



City of Hartford  
County of Van Buren, State of Michigan

## Commission Business Meeting Agenda

Monday, January 24, 2022 at 7:30 PM

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### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### ROLL CALL

### APPROVAL OF AGENDA

1. Nominations for Mayor Pro-Tem

### GUESTS

### PUBLIC COMMENT

### COMMUNICATIONS

- [2.](#) McDowell Apartments Communication
- [3.](#) HPS Mascot Change

### REPORT OF OFFICERS BOARDS & COMMITTEES

#### Police & Ordinance

- [4.](#) HPD - Chief 2021 December
- [5.](#) HPD - Ordinance 2021 December

#### Fire Department

- [6.](#) HFD - Chief 2021 December

#### Ambulance

- [7.](#) AMB - 2021 December

#### Van Buren County

#### Public Works

- [8.](#) DPW - 2021 December

#### Wastewater Treatment Plant

- [9.](#) WWTP - 2021 December

#### Treasurers, Investment & List of Bills

[10.](#) List of Bills - 2021 December

[11.](#) Investment 2021 December

City Manager

[12.](#) City Manager - 2022 January

## **APPROVAL OF COMMISSION MINUTES**

[13.](#) Council Minutes 2021 December

## **APPROVAL OF REPORTS**

## **GOALS/OBJECTIVES**

## **OLD BUSINESS**

14. Discussion/Review - Police Academy Contract

15. Indiana Michigan Power Company Easement

16. Discussion - Interlocal Agreement - Fire Department - Committee Update

## **NEW BUSINESS**

[17.](#) Hartford Chamber Strawberry Festival Sponsorship Request

18. Appointment - Steve Ackerman, 322 Bowie St to the Board Of Review as an Alternate

19. 2022 Christmas Decorations - Naylor

20. Hartford City Hall Fire Alarm - Johnson Controls Quote \$7,340.00

21. MDOT - Invoice - Prospect Street Construction Project - \$18,572.00

22. Discussion - WWTP Operation Proposal

## **INTRODUCTION OF RESOLUTIONS OR AMENDMENTS**

[23.](#) Resolution 2022 - 001 - Poverty Exemption, Income Guidelines & Asset Test

[24.](#) Resolution 2022 - 002 - Accepting Letters of Protest

[25.](#) Resolution 2022 - 003 - Alternate Starting Dates for March 2022 Board of Review

## **ADJOURNMENT**



321 Woodland Pass Ste 100  
East Lansing, MI 48823

PHONE: (517) 351-1544 FAX: (517)-337-8345  
MI TDD/TTY: 7-1-1 / TX TDD: 800-735-2989  
Rev: 2-2021

January 3, 2022

Hartford City Hall  
19 W. Main St. #1  
Hartford, MI 49057

Dear Director,

I am writing today regarding McDowell II Apartments located at 55921 County Road 687 in Hartford. We are asking that you refer members of your clientele that may need housing. The rent is based on income and the apartments may be occupied only by very low to moderate income households. The contact telephone number is (269) 621-2089 and the office hours are Wednesday 9 am till 1 pm. The TDD/TTY number is 7-1-1. Barrier free units are available.

It would be greatly appreciated if you would notify appropriate members of your community of this rental opportunity. We are currently accepting applications for 1- and 2-bedroom apartments. Thank you again for your cooperation. We hope we can provide apartments to members of your clientele.

Sincerely,

*Rebecca Hartupee*

Rebecca Hartupee  
Director of Affordable Compliance

RECEIVED  
JAN 12 2022  
CITY OF HARTFORD

This institution is an equal opportunity provider.

Equal Housing Opportunity



# HARTFORD PUBLIC SCHOOLS

Central Office  
 115 School Street  
 Hartford, MI 49057  
 Phone: 269-621-7000 / Fax: 269-621-3887  
[www.hpsmi.org](http://www.hpsmi.org)

**High School**  
 121 School Street  
 Hartford, MI 49057  
 Phone: 269-621-7100  
 Fax: 269-621-7160

**Middle School**  
 141 School Street  
 Hartford, MI 49057  
 Phone: 269-621-7200  
 Fax: 269-621-7260

**Redwood Elementary**  
 395 Woodside Drive  
 Hartford, MI 49057  
 Phone: 269-621-7300  
 Fax: 269-621-7360

**Alternative Education**  
 115 School Street  
 Hartford, MI 49057  
 Phone: 269-621-7143  
 Fax: 269-621-3887

RECEIVED

JAN 20 2022

CITY OF HARTFORD

Valued members of the Hartford community,

The time has come to initiate the mascot rebranding process. Beginning this week, we will start selecting a student committee by an application process. This committee will set criteria for the new mascot that will ensure that it properly represents our town. They will also gather information and collect data from fellow students. This will be a great leadership and learning opportunity for these students.

The Hartford community will also play a significant role in this endeavor. You will be asked by the committee to give feedback that will help drive their decision on a new mascot. Your input is needed and vital to their success!

## The Suggestion of new mascot names

During this initial collection of possible new mascots, anyone will be able to suggest mascot names. The student committee will reach out to you via public survey in early February for name suggestions. The criteria for what will be used to evaluate the final Mascot will be clearly communicated along with the input form. You will be able to submit up to three mascots on the survey for consideration.

Once a list is compiled, the committee will evaluate the list based on their criteria.

\*It is very important to note that the group will only be changing the mascot itself. The school colors will remain green and white.

### **Narrowing the choices**

The committee will evaluate the submissions and move to a second survey of acceptable names. Again, this will go out to the community for feedback. Although this is not a direct vote, the community and student input will weigh heavily into the final selection process. K-12 Students and Community members will be invited to choose their three favorite choices. The committee will revisit the criteria and poll results and come up with a set of three final options to be discussed by the committee. Their ultimate recommendation of a new mascot will be submitted to the Board of Education for approval.

### **Final announcement**

The goal is for the entire process to conclude for Board of Education approval at the March meeting. After deciding the name, the process will move into the image and logo phase, with the new mascot and logo becoming effective the day after graduation.

We are very excited to get the process started. We look forward to your input!

# THE ROAD TO OUR NEW MASCOT



THE PROCESS TO SELECT NEW HARTFORD PUBLIC SCHOOLS MASCOT.

**BOARD MEETING**  
NEW MASCOT ADOPTED BY BOE

MAR  
21

MAR  
7

MAR  
7

**STUDENT COMMITTEE MEETING #4**  
FINAL EVALUATION AND FORMAL  
RECOMMENDATION PREPARED

**BOARD WORK SESSION**  
STUDENTS PRESENT RESULTS TO BOE



FEB  
14-28

MAR  
1-6

FEB  
8-13

**INPUT SURVEY #1**  
ALL K-12 STUDENTS AND COMMUNITY  
MEMBERS ARE ABLE TO SUBMIT NEW  
MASCOT NAMES



**INPUT SURVEY #2**  
ALL K-12 STUDENTS AND COMMUNITY MEMBERS  
ARE ABLE TO CHOOSE THEIR TOP THREE NAMES  
TO HELP SELECTION PROCESS

FEB  
7

**BOARD WORK SESSION**  
BOE CRITERIA SHARED WITH STUDENT COMMITTEE

**STUDENT COMMITTEE SELECTED**

STUDENTS ARE ABLE TO FILL OUT APPLICATIONS TO SERVE ON  
COMMITTEE. SELECTIONS MADE BY STAFF REPRESENTATIVES

JAN  
17-23

FEB  
2-6

**STUDENT COMMITTEE MEETING #1**  
CRITERIA AND EXCLUSIONS ARE ESTABLISHED FOR NEW MASCOT

JAN  
24-28

**STAFF TEAM MEETS**  
SELECTS STUDENT REPRESENTATIVES AND COMMITTEE SPONSOR/ADVISOR





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

**Police Report for Month of December 2021**

<b>Total Duty Hours</b>	<b>740</b>	<b>Foot Patrol Hours</b>	<b>5</b>
<b>Arrests</b>	<b>9</b>	<b>Felony</b>	<b>3</b>
		<b>Misdemeanor</b>	<b>6</b>
<b>Arrest Warrants Issued</b>	<b>9</b>	<b>Traffic Citations Issued</b>	<b>13</b>
<b>Homicide</b>	<b>0</b>	<b>Robbery</b>	<b>0</b>
<b>Sex Crimes</b>	<b>1</b>	<b>Trespassing</b>	<b>1</b>
<b>Assaults</b>	<b>2</b>	<b>UDAA (stolen auto)</b>	<b>0</b>
<b>Burglary</b>	<b>0</b>	<b>Larceny</b>	<b>3</b>
<b>Frauds</b>	<b>2</b>	<b>Property Destruction/Vandalism</b>	<b>2</b>
<b>NFS Checks</b>	<b>0</b>	<b>Juvenile Del</b>	<b>1</b>
<b>OUIL</b>	<b>1</b>	<b>Drug Investigations</b>	<b>0</b>
<b>Civils</b>	<b>5</b>	<b>Public Peace</b>	<b>3</b>
<b>Lost Property</b>	<b>0</b>	<b>Found Property</b>	<b>0</b>
<b>Suspicious Person(s)/Vehicle(s)</b>	<b>10</b>	<b>Alarms</b>	<b>2</b>
<b>Health/Safety</b>	<b>2</b>	<b>Traffic Crash</b>	<b>4</b>
<b>Assist to other Agencies</b>	<b>24</b>	<b>Michigan State Police</b>	<b>3</b>
<b>Van Buren Co Sheriff</b>	<b>3</b>	<b>FIRE/EMS</b>	<b>11</b>
<b>Other Local Agencies</b>	<b>5</b>	<b>Persons</b>	<b>2</b>

**Officers of the department handled 85 incidents during the month of December 2021.**

**Huge THANKS to those of you that either donated money or items for our Christmas programs! You help make these programs possible and you are appreciated!**

**As usual, if you have any questions, concerns, or suggestions, please contact me by calling or by stopping by our office!**

**Chief Tressa Beltran**



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

**Ordinance Officer Report for Month of December 2021**

**Property Inspections:**

<b>ADDRESS</b>	<b>VIOLATION</b>	<b>RESOLUTION</b>
203 N Center	Blight	Resolved.
110 S Center	Blight	Resolved.
101 N Maple	Blight	Resolved.

**Property Inspections                    3**

**Grass Violation Postings            0**

**Grass Violation Follow-up        0**

**Blight Violation Posting            3**

**Blight Violations Follow-up      3**

**Total:                                        9**

**Respectfully Submitted**

**Ofc. Matt Kuzma #4615**  
**Ordinance Officer**  
**City of Hartford**



# Hartford Fire Department

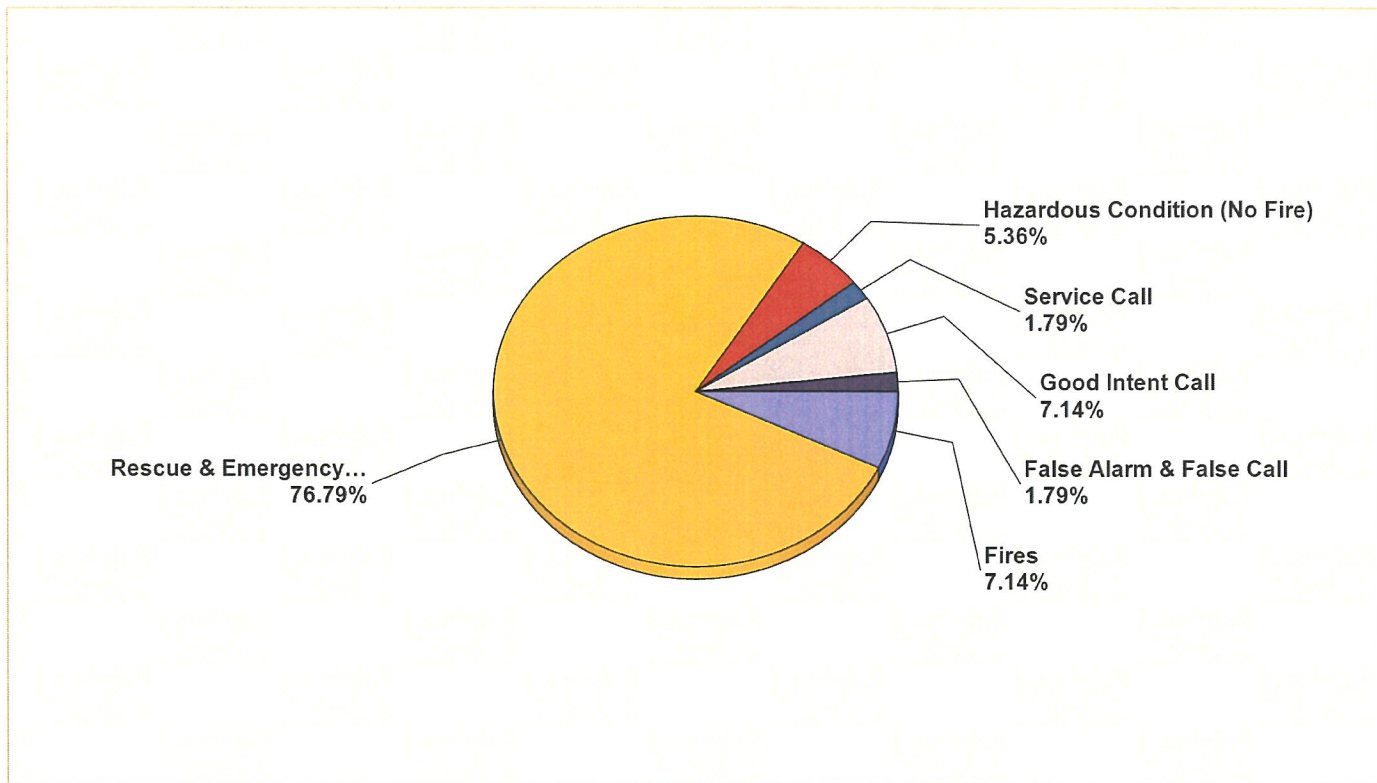
Hartford, MI

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## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 12/01/2021 | End Date: 12/31/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	7.14%
Rescue & Emergency Medical Service	43	76.79%
Hazardous Condition (No Fire)	3	5.36%
Service Call	1	1.79%
Good Intent Call	4	7.14%
False Alarm & False Call	1	1.79%
<b>TOTAL</b>	<b>56</b>	<b>100%</b>

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

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	2	3.57%
131 - Passenger vehicle fire	1	1.79%
141 - Forest, woods or wildland fire	1	1.79%
311 - Medical assist, assist EMS crew	15	26.79%
321 - EMS call, excluding vehicle accident with injury	26	46.43%
322 - Motor vehicle accident with injuries	1	1.79%
324 - Motor vehicle accident with no injuries.	1	1.79%
412 - Gas leak (natural gas or LPG)	2	3.57%
444 - Power line down	1	1.79%
500 - Service Call, other	1	1.79%
600 - Good intent call, other	2	3.57%
611 - Dispatched & cancelled en route	2	3.57%
743 - Smoke detector activation, no fire - unintentional	1	1.79%
<b>TOTAL INCIDENTS:</b>	<b>56</b>	<b>100%</b>

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



# Hartford Fire Department

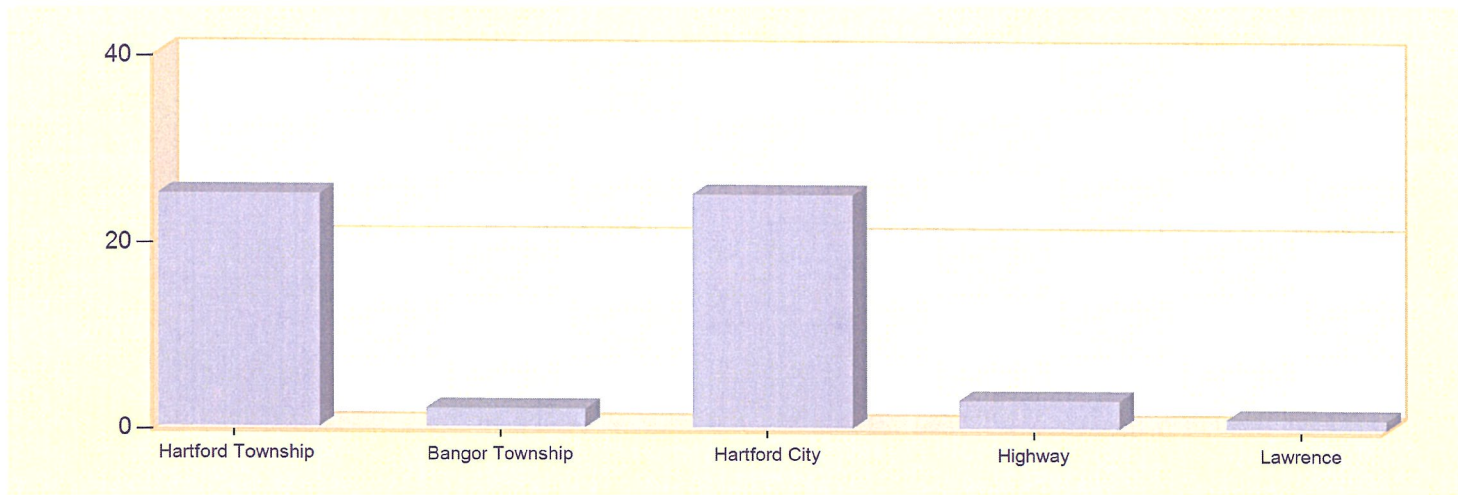
Hartford, MI

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## Incident Type Count per Zone for Date Range

Start Date: 12/01/2021 | End Date: 12/31/2021



ZONES	INCIDENT TYPE	COUNT
<b>Hartford Township - Hartford</b>		
	131 - Passenger vehicle fire	1
	141 - Forest, woods or wildland fire	1
	311 - Medical assist, assist EMS crew	9
	321 - EMS call, excluding vehicle accident with injury	10
	324 - Motor vehicle accident with no injuries.	1
	500 - Service Call, other	1
	611 - Dispatched & cancelled en route	2
	<i>Total Incidents for Hartford Township - Hartford:</i>	25
<b>Bangor Township - Bangor</b>		
	111 - Building fire	1
	600 - Good intent call, other	1
	<i>Total Incidents for Bangor Township - Bangor:</i>	2
<b>Hartford City - Hartford</b>		
	311 - Medical assist, assist EMS crew	5
	321 - EMS call, excluding vehicle accident with injury	16
	412 - Gas leak (natural gas or LPG)	2
	444 - Power line down	1
	743 - Smoke detector activation, no fire - unintentional	1
	<i>Total Incidents for Hartford City - Hartford:</i>	25
<b>Highway - I 94</b>		

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



ZONES	INCIDENT TYPE	COUNT
	311 - Medical assist, assist EMS crew	1
	322 - Motor vehicle accident with injuries	1
	600 - Good intent call, other	1
	<i>Total Incidents for Highway - I 94:</i>	3
<b>Lawrence - Township</b>		
	111 - Building fire	1
	<i>Total Incidents for Lawrence - Township:</i>	1
	<b><i>Total Count for all Zone:</i></b>	<b>56</b>

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



# Hartford Fire Department

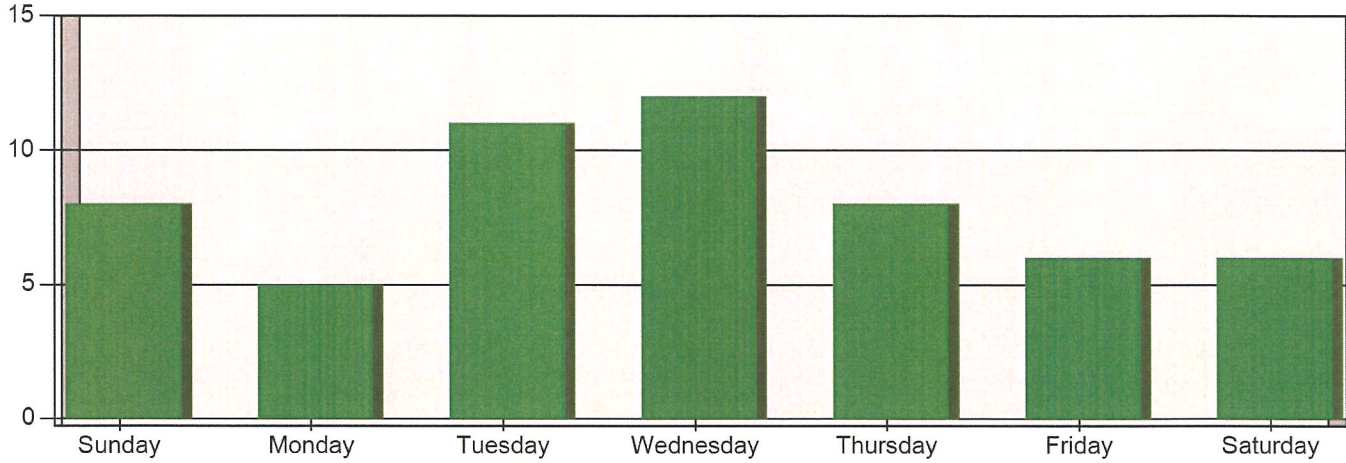
Hartford, MI

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## Incidents by Day of the Week for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 12/01/2021 | End Date: 12/31/2021



DAY OF THE WEEK	# INCIDENTS
Sunday	8
Monday	5
Tuesday	11
Wednesday	12
Thursday	8
Friday	6
Saturday	6

**TOTAL**

**56**

Only Reviewed incidents included.



# Hartford Fire Department

Hartford, MI

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## Incident Count per User-Defined Fields for Date Range

Start Date: 12/01/2021 | End Date: 12/31/2021

ANSWERS	# INCIDENTS
<b>USER-DEFINED FIELD: Dispatch Priority (Required)</b>	
1	31
2	20
3	5

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



# Hartford Fire Department

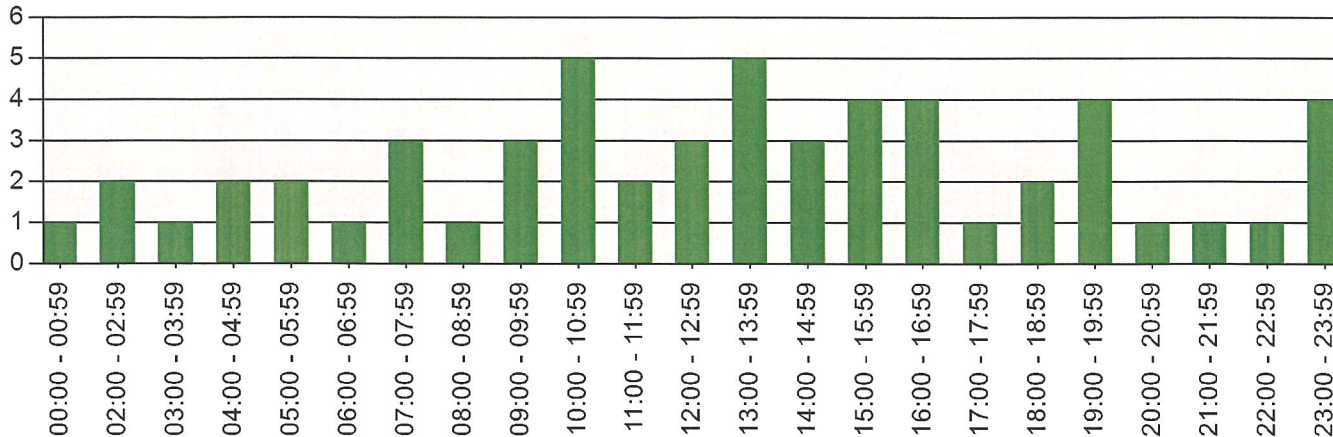
Hartford, MI

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## Incidents per Hour for Incident Type Range for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 12/01/2021 | End Date: 12/31/2021



HOUR	# of CALLS
00:00 - 00:59	1
02:00 - 02:59	2
03:00 - 03:59	1
04:00 - 04:59	2
05:00 - 05:59	2
06:00 - 06:59	1
07:00 - 07:59	3
08:00 - 08:59	1
09:00 - 09:59	3
10:00 - 10:59	5
11:00 - 11:59	2
12:00 - 12:59	3
13:00 - 13:59	5
14:00 - 14:59	3
15:00 - 15:59	4
16:00 - 16:59	4
17:00 - 17:59	1
18:00 - 18:59	2
19:00 - 19:59	4
20:00 - 20:59	1
21:00 - 21:59	1
22:00 - 22:59	1
23:00 - 23:59	4
<b>TOTAL:</b>	<b>56</b>

Only REVIEWED incidents included.



**Hartford Fire Board Meeting  
January 10, 2022  
December Business**

Contents

Page 1	Meeting Agenda
Page 2	Proposed Meeting Minutes of December 13, 2021 Board Meeting
Page 3	Treasurer's Report
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Page 7	Budget Performance Report
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Page 10	Assistant Chief McGrew Report



**Hartford Fire Board**  
Agenda  
Monday, January 10, 2022 7:00 PM

- I. Call to Order, Pledge
- II. Roll call: Jerry Birmele, Steve Starner, Chad Hunt, Helen Sullivan, Carlos Ledesma
- III. Public Comment: Limited to three minutes per person
- IV. Approval of the Agenda. Motion by \_\_\_\_\_ Second by \_\_\_\_\_ Motion \_\_\_\_\_
- V. Approval of previous meeting minutes from December 13, 2021: Motion by \_\_\_\_Second\_\_ Motion \_\_\_\_\_
- VI. Approval of December Treasurer’s report: Motion By \_\_\_\_\_ Second by \_\_\_\_\_ to approve Treasurer’s report as presented. Motion \_\_\_\_\_
  - a. Accounts Payable: Amount **\$ 35,160.93** Motion by \_\_\_\_\_Second \_\_\_\_\_ by roll call vote  
Motion \_\_\_\_\_
- VII. Review: Income & Expense; Payroll; Balance sheet & Deposit Detail; Budget
- VIII. Fire calls
- IX. Unfinished Business:  
NONE
- X. New Business:  
  
**None**

Reports:

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

Motion by \_\_\_\_\_ second by \_\_\_\_\_ to adjourn at \_\_\_\_\_pm.

**Treasurer's Report for meeting on January 10, 2022  
For the month ending December 31, 2021**

## Cash Balances

**Operations – General Fund**

Reconciled Cash Balances of Prior Month ended November 30, 2021–Huntington **\$ 119,215.31**

**XXX** Deposits

City of Hartford – Contribution(November)	\$ 9,291.82
Township of Hartford – Contribution(November)	\$ 13,937.73
Bangor Township Cost Recovery	\$ 191.50
Cost Recovery	\$ 1,798.42
Pride Care	\$ 510.00
Township Ass't Chief Grant	\$ 800.00
Report	\$ 0.00
Interest	\$ 1.01

Total Deposits **\$ 26,530.48**

**Total Balance of General Fund \$ 145,745.79**

**XXX** Expenditures for approval:

Vendors payable	\$ 24,775.97
Payroll released Dec. 2021 (9,613.77 – 1,973.71)	\$ 7,640.06
Bank Fees	\$ 35.75
MI & Fed Tax Withholdings	\$ 2,709.15

**Total Expenditure \$ 35,160.93**

**General Fund Balance December 31, 2021 \$ 110,584.86**

**Capital Equipment**

Reconciled Cash Balance as of December 31, 2021 – Millage Fund **\$ 16,574.37**

Reconciled Cash Balance as December 31, 2021 – Maintenance Fund **\$ 13,314.66**

Cash Balances for month December 31, 2021 **\$ 140,473.89**

Renewal CD Balance as of month ended October 31, 2020 **\$ 0.00**

**Invested Capital Equipment**

Huntington Investment #TCL6358 – Millage Fund Investment October 31, 2021 **\$ 10,907.39**

Huntington Investment #TCL6901 Investment October 31, 2021 **\$ 100,232.17**

**Hartford Fire Board  
January 10, 2022 Meeting  
Payroll Summary  
December Business**

	<u>TOTAL</u>		
	<u>Hours</u>	<u>Rate</u>	<u>Dec 21</u>
<b>Employee Wages, Taxes and Adjustments</b>			
<b>Gross Pay</b>			
Salary	2.00		4,304.76
Assistant Fire Chief	2.00		400.00
Fire Board Office	46.75		724.63
Gas Leaks/CO	4.00		63.00
Grant Pay	1.00		800.00
Med Assist	65.50		1,019.25
Mutual Aid	12.00		184.00
Other	10.00		154.75
PI Accident	17.00		259.50
Shift Coverage	58.00		870.00
Training	30.00		448.50
Vehicle Fire	7.50		111.38
Vehicle Inspection	<u>18.00</u>		<u>274.00</u>
<b>Total Gross Pay</b>	<b>273.75</b>		<b>9,613.77</b>
<b>Deductions from Gross Pay</b>			
Dental-Vision			-29.08
Firefighters Assn Dues			-360.00
First Net AT&T			-36.00
Health Insurance			<u>-354.24</u>
<b>Total Deductions from Gross Pay</b>			<b><u>-779.32</u></b>
<b>Adjusted Gross Pay</b>	<b>273.75</b>		<b>8,834.45</b>
<b>Taxes Withheld</b>			
Federal Withholding			-748.29
Medicare Employee			-139.41
Social Security Employee			-596.03
MI - Withholding			-489.98
Medicare Employee Addl Tax			0.00
MI - Cities Res Tax			0.00
MI - Cities Work Tax			<u>0.00</u>
<b>Total Taxes Withheld</b>			<b>1,973.71</b>
<b>Total Pay</b>	<b><u>273.75</u></b>		<b><u>6,860.74</u></b>
<b>Employer Taxes and Contributions</b>			
Company FICA			596.03
Company Med			139.41
Retirement Fund			258.28
MI - Obligation Assessment			0.00
<b>Total Employer Taxes and Contributions</b>			<b><u>993.72</u></b>

**Hartford Fire Board Meeting  
January 10, 2021  
Balance Sheet & Deposit Detail  
December Business**

**BALANCE SHEET**

	Dec 31, 21
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
102 Regular Check Hunt..3427	82,236.80
105 CD Fund Equity..C...288	-336.62
106 Millage Fund Hunt..3456	16,574.24
108 Maintenance Hunt....3469	13,314.55
Chemical Financial Advisors	77,621.47
Huntington Advisors #901	99,879.55
Huntington TLC006358	10,868.85
<b>Total Checking/Savings</b>	300,158.84
<b>Total Current Assets</b>	300,158.84
<b>TOTAL ASSETS</b>	<b>300,158.84</b>
<b>LIABILITIES &amp; EQUITY</b>	0.00

**Deposit Detail**

Type	Num	Date	Name	Account	Amount
Deposit		12/10/2021		102 Regular Check Hunt..3427	9,291.82
				402 Hartford City	-9,291.82
TOTAL					-9,291.82
Deposit		12/10/2021		102 Regular Check Hunt..3427	15,921.82
				401 Hartford Township	-
				Hartford Township Grants	13,937.73
				Hartford Township Grants	-1,184.09
				Hartford Township Grants	-800.00
TOTAL					-
					15,921.82
Deposit		12/13/2021		102 Regular Check Hunt..3427	586.50
				521 Cost Recovery	-
				Reimbursement	-586.50
TOTAL					-
					-586.50
Deposit		12/13/2021		102 Regular Check Hunt..3427	1,211.92
				521 Cost Recovery	-
				Reimbursement	-1,211.92
TOTAL					-
					-1,211.92
Deposit		12/21/2021		106 Millage Fund Hunt..3456	2,421.53
				411 Hartford City Millage	-
TOTAL					-
					-2,421.53
Deposit		12/24/2021		102 Regular Check Hunt..3427	446.50

**Hartford Fire Board Meeting  
January 10, 2021  
Balance Sheet & Deposit Detail  
December Business**

				420 Bangor 1st Resp Reimburse	-191.50
Payment	12/27/2021		Pride Care Ambulance	Undeposited Funds	-255.00
TOTAL					-446.50
<b>Deposit</b>	<b>12/24/2021</b>			<b>102 Regular Check Hunt..3427</b>	<b>255.00</b>
Payment	12/24/2021		Pride Care Ambulance	Undeposited Funds	-255.00
TOTAL					-255.00
<b>Deposit</b>	<b>12/31/2021</b>			<b>108 Maintenance Hunt....3469</b>	<b>0.11</b>
				404 Interest	-0.11
TOTAL					-0.11
<b>Deposit</b>	<b>12/31/2021</b>			<b>106 Millage Fund Hunt..3456</b>	<b>0.12</b>
				404 Interest	-0.12
TOTAL					-0.12
<b>Paycheck</b>	<b>ACH</b>	<b>12/31/2021</b>	<b>Flemming, Ryan C.</b>	<b>102 Regular Check Hunt..3427</b>	<b>0.00</b>
				500.2 Firefighters/Medics	15.50
				500.2 Firefighters/Medics	31.00
				500.2 Firefighters/Medics	31.00
				Payroll Liabilities	-48.29
				Payroll Tax Expense	4.80
				Payroll Liabilities	-4.80
				Payroll Liabilities	-4.80
				Payroll Tax Expense	1.12
				Payroll Liabilities	-1.12
				Payroll Liabilities	-1.12
				Payroll Liabilities	-23.29
TOTAL					0.00

**December 2021 CALLS**

	#	TIME	Address	People	COST	TYPE OF CALL
1-Dec	739-City	4:19	Vanderlyn	2	\$ 31.00	Med Assist-Bleeding
1-Dec	740-City	4:37	Paras Hill	2	\$ -	Med Assist-DOA
2-Dec	741-City	23:40	Franklin St.	2	\$ 31.00	Med Assists-Difficulty Breathing
3-Dec	742-Twp	21:58	CR 372	1	\$ 16.50	Med Assist-Difficulty Breathing
4-Dec	743-City	11:26	School St.	1	\$ 16.50	Med Assist-Man Down
5-Dec	744	5:30	EB I-94	4	\$ 152.50	PI Accident
5-Dec	745	16:45	Bangor Twp	5	\$ 153.00	Mutual Aid
5-Dec	746-City	18:13	School St.	5	\$ -	Other-Fire Alarm
6-Dec	747-Twp	20:46	CR 687	4	\$ 61.00	Med Assist-Difficulty Breathing
7-Dec	748	7:46	WB I-94	5	\$ 62.00	Other-Good Intent
7-Dec	749-City	14:53	Edwin St.	3	\$ 32.00	Med Assist-Difficulty Breathing
8-Dec	750-Twp	7:02	Red Arrow Hwy.	1	\$ 16.50	Med Assist-Cancelled
8-Dec	751-Twp	13:26	Shar Sue Dr.	2	\$ -	Med Assist-Mental Evaluation
8-Dec	752-City	13:34	School St.	2	\$ -	Med Assist-Chest Pain
8-Dec	753-Twp	19:45	Ellenborough Ave.	2	\$ 31.00	Med Assist-Possible CVA
9-Dec	754-City	11:15	Engle Way	3	\$ 16.00	Med Assist-Sick Person
13-Sep	755-City	14:56	East St.	3	\$ 32.00	Other-Electrical Hazard
14-Dec	756-Twp	9:08	Red Arrow Hwy.	3	\$ 15.50	Other-Lift Assist
15-Dec	757-City	0:22	Paras Hill	2	\$ 31.00	Med Assist-Altered
15-Dec	758-City	16:20	Linden St.	1	\$ 16.50	Med Assist-DOA
16-Dec	759-Twp	9:28	Red Arrow Hwy.	2	\$ -	Med Assist-Fall
16-Dec	760-City	10:34	Clark St.	2	\$ -	Med Assist-Difficulty Breathing
16-Dec	761-City	10:58	Paras Hill	2	\$ -	Med Assist-Abdominal Pain
16-Dec	762-City	12:45	Paras Hill	2	\$ -	Med Assist-Diabetic Issues
16-Dec	763-City	16:53	Heywood	1	\$ 16.50	Gas Leak
17-Dec	764-Twp	12:38	Red Arrow Hwy.	3	\$ 15.50	Med Assist-Fall
18-Dec	765	2:21	WB I-94	3	\$ 45.50	PI Accident
18-Dec	766-Twp	10:23	67 1/2 St.	1	\$ 16.50	Med Assist-Fall
18-Dec	767-Twp	19:39	Rush Lake Rd.	2	\$ 31.00	Med Assist-Cancelled
18-Dec	768-City	23:51	Main St.	2	\$ 31.00	Med Assist-Unresponsive
19-Dec	769	2:09	Lawrence Twp	2	\$ 31.00	Mutual Aid
19-Dec	770-Twp	7:52	CR 372	4	\$ 62.50	Med Assist-Sick Person

19-Dec	771	13:47	EB I-94	3	\$	47.00	PI Accident		
20-Dec	772-City	23:45	Main & Center	4	\$	61.00	Gas Leak		
21-Dec	773-Twp	10:18	Red Arrow Hwy.	2	\$	-	Other-Lift Assist		
21-Dec	774	14:39	Bangor Twp	2	\$	16.50	Other-Good Intent		
21-Dec	775-City	15:47	Maple Hill	2	\$	14.50	Med Assist-Code 5		
21-Dec	776-Twp	19:11	68th Ave	5	\$	111.37	Vehicle Fire		
22-Dec	777-Twp	6:55	CR 687	1	\$	16.50	Med Assist-Chest Pain		
22-Dec	778-Twp	15:22	Kenyon Ave.	2	\$	16.50	Med Assist-Diabetic Issues		
23-Dec	779-City	3:52	Main St.	1	\$	16.50	Med Assist-Mental Evaluation		
24-Dec	780-City	9:10	Shepard	2	\$	30.00	Med Assist-Difficulty Breathing		
24-Dec	781-City	13:52	Woodside Dr.	2	\$	32.00	Med Assist-Chest Pain		
24-Dec	782-Twp	16:01	Shar Sue Dr.	3	\$	46.50	Med Assist-Sick Person		
25-Dec	783-Twp	22:32	60th St. & 62nd Ave	5	\$	76.50	Other-Unknown Fire		
26-Dec	784-City	5:51	Haver St.	2	\$	30.00	Med Assist-DOA		
26-Dec	785-Twp	13:26	66th Ave.	4	\$	62.00	Med Assist-Unresponsive		
27-Dec	786-Twp	12:07	Butcher Rd	4	\$	30.00	Med Assist-Altered		
28-Dec	787-City	8:12	Vanderlyn	3	\$	23.75	Med Assit-Infection		
28-Dec	788-Twp	10:44	Red Arrow Hwy.	5	\$	43.25	Other-Lift Assist		
28-Dec	789-City	15:46	Center St.	1	\$	16.50	Med Assist-Seizure		
28-Dec	790-Twp	17:30	Red Arrow Hwy.	2	\$	32.50	Med Assist-Lift Assist		
28-Dec	791-Twp	23:27	66th Ave.	1	\$	16.50	Med Assist-Medical Alarm		
29-Jul	792-Twp	18:04	70th St.	2	\$	14.50	Med Assist-Code 5		
29-Dec	793-City	19:25	Maple	2	\$	14.50	Med Assist-Seizure		
31-Dec	794-Twp	15:42	61st Ave.	4	\$	60.00	Med Assist-Difficulty Breathing		
<b>Total Costs for Fire Calls</b>							<b>\$ 1,791.87</b>		
Chief's Salary							\$ 4,304.76		
Administrative Cost (Support Staff)							\$ 724.63		
Trainings/Inspection Costs							\$ 722.50		
<b>Total Costs for Fire Calls</b>							<b>\$ 7,543.76</b>		
<b>Total Calls this month</b>					56	<b>otal December Cal</b>		<b>Fiscal Year Totals</b>	Grass Fire 0

Total Calls for 2021	794	City Calls	25	City Calls	173	Med Assist	40
Total Call: for 2020	698	Twp Calls	24	Twp Calls	159	PI Accident	3
Total Call: for 2019	673	I-94 Calls	4	I-94 Calls	15	Mutual Aid	2
Total Call: for 2018	552	Other	3	Other	18	Other	8
Total Call: for 2017	345					Gas Leak	2
Total Call: for 2016	303			Total f/y	365	Fire	0
Total Call: for 2015	333					Vehicle Fire	1
Total Call: for 2014	312						
Respectfully submitted:							
Priority 3 Calls SHADED							



## Hartford Fire Board Profit & Loss Budget Performance December 2021

	Dec 21	Budget	Jul - Dec 21	YTD Budget	Annual Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
302 Cetera Investment Services	0.00		70,000.02		
303 Investment Market Changes	0.00		-696.27		
401 Hartford Township	13,937.73	13,937.73	83,626.38	83,626.38	167,252.76
402 Hartford City	9,291.82	9,291.82	55,750.92	55,750.92	111,501.84
404 Interest	0.23		7.03		
409 Fire Report Request	0.00	3.88	10.00	23.31	46.59
411 Hartford City Millage	2,421.53		2,421.53		
413 FEMA Grant	0.00		1,235.25		
420 Bangor 1st Resp Reimburse	191.50	449.21	2,197.25	2,695.26	5,390.52
521 Cost Recovery Reimbursement	1,798.42	0.00	6,361.50	0.00	0.00
Accounts Receivable	0.00	0.00	0.00	0.00	0.00
Donation	0.00		1,000.00		
Hartford Township Grants	1,984.09		3,584.09		
Other Revenues	510.00		2,370.00		
<b>Total Income</b>	<u>30,135.32</u>	<u>23,682.64</u>	<u>227,867.70</u>	<u>142,095.87</u>	<u>284,191.71</u>
<b>Gross Profit</b>	30,135.32	23,682.64	227,867.70	142,095.87	284,191.71
<b>Expense</b>					
<b>500 Payroll</b>					
500.1 Fire Chief	4,304.76	4,304.76	25,765.87	25,828.62	51,657.18
500.10 Chief Health Benefits	1,916.60	1,528.52	11,180.85	9,171.15	18,342.27
500.2 Firefighters/Medics	2,514.38	5,666.66	21,932.63	34,000.04	68,000.00
500.3 Support Staff	724.63	625.00	4,212.14	3,750.00	7,500.00
500.4 Chief Retirement	258.28	333.33	1,549.75	2,000.02	4,000.00
500.5 Shift Coverage	0.00	1,200.00	0.00	7,200.00	14,400.00
500 Payroll - Other	870.00		5,790.00		
<b>Total 500 Payroll</b>	<u>10,588.65</u>	<u>13,658.27</u>	<u>70,431.24</u>	<u>81,949.83</u>	<u>163,899.45</u>
<b>501 Professional, Insur.&amp; Legal</b>					
501.1 Legal Expenses	0.00	250.00	0.00	1,500.00	3,000.00
501.2 Professional - Audit	0.00	666.66	3,000.00	4,000.04	8,000.00
<b>Total 501 Professional, Insur.&amp; Legal</b>	<u>0.00</u>	<u>916.66</u>	<u>3,000.00</u>	<u>5,500.04</u>	<u>11,000.00</u>
<b>502 Utilities</b>					
502.1 Internet-Telephone	228.37	195.83	1,747.97	1,175.02	2,350.00
502.2 Electric	0.00	450.00	2,160.00	2,700.00	5,400.00
502.3 Natural Gas	109.00	125.00	654.00	750.00	1,500.00
502.4 First Net-AT&T	397.64	358.33	2,352.58	2,150.02	4,300.00
502.5 EPS Door Security	145.23	50.00	580.92	300.00	600.00
<b>Total 502 Utilities</b>	<u>880.24</u>	<u>1,179.16</u>	<u>7,495.47</u>	<u>7,075.04</u>	<u>14,150.00</u>
<b>503 Mileage</b>					
503.1 Mileage - other	0.00	8.33	0.00	50.02	100.00
<b>Total 503 Mileage</b>	<u>0.00</u>	<u>8.33</u>	<u>0.00</u>	<u>50.02</u>	<u>100.00</u>
<b>505 Building Maintenance</b>					
505.1 Bldg Supplies/Maintenanc	13.91	250.00	1,008.85	1,500.00	3,000.00

## Hartford Fire Board Profit & Loss Budget Performance December 2021

	Dec 21	Budget	Jul - Dec 21	YTD Budget	Annual Budget
505.2 Building Maintenance	0.00	0.00	1,191.30	0.00	0.00
505.3 Grounds Maintenance	0.00	41.66	0.00	250.04	500.00
505.4 Capital Bldg Improvement	0.00	770.83	0.00	4,625.02	9,250.00
505.5-Trash	0.00	25.00	154.50	150.00	300.00
<b>Total 505 Building Maintenance</b>	13.91	1,087.49	2,354.65	6,525.06	13,050.00
<b>506 Fuel</b>					
506.1 Unleaded Gas	352.10	266.66	2,749.97	1,600.04	3,200.00
506.2 Diesel	0.00	166.66	1,335.77	1,000.04	2,000.00
<b>Total 506 Fuel</b>	352.10	433.32	4,085.74	2,600.08	5,200.00
<b>508 Vehicle Maintenance</b>					
508.1 Ladder #1841	0.00	175.00	330.00	1,050.00	2,100.00
508.2 Tanker #1831	0.00	175.00	360.74	1,050.00	2,100.00
508.3 Heavy Rescue #1871	0.00	25.00	0.00	150.00	300.00
508.4 Rescue Pickup #1869	0.00	33.33	13.47	200.02	400.00
508.5 Jeep #1860	0.00	33.33	44.05	200.02	400.00
508.6 Explorer #1810	0.00	116.66	63.80	700.04	1,400.00
508.7 Pick-Up #1801	0.00	66.66	395.65	400.04	800.00
508.8 #1802	0.00	33.33	52.50	200.02	400.00
508 Vehicle Maintenance - Other	11.94		19.93		
<b>Total 508 Vehicle Maintenance</b>	11.94	658.31	1,280.14	3,950.14	7,900.00
<b>511 Office</b>					
511.1 Office Equipment	9.99	108.33	1,853.10	650.02	1,300.00
511.2 Equipment Repairs	0.00	12.50	0.00	75.00	150.00
511.3 Office Supplies	0.00	125.00	224.68	750.00	1,500.00
511.4 Printing	0.00	16.66	166.57	100.04	200.00
511.5 Software/Upgrades	0.00	100.00	689.00	600.00	1,200.00
511.6 Copy Lease	0.00	30.00	185.40	180.00	360.00
<b>Total 511 Office</b>	9.99	392.49	3,118.75	2,355.06	4,710.00
<b>512 Insurance</b>					
512.1 Worker's Comp	0.00	416.66	1,646.50	2,500.04	5,000.00
512.10 Accident & Sickness Ins	3,901.00	1,750.00	3,901.00	10,500.00	21,000.00
512 Insurance - Other	3,597.77		7,939.15		
<b>Total 512 Insurance</b>	7,498.77	2,166.66	13,486.65	13,000.04	26,000.00
<b>513 Payroll Taxes</b>	3,248.05		17,719.17		
<b>515 Equipment &amp; Equip Maint</b>					
515.1 Ladder #1841	14.57	58.33	14.57	350.02	700.00
515.10 Firefighting Foam	0.00	83.33	0.00	500.02	1,000.00
515.11 Ford Truck	0.00	8.33	0.00	50.02	100.00
515.12 Air Tanks	0.00	150.00	2,833.15	1,400.00	2,300.00
515.2 Tanker #1831	0.00	58.33	161.04	350.02	700.00
515.3 Heavy Rescue #1871	0.00	133.33	532.94	800.02	1,600.00
515.4 Rescue Pickup #1869	0.00	16.66	132.76	100.04	200.00
515.5 Jeep #1860	0.00	16.66	78.51	100.04	200.00
515.6 Explorer #1810	0.00	8.33	740.16	50.02	100.00

## Hartford Fire Board Profit & Loss Budget Performance December 2021

	Dec 21	Budget	Jul - Dec 21	YTD Budget	Annual Budget
515.7 Eq Maintenance Other	0.00	33.33	100.54	200.02	400.00
515.8 Small Equipment Maintenan	0.00	33.33	199.86	200.02	400.00
515.9 Medical Supplies	531.52	166.66	3,162.46	2,646.04	3,646.00
<b>Total 515 Equipment &amp; Equip Maint</b>	<b>546.09</b>	<b>766.62</b>	<b>7,955.99</b>	<b>6,746.28</b>	<b>11,346.00</b>
515.13 Ford Truck 1802	0.00	8.33	23.59	50.02	100.00
<b>516 Training</b>					
516.1 Fire Chief Training	0.00	125.00	299.00	750.00	1,500.00
516.2 Firefighter I & II	0.00	83.33	525.88	500.02	1,000.00
516.3 Medic	0.00	83.33	0.00	500.02	1,000.00
516.4 Fire Officer Classes	0.00	83.33	0.00	500.02	1,000.00
516.5 Drivers Training	0.00	16.66	0.00	100.04	200.00
<b>Total 516 Training</b>	<b>0.00</b>	<b>391.65</b>	<b>824.88</b>	<b>2,350.10</b>	<b>4,700.00</b>
<b>518 Physicals</b>					
518.1 Annual Physicals	0.00	666.66	6,000.00	4,000.04	8,000.00
518.2 New Employee Physicals	0.00	25.00	0.00	150.00	300.00
<b>Total 518 Physicals</b>	<b>0.00</b>	<b>691.66</b>	<b>6,000.00</b>	<b>4,150.04</b>	<b>8,300.00</b>
<b>519 Subscriptions &amp; Dues</b>					
519.1 HelpNet	0.00	66.66	186.00	400.04	800.00
519.11 West MI Assn of Fire Chi	0.00	12.50	0.00	75.00	150.00
519.13 SMEMSIC	0.00	6.25	0.00	37.50	75.00
519.2 Magazine Subscriptions	0.00	0.00	0.00	0.00	0.00
519.3 FirePrograms	0.00	150.00	1,968.25	900.00	1,800.00
519.4 IAFC	0.00	20.83	0.00	125.02	250.00
519.5 MI State Firefighters Asn	0.00	8.33	75.00	50.02	100.00
519.6 NFPA	0.00	25.00	0.00	150.00	300.00
519.9 MPSCS	0.00	8.33	0.00	50.02	100.00
519 Subscriptions & Dues - Other	0.00		120.00		
<b>Total 519 Subscriptions &amp; Dues</b>	<b>0.00</b>	<b>297.90</b>	<b>2,349.25</b>	<b>1,787.60</b>	<b>3,575.00</b>
<b>525 Personal Equipment</b>					
525.1 Duty Gear	0.00	583.33	0.00	3,500.02	7,000.00
525.2 Personal Equipment	9,800.00	233.33	10,513.87	11,200.02	12,600.00
525.3 Small Equipment	0.00	133.33	246.41	800.02	1,600.00
<b>Total 525 Personal Equipment</b>	<b>9,800.00</b>	<b>949.99</b>	<b>10,760.28</b>	<b>15,500.06</b>	<b>21,200.00</b>
<b>526 FEMA Grant</b>					
526 FEMA	0.00		2,470.50		
526 FEMA Grant - Other	0.00	416.66	0.00	2,500.04	5,000.00
<b>Total 526 FEMA Grant</b>	<b>0.00</b>	<b>416.66</b>	<b>2,470.50</b>	<b>2,500.04</b>	<b>5,000.00</b>
527 Bank Fees	0.00	25.00	180.60	150.00	300.00
528 Bd Members Compensation	240.00	375.00	1,620.00	2,250.00	4,500.00
<b>529 Mandatory Annual Testing</b>					
529.1 Personal Veh Inspections	0.00	41.66	0.00	250.04	500.00
529.2 Fire Extinguishers	0.00	83.33	941.00	500.02	1,000.00
529.3 Hoses	0.00	225.00	2,586.88	1,350.00	2,700.00
529.4 Ladders	0.00	100.00	1,276.00	600.00	1,200.00

## Hartford Fire Board Profit & Loss Budget Performance December 2021

	Dec 21	Budget	Jul - Dec 21	YTD Budget	Annual Budget
529.6 Bottles	0.00	0.00	0.00	0.00	0.00
529.8 Air Compressor	0.00	83.33	685.00	500.02	1,000.00
529.9 Flow Testing Air Packs	0.00	91.66	1,020.00	550.04	1,100.00
<b>Total 529 Mandatory Annual Testing</b>	<b>0.00</b>	<b>624.98</b>	<b>6,508.88</b>	<b>3,750.12</b>	<b>7,500.00</b>
<b>530 Generator</b>					
530.1 Maintenance	0.00	20.83	0.00	125.02	250.00
530.2 Maintenance Contract	0.00	58.33	0.00	350.02	700.00
<b>Total 530 Generator</b>	<b>0.00</b>	<b>79.16</b>	<b>0.00</b>	<b>475.04</b>	<b>950.00</b>
<b>531 Auxiliary</b>					
531.1 Auxiliary Supplies	0.00	20.83	0.00	125.02	250.00
<b>Total 531 Auxiliary</b>	<b>0.00</b>	<b>20.83</b>	<b>0.00</b>	<b>125.02</b>	<b>250.00</b>
Capital Expense	0.00	0.00	175,120.95	164,880.75	164,880.75
Investment Fees	0.00		6.00		
Payroll Tax Expense	1,935.44	0.00	9,086.92	0.00	0.00
Uncategorized Expenses	0.00		-12,040.73		
<b>Total Expense</b>	<b>35,125.18</b>	<b>25,148.47</b>	<b>333,838.92</b>	<b>327,720.38</b>	<b>478,611.20</b>
<b>Net Ordinary Income</b>	<b>-4,989.86</b>	<b>-1,465.83</b>	<b>-105,971.22</b>	<b>-185,624.51</b>	<b>-194,419.49</b>
<b>Other Income/Expense</b>					
<b>Other Expense</b>					
Grant Expenditures	0.00		684.09		
<b>Total Other Expense</b>	<b>0.00</b>		<b>684.09</b>		
<b>Net Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>-684.09</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Income</b>	<b>-4,989.86</b>	<b>-1,465.83</b>	<b>-106,655.31</b>	<b>-185,624.51</b>	<b>-194,419.49</b>

**HARTFORD FIRE BOARD MEETING**  
**Minutes of Fire Board Meeting January 10, 2022**

**Members Present upon roll call:** Chad Hunt; Steve Starner; Jerry Birmele; Carlos Ledesma; Chief Harting Absent: Helen Sullivan

**Others Present:** Carole Kiernan, Assistant Chief Kevin McGrew,

Chairman Starner called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

Public comment opened at 7:01. No public comments, closed at 7:01.

The proposed agenda for the Fire Board meeting of January 10, 2022 was Presented. Motion by Birmele; Second by Ledesma; to approve the agenda as presented. Motion: Approved

The proposed minutes of the December 13, 2021 Fire Board meeting were presented. Motion by Starner; Second by Hunt to accept the minutes as presented Motion: Approved

The December Treasurer's report was presented. Motion by Hunt; Second by Birmele; to accept Treasurer's report as presented. Motion: Approved

Bills were presented for approval in the amount of \$ **35,160.93** Motion by Birmele; Second by Ledesma; to pay bills in amount of \$ **35,160.93**. Motion Approved upon roll call vote of members present.

**Unfinished Business:**

None

**New Business:**

1. Review of Proposed 2022/2023 Proposed Budget-Tabled to February Meeting

**Fire Chief's Report:**

**Meetings Attended:**

- City
- Township
- Van Buren County Fire Fighter Training Committee

**Information:**

- FD received the 2022 DNR Grant – Hose \$2,500.00
- 1831 3-recalls were completed
- New Fire hose finally arrived, loaded on 1871

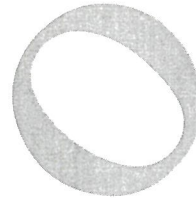
## Minutes of Fire Board Meeting January 10,2022

**TOTAL LABOR HOURS**

Month	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	TOTAL
Calls	286.5	207.5	369.5	298	424.5	333	275	253.25	210	209	207.5	149.5	<b>3223.25</b>
Fraining	32	39	69	20	22	22	24	22	32	42	38	40	<b>402</b>
Truck Insp.	26	32	32	18	20	24	22	0	32	22	20	24	<b>272</b>
Donated	0	0	0	0	0	0	0	0	119.5	202.5	19	42	<b>383</b>
<b>TOTAL</b>	<b>344.5</b>	<b>278.5</b>	<b>470.5</b>	<b>336</b>	<b>466.5</b>	<b>379</b>	<b>321</b>	<b>275.25</b>	<b>393.5</b>	<b>475.5</b>	<b>284.5</b>	<b>255.5</b>	<b>3897.25</b>

**Assistant Fire Chief's Report:****Meetings Attended:**

- Hartford Township Meeting
- Van Buren County Fire Chiefs

**Information:**

- Created After incident form- Binder to keep track of portable equipment maintenance per NFPA part 74 update
- Applied for Grant for Gear Washer and Dryer thru the Gary Sinise Foundation
- Awarded Grant in the amount of \$5,000 from the CSX grant
- New Hose Labeled and put into service
- Pagers Programed and Handed out

Respectfully Submitted,

*K. McGrew*

Kevin McGrew-Assistant Fire Chief

**Other Board Business:**

Motion by Hunt; second by Birmele to close meeting at 7:14 pm. Motion: Approved.  
Respectfully submitted,

Gerald Birmele, Secretary

**HARTFORD FIRE BOARD MEETING**  
**Minutes of Fire Board Meeting December 13, 2021**

**Members Present upon roll call:** Chad Hunt; Steve Starner; Jerry Birmele; Helen Sullivan; Chief Harting Absent: Carlos Ledesma

**Others Present:** Carole Kiernan, Assistant Chief Kevin McGrew, Ryan Flemming

Chairman Starner called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

Public comment opened at 7:01. No public comments, closed at 7:01.

The proposed agenda for the Fire Board meeting of December 13, 2021 was Amended. Motion by Hunt; Second by Birmele; to approve the agenda as amended. Motion: Approved

The proposed minutes of the November 9, 2021 Fire Board meeting were presented. Motion by Hunt; Second by Sullivan to accept the minutes as presented Motion: Approved

The November Treasurer's report was presented. Motion by Hunt; Second by Sullivan; to accept Treasurer's report as presented. Motion: Approved

Bills were presented for approval in the amount of \$ **35,561.75** Motion by Starner; Second by Birmele; to pay bills in amount of \$ **35,561.75**. Motion Approved upon roll call vote of members present.

**Unfinished Business:**

None

**New Business:**

1. Approve taking Lisa Flemming off of Probation as requested by Chief Harting Motion by Hunt; Second Sullivan to remove Lisa Flemming from Probation. Motion: Approved
2. Approve taking Cole Hunt off of Probation as requested by Chief Harting Motion by Birmele; Second Starner to remove Cole Hunt from Probation. Motion: Approved with Hunt abstaining.
3. Approve revised Policy-601 to reflect new changes from the State. Motion by Starner Second by Hunt to approve policy-601 as presented. Motion Approved
4. Reversal of the motion made November 9 –Motion by Starner; Second by Birmele to replace pagers not to exceed \$9800.00, to purchase 2 AED's in the amount of \$1646.00 and to put \$500.00 towards the purchase of 2 air bottles using the General Fund not the proceeds from the sale of old 1871. Motion: Yeah- Sullivan, Birmele, Starner; Nay- Hunt Motion Approved by roll call vote of board members present.

## Minutes of Fire Board Meeting December 13, 2021

**Fire Chief's Report:****Meetings Attended:**

- City
- Township
- Van Buren County Fire Fighter Training Committee

**Information:**

- Annual air pack flow testing completed
- Working on 2021-22 Budget
- Working on training update – PA 291
- Working on Year-end report

**TOTAL LABOR HOURS**

Month	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	TOTAL
Calls	286.5	207.5	369.5	298	424.5	333	275	253.25	210	209	207.5		<b>3073.75</b>
Training	32	39	69	20	22	22	24	22	32	42	38		<b>362</b>
Truck Insp.	26	32	32	18	20	24	22	0	32	22	20		<b>248</b>
Donated	0	0	0	0	0	0	0	0	119.5	202.5	19		<b>341</b>
<b>TOTAL</b>	<b>344.5</b>	<b>278.5</b>	<b>470.5</b>	<b>336</b>	<b>466.5</b>	<b>379</b>	<b>321</b>	<b>275.25</b>	<b>393.5</b>	<b>475.5</b>	<b>284.5</b>		<b>3683.75</b>

**Assistant Fire Chief's Report:****Meetings Attended:**

- Hartford Township Meeting

**Information:**

- 2 New SCBA bottles put in service.
- Booth at Bazaar, sold 11 address signs, sold a total of 16 in November.
- Firefighters Association Purchased Lift Assist Device that the board was shown a few months ago.
- Firefighters Association also purchased a new sled/basket system for unique rescue situations.
- 2 refurbished AEDs put in service.



**Minutes of Fire Board Meeting December 13, 2021**

- New Pagers ordered/ Pagers have been delivered, still waiting on the new system to go live. Has been pushed back until at least April, due to chip shortage for some dispatch software.
- 2021 Training Outline created.
- 3 Year Binder Documenting our training created- per new state regulations.
- Annual review and inspection of AEDs at the schools- recommend to the school that they replace 4 of their current AEDs due to age of devices. School will be making the purchase soon.
- Will be applying to the Gary Sinise Foundation for a grant.
- Will apply for MI Government grants when approved by state for gear and CO2 monitors.
- Still in running for CSX Grant

**Respectfully Submitted,**

*K. McGrew*

**Kevin McGrew-Assistant Fire Chief**

**Other Board Business:**

Chairman Starner met with the Hartford Mayor, Mr. Miller, Supervisor Sefchek to go over Fire Agreement. Some changes were made to the agreement which now goes before each governing body for approval.

Motion by Birmele; second by Starner to close meeting at 7:44 pm. Motion: Approved  
Respectfully submitted,

Gerald Birmele, Secretary

# Fire Chiefs Report

January 2022

### MEETING’S ATTENDED:

- City
- Township
- Van Buren County Fire Fighter Training Committee

### INFORMATION:

- FD received the 2022 DNR Grant – Hose \$2,500.00
- 1831 3-recalls were completed
- New Fire hose finally arrived, loaded on 1871

### TOTAL LABOR HOURS

Month	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	TOTAL
Calls	286.5	207.5	369.5	298	424.5	333	275	253.25	210	209	207.5	149.5	<b>3223.25</b>
Training	32	39	69	20	22	22	24	22	32	42	38	40	<b>402</b>
Truck Insp.	26	32	32	18	20	24	22	0	32	22	20	24	<b>272</b>
Donated	0	0	0	0	0	0	0	0	119.5	202.5	19	42	<b>383</b>
<b>TOTAL</b>	<b>344.5</b>	<b>278.5</b>	<b>470.5</b>	<b>336</b>	<b>466.5</b>	<b>379</b>	<b>321</b>	<b>275.25</b>	<b>393.5</b>	<b>475.5</b>	<b>284.5</b>	<b>255.5</b>	<b>3897.25</b>

Respectfully Submitted,

*R Harting*

Robbie Harting – Fire Chief

## Assistant Chief Report

December

### Information

- **Created After incident form- Binder to keep track of portable equipment maintenance per NFPA part 74 update**
- **Applied for Grant for Gear Washer and Dryer thru the Gary Sinise Foundation**
- **Awarded Grant in the amount of \$5,000 from the CSX grant**
- **New Hose Labeled and put into service**
- **Pagers Programed and Handed out**

Meetings Attended: Van Buren County Fire Chiefs  
Hartford City

Respectfully submitted

K.McGrew

Kevin McGrew-Asst. Fire Chief



January 3, 2022

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

Dear Mr. Akinwale,

I am pleased to provide you with our average response times for the month of December 2021. There were eleven (11) priority one calls in December with the average response time of 09:06 minutes.

There were twelve (12) priority two calls in December with the average response time of 11:18 minutes.

There were three (03) priority three calls in December with the average response time of 07:48 minutes.

A total of twenty-six (26) calls were run in December with an average response of 09:58.

There were extended response times to run numbers 27552, 28781, 27884 and 28469 due to distance. The crews took the correct routes and did not report any further incidents.

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

Sincerely,

Jessica Sutter  
Director of Communication  
Pride Care Ambulance  
O: 269.343.3267  
F: 269.343.6503  
C: 269.313.2626

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

Response Times By Priority

Report Date: 01/03/2022 10:13:59

Filters: Date Range (Leg Date): 12/01/2021 to 12/31/2021 (Last Month); Last Status Timestamp: At Scene; Selecte

Response Priority: P1

Run #	Call Type	Vehicle	Start Time: Enroute	End Time: At Scene	Response Time (MM:SS)
26854	Advanced	4113	12/1/2021 4:23	12/1/2021 4:33	9:40
27326	Advanced	4113	12/7/2021 14:54	12/7/2021 15:04	9:39
27552	Advanced	4113	12/11/2021 4:43	12/11/2021 4:54	11:05
27783	Advanced	Medic 2	12/15/2021 0:25	12/15/2021 0:33	8:04
27884	Advanced	4113	12/16/2021 10:37	12/16/2021 10:47	10:14
28223	Advanced	Medic 2	12/21/2021 15:48	12/21/2021 15:57	8:28
28415	Advanced	4113	12/24/2021 9:13	12/24/2021 9:21	7:33
28429	Advanced	Medic 2	12/24/2021 13:54	12/24/2021 14:00	5:48
28469	Advanced	4113	12/25/2021 7:34	12/25/2021 7:46	11:41
28701	Advanced	Medic 2	12/28/2021 15:47	12/28/2021 15:54	6:29
28781	Advanced	Medic 4	12/29/2021 19:25	12/29/2021 19:37	11:29

Totals: Avg: 09:06

Response Priority: P2

Run #	Call Type	Vehicle	Start Time: Enroute	End Time: At Scene	Response Time (MM:SS)
26856	Advanced	Medic 8	12/1/2021 4:39	12/1/2021 4:48	8:37
26913	Advanced	4113	12/2/2021 3:04	12/2/2021 3:19	15:09
26981	Advanced	4113	12/2/2021 23:44	12/2/2021 23:55	11:18
26984	Advanced	Medic 4	12/3/2021 2:41	12/3/2021 2:53	12:11
27068	Advanced	4113	12/4/2021 4:47	12/4/2021 4:58	11:03
27139	Advanced	Medic 8	12/5/2021 5:41	12/5/2021 5:55	14:08
27380	Advanced	Medic 8	12/8/2021 13:35	12/8/2021 13:42	6:33
27436	Advanced	4113	12/9/2021 11:17	12/9/2021 11:27	10:18
27830	Advanced	4113	12/15/2021 16:24	12/15/2021 16:35	11:01
27905	Advanced	4113	12/16/2021 12:48	12/16/2021 13:01	13:46
28332	Advanced	Medic 4	12/23/2021 4:00	12/23/2021 4:08	7:17
28512	Advanced	Medic 2	12/26/2021 5:53	12/26/2021 6:07	14:19

Totals: Avg: 11:18

Response Priority: P3

Run #	Call Type	Vehicle	Start Time: Enroute	End Time: At Scene	Response Time (MM:SS)
27397	Advanced	4113	12/8/2021 18:41	12/8/2021 18:50	9:06
27555	Advanced	4113	12/11/2021 7:11	12/11/2021 7:19	7:20
27888	Advanced	Medic 2	12/16/2021 10:59	12/16/2021 11:06	7:00

Totals: Avg: 07:48

Overall Totals

Trips	26	Average Response Time	9:58
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# HARTFORD PUBLIC WORKS DEPARTMENT

200 Beachwood St.  
621-3022  
Dan Staunton Supt.



1/24/2022

## MAINTENANCE DEPARTMENT

Serviced all the equipment that required servicing  
Repaired all the equipment that required repairing  
Snow removal as needed.  
Take down Christmas decorations.  
Haul snow from parking lots.  
Replaced rear springs on salt truck.  
Plowed sidewalks as needed.  
Replaced hydraulic motor on salt spreader.

## WATER DEPARTMENT

Water turn off	<u>2</u>
Water turn on	<u>0</u>
Water meter repairs	<u>3</u>
Water leaks repaired	<u>1</u>
Water meters read by request	<u>7</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

Snow removal as needed.

## SEWER SYSTEM

Sewer mains rodded	<u>2</u>
Sewer services dug up and repaired	<u>1</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

200 Beachwood St.  
621-3022  
Dan Staunton Supt.



1/24/2022

## WATER QUALITY AVERAGE FOR THE MONTH

### Raw Water

Iron 1.56 ppm  
Manganese 0.149 ppm  
pH 7.4

### Finished Water

Iron 0 ppm  
Manganese 0 ppm  
Chlorine 1.1 ppm  
Phosphates 1.7 ppm  
Flouride 0.8 ppm  
pH 7.6

### Chemicals used

	Total Lbs
Chlorine	<u>103</u>
Phosphates	<u>206</u>
Flouride	<u>200</u>

### Average Daily Use

	Average Daily Use
Chlorine	<u>3.3</u>
Phosphates	<u>6.6</u>
Flouride	<u>6.4</u>

## WATER PUMPED FOR THE MONTH

Backwash water

4.579 Million Gallons  
161,000 Gallons

## WATER BACTI SAMPLES FOR THE MONTH

19 W. Main St.  
525 E. Main St.  
200 Beachwood St.

ND  
ND  
ND

# **HARTFORD WASTEWATER TREATMENT PLANT**

66460 56<sup>th</sup> Ave \* Hartford MI 49057 \* 269-621-2289\* cohwwtp@frontier.com

Tom Strand, HWWTP Operator

## **HWWTP Report for the Month of: December, 2021**

- State report has been submitted for the month of December.
- Average flow 0.117 MGD (million gallons per day).
- Performed routine maintenance and daily duties.

### Operation Report for December, 2021

1) Flow in Million Gallons Per Day	
A. Monthly Total	3.621
B. Average	0.117
2) Sodium Hypochlorite gallons Per Day	
A. Total	372
B. Average	12.0
3) Ferric in Gallons Per Day	
A. Total	557
B. Average	18
4) Polymer Powder in Pounds Per Day	
A. Total	31.00
B. Average	1.00
5) Sodium Bisulfite in Gallons Per Day	
A. Total	108.5
B. Average	3.5
6) Electric usage KWH	
A. Total	65
B. Average	2.1
7) Final BOD in Pounds	
A. Total	269
B. Average (177 LBS. Allowed)	12
C. % Removal (85%)	96
8) Final Suspended Solids in Pounds	
A. Total	243
B. Average (131 LBS. Allowed)	11
C. Average mg/l	11.5
D. % Removal (85%)	95
9) Total Phosphorus in mg/l	
A. 30 Day Average (1 mg/l Allowed)	0.4
B. % Removal	96
10) Fecal Coliform Bacteria in Count/100ml	
A. Average (200/100ml Allowed)	28





**DECEMBER 2021  
LIST OF BILLS  
CK #36792 TO CK # 36867**

NUMBER	WRITTEN TO	DESCRIPTION	TOTAL
36792	AMERIGAS - HARTFORD 5254	PROPANE FOR WWTP LAB	320.77
36793	AT&T MOBILITY	FIRST NET SERVICE FOR CELL PHONES 10/12-11/11/2021	419.94
36794	BAKER TILLY MUNICIPAL ADVISORS	SERVICES RELATED TO THE 2021 BOND ANTICIPATION NOTE	7,500.00
36795	MICHAEL BANIC	OCCUPANCY INSPECTIONS 11/23/21	45.00
36796	CINTAS CORPORATION	FIRST AID SUPPLIES - DPW, CITY HALL & POLICE	135.66
36797	COMCAST BUSINESS	INTERNET & LOCAL PHONES FOR DECEMBER 2021	354.22
36798	CONSUMERS ENERGY	CITY HALL, DPW & IRP GAS BILLS - 10/23-11/22/2021	307.64
36799	CSX TRANSPORTATION	CROSSING SIGNAL ANNUAL MAINTENANCE - RED ARROW HWY	1,978.00
36800	CUMMINS SALES & SERVICE	ANNUAL GENERATOR MAINTENANCE (CASINO, 372, & 687 LIFT STATIONS, WWTP & IRF)	2,969.72
36801	DELTA DENTAL	DECEMBER 2021 DENTAL INSURANCE	1,054.42
36802	DICKINSON WRIGHT PLLC	COUNCIL FEES & EXPENSES FOR BOND ANTICIPATION NOTE	8,000.00
36803	ENTERPRISE ENVELOPE INC.	BUSINESS CARDS FOR ARTIE WILCOX - ELECTRICAL INSPECTOR	97.00
36804	FRONTIER	IRP PHONE & INTERNET, CASINO LIFT STATION PHONE, DPW PHONE 11/19-12/18/2021	268.93
36805	GASVODA & ASSOCIATES, INC.	CHANGE LIFT STATION SETTINGS PER TOM AT WWTP	452.00
36806	GEMPLER'S	BACK ORDERED JEANS FOR DPW	119.97
36807	HARDING'S MARKET	PAPER PLATES, NAPKINS & SILVERWARE FOR BREAKROOM	16.48
36808	HARTFORD BUILDING AUTHORITY	CITY HALL LEASE FOR DECEMBER 2021	4,166.67
36809	HARTFORD FIRE BOARD	DECEMBER 2021 CONTRACTUAL PAYMENT	9,291.82
36810	J.S. BUXTON LLC	BULK LIME SLURRY FOR WWTP	1,505.00
36811	KELLOGG HARDWARE	MISC HARDWARE SUPPLIES FOR NOVEMBER 2021	291.34
36812	MASTER METER INC	ANNUAL SOFTWARE SUPPORT - 1/1/2022-12/31/2022	1,500.00
36813	MICHIGAN AGRIBUSINESS SOLUTION	70,200 & 124,800 BIOSOLID LIQUID LAND APPLICATION + CHARGES FOR METALS & NUTRIENT TESTING	12,009.80
36814	MISS DIG SYSTEM, INC.	2022 ANNUAL MEMBERSHIP FEES	1,963.86
36815	TOM NEWNUM	CLEAN CITY HALL 11/24/21 & 12/1/21	100.00
36816	S & A AUTOMOTIVE, INC	LIGHTBULB FOR DODGE CHARGER HEADLIGHT + SHOP SUPPLIES	48.44
36817	STATE OF MICHIGAN	2022 NPDES ANNUAL PERMIT FEE FOR WWTP	1,950.00
36818	TRACE ANALYTICAL LABORATORIES	IRP WATER SAMPLE TESTING - 11/24/2021	53.00
36819	THE TRI-CITY RECORD	NOTICE OF AMHAWK VIOLATIONS - SEWER USE PERMIT	61.25
36820	UIS SCADA	REPLACE MOTHERBOARD ON RECORDER	906.00
36821	USA BLUE BOOK	PARTS FOR FLOURIDE PUMP AT IRP	505.75
36822	VAN BUREN CNTY DRAIN COMM.	AT LARGE DRAIN ASSESSMENT - 818 HEALTH & CEMETERY	6,418.42
36823	VISION SERVICE PLAN	DECEMBER 2021 VISION INSURANCE	140.31
36824	WALTER L. DE VISSER, SR.	MECHANICAL PERMITS CH21011 - 425 OAK ST & CH21012 - 444 OLDS	405.00
36825	WATER SOLUTIONS UNLIMITED	PHOSPHATES FOR IRP	1,015.00
36826	WIGHTMAN & ASSOCIATES, INC.	PROJECT 212004 - WASTEWATER COLLECTION SYSTEM IMPROVEMENTS (7 INVOICES)	45,555.30
36827	ALEXANDER CHEMICAL CORP.	CHEMICALS FOR WWTP	2,017.85
36828	AUTO-WARES GROUP	PARTS FOR TUNE UP ON 2005 FORD F-350 (WWTP TRUCK)	277.71
36829	MICHAEL BANIC	OCCUPANCY INSPECTIONS 12/1/21 & 12/8/21	180.00
36830	BEST WAY DISPOSAL INC	WWTP, DPW & CITY HALL TRASH SERVICE FOR NOVEMBER 2021	308.25
36831	INDIANA MICHIGAN POWER	NOVEMBER 2021 ELECTRIC BILLS	5,916.35
36832	ROXANN ISBRECHT	MILEAGE AND MEALS FOR CLERK'S MASTER ACADEMY IN MT PLEASANT, MI	209.92
36833	MITCHELL PUMP & SERVICE LLC	EJECTOR FOR IRP	1,416.70
36834	MML WORKER'S COMP FUND	BALANCE DUE ON WORKER'S COMP - FOR FISCAL 2020-2021	442.00
36835	TOM NEWNUM	CLEAN CITY HALL 12/8/2021	50.00
36836	SHAWN OWENS	LABOR FOR TUNE UP ON 2005 FORD F-350 (WWTP TRUCK)	400.00
36837	PRINTING SYSTEMS, INC	1000 CHECKS FOR NEW HONOR CU GENERAL FUND, PAYROLL & TAX ACCOUNTS	567.37
36838	TRACE ANALYTICAL LABORATORIES	IRP WATER SAMPLE TESTING - 12/3/2021	75.50
36839	VILLAGE OF PAW PAW-LABORATORY	OCTOBER 2021 LAB ANALYSIS	100.00
36840	WEST MICHIGAN RAILROAD CO.	WM-7 STORM SEWER & WM-8 SEWER MAIN ANNUAL FEE	171.45
36841	WIGHTMAN & ASSOCIATES, INC.	PROJECT 202307 - DWAM GRANT APPLICATION, PROJECT 202043 PROSPECT ST IMPROVEMENTS & PROJECT 190496 TWP PFAS WATER MAIN EXTENSION	9,904.00
36842	WILLIAM (ARTIE) WILCOX	ELECTRICAL PERMITS 21HE037 - 61678 CR 687 (MCDONALDS), 21HE034 - 107 AUSTIN AND 21HE029 - 108 MARY	662.40
36843	BLUE CARE NETWORK OF MI	JANUARY 2022 HEALTH INSURANCE	18,362.85
36844	FIRST ADVANTAGE LNS	DPW DRUG TESTING - JUSTIN RYAN	134.80
36845	FLEMING BROTHERS OIL CO	GASOLINE & DIESEL FOR NOVEMBER 2021	2,072.72
36846	FRONTIER	LIFT STATION PHONE 12/7/2021- 1/6/2022	44.63
36847	LAKESIDE FIRE & SAFETY	ANNUAL FIRE EXTINGUISHER INSPECTION & MAINTENANCE	245.00
36848	TOM NEWNUM	CLEAN CITY HALL 12/15/2021	50.00
36849	UNUM LIFE INSURANCE CO OF AMERICA	JANUARY 2022 LIFE & DISABILITY INSURANCE	643.55
36850	AMERIGAS - HARTFORD 5254	PROPANE FOR LAB AT WWTP	570.92
36851	AT&T MOBILITY	FIRST NET SERVICE FOR CELL PHONES 11/12-12/11/2021	419.94
36852	CINTAS CORPORATION	FIRST AID SUPPLIES - DPW, CITY HALL, POLICE & WWTP	164.94
36853	DELTA DENTAL	JANUARY 2022 DENTAL INSURANCE	1,008.16
36854	ENTERPRISE ENVELOPE INC.	1100 BLANK BUILDING PERMITS	1,280.40
36855	FERGUSON WATERWORKS	WATER REPAIR PARTS	867.46
36856	FRONTIER	CASINO LIFT STATION PHONE, WWTP PHONE, INTERNET & ALARM, IRP PHONE & INTERNET - 12/17/2021-1/16/2022	448.38
36857	MATTHEW KUZMA	PHYSICAL, FINGERPRINTING & UNIFORMS - POLICE ACADEMY	779.05
36858	NAYLOR LANDSCAPE MANAGEMENT	FINAL PAYMENT ON 2021 CHRISTMAS DECORATIONS	1,648.76
36859	TOM NEWNUM	CLEAN CITY HALL 12/22/2021	50.00
36860	PVS TECHNOLOGIES, INC.	3000 GALLONS FERRIC CHLORIDE	5,458.79
36861	SHARE CORPORATION	SUPPLIES/TOOLS FOR DPW	360.38
36862	STAPLES CREDIT PLAN	BLANK 1099'S & W-2'S + CALENDARS & PLANNERS FOR 2022	116.24
36863	STATE OF MICHIGAN	DRY TONS REPORTED & BIOSOLIDS LAND APPLICATION FEE FOR 2022	1,758.88
36864	TRACE ANALYTICAL LABORATORIES	WWTP METALS TESTING - 12/17/2021 & IRP WATER SAMPLE TESTING - 12/17/2021	453.75
36865	USA BLUE BOOK	FOOT VALVES FOR CHEMICAL FEEDERS AT IRP	123.95
36866	VISION SERVICE PLAN	JANUARY 2022 VISION INSURANCE	140.31
36867	WILLIAM (ARTIE) WILCOX	ELECTRICAL PERMIT 21HE039 - 105 EAST ST	135.00

**76 TOTAL CHECKS**

**\$ 171,965.07**

**CITY OF HARTFORD  
INVESTMENT REPORT AS OF DECEMBER 31, 2021**

**BONDS**

<b>AMT OF INVESTMENT</b>	<b>INVEST TYPE</b>	<b>INST NAME</b>	<b>INVEST DATE</b>	<b>LENGTH OF INV.</b>	<b>INTEREST RATE</b>	<b>MATURITY DATE</b>	<b>DIST. OF INT</b>	<b>CURRENT VALUE</b>
<b>CD'S</b>								
\$ 100,000.00	CD	TCF BANK	12/8/2017	18 MONTHS	1.74%	6/8/2019		\$ 106,527
		(RENEWED)	6/8/2019		2.35%	12/8/2020		
		(RENEWED)	12/8/2020		0.18%	6/8/2022		
\$ 166,746.74	CD	STURGIS BANK	9/3/2020	18 MONTHS	0.40%	3/3/2022		\$ 167,582

**MUTUAL FUNDS**

\$ 250,000.00	MF	TCF FA	8/11/12	L-T	VARIABLE		
\$ 103,000.00	MF	TCF FA	2/15/11	L-T	VARIABLE		
\$ 50,000.00	MF	TCF FA	6/15/11	L-T	VARIABLE		
\$ 105,000.00	MF	TCF FA	10/28/11	L-T	VARIABLE		
\$ 53,896.00	MF	TCF FA	2/27/11	L-T	VARIABLE		
\$ 74,154.00	MP	TCF FA	5/26/12	L-T	VARIABLE		
\$ 76,493.11	MF	TCF FA	11/6/12	S-T	VARIABLE		
\$ 114,476.00	MF	TCF FA	12/21/13	S-T	VARIABLE		
\$ 100,000.00	MF	TCF FA	2/20/13	S-T	VARIABLE		

<b>AT MARKET</b>	<b>TCF SHORT-TERM MUTUAL FUND</b>	TRANSFER OUT \$ 333,528.43	\$ -
	<b>TCF LONG-TERM MUTUAL FUND</b>	TRANSFER OUT \$ 1,062,200.17	\$ -

\$ 1,397,648.70	TRANSFER IN	12/14/2021	L-T	VARIABLE
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**STURGIS BANK/OAKLEAF FINANCIAL (RAYMOND JAMES) \$1,397,778**

**TOTAL INVESTMENT AT MARKET AS OF DECEMBER 31, 2021 \$ 1,671,887**

\*THIS IS AN INCREASE OF \$2273.00 FROM LAST QUARTER



**CITY MANAGER'S REPORT  
JANUARY 24, 2022**

**PROPOSAL FOR WASTEWATER TREATMENT PLANT OPERATIONAL ASSISTANCE:**

I mentioned in my November 2021 report that I discussed the idea of the proposal for Operational Assistance with John Barthels of Infrastructure Alternatives, Inc. This same company assessed the plant. The proposal was not ready for the December Council Meeting; therefore, you were not able to discuss it at that time. I have enclosed the proposal for your review and discussion and to decide the next step you would like to take.

**5 WEST MAIN STREET:**

This building has been under repairs since Van Buren County Board of Commissioners approved ARPA funds for the structural stabilization. The building will be repaired to make it attractive enough for potential developers to bid on it and turn it into a functioning multi-family structure. The County Land Bank also acquired the vacant lot at 1 West Main Street to compliment the building. We anticipate this building to become a great addition to the Downtown when completed. The County is also looking for RFQ from potential Developers.

**LINDEN/CLARK STREET PROJECT UPDATE:**

For the last several months, we have been working to complete the requirements for the State Historic Preservation Office and National Environmental Protection Administration. The completion of these two requirements allowed the City to publish the Combined Notice of No Significant Impact on the environment and Notice to Request for Release of Funds. The funding for this project will be released on February 15, 2022 and the physical aspect of the project can commence.

**MATT KUZMA SPONSORSHIP AGREEMENT:**

Attorney Schuitmaker has returned from vacation. The Agreement is in your packet for your review.

**INDIANA MICHIGAN POWER EASEMENT REQUEST:**

There is a planned site visit on Thursday January 20, 2022 at the Water Plant to meet with Mr. Schuitmaker and the representatives of the Power Company. The plan is to come up with an agreement between the City and the Power Company that satisfies both sides. I hope to bring the agreement to the meeting with Mr. Schuitmaker's recommendation.

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
DECEMBER 20, 2021

Item 13.

Commissioners Present: Ramon Beltran; Ron Burleson; Frank Dockter; Richard A. Hall; Helen Sullivan; Terry Tibbs (asked to be excused due to illness left at 7:32pm)

Members Absent: John Miller

Staff Present: Akinwale; Beltran; Rodney-Isbrecht, Shultz, Staunton

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

Mayor Hall, Commissioners Beltran, Sullivan & Tibbs were sworn into office by the Clerk.

Pledge of Allegiance was said.

Motion by Commissioner Dockter, supported by Commissioner Sullivan, to approve the agenda as presented.

Motion carried 6 – 0

**Guests:**

- Brian Wisneski, Hungerford Nichols presented the Council with the 2020/2021 Preliminary Fiscal Audit. Still waiting on Fire Boards Audit & documents to complete the City's audit. The opinion is the financial statements presents fairly as of June 30, 2021, unmodified is the best opinion you can receive. The general fund had total Revenues of \$1,311,697 & total Expenditures of \$1,215,814. Total Financing uses of \$61,563 for a net change in fund balances of \$34,320 leaving an end of year fund balance of \$797,607. That fund balance represents 63% of expenditures, auditors recommend 20-25% so the City is sitting in a good financial condition. Thanked the Council for allowing them to prepare the financial audit and thanked the staff for their assistance in preparing the audit.

**Public Comment:** None

**Communications:**

1. Van Buren Conservation District Program Update.
2. National Association of State 911 Administrators Notice of older phones may not be able to access 911.
3. City Hall will be Closed December 23 & 24 for Christmas Holiday
4. City Hall will be Closed December 30 & 31 for New Year Holiday
5. Consumers Energy Notice of Hearing for December 22, 2021 video teleconference.
6. An 18' Snowman Decoration was donated to the City from Bill Pozivilko, Council sent Thanks for his generous gift.

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

- A. **Police & Ordinance** – Chief Beltran, Shop with a Cop 12/14/2021, & Toy Give-a-Way 12/20/2021, both went very well. Thank you to those who donated to both programs. Ordinance: 400 Shepard St needs to be addressed, follow up on condemned residential property.
- B. **Fire Dept** – Chief Harting – received \$5,000 grant from CSX Railroad to purchase PPE, received DNR grant, seeking additional grant monies to purchase commercial washer & dryer for cleaning fire department gear. Thanks for lighting downtown, looks great. Continuing to work on the new budget.
- C. **Ambulance** – No representative, report available
- D. **Van Buren County** – ARPA Funds expended, 5 West Main St, Van Buren County Board of Commissioners approved funding to stabilize the building; Credit Card Payments approved, Specialty Court Grants, Michigan Department of Corrections Grant; Property Sale; Veterans Horticulture Therapy Program; Janitorial Services, outsourced; Landscape & Mowing Services, outsourced; Animal Control

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
DECEMBER 20, 2021

Item 13.

Vehicle; Data Center Licensing; Hazard Mitigation Plan; Michigan Coronavirus Emergency Supplemental Grant; Economic Development Grant, First Amendment Auditors, please do not engage.

- E. **Public Works** – Superintendent Staunton, done with leave pick up, water tower leaseholder had improvements done to their equipment, the contractor is completed with work on the tower.
- F. **Wastewater Treatment Plant** – no discussion, requested quote for services has not been received from those companies who were contacted.
- G. **Treasurers, Investment & List of Bills** – No discussion
- H. **City Manager – 5 West Main Street Update**, thank Commissioner Chappell for his support of the project; **Indiana Michigan Power Company Easement Request**, the attorney & I & M will meet at the property after the first of the year; **Rural Development Equity Project**, street scape project; **Sponsorship for Matt Kuzma for Police Academy Recommendation**;

**Approval of Commission Minutes:**

Motion by Commissioner Dockter, supported by Commissioner Sullivan, to approve the minutes of the November 15, 2021 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 5 – 0

**Approval of Reports:**

Motion by Commissioner Dockter, supported by Commissioner Beltran, to accept the November 2021 departmental reports as presented and place them on file.

Motion carried 5 – 0

**Goals/Objectives:**

- Working with Rural Development to do an infrastructure grant application for street scape project along main street, seeking cost estimate.

**Old Business:**

- Honor Credit Union presence in Hartford, nothing new to report, they are continuing their pop-up location at City Hall on Tuesday's & Thursday's.

**New Business:**

Discussion – 2021 Proposed Interlocal Fire Department Agreement – Mayor Hall, members of Fire Board & Township Supervisor met 10 days ago to review the Joint Interlocal Agreement and were presented with a proposed Joint Interlocal Fire Agreement with a few changes such as the Fire Departments operational funding formula between the City & Township, & change the review of the agreement from 5 years to every 3 years. 2018-2021 call volume reports for the City & Township were submitted to the Council for their review. Mayor Hall appointed a committee of Hall, Miller & Sullivan to review the requested changes & bring a recommendation back to the Council.

Discussion - Ambulance agreement, Concerns to be addressed, more facts are needed. Mayor Hall appointed a committee of Hall, Miller and Sullivan to review the agreement and will report back to the Council.

Discussion - Police Academy Sponsorship – The Police Department is currently one officer short of being staffed & experiencing the challenge of finding & retaining certified officers. The City Manager is proposing sponsoring Matt Kuzuma, Current Ordinance Officer in the Police Academy's 16 Week program at KVCC, with a 4-year commitment to the City after his completion of the program. The cost of sponsorship includes tuition, minimum wage for 12-hour days, ammunition & uniforms at an estimated cost of \$18,484.00.

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
DECEMBER 20, 2021

Motion by Commissioner Burleson, supported by Commissioner Beltran, to approve the sponsorship of Matt Kuzma in the 2022 Police Academy at KVCC.

Motion carried 4 – 1 (Dockter – did not agree with wage amount)

Motion by Commissioner Sullivan, supported by Commissioner Dockter, to approve the 2022 City Commission Meeting Schedule and set Trick or Treat Hours for October 29, 2022, as presented.

Motion carried 5 – 0

**Resolutions, Ordinance, Proclamation's:**

- Resolution 2021 – 015 Accepting the 2020/2021 Fiscal Year Audit

Motion by Commissioner Sullivan, supported by Commissioner Burleson, adopt Resolution 2021-015 - accepting the 2020/2021 Fiscal Year Audit as presented by Hungerford Nichols.

Motion carried 5 – 0

**Adjournment:**

Motion by Commissioner Burleson, supported by Commissioner Beltran, to adjourn the meeting at 8:33pm.

Motion carried 5 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk



Dear Potential Sponsor,

The Strawberry Festival is a long standing tradition in Hartford, Michigan dating back to 1988. One of the first festivals of the season, this festival offers our community a family friendly event to bring our community together and promote Hartford. The Strawberry Festival provides entertainment, food, rides, parades and more for Hartford and surrounding communities to enjoy. This year the festival will be a three-day event on June 10, 11 & 12, 2022. The extra day will offer more opportunity for publicity for local businesses. Also, this year we are excited to have a Miranda & The M80s band. This band has a large following, which is sure to bring in more visitors. As our festival grows, we hope you will consider being a part of this community event.

The Hartford Strawberry Festival is hosted by the Hartford Area Chamber of Commerce which promotes the general welfare and prosperity of the Hartford area businesses and community.

Areas Covered by sponsorship:

- Main Stage entertainment for Friday and Saturday
- General expenses (advertising, brochures and poster printing, portable restrooms, security personnel, trash pickup and disposal, after the festival cleanup and other festival expenses.)
- Rides

Each year companies choose to sponsor the Hartford Strawberry Festival to help promote our community and businesses. Please consider being a sponsor:

	Diamond	Platinum	Gold	Silver	Patron
What you get!	\$500+	\$250	\$100	\$50	\$25
Recognition on promotional poster during festival	•	•	•	•	•
Recognition on website	•	•	•	•	•
Recognition in festival brochure	•	•	•	•	
Recognition in HACOC E-Newsletter in July	•	•	•	•	
Logo on promotional poster during festival	•	•	•		
Logo on website and festival brochure	•	•	•		
Public announcement recognition during the Festival	•	•	•		
Business name on festival shirt			•		
Business logo on festival shirt	•	•			
18" x 24" Sign with Business name and Logo displayed in Ely Park during Festival	•	•			
12' x 12' Display space at festival – Sponsor supplies tent and tables	•				

**Please turn page over for more information.**



**Hartford Strawberry Festival Sponsorship Form**

Yes, I would like to sponsor the Hartford Strawberry Festival to promote local businesses and community.

Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Choose a level:

\_\_\_ Patron Level \$25

\_\_\_ Silver Level \$50

\_\_\_ Gold Level \$100

\_\_\_ Platinum Level \$250

\_\_\_ Diamond Level \$500 +

\_\_\_ Please send me information about being a member of the Hartford Area Chamber of Commerce

**Deadline for sponsorship is May 1<sup>st</sup>.**

Please make checks payable to: Hartford Area Chamber of Commerce

Mail to:

Hartford Area Chamber of Commerce

P.O. Box 283

Hartford, MI 49057

Or to pay by Credit Card:

Credit Card #: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Exp. Date: \_\_\_\_\_ Total: \_\_\_\_\_ CVV: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Signature: \_\_\_\_\_

If you have any question, please contact Patty Schroeder at (269)588-5103 ex. 2

**Thank you for helping make Hartford a better community!**



**CITY OF HARTFORD  
COUNTY OF VAN BUREN  
STATE OF MICHIGAN  
RESOLUTION 2022 - 001**



**2022 Poverty Exemption, Income Guidelines & Asset Test.**

At a Regular meeting of the City of Hartford Commission at 19 West Main Street called to order by Mayor Richard A. Hall on January 24, 2022 at 7:30p.m.

The following resolution was offered:

Moved by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_.

**WHEREAS**, the adoption of guidelines for poverty exemptions is required of the City Council by Section 7u of the General Property Tax Act 206 of 1893 (MCL 211.7u); and

**WHEREAS**, the homestead of persons who, in the judgment of the board of review, by reason of poverty, are unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.7u); and

**NOW THEREFORE, BE IT RESOLVED**, pursuant to PA 390 of 1994, the City of Hartford adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household.

To be eligible, a person shall do all the following on an annual basis:

1. Be an owner of and occupy as their principal residence the property for which an exemption is requested.
2. File a claim with the **City of Hartford's** board of review, accompanied by federal and state income tax returns for all persons residing in their principal residence, including any property tax credit returns filed in the immediately preceding year or in the current year.
3. Assets include but are not limited to, real estate other than the principal residence, personal property, motor vehicles, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bonds, life insurance, retirement funds, etc.
4. Claimant may not own more than one (1) vehicle per licensed driver in household.
5. Claimant may not exceed \$6,000.00 of value of assets, excluding homestead and vehicles.
6. Produce a valid drivers' license or other form of identification, if requested.
7. Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested, if requested.
8. Meet the *federal poverty income guidelines* as defined and determined annually by the United States Office of Management & Budget.
9. The application for an exemption shall be filed after January 1, but one day prior to the last day of the Board of Review. The filing of this claim constitutes an appearance before the Board of Review for the purpose of preserving the right of appeal to the Michigan Tax Tribunal.

**BE IT FURTHER RESOLVED THAT**, that the board of review shall follow the above stated policy and federal poverty guidelines, which are updated annually by the United States Department of Management &

Budget, in granting or denying an exemption. The annual allowable income includes income for all persons residing in the principal residence. Claimant’s amount of tax liability to be determined by the Board of Review.

**FEDERAL POVERTY INCOME GUIDELINES FOR 2022 ASSESSMENTS**

The following are the federal poverty income standards for use in setting poverty exemption guidelines for 2022 assessments:

# of persons residing in home	Annual allowable income
1 person	\$ 12,880
2 persons	17,420
3 persons	21,960
4 persons	26,500
5 persons	31,040
6 persons	35,580
7 persons	40,120
8 persons	44,660
For each additional person, add	4,540

YEAS:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED

DATE: January 24, 2022

\_\_\_\_\_  
RoxAnn Rodney-Isbrecht, City Clerk

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on January 24, 2022

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

**CITY OF HARTFORD  
COUNTY OF VAN BUREN  
STATE OF MICHIGAN  
RESOLUTION 2022 - 002**



**ACCEPTING LETTERS OF PROTEST FROM CITY RESIDENT PROPERTY OWNERS FOR  
MARCH 2022 BOARD OF REVIEW**

At a Regular meeting of the City of Hartford Commission at 19 West Main Street called to order by Mayor Richard A. Hall on January 24, 2022 at 7:30p.m.

The following resolution was offered:

Moved by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_.

**WHEREAS**, the law only provides for letters of protest for March Board of Review for non-resident property owners, passing this resolution allows residents to protest by letter, and

**WHEREAS**, Michigan Compiled Law (MCL) 41.181 gives the Township Board of Review the authority to accept letters of protest for the March 2022 Board of Review.

**NOW, THEREFORE BE IT RESOLVED**, that the City of Hartford wishes to approve the acceptance of letter of protest from City Residents for the March 2022 Board of Review.

YEAS:

NAYS:                    ABSENT:

RESOLUTION DECLARED ADOPTED

DATE: January 24, 2022

\_\_\_\_\_  
RoxAnn Rodney-Isbrecht, City Clerk

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on January 24, 2022

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

**CITY OF HARTFORD  
COUNTY OF VAN BUREN  
STATE OF MICHIGAN  
RESOLUTION 2020 - 003**



**PROVIDE FOR ALTERNATE STARTING DATES FOR MARCH 2022 BOARD OF REVIEW**

At a Regular meeting of the City of Hartford Commission at 19 West Main Street called to order by Mayor Richard A. Hall on January 24, 2020 at 7:30p.m.

The following resolution was offered:

Moved by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_.

**WHEREAS**, the City of Hartford holds Board of Review Protest meetings beginning the Tuesday following the first Monday of March as provided by MCL211.28 – 221.33 and may pass a resolution to allow for alternate starting dates for said meetings, and

**WHEREAS**, the City of Hartford wishes to provide for alternate starting dates for the March 2022 Board of Review meetings.

**NOW, THEREFORE BE IT RESOLVED**, that the City of Hartford hereby resolve to provide for the setting of alternate March 2022 Board of Review dates.

YEAS:

NAYS:                      ABSENT:

RESOLUTION DECLARED ADOPTED

DATE: January 24, 2022

\_\_\_\_\_  
RoxAnn Rodney-Isbrecht, City Clerk

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on January 24, 2022

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