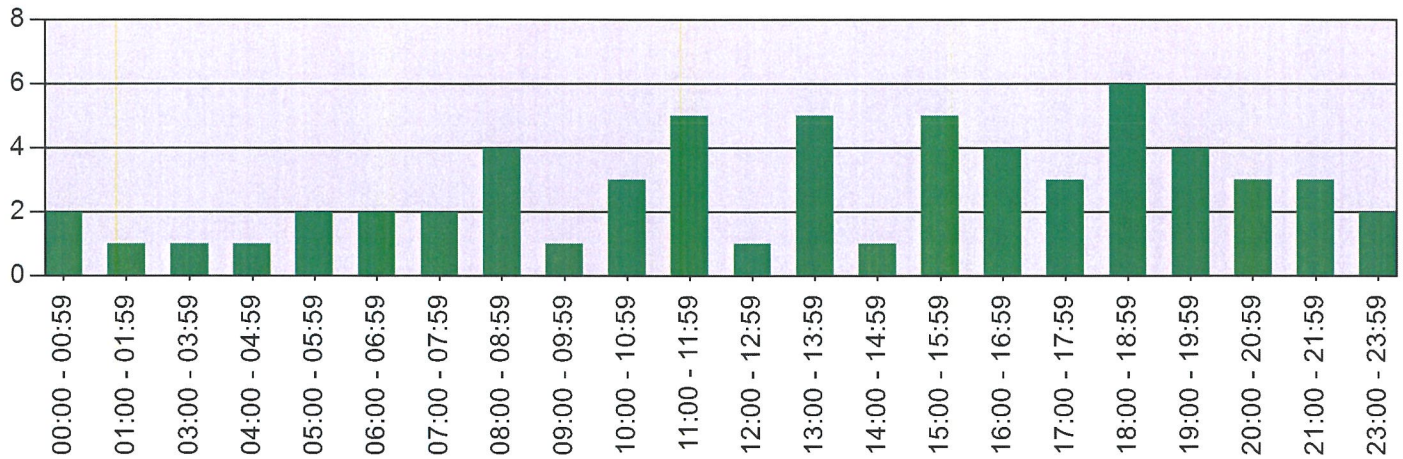
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Item 7.

Incidents per Hour for Incident Type Range for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 10/01/2022 | End Date: 10/31/2022



| Hour | # of CALLS |
|---------------|------------|
| 00:00 - 00:59 | 2 |
| 01:00 - 01:59 | 1 |
| 03:00 - 03:59 | 1 |
| 04:00 - 04:59 | 1 |
| 05:00 - 05:59 | 2 |
| 06:00 - 06:59 | 2 |
| 07:00 - 07:59 | 2 |
| 08:00 - 08:59 | 4 |
| 09:00 - 09:59 | 1 |
| 10:00 - 10:59 | 3 |
| 11:00 - 11:59 | 5 |
| 12:00 - 12:59 | 1 |
| 13:00 - 13:59 | 5 |
| 14:00 - 14:59 | 1 |
| 15:00 - 15:59 | 5 |
| 16:00 - 16:59 | 4 |
| 17:00 - 17:59 | 3 |
| 18:00 - 18:59 | 6 |
| 19:00 - 19:59 | 4 |
| 20:00 - 20:59 | 3 |
| 21:00 - 21:59 | 3 |
| 23:00 - 23:59 | 2 |
| TOTAL: | 61 |

Only REVIEWED incidents included.



emergencyreporting.com
Doc Id: 898
Page # 1 of 1

Hartford Fire Department

Hartford, MI

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Item 7.

Incident Count per User-Defined Fields for Date Range

Start Date: 10/01/2022 | End Date: 10/31/2022

| ANSWERS | # INCIDENTS |
|---|-------------|
| USER-DEFINED FIELD: Dispatch Priority (Required) | |
| 1 | 34 |
| 2 | 18 |
| 3 | 9 |

| | |
|---|----|
| USER-DEFINED FIELD: Lift Assist (Required) | |
| No | 60 |
| Yes | 1 |

Only User-Defined values selected in the CUSTOM field of an incident Included. Only REVIEWED incidents included in count.



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Doc Id: 805
Page # 1 of 1



November 1, 2022

Mr. Yemi Akinwale, City Manager
Hartford City
19 West Main Street
Hartford, MI 49057

Dear Mr. Akinwale,

I am pleased to provide you with our average response times for the month of October 2022. There were eight (08) priority one calls in October with the average response time of 07:57 minutes.

There were thirteen (13) priority two calls in October with the average response time of 10:02 minutes.

There were three (03) priority three calls in October with an average response time of 06:06 minutes.

A total of twenty-four (24) calls were run in October with an average response of 08:02.

There were extended response times for run numbers 60995 and 61029 due to distance from another county. All local ambulances were committed to calls. The crews took the correct routes and did not report any further incidents.

If you have any questions, comments, and/or concerns, please feel free to contact me at the office.

Sincerely,

Jessica Sutter
Pride Care Ambulance
O: 269.343.3267
F: 269.343.6503

Proudly Serving Southwest Michigan – Berrien, Cass, Kalamazoo, Van Buren Counties
5088 Meredith
Kalamazoo, MI 49002
Business Office (269) 343.2224 Fax (269) 343.6503
www.pridecare.com

Response Times By Priority

Report Date: 11/01/2022 10:34:34

Filters: Date Range (Pickup Time): 10/01/2022 to 10/31/2022 (Last Month); Last Status Timestamp: At Scene

Response Priority: P1

| Run # | Call Type | Vehicle | Pickup Time | At Scene | Response Time (MM:SS) |
|----------|------------|---------|------------------|------------------|-----------------------|
| 60995-22 | Advanced I | 4114 | 10/3/2022 11:20 | 10/3/2022 11:30 | 10:04 |
| 61029-22 | Advanced I | 4114 | 10/3/2022 13:42 | 10/3/2022 13:53 | 10:39 |
| 61616-22 | Advanced I | 4115 | 10/7/2022 7:18 | 10/7/2022 7:26 | 6:50 |
| 61823-22 | Advanced I | 4115 | 10/8/2022 18:19 | 10/8/2022 18:25 | 6:12 |
| 61888-22 | Advanced I | 4114 | 10/9/2022 14:56 | 10/9/2022 15:02 | 5:38 |
| 63067-22 | Advanced I | 4115 | 10/16/2022 20:11 | 10/16/2022 20:23 | 9:02 |
| 63454-22 | Advanced I | 4114 | 10/19/2022 10:36 | 10/19/2022 10:44 | 6:32 |
| 64841-22 | Advanced I | 4114 | 10/29/2022 12:00 | 10/29/2022 12:09 | 8:46 |
| Totals: | | | | | 7:57 |

Response Priority: P2

| Run # | Call Type | Vehicle | Pickup Time | At Scene | Response Time (MM:SS) |
|----------|------------|---------|------------------|------------------|-----------------------|
| 61135-22 | Advanced I | 4114 | 10/4/2022 5:43 | 10/4/2022 5:53 | 10:14 |
| 61475-22 | Advanced I | 4114 | 10/6/2022 8:49 | 10/6/2022 8:59 | 8:21 |
| 61612-22 | Advanced I | 4114 | 10/7/2022 6:25 | 10/7/2022 6:36 | 10:56 |
| 61647-22 | Advanced I | 4114 | 10/7/2022 11:02 | 10/7/2022 11:11 | 8:22 |
| 61746-22 | Advanced I | 4114 | 10/8/2022 4:40 | 10/8/2022 4:49 | 9:32 |
| 62277-22 | Advanced I | 4114 | 10/11/2022 15:27 | 10/11/2022 15:38 | 11:22 |
| 62289-22 | Advanced I | 4115 | 10/11/2022 16:49 | 10/11/2022 17:01 | 10:49 |
| 62377-22 | Advanced I | 4114 | 10/12/2022 8:02 | 10/12/2022 8:09 | 6:37 |
| 62572-22 | Advanced I | 4115 | 10/13/2022 13:36 | 10/13/2022 13:51 | 13:59 |
| 62994-22 | Advanced I | 4114 | 10/16/2022 7:31 | 10/16/2022 7:42 | 14:52 |
| 63602-22 | Advanced I | 4114 | 10/20/2022 8:54 | 10/20/2022 9:03 | 8:31 |
| 64645-22 | Advanced I | 4114 | 10/27/2022 18:50 | 10/27/2022 19:00 | 8:00 |
| 64737-22 | Advanced I | 4114 | 10/28/2022 13:17 | 10/28/2022 13:29 | 9:00 |
| Totals: | | | | | 10:02 |

Response Priority: P3

| Run # | Call Type | Vehicle | Pickup Time | At Scene | Response Time (MM:SS) |
|----------|------------|---------|------------------|------------------|-----------------------|
| 62304-22 | Advanced I | 4115 | 10/11/2022 17:29 | 10/11/2022 17:29 | 0:02 |
| 63930-22 | Advanced I | 4114 | 10/22/2022 15:27 | 10/22/2022 15:41 | 11:58 |
| 64144-22 | Advanced I | 4115 | 10/24/2022 13:48 | 10/24/2022 13:55 | 6:19 |
| Totals: | | | | | 6:06 |

Overall Totals

Trips

24

Average Response Time

8:02



OCTOBER 2022 VAN BUREN COUNTY BOARD OF COMMISSION MONTHLY ACTIVITY

Administration Address
219 E Paw Paw Street - Suite 201, Paw Paw, MI 49079
Website: www.vanburencountymi.gov

Telephone No.
(269) 657-8253
Email: Admin@vanburencountymi.gov

HIGHLIGHTS

1. **Broadband** – DCS Technology has been contracted on a month-to-month basis for broadband project management. They are working with Market Van Buren to seek out and apply for grants to fund broadband installation. The DCS Technology Broadband Mapping Report can be found on the County website: <https://www.vanburencountymi.gov/749/Broadband-Expansion-Efforts>.
2. **Ryan Post Named County Administrator** – Interviews for County Administrator were held on October 17, the contract was signed on October 25th, officially naming Ryan Post as County Administrator; removing the title of Interim County Administrator that he has held since May 24, 2022.
3. **Commercial Property Assessed Clean Energy Program (C-PACE)** – the Board has taken the first steps to developing a PACE program in Van Buren County. (More information in Additional Details on page 2 – item 1.)
4. **Road Commissioner Appointment** – Van Buren County Board of Commissioners interviewed candidates for the Road Commissioner vacancy and have appointed Wayne Nelson.
5. **Daily Recovery Zone Funding** – the Board approved the request for funding to the Daily Recovery Zone in the amount of \$25,160.00. Daily Recovery Zone provides services for those in need of support with substance-abuse disorders including peer support meetings, community service opportunities, GED tutoring, job search and application assistance, and family orientated events.
6. **Apportionment Report** – The 2022 Apportionment Report was reviewed and approved.
7. **Land Management Rebranding to GIS** - To streamline and modernize our Geographic Information Systems (GIS) services within the organization and across the community, the Department will be renamed the GIS Department. The County is seeking to fill the new position of GIS Director. This is in line with current trends at our neighboring Counties and other municipalities.
8. **Claims** – Claims in the amount of \$4,612,800.20 were approved for the month of September 2022.
9. **Holiday Lighting Decorations** – The Board approved the addition of new Holiday Lighting on county property areas as selected by Buildings & Grounds Director, John Small.
10. **Candlelight Vigil** - The Use of County Property was approved for the DVC to hold a candlelight vigil in the park on 10/20/2022 in honor of victims lost over the year to domestic violence.

ADDITIONAL DETAILS

1. Establishing a county wide PACE program in accordance with Public Act 270 of 2010 will have the effect of economic development and enhanced environmental sustainability by allowing the use of PACE for private and not for profit owners of commercial, industrial, and certain multi-unit residential property to install energy efficient/renewable energy improvements. The PACE mechanism allows the owner to access funding that is secured by a special assessment on the property benefiting from the defined energy efficient improvements. The special assessment runs with the property, not the owner, making it a low-risk investment for the commercial lender.
2. The Board authorized the County Treasurer to Invest County Funds in GovMIC, an investment pool allowable under Public Act 20.
3. The following grants / funds were approved:
 - Brownfield Redevelopment Authority were granted approval to apply for the Federal EPA Grant.
 - Land Bank Authority were granted approval to apply for the Michigan State Land Bank Authority's RFP 2023-001.
 - The 2022 Emergency Management Performance Grant was signed.
 - The Fiscal Year 2023 OCC Budget.
 - County Child Care Fund Budget Summary FY 23.
4. The Snow Removal Bids for the 22-23 snow season were approved.
5. The MSU Extension Annual Agreement was signed.
6. The FY23 Net Cost Agreement for Substance Abuse Disorder Services with SWMBH was signed.
7. A Letter of Understanding for a wage exception was signed for a promoted FOC employee.
8. The Board approved the purchase of a Traffic Radar Sign for the Sheriff's Office.

Facebook: <https://www.facebook.com/VanBurenCountyMI/> 

LinkedIn: <https://www.linkedin.com/company/van-buren-county-government> 

Twitter: <https://twitter.com/VanBurenCoMI> 

Watch us on our [YouTube page](#). 

Board meeting agendas and minutes: <https://www.vanburencountymi.gov/129/Agendas-Minutes>

HARTFORD PUBLIC WORKS DEPARTMENT

City of Hartford 621-3022
Justin Ryan Supt.



11/21/2022

MAINTENANCE DEPARTMENT

Serviced all the equipment that required servicing
Repaired all the equipment that required repairing
Mow all city lots as needed.
Clean and sweep parking lots.
Had new motor put in 4x4 pickup.
Mowed Waste Water Treatment Plant
Had new motor put in 4x4 pickup.
Helping at WWTP.

WATER DEPARTMENT

| | |
|--|---|
| Water turn off | 2 |
| Water turn on | 1 |
| Water meter repairs | 2 |
| Water leaks repaired | 2 |
| Water meters read by request | 6 |
| Water services replaced to water main | 1 |
| Collected monthly water samples and delivered to Paw Paw Lab | |
| Sent monthly reports to the Michigan Department of Health | |
| Ran auxiliary well generator once a week | |
| Water meters read for the month | |
| Working with contractors on lead/copper line inspections | |

MAJOR AND LOCAL STREETS

Picking up leafs
Doing a lot of cold patch work.

SEWER SYSTEM

| | |
|------------------------------------|---|
| Sewer mains rodded | 5 |
| Sewer services dug up and repaired | 2 |
| Mowed all lift stations | |

LIFT STATIONS

Lift stations are running very well at this time
Generators are run once a week for testing
Bar screens are cleaned twice a week

Iron Removal Plant

Run back up generator once a week.
Back wash twice a week.

HARTFORD PUBLIC WORKS DEPARTMENT

200 Beachwood St.
621-3022
Dan Staunton Supt.



11/21/2022

WATER QUALITY AVERAGE FOR THE MONTH

Raw Water

| | | |
|-----------|--------------|-----|
| Iron | <u>1.53</u> | ppm |
| Manganese | <u>0.149</u> | ppm |
| pH | <u>7.2</u> | |

Finished Water

| | | |
|------------|--------------|-----|
| Iron | <u>0.001</u> | ppm |
| Manganese | <u>0</u> | ppm |
| Chlorine | <u>1</u> | ppm |
| Phosphates | <u>1.4</u> | ppm |
| Flouride | <u>0.8</u> | ppm |
| pH | <u>7.2</u> | |

Chemicals used

| | |
|------------|------------|
| Chlorine | <u>111</u> |
| Phosphates | <u>219</u> |
| Flouride | <u>200</u> |

Total Lbs

Average Daily Use

| |
|------------|
| <u>3.5</u> |
| <u>6</u> |
| <u>5.6</u> |

WATER PUMPED FOR THE MONTH

| | | |
|----------------|----------------|-----------------|
| Backwash water | <u>4.970</u> | Million Gallons |
| | <u>174,000</u> | Gallons |

WATER BACTI SAMPLES FOR THE MONTH

| | |
|-------------------|-----------|
| 19 W. Main St. | <u>ND</u> |
| 525 E. Main St. | <u>ND</u> |
| 200 Beachwood St. | <u>ND</u> |
| Well#6 | <u>ND</u> |

HARTFORD WASTEWATER TREATMENT PLANT

66460 56th Ave * Hartford MI 49057 * 269-621-2289* cohwwtp@frontier.com

Tom Strand, HWWTP Operator

HWWTP Report for the Month of: October, 2022

- State report has been submitted for the month of October.
- Average flow 0.125 MGD (million gallons per day)
- Performed routine maintenance and daily duties.

Operation Report for October, 2022

| | |
|--|-------|
| 1) Flow in Million Gallons Per Day | |
| A. Monthly Total | 3.873 |
| B. Average | 0.125 |
| 2) Sodium Hypochlorite gallons Per Day | |
| A. Total | 558 |
| B. Average | 18.0 |
| 3) Ferric in Gallons Per Day | |
| A. Total | 1020 |
| B. Average | 32.9 |
| 4) Polymer Powder in Pounds Per Day | |
| A. Total | 31.00 |
| B. Average | 1.00 |
| 5) Sodium Bisulfite in Gallons Per Day | |
| A. Total | 108.5 |
| B. Average | 3.5 |
| 6) Electric usage KWH | |
| A. Total | 53 |
| B. Average | 1.7 |
| 7) Final BOD in Pounds | |
| A. Total | 267 |
| B. Average (177 LBS. Allowed) | 12 |
| C. % Removal (85%) | 96 |
| 8) Final Suspended Solids in Pounds | |
| A. Total | 324 |
| B. Average (131 LBS. Allowed) | 15 |
| C. Average mg/l | 14.2 |
| D. % Removal (85%) | 94 |
| 9) Total Phosphorus in mg/l | |
| A. 30 Day Average (1 mg/l Allowed) | 0.7 |
| B. % Removal | 91 |
| 10) Fecal Coliform Bacteria in Count/100ml | |
| A. Average (200/100ml Allowed) | 39 |



**OCTOBER 2022
LIST OF BILLS
CK #37468 TO CK # 37529**

| NUMBER | WRITTEN TO | DESCRIPTION | TOTAL |
|--------|-------------------------------------|---|------------|
| 37468 | ABONMARCHE | CLARK & LINDEN STREET IMPROVEMENTS PROJECT | 1,000.00 |
| 37469 | ALEXANDER CHEMICAL CORP. | CHEMICALS FOR WWTP PLUS RENTAL INVOICE | 2,575.07 |
| 37470 | BEST WAY DISPOSAL INC | CITY HALL, DPW & WWTP TRASH SERVICE FOR SEPTEMBER 2022 | 351.36 |
| 37471 | CINTAS CORPORATION | FIRST AID SUPPLIES - DPW, CITY HALL & POLICE | 181.99 |
| 37472 | ELECTIONSOURCE | SUPPLIES FOR NOV 8 ELECTION | 41.22 |
| 37473 | FRONTIER | DPW PHONE 9/25-10/24/2022 | 70.98 |
| 37474 | GRAINGER | LED BULBS FOR IRP | 275.52 |
| 37475 | HARTFORD BUILDING AUTHORITY | CITY HALL LEASE FOR OCTOBER 2022 | 4,166.67 |
| 37476 | HARTFORD FIRE BOARD | OCTOBER 2022 CONTRACTUAL PAYMENT | 10,208.68 |
| 37477 | KELLOGG HARDWARE | MISC HARDWARE SUPPLIES FOR SEPTEMBER 2022 | 205.61 |
| 37478 | MI MUNICIPAL TREASURERS ASSOCIATION | TREASURER MEMBERSHIP RENEWAL FOR 2023 - PAM SHULTZ | 99.00 |
| 37479 | MICHIGAN MUNICIPAL LEAGUE | RUN CITY MANAGER JOB POSTING AD FOR 4 WEEKS | 159.24 |
| 37480 | TOM NEWNUM | CLEAN CITY HALL 10/5/2022 | 50.00 |
| 37481 | PVS TECHNOLOGIES, INC. | 3000 GALLONS OF FERRIC CHLORIDE FOR WWTP | 6,986.29 |
| 37482 | TOTAL TREE CARE LLC | TREE REMOVAL ON LINDEN ST, LINCOLN, S MAPLE & OLDS ST | 4,300.00 |
| 37483 | TRACE ANALYTICAL LABORATORIES | IRP WATER SAMPLE TESTING - 9/28/2022 (ALKALINITY) | 83.25 |
| 37484 | WIGHTMAN & ASSOCIATES, INC. | PROJECT 212081 - E LINDEN & CLARK ST (\$8,345.63) AND PROJECT 202307 - DWAM GRANT (\$575.00) | 8,920.63 |
| 37485 | MICHAEL BANIC | RENTAL INSPECTIONS 10/5/2022 | 345.00 |
| 37486 | BLOOMINGDALE COMMUNICATIONS | PHONE & INTERNET SERVICE FOR OCTOBER 2022 | 356.37 |
| 37487 | BLUE CARE NETWORK OF MI | NOVEMBER 2022 HEALTH INSURANCE | 16,606.40 |
| 37488 | BS&A SOFTWARE | ASSESSING ANNUAL SERVICE/ SUPPORT 11/1/2022-10/31/2023 | 840.00 |
| 37489 | FLEMING BROTHERS OIL CO | SEPTEMBER 2022 DIESEL & GASOLINE | 4,329.28 |
| 37490 | FRONTIER | LIFT STATION PHONE 10/7/22-11/6/22 | 49.75 |
| 37491 | HARDING'S MARKET | COFFEE AND PLASTIC SILVERWARE FOR BREAKROOM | 36.60 |
| 37492 | INDIANA MICHIGAN POWER | SEPTEMBER 2022 ELECTRIC BILLS | 5,600.54 |
| 37493 | MICHIGAN MUNICIPAL LEAGUE | ANNUAL MEMBERSHIP 12/1/2022 THROUGH 11/30/2023 | 2,476.00 |
| 37494 | TOM NEWNUM | CLEAN CITY HALL 10/12/2022 | 50.00 |
| 37495 | THE TRI-CITY RECORD | NOTICE OF REGISTRATION FOR NOVEMBER 8, 2022 ELECTION | 246.75 |
| 37496 | VAN BUREN COUNTY | VOTER'S CARD PRINTING FOR QTR ENDING SEPT 30, 2022 | 51.45 |
| 37497 | VILLAGE OF PAW PAW | AUGUST 2022 LAB ANALYSIS | 120.00 |
| 37498 | WIGHTMAN & ASSOCIATES, INC. | PROJECT 190496 - HARTFORD TWP PFAS WATER MAIN EXTENSION (\$8,991.25) AND PROJECT 202307 - DWAM GRANT (\$2,438.75) | 11,430.00 |
| 37499 | ALEXANDER CHEMICAL CORP. | CHEMICALS FOR WWTP | 3,771.95 |
| 37500 | CITY OF BANGOR | FIREARM TRAINING FOR POLICE OFFICERS | 208.00 |
| 37501 | DELTA DENTAL | NOVEMBER 2022 DENTAL INSURANCE | 997.03 |
| 37502 | FRONTIER | WWTP PHONE, INTERNET & ALARM- 10/13-11/12/2022 | 270.58 |
| 37503 | HIGHPOINT COMMUNITY BANK | PAYOFF BOND ANTICIPATION NOTE PLUS INTEREST FOR SRF/WW COLLECTION | 403,506.22 |
| 37504 | INFRASTRUCTURE ALTERNATIVES | SITE VISIT - ADDRESS EGLE COMMENTS ON NPDES APPLICATION | 600.00 |
| 37505 | MICHIGAN OFFICE SOLUTIONS INC | CITY HALL COPIER MAINTENANCE AGREEMENT 10/18/2022-1/17/2023 AND POLICE COPIER MAINTENANCE AGREEMENT 10/24/2022-01/23/2023 | 1,208.03 |
| 37506 | TOM NEWNUM | CLEAN CITY HALL 10/19/2022 | 50.00 |
| 37507 | TNT BODY AND FRAME, INC. | TIRES AND INSTALLATION FOR DPW FORD F-350 | 1,744.76 |
| 37508 | TRANSCEND | BALANCE OF WATER DEPOSIT FOR 801 PROSPECT ST | 20.14 |
| 37509 | WIGHTMAN & ASSOCIATES, INC. | PROJECT 212004-WASTEWATER COLLECTION SYSTEM IMPROVEMENTS | 5,644.13 |
| 37510 | ALEXANDER CHEMICAL CORP. | CHEMICALS FOR IRP | 2,119.93 |
| 37511 | AT&T MOBILITY | FIRST NET SERVICE FOR CELL PHONES 9/12-10/11/2022 | 357.32 |
| 37512 | MICHAEL BANIC | RENTAL INSPECTIONS 10/26/2022 | 240.00 |
| 37513 | CONSUMERS ENERGY | DPW, IRP & CITY HALL GAS BILLS - 9/21-10/20/2022 | 228.42 |
| 37514 | CUMMINS SALES & SERVICES | ANNUAL GENERATOR MAINTENANCE - CASINO, POKAGON HOUSING, IRP, WWTP, LIFT STATIONS 687 & 372 AND PORTABLE | 3,979.75 |
| 37515 | FRONTIER | IRP LOCAL PHONE & INTERNET-10/19-11/18/22 PLUS CASINO LIFT STATION PHONE | 203.54 |
| 37516 | GEMPLER'S | BOOTS, PANTS & COATS FOR DPW WORKERS | 1,229.77 |
| 37517 | KENDALL'S SEPTIC & SEWER | ROD SEWER AT 308 LINDEN ST | 175.00 |
| 37518 | MML LIABILITY & PROPERTY POOL | POOL ENDORSEMENT PREMIUM - 4/1/2022-3/31/2023 (PFAS) | 410.00 |
| 37519 | TOM NEWNUM | CLEAN CITY HALL 10/26/2022 | 50.00 |
| 37520 | RUDELL REPAIR | NEW BATTERY FOR DPW 2012 FORD UTILITY TRUCK | 255.00 |
| 37521 | S & P GLOBAL RATINGS | ANALYTICAL SERVICES FOR WASTE WATER COLLECTION JUNIOR LEIN BOND | 750.00 |
| 37522 | STATE OF MICHIGAN | COMMUNITY PUBLIC WATER SUPPLY ANNUAL FEE | 1,521.96 |
| 37523 | TRACE ANALYTICAL LABORATORIES | IRP WATER SAMPLE TESTING - 10/5/22 & 10/17/2022 (PFAS, AKALINITY & ANIONS) | 699.64 |
| 37524 | TREETOP PRODUCTS, INC | METAL BENCH & TRASH CAN - STREETScape PROJECT | 2,234.94 |
| 37525 | THE TRI-CITY RECORD | NOTICE OF PUBLIC ACCURACY TEST & NOTICE OF ELECTION FOR NOV 8, 2022 | 258.50 |
| 37526 | VAN BUREN COUNTY | VERIZON MODEMS 8/24-9/23/2022 | 80.02 |
| 37527 | VISION SERVICE PLAN | NOVEMBER 2022 VISION INSURANCE | 97.51 |
| 37528 | WILLIAM (ARTIE) WILCOX | PLAN REVIEW & FIRE ALARM PLAN REVIEW FOR IMMACULATE CONCEPTION CHURCH, PERMIT 21HE038-108 E MAIN, PERMIT 22HE008-2 E MAIN (FINAL) AND PERMIT 22HE016-147 PARAS HILL | 779.10 |
| 37529 | JAY WILLIAMS | REFUND DEPOSIT PAID FOR 184 MARION AVE | 150.00 |



CITY MANAGER'S REPORT NOVEMBER 21, 2022

PROPOSED LEAD SERVICE LINE REPLACEMENT PROJECT:

We submitted a Notice of Intent to Apply for State Revolving Fund to replace all lead and GPCL service lines in the City's water system. The notice of intent is for \$6.5 million dollars and is the first step in the application process. The City is not obligated to follow through with application, but as a severely burdened community, EGLE may offer the city an attractive financial package.

1 & 5 WEST MAIN STREET UPDATE:

Van Buren County Treasurer and County Land Bank secured a Grant from the State Land Bank to stabilize the structure located at 5 West Main Street. The grant is for \$50,000.00 the project includes a new roof and exterior deck/stair replacement.

Lyster Exteriors, Inc. of Kalamazoo is the contractor of record to do the job and should start work anytime.

PFAS PROJECT UPDATE:

Now that we have achieved 50%+ responses from property owners and submitted to EGLE for permitting and are working with the Rail road on a permit also. Wightman is tentatively planning to advertise for bids in December and open bids in January. The conventional word out there is water main materials are taking about 50 weeks after the order is placed. If this continues to hold, the construction may not begin until spring 2024. With that in mind, we are looking at requesting an extension from EGLE to complete the project.

RURAL BUSINESS DEVELOPMENT PROJECT UPDATE:

As a follow-up to last month's report regarding this project, the paving of the South Parking Lot has been deferred until next year because of the supply line issue. We have removed the trees along Main Street, but the flower boxes will stay until next year to avoid any conflict with plowing the sidewalks. We have also replaced a broken park bench right in front of the City Hall.

WASTEWATER TREATMENT PLANT OPERATOR

We are still in need of an Operator for our Sewer Plant. We interviewed a candidate for the position; he is presently employed full-time, just looking for a supplemental part-time position. We are going to continue to work with this candidate to buy us some time until we find a permanent replacement for Tom Strand.

POKAGON-HARTFORD AREA LOCAL REVENUE SHARING BOARD REPRESENTATIVE

The Council will need to appoint my replacement by Resolution at the December Council meeting.

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
OCTOBER 24, 2022

Item 14.

Commissioners Present: Ramon Beltran; Frank Dockter; John Miller; Helen Sullivan; Terry Tibbs; Mayor Richard A. Hall;

Members Absent: Ron Burleson;

Staff Present: Akinwale; Rodney-Isbrecht; Ryan; Shultz;

Mayor Richard A. Hall called the business meeting to order at 7:30pm.

Pledge of Allegiance was said.

Motion by Commissioner Tibbs, supported by Commissioner Miller, to approve the agenda with date of meeting corrected.

Motion carried 6 – 0

Guests: None

Public Comment:

- Nancy Spoula, 112 Bennett Ave, would like to know more about the candidates who are running, would like an open forum to get to know them. Also has concerns about a vulgar sign in a yard, near a candidate's home. Also has some concerns about railroad ties at the recreation council
- Mark Little, thanked the council for fixing some things that needed attention.
- Charlie Weeden, 517 W Main St, concerns about the condition of neighbor's yard. Weeden has had his property surveyed and has improved his property tremendously.

Communications:

1. Van Buren Conservation District Update September 2022
2. 21st Annual Christmas in Hartford & Lighted Parade December 10, 2022, sponsored by Hartford Chamber & Library.

Reports of Officers, Boards & Committees; Routine Monthly Reports from Departments:

- A. **Police & Ordinance** – LT Prince, Interim Chief, Ordinance Officer has been working hard to clean up some properties, the Manager wants DPW to clean up the properties as hiring outside company is very expensive. Commissioner Tibbs is concerned about several properties that have been on the list all summer. Hired James Ivy as a full-time officer. Still seeking part-time officers, to fill the gaps.
- B. **Fire Dept** – Assistant Chief McGrew – Firefighters Physicals done today, spooktacular and trucks will be traveling through the City on Halloween, finishing yearly training & inspections. Fire Prevention Week Pancake breakfast was a success.
- C. **Ambulance** – No Representative Present –
- D. **Van Buren County** – Mike Chappell – Approved vehicle replacement for sheriff's department, veterans grand opening went very well. Filled the County Administrator Position. Approved sheriffs increase in budget to send officers through school.
- E. **Public Works** – Justin Ryan, Superintendent, brush picked up, working on leaves by section, please be patient it takes about three days to get through the city.
- F. **Wastewater Treatment Plant** – Tom Strand is going to retire on November 15th. Mayor & City Manager have met with IAI who have submitted proposal for two operators for six-months and then drop to 1 & ½ time employees. They are asking for a five-year contract with a 90-day cancellation. The Mayor is calling for a special meeting for next week to discuss & vote on the proposal. Iron & Tannins are a problem and need to be resolved in order to get the UV system working. The Bio-disk system is a very efficient good system.

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
OCTOBER 24, 2022

Item 14.

- G. **Treasurers, Investment & List of Bills** – First Quarter Budget Adjustments will be on the December Agenda for approval.
- H. **City Manager** – Pokagon Hartford Area Revenue Sharing Board, City received \$102,055.94 revenue funds were lower this year compared to last year; Wastewater Treatment Plant, Operator Tom Strand is retiring, after 15 years of service, effective November 15, 2022; 1 & 5 West Main Street Development & Stabilization, VBC Treasurer & Land Bank are working on funding to correct concerns & stabilize the building; City Manager's Job Posting, posted on Michigan Municipal Leagues website, two applications have been received; Interlocal Fire Agreement Arbitration Update, Council has selected John Allen & he has started the next steps in the process.

Approval of Commission Minutes:

Motion by Commissioner Dockter, supported by Commissioner Beltran, to approve the minutes of the September 26, 2022 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 6 – 0

Approval of Reports:

Motion by Commissioner Sullivan, supported by Commissioner Beltran, to accept the September, 2022 departmental reports as presented and place them on file.

Motion carried 6 – 0

Goals/Objectives:

- Funding source has come available for water improvement, lead line replacement. The notice of intent is due by November 1st.

Old Business:

- Commissioner Dockter, chairman of the Loan Closet. Transferred The Loan Closet Monies \$10,000, from Huntington Bank to an Honor CD at 3.25%. Loan Closet is doing well and helps a lot of residents.

New Business:

- City Manager's Resignation & Appoint A Committee –

Motion by Commissioner Dockter, supported by Commissioner Beltran, to accept the City Manager, Yemi Akinwale's resignation effective December 31, 2022.

Motion carried 6 – 0

- Appoint City Manager Search Committee

Mayor Hall appointed Himself, Commissioner Miller, & Commissioner Beltran as the Committee to review applications. Applications will be accepted until November 11th at 4pm. The Committee will meet the week of the 14th to review the applications. If after interviews there is not a successful candidate the position will be re-posted.

Resolutions, Ordinance, Proclamation's:

- Resolution 2022 – 018 Resolution 2022 – 018 to Authorize Issuance of Sanitary Sewer System Junior Lien Revenue Bonds, Series 2022B

Motion by Commissioner Sullivan, supported by Commissioner Beltran, to adopt resolution 2022 – 018 to authorize issuance of sanitary sewer system junior lien revenue bonds series 2022B.

Motion carried 6 – 0

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
OCTOBER 24, 2022

Item 14.

- Resolution 2022 – 019 Resolution 2022 – 018 to Authorize Issuance of Sanitary Sewer System Junior Lien Revenue Bonds, Series 2022B

Motion by Commissioner Miller, supported by Commissioner Beltran, to adopt resolution 2022 – 019 establishing & adopting the capitalization value a depreciation method & estimated useful life of fixed assets.

Motion carried 6 – 0

Adjournment:

Motion by Commissioner Dockter, supported by Commissioner Beltran, to adjourn the meeting at 8:18pm.

Motion carried 6 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk

CITY OF HARTFORD
PROPOSED SPECIAL BUSINESS MEETING MINUTES
NOVEMBER 2, 2022

Item 15.

Commissioners Present: Ramon Beltran; Ron Burleson; Frank Dockter; Terry Tibbs; Mayor Richard A. Hall;
Members Absent: John Miller; Helen Sullivan;
Staff Present: Akinwale; Rodney-Isbrecht;

Mayor Richard A. Hall called the special meeting to order at 7:30pm.

New Business:

- Wastewater Operations, Maintenance & Management Proposal from IAI –

Discussion: The current WWTP operator is retiring on November 15, 2022. The City Manager & Mayor have been working with IAI to contract for operational services of the Wastewater Treatment Plant the proposed cost would be \$220,560 per/year with a five-year contract, there is an exit clause of 120 days. Current cost for two full time employees is about \$125,117 per/year. Cost difference to the City would be about double what is currently paying for employee wages & benefits.

Michigan Rural Water has a program, the City is qualified for, they can help with paper work and keeping the plant in compliance for three month for free and then after three months it would be a charge of \$80.00 per/hour plus travel. Participating in this program would buy time to continue to seek a qualified full-time employee. The wages/benefits for an operator will need to be reviewed to attract a good qualified candidate.

Motion by Commissioner Tibbs, supported by Commissioner Burleson, to accept the proposal to Maintenance, Management Proposal for Wastewater Operations from IAI Infrastructure Alternatives, Inc.

Motion failed 0 – 5 (Beltran, Burleson, Dockter, Hall, Tibbs)

Motion by Commissioner Burleson, supported by Commissioner Beltran, to accept Michigan Rural Water Services Program.

Motion carried 5 – 0

Adjournment:

Motion by Commissioner Tibbs, supported by Commissioner Beltran, to adjourn the meeting at 7:58pm.

Motion carried 5 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk

**CITY OF HARTFORD
COUNTY OF VAN BUREN
STATE OF MICHIGAN
RESOLUTION 2022 - 020**



RESOLUTION ADOPTING FISCAL YEAR 2022/2023 BUDGET ADJUSTMENTS NO. ONE

At a Business meeting of the City of Hartford Commission, located at 19 West Main Street and called to order by Mayor Richard A. Hall on November 21, 2022 at 7:30p.m.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____.

WHEREAS, the City of Hartford has met all requirements for Public Hearing on the Budget-Pursuant to MCLA 141.412 and .413, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on May 12, 2022, and a public hearing on the proposed budget was held on May 19, 2022, and participation regarding the adoption of a budget and property tax levy for the City's fiscal year commencing July 1, 2022 and ending June 30, 2023, and whereas, the City Commission has carefully considered same,

WHEREAS, the City of Hartford shall cause to be levied and collected the general property tax on all real and personal property within the City upon the current tax roll an allocated millage of 16.3014 mills.

WHEREAS, the City of Hartford shall cause to be levied and collected the general property tax on all real and personal property within the City upon the current tax roll an allocated millage of 16.3014 mills.

WHEREAS, the City of Hartford Commission understands the budget is a planning tool for the fiscal year, and

WHEREAS, the City of Hartford Commission understands the budget numbers are estimated making it necessary to make quarterly adjustments to distribute spending across the budget line items.

NOW THEREFORE BE IT RESOLVED, that the City Commission of the City of Hartford hereby adopts the following exhibit A budget adjustment no. one by Activity/Department for fiscal year commencing July 1, 2022, and ending June 30, 2023, in accordance with the City Charter.

BE IT FURTHER RESOLVED, that the adjustments change the overall fiscal 2022/2023 budget of revenue by \$88,854.00 and expenditures by \$96,854.00.

YEAS:

NAYS: ABSENT:

RESOLUTION DECLARED ADOPTED

DATE: November 21, 2022

RoxAnn Rodney-Isbrecht, City Clerk

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true and complete copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on November 21, 2022 and the public notice of said meeting was held in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended. DATE: 2022

RoxAnn Rodney-Isbrecht, City Clerk
City of Hartford
19 West Main Street
Hartford MI 49057

**CITY OF HARTFORD
COUNTY OF VAN BUREN
STATE OF MICHIGAN
RESOLUTION 2022 - 021**



REVOKE CITY'S MICRO GROW MARIHUANA PERMIT FROM PGHC, LLC, 801 PROSPECT STREET

At a Regular meeting of the City of Hartford Commission, called to order by Mayor Richard A. Hall on November 21, 2022 at 7:30p.m.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____.

WHEREAS, PGHC, LLC successfully applied to the City for a Micro Grow Marihuana permit to operate at 801 Prospect Street and approved April 25, 2022, and eventually obtained a State of Michigan Marihuana license; and

WHEREAS, PGHC, LLC has formally closed its operation in the City on or around August 31, 2022 without any notice and the forwarding address is located at 410 South Center Street, which is zoned single family residential; and

WHEREAS, the City ordinance 320-20, section 5(A1&2) limits all growers to Light Industrially zoned properties according to the zoning map; and

WHEREAS, the City of Hartford Commission demanded PGHC, LLC comply with ordinance 320-20 and operate its business accordingly.

NOW THEREFORE BE IT RESOLVED, that the City of Hartford Commission hereby revokes its adult marihuana Micro Grow permit from PGHC, LLC, for noncompliance of ordinance 320-20.

BE IT FURTHER RESOLVED THAT, that the City of Hartford Commission declares the City's Micro Grow Permit under Ordinance 320-20 available for the other interested candidates.

YEAS:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED

DATE: November 21, 2022

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on November 21, 2022

RoxAnn Rodney-Isbrecht, City Clerk

RoxAnn Rodney-Isbrecht, City Clerk
City of Hartford
19 West Main Street
Hartford MI 49057