



City of Hartford
County of Van Buren, State of Michigan

Commission Business Meeting Agenda
Monday, November 25, 2024 at 5:30 PM

CALL TO ORDER

1. Swearing in of newly Elected Officials: Aranda, Danger Miller

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

GUESTS

2. Mayor, Key to the City Presentation
3. Eric Blocker - Eagle Scout Project
4. Veronica Wolf - 5k Run Proposal
5. Mickey Bittner, Wightman's - Project Updates

PUBLIC COMMENT - "Please introduce yourself and any organization you represent. Please limit your comments to three (3) minutes. City Council & Staff will listen to your comments and not respond to any requests for information at this time. For those public comments that require a response or follow up, please fill out a comment card so the City Manager can respond within 7 business days of this meeting."

COMMUNICATIONS

- [6.](#) DNR SURVEY

REPORT OF OFFICERS BOARDS & COMMITTEES

- [7.](#) HCR - October 2024

Police & Ordinance

- [8.](#) HPD -

Fire Department

- [9.](#) HFB - Revised Meeting Schedule

- [10.](#) HFB -

- [11.](#) HFB City Representative

Ambulance

[12.](#) AMB -

Van Buren County

Public Works

[13.](#) DPW/Iron Plant

Wastewater Treatment Plant

[14.](#) WWTP -

Treasurers, Investment & List of Bills

[15.](#) List of Bills - November 25, 2024 - \$368,575.11

City Manager

[16.](#) CM - November 2024

[17.](#) CM - Goals

APPROVAL OF COMMISSION MINUTES

[18.](#) October 28, 2024

APPROVAL OF REPORTS

GOALS/OBJECTIVES

OLD BUSINESS

NEW BUSINESS

[19.](#) Discuss & Consider - EGLE's Funding DWSRF Award

[20.](#) Discuss & Consider - Approval of Engineering Services for Spark Grant

[21.](#) Discuss & Consider - International Brotherhood of Teamsters Agreement Amendment

[22.](#) Discuss & Consider - Approval of Financial Software

[23.](#) Discuss & Consider - CDL Training Loan Agreement

[24.](#) City Commission 2025 Meeting Schedule

25. Mayor Appoint Council Rules Review Committee

26. Mayor Appoint City Manager Evaluation Form Review Committee

INTRODUCTION OF RESOLUTIONS OR AMENDMENTS

[27.](#) Discuss & Consider - Proposed Ordinance 344-2024 Second Reading - Amending the Zoning Map

[28.](#) Resolution 2024-052 Amend International Brotherhood of Teamsters Local 214 Agreement

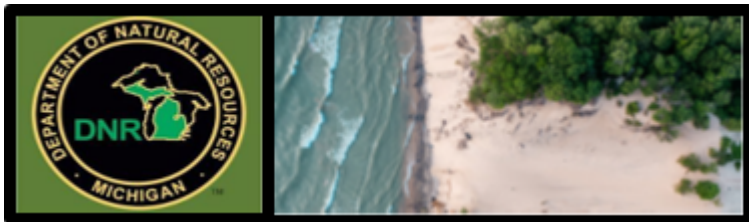
- [29.](#) Resolution 2024-053 - CDL Loan Agreement
- [30.](#) Resolution 2024-054 - Approving Financial Software Purchase
- [31.](#) Resolution 2024-055 - Accepting EGLE'S Funding Award
- [32.](#) Resolution 2024-056 Budget Adjustment No. One Fiscal Year 2024-2025
- [33.](#) Resolution 2024-057 - Awarding Engineering Services for the Spark Grant Ely Park Improvements

ADJOURNMENT

Roxann Isbrecht

From: Lisa (Imus) Ransler <ranslerl@vanburencountymi.gov>
Sent: Monday, November 18, 2024 10:39 AM
To: Lisa (Imus) Ransler
Subject: Help Shape the Future of Van Buren State Park – Take the Survey!

The DNR wants to hear from YOU! Van Buren State Park is updating its [General Management Plan](#), and this is your chance to have a say in the park's future.



- **What are your favorite memories at the park?**
- **What changes or improvements would you love to see?**
- **What's your vision for Van Buren State Park over the next 20 years?**

Your feedback is critical in creating a plan that reflects the needs and dreams of park visitors and community members alike. Take the short survey here:

<https://www.surveymonkey.com/r/vanburenspace>

The survey is available until December 16 – don't miss your chance to make an impact! Whether it's about enhancing facilities, preserving natural beauty, or adding new activities, your voice matters.

Feel free to share this link with family, friends, and anyone who loves Van Buren State Park as much as you do. Together, we can create an even better park experience for generations to come.

Thank you for being part of this exciting journey!



Lisa (Imus) Ransler
Community Services Director
Van Buren County Community Services

a: 219 E. Paw Paw St
 Suite 302

Paw Paw, MI 49079

t: 269-657-8200 ext.1073

f: N/A

w: <https://www.vanburencountymi.gov> e: ranslerl@vanburencountymi.gov



HARTFORD COUNCIL FOR RECREATION
PO BOX 332, HARTFORD, MI 49057
www.hartfordrecreation.org

HARTFORD COUNCIL FOR RECREATION SPORTS LEAGUE

Wednesday, October 16, 2024

7:30 PM

Hartford High School - Katie Old's Room

7:45 Meeting called to order

Present: Jason May, Megan Mireles, Joe Morsaw, Lee Mireles

Absent: Andy Bachman, Rick Hall, America May, Angela Glover

Public Present: none

Review and approve September meeting minutes- motion to approve- Megan Mireles second- Joe Morsaw.
4-0

Financial Updates-

General- 891.71

Concession- 8599.72

Baseball/softball- 822.04

480 to deposit plus sign up fees

Baseball/Softball- out of season

Football/Cheer-

End of the year celebration/ awards- 10/19/24 after last game. Jason Ordered trophies

Ordered hotdogs/buns, hot cocoa, water and Gatorade for concessions

Basketball-

Season starts next week.

Lee contacting Curtis for Officials

Hosting 4 dates: November 2, November 16, November 23, and December 14.

Gobles to pay for half the refs on November 2nd.

Current number of players

3rd-7

4th- 10

5th-10

6th-11

Look over codes of conduct

Old Business-

New Business-

Made shorts for girls with heat press

Public Wishing to address the board- none

Open Discussion-

Player requirement for practice and playing time.

Next meeting: 11/20/24 7:30 Hartford High School Library

Meeting closed 9:15

Motion- Megan Mireles- Second Joe Morsaw 4-0



Hartford Police Department Monthly Report November 25, 2024

DEPARTMENT SUMMARY:

The department has seen a decrease in calls for the past month. This is expected as the winter months approach.

I will do the Shop with a cop program on December 20, 2024. This program was started in 2003 by myself and, at the time, Lt. Beltran. This program includes bringing in 4 or 5 elementary children (Redwood students) from grades 1-5. With the help of our reserve, I will pick up the children around 8:30 in the morning.

We bring them to city hall, where they will have a small snack and visit with Santa and Mrs. Clause. After the snack with the Santa Clause, we take them to Family Dollar, where they are given money that local citizens and businesses donated to buy Christmas gifts for their immediate family. After the shopping, the kids are brought back to city hall and given lunch donated by Brian Garland (Arrowhead Bar). After lunch, they are returned to school.

The gifts are wrapped by volunteers and delivered to their homes within a couple of days. The Reserve Officer and I will then go to and shop for presents off their Christmas list they provide for Santa.

The students are selected by Redwood's administration, and releases are signed by their parents.

STATISTICS:

- *Call for Service (CFS)*
- *The department handled 38 calls for service for the month of October*
 - 1 Assault
 - 1 CSC
 - 3 Larceny
 - 2 Public peace (disturbance)

1 Trespass
1 Health & Safety (animal cruelty)
1 Alarm - False
2 Found / Lost Property
6 Suspicious Situations
1 False Alarm
1 Missing Child – (found in the field by the high school)
18 Assists - Total
1 City Hall
6 Van Buren County Sheriff's Department
1 Pokagon Tribal Police
3 Hartford Fire / VBEMS Ambulance
1 Mental Health
4 Children Protective Services - (CPS)
1 Citizen Assist
1 High School / Middle / Redwood - Lockdown drills

PERSONNEL:

We are in the process of interviewing a reserve officer to become a Hartford police officer. We want to apply for an MCOLES grant so that we can send the possible applicant to the police academy. As of this date, we have received one application for a patrolman position.

TRAINING:

The Van Buren County prosecutor's office will change the way reports are submitted to their offices starting January 1, 2025. The new procedure will be electronic submissions. Officer Poole and I will attend the training on November 20, 2024. This is a required training for the entire county.

FLEET STATUS:

The 2020 Ford Explorer has a recall on the exhaust system and will be scheduled to be checked on the first of December.

The 2022 Ford Explorer has had the water pump replaced by Gage Motors. It has also developed a low-speed noise. Gage Motors advised it sounded like it was coming from the drive train and recommended it be taken to a Ford dealer, as it should be covered under the drive train warranty. It's scheduled at Tapper Ford on November 15.

EQUIPMENT:

We are pricing the outer vest carriers and have a representative from On Duty Gear LLC coming to the office on November 12, 2024. The carriers that I am looking at will resemble duty shirts but not a “swat” type of look. Several local agencies are currently using them.

I have received a quote on new firearms from KIESLER POLICE SUPPLY. With the trade-in of our current handguns, the purchase of 5 Glock 43 (9mm) gen 5 includes holsters, optics, and lights; the total with trade is \$4 063.98. Our current handguns were purchased in early 2000.

GRANTS & INITIATIVES:

| Amount | Grant | Grantor | Purpose | Status |
|--------|-------|---------|---------|--------|
| N/A | | | | |
| | | | | |
| | | | | |
| | | | | |

Update Manual/Policies/Procedures/Rules:

| Name of Policy | Date Started Update | Status of Update | Est. Completion Date |
|----------------|---------------------|------------------|----------------------|
| N/A | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

END OF REPORT

Respectfully submitted by:

Phil Lucas: _____

Hartford Fire Board

436 East Main Street, Hartford, MI 49057
(269)621-4707

(updated)

Schedule of Regular Meetings

7 p.m. on dates listed below

~~Monday, July 8, 2024~~

~~Monday, August 12, 2024~~

~~Monday, September 9, 2024~~

~~Monday, October 14, 2024~~

~~Tuesday, November 12, 2024~~

Monday, December 9, 2024

Monday, January 13, 2025

Monday, February 10, 2025

Monday, March 10, 2025

Monday, April 14, 2025

Monday, May 12, 2025

Monday, June 9, 2025

at the Hartford Fire Station

436 East Main Street
Hartford, Mi 49057

This notice is posted in compliance with the Open Meetings Act, Public Act 267 of 1976, as amended (MCL 41.72a(2)(3)) and the Americans with Disabilities Act.

The Hartford Fire Board will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting or public hearing upon 7 days notice to the Hartford Fire Board.

Individuals with disabilities requiring auxiliary aids or services should contact the Hartford Fire Board by writing or calling the following:
Chairman Ron Sefcik at 51320 62nd Street, Hartford MI 49057 or 269-325-5144

Posted on: 11/14/2024

Signature of Board Chairman



**Hartford Fire Board Meeting
November 12th, 2024
October Business**

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Hartford Fire Board
Agenda
Tuesday November 12th, 2024, 7:00 PM

- I. Call to Order, Pledge
- II. Roll call: Jerry Birmele, Chad Hunt, Eric Germinder, Carlos Ledesma, Ron Sefcik
- III. Guests:
- IV. Public Comment: Limited to three minutes per person
- V. Additions or Deletions to the agenda
- VI. **Approval of the Agenda as presented.** Motion by _____ Second by _____ to approve agenda as presented. Motion _____ Yeas: ___ Nays: _____.
- VII. **Approval of previous meeting minutes from October 14th, 2024:** Motion by _____ Second _____ to approve previous meeting minutes as presented. Motion _____ Yeas: ___ Nays: _____
- VIII. **Review: Review Revenue & Expenditure Report & Invoice Register**

IX. **Approval of October Treasurer’s report:** Motion By _____ Second by _____ to approve Treasurer’s report as presented. Motion _____ Yeas: _____ Nays: _____

a. **Accounts Payable:** Amount \$26,262.24 Motion by _____ Second by _____
Roll Call Vote Motion _____ Yeas: _____ Nays: _____

- X. **Review October 2024 Incident Summary and Breakdown of Fire Calls per zone.**
- XI. **Review Cost Recovery USA 9/25/2024-10/24/2024 Payment Reconciliation Report**
- XII. **Unfinished Business:**

XIII. **New Business:**

- 1. **Discuss & Consider- Revised Schedule of Regular Fire Board Meetings for the remainder of fiscal year 2024-2025.**

Motion by _____ Seconded by _____ to approve/deny/table the Revised Schedule of Regular Fire Board Meetings for the remainder of fiscal year 2024-2025.

2. Discuss & Consider- Request from Scott Eastman to go on Medical Leave effective November 12th 2024 .

Motion by _____ Seconded by _____ to approve/deny/table request from Scott Eastman to go on Medical Leave effective November 12th 2024.

3. Discuss & Consider- Probationary Firefighter New Hire- Nathan Teitsma

Motion by _____ Seconded by _____ to approve/deny/table the hiring of Nathan Teitsma as a Probationary Firefighter.

4. Discuss & Consider- Probationary Firefighter New Hire- Joshua Tait

Motion by _____ Seconded by _____ to approve/deny/table the hiring of Joshua Tait as a Probationary Firefighter contingent on successful completion of the remaining pre-employment requirements by November 30th 2024.

Reports:

- a. Fire Chief
- b. Assistant Fire Chief
- c. Board

Motion by _____ second by _____ to adjourn at _____pm.

HARTFORD FIRE BOARD MEETING

Minutes of Fire Board Meeting October 14th, 2024

Members Present upon roll call: Ron Sefcik; Eric Germinder; Carlos Ledesma; Jerry Birmele; Chad Hunt

Absent:

Others Present: Ian Sharpe, Asst. Chief McGrew

Chairman Sefcik called the meeting to order at 7:00 p.m.

Public comment opened at 7:00 NO public comment.

Public comment closed at 7:00

The proposed agenda for the Fire Board meeting of October 14th, 2024, was presented and approved as presented. Motion by Ledesma Second by Germinder to approve the agenda as presented.

Yeas: 5 Nays: 0 **Approved**

The proposed minutes of the September 9th, 2024, Fire Board meeting were presented.

Motion by Hunt; Seconded by Birmele to accept the minutes as presented.

Yeas: 5 Nays:0 **Approved**

Review of Revenue & Expenditure Report

The September Treasures report was presented: Motion by Birmele; Seconded by Ledesma to approve Treasures report as presented.

Yeas: 5 Nays:0

Bills were presented for approval in the amount of \$26,437.67 Motion by Germinder; seconded by Sefcik to pay bills in the amount of \$26,437.67

Motion approved upon roll call vote of members present.

Yeas: Sefcik, Ledesma, Germinder, Birmele, Hunt Nays:0

Members Reviewed the September 2024 Incident Summary and Breakdown of Fire Calls per zone and additionally reviewed the Cost Recovery USA payment reconciliation report. Asst. Chief McGrew noted that we have four outstanding cost recovery incidents that the company is currently processing.

Unfinished Business N/A

New Business:

1. Discussion on the need to reschedule the November 11th, 2024, meeting due to conflict with Veterans Day, Motion by Germinder, seconded by Ledesma to approve moving the November 11th, 2024, Fire Board Meeting to Tuesday November 12th at 7:00pm still at the township hall.

Yeas: 5 Nays: 0

APPROVED

2. Discussion took place on the need for new fire hose, Assistant Chief McGrew highlighted the results from a Demo that was conducted with representatives from Key Hose Company on October 3rd. Motion by Sefcik; Seconded by Germinder to approve the attached Quote from Moses Fire Equipment in the amount of \$9,624 to purchase new fire hose.

Yeas: 5 Nays: 0

APPROVED

3. Continued Discussion from last month's meeting was held on the need to purchase a new command vehicle. It was agreed last month that we would purchase from Toyota, the board agreed that it was within the authority of the fire board to approve this purchase. Motion by Sefcik; Seconded by Ledesma to approve the purchase of a new command vehicle and additional items needed to outfit the command vehicle for the not to exceed price of \$53,000.

Motion approved upon roll call vote of members present.

Yeas: Sefcik, Ledesma, Germinder, Birmele, Hunt Nays:0

Fire Chiefs Report:

1. Report Attached in the packet

Assistant Fire Chief Report:

1. Report Attached in the packet
2. Additionally, Asst. Chief McGrew reported that the new grass fire skid unit on 1869 performed wonderfully at a grass fire this past weekend.

Other board Business:

Assistant Chief McGrew brought up that a member of the department is willing to donate some workout equipment to be housed the in the barn, discussion about liability and having members sign a waiver before using the equipment was discussed.

Chairman Sefcik updated the board about additional information he was able to gather from the city as it pertains to the interlocal agreement, most recent agreement were passed out for board members to read and its additionally available on the city's website.

Motion by Ledesma; Second by Sefcik to adjourn the meeting at 7:49p.m.

Yeas: 5 Nays:0 **Approved**

Respectfully Submitted

Gerald Birmele, Secretary

HARTFORD FIRE BOARD MEETING

Minutes of Fire Board Meeting November 12th, 2024

Members Present upon roll call: Ron Sefcik; Eric Germinder; Jerry Birmele;

Absent: Chad Hunt, Carlos Ledesma

Others Present: Nate Teitsma, Ian Sharpe, Chief Harting Asst. Chief McGrew

Chairman Sefcik called the meeting to order at 7:08 p.m.

Public comment opened at 7:08 NO public comment.

Public comment closed at 7:08

The proposed agenda for the Fire Board meeting of November 12th, 2024, was presented and approved as presented. Motion by Sefcik Second by Birmele to approve the agenda as presented.

Yeas: 3 Nays: 0 **Approved**

The proposed minutes of the October 14th, 2024, Fire Board meeting were presented.

Motion by Birmele; Seconded by Sefcik to accept the minutes as presented.

Yeas: 3 Nays:0 **Approved**

Review of Revenue & Expenditure Report

The October Treasures report was presented: Motion by Germinder; Seconded by Sefcik to approve Treasures report as presented.

Yeas: 3 Nays:0

Bills were presented for approval in the amount of \$26,262.24 Motion by Sefcik; seconded by Germinder to pay bills in the amount of \$26,262.24

Motion approved upon roll call vote of members present.

Yeas: Sefcik, Germinder, Birmele, Nays:0

Absent: Ledesma, Hunt

Members Reviewed the October 2024 Incident Summary and Breakdown of Fire Calls per zone and additionally reviewed the Cost Recovery USA payment reconciliation report. Asst. Chief McGrew noted that this was the first invoice that was unapproved due to citizens not having car insurance and being a citizen of our community.

Unfinished Business

Discussion on Interlocal agreement.

New Business:

1. Discussion on Revised Schedule of Regular Fire Board Meetings for the remainder of Fiscal Year 2024-2025, Motion by Germinder; Seconded by Sefcik to approve the revised Schedule of Regular Fire Board meetings as presented.

Yeas: 3 Nays: 0

APPROVED

2. Request was made by Scott Eastman to go on Medical Leave effective November 12th, 2024, Motion by Sefcik; Seconded by Birmele to approve the request from Scott Eastman to go on Medical Leave Effective November 12th 2024.

Yeas: 3 Nays: 0

APPROVED

- 3. Nathan Teitsma was presented to the Board for approval to hire as a Probationary Firefighter, Motion by Sefcik; Seconded by Germinder to approve the Hiring of Nathan Teitsma as a Probationary Firefighter.

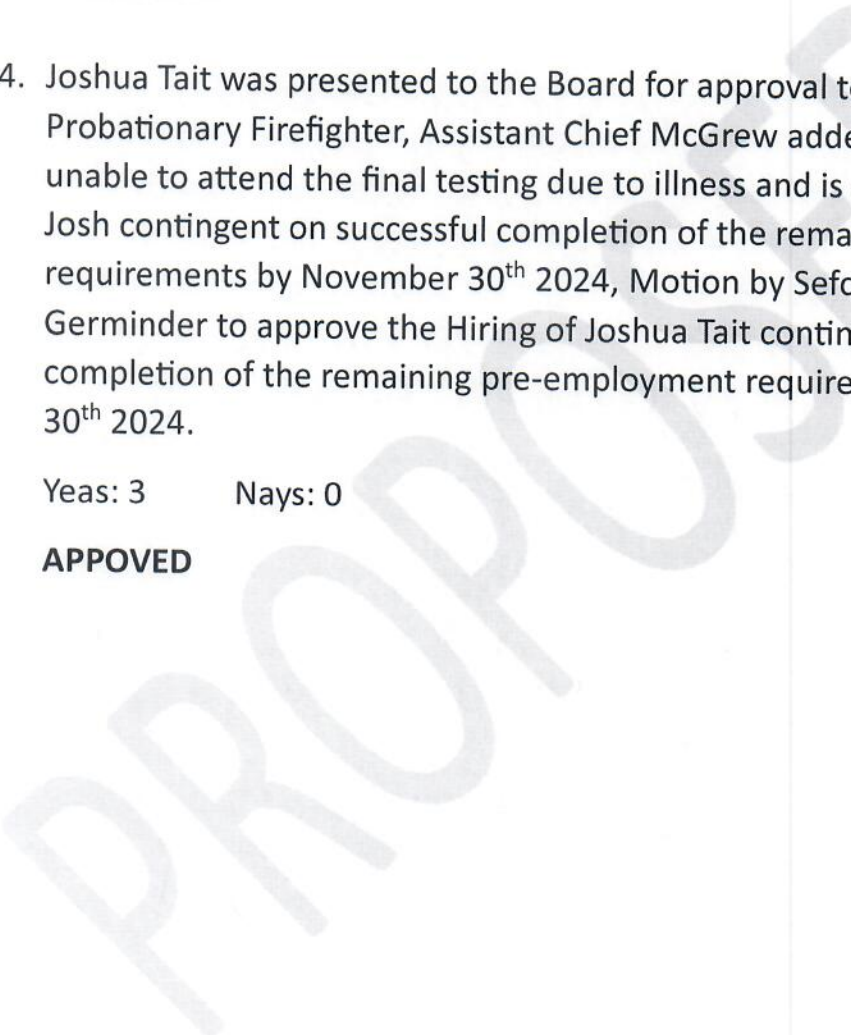
Yeas: 3 Nays: 0

APPROVED

- 4. Joshua Tait was presented to the Board for approval to hire as a Probationary Firefighter, Assistant Chief McGrew added that Josh was unable to attend the final testing due to illness and is requesting we hire Josh contingent on successful completion of the remaining pre-employment requirements by November 30th 2024, Motion by Sefcik; Seconded by Germinder to approve the Hiring of Joshua Tait contingent on successful completion of the remaining pre-employment requirements by November 30th 2024.

Yeas: 3 Nays: 0

APPROVED



Fire Chiefs Report:

1. Report Attached in the packet
2. Additionally, Firefighter Class will be starting in December or January
3. Firefighter medical physicals are coming up soon.

Assistant Fire Chief Report:

1. Report Attached in the packet
2. Additionally, Cap and Decked System ordered for new command truck
3. Policy's will be coming before the board for Electric Vehicle incidents.

Other board Business: N/A

Motion by Germinder; Second by Sefcik to adjourn the meeting at 7:48p.m.

Yeas: 3 Nays:0 **Approved**

Respectfully Submitted

Gerald Birmele, Secretary

REVENUE AND EXPENDITURE REPORT FOR HARTFORD FIRE DEPARTMENT
 PERIOD ENDING 11/30/2024

| GL NUMBER | DESCRIPTION | 2024-25 | | YTD BALANCE | | ACTIVITY FOR | | AVAILABLE | | % BDGT USED |
|---------------------------------|------------------------------|----------------|-------------------|-------------|------------|------------------|---------------------|-------------------|---------|----------------|
| | | AMENDED BUDGET | NORMAL (ABNORMAL) | 11/30/2024 | 11/30/2024 | MONTH 11/30/2024 | INCREASE (DECREASE) | NORMAL (ABNORMAL) | BALANCE | |
| Fund 206 - FIRE FUND | | | | | | | | | | |
| Revenues | | | | | | | | | | |
| Dept 000 | | | | | | | | | | |
| 206-000-401.000 | HARTFORD TOWNSHIP | 163,570.00 | | 54,523.32 | | 0.00 | | 109,046.68 | | 33.33 |
| 206-000-402.000 | HARTFORD CITY | 133,830.00 | | 55,762.50 | | 11,152.50 | | 78,067.50 | | 41.67 |
| 206-000-411.000 | HARTFORD TWP MILLAGE | 67,000.00 | | 0.00 | | 0.00 | | 67,000.00 | | 0.00 |
| 206-000-412.000 | HARTFORD CITY MILLAGE | 46,000.00 | | 0.00 | | 0.00 | | 46,000.00 | | 0.00 |
| 206-000-420.000 | BANGOR TWP COST RECOVERY | 5,200.00 | | 1,357.26 | | 0.00 | | 3,842.74 | | 26.10 |
| 206-000-421.000 | COST RECOVERY | 1,000.00 | | 1,172.71 | | 0.00 | | (172.71) | | 117.27 |
| 206-000-422.000 | FIRE REPORTS/ FOIA | 50.00 | | 0.00 | | 0.00 | | 50.00 | | 0.00 |
| 206-000-450.000 | DONATIONS | 0.00 | | 56,424.37 | | 600.00 | | (56,424.37) | | 100.00 |
| 206-000-539.000 | GRANTS | 2,500.00 | | 0.00 | | 0.00 | | 2,500.00 | | 0.00 |
| 206-000-582.000 | TOWNSHIP GRANTS | 9,600.00 | | 3,200.00 | | 0.00 | | 6,400.00 | | 33.33 |
| 206-000-584.000 | VBEMS | 10,000.00 | | 4,050.00 | | 0.00 | | 5,950.00 | | 40.50 |
| 206-000-660.000 | CELL PHONE REIMBURSEMENT | 800.00 | | 0.00 | | 0.00 | | 800.00 | | 0.00 |
| 206-000-665.000 | INTEREST | 1,000.00 | | 8,770.92 | | 0.00 | | (7,770.92) | | 877.09 |
| 206-000-696.000 | BOND OR INSURANCE RECOVERIES | 0.00 | | 6,632.00 | | 0.00 | | (6,632.00) | | 100.00 |
| Total Dept 000 | | 440,550.00 | | 191,893.08 | | 11,752.50 | | 248,656.92 | | 43.56 |
| TOTAL REVENUES | | 440,550.00 | | 191,893.08 | | 11,752.50 | | 248,656.92 | | 43.56 |
| Expenditures | | | | | | | | | | |
| Dept 336 - FIRE OPERATING | | | | | | | | | | |
| 206-336-702.000 | BOARD SALARY | 4,200.00 | | 1,380.00 | | 300.00 | | 2,820.00 | | 32.86 |
| 206-336-704.000 | CHIEF SALARY | 58,950.00 | | 19,650.00 | | 2,456.25 | | 39,300.00 | | 33.33 |
| 206-336-705.000 | ASST CHIEF SALARY | 24,000.00 | | 8,000.00 | | 800.00 | | 16,000.00 | | 33.33 |
| 206-336-710.000 | FIREFIGHTER/ MFR | 50,000.00 | | 14,977.52 | | 3,865.63 | | 35,022.48 | | 29.96 |
| 206-336-712.000 | SHIFT COVERAGE | 14,400.00 | | 4,550.10 | | 1,170.00 | | 9,849.90 | | 31.60 |
| 206-336-720.000 | PAYROLL TAXES | 10,000.00 | | 3,714.66 | | 657.29 | | 6,285.34 | | 37.15 |
| 206-336-724.000 | RETIREMENT | 3,800.00 | | 1,193.09 | | 147.38 | | 2,606.91 | | 31.40 |
| 206-336-730.000 | GASOLINE & DIESEL | 9,400.00 | | 2,180.27 | | 397.65 | | 7,219.73 | | 23.19 |
| 206-336-731.000 | VEHICLE MAINTENANCE | 9,500.00 | | 11,433.11 | | 1,058.22 | | (1,933.11) | | 120.35 |
| 206-336-733.000 | EQUIPMENT MAINTENANCE | 13,000.00 | | 13,457.50 | | 0.00 | | (457.50) | | 103.52 |
| 206-336-740.000 | OPERATING SUPPLIES | 400.00 | | 56.65 | | 15.25 | | 343.35 | | 14.16 |
| 206-336-741.000 | MEDICAL SUPPLIES | 2,500.00 | | 1,264.98 | | 462.27 | | 1,235.02 | | 50.60 |
| 206-336-742.000 | ANNUAL TESTING | 8,500.00 | | 5,330.70 | | 0.00 | | 3,169.30 | | 62.71 |
| 206-336-751.000 | PHONES | 7,500.00 | | 2,461.12 | | 356.05 | | 5,038.88 | | 32.81 |
| 206-336-753.000 | UTILITIES | 10,000.00 | | 2,018.52 | | 440.91 | | 7,981.48 | | 20.19 |
| 206-336-763.000 | BUILDING MAINTENANCE | 10,000.00 | | 8,392.30 | | 58.62 | | 1,607.70 | | 83.92 |
| 206-336-767.000 | DUES/ SUBSCRIPTIONS | 4,200.00 | | 3,068.34 | | 100.00 | | 1,131.66 | | 73.06 |
| 206-336-781.000 | TURN OUT GEAR/ UNIFORMS | 15,000.00 | | 332.79 | | 332.79 | | 14,667.21 | | 2.22 |
| 206-336-785.000 | EDUCATION/ TRAINING | 8,500.00 | | 3,325.83 | | 410.50 | | 5,174.17 | | 39.13 |
| 206-336-796.000 | PHYSICALS | 10,000.00 | | 372.00 | | 0.00 | | 9,628.00 | | 3.72 |
| 206-336-799.000 | OFFICE/ COMPUTER | 4,700.00 | | 2,540.12 | | 553.81 | | 2,159.88 | | 54.05 |
| 206-336-801.000 | PROFESSIONAL SERVICES | 16,500.00 | | 7,720.00 | | 630.00 | | 8,780.00 | | 46.79 |
| 206-336-810.000 | GRANT MATCH | 2,500.00 | | 0.00 | | 0.00 | | 2,500.00 | | 0.00 |
| 206-336-815.000 | GENERAL INSURANCE | 30,000.00 | | 12,121.46 | | 4,191.23 | | 17,878.54 | | 40.40 |
| 206-336-965.000 | TRANSFER TO MILLAGE FUND | 113,000.00 | | 0.00 | | 0.00 | | 113,000.00 | | 0.00 |
| Total Dept 336 - FIRE OPERATING | | 440,550.00 | | 129,541.06 | | 18,403.85 | | 311,008.94 | | 29.40 |
| TOTAL EXPENDITURES | | 440,550.00 | | 129,541.06 | | 18,403.85 | | 311,008.94 | | 29.40 |

Assistant Chief Report

November 2024

Information:

- Finalizing the transaction away from Comcast
- New Command Truck Ordered- Estimated arrival between November 18th & December 16th.
- Fundraiser Event with Gala-Ts raised \$600, funds were deposited into the Donations Account.
- Hosted Electric Vehicle Training, members from Lawrence, Bangor and Covert were in attendance.

Meetings Attended:

Respectfully submitted

K.McGrew

Kevin McGrew-Asst. Fire Chief

PERIOD ENDING 11/30/2024

| GL NUMBER | DESCRIPTION | 2024-25 | | YTD BALANCE 11/30/2024 | ACTIVITY FOR MONTH 11/30/2024 | | AVAILABLE BALANCE | % BDGT USED |
|-----------------------|--------------------------------|----------------|-------------------|---------------------------|----------------------------------|-------------------|----------------------|----------------|
| | | AMENDED BUDGET | NORMAL (ABNORMAL) | | INCREASE (DECREASE) | NORMAL (ABNORMAL) | | |
| Fund 206 - FIRE FUND | | | | | | | | |
| Fund 206 - FIRE FUND: | | | | | | | | |
| | TOTAL REVENUES | 440,550.00 | | 191,893.08 | 11,752.50 | | 248,656.92 | 43.56 |
| | TOTAL EXPENDITURES | 440,550.00 | | 129,541.06 | 18,403.85 | | 311,008.94 | 29.40 |
| | NET OF REVENUES & EXPENDITURES | 0.00 | | 62,352.02 | (6,651.35) | | (62,352.02) | 100.00 |

11/08/2024 08:52 AM
User: BSA
DB: Hfd

INVOICE APPROVAL BY INVOICE REPORT FOR HARTFORD FIRE
POST DATES 10/15/2024 - 11/11/2024
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

| Vendor Name | Description | Amount |
|------------------------------|----------------------------------|-----------|
| 1. AT&T MOBILITY | | |
| | CELL PHONES | 445.05 |
| 2. AUTO WARES | | |
| | MAINTENANCE | 19.96 |
| 3. BACKROADS SERVICES | | |
| | 1831 PUMP TEST | 990.00 |
| 4. CONSUMERS ENERGY | | |
| | NATURAL GAS | 21.18 |
| 5. COREWELL HEALTH | | |
| | CPR CARDS | 35.00 |
| 6. DOUG DE BEST | | |
| | TRAINING | 410.50 |
| 7. FIRST NATIONAL BANK OMAHA | | |
| | SUPPLIES, MAINTENANCE & TRAINING | 1,364.12 |
| 8. INDIANA MICHIGAN POWER | | |
| | ELECTRIC | 419.73 |
| 9. KELLOGG HARDWARE INC | | |
| | SUPPLIES | 58.62 |
| 10. LIBERTY MUTUAL INSURANCE | | |
| | WORKER COMP INSURANCE | 4,656.00 |
| 11. MICHIGAN STATE FIREMEN'S | | |
| | ASSOCIATIO | |
| | ANNUAL DUES | 100.00 |
| 12. PETER STANISLAWSKI | | |
| | FINANCE SERVICES | 630.00 |
| 13. S&A AUTOMOTIVE INC | | |
| | FORD EXPLORER | 48.26 |
| 14. SHELL FLEET PLUS | | |
| | DIESEL & GASOLINE | 397.65 |
| 15. SIGNATURE DEALER GROUP | | |
| | DOWN PAYMENT TRUCK | 500.00 |
| 16. SPENCER MANUFACTURING | | |
| | 1841 VISTA SCREEN | 3,679.83 |
| TOTAL - ALL VENDORS | | 13,775.90 |

HARTFORD FIRE
CASH BALANCES
NOVEMBER 11 2024

| | | |
|-----------------------|----|------------|
| General Checking | \$ | 48,614.27 |
| Operating Account | \$ | 134,599.11 |
| Millage Account | \$ | 305,967.19 |
| Maintenance Account | \$ | 14,050.33 |
| Donation Account | \$ | 63,127.99 |
| Investment Account | \$ | 105,367.74 |
| Huntington | | |
| All Cash Accounts | | |
| | \$ | 671,726.63 |

| 11/09/2024 CHECK REGISTER FOR HARTFORD FIRE DEPTMENT | | | | |
|--|-----------|---------------------------|----------------------------------|----------|
| CHECK DATE FROM 10/15/2024 - 11/11/2024 | | | | |
| Check Date | Check | Vendor Name | Description | Amount |
| Bank HNB CHECKING ACCOUNT | | | | |
| 10/15/2024 | DD491(A) | HARTING, ROBBIE | PAYROLL | 1,884.72 |
| 10/15/2024 | DD492(A) | MC GREW, KEVIN | PAYROLL | 995.87 |
| 10/18/2024 | 268(A) | SPENCER MANUFACTURING | 1841 VISTA SCREEN | 3,679.83 |
| 10/18/2024 | 15079 | COREWELL HEALTH | CPR CARDS | 35.00 |
| 10/18/2024 | 15080 | SIGNATURE DEALER GROUP | DOWN PAYMENT TRUCK | 500.00 |
| 10/31/2024 | EFT105(E) | ASSN DUES TO MEMBERSHIP | PAYROLL | 2.78 |
| 10/31/2024 | EFT106(E) | CITY OF HARTFORD | PAYROLL | 294.76 |
| 10/31/2024 | EFT107(E) | INTERNAL REVENUE SERVICE | PAYROLL | 2,876.71 |
| 11/01/2024 | DD493(A) | HARTING, ROBBIE | PAYROLL | 1,836.70 |
| 11/01/2024 | DD494(A) | MC GREW, KEVIN | PAYROLL | 584.63 |
| 11/05/2024 | DD495(A) | BIRMELE, GERALD | PAYROLL | 52.86 |
| 11/05/2024 | DD496(A) | BODARY, BRANDON | PAYROLL | 224.16 |
| 11/05/2024 | DD497(A) | EASTMAN, SCOTT | PAYROLL | 57.21 |
| 11/05/2024 | DD498(A) | FLEMMING, RYAN | PAYROLL | 63.71 |
| 11/05/2024 | DD499(A) | FRY, STEVEN | PAYROLL | 250.38 |
| 11/05/2024 | DD500(A) | GERMINDER, ERIC | PAYROLL | 52.86 |
| 11/05/2024 | DD501(A) | HARTING, BRANDI | PAYROLL | 257.86 |
| 11/05/2024 | DD502(A) | HUNT, CHAD | PAYROLL | 51.86 |
| 11/05/2024 | DD503(A) | LEDESMA, CARLOS | PAYROLL | 52.86 |
| 11/05/2024 | DD504(A) | LOWE, STEVEN | PAYROLL | 243.32 |
| 11/05/2024 | DD505(A) | MC GREW, KEVIN | PAYROLL | 1,196.78 |
| 11/05/2024 | DD506(A) | ROBERTS, KHELUN | PAYROLL | 666.70 |
| 11/05/2024 | DD507(A) | SEFCIK, RONALD | PAYROLL | 52.86 |
| 11/05/2024 | DD508(A) | SHARPE, IAN | PAYROLL | 346.96 |
| 11/05/2024 | DD509(A) | WEBERG, SCOTT | PAYROLL | 439.79 |
| 11/05/2024 | STUB53(A) | HUNT, COLE | PAYROLL | 0.00 |
| 11/05/2024 | STUB54(A) | MC CLELLAN, TROY | PAYROLL | 0.00 |
| 11/11/2024 | 269(E) | INDIANA MICHIGAN POWER | ELECTRIC | 419.73 |
| 11/11/2024 | 270(E) | AT&T MOBILITY | CELL PHONES | 445.05 |
| 11/11/2024 | 271(E) | CONSUMERS ENERGY | NATURAL GAS | 21.18 |
| 11/11/2024 | 272(E) | FIRST NATIONAL BANK OMAHA | SUPPLIES, MAINTENANCE & TRAINING | 1,364.12 |
| 11/11/2024 | 273(E) | SHELL FLEET PLUS | DIESEL & GASOLINE | 397.65 |
| 11/11/2024 | 274(A) | LIBERTY MUTUAL INSURANCE | WORKER COMP INSURANCE | 4,656.00 |
| 11/11/2024 | 275(A) | PETER STANISLAWSKI | FINANCE SERVICES | 630.00 |
| 11/11/2024 | 15087 | AUTO WARES | MAINTENANCE | 19.96 |
| 11/11/2024 | 15088 | BACKROADS SERVICES | 1831 PUMP TEST | 990.00 |
| 11/11/2024 | 15089 | DOUG DE BEST | TRAINING | 410.50 |
| 11/11/2024 | 15090 | KELLOGG HARDWARE INC | SUPPLIES | 58.62 |

| 11/09/2024 CHECK REGISTER FOR HARTFORD FIRE DEPTMENT | | | | |
|--|-------|-------------------------------------|---------------|-----------|
| CHECK DATE FROM 10/15/2024 - 11/11/2024 | | | | |
| Check Date | Check | Vendor Name | Description | Amount |
| 11/11/2024 | 15091 | MICHIGAN STATE FIREMEN'S ASSOCIATIO | ANNUAL DUES | 100.00 |
| 11/11/2024 | 15092 | S&A AUTOMOTIVE INC | FORD EXPLORER | 48.26 |
| Total of 40 Checks: | | | | 26,262.24 |
| Less 0 Void Checks: | | | | 0.00 |
| Total of 40 Disbursements: | | | | 26,262.24 |



Hartford Fire Department

436 East Main St.
Hartford, MI 49057
(269)-621-4707

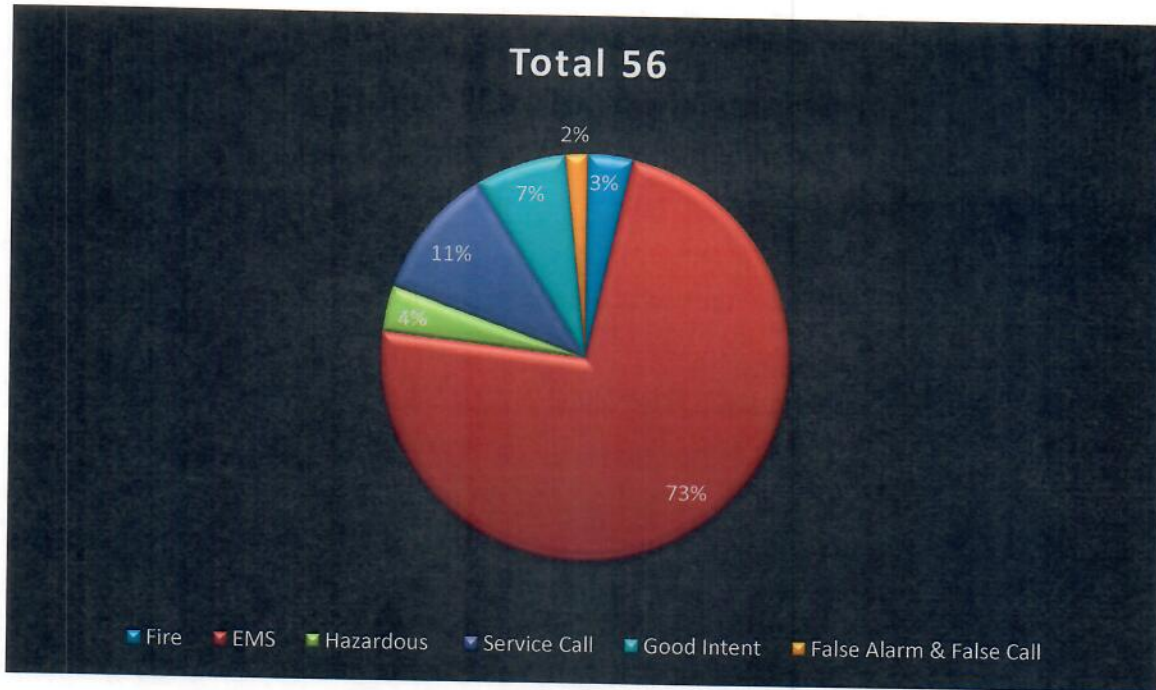


Item 10.

Chief Robbie Harting

Asst. Chief Kevin McGrew

October 2024 Incident Summary



| | | |
|-----------------|---------------------|----------------|
| City- 29 | Township- 24 | Other-3 |
|-----------------|---------------------|----------------|

| Incident Type | Count |
|---|-----------|
| 141- Woods Fire | 2 |
| 311- Medical assist, assist EMS Crew | 27 |
| 321- EMS call, excluding vehicle accident | 14 |
| 444- Power Lines Down | 2 |
| 500-Service Call | 4 |
| 554- Lift Assist | 1 |
| 561- Illegal Burning | 1 |
| 600- Good Intent | 3 |
| 611-Cancelled En Route | 1 |
| 743- Smoke Detector Activation | 1 |
| Total | 56 |



Chief Robbie Harting

Hartford Fire Department

436 East Main St.
Hartford, Mi 49057
(269)-621-4707



Asst. Chief Kevin McGrew

Item 10.

October 2024

Calls for Service

| Area | Total Calls | Payroll |
|------------------------------|-----------------|-------------------|
| City of Hartford | 29 | \$1,131.91 |
| Township of Hartford | 24 | \$1,641.13 |
| Bangor Township | 1 | \$38.25 |
| I-94 & Red Arrow Hwy | 1 | \$72.00 |
| Mutual Aid | 1 | \$17.75 |
| Total | 56 | \$2,901.04 |
| Average Cost Per Call | | \$51.80 |
| Training | 15 hours | \$278.00 |
| Truck Inspections | 16 hours | \$286.50 |
| Shift Coverage | Shifts | \$1,170.00 |
| | | |
| | | |
| | | |
| | | |



| Township of Hartford/Date | Call Type | Vehicle's Involved | # of Personal | Personal Cost | Report# |
|---------------------------|--------------------|---------------------|---------------|---------------|----------|
| 10/4/2024 | Medical Assist-311 | 1810&1880 | 5 | 55.25 | 2024-549 |
| 10/5/2024 | Medical Assist-311 | 1802 | 3 | 57 | 2024-551 |
| 10/6/2024 | Medical Assist-311 | 1802&1810 | 4 | 72.5 | 2024-552 |
| 10/9/2024 | Medical Call-321 | 1801&1810 | 2 | 0 | 2024-557 |
| 10/10/2024 | Smoke Deceptor-743 | 1801&1802 | 5 | 73.75 | 2024-559 |
| 10/12/2024 | Grass Fire-143 | 1802&1869&1831&1880 | 7 | 222.25 | 2024-564 |
| 10/13/2024 | Medical Call-321 | 1810 | 8 | 127.75 | 2024-566 |
| 10/17/2024 | Medical Assist-311 | 1802&1810 | 4 | 76.25 | 2024-572 |
| 10/18/2024 | Medical Assist-311 | 1802 | 1 | 21 | 2024-573 |
| 10/22/2024 | Medical Call-321 | 1801&1810 | 5 | 76.5 | 2024-578 |
| 10/23/2024 | Good Intent-600 | 1802 | 1 | 21 | 2024-579 |
| 10/24/2024 | Medical Call-321 | 1801 | 1 | 0 | 2024-583 |
| 10/25/2024 | Cancelled-611 | 1802 | 4 | 18.38 | 2024-586 |
| 10/25/2024 | Medical Assist-311 | 1801&1810 | 5 | 76 | 2024-587 |
| 10/25/2024 | Medical Assist-311 | 1810 | 3 | 59.25 | 2024-588 |
| 10/26/2024 | Lift Assist-554 | 1810 | 2 | 38.25 | 2024-591 |
| 10/26/2024 | Service Call-500 | 1802/1841/1869 | 6 | 112 | 2024-592 |
| 10/27/2024 | Medical Assist-311 | 1802&1810 | 3 | 57 | 2024-593 |
| 10/30/2024 | Woods Fire-141 | 1801/1869/1831 | 3 | 54.75 | 2024-597 |
| 10/30/2024 | Power Line-444 | 1801 | 3 | 0 | 2024-598 |
| 10/30/2024 | Medical Call-321 | 1802&1810 | 2 | 36.5 | 2024-599 |
| 10/31/2024 | Medical Assist-311 | 1810 | 7 | 72.75 | 2024-601 |
| 10/31/2024 | Medical Assist-311 | 1810/1871/1880 | 10 | 177.75 | 2024-602 |
| 10/31/2024 | Medical Assist-311 | 1810 | 5 | 95.25 | 2024-603 |

| City of Hartford/Date | Call Type | Vehicle's Involved | # of Personal | Personal Cost | Report# |
|-----------------------|--------------------|--------------------|---------------|---------------|----------|
| 10/2/2024 | Medical Call-321 | 1810 | 2 | 40 | 2024-548 |
| 10/4/2024 | Medical Assist-311 | 1810&1802 | 3 | 58 | 2024-550 |
| 10/7/2024 | Medical Call-321 | 1802 | 1 | 21 | 2024-553 |
| 10/7/2024 | Service Call-500 | 1801 | 1 | 0 | 2024-554 |
| 10/7/2024 | Service Call-500 | 1801&1841 | 5 | 54.75 | 2024-555 |
| 10/9/2024 | Medical Assist-311 | 1802&1810 | 4 | 76 | 2024-556 |
| 10/10/2024 | Medical Call-321 | 1810 | 5 | 54.25 | 2024-558 |
| 10/10/2024 | Medical Assist-311 | 1810 | 3 | 57 | 2024-560 |
| 10/11/2024 | Medical Assist-311 | 1810 | 4 | 75.25 | 2024-562 |
| 10/11/2024 | Medical Call-321 | 1802&1810 | 2 | 38.75 | 2024-563 |
| 10/14/2024 | Medical Assist-311 | 1810 | 3 | 19.25 | 2024-567 |
| 10/14/2024 | Medical Assist-311 | 1802 | 1 | 10.5 | 2024-568 |
| 10/16/2024 | Medical Assist-311 | 1802 | 1 | 21 | 2024-569 |
| 10/16/2024 | Burning-561 | 1802 | 1 | 21 | 2024-570 |
| 10/17/2024 | Medical Assist-311 | 1810 | 5 | 93.75 | 2024-571 |
| 10/19/2024 | Medical Call-321 | 1810 | 2 | 37 | 2024-574 |
| 10/19/2024 | Medical Assist-311 | 1810 | 3 | 27.64 | 2024-575 |
| 10/19/2024 | Medical Assist-311 | 1810 | 3 | 27.64 | 2024-576 |
| 10/21/2024 | Medical Call-321 | 1810 | 4 | 73.5 | 2024-577 |
| 10/23/2024 | Good Intent-600 | 1802&1810 | 3 | 58 | 2024-580 |
| 10/24/2024 | Medical Call-321 | 1810 | 2 | 36.5 | 2024-581 |
| 10/24/2024 | Medical Assist-311 | 1802 | 3 | 36.5 | 2024-582 |
| 10/24/2024 | Medical Assist-311 | 1810 | 3 | 17.75 | 2024-584 |
| 10/25/2024 | Medical Call-321 | 1802&1810 | 4 | 47.38 | 2024-589 |
| 10/26/2024 | Medical Assist-311 | 1810 | 3 | 59.25 | 2024-590 |
| 10/28/2024 | Medical Assist-311 | 1810 | 2 | 0 | 2024-594 |
| 10/29/2024 | Good Intent-600 | 1810 | 3 | 17.75 | 2024-595 |
| 10/29/2024 | Medical Assist-311 | 1810 | 4 | 37 | 2024-596 |
| 10/31/2024 | Medical Call-321 | 1810 | 1 | 15.5 | 2024-600 |

Township of Bangor/Date
10/12/2024

Call Type
Power Line-444

Vehicle's Involved
1802

of Personal
2

Personal Cost
38.25

Report#
2024-565

I-94 & Red Arrow Hwy or

Cost Recovery
10/24/2024

Location
Red Arrow

Call Type
Service Call-500

Vehicle's Involved
1801&1871

of Personal
6

Personal Cost
72

Report#
2024-585

Mutual Aid/Date
10/11/2024

Call Type
Medical Assist-311

Vehicle's Involved
1810

of Personal
3

Personal Cost
17.75

Report# Area
2024-561 Lawrence TWP

| RefNumber | Fire Department | Status | State | Run Date | Run Number | NFIRS | Created | Last Modified | Paid Date | Last Name | Insurance | Payment Name | Touches | Invoiced | Received | FD% |
|-----------|-------------------------------|------------|-------|------------|-----------------|-------|------------|---------------|-----------|-----------|------------------|--------------|-------------------|----------|----------|------|
| 1756423 | Hartford Fire Department - MI | Unbillable | MI | 09/18/2024 | 2024-519-hfdmiB | 322 | 09/26/2024 | 10/14/2024 | | Delarosa | National General | | 8 | 809.00 | 0.00 | 0.00 |
| | | | | | | | | | | | | | Unpaid Total: | 0.00 | 0.00 | 0.00 |
| | | | | | | | | | | | | | Department Total: | 809.00 | 0.00 | 0.00 |
| | | | | | | | | | | | | | Grand Total: | 809.00 | 0.00 | 0.00 |

Hartford Fire Department - MI

HARTFORD FIRE BOARD

FIRE BOARD AGENDA REPORT

Meeting Date: November 12th 2024
Submitted By: Kevin McGrew- Asst. Fire Chief
Prepared By: Kevin McGrew- Asst. Fire Chief
Agenda Title: Revised Schedule of Regular Meetings 2024-2025

RECOMMENDED ACTION:

Attached is the revised Schedule of Regular Meetings for the remainder of the fiscal year 2024-2025, Starting in December
Fire Board Meetings will reconvene at the Fire Station.

Hartford Fire Board

436 East Main Street, Hartford, MI 49057
(269)621-4707

(updated)

Schedule of Regular Meetings

7 p.m. on dates listed below

~~Monday, July 8, 2024~~

~~Monday, August 12, 2024~~

~~Monday, September 9, 2024~~

~~Monday, October 14, 2024~~

~~Tuesday, November 12, 2024~~

Monday, December 9, 2024

Monday, January 13, 2025

Monday, February 10, 2025

Monday, March 10, 2025

Monday, April 14, 2025

Monday, May 12, 2025

Monday, June 9, 2025

at the Hartford Fire Station

436 East Main Street
Hartford, Mi 49057

This notice is posted in compliance with the Open Meetings Act, Public Act 267 of 1976, as amended (MCL 41.72a(2)(3)) and the Americans with Disabilities Act.

The Hartford Fire Board will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting or public hearing upon 7 days notice to the Hartford Fire Board.

Individuals with disabilities requiring auxiliary aids or services should contact the Hartford Fire Board by writing or calling the following:
Chairman Ron Sefcik at 51320 62nd Street, Hartford MI 49057 or 269-325-5144

Posted on: 11/13/2024

Signature of Board Chairman _____

HARTFORD FIRE BOARD

FIRE BOARD AGENDA REPORT

Meeting Date: November 12th 2024
Submitted By: Kevin McGrew- Asst. Fire Chief
Prepared By: Kevin McGrew- Asst. Fire Chief
Agenda Title: Scott Eastman Medical Leave

RECOMMENDED ACTION:

Scott Eastman is requesting to take a Medical Leave of absence from the Department effective immediately due to a shoulder injury and upcoming surgery. Scott will be following up with his doctors in January and is aware he will need doctors' clearance in order to return from Medical Leave.

HARTFORD FIRE BOARD

FIRE BOARD AGENDA REPORT

Meeting Date: November 12th 2024
Submitted By: Kevin McGrew- Asst. Fire Chief
Prepared By: Kevin McGrew- Asst. Fire Chief
Agenda Title: New Hire- Nathan Teitsma

RECOMMENDED ACTION:

Nathan Teitsma has applied for the position of probationary firefighter, Nathan has completed all his pre-employment task, including written test, physical agility and interview with the membership review committee, the membership review committee recommend that we hire Nathan.

HARTFORD FIRE BOARD

FIRE BOARD AGENDA REPORT

Meeting Date: November 12th 2024
Submitted By: Kevin McGrew- Asst. Fire Chief
Prepared By: Kevin McGrew- Asst. Fire Chief
Agenda Title: New Hire- Joshua Tait

RECOMMENDED ACTION:

Joshua Tait has applied for the position of probationary firefighter; Joshua has completed his interview with the Membership Review committee. The Membership Review Committee recommended that Joshua continue in the hiring process, unfortunately due to Joshua becoming ill he was unable to attend the scheduled time for the physical agility and written test. At this time I am recommending that we hire Joshua as a probationary firefighter contingent on successful passing of the physical agility and written test to completed by November 30th 2024.

**Fire Chiefs Report
November 2024**

INFORMATION:

1. Meetings Attended:

- Township
- City
- VBC Medical Control
- VBC FF Training Committee

2. Information:

- Had meeting with representatives from Corewell Health – annual physicals
- The backup generator is not working, waiting on quote from Cummings for repairs
- Spooktacular went well

Sincerely,

Robbie Harting – Fire Chief



Hartford Fire Department

436 East Main St.
Hartford, Mi 49057
(269)-621-4707



Item 10.

Chief Robbie Harting

Asst. Chief Kevin McGrew

October 2024

56 Calls for Service

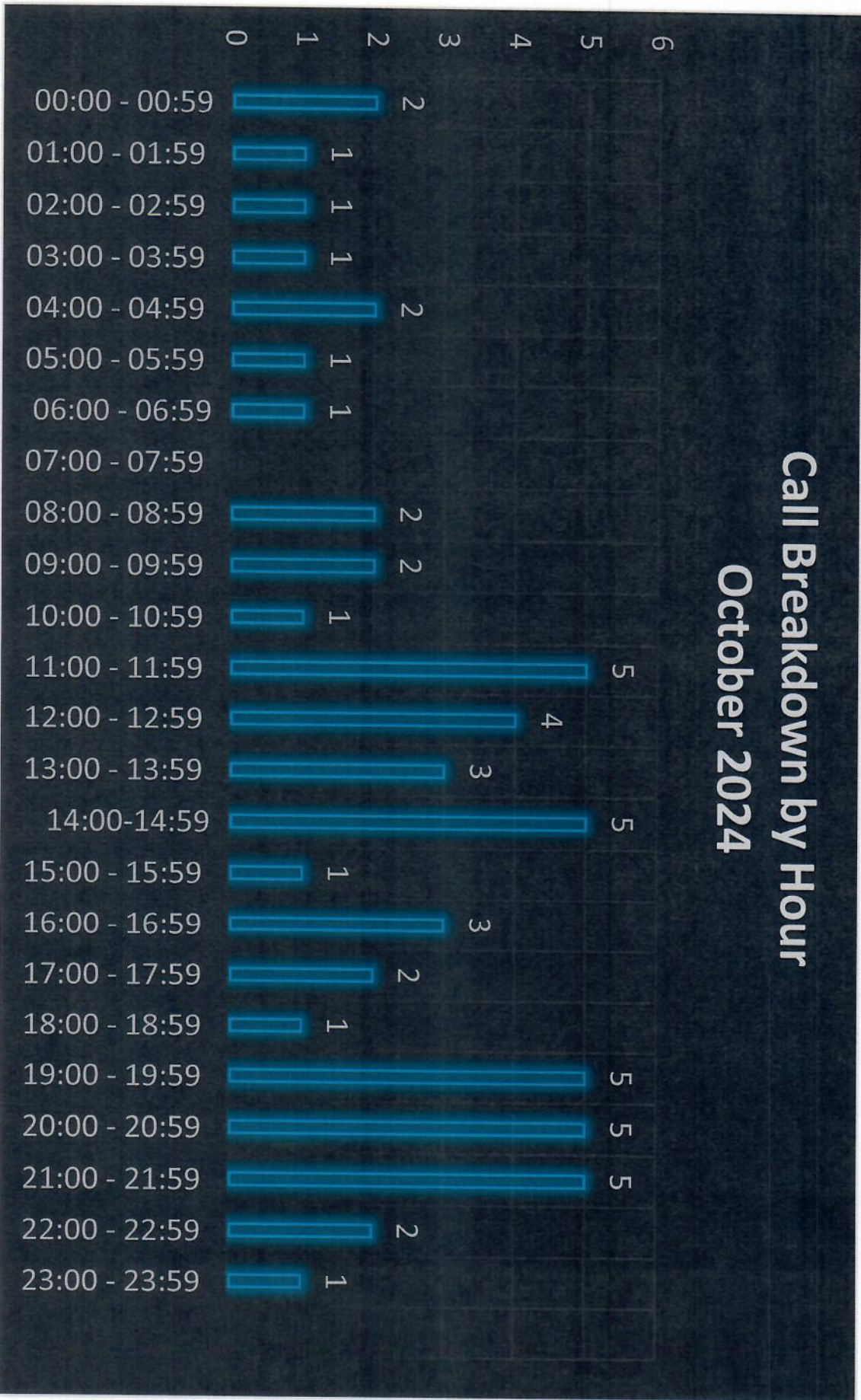
| Personell Name | Total Calls | % |
|---------------------|-------------|-----|
| Fry, Steven | 13 | 23% |
| Harting, Brandiwyne | 7 | 12% |
| McGrew, Kevin | 49 | 88% |
| Bodary, Brandon | 17 | 30% |
| Eastman, Scott | 2 | 1% |
| Flemming, Ryan | 6 | 11% |
| Harting, Robbie | 22 | 39% |
| Hunt, Cole | 1 | 1% |
| Lowe, Steve | 12 | 21% |
| Roberts, Khelun | 29 | 52% |
| Sharpe, Ian | 16 | 29% |
| Weberg, Scott | 21 | 38% |

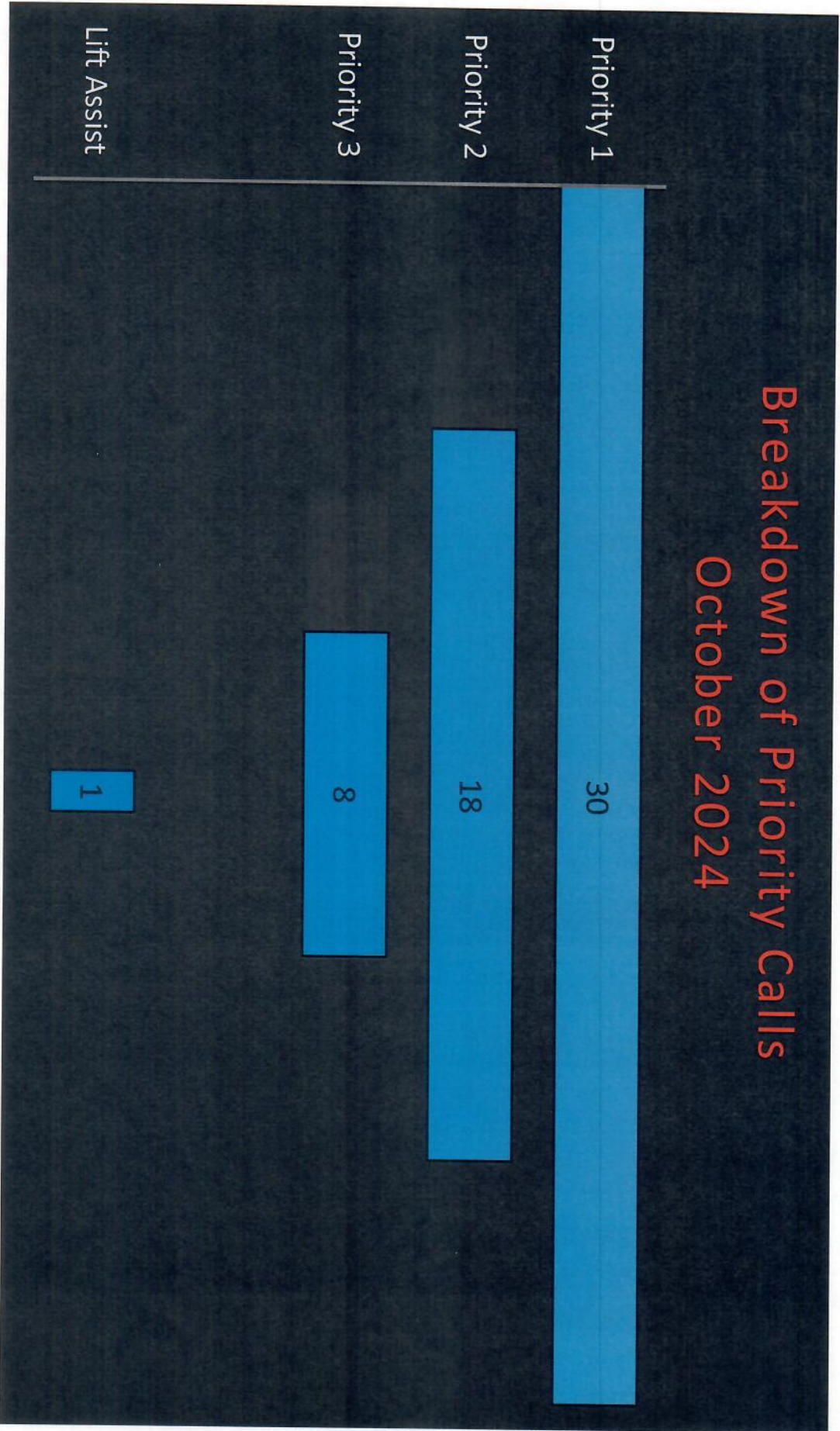
Chief Harting-hartfordfirechief@gmail.com
Asst. Chief McGrew-hartfordasstfirechief@gmail.com



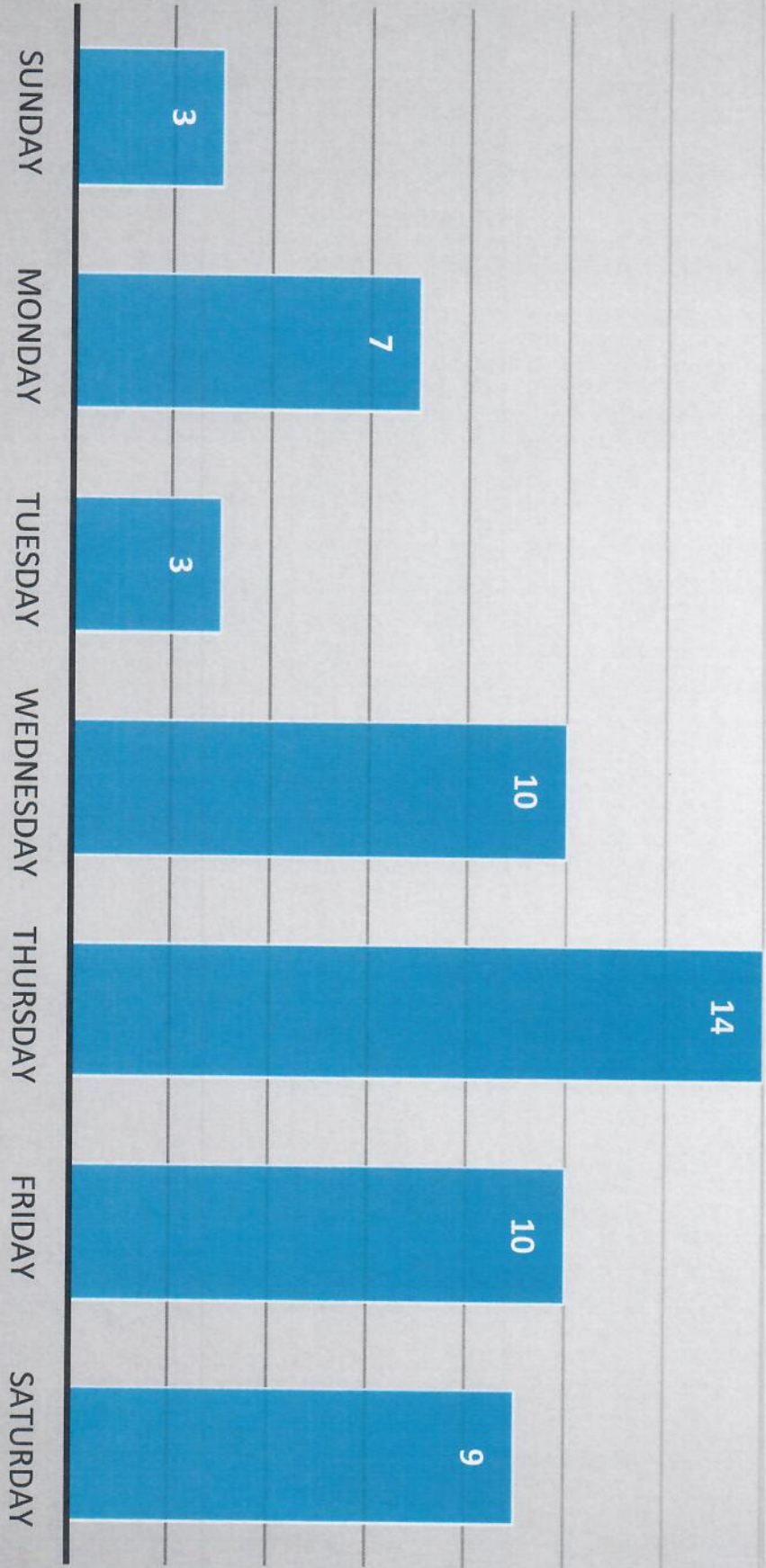
Hartford Fire Department October 2024 Calls Breakdown Per Zone







Calls by Day of Week October 2024



RECEIVED

NOV 19 2024

CITY OF HARTFORD

HARTFORD FIRE BOARD MEETING 11-12-2024

Reported by City Representative Eric Germinder (**NOT** official meeting minutes).

Approved Meeting Agenda as presented.

Approved previous meeting minutes from October 14th, 2024.

Approved Accounts Payable in the amount of \$26,262.24.

Reviewed October 2024 Incident Summary and Breakdown of Calls per zone report.

Reviewed Cost Recovery USA 9/25/2024 - 10/24/2024 Payment Reconciliation Report.

Unfinished Business: Held more discussion on the Interlocal Agreement. Reviewed a draft copy that has been prepared for the Board to further pore over. The Board will plan to have a copy ready to be approved in December and delivered to the City and Township soon thereafter for their approval respectively.

Discussed and approved a Revised Schedule of Regular Fire Board Meetings for the remainder of fiscal year 2024-2025. This would move the meetings back to the Fire Station as the ambulance barn nears completion.

Discussed and approved the request from Firefighter Scott Eastman to go on Medical Leave effective November 12th, 2024.

Discussed and approved hiring Nathan Teitsma as a Probationary Firefighter. Nathan has successfully completed his pre-employment requirements.

Discussed and approved hiring Joshua Tait as a Probationary Firefighter contingent on Joshua successfully completing of his remaining pre-employment requirements by November 30th, 2024.

Pickup Zone Report - Hartford City

Item 12.

| Response Incident Number | Incident Date | Scene Incident Zone/District Description | Disposition Destination Name Delivered Transferred To | Disposition Incident Patient Disposition | Situation Provider Primary Impression Description Only | Incident Unit En Route To Unit Arrived On Scene In Minutes | of Runs |
|---|---------------|--|---|--|--|--|------------------|
| Incident Dispatch Priority Patient Acuity: Critical (Priority 1) | | | | | | | |
| Response Time Avg: 5:24 | | | | | | | |
| 22-280 | 10/07/2024 | Hartford City | BRONSON LAKEVIEW HOSPITAL | | Chest pain on breathing | 2 | 1 |
| 3-895 | 10/11/2024 | Hartford City | LAKELAND HOSPITAL - SAINT JOSEPH | | Seizures: without Status Epilepticus | 8 | 1 |
| 3-943 | 10/24/2024 | Hartford City | LAKELAND HOSPITAL - SAINT JOSEPH | | Dental Pain or Problems | 18 | 1 |
| 4-642 | 10/28/2024 | Hartford City | No Transport | | Anxiety Attack / Acute Stress Reaction | 2 | 1 |
| 5-905 | 10/04/2024 | Hartford City | LAKELAND HOSPITAL - SAINT JOSEPH | | Respiratory: Respiratory Distress Unknown Cause | 2 | 1 |
| 5-911 | 10/09/2024 | Hartford City | LAKELAND HOSPITAL - SAINT JOSEPH | | Trauma/Injury: Shoulder or Upper Arm | 2 | 1 |
| 5-914 | 10/10/2024 | Hartford City | LAKELAND HOSPITAL - SAINT JOSEPH | | Syncope / Fainting | 10 | 1 |
| 5-932 | 10/14/2024 | Hartford City | LAKELAND HOSPITAL - WATERVLIET | | Anxiety Attack / Acute Stress Reaction | 2 | 1 |
| 5-937 | 10/16/2024 | Hartford City | BRONSON METHODIST HOSPITAL | | Weakness (Unable to Diagnosis Specific Cause) | 8 | 1 |
| 5-940 | 10/17/2024 | Hartford City | No Transport | | Unknown Problem | 3 | 1 |
| 5-946 | 10/19/2024 | Hartford City | LAKELAND HOSPITAL - SAINT JOSEPH | | Syncope / Fainting | 6 | 1 |
| 5-962 | 10/24/2024 | Hartford City | BRONSON METHODIST HOSPITAL | | Abdominal Pain/Problems | 2 | 1 |
| 5-964 | 10/24/2024 | Hartford City | LAKELAND HOSPITAL - SAINT JOSEPH | | Respiratory: Respiratory Distress Unknown Cause | 1 | 1 |
| 7-687 | 10/25/2024 | Hartford City | LAKELAND HOSPITAL - WATERVLIET | | Anxiety Attack / Acute Stress Reaction | 10 | 1 |
| | | | | | | | Total: 14 |
| | | | | | | | Total: 14 |
| Incident Dispatch Priority Patient Acuity: Emergent (Priority 2) | | | | | | | |
| Response Time Avg: 6:07 | | | | | | | |
| 3-927 | 10/19/2024 | Hartford City | No Transport | | Trauma/Injury: Wrist, Hand, or Fingers | 17 | 1 |
| 3-928 | 10/19/2024 | Hartford City | BRONSON METHODIST HOSPITAL | | Trauma/Injury: Brain/TBI | 3 | 1 |
| 3-952 | 10/26/2024 | Hartford City | BRONSON LAKEVIEW HOSPITAL | | Psychiatric/Behavioral Problem | 13 | 1 |
| 5-921 | 10/11/2024 | Hartford City | No Transport | | | 0 | 1 |
| 5-933 | 10/14/2024 | Hartford City | No Transport | | | 2 | 1 |
| 5-983 | 10/29/2024 | Hartford City | No Transport | | Trauma/Injury: Unspecified Injury | 1 | 1 |
| | | | | | | | Total: 6 |
| | | | | | | | Total: 6 |
| Incident Dispatch Priority Patient Acuity: Lower Acuity (Priority 3) | | | | | | | |
| Response Time Avg: 8:24 | | | | | | | |
| 22-329 | 10/31/2024 | Hartford City | BRONSON METHODIST HOSPITAL | | Unknown Problem | 13 | 1 |
| 5-916 | 10/10/2024 | Hartford City | LAKELAND HOSPITAL - WATERVLIET | | Alcohol Use, Unspecified with Intoxication | 2 | 1 |
| 5-956 | 10/21/2024 | Hartford City | LAKELAND HOSPITAL - SAINT JOSEPH | | Trauma/Injury: Thorax/Chest | 22 | 1 |
| 5-978 | 10/27/2024 | Hartford City | BRONSON METHODIST HOSPITAL | | Pain: Location Not Otherwise Listed (Non-Traumatic) | 5 | 1 |
| 5-982 | 10/29/2024 | Hartford City | No Transport | | | 1 | 1 |

| Response Incident Number | Incident Date | Scene Incident Zone/District Description | Disposition Destination Name Delivered Transferred To | Disposition Incident Patient Disposition | Situation Provider Primary Impression Description Only | Incident Unit En Route To Unit Arrived On Scene In Minutes | Item 12. |
|--------------------------|---------------|--|---|--|--|--|-----------|
| | | | | | | | Total: 5 |
| | | | | | | | Total: 5 |
| | | | | | | | Total: 25 |

Report Criteria

Response Type of Service Requested (Eresponse.05): Is Equal To 911 Response (Scene)

Incident Date: Is Equal To Last Month

Scene Incident Zone/District Number (Itscene.025): Is Equal To Hartford City

HARTFORD PUBLIC WORKS DEPARTMENT

Ricky Ricks Supt. Public Works.



November, 2024

MAINTENANCE DEPARTMENT

Serviced all the equipment that required servicing
Repaired all the equipment that required repairing
Picking up leaves
Had to have wiring harness replaced on backhoe.
Pickrd up brush

WATER DEPARTMENT

| | |
|--|----------|
| Water turn off | <u>2</u> |
| Water turn on | <u>1</u> |
| Water meter repairs | <u>3</u> |
| Water leaks repaired | <u>1</u> |
| Water meters read by request | <u>8</u> |
| Water services replaced to water main | <u>1</u> |
| 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 | |

MAJOR AND LOCAL STREETS

Cold patching as needed.
Had to have 4 trees removed

SEWER SYSTEM

| | |
|------------------------------------|----------|
| Sewer mains rodded | <u>2</u> |
| Sewer services dug up and repaired | <u>0</u> |

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.

HARTFORD PUBLIC WORKS DEPARTMENT

Ricky Ricks Supt. Public Works.



November, 2024

WATER QUALITY AVERAGE FOR THE MONTH

Raw Water

| | |
|-----------|------------------|
| Iron | <u>1.36</u> ppm |
| Manganese | <u>0.133</u> ppm |
| pH | <u>7.1</u> |

Finished Water

| | |
|------------|----------------|
| Iron | <u>0</u> ppm |
| Manganese | <u>0</u> ppm |
| Chlorine | <u>1.1</u> ppm |
| Phosphates | <u>1.3</u> ppm |
| Flouride | <u>0.8</u> ppm |
| pH | <u>7.2</u> |

Chemicals used

| | |
|------------|------------------|
| | Total Lbs |
| Chlorine | <u>114</u> |
| Phosphates | <u>190</u> |
| Flouride | <u>175</u> |

Average Daily Use

| | |
|--|------------|
| | <u>3.6</u> |
| | <u>6.1</u> |
| | <u>5.6</u> |

WATER PUMPED FOR THE MONTH

Backwash water 5.702 Million Gallons

170,000 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> |

Wastewater Treatment Plant
MONTHLY REPORT FOR NOVEMBER 25, 2025

Routine Maintenance

Industrial user inspection

Industrial user sampling

November DMR

Painting

Removal of old polymer mixing equipment

Clarifier arm repair

The flow EQ tank is functioning properly

Submitted by,

Andrew Warner



NOVEMBER 25, 2024
LIST OF BILLS
FOR FISCAL 2024-2025

| PAY TO | DESCRIPTION | SUBTOTAL | CHECK TOTAL |
|--|--|----------|---------------------|
| 39152 MICHAEL BANIC | OCCUPANCY INSPECTIONS 10/23/24 | | 180.00 |
| 39153 BEST WAY DISPOSAL INC | CITY HALL TRASH SERVICE FOR OCTOBER 2024 | 110.45 | |
| | DPW TRASH SERVICE FOR OCTOBER 2024 | 150.40 | |
| | WWTP TRASH SERVICE FOR OCTOBER 2024 | 123.21 | 384.06 |
| 39154 BLOOMINGDALE COMMUNICATIONS | PHONE & INTERNET SERVICE FOR NOVEMBER 2024 | | 378.22 |
| 39155 CINTAS CORPORATION | FIRST AID SUPPLIES - DPW | 61.86 | |
| | FIRST AID SUPPLIES - CITY HALL | 39.16 | |
| | FIRST AID SUPPLIES - POLICE | 123.28 | 224.30 |
| 39156 CONSUMERS ENERGY | CITY HALL GAS BILL 9/19-10/17/2024 | 42.12 | |
| | DPW GAS BILL 9/19-10/17/2024 | 21.72 | |
| | IRP GAS BILL 9/19-10/18/2024 | 77.31 | 141.15 |
| 39157 DOUBLEDAY OFFICE PRODUCTS | EXTRA LARGE CHAIR MAT FOR CITY MANAGER OFFICE | 185.85 | |
| | FURNITURE & ACCESSORIES FOR CITY MANAGER OFFICE | 1,928.00 | |
| | FURNITURE & ACCESSORIES FOR CITY MANAGER OFFICE | 1,934.00 | 4,047.85 |
| 39158 FRONTIER | DPW LOCAL PHONE 10/25-11/24/24 | 92.27 | |
| | CASINO LIFT STATION PHONE 10/17-11/24/24 | 119.57 | |
| | IRP LOCAL PHONE 10/19-11/18/24 | 96.86 | |
| 39159 INDIANA MICHIGAN POWER | OCTOBER 2024 ELECTRIC BILLS | | 5,913.62 |
| 39160 MUTUAL OF OMAHA | OCTOBER & NOVEMBER 2024 LIFE & DISABILITY INSURANCE | | 156.31 |
| 39161 TRACE ANALYTICAL LABORATORIES | IRP WATER QUALITY TESTING - 10/29/24 (ANIONS & ALKALINITY) | 313.75 | |
| | IRP WATER SAMPLE TESTING - 10/14/24 (ANIONS & ALKALINITY) | 129.25 | |
| | WWTP MERCURY TESTING - 10/17/24 | 63.25 | |
| | AM HAWK LOCAL LIMITS TESTING - 10/10/24 | 467.00 | 973.25 |
| 39162 VISION SERVICE PLAN | NOVEMBER 2024 VISION INSURANCE | | 108.66 |
| 39163 ANDREW WARNER | 18.5 HOURS AS OPERATOR AT WWTP (10/1-10/31/2024) | | 1,387.50 |
| TOTAL OF CHECKS ALREADY WRITTEN | | | \$ 13,894.92 |

ITEMS WITH BLUE LETTERING WERE APPROVED AT THE SEPT 23, 2024 REGULAR MEETING



NOVEMBER 25, 2024
LIST OF BILLS CONTINUED
FOR FISCAL 2024-2025

| PAY TO | DESCRIPTION | SUBTOTAL | CHECK TOTAL |
|---|---|----------|-------------|
| 39164 STEVE ACKERMAN | 2024 PLANNING COMMISSION - 6 MEETINGS | | 240.00 |
| 39165 PETER ARANDA | 2024 PLANNING COMMISSION - 4 MEETINGS | | 160.00 |
| 39166 AUTO WARES GROUP | FILTERS, ANTI FREEZE ETC FOR DPW VEHICLE REPAIRS & MAINTENANCE | | 475.03 |
| 39167 AXON ENTERPRISE, INC | 3RD INSTALLMENT PAYMENT ON TASER 7 BUNDLE PACKAGE | | 3,783.65 |
| 39168 BACHMAN'S WELDING | LABOR TO REBUILD BAR SCREEN AT WWTP | | 2,470.00 |
| 39169 BERKSHIRE HATHAWAY HOMESERVICE MI | REFUND HARTFORD TOWNSHIP TAX BILL PAYMENT SENT WITH OURS | | 556.73 |
| 39170 BIOTECH AGRONOMICS | 212,500 BIO SOLID LIQUID LAND APPLICATION + FUEL SURCHARGE | | 13,691.25 |
| 39171 BLUE CARE NETWORK OF MI | DECEMBER 2024 HEALTH INSURANCE | | 10,583.90 |
| 39172 BLUE CROSS BLUE SHIELD OF MI | DECEMBER 2024 HEALTH INSURANCE FOR NICOL BROWN | | 900.37 |
| 39173 CARLETON EQUIPMENT CO | REPAIR KUBOTA TRACTOR | | 10,114.78 |
| 39174 CINTAS CORPORATION | FIRST AID SUPPLIES - DPW (FROM JUNE 13, 2024: WE DID NOT RECEIVE INVOICE) | | 106.69 |
| 39175 CORE & MAIN | 2 PROBE RODS FOR DPW | | 160.00 |
| 39176 COREWELL HEALTH | PRE EMPLOYMENT TESTING FOR DARIN THOMPSON - POLICE DEPT | 141.00 | |
| | PRE EMPLOYMENT & DOT TESTING FOR DAVIE GRAY - DPW | 181.00 | |
| | DOT TESTING FOR RICKY RICKS - DPW | 122.00 | 444.00 |
| 39177 CROWN TROPHY | ENGRAVING ON KEY TO CITY FOR FRANK DOCKTER | 2.50 | |
| | NAME PLATE FOR COMMISSIONER PETER ARANDA | 12.08 | |
| | SHIPPING | 16.44 | 31.02 |
| 39178 CUMMINS SALES & SERVICE | ANNUAL GENERATOR INSPECTION - WWTP | 920.41 | |
| | REPLACE HEATER BLOCK & CRACKED VENT TUBE ON GENERATOR AT WWTF | 1,126.78 | 2,047.19 |
| 39179 CURCIO LAW FIRM | LEGAL SERVICES 9/1-9/30/2024 | 2,862.00 | |
| | LEGAL SERVICES 10/1-10/31/2024 | 1,350.00 | 4,212.00 |
| 39180 JOE DECKARD | 2024 PLANNING COMMISSION - 1 MEETING | | 40.00 |
| 39181 DELTA DENTAL OF MICHIGAN | DECEMBER 2024 DENTAL INSURANCE | | 861.64 |
| 39182 SEAN DORAN | REFUND ALLPAID CREDIT CARD PAYMENT ACCIDENTLY MADE TO US | | 50.00 |
| 39183 DOUBLEDAY OFFICE PRODUCTS | SOAP DISPENSERS, SOAP REFILL, PAPER TOWEL & STAPLER | | 186.31 |
| 39184 ENTERPRISE ENVELOPE | SORRY I MISSED YOU DOOR HANGERS | | 328.50 |
| 39185 FLEMING BROTHERS OIL CO | DIESEL 10/28/2024 | | 1,097.87 |
| 39186 FOREMOST PROMOTIONS | PROMOTIONAL STICKERS FOR POLICE DEPARTMENT | | 320.25 |
| 39187 FRONTIER COMMUNICATIONS | LIFT STATION PHONE 11/7-12/6/2024 | | 171.11 |
| 39188 GAGE MOTORS | WATER PUMP FOR 2022 POLICE FORD EXPLORER | | 746.51 |
| 39189 GAGE GARDNER | 2024 PLANNING COMMISSION - 6 MEETINGS | | 240.00 |
| 39190 GEMPLERS | JACKET, BOOTS & 5 PAIR PANTS FOR MICHAEL GOOD - WWTP | | 448.93 |
| 39191 HARDING'S MARKET | WATER, COFFEE & ICE FOR ELECTION WORKERS | | 25.46 |
| 39192 HARRIS CON AG, INC | TWP PFAS WATER MAIN EXTENSION PROJECT - DRAW #13 | | 89,342.32 |
| 39193 HARTFORD BUILDING AUTHORITY | DECEMBER 2024 CITY HALL LEASE | | 4,166.67 |
| 39194 HARTFORD FIRE BOARD | DECEMBER 2024 CONTRACTUAL PAYMENT | | 11,152.50 |
| 39195 INTERSTATE BILLING SERVICES, INC | WIRING HARNESS FOR BACK HOE | 6,334.95 | |
| | NEW ECU FOR BACK HOE | 3,616.72 | 9,593.35 |



NOVEMBER 25, 2024
LIST OF BILLS CONTINUED
FOR FISCAL 2024-2025

| PAY TO | DESCRIPTION | SUBTOTAL | CHECK TOTAL |
|---|--|-----------|----------------------|
| 39196 | JOHNSON'S HEATING & AIR | | 350.00 |
| 39197 | KELLOGG HARDWARE | | 347.80 |
| 39198 | JENINE KLING | | 250.00 |
| 39199 | TIM KLING | | 300.00 |
| 39200 | LAUTERBACH & AMEN, LLP | | 450.00 |
| 39201 | MI MUNICIPAL LEAGUE | | 180.00 |
| 39202 | MICHIGAN ASSOC OF MUNICIPAL CLERKS | | 75.00 |
| 39203 | MICHIGAN OFFICE SOLUTIONS | | 7.00 |
| 39204 | MIDWAY ELECTRIC, INC | | |
| | INSTALL PHOTO CELL ON STREET LIGHTS | 300.00 | |
| | NEW LED LIGHTS IN WWTP LAB | 750.00 | |
| | SERVICE CALL AT WWTP | 140.00 | |
| | NEW LED LIGHTS AT DPW GARAGE | 2,700.00 | |
| | OUTSIDE PANEL ENCLOSURE FOR EQ TANK AT WWTP | 1,137.01 | 6,137.01 |
| 39205 | MML LIABILITY & PROPERTY POOL | | 5,000.00 |
| 39206 | ADOLFO MORALES | | 120.00 |
| 39207 | POSITIVE PROMOTIONS | | 137.87 |
| 39208 | PRINTING SYSTEMS, INC | | 187.15 |
| 39209 | PVS TECHNOLOGIES, INC | | 8,041.67 |
| 39210 | RATHCO SAFETY SUPPLY, INC | | 1,569.00 |
| 39211 | RICHARD RICKS | | 61.25 |
| 39212 | RUDELL REPAIR, INC | | 192.00 |
| 39213 | SAFEBUILT | | |
| | BLDG PERMIT # 24-HAR-BR00023 - 38 MARION APT A - INTERIOR | 180.00 | |
| | ELECTRICAL PERMIT # 24-HAR-ER00013 - 38 MARION APT A | 180.00 | 360.00 |
| 39214 | SEMI ACADEMY | | 2,650.00 |
| 39215 | SCOTT STAIR | | 49.99 |
| 39216 | STATE OF MICHIGAN | | 1,293.38 |
| 39217 | ANGELA STORY | | 1,333.33 |
| 39218 | TAPPER FORD | | 1,099.77 |
| 39219 | TNT BODY & FRAME, INC | | 1,316.00 |
| 39220 | TRACE ANALYTICAL LABORATORIES | | |
| | WWTP SULFATE TESTING - 11/6/2024 | 53.75 | |
| | IRP WATER SAMPLE TESTING - 11/11/2024 (ANIONS & ALKALINITY) | 129.25 | 183.00 |
| 39221 | TRI-CITY RECORD | | 300.00 |
| 39222 | TRIPLE-E ASPHALT | | |
| | NOTICE OF INTENT - DWSRF PROJECT | 788.70 | |
| | PARKING LOT STRIPING (BACK OF CITY HALL) | | |
| | PAINT CURBS AROUND TOWN | 8,386.00 | 9,174.70 |
| 39223 | TRUE COLORS PAINTING | | |
| | DOWNPAYMENT ON PAINTING - CLERK OFFICE, TREASURER OFFICE, | | |
| | TREASURER OFFICE, MAIN COUNTER AREA & KITCHEN | 1,500.00 | |
| | DOWNPAYMENT ON PAINTING - COMMISSION ROOM, LOBBY & HALLWAY | 500.00 | 2,000.00 |
| 39224 | USA BLUEBOOK | | 283.18 |
| 39225 | VAN BUREN COUNTY DRAIN COMMISSION | | 6,418.44 |
| 39226 | VAN BUREN COUNTY ROAD COMMISSION | | 1,033.44 |
| 39227 | VILLAGE OF PAW PAW LABORATORY | | 120.00 |
| 39228 | WATER SOLUTIONS UNLIMITED | | |
| | SEPTMBER 2024 LAB ANALYSIS | | |
| | EIGHT 52 GAL DRUMS OF HYPOCHLORITE FOR WWTP | 1,455.38 | |
| | 300 GALLON TOTE OF SODIUM BISULFITE FOR WWTP | 975.00 | |
| | FREIGHT CHARGE | 85.00 | 2,515.38 |
| 39229 | WIGHTMAN & ASSOCIATES | | |
| | PROJECT 202307 - DWAM GRANT APPLICATION | 13,318.75 | |
| | PROJECT 202307 - DWAM GRANT APPLICATION | 533.75 | |
| | PROJECT 202307 - DWAM GRANT APPLICATION | 3,635.00 | |
| | PROJECT 212004 - WASTEWATER COLLECTION SYSTEM IMPROVEMENTS | 7,140.47 | |
| | PROJECT 212004 - WASTEWATER COLLECTION SYSTEM IMPROVEMENTS | 1,285.00 | |
| | PROJECT 240994 - 60TH AVE SIDEWALK EXTENSION | 137.50 | |
| | PROJECT 190496 - HARTFORD TWP PFAS WATER MAIN EXTENSION | 9,701.45 | |
| | PROJECT 222324 - LEAD SERVICE LINE REPLACEMENT | 28,121.05 | |
| | PROJECT 150147 - GENERAL ENGINEERING (REVIEW PAINTING BIDS AND SUMMARY TO NICOL) | 206.25 | 63,872.97 |
| 39230 | WINDEMULLER | | 444.71 |
| 39231 | WINPRO, LLC | | 275.00 |
| 39232 | ZEILKE TOWING & TIRES | | 1,600.00 |
| | AUTOMATION SERVICES TO REPLACE TIMERS IN GRIT REMOVAL PANEL - WWTP | | |
| | ANNUAL WINDOW WASHING INSIDE & OUT FOR CITY HALL & POLICE STATION | | |
| | TOWING & HOLD CHARGES FOR VEHICLE IN POLICE INVESTIGATION | | |
| TOTAL OF CHECKS TO BE WRITTEN ON NOVEMBER 26, 2024 | | | \$ 288,477.07 |

DEBIT CARD/AUTOMATIC PAYMENT TRANSACTIONS

| | | | |
|------------|------------------------------|---|-------|
| 10/25/2024 | UNITES STATES POSTAL SERVICE | MAIL CERTIFIED LETTERS FOR ORDINANCE VIOLATIONS AT 9 S CENTER | 18.18 |
| 10/28/2024 | AMAZON.COM | LAWN MOWER BLADES FOR DPW | 49.26 |
| 11/4/2024 | LUMEN | LONG DISTANCE TELEPHONE AUTO PAYMENT FOR DPW PHONE | 0.75 |
| 11/5/2024 | SUBWAY | LUNCHES FOR ELECTION WORKERS | 74.64 |
| 11/6/2024 | GRAMMARLY | MONTHLY SUBSCRIPTION AUTO PAYMENT | 30.00 |
| 11/12/2024 | UNITES STATES POSTAL SERVICE | MAIL ENVELOPE FOR POLICE DEPARTMENT | 1.50 |

TOTAL DEBIT CARD/AUTO DEDUCTION TRANSACTIONS \$ 174.33

TOTAL GROSS PAYROLL OCT 19, 2024 THROUGH NOV 15, 2024 2024 (4 WEEKS) \$ 66,028.79

GRAND TOTAL FOR NOVEMBER 25, 2024 - FISCAL 2024-2025 \$ 368,575.11



City of Hartford * County of Van Buren * State of Michigan

City Manager's Monthly Update November 25, 2024

Staff Update:

Shared Streets and Spaces Program:

MDOT is having a kick-off coordination meeting on the grant. The coordination meeting agenda will cover the following: introductions of the MDOT Shared Streets and Spaces grant (SSSG) team, project timeline and expectations, implementation questionnaire, and process/required documentation.

DWSRF Project:

I received the roadway cost estimates. Mickey added Michigan Street to the cost estimates since it was listed on the stormwater capital improvement plan. Mickey will attend the city commission meeting to present the cost estimates. Andy will start working on the potential bond payments and ensuring the city can afford them for the projects.

AT&T Update:

Attached is a legal opinion and update regarding the lease agreements with AT&T.

Spark Grant/DNR/Council Michigan Foundations:

The city requested proposals (RFP) for engineering services and sent the RFP to several vendors. The details are in the city commission packets for this month's meeting. Marcy with the Southwest Michigan Planning Commission and I reviewed and scored the two bids received, which were from Abonmarche Consultants and Wightman's Association. I have prepared a resolution for the city commission to accept Abonmarche Consultants as the engineer for this project.

Planning Commission Meeting:

Site plans have been submitted for 61827 CR 687, proposed Casey's Retail Company, which is adjacent to Shell's gas station and I-94. The Planning Commission did not meet in November because we had no item other than updating the By-Laws.

9 S. Center Street:

One of the occupants of 9 S. Center Street met with me regarding the building permit. I have corrected the submitted building permit application and sent it to Safebuilt. The occupants have turned the garage into a 3-bedroom apartment with a bathroom and kitchen. I have a message for the Safebuilt building official to discuss the next steps.

Streetscape Downtown Improvement:

I'm working with USDA to close out the grant.

Projects Compass:

Project Compass's first listening session was held at Hartford's Public Library. The public was invited, and about five people attended the session. Project Compass has started a city-wide survey. They sent the city flyers to set out in the city hall lobby for the residents of Hartford regarding digital skills and online safety and helped shape resources that can make online life easier and safer for everyone.

Blight Ordinance Amendment:

I met with Commissioner Danger regarding the Blight Ordinance. She would like for the ordinance to remain the same. Commissioner Danger wants more time to review sections 91-16 (e and g). Due to calendar conflicts, I have not met with Commissioner Miller. I met with Commissioner Weeden regarding his questions on the ordinance. I would like to hear from the other Commissioners if you want me and the city's attorney to put more time into the blight ordinance. I'm here to serve the commission and give you my opinion, but it's up to the board if you want me to continue putting time and city money into a project you do not support. So, I'm asking if you want me to continue working on the blight ordinance.

Rental Inspection Ordinance Amendment:

Nick has drafted an amendment to the rental inspection ordinance per my request. I have attached the ordinance for your review. Please meet with me if you have questions or concerns. As stated above, I'm here to serve the commission and give you my opinion, but it's up to the board if you want me to continue putting time and city money into a project. I will bring the ordinance before you at December's city commission meeting. If you are not interested in the changes, please contact me.

Complaint Police Department:

I've contacted the family and worked out an agreement for them to consider. I hope to hear back from them this Friday. The owners will owe Zeigler Tow Company \$1,950. The City will pay half of the outstanding balance for \$1,600.

SRF Wastewater Project Update:

See Wightman's update

Water Main Extension (PFAS) Hartford Township Update:

See Wightman's update

Drinking Water Asset Management (DWAM) Update:

See Wightman's update

60th Asvenue Sidewalk Extension Update:

See Wightman's update

DWSRF Update:

See Wightman's update

Meetings:

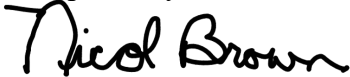
I had the following meetings this week:

- Andy Campbell, Bendzinski & Co.

19 West Main St * Hartford * MI * 49057 * 269-621-2477 * 269-621-2054 Fax
www.cityofhartfordmi.org

- Project Compass Task Force Meeting
- Project Compass Listening Session
- Attorney Curcio, Attorney
- Mickey Bittner, Wightman & Assoc.
- Donovan Smith, McKenna Associates
- Blanca Arellano, resident
- John Faul, County Administrator
- Van Buren County Rural Task Force
- Daniel McGinnis, Benton Harbor Police Chief
- Joe Mangan, Lauterback & Amen
- Commissioner Jane Danger
- Interviewed an applicant for the police department

Respectfully Submitted,



Nicol Brown
City Manager



City of Hartford
Project Updates
November 13, 2024

Project: Drinking Water Asset Management (DWAM)
Project Budget: \$375,000
Funding: EGLE DWAM grant - \$375,000
Contractor: Plummer's Environmental Services
Award Amount: \$210,200.00; modified to \$290,100
Scope: Investigate approximately 20% of the "unknown" (lead, galvanized, copper, plastic, other) water services. Investigation locations include in the building and two potholes on either side of the curb stop. Use the findings to estimate the number of needed water service replacements due to lead and update the Capital Improvements Plan (CIP) within the City's Water Asset Management Plan (AMP). Then update the rate analysis to account for the needed lead service line replacements.

Schedule: The original 20% of service inspections has been completed. Plumbers has completed 171 interior inspections and 169 exterior inspections. The City has continued to notify properties with discovered lead or galvanized services per EGLE requirements (about 67 out of 128 so far). EGLE has permitted the City to use the remaining funds for additional investigations and Plummer's plans to return November 18-29 to make progress on those. The grant agreement was extended to May 1, 2025 to allow for additional service inspections – approximately 150 interior inspections (Point 1) and 150 street side inspections (Point 3). Once this is completed, the update to the Water AMP must be completed prior to 05/01/25.

Wightman Project Manager: Brian Holleman, P.E., bholleman@gowightman.com, 616-890-4011

Project: Hartford Township Water Main Extension (PFAS)
Project Budget: \$2,970,800
Funding: EGLE C2R2 Grant - \$2,970,800
Contractor: Harris ConAg, LLC
Award Amount: \$2,137,854.00; Current Value with Change Orders: \$2,279,926.19
Schedule: The bore-and-jack beneath the railroad was completed October 28-29 and paving has been completed. The project is now substantially complete. The contractor is working on the punch list and needs to complete some well abandonments, raise structure covers, and some shoulder gravel. The grant agreement has a pending extension to May 15, 2025.

Wightman Project Manager: Mickey Bittner, P.E., mbittner@gowightman.com, 269-266-2159

Project: SRF Wastewater Project
Project Budget: \$4,695,500
Funding: EGLE CWSRF – Loan: \$3.3755M + \$372,500 = \$3.748M at 2.125% for 30 years;
Grant: \$575,000 + \$372,500 = \$947,500

Contractors:

- A. WWTP – LD Dosca Associates: Construction of an equalization tank, installation of a ferric chloride day tank and piping, replacement of a polymer mixer, effluent launder covers, leveling equipment, lift station rehabilitation, pavement replacement.
- B. Force Main & Gravity Sewer – Pajay, Inc.: 8” and 10” force main replacement, 8” sewer siphon replacement, 8” and 10” gravity sewer replacement
- C. Sewer Lining – Insituform Technologies USA, LLC: Lining 8”, 15”, 16”, and 18” sewers.

Award Amounts:

- A. \$1,267,799.60; contract amendment to \$1,310,725.62 for WWTP additions
- B. \$1,749,790.00; contract amendment to \$1,693,641.60 for balancing items
- C. \$701,935.80; contract amendment to \$703,335.00 for additional manhole linings

Schedule:

- A. Substantially complete. Contractor is working on the punch list and a meeting is schedule for November 18 to perform final review.
- B. Substantially complete. Contractor is working on the punch list and there are three items remaining to complete.
- C. Pipelining and manhole lining are both completed.

Wightman Project Manager: Andrew Rudd, P.E., arudd@gowightman.com, 269-364-1664; Mary Nykamp, P.E. for the WWTP work, mnykamp@gowightman.com, 269-209-6406

Project: 60th Avenue Sidewalk Extension
Project Budget: \$276,800
Funding: MDOT Shared Streets Grant - \$200,000
Contractor: TBD
Award Amount: TBD
Scope: Construct approximately 1,800’ of concrete sidewalk from Center Street Apartments on S. Center Street south to 60th Avenue and then east along 60th Avenue to connect to the existing sidewalk at Woodside Drive.
Schedule: Fieldwork is scheduled for the weeks of November 11 and 18 with design to follow. The goal is to bid the project before the end of March 2025.
Wightman Project Manager: Mickey Bittner, P.E., mbittner@gowightman.com, 269-266-2159

Project: Lead Service Line Replacements (LSLR) & Water System Improvements
Project Budget: Estimated \$11.76M
Funding: EGLE DWSRF – DWSRF Loan \$4,767,120 + BIL LSLR Loan \$2,288,880 = \$7,056,000 at 1.00%; BIL DWSRF PF \$4,324,880 + BIL LSLR & WM Grant \$379,120 = \$4,704,000 Grant
Contractors: TBD
Award Amount: TBD
Schedule: The goal of this project is to replace all of the lead service lines within the City’s system, replace select water main, and minor water plant improvements. The City is currently shown as receiving \$4,704,000 of grant/principal forgiveness and \$7,056,000 of loan at 1.00%, or 40% grant. The City will need to make a decision quickly to meet EGLE’s schedule. Pavement borings were completed on 11/12/24, the topographic surveys are approximately 40% complete, and some design has begun.

| <u>Milestone</u> | <u>Approximate Date</u> |
|--|-------------------------|
| Authorized Design | 09/23/24 |
| Authorize Bond Counsel & Financial | 10/28/24 |
| Decide on Street Improvements | 11/25/24 |
| Authorize Bond Anticipation Note (BAN) | 11/25/24 |
| Close on BAN | 02/19/25 |
| Submit Plans & Specs to EGLE | 03/28/25 |
| Advertise for Construction Bids | 05/23/25 |
| Open Construction Bids | 06/25/25 |
| City Award Contract(s) | 07/07/25 |
| MFA Closing | 08/28/25 |
| Construct the Project | 09/15-25 – 06/04/27 |

The water main replacement will essentially reconstruct one lane of roadway in most street segments. The City could reconstruct the other lane or complete other utility work (sanitary sewer, storm sewer) in conjunction with the water project, but fund those improvements separately.

Wightman Project Manager: Mickey Bittner, P.E., mbittner@gowightman.com, 269-266-2159



CITY OF HARTFORD
COUNTY OF VAN BUREN, STATE OF MICHIGAN
Project Scenario - \$1,990,000 Michigan Transportation Fund Bonds
 Draft 11/18/24

| | \$1,901,000 Project | |
|---|----------------------------|-----------|
| | 15-Year | |
| Estimated Interest Rate | | 4.000% |
| Bond Amount | \$ | 1,990,000 |
| Deposited in Construction Fund | \$ | 1,905,302 |
| Estimated Cost of Issuance | | 84,698 |
| Total Interest | | 660,024 |
| Total Principal + Interest | \$ | 2,650,024 |
| Estimated Yearly Principal + Interest Payments: | \$ | 177,000 |
| Estimated Bond Costs of Issuance: | | |
| Bond Counsel | \$ | 20,500 |
| Municipal Advisor | | 18,850 |
| Notice of Sale Publication | | 1,800 * |
| Newspaper Printing Costs | | 2,000 * |
| Treasury Filing | | 398 * |
| S&P Bond Rating | | 20,000 * |
| Official Statement Printing | | 750 |
| Paying Agent | | 500 * |
| Underwriter's Discount (not-to-exceed, 1% of par) | | 19,900 * |
| Total Estimated Bond Costs of Issuance | \$ | 84,698 |

**CITY COMMISSION
CITY OF HARTFORD
VAN BUREN COUNTY, MICHIGAN**

ORDINANCE NO. _____

**AN ORDINANCE TO AMEND THE “RENTAL PROPERTY” DIVISION IN
CHAPTER 150 OF THE HARTFORD CITY CODE TO PROVIDE FOR THE
REGISTRATION AND INSPECTION OF RENTAL UNITS**

The City of Hartford ordains:

Section 1. Amendment. The “Rental Property” Division of Chapter 150 of the Hartford City Code is hereby amended to read in its entirety as follows:

RENTAL PROPERTY

Sec. 150-45. Purpose.

The purpose of this division is to protect the public health, safety, and welfare of occupants in rental properties by requiring the registration, inspection, and certification such properties.

Sec. 150-46. Purpose.

These words and phrases shall have the following meanings when used in this division:

- (a) *Agent* means an individual designated to: (1) oversee a rental unit in accordance with this division; (2) respond to calls from renters, concerned citizens, and representatives of the City; and (3) act as an agent of the owner with respect to the rental unit, which shall include the authority to accept service of legal papers relating to the unit on the owner’s behalf. An owner may serve as the agent so long as he or she is willing and able to perform the duties described in this subsection.
- (b) *Applicable codes* means the current fire prevention, building, and property maintenance codes that apply in the city, including definitions and applicable terms, and other city ordinances.
- (c) *Building official* means the city’s building official and his or her designees.
- (d) *Dwelling* means a building containing one or more dwelling units.
- (e) *Dwelling unit* means a self-contained unit within a building that is designed for human occupancy and provides complete living facilities, including permanent provisions for sleeping, eating, cooking and sanitation. The term “dwelling unit” includes: (1) apartments; (2) the individual sleeping rooms or group of rooms in a group home, boarding house, or other similar residential facility; and (3) residential condominium units. The term does not include rooms within a jail, hospital, nursing home, convalescent home, assisted living facility, retirement home, foster care home, hotel, or motel licensed and inspected by the State of Michigan.
- (f) *Condominium unit* means a portion of a condominium project designed and intended for separate ownership and use, as described in a master deed recorded pursuant to the Michigan Condominium Act.
- (g) *Occupancy* means the purpose for which a dwelling unit is utilized or occupied.
- (h) *Occupant* means any individual living or sleeping in a dwelling unit or having possession of a space within a rental unit.
- (i) *Owner* means any person or legal entity having an equitable interest in a piece of a dwelling unit; or recorded in the official records of the county or city as holding title to the unit; or otherwise

having control of the unit, including the guardian of the estate of any such person, and the executor or administrator of the estate of such person if ordered to take possession of the unit by a court.

- (j) *Rental dwelling* means a dwelling containing one or more rental units.
- (k) *Rental unit* means any non-owner occupied dwelling unit, or any dwelling unit that is occupied pursuant to an oral or written rental or lease agreement or that is otherwise rented for compensation.

Sec. 150-47. Rental Registry.

- (a) Owners shall provide to the city in writing the information described in this section for the purpose of establishing and maintaining a rental registry. The city shall maintain a registry of all rental dwellings and rental units upon such form as may be prescribed by the building official. The registry shall contain, at a minimum, the following information:
 - (1) Address and unit number, as applicable.
 - (2) Tax I.D. Number.
 - (3) Number and type of rental units within the rental dwelling.
 - (4) Name, address, telephone number and e-mail address of the owner. In a case in which the owner is not an individual, the owner information shall be that of the individual within the owner entity that is the most responsible for overseeing the rental dwelling.
 - (5) Name, address, e-mail address and telephone number of the designated agent, if different than the owner.
- (b) It is a violation of this ordinance for an owner to do any of the following:
 - (1) Use any dwelling unit as a rental unit without completing the registration process and obtaining a certificate of compliance in the manner provided herein.
 - (2) Fail to provide information required by the city for the rental registry, or to provide inaccurate information.
 - (3) Fail to notify the city within 30 days of any change in the information required by this section.

Sec. 150-48. Compliance Inspections.

- (a) *Initial and Periodic Compliance Inspections.* The owner or designated agent for a rental dwelling or rental unit shall contact the building official to schedule compliance inspections as follows:
 - (1) For all newly constructed rental dwellings and rental units, and for existing non-rental structures that are converted to rental dwellings or rental units, the owner or designated agent shall contact the building official to request an initial compliance inspection within fourteen (14) days after submitting the rental registry information.
 - (2) For all existing rental dwellings and rental units, the owner or designated agent shall contact the building official at least ninety (90) days before expiration of the existing certificate of compliance to schedule a periodic inspection. If the building official (for reasons that are not due to any action by the owner or agent) does not conduct a periodic compliance inspection prior to the expiration of a certificate of compliance, the owner shall be permitted to continue letting the rental dwelling or rental unit for occupancy until the building official has conducted an inspection.
- (b) *Fee for Failure to Schedule Inspection.* Failure to contact the building official to request an initial or periodic inspection as required under this division shall result in a fee in accordance with the fee

schedule adopted by the city commission pursuant to section 150-51. No inspection will be conducted until the fee is paid.

- (c) *Inspections of Rental Dwellings Containing Multiple Rental Units.* All units shall be inspected in multiple dwellings that contain twenty (20) or less units. If the multiple dwelling contains more than 20 units, the building official will inspect only 20 of the units, chosen at random. For each unit where a violation is discovered, an additional unit may be added to the total number of units inspected.
- (d) *Non-Periodic Compliance Inspections.* Non-periodic compliance inspections will be scheduled as soon as practical by the building official:
 - (1) Upon receipt of a written complaint from an owner, agent, occupant or citizen who would have occasion to be aware that the rental dwelling or rental unit is in violation of this division.
 - (2) Upon receipt of a report or a referral from any city department, public or private school or other public agency.
 - (3) Upon receipt of knowledge that a dwelling unit is being used as a rental unit in violation of this division.
- (e) *False Reports.* No person shall cause a compliance inspection to be made for the sole purpose of harassing any individual, corporation, or governmental agency when a violation is not present.
- (f) *Right of Entry.* Reasonable entry and access to rental dwellings and rental units shall be granted to the building official or the building official's designated inspector(s) as follows:
 - (1) The building official is authorized entry and access to a rental dwelling or rental unit at reasonable times to inspect to ensure compliance with the terms of this division.
 - (2) The owner and agent are responsible for ensuring that occupants allow reasonable access for inspections as required under this division. The owner and agent shall include appropriate provisions in any lease or rental agreement stipulating the occupant's obligation to allow such access for inspections.
 - (3) The failure or refusal of the occupant to allow access for inspection does not excuse the owner's and agent's responsibility to comply with this division. The owner's and agent's failure to secure access for an inspection will be considered a violation of this division even when the unit is occupied.
 - (4) If entry or access is not made available, the building official is authorized to revoke the existing certificate of compliance, decline to reissue a certificate of compliance upon expiration, pursue administrative warrants, or pursue other recourse as provided by law.
- (g) *Reinspection.* If a rental dwelling or rental unit should fail a compliance inspection, a subsequent re-inspection will be required with an additional fee.
 - (1) In the event an inspection discloses that a rental dwelling or rental unit is not in compliance with applicable codes, the building official will issue a notice of violation, which shall describe the requirements that must be undertaken by the owner with a specified timeframe. A certificate of compliance will be issued or confirmed only upon satisfactory completion of a reinspection.
 - (2) In the event an inspection discloses that a rental dwelling or rental unit is not in compliance with applicable codes and the rental dwelling or rental unit is occupied, the building official will indicate in the notice of violation whether the conditions are such that the rental dwelling or rental unit must be vacated, or whether steps to bring the rental dwelling or rental unit into

compliance with applicable codes may continue while the rental dwelling or rental unit continues to be occupied.

- (3) The city may revoke a certificate of compliance if a rental dwelling or rental unit fails any inspection.

Sec. 150-49. Certificate of Compliance.

- (a) *Standards for Issuance.* Upon inspection, if the building official finds that the dwelling or dwelling unit in question meets all requirements of this division and all other applicable ordinances of the city, and that there are no outstanding bills or liabilities to the city, the building official shall issue a certificate of compliance. If the building official finds that the interior or exterior of the dwelling or dwelling unit does not meet all the requirements of this division and all other applicable ordinances of the city, the owner or agent shall be notified in writing of the nature of the violations and the date by which the violations must be corrected. Upon correction and reinspection, the building official will issue the certificate of compliance.
- (b) *Period of Validity.* Certificates of compliance are valid for a period of 1 year.
- (c) *Notification of New Ownership.* The new owner of any rental property shall notify the City of the conveyance of such property within 30 days of the date the conveyance occurred.
- (d) *Revocation or Suspension of Certificate of Compliance.*
 - (1) A certificate of compliance may be revoked or suspended when the city has cited a substantial violation of the provisions of this division, and shall be suspended if a hazard to health or safety is found to be present. If a certificate of compliance is revoked or suspended, the revocation or suspension shall be noted in a notice of violation.
 - (2) Failure of a buyer to notify the city of the change in ownership constitutes grounds for revocation or suspension of the certificate of compliance.
 - (3) Where a certificate of compliance has been revoked or suspended, or when the premises have not been issued a certificate of compliance, the city may seek to suspend payments of rent, with such rents paid into an escrow account established pursuant to state law.
- (e) *Expiration of Certificate of Compliance.* A certificate of compliance shall expire on the date stated on the certificate. Except as otherwise provided in this division, it shall be a violation of this division for any unit in a rental dwelling to be occupied after the expiration of the certificate of compliance.
- (f) *Renewal of Certificate of Compliance.* The owner and agent shall be responsible for registering a rental dwelling and arranging a compliance inspection prior to the expiration date on the certificate of compliance. When a certificate of compliance is reissued in accordance with this division, it shall have an expiration date with the same month and day as shown on the previous certificate regardless of the date that the new certificate is actually issued.

Sec. 150-50. Penalties.

- (a) Any violation of this division shall be a municipal civil infraction.
- (b) In addition to any penalties imposed by law, upon a finding of responsibility by the court for a violation of this division the city shall be entitled to immediately revoke or suspend an existing certificate of compliance and to seek the issuance of a court order compelling the eviction of all persons and property upon the premises until a certificate of compliance is issued.

Sec. 150-51. Fees.

- (a) The owner of any rental dwelling or rental unit will be assessed a fee for compliance inspections and re-inspections as required in this division. The fees will be in an amount as specified by resolution adopted by the city commission.
- (b) If the rental dwelling or rental unit that undergoes a non-periodic compliance inspection passes the inspection, no inspection fee will be owed.
- (c) Fees as established by the city commission shall be paid prior to the issuance of a certificate of compliance.

Section 2. Publication and Effective Date. The City Clerk shall cause this ordinance or a notice of adoption of this ordinance to be published. This ordinance shall take effect upon such publication.

YEAS: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

CERTIFICATION

This true and complete copy of Ordinance No. _____ was declared adopted at a regular meeting of the Hartford City Commission held on _____, 2024.

Richard A. Hall, Mayor

RoxAnn Rodney-Isbrecht, City Clerk

Introduced: _____, 2024
 Adopted: _____, 2024
 Published: _____, 2024
 Effective: _____, 2024

ARLINGTON / COVERT / HARTFORD

Help create a more connected and secure community!

¡Ayúdanos a crear una comunidad más conectada y segura!

Take 5 minutes to share your thoughts on digital skills and online safety and help shape resources that can make online life easier and safer for everyone.



Tómate 5 minutos para compartir tus ideas sobre las habilidades digitales y la seguridad en línea y ayuda a dar forma a los recursos que pueden hacer que la vida en línea sea más fácil y segura para todos.

~5 MINUTE SURVEY
MERIT.EDU/DIGITALSKILLS

 **PROJECT
COMPASS**
Powered by merit

**CITY MANAGER'S GOALS
JULY 1, 2024 - JUNE 30, 2025
NICOL BROWN**

1

| GOALS | STEPS TO REACH GOAL | WHO IS INVOLVED | UPDATE SEPTEMBER 2024 | UPDATE OCTOBER 2024 | UPDATE NOVEMBER 2024 |
|-------|---|--|-----------------------|---|---|
| 1 | RITE AID REDEVELOPMENT Rite Aid Building - Investigate the ownership Seek a business Check to see if there is a deed restriction | Market One Van Buren County | | Have not started | I have been calling a contact person from Rite Aid but have not received a return call. |
| 2 | WATER/SEWER STUDY Contact Baker Tilly Receive a quote Recommendation to City Commissioners | Baker Tilly | | In the process of working with Bendzinski. Going before commission the water and sewer study | In Progress. City Commission approved at the October meeting. |
| 3 | COMMISSIONERS WEEKLY REPORTS Include invitations and informational flyers Include time sensitive information | Staff | | Currently sending weekly reports. | Currently sending weekly reports. |
| 4 | ZONING Research lot size to build Amend Zoning Ordinance Amend Rental Registration Ordinance | Wrightman & Assoc Safebuilt | | Rental Registration Ordinance need to go before commission. Would like to apply for a MEDC grant for updating master plan and zoning ordinance. | Including the rental registration ordinance draft into the cm monthly report. Working on a MEDC grant for updating master plan. Receiving comments from city commissioners on the draft blight ordinance. |
| 5 | INFRASTRUCTURE Capital Improvement Plan/Schedule of Maintenance Pavement and Surface Reevaluation Rating/ Condition of Local & Major Roads Curve Painting Discussion Mileage on Roadways | Wrightman & Assoc & DPW Wrightman & Assoc & DPW | | Have not started. | Have not started. Curve painting complete |
| 6 | DEPARTMENT RESTRUCTURING Iron Removal Plant (IRP) | | | | |

11/20/2024

**CITY MANAGER'S GOALS
JULY 1, 2024 - JUNE 30, 2025
NICOL BROWN**

| | GOALS | STEPS TO REACH GOAL | WHO IS INVOLVED | UPDATE SEPTEMBER 2024 | UPDATE OCTOBER 2024 | UPDATE NOVEMBER 2024 |
|---|------------------------------|---|---|-----------------------|---------------------|---|
| | DPW | Contract Danny Staunton contract Recommendation to City Commission Write Job Description for DPW supervisor Make a Decision Hourly/Salary Recommendation to City Commissioners Promote Implement | Nick Curio | | Working Part-time | Completed. Danny is working part-time as the Iron Removal Plant superintendent. |
| | Code Enforcement Officer | Post Code Enforcement position Interviews Background check/physical Job Offer Hire | Nick Curio | | In Progress | I stopped the process but will start it back again the first of December. |
| | WWTP | Write Job Description for WWTP Supervisor Make a Decision Hourly/Salary Recommendation to City Commissioners Make Job Offer Promote Implement | Nick Curio | | Complete | Complete |
| | Police Dept. | Research of Police Mileage Recruitment of Police Chief Recommendation to City Commissioners Implement the contract Create Police Dept Committee Recommendation to City Commissioners Assist Interim Chief with recruitment of police officers | Sheriff's Dept Michigan State Police | | In Progress | In Progress |
| 7 | EMPLOYEE HANDBOOK | Update Staff Review Changes @ Dept Head Meeting Send changes to Attorney Recommendation to City Commission Implement | Nick Curio Dept Head Staff | | In Progress | In Progress. The Holiday and Personal day section has been revised. |
| 8 | TREASURER & UTILITY SOFTWARE | | | | | |

11/20/2024

CITY MANAGER'S GOALS
JULY 1, 2024 - JUNE 30, 2025
NICOL BROWN

| GOALS | STEPS TO REACH GOAL | WHO IS INVOLVED | UPDATE SEPTEMBER 2024 | UPDATE OCTOBER 2024 | UPDATE NOVEMBER 2024 |
|-------|---|-----------------|-----------------------|--|--|
| | Request for quotes Review quotes with Joe Mangan (Lauterbach & Amen, LLP) & Pam Recommendation to City Commission | Pam Schultzi | | In Progress. I will bring before commission in November. | The item is on the city commission agenda for November's meeting |

11/20/2024

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
OCTOBER 28, 2024

Item 18.

Commissioners Present: Jane Danger; Frank Dockter (5:44pm); John Miller; Lindsay Morsaw; Nancy Spoula; Charles Weeden; Mayor Richard A. Hall
Commissioners Absent:
Staff Present: Brown; Lucas; Ricks; Rodney-Isbrecht; Shultz;

Mayor Hall called the meeting to order at 5:30pm.

Pledge of Allegiance was said.

Motion by Commissioner Miller, supported by Commissioner Spoula, to approve the agenda as presented.

Motion carried 6 – 0

Guests:

- Roger Swets, Dickinson Wright, DWSRF project, due to the States rigid schedule he is recommending the City ask for the max amount offered over and above the project scope of \$14,000,000, setting a higher limit gives some flexibility on the project without going back to request more from the State if needed. Engagement letters & Notice of Intent are included for Council's review.
- Andy Campbell, Bendzinski & Company- Overview of options if the City is moving forward with the DWSRF project. Accepting & moving forward with the project will require a water rate increase to repay the 1% loan. The City's rates are still lower than the States average. Financial decisions, terms of loan repayment & rate increases would need to be finalized by July of 2025; Engagement letters are included for Council's review.

Public Comment: None

Communications:

- Indiana Michigan Power Company Notice of Hearing with MPSC, November 14, 2024 at 9am
- Trick or Treating, October 31, 2024 6 – 8pm
- Van Buren County notice of ORV Ordinance Amendment and update to the ORV Map
- Hartford Chamber, Hartford Lions Club & Hartford Public Library 23rd Annual Christmas in Hartford Lighted Parade 6pm, December 14, 2024 line-up at 5:30pm
- Van Buren Conservation District sent notice of October Monthly Programs
- General Election, November 5, 2024, Polls Open 7am-8pm, Clerks office is open on November 2, 2024 8:30am-4:30pm

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

- A. **Planning Commission** – October 2024 Minutes, recommends Council approve amending the zoning map.
- B. **Police & Ordinance** – Interim Chief Lucas, Report on File, working on quotes to update equipment, radios, in-car computers, & radar. Sheriff's Department/911 has applied for a grant to replace radios County wide. If departments purchase radios on their own outside of the grant they will not be reimbursed for the cost. Reviewing employment applications and reviewing wages in neighboring communities. Officers have completed required trainings.
- C. **Fire Department** –Ron Sefcik, Fire Board Chair, Ordered pick-up truck; changed meeting date to November 12; starting in November the Board will begin work on the interlocal agreement & finish up in February 2025 for approval by the municipalities, new hose the trucks has been ordered. Chief

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
OCTOBER 28, 2024

Item 18.

Harting, report on file, pancake breakfast went well, smoke detectors are available, new grass rig was used and worked well; Spooktacular is on Thursday 6-8pm;

- D. **Ambulance** – Report on File
- E. **Van Buren County** – Mike Chappell, Commissioner, not in attendance.
- F. **Public Works** – Ricky Ricks - Report on File – picking up leaves; department is now fully staffed; mechanical problems with equipment; Thanks to HPS fall fest participants for ranking leaves in the community.
- G. **Wastewater Treatment Plant** – Report on File –
- H. **Treasurers, Investment & List of Bills** – October 28, 2024 List of Bills \$669,707.64
- I. **City Manager** – Report on file – Staff Update; Shared Steets & Spaces Program; DWSRF Project, AT&T Update, Spark Grant/DNR/Council Michigan Foundation, Planning Commission Meeting; 9 South Center Street, Streetscape Downtown Improvement; , Project Compass, CM Goals

Approval of Commission Minutes:

Motion by Commissioner Morsaw, supported by Commissioner Miller, to approve the minutes of the September 23, 2024 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 7 – 0

Motion by Commissioner Spoula, supported by Commissioner Danger to approve the minutes of the September 24, 2024 special business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 7 – 0

Motion by Commissioner Morsaw, supported by Commissioner Spoula, to approve the minutes of the September 24, 2024 closed session business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 7 – 0

Approval of Reports:

Motion by Commissioner Dockter, supported by Commissioner Miller, to approve the October 28, 2024 list of bills in the amount of \$669,707.64.

Motion carried 7 – 0

Motion by Commissioner Spoula, supported by Commissioner Dockter, to accept the September, 2024 reports of Officers, Boards & Committees and place them on file.

Motion carried 7 – 0

Goals/Objectives: None Discussed

Old Business:

- Discuss & Consider – Vacate the Right of Way at the End of Reynolds Street
Discussion: Hartford Public Schools & 211 Church Street are the effected property owners.

New Business:

- Discuss & Consider – Ordinance to Amend the Zoning Map Provided by Section 151.05 of the City of Hartford Zoning Ordinance to Conditionally Rezone Tax ID # 80-52-822-003-00 & a portion of 80-52-822-001-05 from the General Business District to the Light Industrial District.
Discussion: Planning Commission is recommending Council consider revising the current zoning map to move forward with the proposed development. First Reading of the proposed Ordinance

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
OCTOBER 28, 2024

Item 18.

- Discuss & Consider – Ordinance to Amend the “Anti-Blight” Division in Chapter 91 of the Hartford City Code to Provide Updated Regulations & Penalties Pertaining to Property Maintenance.
Discussion: First Reading of the proposed Ordinance – Commission has some concerns on the way the ordinance is written and would like to review an ordinance that will work for the City. Commissioners Danger & Miller are willing to work on the revisions. The City Manager will bring back a revised ordinance for a first reading.
- Discuss & Consider – Bendzinski & Co to Serve as the Registered Municipal Advisor for the Drinking Water State Revolving Fund (DWSRF) Water Revenue Bonds & Bond anticipation Note (BAN) at a cost of \$36,350.
Discussion: No Discussion
- Discuss & Consider –Bendzinski & Co as the City’s Municipal Finance advisors for the Michigan Transportation Fund Bond in the amount of \$18,850.00.
Discussion: No Discussion
- Discuss & Consider –Dickinson Wright PLLC to serve as Bond Counsel for the Drinking Water State Revolving Fund (DWSRF) Water Revenue Bonds & Bond Anticipation Note (BAN) in the amount of \$39,500.00.
Discussion: No Discussion
- Discuss & Consider –Dickinson Wright PLLC to serve as Bond Counsel for the Drinking Water State Revolving Fund (DWSRF) Project Michigan Transportation Fund Bond in the amount \$20,500 if bond proceeds exceed \$2,000,000 cost will increase by .25%.
Discussion: No Discussion
- Discuss & Consider – Purchase, Acquire, and Construct Improvements to the Water System & to Publish Notice of Intent to Issue Revenue Bonds.
Discussion: No Discussion
- Discuss & Consider – Bendzinski & Co to complete a Sewer Rate Study at a cost of \$7,500.
Discussion: No Discussion
- Discuss & Consider – Shared Steets & Spaces Grant, 60th Ave Sidewalk & Proposal for Engineering Services in the amount of \$44,300
Discussion: Grant is for \$200,000, total applied for was \$276,000 to complete the project. Wightman’s would like to get started on this project to prepare for spring construction.
- Discuss & Consider – Michigan CLASS (Michigan Cooperative Liquid Assets Securities Systems)
Discussion: The City’s funds need to be spread out over more financial institutions. Michigan Class is offering much better return rates than other banks in the area.
- Discuss & Consider – Painting City Hall and replacing the cove base not to exceed \$12,000
Discussion: City Hall has not been painted since it was built in 2000 and needs a refresh. Some areas of City Hall & HPD will be put into next year’s fiscal budget for improvement.
- Discuss & Consider – Amendment to the City of Hartford Employee Handbook
Discussion: Amendment to include all federal holidays & change to personal leave benefit.

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
OCTOBER 28, 2024

Resolutions, Ordinance, Proclamation's:

- Discuss & Consider – Proposed Ordinance 344-2024 First Reading – Amending the Zoning Map
Discussion: First reading, no additional discussion.
- Discuss & Consider – Proposed Ordinance 345-2024 First Reading – Amending Anti-Blight Chapter 91
Discussion: The City Manager will bring back a revised ordinance for consideration

Motion by Commissioner Miller, supported by Commissioner Spoula, to adopt Resolution 2024 – 041 Approving Bendzinski & Co as the City's Municipal Finance Advisors for the Michigan Transpiration Fund Bond in the amount of \$18, 850.

Motion carried 7 – 0

Motion by Commissioner Miller, supported by Commissioner Dockter, to adopt Resolution 2024 – 042 Approving Bendzinski & Co as the registered municipal advisor for the Drinking Water State Revolving Fund (DWSRF) water revenue bonds & bond anticipation note (BAN) in the amount of \$36,350.

Motion carried 7 – 0

Motion by Commissioner Miller, supported by Commissioner Danger, to adopt Resolution 2024 – 043 Approving Purchase, Acquire, and Construct Improvements to the Water System and to Publish Notice of Intent to Issue Revenue Bonds.

Motion carried 7 – 0

Motion by Commissioner Miller, supported by Commissioner Morsaw, to adopt Resolution 2024 – 044 Approving Dickinson Wright PLLC to serve as Bond Counsel for the Drinking Water State Revolving Fund (DWSRF) Water Revenue Bonds & Bond Anticipation Note (BAN)

Motion carried 7 – 0

Motion by Commissioner Miller, supported by Commissioner Danger, to adopt Resolution 2024 – 045 Approving the amendment to the employee handbook.

Motion carried 7 – 0

Motion by Commissioner Dockter, supported by Commissioner Spoula, to adopt Resolution 2024 – 046 Approving the Sewer Rate Study in the amount of \$7,500.

Motion carried 7 – 0

Motion by Commissioner Miller, supported by Commissioner Spoula, to adopt Resolution 2024 – 047 Approving the painting of City Hall not to exceed \$12,000.

Motion carried 7 – 0

Motion by Commissioner Spoula, supported by Commissioner Miller, to adopt Resolution 2024 – 048 Approving the addition of Michigan Cooperative Liquid Assets Securities System.

Motion carried 7 – 0

Motion by Commissioner Danger, supported by Commissioner Dockter, to adopt Resolution 2024 – 049 Approving to vacate the right of way at the end of Reynolds Street.

Motion carried 7 – 0

Motion by Commissioner Miller, supported by Commissioner Danger, to adopt Resolution 2024 – 050 Approving Engineering Services for 60th Avenue Sidewalk Extension Project in the amount of \$44,300.

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
OCTOBER 28, 2024

Item 18.

Motion carried 7 – 0

Motion by Commissioner Dockter, supported by Commissioner Miller, to adopt Resolution 2024 – 051 Approving Dickinson Wright PLLC to serve as Bond Counsel for the Drinking Water State Revolving Fund (DWSRF) Project Michigan Transportation Fund Bond.

Motion carried 7 – 0

Adjournment:

Motion by Commissioner Miller, supported by Commissioner Dockter, to adjourn the meeting at 7:23pm.

Motion carried 6 – 0 (Miller)

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk



City of Hartford * County of Van Buren * State of Michigan

TO: Mayor Hall and the Hartford Commission

FROM: Nicol Brown, City Manager

DATE: November 25, 2024

RE: **APPROVAL TO ACCEPT EGLE'S FUNDING AWARD FOR DWSRF**

ITEM BEFORE THE COMMISSION:

The item before the Commission is the approval to accept the Michigan Department of Environmental, Great Lakes, and Energy (EGLE) funding award offer for the Drinking Water State Revolving Fund.

DISCUSSION:

The Drinking Water State Revolving Fund (DWSRF) is a low-interest loan program established by the Safe Drinking Water Act (SDWA) Amendments of 1996. The program assists public water systems in financing the costs of replacing and repairing drinking water infrastructure to protect public health and achieve or maintain compliance with State Drinking Water Act requirements. DWSRF is based upon an allocation formula determined from the most recent Drinking Water Infrastructure Needs Survey.

The State of Michigan Department of Environmental, Great Lakes, and Energy (EGLE) implemented a DWSRF legislation scoring criteria for fiscal year 2025. The city scored in the top 10 for being offered a funding award of a mixture of loans, principal forgiveness, and state grant funds. The city was designated as a significantly overburdened applicant and was awarded a 40% grant/forgiveness, unlike other communities without the designation, which will receive a 20% grant/forgiveness.

EPA's Lead and Copper Rule Improvement for October 2024 requires most water systems to replace lead service lines within 10 years.

The city submitted a project cost of \$11,760,000. We were offered a DWSRF funding award in FY 2025: \$7,056,000 DWSRF 1% loan, \$4,324,880 DWSRF supplemental Principal Forgiveness, and \$379,120 State Lead Service Line Replacement (LSLR) and Water Main grant.

The \$11,760,000 will be used for replacing water mains, upgrading Iron Removal plants, replacing lead service lines, and installing new meters.

RECOMMENDATION:

The City of Hartford City Commission accepts the Michigan Department of Environmental, Great Lakes, and Energy (EGLE) funding award offer. The Commission gives the city manager authority to execute award contracts.



MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY

DRINKING WATER STATE REVOLVING FUND Intended Use Plan - Fiscal Year 2025



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Attachments

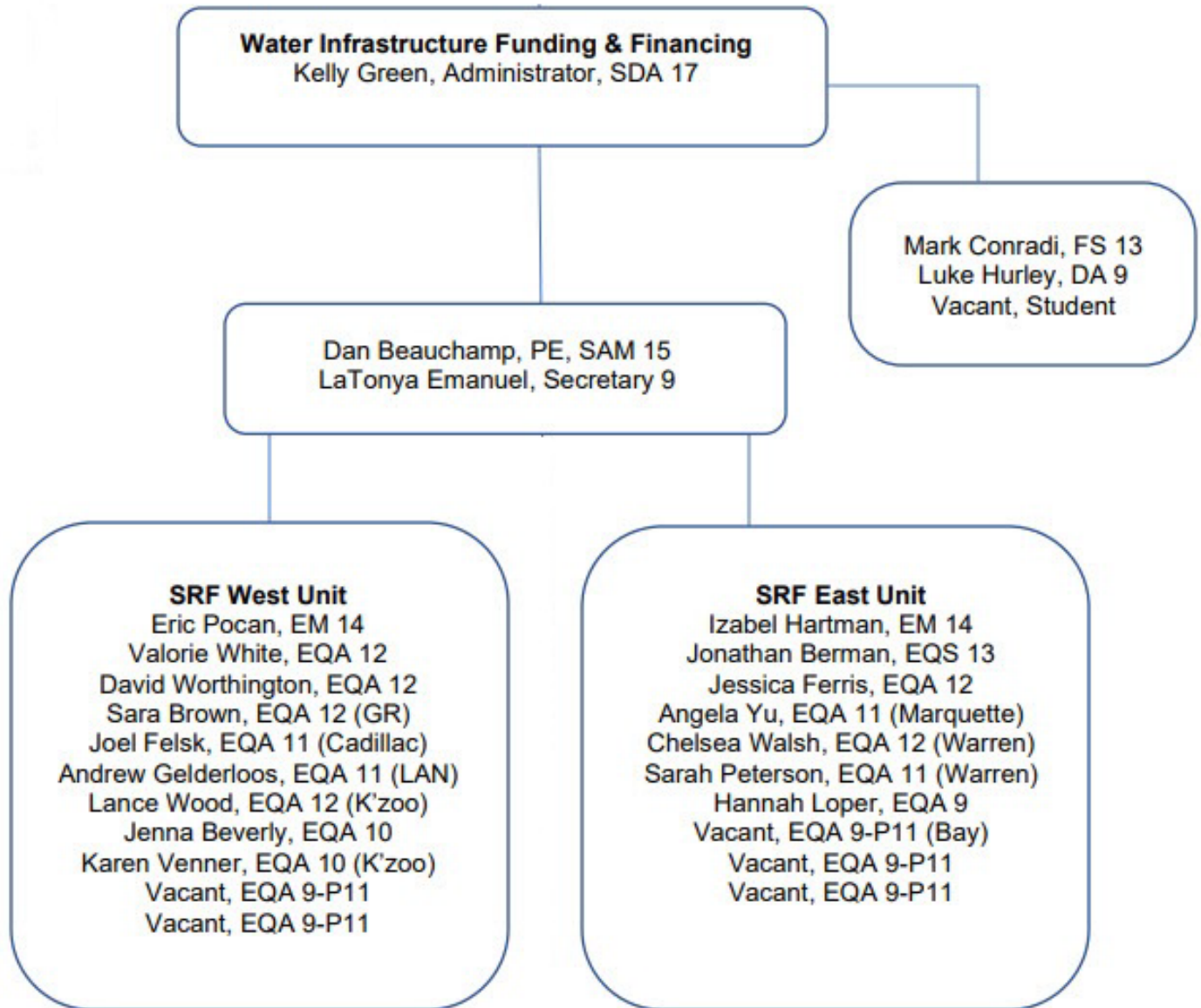
- Attachment 1 – Fiscal Year 2025 DWSRF Project Priority List
- Attachment 2 – DWSRF IUP Public Comments

The Michigan Department of Environment, Great Lakes, and Energy does not discriminate on the basis of race, sex, religion, age, national origin, color, marital status, disability, political beliefs, height, weight, genetic information, or sexual orientation in the administration of any of its programs or activities, and prohibits intimidation and retaliation, as required by applicable laws and regulations. Questions or concerns should be directed to the Nondiscrimination Compliance Coordinator at EGLE-nondiscriminationCC@michigan.gov or 517-249-0906.

To request this material in an alternate format, contact EGLE-Accessibility@Michigan.gov or 800-662-9278.

Water Infrastructure Funding and Financing Section

Michigan’s Water Infrastructure Funding and Financing Section (WIFFS) within the Finance Division of the Department of Environment, Great Lakes, and Energy (EGLE) assists municipalities in their efforts to protect public health and the environment through the administration of low interest loans and grants and by providing project support and outstanding customer assistance. Information on Michigan’s DWSRF can be found at Michigan.gov/DWSRF.



Drinking Water State Revolving Loan Fund Overview

The DWSRF low interest loan program was established via the Safe Drinking Water Act (SDWA) Amendments of 1996. The DWSRF is a program to assist public water systems in financing the costs of replacement and repair of drinking water infrastructure to protect public health and achieve or maintain compliance with the SDWA requirements.

Congress appropriates funding for the DWSRF annually. EPA awards capitalization grants from those Congressional appropriations to each state for their DWSRF based upon an allocation formula determined from the most recent Drinking Water Infrastructure Needs Survey. In accepting the award, States are required to provide a 20% match.

The SDWA places an emphasis on preventing contamination rather than a reactive approach. Central to this is the development of state prevention programs including, source water protection, capacity development, and operator training and certification. To fund these programs, the SDWA allows the creation of four set-aside accounts. States may take up to 31% of their annual capitalization grant as set-asides. The remaining balance after taking the set-asides, plus the State's match, is placed into a dedicated revolving loan fund. This fund provides loans to water systems for eligible infrastructure projects. As water systems repay their loan, the repayments and interest flow back into the dedicated fund and can be used to make new loans.

Michigan's DWSRF program has awarded over \$2 billion to 465 drinking water projects across the state since 1998. Of that, over \$159 million has been awarded as principal forgiveness (PF), or as loan dollars not required to be paid back. PF dollars greatly assist communities with affordability issues. However, they do not revolve back into the program and thereby reduce fund growth.

As required by the SDWA, Michigan, prepares this Intended Use Plan (IUP) to identify the DWSRF loan projects that will utilize the funds available in a given fiscal year (FY) as well as the set-asides. This IUP includes the project priority list for FY2025 projects. The capitalization grant used for Michigan's FY2025 projects are from EPA's FY2024 budget, or any prior capitalization grants that may still be open. As a result of federal appropriations to Michigan, EGLE's capitalization grant for FY2025 projects is \$10,634,000.

The work of WIFFS staff to assist applicants through the financing and environmental review process while assuring state and federal laws are met is an invaluable resource to Michigan's residents. The DWSRF program continues to contribute vastly to the protection of public health across the state.

This IUP is required by EPA to apply for all FY24 federal grants including the capitalization grant and the Bipartisan Infrastructure Law grants as detailed in the following section.

Federal Bipartisan Infrastructure Law

Bipartisan Infrastructure Law

On November 15, 2021, the Infrastructure Investment and Jobs Act was signed into law. Referred to as the Bipartisan Infrastructure Law (BIL), it included an appropriation to the EPA to strengthen the nations drinking water and wastewater systems. A sizeable portion of BIL dollars are disbursed through the DWSRF.

The BIL provides three federal grants to Michigan through the DWSRF: the DWSRF Supplemental Grant, the DWSRF Emerging Contaminants Grant, and the DWSRF Lead Service Line Replacement Grant. These grants will be awarded to states annually through 2026. Table 1 below illustrates Michigan’s allocation of BIL for FY2025 projects. BIL language requires each grant allocation provide additional subsidization as follows:

- DWSRF Supplemental: 49% additional subsidization.
- DWSRF Emerging Contaminants (EC): 100% (minimum 25% of funds must go towards disadvantaged communities or public water systems serving fewer than 25,000 people) additional subsidization.
- Lead Service Line Replacement (LSLR): 49% additional subsidization.

Additional subsidization will be awarded to applicants in the form of loan principal forgiveness as illustrated on Attachment 1.

With this IUP, EGLE will apply for 100% of the available BIL dollars from EPA for this fiscal year. Any BIL dollars remaining unallocated at the conclusion of FY2025 will be carried forward and allocated to projects in FY2026. Carry over dollars will be allocated prior to any new allotments. EGLE is allocating carry over BIL dollars not used in FY2024 and awarding them to FY2025 projects.

The BIL allows the use of up to 31% of the grants as set-asides. The categories of set-asides are aligned with the traditional DWSRF grant, are tracked on a per grant basis, and must be used to address needs in the category they are taken. For example, set asides taken from the EC grant must be used to address eligible emerging contaminant activities. EGLE is utilizing \$1,300,000 of BIL LSLR set asides. Set-aside workplans are completed and managed by EGLE’s [Drinking Water and Environmental Health Division](#) and can be found on the [DWSRF website](#).

If a state does not apply for funds under a BIL category, EPA can reallocate those funds to other states. Michigan will apply for 100% of reallocation dollars available. These fall into the DWSRF EC (100% forgiveness) and DWSRF LSLR (49% forgiveness) categories as illustrated in the following table.

Table 1. Fiscal Year 2024 BIL Allocation

| Appropriation | Grant Allocation | Amount of Additional Subsidization |
|-------------------------------------|-------------------------|---|
| DWSRF Supplemental | \$52,446,000 | \$25,698,540 |
| DWSRF Emerging Contaminants | \$17,433,000 | \$17,433,000 |
| DWSRF Lead Service Line Replacement | \$61,916,000 | \$33,335,190 |

Emerging Contaminants

The BIL EC funds must be used for eligible DWSRF projects with the primary purpose to address emerging contaminants in drinking water. The funds must focus on projects addressing perfluoroalkyl and polyfluoroalkyl (PFAS) substances or any contaminant on [EPA's Contaminant Candidate Lists](#). Additionally, grant funds under this category are not subject to state matching requirements of the SDWA. As previously discussed, 100% of the Emerging Contaminant Grant must be provided as additional subsidization to applicants. EGLE awarded these funds to eligible applicants in priority order. Projects on the PPL receiving these BIL dollars are PFAS related projects. EGLE provided 100% forgiveness equivalent to the eligible PFAS portion of the proposed project up to a maximum forgiveness of \$20 million. This project (Kalamazoo) is illustrated on Attachment 1.

Lead Service Line Replacement

The BIL LSLR funds must be used for lead service line replacement work and associated activities directly connected to the identification, planning, design, and replacement of lead service lines. Projects must be DWSRF eligible and full replacement of a lead line must occur in accordance with [Michigan's Lead and Copper Rule](#). Under EPA's updated guidance issued in FY2024, only service lines that are lead or galvanized lines known to be connected to lead, are eligible for BIL LSLR funding. Attachment 1 includes two LSLR columns, BIL LSLR Eligible Costs and Non BIL LSLR Eligible Costs. The dollar amounts in each column were provided to EGLE by the applicants as their best estimate for work either eligible for BIL funds or not. These amounts are subject to change as projects move forward and further details on water system materials type are identified.

EPA grant funds under this BIL appropriation are not subject to state match requirements. In addition, BIL requires states to provide 49% of the grant as additional subsidization to applicants that meet the state’s disadvantaged community criteria. Michigan is applying these funds to lead service line replacement projects as principal forgiveness as illustrated on Attachment 1.

Build America, Buy America (BABA) Act

On November 15, 2021, the Infrastructure Investment and Jobs Act (IIJA), Pub. L. No. 117-58, which includes the Build America, Buy America Act (BABA). Pub. L. No. 117-58, §§ 70901-52, was signed into law strengthening Made in America Laws. The law requires that no later than May 14, 2022, 180 days after the enactment of the IIJA, the head of each covered Federal agency shall ensure that “none of the funds made available for a Federal financial assistance program for infrastructure, including each deficient program, may be obligated for a project unless all of the iron, steel, manufactured products, and construction materials used in the project are produced in the United States.” This expands domestic sourcing requirements to include all steel, iron, manufactured products, non-ferrous metals, plastic, and polymer-based products (including polyvinylchloride, composite building materials, and polymers used in fiber optic cables), glass (including optic glass), lumber, and drywall used in infrastructure projects for federal financial assistance programs must be produced in the United States. The Made in America Office at the Office of Management and Budget (OMB) has developed [overarching implementation guidance](#): Additional information from EPA and the waiver process is posted to their [BABA website](#).

State LSLR + WM Grant

As part of PA 119 of 2023, \$8,601,300 in state funds was approved for allocation to projects undertaking LSLR and associated activities. Additionally, PA 121 of 2024 allocated an additional \$35,300,000 in state funds to LSLR and associated activities.

These dollars are illustrated on Attachment 1 under State LSLR + WM Grant. Any funds remaining in this category after end of FY2025 will be carried over to future years.

Michigan’s DWSRF Program

Multi Step Application Process

The purpose of the multiple step application process is to first determine if the borrower qualifies to receive funding under the DWSRF program and assess the eligibility of the proposed projects. This process operates to assist applicants through any significant hurdles that may exist in securing permits, environmental clearances, and understanding DWSRF laws and policies. The first step in the process is to submit to EGLE an electronic Intent to Apply (ITA) form found on [Michigan.gov/DWSRF](#). This ITA process allows for better tracking of applicant needs and better processing and outreach by staff. Additionally, it allows for earlier coordination with the Michigan Finance Authority (MFA) which operates as EGLE’s DWSRF partner in managing fund dollars.

The MFA requires a municipal obligation (bond note or evidence of debt issued) under the Shared Credit Rating Act for an amount up to the loan amount, including all principal forgiveness amounts. Awarded grant dollars operate entirely through EGLE and do not need to be included in the MFA's required bond. The MFA purchases the applicant's local bond to effectuate the DWSRF loan.

Priority Ranking System

New state DWSRF legislation was enacted and FY2025 projects are now utilizing the new scoring criteria as described on EGLE's [SRF Overburdened Community Definition and Scoring Criteria website](#). Projects are scored and thereby prioritized by EGLE's Drinking Water and Environmental Health Division. Individual project scores can be found and reviewed on the [Detailed Project Scoring Summary Report](#).

The PPL will be updated as changes occur such as projects dropping or shifting funding years. Applicants should not expect to increase their loan amounts or grant/forgiveness amounts if actual project costs come in higher than estimated. EGLE understands the tough economic variables occurring and will make every attempt possible to finance projects allowing flexibility in timing and cost overruns. There may be instances where loan dollars can exceed the PPL estimates however, EGLE reserves the right to lock loan, grant, and forgiveness amounts into what is illustrated on the Final PPL due to limited resources. While the overall awarded principal forgiveness percentage is based on total estimated project costs, a large amount of the available forgiveness or grant dollars are directly related to LSLR activities. Therefore, if an applicant reduces or drops their estimated LSLR work from what is illustrated on the Final PPL, the associated forgiveness/grant amount may be reduced or eliminated completely.

Project inclusion on the PPL indicates an applicant has submitted a final project plan with an estimated dollar amount that was scored and ranked by EGLE. There is no actual or implied guarantee that being listed on the PPL will constitute a commitment of financial assistance from the DWSRF. All program requirements must be satisfied, and applicable permits issued before a binding commitment can be offered and a loan or grant issued.

For inclusion on the FY2025 PPL, ITA forms were due to EGLE by November 1, 2023, with final planning documents submitted by June 1, 2024. The ITA form includes project information such as overview of project scope, estimated costs, and estimated date of construction.

Engineering Review

Projects that are considered for funding undergo programmatic and technical review of planning and design documents such as engineering reports and plans and specifications to ensure they follow state and federal regulations. Project alternatives are reviewed including the cost and effectiveness of feasible options including operation and maintenance costs.

Environmental Review

An Environmental review is required for all DWSRF projects. EGLE WIFFS staff review every project for impacts to various water, land, and flora/fauna species. A Finding of No Significant Impact or a Categorical Exclusion should be determined on all DWSRF projects prior to any construction activities taking place. Should a FNSI not be able to be issued, the Department may undertake further review through issuance of an Environmental Impact Statement. If project work is added or changed during the project due to unforeseen conditions and was not included as part of the original project scope additional environmental reviews may be required and/or funding may be reduced or delayed.

Loan Issuance

An approvable loan application must include:

- Signed milestone schedule.
- Complete DWSRF application including Parts I-III.
- Detailed project description, cost breakdown, and schedule.
- Financial documentation demonstrating ability to repay the loan.
- Any necessary executed intermunicipal service agreements.
- An approved planning document.
- Set of approved plans and specifications including construction permit(s) if required.
- Resolution from the applicant designating a project representative and approving the project scope after a local public hearing/meeting.

A project notice to proceed must be issued within 60 days of loan closing unless an extension request has been approved by WIFFS. Project construction activities should be complete within three years of loan award with project initiation occurring unless otherwise approved by WIFFS.

Construction Monitoring

Projects are required to be built according to the approved plans and specifications and that they adhere to any covenants in their loan agreement including American Iron and Steel (AIS), Davis Bacon, and Build America, Buy America (BABA) compliance where applicable.

Any changes from the original design need to be reviewed via Change Order or Amendment. Once approved, the project budget is revised to reflect the change when applicable.

Program Marketing and Outreach

WIFFS has subject matter experts housed in nearly all EGLE's district/field offices. WIFFS presents at virtual and in person events in collaboration with Michigan chapters and regional water organizations. Social media, website development, and email blasts also serve to market the DWSRF program. In addition, EGLE meets with the regional Environmental Finance Center,

US Department of Agriculture – Rural Development, Rural Community Assistance Program, American Council of Engineering Companies, and numerous other local stakeholder Non-Governmental Organizations to collaborate funding sources and message program updates.

Long-Term Program Goals

The DWSRF program operates as a public health protection program and in such maintains long-term goals to ensure the State is meeting the Safe Drinking Water Act and EGLE’s mission to protect and maintain safe drinking water. DWSRF long-term goals include:

- Maintain the fiscal integrity of the fund to ensure it remains viable and self-perpetuating including harmonizing additional subsidization funds and revolving loan funds to safeguard the DWSRF fund. When additional subsidization and/or set-aside dollars increase, dollars revolving back into the fund are reduced thereby limiting fund growth.
- Maintain and refine procedures to prevent fraud and ensure a system of checks and balances.
- Target outreach to communities that have never utilized the DWSRF and increase geographic diversity in the use of the DWSRF funds.
- Maintain and develop relationships with long-term borrowers and other funding and financing agencies and organizations to ensure resources are distributed in a holistic and efficient manner.

Short-Term Program Goals

The DWSRF upholds short-term goals to continually improve and evolve the program to better meet water quality needs around the state. DWSRF short-term goals include:

- Introduce and maintain a new data system for tracking DWSRF projects and related state grant programs.
- Assist applicants listed on the annual PPL in meeting DWSRF requirements to successfully close on a loan.
- Apply for all DWSRF federal grants and ensure requirements of the grant terms and conditions are met including Michigan’s ARP funds.
- Assist disadvantaged applicants in upgrading or improving their drinking water infrastructure to maintain compliance with the SDWA.

Programmatic Requirements

Disadvantaged Community

EPA defines a disadvantaged community in DWSRF as the entire service area of a public water system that meets affordability criteria established by the State. Disadvantaged communities may be afforded additional subsidization or extended loan terms.

Michigan’s affordability criteria, referred to as a disadvantaged community determination, was updated for FY2024 projects and is described on EGLE’s [SRF Overburdened Community Definition and Scoring Criteria website](#). The disadvantaged criteria includes two tiers, overburdened communities and significantly overburdened communities. An applicant is required to have a disadvantaged calculation completed every fiscal year if seeking qualification under this program.

Attachment 1 illustrates applicants that have qualified as either overburdened or significantly overburdened. Additional priority points of 20 for overburdened or 25 for significantly overburdened (out of 100 total) are awarded based on this status.

The DWSRF PPL allocates financing and funding to 31 projects, all of which qualify as disadvantaged.

Additional Subsidization

Two distinct and additive subsidy authorities are included in the traditional capitalization grant for Michigan’s FY2025 projects. Under the congressional additional subsidy authority, states must provide 14% (\$1,488,760) of their annual capitalization grant from EPA as additional subsidization to eligible recipients. Secondly, under the Safe Drinking Water Act (SDWA) Disadvantaged Community Additional Subsidy Authority, states must use at least 12% (\$1,276,080), but not more than 35% (\$3,721,900) of the capitalization grant as additional subsidization to state-defined disadvantaged communities. Michigan is planning to award all additional subsidization as principal forgiveness to disadvantaged communities in FY2025. Principal forgiveness allows applicants to forgo loan repayment for the portion of their loan that is forgiven, thereby operating like a grant.

The table below illustrates the traditional DWSRF capitalization grant and associated additional subsidy amounts for FY2025 projects.

Table 2 Capitalization Grant Additional Subsidy Allocation

| Capitalization Grant | Required 14% Congressional Subsidy | SDWA Subsidy | Total Traditional Subsidy in 2025 |
|-----------------------------|---|---------------------|--|
| \$10,634,000 | \$1,488,760 | \$3,008,341 | \$5,000,000 |

BIL Additional Subsidy

As mandated under the BIL, 49% of funds from the DWSRF Supplemental grant, 100% of funds under the EC grant, and 49% of funds under the LSLR grant must be awarded as additional subsidy. These BIL subsidies will also be awarded to applicants in the form of loan principal forgiveness. Table 1 illustrates the total subsidy being awarded under BIL. In some instances, there is not enough traditional loan or BIL supplemental loan dollars to award to projects to fund/finance 100% of project costs. In these occurrences, only grant or forgiveness dollars have been allocated to a project requiring an applicant to fund the remaining project costs from sources outside of DWSRF. Attachment 1 illustrates the total dollars that are estimated to be awarded in FY2025.

Project Priority List

Using a combination of principal forgiveness, state grant funds, DWSRF BIL, and traditional loan dollars, WIFFS is planning to award \$498,720,600 to 31 projects on the FY2025 PPL. The methodology listed below was used to distribute funds for FY2025. Funds were allocated in priority order.

- Significantly Overburdened applicants are awarded 40% grant/forgiveness up to a maximum of \$10,000,000.
- Overburdened applicants are awarded 20% grant/forgiveness up to a maximum of \$10,000,000.
- One exception being the sole EC project within the fundable range, which is awarded 20% of BIL EC PF up to a maximum of \$20,000,000.

EGLE reserves the right to limit grant, principal forgiveness, and loan dollars to the amounts identified on the Final PPL. All activities greater than \$50,000 require an executed contract solicited using competitive bidding unless otherwise approved by EGLE. While the overall awarded principal forgiveness percentage is based on total estimated project costs, a large amount of the available forgiveness or grant dollars are directly related to LSLR activities. Therefore, if an applicant reduces or drops their estimated LSLR work from what is illustrated on the Final PPL, the associated forgiveness/grant amount may be reduced or eliminated completely.

WIFFS will focus staff resources on awarded projects identified on the PPL. **Applicants are expected to execute a milestone schedule with their WIFFS project manager no later than December 13, 2024. Failure to do so may result in the applicant's project being bypassed and associated funds awarded to the next available project. Failure to comply with dates established on a milestone schedule may also result in a project being bypassed and loss of allocated funds.**

In summary, EGLE’s available funds for FY2025:

Table 3 Proposed Total FY2025 Funds for DWSRF Applicants

| Allocation | Amount |
|---|----------------------|
| DWSRF Loan | \$280,800,000 |
| DWSRF Principal Forgiveness | \$5,000,000 |
| BIL DWSRF Supplemental Loan | \$38,980,554 |
| BIL DWSRF Supplemental Principal Forgiveness | \$36,712,040 |
| BIL DWSRF Emerging Contaminants Principal Forgiveness | \$22,152,890 |
| BIL DWSRF LSLR Loan | \$43,706,853 |
| BIL DWSRF LSLR Principal Forgiveness | \$43,241,877 |
| State LSLR + WM Grant | \$43,901,300 |
| Total | \$514,495,514 |

Davis Bacon Act

Under regulations in 29 CFR 5.5, EPA must ensure that fund recipients are subject to the Davis Bacon provisions. Additionally, compliance with the Davis Bacon Act is required for all ARP funded projects. Therefore, all projects on the DWSRF list, regardless of funding source, are required to comply with the Davis Bacon Act. Applicants are required to submit a certification of compliance with each disbursement request.

American Iron and Steel

All projects receiving DWSRF base and BIL dollars are required to comply with the American Iron and Steel provision unless a waiver from EPA has been granted.

Equivalency Projects

Equivalency projects are defined within the SRF programs as a select group of loans whose sum is equal to the amount of the capitalization grant which are required to meet certain federal requirements. They must meet the federal crosscutter, single audit, Disadvantaged Business Enterprise, Signage, and FFATA reporting requirements. The addition of Build America, Buy America (BABA) has also been added this year. States are required to meet equivalency projects under both the base DWSRF and the BIL. Signage requirements will be met via [EGLE’s Water Infrastructure Financing Dashboard](#) displayed on the DWSRF public website. The table below includes projects that are proposed as equivalent during FY2025. The final list of entities

that comply with these requirements will be included in the FFATA Reporting and the FY2025 Annual Report.

Table 4 Proposed Equivalency Projects

| Applicant | Federal Equivalent Amount |
|---------------------------------------|---------------------------|
| City of Battle Creek | \$24,575,000 |
| City of Kalamazoo | \$110,265,000 |
| Detroit Water and Sewerage Department | \$25,290,000 |
| Detroit Water and Sewerage Department | \$21,483,938 |
| City of Grand Rapids | \$20,192,000 |
| Oakland County | \$17,928,914 |

EPA Data System

WIFFS agrees to enter data into the EPA’s data system on a minimum quarterly basis as loans are issued.

Fund Financial Management

Source and Allocation

Due to an increase in program demand, in FY2020 EGLE began operating the DWSRF as a leveraged program. The state will sell revenue bonds that are secured by federal and state assets. Bond issuance costs are covered by the bonds sold and thus are not identified as direct administrative expenses of the DWSRF. Project costs of the local units of government are reimbursed from the bond issues. For borrowers who are non-municipal entities, limitation on private activity from tax-exempt issues require EGLE and MFA to fund private water suppliers from funds other than tax-exempt revenue bonds. There are no private, non-municipal water suppliers on the FY2025 PPL.

Michigan is required to provide a 20% state match to the traditional DWSRF capitalization grant as well as a 20% match of the BIL general supplemental. No state match is required to receive the BIL Emerging Contaminant or LSLR grants. General fund dollars are available for both match requirements this year. Any excess match funds available in FY2025 may be carried over for the benefit of the fund and used for match requirements in future years.

EGLE uses a process to prescribe how available funds will be allocated between eligible recipients as follows:

- Identify borrowers ready to proceed with projects in FY2025.
- Determine amount of financing needed by applicants.
- Identify sources and amount of funds available to provide the requested assistance.
- Allocate dollars in priority order consistent with the terms of applicable funding sources.
- Negotiate a milestone schedule with fundable applicants.
- Determine final loan amounts based on as-bid dollars.
- Redistribute any remaining funds in future years if projects drop or costs come in lower than estimates. Determine if funds are available for any projects that may come in higher than PPL estimates.

DWSRF financial assistance to municipalities during FY2025 will consist of loans, grants, and principal forgiveness. All projects within the fundable range are anticipated to close loans in FY2025. Final binding commitment dates are subject to change based on the needs of applicants and any unforeseen conditions that may arise and will be established once milestone schedules are negotiated with applicants. WIFFS will offer seven loan closing dates throughout the calendar year. There will be two dates per quarter, except for quarter four, in which there will only be one loan closing in August. Final loan award amounts will be included in the DWSRF Annual Report.

The table below illustrates the sources and uses provided by Michigan Finance Authority.

Table 5 DWSRF Fund Sources and Uses

| Sources as of Sept 30, 2024 | Amount |
|--|---------------|
| Federal grants (FY24 cap grant + BIL) | \$197,904,444 |
| State Match | TBD |
| DWSRF Bond Proceeds | \$0 |
| Principal Repayments | \$46,139,068 |
| Interest Repayments | \$12,729,366 |
| Investment Earnings | \$29,168,438 |
| Other Sources | \$163,735,757 |

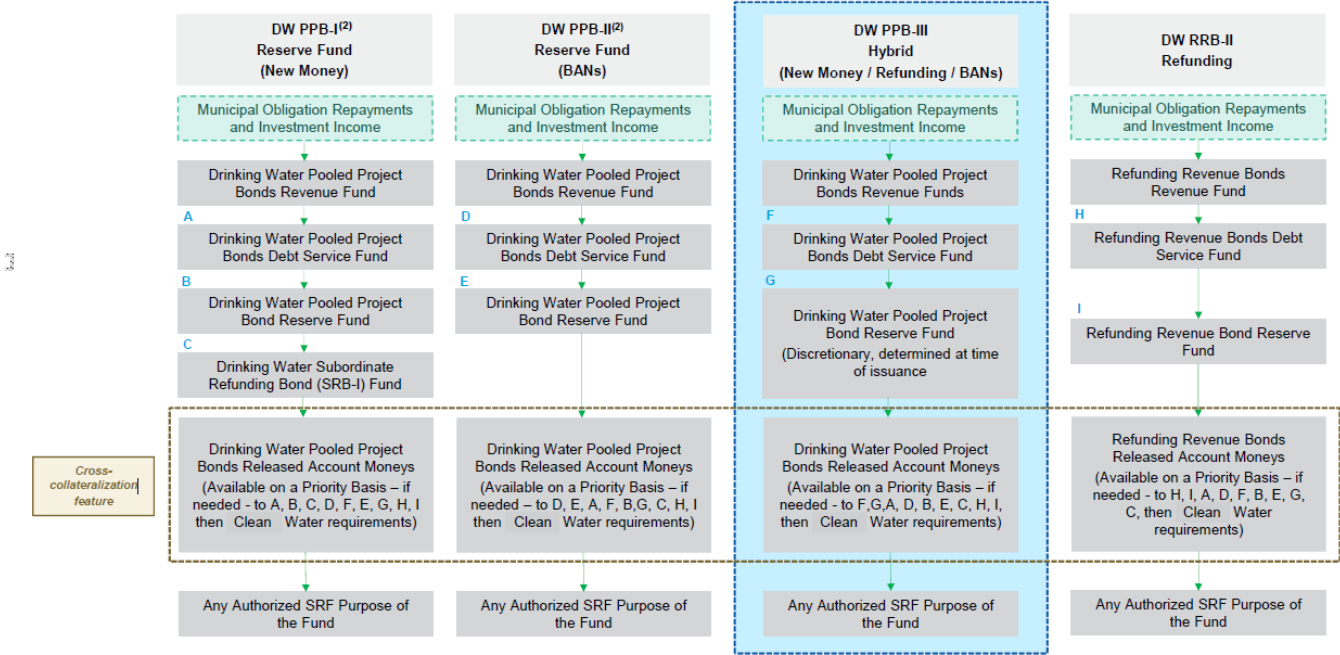
| | |
|-------------------------------|----------------------|
| Future Bonds | TBD |
| Total Sources | \$449,677,073 |
| Uses for FY24 Expenses | Amount |
| Loan Assistance Disbursed | \$201,281,326 |
| Leveraged Bond Debt Service | \$10,034,035 |
| State Match Bond Debt Service | \$0 |
| Administrative Expenses | \$314,780 |
| Total Uses | \$211,630,141 |

Cross Collateralization

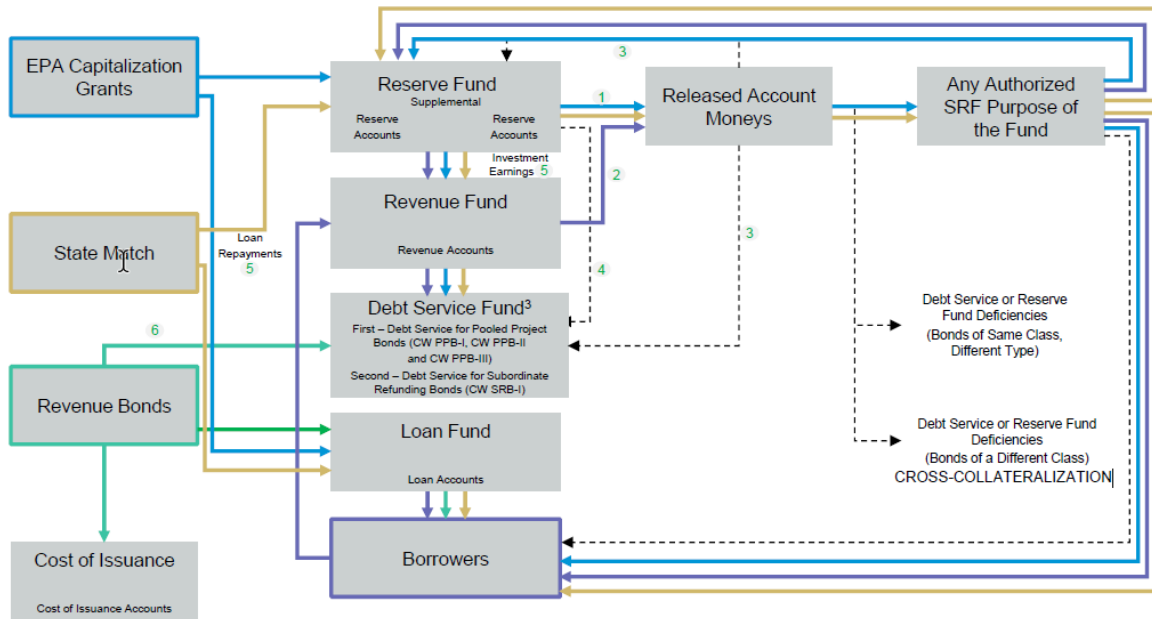
The DWSRF and CWSRF are cross-collateralized and have been from the outset. Below are flow charts illustrating the process.

Drinking Water Use of Released Account Moneys Under Indenture

DWSRF Use of Released Account Moneys Under Indenture⁽¹⁾



Clean Water and Drinking Water SRF - Flow of Funds^{1,2}



- (1) Reserve Fund moneys in excess of the Reserve Account Requirement are released as principal on Bonds is paid
- (2) Revenue Fund moneys released in order of priority at any time following Sufficiency Calculation
- (3) Released Account moneys available first for any Debt Service Fund Account deficiencies and second for any Reserve Fund Account deficiencies
- (4) Reserve Fund moneys that are not Released Account moneys only applied to fund Related Debt Service account deficiencies after available Related Revenue Account and Released Account Moneys are used
- (5) Interest repayments on Related Loans and Investment earnings on the Loan Account and the Reserve Account first transferred to the Revenue Account for the Related State Match Bonds (none currently issued) and then to the Related Revenue Account. Principal repayments on Related Loans only transferred to the Related Revenue Account
- (6) Accrued interest and capitalized interest, if any (initially deposited to the Revenue Fund)

Transfer Authority

In accordance with the Safe Drinking Water Act and the SRF funds transfer provisions, Michigan can transfer an amount up to 33% of the DWSRF program capitalization grant to the CWSRF program or an equivalent amount from the CWSRF program to the DWSRF program. No funds were transferred from either program during this period.

Interest Rates

Along with the potential for principal forgiveness, low interest rates remain an advantage to municipalities when seeking assistance from the DWSRF. Interest rates are established annually by EGLE’s Director and based on the demand for financing in the coming year, anticipated future demand, consideration of market rates, and evaluation of additional costs to borrowers for program participation. FY2025 interest rates have been established as follows:

Table 6 Interest Rates

| Term | App | Rate |
|---------|----------------------------|-------|
| 20 Year | N/A | 2.50% |
| 30 Year | N/A | 2.75% |
| 20 Year | Overburdened | 2.00% |
| 30 Year | Overburdened | 2.00% |
| 40 Year | Overburdened | 2.00% |
| 20 Year | Significantly Overburdened | 1.00% |
| 30 Year | Significantly Overburdened | 1.00% |
| 40 Year | Significantly Overburdened | 1.00% |

Administrative Costs

To administer the program, WIFFS is using the authority granted to utilize the 1/5th of 1% of total net position, or \$1,765,258.

Set-Asides

Set-Aside workplans when complete will be located on the [DWSRF website](#) or can be obtained by contacting Dana DeBruyn whose contact information can be found at the end of this document.

Public Review

A public hearing on the FY2025 draft IUP was held September 17, 2024. Comments received from the public are included in Attachment 2 of this IUP.

Scoring is completed by the department’s Drinking Water and Environmental Health Division. Set asides are also administered by the Drinking Water and Environmental Health Division.

Origination of Documents

The Finance Division of EGLE is responsible for issuing the DWSRF IUP and its accompanying information.

Questions about the IUP may be directed to:

Kelly Green, Administrator
Water Infrastructure Funding and Financing Section
Finance Division
Michigan Department of Environment, Great Lakes, and Energy
PO Box 30457
Lansing, MI 48909-7957
517-284-5433 | EGLE-WIFFS@Michigan.gov

Questions about Treasury related items may be directed to:

Alyson Hayden, Executive Director
Michigan Finance Authority
Michigan Department of Treasury
PO Box 15128
Lansing, MI 48933
517-241-2432 | TreasMFA@Michigan.gov

Questions about DWSRF set asides may be directed to:

Dana DeBruyn, Manager
Environmental Health Section
Drinking Water and Environmental Health Division
Michigan Department of Environment, Great Lakes, and Energy
PO Box 30817
Lansing, MI 48909-7957
517-930-6463 | DebruynD@Michigan.gov

Questions about project scoring may be directed to:

Brian Thurston, Assistant Director
Drinking Water and Environmental Health Division
Michigan Department of Environment, Great Lakes, and Energy
PO Box 30817
Lansing, MI 48909-7957
231-590-3430 | ThurstonB@Michigan.gov



Attachment #1 Fiscal Year 2025 DWSRF Project Priority List

| Project Number | Applicant | Project Scope | Project County | Total Priority Points | Population Served by Project | Total Loan Amount Requested | Cost per Population | Emerging Contaminant Costs | BIL LSLR Eligible Costs | Non BIL LSLR Eligible Costs | Overburdened Determination | DWSRF Loan | DWSRF PF | BIL Emerging Contaminant PF | BIL DWSRF Supplemental Loan | BIL DWSRF Supplemental PF | BIL DWSRF LSLR Loan | BIL DWSRF LSLR PF | State LSLR + WM Grant | Total PF/Grant* | |
|----------------|-----------------------------|--|----------------|-----------------------|------------------------------|-----------------------------|---------------------|----------------------------|-------------------------|-----------------------------|----------------------------|---------------|--------------|-----------------------------|-----------------------------|---------------------------|---------------------|-------------------|-----------------------|-----------------|---------------|
| 7751-01 | City of Muskegon Heights | WTP, LSLR, WM and Valve Rep | Muskegon | 100 | 9,917 | \$ 16,420,000 | \$1,655.74 | | \$ 7,950,000 | \$ - | Significantly Overburdened | \$ 5,797,500 | | | | \$ 2,672,500 | \$ 4,054,500 | \$ 3,895,500 | | \$ 6,568,000 | |
| 7710-01 | City of Battle Creek | LSLR, WM, and Well Improvements | Cathoun | 95 | 52,000 | \$ 24,575,000 | \$472.60 | | \$ 2,600,000 | \$ - | Overburdened | \$ 18,334,000 | | | | \$ 3,641,000 | \$ 1,326,000 | \$ 1,274,000 | | \$ 4,915,000 | |
| 7866-01 | City of Kalamazoo | PFAS Treatment, LSLR, and WM Rep | Kalamazoo | 95 | 200,247 | \$ 110,265,000 | \$550.64 | \$ 97,264,000 | \$ 5,890,000 | \$ 7,110,000 | Overburdened | \$ 90,265,000 | | \$ 20,000,000 | | | | | | | \$ 20,000,000 |
| 7729-01 | YCUA (city only) | LSLR, WM Rep, Looping, Meters | Washtenaw | 90 | 22,926 | \$ 3,030,000 | \$132.16 | | \$ 124,000 | \$ - | Overburdened | \$ 2,360,760 | | | | \$ 545,240 | \$ 63,240 | \$ 60,760 | | \$ 606,000 | |
| 7717-01 | City of Muskegon | LSLR, WM Rep and Looping | Muskegon | 90 | 38,300 | \$ 13,985,000 | \$365.14 | | \$ 10,710,000 | \$ - | Overburdened | \$ 9,761,530 | | | | \$ - | \$ 1,426,470 | \$ 2,797,000 | | \$ 2,797,000 | |
| 7884-01 | City of Dowagiac | New WTP, LSLR, WM Rep, Looping | Cass | 90 | 5,943 | \$ 14,285,000 | \$2,403.67 | | \$ 2,000,000 | \$ - | Overburdened | \$ 10,408,000 | | | | \$ 1,877,000 | \$ 1,020,000 | \$ 980,000 | | \$ 2,857,000 | |
| 7626-01 | City of Harbor Beach | LSLR, WTP Storage, TM and WM Rep | Huron | 90 | 1,604 | \$ 5,900,000 | \$3,678.30 | | \$ 375,000 | \$ - | Overburdened | \$ 4,528,750 | | | | \$ 996,250 | \$ 191,250 | \$ 183,750 | | \$ 1,180,000 | |
| 7777-01 | City of Hartford | LSLR, WM Rep, Looping, Meters, SCADA | Van Buren | 90 | 2,080 | \$ 11,760,000 | \$5,653.85 | | \$ 4,488,000 | \$ - | Significantly Overburdened | \$ 4,767,120 | | | | \$ 2,504,880 | \$ 2,288,880 | \$ 2,199,120 | | \$ 4,704,000 | |
| 7808-01 | City of Ewart | LSLR, WM Rep, Well and Tank Improvements | Osceola | 90 | 1,742 | \$ 14,451,000 | \$8,295.64 | | \$ 4,464,000 | \$ - | Significantly Overburdened | \$ 5,161,600 | | | | | \$ 3,509,000 | \$ - | \$ 5,780,400 | \$ 5,780,400 | |
| 7869-01 | City of Iron Mountain | LSLR, WM, and Looping | Dickinson | 90 | 1,500 | \$ 13,300,000 | \$8,866.67 | | \$ 4,600,000 | \$ - | Overburdened | \$ 8,294,000 | | | | \$ 406,000 | \$ 2,346,000 | \$ 2,254,000 | | \$ 2,660,000 | |
| 7870-01 | City of Saginaw (City) | LSLR, WM Rep | Saginaw | 90 | 940 | \$ 18,800,000 | \$20,000.00 | | \$ 2,300,000 | \$ - | Significantly Overburdened | \$ 10,107,000 | | | | \$ 6,393,000 | \$ 1,173,000 | \$ 1,127,000 | | \$ 7,520,000 | |
| 7872-01 | City of St. Louis | LSLR, WM and Valve Rep, Looping | Gratiot | 90 | 333 | \$ 13,340,000 | \$40,060.06 | | \$ - | \$ 180,000 | Significantly Overburdened | \$ 8,004,000 | | | | \$ 5,156,000 | \$ - | \$ - | \$ 180,000 | \$ 5,336,000 | |
| 7880-01 | City of Owosso | LSLR, WTP, WM and Well Improvements | Shiawassee | 85 | 26,658 | \$ 11,620,000 | \$435.89 | | \$ 900,000 | \$ - | Overburdened | \$ 8,837,000 | | | | \$ 1,424,000 | \$ 459,000 | \$ 441,000 | \$ 459,000 | \$ 2,324,000 | |
| 7768-01 | Mt. Pleasant | WTP Improvements and LSLR | Isabella | 85 | 26,007 | \$ 13,100,000 | \$503.71 | | \$ 47,500 | \$ 282,500 | Overburdened | \$ 10,480,000 | \$ 2,287,000 | | | | | | \$ 333,000 | \$ 2,620,000 | |
| 7681-01 | City of Bay City | LSLR, WM, and Looping | Bay | 85 | 33,644 | \$ 27,425,000 | \$815.15 | | \$ 26,345,580 | \$ 327,980 | Overburdened | \$ 16,840,000 | \$ 585,000 | | | | \$ 5,100,000 | \$ 4,900,000 | | \$ 5,485,000 | |
| 7771-01 | City of Sault Ste. Marie | LSLR, MW Rep, Looping, Intake Protection | Chippewa | 85 | 13,410 | \$ 16,885,000 | \$1,259.13 | | \$ - | \$ 1,254,774 | Overburdened | \$ 13,508,000 | \$ 2,128,000 | | | | | | \$ 1,249,000 | \$ 3,377,000 | |
| 7779-01 | City of Galesburg | WM Rep, System Improvements | Kalamazoo | 85 | 2,377 | \$ 3,260,000 | \$1,371.48 | | \$ - | \$ - | Overburdened | \$ 2,608,000 | | | | \$ 652,000 | | | | \$ 652,000 | |
| 7680-01 | City of Hart | LSLR, WM Rep, Well System Improvements | Oceana | 85 | 2,063 | \$ 3,655,000 | \$1,771.69 | | \$ 1,421,000 | \$ - | Overburdened | \$ 2,199,290 | | | | | \$ 724,710 | \$ 696,290 | \$ 34,710 | \$ 731,000 | |
| 7887-01 | GLWA/DWSD | LSLR, WM Rep | Wayne | 85 | 13,495 | \$ 25,670,000 | \$1,902.19 | | \$ 7,280,810 | \$ 380,000 | Significantly Overburdened | \$ - | | | \$ 11,956,787 | \$ 6,052,403 | \$ 3,713,213 | \$ 3,567,597 | \$ 380,000 | \$ 10,000,000 | |
| 7888-01 | GLWA/DWSD | LSLR, WM Rep | Wayne | 85 | 12,403 | \$ 25,540,000 | \$2,059.18 | | \$ 6,881,981 | \$ 360,000 | Significantly Overburdened | \$ 9,036,302 | | | \$ 2,993,888 | \$ 2,571,767 | \$ 3,509,810 | \$ 3,372,171 | \$ 4,056,062 | \$ 10,000,000 | |
| 7893-01 | City of Hazel Park | LSLR, WM Rep, Looping | Oakland | 85 | 4,913 | \$ 13,650,000 | \$2,778.34 | | \$ 2,401,271 | \$ 9,066,729 | Overburdened | \$ 9,695,352 | | | | | \$ 1,224,648 | \$ 1,176,623 | \$ 1,553,377 | \$ 2,730,000 | |
| 7867-01 | City of Grand Rapids (City) | LSLR, WM Rep | Kent | 85 | 6,376 | \$ 20,340,000 | \$3,190.09 | | \$ 8,000,000 | \$ - | Overburdened | \$ - | | | \$ 12,192,000 | | \$ 4,080,000 | \$ 3,920,000 | \$ 148,000 | \$ 4,068,000 | |
| 7863-01 | Oakland County (Pontiac) | LSLR, WM Rep | Oakland | 85 | 5,278 | \$ 19,080,000 | \$3,615.01 | | \$ 5,438,600 | \$ - | Overburdened | \$ 652,435 | | | \$ 11,837,879 | | \$ 2,773,686 | \$ 2,664,914 | \$ 1,151,086 | \$ 3,816,000 | |
| 7659-01 | Redford | LSLR, WM Rep, Looping | Wayne | 85 | 3,700 | \$ 13,755,000 | \$3,717.57 | | \$ 2,000,000 | \$ - | Overburdened | \$ 9,984,000 | | | | | \$ 1,020,000 | \$ 980,000 | \$ 1,771,000 | \$ 2,751,000 | |



Attachment #1 Fiscal Year 2025 DWSRF Project Priority List

| Project Number | Applicant | Project Scope | Project County | Total Priority Points | Population Served by Project | Total Loan Amount Requested | Cost per Population | Emerging Contaminant Costs | BIL LSLR Eligible Costs | Non BIL LSLR Eligible Costs | Overburdened Determination | DWSRF Loan | DWSRF PF | BIL Emerging Contaminant PF | BIL DWSRF Supplemental Loan | BIL DWSRF Supplemental PF | BIL DWSRF LSLR Loan | BIL DWSRF LSLR PF | State LSLR + WM Grant | Total PF/Grant* |
|----------------|----------------------|---|----------------|-----------------------|------------------------------|-----------------------------|---------------------|----------------------------|-------------------------|-----------------------------|----------------------------|---------------|----------|-----------------------------|-----------------------------|---------------------------|---------------------|-------------------|-----------------------|-----------------|
| 7544-01 | City of St. Ignace | LSLR, WTP and WR Improvements | Mackinac | 85 | 2,987 | \$ 14,000,000 | \$4,686.98 | | \$ 230,000 | \$ - | Overburdened | \$ 11,082,700 | | | | | \$ 117,300 | \$ 112,700 | \$ 2,687,300 | \$ 2,800,000 |
| 7845-01 | City of Brown City | LSLR, WTP Filters, Meters, Looping | Lapeer | 85 | 1,300 | \$ 7,415,000 | \$5,703.85 | | \$ - | \$ 800,000 | Overburdened | \$ 5,932,000 | | | | | | | \$ 1,483,000 | \$ 1,483,000 |
| 7520-01 | City of Eaton Rapids | LSLR, WTP filters, WM Rep | Eaton | 85 | 5,340 | \$ 33,810,000 | \$6,331.46 | | \$ - | \$ 3,250,000 | Overburdened | | | | | | | | \$ 6,762,000 | \$ 6,762,000 |
| 7873-01 | Village of Farwell | LSLR, WM Rep, Meters, WT Improvements | Clare | 85 | 880 | \$ 5,830,000 | \$6,625.00 | | \$ - | \$ 48,000 | Significantly Overburdened | | | | | | | | \$ 2,332,000 | \$ 2,332,000 |
| 7827-01 | City of Gaastra | LSLR, WTP, SCADA, PS, Improvements | Iron | 85 | 312 | \$ 2,500,000 | \$8,012.82 | | \$ 220,000 | \$ 55,000 | Significantly Overburdened | \$ - | | | | | \$ 220,000 | | \$ 1,000,000 | \$ 1,000,000 |
| 7878-01 | City of Lincoln Park | LSLR and WM Improvements | Wayne | 85 | 1,386 | \$ 11,520,000 | \$8,311.69 | | \$ 2,292,600 | \$ 1,710,228 | Significantly Overburdened | \$ - | | | | | \$ 2,292,600 | | \$ 4,608,000 | \$ 4,608,000 |
| 7892-01 | City of Ecorse | LSLR, WM Rep and Upsizing | Wayne | 85 | 1,205 | \$ 14,470,000 | \$12,008.30 | | \$ 6,000,000 | \$ - | Significantly Overburdened | \$ - | | | | | \$ 212,000 | \$ 5,788,000 | | \$ 5,788,000 |
| 7881-01 | City of Escanaba | LSLR, WM Rep | Delta | 85 | 2,799 | \$ 35,000,000 | \$12,504.47 | | \$ 26,500,000 | \$ - | Overburdened | | | | | | | | | |
| 7819-01 | Village of Clifford | LSLR, WTP and Storage System Improvements | Lapeer | 85 | 324 | \$ 6,500,000 | \$20,061.73 | | \$ - | \$ 60,000 | Overburdened | | | | | | | | | |
| 7879-01 | City of Hamtramck | LSLR and WM Rep | Wayne | 85 | 677 | \$ 18,600,000 | \$27,474.15 | | \$ 5,604,000 | \$ - | Significantly Overburdened | | | | | | | | | |
| 7805-01 | Village of Kaleva | LSLR, WM and Storage System Improvements | Manistee | 85 | 507 | \$ 13,930,000 | \$27,475.35 | | \$ 3,272,000 | \$ - | Significantly Overburdened | | | | | | | | | |
| 7876-01 | City of Kingsford | LSLR, WM Rep and Looping | Dickinson | 85 | 382 | \$ 12,560,000 | \$32,879.58 | | \$ 1,992,000 | \$ - | Overburdened | | | | | | | | | |
| 7883-01 | City of Ithaca | LSLR, WM Rep and Looping | Gratiot | 85 | 50 | \$ 2,245,000 | \$44,900.00 | | \$ 104,000 | \$ 34,000 | Overburdened | | | | | | | | | |
| 7833-01 | Lansing BWL | WTP, Wells, and MW Improvements | Ingham | 80 | 274,286 | \$ 23,235,000 | \$84.71 | | \$ - | \$ - | Overburdened | | | | | | | | | |
| 7897-01 | Village of Shelby | LSLR and WM Rep | Oceana | 80 | 1,964 | \$ 3,500,000 | \$1,782.08 | | \$ 600,000 | \$ - | Significantly Overburdened | | | | | | | | | |
| 7790-01 | City of Imlay City | LSLR and WM Improvements | Lapeer | 80 | 3,703 | \$ 9,440,000 | \$2,549.28 | | \$ 3,594,000 | \$ - | Overburdened | | | | | | | | | |
| 7896-01 | City of Melvindale | LSLR, WM Rep Upsizing and Looping | Wayne | 80 | 1,770 | \$ 7,335,000 | \$4,144.07 | | \$ 2,640,000 | \$ 360,000 | Significantly Overburdened | | | | | | | | | |
| 7894-01 | City of Garden City | LSLR, WM Rep and Upsizing | Wayne | 80 | 1,103 | \$ 6,135,000 | \$5,562.10 | | \$ 360,000 | \$ 240,000 | Overburdened | | | | | | | | | |
| 7828-01 | City of Wayne | LSLR | Wayne | 80 | 952 | \$ 5,985,000 | \$6,286.76 | | \$ 5,386,500 | \$ 598,500 | Overburdened | | | | | | | | | |
| 7711-01 | Village of Benzonia | LSLR, WM Rep, Looping and Storage | Benzie | 80 | 551 | \$ 5,496,000 | \$9,974.59 | | \$ 2,440,000 | \$ - | Overburdened | | | | | | | | | |
| 7619-01 | City of Sturgis | LSLR, MW Rep and Looping | St Joseph | 80 | 271 | \$ 3,045,000 | \$11,236.16 | | \$ 829,801 | \$ - | Overburdened | | | | | | | | | |
| 7748-01 | Royal Oak Twp. | WM Rep | Oakland | 80 | 742 | \$ 8,680,000 | \$11,698.11 | | \$ - | \$ - | Significantly Overburdened | | | | | | | | | |



Attachment #1 Fiscal Year 2025 DWSRF Project Priority List

| Project Number | Applicant | Project Scope | Project County | Total Priority Points | Population Served by Project | Total Loan Amount Requested | Cost per Population | Emerging Contaminant Costs | BIL LSLR Eligible Costs | Non BIL LSLR Eligible Costs | Overburdened Determination | DWSRF Loan | DWSRF PF | BIL Emerging Contaminant PF | BIL DWSRF Supplemental Loan | BIL DWSRF Supplemental PF | BIL DWSRF LSLR Loan | BIL DWSRF LSLR PF | State LSLR + WM Grant | Total PF/Grant* | |
|----------------|-------------------------|--|----------------|-----------------------|------------------------------|-----------------------------|---------------------|----------------------------|-------------------------|-----------------------------|----------------------------|------------|----------|-----------------------------|-----------------------------|---------------------------|---------------------|-------------------|-----------------------|-----------------|--|
| 7815-01 | City of Crystal Falls | LSLR and WM Rep | Iron | 80 | 508 | \$ 6,085,000 | \$11,978.35 | | \$ 1,922,440 | \$ - | Significantly Overburdened | | | | | | | | | | |
| 7801-01 | City of Mt. Morris | LSLR and WM Rep | Genesee | 80 | 1,215 | \$ 21,620,000 | \$17,794.24 | | \$ 1,800,000 | \$ - | Significantly Overburdened | | | | | | | | | | |
| 7621-01 | Village of Quincy | LSLR and WM Rep | Branch | 80 | 100 | \$ 2,335,000 | \$23,350.00 | | \$ 210,000 | \$ - | Overburdened | | | | | | | | | | |
| 7783-01 | City of Caro | LSLR and WM Rep | Tuscola | 75 | 5,029 | \$ 5,365,000 | \$1,066.81 | | \$ 676,545 | \$ 274,275 | Overburdened | | | | | | | | | | |
| 7865-01 | City of Belding | LSLR and WM Rep | Ionia | 75 | 5,938 | \$ 7,220,000 | \$1,215.90 | | \$ 814,000 | \$ 1,000,000 | Overburdened | | | | | | | | | | |
| 7816-01 | City of Gladstone | WM Rep and Intake Protection | Delta | 75 | 5,248 | \$ 7,930,000 | \$1,511.05 | | \$ 47,725 | \$ - | Overburdened | | | | | | | | | | |
| 7791-01 | City of Gladwin | LSLR, WM Rep, Valves and Hydrants | Gladwin | 75 | 3,069 | \$ 4,724,000 | \$1,539.26 | | \$ 137,170 | \$ - | Overburdened | | | | | | | | | | |
| 7795-01 | City of Manistique | LSLR, WM Rep and Looping, TM and Meters | Schoolcraft | 75 | 2,814 | \$ 6,725,000 | \$2,389.84 | | \$ 3,115,809 | \$ - | Significantly Overburdened | | | | | | | | | | |
| 7742-01 | City of Hudson | LSLR, WM Rep, Storage Improvements | Lenawee | 75 | 2,415 | \$ 8,525,000 | \$3,530.02 | | \$ 1,925,000 | \$ - | Overburdened | | | | | | | | | | |
| 7874-01 | Village of Peck | WM Rep, Storage and Well Improvements | Sanilac | 75 | 603 | \$ 3,050,000 | \$5,058.04 | | \$ - | \$ - | Significantly Overburdened | | | | | | | | | | |
| 7857-01 | City of Caspian | WM Rep, Storage, PRV, Well and PS Improvements | Iron | 75 | 805 | \$ 4,110,000 | \$5,105.59 | | \$ - | \$ - | Overburdened | | | | | | | | | | |
| 7861-01 | City of Manton | LSLR, WM Rep, and Storage Improvements | Wexford | 75 | 1,258 | \$ 6,500,000 | \$5,166.93 | | \$ 5,278,100 | \$ - | Significantly Overburdened | | | | | | | | | | |
| 7770-01 | City of Munising | LSLR | Alger | 75 | 330 | \$ 2,105,000 | \$6,378.79 | | \$ 2,105,000 | \$ - | Overburdened | | | | | | | | | | |
| 7826-01 | Village of Alpha | LSLR, WM Rep, SCADA, and Well Improvements | Iron | 75 | 129 | \$ 850,000 | \$6,589.15 | | \$ 12,000 | \$ 216,000 | Significantly Overburdened | | | | | | | | | | |
| 7646-01 | Village of Newberry | LSLR, WM Rep, Storage and AMP | Luce | 75 | 1,600 | \$ 11,000,000 | \$6,875.00 | | \$ 5,250,000 | \$ - | Significantly Overburdened | | | | | | | | | | |
| 7754-01 | Village of Hillman | New Wells, WM Rep, Storage Improvements | Montmorency | 75 | 679 | \$ 6,800,000 | \$10,014.73 | | \$ - | \$ - | Significantly Overburdened | | | | | | | | | | |
| 7739-01 | Carrollton Twp. | WM Rep | Saginaw | 75 | 500 | \$ 5,200,000 | \$10,400.00 | | \$ - | \$ - | Significantly Overburdened | | | | | | | | | | |
| 7843-01 | Village of Maple Rapids | LSLR and New Well | Clinton | 75 | 573 | \$ 5,980,000 | \$10,436.30 | | \$ 1,300,000 | \$ - | Overburdened | | | | | | | | | | |
| 7786-01 | Village of Roscommon | LSLR, WM Rep, Well and Storage Improvements | Roscommon | 75 | 981 | \$ 11,545,000 | \$11,768.60 | | \$ 500,000 | \$ 1,000,000 | Overburdened | | | | | | | | | | |
| 7834-01 | Village of Akron | WM Rep, WTP and Storage Improvements | Tuscola | 75 | 402 | \$ 13,200,000 | \$32,835.82 | | \$ - | \$ - | Overburdened | | | | | | | | | | |
| 7716-01 | YCUA (townships) | LSLR, WM Rep, PS and Meter Improvements | Washtenaw | 70 | 128,175 | \$ 16,515,000 | \$128.85 | | \$ 165,000 | \$ - | | | | | | | | | | | |
| 7822-01 | Adams Township | New WM and Storage, WTP Improvements | Houghton | 70 | 9,417 | \$ 8,000,000 | \$849.53 | | \$ - | \$ - | Overburdened | | | | | | | | | | |
| 7695-01 | City of Northville | LSLR, WM Rep, PVR | Wayne | 70 | 6,119 | \$ 9,335,000 | \$1,525.58 | | \$ - | \$ 84,000 | | | | | | | | | | | |
| 7799-01 | City of Stanton | LSLR and WM Rep | Montcalm | 70 | 1,348 | \$ 3,505,000 | \$2,600.15 | | \$ 423,200 | \$ - | Overburdened | | | | | | | | | | |



Attachment #1 Fiscal Year 2025 DWSRF Project Priority List

| Project Number | Applicant | Project Scope | Project County | Total Priority Points | Population Served by Project | Total Loan Amount Requested | Cost per Population | Emerging Contaminant Costs | BIL LSLR Eligible Costs | Non BIL LSLR Eligible Costs | Overburdened Determination | DWSRF Loan | DWSRF PF | BIL Emerging Contaminant PF | BIL DWSRF Supplemental Loan | BIL DWSRF Supplemental PF | BIL DWSRF LSLR Loan | BIL DWSRF LSLR PF | State LSLR + WM Grant | Total PF/Grant* | |
|----------------|------------------------------|---|----------------|-----------------------|------------------------------|-----------------------------|---------------------|----------------------------|-------------------------|-----------------------------|----------------------------|------------|----------|-----------------------------|-----------------------------|---------------------------|---------------------|-------------------|-----------------------|-----------------|--|
| 7675-01 | City of Niles | LSLR | Berrien | 70 | 1,050 | \$ 3,000,000 | \$2,857.14 | | \$ 3,000,000 | \$ - | Overburdened | | | | | | | | | | |
| 7778-01 | Village of Marcellus | WTP, WM, and Meter Improvements | Cass | 70 | 1,074 | \$ 3,215,000 | \$2,993.48 | | \$ - | \$ - | Significantly Overburdened | | | | | | | | | | |
| 7889-01 | Charter Twp. of Independence | VOCs, WM Rep | Oakland | 70 | 2,526 | \$ 7,805,000 | \$3,089.87 | | \$ - | \$ - | | | | | | | | | | | |
| 7773-01 | City of Roseville | LSLR | Macomb | 70 | 1,750 | \$ 6,700,000 | \$3,828.57 | | \$ 6,697,788 | \$ - | Overburdened | | | | | | | | | | |
| 7706-01 | Village of Schoolcraft | LSLR, WM Rep, Well Improvements | Kalamazoo | 70 | 1,525 | \$ 9,520,000 | \$6,242.62 | | \$ 2,669,769 | \$ 482,831 | | | | | | | | | | | |
| 7645-01 | City of Pleasant Ridge | LSLR and WM Rep | Oakland | 70 | 2,377 | \$ 27,130,000 | \$11,413.55 | | \$ 7,345,000 | \$ - | | | | | | | | | | | |
| 7749-01 | City of Bangor | LSLR and WM Rep | Bay | 70 | 90 | \$ 1,400,000 | \$15,555.56 | | \$ - | \$ 270,000 | Overburdened | | | | | | | | | | |
| 7764-01 | City of Hastings | LSLR and WM Rep | Barry | 70 | 500 | \$ 8,140,000 | \$16,280.00 | | \$ 129,340 | \$ 1,261,060 | Overburdened | | | | | | | | | | |
| 7763-01 | City of Saugatuck | LSLR, WM Rep, Well and Storage Improvements | Allegan | 70 | 865 | \$ 16,040,000 | \$18,543.35 | | \$ 4,237,000 | \$ 1,412,000 | | | | | | | | | | | |
| 7724-01 | City of Omer | New WTP and New Storage | Arenac | 70 | 260 | \$ 6,000,000 | \$23,076.92 | | \$ - | \$ - | Overburdened | | | | | | | | | | |
| 7797-01 | Iron River Twp. | WM Rep, Valves and Storage Improvements | Iron | 70 | 554 | \$ 20,645,000 | \$37,265.34 | | \$ - | \$ - | Overburdened | | | | | | | | | | |
| 7746-01 | Houghton Township | WM Rep, Storage Improvements | Houghton | 70 | 138 | \$ 6,700,000 | \$48,550.72 | | \$ - | \$ - | Overburdened | | | | | | | | | | |
| 7679-01 | City of Holland | LSLR and WTP Improvements | Ottawa | 65 | 59,224 | \$ 10,000,000 | \$168.85 | | \$ 6,000,000 | \$ - | | | | | | | | | | | |
| 7823-01 | City of Houghton | WM Rep and Storage Improvements | Houghton | 65 | 8,386 | \$ 3,900,000 | \$465.06 | | | \$ - | Significantly Overburdened | | | | | | | | | | |
| 7792-01 | City of Iron River | WM and PRV Rep, Storage Improvements | Iron | 65 | 3,410 | \$ 2,075,000 | \$608.50 | | \$ - | \$ - | Overburdened | | | | | | | | | | |
| 7654-01 | City of Big Rapids | WM Rep, WTP Improvements | Mecosta | 65 | 10,601 | \$ 8,090,000 | \$763.14 | | \$ - | \$ - | Significantly Overburdened | | | | | | | | | | |
| 7694-01 | City of Davison | WM Rep, WT Improvements | Genesee | 65 | 5,092 | \$ 5,200,000 | \$1,021.21 | | \$ - | \$ - | Overburdened | | | | | | | | | | |
| 7760-01 | Village of Milford | LSLR, WM Rep, New TM | Oakland | 65 | 6,366 | \$ 7,105,000 | \$1,116.09 | | \$ - | \$ 708,400 | | | | | | | | | | | |
| 7853-01 | Village of Almont | LSLR, WM Rep, and WT Improvements | Lapeer | 65 | 2,674 | \$ 3,500,000 | \$1,308.90 | | \$ - | \$ 100,000 | | | | | | | | | | | |
| 7781-01 | Village of Sunfield | New Well | Eaton | 65 | 538 | \$ 750,000 | \$1,394.05 | | \$ - | \$ - | Overburdened | | | | | | | | | | |
| 7813-01 | Village of Holly | LSLR, WM Rep, WTP Improvements | Oakland | 65 | 5,997 | \$ 11,475,000 | \$1,913.46 | | \$ 1,160,000 | \$ - | Overburdened | | | | | | | | | | |
| 7787-01 | Beecher MD | New WTP, WM Rep, and SCADA | Genesee | 65 | 8,717 | \$ 19,915,000 | \$2,284.62 | | \$ - | \$ - | Overburdened | | | | | | | | | | |
| 7885-01 | City of St Joseph | LSLR and WM Rep | St Joseph | 65 | 1,830 | \$ 5,000,000 | \$2,732.24 | | \$ 3,735,000 | \$ - | | | | | | | | | | | |
| 7752-01 | Ferndale | LSLR | Oakland | 65 | 2,781 | \$ 12,000,000 | \$4,314.99 | | \$ 12,000,000 | \$ - | | | | | | | | | | | |
| 7858-01 | Village of Carsonville | WTP and Well Improvements, WM Rep | Sanilac | 65 | 472 | \$ 2,680,000 | \$5,677.97 | | \$ - | \$ - | Significantly Overburdened | | | | | | | | | | |
| 7796-01 | Ontonagon | WM and Tank Rep | Ontonagon | 65 | 1,441 | \$ 8,785,000 | \$6,096.46 | | \$ - | \$ - | Overburdened | | | | | | | | | | |
| 7494-01 | City of Grosse Pointe Park | LSLR and WM Rep | Wayne | 65 | 2,045 | \$ 12,670,000 | \$6,195.60 | | \$ 2,400,000 | \$ - | | | | | | | | | | | |
| 7831-01 | Village of Edmore | LSLR, WM Rep, Well and Storage Improvements | Montcalm | 65 | 1,210 | \$ 10,290,000 | \$8,504.13 | | \$ 2,404,080 | \$ 2,276,640 | Overburdened | | | | | | | | | | |
| 7638-01 | Bangor Twp. | LSLR and WM Rep | Bay | 65 | 465 | \$ 4,705,000 | \$10,118.28 | | \$ - | \$ 855,600 | | | | | | | | | | | |
| 7877-01 | City of Mt. Clemens | LSLR and WM Rep | Macomb | 65 | 425 | \$ 5,000,000 | \$11,764.71 | | \$ 960,000 | \$ - | Overburdened | | | | | | | | | | |
| 7678-01 | Flat Rock | WM Rep | Wayne | 65 | 389 | \$ 4,775,000 | \$12,275.06 | | \$ - | \$ - | Overburdened | | | | | | | | | | |



Attachment #1 Fiscal Year 2025 DWSRF Project Priority List

| Project Number | Applicant | Project Scope | Project County | Total Priority Points | Population Served by Project | Total Loan Amount Requested | Cost per Population | Emerging Contaminant Costs | BIL LSLR Eligible Costs | Non BIL LSLR Eligible Costs | Overburdened Determination | DWSRF Loan | DWSRF PF | BIL Emerging Contaminant PF | BIL DWSRF Supplemental Loan | BIL DWSRF Supplemental PF | BIL DWSRF LSLR Loan | BIL DWSRF LSLR PF | State LSLR + WM Grant | Total PF/Grant* |
|----------------|-------------------------------|---|----------------|-----------------------|------------------------------|-----------------------------|---------------------|----------------------------|-------------------------|-----------------------------|----------------------------|------------|----------|-----------------------------|-----------------------------|---------------------------|---------------------|-------------------|-----------------------|-----------------|
| 7683-01 | Albee Township | Distribution Expansion | Saginaw | 65 | 365 | \$ 5,165,000 | \$14,150.68 | | \$ - | \$ - | | | | | | | | | | |
| 7812-01 | City of Three Rivers | LSLR and WM Rep | St Joseph | 65 | 840 | \$ 14,585,000 | \$17,363.10 | | \$ 288,750 | \$ 2,483,250 | Overburdened | | | | | | | | | |
| 7674-01 | City of Pinconning | LSLR and WM Rep | Bay | 65 | 425 | \$ 10,500,000 | \$24,705.88 | | \$ 215,000 | \$ 585,000 | | | | | | | | | | |
| 7647-01 | City of Trenton | LSLR and WM Rep | Wayne | 65 | 191 | \$ 5,475,000 | \$28,664.92 | | \$ 360,000 | \$ - | | | | | | | | | | |
| 7653-01 | Port Huron Charter Twp. | WM and Meter Improvements | St Clair | 60 | 6,475 | \$ 7,305,000 | \$1,128.19 | | \$ - | \$ - | Overburdened | | | | | | | | | |
| 7772-01 | City of Hancock | WR Rep, Well and Storage Improvements | Houghton | 60 | 4,526 | \$ 5,990,000 | \$1,323.46 | | \$ - | \$ - | Overburdened | | | | | | | | | |
| 7821-01 | City of Farmington | LSLR, WM Rep, PVR and Meters | Oakland | 60 | 11,597 | \$ 15,805,000 | \$1,362.85 | | \$ 202,400 | \$ - | | | | | | | | | | |
| 7793-01 | McMillan Twp. | New WTP and Well, Storage and PS Improvements | Luce | 60 | 486 | \$ 950,000 | \$1,954.73 | | \$ - | \$ - | Overburdened | | | | | | | | | |
| 7807-01 | Village of Ellsworth | New Well and Storage Improvements | Antrim | 60 | 347 | \$ 730,000 | \$2,103.75 | | \$ - | \$ - | Overburdened | | | | | | | | | |
| 7824-01 | Osceola Twp. | LSLR and WM Rep, PS Improvements | Houghton | 60 | 1,213 | \$ 4,500,000 | \$3,709.81 | | \$ 1,665,000 | \$ - | Overburdened | | | | | | | | | |
| 7512-01 | Village of White Pigeon | LSLR | St Joseph | 60 | 750 | \$ 3,000,000 | \$4,000.00 | | \$ 3,000,000 | \$ - | Overburdened | | | | | | | | | |
| 7891-01 | City of Harper Woods | WM Rep | Wayne | 60 | 2,375 | \$ 15,750,000 | \$6,631.58 | | \$ - | \$ - | | | | | | | | | | |
| 7765-01 | Village of Vicksburg | LSLR and WM Rep | Kalamazoo | 60 | 445 | \$ 5,600,000 | \$12,584.27 | | \$ 1,968,000 | \$ - | | | | | | | | | | |
| 7840-01 | Grayling Township | WM Extension (PFAS) | Crawford | 60 | 3,120 | \$ 50,685,000 | \$16,245.19 | \$ 50,685,000 | \$ - | \$ - | | | | | | | | | | |
| 7780-01 | Bedford Charter Township | WM Extension (PFAS) | Cathoun | 60 | 50 | \$ 4,335,000 | \$86,700.00 | \$ 4,335,000 | \$ - | \$ - | | | | | | | | | | |
| 7762-01 | Saginaw Midland MWSC | PS and Intake System Improvements | Saginaw | 55 | 332,735 | \$ 2,050,000 | \$6.16 | | \$ - | \$ - | | | | | | | | | | |
| 7642-01 | SOCWA | PS and Storage Improvements | Oakland | 55 | 200,728 | \$ 4,450,000 | \$22.17 | | \$ - | \$ - | | | | | | | | | | |
| 7871-01 | City of Saginaw (System) | WTP and WM Improvements | Saginaw | 55 | 176,748 | \$ 20,460,000 | \$115.76 | | \$ - | \$ - | | | | | | | | | | |
| 7709-01 | City of Rochester | WM Rep and Looping | Oakland | 55 | 6,786 | \$ 6,625,000 | \$976.27 | | \$ - | \$ - | | | | | | | | | | |
| 7862-01 | Garfield Township | WM Looping, Storage Improvements | Grand Traverse | 55 | 19,499 | \$ 20,005,000 | \$1,025.95 | | \$ - | \$ - | | | | | | | | | | |
| 7825-01 | Crystal Falls Twp. | LSLR and WM Rep | Iron | 55 | 3,612 | \$ 6,500,000 | \$1,799.56 | | \$ 175,000 | \$ 325,000 | | | | | | | | | | |
| 7554-01 | City of Southgate | LSLR | Wayne | 55 | 160 | \$ 570,000 | \$3,562.50 | | \$ 514,600 | \$ 55,400 | | | | | | | | | | |
| 7804-01 | Village of Buckley | WR Rep and Looping, Storage and Hydrant Improvement | Wexford | 55 | 775 | \$ 4,160,000 | \$5,367.74 | | \$ - | \$ - | Overburdened | | | | | | | | | |
| 7685-01 | Bergland Township | LSLR, WM Rep, Well System Improvements | Ontonagon | 55 | 290 | \$ 2,480,000 | \$8,551.72 | | \$ - | \$ 360,000 | Overburdened | | | | | | | | | |
| 7802-01 | Village of Mesick | WM, Meters, and Storage Improvements | Wexford | 55 | 397 | \$ 3,740,000 | \$9,420.65 | | \$ - | \$ - | Significantly Overburdened | | | | | | | | | |
| 7550-01 | Village of Beverly Hills | WM Rep and Looping | Oakland | 55 | 890 | \$ 8,420,000 | \$9,460.67 | | \$ - | \$ - | | | | | | | | | | |
| 7737-01 | City of Ionia | WM Rep | Ionia | 55 | 800 | \$ 8,560,000 | \$10,700.00 | | \$ - | \$ - | Significantly Overburdened | | | | | | | | | |
| 7875-01 | Ely Township | New WTP System | Marquette | 55 | 141 | \$ 2,000,000 | \$14,184.40 | \$ 2,000,000 | \$ - | \$ - | | | | | | | | | | |
| 7814-01 | Rockland Twp. | WM Rep, Well Improvements | Ontonagon | 55 | 126 | \$ 1,955,000 | \$15,515.87 | | \$ - | \$ - | Overburdened | | | | | | | | | |
| 7868-01 | City of Grand Rapids (System) | WTP System Improvements | Kent | 50 | 307,815 | \$ 8,620,000 | \$28.00 | | \$ - | \$ - | | | | | | | | | | |
| 7719-01 | City of Traverse City | LSLR, WR Rep and Looping | Grand Traverse | 50 | 31,542 | \$ 8,000,000 | \$253.63 | | \$ 112,500 | \$ 56,250 | | | | | | | | | | |
| 7690-01 | Village of Constantine | Meters and Storage Improvements | St Joseph | 50 | 1,947 | \$ 755,000 | \$387.78 | | \$ - | \$ - | Overburdened | | | | | | | | | |
| 7860-01 | City of St. Clair | WTP and Storage Improvements | St Clair | 50 | 5,485 | \$ 5,250,000 | \$957.16 | | \$ - | \$ - | | | | | | | | | | |
| 7811-01 | City of Linden | WM Looping | Genesee | 50 | 4,142 | \$ 4,790,000 | \$1,156.45 | | \$ - | \$ - | | | | | | | | | | |
| 7536-01 | City of Dearborn | LSLR | Wayne | 50 | 10,963 | \$ 29,340,000 | \$2,676.27 | | \$ 29,340,000 | \$ - | | | | | | | | | | |
| 7895-01 | City of Eastpointe | LSLR | Macomb | 50 | 765 | \$ 3,625,000 | \$4,738.56 | | \$ 3,625,000 | \$ - | | | | | | | | | | |
| 7594-01 | Hampton Charter Twp. | WM Rep | Bay | 50 | 689 | \$ 3,980,000 | \$5,776.49 | | \$ - | \$ - | | | | | | | | | | |
| 7849-01 | City of Grosse Pointe Woods | LSLR | Wayne | 50 | 300 | \$ 1,745,000 | \$5,816.67 | | \$ 1,105,640 | \$ 637,870 | | | | | | | | | | |
| 7886-01 | Village of Britton | Well and Storage Improvements | Lenawee | 50 | 537 | \$ 3,200,000 | \$5,959.03 | | \$ - | \$ - | Overburdened | | | | | | | | | |



Attachment #1 Fiscal Year 2025 DWSRF Project Priority List

| Project Number | Applicant | Project Scope | Project County | Total Priority Points | Population Served by Project | Total Loan Amount Requested | Cost per Population | Emerging Contaminant Costs | BIL LSLR Eligible Costs | Non BIL LSLR Eligible Costs | Overburdened Determination | DWSRF Loan | DWSRF PF | BIL Emerging Contaminant PF | BIL DWSRF Supplemental Loan | BIL DWSRF Supplemental PF | BIL DWSRF LSLR Loan | BIL DWSRF LSLR PF | State LSLR + WM Grant | Total PF/Grant* | |
|----------------|------------------------------|---|----------------|-----------------------|------------------------------|-----------------------------|---------------------|----------------------------|-------------------------|-----------------------------|----------------------------|-----------------------|---------------------|-----------------------------|-----------------------------|---------------------------|----------------------|----------------------|-----------------------|-----------------|--|
| 7498-01 | City of Marysville | WM Rep | St Clair | 50 | 216 | \$ 2,500,000 | \$11,574.07 | | \$ - | \$ - | | | | | | | | | | | |
| 7660-01 | White Lake Twp. | New WM, System Improvements | Oakland | 45 | 5,799 | \$ 10,830,000 | \$1,867.56 | | \$ - | \$ - | | | | | | | | | | | |
| 7500-01 | Charter Twp. of Bloomfield | WM Rep | Oakland | 45 | 966 | \$ 8,550,000 | \$8,850.93 | | \$ - | \$ - | | | | | | | | | | | |
| 7539-01 | Ann Arbor Twp. | WM Rep and Looping, Storage Improvements | Washtenaw | 45 | 1,338 | \$ 12,920,000 | \$9,656.20 | | \$ - | \$ - | | | | | | | | | | | |
| 7890-01 | Charter Twp. of Independence | WM Extension (PFAS) | Oakland | 45 | 902 | \$ 9,710,000 | \$10,764.97 | \$ 9,710,000 | \$ - | \$ - | | | | | | | | | | | |
| 7707-01 | City of Wyoming | New TM | Kent | 40 | 246,848 | \$ 83,900,000 | \$339.89 | | \$ - | \$ - | | | | | | | | | | | |
| 7700-01 | City of Grand Blanc | WM Rep and Looping, Well and Storage Improvements | Genesee | 40 | 8,091 | \$ 5,000,000 | \$617.97 | | \$ - | \$ - | | | | | | | | | | | |
| 7850-01 | City of Grosse Pointe | LSLR | Wayne | 40 | 1,657 | \$ 6,000,000 | \$3,621.00 | | \$ 5,940,000 | \$ 60,000 | | | | | | | | | | | |
| 7663-01 | Zox CLCA | LSLR and WM Rep | Oakland | 40 | 700 | \$ 5,100,000 | \$7,285.71 | | \$ - | \$ 400,000 | | | | | | | | | | | |
| 7809-01 | Village of Westphalia | WM Rep | Clinton | 35 | 924 | \$ 2,120,000 | \$2,294.37 | | \$ - | \$ - | | | | | | | | | | | |
| 7759-01 | City of Warren | LSLR | Macomb | 35 | 3,690 | \$ 12,000,000 | \$3,252.03 | | \$ 12,000,000 | \$ - | | | | | | | | | | | |
| 7571-01 | Village of Pewamo | WM Rep | Ionia | 35 | 469 | \$ 3,450,000 | \$7,356.08 | | \$ - | \$ - | | | | | | | | | | | |
| 7615-01 | Sumpter | WM Rep | Wayne | 35 | 250 | \$ 2,480,000 | \$9,920.00 | | \$ - | \$ - | | | | | | | | | | | |
| | | | | | | \$ 1,613,971,000 | | | | | | \$ 278,644,338 | \$ 5,000,000 | \$ 20,000,000 | \$ 38,980,554 | \$ 34,892,040 | \$ 42,845,308 | \$ 42,390,424 | \$ 35,967,936 | | |

AMP- Asset Management Plan
 LSLR- Lead Service Line Removal
 PFAS- Per- and polyfluoroalkyl substances
 PRV- Pressure Reducing Valve
 PS- Pump Station
 Rep- Replacement

SCADA- Supervisory Control and Data Acquisition
 TM- Transmission Main
 WM- Water Main
 WT- Water Tower
 WTP- Water Treatment Plant

* \$10 million max per eligible project, \$20 million max per eligible PFAS mitigation project



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September 16, 2024

Ms. Kelly Green, Administrator
 Water Infrastructure Financing Section
 Finance Division
 Department of Environment, Great Lakes and Energy
 P.O. Box 30457
 Lansing, Michigan 48909-7957

Dear Ms. Green:

RE: The draft fiscal year 2025 IUP for the DWSRF

The Village of Marcellus has received the draft fiscal year 2025 IUP for the DWSRF and assumes the final IUP will look much the same, unless EGLE can be persuaded to review and consider application scoring methods. The Village has twice applied to the DWSRF, seeking assistance to fund its Water Treatment Plant (WTP), in 2023 and 2024, receiving 70 points for each. The Village of Marcellus is requesting a review and update of its score, based on the arguments being submitted as written comments for the public hearing on the IUP that is scheduled for September 17, 2024.

On July 16, 2024, the Village received notice for the completed priority scoring for FY 2025 projects and was asked to review the assigned scores and to contact the EGLE Drinking Water and Environmental Health Division Kalamazoo District supervisor, Heather Bishop with any questions. The Village sent the following questions and comments on July 16, 2024, and received comments from Ms. Bishop on July 22, 2024, as shown below:

Village of Marcellus Questions/Comments

1. *Drinking Water Regulatory Compliance*
 - *Source Water Protection Efforts- The Village does try to protect its source water. I realize we received maximum points for having an Active SWPP, but these seem to be the same question. We are active in our efforts to protect the source water, urging neighboring communities to be cognizant of the Village's WHPP delineated area during any planning for development, actively educating in the community and schools and working hard to follow our plan. Not only are we actively working to protect the public water supply with these activities, but our project for the Water Treatment Plant will address a number of items that will offer better protection to our source water. Shouldn't the Village receive the 5 points for our Source Water Protection Efforts?*

2. *Public Health Protection*

- *I think we and the State should consider offering more points for having a history of proactive public health protection with the Village's history of having no HB violations in the past 5 years. That, to me is worth more than 5 points. Should the State consider changing the points allowed for this item to "10" or offering us the points in item C under Public Health Protection? I think our project does address "potential" violations because of our high pre-treatment arsenic levels. The filters need to be replaced, and I believe we should get the 10 points offered for the reasons listed.*
- *Will you talk with me about the Treatment upgrades to address water quality and why the Village should not get the 5 points in this category? Does our project not upgrade the current treatment plant?*

I think the Village could see an additional 20 points based on a review of the scoring and that would push the Village's project up in the priority list. Will you please consider reviewing and updating the scores?

EGLE Response

EGLE reduced points in the following categories, with the reason noted:

I.E. Source water protection—these points are awarded for groundwater modeling to establish a wellhead delineation and for plugging wells. Neither of those elements are a part of the project plan. As you indicated, existing wellhead protection programs are awarded points in a different category (III.C.), and Marcellus received points in that category.

II.C. Non acute violations of standards—the violation Marcellus received was for a non-emergency partial lead service line replacement. This is a rule violation, but not a drinking water standard violation.

III.A Looping—project plan is replacement of existing main and the project plan does not include a mixer or other tank work.

III.D Treatment upgrades—the project is designed to restore treatment back to its original functionality. Points are awarded for new treatment processes and expansions in treatment capacity.

Your comment on the number of points awarded to systems that have no health based violations in the past 5 years is noted, and I am happy to share it with Water Infrastructure Finance and our upper management.

Please do not hesitate to reach out if you have any questions.

In response to EGLE's comments, the Village expressed its concerns regarding how municipalities might gain additional points without adding millions of dollars to an already expensive/unaffordable project and frustration for small towns like ours when we must spend extraordinary amounts to qualify for additional points.

We believe that adding additional components and features that are not necessary only adds to the burden in an already significantly overburdened community and request that EGLE revise its scoring and assignment of priority points so that municipalities are rewarded for source water protection efforts, for good stewardship and protection of public health and real upgrades to the

Village's treatment system even if they are not "new"; none the less, the Village must upgrade its filtering system. This upgrade requires major modifications to the present building, or the construction of an entirely new building. The modifications or new building plans include separation/isolation of chemicals to a room with ventilation so that they are separated from the plumbing. This is also an added safety feature. These are most definitely "treatment upgrades", not simply a repair. The Village would like to clarify that requesting points for non-acute violations and for a history of no health violations is a positive thing and should be rewarded ahead of systems with a history of these violations.

The Village of Marcellus is requesting an additional 20 points and therefore better placement in the project priority list based on a review and update for the scores mentioned.

Sincerely,

Dennis Irwin
Marcellus Village President

Jacqueline A. Terrill
Marcellus Village Manager/Clerk

September 24, 2024

Kelly Green, Administrator
Water Infrastructure Financing Section
Finance Division
Department of Environment, Great Lakes, and Energy
P.O. Box 30457
Lansing, Michigan 48909-7957
GreenK1@Michigan.gov

Dear Administrator Green,

Thank you for this opportunity to comment on the Michigan Drinking Water State Revolving Fund (DWSRF) Fiscal Year 2025 Intended Use Plan Draft. Freshwater Future is a binational 501(c)(3) organization that is a catalyst for community action that strengthens policies designed to safeguard the waters of the Great Lakes region.

Freshwater Future staff have researched and worked with our community partners to advocate for their needs in Michigan's DWSRF program. With only a few years remaining of extra subsidies, it is imperative for the Michigan DWSRF to continue to ensure that public drinking water remains safe, clean, accessible, and affordable. Access to these low-interest loans and grants may be the only solution for some communities due to financial hardship. Therefore, the process, criteria, and allocation must be fair and compensate for barriers that have historically prevented access to funding capital investment projects.

As the main water infrastructure funding mechanism, it is also critical that environmental justice communities are readily able to apply, are prioritized, and receive principal forgiveness. The DWSRF program does not currently incorporate environmental justice and does not meet congressional intent of the Infrastructure Investment and Jobs Act (IIJA) funding prioritization.

Our recommendations are below.

Transparency

1. As noted last year, we support requests for additional information on project applications, to better understand which communities or parts of communities are benefiting from these highly-sought after funds. There is interest in seeing the geographic areas being targeted, and a need to ensure that projects within larger water systems categorized as disadvantaged communities (DAC) are going to DAC census tracts. This can take the form of hyperlinks on the annual Project Priority List to plans/applications for more details on the scope of a project. The MIEJ Screen can be useful to achieve this end.
2. Additionally, we recommend that key information is included within the IUP itself instead of referring readers to locate that information in other documents or on the website. For example, stakeholders may question how the large number of projects tied at 85 points are prioritized, as not all of them are able to be funded. While the tiebreak criteria is included in the [DWSRF Priority Ranking Worksheet Guidance Document](#), it would be prudent to include this in the IUP itself so that stakeholders do not have to visit another webpage and search through several documents to find this information. The criteria for disadvantaged communities and scoring should also be included in the IUP for these reasons.
3. More transparency is needed on public comments. We suggest that public comments/feedback should be published, as is done in other states like Pennsylvania and Illinois, in the final IUP or in a separate document. This helps stakeholders understand others' concerns as well as EGLE's responses and rationales for any modifications or lack thereof. This not only supports more meaningful engagement, but also provides clarity on the program's decision-making process to inform future stakeholder advocacy.
4. On a related matter, Public Engagement, we also have a few recommendations. The Draft IUP was released only 2 business days before the public comment hearing, limiting meaningful engagement and feedback for anyone, especially those who may rely on verbal comment opportunities due to accessibility needs. Residents may not have the capacity to meaningfully review the draft document within such a short timeframe and therefore exercise the right to weigh in on public funding processes.

Additionally, the written public comment period was reduced this year from three weeks to two weeks and remains immediately prior to when the Department must finalize the document. As multiple stakeholders commented both this year and last year, the timing of the comment period at the end of the fiscal year precludes meaningful engagement and the likelihood that feedback will be incorporated.

Going forward, we strongly recommend additional stakeholder outreach and engagement on the SRF program's policies earlier in the year, before the draft IUP is published. This will allow stakeholders and the program staff to consider many of the important short- and long-term improvements that can be made to

the IUP and process without the additional pressure of finalizing the IUP at the end of the fiscal year.

5. While not included in the draft IUPs, we also recommend adding updates and progress to the program's stated long-term goals in addition to the short-term goals within the DWSRF's next annual report. Specifically, how has the SRF program been conducting outreach to "communities that have never utilized the DWSRF and increase geographic diversity in the use of the DWSRF funds"?

Improve the Definition of Disadvantaged Communities

Since the definition of *disadvantaged communities* was last updated following the passage of Mich. Comp. Laws § 324.5406a, Freshwater Future has advocated to the U.S. EPA and EGLE for further improvements to Michigan's definition that more accurately align the criteria with the U.S. EPA's Bipartisan Infrastructure Law (BIL) Memo and prioritize the communities that need this funding the most.

While it is understood that EGLE does not plan to initiate the revision process until 2025, it is critical that the definition is updated this year in order to ensure that the limited-time BIL funding reaches the communities that need it the most. Michigan statute allows for the definition to be reviewed once within a three-year time frame, and therefore, EGLE does not have to wait until 2025 to begin the review process. Delaying the review of the definition so that it does not take effect until FY2026 or FY2027 will negatively impact applicants from environmental justice communities that may not qualify for BIL subsidies before the extra funds run out. Additionally, it is imperative that EGLE begin robust stakeholder engagement sessions as soon as possible to ensure full transparency and integration of best practices that include consideration of environmental justice communities.

Freshwater Future recommends the following changes to ensure funds reach communities with disparities in their drinking water infrastructure and water quality due to the effects of environmental injustices.

1. **Median Household Income (MHI) is a poor statistic** to identify low-income populations that state revolving funds should target because MHI is easily influenced by some residents with higher incomes. Instead, DWSRF criteria should consider the percentage of a community's population that falls below 200% of the federal poverty level. This measure better represents the actual number of low-income households in a community.
2. To meet the intentions of Congress and the U.S. EPA, this Agency must work to **include environmental justice** concerns in its next iteration of the definition of disadvantaged communities. As the March 2022 Memorandum on the SRF provisions of the Bipartisan Infrastructure Law (BIL) states: "a key priority of BIL is to ensure that disadvantaged communities benefit equitably from this historic investment in water infrastructure" (p.3). EGLE should utilize an Environmental Justice Screen (from either the state or the US Environmental Protection Agency) to understand the full picture of the communities and census tracts impacted by

potential projects. For example, if using the state MiEJ Screen, the top quintile (20%) of composite scores should be considered significantly overburdened communities, and scores in the highest 21-30% should be considered overburdened. Utilizing a screening tool would ensure inclusion of low-income communities, communities of color, or Tribal and Indigenous communities that experience, or are at risk of experiencing, higher or more adverse human health, environmental effects, or unaffordable rates.

Improve the Scoring Criteria

Like the definitions of “significantly overburdened community” and “overburdened community”, the **scoring criteria should be updated annually**. The U.S. EPA intends for these definitions and scoring criteria to be dynamic, not static, in order to continually improve their reach and sensitivity.

1. Mirroring our comments submitted in 2022 and 2023, we strongly recommend that EGLE adopts **asset and governance protections for community water systems that enter into consolidation and/or regionalization discussions**. While some consolidation and regionalization projects may be necessary, without protections in place, these processes can result in loss of revenue, property, and local power. Not only should these projects not receive higher points in the scoring system, but safeguards must be put in place to protect local oversight, governance, and ownership of assets. EGLE should update the language defining “consolidation” to protect municipal sovereignty and self governance, ensuring there is a threshold for agreement among entities before undergoing consolidation:

For those systems with no existing community governance function of the water system (i.e. apartment complex or mobile home park) the point system is helpful. For systems with existing community governance (municipal and other systems), consolidation points should be awarded only if all communities that will have a system shuttered have held a resident vote (referendum) indicating their approval to consolidate their system, resulting in a system being shuttered. The agreements leading to a referendum must include and be communicated to the public:

- A. *The communities having a system shuttered must be compensated for the assets they have historically paid for and will lose in the consolidation.*
- B. *The agreement must also include structures for joint oversight of the consolidated system with representation of residents from each municipality.*

Thank you for including community voices in this very important program for our state's water infrastructure. These recommendations are intended to keep water clean and affordable for the communities in Michigan that need it most. For any questions or concerns, please reach out to anna@freshwaterfuture.org, or call 231-348-8200.

Sincerely,

A handwritten signature in cursive script that reads "Jill M. Ryan".

Jill M. Ryan, Executive Director



September 27, 2024

Kelly Green, Administrator
 Water Infrastructure Financing Section
 Finance Division
 Department of Environment, Great Lakes, and Energy
 PO Box 30457
 Lansing, Michigan 48909-7957

Re: Comments on Michigan’s Drinking Water State Revolving Fund Draft Fiscal Year 2025 Intended Use Plan

Dear Ms. Green,

On behalf of the undersigned organizations, we write to provide comments on the Fiscal Year 2025 Drinking Water State Revolving Fund Draft Intended Use Plan ([DWSRF – Draft Intended Use Plan - Fiscal Year 2025](#)). Thank you for your commitment to disburse these funds to Michigan communities for water infrastructure improvements. We look forward to working with you to better ensure communities with the greatest needs are receiving the best loan terms and the most principal forgiveness.

Specific comments about this year’s IUP are provided below.

1. Add MI-EJSCREEN to the DWSRF scoring criteria.

We strongly encourage the Water Infrastructure Funding and Financing Section (WIFFS) staff to integrate MI-EJSCREEN as a scoring category into the DWSRF scoring sheet. *Staff should assign points based on the MI-EJSCREEN overall score for the municipality (with higher percentile communities receiving more points). Further, projects in specific neighborhoods in these communities that rate higher on the MI-EJSCREEN should be eligible for more points in the scoring system. We also urge EGLE to use MI-EJSCREEN as the tiebreaker in the scoring criteria.* We request that EGLE include these approaches in the next iteration of the scoring

criteria to ensure greater consideration for environmental justice issues in impacted communities and in specific neighborhoods.

2. Public Participation

We understand that WIFFS staff were managing a significant increase in federal and state funding along with new revenue streams through the FY '25 IUP process. However, this resulted in an even more inadequate public comment period than usual with the draft IUP being posed on September 13th, the public hearing was held on September 17th, and the public comment period closed on September 27th. We had many questions this year, but the only public venue for engaging in the IUP process was the public hearing where questions can be asked but, by design, not answered. The timing of the public hearing three days after the release of the report did not allow enough time for our groups to thoroughly review and understand the IUP. Non-applicant groups have an ongoing challenge with receiving and digesting the IUP content because there is no opportunity for these groups to engage in the state's process until the IUPs are released. Adequate public engagement and transparency are essential for stakeholders to trust in the process and understand changes to the scoring system and decisions.

WIFFS staff need to create spaces to meet with community and nonprofit groups throughout the year leading up to the release of the draft IUP.

Also, beginning with the FY 2026 IUP, we again request that EGLE hold public information sessions immediately after the IUP is released and before the public hearing. This will facilitate public participation in this critical process where millions of state and federal dollars are being allocated to fund infrastructure investments.

3. Michigan Shared Credit Rating Act

Congress intended for the Bipartisan Infrastructure Law's SRF principal forgiveness dollars to go towards disadvantaged communities that have lead service lines and other infrastructure needs. The State of Michigan needs to do everything possible to ensure that the Michigan Shared Credit Rating Act is not an impediment to communities getting the resources they need for infrastructure improvements. *We request that WIFFS disclose how it is taking into consideration credit rating concerns for disadvantaged communities.*

4. Project applications and other transparency/accessibility concerns.

- *EGLE should include a hyperlink to the project applications in the draft PPL from the earliest stages of its development. As several of our groups have noted previously, it's difficult to weigh-in on the draft PPL because applications are not readily available to all stakeholders, which requires interested parties to spend limited resources with FOIA requests to EGLE and/or local water utilities. Greater access and transparency provide for greater public awareness and trust in this process. Applicants should be*

required to post project applications on their websites and/or on the websites of the municipalities that would benefit from the project.

- *EGLE should provide more content and description in the PPL and scoring tables in the final IUP. For example:*
 - Provide a key for acronyms and provide at least one complete sentence description of each project. Project descriptions must be informative for them to be meaningful to the general public. For example, “WTP Upgrade” is not an informative project description. Contractor shorthand, such as “96 inch trans main relocation P2” should not be used in a transparent public facing document.
- We would like to know the proposed terms for each project as they become available. For instance, if a community is eligible for a discounted loan rate, the information about the length of the loan should be made available. *If these decisions are made in the coming months rather than being available when the draft PPL is released, then a mechanism for sharing the final terms should be shared amongst stakeholders and with the public through EGLE’s database.*

5. Congressional earmarked funding for water infrastructure projects

- We understand that among the federal resources that have come to Michigan for appropriation through EGLE are earmarked funds for cities and towns. They are designated as pass-through funds from members of Congress for their districts to assist with local water infrastructure needs. These resources are not subject to the state’s review nor, as we understand, are factored into the scoring system or consideration for the distribution of resources to needy communities. *We strongly request that WIFFS include in its reporting where these resources were directed (or passed through) alongside data of the DWSRF IUP.* This would provide necessary transparency to understand which communities are funded and not through any federal or state resources.

As community partners and others become more engaged in infrastructure investment decisions and with the influx of significant additional federal dollars, it becomes increasingly important to provide informational sessions and other opportunities to remain updated on all aspects of the IUP for non-utility partners in advance of the public comment period. We urge you to include public information sessions and more opportunities for stakeholder engagement as you develop IUP ‘26 and beyond.

We would also like to be included in the stakeholder process as you begin developing the scoring criteria for IUP ‘27. Please add our groups to the list of those who you invite to engage in the updating process..

Thank you for your efforts to ensure our input is taken into consideration and for your work to get these vital state and federal dollars to Michigan communities.

Sincerely,

Rev. Edward Pinkney, President
Benton Harbor Community Water Council

Nayyirah Shariff, Director
Flint Rising

Nicholas Leonard, Executive Director
Great Lakes Environmental Law Center

Cyndi Roper, Senior Policy Advocate
Natural Resources Defense Council

Sylvia Orduño, Director
People's Water Board Coalition

Meleah Geertsma, Director of Clean Water and Equity
Alliance for the Great Lakes

Melissa Mays, Founder
Water You Fighting For?

Christy McGillivray, Legislative and Political Director
Sierra Club Michigan



City of Hartford * County of Van Buren * State of Michigan

TO: Mayor Hall and the Hartford Commission

FROM: Nicol Brown, City Manager *NB*

DATE: November 25, 2024

RE: **APPROVAL OF ENGINEERING SERVICES FOR SPARK GRANT**

ITEM BEFORE THE COMMISSION:

The item before the Commission is to approve Abonmarche Consultants, Inc., as the engineer for the Spark grant at the fee of \$158,500.

DISCUSSION:

The City of Hartford was awarded the Spark grant for \$869,900, providing additional parking spaces, sidewalks, lighting and electrical upgrades, and pavilion and restroom improvements. As part of the grant agreement, the city advertised requests for proposals for engineering services.

Southwest Michigan Planning Commission (SWMPC) wrote the request for a proposal (RFP) for the engineering services. The Council of Michigan Foundation (CMF) approved the RFP. The RFP was advertised in the newspaper and emailed to Wightman Associates, Abonmarche Consultants, Progressive, Builders Exchange of Michigan, DLZ, Spicer, Pea Group, and Drummond Carpenter. We received bids back from Abonmarche and Wightman.

Marcy and I scored the RFPs (see attachment) and averaged the two scores. The scoring was based on the Quality of the work plan/approach, cost-effectiveness, personnel, capability, and completeness of the response. Abonmarche scored 96.5 out of 100, and Wightman scored 87.5 out of 100. The grant proposal estimated that the engineering cost would be \$166,000. Wightman's bid for the engineering cost was \$166,000, and Abonmarche's bid was \$158,500. The City sent our bid tabulation and recommendation to CMF.

RECOMMENDATION:

The City of Hartford City Commission approves Abonmarche Consultants, Inc., as the engineer for the Spark grant at the fee of \$158,500.

**SPARK Prime Professional Scoring
HARTFORD**

| Criteria | Points Possible | Abonmarche | | Wightman | |
|---|-----------------|---------------|--|---------------|---|
| | | Average Score | Notes | Average Score | Notes |
| Quality of the Work Plan/Approach | 30 | 27.5 | ADA expertise, will attend City Comm meeting for contractor bid selection, detailed work plan, good schedule | 24.5 | refers to MDNR instead of CMF throughout proposal; schedule not as good |
| Cost Effectiveness | 20 | 20 | under budget \$158,500 | 17 | at budget \$166,000 |
| Personnel (experience, qualifications, knowledge of project area/community, specific experience with public parks and projects funded by MDNR, state and federal grants) | 20 | 20 | All in house (survey, LA, etc) exp with SPARK, MDNR, grants; Do not have history working with the city. The company has the experience and | 17 | uses OCBA for LA; Will sub out the landscape architect |
| Capability (firm experience, references, ability to complete project tasks on time and budget) | 20 | 19 | capacity for the job | 20 | Worked with the city for years and completed the grant application |
| Completeness of Response | 10 | 10 | Very thorough. | 9 | |
| Total Available Points | 100 | 96.5 | | 87.5 | |



City of Hartford * County of Van Buren * State of Michigan

TO: Mayor Hall and the Hartford Commission

FROM: Nicol Brown, City Manager

DATE: November 25, 2024

RE: **APPROVAL OF CITY OF HARTFORD & INTERNATIONAL BROTHERHOOD OF TEAMSTERS CONTRACT AMENDMENT**

ITEM BEFORE THE COMMISSION:

The item before the Commission is to consider amending the City's International Brotherhood of Teamsters and the City of Hartford Police Department contract article XIX Holidays.

DISCUSSION:

The current International Brotherhood of Teamsters and the City of Hartford Police Department contract does not allow all federal paid holidays off. In October 2024, the city commission updated the city employee handbook to include all federal holidays. The employees cannot conduct all city business because Van Buren County offices and financial institutions are closed for the federal holidays. The second change includes removing floating holidays because staff will receive all federal holidays off with pay. The union representative asked if I could amend their contract to include the same benefits as the employee handbook under holidays and personal leave.

Proposed Change:

Section 1. Definition. The following days are designated as holidays under this agreement.

New Year's Day, Martin Luther King Jr. Day, Presidents Day, Good Friday, Memorial Day, Juneteenth, Independence Day, Labor Day, Indigenous Peoples' Day, Veterans Day, Thanksgiving and Friday after Thanksgiving, Christmas Eve, Christmas Day, and New Year's Eve.

Section 3. Personal Leave Days:

Each employee shall receive one personal leave day (12-hour shift) per year, taken at his discretion with the approval of the Police Chief. Any unused personal leave hours will be forfeited at the end of the calendar year.

RECOMMENDATION:

The Hartford City Commission approves the proposed amendment for the City's International Brotherhood of Teamsters and the City of Hartford Police Department contract article XIX Holidays. The amendment will take effect immediately.



City of Hartford * County of Van Buren * State of Michigan

TO: Mayor Hall and the Hartford Commission

FROM: Nicol Brown, City Manager *NB*

DATE: November 25, 2024

RE: APPROVAL OF FINANCIAL SOFTWARE

ITEM BEFORE THE COMMISSION:

The item before the Commission is to approve the BS&A Software Proposal for the financial and personnel management modules, community development modules, and tax and assessment upgrades.

DISCUSSION:

The City currently has BS&A software for taxes and assessing services. Van Buren County mandated that cities and townships have BS&A software. Most of the communities in VBC invested in BS&A for financial management. The City currently has Tyler Technologies for financial management. The system we have is an older module that has since been updated.

The City received quotes from three software companies: BS&A, Tyler Technologies, and Springbrook Software. The three software companies are switching over to a CLOUD-based data storage system. Currently, the City is not on a CLOUD system.

BS&A cost summary includes:

- Upgrade the current assessing and tax modules will be upgraded to a Cloud module - \$4,380 annual fee
- Financial Management Cloud Module will consist of general ledger, accounts payable, cash receipting, accounts receivable, and utility billing - \$7,800 annual fee
- Personnel Management Cloud Module will consist of payroll and timesheets - \$3380 annual fee
- Community Development Cloud Module will consist of building, permits & inspections, planning & zoning, and code enforcement - \$2,740 annual fee
- Data Conversion/Database Setup - \$16,630 (one-time cost)
- Upgrade Implementation - \$3,800 (one-time cost)
- New Module Project Management and Implementation Planning - \$9,750 (one-time cost)
- New Modules Implementation and Training - \$23,000 (one-time cost)

Total Proposal \$71,480

The payment schedule will consist of two fiscal year payments. The first and second payments of \$32,660 will be due in the current fiscal year. The third through fifth payments of \$38,820 will be due next fiscal year 2025/2026.

The City Treasurer worked on the BS&A financial software module at another municipality, and she highly recommends it. The software will reduce paperwork because it will be done electronically and reduce the time required to complete specific financial tasks.

The BS&A quote had the lowest annual fees and conversion costs.

RECOMMENDATION:

The City of Hartford City Commission approves the BS&A Software Proposal for \$71,480 for the financial and personnel management modules, community development modules, and tax and assessment upgrades. It authorizes the City Manager to execute the contract.

Proposal for:
City of Hartford, Van Buren County MI

November 4, 2024

Quoted by: Andrew Galvin

Software and Services for BS&A Cloud



Thank you for the opportunity to quote our software and services.

At BS&A, we are focused on delivering unparalleled service, solutions, support, and customer satisfaction. You'll see this in our literature, but it's not just a marketing strategy... it's a mindset deeply embedded in our DNA. Our goal is to provide such remarkable customer service that our customers feel compelled to remark about it.

*We are extremely proud of the many long-term customer relationships we have built. Our success is directly correlated with putting the customer first and consistently choosing to **listen**. Delivering unparalleled customer service is the foundation of our company.*

Cost Summary

Software is licensed for use only by municipality identified on the cover page. If used for additional entities or agencies, please contact BS&A for appropriate pricing. Prices subject to change if the actual count is significantly different than the estimated count. Module fees are charged annually and include unlimited support.

Upgrade - Cloud Modules – Annual Fee

| Property | |
|-----------|----------------|
| Assessing | \$2,320 |
| Tax | \$2,060 |
| Subtotal | \$4,380 |

New Purchase - Cloud Modules – Annual Fee

| Financial Management | |
|--|-----------------|
| General Ledger | \$1,705 |
| Accounts Payable | \$1,410 |
| Cash Receipting | \$1,530 |
| Accounts Receivable | \$1,340 |
| Utility Billing (approximately 1,100 utility accounts) | \$1,815 |
| Personnel Management | |
| Payroll | \$2,325 |
| Timesheets | \$1,055 |
| Community Development | |
| Community Development | \$2,740 |
| Subtotal | \$13,920 |

Data Conversions/Database Setup

| | |
|---|----------------|
| Convert existing FundBalance data to BS&A format: | |
| General Ledger (COA, Balances, Budget, Up to 10 Years Journal Transaction history) | \$3,000 |
| Accounts Payable (Vendors, Up to 10 years invoices and check history) | \$2,000 |
| Cash Receipting (Receipt items, Up to 10 years receipt history) | \$1,800 |
| Accounts Receivable (Customers, Invoice and Receipt History, if available) | \$2,000 |
| Payroll (Database Setup, Employee detail and YTD, Up to 10 years check history) | \$3,510 |
| Utility Billing (Accounts, Services, Deposits, Rates, Meters; Up to 10 Years of Service, Billing & Payment History) | \$1,320 |

Database Setup:

| | |
|--------------------------------------|----------------|
| Community Development (per database) | \$3,000 |
|--------------------------------------|----------------|

| | |
|----------|-----------------|
| Subtotal | \$16,630 |
|----------|-----------------|

No conversion or database setup to be performed for:

Timesheets

Upgrade Implementation

Services include:

- *Management of your upgrade by our dedicated upgrade team for a smooth shift from .NET to cloud-based software, minimizing disruption*
- *Project schedule aligned with your processes and needs, ensuring a seamless transition timeline*
- *Expedited upgrade to cloud capturing existing process to minimize demands required of client teams*
- *Onboarding planned around critical process dates, ensuring your team is well-prepared for effective cloud software utilization*
- *Central contact for streamlined communication between project leaders, developers, IT staff, and conversion resources*
- *Testing and implementation of existing municipal customizations prior to go-live, preserving functionality and ensuring critical components are converted*
- *Preliminary data conversion with attachments, mirroring final conversion for a smooth transition*
- *Thorough data verification for all modules, ensuring accuracy and reliability of converted data, including automated balancing*
- *Key module validation managed by dedicated upgrade team (vs. customer in previous methodology), including testing of parallel processes*
- *Migration of key custom user-based designed reports handled out-the-box, enabling seamless access to critical insights.*
- *As needed, transition from .NET Online Payments to cloud architecture configuration for uninterrupted payment processing.*
- *Automated scaffolding of users and security roles based on your previous configurations*
- *Conversion of approval workflows based on role-based security, maintaining established processes*
- *As needed, configuration of existing hardware (barcode scanners, etc.) for seamless integration with cloud environment*
- *Documentation of our standard processes, facilitating easy access to essential information*
- *Upgrade training*
- *Prioritized response post go-live for 2 weeks from the upgrade team*
- *3 post go-live survey touch points to check-in on post-go live experience*
- *Remote go-live assistance and remote office hours for a successful transition to the cloud-based software*
- *Travel not expected, but any necessary travel would be billed at a per trip and/or per day cost*

\$3,800

Project Management and Implementation Planning

Services include:

- Analyzing customer processes to ensure all critical components are addressed.
- Creating and managing the project schedule in accordance with the customer's existing processes and needs.
- Planning and scheduling training around any planned process changes included in the project plan.
- Modifying the project schedule as needed to accommodate any changes to the scope and requirements of the project that are discovered.
- Providing a central contact between the customer's project leaders, developers, trainers, IT staff, conversion staff, and other resources required throughout the transition period.
- Installing the software and providing IT consultation for network, server, and workstation configuration and requirements.
- Reviewing and addressing the specifications for needed customizations to meet customer needs (when applicable).

\$9,750

Implementation and Training

- \$1,000/day
- Days quoted are estimates; you are billed for actual days used

Services include:

- Setting up users and user security rights for each application
- Performing final process and procedure review
- Configuring custom settings in each application to fit the needs of the customer
- Setting up application integration and workflow methods
- Onsite verification of converted data for balancing and auditing purposes
- Training and Go-Live

| | | | | |
|-------------------------------|--------|----|----------|-----------------|
| Software Setup | Days: | 4 | | \$4,000 |
| Financial Management Modules | Days: | 9 | | \$9,000 |
| Personnel Management Modules | Days: | 7 | | \$7,000 |
| Community Development Modules | Days: | 3 | | \$3,000 |
| | Total: | 23 | Subtotal | \$23,000 |

Cost Totals

| | |
|---|----------|
| Upgrade Modules - Annual Fee | \$4,380 |
| New Modules - Annual Fee | \$13,920 |
| Data Conversion/Database Setup | \$16,630 |
| Upgrade Implementation | \$3,800 |
| New Module Project Management and Implementation Planning | \$9,750 |
| New Modules Implementation and Training | \$23,000 |

Total Proposed **\$71,480**

Travel Expenses \$8,085

Travel not expected for Upgrades. Any necessary travel to be billed at a per trip and/or per day cost.

Payment Schedule

- 1st Payment: **\$28,280** to be invoiced upon execution of this agreement.
- 2nd Payment: **\$4,380** to be invoiced upon activation of customer's site for upgrade modules.
- 3rd Payment: **\$1,900** to be invoiced upon completion of upgrade implementation.
- 4th Payment: **\$13,920** to be invoiced upon activation of new modules.
- 5th Payment: **\$31,085** to be invoiced upon completion of new module training.



Additional Information

Program Customization

BS&A strives to provide a flexible solution that can be tailored to each municipality's needs. However, in some cases, custom work may be required. Typical examples include:

- custom payment import/lock box import
- custom OCR scan-line
- custom journal export to an outside accounting system
- custom reports

If you require any custom work, please let us know so that we can better understand the scope of your request and include that in a separate proposal.

Cash Receiving Hardware

| | | Quantity | | Cost |
|---|---------|----------|-------|-----------|
| Epson THM-6000V Series Receipt Printer* | \$1,100 | x | _____ | = \$_____ |
| APG Series 100Cash Drawer** | \$275 | x | _____ | = \$_____ |
| Honeywell Hyperion 1300g Linear-Imaging Scanner | \$275 | x | _____ | = \$_____ |

This will add \$_____ to the Total Proposed.

**IMPORTANT. The receipt printer must be plugged into the USB port on one workstation (not your server). This printer is not to be shared with other workstations. If more than one workstation will be used for receipting, please consider purchasing more than one receipt printer.*

Please provide the number of cash drawers that will be hooked up to the printer_____

Note: The availability, model numbers, and pricing for all third party hardware listed above is subject to availability from the manufacturers. In the event that the listed hardware is no longer available at the time of purchase, a comparable replacement will be available, at the then current cost. Returns require pre-approval, and all purchased equipment must be shipped back to BS&A in its original packaging. Returns are subject to a re-stocking fee of \$50.00.

BS&A Online

Connection Requirements

BS&A Cloud modules require a high-speed internet connection (cable modem or DSL).





Leadership Presentation

ERP Software Designed for Local Government

bsasoftware.com

Thank you for your commitment to BS&A Software...

We wouldn't be what we are today without our customers. Because of you, we are able to develop powerful and long-lasting solutions for municipalities in the State of Michigan and beyond.



Andrew Galvin

Account Manager

agalvin@bsasoftware.com



galvinandrew

- Nearly 8 years of experience at BS&A Software
- Background in IT Support and Account Management
- Expertise with: Microsoft SQL, Cybersecurity, Server Hardware, Networks
- Active MTA and MMTA member

TABLE OF CONTENTS



About Us

BS&A Background



Technology

Technology Overview



Benefits

The Benefits of BS&A Cloud



Timeline

The Future of BS&A

About BS&A Software

- BS&A Software is the leading provider of Financial Management, Tax and Assessing, Utilities Management, and HRMS software for the Public Sector in the State of Michigan.
- BS&A has been providing our software solutions to the Public Sector in the State of Michigan for over 30 years.
- 99% of municipalities in Michigan use at least one of our modules.
- BS&A has a 99%+ client retention rate, meaning once a municipality chooses to move forward with BS&A, they want to remain a client in perpetuity.



BS&A's Software Platforms

What You Have Today



.NET / Desktop

.NET is an on-premise, client-server solution. This platform was released in 2008, making it a 16-year-old product.

What We Recommend



Cloud

Cloud is the platform of the future. BS&A released Cloud in 2021, and it offers significant technological and security enhancements creating a more advantageous environment.

Why Cloud?



Access

Work from anywhere with an Internet connection across a range of devices.



Security

Secure Cloud environment with 99.99% up time and Multi Factor Authentication.



Disaster Recovery

Geo-redundant backups occur automatically at regular intervals to two different regions in the United States



Future-Proof

Inherit future versions of BS&A Cloud, included in your annual subscription



Reduce Liability

Eliminate, or reduce, physical servers and we'll handle securing BS&A in cooperation with Microsoft Azure.



Cohesion

With a single BS&A database, our customers can achieve a deeper level of integration than ever before.

Let's Compare the Differences

| Platforms | .NET | Cloud | Comments |
|------------------------------|------|-------|---|
| Comprehensive Access | ✗ | ✓ | <ul style="list-style-type: none"> .NET requires a VPN or Remote Connection to Access the system from off-site. Cloud Only Requires a Web-Browser |
| Robust Security | ✗ | ✓ | <ul style="list-style-type: none"> .NET offers limited security settings by user. Cloud supports record and field level security, and record restrictions by role. |
| Disaster Recovery | ✗ | ✓ | <ul style="list-style-type: none"> .NET does not offer disaster recovery, this would be an additional purchase outside of BS&A. Cloud has disaster recovery included |
| Hardware Requirements | ✓ | ✗ | <ul style="list-style-type: none"> .NET Requires hardware like a Windows PC, SQL Server, and routine maintenance. Cloud does not require our clients to maintain a server, and all server upgrades are included |
| Automatic Updates | ✗ | ✓ | <ul style="list-style-type: none"> .NET requires the user to install updates manually on each workstation for each module Cloud supports automatic updates |

Let's Compare the Differences Continued...

| Platforms | .NET | Cloud | Comments |
|--|------|-------|---|
| Background Reporting/Processing | ✗ | ✓ | <ul style="list-style-type: none"> .NET requires that the module pauses while a report or process runs, locking up the system. Cloud runs reports/processes in the background allowing you to continuously use the system |
| Unlimited Storage | ✗ | ✓ | <ul style="list-style-type: none"> .NET's storage limits are purchased and determined by the municipality, separately from BS&A. Cloud includes unlimited storage on MS Azure |
| User Defined Workflows | ✗ | ✓ | <ul style="list-style-type: none"> .NET offers limited workflow functions Cloud allows for workflows and automation |
| User Defined Dashboards | ✗ | ✓ | <ul style="list-style-type: none"> .NET does not offer any dashboards Cloud supports unlimited role-based dashboards |

What are the Benefits?

Peace of Mind

- Ransomware Resistance
- Disaster Recovery
- Regular, Automatic Backups
- Reduce Liability



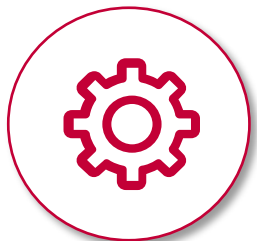
Enhanced Productivity

- Less downtime
- Run heavy processes in the background
- Customize dashboards, workflows, workspaces and more.



Flexibility

- Easy access from anywhere
- Access to real-time data from multiple locations
- No need to maintain a physical server



BS&A's Platform History

DOS

Jim Bellefeuil releases DOS, the first iteration of what we know as BS&A Software today.



1986

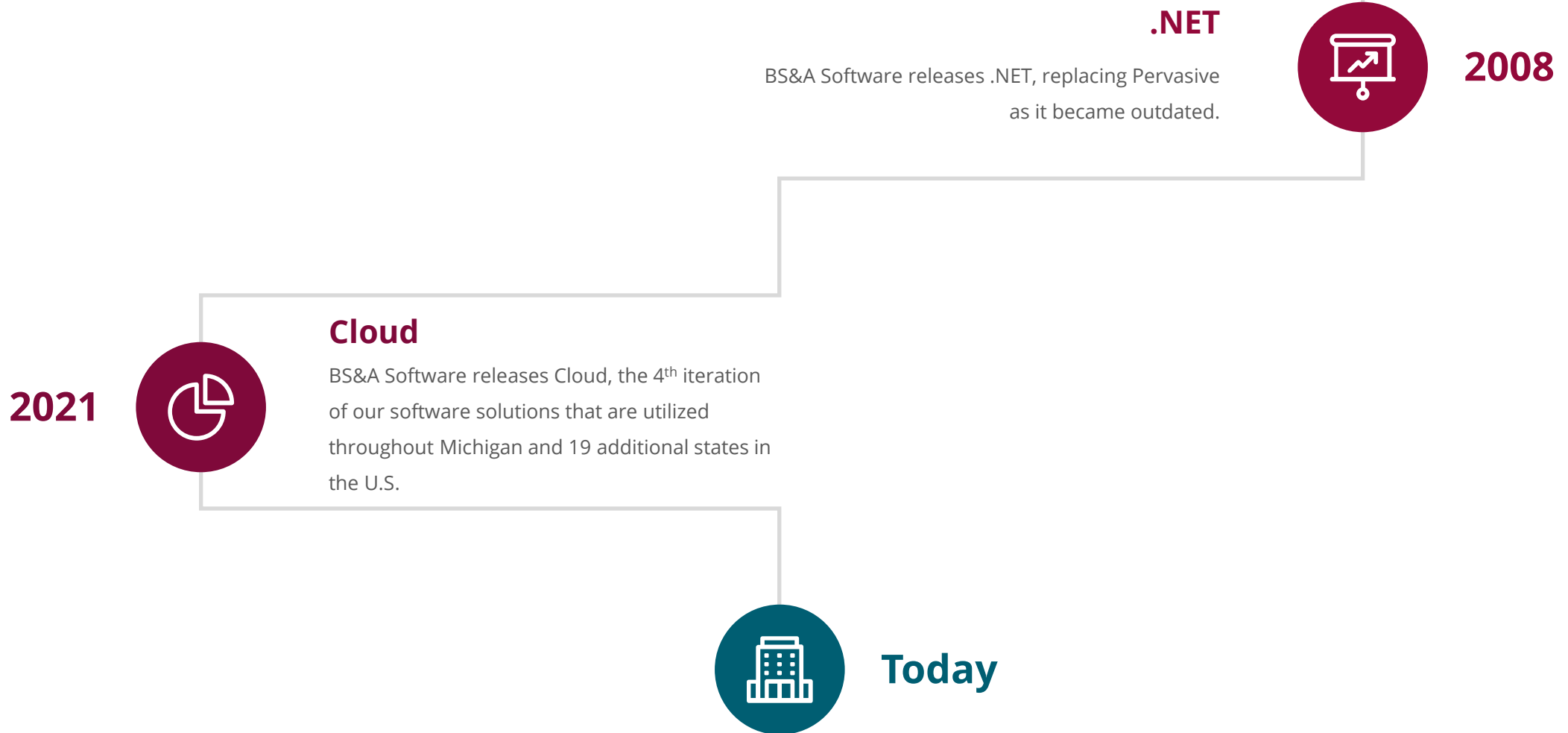
Pervasive

BS&A Software releases a new platform, moving from DOS to Windows using the Pervasive database engine.



1995-2001

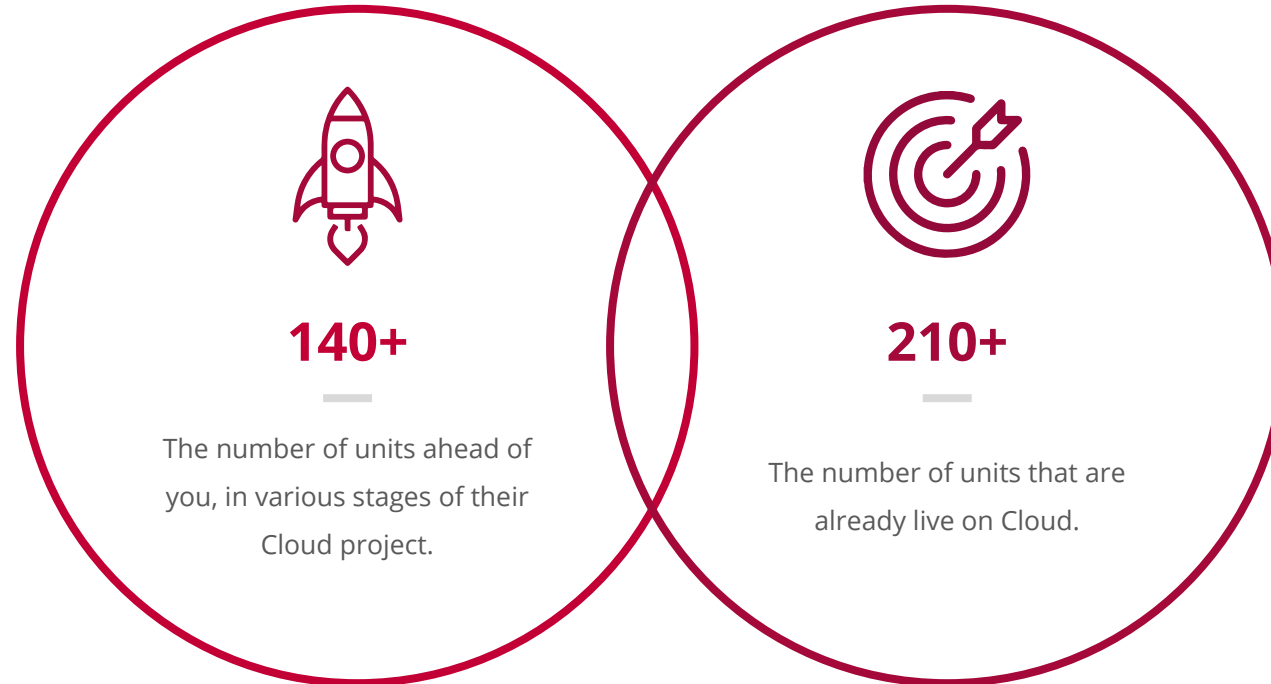
BS&A's Platform History



BS&A Cloud and You

We recommend considering an upgrade to Cloud to keep up with technology and security enhancements as we continue to create a more advantageous environment for our clients.

Cloud Adoption Statistics



THANK YOU





City of Hartford * County of Van Buren * State of Michigan

TO: Mayor Hall and the Hartford Commission

FROM: Nicol Brown, City Manager *NB*

DATE: November 25, 2024

RE: **APPROVAL OF CDL TRAINING LOAN AGREEMENT**

ITEM BEFORE THE COMMISSION:

The item before the Commission is the approval of a commercial driver's license (CDL) training loan agreement.

DISCUSSION:

Most municipalities ask the Department of Public Work's employees for whom the city is paying for the commercial driver's license training costs to sign a loan agreement. The loan agreement will protect the city from paying for the cost and the city employees from terminating employment and using the license for other jobs before two years. If the employee decides to terminate employment within two years, the employee will repay the loan on the following terms of forgiveness of the loan.

- a. An equal portion of the total loan amount will be forgiven monthly for twenty-four (24) months following the issuance of the CDL. Consequently, the loan will be fully forgiven after two (2) years of continuous employment from the date the CDL is issued.
- b. If the city determines to terminate the Employee without cause, the total loan amount shall be automatically forgiven as of the termination date.
- c. If the Employee experiences a life-changing event, the city commission may, at its sole discretion, forgive any remaining loan balance. Examples of life-changing events may include but are not limited to, serious illness or injury, the onset of a permanent disability, or the death of an immediate family member that causes the Employee to discontinue his or her employment.

A commercial driver's license is crucial for the city's operations, particularly for our snow trucks used in snow plowing. We do not have a public work employee with a license, but we have a wastewater treatment plant employee with a CDL.

RECOMMENDATION:

The City of Hartford City Commission approves the commercial driver's license (CDL) training loan agreement.

**COMMERCIAL DRIVER’S LICENSE (CDL) TRAINING
LOAN AGREEMENT**

This CDL Training Loan Agreement (“Agreement”) is made and entered into by and the City of Hartford (“Employer”) and _____ (“Employee”), as of _____, 2024.

RECITALS

- A. Employer agrees to loan Employee funds to cover the costs associated with obtaining a Commercial Driver’s License (“CDL”), including but not limited to training and testing expenses.
- B. Employee agrees to obtain the CDL by December 31, 2025, and subsequently work for Employer for a period of two (2) years following the issuance date of the CDL, subject to the terms and conditions described below.

TERMS AND CONDITIONS

1. Loan Amount and Use

Employer agrees to loan Employee \$ _____ to cover the expenses for obtaining a CDL. Employee agrees to use the loan amount exclusively for expenses directly related to the training and testing required for obtaining a CDL. The parties agree and acknowledge that Employee will use the CDL in the course of his employment and that the advance of the training and testing expenses therefore serves a valid public purpose.

2. Forgiveness of Loan

- a. An equal portion of the total loan amount will be forgiven monthly over a period of twenty-four (24) months following the issuance of the CDL. Consequently, the loan will be fully forgiven after two (2) years of continuous employment from the date the CDL is issued.
- b. If the City determines to terminate the Employee without cause, the total loan amount shall be automatically forgiven as of the date of termination.
- c. In the event that the Employee experiences a life-changing event, the City Commission may, at its sole discretion, forgive any remaining loan balance. Examples of life-changing events may include, but are not limited to, serious illness or injury, the onset of a permanent disability, or the death of an immediate family member that causes the Employee to discontinue his or her employment.

3. Repayment of Loan

The remaining loan balance shall become due and payable in full on the earliest of the following dates:

- a. If the Employee does not obtain a CDL by July 1, 2025, the remaining loan balance is due and payable as of July 2, 2025.
- b. If the Employee voluntarily terminates his or her employment or is terminated by the City for cause, the remaining loan balance is due and payable on the date of termination.

4. Collection

In the event that the Employee is required to repay the loan pursuant to the terms of this Agreement, the Employee hereby expressly authorizes the Employer to withhold any unpaid loan balance from the Employee’s wages or any other amounts owed by the Employer to the Employee, to the extent permitted by applicable law. This withholding authorization shall not preclude the Employer from pursuing any other lawful means of recovering the unpaid loan balance, including filing an action for breach of this Agreement. If the Employer prevails in such action it shall be entitled to recover from the Employee all reasonable costs incurred, including, but not limited to, court costs and reasonable attorney’s fees.

5. Miscellaneous

This Agreement constitutes the entire agreement between the Parties regarding the subject matter hereof and supersedes all prior discussions, agreements, or understandings of any kind. Any amendments or modifications to this Agreement must be made in writing and signed by both Parties. This Agreement shall be governed by and construed in accordance with the laws of the state of Michigan.

The parties of signed this CDL Training Loan Agreement as of the date first written above.

CITY OF HARTFORD

EMPLOYEE

, Mayor

, City Clerk



City of Hartford * County of Van Buren * State of Michigan

TO: Mayor Hall and the Hartford Commission

FROM: Nicol Brown, City Manager ~~16~~

DATE: November 25, 2024

RE: **CITY COMMISSION MEETING SCHEDULE**

ITEM BEFORE THE COMMISSION:

The item before the Commission is to approve the city commission meeting schedule for the 2025 calendar year.

DISCUSSION:

Every year, the city council must approve the city commission meeting schedule. As part of the Open Meetings Act, the council meetings are posted. The city clerk will post the approved council meeting dates outside of city hall on the posting boards in front and back of city hall and on the city's website.

City hall administrative offices are not busy for the public during the Christmas and New Year holidays. I'm requesting that city hall be closed for business on Thursday, December 26, 2024, Friday, December 27, 2024, Friday, December 26, 2025, and January 2nd, 2026. Staff could choose to take a personal or vacation day.

RECOMMENDATION:

The City of Hartford City Commission makes a motion to approve the 2025 city commission meeting schedule and to close city hall administrative offices. City Hall will be closed for business on Thursday, December 26, 2024, Friday, December 27, 2024, Friday, December 26, 2025, and January 2nd, 2026. Staff could take a personal day, vacation day, or work from home.



City of Hartford * County of Van Buren * State of Michigan

CITY OF HARTFORD 2025 CITY COMMISSION MEETING SCHEDULE

| Date | Day | |
|----------------------------|--------------------------|-----------------------|
| January 27 th | Council Business Meeting | |
| February 24 th | Council Business Meeting | |
| March 24 th | Council Business Meeting | |
| March 25 th | Special Council Meeting | City Manager’s review |
| April 28 th | Council Business Meeting | |
| May 19 th | Council Business Meeting | Third Monday |
| June 23 rd | Council Business Meeting | |
| July 28 th | Council Business Meeting | |
| August 25 th | Council Business Meeting | |
| September 22 nd | Council Business Meeting | |
| October 27 th | Council Business Meeting | |
| November 24 th | Council Business Meeting | |
| December 15 th | Council Business Meeting | Third Monday |

All meeting is held at 5:30 pm in the City Commission Room of Hartford City Hall unless otherwise stated. Notice subject to change and in compliance with the open meetings act.

19 West Main St * Hartford * MI * 49057 * 269-621-2477 * 269-621-2054 fax
www.cityofhartfordmi.org



CITY OF HARTFORD 2025 HOLIDAY SCHEDULE CITY HALL CLOSED

| Date | Day | Holiday |
|---------------------------|-----------|---------------------------|
| January 1 st | Wednesday | New Year's Day |
| January 20 th | Monday | MLK, Jr Birthday |
| February 17 th | Monday | President's Birthday |
| April 18 th | Friday | Good Friday |
| May 26 th | Monday | Memorial Day |
| June 19 th | Thursday | Juneteenth Day |
| July 4 th | Friday | Independence Day |
| September 1 st | Monday | Labor Day |
| October 13 th | Monday | Indigenous Peoples' Day |
| October 31 st | Friday | Trick or Treat Day |
| November 11 th | Tuesday | Veterans Day |
| November 27 th | Thursday | Thanksgiving Day |
| November 28 th | Friday | Friday after Thanksgiving |
| December 24 th | Wednesday | Christmas Eve |
| December 25 th | Thursday | Christmas Day |
| December 31 st | Wednesday | New Year's Eve |

**CITY OF HARTFORD
COUNTY OF VAN BUREN
STATE OF MICHIGAN
SECOND READING AMENDMENT TO ZONING MAP**

PROPOSED ORDINANCE NO. 344 - 2024

AN ORDINANCE TO AMEND THE ZONING MAP PROVIDED BY SECTION 151.05 OF THE CITY OF HARTFORD ZONING ORDINANCE TO CONDITIONALLY REZONE TAX I.D. NO. 80-52-822-003-00 AND A PORTION OF 80-52-822-001-05 FROM THE GENERAL BUSINESS DISTRICT TO THE LIGHT INDUSTRIAL DISTRICT

The City of Hartford Ordains:

Section 1. Amendment. The zoning map provided pursuant to section 151.05 of the City of Hartford Zoning Ordinance is amended to show that the following property is rezoned to be in the Light Industrial District and no longer in the General Business District.

Legal Description of Land to be Rezoned:

Parcel 1:

Part of the Northwest 1/4 of Section 22, Town 3 South, Range 16 West, described as beginning at a point on the West line of said Section 22 which is North 00 degrees 27 minutes 50 seconds West 342.30 feet from the West 1/4 post of said Section; thence North 89 degrees 32 minutes 10 seconds East 333.00 feet; thence South 00 degrees 27 minutes 50 seconds East parallel with said West line, 294.40 feet to the Northerly line of Highway I-94 right of way; thence North 77 degrees 30 minutes 19 seconds West along same, 341.70 feet to said West Section line; thence North 00 degrees 27 minutes 50 seconds West along same, 217.77 feet to the point of beginning.

Parcel 2:

Commencing at the North 1/4 post of Section 22, Town 3 South, Range 16 West and running thence South 00 degrees 26 minutes 08 seconds East along the North and South 1/4 line of said Section, a distance of 1319.50 feet to the East and West 1/8 line in the Northwest 1/4 of said Section; thence North 89 degrees 51 minutes 25 seconds West along said line, 300.00 feet for the Place of Beginning of the land herein described; thence continuing North 89 degrees 51 minutes 25 seconds West along said 1/8 line, 150.00 feet; thence South 00 degrees 26 minutes 08 seconds East, parallel with the North and South 1/4 line in said Section, 450.00 feet; thence South 89 degrees 51 minutes 25 seconds East, parallel with said 1/8 line, 200.00 feet; thence North 00 degrees 26 minutes 08 seconds West, parallel with said 1/4 line, 175.00 feet; thence North 89 degrees 51 minutes 25 seconds West, parallel with said 1/8 line, 50.00 feet; thence North 00 degrees 26 minutes 08 seconds West, parallel with said 1/4 line, 275.00 feet to beginning.

AND

Commencing at the Northwest corner of Section 22, Town 3 South, Range 16 West; thence South 89 degrees 50 minutes East along the North Section line 417.53 feet to beginning; thence South 00 degrees 27 minutes 50 seconds East parallel with the West Section line 600 feet; thence North 89 degrees 50 minutes West parallel with the North Section line 417.50 feet to the West Section line; thence South 00 degrees 27 minutes 50 seconds East along the West Section line to the Northerly line of 1-94 Highway; thence Easterly along said Northerly line to the North and South 1/4 line; thence North 00 degrees 26 minutes 08 seconds West along said 1/4 line 768.66 feet; thence North 89 degrees 51 minutes 25 seconds West parallel with the South line of the Northeast 1/4 of the Northwest 1/4 of Section 450.00 feet; thence North 00 degrees 26 minutes 08 seconds East parallel with said 1/4 line 450.0 feet to the South line of the Northeast 1/4 of the Northwest 1/4; thence South 89 degrees 51 minutes 25 seconds East on same 450.0 feet to the North and South 1/4 line; thence North 00 degrees 26 minutes 08 seconds West along said 1/4 line 659.75 feet to the South line of the North 1/2 of the Northeast 1/4 of the Northwest 1/4; thence North 89 degrees 50 minutes 35 seconds West along said South line 1826.80 feet; thence North 00 degrees 10 minutes East 445.87 feet to the Southerly line of 60th Avenue; thence North 89 degrees 50 minutes West along said Southerly line 8.44 feet; thence North 61 degrees 12 minutes West along said Southerly line 447.64 feet to the North Section line; thence North 89 degrees 50 minutes West along the North Section line 1.67 feet to beginning.

EXCEPT beginning on the West Section line North 00 degrees 27 minutes 50 seconds West 342.3 feet from the West 1/4 post of Section; thence North 89 degrees 32 minutes 10 seconds East 333 feet; thence South 00 degrees 27 minutes 50 seconds East 294.40 feet to the Northerly line of 1-94 Highway; thence North 77 degrees 30 minutes 19 seconds West along said Northerly line 341.70 feet to the West Section line; thence North 00 degrees 27 minutes 50 seconds West on same 217.77 feet to beginning.

ALSO EXCEPT commencing at the North 1/4 post of Section 22, Town 3 South, Range 16 West; thence South 00 degrees 26 minutes 08 seconds East on the North and South 1/4 line 659.75 feet to the North line of the South 1/2 of the Northeast 1/4 of the Northwest 1/4 of Section and beginning; thence North 89 degrees 50 minutes 35 seconds West on same 395.69 feet; thence South 00 degrees 26 minutes 59 seconds East 659.84 feet to the East and West 1/8 line; thence South 89 degrees 51 minutes 25 seconds East on same to the North and South 1/4 line; thence North 00 degrees 26 minutes 08 seconds West on said 1/4 line to beginning.

Tax I.D. No. 80-52-822-003-00 and Portion of Tax I.D. No. 80-52-822-001-05

Section 2. Effective Date. This ordinance shall take effect seven days after its publication, or on the date on which a lot split is granted for Tax I.D. No. 80-52-822-001-05 that creates the child parcel described above, whichever comes later.

YEAS: Commissioners,

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

This true and complete copy of Ordinance No. 344-2024 was declared adopted at a regular meeting of the Hartford City Commission held on _____, 2024.

Richard A. Hall, Mayor

RoxAnn Rodney-Isbrecht, City Clerk

| | | | |
|-----------------|-------------------|---------------------------|------------------|
| PC Hearing: | October 14, 2024 | Introduced First Reading: | October 28, 2024 |
| Second Reading: | November 25, 2024 | Adopted: | _____, 2024 |
| Published: | _____, 2024 | Effective: | _____, 2024 |

**CITY OF HARTFORD
COUNTY OF VAN BUREN
STATE OF MICHIGAN
RESOLUTION 2024 – 052**



RESOLUTION TO APPROVE THE CITY OF HARTFORD & INTERNATIONAL BROTHERHOOD OF TEAMSTERS LOCAL 214 AGREEMENT AMENDMENTS

At a Regular meeting of the City of Hartford Commission at 19 West Main Street called to order by Mayor Richard A. Hall on November 25, 2024 at 5:30p.m.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____,

WHEREAS, the current International Brotherhood of Teamsters Local 214 and the City of Hartford Police Department Agreement does not allow all federal paid holidays off. In October 2024, the City Commission updated the City employee handbook to include all federal holidays; and

WHEREAS, the employees cannot conduct all City business because Van Buren County offices and financial institutions are closed for the federal holidays; and

WHEREAS, the second change includes removing floating holidays because staff will receive all federal holidays off with pay; and

WHEREAS, the union representative asked if the City Commission could amend the contract to include the same benefits as the employee handbook under holidays and personal leave; and

WHEREAS, the following is the proposed amendment to Article XIX-Holiday's:

Section 1. Definition. The following days are designated as holidays under this agreement.

New Year's Day, Martin Luther King Jr. Day, Presidents Day, Good Friday, Memorial Day, Juneteenth, Independence Day, Labor Day, Indigenous Peoples' Day, Veterans Day, Thanksgiving and Friday after Thanksgiving, Christmas Eve, Christmas Day, and New Year's Eve.

WHEREAS, the following is the proposed amendment to Article XIX-Holiday's:

Section 3. Personal Leave Days:

Each employee shall receive one personal leave day (12-hour shift) per year, taken at his discretion with the approval of the Police Chief. Any unused personal leave hours will be forfeited at the end of the calendar year.

NOW, THEREFORE BE IT RESOLVED, the Hartford City Commission approves the proposed amendment to the agreement between the City of Hartford and the International Brotherhood of Teamsters Local 214 article XIX Holidays. The amendment will take effect immediately.

YEAS: Commissioner's

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED

DATE: November 25, 2024

RoxAnn Rodney-Isbrecht, City Clerk

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 25, 2024

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 2024 – 053**



RESOLUTION TO APPROVE CDL TRAINING LOAN AGREEMENT

At a Regular meeting of the City of Hartford Commission at 19 West Main Street called to order by Mayor Richard A. Hall on November 25, 2024 at 5:30p.m.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____,

WHEREAS, a commercial driver’s license is crucial for the City’s operations, particularly for equipment used in snow plowing; and

WHEREAS, most municipalities ask the Department of Public Work’s employees for whom the City is paying for the commercial driver’s license training costs to sign a loan agreement; and

WHEREAS, the loan agreement will protect the City from paying for the cost and the Employee from terminating employment with the City and using the license for other jobs before two years; and

WHEREAS, the Employee decides to terminate employment within two years of obtaining their CDL, the Employee will repay the training costs loan on the following terms of forgiveness of the loan;

- a. An equal portion of the total loan amount will be forgiven monthly for twenty-four (24) months following the issuance of the CDL. Consequently, the loan will be fully forgiven after two (2) years of continuous employment from the date the CDL is issued.
- b. If the City determines to terminate the Employee without cause, the total loan amount shall be automatically forgiven as of the termination date.
- c. If the Employee experiences a life-changing event, the City Commission may, at its sole discretion, forgive any remaining loan balance. Examples of life-changing events may include but are not limited to serious illness or injury, the onset of a permanent disability, or the death of an immediate family member that causes the Employee to discontinue his or her employment.

NOW, THEREFORE BE IT RESOLVED, the Hartford City Commission approves the commercial driver’s license (CDL) training loan agreement.

YEAS: Commissioner’s

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED

DATE: November 25, 2024

RoxAnn Rodney-Isbrecht, City Clerk

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 25, 2024

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 2024 – 054**



RESOLUTION TO APPROVE FINANCIAL SOFTWARE PURCHASE

At a Regular meeting of the City of Hartford Commission at 19 West Main Street called to order by Mayor Richard A. Hall on November 25, 2024 at 5:30p.m.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____,

WHEREAS, The City currently has BS&A software for taxes and assessing services. Van Buren County mandated that cities and townships have BS&A software. Most of the communities in VBC invested in BS&A for financial management. The City currently has Tyler Technologies for financial management which is an older module that has since been updated; and

WHEREAS, the City received quotes from three software companies: BS&A, Tyler Technologies, and Springbrook Software. The three software companies are switching over to a CLOUD-based data storage system. The City’s current software is not a CLOUD-based system; and

WHEREAS, the City Treasurer worked on the BS&A financial software module at another municipality and highly recommends it. The software will reduce paperwork because it will be done electronically and reduce the time required to complete specific financial tasks; and

WHEREAS, the BS&A quote had the lowest annual fees and conversion costs; and

WHEREAS, BS&A cost summary includes:

- Upgrade the current assessing and tax modules will be upgraded to a Cloud module - \$4,380 annual fee
- Financial Management Cloud Module will consist of general ledger, accounts payable, cash receipting, accounts receivable, and utility billing - \$7,800 annual fee
- Personnel Management Cloud Module will consist of payroll and timesheets - \$3380 annual fee
- Community Development Cloud Module will consist of building, permits & inspections, planning & zoning, and code enforcement - \$2,740 annual fee
- Data Conversion/Database Setup - \$16,630 (one-time cost)
- Upgrade Implementation - \$3,800 (one-time cost)
- New Module Project Management and Implementation Planning - \$9,750 (one-time cost)
- New Modules Implementation and Training - \$23,000 (one-time cost)

Total Proposal \$71,480

WHEREAS, the payment schedule will consist of two fiscal year payments. The first and second payments of \$32,660 will be due in the current fiscal year. The third through fifth payments of \$38,820 will be due next fiscal year 2025/2026; and

NOW, THEREFORE BE IT RESOLVED, the Hartford City Commission approves the BS&A Software Proposal for \$71,480 for the financial and personnel management modules, community development modules, and tax and assessment upgrades and authorizes the City Manager to execute the contract.

YEAS: Commissioner's

NAYS: ABSENT:

RESOLUTION DECLARED ADOPTED

DATE: November 25, 2024

RoxAnn Rodney-Isbrecht, City Clerk

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 25, 2024

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 2024 – 055**



RESOLUTION TO ACCEPT EGLE’S FUNDING AWARD FOR DWSRF FUNDING

At a Regular meeting of the City of Hartford Commission at 19 West Main Street called to order by Mayor Richard A. Hall on November 25, 2024 at 5:30p.m.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____,

WHEREAS, the Drinking Water State Revolving Fund (DWSRF) is a low-interest loan program established by the Safe Drinking Water Act (SDWA) Amendments of 1996; and

WHEREAS, the program assists public water systems in financing the costs of replacing and repairing drinking water infrastructure to protect public health and achieve or maintain compliance with State Drinking Water Act requirements. DWSRF is based upon an allocation formula determined from the most recent Drinking Water Infrastructure Needs Survey; and

WHEREAS, the State of Michigan Department of Environmental, Great Lakes, and Energy (EGLE) implemented a DWSRF legislation scoring criteria for fiscal year 2025; and

WHEREAS, the City scored in the top 10 for being offered a funding award of a mixture of loans, principal forgiveness, and state grant funds; and

WHEREAS, the City was designated as a significantly overburdened applicant and was awarded a 40% grant/forgiveness, unlike other communities without the designation, which will receive a 20% grant/forgiveness; and

WHEREAS, the EPA’s Lead and Copper Rule Improvement for October 2024 requires most water systems to replace lead service lines within 10 years; and

WHEREAS, the City submitted a project cost of \$11,760,000 and was offered a DWSRF funding award in FY 2025: \$7,056,000 DWSRF 1% loan, \$4,324,880 DWSRF supplemental Principal Forgiveness, and \$379,120 State Lead Service Line Replacement (LSLR) and Water Main grant; and

WHEREAS, the \$11,760,000 will be used to replace water mains, upgrade the Iron Removal plant, replace lead service lines, and install new meters; and

NOW, THEREFORE BE IT RESOLVED, the Hartford City Commission accepts the Michigan Department of Environmental, Great Lakes, and Energy (EGLE) funding award offer. The Commission also gives the City Manager authority to execute the award contracts.

YEAS: Commissioner’s

NAYS: ABSENT:

RESOLUTION DECLARED ADOPTED

DATE: November 25, 2024

RoxAnn Rodney-Isbrecht, City Clerk

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 25, 2024

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 2024 - 056**



RESOLUTION ADOPTING FISCAL YEAR 2024/2025 BUDGET ADJUSTMENT 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 25, 2024 at 5:30p.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 2, 2024, and a public hearing on the proposed budget was held on May 20, 2024, and participation regarding the adoption of a budget and property tax levy for the City’s fiscal year commencing July 1, 2024 and ending June 30, 2025, 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, 2024, and ending June 30, 2025, in accordance with the City Charter.

BE IT FURTHER RESOLVED, that the adjustments change the overall fiscal 2023/2024 budget of revenue by \$32,885.00 and expenditures by (\$3,000.00)

YEAS: Commissioners’
NAYS: ABSENT:

RESOLUTION DECLARED ADOPTED
DATE: November 25, 2024

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 25, 2024 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: November 25, 2024

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 2024-056**



RESOLUTION ADOPTING FISCAL YEAR 2024/2025 BUDGET ADJUSTMENTS NO. ONE

EXHIBIT A

| FISCAL 2024-2025 BUDGET ADJUSTMENTS NO. ONE GENERAL FUND | | | | |
|--|-----------------------------------|-----------|---------------|--------------------|
| GENERAL FUND | REVENUE | | | |
| | CURRENT BUDGET | | | \$1,493,185 |
| | CURRENT (October 31, 2024) | 851,484 | | |
| | ADDITIONAL PROJECTED | 655,471 | | |
| | PROJECTED REVENUE | 1,506,955 | | |
| | ADJUSTMENTS: | | | |
| | | SUBTRACT | ADD | |
| | MUNICIPAL SERVICES | | 5,551 | |
| | INTEREST ON INVESTMENTS | | 4,219 | |
| | BANK INTEREST ON ACCOUNTS | | 4,000 | |
| | TOTAL REVENUE ADJUSTMENTS: | | 13,770 | |
| | ADJUSTED REVENUE | | | \$1,506,955 |
| GENERAL FUND | EXPENDITURES | | | |
| | CURRENT BUDGET | | | \$1,731,649 |
| | CURRENT (October 31, 2024) | 531,833 | | |
| | ADDITIONAL PROJECTED | 1,199,816 | | |
| | PROJECTED EXPENDITURES | | 1,731,649 | |
| | ADJUSTMENTS: | | | |
| | | SUBTRACT | ADD | |
| | CITY MANAGER | | 2,500 | |
| | CENTRAL SUPPLIES-OFFICE | 2,051 | | |
| | CENTRAL SUPPLIES-POSTAGE | | 401 | |
| | CENTRAL SUPPLIES-REPAIRS | | 1,650 | |
| | CITY HALL & GROUNDS | 2,500 | | |
| | POLICE DEPARTMENT | 60,000 | | |

| | | | | |
|--|--|--------|----------|--------------------|
| | DEPT OF PUBLIC WORKS | 60,000 | | |
| | | | | |
| | TOTAL EXPENDITURES ADJUSTMENTS | | 0 | |
| | | | | |
| | ADJUSTED TOTAL EXPENDITURES | | | \$1,731,649 |
| | | | | |
| | PROJECTED ADJUSTMENT TO GENERAL FUND BALANCE: | | | |

**FISCAL 2024-2025
BUDGET ADJUSTMENTS NO. ONE
STREET FUNDS**

| | | | | |
|----------------------|---|----------|--------------|------------------|
| | | | | |
| MAJOR STREETS | REVENUE | | | |
| | CURRENT BUDGET | | | \$303,200 |
| | | | | |
| | CURRENT (OCTOBER 31, 2024) | 131,881 | | |
| | ADDITIONAL PROJECTED | 180,969 | | |
| | | | | |
| | PROJECTED REVENUE | | 312,850 | |
| | | | | |
| | ADJUSTMENTS: | SUBTRACT | ADD | |
| | | | | |
| | RIGHT OF WAY PERMITS | | 1,028 | |
| | INTEREST ON INVESTMENTS | | 8,622 | |
| | | | | |
| | TOTAL REVENUE ADJUSTMENT | | 9,650 | |
| | | | | |
| | ADJUSTED REVENUE | | | \$312,850 |
| | | | | |
| MAJOR STREETS | EXPENDITURES | | | |
| | CURRENT BUDGET | | | \$184,168 |
| | | | | |
| | CURRENT (OCTOBER 31, 2024) | 50,112 | | |
| | ADDITIONAL PROJECTED | 134,056 | | |
| | | | | |
| | PROJECTED EXPENDITURES | | 184,168 | |
| | | | | |
| | ADJUSTMENTS: | SUBTRACT | ADD | |
| | | | | |
| | TOTAL EXPENDITURE ADJUSTMENTS | | 0 | |
| | | | | |
| | ADJUSTED EXPENDITURES | | | \$184,168 |
| | | | | |
| | PROJECTED ADJUSTMENT TO MAJOR STREET FUND BALANCE: | | | |

| | | | | |
|---|--------------------------------------|----------|------------|------------------|
| LOCAL STREETS | REVENUE | | | |
| | CURRENT BUDGET | | | \$103,600 |
| | CURRENT REVENUE (OCTOBER 31, 2023) | 42,362 | | |
| | ADDITIONAL PROJECTED | 62,038 | | |
| | PROJECTED REVENUE | | 104,400 | |
| | BUDGET ADJUSTMENTS | SUBTRACT | ADD | |
| | RIGHT OF WAY PERMITS | | 800 | |
| | TOTAL REVENUE ADJUSTMENTS | | 800 | |
| | ADJUSTED REVENUE | | | \$104,400 |
| LOCAL STREETS | EXPENDITURES | | | |
| | CURRENT BUDGET | | | \$68,175 |
| | CURRENT (OCTOBER 31, 2024) | 16,586 | | |
| | ADDITIONAL PROJECTED | 51,589 | | |
| | PROJECTED EXPENDITURES | | 68,175 | |
| | ADJUSTMENT | SUBTRACT | ADD | |
| | TOTAL EXPENDITURE ADJUSTMENTS | | 0 | |
| | ADJUSTED EXPENDITURES | | | \$68,175 |
| PROJECTED ADJUSTMENT TO LOCAL STREET FUND BALANCE: | | | | |

| FISCAL 2024-2025 BUDGET ADJUSTMENTS – NO. ONE SEWER FUND | | | | |
|--|--------------------------------|---------|---------|------------------|
| SEWER FUND | REVENUE | | | |
| | CURRENT BUDGET | | | \$823,249 |
| | CURRENT REVENUE (OCT 31, 2024) | 390,586 | | |
| | ADDITIONAL PROJECTED | 437,463 | | |
| | PROJECTED REVENUE | | 828,049 | |
| | ADJUSTMENTS: | | | |

| | | SUBTRACT | ADD | |
|--|--------------------------------------|----------|-----|--------------------|
| | CONNECTIONS | | | 50 |
| | INTEREST ON INVESTMENTS | | | 4,750 |
| | TOTAL REVENUE ADJUSTMENT | | | 4,800 |
| | ADJUSTED REVENUE | | | \$828,049 |
| SEWER FUND | EXPENDITURES | | | |
| | CURRENT BUDGET | | | \$1,092,546 |
| | CURRENT (OCTOBER 31, 2024) | 266,407 | | |
| | ADDITIONAL PROJECTED | 826,139 | | |
| | PROJECTED EXPENDITURES | | | 1,092,546 |
| | ADJUSTMENTS: | | | |
| | | SUBTRACT | ADD | |
| | * | | | |
| | TOTAL EXPENDITURE ADJUSTMENTS | | | 0 |
| | ADJUSTED EXPENDITURES | | | \$1,092,546 |
| PROJECTED ADJUSTMENT TO SEWER FUND BALANCE: | | | | |
| *Depreciation should be around \$ | | | | |

| FISCAL 2024-2025 BUDGET ADJUSTMENTS – NO. ONE WATER FUND | | | | |
|--|---------------------------------|----------|-----|------------------|
| WATER FUND | REVENUE | | | |
| | CURRENT BUDGET | | | \$422,679 |
| | CURRENT (OCTOBER 31, 2024) | 188,827 | | |
| | ADDITIONAL PROJECTED | 240,717 | | |
| | PROJECTED REVENUE | | | 429,544 |
| | ADJUSTMENTS: | | | |
| | | SUBTRACT | ADD | |
| | MISC REVENUE | | | 6,865 |
| | TOTAL REVENUE ADJUSTMENT | | | 6,865 |
| | ADJUSTED REVENUE | | | \$429,544 |

| | | | | |
|--|-------------------------------------|----------|----------|------------------|
| WATER FUND | EXPENDITURES | | | |
| | CURRENT BUDGET | | | \$404,900 |
| | CURRENT (OCTOBER 31, 2024) | 95,968 | | |
| | ADDITIONAL PROJECTED | 308,932 | | |
| | PROJECTED EXPENDITURES | | 404,900 | |
| | ADJUSTMENTS: | | | |
| | | SUBTRACT | ADD | |
| | * | | | |
| | TOTAL EXPENDITURE ADJUSTMENT | | 0 | |
| | ADJUSTED EXPENDITURES | | | \$404,900 |
| PROJECTED ADJUSTMENT TO WATER FUND BALANCE: | | | | \$ |
| *Depreciation should be around \$ | | | | |

| FISCAL 2024-2025 BUDGET ADJUSTMENTS – NO. ONE MISCELLANEOUS FUNDS | | | | |
|---|---------------------------------|----------|----------------|-------------------|
| COMPREHENSIVE IMPROVEMENT | REVENUE | | | |
| | CURRENT BUDGET | | | \$207,605 |
| | CURRENT (OCTOBER 31, 2024) | 126,201 | | |
| | ADDITIONAL PROJECTED | 78,404 | | |
| | PROJECTED REVENUE | | 204,605 | |
| | ADJUSTMENTS: | SUBTRACT | ADD | |
| | CONTRIBUTION – CASINO | 3,000 | | |
| | TOTAL REVENUE ADJUSTMENT | | (3,000) | |
| | ADJUSTED REVENUE | | | \$204,605 |
| COMPREHENSIVE IMPROVEMENT | EXPENDITURES | | | |
| | CURRENT BUDGET | | | \$ 207,605 |
| | CURRENT (OCTOBER 31, 2024) | 64,150 | | |
| | ADDITIONAL PROJECTED | 140,455 | | |

| | | | | | |
|---|--|-------------------------------------|----------|----------------|------------------|
| | | PROJECTED EXPENDITURES | | 204,605 | |
| | | | | | |
| | | ADJUSTMENTS: | SUBTRACT | ADD | |
| | | | | | |
| | | CITY HALL EQUIPMENT | | 38,658 | |
| | | PUBLIC WORKS EQUIPMENT | | 8,342 | |
| | | STREET IMPROVEMENTS | | 50,000 | |
| | | TOTAL EXPENDITURE ADJUSTMENT | | (3,000) | |
| | | ADJUSTED EXPENDITURES | | | \$204,605 |
| PROJECTED ADJUSTMENT TO COMP IMPROVEMENT FUND BALANCE: | | | | | |

| | | | | |
|----------------------------|---------------------------------|----------|----------|-----------------|
| BUILDING DEPARTMENT | REVENUE | | | |
| | CURRENT BUDGET | | | \$90,000 |
| | | | | |
| | CURRENT (OCTOBER 31, 2024) | 22,968 | | |
| | ADDITIONAL PROJECTED | 67,032 | | |
| | | | | |
| | PROJECTED REVENUE | | 90,000 | |
| | | | | |
| | ADJUSTMENTS: | SUBTRACT | ADD | |
| | | | | |
| | TOTAL REVENUE ADJUSTMENT | | 0 | |
| | | | | |
| | ADJUSTED REVENUE | | | \$90,000 |

| | | | | |
|----------------------------|-------------------------------------|----------|----------|-----------------|
| BUILDING DEPARTMENT | EXPENDITURES | | | |
| | CURRENT BUDGET | | | \$88,000 |
| | | | | |
| | CURRENT (OCTOBER 31, 2024) | 64,362 | | |
| | ADDITIONAL PROJECTED | 23,638 | | |
| | | | | |
| | PROJECTED EXPENDITURES | | 88,000 | |
| | | | | |
| | ADJUSTMENTS: | SUBTRACT | ADD | |
| | | | | |
| | TOTAL EXPENDITURE ADJUSTMENT | | 0 | |
| | | | | |
| | ADJUSTED EXPENDITURES | | | \$88,000 |

| | | | | |
|--|-----------------------|--|--|-----------------|
| PROJECTED ADJUSTMENT TO HARTFORD BUILDING AUTHORITY FUND BALANCE: | | | | |
| HARTFORD BUILDING AUTHORITY | REVENUE | | | |
| | CURRENT BUDGET | | | \$50,350 |

| | | | | | |
|--|--|-------------------------------------|----------|----------|-----------------|
| | | | | | |
| | | CURRENT (OCTOBER 31, 2024) | 21,047 | | |
| | | ADDITIONAL PROJECTED | 29,303 | | |
| | | | | | |
| | | PROJECTED REVENUE | | 50,350 | |
| | | | | | |
| | | ADJUSTMENTS: | SUBTRACT | ADD | |
| | | | | | |
| | | TOTAL REVENUE ADJUSTMENT | | 0 | |
| | | | | | |
| | | ADJUSTED REVENUE | | | \$50,350 |
| | | | | | |
| HARTFORD BUILDING AUTHORITY | | EXPENDITURES | | | |
| | | CURRENT BUDGET | | | \$44,701 |
| | | | | | |
| | | CURRENT (OCTOBER 31, 2024) | 0 | | |
| | | ADDITIONAL PROJECTED | 44,701 | | |
| | | | | | |
| | | PROJECTED EXPENDITURES | | 44,701 | |
| | | | | | |
| | | ADJUSTMENTS: | SUBTRACT | ADD | |
| | | | | | |
| | | TOTAL EXPENDITURE ADJUSTMENT | | 0 | |
| | | | | | |
| | | ADJUSTED EXPENDITURES | | | \$44,701 |
| | | | | | |
| PROJECTED ADJUSTMENT TO HARTFORD BUILDING AUTHORITY FUND BALANCE: | | | | | |

**CITY OF HARTFORD
COUNTY OF VAN BUREN
STATE OF MICHIGAN
RESOLUTION 2024 – 057**



RESOLUTION TO APPROVE ENGINEERING SERVICES FOR THE SPARK GRANT

At a Regular meeting of the City of Hartford Commission at 19 West Main Street called to order by Mayor Richard A. Hall on November 25, 2024 at 5:30p.m.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____,

WHEREAS, the City of Hartford was awarded the Spark grant for \$869,900, which will provide additional parking spaces, sidewalks, lighting and electrical upgrades, pavilion and restroom improvements; and,

WHEREAS, as part of the grant agreement, the City advertised requests for proposals for engineering services; and,

WHEREAS, Southwest Michigan Planning Commission (SWMPC) wrote the request for a proposal (RFP) for the engineering services. The Council of Michigan Foundation (CMF) approved the RFP; and,

WHEREAS, Southwest Michigan Planning Commission and the City Manager scored the proposals and averaged the two scores. The scoring was based on the Quality of the work plan/approach, cost-effectiveness, personnel, capability, and completeness of the response; and,

WHEREAS, Abonmarche scored 96.5 out of 100, and Wightman scored 87.5 out of 100. The grant proposal estimated that the engineering cost would be \$166,000. Wightman's bid for the engineering cost was \$166,000, and Abonmarche's bid was \$158,500. The City sent the bid tabulation and recommendation to CMF; and,

NOW, THEREFORE BE IT RESOLVED, the City of Hartford City Commission approves Abonmarche Consultants, Inc., as the engineer for the Spark grant at the fee of \$158,500 and authorizes the City Manager to execute the agreement.

YEAS: Commissioner’s

NAYS: ABSENT:

RESOLUTION DECLARED ADOPTED

DATE: November 25, 2024

RoxAnn Rodney-Isbrecht, City Clerk

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 25, 2024

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