



City of Hartford  
County of Van Buren, State of Michigan

## Commission Business Meeting Agenda

Monday, December 20, 2021 at 7:30 PM

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### CALL TO ORDER

1. SWEARING IN OF NEWLEY ELECTED OFFICIALS: MAYOR HALL, COMMISSIONERS BELTRAN, SULLIVAN, TIBBS

### PLEDGE OF ALLEGIANCE

### ROLL CALL

### APPROVAL OF AGENDA

### GUESTS

2. HUNGERFORD NICHOLS CPAs + ADVISORS - 2020/2021 FISCAL AUDIT

### PUBLIC COMMENT

### COMMUNICATIONS

3. VAN BUREN CONSERVATION DISTRICT PROGRAM UPDATE
4. NATIONAL ASSOCIATION OF STATE 911 ADMINISTRATORS

### REPORT OF OFFICERS BOARDS & COMMITTEES

#### Police & Ordinance

5. HPD - Chief 2021 November
6. HPD - ORDINANCE 2021 NOVEMBER

#### Fire Department

7. HFD - CHIEF 2021 NOVEMBER
8. HFD - BOARD 2021 NOVEMBER

#### Ambulance

9. AMB - 2021 NOVEMBER

#### Van Buren County

10. VBCO - COMMISSIONERS 2021 DECEMBER

#### Public Works

[11.](#) DPW 2021 NOVEMBER

Wastewater Treatment Plant

[12.](#) WWTP 2021 NOVEMBER

Treasurers, Investment & List of Bills

[13.](#) LIST OF BILLS 2021 NOVEMBER

City Manager

[14.](#) MANAGER - 2021 DECEMBER

#### **APPROVAL OF COMMISSION MINUTES**

[15.](#) 2021 NOVEMBER 15

#### **APPROVAL OF REPORTS**

#### **GOALS/OBJECTIVES**

#### **OLD BUSINESS**

#### **NEW BUSINESS**

[16.](#) DISCUSSION - 2021 PROPOSED INTERLOCAL FIRE DEPARTMENT AGEEMENT

[17.](#) DISCUSSION - AMBULANCE AGREEMENT

18. POLICE ACADEMY SPONSORSHIP

19. Hartford City Commission 2022 Meeting Schedule

#### **INTRODUCTION OF RESOLUTIONS OR AMENDMENTS**

[20.](#) RESOLUTION 2021 - 015 ACCEPTING THE 2020/2021 FISCAL YEAR AUDIT

#### **ADJOURNMENT**



## Van Buren Conservation District

### November 2021 Program Update

*Submitted by Emilly Hickmott, Deputy Administrator*

- **Ag Conservation/Water Quality Projects** (*Erin Fuller, Colleen Forestieri, Hannah Hudson*) - Staff worked on coordinating engineering, permitting and construction for the installation of four water control structures on a large farm field adjacent to Mill Creek. These structures are part of a comprehensive drainage water management system and research project with the University of Notre Dame and Michigan State University. This research will allow us to share real-world data with local farmers to help them decide what conservation practices might fit their farm needs as well as help improve water quality.
- **SWxSW Corner CISMA (Cooperative Invasive Species Management Area)** (*Abbie Bristol, Alex Florian, Andrew Michalek*) - The team completed its application for the Michigan Invasive Species Grant program, which provides sustaining funding for CISMAs in Michigan. We also completed reporting on two MISGP grants we already hold. Our Strike team was also able to spray Japanese knotweed and Phragmites in the right of way for the Van Buren Road Commission.
- **MAEAP** (*Kyle Mead*) - The technician has been making many contacts to reach farmers that are due for MAEAP re-verification as well as following up with farmers that are new to MAEAP. One grower is close to verification after 15 years of effort. Several verification appointments are scheduled for new and repeat farms in November.
- **National Association of Conservation Districts Technical Assistance** (*Lucas Hartman*) - The 2019 grant was completed, and the final report was submitted. Additional training and preparatory work was done to prepare for upcoming deadlines.
- **Outreach** (*Jacob Diljak*) - October saw a lot of coordination in a multitude of exciting projects for the VBCD. The coordinator is working with MDNR and local partnering organizations to plant tree seedlings in Van Buren State Park next Spring. Work continues on the 2022 VBCD calendar, 2021 Annual Report, and 2022 Food, Farm, Fun Guide.
- **Produce Safety** (*Patrick Gordon*) - Various training sessions and conferences were attended as a wrap up to the growing season for most Southwestern Michigan growers. Farm visits were completed in Allegan and Berrien Counties.
- **Resource Recovery Recycling** (*Emilly Hickmott*) - Preparations were made for the 2022 resource recovery collection season, including date setting, partner and vendor commitments, and diagram creation. Most Van Buren County residents will receive a 1/3 sheet flyer with their Winter 2021 tax bill that will include collection season information along with information about year-round electronic recycling, tree seedling sale, and invasive species management.



For more information on any of our programs and projects, please email us at [info@vanburencd.org](mailto:info@vanburencd.org), call us at 269-657-4030x5 or visit the VBCD website at [www.VanBurenCD.org](http://www.VanBurenCD.org).

**1035 E. Michigan Avenue, Paw Paw, Michigan 49079**  
**269.657.4030 x5 ♦ [www.VanBurenCD.org](http://www.VanBurenCD.org)**



## Van Buren Conservation District

### December 2021 Program Update

Submitted by Emily Hickmott, Deputy Administrator

As 2021 comes to a close, the VBCD team aims to once again provide regular updates to other key Van Buren County parties and partners about all that is happening at the District. The VBCD Staff is transitioning to the time of year when we have more time for office work, even if we're still largely working from home. If you have or hear of environmental concerns that we might be able to assist with, please take advantage of our updated contact information that can be found here: <https://vanburencd.org/about/meet-our-staff/>.

We want to also share that we learned there are funds through EGLE for municipalities for low interest loans regarding: wastewater treatment plant upgrades, combined and/or sanitary sewer overflow abatements, collection system installation or improvements, stormwater treatment, and non-point source pollution reduction projects. More details here: <https://content.govdelivery.com/accounts/MIDEQ/bulletins/2fdd24d>

#### Program Updates:

- **Ag Conservation/Water Quality Projects** (*Erin Fuller, Colleen Forestieri, Hannah Hudson*) – Staff worked with area farmers to install cover crops after corn and soybeans harvest. This conservation practice helps reduce nutrient and sediment runoff into nearby lakes and streams and improves soil health for the farmers. Nearly 1,000 acres of post-harvest cover crops have been installed, in addition to 3,000 acres of pre-harvest, aerially-applied cover crops that were planted earlier in the season.
- **SWxSW Corner CISMA (Cooperative Invasive Species Management Area)** (*Abbie Bristol, Alex Florian, Andrew Michalek*) – The Strike Team season wrapped up, concluding foliar treatment until 2022. Lessons learned throughout the 2021 season have been recorded and reflected upon to better the program for 2022. The CISMA also met with Cass and Berrien Conservation Districts to begin planning future Japanese knotweed surveys and/or management in those counties.
- **MAEAP** (*Kyle Mead*) – The technician has been reaching out to farmers that are due for MAEAP Re-Verification as well as following up with farmers that are new to MAEAP. One grower is close to Verification after 15 years of effort. Several Verifications were scheduled on new and repeat farms.
- **National Association of Conservation Districts Technical Assistance** (*Lucas Hartman*) – Various deadlines for NRCS programs in 2022 have been set. Applications for funding through the EQIP program are due January 14th.
- **Outreach** (*Jacob Diljak*) – Several large projects are concluding or are making significant progress: the first ever 2022 VBCD calendar; 2021 annual report; 2022 tree sale materials; 2022 Backyard Symposium; and revamped 2022 Food, Farm, and Fun Guide. These projects will benefit the County, residents, and VBCD alike by showcasing our agritourism, public green spaces, conservation programs and resources, transparent governance, and more.
- **Produce Safety** (*Patrick Gordon*) – Farm visits were completed in Calhoun County.
- **Resource Recovery Recycling** (*Emily Hickmott*) – Multiple grants will become available for application in 2022; preparations were made. The State will likely continue to prioritize regional partnerships and applications. On November 17, 2021, the Southwest Michigan Solid Waste Consortium voted by the 2/3 of member counties required to support a Calhoun County resolution to dissolve the consortium. The Van Buren Conservation District plans to gather former SWMSWC scrap tire grant partners to apply as a region in the future.





## FOR IMMEDIATE RELEASE

Media Contact:

### **National Association of State 911 Administrators**

Harriet Rennie-Brown, Executive Director

(517) 243-2075

Harriet.Rennie-Brown@nasna911.org

### **Public Safety Officials Warn that Older Phones May Cease Operating in 2022**

**TRAVERSE CITY, MICHIGAN – November 17, 2021**

The National Association of State 911 Administrators (NASNA) is issuing a warning to consumers that older phones may cease operating in early 2022 due to the retirement of 3G networks and support for phones using 3G service. This may include other devices that use 3G connectivity, such as some medical alert devices, tablets, smart watches, home security systems, and other devices.

“It is vitally important that the public be aware that national 3G networks will no longer work sometime early next year. These networks support older phones and devices that won’t work after the 3G network goes away” said Harriet Rennie-Brown, Executive Director of NASNA.

The nation’s three major wireless carriers (AT&T, Verizon, and T-Mobile) have each announced that they plan on discontinuing 3G service in favor of 4G (LTE) and 5G service next year. According to the FCC’s website, AT&T will discontinue service in February, T-Mobile/Sprint will discontinue service between March and July, and Verizon will discontinue service at the end of 2022.<sup>1</sup>

Most users of these services will be notified directly by the carriers if this discontinuation affects them. However, users of older phones used for 9-1-1 only purposes may not be notified if they do not have active service with the provider. It has long been the practice of some organizations for the homeless or domestic violence shelters to provide clients with older phones with no

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<sup>1</sup> See <https://www.fcc.gov/consumers/guides/plan-ahead-phase-out-3g-cellular-networks-and-service>

service, since those phones could still be used to call 9-1-1 in an emergency. Users of those older 9-1-1 only phones should be aware that they may not work after 3G service is discontinued.

Low income individuals who are concerned that their 9-1-1 only phones may no longer be supported should consider applying for service through the federal Lifeline Program. Information regarding eligibility and participating providers can be found at <https://www.lifelinesupport.org/>.

NASNA is a 501(c)(3) tax exempt membership organization representing the nation's state 9-1-1 administrators, representing 48 states and the District of Columbia.



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

**Police Report for Month of November 2021**

<b>Total Duty Hours</b>	<b>720</b>	<b>Foot Patrol Hours</b>	<b>12</b>
<b>Arrests</b>	<b>4</b>	<b>Felony</b>	<b>1</b>
		<b>Misdemeanor</b>	<b>3</b>
<b>Arrest Warrants Issued</b>	<b>7</b>	<b>Traffic Citations Issued</b>	<b>5</b>
<b>Homicide</b>	<b>0</b>	<b>Robbery</b>	<b>0</b>
<b>Sex Crimes</b>	<b>0</b>	<b>Trespassing</b>	<b>3</b>
<b>Assaults</b>	<b>3</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>0</b>	<b>Property Destruction/Vandalism</b>	<b>0</b>
<b>NFS Checks</b>	<b>0</b>	<b>Juvenile Del</b>	<b>2</b>
<b>OUIL</b>	<b>1</b>	<b>Drug Investigations</b>	<b>0</b>
<b>Civils</b>	<b>2</b>	<b>Public Peace</b>	<b>2</b>
<b>Lost Property</b>	<b>0</b>	<b>Found Property</b>	<b>1</b>
<b>Suspicious Person(s)/Vehicle(s)</b>	<b>8</b>	<b>Alarms</b>	<b>0</b>
<b>Health/Safety</b>	<b>2</b>	<b>Traffic Crash</b>	<b>4</b>
<b>Assist to other Agencies</b>	<b>36</b>	<b>Michigan State Police</b>	<b>3</b>
<b>Van Buren Co Sheriff</b>	<b>10</b>	<b>FIRE/EMS</b>	<b>15</b>
<b>Other Local Agencies</b>	<b>7</b>	<b>Persons</b>	<b>1</b>

**Officers of the department handled 76 incidents during the month of November 2021.**

**Please consider donating toys to the Santa boxes or money to the Shop with a Cop program.**

**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 NOVEMBER 2021**

**Property Inspections:**

	<b>ADDRESS</b>	<b>VIOLATION</b>	<b>RESOLUTION</b>
1	203 N Center	Couch in front of property	Follow up 12-10-21
2	423 Oak	Dumpsters not taken back/General Blight	OK.
3			
4			
5			
6			

**Property Inspections                    3**

**Grass Violation Postings            0**

**Grass Violation Follow-up         0**

**Blight Violation Posting             2**

**Blight Violations Follow-up       3**

**Total:                                        6**

**Respectfully Submitted**

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

# Hartford Fire Department

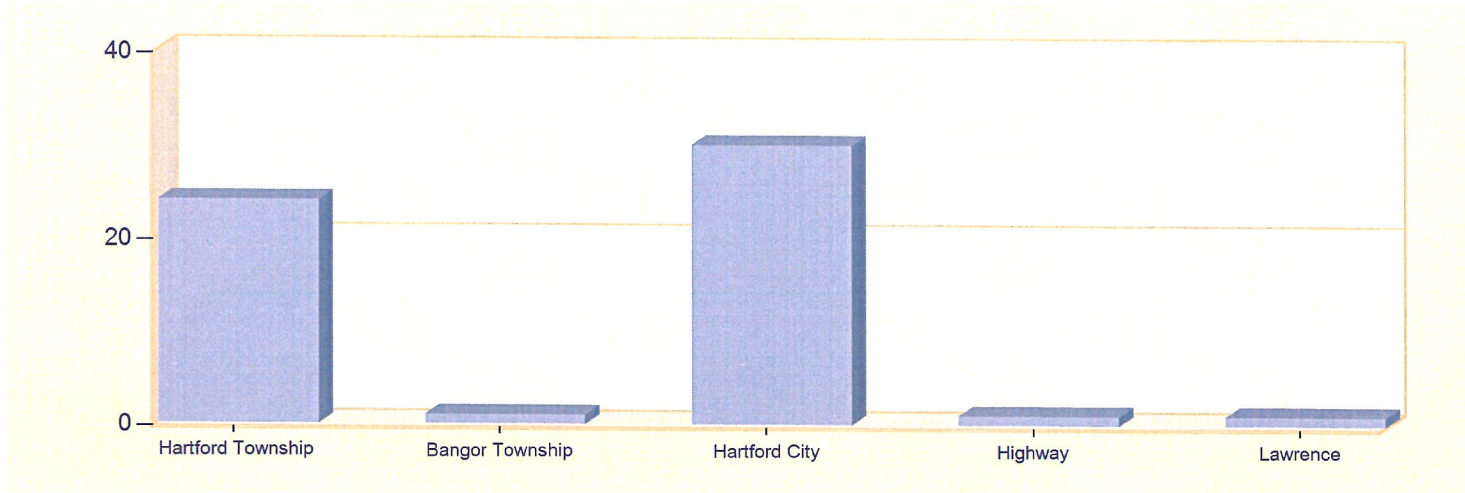
Hartford, MI

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## Incident Type Count per Zone for Date Range

Start Date: 11/01/2021 | End Date: 11/30/2021



ZONES	INCIDENT TYPE	COUNT
<b>Hartford Township - Hartford</b>		
	113 - Cooking fire, confined to container	1
	131 - Passenger vehicle fire	1
	311 - Medical assist, assist EMS crew	2
	321 - EMS call, excluding vehicle accident with injury	14
	322 - Motor vehicle accident with injuries	1
	324 - Motor vehicle accident with no injuries.	1
	444 - Power line down	1
	611 - Dispatched & cancelled en route	1
	651 - Smoke scare, odor of smoke	1
	746 - Carbon monoxide detector activation, no CO	1
	<i>Total Incidents for Hartford Township - Hartford:</i>	24
<b>Bangor Township - Bangor</b>		
	743 - Smoke detector activation, no fire - unintentional	1
	<i>Total Incidents for Bangor Township - Bangor:</i>	1
<b>Hartford City - Hartford</b>		
	311 - Medical assist, assist EMS crew	7
	321 - EMS call, excluding vehicle accident with injury	14
	322 - Motor vehicle accident with injuries	1
	412 - Gas leak (natural gas or LPG)	1
	444 - Power line down	1

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





ZONES	INCIDENT TYPE	COUNT
	500 - Service Call, other	1
	531 - Smoke or odor removal	1
	611 - Dispatched & cancelled en route	2
	651 - Smoke scare, odor of smoke	1
	743 - Smoke detector activation, no fire - unintentional	1
	<i>Total Incidents for Hartford City - Hartford:</i>	<i>30</i>
<b>Highway - I 94</b>		
	324 - Motor vehicle accident with no injuries.	1
	<i>Total Incidents for Highway - I 94:</i>	<i>1</i>
<b>Lawrence - Township</b>		
	111 - Building fire	1
	<i>Total Incidents for Lawrence - Township:</i>	<i>1</i>
<b>Total Count for all Zone:</b>		<b>57</b>

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



# Hartford Fire Department

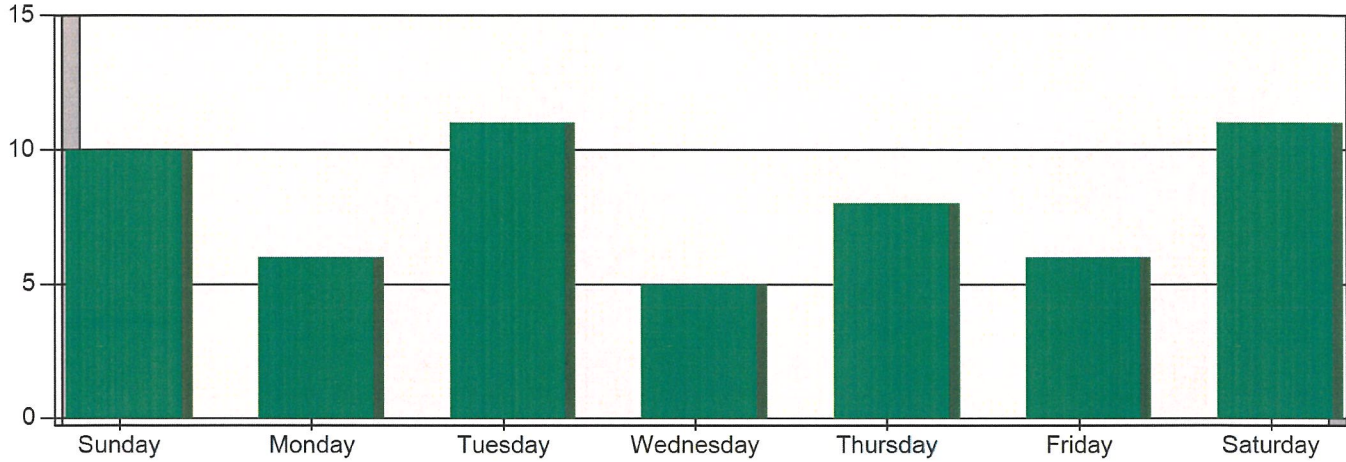
Hartford, MI

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## Incidents by Day of the Week for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 11/01/2021 | End Date: 11/30/2021



DAY OF THE WEEK	# INCIDENTS
Sunday	10
Monday	6
Tuesday	11
Wednesday	5
Thursday	8
Friday	6
Saturday	11

**TOTAL**

**57**

Only Reviewed incidents included.



emergencyreporting.com

Doc Id: 1284

Page # 1 of 1

# Hartford Fire Department

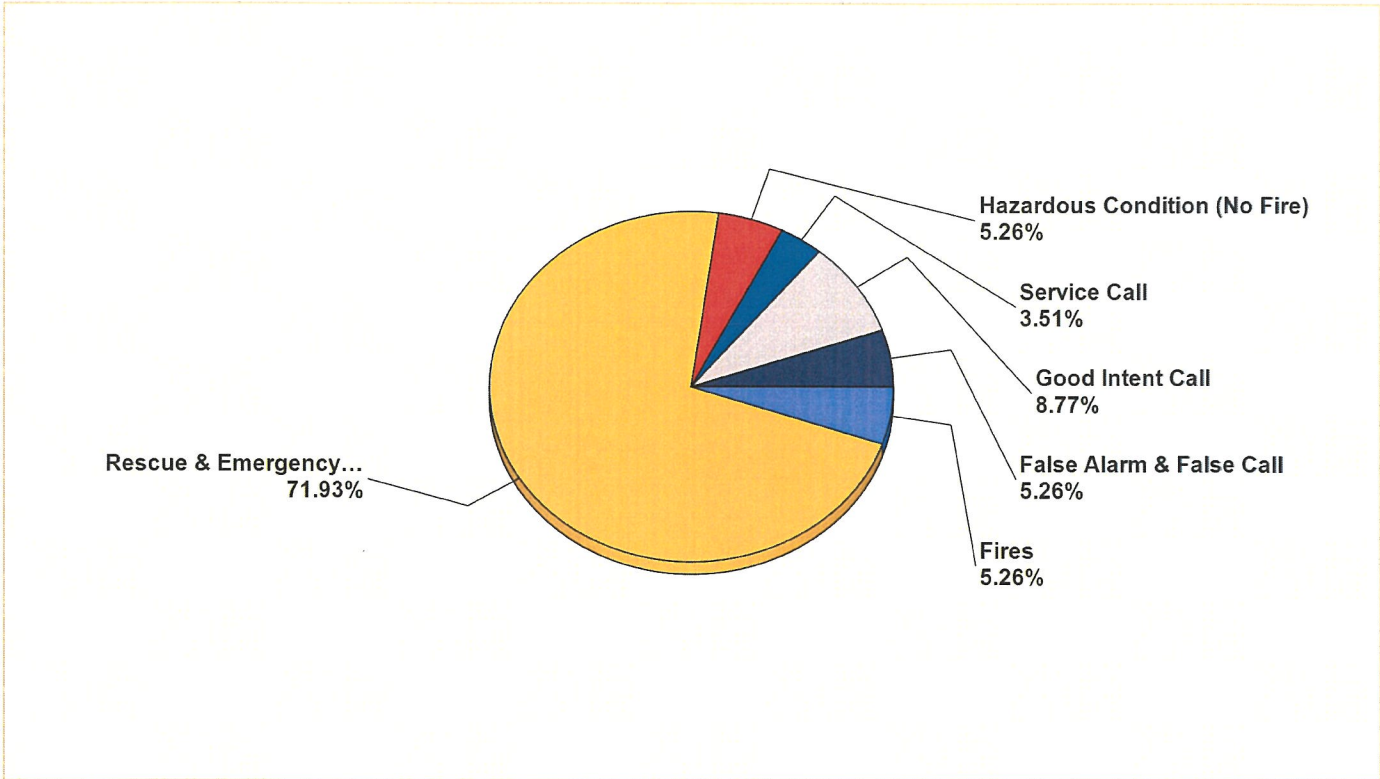
Hartford, MI

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## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 11/01/2021 | End Date: 11/30/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	5.26%
Rescue & Emergency Medical Service	41	71.93%
Hazardous Condition (No Fire)	3	5.26%
Service Call	2	3.51%
Good Intent Call	5	8.77%
False Alarm & False Call	3	5.26%
<b>TOTAL</b>	<b>57</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	1	1.75%
113 - Cooking fire, confined to container	1	1.75%
131 - Passenger vehicle fire	1	1.75%
311 - Medical assist, assist EMS crew	9	15.79%
321 - EMS call, excluding vehicle accident with injury	28	49.12%
322 - Motor vehicle accident with injuries	2	3.51%
324 - Motor vehicle accident with no injuries.	2	3.51%
412 - Gas leak (natural gas or LPG)	1	1.75%
444 - Power line down	2	3.51%
500 - Service Call, other	1	1.75%
531 - Smoke or odor removal	1	1.75%
611 - Dispatched & cancelled en route	3	5.26%
651 - Smoke scare, odor of smoke	2	3.51%
743 - Smoke detector activation, no fire - unintentional	2	3.51%
746 - Carbon monoxide detector activation, no CO	1	1.75%
<b>TOTAL INCIDENTS:</b>	<b>57</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

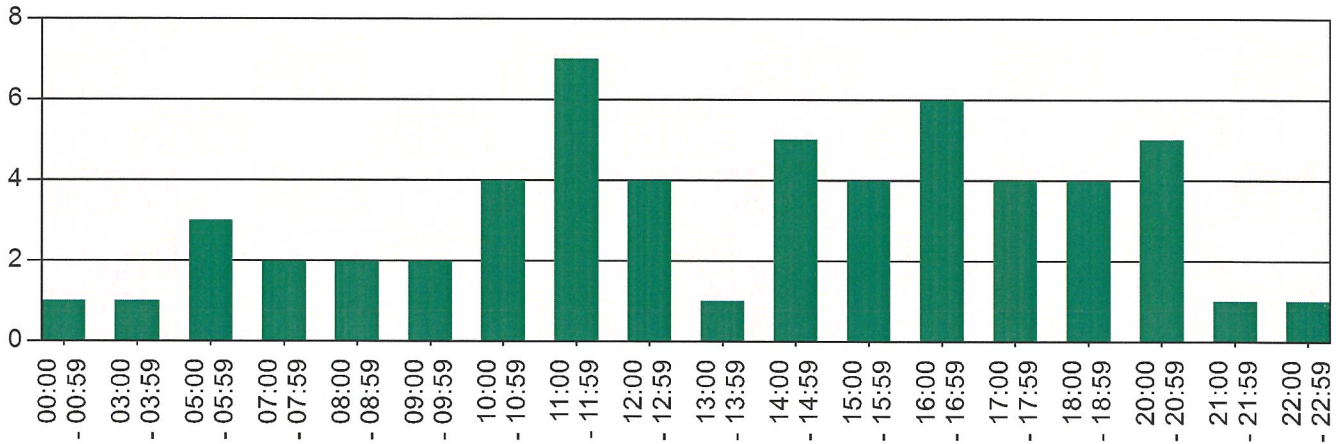
Hartford, MI

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

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 11/01/2021 | End Date: 11/30/2021



Hour	# of CALLS
00:00 - 00:59	1
03:00 - 03:59	1
05:00 - 05:59	3
07:00 - 07:59	2
08:00 - 08:59	2
09:00 - 09:59	2
10:00 - 10:59	4
11:00 - 11:59	7
12:00 - 12:59	4
13:00 - 13:59	1
14:00 - 14:59	5
15:00 - 15:59	4
16:00 - 16:59	6
17:00 - 17:59	4
18:00 - 18:59	4
20:00 - 20:59	5
21:00 - 21:59	1
22:00 - 22:59	1
<b>TOTAL:</b>	<b>57</b>

Only REVIEWED incidents included.





**Hartford Fire Board Meeting  
November 8, 2021  
October Business**

Contents

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**Hartford Fire Board**  
Agenda  
Monday, November 8, 2021 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 October 11, 2021: Motion by \_\_\_\_Second\_\_ Motion \_\_\_\_\_
- VI. Approval of October Treasurer’s report: Motion By \_\_\_\_\_ Second by \_\_\_\_\_ to approve Treasurer’s report as presented. Motion \_\_\_\_\_
  - a. Accounts Payable: Amount **\$ 23,194.53** 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:
  - 1. Discussion on purchase of pagers replacing the current pagers which may be obsolete as early as December 2021. Purchase not to exceed \$9800.00.

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 11, 2021**

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

**Others Present:** Carole Kiernan, Assistant Chief Kevin McGrew, Pastor Doug Tipken

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 October 11, 2021 was presented. Motion by Hunt; Second by Ledesma; to approve the agenda as amended. Motion: Approved

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

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

Bills were presented for approval in the amount of \$ **23,265.19** Motion by Starner; Second by Ledesma; to pay bills in amount of \$ **23,265.19** . Motion Approved upon roll call vote of members present.

**Unfinished Business:**

None

**New Business:**

1. Approve Pastor Doug Tipken to be the Fire Department Chaplin Motion by Hunt; Second by Ledesma to approve Pastor Tipken as Chaplin. Motion: Approved
2. Approve Fantasia Eastman as a Cadet, as recommended by Assistant Chief McGrew Motion by Birmele; Second by Ledesma to approve new Cadet. Motion Approved
3. Discussion on upgrading Comcast phone/internet--\$234.00 per month additional 500.00 per year...Motion by Birmele Sullivan to upgrade phone system & internet Motion: Approved.

Minutes of Fire Board Meeting October 11, 2021

- 4. Approve the sale of old 1871 for \$12,100.00 thru Municibid.com Motion by Starner Second by Ledesma to approve the sale of old 1871. Motion Approved upon roll call vote of members present.

**Fire Chief's Report:**

**Meetings Attended:**

**Information:**

- Conducted 6-month inspection of MED Leaf
- Attended City Meeting
- Attended Township Meeting
- Met with Pastor Tipken, he has agreed to be our Department Chaplin
- Installed two smoke detectors
- Annual Pump testing completed

**LABOR HOURS FOR SEPTMBER:**

Calls	<b>210</b>
Training	<b>32</b>
Truck Inspections	<b>32</b>
Donated	<b>119.5</b>
<b>TOTAL HOURS</b>	<b>393.5</b>

**Assistant Fire Chief's Report:**

**Meetings Attended:**

**Minutes of Fire Board Meeting October 11, 2021****Information:**

- New 1871 Medical License
- Pancake Breakfast—Best by far
- Lighted Truck Parade
- Fire Prevention
- Drivers Training train the trainer class
- Drills at Schools—Fire & Lockdown
- Barn/Shed Cleaned and Organized
- Inventory/Purchase plans for FF Gear

**Respectfully Submitted,**

*K. McGrew*

**Kevin McGrew-Assistant Fire Chief**

**Other Board Business:**

Motion by Sullivan; second by Starner to close meeting at 7:51 pm. Motion: Approved  
Respectfully submitted,

Gerald Birmele, Secretary



**HARTFORD FIRE BOARD MEETING**  
**Minutes of Fire Board Meeting November 8, 2021**

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

**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 November 8, 2021 was ammended. Motion by Hunt; Second by Ledesma; to approve the agenda presented. Motion: Approved

The proposed minutes of the October 11, 2021 Fire Board meeting were presented. Motion by Hunt; Second by Sullivan to accept the minutes as presented Motion: Approved

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

Bills were presented for approval in the amount of \$ **23,194.53** Motion by Starner; Second by Sullivan; to pay bills in amount of \$ **23,194.53**. Motion Approved upon roll call vote of members present.

**Unfinished Business:**

None

**New Business:**

1. Discussion on purchase of pagers replacing the current pagers which may be obsolete as early as December 2021. Purchase not to exceed \$9800.00. Motion by Starner; Second by Hunt 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 proceeds from the sale of Old 1871. Motion: Approved.

**Fire Chief's Report:**

**Meetings Attended:**

- City
- Township
- Fire Chief's
- Tech Center, Fire Academy Advisory Board
- Van Buren County Fire Fighter Training Committee

**Information:**

Minutes of Fire Board Meeting November 8, 2021

- Annual pump testing completed
- Investigated access availability to 2 houses on 48<sup>th</sup> Ave. (Bangor Twp.)
- Thank You to Calvin Funeral Home for the donated medical gloves.
- Members of the Department attended a First Responder luncheon at Red Wood Elem.

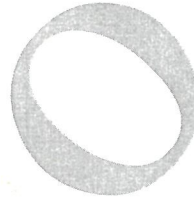
**L LABOR HOURS**

	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	TOTAL
	286.5	207.5	369.5	298	424.5	333	275	253.25	210	209			<b>2866.25</b>
g	32	39	69	20	22	22	24	22	32	42			<b>324</b>
insp.	26	32	32	18	20	24	22	0	32	22			<b>228</b>
d	0	0	0	0	0	0	0	0	119.5	202.5			<b>322</b>
<b>L</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>3418.25</b>

**Assistant Fire Chief's Report:**

**Meetings Attended:**

- Van Buren County Fire Chief's
- Hartford Township Meeting



**Information:**

- Old 1871 picked up
- Continued equipment inventory project on trucks
- Submitted two grants to CSX
- Phone system upgrade
- Halloween Events—Trunk or Treat at School and Library plus Trick or Treat at station.

Respectfully Submitted,

*K. McGrew*

Kevin McGrew-Assistant Fire Chief

**Other Board Business:**

FEMA—Grant opportunities for Fire Department  
Pride Care contracts need to be revisited

**Minutes of Fire Board Meeting November 8, 2021**

Motion by Starnier; second by Ledesma to close meeting at 7:55 pm. Motion: Approved  
Respectfully submitted,

Gerald Birmele, Secretary

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### Treasurer’s Report for meeting on November 8, 2021 For the month ending October 31, 2021

Cash Balances

**Operations – General Fund**

Reconciled Cash Balances of Prior Month ended October 31, 2021–Huntington \$ 109,705.61

**XXX May Deposits**

City of Hartford – Contribution(October)	\$ 9,291.82
Township of Hartford – Contribution(October)	\$ 13,937.73
Bangor Township Cost Recovery	\$ 378.50
Cost Recovery	\$ 1,389.93
Pride Care	\$ 630.00
Township Ass’t Chief Grant (October)	\$ 800.00
Report	\$ 0.00
Interest	\$ 0.93

Total Deposits \$ 26,428.91

**Total Balance of General Fund \$ 136,134.52**

**XXX Expenditures for approval:**

Vendors payable	\$ 11,573.65
Payroll released Oct. 2021 (10,760.39 – 2,105.23)	\$ 8,655.16
Bank Fees	\$ 37.35
MI & Fed Tax Withholdings	\$ 2,928.37

**Total Expenditure \$ 23,194.53**

**General Fund Balance October 31, 2021 \$ 112,939.99**

**Capital Equipment**

Reconciled Cash Balance as of October 31, 2021 – Millage Fund \$ 14,152.59

Reconciled Cash Balance as October 31, 2021 – Maintenance Fund \$ 13,314.44

Cash Balances for month October 31, 2021 \$ 140,407.02

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

**Invested Capital Equipment**

Et Cetera Investment Services, LLC – Millage Fund Investment September 31, 2021 \$ 10,898.57

Et Cetera Investment Services, #2-TCF Investment September 31,2021 \$ 100,749.72

**Hartford Fire Board  
November 8, 2021 Meeting  
Income & Expense and Expenses by Vendor Summary  
October Business**

**Expense by Vendor**

	<u>Oct 21</u>
At & T	-488.50
Auto-Wares	-16.79
Back Roads Services	-660.00
Chad Hunt	-60.00
City of Hartford (Dental/Vision)	-151.92
City of Hartford {2}	-258.28
City of Hartford Health Ins.	-1,771.20
Comcast	-191.67
Consumers Energy	-109.00
First Bankcard	-1,091.83
Helen Sullivan	-60.00
Indiana Mich Power	-360.00
IRS Online Payment	-3,441.14
Jerry Birmele	-60.00
Kellogg Hardware	-52.36
Michigan State Firemen's Assoc.	-75.00
North Breathing Air, LLC	-520.00
Premier Safety	-199.86
ShellFleet Plus Card	-370.58
State of MI WH Online Payment	-1,475.52
Steve Lowder	-100.00
Steven Starner	-60.00
	-
<b>TOTAL</b>	<b>11,573.65</b>

**Income & Expense**

	<u>Oct 21</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
401 Hartford Township	13,937.73
402 Hartford City	9,291.82
404 Interest	1.01
420 Bangor 1st Resp Reimburse	378.50
521 Cost Recovery Reimbursement	1,389.93
Hartford Township Grants	800.00
Other Revenues	630.00

<b>Total Income</b>	<b>26,428.99</b>
<b>Gross Profit</b>	<b>26,428.99</b>
<b>Expense</b>	
<b>500 Payroll</b>	
500.1 Fire Chief	4,304.76
500.10 Chief Health Benefits	1,923.12
500.2 Firefighters/Medics	3,553.50
500.3 Support Staff	802.13
500.4 Chief Retirement	258.28
500 Payroll - Other	1,050.00
<b>Total 500 Payroll</b>	<b>11,891.79</b>
<b>502 Utilities</b>	
502.1 Internet-Telephone	191.67
502.2 Electric	360.00
502.3 Natural Gas	109.00
502.4 First Net-AT&T	488.50
<b>Total 502 Utilities</b>	<b>1,149.17</b>
<b>505 Building Maintenance</b>	
505.1 Bldg Supplies/Maintenanc	233.81
<b>Total 505 Building Maintenance</b>	<b>233.81</b>
<b>506 Fuel</b>	
506.1 Unleaded Gas	370.58
<b>Total 506 Fuel</b>	<b>370.58</b>
<b>508 Vehicle Maintenance</b>	
508.1 Ladder #1841	330.00
508.2 Tanker #1831	330.00
508.5 Jeep #1860	16.79
508 Vehicle Maintenance - Other	7.99
<b>Total 508 Vehicle Maintenance</b>	<b>684.78</b>
<b>511 Office</b>	
511.1 Office Equipment	105.99
<b>Total 511 Office</b>	<b>105.99</b>
<b>513 Payroll Taxes</b>	<b>4,916.66</b>
<b>515 Equipment &amp; Equip Maint</b>	
515.2 Tanker #1831	119.32
515.3 Heavy Rescue #1871	303.55
515.4 Rescue Pickup #1869	106.84
515.5 Jeep #1860	70.99
515.7 Eq Maintenance Other	14.99
515.8 Small Equipment Maintenan	199.86
515.9 Medical Supplies	35.85



**Hartford Fire Board  
November 8, 2021 Meeting  
Income & Expense and Expenses by Vendor Summary  
October Business**

Total 515 Equipment & Equip Maint	851.40	Payroll Tax Expense	1,873.14
515.13 Ford Truck 1802	10.84	Uncategorized Expenses	-
516 Training			12,047.95
516.2 Firefighter I & II	100.00	Total Expense	11,154.53
Total 516 Training	100.00	Net Ordinary Income	15,274.46
519 Subscriptions & Dues		Net Income	15,274.46
519.5 MI State Firefighters Asn	75.00		
Total 519 Subscriptions & Dues	75.00		
525 Personal Equipment			
525.2 Personal Equipment	81.97		
Total 525 Personal Equipment	81.97		
527 Bank Fees	37.35		
528 Bd Members Compensation	300.00		
529 Mandatory Annual Testing			
529.8 Air Compressor	520.00		
Total 529 Mandatory Annual Testing	520.00		

**Hartford Fire Board Meeting  
November 8, 2021  
Balance Sheet & Deposit Detail  
October Business**

**BALANCE SHEET**

	Oct 31, 21
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
102 Regular Check Hunt..3427	95,277.10
105 CD Fund Equity..C...288	-336.62
106 Millage Fund Hunt..3456	14,152.52
108 Maintenance Hunt....3469	13,314.37
Chemical Financial Advisors	10,898.57
TCF Investment Services #2	100,156.19
<b>Total Checking/Savings</b>	233,462.13
<b>Total Current Assets</b>	233,462.13
<b>TOTAL ASSETS</b>	<b>233,462.13</b>
<b>LIABILITIES &amp; EQUITY</b>	0.00

**Deposit Detail**

Type	Nu m	Date	Name	Account	Amount	
Deposit		10/01/202	1	102 Regular Check Hunt..3427	630.00	
Payment		10/01/202	1	Pride Care Ambulance	Undeposited Funds	- 630.0 0
TOTAL					-630.00	
Deposit		10/01/202	1	106 Millage Fund Hunt..3456	12,100.00	0
				Uncategorized Expenses	-12,100.00	
TOTAL					-12,100.00	
Deposit		10/04/202	1	102 Regular Check Hunt..3427	483.68	
				521 Cost Recovery Reimbursement	-483.68	
TOTAL					-483.68	
Deposit		10/08/202	1	102 Regular Check Hunt..3427	906.25	
				521 Cost Recovery Reimbursement	-906.25	
TOTAL					-906.25	
Deposit		10/12/202	1	102 Regular Check Hunt..3427	800.00	
				Hartford Township Grants	-800.00	
TOTAL					-800.00	
Deposit		10/13/202	1	102 Regular Check Hunt..3427	9,291.82	
				402 Hartford City	-9,291.82	
TOTAL					-9,291.82	

**Hartford Fire Board Meeting  
November 8, 2021  
Balance Sheet & Deposit Detail  
October Business**

Deposit	10/18/2021	1	102 Regular Check Hunt..3427	14,316.23
			420 Bangor 1st Resp Reimburse	-378.50
			401 Hartford Township	-13,937.73
TOTAL				-14,316.23
Deposit	10/31/2021	1	108 Maintenance Hunt....3469	0.04
			404 Interest	-0.04
TOTAL				-0.04
Deposit	10/31/2021	1	106 Millage Fund Hunt..3456	0.04
			404 Interest	-0.04
TOTAL				-0.04
Deposit	10/31/2021	1	102 Regular Check Hunt..3427	0.32
			404 Interest	-0.32
TOTAL				-0.32
Deposit	10/31/2021	1	102 Regular Check Hunt..3427	0.61
			404 Interest	-0.61
TOTAL				-0.61
Paycheck ACH	10/31/2021	1	102 Regular Check Hunt..3427	0.00
			Flemming, Lisa M. 500.2 Firefighters/Medics 410 Firefighters Assn Dues	31.00
			Payroll Tax Expense	-27.31
			Payroll Liabilities	1.92
			Payroll Liabilities	-1.92
			Payroll Liabilities	-1.92
			Payroll Tax Expense	0.45
			Payroll Liabilities	-0.45
			Payroll Liabilities	-0.45
			Payroll Liabilities	-1.32
TOTAL				0.00
Paycheck ACH	10/31/2021	1	102 Regular Check Hunt..3427	0.00
			Flemming, Ryan C. 500.2 Firefighters/Medics	15.50
			Payroll Tax Expense	0.96
			Payroll Liabilities	-0.96
			Payroll Liabilities	-0.96
			Payroll Tax Expense	0.23
			Payroll Liabilities	-0.23
			Payroll Liabilities	-0.23
			Payroll Liabilities	-14.31
TOTAL				0.00
Paycheck ACH	10/31/2021	1	102 Regular Check Hunt..3427	0.00
			Reed, Kevin A 500.2 Firefighters/Medics	27.00

**Hartford Fire Board Meeting  
November 8, 2021  
Balance Sheet & Deposit Detail  
October Business**

			410 Firefighters Assn Dues		-23.79	
			Payroll Tax Expense		1.67	
			Payroll Liabilities		-1.67	
			Payroll Liabilities		-1.67	
			Payroll Tax Expense		0.39	
			Payroll Liabilities		-0.39	
			Payroll Liabilities		-0.39	
			Payroll Liabilities		-1.15	
					<u>0.00</u>	
TOTAL					0.00	
Paycheck		10/31/2021	VanDeWiele, Cary L		102 Regular Check	
k	ACH	1	500.2		Hunt..3427	0.00
			Firefighters/Medics		26.50	
			410 Firefighters Assn Dues		-23.35	
			Payroll Tax Expense		1.64	
			Payroll Liabilities		-1.64	
			Payroll Liabilities		-1.64	
			Payroll Tax Expense		0.38	
			Payroll Liabilities		-0.38	
			Payroll Liabilities		-0.38	
			Payroll Liabilities		-1.13	
TOTAL					<u>0.00</u>	

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

	<u>Oct 21</u>	<u>Budget</u>	<u>Jul - Oct 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
302 Cetera Investment Services	0.00		70,000.02		
303 Investment Market Changes	0.00		-322.37		
401 Hartford Township	13,937.73	13,937.73	55,750.92	55,750.92	167,252.76
402 Hartford City	9,291.82	9,291.82	37,167.28	37,167.28	111,501.84
404 Interest	1.01		5.69		
409 Fire Report Request	0.00	3.88	10.00	15.55	46.59
413 FEMA Grant	0.00		1,235.25		
420 Bangor 1st Resp Reimburse	378.50	449.21	1,400.75	1,796.84	5,390.52
521 Cost Recovery Reimbursement	1,389.93	0.00	4,095.05	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	800.00		800.00		
Other Revenues	630.00		1,485.00		
<b>Total Income</b>	<u>26,428.99</u>	<u>23,682.64</u>	<u>172,627.59</u>	<u>94,730.59</u>	<u>284,191.71</u>
<b>Gross Profit</b>	26,428.99	23,682.64	172,627.59	94,730.59	284,191.71
<b>Expense</b>					
<b>500 Payroll</b>					
500.1 Fire Chief	4,304.76	4,304.77	17,156.35	17,219.09	51,657.18
500.10 Chief Health Benefits	1,923.12	1,528.52	7,354.17	6,114.11	18,342.27
500.2 Firefighters/Medics	3,553.50	5,666.66	15,895.37	22,666.72	68,000.00
500.3 Support Staff	802.13	625.00	2,836.51	2,500.00	7,500.00
500.4 Chief Retirement	258.28	333.33	1,033.19	1,333.36	4,000.00
500.5 Shift Coverage	0.00	1,200.00	0.00	4,800.00	14,400.00
500 Payroll - Other	1,050.00		3,855.00		
<b>Total 500 Payroll</b>	<u>11,891.79</u>	<u>13,658.28</u>	<u>48,130.59</u>	<u>54,633.28</u>	<u>163,899.45</u>
<b>501 Professional, Insur.&amp; Legal</b>					
501.1 Legal Expenses	0.00	250.00	0.00	1,000.00	3,000.00
501.2 Professional - Audit	0.00	666.66	0.00	2,666.72	8,000.00
<b>Total 501 Professional, Insur.&amp; Legal</b>	<u>0.00</u>	<u>916.66</u>	<u>0.00</u>	<u>3,666.72</u>	<u>11,000.00</u>
<b>502 Utilities</b>					
502.1 Internet-Telephone	191.67	195.83	954.13	783.36	2,350.00
502.2 Electric	360.00	450.00	1,440.00	1,800.00	5,400.00
502.3 Natural Gas	109.00	125.00	436.00	500.00	1,500.00
502.4 First Net-AT&T	488.50	358.33	1,557.31	1,433.36	4,300.00
502.5 EPS Door Security	0.00	50.00	435.69	200.00	600.00
<b>Total 502 Utilities</b>	<u>1,149.17</u>	<u>1,179.16</u>	<u>4,823.13</u>	<u>4,716.72</u>	<u>14,150.00</u>
<b>503 Mileage</b>					
503.1 Mileage - other	0.00	8.33	0.00	33.36	100.00
<b>Total 503 Mileage</b>	<u>0.00</u>	<u>8.33</u>	<u>0.00</u>	<u>33.36</u>	<u>100.00</u>
<b>505 Building Maintenance</b>					
505.1 Bldg Supplies/Maintenanc	233.81	250.00	719.17	1,000.00	3,000.00
505.2 Building Maintenance	0.00	0.00	1,150.72	0.00	0.00

**Hartford Fire Board**  
**Profit & Loss Budget Performance**  
October 2021

	<u>Oct 21</u>	<u>Budget</u>	<u>Jul - Oct 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
505.3 Grounds Maintenance	0.00	41.66	0.00	166.72	500.00
505.4 Capital Bldg Improvement	0.00	770.83	0.00	3,083.36	9,250.00
505.5-Trash	0.00	25.00	77.25	100.00	300.00
<b>Total 505 Building Maintenance</b>	<b>233.81</b>	<b>1,087.49</b>	<b>1,947.14</b>	<b>4,350.08</b>	<b>13,050.00</b>
<b>506 Fuel</b>					
506.1 Unleaded Gas	370.58	266.66	1,629.22	1,066.72	3,200.00
506.2 Diesel	0.00	166.66	501.69	666.72	2,000.00
<b>Total 506 Fuel</b>	<b>370.58</b>	<b>433.32</b>	<b>2,130.91</b>	<b>1,733.44</b>	<b>5,200.00</b>
<b>508 Vehicle Maintenance</b>					
508.1 Ladder #1841	330.00	175.00	330.00	700.00	2,100.00
508.2 Tanker #1831	330.00	175.00	330.00	700.00	2,100.00
508.3 Heavy Rescue #1871	0.00	25.00	0.00	100.00	300.00
508.4 Rescue Pickup #1869	0.00	33.33	0.00	133.36	400.00
508.5 Jeep #1860	16.79	33.33	16.79	133.36	400.00
508.6 Explorer #1810	0.00	116.66	0.00	466.72	1,400.00
508.7 Pick-Up #1801	0.00	66.66	395.65	266.72	800.00
508.8 #1802	0.00	33.33	52.50	133.36	400.00
508 Vehicle Maintenance - Other	7.99		7.99		
<b>Total 508 Vehicle Maintenance</b>	<b>684.78</b>	<b>658.31</b>	<b>1,132.93</b>	<b>2,633.52</b>	<b>7,900.00</b>
<b>511 Office</b>					
511.1 Office Equipment	105.99	108.33	1,843.11	433.36	1,300.00
511.2 Equipment Repairs	0.00	12.50	0.00	50.00	150.00
511.3 Office Supplies	0.00	125.00	212.69	500.00	1,500.00
511.4 Printing	0.00	16.66	0.00	66.72	200.00
511.5 Software/Upgrades	0.00	100.00	0.00	400.00	1,200.00
511.6 Copy Lease	0.00	30.00	92.70	120.00	360.00
<b>Total 511 Office</b>	<b>105.99</b>	<b>392.49</b>	<b>2,148.50</b>	<b>1,570.08</b>	<b>4,710.00</b>
<b>512 Insurance</b>					
512.1 Worker's Comp	0.00	416.66	1,646.50	1,666.72	5,000.00
512.10 Accident & Sickness Ins	0.00	1,750.00	0.00	7,000.00	21,000.00
512 Insurance - Other	0.00		4,341.38		
<b>Total 512 Insurance</b>	<b>0.00</b>	<b>2,166.66</b>	<b>5,987.88</b>	<b>8,666.72</b>	<b>26,000.00</b>
<b>513 Payroll Taxes</b>	<b>4,916.66</b>		<b>13,097.14</b>		
<b>515 Equipment &amp; Equip Maint</b>					
515.1 Ladder #1841	0.00	58.33	0.00	233.36	700.00
515.10 Firefighting Foam	0.00	83.33	0.00	333.36	1,000.00
515.11 Ford Truck	0.00	8.33	0.00	33.36	100.00
515.12 Air Tanks	0.00	150.00	0.00	600.00	1,800.00
515.2 Tanker #1831	119.32	58.33	148.29	233.36	700.00
515.3 Heavy Rescue #1871	303.55	133.33	405.09	533.36	1,600.00
515.4 Rescue Pickup #1869	106.84	16.66	132.76	66.72	200.00
515.5 Jeep #1860	70.99	16.66	70.99	66.72	200.00
515.6 Explorer #1810	0.00	8.33	740.16	33.36	100.00
515.7 Eq Maintenance Other	14.99	33.33	14.99	133.36	400.00

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

	Oct 21	Budget	Jul - Oct 21	YTD Budget	Annual Budget
515.8 Small Equipment Maintenan	199.86	33.33	199.86	133.36	400.00
515.9 Medical Supplies	35.85	166.66	862.94	666.72	2,000.00
<b>Total 515 Equipment &amp; Equip Maint</b>	851.40	766.62	2,575.08	3,067.04	9,200.00
515.13 Ford Truck 1802	10.84	8.33	10.84	33.36	100.00
<b>516 Training</b>					
516.1 Fire Chief Training	0.00	125.00	299.00	500.00	1,500.00
516.2 Firefighter I & II	100.00	83.33	525.88	333.36	1,000.00
516.3 Medic	0.00	83.33	0.00	333.36	1,000.00
516.4 Fire Officer Classes	0.00	83.33	0.00	333.36	1,000.00
516.5 Drivers Training	0.00	16.66	0.00	66.72	200.00
<b>Total 516 Training</b>	100.00	391.65	824.88	1,566.80	4,700.00
<b>518 Physicals</b>					
518.1 Annual Physicals	0.00	666.66	0.00	2,666.72	8,000.00
518.2 New Employee Physicals	0.00	25.00	0.00	100.00	300.00
<b>Total 518 Physicals</b>	0.00	691.66	0.00	2,766.72	8,300.00
<b>519 Subscriptions &amp; Dues</b>					
519.1 HelpNet	0.00	66.66	186.00	266.72	800.00
519.11 West MI Assn of Fire Chi	0.00	12.50	0.00	50.00	150.00
519.13 SMEMSIC	0.00	6.25	0.00	25.00	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	600.00	1,800.00
519.4 IAFC	0.00	20.83	0.00	83.36	250.00
519.5 MI State Firefighters Asn	75.00	8.33	75.00	33.36	100.00
519.6 NFPA	0.00	25.00	0.00	100.00	300.00
519.9 MPSCS	0.00	8.33	0.00	33.36	100.00
519 Subscriptions & Dues - Other	0.00		120.00		
<b>Total 519 Subscriptions &amp; Dues</b>	75.00	297.90	2,349.25	1,191.80	3,575.00
<b>525 Personal Equipment</b>					
525.1 Duty Gear	0.00	583.33	0.00	2,333.36	7,000.00
525.2 Personal Equipment	81.97	233.33	100.97	933.36	2,800.00
525.3 Small Equipment	0.00	133.33	86.41	533.36	1,600.00
<b>Total 525 Personal Equipment</b>	81.97	949.99	187.38	3,800.08	11,400.00
<b>526 FEMA Grant</b>					
526 FEMA	0.00		2,470.50		
526 FEMA Grant - Other	0.00	416.66	0.00	1,666.72	5,000.00
<b>Total 526 FEMA Grant</b>	0.00	416.66	2,470.50	1,666.72	5,000.00
527 Bank Fees	37.35	25.00	150.10	100.00	300.00
528 Bd Members Compensation	300.00	375.00	1,080.00	1,500.00	4,500.00
<b>529 Mandatory Annual Testing</b>					
529.1 Personal Veh Inspections	0.00	41.66	0.00	166.72	500.00
529.2 Fire Extinguishers	0.00	83.33	941.00	333.36	1,000.00
529.3 Hoses	0.00	225.00	2,586.88	900.00	2,700.00
529.4 Ladders	0.00	100.00	1,276.00	400.00	1,200.00
529.6 Bottles	0.00	0.00	0.00	0.00	0.00

**Hartford Fire Board**  
**Profit & Loss Budget Performance**  
 October 2021

	<u>Oct 21</u>	<u>Budget</u>	<u>Jul - Oct 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
529.8 Air Compressor	520.00	83.33	685.00	333.36	1,000.00
529.9 Flow Testing Air Packs	0.00	91.66	0.00	366.72	1,100.00
<b>Total 529 Mandatory Annual Testing</b>	<b>520.00</b>	<b>624.98</b>	<b>5,488.88</b>	<b>2,500.16</b>	<b>7,500.00</b>
530 Generator					
530.1 Maintenance	0.00	20.83	0.00	83.36	250.00
530.2 Maintenance Contract	0.00	58.33	0.00	233.36	700.00
<b>Total 530 Generator</b>	<b>0.00</b>	<b>79.16</b>	<b>0.00</b>	<b>316.72</b>	<b>950.00</b>
531 Auxiliary					
531.1 Auxiliary Supplies	0.00	20.83	0.00	83.36	250.00
<b>Total 531 Auxiliary</b>	<b>0.00</b>	<b>20.83</b>	<b>0.00</b>	<b>83.36</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	1,873.14	0.00	5,129.55	0.00	0.00
Uncategorized Expenses	-12,047.95		-12,047.50		
<b>Total Expense</b>	<b>11,154.53</b>	<b>25,148.48</b>	<b>262,744.13</b>	<b>265,477.43</b>	<b>466,665.20</b>
<b>Net Ordinary Income</b>	<b>15,274.46</b>	<b>-1,465.84</b>	<b>-90,116.54</b>	<b>-170,746.84</b>	<b>-182,473.49</b>
Other Income/Expense					
Other Expense					
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>15,274.46</b>	<b>-1,465.84</b>	<b>-90,800.63</b>	<b>-170,746.84</b>	<b>-182,473.49</b>



## October 2021 CALLS

+	#	TIME	Address	People	COST	TYPE OF CALL
1-Oct	616-Twp	3:17	CR 687	3	\$ 46.50	Med Assist-Difficulty Br
1-Oct	617-City	15:04	Paras Hill	4	\$ 62.00	Med Assist-Sick Person
1-Oct	618	19:00	Bangor Twp	3	\$ 47.50	Other-Smoke Investigat
1-Oct	619-City	19:49	Linden St.	3	\$ 47.50	Med Assist-Open Wour
2-Oct	620-City	22:33	Maple & Michigan	4	\$ 62.00	Med Assist-Medical Ev
2-Oct	621-Twp	19:58	Red Arrow Hwy	11	\$ 135.25	Med Assist-Possible OI
2-Oct	622-City	21:46	Main St.	4	\$ 62.00	Med Assist-Unknown N
3-Oct	623-Twp	19:13	54th Ave.	6	\$ 75.50	Other-Smoke Investigat
5-Oct	624-City	8:01	Franklin St.	4	\$ 48.00	Med Assist-Chest Pain
5-Oct	625-Twp	14:27	67 1/2 St.	2	\$ 16.50	Med Assist-Sick Person
8-Oct	626-Twp	21:31	Red Arrow Hwy	2	\$ 31.00	Med Assist-Abdominal
9-Oct	627-City	7:26	Main St.	2	\$ 31.00	Med Assist-Unconsciou
9-Oct	628-City	10:16	Wendell Ave	1	\$ 16.50	Med Assist-Abdominal
9-Oct	629-Twp	20:40	62nd Ave. & 63rd St.	5	\$ 76.50	PI Accident
10-Oct	630-City	0:15	Paras Hill	2	\$ 32.00	Med Assist-Fall
11-Oct	631-City	22:27	Wendell Ave	2	\$ 32.00	Other-Fire Alarm
11-Oct	632-Twp	23:42	66th St.	2	\$ 32.00	Med Assist-Sick Person
12-Oct	633-City	6:41	Shepard & Franklin	2	\$ 32.00	Other-Tree Down
13-Oct	634	8:13	Bangor Twp	4	\$ 48.00	Med Assist-Difficulty Br
13-Oct	635-City	14:53	Linden St.	4	\$ 48.00	Med Assist-Fall
13-Oct	636-City	22:29	Paras Hill	3	\$ 46.50	Med Assist-Fall
14-Oct	637-Twp	6:40	54th Ave.	1	\$ 16.50	Med Assist-Abdominal
14-Oct	638	7:43	I-94	4	\$ 46.50	Other-Cancelled Enrou
15-Oct	639-City	12:42	Maple St.	4	\$ 44.75	Med Assist-Possible C
15-Oct	640-City	14:05	Maple St.	2	\$ 15.50	Med Assist-Pain
17-Oct	641	9:24	WB I-94	7	\$ 91.50	PI Accident
18-Oct	642-Twp	14:40	Red Arrow Hwy	4	\$ 45.75	Med Assist-Knee Pain
19-Oct	643-City	1:51	Beechwood	2	\$ 32.00	Med Assist-Possible St
19-Oct	644-City	2:02	Linden St.	2	\$ -	Other-Lift Assist
19-Oct	645-City	3:52	Center St.	3	\$ 47.50	Med Assist-Mental Eval
20-Oct	646-City	21:10	Main St.	2	\$ 31.00	Med Assist-Suicidal
21-Oct	647-City	3:32	Linden St.	1	\$ 16.50	Med Assist-Fall
21-Oct	648-Twp	12:32	Red Arrow Hwy	3	\$ 16.00	Med Assist-Seizures
21-Oct	649-City	14:21	Center St.	3	\$ 16.00	Med Assist-Diabetic Iss
22-Oct	650	8:39	Bangor Twp	3	\$ 15.50	Med Assist-Chest Pain
22-Oct	651-City	11:23	Center St.	3	\$ 31.00	Med Assist-Difficulty Br
22-Oct	652-City	14:06	Paras Hill	3	\$ 31.00	Med Assist-Sick Person
22-Oct	653-City	19:46	Wendell Ave	3	\$ 46.50	Med Assist-Chest Pain
22-Oct	654-City	21:15	Main St.	4	\$ 61.00	Med Assist-Possible St
23-Oct	655-City	5:46	Center St.	7	\$ 89.00	Other-Good Intent
23-Oct	656-Twp	12:53	CR681 & 64th Ave	10	\$ 136.75	PI Accident
23-Oct	657	15:03	Bangor Twp	1	\$ 16.50	Med Assist-Pain
23-Oct	658-City	17:01	Franklin St.	2	\$ -	Med Assist-Difficulty Br
24-Oct	659-Twp	7:20	Red Arrow Hwy	3	\$ 46.50	Med Assist-Seizures

24-Oct	660-Twp	10:47	60th Ave	1	\$	16.50	Med Assist-Fall
24-Oct	661-City	11:33	Center St.	3	\$	47.00	Med Assist-Chest Pain
24-Oct	662-Twp	15:06	66th St.	4	\$	62.50	Med Assist-Fall
24-Oct	663-City	19:04	Franklin St.	4	\$	62.50	Med Assist-Chest Pain
24-Oct	664-City	20:30	East St.	3	\$	45.50	Other-Transformer Fire
25-Oct	665-Twp	0:19	Rush Lake Rd.	2	\$	62.00	Other-Wires Down
25-Oct	666-Twp	12:02	Red Arrow Hwy	3	\$	15.50	Other-Unknown Accide
25-Oct	667-Twp	13:53	CR 687	3	\$	15.50	Other-Wires Down
25-Oct	668-Twp	14:20	61st Ave	3	\$	23.75	Med Assist-Mental Eval
25-Oct	669-Twp	17:13	Red Arrow Hwy	3	\$	46.50	Other-Smoke Investiga
25-Oct	670-Twp	19:01	62nd St.	5	\$	76.50	Other-Electrical
26-Oct	671-City	0:14	Linden St.	1	\$	15.50	Other-Lift Assist
27-Oct	672-Twp	16:59	61st Ave	2	\$	29.25	Med Assist-Mental Eval
28-Oct	673-Twp	11:58	67th St.	2	\$	-	Med Assist-Fall
28-Oct	674-City	14:42	Maple Hill	2	\$	16.50	Med Assist-Sick Persor
28-Oct	675-Twp	18:56	59 1/2	3	\$	46.50	Med Assist-Unconsciou
28-Oct	676-City	19:11	Linden St.	3	\$	-	Med Assist-Lift Assist
29-Oct	677-City	11:02	Shepard St.	3	\$	15.50	Med Assist-Choking
30-Oct	678-City	2:58	Marion Ave.	2	\$	32.00	Med Assist-Altered
30-Oct	679-City	???	Washington St.	2	\$	32.00	Med Assist-Assault
30-Oct	680-City	14:47	Wendell Ave	6	\$	92.50	Med Assist-Possible St
31-Oct	681-Twp	18:47	CR 687	4	\$	62.50	Med Assist-Pain

<b>Total Costs for Fire Calls</b>	<b>\$ 2,737.50</b>
Chief's Salary	\$ 4,304.76
Administrative Cost (Support Staff)	\$ 802.13
Trainings/Inspection Costs	\$ 816.00

<b>Total Costs for Fire Calls</b>				<b>\$ 8,660.39</b>	
<b>Total Calls this mon</b>	<b>66</b>	<b>Total October Calls</b>	<b>Fiscal Year Totals</b>		
Total Call for 2020	698	City Calls	36	City Calls	118
Total Call for 2019	673	Twp Calls	24	Twp Calls	111
Total Call for 2018	552	I-94 Calls	2	I-94 Calls	10
Total Call for 2017	345	Other	4	Other	13
Total Call for 2016	303				
Total Call for 2015	333			Total f/y	252
Total Call for 2014	312				
Total Call for 2013	292				
Total Call for 2012	281				
Respectfully submitte		Priority 3 Calls	SHADED		

Grass Fire	0
Med Assist	49
PI Accident	3
Mutual Aid	0
Other	14
Gas Leak	0
Fire	0
Vehicle Fire	0

# Fire Chiefs Report

November 2021

## MEETING'S ATTENDED:

- City
- Township
- Fire Chief's
- Tech Center, Fire Academy Advisory Board
- Van Buren County Fire Fighter Training Committee

## INFORMATION:

- Annual pump testing completed
- Investigated access availability to 2 houses on 48<sup>th</sup> Ave. (Bangor Twp.)
- Thank You to Calvin Funeral Home for the donated medical gloves.
- Members of the Department attended a First Responder luncheon at Red Wood Elem.

## 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			<b>2866.25</b>
Training	32	39	69	20	22	22	24	22	32	42			<b>324</b>
Truck Insp.	26	32	32	18	20	24	22	0	32	22			<b>228</b>
Donated	0	0	0	0	0	0	0	0	119.5	202.5			<b>322</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>3418.25</b>

Respectfully Submitted,

**RHarting**

Robbie Harting – Fire Chief

## Assistant Chief Report

October

### Information

- Old 1871 picked up
  - Continued equipment inventory project on trucks
  - Submitted two grants to CSX
  - Phone system upgrade
  - Halloween Events
- 

Meetings Attended: Van Buren County Fire Chief's  
Hartford Township Meeting

Respectfully submitted

K.McGrew

Kevin McGrew-Asst. Fire Chief



December 6, 2021

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 November 2021. There were six (06) priority one calls in November with the average response time of 10:57 minutes.

There were twenty (20) priority two calls in November with the average response time of 10:48 minutes.

There were three (03) priority three calls in November with the average response time of 15:12 minutes.

A total of twenty-nine (29) calls were run in November with an average response of 11:17.

There was an extended response time to run number 26104 due to distance. The crews took the correct routes and did not report any further incidents.

There was an extended response time for run number 26797 due to a delay at the train tracks.

There was an extended response time to run number 26524. Due to an error in our GPS equipment, there is no tracking data for this run.

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: 12/06/2021 12:02:28

Filters: Date Range (Leg Date): 11/01/2021 to 11/30/2021 (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)
25685	Advanced	Medic 2	11/12/2021 14:41	11/12/2021 14:49	8:06
26104	Advanced	Medic 2	11/18/2021 15:04	11/18/2021 15:16	12:31
26369	Advanced	4111	11/23/2021 8:18	11/23/2021 8:25	7:03
26524	Advanced	4119	11/25/2021 5:40	11/25/2021 5:53	13:03
26797	Advanced	4113	11/30/2021 7:24	11/30/2021 7:39	14:48
26812	Advanced	4113	11/30/2021 10:35	11/30/2021 10:45	10:12

Totals:

Avg: 10:57

## Response Priority: P2

Run #	Call Type	Vehicle	Start Time: Enroute	End Time: At Scene	Response Time (MM:SS)
24896	Advanced	4111	11/1/2021 14:11	11/1/2021 14:22	11:03
24936	Advanced	4113	11/2/2021 3:20	11/2/2021 3:31	11:02
24959	Advanced	4113	11/2/2021 12:05	11/2/2021 12:17	11:59
24997	Advanced	4113	11/2/2021 23:13	11/2/2021 23:26	13:20
25267	Advanced	Medic 2	11/6/2021 20:59	11/6/2021 21:11	11:44
25317	Advanced	4113	11/7/2021 16:19	11/7/2021 16:29	10:05
25387	Advanced	4111	11/8/2021 13:57	11/8/2021 14:01	4:20
25508	Advanced	Medic 4	11/10/2021 4:03	11/10/2021 4:14	11:42
25527	Advanced	Medic 4	11/10/2021 11:40	11/10/2021 11:52	12:05
25603	Advanced	Medic 2	11/11/2021 10:58	11/11/2021 11:07	8:39
26118	Advanced	4113	11/18/2021 17:41	11/18/2021 17:54	13:30
26228	Basic Life S	Medic 4	11/20/2021 17:01	11/20/2021 17:18	17:02
26237	Advanced	Medic 2	11/21/2021 1:46	11/21/2021 1:58	11:52
26245	Advanced	Medic 2	11/21/2021 5:11	11/21/2021 5:25	13:31
26360	Advanced	Medic 4	11/23/2021 0:42	11/23/2021 0:47	5:40
26522	Advanced	4113	11/25/2021 4:56	11/25/2021 5:08	12:07
26548	Advanced	4119	11/25/2021 18:34	11/25/2021 18:38	3:14
26549	Advanced	4113	11/25/2021 18:56	11/25/2021 19:07	11:26
26602	Advanced	4119	11/26/2021 18:39	11/26/2021 18:50	10:52
26756	Advanced	4113	11/29/2021 16:20	11/29/2021 16:31	10:49

Totals:

Avg: 10:48

## Response Priority: P3

Run #	Call Type	Vehicle	Start Time: Enroute	End Time: At Scene	Response Time (MM:SS)
25165	Advanced	Medic 4	11/5/2021 11:36	11/5/2021 11:49	12:45
25750	Advanced	4113	11/13/2021 12:24	11/13/2021 12:40	15:50
26221	Advanced	Medic 4	11/20/2021 17:01	11/20/2021 17:18	17:02

Totals:

Avg: 15:12

## Overall Totals

Trips

29

Average Response Time

11:17

DECEMBER COUNTY BOARD OF COMMISSIONERS REPORT

From: Mike Chappell, Vice Chair, Van Buren County Board of Commissioners;  
[CHAPPELLM@VANBURENCOUNTYMI.GOV](mailto:CHAPPELLM@VANBURENCOUNTYMI.GOV)

News from the County Commissioners (**Gail Patterson-Gladney, Kurt Doroh, Richard Godfrey, Mike Chappell, Randall Peat, Donald Hanson, Paul Schincariol**)

**ARPA FUNDS (\$14.6 million)** A majority of Commissioners (5 or more) has voted to fund the following requests for the use of ARPA funds by the County:

- (1) A request from the County Treasurer to stabilize a building at 5 West Main St. in Hartford, for \$75,000.00. This is a tax-foreclosed property and is in danger of collapsing if repairs are not made.
- (2) A request from the County Administrator for Essential Workers Premium Pay. Previously many essential workers for the County received a payment from the State. 148 employees did not receive this payment. The total cost is \$158,389.23 of ARPA funds to provide this payment. None of the elected officials are included in the 148.
- (3) A request from the County Administrator to use ARPA funding to recover the revenue lost by the County because of COVID-19. The County's Auditors determined the loss to total \$4,035,152 which will be transferred to the County's General Fund from the ARPA Fund.
- (4) A request from the County Administrator to use ARPA funds to purchase an Emergency Announcement System for 3 County Buildings because there is no Alarm system in these buildings. The cost of this system is estimated to be \$120,000.00 in ARPA Funds.

**CREDIT CARD PAYMENT:** Commissioners reviewed and approved payment of all credit card purchases by County personnel for the period of October 1, 2020 thru September 30, 2021. The total was \$1,868,097.52. Requests for credit card payments will now be made monthly.

**SPECIALTY COURT GRANTS:** The State Court Administrative office has awarded Van Buren County \$650,032.00 for the operation of its Specialty Courts: Drug Treatment Court; Family Treatment Court; Swift and Sure Sanctions Probation Program; Adult and Youth Recovery Courts; and Sobriety Court. The Office of Justice Programs approved a \$700,000.00 grant to enhance the Swift and Sure program. Commissioners accepted these grants.

**Michigan Department of Corrections Grant:** Commissioners accepted a grant from MDOC for \$150,000.00 These funds are to be used for pre-trial supervision, drug testing, electronic monitoring, and Moral Reconciliation Therapy.

**PROPERTY SALE:** Commissioners authorized the County Administrator to select an agent to sell the property vacated by the Heath Department at 23200 Red Arrow highway in Mattawan.

**VETERANS HORTICULTURE THERAPY PROPGRAM:** This is a 3 year pilot program which will be managed by MSU Extension. Commissioners approved the MSU Veterans Therapy Garden Agreement. The garden will be located on County owned property on Hazen St.

**JANITORIAL SERVICES:** The County has been unable to fill vacant in-house janitorial positions. Therefore, the County will enter into an agreement with ABM Janitorial Services to clean the Court House and Annex buildings. The cost is \$7,875.00 per month. This agreement was approved by Commissioners.

**LANDSCAPE AND MOWING SERVICES:** Historically the County has employed workers from the jail to provide lawn care. But with changes in the law there is no longer a workforce available from the jail to provide these services. Commissioners have approved a contract with Lawn Boys and Elevate to provide these services for \$85,000.00 for all County locations.

**ANIMAL CONTROL VEHICLE:** Commissioners approved the purchase of a truck for use by Animal Control for an expense not to exceed \$27,000.00.

**DATA CENTER LICENSING:** Additional Data Center Licensing is required because of the new equipment installed last year. The lowest price is \$17,486.60 to meet Microsoft Licensing requirements. Approved by Commissioners.

**HAZARD MITIGATION PLAN:** This is a multi-jurisdictional plan which will be developed in conjunction with the South-West Michigan Planning Commission. A \$32,000.00 grant is available which requires a local match of \$10,350.00. Commissioners approved the proposed development plan.

**MICHIGAN CORONAVIRUS EMERGENCY SUPPLEMENTAL GRANT:** This is a grant from the Department of Justice for \$150,000.00 to assist the County in its efforts to operate remotely because of Covid-19. Commissioners approved the application of the grant through Michigan State Police.

**ECONOMIC DEVELOPMENT GRANT:** The Entergy Corporations will provide a \$55,000.00 grant to Van Buren County's Economic Development's Strategic Fund. This Fund will be used to mitigate the impact of the closure of Palisades Nuclear Power Plant. Commissioners approved the application for this grant. The plant will be closing in May of 2022.



# HARTFORD PUBLIC WORKS DEPARTMENT

200 Beachwood St.  
621-3022  
Dan Staunton Supt.



12/20/2021

### MAINTENANCE DEPARTMENT

Serviced all the equipment that required servicing  
Repaired all the equipment that required repairing  
Finished picking up leaves.  
Picked up brush.  
Getting all the equipment ready for winter.  
Put salt spreader on dump truck.  
Winterize restrooms in park.  
Put up christmas decorations.

### WATER DEPARTMENT

Water turn off	<u>1</u>
Water turn on	<u>0</u>
Water meter repairs	<u>2</u>
Water leaks repaired	<u>1</u>
Water meters read by request	<u>6</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.

### SEWER SYSTEM

Sewer mains rodded	<u>1</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.



12/20/2021

## WATER QUALITY AVERAGE FOR THE MONTH

### Raw Water

Iron	<u>1.57</u> ppm
Manganese	<u>0.147</u> ppm
pH	<u>7.4</u>

### Finished Water

Iron	<u>0</u> ppm
Manganese	<u>0</u> ppm
Chlorine	<u>1.1</u> ppm
Phosphates	<u>1.6</u> ppm
Flouride	<u>0.8</u> ppm
pH	<u>7.5</u>

### Chemicals used

	<b>Total Lbs</b>
Chlorine	<u>118</u>
Phosphates	<u>220</u>
Flouride	<u>130</u>

### Average Daily Use

	<b>Average Daily Use</b>
	<u>3.9</u>
	<u>7.3</u>
	<u>4.3</u>

## WATER PUMPED FOR THE MONTH

Backwash water 4.433 Million Gallons

219,000 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>

# **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: November, 2021**

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

### Operation Report for November, 2021

1) Flow in Million Gallons Per Day	
A. Monthly Total	3.520
B. Average	0.117
2) Sodium Hypochlorite gallons Per Day	
A. Total	360
B. Average	12.0
3) Ferric in Gallons Per Day	
A. Total	359
B. Average	12
4) Polymer Powder in Pounds Per Day	
A. Total	30.00
B. Average	1.00
5) Sodium Bisulfite in Gallons Per Day	
A. Total	105
B. Average	3.5
6) Electric usage KWH	
A. Total	55
B. Average	1.8
7) Final BOD in Pounds	
A. Total	240
B. Average (177 LBS. Allowed)	11
C. % Removal (85%)	97
8) Final Suspended Solids in Pounds	
A. Total	259
B. Average (131 LBS. Allowed)	12
C. Average mg/l	12.0
D. % Removal (85%)	95
9) Total Phosphorus in mg/l	
A. 30 Day Average (1 mg/l Allowed)	0.8
B. % Removal	91
10) Fecal Coliform Bacteria in Count/100ml	
A. Average (200/100ml Allowed)	34



**NOVEMBER 2021  
LIST OF BILLS  
CK #36739 TO CK # 36791**

NUMBER	WRITTEN TO	DESCRIPTION	TOTAL
36739	ALEXANDER CHEMICAL CORP.	CHEMICALS FOR WWTP + DRUM RENTAL INVOICE LESS CREDITS	313.96
36740	PAMELA BENCH	NOV 2, 2021 ELECTION PAY - 21 HOURS	273.00
36741	BEST WAY DISPOSAL INC	CITY HALL, WWTP & DPW TRASH SERVICE FOR OCTOBER 2021	306.88
36742	ANNE BLOCKER	NOV 2, 2021 ELECTION PAY - 10 HOURS	110.00
36743	CINTAS CORPORATION	FIRST AID SUPPLIES - DPW, CITY HALL, WWTP & POLICE STATION	126.37
36744	FRONTIER	DPW PHONE 10/25-11/24/2021	71.12
36745	JEFFERY FULLER	2021 PLANNING COMMISSION - 5 MEETINGS	100.00
36746	HARDING'S MARKET	COFFEE & WATER FOR ELECTION WORKERS	18.47
36747	HARTFORD BUILDING AUTHORITY	CITY HALL LEASE FOR NOVEMBER 2021	4,166.67
36748	HARTFORD FIRE BOARD	NOVEMBER 2021 CONTRACTUAL PAYMENT	9,291.82
36749	INDIANA MICHIGAN POWER	OCTOBER 2021 ELECTRIC BILLS	5,272.10
36750	ROXANN ISBRECHT	NOV 2, 2021 ELECTION MILEAGE	42.00
36751	KELLOGG HARDWARE	MISC HARDWARE SUPPLIES FOR OCTOBER 2021	424.91
36752	JENINE KLING	2021 PLANNING COMMISSION - 5 MEETINGS	150.00
36753	TIM KLING	2021 PLANNING COMMISSION - 5 MEETINGS	150.00
36754	DONNA LANGSTON	2021 PLANNING COMMISSION - 4 MEETINGS	80.00
36755	MICHELLE MATTIMORE	NOV 2, 2021 ELECTION PAY - 15.5 HOURS	170.50
36756	MCGLOTHLIN, TAMARA	2021 PLANNING COMMISSION - 2 MEETINGS	40.00
36757	MILLER'S CONSTRUCTION	FINISH TOP PORTION OF WALL AT 36 WEST MAIN ST- \$10,800.00 (DDA=\$5000) PLUS NEW DOORS FOR DPW GARAGE - \$1,380.00	12,180.00
36758	ADOLFO MORALES	2021 PLANNING COMMISSION - 3 MEETINGS	60.00
36759	JOANN NEWNUM	NOV 2, 2021 ELECTION PAY - 21 HOURS	273.00
36760	TOM NEWNUM	CLEAN CITY HALL 11/3/2021	50.00
36761	PUHRMAN HAULING & EXCAVING	PUSH UP BRUSH AT WWTP	312.50
36762	ANNE ROCKEY	NOV 2, 2021 ELECTION PAY - 3 HOURS	33.00
36763	NANCY SPOULA	NOV 2, 2021 ELECTION PAY - 15.5 HOURS	270.50
36764	THAYER, INC.	7 BOXES OF GLOVES	132.57
36765	VAN BUREN COUNTY	VERIZON MODEMS 9/24-10/23/2021	80.02
36766	VILLAGE OF PAW PAW	SEPTEMBER 2021 LAB ANALYSIS	100.00
36767	LAURA WEEDEN	NOV 2, 2021 ELECTION PAY - 15.5 HOURS	201.50
36768	MICHAEL BANIC	OCCUPANCY INSPECTIONS 11/10/21	90.00
36769	FLEMING BROTHERS OIL CO	GASOLINE FOR OCTOBER 2021	2,107.69
36770	HARDING'S MARKET	2021 EMPLOYEE CHRISTMAS GIFT CARDS (18 X \$50 = \$900)	900.00
36771	MICHIGAN MUNICIPAL LEAGUE	CDL DRIVERS FEES FOR 2022	240.00
36772	TOM NEWNUM	CLEAN CITY HALL 11/10/2021	50.00
36773	STATE OF MICHIGAN	FILING FEE FOR BOND ANTICIPATION NOTE	200.00
36774	TRACE ANALYTICAL LABORATORIES	IRP WATER SAMPLE TESTING - 11/2/2021	75.50
36775	WILLIAM (ARTIE) WILCOX	ELECTRICAL PERMIT 21HE035 - 214 MARY & 21HE036 - 50 MARION	225.00
36776	ABONMARCHE	CLARK & LINDEN STREET IMPROVEMENTS PROJECT	250.00
36777	CHRISTOPHER BANCROFT	WATER DEPOSIT REFUND FOR 456 S MAPLE ST	150.00
36778	MICHAEL BANIC	OCCUPANCY INSPECTIONS 11/17/21	105.00
36779	BLUE CARE NETWORK OF MI	DECEMBER 2021 HEALTH INSURANCE	18,736.25
36780	ELECTIONSOURCE	ANNUAL TABULATOR MODEM CELLULAR SERVICE FEE	100.00
36781	FRONTIER	WWTP PHONE, INTERNET & ALARM 11/12-12/12/2021 + LIFT STATION PHONE	295.02
36782	HUNGERFORD NICHOLS	FISCAL 2020-2021 ANNUAL AUDIT- PROGRESS BILL #2	8,000.00
36783	INTERNATIONAL CODE COUNCIL	ANNUAL MEMBERSHIP FOR 2022	145.00
36784	MI ASSOC OF MUNICIPAL CLERKS	ANNUAL MEMBERSHIP FOR CLERK- ROXANN RODNEY ISBRECHT	60.00
36785	TOM NEWNUM	CLEAN CITY HALL 11/17/2021	50.00
36786	PAULETTE'S POTTING SHED	ADDITIONAL DIRT NEEDED FOR PLANTER IN PARK	135.60
36787	AMY PIERCE	BALANCE OF WATER DEPOSIT REFUND FOR 103 BERNARD	109.96
36788	MICHAEL SMITH	BALANCE OF WATER DEPOSIT REFUND FOR 101 S MAPLE	170.40
36789	UNUM LIFE INSURANCE CO OF AMERICA	DECEMBER 2021 LIFE & DISABILITY INSURANCE	596.40
36790	VAN BUREN COUNTY	NOVEMBER 2, 2021 ELECTION	751.02
36791	WIGHTMAN & ASSOCIATES, INC.	PROJECT 190496 - TWP PFAS WATER MAIN EXTENSION = \$14,112.34 PROJECT 202043 - PROSPECT STREET IMPROVEMENTS = \$250.00 PROJECT 202198 - WENDELL AVENUE IMPROVEMENTS = \$838.75 PROJECT 202307 - DWAM GRANT APPLICATION = \$1,099.80	16,300.89
<b>53 TOTAL CHECKS</b>			<b>\$ 84,644.62</b>



**CITY MANAGER'S REPORT  
DECEMBER 20, 2021**

**5 WEST MAIN STREET UPDATE:**

Van Buren County Board of Commissioners formally approved the funding from the ARPA funds for the stabilization of the building during a regular meeting held on November 23, 2021. The County Treasurer is working out a suitable schedule with the contractor for the start of the project. I want to thank the Commissioners and the County Treasurer for the hard work and support for the project. It would be nice to see this building brought back to productive use again.

**INDIANA MICHIGAN POWER COMPANY EASEMENT REQUEST:**

The request for an Easement at the Water Plant property has been sent to the City Attorney for review and recommendation. At this point, the City Attorney and the Power Company have not agreed on acceptable language to go into the easement. They will continue to discuss it until there is acceptable language to both. I will bring back the request to you for review once we receive the acceptable language from the City Attorney. There is a tentative agreement to meet at the site sometimes in January of 2022.

**RURAL DEVELOPMENT EQUITY PROJECT:**

The meeting with the Rural Development of the Department of Agriculture on December 8, 2021 created additional opportunities for the City and the Township to access additional programs for eligible projects for both public, private and nonprofit organizations. The City's location within certain census tracts in Michigan created opportunities to access funding for several projects including housing, economic development, infrastructures and broadband that could create benefits to the City. I am presently discussing a Streetscape Project along West Main Street under these programs. We are going to apply for a Rural Business Development Grant to improve West Main Street.

**SPONSORSHIP FOR MATT KUZMA FOR POLICE ACADEMY:**

I stated in my letter to the City Commission that the Police Department is facing some challenges regarding employment and retention of our officers. Therefore, I am proposing the sponsorship of Matt Kuzma, with the intention of engaging him in an agreement to work for the City for a minimum of four (4) years after certification.

The City Attorney would draft a detailed agreement to cover the conditions of the sponsorship and employment.

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
NOVEMBER 15, 2021

Item 15.

Commissioners Present: Ron Burleson; Frank Dockter; Richard A. Hall; Helen Sullivan; Terry Tibbs;  
Members Absent: Dennis Goss; John Miller;  
Staff Present: Akinwale; Rodney-Isbrecht, Shultz

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

Pledge of Allegiance was said.

Motion by Commissioner Tibbs, supported by Commissioner Dockter, to approve the agenda as amended to include communication on Van Buren County Senior Services.

Motion carried 5 – 0

**Guests:**

1. Mickey Bittner, Wightman's, Update on:
  - **DWAM, Drinking Water Asset Management Grant:** Bid opening on Monday, one bid Plumbers Environmental, \$210,200 recommends awarding the contract. 100 % grant, \$306,000 budgeted for the project. DPW will be doing the work inside the house and will need to track time & City will be reimbursed for the work done.
  - **PFAS 100% State Grant awarded:** – last team meeting on November 10<sup>th</sup> field work was completed, county health department will be announcing a no new well district by resolution for consideration at their January 2022 meeting. Anyone within that district can connect to City Water paid for by the State at the time of construction if a property owner declines, they will not be allowed to drill a new well and connection to City utilities will be at the property owners expense. The project has been discussed with the Van Buren Road Commission. Submitted the right of way permits for the railroad and soil borings has been scheduled.
  - **Prospect Street Construction Project:** Close out, working with MDOT
  - **Wendell Ave Construction Project:** Close out, working with MDOT for final paperwork.
  - **CDBG Clark & Linden Street improvements:** base drawing put together, environmental review, submitted on November 4<sup>th</sup>, waiting on results.
  - **SRF Application for Sewer Project:** Drove the project with the Van Buren Road Commission, syphon under the river & railroad crossing permits. High point Community Bank was the low bidder and will be closing on November 18<sup>th</sup>. Soil borings have been scheduled.
  - **Category F Grant, East Main Street Project:** applied for funding waiting for results
  - **Small Urban Group Projects:** West Main & Marion Ave applications submitted, waiting on these applications results.

**Public Comment:**

- Jane Danger, North Maple Street, Offered congratulations to newly elected officials. Expressed concern about the lighting in the pavilion in ELY Park.

**Communications:**

1. Michigan State Police – Winter Emergency Preparedness Tips
2. Hartford Council for Recreation Meeting Notice of meeting November 16, 2021 @ 7:30pm
3. City Hall will be Closed November 25 & 26 for Thanksgiving
4. City Hall will be Closed December 23 & 24 for Christmas
5. City Hall will be Closed December 30 & 31 for New Year's
6. December 20, 2021 - Council Meeting 7:30pm – 3<sup>rd</sup> Monday of the Month
7. Hartford Lions Club, Chamber & Library, Christmas in Hartford & Lighted Parade December 11 at 6pm

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
NOVEMBER 15, 2021

Item 15.

8. Commissioner Tibbs, gave a report on Senior Services new facility in South Haven.

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

- A. **Police & Ordinance** – Chief T. Beltran, not available, Mayor Hall commended the ordinance officer on the job he is doing. Commissioner Tibbs Complaint of cars parking on the sidewalks at 134 Paras Hill Drive.
- B. **Fire Dept** – Chief Harting – participated in Trunk or Treat at the Library & City Trick or Treating went well. Applied for grants through the Railroad. Participated with the Veterans & First Responders luncheon at Redwood Elementary. Will be meeting with the USDA in December on Public Safety Grants. Discussion of putting on an additional pancake breakfast fundraiser.
- C. **Ambulance** – No representative, report available
- D. **Van Buren County** – Approved purchase of Narcotics Testing Kits, Active Shooter Tool Kits, Replaced five police vehicles, Approved Bangor property sale, MSU Extension Services Contract.
- E. **Public Works** – Superintendent Staunton, not available
- F. **Wastewater Treatment Plant** – update in City Manager Report
- G. **Treasurers, Investment & List of Bills** – Water deposit refunds
- H. **City Manager – 5 West Main Street Update; Bond Anticipation Note**, closing on November 18, 2021; **Waste Water Treatment Plant**, requested proposals for recommendations to bring the UV lighting system on line & possibility to operate the plant. **Honor Credit Union**, plans a presence in the City, opening a pop-up bank on Tuesday & Thursday 9am – 3pm:

**Approval of Commission Minutes:**

Motion by Commissioner Dockter, supported by Commissioner Burleson, to approve the minutes of the October 25, 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 Tibbs, supported by Commissioner Dockter, to accept the October 2021 departmental reports as presented and place them on file.

Motion carried 5 – 0

**Goals/Objectives:**

- Working with Rural Development to do infrastructure assessment.

**Old Business:**

- Med Leaf purchased the Christmas Lights for the light polls. Commissioner Dockter will be working with Department of Public Works on installation of lights & new bows.

**New Business:**

- Indiana Michigan Power Company Easement – Tabled, still in negotiations with AEP on easement at the Iron Removal Plant.
- DWAM Project – Award Contract -

Motion by Commissioner Tibbs, supported by Commissioner Dockter, to accept Wightman's recommendation to award the Distribution System Materials Inventory Verification Project to Plummer's Environmental Services in the amount of \$210,200 contingent upon the receipt of the required bonding & insurance.

Motion carried 5 – 0

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
NOVEMBER 15, 2021

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

- Resolution 2021 – 009 Amended Redevelopment on Premise Liquor License

Motion by Commissioner Tibbs, supported by Commissioner Burleson, adopt Resolution 2021-009 Amended approving a redevelopment on premise liquor license for Taqueria y Mariscos El Primo Restaurant 27 W Main St.

Motion carried 5 – 0

- Resolution 2021 – 014 Transfer City Funds from Huntington Bank

Motion by Commissioner Dockter, supported by Commissioner Tibbs, adopt Resolution 2021-014 to transfer City funds from Huntington Bank to other Financial Depositories.

Motion carried 5 – 0

**Adjournment:**

Motion by Commissioner Dockter, supported by Commissioner Burleson, to adjourn the meeting at 8:17pm.

Motion carried 5 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk



CITY OF HARTFORD - HARTFORD TOWNSHIP  
INTERLOCAL FIRE DEPARTMENT AGREEMENT

Effective  
November 11, 2013

for the operation and control of the  
**HARTFORD FIRE DEPARTMENT**

INTERLOCAL FIRE DEPARTMENT AGREEMENT

made this 11th day of November, 2013

by and between the

CITY OF HARTFORD, with offices at  
19 West Main St., Hartford, MI 49057 and the  
TOWNSHIP OF HARTFORD, with offices at  
61310 County Road 687, Hartford, MI 49057

**WITNESSETH:**

**WHEREAS** The Urban Cooperation Act (P.A. 7 of 1967), as amended, provides authority for Municipalities to enter into Interlocal agreements for the performance of governmental functions jointly which each could do separately; and

**WHEREAS**, P.A. 33 of 1951 also authorizes such a cooperative fire protection agreement,

**WHEREAS** the aforesaid Municipalities have for many years cooperated in furnishing fire protection services throughout their jurisdictions through a single fire department jointly funded by said Municipalities and are currently continuing to operate such a joint Fire Department also known as the Hartford Fire Department; and

**WHEREAS** such Municipalities wish to continue such operation through the formal agreement under the Urban Cooperation Act of 1967.

**NOW, THEREFORE, IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS:**

**SECTION 1: ESTABLISHMENT**

**A. Termination of Previous Agreements**

The previous agreements between the City of Hartford and Hartford Township for the creation and the operation of a joint Fire Department are hereby superseded by this Agreement. The City of Hartford and Hartford Township agree to repeal any ordinance(s) that are in conflict with this agreement.

**B. Establishment of Fire Department**

Pursuant to the Urban Cooperation Act of 1967, as amended, there is created and established the “HARTFORD FIRE DEPARTMENT” (hereinafter “Fire Department”), as a separate legal and administrative entity and public body under the aforesaid statute with such authority, duties and limitations as herein set forth.

**C. General Purpose**

The general purpose of the Fire Department is to provide fire protection and other emergency services throughout the following described area:

1. The entire City of Hartford.
2. The entire Township of Hartford.

**SECTION 2: JOINT OWNERSHIP**

The City of Hartford and the Township of Hartford have an equal (50/50) share of the land, building and inventory.

**SECTION 3: ESTABLISHMENT OF FIRE BOARD**

- A. The Fire Department shall be governed, managed and controlled by a Fire Board (herein called the Board) consisting of the five (5) members, for terms of six (6) years each subsequent to the initial term, or until a successor is appointed. Said members shall be appointed in the following manner and for the following initial terms:
  1. Each municipality by a majority vote of all members of its governing body shall appoint one member for a term expiring on June 30<sup>th</sup> of the even numbered years following the creation of the Board, or until a successor is appointed.
  2. Each municipality by a majority vote of all members of its governing body shall appoint an additional one member for a term expiring June 30<sup>th</sup> of the second year following the terms of the first two members, or until a successor is appointed.
  3. The fifth member of the Board shall be appointed by a majority vote of the other four members of the Board appointed by the City and the Township, to serve a term expiring June 30<sup>th</sup> of the fourth year following the terms of the first two members, or until a successor is appointed.
  4. When initial terms have expired, the municipality responsible for the original appointment to the Board shall appoint, for six year terms, in the manner above described, successive members to the Board. The result will be that the City and Township shall always have two members each on the Board at any one time with the fifth member always appointed by the Board itself.
  5. The fire chief of the Hartford Fire Department shall be an ex-officio, non-voting member of the Fire Board operating in an advisory capacity only. The Fire Chief, Deputy Chief or Assistant Chief shall attend a City and a Township meeting once a month.

- B. No member of the Board shall be a member of the fire department, nor shall members of the immediate family (i.e. parents, grandparents, siblings, spouse, and children biological or adopted) of a Board member be appointed to the Board.
- C. Members of the Board will be residents of the municipality which appointed them with the exception of the member appointed by the Board, who may be a resident of either the City or Township. One elected member from each Municipality may serve on the Board.
- D. Each Fire Board member shall serve at the pleasure of the Municipality that appointed him/her and may be removed by the appointing Municipality at will even if his/her term on the Fire Board has not yet expired.
- E. Members of the Board may be paid at a rate determined by the City and Township at the annual joint meeting and shall be entitled to actual and necessary expenses approved by the City and Township, unless the contrary is approved by both the City and Township in joint session. Upon adoption of this agreement, the rate for the first year shall be \$30.00 per meeting.
- F. **Meetings.** The Board shall meet at least every month, and shall annually establish a meeting schedule which shall be posted at the Fire Department, City Hall and Township Hall in a manner and time provided by law. All meetings will comply with Michigan's Open Meetings Act. Special meetings may be called by the Chairperson or in the absence of the Chairperson by any three (3) Board Members. All Board Members shall be notified in writing at least eighteen (18) hours prior to the special meeting. Meeting notices shall be posted at the Fire Department, City Hall and Township Hall.
- G. **Voting.** Each member of the Board is entitled to vote upon all matters to come before the Board, in the absence of a conflict of interest. (A conflict of interest resulting in matters in which a relative or family member is involved; the member has a business or financial interest in the subject matter; and if there still remains a question about a conflict, then a majority vote of the Board members can determine whether a conflict is sufficient to require abstention.) Each Board Member is entitled to one vote for each action taken by the Board. Unless specifically stated otherwise in this Agreement or in applicable law, all actions taken by the Board shall require approval of not less than a simple majority of the commission entitled to vote. Proxy voting is not allowed.
- H. **Quorum.** No action shall be taken except at a meeting at which a quorum of the Board is present in person. A quorum shall consist of not less than a majority of the duly appointed voting members of the Board.

I. **Minutes.** Minutes of all Board meetings shall be prepared and approved as required by law. Copies of unapproved minutes shall be distributed to the City Clerk and the Township Clerk within eight (8) business days of said meeting. Copies of approved Fire Board Minutes shall be distributed to the aforementioned Clerks within five (5) business days following approval. Minutes and public records shall be available from the Board as required by law including the Freedom of Information Act, Act No. 442 of the Public Acts of 1976, as amended.

J. **Officers.** Upon appointment of all five members to the Board, the Board shall organize by its own selection the following:

- **Chairperson.** The Chairperson shall preside at all meetings of the Board, and shall exercise all privileges and duties of a Board Member, including the right to vote on all matters.
  
- **Secretary.** The Secretary shall keep all minutes of the meetings of the Board and all records of the Board. The Secretary shall also provide advance notice of all meetings to the Board Members.
  
- **Treasurer.** The Treasurer shall receive, deposit, invest, and reinvest all funds to the Board. The Treasurer shall keep accurate financial records and shall keep all members of the Board apprised of the financial status of the Board upon intervals established by the Board. Copies of all reports provided to the Board by the Treasurer regarding the finances of the Board shall be provided to the City and the Township after each scheduled meeting.
  
- **Receipts and expenditures** (checks) shall require two (2) Board Members signatures.
  
- The Board shall be bonded, a bond sufficient in amount to cover any and all sums received from the City and Township during a single fiscal year. The cost of said Bond shall be deemed an operating expense of the Board.
  
- No member of the Fire Board shall exercise any authority on an individual basis. All authority shall rest with Fire Board acting as a whole.

K. The Board shall appoint a Fire Chief who shall serve at the pleasure of the Board. All employees, including the Fire Chief, shall be considered employees of the Board.

The Chief shall be accountable to the Board for the efficient and effective operation of the Department and for the Department's compliance with all State laws, City and Township ordinances and policies.

The Chief shall recommend, subject to Board approval, the appointment and/or removal of assistant chief, captain(s), lieutenant(s), firefighters, and other position as may be deemed necessary.

The Chief shall develop written administrative rules to increase efficiency and effectiveness of the Department, including pre-planning and post incident critiques, regulations, assignment and scheduling of personnel and shall plan for the long range needs of the Department.

**SECTION 4: FINANCES**

- A. **Fiscal Year.** The Board's fiscal year shall run from July 1 to June 30<sup>th</sup> of each year.
- B. **Operating Costs.** By way of example shall include such items as utilities, insurance costs, petroleum products, necessary and reasonable Board expenses, maintenance costs, and whatever compensation the Board may provide for members of the Fire Department.
- C. **Capital Expenditures.** By way of example shall include new buildings, real property, any and all improvements to the present building or buildings housing the Fire Department, purchases of all fire and associated equipment and apparatus with a cost in excess of \$10,000.00.
- D. **Presentation of Budget to City and Township.**
  - a. The Time for presenting the Board's recommended budget shall be the first day of May.
  - b. The Board shall inform the City Clerk and Township Clerk, in writing, as to the time and place of the joint session in which review of the budget shall be made. Such notice shall be at least thirty (30) days prior to the meeting date.

- c. Copies of the recommended budget shall be given to the City Clerk and Township clerk at least fifteen (15) days prior to the joint session.
- d. Approval of the budget shall be by a majority vote of each Municipality at the joint budget session.
- e. Upon approval of the budget the City and Township shall contribute the approved funding by the 20<sup>th</sup> day of each month. See Section 4H for Current Formula.

E. **Budget Amendments.** In the event the Board encounters unforeseen expenditures during its fiscal year in excess of its approved budget it may be allowed to amend the budget by 20% from fund equity if available. If fund equity is not available it shall submit a written request with justification to the City and Township for the approval of the excess expenditure prior to those expenditures. Neither municipality shall be required to pay its share until each municipality has approved the Board's request by a majority vote of all members of its governing body.

F. **Insurance.** It shall be the express duty of the Board to purchase adequate insurance to protect the City and Township from loss by way of fire, property damage, personal liabilities and workmen's compensation.

G. **Audit.** The Board shall be subject to a complete audit at least one time per year by a Certified Public Accountant. Upon completion of audit copies shall be given to the City Clerk and Township Clerk.

H. **Funding Formula Review.** The funding formula shall be reviewed on a 5 year schedule with respect to the City and Township.

- 1. The current funding formula for Operating Expenses is
  - a. The City of Hartford, 40% of the Operating Budget
  - b. The Township of Hartford, 60% of the Operating Budget
- 2. For example, the current funding formula is determined by fire calls per each Municipality (excluding I94 and Red Arrow Hwy).
- 3. At adoption of this agreement, a committee existing of two (2) Township Representatives, two (2) City Representatives and one (1) ex-officio Fire Board Representative shall be formed to review the funding formula.



4. If an agreement cannot be reached regarding the funding formula refer to Section 5B Arbitration.

## **SECTION 5. MISCELLANEOUS PROVISIONS**

**A. Termination of Agreement.** Either the City or the Township may terminate this agreement by notice, in writing, at least 12 months prior to said termination date. Said notice shall be given to the Board and the other municipality. Upon termination the terminating municipality shall pay the remaining municipality according to the funding formula. (For example, with a 60/40 formula upon termination, the Township of Hartford shall pay the City of Hartford 60% of the operating costs accrued to date of termination if the Township of Hartford is the terminating municipality, and the City of Hartford shall pay the Township of Hartford 40% of the costs accrued to the date of termination if the City of Hartford is the terminating municipality.)

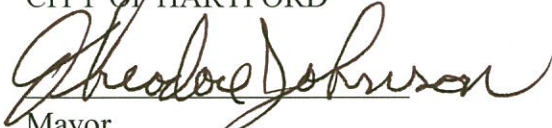
The other municipality shall purchase the respective 50% interest of the terminating municipality based on the appraised value of all property, both real and personal, if available. Such distribution may be in money, in services, and/or in equipment and property; and, if in money, may be payable over such period of time as is determined within the reasonable financial ability of the remaining municipality. If said book value cannot be established, then based upon mutual agreement between the municipalities accomplished within a 30 day period of such termination date, or if no mutual agreement is made, then the terms may be referred to arbitration in the matter described in Section 5B.

**B. Arbitration.** Disagreements in regards to the establishment and maintenance of the joint fire Department which may arise between the City and Township, and which cannot be resolved by mutual agreement, shall be submitted to binding arbitration by professionally qualified arbitrators. The majority vote of the members of the governing body of one municipality shall be sufficient to initiate the arbitration procedure. The City and Township then shall each appoint one arbitrator of its own choosing. The two arbitrators thus selected shall in turn appoint a third and final arbitrator. The third arbitrator shall not be a resident of the City or Township of Hartford or have any proprietary interest in either the City or Township. Costs of said arbitration shall be borne equally by the City and Township.

C. **Amendments.** This agreement may be amended by a majority vote by both the City Commission and Township Board.


This agreement shall be executed by the Mayor of the City of Hartford and the Supervisor of Hartford Township after adoption by both Municipalities.


CITY OF HARTFORD

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Clerk

TOWNSHIP OF HARTFORD

  
\_\_\_\_\_  
Supervisor

  
\_\_\_\_\_  
Clerk

**Amendment to the JOINT FIRE DEPARTMENT AGREEMENT**

WHEREAS, the City of Hartford, State of Michigan, and the Township of Hartford, State of Michigan, have heretofore entered into a Joint Fire Department Agreement dated the 13<sup>th</sup> day of September 1973; and said agreement was updated the 5<sup>th</sup> day of November 2013;

WHEREAS, the two adjoining municipalities have been operating and conducting a joint fire department and providing fire protection and allied services including ambulance/rescue services under said Agreement; and

WHEREAS, they desire to amend and modify said Agreement for their mutual benefit and the benefit of the citizens of their respective municipalities;

THEY DO NOW THEREFORE agree as follows:

**SECTION 4: FINANCES**

**B. Presentation of Budget to City and Township.**

- a. The Time for presenting the Board's recommended budget shall be by the last day of February.

IN WITNESS WHEREOF, the participating municipalities hereto have caused this Amendment to the Joint Fire Department Agreement to be executed on the dates indicated below pursuant to the authority of each participating municipality's governmental body.

Dated this 25 day of August, 2014.

CITY OF HARTFORD

TOWNSHIP OF HARTFORD

By Theodore Johnson  
Mayor

By \_\_\_\_\_  
Supervisor

By Raylene Roshay Gherdt  
Clerk

By \_\_\_\_\_  
Clerk

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- a. The Time for presenting the Board’s recommended budget shall be by the last day of February.

IN WITNESS WHEREOF, the participating municipalities hereto have caused this Amendment to the Joint Fire Department Agreement to be executed on the dates indicated below pursuant to the authority of each participating municipality’s governmental body.

Dated this 11<sup>th</sup> day of September, 2014.

CITY OF HARTFORD

TOWNSHIP OF HARTFORD

By \_\_\_\_\_  
Mayor

By [Signature]  
Supervisor

By \_\_\_\_\_  
Clerk

By [Signature]  
Clerk

## AGREEMENT

THIS AGREEMENT dated 26<sup>th</sup> OF FEB., 2018 is between the **City of Hartford**, 19 W. Main St. Hartford, MI 49057 (the "Municipality"), and **COLOMA EMERGENCY AMBULANCE SERVICE, INC.**, dba **PRIDE CARE AMBULANCE**, a Michigan corporation, with its principal offices situated on 5088 Meredith Street, Portage, MI 49002 ("Contractor").

WHEREAS, the parties are desirous of entering into an agreement whereby Contractor will provide emergency medical services within the geographical area of the Municipality; and

WHEREAS, the services to be rendered by Contractor shall be performed by Contractor as an independent contractor; and

WHEREAS, the Contractor is a corporation duly organized and existing under and by virtue of the laws of the State of Michigan, has not had its corporate authority suspended or revoked by the State of Michigan, and has been authorized by its Board of Directors to contract with the Municipality for the purposes set forth in the Agreement;

NOW, THEREFORE, IT IS MUTUALLY AGREED between the Municipality and Contractor as follows:

1. **SERVICES TO BE PROVIDED.** Contractor shall provide within the geographical area of the Municipality (City of Hartford), emergency medical services including, but not limited to, Advanced Life Support (ALS) and Basic Life Support (BLS) services, which services shall be provided on a twenty-four-hours-per-day, seven-days-per-week basis. The level of care described as "emergency medical services" shall be that as defined in Part 209 of the Michigan Public Health Code, as amended by PA 179 of 1990, and regulations promulgated thereunder.
2. **SPECIFICATIONS OF SERVICES TO BE PROVIDED.** All services provided by Contractor shall be equal to or exceed the standard of care of the industry of parties providing emergency medical service. Services shall include but not be limited to the following:
  - A. Twelve minute or less average priority 1 emergency response time with ALS (paramedic) service (this will be based on an annual basis);
  - B. Advanced Cardiac Life Support certification of all Paramedics
  - C. Pediatric Advanced Life Support or equivalent certification of all Paramedics
  - D. Pre-hospital Trauma Life Support or equivalent certification of all Paramedics
  - E. Meet or exceed Van Buren County Medical Control Authority clinical guidelines as may be required;
  - F. Include twelve 12 lead and cardiac pacing capabilities;
  - G. Educational services provided to the community upon request (Cardio-Pulmonary Resuscitation (CPR), Medical First Response AED training);
  - H. Wheelchair transportation services;
  - I. Critical Care Paramedic Services; and
  - J. Response to all structure fires, community and school events if reasonably possible.
  - K. Will equip Community with Lucas CPR Device.
  - L. Will honor a strong presence in the community to cover adequate response times.

3. **TERM OF AGREEMENT; RENEWAL.** This Agreement shall be for a period of 5 years commencing on the date of this Agreement and will automatically renew for 2 consecutive 5 year renewals. This Agreement may be renewed with changes by the mutual agreement of the parties. The parties will use their best efforts to have all negotiations completed regarding a renewal of the Agreement 90 days prior to the anniversary of this Agreement. Failure to negotiate a renewal shall result in the continuation of the Agreement for an additional 90 day period until a renewal or termination occurs.
4. **CONTRACTOR'S ROLE IN COMMUNITY.** Contractor shall maintain an active and visible role in its service community.
5. **COMPENSATION FOR SERVICES.** The Municipality agrees to pay to Contractor a sum equal to the share of the Municipality per capita distribution of the Van Buren County Ambulance levy. Payment to the Contractor shall be on a quarterly basis in the same amount as distributed to the Municipality by the County for that calendar quarter, pro-rated to the date of service at the beginning and end of this Agreement if necessary. It is understood that this Agreement is conditioned upon the County receiving millage approval for this levy to enable the Municipality to fund its obligations under this Agreement. If the Municipality doesn't receive its share of the millage levy for any calendar quarter, then the Municipality may terminate this Agreement upon thirty (30) days' written notice to the Contractor. Direct payments by the County Treasurer will satisfy this paragraph. The County Treasurer has agreed to this.
6. **CONTRACTOR'S RIGHT TO BILL COLLATERAL SOURCES.** During the period of this Agreement, Contractor shall have the specific right to bill collateral sources of payment other than the Municipality or persons to whom such service is rendered. Contractor shall have the right to retain payment received from such collateral sources as and for its own property, and the Municipality shall not be entitled to any right of set-off because of such collateral source payment. Neither the Municipality nor the party to whom such service is rendered shall be obligated to assist Contractor in seeking payment from any such collateral source. Contractor agrees to accept assignment from Medicare. Contractor shall charge the same fees for service in the Municipality as it does for similar services in other service areas.
7. **COMPENSATION FOR FIRST RESPONDERS.** The Contractor shall reimburse the First Responders for Priority one responses for labor and equipment costs where the ambulance makes a transport at the rate of \$15.00 per response.
8. **FINANCIAL STATEMENTS.** The Contractor will, upon request of the Municipality, provide a copy of its reviewed financial statements, including profit and loss statements when they become available with unaudited statements provided no later than March 1 of the preceding year.
9. **MONTHLY REPORTS OF CALLS FOR SERVICE.** The Contractor will, on a monthly basis, provide the Municipality with a list of all emergency calls, identified by the date, time of dispatch and arrival on scene, along with the actual response time for each response.

10. ATTENDANCE AT MEETINGS. Municipality representative(s) will use their best efforts to attend the semi-annual (usually held in March and September) monthly and additional Board of Directors' meetings of Contractor for the purpose of review of the Contractor's performance, including response time and clinical performance. Notice of each meeting date(s) and location(s) shall be provided to the Authority at the address on this Agreement not less than 30 days prior to the date of said meeting(s).
11. CONTRACTOR'S EMPLOYEES. Contractor shall be solely and exclusively responsible without interference of the Municipality for hiring and firing of Contractor's employees, all employee disputes, payment of all federal and state withholding taxes, all social security contributions, method of payment of Contractor's employees, Contractor's employee disputes, training and certification of Contractor's employees, control of the manner in which Contractor's employees perform Contractor's obligations under this Agreement, the furnishing of equipment to be used in the performance of this Agreement, and any other detail, manner and method by which Contractor performs its obligations under this contract.
12. LICENSURE AND CERTIFICATION. Contractor shall, at its own expense, be responsible for obtaining and complying with any Federal or State licensing, certification or other requirements including the applicable local Medical Control Authority and Medical Director necessary to permit Contractor to fulfill its obligations under the terms of this Agreement. If at any time Contractor shall cease to be licensed or certified, Contractor shall immediately notify the Municipality and the Municipality may immediately terminate this Agreement.
13. PERIODS OF SERVICE, PERSONNEL, AND EQUIPMENT, LOCATION OF EQUIPMENT. During the period of this Agreement, Contractor shall make available on a twenty-four-hours-per-day, seven-days-per-week basis, at least one (1) ALS ambulance and equipment together with a sufficient number of properly trained and licensed personnel. The personnel, vehicles, equipment, training and licensure shall be in compliance with all federal, state and local laws, administrative rules, regulations, protocols, and procedures.
14. PAYMENT OF OPERATING EXPENSES. Contractor shall be responsible for the timely payment of all operating expenses incurred by it in the performance of the Agreement.
15. DEFENSE AND INDEMNIFICATION, INSURANCE. Contractor shall defend, indemnify and hold the Municipality harmless from any claim, judgment, costs, attorneys' fees or causes of action arising from or incident to Contractor performing its obligations under the provisions of this Agreement or from any act of negligence of Contractor or its agents, employees, parties, licensees, or other person, firm or corporation. Contractor shall obtain insurance in an amount not less than Two Million Dollars (\$2,000,000) for injury or death per occurrence, with a Three Million Dollar (\$3,000,000) aggregate, Two Million Dollars (\$2,000,000) for damage to property per occurrence, with a Three Million Dollar (\$3,000,000) aggregate, and Contractor shall annually provide evidence satisfactory to the Municipality that such insurance is in effect. The Municipality, its public officials, officers, employees, representatives, and agents shall be named as additional insured under the insurance.

16. **TERMINATION.** If either party commits a material breach of this Agreement and fails to correct such breach within thirty (30) days after receiving from the other party written notice of the breach which specifically describes the breach, the other party, at its option, may terminate this Agreement immediately or at any designated time by delivering to the breaching party a written notice of termination and the effective date thereof. Notwithstanding the foregoing, if Contractor loses any license or certification required in paragraph 11, Municipality may terminate this Agreement immediately upon written notice to Contractor. Additionally, if Municipality does not receive its distribution of the Van Buren County Ambulance Levy in a calendar quarter as described in paragraph 5, it may terminate this Agreement by giving Contractor thirty (30) days written notice. In the event of termination, Contractor will be paid a pro-rated daily rate to the termination date, minus any off-sets to which the Municipality may be entitled. Contractor shall be entitled to no other compensation from Municipality. If the Contract is terminated for a material breach of this Agreement, Contractor shall be responsible for payment to the Municipality of the difference in costs incurred by the Municipality in providing replacement emergency service during the duration of the periods of the Agreement in force at the time of such termination.

17. **ARBITRATION.** In the event a dispute arises between the parties regarding this Agreement or the performance of either party under this Agreement, such dispute shall be resolved by arbitration. The arbitration shall be conducted by a single arbitrator. The parties shall select an arbitrator agreeable to each party. If parties cannot locate and agree upon a person to act as the sole arbitrator, then the sole arbitrator shall be selected from the list of facilitative mediators kept at the United States District Court for the Western District of Michigan. The parties shall develop some reasonable mechanism for selecting one person on that list. Each of the parties shall exercise good faith in the arbitrator selection process. The decision of the sole arbitrator shall be final and binding upon the parties. The expenses of the arbitration shall be divided equally amongst the parties, but each party retains the ability to seek such costs from the arbitrator, who shall award them based on the degree of fault allocable to the parties.

It is agreed between the parties that any arbitration under this Agreement shall be resolved within sixty (60) days of the date the other party is notified of such dispute or difference. During the period of arbitration each of the parties shall be responsible for continuing to perform its obligations under the terms of this Agreement and neither party shall have the right to terminate this Agreement until the arbitration has been concluded.

Any award from the arbitrator may be confirmed as an order of competent jurisdiction, including the Van Buren County Circuit Court.

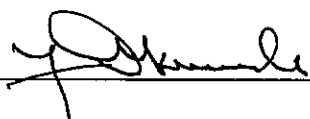
18. **NOTICES.** All notices required under this Agreement shall be deemed to be properly served if delivered in writing personally or sent by certified mail with return receipt requested to Contractor at P.O. Box 2288 Kalamazoo MI 49002 and to the Hartford City Clerk at 19 W. Main St., Hartford MI 49057, or to any subsequent address which either party may hereafter designate to the other party in writing. Date of service of a notice served by mail shall be the



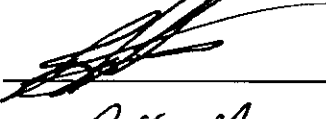
date on which such notice is deposited in a post office of the United States Post Office Department.

- 19. **CONTRACTOR'S AUTHORITY.** Contractor represents it has received authority from its Board of Directors to enter into this Agreement, that a copy of a certificate of incorporation has been delivered to the Municipality upon execution of this Agreement, and that there is no conflict of interest or other restrictions which would prohibit the performance of its obligations under the terms of this Agreement.
- 20. **ENTIRE AGREEMENT.** The parties hereto agree this Agreement contains the entire agreement between the parties and no other promises have been made to induce either of the parties to enter into this Agreement. This Agreement may only be amended by written amendment signed by the parties.
- 21. **ASSIGNMENT.** Contractor shall not assign this Agreement without the prior written approval of the Municipality.
- 22. **VENUE.** The parties agree that this Agreement was entered into in Van Buren County and the services will be provided in Van Buren County. If a dispute arises where court action is filed, the proper venue shall be the courts in the County of Van Buren.

**CITY OF HARTFORD**

By:   
 Name: Yemi Akinwale  
 Title: Manager

**COLOMA EMERGENCY AMBULANCE, INC.**

By:   
 Name: Bill Mears  
 Title: CEO

**CITY OF HARTFORD  
COUNTY OF VAN BUREN  
STATE OF MICHIGAN  
RESOLUTION 2021 – 015**



**ACCEPTING THE 2020/2021 FISCAL YEAR AUDIT.**

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 December 20, 2021.

The following resolution was offered:

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

**WHEREAS**, the City Commission of the City of Hartford engaged the services of Hungerford Nichols, CPAs to conduct a fiscal audit of its finances for the year ending June 30, 2021; and

**WHEREAS**, Hungerford Nichols has conducted and completed the audit as required by law; and

**WHEREAS**, Hungerford Nichols has presented the results of its findings of the audit to the City Commission of the City of Hartford; and

**WHEREAS**, the City Commission of the City of Hartford hereby accepts the audit report as presented by Hungerford Nichols.

**NOW THEREFORE, BE IT RESOLVED**, that the acceptance of the report officially marks the conclusion of the 2020/2021 fiscal year.

YEAS:

NAYS:            ABSENT:

**RESOLUTION DECLARED ADOPTED**

DATE: December 20, 2021

\_\_\_\_\_  
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 December 20, 2021, 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:, 2021

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