



City of Hartford
County of Van Buren, State of Michigan

Commission Business Meeting Agenda

Monday, February 24, 2025 at 5:30 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

GUESTS

1. Ryan Marschke, Hungerford CPAs + Advisors
2. Hartford Chamber of Commerce

PUBLIC COMMENT

COMMUNICATIONS

REPORT OF OFFICERS BOARDS & COMMITTEES

3. Committee Update - Commission Rules Review
4. Committee Update - City Manager Review Forms
- [5.](#) VBCD - 2025 January

Police & Ordinance

- [6.](#) HPD - 2025 January

Fire Department

- [7.](#) HFD - 2025 January

Ambulance

Van Buren County

Public Works

- [8.](#) DPW - 2025 January

Wastewater Treatment Plant

Treasurers, Investment & List of Bills

- [9.](#) List of Bills - \$341,233.16

City Manager

10. CM - 2025 February

APPROVAL OF COMMISSION MINUTES

11. January 27, 2025 Business Meeting

12. February 6, 2025 Special Meeting

APPROVAL OF REPORTS

GOALS/OBJECTIVES

OLD BUSINESS

NEW BUSINESS

13. Discuss & Consider - MDOT Shared Streets & Spaces Fund Grant Award

14. Discuss & Consider - 60th Avenue Sidewalk Extension Project MDOT # 24-5600 Construction Award

15. Discuss & Consider - Roadway Improvements Project & Engineering Services

16. Discuss & Consider - Building Official Appointment & Building Department Fee Schedule

17. Discuss & Consider - HPD & Teamsters Local 214 MOU

18. Discuss & Consider - Employee Handbook Amendment - Employee Uniforms

19. Discuss & Consider - Employee Handbook Amendment - Inclement Weather

20. Discuss & Consider - 2023/2024 Fiscal Year Audit

INTRODUCTION OF RESOLUTIONS OR AMENDMENTS

21. Discuss & Consider - Resolution 2025 - 008 Planning Commission Appointment

22. Discuss & Consider - Resolution 2025-009 Amending Employee Handbook - Inclement Weather

23. Discuss & Consider - Resolution 2025-010 Appoint Building Code Official

24. Discuss & Consider - Resolution 2025-011 Employee Handbook Amendment - Uniforms

25. Discuss & Consider - Resolution 2025-012 MDOT Contract #24-5600

26. Discuss & Consider - Resolution 2025 - 013 2024/2025 2nd Quarter Budget Adjustments

27. Discuss & Consider - Resolution 2025-014 Accept 2023/2024 Fiscal Year Audit

28. Discuss & Consider - Resolution 2025 - 015 Engineering & Roadway Improvements

29. Discuss & Consider - Resolution 2025-016 60th Ave Sidewalk Construction Award

ADJOURNMENT



Van Buren Conservation District January 2025 Program Update

Submitted by *Emily Hickmott, Executive Director*

Happy New Year!

Despite the cold start to the year, things are heating up at the District! We have been releasing recycling dates for 2025, our county-wide survey, our tree seedling sale, CISMA Annual Meeting (Feb. 28), and a seasonal job posting in the last few weeks. Be sure to send us any questions from this report and keep up to date on our website and social media accounts to know what's happening next. www.VanBurenCD.org

Conservation Needs Assessment Survey: We, at the Van Buren Conservation District (VBCD), are looking to hear from you! Take our quick survey to guide conservation in Van Buren County. Whether you live, work, or play in Van Buren County, we need your input. Your thoughts help the VBCD better serve you, our community, and our natural resources.

The VBCD brings programs, services, education, and events to our community. To address our local needs, we need your local voice. Your input helps us focus conservation funding and programming for Van Buren County. This quick survey takes about 10 minutes. All responses are anonymous. For assistance with the survey, contact us at info@VanBurenCD.org or call 269-633-9054. Complete the survey to be entered into a drawing for special prizes! Take the survey by May 31, 2025! <https://vanburencd.org/input/>

Tree Seedling Sale: The annual VBCD Tree Sale is open through March 31, 2025! Don't miss out on this preorder period - we do sell out of species before it closes! We are excited to once again provide you with quality, affordable seedlings. Your purchase reforests our community and supports local conservation! Our new and classic tree and shrub species provide a wide variety of options to meet your needs. The bonus is they are all great for our environment and wildlife!

- Flowering and ornamental species
- Nut and fruit-producing species
- Species to block wind
- Shade tree species
- High value lumber species
- Species for erosion control
- More!

Be sure to check out our accessories. Show your support of local conservation efforts and action! Whether you're new to Tree Sale or want a reminder, read more about our sale here: <https://vanburencd.org/shop/> Have questions? Contact Outreach Coordinator Jacob Diljak at Outreach@VanBurenCD.org or call 269-633-9052.

Program Updates:

- **Ag Conservation/Water Quality Projects** (*Erin Fuller, Colleen Forestieri, Carlie Southland*) - The Ag and Water Quality team is excited to kick off a new grant project: "Stacking BMPs to Mitigate Ag



Van Buren Conservation District January 2025 Program Update

Submitted by Emily Hickmott, Executive Director

Runoff in the Paw Paw River.” BMPs are Best Management Practices. This 2-year project is funded through the Clean Water Act and is administered by Michigan’s Department of Energy, Great Lakes and Environment (EGLE). The grant will bring in nearly \$600,000 to Van Buren County and will fund cost-share for farmers, educational events, and on-farm research.

- **SWxSW Corner CISMA (Cooperative Invasive Species Management Area) Team** (*Abbie Bristol, Alex Florian, Jena Johnson*) - The CISMA Team finished out the year wrapping up field work for the Great Lakes Restoration Initiative (GLRI) grant. Our surveys of invasive species along Van Buren County roads are ongoing. We are also developing a partnership with GEI, an environmental contractor, to conduct invasive species surveys for a large municipal project at Ox Creek in Benton Harbor. Planning for the CISMA Annual Meeting has begun in preparation for the end of February 2025.
- **Michigan Agriculture Environmental Assurance Program (MAEAP)** (*Kyle Mead*) - The technician has been working on reaching out to Cass County farmers to complete Re-Assessments after the holidays. He also participated in Soil Health Fundamentals Training with the Newly created Regen-Ag Program and Understanding Ag to learn how to complete the new Regen-Ag soil assessments that are now part of the MAEAP (CTAP) Grant. The tech volunteered to help train 3 new technicians from the area and organized a Walk Through of Windswept Farms in Monterey. That is 4-system verified where the new techs could learn how the Van Buren technician pre-plans for a visit, how he sets up 3-ring binders to give to the farm at the visit, and how to look at specific things on the farm as well as ideas on how to troubleshoot alternative practices so that a farmer can choose which Best Management Practices would work best for their operation, and how they farm.
- **National Association of Conservation Districts (NRCS) Technical Assistance** (*Lucas Hartman, Gabriel Francisco*) - As with every December, this seems to be the slower month for things happening on the NRCS side, as the EQIP is still in the application period and waiting for direction from the new farm bill. Next month, things start rolling out again, and Lucas, Kami, and Gabe already have a large group of folks waiting to get going. Looking like another full year of EQIP’s coming down the pipeline for Van Buren County.
- **Outreach** (*Jacob Diljak*) - The VBCD has amazing things coming out in 2025! Conservation needs your input - take the Conservation Needs Assessment survey to guide conservation! This short survey is for all who live, work, or play in Van Buren County: VanBurenCD.org/input. Our Tree Sale is open! Shop affordable seedlings and help raise funds for local conservation - shop now at VanBurenCD.org/shop
- **Resource Recovery & Recycling** (*Kalli Marshall, Jacob Diljak*) -December is the season for celebrating. The Resource Recovery team was able to celebrate the success of the program by summarizing the results of the post collection survey. Overall, results were very good and residents seem very happy with the services we offer. Jacob and Kalli attended an accessibility event with Michigan Sustainable Business Forum and learned about considerations for all abilities to access services.

Hartford Police Department
Monthly Report
January 2025

STATISTICS:

- *Calls For Service (CFS) 46 total for the month January*

Offense Report

- *for Service (CFS) 46 total for the month January*
- *2- 1 Assault*
 - 1 Harassment*
 - 1 - Larceny*
 - 1 – Fraud*
 - 1 - Damage to Property*
 - 1 – Trespass*
 - 2- Traffic Crash*
 - 6- Civil Comp*
 - 11- Suspicious Activity*
 - 19- Assists Other Agencies*
 - Van Buren Sheriff Department - 6*
 - Michigan State Police -3*
 - Watervliet Police Department – 1*
 - Hartford Fire Department – 2*
 - Pokagan tribal Police – 2*
 - Adult Protective Services – 1*
 - Children Protective Services – 1*
 - Assist To Citizen - 3*

- *Arrest Count Report*
- *Arrest Report*
- *Citations*

BUDGET UPDATE:

PERSONNEL:

TRAINING:

PUBLIC OUTREACH:

FLEET STATUS:

Both patrol cars are running good. The Dodge charger is currently parked at the iron treatment plant. The Humvee is currently parked in the north city lot. After looking the program I was advised it could be dismissed the 1st of March. There is going to be some leg work to look into with the 1033 government program and the procedure to get rid of it.

EQUIPMENT:

I have provided the city manager with a list of departmental needs and quotes

On a personal note, I would like to thank the current City Commission, City Manager Nicole Brown, Roxanne Isbrecht, Pam Schultz for their support while trying to bring the department back to where it should be ! .

As you have been told, I am resigning my position with the Police Department as of February, 21, 2025. I've had a terrific career as an officer with the City which expands over 35 total years. I started with the department in February, 1991 as a reserve officer (under Chief Paul Muinch), who then provided me with the opportunity to be sponsored by the city to the police academy in August, 1995. Over those years, I've had opportunity to work alongside great officers and city commissioners
Thank You !

GRANTS & INITIATIVES:

Amount	Grant	Grantor	Purpose	Status

Update Manual/Policies/Procedures/Rules:

Name of Policy	Date Started Update	Status of Update	Est. Completion Date

END OF REPORT

Respectfully Submitted by: _____

Date: _____

**Hartford Fire Board Meeting
January 13th, 2025
December Business**

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Hartford Fire Board
Agenda
Monday January 13th, 2025, 7:00 PM

- I. Call to Order, Pledge
- II. Roll call: Jerry Birmele, Chad Hunt, Eric Germinder, Carlos Ledesma, Ron Sefcik
- III. Guests:
- IV. Public Comment: Limited to three minutes per person
- V. Additions or Deletions to the agenda
- VI. **Approval of the Agenda as amended.** Motion by _____ Second by _____ to approve agenda as presented. Motion _____ Yeas: ____ Nays: _____.
- VII. **Approval of previous meeting minutes from December 9th, 2024:** Motion by _____ Second _____ to approve previous meeting minutes as presented. Motion _____ Yeas: ____ Nays: _____
- VIII. **Review: Review Revenue & Expenditure Report & Invoice Register**
- IX. **Approval of December Treasurer's report:** Motion By _____ Second by _____ to approve Treasurer's report as presented. Motion _____ Yeas: _____ Nays: _____

 - a. **Accounts Payable:** Amount \$35,041.95 Motion by _____ Second by _____
Roll Call Vote Motion _____ Yeas: _____ Nays: _____
- X. **Review December 2024 Incident Summary and Breakdown of Fire Calls per zone.**
- XI. **Review Cost Recovery USA 11/25/2024-12/24/2024 Payment Reconciliation Report**
- XII. **Unfinished Business:**
- XIII. **New Business:**
 - 1. **Discuss & Consider- Request to send two members to Hustisford, Wisconsin for an Ice Rescue Train-the-Trainer course in the amount not to exceed \$2,630.00 this amount includes hotel stay and meals.**

Motion by _____ Seconded by; _____ to approve request to send two members to Ice Rescue training in the amount not to exceed \$2,630.00

- 2. Discuss & Consider Quote from Moses Fire Equipment for Ice Rescue Suits in the amount on \$985.00 per suit.

Motion by _____ Seconded by; _____ to approve the purchase of _____ suits from Moses Fire Equipment in the amount not to exceed \$ _____.

- 3. Discuss & Consider Quote from Moses Fire Equipment for Miscellaneous Training Gear needed to perform Ice Rescue.
(See Attached Agenda Item Report for Breakdown)

Motion by _____ Seconded by; _____ to approve the purchase of Miscellaneous Training Gear needed to perform Ice Rescue in the amount not to exceed \$ _____.

- 4. Discuss & Consider Quote from Moses Fire Equipment for the purchase of Inflatable Ice Rescue Boat in the amount of \$3,262.00 (freight not included)

Motion by _____ Seconded by; _____ to approve the purchase of Inflatable Ice Rescue Boat in the amount not to exceed \$ _____.

- 5. Budget Adjustment # 1

Motion by _____ Seconded by; _____ to approve Budget Adjustment # 1 for the Fiscal Year 24/25 Budget Year.

- 6. Discuss & Consider- Agreement with Biddergy of Kalamazoo to authorize them to auction off surplus equipment on our behalf.

Motion by _____ Seconded by; _____ to approve Internet Auction Agreement as presented.

- 7. Discussion of Goals and Objectives for 2025 for the Hartford Fire Board & Hartford Fire Department.

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 December 9th, 2024

Members Present upon roll call: Ron Sefcik; Eric Germinder; Jerry Birmele; Carlos Ledesma; Chad Hunt (7:06)

Absent:

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

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

Public comment opened at 7:01 NO public comment.

Public comment closed at 7:01

The proposed agenda for the Fire Board meeting of December 9th, 2024, was presented and amended. Motion by Germinder Second by Birmele to approve the agenda as amended with the addition of Interlocal Discussion under old business.

Yeas: 4 Nays: 0 **Approved**

The proposed minutes of the November 12th, 2024, Fire Board meeting were presented.

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

Yeas: 4 Nays:0 **Approved**

Review of Revenue & Expenditure Report

The November Treasures report was presented: Motion by Ledesma; Seconded by Germinder to approve Treasures report as presented.

Yeas: 4 Nays:0

Bills were presented for approval in the amount of \$64,449.56 Motion by Hunt; seconded by Ledesma to pay bills in the amount of \$64,449.56

Motion approved upon roll call vote of members present.

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

Absent:

Members Reviewed the November 2024 Incident Summary and Breakdown of Fire Calls per zone. Asst. Chief McGrew noted that we did not receive any payments for cost recovery during the timeframe, but did just get approved for another payment that we will see in next month's report.

Unfinished Business

1. Discussion on Interlocal Agreement, Sefcik asked board members if there was anything else that they would like to see in the agreement, with nobody having any additions, Sefcik advised the board he would put the document in Draft form and send it to the City & Township in January for them to begin to review.

New Business:

1. Discussion on Quote from Cummings Sales and Service in the amount of \$7,566.65, Members had questions on the work that needed to be done and the age of the current generator, it was agreed that we need to fix the current generator but start the process of looking at possible replacement in the future. Motion by Sefcik; Seconded by Hunt to approve the Quote from Cummings Sales and Service in the amount of \$7,566.65 and to schedule the work asap.

Yeas: 5 Nays: 0

APPROVED

2. Discussion on request from the Hartford Firefighters Association to contribute \$1,200 from the Donations Account to offset the cost of the Annual Holiday Dinner. Hunt offered to the board we should support this request as the Firefighters have paid for this on their own for as long as he can remember. Motion by Birmele; Seconded by Ledesma to approve the request from the Hartford Firefighters Association to contribute \$1,200 from the Donations account to the annual holiday dinner.

Yeas: 5 Nays: 0

APPROVED

3. Discussion on Ice Rescue Equipment & Training, Assistant Chief McGrew spoke to the board about enhancing our water rescue capabilities and gathering equipment and the proper training to perform Ice Rescue. The board is in favor of this and instructed Asst. Chief McGrew to come back to the board with some pricing for Equipment & Training. Sefcik noted he feels this falls right in line with intent of the monies received from the Vanderlyn trust, as Bonna always wanted the members to have the appropriate equipment and training they needed.

Fire Chiefs Report:

1. Report Attached in the packet
2. Additionally, Medical CE classes have begun for the medical personnel
3. Looking at restarting the community CPR classes soon after VBEMS moves out.
4. Bronson (VBEMS) is buying all first responder agencies a new Lucas CPR machine.

Assistant Fire Chief Report:

1. Report Attached in the packet
2. Additionally, Jeep was picked up last week by the DNR
3. Shelving Built in Barn for storage/Barn organized for Winter

Other board Business:

- Sefcik noted that the ambulance barn is approved for occupancy and sheriff's deputy will be moving back in this week, VBEMS should be moving in very soon.
- Assistant Chief McGrew updated the board on a backup plan that we have in case we do lose power before the generator is fixed, we would utilize the onboard generator on 1841 to power the garage doors.
- Discussion on recent snowstorms and upcoming storm this week.

Motion by Sefcik; Second by Ledesma to adjourn the meeting at 7:46p.m.

Yeas: 5 Nays: 0 **Approved**

Respectfully Submitted

Gerald Birmele, Secretary

HARTFORD FIRE BOARD MEETING**Minutes of Fire Board Meeting January 13th, 2025**

Members Present upon roll call: Ron Sefcik; Jerry Birmele; Chad Hunt

Absent: Carlos Ledesma, Eric Germinder

Others Present: Chief Harting, Asst. Chief McGrew, Peter Stanslawski

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

Public comment opened at 7:01 NO public comment.

Public comment closed at 7:01

The proposed agenda for the Fire Board meeting of January 13th, 2025, was presented and approved. Motion by Sefcik; Second by Hunt to approve the agenda as presented.

Yeas: 3 Nays: 0 **Approved**

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

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

Yeas: 3 Nays:0 **Approved**

Review of Revenue & Expenditure Report

The December Treasures report was presented: Motion by Sefcik; Seconded by Hunt to approve Treasures report as presented.

Yeas: 3 Nays:0

Bills were presented for approval in the amount of \$35,041.95 Motion by Hunt; seconded by Birmele to pay bills in the amount of \$35,041.95.

Motion approved upon roll call vote of members present.

Yeas: Sefcik, Birmele, Hunt Nays:0

Absent: Germinder, Ledesma

Members Reviewed the December 2024 Incident Summary and Breakdown of Fire Calls per zone.

Unfinished Business

New Business:

1. Discussion on Request to Send two members to Wisconsin for an Ice Rescue Train-the-Trainer course with Cost associated not to exceed \$2,630.00, Motion by Sefcik; Seconded by Hunt to approve the request not to exceed the amount of \$2,630.00. Monies to come from the Donations Account.

Yeas: 3 Nays: 0

APPROVED

2. Discussion on quote from Moses Fire Equipment for the purchase of Ice Rescue Suits, quoted amount was \$985.00 per suit, freight not included. Sefcik inquired if the price was the same if we purchased more than two suits, Asst. Chief McGrew answered Yes, it is the same and recommended that we purchase 4 suits. Motion by Sefcik; Seconded by Hunt to approve the purchase of 4 Ice Rescue Suits in the amount not to exceed \$4,100. Monies to come from the Donations Account.

Yeas: 3 Nays: 0

APPROVED

- 3. Discussion on quote from Moses Fire Equipment for the purchase of Miscellaneous equipment needed to perform Ice Rescue. Motion by Sefcik; Seconded by Hunt to approve the recommend equipment needed from the Agenda Item Breakdown report and Quote in the amount not to exceed \$2,306.30. Monies to come from Donations Account.

Yeas: 3 Nays: 0

APPROVED

- 4. Discussion on quote from Moses Fire Equipment for the purchase of Inflatable Ice Rescue Boat. Hunt advised the Board that this purchase would be very beneficial as this boat can be utilized all year long, referencing a water rescue during last summer when the same type of boat was used by Bangor Fire Department. Motion by Sefcik; Seconded; by Hunt to approve the purchase of the Inflatable Ice Rescue Boat in the amount not to Exceed \$3,762.00 including freight. Monies to come from Donations Account.

Yeas: 3 Nays:0

APPROVED

- 5. Budget Adjustment # 1 for fiscal year 24/25 was presented and reviewed, Asst. Chief McGrew noted some of the reasons for this adjustment included, the New command Vehicle, Antenna Tower that was damaged in wind storm and also the Screen that went out on the Ladder truck. Motion by Sefcik; Seconded by; Hunt to approve Budget Adjustment # 1 for fiscal year 24/25.

Yeas:3 Nays: 0

APPROVED

6. Discussion on agreement with Biddergy of Kalamazoo for surplus equipment sales, Hunt noted that the county has been using Biddergy for several years now and is a very effective way to sell surplus equipment. Motion by Birmele; Seconded by; Sefcik to approve Internet Auction Agreement with Biddergy of Kalamazoo as presented.

Yeas: 3 Nays: 0

7. Discussion of Goals and Objectives, short discussion was had on projects for the coming year, no action was taken due to not having a full board in attendance.

Fire Chiefs Report:

1. Report Attached in the packet
2. Additionally, Busy Month for calls last month
3. Members had a Cardiac Arrest Save

Assistant Fire Chief Report:

1. Report Attached in the packet

Other board Business:

Minutes of Fire Board Meeting January 13th, 2025

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

Yeas: 3 Nays:0 **Approved**

Respectfully Submitted

Gerald Birmele, Secretary

PROPOSED

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE 01/31/2025	ACTIVITY FOR MONTH 01/31/2025	AVAILABLE BALANCE	% BDDT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)				
Fund 206 - FIRE FUND							
Revenues							
206-000-401.000	HARTFORD TOWNSHIP	163,570.00		81,784.98	0.00	81,785.02	50.00
206-000-402.000	HARTFORD CITY	133,830.00		78,067.50	0.00	55,762.50	58.33
206-000-411.000	HARTFORD TWP MILLAGE	67,000.00		0.00	0.00	67,000.00	0.00
206-000-412.000	HARTFORD CITY MILLAGE	46,000.00		4,853.95	0.00	41,146.05	10.55
206-000-420.000	BANGOR TWP COST RECOVERY	5,200.00		1,520.51	0.00	3,679.49	29.24
206-000-421.000	COST RECOVERY	2,000.00		1,653.21	0.00	346.79	82.66
206-000-422.000	FIRE REPORTS/ FOIA	50.00		0.00	0.00	50.00	0.00
206-000-450.000	DONATIONS	56,500.00		56,424.37	0.00	75.63	99.87
206-000-539.000	GRANTS	2,500.00		0.00	0.00	2,500.00	0.00
206-000-582.000	TOWNSHIP GRANTS	9,600.00		4,800.00	0.00	4,800.00	50.00
206-000-584.000	VBEMS	10,000.00		6,390.00	0.00	3,610.00	63.90
206-000-660.000	CELL PHONE REIMBURSEMENT	800.00		0.00	0.00	800.00	0.00
206-000-665.000	INTEREST	16,000.00		14,057.56	0.00	1,942.44	87.86
206-000-696.000	BOND OR INSURANCE RECOVERIES	6,632.00		6,632.00	0.00	0.00	100.00
Total Dept 000		519,682.00		256,184.08	0.00	263,497.92	49.30
TOTAL REVENUES		519,682.00		256,184.08	0.00	263,497.92	49.30
Expenditures							
Dept 336 - FIRE OPERATING							
206-336-702.000	BOARD SALARY	4,200.00		1,860.00	300.00	2,340.00	44.29
206-336-704.000	CHIEF SALARY	58,950.00		29,475.00	0.00	29,475.00	50.00
206-336-705.000	ASST CHIEF SALARY	24,000.00		12,000.00	0.00	12,000.00	50.00
206-336-710.000	FIREFIGHTER/ MFR	50,000.00		23,826.05	5,093.76	26,173.95	47.65
206-336-712.000	SHIFT COVERAGE	14,400.00		7,135.50	1,260.30	7,264.50	49.55
206-336-724.000	PAYROLL TAXES	10,000.00		5,683.69	509.04	4,316.31	56.84
206-336-730.000	RETIREMENT	3,800.00		1,782.61	0.00	2,017.39	46.91
206-336-731.000	GASOLINE & DIESEL	9,400.00		3,410.61	352.00	5,989.39	36.28
206-336-733.000	VEHICLE MAINTENANCE	66,500.00		63,878.58	2,992.65	2,621.42	96.06
206-336-740.000	EQUIPMENT MAINTENANCE	21,700.00		14,216.45	0.00	7,483.55	65.51
206-336-741.000	OPERATING SUPPLIES	400.00		56.65	0.00	343.35	14.16
206-336-742.000	MEDICAL SUPPLIES	2,500.00		1,896.14	293.28	603.86	75.85
206-336-742.000	ANNUAL TESTING	8,500.00		6,091.95	211.25	2,408.05	71.67
206-336-751.000	PHONES	7,500.00		4,335.52	840.81	3,164.48	57.81
206-336-753.000	UTILITIES	10,000.00		3,891.53	836.54	6,108.47	38.92
206-336-763.000	BUILDING MAINTENANCE	16,632.00		8,862.40	0.00	7,769.60	53.29
206-336-767.000	DUES/ SUBSCRIPTIONS	4,200.00		3,247.34	0.00	952.66	77.32
206-336-781.000	TURN OUT GEAR/ UNIFORMS	15,000.00		1,220.42	725.00	13,779.58	8.14
206-336-785.000	EDUCATION/ TRAINING	8,500.00		3,476.18	0.00	5,023.82	40.90
206-336-796.000	PHYSICALS	10,000.00		558.00	186.00	9,442.00	5.58
206-336-799.000	OFFICE/ COMPUTER	4,700.00		2,936.45	113.26	1,763.55	62.48
206-336-801.000	PROFESSIONAL SERVICES	16,500.00		8,980.00	630.00	7,520.00	54.42
206-336-810.000	GRANT MATCH	2,500.00		0.00	0.00	2,500.00	0.00
206-336-815.000	GENERAL INSURANCE	30,000.00		19,050.46	4,440.00	10,949.54	63.50
206-336-965.000	TRANSFER TO MILLAGE FUND	113,000.00		0.00	0.00	113,000.00	0.00
Total Dept 336 - FIRE OPERATING		512,882.00		227,871.53	18,783.89	285,010.47	44.43
TOTAL EXPENDITURES		512,882.00		227,871.53	18,783.89	285,010.47	44.43

REVENUE AND EXPENDITURE REPORT FOR HARTFORD FIRE DEPARTMENT

PERIOD ENDING 01/31/2025

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE 01/31/2025	ACTIVITY FOR MONTH 01/31/2025	AVAILABLE BALANCE		% BDC USED
		AMENDED BUDGET	NORMAL			NORMAL (ABNORMAL)	INCREASE (DECREASE)	
Fund 206 - FIRE FUND								
Fund 206 - FIRE FUND:								
TOTAL REVENUES		519,682.00		256,184.08	0.00	263,497.92		49.30
TOTAL EXPENDITURES		512,883.00		227,871.53	18,783.89	285,010.47		44.43
NET OF REVENUES & EXPENDITURES		6,800.00		28,312.55	(18,783.89)	(21,512.55)		416.36

01/10/2025 09:00 AM
User: BSA
DB: Hfd

INVOICE APPROVAL BY INVOICE REPORT FOR HARTFORD FIRE
POST DATES 12/10/2024 - 01/13/2025
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 1/1

Item 7.

Vendor Name	Description	Amount
1. AT&T MOBILITY	CELL PHONES	840.81
2. BACKROADS SERVICES	TRUCK MAINTENANCE 1841	1,223.26
	NEW TRUCK	1,037.50
	NEW TRUCK	232.89
	TOTAL	2,493.65
3. BRONSON HELP NET	PROFESSIONAL SERVICES	186.00
4. CLEVER CREATIONS	TURN OUT GEAR	360.00
5. CONSUMERS ENERGY	NATURAL GAS	335.56
6. DINGES FIRE COMPANY	TURN OUT GEAR	365.00
7. FIRST NATIONAL BANK OMAHA	SUPPLIES, NEW TRUCK & MAINTENANCE	4,441.62
8. INDIANA MICHIGAN POWER	ELECTRIC	500.98
9. PETER STANISLAWSKI	FINANCE SERVICES	630.00
10. ROE COMM	PAGER ANTENNA	49.00
11. SHELL FLEET PLUS	DIESEL & GASOLINE	352.00
12. STARLITE CUSTOMS TRUCK & AUTO	NEW TRUCK	450.00
13. STRYKER SALES LLC	ELECTRODE	293.28
14. SUMMIT FIRE PROTECTION	ANNUAL	211.25
15. US BUSINESS SYSTEMS INC	COPIER	113.26
16. VFIS	INSURANCE	4,440.00
	INSURANCE	2,381.00
	TOTAL	6,821.00
TOTAL - ALL VENDORS		18,443.41

HARTFORD FIRE**CASH BALANCES****JANUARY 13 2025**

General Checking	\$ 47,538.57
Operating Account	\$ 135,670.08
Millage Account	\$ 263,863.68
Maintenance Account	\$ 14,162.13
Donation Account	\$ 64,535.57
Investment Account Huntington	\$ 104,106.65
All Cash Accounts	\$ 629,876.68

01/10/2025 CHECK REGISTER FOR HARTFORD FIRE DEPTMENT				
CHECK DATE FROM 12/10/2024 - 01/13/2025				
Check Date	Check	Vendor Name	Description	Amount
Bank HNB CHECKING ACCOUNT				
12/15/2024	DD528(A)	HARTING, ROBBIE	PAYROLL	1,836.72
12/15/2024	DD529(A)	MC GREW, KEVIN	PAYROLL	995.87
12/31/2024	287(E)	FIRST NATIONAL BANK OMAHA	SUPPLIES, NEW TRUCK & MAINTENANCE	4,441.62
12/31/2024	288(E)	VFIS	INSURANCE	2,381.00
12/31/2024	DD530(A)	HARTING, ROBBIE	PAYROLL	1,836.70
12/31/2024	DD531(A)	MC GREW, KEVIN	PAYROLL	622.63
12/31/2024	EFT111(E)	ASSN DUES TO MEMBERSHIP	PAYROLL	390.00
12/31/2024	EFT112(E)	CITY OF HARTFORD	PAYROLL	294.76
12/31/2024	EFT114(E)	INTERNAL REVENUE SERVICE	PAYROLL	3,603.04
12/31/2024	EFT115(E)	STATE OF MICHIGAN	PAYROLL	1,928.74
01/06/2025	DD532(A)	BIRMELE, GERALD	PAYROLL	52.86
01/06/2025	DD533(A)	BODARY, BRANDON	PAYROLL	262.57
01/06/2025	DD534(A)	FLEMMING, RYAN	PAYROLL	29.79
01/06/2025	DD535(A)	FRY, STEVEN	PAYROLL	442.22
01/06/2025	DD536(A)	GERMINDER, ERIC	PAYROLL	52.86
01/06/2025	DD537(A)	HARTING, BRANDI	PAYROLL	444.51
01/06/2025	DD538(A)	HUNT, CHAD	PAYROLL	51.86
01/06/2025	DD539(A)	LEDESMA, CARLOS	PAYROLL	52.86
01/06/2025	DD540(A)	LOWE, STEVEN	PAYROLL	532.74
01/06/2025	DD541(A)	MC CLELLAN, TROY	PAYROLL	98.62
01/06/2025	DD542(A)	MC GREW, KEVIN	PAYROLL	1,631.67
01/06/2025	DD543(A)	ROBERTS, KHELUN	PAYROLL	387.86
01/06/2025	DD544(A)	SEFCIK, RONALD	PAYROLL	52.86
01/06/2025	DD545(A)	SHARPE, IAN	PAYROLL	419.31
01/06/2025	DD546(A)	TEITSMA, NATHAN	PAYROLL	140.70
01/06/2025	DD547(A)	WEBERG, SCOTT	PAYROLL	436.79
01/06/2025	STUB55(A)	FLEMMING, LISA	PAYROLL	0.00
01/13/2025	289(E)	INDIANA MICHIGAN POWER	ELECTRIC	500.98
01/13/2025	290(E)	AT&T MOBILITY	CELL PHONES	840.81
01/13/2025	291(E)	CONSUMERS ENERGY	NATURAL GAS	335.56
01/13/2025	292(E)	SHELL FLEET PLUS	DIESEL & GASOLINE	352.00
01/13/2025	293(E)	VFIS	INSURANCE	4,440.00
01/13/2025	294(A)	BRONSON HELP NET	PROFESSIONAL SERVICES	186.00
01/13/2025	295(A)	PETER STANISLAWSKI	FINANCE SERVICES	630.00
01/13/2025	296(A)	STRYKER SALES LLC	ELECTRODE	293.28
01/13/2025	297(A)	SUMMIT FIRE PROTECTION	ANNUAL	211.25
01/13/2025	298(A)	US BUSINESS SYSTEMS INC	COPIER	113.26
01/13/2025	15105	BACKROADS SERVICES	NEW TRUCK	2,493.65

01/10/2025 CHECK REGISTER FOR HARTFORD FIRE DEPTMENT				
CHECK DATE FROM 12/10/2024 - 01/13/2025				
Check Date	Check	Vendor Name	Description	Amount
01/13/2025	15106	DINGES FIRE COMPANY	TURN OUT GEAR	365.00
01/13/2025	15107	STARLITE CUSTOMS TRUCK & AUTO	NEW TRUCK	450.00
01/13/2025	15108	CLEVER CREATIONS	TURN OUT GEAR	360.00
01/13/2025	15109	ROE COMM	PAGER ANTENNA	49.00
Total of 42 Disbursements:				35,041.95



Hartford Fire Department

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

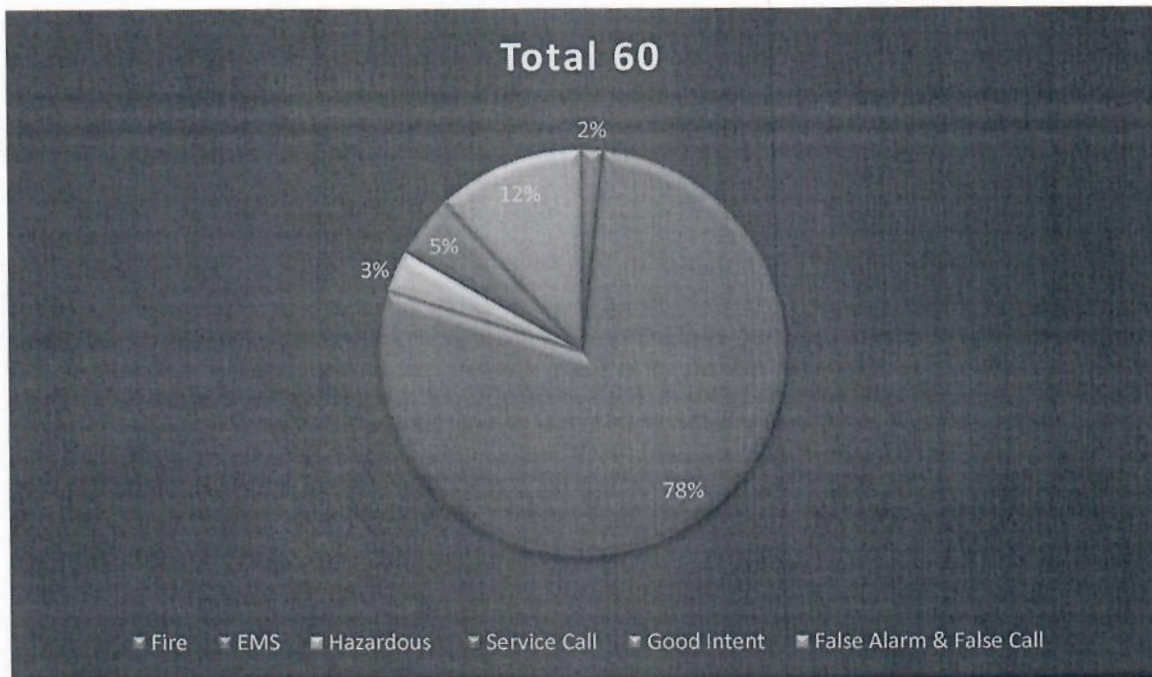


Item 7.

Chief Robbie Harting

Asst. Chief Kevin McGrew

December 2024 Incident Summary



City- 26	Township- 27	Other-7
-----------------	---------------------	----------------

Incident Type	Count
111- Structure Fire	1
311- Medical assist, assist EMS Crew	32
321- EMS call, excluding vehicle accident	12
322- MVA with Injuries	1
324- MVA with no Injuries	2
444- Power Line Down	2
551-Assist Police	1
554- Lift Assist	1
561-Unathorized Burning	1
600- Good Intent	2
611-Cancelled En Route	4
651- Smoke Scare	1
Total	60



Chief Robbie Harting

Hartford Fire Department

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



Asst. Chief Kevin McGrew

Item 7.

December 2024

Payroll Breakdown Calls for Service

Area	Total Calls	Payroll
City of Hartford	26	\$1,037.89
Township of Hartford	27	\$1,435.42
Bangor Township	3	\$226.00
I-94 & Red Arrow Hwy	3	\$478.27
Mutual Aid	1	\$283.50
Total	60	\$3,461.08
Average Cost Per Call		\$57.68
Training	15 hours	\$268.50
Truck Inspections	12 hours	\$220.50
Shift Coverage	81 Shifts	\$1,275.00





Hartford Fire Department

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



Item 7.

Chief Robbie Harting

Asst. Chief Kevin McGrew

July-December 2024

Payroll Breakdown Calls for Service 349 Calls for Service

Area	Total Calls	Payroll
City of Hartford	157	\$6,682.48
Township of Hartford	157	\$8,874.21
Bangor Township	9	\$732.89
I-94 & Red Arrow Hwy	17	\$1,786.69
Mutual Aid	9	\$1,505.55
Total	349	\$19,581.82
Average Calls Per Month	58	
Average Cost Per Call		\$56.11
Training	133 hours	\$2,448.25
Truck Inspections	70 hours	\$1,259.50
Shift Coverage	452 Shifts	\$6,940.10





Hartford Fire Department

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



Item 7.

Chief Robbie Harting

Asst. Chief Kevin McGrew

Cost Recovery USA Payment Reconciliation Report 11/25/2024-12/24/2024

Fire Dept.	Run Date	Run Number	NFIRS	Paid Date	Insurance	Invoiced	Received	FD%
HFD	9/18/2024	2024-519-HFDMI	322 Car Crash	12/2/2024	Progressive	\$809.00	\$358.50	\$279.63



HARTFORD FIRE BOARD

FIRE BOARD AGENDA REPORT

Meeting Date: January 13th 2024
Submitted By: Kevin McGrew- Asst. Fire Chief
Prepared By: Kevin McGrew- Asst. Fire Chief
Agenda Title: Ice Rescue Train-the-Trainer Class

RECOMMENDED ACTION:

We are requesting to send two members to Hustisford, Wi for a 16hour Train the Trainer Class, This class will allow members to come back and teach the rest of the department, additionally 3 members of the Bangor Fire Department are going to be attending this class as well, We have already been in contact with Chief Babcock about hosting a joint training In February to get our remaining members trained.

Cost Breakdown for the request class:

Cost of Class- \$800.00	\$1,600.00
Hotel Accommodation-	\$170.00
Meals- \$55 per day per person	\$330.00
Training Pay- \$265.00 per person	\$530.00
Total	\$2,630.00

ICE RESCUE TRAIN THE TRAINER

PRESENTED BY FIRST IN TRAINING



TWO CLASS OFFERINGS:

WHEN

Jan 18/19 & Feb 15/16, 2025

WHERE

Hustisford, WI

This is a 16-hr. course designed to make you become a valuable Ice Rescue Technician Instructor. We offer three master instructors to create a great instructor to student ratio throughout the class. Students will learn and master the fundamentals of ice rescue themselves, and then teach these fundamentals during the class. Students will teach and learn the fundamentals on solid ice. Students will also conduct mock rescues on unstable ice. Students will have access to 22 suits from 4 major suit manufacturers and the use of the Rapid Deployment Craft (RDC).

COST: \$800

INCLUDES:

- Instructor Materials
- Instructor Access
- Classroom & On Ice training
- Meals/ Snacks
- Beverages
- All gear provided
- Heated changing trailer

CONTACT:

Text or Call:
 920.988.6714
 Email:
fristinregister@gmail.com

TOPICS:

- Preparation
- Ice Conditions
- Environment
- Rescues
- Patient handling
- Prevention
- Gear Options
- Preplanning
- Instructor/Leader
- All Responders
- Realistic Training failure
- Training Prep
- Cutting Holes/ Saws
- Suit maintenance

HARTFORD FIRE BOARD

FIRE BOARD AGENDA REPORT

Meeting Date: January 13th 2024
Submitted By: Kevin McGrew- Asst. Fire Chief
Prepared By: Kevin McGrew- Asst. Fire Chief
Agenda Title: Ice Rescue Suits

RECOMMENDED ACTION:

Attached is a Quote from Moses Fire Equipment for Ice Rescue Suits.

We are requesting purchase the following:

4- Ice Commander Rescue Suits	\$3,940.00
Total:	\$3,940.00
Freight Estimated*	\$160.00
Grand Total	\$4,100.00



MFE, Inc. (Moses Fire Equipment, Inc.)
 P.O. BOX 690
 LAWRENCE, MI 49064-0690
 Voice: (269) 674-8655
 Email: mosesfire@live.com

QUOTE
 Page 1 of 2
 Quote Number:
Q24200

Quote Date:
 12/20/2024

Quote for: **KEVIN MCGREW**
 HARTFORD FIRE DEPT.


Quote Valid: **30 DAYS**

Prices quoted do not include freight - Freight Additional

Email: hartfordasstfirechief@gmail.com
 Stat: (269) 621-4707
 Cell: (269) 547-2730

Quoted by: Sheryl Moses, Office Mgr.

Salesperson: House

Quantity	Description	Price Each	Total Cost
2	MUSTANG # IC 9001 V3 ICE COMMANDER RESCUE SUIT ONE SIZE: ADULT UNIVERSAL (Body Weight: 110 - 330 lbs / Height: 4'11" - 6'7") 	\$ 985.00	\$ 1,970.00

Please review the above information, cross out any items that you do not want, verify quantities and sign below for acceptance of this order as listed above. Please RETURN the signed copy to us so your order can be processed.

Authorized by: _____ Date: _____

Print Name: _____ Customer PO # _____

HARTFORD FIRE BOARD

FIRE BOARD AGENDA REPORT

Meeting Date: January 13th 2024
Submitted By: Kevin McGrew- Asst. Fire Chief
Prepared By: Kevin McGrew- Asst. Fire Chief
Agenda Title: Miscellaneous Ice Rescue Equipment

RECOMMENDED ACTION:

Attached is a Quote from Moses Fire Equipment for Miscellaneous Ice Rescue Equipment needed to get us started.

We are requesting purchase the following:

3-Ice Rescue Carabiner with Pin, Silver	\$122.25
3-Ice Rescue Sling	\$188.85
2- Ice Screws	\$167.90
2- Large throw line Bag with 100ft of Rope	\$150.50
2- Large Double Ended Rope Bag-	\$125.00
2- 300 Ft sections of Static Pro Lifeline Rope-	\$1,196.80
4- Pick-of-Life Ice Awls	\$112.00
4- Fox 40 Safety Whistles	\$43.00
Total:	\$2,106.30
Freight Estimated	\$200.00
Grand Total	\$2,306.30



MFE, Inc. (Moses Fire Equipment, Inc.)
 P.O. BOX 690
 LAWRENCE, MI 49064-0690
 Voice: (269) 674-8655
 Email: mosesfire@live.com

QUOTE
 Page 2 of 2
 Quote Number:
Q24200

Quote Date:
 12/20/2024

Quote for: **KEVIN McGREW**
 HARTFORD FIRE DEPT.

Quote Valid: 30 DAYS

Email: hartfordasstfirechief@gmail.com
 Stat: (269) 621-4707
 Cell: (269) 547-2730

Prices quoted do not include freight - Freight Additional

Quoted by: Sheryl Moses, Office Mgr.

Quantity	Description	Price Each	Total Cost
1	ICE RESCUE CARABINER WITH PIN, SILVER	\$ 40.75	
1	ICE RESCUE SLING	\$ 62.95	
1	ICE SCREW	\$ 83.95	
1	FOX 40 SAFETY WHISTLE with LANYARD	\$ 10.75	
1	LARGE THROWLINE BAG WITH 100 FT. OF 10MM BRAIDED POLY ROPE (BLUE BAG WITH YELLOW ROPE)	\$ 75.25	
1	LARGE DOUBLE ENDED ROPE BAG - HOLDS UP TO 300 FT. OF 1/2" RESCUE ROPE (YELLOW BAG WITH BLUE TRIM)	\$ 62.50	
300 FT.	STATIC PRO LIFELINE 1/2", BLUE (CUSTOM CUT INTO 300 FT. LENGTH)	\$ 598.40	
1 SET	PICK-OF-LIFE ICE AWLS	\$ 28.00	



Please review the above information, cross out any items that you do not want, verify quantities and sign below for acceptance of this order as listed above. Please RETURN the signed copy to us so your order can be processed.

Authorized by: _____ Date: _____

Print Name: _____ Customer PO # _____

HARTFORD FIRE BOARD

FIRE BOARD AGENDA REPORT

Meeting Date: January 13th 2024
Submitted By: Kevin McGrew- Asst. Fire Chief
Prepared By: Kevin McGrew- Asst. Fire Chief
Agenda Title: Inflatable Ice Rescue Boat

RECOMMENDED ACTION:

Attached is Quote for Moses Fire Equipment for an Inflatable Ice Rescue Boat, this boat would be beneficial in not only the winter months for use on ice or open water, but also can be utilized during the summer months as a secondary boat or used to gain access in remote locations. Below is a full description of the boat and its uses:

The Rapid Deployment Craft (RDC) is simply the best, fast-response, ice rescue craft available at any price. The craft surrounds one or more rescuers in an ultra-buoyant and protective inflated perimeter. The RDC allows a rescuer or rescue team to quickly reach a victim and safely retrieve them from a through the ice or water cold water rescue scene.

The rescuer or rescue team can easily carry the 50-pound RDC to the edge of the ice, step into the craft, and run out across the ice to reach a victim. While on the ice, they are protected from falling through a fracture into the water. In a combination ice and open water situation, the RDC can be paddled across open water or broken ice and water by one or two rescue technicians.

The RDC is perfect as rapid response ice rescue equipment and should be part of every rescue responder kit. Here's why:

- The RDC stores deflated in a 2 foot cube
- Will fit in the trunk of almost any passenger car
- Inflates in seconds
- Weighs 50 pounds and can be easily carried by one person.
- Can be launched without access to a boat ramp
- Can be on the scene and in action in seconds



MFE, Inc. (Moses Fire Equipment, Inc.)
 P.O. BOX 690
 LAWRENCE, MI 49064-0690
 Voice: (269) 674-8655
 Email: mosesfire@live.com

QUOTE

Quote Number:
Q24206
 Quote Date:
 12/20/24

Quote for: **KEVIN McGREW**
 HARTFORD FIRE DEPT.

Quote Valid: **30 DAYS**

Prices quoted do not include freight - Freight Additional

Email: hartfordasstfirechief@gmail.com
 Stat: (269) 621-4707
 Cell: (269) 547-2730

Quoted by: Sheryl Moses, Office Mgr.

Salesperson: House

Quantity	Description	Price Each	Total Cost
1	<p>NRS # ASR 155 RESCUE BOAT (See attached brochure)</p> <p>Overall dimensions (15.5'L x 49"W) deliver the length for carrying 3-4 people and the width for reliable stability in turbulent waters. Center deck is designed to accommodate a standard rescue crew (25" x 96").</p>	\$ 2,952.00	
1	<p>NRS QUICK FILL KIT, SCBA (See attached brochure)</p> <p>(Connection & Tubing ONLY - Cylinder NOT included)</p>	\$ 310.00	



Please review the above information, cross out any items that you do not want, verify quantities and sign below for acceptance of this order as listed above. Please RETURN the signed copy to us so your order can be processed.

Authorized by: _____

Date: _____

Print Name: _____

Customer PO # _____

HARTFORD FIRE BOARD

FIRE BOARD AGENDA REPORT

Meeting Date: January 13th 2025
Submitted By: Peter Stanslawski
Prepared By: Kevin McGrew- Asst. Fire Chief
Agenda Title: Approval of 2024/2025 Budget Adjustment # 1

RECOMMENDED ACTION:

Peter, Rob, & Kevin met this week to go over the first round of recommended budget adjustments. Peter has submitted the recommended budget adjustments for approval.

HARTFORD FIRE DEPARTMENT

JOURNAL ENTRY

JE: 122

Post Date: 01/10/2025
Entry Date: 01/10/2025
Description: BUDGET ADJUSTMENT

Entered By: BSA
Journal: BA

GL #	Description	Increase/ (Decrease)
206-000-421.000	COST RECOVERY	1,000.00
206-000-450.000	DONATIONS	56,500.00
206-000-665.000	INTEREST	15,000.00
206-000-696.000	BOND OR INSURANCE RECOVERIES	6,632.00
206-336-731.000	VEHICLE MAINTENANCE	57,000.00
206-336-733.000	EQUIPMENT MAINTENANCE	8,700.00
206-336-763.000	BUILDING MAINTENANCE	6,632.00
	Revenue Change:	79,132.00
	Expenditure Change:	72,332.00
	Budgeted Change To Fund Balance:	6,800.00

APPROVED BY: _____

HARTFORD FIRE BOARD

FIRE BOARD AGENDA REPORT

Meeting Date: January 13th 2024
Submitted By: Kevin McGrew- Asst. Fire Chief
Prepared By: Kevin McGrew- Asst. Fire Chief
Agenda Title: Agreement with Biddergy

RECOMMENDED ACTION:

Attached is the Internet Auction Agreement with Biddergy.com, I met with representative from Biddergy this week and discussed possible entering into a relationship with them for the means of selling surplus equipment, they host a municipal auction once a month. They take care of all the leg work as far as taking pictures, inquires and shipping details. Smaller equipment can be dropped off at any time in Kalamazoo and will be entered into the next available auction, larger items stay on site until the auction is over and they arrange for item to be picked up.

Commission: 5 %

Lot Fee: \$N/A



Biddergy.com Kalamazoo, MI
1919 E Kilgore Service Road
Kalamazoo, MI 49001
Phone (269) 903-2590 Fax (269) 903-2591
Biddergy.com Metro Detroit, MI
32115 Block Street
Garden City, MI 48135
Phone (866) 260-1611 Fax (269) 903-2591

INTERNET AUCTION AGREEMENT

This agreement made _____, 2025, between _____ whose address is _____, and Biddergy, LLC, whose address is 1919 East Kilgore Service Road Kalamazoo, MI 49001 ("Auctioneer").

DESCRIPTION OF ITEMS:

Surplus Assets – Hartford Fire Department

Contract. The Owner hereby contracts the Auctioneer to sell at public auction the goods listed in the schedule above and/or annexed hereto, such sale to be held at www.Biddergy.com on or about ongoing. The Auctioneer hereby accepts such contract on the terms herein set forth.

Compensation. The Owner shall pay to the Auctioneer as his compensation the sum of \$ N/A per lot entry fee and in addition a commission of 5 % of the selling price of all goods actually sold at the auction payable out of the gross amount realized at the sale. If any of the property listed above and/or annexed hereto schedule is withdrawn from the auction for any cause, or has a minimum bid set that is not met, the Owner agrees to pay a minimum of N/A per lot.

Advertising Sale. The Auctioneer shall advertise the auction in newspapers, online, trade journals, and other matter in which it ordinarily advertises such sale.

Duties of Auctioneer. The Auctioneer at its own expense shall prepare the goods to be sold at the place of sale in a manner calculated to induce buyers to make bids thereon, shall furnish such assistance and other help as may be necessary to handle efficiently the sale and delivery of the property, and shall do all other things necessary to affect an advantageous sale of the goods, in the Auctioneer's sole discretion. Auctioneer does not guarantee a sale and auctioneer is not responsible if Owner and buyer at the auction sale do not comply with their agreement, or in the event of non-delivery of property by Owner to any such buyer.

Authority of Auctioneer. The Auctioneer shall have full authority to sign any memorandum of sale on behalf of the Owner and to receive from the purchasers of such goods the purchase price thereof as agent for the Owner, or in lieu thereof a deposit of the purchase price, to be given as earnest money to bind the purchase.

Duties of Owner. Owner shall cooperate with and further the interests of Auctioneer in performing its duties under and pursuant to this agreement as required by law and by this agreement, and shall refrain from doing any act that would tend to interfere with Auctioneer in performing such duties. Owner guarantees that all items are without liens. Owner to list any creditors or secured parties _____. Any misrepresentation by the Owner as to condition or description of items will allow Biddergy to make adjustments on the selling price at its discretion.

Liability. For any assets dropped off and therefore located at a Biddergy facility, Owner agrees to maintain insurance on all items and holds Biddergy harmless for any damage or any sort of liability.

Accounting. At the completion of such sale, the Auctioneer shall furnish to the Owner a complete list of all the goods sold by him, together with sales prices thereof, and after deducting there from the amounts due him pursuant to this agreement, shall pay to the Owner the net amount due to the Owner. In witness whereof, the parties have signed this agreement. Auctioneer shall release funds to the Owner upon collection of funds within 14 business days from the auction date.

Governing Law. This agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Michigan. Venue shall be in Kalamazoo County, Michigan.

Attorneys' Fees. In the event of a dispute involving this agreement, each party shall pay its own attorney fees and costs.

Subject to Terms and Conditions. This agreement is subject to the Terms and Conditions as identified at www.biddergy.com, which said Terms and Conditions are incorporated into this agreement by reference.

Agent: Derek Rizor

Date: 01-08-25

Seller (print): _____

Seller (sign): _____

Address: _____

City, State, Zip: _____

Phone: _____ Email: _____

Fire Chiefs Report January 2025

INFORMATION:

1. Meetings Attended:

- Medical Control

2. Information:

- Physicals are scheduled for Monday January 27, 2025
- The backup generator was repaired and serviced on January 9
- Sat in on a zoom training from VFIS for drivers training instructor update

Sincerely,

Robbie Harting – Fire Chief

City of Hartford/Date	Call Type	Vehicle's Involved	# of Personal	Personal Cost	Report#
12/1/2024	Good Intent-600	1802	1	21	2024-664
12/2/2024	Medical Assist-311	1810	6	16.88	2024-666
12/2/2024	Medical Assist-311	1810	7	7.75	2024-669
12/2/2024	Medical Call-321	1802&1810	4	108.76	2024-670
12/3/2024	Medical Assist-311	1802&1810	3	58.25	2024-673
12/4/2024	Cancelled-611	1802	1	10.5	2024-674
12/5/2024	Medical Assist-311	1802	2	36.5	2024-679
12/6/2024	Medical Assist-311	1810	3	17.75	2024-680
12/7/2024	Medical Assist-311	1802&1810	3	59.25	2024-681
12/11/2024	Medical Call-321	1802&1810	2	40	2024-686
12/15/2024	Medical Call-321	1810	2	40.25	2024-691
12/16/2024	Medical Assist-311	1802	1	21	2024-693
12/16/2024	Medical Assist-311	1810	3	16.75	2024-694
12/16/2024	Medical Assist-311	1810	3	45.5	2024-697
12/18/2024	Lift Assist-554	1810	3	57	2024-699
12/18/2024	Medical Assist-311	1802	2	36.5	2024-700
12/19/2024	Medical Call-321	1810	3	55.5	2024-702
12/23/2024	Medical Assist-311	1802	2	36.5	2024-705
12/26/2024	Medical Assist-311	1802	1	21	2024-712
12/26/2024	Medical Assist-311	1802	1	21	2024-713
12/26/2024	Medical Call-321	1810	2	38.75	2024-714
12/26/2024	Burning-561	1802&1831	5	93.75	2024-715
12/28/2024	Medical Assist-311	1802	2	40.25	2024-716
12/28/2024	Medical Assist-311	1802	2	40.25	2024-717
12/28/2024	Medical Assist-311	1810	4	76.25	2024-718
12/30/2024	Medical Assist-311	1802	1	21	2024-721

Township of Hartford/Date	Call Type	Vehicle's Involved	# of Personal	Personal Cost	Report#
12/3/2024	MVA-No Injuries-324	1802	2	18.25	2024-671
12/3/2024	Cancelled-611	1802	2	20	2024-672
12/4/2024	Medical Assist-311	1810	2	0	2024-675
12/4/2024	Medical Assist-311	1802	2	37.75	2024-676
12/4/2024	Power Line-444	1801	7	320.39	2024-677
12/7/2024	Medical Assist-311	1802	2	40.25	2024-682
12/8/2024	Smoke Scare-651	1802&1871	7	111	2024-683
12/11/2024	Medical Call-321	1810	2	0	2024-685
12/12/2024	Medical Assist-311	1810&1802	3	57.75	2024-687
12/13/2024	Medical Call-321	1810	3	17.75	2024-688
12/13/2024	Medical Assist-311	1810	3	55.25	2024-689
12/14/2024	Medical Assist-311	1802&1810	4	76.75	2024-690
12/15/2024	Medical Assist-311	1802	3	55.75	2024-692
12/16/2024	Medical Call-321	1810	3	8.38	2024-695
12/16/2024	Cancelled-611	1810	3	8.38	2024-696
12/18/2024	Power Line-444	1869	3	45.5	2024-698
12/19/2024	Medical Assist-311	1810	2	17.75	2024-701
12/20/2024	Medical Assist-311	1810	4	36.75	2024-703
12/22/2024	Medical Assist-311	1810	2	37.5	2024-704
12/23/2024	Medical Assist-311	1802&1810	2	37.75	2024-706
12/23/2024	Medical Assist-311	1810	2	16.75	2024-707
12/24/2024	Good Intent-600	1802	5	140.27	2024-709
12/24/2024	Cancelled-611	1802	4	76.25	2024-710
12/28/2024	Medical Assist-311	1810	2	37	2024-719
12/28/2024	Medical Call-321	1802&1810	5	58.5	2024-720
12/30/2024	Medical Call-321	1802&1810	3	32.25	2024-722
12/30/2024	Medical Call-321	1801&1802&1810	5	71.5	2024-723

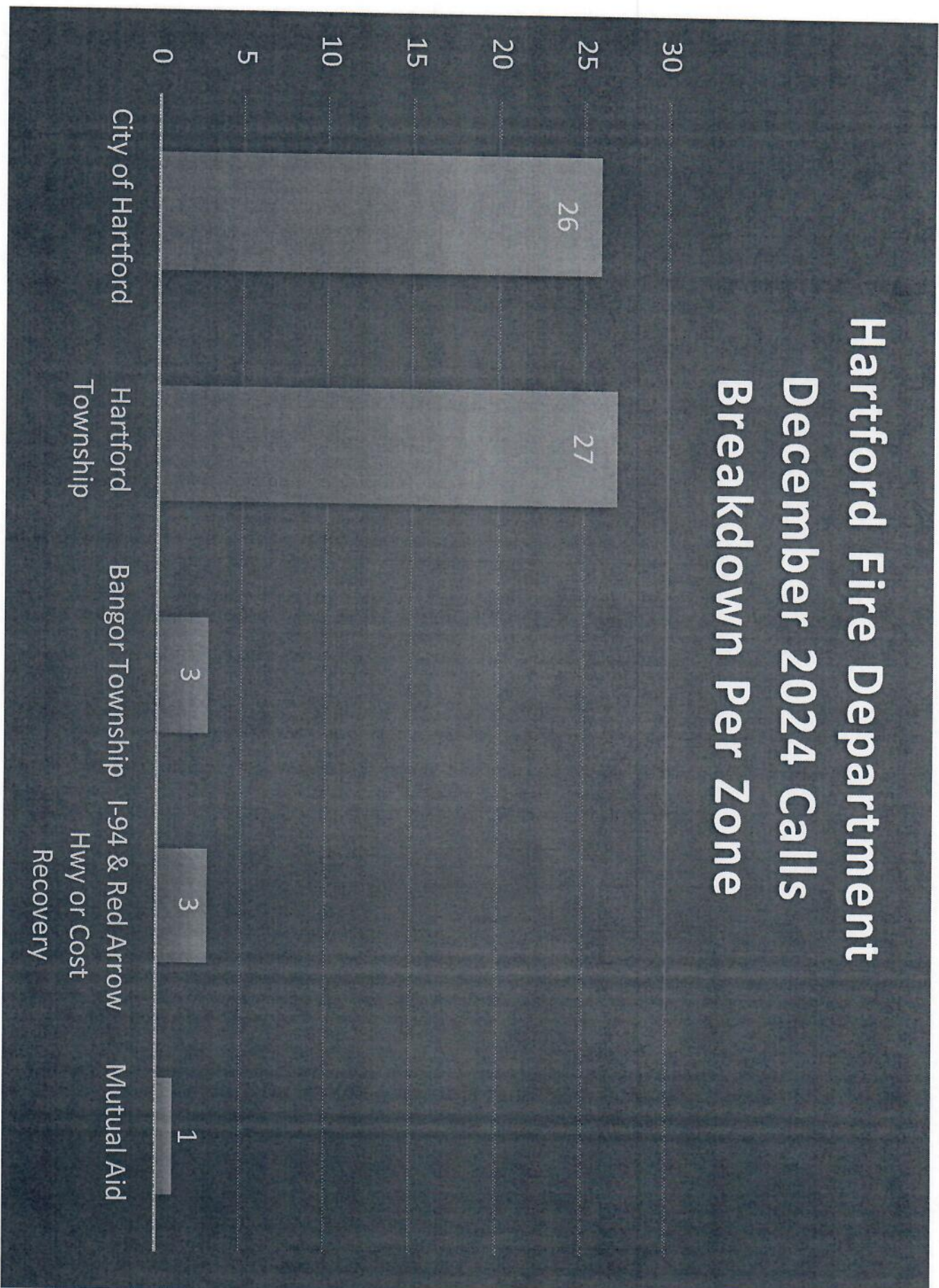
Township of Bangor/Date	Call Type	Vehicle's Involved	# of Personal	Personal Cost	Report#
12/5/2024	Medical Assist-311	1802	3	54.25	2024-678
12/23/2024	Medical Assist-311	1810	2	16.75	2024-708
12/25/2024	Medical Call-321	1802&1810	4	155	2024-711

I-94 & Red Arrow Hwy or

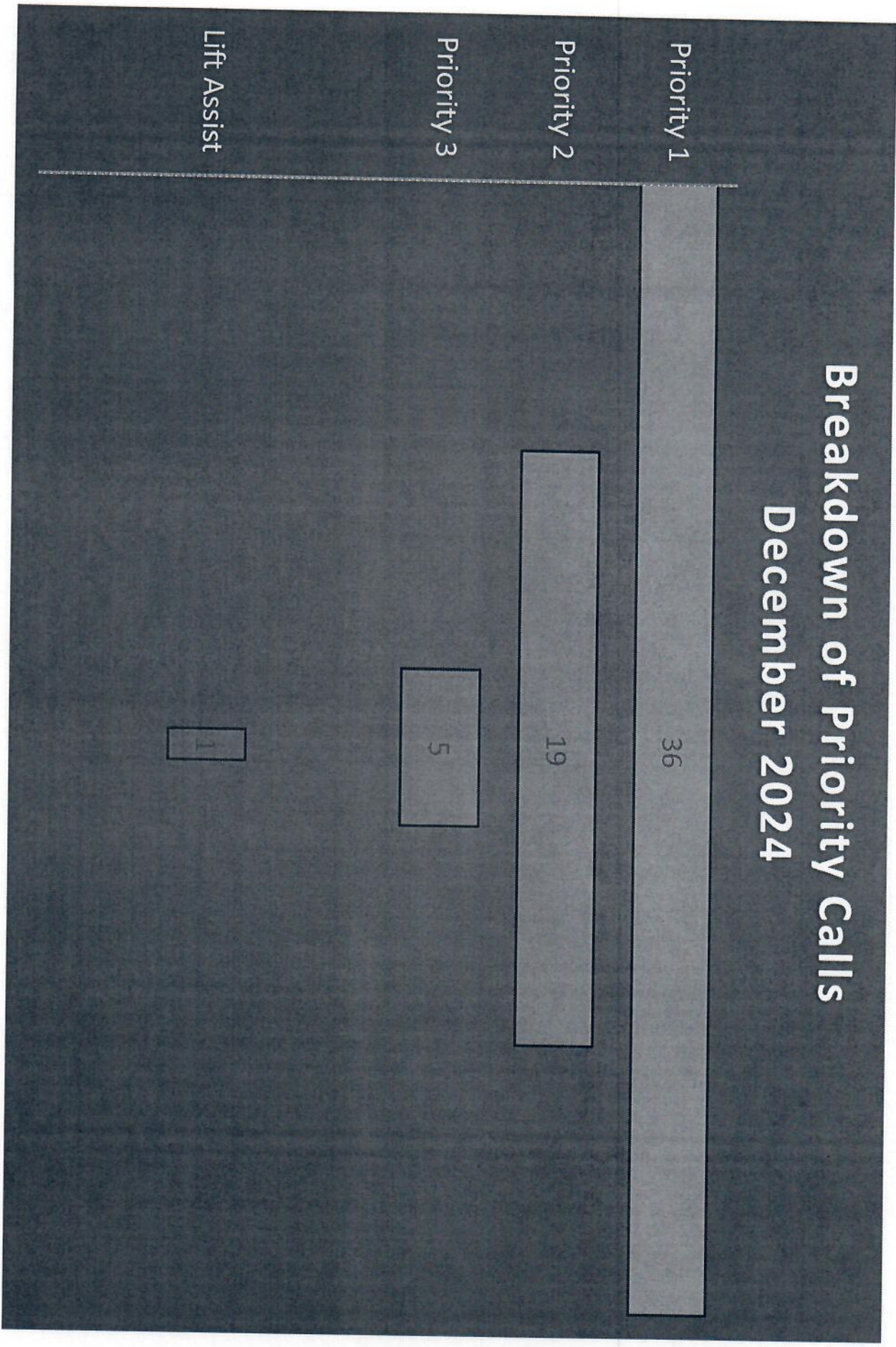
Cost Recovery	Location	Call Type	Vehicle's Involved	# of Personal	Personal Cost	Report#
12/2/2024	I-94	Pl-with Injuries	1802&1871	4	79.89	2024-665
12/2/2024	I-94	Assist Police-551	802&1871&1869&181	8	359.63	2024-667
12/10/2024	City	Pl-No Injuries	1802&1871	2	38.75	2024-684

Mutual Aid/Date	Call Type	Vehicle's Involved	# of Personal	Personal Cost	Report#	Area
12/2/2024	Structure Fire-111	1802&1831	7	283.5	2024-668	South Haven

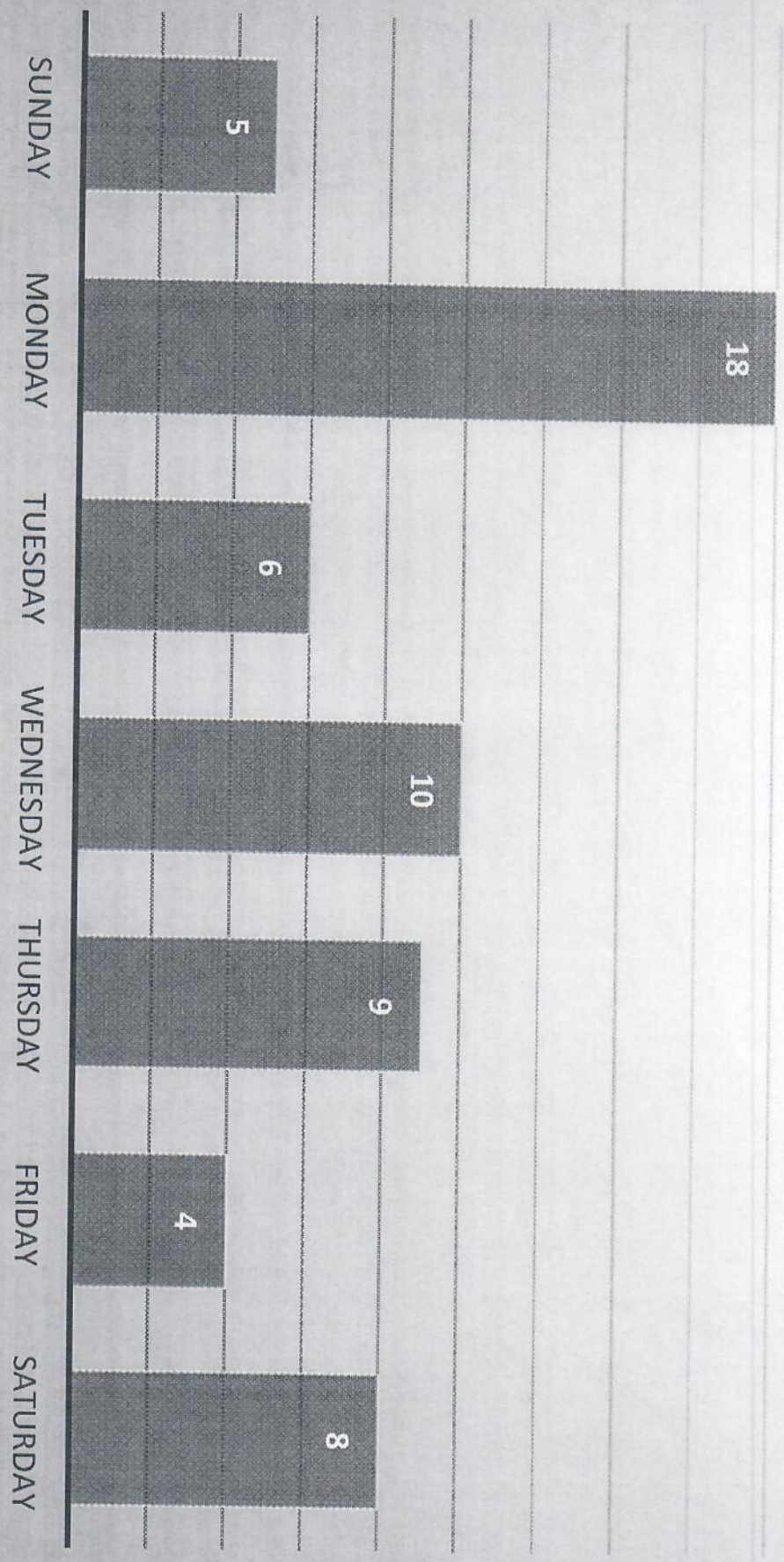
Hartford Fire Department December 2024 Calls Breakdown Per Zone



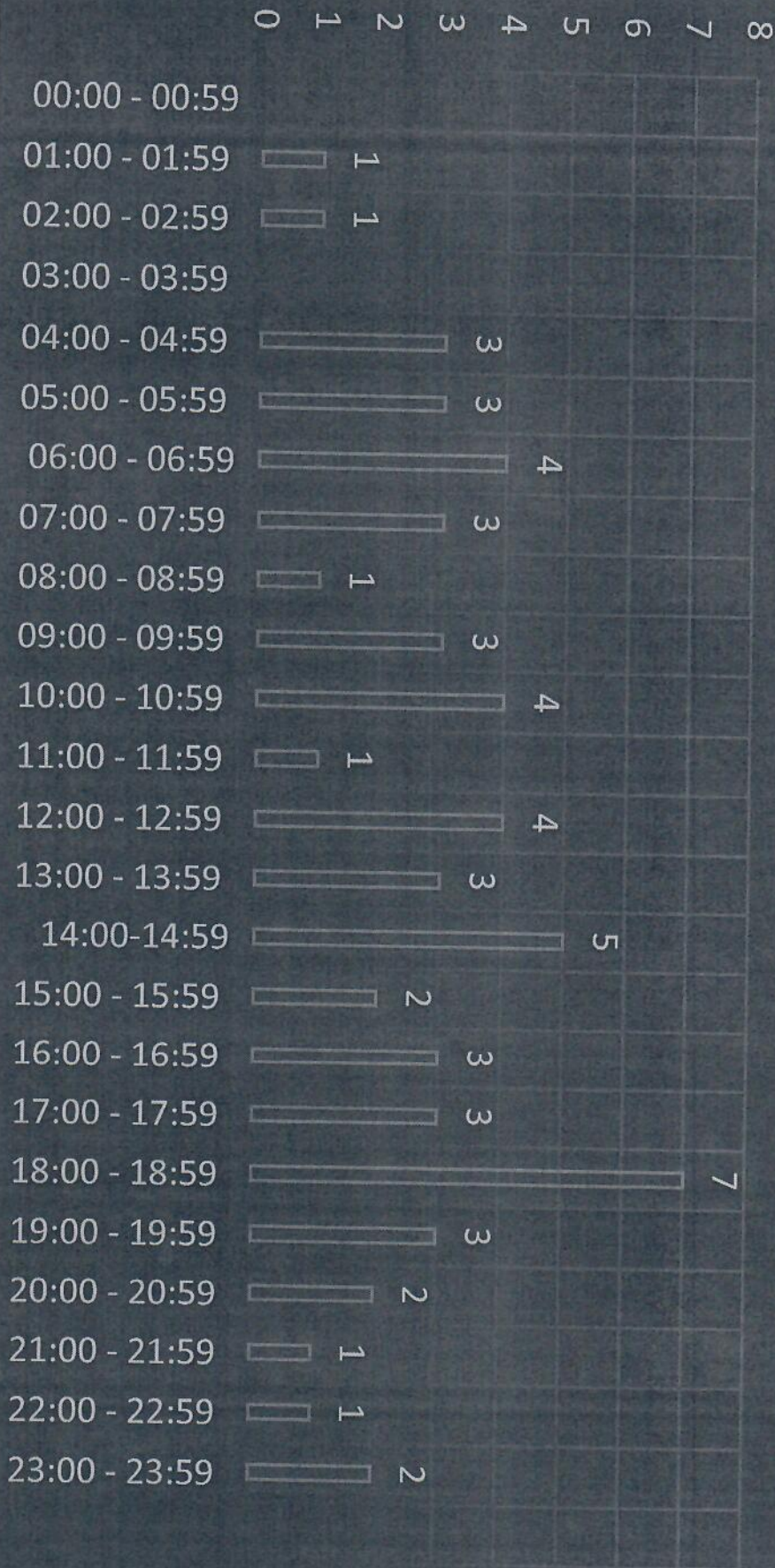
Breakdown of Priority Calls December 2024



Calls by Day of Week December 2024



Call Breakdown by Hour December 2024





Hartford Fire Department

436 East Main St.

Hartford, Mi 49057

(269)-621-4707



Item 7.

Chief Robbie Harting

Asst. Chief Kevin McGrew

December 2024

60 Calls for Service

Personell Name	Total Calls	%
Fry, Steven	21	35%
Harting, Brandiwyne	13	22%
McGrew, Kevin	56	93%
Bodary, Brandon	8	13%
Flemming, Lisa	1	1%
Flemming, Ryan	2	1%
Harting, Robbie	16	27%
Lowe, Steve	21	35%
Roberts, Khelun	17	28%
Sharpe, Ian	12	20%
Teitsma, Nate	3	1%
Weberg, Scott	15	25%



Assistant Chief Report

January 2024

Information:

- New Command Truck in service as of 12-20-2024
- Equipment taken off old command truck
- Ice Rescue Information Gathering
- Year End Call Data Reports

Meetings Attended: Chiefs Meeting

Respectfully submitted

K.McGrew

Kevin McGrew-Asst. Fire Chief

HARTFORD PUBLIC WORKS DEPARTMENT

200 Beachwood St.
621-3022
Ricky Ricks Supt.



February, 2025

MAINTENANCE DEPARTMENT

Serviced all equipment that needed servicing.
Had radiator replaced in International dump truck.
Replaced batterys in trailer generator.
Plowed sidewalks.
Put up school banners.

WATER DEPARTMENT

Water turn off	1
Water turn on	<u>0</u>
Water meter repairs	10
Water leaks repaired	<u>1</u>
Water meters read by request	12
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 auxilliary well generator once a week

MAJOR AND LOCAL STREETS

Snow removal as needed.
Cold patching.
Cleaned off storm sewer inlets.
Salted intersections.

SEWER SYSTEM

Sewer mains rodded	5
Sewer services dug up and repaired	<u>0</u>

LIFT STATIONS

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

Iron Removal Plant

Run back up generator once a week.
Had pump rebuilt in liftstation 372.

IRON REMOVAL PLANT

62822 Red Arrow Hwy
 621-6505
 Dan Staunton



February, 2025

WATER QUALITY AVERAGE FOR THE MONTH

Raw Water

Iron 1.51 ppm
 Manganese 0.149 ppm
 pH 7.2

Finished Water

Iron 0 ppm
 Manganese 0 ppm
 Chlorine 1.1 ppm
 Phosphates 1.2 ppm
 Flouride 0.8 ppm
 pH 7.2

Chemicals used

	Total Lbs
Chlorine	<u>109.2</u>
Phosphates	<u>190</u>
Flouride	<u>184</u>

Average Daily Use

<u>3.5</u>
<u>6.1</u>
<u>5.9</u>

WATER PUMPED FOR THE MONTH

Backwash water

6.081 Million Gallons
184,000 Gallons

WATER BACTI SAMPLES FOR THE MONTH

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

ND
ND
ND



FEBRUARY 24, 2025
LIST OF BILLS
FOR FISCAL 2024-2025

PAY TO	DESCRIPTION	SUBTOTAL	CHECK TOTAL
39370	AT&T MOBILITY		452.70
39371	MICHAEL BANIC		210.00
39372	BECHT CONSTRUCTION		2,175.00
39373	PAMELA BENCH		150.00
39374	BLUE CROSS BLUE SHIELD OF MI		900.37
39375	CONSUMERS ENERGY		
		454.29	
		883.94	
		305.32	1,643.55
39376	DELTA DENTAL		861.64
39377	FRONTIER		
		92.31	
		784.73	
		119.74	
		96.81	
		97.98	1,191.57
39378	HARTFORD AREA CHAMBER OF COMM		
	BANQUET TICKET FOR MAYOR RICK HALL	20.00	
	BANQUET TICKET FOR CITY MANAGER NICOL BROWN	20.00	
	BANQUET TICKET FOR COMMISSIONER PETER ARANDA	20.00	
	BANQUET TICKET FOR COMMISSIONER JANE DANGER	20.00	
	BANQUET TICKET FOR PLANNING COMMISSIONER DAN DANGER	20.00	100.00
39379	INDIANA MICHIGAN POWER		8,814.58
39380	KELLOGG HARDWARE		563.85
39381	SHILA KIANDER		
		30.00	
		30.00	60.00
39382	KUSHNER & COMPANY		
		75.00	
		250.00	325.00
39383	MUTUAL OF OMAHA		653.93
39384	JOANN NEWNUM		150.00
39385	TOM NEWNUM		
		50.00	
		50.00	
		50.00	150.00
39386	PLUMMER'S ENVIRONMENTAL		57,038.85
39387	TRACE ANALYTICAL LABORATORIES		
		58.75	
		336.00	
		472.00	
		134.25	1,001.00
39388	VISION SERVICE PLAN		107.87
39389	ANDREW WARNER		924.75

TOTAL OF CHECKS ALREADY WRITTEN \$ 77,474.66



FEBRUARY 24, 2025
LIST OF BILLS CONTINUED
FOR FISCAL 2024-2025

PAY TO	DESCRIPTION	SUBTOTAL	CHECK TOTAL
39390	ABONMARCHE		10,395.00
39391	BENDZINSKI & COMPANY		9,500.00
39392	BERKSHIRE HATHAWAY		
		38.48	
		129.40	167.88
39393	BEST WAY DISPOSAL		
		119.18	
		161.66	
		123.73	404.57
39394	BLOOMINGDALE COMMUNICATIONS		378.22
39395	BLUE CARE NETWORK		14,588.13
39396	BLUE CROSS BLUE SHIELD		900.37
39397	CIVICPLUS LLC		2,483.25
39398	CLEAN EARTH ENVIRONMENTAL		1,864.65
39399	COAST TO COAST SOLUTIONS		303.65
39400	CUMMINS SALES & SERVICE		
		387.25	
		420.69	807.94
39401	CURCIO LAW FIRM		1,476.00
39402	DETROIT SALT COMPANY		3,403.02
39403	DIKINSON WRIGHT PLLC		10,500.00
39404	DOUBLEDAY OFFICE PRODUCTS		
		27.89	
		146.08	173.97
39405	FIELD PLUMBING		477.50
39406	FLEMING BROTHERS OIL CO		
		771.38	
		622.54	
		1,381.50	2,775.42
39407	FRONTIER		171.11



FEBRUARY 24, 2025
LIST OF BILLS CONTINUED
FOR FISCAL 2024-2025

PAY TO	DESCRIPTION	SUBTOTAL	CHECK TOTAL
39408 BRIAN GAGE	REIMBURSE FOR HALLOWEEN CANDY - POLICE RESERVES ACCT		223.82
39409 GEMPLERS	3 PAIR OF JEANS FOR DAVIE GRAY - DPW		134.97
39410 HARDING'S MARKET	6 CASES OF WATER FOR WWTP		17.94
39411 HARTFORD BUILDING AUTHORITY	MARCH 2025 CITY HALL LEASE		4,166.67
39412 HARTFORD FIRE BOARD	MARCH 2025 CONTRACTUAL PAYMENT		11,152.50
39413 HUNGERFORD CPA'S & ADVISORS	FISCAL 2023-2024 ANNUAL AUDIT PROGRESS BILL #4		5,400.00
39414 INTN'L INSTITUTE OF MUNICIPAL CLERKS	ANNUAL MEMBERSHIP FOR CLERK - ROXANN RODNEY ISBRECHT		195.00
39415 ROXANN ISBRECHT	MILEAGE FOR ELECTION COORDINATING MEETING AT VBISD (17.2 MILES)		12.04
39416 J.P COOKE COMPANY	RECEIVED DATE STAMP PLUS NOTARY STAMPS FOR REBECCA & PAM		340.76
39417 J.S. BUXTON	2600 GALLONS LIME SLURRY FOR WWTP		1,625.00
39418 KENDALL'S SEPTIC & SEWER SERVICE	ROD SEWER AT 21 PROSPECT	150.00	
	ROD SEWER AT 18 HILLIARD	150.00	300.00
39419 MCKENNA	SITE PLAN REVIEW FOR CASEY'S STORE		975.00
39420 NAYLOR LANDSCAPE MANAGEMENT	BALANCE OF CHRISTMAS DECORATIONS IN ELY PARK - 2024		1,478.72
39421 TOM NEVNUM	CLEAN CITY HALL 2/12/2025		50.00
39422 PC SERVICES	NEW COMPLETE COMPUTER FOR CLERK PLUS I.T. HOURS 12/15/24-1/	3,770.98	
	HEADSET FOR CLERK PLUS I.T. HOURS 1/17-2/10/2025	627.50	4,398.48
39423 PROJECT T.R.U.T.H. LLC	MCOLES BACKGROUND INVESTIGATION REPORTS X2		4,700.00
39424 RUDELL EPAIR, INC	MID SHIFT BEARING FOR STERLING DUMP TRUCK - DPW		1,221.00
39425 SAFEBUILD	BLDG PERMIT #24-HAR-BR00018 - 105 BENNETT	477.00	
	ELECTRICAL PERMIT #24-HAR-ER00020 - 9 W BERNARD	75.00	
	ELECTRICAL PERMIT #24-HAR-ER00001 - 63559 00TH AVE	155.00	707.00
39426 SMITH LUMBER	PRESSURE TREATED PLYWOOD TO REPAIR FENCE - DPW		96.78
39427 ANGELA STORY	FEBRUARY 2025 ASSESSING SERVICES		1,333.33
39428 TRACE ANALYTICAL LABORATORIES, INC	IRP WATER SAMPLE TESTING - 2/3/2025 (ANIONS & ALKALINITY)	118.89	
	WWTP SULFATE TESTING - 2/5/2025	58.75	177.64
39429 THE TRI CITY RECORD	60TH AVE SIDEWALK PROJECT BIDS AD		300.00
39430 TRUE COLORS PAINTING	PAINT CHIEF & LIEUTENANT OFFICES IN POLICE STATION		1,650.00
39431 UNITED WAY	UNITED WAY DONATIONS COLLECTED 7/1/23 THRU 6/30/24		95.00
39432 USA BLUEBOOK	BLUE MARKING FLAGS - DPW/WATER DEPT	67.80	
	MISC SUPPLIES FOR WWTP	425.94	493.74
39433 VILLAGE OF PAW PAW LABORATORY	DECEMBER 2024 LAB ANALYSIS - WATER		120.00
39434 WATER SOLUTIONS UNLIMITED	8 DRUMS BLEACH FOR WWTP		1,540.38
39435 WIGHTMAN & ASSOCIATES	PROJECT 240994 - 60TH AVENUE SIDEWALK EXTENSION	912.50	
	PROJECT 190496 - HARTFORD TWP PFAS WATER MAIN EXTENSION	5,622.58	
	PROJECT 222324 - LEAD SERVICE LINE REPLACEMENT PROJECT	89,065.36	
	PROJECT 212004 - WASTEWATER COLLECTION SYSTEM IMPROVEI	335.98	
	PROJECT 150147 - GENERAL ENGINEERING	1,630.00	97,566.42
	(WWTP OPERATIONS & STAFFING)		
39436 WOLF KUBOTA	DRIVER'S DOOR FOR KUBOTA TRACTOR		758.72

TOTAL OF CHECKS TO BE WRITTEN ON FEBRUARY 25, 2025 \$ 202,001.59

DEBIT CARD/AUTOMATIC PAYMENT TRANSACTIONS

1/17/2025 UNITED STATES POSTAL SERVICE	OVERNIGHT MAIL - BAN DOCUMENTS		32.00
1/28/2025 NETWORK SOLUTIONS	2 YEAR RENEWAL - .ORG DOMAIN		84.34
1/28/2025 STURGIS BANK	WIRE TRANSFER FEE FOR DEPOSIT OF BOND ANTICIPATION NOTE		10.00
2/3/2025 LUMEN	LONG DISTANCE TELEPHONE AUTO PAYMENT FOR DPW PHONE		0.23
2/5/2025 GRAMMARLY	MONTHLY SUBSCRIPTION FEE AUTO DEDUCTION		30.00
2/11/2025 AMAZON.COM	2 SAFETY BINDERS FOR DPW		44.97
2/11/2025 HARBOR FREIGHT	SEWAGE PUMP FOR WWTP		174.87
2/11/2025 MENARDS	CEDAR PICKETS TO REPAIR FENCE - DPW		34.56

TOTAL DEBIT CARD/AUTO DEDUCTION TRANSACTIONS \$ 410.97

TOTAL GROSS PAYROLL JAN 18, 2025 THROUGH FEB 14, 2025 (4 WEEKS) \$ 61,345.94

GRAND TOTAL FOR FEBRUARY 24, 2025 - FISCAL 2024-2025 \$ 341,233.16



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

City Manager's Monthly Update February 24, 2025

Staff Update:

Spark Grant/DNR/Council Michigan Foundations:

Abonmarche met with city staff (Roxann, Ricky, and Nicol) to have a site walk-through and facility assessment of Ely Park. Also, Stephanie and Patty met us at the park to discuss their electrical needs for the Strawberry Festival. We agreed that the city would receive a quote to repair the electrical services at the pump house. Stephanie stated she would present the cost to the Strawberry Festival committee to cover the cost. The quote was from Midway Electric for \$2,860. If Midway Electric repairs, IEP can connect to the light pole without a charge. The city did not budget for the repair because of the Ely Park grant, which included electrical upgrades.

Audit:

The city received the Financial Statement and the Single Audit from Hungerford. The city received three Findings from the audit. The city manager and treasurer worked together to present the corrective action plan to the Findings. The corrective action plan is attached. The Findings consisted of:

- Material Weakness in Internal Controls over Financial Reporting - Account reconciliations were not performed or were otherwise ineffective in correcting necessary misstatements in the financial records of the City during the fiscal year and as part of year-end closing. This led to a significant number of auditor-proposed adjustments during the audit.
- Noncompliance with Laws and Regulations - Late Audit Submission - The City failed to submit its annual financial audit report for the fiscal year ending June 30, 2024, to the Michigan Department of Treasury (MDT) before the required deadline of December 31, 2024.
- Material Weakness in Internal Controls over Compliance - Schedule of Expenditures of Federal Awards - The City did not provide a Schedule of Expenditures of Federal Awards (SEFA) for the fiscal year ending June 30, 2024.

Building Official:

A resolution to hire Randall Aldering is on the city commission's agenda for accepting Mr. Aldering as the Building Official. Mr. Aldering is working as an electrical and machinal inspector.

Police Department:

Acting Police Chief Lucas's last day is this Friday, February 21st. The background check for Brian Matthew is in process. As soon as the background check is completed, the contract to hire the police chief will be executed. The city manager received multiple applications from applicants to become police officers. One candidate is moving forward with the background check. If the background check comes back clear, my goal is to hire the applicant by mid-March.

19 West Main St * Hartford * MI * 49057 * 269-621-2477 * 269-621-2054 Fax

www.cityofhartfordmi.org

Project Compass Task Force:

The task force is meeting this week to continue working on the SMART goals. It is awaiting the resident survey results and an overview of the resident interviews conducted at the listening session. The task force is brainstorming possible solutions for the most important problems.

Aaron & Manuela Blaylock:

I met with Aaron and Manuela Blaylock in September 2024 to discuss opening a business in downtown Hartford, the State Farm building. They would like to open a tea shop. I referred the Blaylocks to Market One, Michigan Economic Development Corporation (MEDC), and Revitalize Inc. Revitalized Inc. is a consultant that works with small businesses downtown. Revitalized, LLC has experience seeking grants and loans from MEDC.

Hartford's Fire Budget:

I saw in the Fire department's packet that there is a special Fire Board meeting on February 18th to discuss the Fire budget. I was not notified of the special meeting. I will email the fire board chairman to request the budget process. RoxAnn brought it to my attention that the process has changed.

WWTP:

I have been spending a lot of time at the WWTP regarding the UV light and how we want to move forward with an operator. Andrew wants the city to start moving aggressively for a permanent operator.

Drinking Water Asset Management (DWAM) Update:

Attached are Wightman's project updates.

Sewer Revolving Fund Wastewater Project Update:

Attached are Wightman's project updates.

60th Avenue Sidewalk Extension/Shared Streets and Spaces Project Update:

It is on the city commission agenda. Attached are Wightman's project updates.

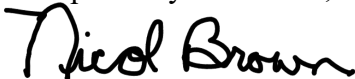
Drinking Water Sewer Revolving Fund Project (Lead Service Line Replacement & Water System Improvements) Update:

Attached are Wightman's project updates.

DWSRF Update:

Attached are Wightman's project updates.

Respectfully Submitted,



Nicol Brown
City Manager



**City of Hartford
Project Updates
February 14, 2025**

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

Schedule: The original 20% of service inspections has been completed. Plummers has completed 171 interior inspections and 169 exterior inspections. The City has continued to notify properties with discovered lead or galvanized services per EGLE requirements (about 67 out of 169 so far). EGLE has permitted the City to use the remaining funds for additional investigations and Plummer’s plans to return November 18-29 to make progress on those. The grant agreement was extended to April 15, 2025 to allow for additional service inspections – approximately 150 (67 are completed) interior inspections (Point 1) and 150 (113 are completed) street side inspections (Point 3). Once this is completed, the update to the Water AMP must be completed prior to 04/15/25.

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

Project: Hartford Township Water Main Extension (PFAS)
Project Budget: \$2,970,800
Funding: EGLE C2R2 Grant - \$2,970,800
Contractor: Harris ConAg, LLC
Award Amount: \$2,137,854.00; Current Value with Change Orders: \$2,279,926.19
Schedule: The project is now substantially complete. The contractor has completed the punch list and we are working on finalizing quantities and project close out. The grant agreement has been extended to May 15, 2025.

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

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

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

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

- Schedule:**
- A. Complete. Final reimbursement request is being reviewed by EGLE.
 - B. Complete. Final reimbursement request is being reviewed by EGLE.
 - C. Complete. Final reimbursement request is being reviewed by EGLE.

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

Project: 60th Avenue Sidewalk Extension
Project Budget: \$276,800
Funding: MDOT Shared Streets Grant - \$200,000
Contractor: Krohn Excavating, LLC (Recommended for Award)
Award Amount: \$170,512.00 (Recommended for Award)
Scope: Construct approximately 1,800’ of concrete sidewalk from Center Street Apartments on S. Center Street south to 60th Avenue and then east along 60th Avenue to connect to the existing sidewalk at Woodside Drive. An alternative was added to include Rectangular Rapid Flashing Beacons (RRFBs) at the S. Center Street crossing.

Schedule: The project was bid ahead of schedule on February 14, 2025 and favorable bids were received. The City should make a tentative award at the next Commission meeting.

Wightman Project Manager: Kyle Owen, P.E., kowen@gowightman.com, 269-312-4859

Project: Lead Service Line Replacements (LSLR) & Water System Improvements
Project Budget: Estimated \$11.76M
Funding: EGLE DWSRF – DWSRF Loan \$4,767,120 + BIL LSLR Loan \$2,288,880 = \$7,056,000 at 1.00%; BIL DWSRF PF \$4,324,880 + BIL LSLR & WM Grant \$379,120 = \$4,704,000 Grant
Contractors: TBD
Award Amount: TBD
Schedule: The goal of this project is to replace all of the lead service lines within the City’s system, replace select water main, and minor water plant improvements. The City is currently shown as receiving \$4,704,000 of grant/principal forgiveness and \$7,056,000 of loan at 1.00%, or 40% grant. Draft plans and specifications for the water main design were submitted to EGLE on February 10, 2025.

<u>Milestone</u>	<u>Approximate Date</u>
Authorized Design	09/23/24
Authorize Bond Counsel & Financial	10/28/24
Decide on Street Improvements	12/16/24
Authorize Bond Anticipation Note (BAN)	11/25/24
Submit Draft Plans & Specs to EGLE	02/10/25
Close on BAN	02/19/25
Submit Final Plans & Specs to EGLE	04/09/25
Advertise for Construction Bids	05/23/25
Open Construction Bids	06/25/25
City Award Contract(s)	07/07/25
MFA Closing	08/28/25
Construct the Project	09/15-25 – 06/04/27

The water main replacement will essentially reconstruct one lane of roadway in most street segments. The City could reconstruct the other lane or complete other utility work (sanitary sewer, storm sewer) in conjunction with the water project, but fund those improvements separately. A cost estimate of approximately \$1.9M was prepared for the reconstruction of Marion Avenue, Michigan Street, Hart Street, Washington Street, and Bernard Street. Each of these roadways includes storm sewer improvements as identified in the Storm Water CIP from the Asset Management Plan. Some of the storm sewer improvements may be included as a water main expense due to separation requirements and we are awaiting feedback from EGLE on that. This could ultimately decrease the City cost for roadway improvements if the water main improvements are bid under budget. The City should consider roadway improvements at a maximum cost \$1.5M at the next Commission meeting.

Wightman Project Manager: Paul Harvey, P.E., pharvey@gowightman.com, 269-760-5082; Mary Nykamp, P.E. for the IRP work, mnykamp@gowightman.com, 269-209-6406



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

Finding Number:

2024-01

Responsible Person:

Pam Shultz, City Treasurer

Management Views:

Management agrees with the finding of material weakness in internal controls over financial reporting. As recommended, the City of Hartford will implement internal controls, which include timely account reconciliation.

Corrective Action:

The city will update its accounting software and internal processes to ensure a more timely and accurate account reconciliation process. The new software will integrate more between the general ledger and the various subsidiary modules, such as accounts receivable, accounts payable, and capital assets. New processes will be created to reconcile these modules and bank accounts to ensure an updated and accurate general ledger and reduce the number of auditor-proposed adjustments during the audit.

Completion Date:

April 1, 2025

Finding Number:

2024-02

Responsible Person:

Nicol Brown, City Manager

Management Views:

Management agrees with the finding that the city failed to submit the annual financial audit report for the fiscal year ending June 30, 2024, before the December 31, 2024 deadline. The City of Hartford is in the process of implementing internal controls to prevent a late submission.

Corrective Action:

The city manager and city treasurer will create a process for audit preparation.

19 West Main St * Hartford * MI * 49057 * 269-621-2477 * 269-621-2054 fax

www.cityofhartfordmi.org

Completion Date:

April 1, 2025

Finding Number:

2024-03

Responsible Person:

Pam Shultz, City Treasurer

Management Views:

Management agrees with the finding of material weakness in internal control to provide a Schedule of Expenditures of Federal Awards (SEFA). The City of Hartford will implement internal control procedures by completing the SEFA form before the audit.

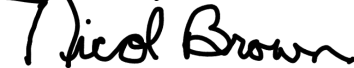
Corrective Action:

The city will seek an accountant to assist the treasurer in completing the Schedule of Expenditures of Federal Awards (SEFA) form.

Completion Date:

April 1, 2025

Sincerely,



Nicol Brown
City Manager

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

GOALS	STEPS TO REACH GOAL	WHO IS INVOLVED	UPDATE SEPTEMBER 2024	UPDATE OCTOBER 2024	UPDATE NOVEMBER 2024	UPDATE DECEMBER 2024	UPDATE JANUARY 2025	UPDATE FEBRUARY 2025	
1	RITE AID REDEVELOPMENT	Rite Aid Building - Investigate the ownership Seek a business Check to see if there is a deed restriction	Market One Van Buren County	Have not started	I have been calling a contact person from Rite Aid but have not received a return call.	I have made contact with the realtor company that owns the property. I'm requesting a zoom meeting for the week of Dec. 9th	I had my ZOOM meeting. They are actively looking for a tenant to go in the building. I will contact them for an update.	No Update	
2	WATER/SEWER STUDY	Contact Baker Tilly Receive a quote Recommendation to City Commissioners	Baker Tilly	In the process of working with Bendzenski. Going before commission the water and sewer study	In Progress. City Commission approved at the October meeting.	In Progress. City Commission approved at the October meeting.	In Progress. City Commission approved at the October meeting.	In Progress. City Commission approved at the October meeting.	
3	COMMISSIONERS WEEKLY REPORTS	Include invitations and informational flyers Include time sensitive information	Staff	Currently sending weekly reports.	Currently sending weekly reports.	Currently sending weekly reports.	Currently sending weekly reports.	Currently sending weekly reports when I have something to report.	
4	ZONING	Research lot size to build Amend Zoning Ordinance Amend Rental Registration Ordinance	Wrightman & Assoc Safebuilt	Rental Registration Ordinance need to go before commission. Would like to apply for a MEDC grant for updating master plan and zoning ordinance.	Including the rental registration ordinance draft into the cm monthly report. Working on a MSHDA grant for updating master plan. Receiving comments from city commissioners on the draft blight ordinance.	Submitted the Housing Readiness Incentive grant Waiting on comments from city commissioners on the blight and rental registration ordinance.	Received \$50k grant from MSHDA for the Housing Readiness Incentive grant Waiting on comments from city commissioners on the blight and rental registration ordinance.	RoxAnn and I have a meeting with Donovan scheduled to discuss the next steps. Grant agreement was signed.	
5	INFRASTRUCTURE	Capital Improvement Plan/Schedule of Maintenance Pavement and Surface Revaluation Rating/ Condition of Local & Major Roads Curve Painting Discussion Mileage on Roadways	Wrightman & Assoc & DPW Wrightman & Assoc & DPW	Road assest management/VBCRC	Have not started. Curve painting complete	Have not started.	We will start the CIP process in Feb. 2025	We will start the CIP process in Feb. 2025	An updated CIP list was sent for my review
6	DEPARTMENT RESTRUCTURING Iron Removal Plant (IRP)	Contract Danny Staunton contract Recommendation to City Commission	Nick Curio	Working Part-time	Completed. Danny is working part-time as the Iron Removal Plant superintendent.	Completed. Danny is working part-time as the Iron Removal Plant superintendent.	Complete	Complete	
	DPW	Write Job Description for DPW supervisor Make a Decision Hourly/Salary Recommendation to City Commissioners Promote Implement	Nick Curio	Complete	Complete	Complete	Complete	Complete	
	Code Enforcement Officer	Post Code Enforcement position Interviews Background check/physical Job Offer Hire	Nick Curio	In Progress	I stopped the process but will start it back again the first of December.	Met with McKenna Associates regarding Code Enforcement. Waiting on a proposal.	Waiting on Proposal. Would like to post the position in February.	No Update	
	WWTP	Write Job Description for WWTP Supervisor Make a Decision Hourly/Salary Recommendation to City Commissioners Make Job Offer	Nick Curio	Complete	Complete	Complete	Complete	Complete	

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

GOALS	STEPS TO REACH GOAL	WHO IS INVOLVED	UPDATE SEPTEMBER 2024	UPDATE OCTOBER 2024	UPDATE NOVEMBER 2024	UPDATE DECEMBER 2024	UPDATE JANUARY 2025	UPDATE FEBRUARY 2025
Police Dept.	Promote Implement Research of Police Mileage Recruitment of Police Chief Recommendation to City Commissioners Implement the contract Create Police Dept Committee Recommendation to City Commissioners Assist Interim Chief with recruitment of police officers	Sheriff's Dept Michigan State Police		In Progress	In Progress	In Progress	In Progress	Part-time Police chief hired contingent upon background check clearance
7 EMPLOYEE HANDBOOK	Update Staff Review Changes @ Dept Head Meeting Send changes to Attorney Recommendation to City Commission Implement	Nick Curio Dept Head Staff		In Progress	In Progress. The Holiday and Personal day section has been revised.	I will have a draft amend policy for the Jan. board meeting	Working on draft. An amendment to the social media section is going before commission at Jan. meeting	Working on draft. An amendment to the weather inclinment and adding a uniform section. These items are going before commission at Feb. meeting
8 TREASURER & UTILITY SOFTWARE	Request for quotes Review quotes with Joe Mangan (Lauterbach & Amen, LLP) & Pam Recommendation to City Commission	Pam Schultz		In Progress. I will bring before commission in November.	The item is on the city commission agenda for November's meeting	Reviewing the BS&S contract. Will sign this month	Go Live Date: August 18th	Working with BS&A team to start extracting data.

The Center for Local, State, and Urban Policy

Gerald R. Ford School of Public Policy | University of Michigan



Michigan Public Policy Survey

January 2025

Half of Michigan local law enforcement agencies say they are underfunded, while most local governments are satisfied with their appropriations

By Debra Horner and Natalie Fitzpatrick

This report presents the views of Michigan's local government leaders, local chiefs of police, county sheriffs, and county prosecutors regarding funding for law enforcement agencies, including assessments of whether sheriff's offices and police departments receive the appropriate levels of funding, whether local officials would support pursuing new local millages or special assessments to fund law enforcement, and what each group's top priorities for potential new spending would be. These findings are based on statewide surveys of local government and law enforcement leaders in the spring 2024 wave of the Michigan Public Policy Survey (MPPS), with some comparison to data collected on the fall 2015 MPPS wave.

The Michigan Public Policy Survey (MPPS) is an ongoing census survey of all 1,856 general purpose local governments in Michigan conducted since 2009 by the Center for Local, State, and Urban Policy (CLOSUP). Respondents for the Spring 2024 wave of the MPPS include county administrators, board chairs, and clerks; city mayors, managers, and clerks; village presidents, managers, and clerks; and township supervisors, managers, and clerks from 1,307 local jurisdictions across the state, as well as responses from 54 county sheriffs, 234 chiefs of police or directors of public safety, and 55 county prosecutors.

CLOSUP

Center for Local, State, and Urban Policy

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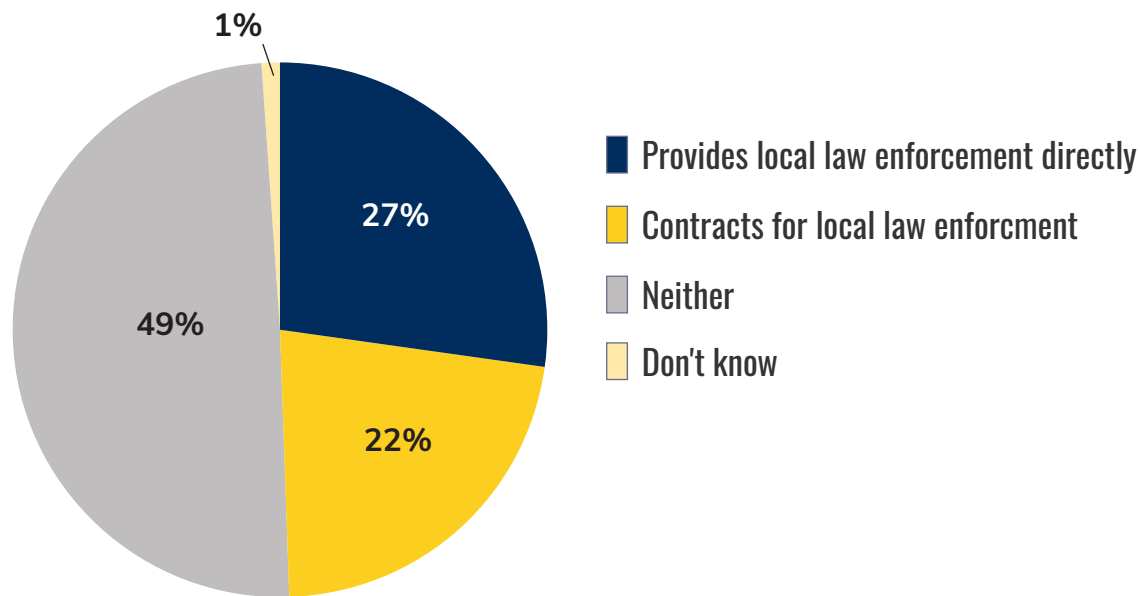
Key Findings

- Statewide, 59% of county sheriffs and 45% of local chiefs of police say that the local governments they serve (counties, townships, cities, and villages) do not appropriate sufficient funding for their agencies.
 - » Law enforcement leaders in smaller agencies, agencies in the Upper Peninsula, and higher crime communities are most likely to say they are underfunded.
- By contrast, just 19% of local government officials whose governments fund police departments or sheriffs' offices believe they appropriate too little (including 21% of governments that directly fund law enforcement and 16% that have an indirect role, i.e., contracting for law enforcement services to be provided by a special authority/district, by another municipality, or through a contract with their county sheriff). Meanwhile, a large majority (66%) of local officials say they spend about the right amount, and 11% say they currently appropriate too much for law enforcement.
- Statewide, 44% of local officials would support pursuing new local funding for law enforcement through either a new millage or special assessment, while 27% would oppose pursuing new local funding.
- When it comes to top priorities for allocating potential new spending on law enforcement, sheriffs, chiefs, and local government leaders all rank recruitment and retention efforts as among their highest priorities. However, sheriffs (71%) and police chiefs (68%) are significantly more likely to say increasing pay or benefits for current officers would be a "very high" priority, compared with 36% of local officials.

Approximately half of Michigan local governments directly or indirectly fund sheriff's offices and police departments

Local law enforcement services in Michigan are generally provided through a combination of state police, county sheriffs, and local police departments. All 83 Michigan county governments fund their own sheriff's office. Meanwhile, just over one quarter (27%) of all cities, townships, and villages report that they are directly involved in providing law enforcement services. This includes running their own police departments and/or participating in a joint police department with another jurisdiction (see *Figure 1*). Another 22% of local governments say they have an indirect role, contracting for law enforcement services to be provided by a special authority or district, by another municipality, or through a contract with their county sheriff. Finally, just under half of Michigan local governments (49%) report they have no real role in law enforcement, and they simply rely on the county sheriff or state police to respond when there is a public safety issue. These percentages are essentially unchanged from those reported on the Fall 2015 wave of the MPPS.¹

Figure 1
Percentage of cities, villages, and townships reporting how local law enforcement services are provided





County sheriffs and smaller law enforcement agencies more likely to express funding concerns

Statewide, almost half (47%) of Michigan chiefs of police and county sheriffs say the local governments (counties, townships, cities, and villages) they serve do not appropriate sufficient funding for their agencies. As shown in *Figure 2a*, 59% of county sheriffs say the county government appropriates too little to meet their office’s needs, while 41% say it appropriates about the right amount. Among local chiefs of police, 45% say the local governments they serve do not appropriate enough money, while 53% say they appropriate about the right amount. Unsurprisingly, almost no local law enforcement agencies say they are provided with too much money.

Concerns over law enforcement funding appear to be less of an issue among the largest agencies. As shown in *Figure 2b*, 29% of chiefs and sheriffs leading agencies with more than 80 full-time employees (FTE)—representing approximately 51 agencies statewide—say that the county and local governments they serve appropriate too little, compared to 47%-52% among smaller agencies.

Figure 2a

Law enforcement agency leaders' assessments of appropriations for their department or office, by public office

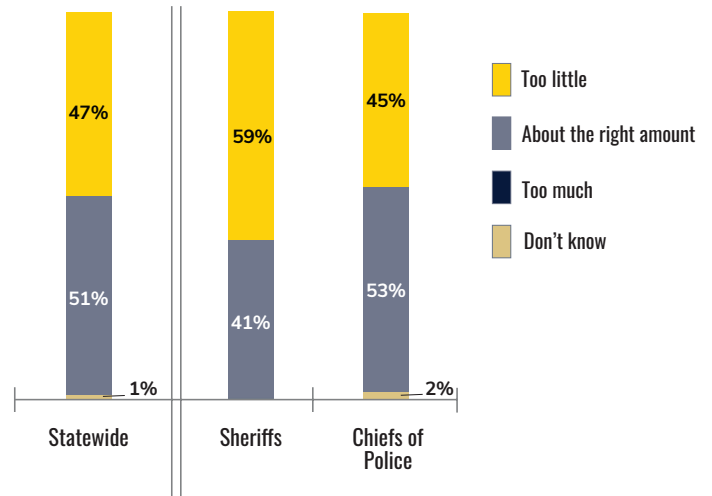
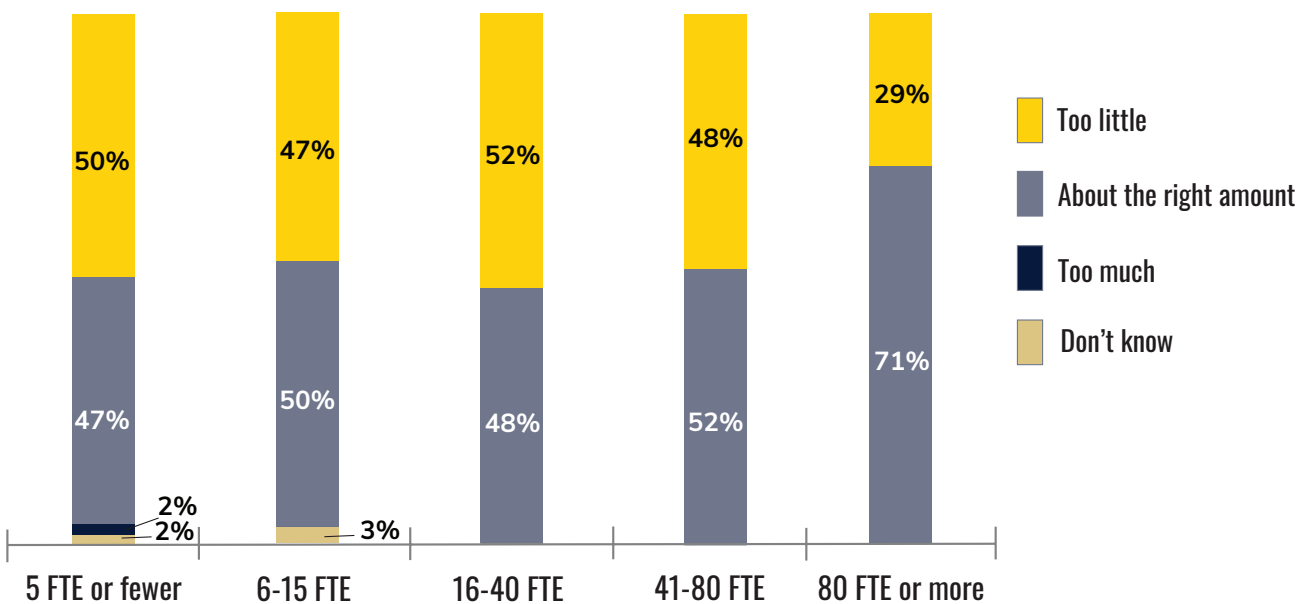


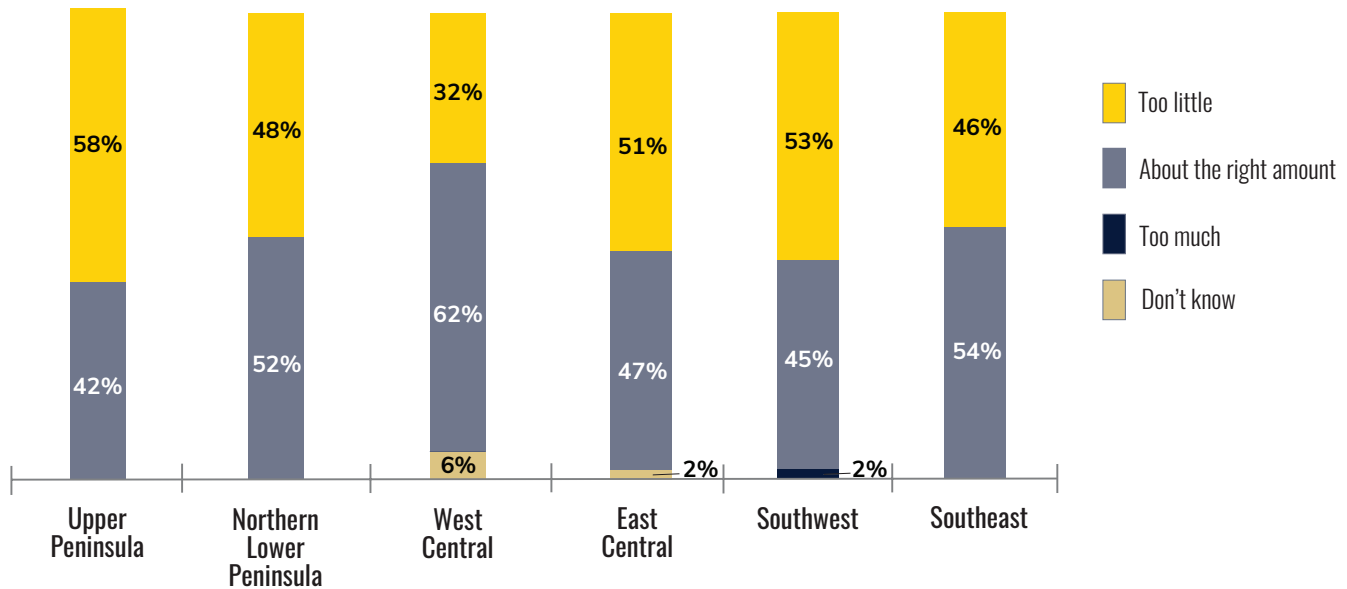
Figure 2b

Law enforcement agency leaders' assessments of appropriations for their department or office, by agency size



As shown in *Figure 2c*, there is significant regional variation in law enforcement leaders' assessments of appropriations to their agency. Police departments and sheriff's offices in the Upper Peninsula are the most likely to say that county and local governments do not appropriate enough for their agency (58%), while those in the West Central Lower Peninsula are the most likely to say that appropriations are about the right amount (62%).

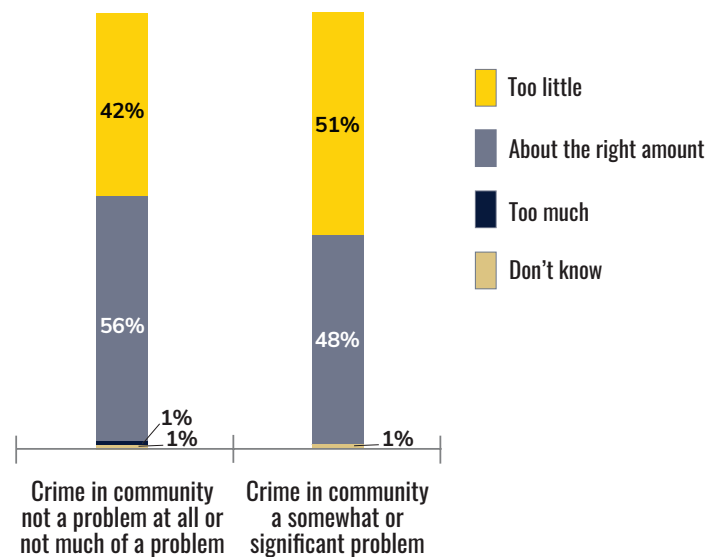
Figure 2c
Law enforcement agency leaders' assessments of appropriations for their department or office, by region of the state



The MPPS also asks respondents whether they consider their jurisdictions to be rural, mostly rural, mostly urban, or urban. More than half of sheriffs and police in communities described as urban (53%) or most rural (53%) say they receive too little funding. Meanwhile, those sheriffs and chiefs who describe their community as mostly urban are significantly more likely to say they are funded the right amount (69%).

When asked to assess local levels of crime, statewide, 62% of law enforcement leaders report that overall crime in the jurisdictions they serve is either “somewhat of a problem” (63% of county sheriffs and 49% of police chiefs) or “a significant problem” (23% of county sheriffs and 9% of police chiefs). However, assessments of funding are only loosely tied to these perceived levels of crime. Among leaders who are concerned about crime levels, 51% believe their agency receives too little funding, compared with 42% of leaders from communities where they say crime is “not much of a problem” or “not a problem at all” (see *Figure 2d*).

Figure 2d
Law enforcement agency leaders' assessments of appropriations for their department or office, by assessments of overall local levels of crime





Most local governments believe they appropriate the right amount for law enforcement

Among the half of Michigan local governments that are either directly or indirectly involved with the provision of law enforcement services in their jurisdiction (i.e., those that appropriate funding), two-thirds (66%) say they appropriate about the right amount for law enforcement, while 19% say they appropriate too little, and 11% say they appropriate too much (see *Figure 3a*). Notably, among jurisdictions that currently are not spending money on law enforcement services (not shown), 18% think their jurisdiction should start spending money (i.e., they currently appropriate “too little” funding).

When looking by region, local officials from the Upper Peninsula (57%) are least likely to say their jurisdiction is appropriating the right amount for the law enforcement services they fund (see *Figure 3b*). Around one in five (21%) of U.P. leaders believe they are spending too little, but 22% say they are spending *too much*, significantly higher than officials from any other region. Local officials from the Northern Lower Peninsula (69%) and Southeast Michigan (70%) are the most likely to believe they are funding law enforcement at the correct level.

Figure 3a

Local officials' assessments of whether their jurisdiction appropriates sufficient funding to meet current law enforcement needs (among local governments that provide law enforcement services directly or indirectly) by service provision method

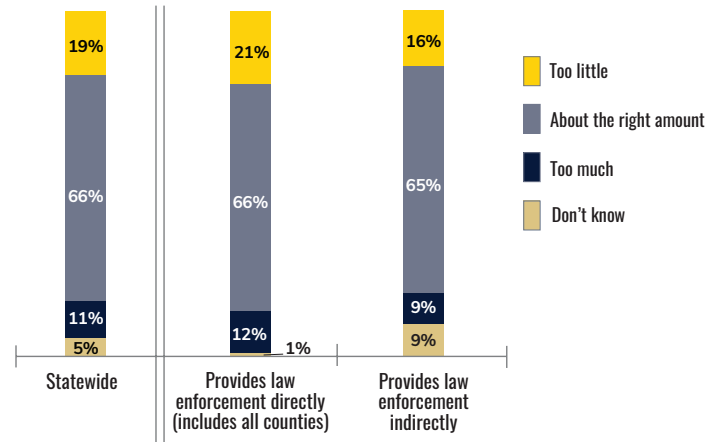
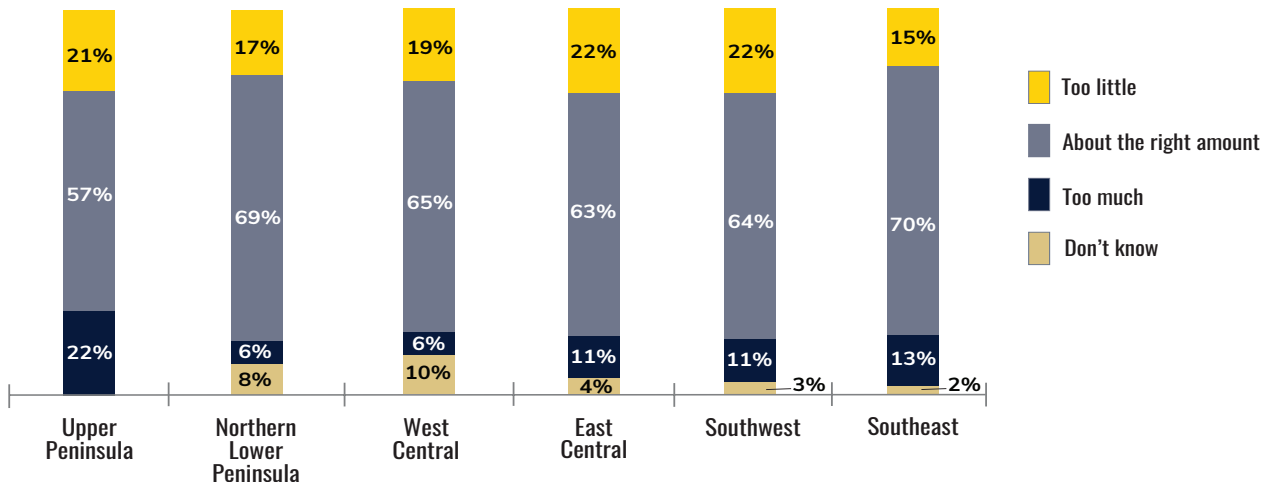


Figure 3b

Local officials' assessments of whether their jurisdiction appropriates sufficient funding to meet current law enforcement needs (among local governments that provide law enforcement services directly or indirectly), by region

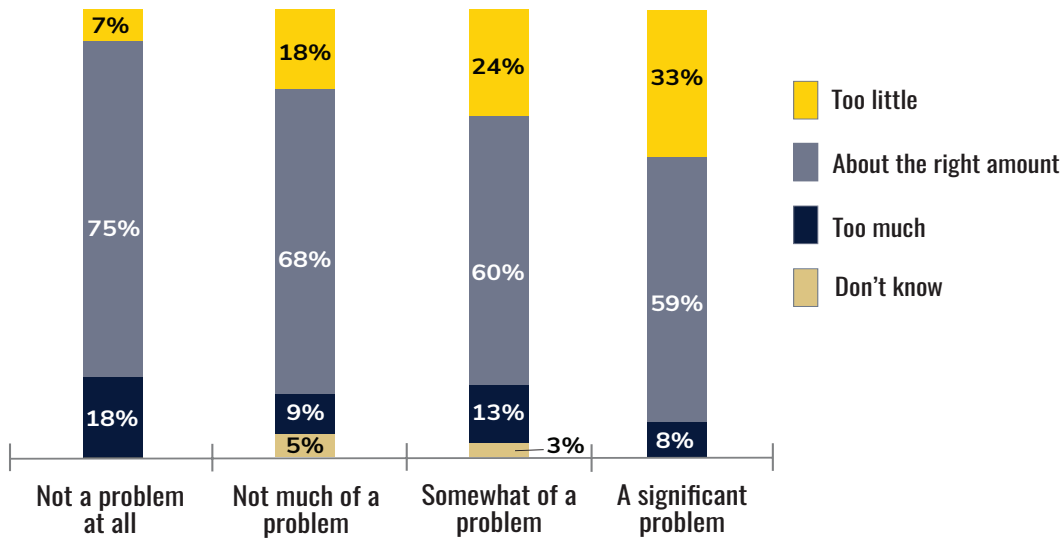




Local leaders are less likely than law enforcement to see crime in their jurisdiction as a problem. For example, while 58% of police chiefs statewide say crime is either somewhat or a significant problem in their jurisdiction, only around 30% of city, village, or township officials statewide say the same. County assessments are slightly closer, with 86% of sheriffs saying crime is a somewhat or a significant problem in their county and 70% of county officials agree.

Nevertheless, local officials are generally sensitive to the need for more law enforcement funding as perceptions of crime rise. Among officials who say crime is not a local problem at all, 7% say they appropriate too little, compared to 18% in jurisdictions that say it is not much of a problem, 24% in jurisdictions that say it is somewhat of a problem, and 33% in jurisdictions that say crime is a significant problem (see *Figure 3c*). That said, across all levels of perceived crime, over a majority of local officials believe they spend “about the right amount.” Even in places where the local leader believes crime is “a significant problem,” more than half (59%) say their government appropriates about the right amount for policing, and 8% think they’re paying too much.

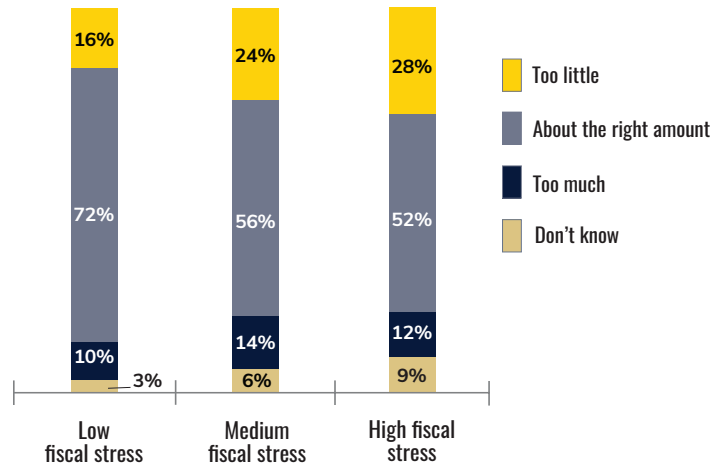
Figure 3c
Local officials’ assessments of whether their jurisdiction appropriates sufficient funding to meet current law enforcement needs (among local governments that provide law enforcement services directly or indirectly), by assessments of overall local levels of crime



A government’s lack of financial resources does not necessarily explain their reluctance to spend more on law enforcement. Indeed, jurisdictions experiencing medium or high levels of fiscal stress are more likely to say they appropriate too little funding for their primary law enforcement agency. As shown in *Figure 3d*, among jurisdictions reporting low fiscal stress, 72% say they appropriate the right amount, while 10% say they appropriate too much, and 16% say they appropriate too little. However, among jurisdictions experiencing medium levels of fiscal stress, 14% say they appropriate too much, and 24% say they appropriate too little. In jurisdictions experiencing high levels of fiscal stress, 12% say they appropriate too much, while 28% say they appropriate too little.

Prior MPPS surveys have consistently shown increasing public safety needs for jurisdictions across the state, but local officials have also reported that local government spending often fails to keep up with those growing needs.²

Figure 3d
Local officials’ assessments of whether their jurisdiction appropriates sufficient funding to meet current law enforcement needs (among local governments that provide law enforcement services directly or indirectly), by self-reported fiscal stress



Gap in perceptions on funding also exists between county prosecutors and county government leaders

The 2024 MPPS also asked the state’s 83 county prosecutors about funding for their office. Among prosecutors, 88% say too little funding is appropriated to their office and 12% say about the right amount.

Sheriffs and police chiefs generally agree, with 40% of sheriffs and 49% of police chiefs saying their county’s prosecutor’s office receives too little funding (however, note that nearly a quarter of both groups indicate they don’t know if their prosecutor’s office is underfunded or not).

In contrast to these assessments, just 22% of county leaders (board chairs and administrators) believe their county currently appropriates too little funding for their prosecutor’s office, 63% say they allocate about the right amount, and 15% of counties believe they appropriate too much for their prosecutor’s office.



Most local governments leaders support pursuing new local funding for law enforcement

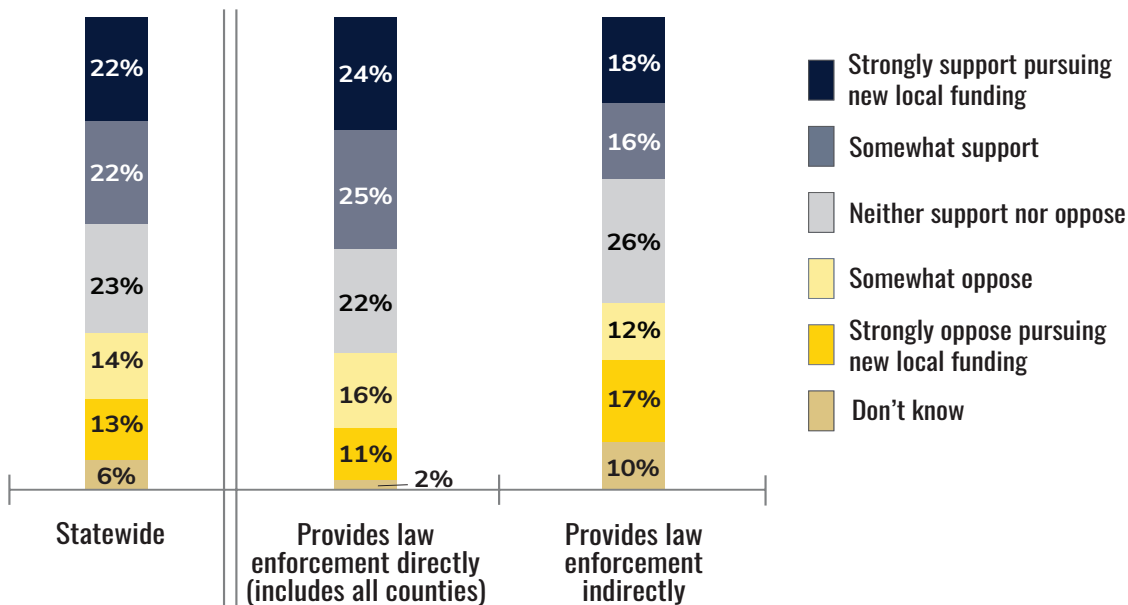
Even though most local leaders say they’re currently funding their law enforcement agencies at appropriate levels, they also tend to be open to seeking new local funding. In 2024, among jurisdictions involved in providing local law enforcement services, 44% of officials would either somewhat (22%) or strongly (22%) support pursuing new local funding for law enforcement through either a new millage or special assessment, while 27% would oppose pursuing new local funding (see *Figure 4*).

Nearly half (49%) of local officials in jurisdictions that provide law enforcement services directly would support a new local millage or special assessment for law enforcement (49%). Opinions among jurisdictions that simply contract for law enforcement services are more mixed, with 34% supporting pursuit of new local funding for law enforcement, but 29% saying they would oppose it.

Currently, support for pursuing new local millages or special assessments is highest in jurisdictions where leaders say they appropriate too little funding to law enforcement (68%), where local leaders report higher levels of problems due to crime (52%), and in communities experiencing medium (52%) or high (54%) levels of fiscal stress.

Compared with a similar MPPS survey question asked in 2015 where 32% reported that they “neither support nor oppose” pursuing new funding,³ statewide, local officials have moved away from neutral opinions, with some increase in opposition to pursuing new local funds, but also a slight increase in support in 2024.

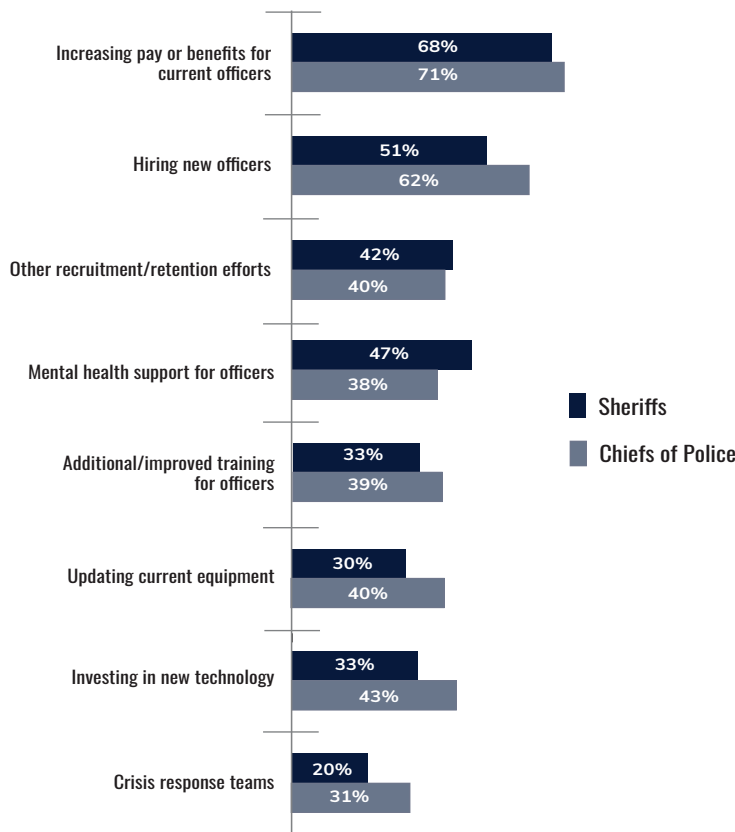
Figure 4
Local officials’ support for or opposition to pursuing additional local funding for law enforcement services (among local governments that provide law enforcement services directly or indirectly) by service provision method



Sheriffs and police chiefs much more likely than local officials to say increasing pay and benefits for current officers is a top priority for new funding

Beyond appropriations from local governments or new local millages, another potential source of revenue for law enforcement agencies could be through state or federal funding opportunities. For example, in 2023, 27% of local governments said they planned to spend money from the American Rescue Plan Act (ARPA) on public safety.⁴

Figure 5a
Percentage of law enforcement agency leaders who say issues are a “very high” priority for new spending, by public office



The Spring 2024 MPPS asked sheriffs, police chiefs, and local officials from governments that have a role in funding local law enforcement (directly or indirectly) what their priorities for allocating funds would be if new state or federal money became available to their jurisdiction.

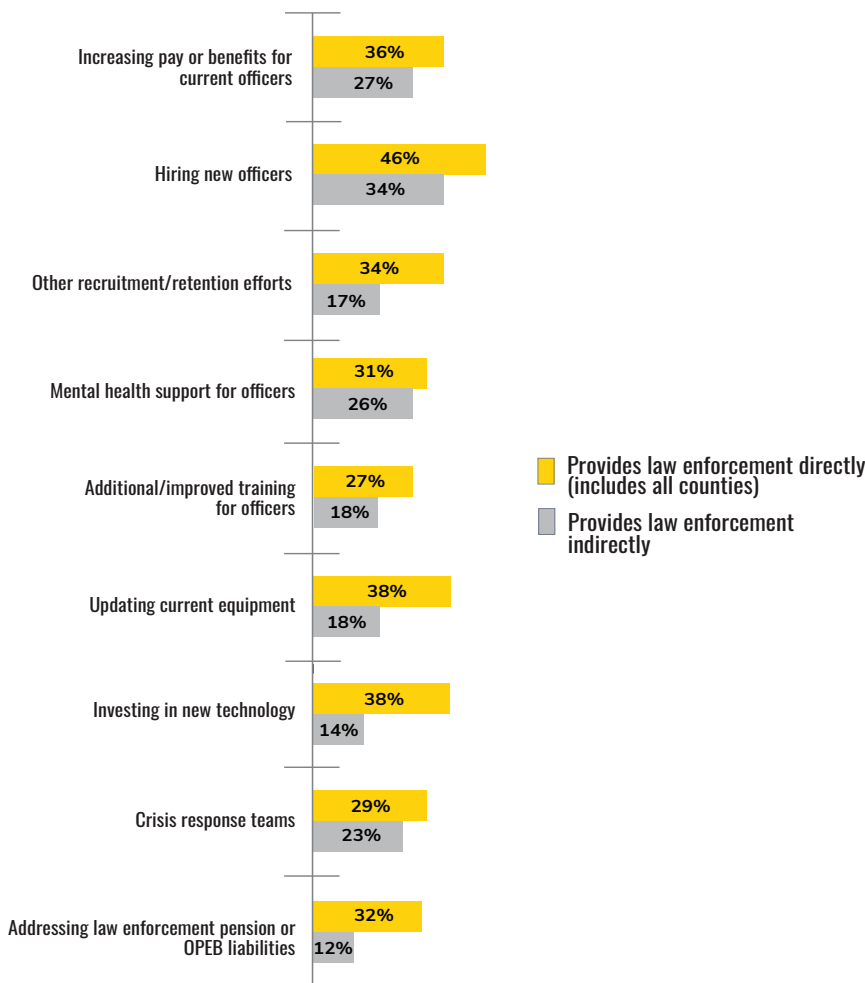
If new funding became available, law enforcement leaders’ most common top priorities focus on recruitment and retention efforts, unsurprising given the widespread personnel challenges facing local law enforcement agencies.⁵

Statewide, approximately 70% of sheriffs and chiefs of police say increasing pay or benefits for current officers would be a “very high” priority if additional funding was available (see *Figure 5a*). Furthermore, 62% of police chiefs and 51% of sheriffs say hiring new officers would be a very high priority. Beyond recruitment and retention, sheriffs most often cited mental health support for officers as a very high priority (47%), while police chiefs were more likely to say that investing in new technology (43%) and updating current equipment (40%) was a very high priority.



Among local government officials, although the order of their priorities is similar, they are less likely to say various items are a very high priority. For example, while 68-71% of law enforcement officials consider increasing pay or benefits for current officers a top priority, only 36% of local government officials funding services directly and 27% of local officials funding services indirectly say it is a top priority (see *Figure 5b*). It's important to note that a high percentage of local government officials indicate uncertainty about these priorities, though, particularly among local governments that provide services indirectly. In places that contract for law enforcement, 20-30% of local officials choose “don't know” for each priority on the survey (not shown).

Figure 5b
 Percentage of local officials who say issue is a “very high” priority for new spending (among local governments that provide law enforcement services directly or indirectly) by service provision method



Conclusion

Among Michigan law enforcement agency leaders, concerns about funding levels are widespread. Almost half (47%) of Michigan chiefs of police and county sheriffs say the local governments (counties, townships, cities, and villages) they serve do not appropriate sufficient funding for their agencies. However, these concerns are not always shared by local leaders from the general-purpose local governments contributing funding, where only one in five (19%) say they appropriate too little and a majority (66%) say they appropriate about the right amount. Nevertheless, local leaders tend to be open to seeking new community funding through a new millage or special assessment.

When asked about prioritizing spending for potential funding increases from federal or state grants, law enforcement leaders have many priorities, but spending related to employee recruitment and retention are widely considered a top priority. Local officials generally share these priorities, but some are also more uncertain about the urgency of needs identified by law enforcement leaders.

Notes

1. Horner, D. and Ivacko, T. (2016, April). *Most local officials are satisfied with law enforcement services, but almost half from largest jurisdictions say their funding is insufficient*. Ann Arbor, MI: Center for Local, State, and Urban Policy at the Gerald R. Ford School of Public Policy, University of Michigan. Retrieved from <https://closup.umich.edu/michigan-public-policy-survey/52/most-local-officials-are-satisfied-with-law-enforcement-services-but-almost-half-from-largest-jurisdictions-say-their-funding-is-insufficient>
2. Horner, D. and Ivacko, T. (2021, December). *Michigan local government officials report improved fiscal health after a year of COVID-19, but not yet back to pre-pandemic levels*. Ann Arbor, MI: Center for Local, State, and Urban Policy at the Gerald R. Ford School of Public Policy, University of Michigan. Retrieved from <https://closup.umich.edu/michigan-public-policy-survey/96/michigan-local-government-officials-report-improved-fiscal-health-after-year-covid-19>
3. Horner, D. and Ivacko, T. (2016, April).
4. Horner, D., Fitzpatrick, N. and Ivacko, T. (2023, June). *Challenges for Michigan local governments with ARPA spending continue, particularly in project costs and procurement*. Ann Arbor, MI: Center for Local, State, and Urban Policy at the Gerald R. Ford School of Public Policy, University of Michigan. Retrieved from <https://closup.umich.edu/michigan-public-policy-survey/114/mpps-policy-brief-challenges-michigan-local-governments-arpa-spending-continue-particularly-in-project-costs-and-procurement>
5. Fitzpatrick, N. and Horner, D. (2024, September). *Michigan local governments report increased challenges with law enforcement recruitment and retention*. Ann Arbor, MI: Center for Local, State, and Urban Policy at the Gerald R. Ford School of Public Policy, University of Michigan. Retrieved from <https://closup.umich.edu/michigan-public-policy-survey/126/michigan-local-governments-report-increased-challenges-law-enforcement-recruitment-retention>

Survey Background and Methodology

The MPPS is an ongoing survey program, interviewing the leaders of Michigan’s 1,856 units of general-purpose local government, conducted by the Center for Local, State, and Urban Policy (CLOSUP) at the University of Michigan in partnership with the Michigan Municipal League, Michigan Townships Association, and Michigan Association of Counties. Surveys are conducted each spring (and prior to 2018, were also conducted each fall). The program has covered a wide range of policy topics and includes longitudinal tracking data on “core” fiscal, budgetary and operational policy questions and is designed to build up a multi-year time series.

In the Spring 2024 iteration, surveys were sent by the Center for Local, State, and Urban Policy (CLOSUP) via email and hardcopy to top elected and appointed officials (including county administrators and board chairs; city mayors and managers; village presidents, clerks, and managers; and township supervisors, clerks, and managers) from all 83 counties, 280 cities, 253 villages, and 1,240 townships in the state of Michigan. In addition, surveys were sent to all 83 county sheriffs and county prosecutors, as well as 430 local police departments and public safety departments. More information is available at <https://closup.umich.edu/michigan-public-policy-survey/mpps-2024-spring>.

The Spring 2024 wave was conducted from April 1– June 10, 2024. A total of 1,307 local jurisdictions returned valid surveys (67 counties, 216 cities, 171 villages, and 853 townships), resulting in a 70% response rate by unit. A total of 343 law enforcement leaders returned valid surveys (54 sheriffs, 234 police chiefs, and 55 county prosecutors) for a 58% response rate across various agencies. Quantitative data are weighted to account for non-response. Missing responses are not included in the tabulations unless otherwise specified. Some report figures may not add to 100% due to rounding within response categories. “Voices Across Michigan” verbatim responses, when included, may have been edited for grammar and brevity.

See CLOSUP’s website for the full question text on the survey questionnaires. Detailed tables of the data in this report, including breakdowns by various jurisdiction characteristics such as community population size, region, and jurisdiction type, will be available at <http://mpps.umich.edu>.

Acknowledgement and Disclaimer

This material is based upon work supported by a grant from The Joyce Foundation. The survey responses presented here are those of local Michigan officials, while further analysis represents the views of the authors. Neither necessarily reflects the views of The Joyce Foundation, the University of Michigan, or of other partners in the MPPS.

The Center for Local, State, and Urban Policy

University of Michigan

Center for Local, State, and Urban Policy

Gerald R. Ford School of Public Policy

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Ann Arbor, MI 48109-3091

The Center for Local, State, and Urban Policy (CLOSUP), housed at the University of Michigan's Gerald R. Ford School of Public Policy, conducts and supports applied policy research designed to inform state, local, and urban policy issues. Through integrated research, teaching, and outreach involving academic researchers, students, policymakers and practitioners, CLOSUP seeks to foster understanding of today's state and local policy problems, and to find effective solutions to those problems.

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CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
JANUARY 27, 2025

Item 11.

Commissioners Present: Peter Aranda (5:50); Jane Danger; John Miller; Lindsay Morsaw; Nancy Spoula;
Mayor Richard A. Hall
Commissions Absent: Charles Weeden;
Staff Present: Brown; Ricks; Rodney-Isbrecht;

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

Pledge of Allegiance was said.

Motion by Commissioner Miller, supported by Commissioner Danger, to approve the agenda as amended to include Senior Services & Eric Blocker.

Motion carried 5 – 0

Guests:

- Mickey Bittner, Wightmans – Current City Project Updates
- Terry Tibbs, Board Representative & Diane Rigozzi, Director, Van Buren Senior Services – Gave update on services provided.
- Eric Blocker – currently a Life Scout in Troop 197, Lawrence and working on his Eagle Project, presented a concept for a permanent flag retirement burning ceremony fire bowl installed in Ely Park, he will return in a few months with the project design.

Public Comment:

- Nick G, 125 Paras Hill Dr – complaint about the condition of a neighbor’s property.

Communications:

- There are open seats on the Planning Commission & the Board of Review, anyone interested please submit a letter of interest to the Clerk.
- City Hall will be closed February 17, 2025 in observance of Presidents Day
- Hartford Chamber Annual Meeting & Banquet is February 10, 2025, tickets are on sale at City Hall
- McDowell II Apartments sent notice of housing availability
- 2025 March Board of Review dates: March 4 – Organizational Meeting, March 11, 9am-4pm & March 14, 1pm-9pm for appeal hearings.

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

- A. Committee Update – Commission Rules Review: Commissioners Aranda & Spoula met at the library but did not see any need to amend the current rules. The City Manager would like to sit down with the Committee to go over some recommended changes.
- B. Committee Update – City Manager Review Forms: Commissioners Weeden, Morsaw & Danger met in December and will bring the final revised forms to the February meeting. March 25, 2025 is the City Managers Review, forms need to be turned into the Clerk by March 14, 2025.
- C. Planning Commission – 2024 December 9 Meeting Minutes
- D. **Van Buren Conservation District** – December 2024 Program Update, information went out in winter tax bills. They have a community survey on their website & Facebook page.
- E. **Police & Ordinance** – Interim Chief Lucas, not in attendance, Report on File, included Evidence Audit Recommendations.
- F. **Fire Department** –Robbie Harting, Fire Chief – Report on File, received a \$10,000 DNR Grant, budget meetings, smoke alarms & CO2 alarms available for installation.

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
JANUARY 27, 2025

Item 11.

- G. **Ambulance** – 2024 December
- H. **Van Buren County** – Commissioner Mike Chappell, not in attendance
- I. **Public Works** – Ricky Ricks Supervisor – Bobcat repairs, Christmas decorations put away; cleared drains.
- J. **Wastewater Treatment Plant** –Report on File –
- K. **Treasurers, Investment & List of Bills** – January 27, 2025 List of Bills \$489,527.79
- L. **City Manager** –Report on file –Updated City Manager Goals. Project Compass Meeting-Learn how to Prevent Online Scams, February 4, 5pm-7pm at Hartford Public Library; requesting a special meeting in February to consider a Police Chief contract, requesting a meeting change for the April Council meeting due to Managers schedule conflict; 60th Ave Sidewalk Extension/Shared Streets Program; DWSRF Project; Spark Grant/DNR/Council Michigan Foundation; Planning Commission Meeting; 9 South Center Street; Rite Aid Building; Downtown Planning Meeting; 2025 Local Grad Crossing Surface Program Award Notice in the amount of \$173,808; Building Official, Safebuilt was given a 90-day notice to end their contract as of March 23, 2025; Police Department; Fire Inter-local Agreement; MSHDA’s Housing Readiness Incentive in the amount of \$50,000; Water Main Extension (PFAS) Hartford Township Update; SRF Wastewater Project Update; Drinking Water Asset Management (DWAM) Update; DWSRF Update.

Approval of Commission Minutes:

Motion by Commissioner Spoula, supported by Commissioner Danger, to approve the minutes of the December 16, 2024 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 6 – 0

Approval of Reports:

Motion by Commissioner Aranda, supported by Commissioner Morsaw, to approve the January 27, 2025 list of bills in the amount of \$489,527.79.

Motion carried 6 – 0

Motion by Commissioner Danger, supported by Commissioner Miller, to accept the December 2024 reports of Officers, Boards & Committees and place them on file.

Motion carried 6 – 0

Goals/Objectives:

- Commissioner Miller requested an update on the AT & T water tower lease.

Old Business: None Discussed

New Business:

- **Discuss & Consider – Amending April Council Meeting Date**
Discussion: The City Manager has a conflict with Council’s April 28 business meeting. Council moved their regular meeting from April 28 to April 30, 2025 at 5:30pm. Council set a Special Meeting for February 6 at 3:30pm to consider a Police Chief contract.
- **Discuss & Consider – MSHDA Housing Readiness Incentive Program Grant**
Discussion: None
- **Discuss & Consider – City of Hartford Employee Handbook Amendment to “Social Media”**
Discussion: None

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
JANUARY 27, 2025

- Discuss & Consider – Employee Flexible Benefit Plan Agreement
Discussion: None

Resolutions, Ordinance, Proclamation's:

- Discuss & Consider – Resolution 2025 – 001

Motion by Commissioner Spoula, supported by Commissioner Aranda, to adopt Resolution 2025 – 001 accepting MSHDA Housing Readiness Grant in the amount of \$50,000
Motion carried 6 – 0

- Discuss & Consider – Resolution 2025 – 002 Amending Employee Handbook Section “Social Media”

Motion by Commissioner Miller, supported by Commissioner Morsaw, to adopt Resolution 2025 – 002 amending employee handbook section “social media”
Motion carried 5 – 1 (Danger)

- Discuss & Consider – Resolution 2025 – 003 Appoint DDA Board Members.

Motion by Commissioner Miller, supported by Commissioner Morsaw, to adopt Resolution 2025 – 003 appointing DDA Board Members.
Motion carried 6 – 0

- Discuss & Consider – Resolution 2025 – 004 Appointing Planning Commission Members

Motion by Commissioner Miller, supported by Commissioner Spoula to include Dan Danger for a one-year term and adopt the amended Resolution 2025 – 004 appointing planning commission members.
Motion carried 6 – 0

- Discuss & Consider – Resolution 2025 – 005 Appoint board of Review Members

Motion by Commissioner Miller, supported by Commissioner Aranda to adopt Resolution 2025 – 0005 appointing board of review members.
Motion carried 6 – 0

- Discuss & Consider – Resolution 2025 – 006 Flexible Benefit Plan

Motion by Commissioner Miller, supported by Commissioner Morsaw, to adopt Resolution 2025 – 006 offering an employee flexible benefit plan managed by Kushner & Company in the amount of \$1,150 per/year.
Motion carried 6 – 0

Adjournment:

Motion by Commissioner Morsaw, supported by Commissioner Aranda, to adjourn the meeting at 6:58pm.

Motion carried 6 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk

County of Van Buren, State of Michigan, 19 West Main St, Hartford, MI 49057

CITY OF HARTFORD
PROPOSED SPECIAL BUSINESS MEETING MINUTES
FEBRUARY 6, 2025

Item 12.

Commissioners Present: Peter Aranda; Jane Danger; John Miller; Lindsay Morsaw; Nancy Spoula; and Mayor Richard A. Hall;
Commissioners Absent: Charles Weeden
Staff Present: Brown; Rodney-Isbrecht;

Mayor Richard A. Hall called the special meeting to order at 3:30pm.

Pledge of Allegiance was said.

New Business:

- Discuss & Consider – Police Chief Employment Agreement
Discussion: Brian Matthews was present to answer question from the Council & provided information on his vision for the department. He will be working administration only due to his full-time employment with the Pokagon Tribe.

Introduction of Resolutions or Amendments:

- Discuss & Consider – Resolution 2025 – 007 Police Chief Employment Agreement

Motion by Commissioner Miller, supported by Commissioner Aranda, to adopt Resolution 2025 – 007 approving part-time employment agreement to hire Brian Matthews as City of Hartford’s police chief contingent upon competing a successful MCOLES background check.

Motion carried 6 – 0

Adjournment:

Motion by Commissioner Miller, supported by Commissioner Danger, to adjourn the meeting at 4:12pm.

Motion carried 6 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk



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

TO: Mayor Hall and the Hartford Commission

FROM: Nicol Brown, City Manager *NB*

DATE: February 24, 2025

RE: **ACCEPT GRANT AWARD FROM MDOT FOR THE SHARED STREETS AND SPACES FUND (SSSG)**

ITEM BEFORE THE COMMISSION:

The item before the Commission is to accept the grant award of \$200,000 from the Michigan Department of Transportation (MDOT) for the Shared Streets and Spaces Fund (SSSG).

DISCUSSION:

The City of Hartford applied for the one-time appropriation of Shared Streets and Spaces ant (SSSG) funding through the Michigan Department of Transportation. The city strives for a more walkable, bikeable, and transit-friendly community and is applying for funding. The project will construct approximately 1,800' of ADA-compliant concrete sidewalk from Center Street Apartments on S. Center Street south to 60th Avenue and then east along 60th Avenue to connect to the existing sidewalk at Woodside Drive.

RECOMMENDATION:

The Hartford City Commission accepts the \$200,000 Michigan Department of Transportation (MDOT) Shared Streets and Spaces Fund (SSSG) contract number 24-5600 grant award. The City Commission authorizes the city manager, Nicol Brown, as the official authorized signer for contract number 24-5600.



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

TO: Mayor Hall and the Hartford Commission

FROM: Nicol Brown, City Manager *AB*

DATE: February 24, 2025

RE: **APPROVE 60th AVENUE SIDEWALK EXTENSION PROJECT CONSTRUCTION AWARD**

ITEM BEFORE THE COMMISSION:

The item before the Commission is to approve the 60th Avenue sidewalk extension project construction award.

DISCUSSION:

The City of Hartford applied and was awarded the Shared Streets and Spaces grant (SSSG) funding through the Michigan Department of Transportation (MDOT). The project will construct approximately 1,800’ of ADA-compliant concrete sidewalk from Center Street Apartments on S. Center Street south to 60th Avenue and then east along 60th Avenue to connect to the existing sidewalk at Woodside Drive.

On February 14th, the city received bids from Krohn Excavating, LLC, Nexgen Construction, and Redline Excavating, LLC. The bid calculation was as follows.

Engineer’s Estimate	\$184,275
Krohn Excavating, LLC	\$144,820
Nexgen Construction	\$153,513
Redline Excavating, LLC	\$164,063.75

Krohn Excavating, LLC was the lowest bidder. Mickey, the engineer with Wightman, recommended that the city award the contract to Krohn Excavating and include one alternate (Alternate A) for flashing beacons with the new pedestrian crossing at the S. Center Street and 60th Avenue intersection. Alternate A brings the total construction amount to \$170,512.

RECOMMENDATION:

The Hartford City Commission approves the \$170,512 award to Krohn Excavating to construct the 60th Avenue sidewalk extension project. The approval is contingent on an executed contract agreement and a notice to proceed from MDOT.



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

TO: Mayor Hall and the Hartford City Commissioners

FROM: Nicol Brown, City Manager *NB*

DATE: February 24, 2025

RE: ROADWAY IMPROVEMENTS PROJECT & ENGINEERING SERVICES IN CONJUNCTION WITH THE DWSRF WATER MAIN IMPROVEMENT PROJECT

ITEM BEFORE THE COMMISSION:

The item before the Commission is to approve the roadway improvements project and the engineering services in conjunction with the DWSRF Water Main Improvements project.

DISCUSSION:

The city commission has accepted the Michigan Department of Environment, Great Lakes, and Energy (EGLE) Drinking Water State Revolving Fund (DWSRF) project proposal.

Wrightman provided the city with a comprehensive list of streets that could benefit from roadway improvements as part of the DWSRF project. In October 2024, the City Manager and DPW staff conducted a thorough assessment of the city roads and, based on their findings, selected Hart Street, Washington Street, Marion Avenue, Michigan Avenue, and Bernard Street for further evaluation and a quote from Wrightman.

The quotes consisted of the following:

Marion Avenue (major road) from W. Main Street to Prospect Street

Design and Construction Engineering	\$70,000
Construction & Contingency	\$537,000
Total Estimated Cost	\$607,000

Washington Street (local road) from N. Haver Street to N. Edwin Street

Design and Construction Engineering	\$19,000
Construction & Contingency	\$157,000
Total Estimated Cost	\$176,000

Hart Street (major road) from N. Center Street to N. Edwin Street

Design and Construction Engineering	\$44,000
Construction & Contingency	\$340,000

Total Estimated Cost \$384,000

Bernard Street (local road) from Marty Street to S. Center Street

Design and Construction Engineering	\$51,000
Construction & Contingency	\$389,000
Total Estimated Cost	\$440,000

Michigan Avenue (local road) from Railroad Street to N. Maple Street

Design and Construction Engineering	\$35,000
Construction & Contingency	\$275,000
Total Estimated Cost	\$310,000

The total estimated cost for the Roadway Improvements is \$1,901,000, a significant investment in our city's infrastructure that we believe will yield substantial benefits.

One roadway lane will be reconstructed as part of the water main replacements. City staff is recommending other infrastructure improvements (sanitary sewer, storm sewer, etc.) and reconstruction of the other lane. Improving the roadways concurrently with the water main projects would leverage the water, wastewater, and roadway funds to achieve an economy of scale and maximize the use of funds while fully restoring roadways instead of partial replacement.

The city will fund the project with a Michigan Transportation Bond and make the bond payments using Act 51 funding. The city receives more funding from major streets than local streets. Bendzinski, our financial advisor, will review our financials to determine how much bond/debt the city can manage.

Wightman's engineer, Mickey, presented at the January city commission meeting that EGLE could possibly fund part of the sewer main portion of the project due to the position of the water main. We will know EGLE's decision by mid-March. The city manager has suggested that the City MTF bond does not exceed \$1.5M.


RECOMMENDATION:

The City of Hartford City Commission approves the roadway improvements project contingent upon how much the financial review determines we can afford. The commission also approves that the engineering services not to exceed \$219,000.



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

TO: Mayor Hall and the Hartford Commission

FROM: Nicol Brown, City Manager 

DATE: February 24, 2025

RE: **APPOINTMENT OF BUILDING OFFICIAL**

ITEM BEFORE THE COMMISSION:

The item before the Commission is to approve the appointment of Randall Aldering as the city of Hartford's building official.

DISCUSSION:

The city, residents, and contractors have not been satisfied with Safebuilt's services. The city has received multiple complaints from contractors, residents, and our elected officials regarding Safebuilt's services. The city has challenges with Safebuilt's billing and receiving the 10% administrative fees. The city manager sent Safebuilt a 90-day notice that the city is discontinuing its contract as of March 23, 2025.

The city manager met with multiple building inspectors; unfortunately, we could not contract with any inspectors who worked for Safebuilt for six months, limiting the city's choices of building inspectors. RoxAnn and I met with Randall Aldering, a building official for Bangor Township and Bloomingdale. I received outstanding reviews on Mr. Aldering. We have negotiated that the inspector will receive 70% of the fees invoiced, with the city retaining 30% to maintain building department records and provide administrative and management support.

The city shall receive fees directly from applicants or residents for the building department activity.

RECOMMENDATION:

The City of Hartford City Commission approves Randall Aldering's appointment as the city's building official. Adopt the new fee schedule for the building department, and Mr. Aldering will receive 70% of the building fees invoiced. The approval is contingent upon the completion and execution of the professional service agreement.

DEPARTMENT OF BUILDING SAFETY
FEE SCHEDULE EFFECTIVE MARCH 1, 2025
ESTABLISHED UNDER PA 230 1972, MCL 125.1501 ET SEQ
BUILDING PERMITS

Total cost of improvement is based on Building Valuation Data from the International Code Council (2015) with the exception of new residential construction without commercial electric service or mechanical heating and/or cooling (2024). R3 and R4 plan review fees are included. The \$50.00 permit application fee is not refundable.

to \$1,000 (includes one inspection only)	\$100
\$1,000 to \$10,000	\$80.00 plus \$10 per \$1,000 over \$1,000
\$10,001 to \$100,000	\$175.00 plus \$3 per \$1,000 over \$10,000
\$100,000 to \$500,000	\$465.00 plus \$2 per \$1,000 over \$100,000
\$500,000 plus	\$1,335.00 plus \$3 per \$1,000 over \$500,000

Work involving square footage computations, per hour	\$100.00
Plan review and administration base fee	\$135.00
For each additional inspection required	\$100.00
Additional / Special inspections for any reason	\$100.00
Demolition permit	\$100.00
Certificate of Use and Occupancy	\$70.00
Re-Open expired Permit (less than 12 months)	\$80.00
Re-Open expired Permit (12 months or more)	\$100.00
Extra or Additional Inspection	\$100.00

Manufactured Housing Plan Examination
One and Two Family Dwellings:

New model approval (one foundation system)	\$395.00
Building system or building component, each	\$375.00
Foundation options or modifications	\$150.00
Reverse floor plan or modification	\$170.00
Other option modifications	\$130.00
Other than primary mfr. Submittal	\$190.00

Plan Review and Examinations:

to \$500,000	0.0013 of building valuation but not less than \$150.00
Over \$500,000	\$680.00 plus 0.0003 of building value over \$500,000

School project plan examinations:

Construction Code Review	\$190.00
School Site Plan Review	\$190.00

Other Fees:

Initial Violation letter	\$100.00
Enforcement letter	\$100.00
Application for barrier free design exception	\$500.00
Approval for unlisted materials, methods	\$1,000.00
Consulting services, per hour, 1 hour minimum	\$130.00
Work without permit	\$250.00
Repost Stop Work Order	\$250.00
Code violation site work, per hour	\$100.00
Condemnation/Unsafe Structure Posting	\$250.00
Repost Condemnation/Unsafe Structure	\$250.00

Fees Specific to Various Services:

Biennial Rental Registration Inspection	\$100.00
Short Term Rental Inspection	\$150.00
Administrative Search Warrant	\$150.00
Court Time, per hour, minimum 2 hours	\$90.00

For Typical Construction

Square Foot Construction Costs ^{a, b, c, d}

Group (2012 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	229.03	221.51	216.10	207.06	194.68	189.07	200.10	177.95	171.21
A-1 Assembly, theaters, without stage	209.87	202.35	196.94	187.90	175.62	170.01	180.94	158.89	152.15
A-2 Assembly, nightclubs	177.89	172.85	168.07	161.49	151.98	147.78	155.80	137.68	132.99
A-2 Assembly, restaurants, bars, banquet halls	176.89	171.85	166.07	160.49	149.98	146.78	154.80	135.68	131.99
A-3 Assembly, churches	211.95	204.43	199.02	189.98	177.95	172.34	183.02	161.22	154.48
A-3 Assembly, general, community halls, libraries, museums	176.88	169.36	162.95	154.91	141.73	137.12	147.95	125.00	119.26
A-4 Assembly, arenas	208.87	201.35	194.94	186.90	173.62	169.01	179.94	156.89	151.15
B Business	182.89	176.17	170.32	161.88	147.55	142.00	155.49	129.49	123.76
E Educational	195.85	189.10	183.56	175.25	163.21	154.58	169.21	142.63	137.99
F-1 Factory and industrial, moderate hazard	108.98	103.99	97.83	94.17	84.37	80.56	90.16	69.50	65.44
F-2 Factory and industrial, low hazard	107.98	102.99	97.83	93.17	84.37	79.56	89.16	69.50	64.44
H-1 High Hazard, explosives	102.01	97.02	91.86	87.20	78.60	73.79	83.19	63.73	N.P.
H234 High Hazard	102.01	97.02	91.86	87.20	78.60	73.79	83.19	63.73	58.67
H-5 HPM	182.89	176.17	170.32	161.88	147.55	142.00	155.49	129.49	123.76
I-1 Institutional, supervised environment	180.72	174.14	169.28	161.12	149.06	145.04	161.12	133.69	129.43
I-2 Institutional, hospitals	308.50	301.79	295.93	287.50	272.14	N.P.	281.10	254.09	N.P.
I-2 Institutional, nursing homes	213.56	206.85	200.99	192.56	179.22	N.P.	186.16	161.17	N.P.
I-3 Institutional, restrained	208.37	201.66	195.80	187.37	174.54	167.98	180.97	156.48	148.74
I-4 Institutional, day care facilities	180.72	174.14	169.28	161.12	149.06	145.04	161.12	133.69	129.43
M Mercantile	132.61	127.57	121.79	116.21	106.35	103.15	110.52	92.05	88.36
R-1 Residential, hotels	182.28	175.70	170.83	162.68	150.87	146.84	162.68	135.49	131.23
R-2 Residential, multiple family	152.86	146.27	141.41	133.25	122.04	118.01	133.25	106.66	102.41
R-3 Residential, one- and two-family	143.93	139.97	136.51	132.83	127.95	124.61	130.57	119.73	112.65
R-4 Residential, care/assisted living facilities	180.72	174.14	169.28	161.12	149.06	145.04	161.12	133.69	129.43
S-1 Storage, moderate hazard	101.01	96.02	89.86	86.20	76.60	72.79	82.19	61.73	57.67
S-2 Storage, low hazard	100.01	95.02	89.86	85.20	76.60	71.79	81.19	61.73	56.67
U Utility, miscellaneous	77.10	72.64	68.12	64.64	58.13	54.28	61.62	45.49	43.33

- a. Private Garages use Utility, miscellaneous
- b. Unfinished basements (all use group) = \$15.00 per sq. ft.
- c. For shell only buildings deduct 20 percent
- d. N.P. = not permitted

BVD February 2015, ICC

For Atypical Construction

Square Foot Construction Costs ^{a, b, c}

Group (2018 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	239.41	231.54	226.03	216.67	203.74	197.86	209.82	186.11	179.13
A-1 Assembly, theaters, without stage	219.07	211.20	205.68	196.33	183.65	177.76	189.48	166.01	159.03
A-2 Assembly, nightclubs	188.23	182.77	178.14	170.93	161.13	156.68	164.92	145.88	140.94
A-2 Assembly, restaurants, bars, banquet halls	187.23	181.77	176.14	169.93	159.13	155.68	163.92	143.88	139.94
A-3 Assembly, churches	220.05	212.18	206.66	197.31	185.99	180.11	190.46	168.36	161.38
A-3 Assembly, general, community halls, libraries, museums	185.05	177.18	170.67	162.31	148.58	143.75	155.46	131.00	125.02
A-4 Assembly, arenas	218.07	210.20	203.68	195.33	181.65	176.76	188.48	164.01	158.03
B Business	192.02	185.04	179.30	170.56	155.93	150.11	164.01	137.00	131.05
E Educational	197.52	190.73	185.77	177.32	165.32	156.97	171.23	144.39	140.26
F-1 Factory and industrial, moderate hazard	114.08	108.82	102.59	98.59	88.51	84.45	94.44	74.21	69.43
F-2 Factory and industrial, low hazard	113.08	107.82	102.59	97.59	88.51	83.45	93.44	74.21	68.43
H-1 High Hazard, explosives	106.73	101.48	96.25	91.25	82.38	77.32	87.10	68.08	N.P.
H234 High Hazard	106.73	101.48	96.25	91.25	82.38	77.32	87.10	68.08	62.30
H-5 HPM	192.02	185.04	179.30	170.56	155.93	150.11	164.01	137.00	131.05
I-1 Institutional, supervised environment	191.30	184.81	179.46	171.90	158.36	154.06	171.99	141.86	137.45
I-2 Institutional, hospitals	321.25	314.27	308.52	299.78	284.17	N.P.	293.24	265.24	N.P.
I-2 Institutional, nursing homes	222.99	216.01	210.27	201.52	187.89	N.P.	194.98	168.96	N.P.
I-3 Institutional, restrained	218.28	211.30	205.55	196.81	183.43	176.62	190.27	164.50	156.55
I-4 Institutional, day care facilities	191.30	184.81	179.46	171.90	158.36	154.06	171.99	141.86	137.45
M Mercantile	140.27	134.81	129.18	122.96	112.68	109.23	116.95	97.44	93.50
R-1 Residential, hotels	193.08	186.60	181.24	173.68	159.89	155.58	173.77	143.39	138.97
R-2 Residential, multiple family	161.95	155.46	150.10	142.54	129.52	125.22	142.64	113.02	108.61
R-3 Residential, one- and two-family ^d	151.10	146.99	143.20	139.61	134.50	130.95	137.27	125.85	118.45
R-4 Residential, care/assisted living facilities	191.30	184.81	179.46	171.90	158.36	154.06	171.99	141.86	137.45
S-1 Storage, moderate hazard	105.73	100.48	94.25	90.25	80.38	76.32	86.10	66.08	61.30
S-2 Storage, low hazard	104.73	99.48	94.25	89.25	80.38	75.32	85.10	66.08	60.30
U Utility, miscellaneous	83.66	79.00	74.06	70.37	63.47	59.32	67.24	50.19	47.80


- a. Private Garages use Utility, miscellaneous
- b. For shell only buildings deduct 20 percent
- c. N.P. = not permitted
- d. Unfinished basements (Group R-3) = \$21.00 per sq. ft.

BVD February 2018, ICC



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

TO: Mayor Hall and the Hartford Commission

FROM: Nicol Brown, City Manager 

DATE: February 24, 2025

RE: **APPROVAL OF THE HARTFORD'S POLICE INTERNATIONAL BROTHERHOOD OF TEAMSTERS LOCAL 214 MOU**

ITEM BEFORE THE COMMISSION:

The item before the Commission is to approve the International Brotherhood of Teamsters Municipal and County Workers Local 214 and its members of the Hartford Police Department Memorandum of Understanding.

DISCUSSION:

The University of Michigan's Center for Local, State, and Urban Policy completed a Michigan Public Policy survey. One of the key findings reported was the “Sheriffs, chiefs, and local government leaders all rank recruitment and retention efforts as among their highest priorities for potential new spending on law enforcement. However, sheriffs (71%) and police chiefs (68%) are significantly more likely to say increasing pay or benefits for current officers would be a “very high” priority, compared with 36% of local officials.

The union needed to consider increasing the pay scale to market and attract outstanding officers to Hartford's police department. Therefore, the memorandum of Understanding was presented to the City Manager to increase the pay scale. Officer Poole researched the pay scales of cities surrounding Hartford and presented the following pay scale.

This would be the third MOU amendment. The first was in 2023 to increase wages, and the second was to add additional holidays consistent with the employee handbook. The Hartford Police International Brotherhood of Teamsters Local 214 agreement expires on 6/30/2025.

Article XII WAGES

Section 2. Pay Rates. Effective March 5, 2025, the following pay rates will apply to members of the Hartford Police Department who are active members of the International Brotherhood of Teamsters Municipal and County Workers Local 214. The City of Hartford recognizes police officers' prior police

experience by offering 50% of the time of service spent as a certified officer at another police agency, which is applied to the pay scale.

	2024/25	2025/26
Probation	\$23.74	\$25.15
Completion of Probation after 6 months		
After Probation		\$30.00
1 Year	\$25.14	
2 Years		\$31.50
3 Years	\$25.93	
5 Years		\$32.13
6 Years	\$26.26	
8 Years		\$32.77
10 Years	\$26.45	
Sergeant	2024/25	2025/26
1 Year	\$25.14	\$30.50
3 Years	\$25.94	\$32.00
6 Years	\$26.48	\$32.64
8 Years		\$33.29
10 Years	\$26.67	

RECOMMENDATION:

The City of Hartford City Commission approves the International Brotherhood of Teamsters Municipal and County Workers Local 214 and its members of the Hartford Police Department Memorandum of Understanding.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (this “MOU”) is made and entered into on this ___ day of February 2025 (“Effective Date”) by and between:

The City of Hartford, MI, a municipal corporation located at 19 West Main Street, Hartford Michigan 49057 (the “City”)

and

The International Brotherhood of Teamsters Municipal and County Workers Local 214 and its members of the Hartford Police Department located at 19 West Main Street, Hartford Michigan 49057 (the “Union”),

both of whom are collectively known as the “Parties,”

WHEREAS the City and the Union desire to enter into an agreement in which they will work together to achieve the various aims and objectives relating to the Union Contract Dated July 1, 2020, through June 30, 2025 (the “Project”).

AND WHEREAS the City and the Union are desirous to enter into an MOU between them, setting out the working arrangements that each of the two agree are necessary to complete the Project.

1. Purpose & Scope. The purpose of this MOU is to provide an update to the Pay Schedule previously approved upon the signed and executed Agreement between the City of Hartford and the International Brotherhood of Teamsters Municipal and County Workers Local #214 (the “Original Agreement”). Effective March 5, 2025, the updated wage scale shall be that set out in Addendum B to this MOU. Except as provided in Addendum B, all other terms and conditions of the Original Agreement shall remain in full force and effect.

2. The Parties Obligations. The Parties desire and wish that this document will create a formal agreement between the Parties to work together in such a manner that would promote a genuine atmosphere of collaboration in support of an effective and efficient partnership and leadership meant to maintain, safeguard, and sustain sound and optimal financial, managerial, and administrative commitment with regards to all matters related to the Agreement.

3. Dispute Resolution. The Parties to this MOU agree that if any dispute arises through any aspect of this agreement, including, but not limited to, any matters, disputes, or claims, the Parties shall follow the dispute resolution plan outlined in the Original Agreement.

4. Governing Law. This MOU shall be construed in accordance with the laws of the State of Michigan.

5. Assignment. Neither Party may assign or transfer the responsibilities or agreement made herein without the prior written consent of the non-assigning party.

6. Prior Agreements Superseded. This MOU constitutes the entire Memorandum between the Parties relating to the subject matter of this MOU and supersedes all prior or simultaneous representations, discussions, negotiations, and Memorandums, whether oral or written.

7. Severability. Any part or provision of this MOU that is found to be unenforceable, illegal, void, or prohibited in any jurisdiction will be ineffective without invalidating the remaining provisions and parts of the MOU. In such a scenario, the Parties will use reasonable efforts to employ and find an alternative way to achieve the same or substantially the same result as contemplated by such part or provision.

16. Authorization and Execution. The signing of this MOU constitutes a formal understanding and as such it intends that the Parties shall attain the objectives stated herein.

The MOU shall be signed by

Nicol Brown, City Manager

Marty Bingaman, Business Agent

RoxAnn Rodney-Isbrecht, Clerk

Shawn Poole, Steward

Date of City Signatures

Date of Union Signatures

Addendum B

Article XII WAGES

Section 2. Pay Rates. Effective March 5, 2025, the following pay rates will apply to members of the Hartford Police Department who are active members of the International Brotherhood of Teamsters Municipal and County Workers Local 214. The City of Hartford recognizes police officers' prior police experience by offering 50% of the time of service spent as a certified officer at another police agency, which is applied to the pay scale.

	2024/25	2025/26
Probation	\$23.74	\$25.15
Completion of Probation after 6 months		
After Probation		\$30.00
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Sergeant		
	2024/25	2025/26
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3 Years	\$25.94	\$32.00
6 Years	\$26.48	\$32.64
8 Years		\$33.29
10 Years	\$26.67	



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

TO: Mayor Hall and the Hartford Commission

FROM: Nicol Brown, City Manager *NB*

DATE: February 24, 2025

RE: **AMENDMENT TO THE CITY OF HARTFORD EMPLOYEE HANDBOOK
ADDING “EMPLOYEE UNIFORMS”**

ITEM BEFORE THE COMMISSION:

The City Commission approves the amendment to the City’s employee handbook adding the section “Employee Uniforms.”

DISCUSSION:

The City of Hartford’s Department of Public Works and Waste Water Treatment Plant employees have chosen not to join the union. The employees' union contract stated that the city would provide uniforms to all employees required to wear uniforms. Since we do not have employees under the union contract, I propose adding a section to the employee handbook that addresses employee uniforms. The section will read as follows:

Employee Uniforms:

The employer will provide uniforms to all employees required to wear in the Department of Public Works and Waste Water Treatment Plant. Each employee is responsible for maintaining the uniforms in good condition. The city will pay for major repairs or alterations to the uniforms. With assistance from the department supervisors, the city manager will decide what each department's uniform consists of.

RECOMMENDATION:

The City of Hartford City Commission approves the amendment to the City’s employee handbook, adding the section “Employee Uniforms.”



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

TO: Mayor Hall and the Hartford Commission

FROM: Nicol Brown, City Manager ~~/s/~~

DATE: February 24, 2025

RE: **AMENDMENT TO THE CITY OF HARTFORD EMPLOYEE HANDBOOK
“INCLEMENT WEATHER”**

ITEM BEFORE THE COMMISSION:

The City Commission approves the amendment to the City’s employee handbook under “Inclement Weather/Facility Conditions.”

DISCUSSION:

The City of Hartford will likely experience inclement weather in the winter. The amended policy gives employees guidelines regarding inclement weather/facility conditions that are precise and clear about the city’s expectations. The current heading in the employee handbook is “Inclement Weather.” I will replace it with “Inclement Weather/Facility Condition.”

The proposed amendment reads as follows:

Inclement Weather/Facility Conditions:

Closure of the City of Hartford’s administrative offices due to inclement weather or facility conditions:

The closure of administrative offices due to inclement weather. The administrative offices of the City of Hartford shall be closed due to inclement weather whenever the Hartford Public School district declares a closing of its schools or when the city manager determines that conditions warrant the closing of offices due to protection of employee and public safety, lack of adequate staffing, facility power outage or other adverse facility conditions preventing administrative operations, or other severe conditions as determined by the city manager.

Closure of administrative offices due to adverse facility conditions:

The administrative offices of the City of Hartford shall be closed due to circumstances other than weather conditions whenever the city manager determines that conditions warrant the closing of offices due to protection of employee and public safety, lack of adequate staffing, facility power outage, or other adverse facility conditions preventing administrative operations, or other severe conditions as determined by the city manager.

Employee compensation:

When the city offices are closed for the reasons outlined above, such as inclement weather or facility conditions, employees normally scheduled to work on the day of closing will receive regular compensation for the scheduled work. If city offices are open, and an employee is not able to report to work for his or her normal schedule nor able to perform essential job duties remotely from home as determined by the city manager. In that case, the employee will be required to use available vacation, personal, compensatory, or sick leave time for his or her absence from work. If the employee has no available leave time, the employee will not be compensated for the missed work time.

Employee, public, and city commission notices of office closure:

The city clerk will be responsible for coordinating and ensuring appropriate and timely notice to employees, the public, and city commissioners of all closings of the city's administrative offices. At a minimum, and to the extent that conditions permit, a notice will be prominently displayed on the city's website home page at all public entrances to the administrative offices. The city clerk will also send a notice via email to all city commissioners and text to all department directors. In addition, a mobile phone text message will be sent to all department heads and affected administrative staff with mobile phone numbers on file with the city clerk.

Essential services personnel:

The City of Hartford's Police Department, Waste Water Treatment plant, and Public Works Department are considered essential service personnel. As such, these employees must report to work regardless of weather or other conditions unless otherwise determined by the city manager.

RECOMMENDATION:

The City of Hartford City Commission approves the amendment to the City's employee handbook under "Inclement Weather".



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

TO: Mayor Hall and the Hartford Commission

FROM: Nicol Brown, City Manager

DATE: February 24, 2025

RE: ACCEPTANCE OF FISCAL YEAR JULY 2023 – JUNE 2024 AUDIT

ITEM BEFORE THE COMMISSION:

The item before the Commission is to approve the acceptance of the fiscal year July 2023 – June 2024 audit.

DISCUSSION:

Hungerford presented the financial statement and the single audit to the city manager. Both audits presented a total of three Findings. The city manager and treasurer worked together to present the corrective action plan to the Findings. The Findings consisted of:

- Material Weakness in Internal Controls over Financial Reporting - Account reconciliations were not performed or were otherwise ineffective in correcting necessary misstatements in the financial records of the City during the fiscal year, and as part of year-end closing. This led to a significant number of auditor-proposed adjustments during the audit.
- Noncompliance with Laws and Regulations - Late Audit Submission - The City failed to submit its annual financial audit report for the fiscal year ending June 30, 2024, to the Michigan Department of Treasury (MDT) before the required deadline of December 31, 2024.
- Material Weakness in Internal Controls over Compliance - Schedule of Expenditures of Federal Awards - The City did not provide a Schedule of Expenditures of Federal Awards (SEFA) for the fiscal year ending June 30, 2024.

The corrective action plan will be included in the final audit and attached to the city manager's monthly report.

RECOMMENDATION:

The City of Hartford Commission accepts the audit report for the fiscal year ending June 30, 2024, from Hungerford. The acceptance of the audit will officially mark the conclusion of the fiscal year-end June 30, 2024 audit.

**CITY OF HARTFORD
COUNTY OF VAN BUREN
STATE OF MICHIGAN
RESOLUTION 2025 – 008**



RESOLUTION TO APPOINT MEMBERS OF THE CITY OF HARTFORD PLANNING COMMISSION

At a Regular meeting of the City of Hartford Commission at 19 West Main Street called to order by Mayor Richard A. Hall on February 24, 2025 at 5:30pm.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____.

WHEREAS, Section 151.231(A) of the City Code provides for a 7-member Planning Commission appointed by the City Council; and

WHEREAS, Section 151.231(B) further provides that, as of the effective date of Ordinance No.335-2023, all 7 seats on the Planning Commission shall be deemed vacant by virtue of the members serving more than 3 years without reappointment, and that, for the first appointments made thereafter, two members shall be appointed to one-year terms, two members shall be appointed two-year terms, and three members shall be appointed to three-year terms such that, as nearly as possible, the terms of 1/3 of all members will expire each year thereafter.

WHEREAS, the City Commission wishes to appoint members to the Planning Commission pursuant to Section 151.231(B).

NOW, THEREFORE BE IT RESOLVED,

A. The following individuals are appointed to serve on the City of Hartford Planning Commission for the terms specified below:

- | | | |
|-----------------------|--------------------------------------|-----------------------------|
| 1. Joseph Lehnert | - 1 year (ending December 31, 2025) | Appointed February 24, 2025 |
| 2. Dan Danger | - 1 year (ending December 31, 2025) | Appointed January 27, 2025 |
| 3. Gage Gardner | - 2 year (ending December 31, 2026) | Appointed January 22, 2024 |
| 4. Steven Ackerman | - 2 years (ending December 31, 2025) | Appointed January 22, 2024 |
| 5. Adolfo Morales Jr. | - 2 years (ending December 31, 2025) | Appointed January 22, 2024 |
| 6. Jenine Kling | - 3 years (ending December 31, 2026) | Appointed January 22, 2024 |
| 7. Timothy Kling | - 3 years (ending December 31, 2026) | Appointed January 22, 2024 |

B. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

YEAS: Commissioners

NAYS: ABSENT:

RESOLUTION DECLARED ADOPTED

DATE:

RoxAnn Rodney-Isbrecht, City Clerk

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on February 24, 2025
Date

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

**CITY OF HARTFORD
COUNTY OF VAN BUREN
STATE OF MICHIGAN
RESOLUTION 2025 – 009**



RESOLUTION TO AMEND THE EMPLOYEE HANDBOOK – INCLEMENT WEATHER

At a Regular meeting of the City of Hartford Commission at 19 West Main Street called to order by Mayor Richard A. Hall on February 24, 2025 at 5:30pm.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____.

WHEREAS, The City of Hartford will likely experience inclement weather in the winter; and

WHEREAS, an amended policy gives employees guidelines regarding inclement weather/facility conditions that are precise and clear about the City’s expectations; and

WHEREAS, the current heading in the employee handbook is “Inclement Weather.” and will be replaced with “Inclement Weather/Facility Condition.”; and

WHEREAS, the amendment reads as follows:

Inclement Weather/Facility Conditions:

Closure of the City of Hartford’s Administrative Offices Due to Inclement Weather or Facility Conditions:

The closure of administrative offices due to inclement weather. The administrative offices of the City of Hartford shall be closed due to inclement weather whenever the Hartford Public School district declares a closing of its schools or when the City Manager determines that conditions warrant the closing of offices due to protection of employee and public safety, lack of adequate staffing, facility power outage or other adverse facility conditions preventing administrative operations, or other severe conditions as determined by the City Manager.

Closure of Administrative Offices Due to Adverse Facility Conditions:

The administrative offices of the City of Hartford shall be closed due to circumstances other than weather conditions whenever the City Manager determines that conditions warrant the closing of offices due to protection of employee and public safety, lack of adequate staffing, facility power outage, or other adverse facility conditions preventing administrative operations, or other severe conditions as determined by the city manager.

Employee Compensation:

When the City offices are closed for the reasons outlined above, such as inclement weather or facility conditions, employees normally scheduled to work on the day of closing will receive regular compensation for the scheduled work. If city offices are open, and an employee is not able to report to work for his or her normal schedule nor able to perform essential job duties remotely from home as determined by the City Manager. In that case, the employee will be required to use available vacation, personal, compensatory, or sick leave time for his or her absence from work. If the employee has no available leave time, the employee will not be compensated for the missed work time.

Employee, Public, and City Commission Notices of Office Closure:

The City Clerk will be responsible for coordinating and ensuring appropriate and timely notice to Employees, the Public, and City Commissioners of all closings of the City's administrative offices. At a minimum, and to the extent that conditions permit, a notice will be prominently displayed on the City's website home page and at all public entrances to the administrative offices. The City Clerk will also send a notice via email to all City Commissioners and text to all department directors. In addition, a mobile phone text message will be sent to all department heads and affected administrative staff with mobile phone numbers on file with the City Clerk.

Essential Services Personnel:

The City of Hartford's Police Department, Waste Water Treatment Plant, and Public Works Department are considered essential service personnel. As such, these Employees must report to work regardless of weather or other conditions unless otherwise determined by the City Manager; and

NOW, THEREFORE BE IT RESOLVED; the City of Hartford City Commission approves the amendment to the City's Employee Handbook under "Inclement Weather".

YEAS: Commissioners

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED

DATE:

RoxAnn Rodney-Isbrecht, City Clerk

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on February 24, 2025
Date

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

**CITY OF HARTFORD
COUNTY OF VAN BUREN
STATE OF MICHIGAN
RESOLUTION 2025 – 010**



RESOLUTION TO APPOINT BUILDING CODE OFFICIAL

At a Regular meeting of the City of Hartford Commission at 19 West Main Street called to order by Mayor Richard A. Hall on February 24, 2025 at 5:30pm.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____.

WHEREAS, the City, Residents and Contractors have not been satisfied with Safebuilt's building inspection services; and

WHEREAS, the City has received multiple complaints from Contractors, Residents, and Elected Officials regarding Safebuilt's services; and

WHEREAS, the City has challenges with Safebuilt’s billing and receiving the City’s 10% administrative fees; and

WHEREAS, the City Manager sent Safebuilt a 90-day notice that the City is discontinuing its contract as of March 23, 2025; and

WHEREAS, the City Manager met with multiple building inspectors; after meeting with Randall Aldering, the building official for Bangor Township and Bloomingdale Township. The City Manager has received outstanding reviews on Mr. Aldering; and

WHEREAS, the building inspector will receive 70% of the building permit fees invoiced, and the City will retain 30% of the building permit fees to maintain building department records and provide administrative and management support; and

WHEREAS, the City will adopt Mr. Aldering’s recommended fee schedule and shall receive fees directly from applicants for the building department activity; and

NOW, THEREFORE BE IT RESOLVED; the City of Hartford, City Commission appoints Randall Aldering as the City's building code official, contingent upon the execution of the professional services agreement by the City Manager. And adopts the new recommended fee schedule for the building department effective March 24, 2025.

YEAS: Commissioners

NAYS: ABSENT:

RESOLUTION DECLARED ADOPTED

DATE:

RoxAnn Rodney-Isbrecht, City Clerk

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on February 24, 2025
Date

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

**CITY OF HARTFORD
COUNTY OF VAN BUREN
STATE OF MICHIGAN
RESOLUTION 2025 – 011**



RESOLUTION TO AMEND THE EMPLOYEE HANDBOOK - EMPLOYEE UNIFORMS

At a Regular meeting of the City of Hartford Commission at 19 West Main Street called to order by Mayor Richard A. Hall on February 24, 2025 at 5:30pm.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____.

WHEREAS, the City of Hartford’s Department of Public Works and Waste Water Treatment Plant Employees have chosen not to join the union; and

WHEREAS, the employees' union contract stated the city would provide uniforms to all employees required to wear uniforms; and

WHEREAS, the City does not have employees under the union contract, the City Manager proposes adding a section to the employee handbook that addresses employee uniforms.

WHEREAS, the section will read as follows:

Employee Uniforms:

The employer will provide uniforms to all employees required to wear them in the Department of Public Works and Waste Water Treatment Plant. Each employee is responsible for maintaining the uniforms in good condition. The city will pay for major repairs or alterations to the uniforms. With assistance from the department supervisors, the city manager will decide what each department's uniform consists of; and

NOW, THEREFORE BE IT RESOLVED; the City of Hartford City Commission approves the amendment to the City’s employee handbook, adding the section “Employee Uniforms.”

YEAS: Commissioners

NAYS: ABSENT:

RESOLUTION DECLARED ADOPTED

DATE:

RoxAnn Rodney-Isbrecht, City Clerk

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on February 24, 2025
Date

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

**CITY OF HARTFORD
COUNTY OF VAN BUREN
STATE OF MICHIGAN
RESOLUTION 2025 – 012**



RESOLUTION TO ACCEPT MDOT SHARED STREETS & SPACES GRANT AGREEMENT 24-5600

At a Regular meeting of the City of Hartford Commission at 19 West Main Street called to order by Mayor Richard A. Hall on February 24, 2025 at 5:30pm.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____.

WHEREAS, the City of Hartford was awarded the one-time appropriation of Shared Streets and Spaces Grant (SSSG) funding through the Michigan Department of Transportation. The city strives for a more walkable, bikeable, and transit-friendly community and is applying for funding. The project will construct approximately 1,800’ of ADA-compliant concrete sidewalk from Center Street Apartments on S. Center Street south to 60th Avenue and then east along 60th Avenue to connect to the existing sidewalk at Woodside Drive; and

WHEREAS, this project will provide a safe pedestrian route to Red Wood Elementary School from the mobile home park and Center Street Apartments. The new sidewalk along the north side of 60th Avenue will improve connectivity and provide a safe, direct route to the elementary school. This will benefit children, parents who walk their children to school, and those with disabilities. Instead of walking on the roadway, pedestrians will have a safe, ADA-compliant route to the elementary school; and

WHEREAS, the project will construct approximately 1,800’ of ADA-compliant concrete sidewalk from Center Street Apartments on S. Center Street south to 60th Avenue and then east along 60th Avenue to connect to the existing sidewalk at Woodside Drive; and

WHEREAS, the City Manager has received the contract agreement 24 – 5600 for the Shared Streets & Spaces (SSSG) Grant between the Michigan Department of Transportation and the City in the amount of \$200,000.00 dated January 26, 2025; and

WHEREAS, the City Commission wishes to proceed with the improvements to 60th Ave the grant will provide; and

NOW, THEREFORE BE IT RESOLVED; the City of Hartford Commission accepts the \$200,000 Shared Streets & Spaces Grant (SSSG), Michigan Department of Transportation (MDOT) contract number 24-5600, and authorizes the City Manager, Nicol Brown to sign and execute the contract.

YEAS: Commissioners

NAYS: ABSENT:

RESOLUTION DECLARED ADOPTED

DATE:

RoxAnn Rodney-Isbrecht, City Clerk

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on February 24, 2025
Date

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

**CITY OF HARTFORD
COUNTY OF VAN BUREN
STATE OF MICHIGAN
RESOLUTION 2025 - 013**



RESOLUTION ADOPTING FISCAL YEAR 2024/2025 BUDGET ADJUSTMENT NO. TWO

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 February 24, 2025 at 5:30p.m.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____.

WHEREAS, the City of Hartford has met all requirements for Public Hearing on the Budget-Pursuant to MCLA 141.412 and .413, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on May 2, 2024, and a public hearing on the proposed budget was held on May 20, 2024, and participation regarding the adoption of a budget and property tax levy for the City’s fiscal year commencing July 1, 2024 and ending June 30, 2025, and whereas, the City Commission has carefully considered same,

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

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

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

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

NOW THEREFORE BE IT RESOLVED, that the City Commission of the City of Hartford hereby adopts the following exhibit A budget adjustment no. one by Activity/Department for fiscal year commencing July 1, 2024, and ending June 30, 2025, in accordance with the City Charter.

BE IT FURTHER RESOLVED, that the adjustments change the overall fiscal 2024/2025 budget of revenue by \$2,550.00 and expenditures by (\$55,850.00)

YEAS: Commissioners’
NAYS: ABSENT:

RESOLUTION DECLARED ADOPTED
DATE: February 24, 2025

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 February 24, 2025 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:

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

**CITY OF HARTFORD
 COUNTY OF VAN BUREN
 STATE OF MICHIGAN
 RESOLUTION 2025-013**



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

EXHIBIT A

FISCAL 2024-2025 BUDGET ADJUSTMENTS NO. TWO GENERAL FUND				
GENERAL FUND	REVENUE			
	CURRENT BUDGET			\$1,506,955
	CURRENT (January 31,2025)	984,254		
	ADDITIONAL PROJECTED	527,401		
	PROJECTED REVENUE	1,511,655		
	ADJUSTMENTS:			
		SUBTRACT	ADD	
	MISC REVENUE		1,500	
	ZONING BOARD FEES		3,200	
	TOTAL REVENUE ADJUSTMENTS:		4,700	
	ADJUSTED REVENUE			\$1,511,655
GENERAL FUND	EXPENDITURES			
	CURRENT BUDGET			\$1,731,649
	CURRENT (January 31, 2025)	791,870		
	ADDITIONAL PROJECTED	939,779		
	PROJECTED EXPENDITURES		1,731,649	
	ADJUSTMENTS:			
		SUBTRACT	ADD	
	POSTAGE		231	
	CONTRACTURAL SERVICES	231		
	POLICE DEPARTMENT	45,000		
	TRANSFER TO COMP IMPROVE FUND		45,000	
	TOTAL EXPENDITURES ADJUSTMENTS		0	

	ADJUSTED TOTAL EXPENDITURES			\$1,731,649
PROJECTED ADJUSTMENT TO GENERAL FUND BALANCE:				

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

MAJOR STREETS	REVENUE			
	CURRENT BUDGET			\$312,850
	CURRENT (JANUEARY 31, 2025)	182,908		
	ADDITIONAL PROJECTED	132,867		
	PROJECTED REVENUE		315,775	
	ADJUSTMENTS:	SUBTRACT	ADD	
	TRANSFER FROM COMP IMPROVEMENTS		2,925	
	TOTAL REVENUE ADJUSTMENT		2,925	
	ADJUSTED REVENUE			\$315,775
MAJOR STREETS	EXPENDITURES			
	CURRENT BUDGET			\$184,168
	CURRENT (JANUARY 31, 2025)	88,630		
	ADDITIONAL PROJECTED	45,538		
	PROJECTED EXPENDITURES		134,168	
	ADJUSTMENTS:	SUBTRACT	ADD	
	ROUTINE MAINTENANCE		915	
	TRAFFIC SERVICES	915		
	TRANSFER TO COMP IMPROVEMENT	50,000		
	TOTAL EXPENDITURE ADJUSTMENTS		(50,000)	
	ADJUSTED EXPENDITURES			\$134,168
PROJECTED ADJUSTMENT TO MAJOR STREET FUND BALANCE:				

LOCAL STREETS	REVENUE			
	CURRENT BUDGET			\$104,400
	CURRENT REVENUE (JANUARY 31, 2025)	58,477		
	ADDITIONAL PROJECTED	48,848		
	PROJECTED REVENUE		107,325	
	BUDGET ADJUSTMENTS	SUBTRACT	ADD	
	TRANSFER FROM COMP IMPROVEME		2925	
	TOTAL REVENUE ADJUSTMENTS		2925	
	ADJUSTED REVENUE			\$107,325
LOCAL STREETS	EXPENDITURES			
	CURRENT BUDGET			\$68,175
	CURRENT (JANUARY 31, 2025)	29,444		
	ADDITIONAL PROJECTED	38,731		
	PROJECTED EXPENDITURES		68,175	
	ADJUSTMENT	SUBTRACT	ADD	
	TOTAL EXPENDITURE ADJUSTMENTS		0	
	ADJUSTED EXPENDITURES			\$68,175
PROJECTED ADJUSTMENT TO LOCAL STREET FUND BALANCE:				

FISCAL 2024-2025 BUDGET ADJUSTMENTS – NO. TWO SEWER FUND				
SEWER FUND	REVENUE			
	CURRENT BUDGET			\$828,049
	CURRENT REVENUE (JAN 31, 2025)	541,443		
	ADDITIONAL PROJECTED	286,606		
	PROJECTED REVENUE		828,049	
	ADJUSTMENTS:			

		SUBTRACT	ADD	
	CONNECTIONS			50
	SERVICE & SALES	50		
	PENALTY ON DELQ BILL	882		
	MISC REVENUE		882	
	TOTAL REVENUE ADJUSTMENT			0
	ADJUSTED REVENUE			\$828,049
SEWER FUND	EXPENDITURES			
	CURRENT BUDGET			\$1,092,546
	CURRENT (JANUARY 31, 2025)	379,377		
	ADDITIONAL PROJECTED	71,169		
	PROJECTED EXPENDITURES		1,092,546	
	ADJUSTMENTS:			
		SUBTRACT	ADD	
	*			
	TOTAL EXPENDITURE ADJUSTMENTS			0
	ADJUSTED EXPENDITURES			\$1,092,546
PROJECTED ADJUSTMENT TO SEWER FUND BALANCE:				
*Depreciation should be around \$				

FISCAL 2024-2025 BUDGET ADJUSTMENTS – NO. TWO WATER FUND				
WATER FUND	REVENUE			
	CURRENT BUDGET			\$429,544
	CURRENT (JANUARY 31, 2025)	280,229		
	ADDITIONAL PROJECTED	149,315		
	PROJECTED REVENUE		429,544	
	ADJUSTMENTS:			
		SUBTRACT	ADD	
	MISC REVENUE			
	TOTAL REVENUE ADJUSTMENT			0

	ADJUSTED REVENUE			\$429,544
WATER FUND	EXPENDITURES			
	CURRENT BUDGET			\$404,900
	CURRENT (JANUARY 31, 2025)	143,990		
	ADDITIONAL PROJECTED	260,910		
	PROJECTED EXPENDITURES		404,900	
	ADJUSTMENTS:			
		SUBTRACT	ADD	
	*			
	TOTAL EXPENDITURE ADJUSTMENT		0	
	ADJUSTED EXPENDITURES			\$404,900
	PROJECTED ADJUSTMENT TO WATER FUND BALANCE:			\$
	*Depreciation should be around \$			

**FISCAL 2024-2025
BUDGET ADJUSTMENTS – NO. TWO
MISCELLANEOUS FUNDS**

COMPREHENSIVE IMPROVEMENT	REVENUE			
	CURRENT BUDGET			\$207,605
	CURRENT (JANUARY 31, 2025)	145,802		
	ADDITIONAL PROJECTED	58,803		
	PROJECTED REVENUE		199,605	
	ADJUSTMENTS:	SUBTRACT	ADD	
	TRANSFER FROM GENERAL FUND		45,000	
	CONTRIBUTION (CASINO)	3000		
	TRANSFER FROM MAJOR STREETS	50,000		
	TOTAL REVENUE ADJUSTMENT		(8,000)	
	ADJUSTED REVENUE			\$199,605
COMPREHENSIVE IMPROVEMENT	EXPENDITURES			
	CURRENT BUDGET			\$ 204,605

		CURRENT (JANUARY 31, 2025)	98,214		
		ADDITIONAL PROJECTED	100,541		
		PROJECTED EXPENDITURES		198,755	
		ADJUSTMENTS:	SUBTRACT	ADD	
		WATER PROJECTS	2,925		
		SEWER PROJECTS	2,925		
		TOTAL EXPENDITURE ADJUSTMENT		(5,850)	
		ADJUSTED EXPENDITURES			\$198,755
PROJECTED ADJUSTMENT TO COMP IMPROVEMENT FUND BALANCE:					

BUILDING DEPARTMENT	REVENUE				
	CURRENT BUDGET				\$90,000
	CURRENT (JANUARY 31, 2025)	33,409			
	ADDITIONAL PROJECTED	56,591			
	PROJECTED REVENUE			90,000	
	ADJUSTMENTS:		SUBTRACT	ADD	
	TOTAL REVENUE ADJUSTMENT			0	
	ADJUSTED REVENUE				\$90,000

BUILDING DEPARTMENT	EXPENDITURES				
	CURRENT BUDGET				\$88,000
	CURRENT (JANUARY 31, 2025)	66,186			
	ADDITIONAL PROJECTED	21,814			
	PROJECTED EXPENDITURES			88,000	
	ADJUSTMENTS:		SUBTRACT	ADD	
	TOTAL EXPENDITURE ADJUSTMENT			0	
	ADJUSTED EXPENDITURES				\$88,000

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

		CURRENT (JANUARY 31, 2025)	29,444		
		ADDITIONAL PROJECTED	20,906		
		PROJECTED REVENUE		50,350	
		ADJUSTMENTS:	SUBTRACT	ADD	
		TOTAL REVENUE ADJUSTMENT		0	
		ADJUSTED REVENUE			\$50,350
HARTFORD BUILDING AUTHORITY		EXPENDITURES			
		CURRENT BUDGET			\$44,701
		CURRENT (JANUARY 31, 2025)	32,588		
		ADDITIONAL PROJECTED	12,113		
		PROJECTED EXPENDITURES		44,701	
		ADJUSTMENTS:	SUBTRACT	ADD	
		TOTAL EXPENDITURE ADJUSTMENT		0	
		ADJUSTED EXPENDITURES			\$44,701
PROJECTED ADJUSTMENT TO HARTFORD BUILDING AUTHORITY FUND BALANCE:					

**CITY OF HARTFORD
COUNTY OF VAN BUREN
STATE OF MICHIGAN
RESOLUTION 2025 – 014**



ACCEPTING THE 2023/2024 FISCAL YEAR AUDIT

At a Regular meeting of the City of Hartford Commission at 19 West Main Street called to order by Mayor Richard A. Hall on February 24, 2025 at 5:30pm.

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 CPAs + Advisors to conduct a fiscal audit of its finances for the year ending June 30, 2024; 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 2023/2024 fiscal year.

YEAS: Commissioners

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED

DATE:

RoxAnn Rodney-Isbrecht, City Clerk

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on February 24, 2025
Date

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

**CITY OF HARTFORD
COUNTY OF VAN BUREN
STATE OF MICHIGAN
RESOLUTION 2025 – 015**



RESOLUTION TO APPROVE ROADWAY IMPROVEMENTS PROJECT & ENGINEERING SERVICES IN CONJUNCTION WITH THE DWSRF WATER MAIN IMPROVEMENT PROJECT

At a Regular meeting of the City of Hartford Commission at 19 West Main Street called to order by Mayor Richard A. Hall on February 24, 2025 at 5:30pm.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____.

WHEREAS, the City Commission has accepted the Michigan Department of Environment Great Lakes and Energy (EGLE) Drinking Water State Revolving Fund (DWSRF) project proposal; and

WHEREAS, Wrightman provided the city with a comprehensive list of streets that could benefit from roadway improvements as part of the DWSRF project. In October 2024, the City Manager and DPW staff conducted a thorough assessment of the city roads and, based on their findings, selected Hart Street, Washington Street, Marion Avenue, Michigan Avenue, and Bernard Street for further evaluation and a quote from Wrightman; and

WHEREAS, the quotes consisted of the following:

Marion Avenue (major road) from W. Main Street to Prospect Street	
Design and Construction Engineering	\$70,000
Construction & Contingency	\$537,000
Total Estimated Cost	\$607,000

Washington Street (local road) from N. Haver Street to N. Edwin Street	
Design and Construction Engineering	\$19,000
Construction & Contingency	\$157,000
Total Estimated Cost	\$176,000

Hart Street (major road) from N. Center Street to N. Edwin Street	
Design and Construction Engineering	\$44,000
Construction & Contingency	\$340,000
Total Estimated Cost	\$384,000

Bernard Street (local road) from Mary Street to S. Center Street	
Design and Construction Engineering	\$51,000
Construction & Contingency	\$389,000
Total Estimated Cost	\$440,000

Michigan Avenue (local road) from Railroad Street to N. Maple Street	
Design and Construction Engineering	\$35,000
Construction & Contingency	\$275,000
Total Estimated Cost	\$310,000; and

WHEREAS, the total estimated cost for the Roadway Improvements is \$1,901,000, a significant investment in our city's infrastructure that is believed will yield substantial benefits; and

WHEREAS, one roadway lane will be reconstructed as part of the water main replacements. City staff is recommending other infrastructure improvements (sanitary sewer, storm sewer, etc.) and reconstruction of the other lane; and

WHEREAS, improving the roadways concurrently with the water main projects would leverage the water, wastewater, and roadway funds to achieve an economy of scale and maximize the use of funds while fully restoring roadways instead of partial replacement; and

WHEREAS, the city will fund the project with a Michigan Transportation Bond and make the bond payments using Act 51 funding; and

WHEREAS, the city receives more funding from major streets than local streets. Bendzinski, the City's financial advisor, will review the financials to determine how much bond/debt the city can manage; and

WHEREAS, Wightman's presented at the January 2025 city commission meeting that EGLE could possibly fund part of the sewer main portion of the project due to the position of the water main. We will know EGLE's decision by mid-March; and

WHEREAS, the city manager has recommended the City MTF bond does not exceed \$1.5M; and

NOW, THEREFORE BE IT RESOLVED; the City of Hartford City Commission approves the roadway improvements project contingent upon how much the financial review determines the City can afford. The commission also approves the engineering services not exceed \$219,000

YEAS: Commissioners

NAYS: ABSENT:

RESOLUTION DECLARED ADOPTED

DATE:

RoxAnn Rodney-Isbrecht, City Clerk

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on February 24, 2025
Date

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

**CITY OF HARTFORD
COUNTY OF VAN BUREN
STATE OF MICHIGAN
RESOLUTION 2025 – 016**



**RESOLUTION TO APPROVE 60TH AVENUE SIDEWALK EXTENSION PROJECT
CONSTRUCTION AWARD**

At a Regular meeting of the City of Hartford Commission at 19 West Main Street called to order by Mayor Richard A. Hall on February 24, 2025 at 5:30pm.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____.

WHEREAS, the City of Hartford applied and was awarded the Shared Streets and Spaces grant (SSSG) funding through the Michigan Department of Transportation (MDOT); and

WHEREAS, this project will construct approximately 1,800’ of ADA-compliant concrete sidewalk from Center Street Apartments on S. Center Street south to 60th Avenue and then east along 60th Avenue to connect to the existing sidewalk at Woodside Drive; and

WHEREAS, on February 14th, the city received bids from Krohn Excavating, LLC, Nexgen Construction, and Redline Excavating, LLC; and

WHEREAS, the bid calculation was as follows.

Engineer’s Estimate	\$184,275
Krohn Excavating, LLC	\$144,820
Nexgen Construction	\$153,513
Redline Excavating, LLC	\$164,063.75

WHEREAS, Krohn Excavating, LLC was the lowest bidder. Wightman has recommended the City award the contract to Krohn Excavating and include one alternate (Alternate A) for flashing beacons with the new pedestrian crossing at the S. Center Street and 60th Avenue intersection. Alternate A brings the total construction amount to \$170,512, and

NOW, THEREFORE BE IT RESOLVED; the Hartford City Commission approves the award to Krohn Excavating to construct the 60th Avenue sidewalk extension project in the amount of \$170,512, contingent on an executed contract agreement and a notice to proceed from MDOT, and authorizes the City Manager to sign and execute the contract.

YEAS: Commissioners

NAYS: ABSENT:

RESOLUTION DECLARED ADOPTED

DATE:

RoxAnn Rodney-Isbrecht, City Clerk

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on February 24, 2025
Date

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