



City of Hartford
County of Van Buren, State of Michigan

Commission Business Meeting Agenda

Monday, January 23, 2023 at 7:30 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

GUESTS

PUBLIC COMMENT

COMMUNICATIONS

- [1.](#) HARTFORD AREA CHAMBER OF COMMERCE ANNUAL BANQUET
- [2.](#) VAN BUREN CONSERVATION DISTRICT 2022 DECEMBER

REPORT OF OFFICERS BOARDS & COMMITTEES

Police & Ordinance

- [3.](#) HPD - CHIEF - 2022 DECEMBER
- [4.](#) HPD - ORDINANCE

Fire Department

- [5.](#) HFD - CHIEF
- [6.](#) HFD - BOARD 2022 DECEMBER
- [7.](#) HFD - BOARD REPRESENTATIVE

Ambulance

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

Van Buren County

- [9.](#) VBC BOARD - 2022 DECEMBER

Public Works

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

Wastewater Treatment Plant

[11.](#) WWTP - 2022 DECEMBER

Treasurers, Investment & List of Bills

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

[13.](#) 2022 DECEMBER - INVESTMENT

City Manager

[14.](#) CM - AKINWALE

APPROVAL OF COMMISSION MINUTES

[15.](#) REGULAR DECEMBER 19, 2022

[16.](#) SPECIAL DECEMBER 27, 2022

[17.](#) SPECIAL JANUARY 16, 2023

APPROVAL OF REPORTS

GOALS/OBJECTIVES

OLD BUSINESS

NEW BUSINESS

18. HARTFORD CHAMBER OF COMMERCE STRAWBERRY FESTIVAL SPONSORSHIP REQUEST

19. 2023 CHRISTMAS DECORATIONS DISCUSSION

[20.](#) INTERLOCAL FIRE DEPARTMENT AGREEMENT

21. CITY MANAGER POSITION

INTRODUCTION OF RESOLUTIONS OR AMENDMENTS

[22.](#) RESOLUTION 2022-023 2021/2022 FISCAL YEAR AUDIT

[23.](#) RESOLUTION 2023-001 2023 POVERTY GUIDELINES

[24.](#) RESOLUTION 2023-002 ACCEPTING LETTERS OF PROTEST

[25.](#) RESOLUTION 2023-003 ALTERNATE STARTING DATES FOR MARCH JULY & DECEMBER 2023 BOARD OF REVIEW

[26.](#) RESOLUTION 2023-004 DEFICIT ELIMINATION PLAN 2023

ADJOURNMENT



*You are invited to attend:
the Hartford Area Chamber of Commerce Annual Banquet
Monday February 13, 2023 @ 6pm
Merida y Mariscos El Primo 27 W. Main St. Hartford, MI 49057*

*Guest Speakers:
Mr Aric Nesbitt and Van Buren County Sheriff Daniel Abbott
Tickets are \$20 and can be purchased at the
Hartford Public Library or Hartford City Hall.*

If you have questions call Patty @ 269-588-5103 ex. 2 or email: hartfordmichamber@gmail.com



Van Buren Conservation District

December 2022 Program Update

Submitted by Emily Hickmott, Deputy Administrator

The VBCD worked with the County and most municipalities to include yellow tax bill inserts or a blurb on a newsletter in this month's winter tax bills. Please note that one of the dates for 2023 recycling collections has changed. The Recycle Roundup event in Paw Paw will occur on Saturday, June 24, 2023 from 9:00 AM – 2:00 PM. All other dates remain the same. The battery recycling and year-round electronic recycling in South Haven opportunities will be available soon so keep an eye out for more details! The District's pre-order tree seedling sale will be live the first week of January online and in the office.

Program Updates:

- **Ag Conservation/Water Quality Projects** (*Erin Fuller, Colleen Forestieri, Carlie Southland*) – Van Buren Conservation District staff are working with researchers at the University of Notre Dame to study the effects of several farm conservation practices on water quality and soil health. This month, the team installed water level sensors in several water control structures in farm fields to help measure water flowing from tile lines. Combined with regular testing of nitrogen and phosphorus in water samples from these tile outlets, this information can help understand which practices are keeping nutrients on farm fields for crops to use instead of running off into rivers and streams.
- **SWxSW Corner CISMA (Cooperative Invasive Species Management Area)** (*Abbie Bristol, Alex Florian*) – The CISMA engaged with partners throughout November by reciprocating grant-writing needs, aiding in field work, and networking at partner events. In preparation for the 2023 Strike Team season, permits and licenses were renewed and updated. Several grants have been submitted by the CISMA as well as partners that address sites throughout the service area. Reporting for grants that are soon concluding has begun.
- **Michigan Agriculture Environmental Assurance Program (MAEAP)** (*Kyle Mead*) – November was busy. VBCD is off to a fast start with the planning of field days and summer events. The MAEAP technician is helping to secure speakers for the Farming for the Future event in March as well as a planned Fruit Field Day in the summer months. It is trade show season so the technician plans to attend GLEXPO in Grand Rapids, the SWM Horticulture Days in Benton Harbor, and several more around SW Michigan.
- **National Association of Conservation Districts Technical Assistance** (*Lucas Hartman*) – NRCS and Conservation District staff entered more than 30 applications for the Environmental Quality Incentives program (EQIP) in 2023. We are expecting a significant increase to funding for the 2023 program year.
- **Natural Resource Conservation Service Technical Assistance (Gabe Francisco)** – The technician has been working on planning a grazing workshop for area farmers in 2023. Dec. 2nd was this year's NRCS deadline for EQIP applications. On Dec. 6th, the technician digitally attended a fantastic lecture on the future of beef production and its ability to become a global warming mitigation strategy. As a better way to connect to farmers and future farmers, Gabe has signed up to become a volunteer 4-H Leader with the Almena Happy Helpers and a Judge for next year's Van Buren County Youth Fair. The Ag Team has been hard at work planning exciting and engaging speakers for the upcoming conference!



Van Buren Conservation District

December 2022 Program Update

Submitted by Emily Hickmott, Deputy Administrator

- **Outreach** (*Jacob Diljak*) – VBCD calendars are off to the printers and will be available next month. The 2022 Annual Report will be finished next month and available in January. Tree Sale online store updates are underway and postcards will be available next month.
- **Resource Recovery Recycling** (*Kalli Marshall*) – November marks the slow down for the Resource Recovery program. We have been wrapping up the 2022 collection season and quickly pushed into planning for 2023. Kalli also connected with the community while attending the Trees for Troops event at our recently MAEAP verified Wahmhoff Farm.



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

Police Report for Month of DECEMBER 2022

Total Duty Hours	450	Foot Patrol Hours	5
Arrests	14	Felony	4
B&E's	0	Misdemeanor	10
Arrest Warrants Issued	7	Traffic Citations Issued	14
Homicide	0	Robbery	0
Sex Crimes	0	Trespassing	2
Assaults	5	UDAA (stolen auto)	1
Burglary	0	Larceny	6
Frauds	0	Property Destruction/Vandalism	4
NFS Checks	0	Juvenile Del	2
OUIL	2	Drug Investigations	0
Civils	7	Public Peace	6
Lost Property	3	Found Property	3
Suspicious Person(s)/Vehicle(s)	8	Alarms	6
Health/Safety	5	Traffic Crash	13
Assist to other Agencies	15	Michigan State Police	3
Van Buren Co Sheriff	7	FIRE/EMS	11
Other Local Agencies	5	Persons	6

**DECEMBER MONTHLY TOTALS , IF ANY QUESTIONS CONTACT ME.
MICHAEL W. PRINCE.**



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

Ordinance Officer Report for Month of December 2022

Property Inspections:

	ADDRESS	VIOLATION	RESOLUTION
1	113 Vanderlyn	Blight-General debris.	Unresolved as of 12-31-22. Tenant is being evicted from the property per manager.
2	102 Vanderlyn	Blight	Resolved
3	115 Franklin	Blight	Multiple attempts (5) have been made to contact the residence with no response
4	102 Paras Hill	Sidewalk obstruction	Resolved
5	25 Beechwood	4 Inoperable vehicles	Resolved
6	400 W. Shepard	Blight	Citation Issued
7	104 Marion	Blight	Resolved
8	122 Paras Hill	Inoperable Vehicle	Vehicle is being worked on and is being used as his work vehicle
9	530 S. Center	Inoperable Vehicle	Tow sticker was placed 12-31-22
10	426 Oak	Blight	Resolved
11	14 W. Shepard	Blight/Downed fence	Blight is unresolved as of 12-31-22. Fence was Resolved
12	Prospect	Inoperable Vehicle at the Van Buren trail parking lot.	Tow Sticker. Vehicle was towed at owners expense
13	107 N. Edwin	Blight	Unresolved as of 12-31-22
14	Hartford public works dept.	Abandoned camper	Tow sticker was placed 12-23-22. The camper was towed at the owners expense
15	103 N. Center	Vehicle parked sidewalk	Resolved
16	302 W. Main	Sidewalk obstruction	Snow was plowed on the sidewalk. Resolved

Property Inspections 16

Blight Postings 8

Citations Issued 1

Respectfully Submitted

Officer Brandon Crossman #4610 Ordinance Officer, City of Hartford

Hartford Fire Department

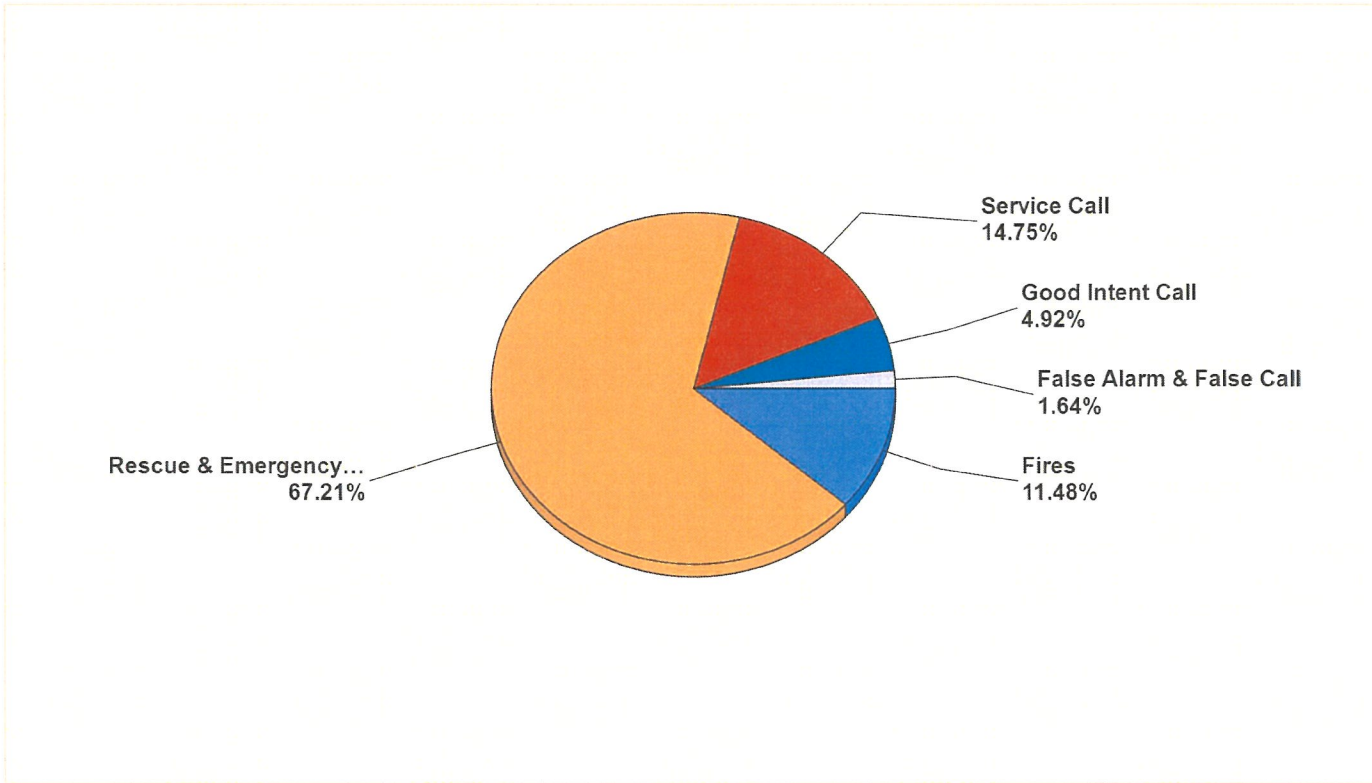
Hartford, MI

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 12/01/2022 | End Date: 12/31/2022



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	7	11.48%
Rescue & Emergency Medical Service	41	67.21%
Service Call	9	14.75%
Good Intent Call	3	4.92%
False Alarm & False Call	1	1.64%
TOTAL	61	100%

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

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	5	8.2%
113 - Cooking fire, confined to container	1	1.64%
141 - Forest, woods or wildland fire	1	1.64%
311 - Medical assist, assist EMS crew	24	39.34%
321 - EMS call, excluding vehicle accident with injury	17	27.87%
500 - Service Call, other	5	8.2%
531 - Smoke or odor removal	1	1.64%
554 - Assist invalid	2	3.28%
571 - Cover assignment, standby, moveup	1	1.64%
611 - Dispatched & cancelled en route	3	4.92%
746 - Carbon monoxide detector activation, no CO	1	1.64%
TOTAL INCIDENTS:	61	100%

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



Hartford Fire Department

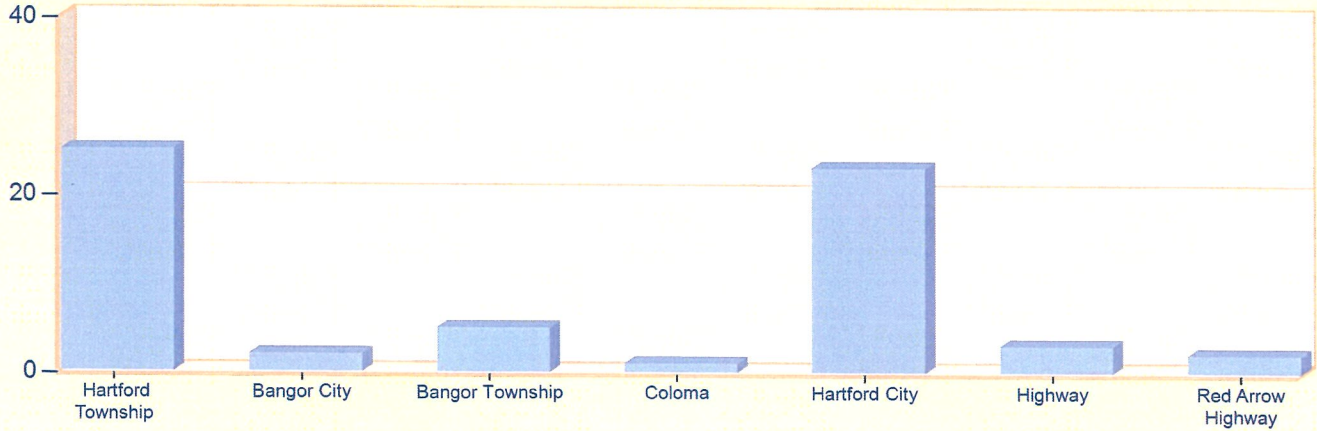
Hartford, MI

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Incident Type Count per Zone for Date Range

Start Date: 12/01/2022 | End Date: 12/31/2022



ZONES	INCIDENT TYPE	COUNT
Hartford Township - Hartford		
	111 - Building fire	1
	311 - Medical assist, assist EMS crew	14
	321 - EMS call, excluding vehicle accident with injury	7
	500 - Service Call, other	1
	531 - Smoke or odor removal	1
	746 - Carbon monoxide detector activation, no CO	1
	<i>Total Incidents for Hartford Township - Hartford:</i>	25
Bangor City - Bangor		
	111 - Building fire	2
	<i>Total Incidents for Bangor City - Bangor:</i>	2
Bangor Township - Bangor		
	311 - Medical assist, assist EMS crew	3
	321 - EMS call, excluding vehicle accident with injury	2
	<i>Total Incidents for Bangor Township - Bangor:</i>	5
Coloma - Coloma		
	111 - Building fire	1
	<i>Total Incidents for Coloma - Coloma:</i>	1
Hartford City - Hartford		
	111 - Building fire	1
	113 - Cooking fire, confined to container	1

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



emergencyreporting.com
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Page # 1 of 2

ZONES	INCIDENT TYPE	COUNT
	141 - Forest, woods or wildland fire	1
	311 - Medical assist, assist EMS crew	6
	321 - EMS call, excluding vehicle accident with injury	7
	500 - Service Call, other	3
	554 - Assist invalid	2
	571 - Cover assignment, standby, moveup	1
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for Hartford City - Hartford:</i>	23
Highway - I 94		
	321 - EMS call, excluding vehicle accident with injury	1
	611 - Dispatched & cancelled en route	2
	<i>Total Incidents for Highway - I 94:</i>	3
Red Arrow Highway - Red Arrow Highway		
	311 - Medical assist, assist EMS crew	1
	500 - Service Call, other	1
	<i>Total Incidents for Red Arrow Highway - Red Arrow Highway:</i>	2
Total Count for all Zone:		61

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



Hartford Fire Department

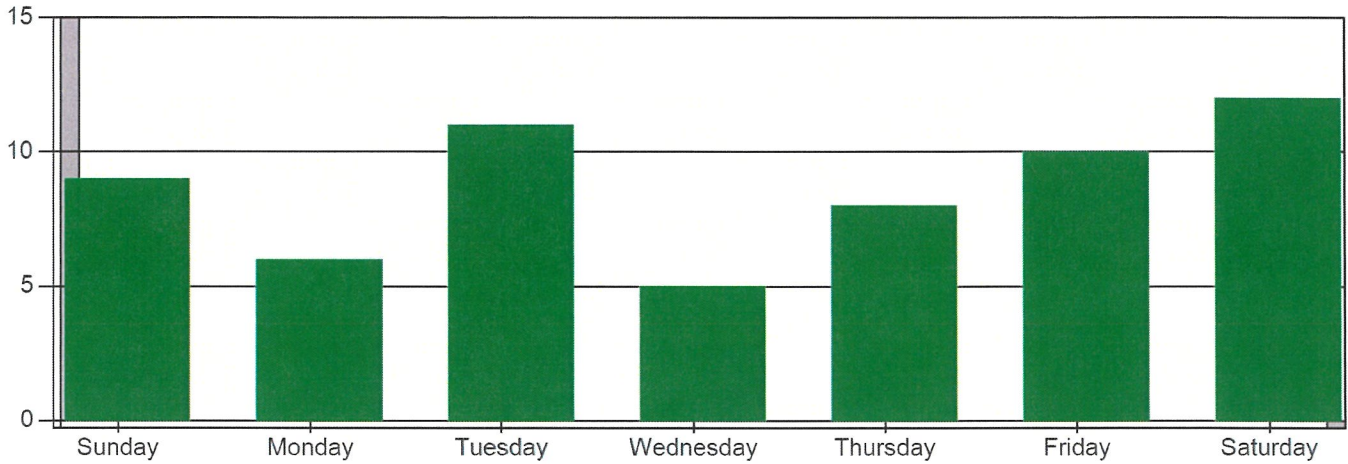
Hartford, MI

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Incidents by Day of the Week for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 12/01/2022 | End Date: 12/31/2022



DAY OF THE WEEK	# INCIDENTS
Sunday	9
Monday	6
Tuesday	11
Wednesday	5
Thursday	8
Friday	10
Saturday	12

TOTAL

61

Only Reviewed incidents included.



Hartford Fire Department

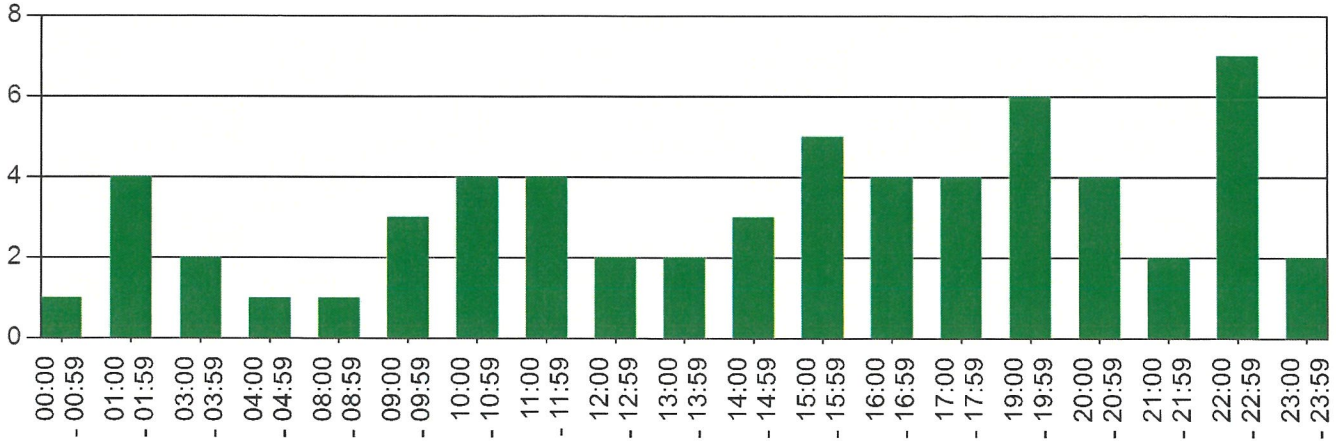
Hartford, MI

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Incidents per Hour for Incident Type Range for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 12/01/2022 | End Date: 12/31/2022



HOURLY	# of CALLS
00:00 - 00:59	1
01:00 - 01:59	4
03:00 - 03:59	2
04:00 - 04:59	1
08:00 - 08:59	1
09:00 - 09:59	3
10:00 - 10:59	4
11:00 - 11:59	4
12:00 - 12:59	2
13:00 - 13:59	2
14:00 - 14:59	3
15:00 - 15:59	5
16:00 - 16:59	4
17:00 - 17:59	4
19:00 - 19:59	6
20:00 - 20:59	4
21:00 - 21:59	2
22:00 - 22:59	7
23:00 - 23:59	2
TOTAL:	61

Only REVIEWED incidents included.



Hartford Fire Department

Hartford, MI

This report was generated on 1/2/2023 8:23:46 AM



Incident Count per User-Defined Fields for Date Range

Start Date: 12/01/2022 | End Date: 12/31/2022

ANSWERS	# INCIDENTS
USER-DEFINED FIELD: Dispatch Priority (Required)	
1	29
2	18
3	14

USER-DEFINED FIELD: Lift Assist (Required)	
No	57
Yes	4

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



**Hartford Fire Board Meeting
December 12, 2022
November Business**

Contents

Page 1	Meeting Agenda
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Page 5	Payroll Summary
Page 6	Balance Sheet and Deposit Detail
Page 7	Budget Performance Report
Page 8	Call Report
Page 9	Chief Harting's Reports
Page 10	Assistant Chief McGrew Report

Hartford Fire Board
Agenda
Monday, December 12, 2022 7:00 PM

- I. Call to Order, Pledge
- II. Roll call: Jerry Birmele, Steve Starner, Chad Hunt, Helen Sullivan, Carlos Ledesma
- III. Public Comment: Limited to three minutes per person
- IV. Approval of the Agenda. Motion by _____ Second by _____ Motion _____ Yeas:____ Nays:_____
- V. Approval of previous meeting minutes from November 14, 2022: Motion by _____ Second _____ Motion _____ Yeas:____ Nays:_____
- VI. Approval of November Treasurer’s report: Motion By _____ Second by _____ to approve Treasurer’s report as presented. Motion _____ Yea: _____ Nay: _____
 - a. Accounts Payable: Amount **\$ 21,603.31** Motion by _____ Second _____ by roll call vote
Motion _____ Yea: _____ Nay: _____
- VII. Review: Income & Expense; Payroll; Balance sheet & Deposit Detail; Budget
- VIII. Fire calls
- IX. Unfinished Business:
NONE
- X. New Business:
 - 1. Discussion of Policy 109. Motion by _____ to adopt amended Policy 109 Response to Gas Leaks (Natural & LP) Second: _____ Motion _____ Yeas:____ Nays:_____
 - 2. Discussion of Policy 107. Motion by _____ to adopt amended Policy 107 Mutual Aide-MABAS Second: _____ Motion _____ Yeas:____ Nays:_____
 - 3. Discussion of Policy 201. Motion by _____ to adopt amended Guideline Order 201 MACO Air Station Response to Gas Leaks (Natural & LP) Second: _____ Motion _____ Yeas:____ Nays:_____
 - 4. Discussion of Policy 102. Motion by _____ to adopt amended Policy 102 Dwelling Fires-Rural Second: _____ Motion _____ Yeas:____ Nays:_____
 - 5. Discussion of Collection Agency Merger. Motion by _____ to engage Paramount Collection Service, LLC turning all accounts presently with Integrity Account Solutions, Inc. [aka IAS, Inc.] over to Paramount Collection Service, LLC. Second: _____ Motion _____ Yeas:____ Nays:_____

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 12, 2022

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

Others Present: Carole Kiernan, Assistant Chief Kevin McGrew

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

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

The proposed agenda for the Fire Board meeting of December 12, 2022, was presented. Motion by Sullivan; Second by Birmele; to approve the agenda as presented. Yeas: 4, Nays 0 Motion: Approved

The proposed minutes of the November 14, 2022 Fire Board meeting were presented. Motion by Sullivan; Second by Birmele to accept the minutes as presented. Yeas: 4, Nays 0 Motion: Approved

The November Treasurer's report was presented. Motion by Birmele; Second by Sullivan; to accept Treasurer's report as presented. Yeas: 4, Nays 0 Motion: Approved

Bills were presented for approval in the amount of \$21,603.31 Motion by Birmele; Second by Sullivan; to pay bills in amount of \$21,603.31. Motion Approved upon roll call vote of members present. Yeah: Birmele, Starner, Hunt, Sullivan Nays: 0

Unfinished Business:

None

New Business:

1. Discussion of Policy 109. Motion by Hunt to adopt amended Policy 109 Response to Gas Leaks (Natural & LP) Second: Birmele Yeas: 4, Nays: 0 Motion Approved
2. Discussion of Policy 107. Motion by Hunt to adopt amended Policy 107 Mutual Aide-MABAS Second: Birmele Yeas: 4, Nays: 0 Motion Approved
3. Discussion of Policy 201. Motion by Hunt to adopt amended Guideline Order 201 MACO Air Station Response to Gas Leaks (Natural & LP) Second: Birmele Yeas: 4, Nays: 0 Motion Approved
4. Discussion of Policy 102. Motion by Starner to adopt amended Policy 102 Dwelling Fires-Rural Second: Hunt. Yeas: 4, Nays: 0 Motion Approved
5. Discussion of Collection Agency Merger. Motion by Birmele to engage Paramount Collection Service, LLC turning all accounts presently with Integrity Account Solutions, Inc. [aka IAS, Inc.] over to Paramount Collection Service, LLC. Second: Sullivan. Yeas: 4, Nays: 0 Motion Approved

Minutes of Fire Board Meeting December 12, 2022

Fire Chief’s Report:
Meetings Attended:

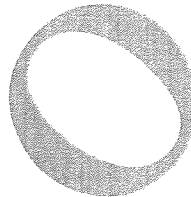
- Township
- VBC FF Training Committee
- VBC Medical Control

Information:

- MI Prevention program is going well. Installed over 20 smoke alarms and 5 CO detectors since November 28.
- Started working on the 2022 – 2023 Budget

Respectfully Submitted,
Robbie Harting

Robbie Harting-Fire Chief



Assistant Fire Chief’s Report:

Meetings Attended:

Information:

- ICS 400 Class
- Association hosted a family thanksgiving dinner
- Booth @ bazaar selling address signs- sold 5 signs
- Xmas parades—Watervliet, Bangor and Decatur.
- Jeep/pickup winterized
- Smoke Detector Program launched
- Built a system for washing undercarriage of trucks
- Started Reviewing Policies and Procedures

Respectfully Submitted,
K. McGrew

Kevin McGrew-Assistant Fire Chief

Other Board Business:

Completed

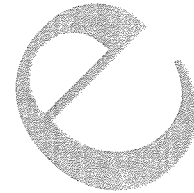
Signing complete

Motion Hunt; second by Sullivan to close meeting at 7:26 pm. Yeas: 4, Nays: 0 Motion: Approved

Minutes of Fire Board Meeting December 12, 2022

Respectfully submitted,

Gerald Birmele, Secretary



Completed

Signing complete

HARTFORD FIRE BOARD MEETING
Minutes of Fire Board Meeting November 14, 2022

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

Others Present: Carole Kiernan, Assistant Chief Kevin McGrew

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

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

The proposed agenda for the Fire Board meeting of November 14, 2022, was presented. Motion by Hunt; Second by Ledesma; to approve the agenda as amended. Motion: Approved

The proposed minutes of the October 10, 2022 Fire Board meeting were presented. Motion by Sullivan; Second by Birmele to accept the minutes as presented Motion: Approved

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

Bills were presented for approval in the amount of **\$32,737.38** Motion by Birmele; Second by Ledesma; to pay bills in amount of **\$32,737.38**. Motion Approved upon roll call vote of members present.

Unfinished Business:

None

New Business:

1. Kurt Tiesman with Honor Credit Union.

Fire Chief's Report:

Meetings Attended:

- Township
- VBC FF Training Committee
- VBC Medical Control
- **Information:**

1. Annual service completed on Hydraulic rescue tools
2. Completed paperwork for upcoming ISO inspection
3. Annual physicals completed

Minutes of Fire Board Meeting November 14, 2022

Respectfully Submitted,
Robbie Harting

Robbie Harting-Fire Chief

Assistant Fire Chief's Report:

Meetings Attended:

- City

Information:

- Inspector Class
- Fundraiser with school-for tactical gear
- Spooktacular
- Cleanup Day with High School-leaves at station & neighbor house
- Drills at School
- Gear Extractor installed
- New Storage Cabinets above sink in bay installed
- MSDS Sheets updated
- Eye-Wash Station installed
- Explanation of new NFPA guidelines for particulate blocking hoods. Expected by end of 2023 will be mandated. Costs are significantly higher than hoods we use now.

Respectfully Submitted,
K. McGrew

Kevin McGrew-Assistant Fire Chief

Other Board Business:

- Discussion of insurance letter-attorney sent letter

Motion Birmele; second by Ledesma to close meeting at 7:24 pm. Motion: Approved

Respectfully submitted,

Gerald Birmele, Secretary

Treasurer's Report for meeting on December 12, 2022 For the month ending November 30, 2022

Cash Balances

Operations – General Fund

Reconciled Cash Balances of Prior Month ended October 31, 2022–Huntington **\$ 112,812.80**

XXX Deposits

City of Hartford – Contribution	\$ 10,208.68
Township of Hartford – Contribution	\$ 15,313.02
Pride Care	\$ 0.00
Township Ass't Chief Grant	\$ 1,600.00
Bangor Township Cost Recovery	\$ 1,547.00
Interest	\$ 27.31
Report Request	\$ 10.00

Total Deposits \$ 28,706.01

Total Balance of General Fund \$ 141,518.81

XXX Expenditures for approval:

Vendors payable	\$ 10,573.04
Grant Expense	\$ 0.00
Payroll released November 2022 (10,176.75 – 2,023.55)	\$ 8,153.20
Bank Fees	\$ 75.00
MI & Fed Tax Withholdings	\$ 2,802.07

Total Expenditure \$ 21,603.31

General Fund Balance November 30, 2022 \$ 119,915.50

Capital Equipment

Reconciled Cash Balance as of November 30, 2022–Millage Fund **\$ 102,683.96**

Reconciled Cash Balance as November 30, 2022–Maintenance Fund **\$ 13,335.44**

Cash Balances for month November 30, 2022 \$ 235,934.90

Invested Capital Equipment

Huntington Investment #TCL6358 – Millage Fund Investment October 31, 2022 **\$ 9,379.53**

Huntington Investment #TCL6901 Investment October 31, 2022 **\$ 86,077.43**

Completed

Signing complete

**Hartford Fire Board
December 12, 2022 Meeting
Income & Expense and Expenses by Vendor Summary
November Business**

Expense by Vendor

	<u>Nov 22</u>
A T & T	-367.34
Auto-Wares	-107.10
Best Way Disposal	-80.25
Business Radio Licensing	-110.00
Carlos Ledesma	-60.00
Chad Hunt	-60.00
City of Hartford {2}	-269.91
Comcast	-229.90
Consumers Energy	-324.00
First Bankcard	-54.99
Helen Sullivan	-60.00
Hungerford Nichols CPA	-3,350.00
Indiana Mich Power	-780.00
IRS Online Payment	-2,418.12
Jerry Birmele	-60.00
Kellogg Hardware	-102.37
Liberty Mutual	-1,261.00
S & A Automotive Inc.	-107.65
ShellFleet Plus Card	-577.71
Spectrum Health Lakeland	-40.00
Steven Starner	-60.00
U S Business Systems	-92.70
	-
TOTAL	10,573.04

500.1 Fire Chief	4,498.50
500.2 Firefighters/Medics	2,693.25
500.3 Support Staff	560.00
500.4 Chief Retirement	269.91
500 Payroll - Other	1,125.00
Total 500 Payroll	9,146.66
501 Professional, Insur.& Legal	
501.2 Professional - Audit	3,350.00
Total 501 Professional, Insur.& Legal	3,350.00
502 Utilities	
502.1 Internet-Telephone	229.90
502.2 Electric	780.00
502.3 Natural Gas	324.00
502.4 First Net-AT&T	367.34
Total 502 Utilities	1,701.24
505 Building Maintenance	
505.1 Bldg Supplies/Maintenanc	138.29
505.5-Trash	80.25
Total 505 Building Maintenance	218.54
506 Fuel	
506.1 Unleaded Gas	577.71
Total 506 Fuel	577.71
508 Vehicle Maintenance	
508.6 Explorer #1810	45.12
508.7 Pick-Up #1801	62.53
Total 508 Vehicle Maintenance	107.65
511 Office	
511.3 Office Supplies	15.67
511.6 Copy Lease	92.70
Total 511 Office	108.37
512 Insurance	
512.1 Worker's Comp	1,261.00
Total 512 Insurance	1,261.00
513 Payroll Taxes	2,418.12
515 Equipment & Equip Maint	
515.3 Heavy Rescue #1871	71.16
515.4 Rescue Pickup #1869	35.94
Total 515 Equipment & Equip Maint	107.10
516 Training	
516.3 Medic	40.00
Total 516 Training	40.00
519 Subscriptions & Dues	110.00

Grant Expense None

Income & Expense

	<u>Nov 22</u>
Ordinary Income/Expense	
Income	
401 Hartford Township	15,313.02
402 Hartford City	10,208.68
404 Interest	56.02
409 Fire Report Request	10.00
420 Bangor 1st Resp Reimburse	1,547.00
Hartford Township Grants	1,600.00
Total Income	28,734.72
Gross Profit	28,734.72
Expense	
500 Payroll	

**Hartford Fire Board
December 12, 2022 Meeting
Income & Expense and Expenses by Vendor Summary
November Business**

527 Bank Fees	75.00
528 Bd Members Compensation	300.00
Payroll Tax Expense	2,078.52
Uncategorized Expenses	3.40
Total Expense	21,603.31
Net Ordinary Income	7,131.41
Net Income	7,131.41

**Hartford Fire Board
December 12, 2022 Meeting
Payroll Summary
November Business**

	TOTAL	
	Hours	Nov 22
Employee Wages, Taxes and Adjustments		
Gross Pay		
Salary	2.00	4,498.50
Assistant Fire Chief	2.00	500.00
Fire Board Office	35.00	560.00
Grant Pay	1.00	800.00
Grass Fire	4.50	70.50
Lift Assist	4.00	65.50
Med Assist	59.00	954.50
Mutual Aid	18.50	292.50
Other	14.00	221.50
PI Accident	18.50	295.00
Shift Coverage	75.00	1,125.00
Training	32.00	490.75
Vehicle Inspection	20.00	303.00
Total Gross Pay	285.50	10,176.75
Deductions from Gross Pay		
Dental-Vision		-14.54
Firefighters Assn Dues		-462.28
First Net AT&T		-40.00
Health Insurance		-194.78
Total Deductions from Gross Pay		-711.60
Adjusted Gross Pay	285.50	9,465.15
Taxes Withheld		
Federal Withholding		-758.00
Medicare Employee		-147.57
Social Security Employee		-630.95
MI - Withholding		-496.03
Medicare Employee Addl Tax		0.00
MI - Cities Res Tax		0.00
MI - Cities Work Tax		0.00
Total Taxes Withheld		-2,032.55
Net Pay	285.50	7,432.60
Employer Taxes and Contributions		
Company FICA		630.95
Company Med		147.57
Retirement Fund		269.90
MI - Obligation Assessment		0.00
Total Employer Taxes and Contributions		1,048.42

**Hartford Fire Board Meeting
December 12, 2022
Balance Sheet & Deposit Detail
November Business**

BALANCE SHEET

	<u>Nov 30, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
102 Regular Check Hunt..3427	94,329.11
105 CD Fund Equity..C...288	0.38
106 Millage Fund Hunt..3456	102,683.96
108 Maintenance Hunt....3469	13,332.15
Chemical Financial Advisors	69,932.47
Huntington Advisors #901	86,077.43
Huntington TLC006358	9,379.53
Total Checking/Savings	<u>375,735.03</u>
Total Current Assets	<u>375,735.03</u>
TOTAL ASSETS	<u><u>375,735.03</u></u>
LIABILITIES & EQUITY	0.00

Deposit Detail

<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Amount</u>
Deposit		11/14/2022		102 Regular Check Hunt..3427	16,913.02
				401 Hartford Township	-
				Hartford Township Grants	15,313.02
TOTAL					<u>-1,600.00</u>
					-
TOTAL					16,913.02
Deposit		11/15/2022		102 Regular Check Hunt..3427	10,218.68
				402 Hartford City	-
				409 Fire Report Request	10,208.68
TOTAL					<u>-10.00</u>
					-
TOTAL					10,218.68
Deposit		11/28/2022		102 Regular Check Hunt..3427	1,547.00
				420 Bangor 1st Resp Reimburse	-
TOTAL					<u>-1,547.00</u>
					-
TOTAL					-1,547.00
Deposit		11/30/2022		108 Maintenance Hunt....3469	3.40
				404 Interest	-
TOTAL					<u>-3.40</u>
					-
TOTAL					-3.40
Deposit		11/30/2022		106 Millage Fund Hunt..3456	25.31
				404 Interest	-
TOTAL					<u>-25.31</u>
					-
TOTAL					-25.31
Deposit		11/30/2022		102 Regular Check Hunt..3427	27.31
				404 Interest	-
TOTAL					<u>-27.31</u>

**Hartford Fire Board Meeting
December 12, 2022
Balance Sheet & Deposit Detail
November Business**

TOTAL						-27.31
	Paycheck	ACH	11/30/2022	Flemming, Lisa M.	102 Regular Check Hunt..3427	0.00
					500.2 Firefighters/Medics	16.00
					410 Firefighters Assn Dues	-14.09
					Payroll Tax Expense	1.00
					Payroll Liabilities	-1.00
					Payroll Liabilities	-1.00
					Payroll Tax Expense	0.23
					Payroll Liabilities	-0.23
					Payroll Liabilities	-0.23
					Payroll Liabilities	-0.68
TOTAL						0.00
	Paycheck	ACH	11/30/2022	Flemming, Ryan C.	102 Regular Check Hunt..3427	0.00
					500.2 Firefighters/Medics	32.00
					Payroll Liabilities	-20.00
					Payroll Tax Expense	1.98
					Payroll Liabilities	-1.98
					Payroll Liabilities	-1.98
					Payroll Tax Expense	0.46
					Payroll Liabilities	-0.46
					Payroll Liabilities	-0.46
					Payroll Liabilities	-9.56
TOTAL						0.00
	Paycheck	ACH	11/30/2022	McClellan, Troy	102 Regular Check Hunt..3427	0.00
					500.2 Firefighters/Medics	32.00
					410 Firefighters Assn Dues	-28.19
					Payroll Tax Expense	1.98
					Payroll Liabilities	-1.98
					Payroll Liabilities	-1.98
					Payroll Tax Expense	0.47
					Payroll Liabilities	-0.47
					Payroll Liabilities	-0.47
					Payroll Liabilities	-1.36
TOTAL						0.00

Hartford Fire Board Profit & Loss Budget Performance November 2022

Item 6.

	<u>Nov 22</u>	<u>Budget</u>	<u>Jul - Nov 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
303 Investment Market Changes	0.00		-8,095.77		
401 Hartford Township	15,313.02	15,313.02	76,565.10	76,565.10	183,756.24
402 Hartford City	10,208.68	10,208.68	51,043.40	51,043.40	122,504.16
404 Interest	56.02		170.39		
409 Fire Report Request	10.00	4.16	20.00	20.88	50.00
420 Bangor 1st Resp Reimburse	1,547.00	718.15	6,402.25	3,590.82	8,617.87
521 Cost Recovery Reimbursement	0.00	756.89	346.80	3,784.45	9,082.68
DNR Grant	0.00		1,044.85		
Hartford Township Grants	1,600.00	800.00	4,000.00	4,000.00	9,600.00
Investment Income	0.00		595.65		
Other Revenues	0.00		1,335.00		
Total Income	<u>28,734.72</u>	<u>27,800.90</u>	<u>133,427.67</u>	<u>139,004.65</u>	<u>333,610.95</u>
Gross Profit	28,734.72	27,800.90	133,427.67	139,004.65	333,610.95
Expense					
500 Payroll					
500.1 Fire Chief	4,498.50	4,498.50	22,395.63	22,492.50	53,982.00
500.10 Chief Health Benefits	0.00	1,916.66	7,850.75	9,583.38	23,000.00
500.2 Firefighters/Medics	2,693.25	5,833.33	14,424.63	29,166.69	70,000.00
500.3 Support Staff	560.00	750.00	3,028.00	3,750.00	9,000.00
500.4 Chief Retirement	269.91	333.33	1,349.55	1,666.69	4,000.00
500.5 Shift Coverage	0.00	1,200.00	0.00	6,000.00	14,400.00
500 Payroll - Other	1,125.00		5,520.00		
Total 500 Payroll	<u>9,146.66</u>	<u>14,531.82</u>	<u>54,568.56</u>	<u>72,659.26</u>	<u>174,382.00</u>
501 Professional, Insur. & Legal					
501.1 Legal Expenses	0.00	250.00	0.00	1,250.00	3,000.00
501.2 Professional - Audit	3,350.00	583.33	3,350.00	2,916.69	7,000.00
Total 501 Professional, Insur. & Legal	<u>3,350.00</u>	<u>833.33</u>	<u>3,350.00</u>	<u>4,166.69</u>	<u>10,000.00</u>
502 Utilities					
502.1 Internet-Telephone	229.90	241.66	1,149.82	1,208.38	2,900.00
502.2 Electric	780.00	450.00	1,930.00	2,250.00	5,400.00
502.3 Natural Gas	324.00	125.00	1,390.00	625.00	1,500.00
502.4 First Net-AT&T	367.34	375.00	1,837.65	1,875.00	4,500.00
502.5 EPS Door Security	0.00	50.00	299.16	250.00	600.00
Total 502 Utilities	<u>1,701.24</u>	<u>1,241.66</u>	<u>6,606.63</u>	<u>6,208.38</u>	<u>14,900.00</u>
503 Mileage					
503.1 Mileage - other	0.00	8.33	0.00	41.69	100.00
Total 503 Mileage	<u>0.00</u>	<u>8.33</u>	<u>0.00</u>	<u>41.69</u>	<u>100.00</u>
505 Building Maintenance					
505.1 Bldg Supplies/Maintenanc	138.29	250.00	2,402.93	1,250.00	3,000.00
505.3 Grounds Maintenance	0.00	41.66	67.48	208.30	499.92
505.4 Capital Bldg Improvement	0.00	333.33	0.00	1,666.69	4,000.00
505.5-Trash	80.25	27.08	160.50	135.44	325.00

Hartford Fire Board
Profit & Loss Budget Performance
November 2022

Item 6.

	Nov 22	Budget	Jul - Nov 22	YTD Budget	Annual Budget
Total 505 Building Maintenance	218.54	652.07	2,630.91	3,260.43	7,824.92
506 Fuel					
506.1 Unleaded Gas	577.71	366.66	2,584.30	1,833.38	4,400.00
506.2 Diesel	0.00	250.00	1,916.28	1,250.00	3,000.00
Total 506 Fuel	577.71	616.66	4,500.58	3,083.38	7,400.00
508 Vehicle Maintenance					
508.1 Ladder #1841	0.00	258.33	18,692.19	1,291.69	3,100.00
508.2 Tanker #1831	0.00	175.00	1,443.72	875.00	2,100.00
508.3 Heavy Rescue #1871	0.00	175.00	455.00	875.00	2,100.00
508.4 Rescue Pickup #1869	0.00	33.33	0.00	166.69	400.00
508.5 Jeep #1860	0.00	33.33	0.00	166.69	400.00
508.6 Explorer #1810	45.12	33.33	45.12	166.69	400.00
508.7 Pick-Up #1801	62.53	33.33	368.11	166.69	400.00
508.8 #1802	0.00	33.33	0.00	166.69	400.00
Total 508 Vehicle Maintenance	107.65	774.98	21,004.14	3,875.14	9,300.00
511 Office					
511.1 Office Equipment	0.00	166.74	0.00	833.38	2,000.00
511.2 Equipment Repairs	0.00	12.50	0.00	62.50	150.00
511.3 Office Supplies	15.67	125.00	256.10	625.00	1,500.00
511.4 Printing	0.00	16.66	0.00	83.38	200.00
511.5 Software/Upgrades	0.00	0.00	689.00	1,200.00	1,200.00
511.6 Copy Lease	92.70	30.00	185.40	150.00	360.00
Total 511 Office	108.37	350.90	1,130.50	2,954.26	5,410.00
512 Insurance					
512.1 Worker's Comp	1,261.00	500.00	2,522.25	2,500.00	6,000.00
512.10 Accident & Sickness Ins	0.00	1,833.33	0.00	9,166.69	22,000.00
512 Insurance - Other	0.00		7,573.00		
Total 512 Insurance	1,261.00	2,333.33	10,095.25	11,666.69	28,000.00
513 Payroll Taxes	2,418.12		13,767.28		
515 Equipment & Equip Maint					
515.1 Ladder #1841	0.00	58.33	68.83	291.69	700.00
515.10 Firefighting Foam	0.00	83.33	0.00	416.69	1,000.00
515.11 Ford Truck	0.00	8.33	0.00	41.69	100.00
515.12 Air Tanks	0.00	237.50	0.00	1,187.50	2,850.00
515.2 Tanker #1831	0.00	58.33	16.98	291.69	700.00
515.3 Heavy Rescue #1871	71.16	475.00	3,463.91	2,375.00	5,700.00
515.4 Rescue Pickup #1869	35.94	16.66	35.94	83.38	200.00
515.5 Jeep #1860	0.00	0.00	0.00	0.00	0.00
515.6 Explorer #1810	0.00	45.83	404.00	229.19	550.00
515.7 Eqt Maintenance Other	0.00	116.66	1,063.96	583.38	1,400.00
515.8 Small Equipment Maintenan	0.00	33.33	170.74	166.69	400.00
515.9 Medical Supplies	0.00	208.33	533.12	1,041.69	2,500.00
Total 515 Equipment & Equip Maint	107.10	1,341.63	5,757.48	6,708.59	16,100.00
515.13 Ford Truck 1802	0.00	8.33	0.00	41.69	100.00

Hartford Fire Board
Profit & Loss Budget Performance
November 2022

	<u>Nov 22</u>	<u>Budget</u>	<u>Jul - Nov 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
516 Training					
516.1 Fire Chief Training	0.00	166.66	128.00	833.38	2,000.00
516.2 Firefighter I & II	0.00	283.33	1,661.55	1,416.69	3,400.00
516.3 Medic	40.00	83.33	40.00	416.69	1,000.00
516.4 Fire Officer Classes	0.00	166.66	950.00	833.38	2,000.00
516.5 Drivers Training	0.00	16.66	0.00	83.38	200.00
Total 516 Training	<u>40.00</u>	<u>716.64</u>	<u>2,779.55</u>	<u>3,583.52</u>	<u>8,600.00</u>
518 Physicals					
518.1 Annual Physicals	0.00	666.66	6,693.75	3,333.38	8,000.00
518.2 New Employee Physicals	0.00	25.00	0.00	125.00	300.00
Total 518 Physicals	<u>0.00</u>	<u>691.66</u>	<u>6,693.75</u>	<u>3,458.38</u>	<u>8,300.00</u>
519 Subscriptions & Dues					
519.1 HelpNet	0.00	66.66	372.00	333.38	800.00
519.11 West MI Assn of Fire Chi	0.00	8.33	0.00	41.69	100.00
519.13 S MEMSIC	0.00	6.25	0.00	31.25	75.00
519.3 FirePrograms	0.00	166.66	1,968.34	833.38	2,000.00
519.4 IAFC	0.00	20.83	0.00	104.19	250.00
519.5 MI State Firefighters Asn	0.00	8.33	75.00	41.69	100.00
519.6 NFPA	0.00	25.00	0.00	125.00	300.00
519.9 MPSCS	0.00	8.33	0.00	41.69	100.00
519 Subscriptions & Dues - Other	110.00		110.00		
Total 519 Subscriptions & Dues	<u>110.00</u>	<u>310.39</u>	<u>2,525.34</u>	<u>1,552.27</u>	<u>3,725.00</u>
525 Personal Equipment					
525.1 Duty Gear	0.00	583.33	2,730.46	2,916.69	7,000.00
525.2 Personal Equipment	0.00	233.33	1,857.08	1,166.69	2,800.00
525.3 Small Equipment	0.00	133.33	136.60	666.69	1,600.00
Total 525 Personal Equipment	<u>0.00</u>	<u>949.99</u>	<u>4,724.14</u>	<u>4,750.07</u>	<u>11,400.00</u>
526 FEMA Grant	0.00	208.33	0.00	1,041.69	2,500.00
527 Bank Fees	75.00	30.00	429.25	150.00	360.00
528 Bd Members Compensation	300.00	350.00	1,140.00	1,750.00	4,200.00
529 Mandatory Annual Testing					
529.1 Personal Veh Inspections	0.00	41.66	0.00	208.38	500.00
529.2 Fire Extinguishers	0.00	41.66	493.00	208.38	500.00
529.3 Hoses	0.00	250.00	2,791.60	1,250.00	3,000.00
529.4 Ladders	0.00	116.66	1,306.50	583.38	1,400.00
529.8 Air Compressor	0.00	83.33	715.00	416.69	1,000.00
529.9 Flow Testing Air Packs	0.00	91.66	0.00	458.38	1,100.00
Total 529 Mandatory Annual Testing	<u>0.00</u>	<u>624.97</u>	<u>5,306.10</u>	<u>3,125.21</u>	<u>7,500.00</u>
530 Generator					
530.1 Maintenance	0.00	20.83	0.00	104.19	250.00
530.2 Maintenance Contract	0.00	58.33	0.00	291.69	700.00
Total 530 Generator	<u>0.00</u>	<u>79.16</u>	<u>0.00</u>	<u>395.88</u>	<u>950.00</u>
531 Auxiliary					
531.1 Auxiliary Supplies	0.00	20.83	0.00	104.19	250.00

Hartford Fire Board
Profit & Loss Budget Performance
 November 2022

Item 6.

	<u>Nov 22</u>	<u>Budget</u>	<u>Jul - Nov 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Total 531 Auxiliary	0.00	20.83	0.00	104.19	250.00
Payroll Tax Expense	2,078.52		10,467.91		
Uncategorized Expenses	3.40		13.91		
Total Expense	<u>21,603.31</u>	<u>26,675.01</u>	<u>157,491.28</u>	<u>134,577.41</u>	<u>321,301.92</u>
Net Ordinary Income	7,131.41	1,125.89	-24,063.61	4,427.24	12,309.03
Other Income/Expense					
Other Expense					
Grant Expenditures	0.00		42.20		
Total Other Expense	0.00		42.20		
Net Other Income	0.00	0.00	-42.20	0.00	0.00
Net Income	<u>7,131.41</u>	<u>1,125.89</u>	<u>-24,105.81</u>	<u>4,427.24</u>	<u>12,309.03</u>

November 2022 CALLS							
+	#	TIME	Address	People	COST	TYPE OF CALL	
1-Nov	578-City	12:09	Marian Ave	3	\$ 32.50	Med Assist-Possible C	
2-Nov	579-Twp	13:26	Ellenborough	3	\$ 32.50	Med Assist-Chest Pai	
2-Nov	580-City	15:35	South St.	3	\$ 48.00	Other-Lines Down	
2-Nov	581-Twp	16:31	CR 687	2	\$ 32.50	Med Assist-Fall	
2-Nov	582-City	17:35	Linden	1	\$ 16.00	Med Assist-Nose Bleec	
3-Nov	583-City	3:31	Wendell Ave.	1	\$ 17.00	Med Assist-Near Fain	
3-Nov	584-City	14:05	Haver St.	2	\$ 16.00	Med Assist-Person Dc	
3-Nov	585	19:00	Bangor Twp	3	\$ 47.00	Med Assist-Difficulty E	
4-Nov	586-City	5:08	Woodside Dr.	3	\$ 48.00	Med Assist-Fall	
4-Nov	587-Twp	8:27	68th St.	2	\$ 16.00	Med Assist-Hemorrhha	
4-Nov	588	14:56	I-94	4	\$ 65.00	PI Accident	
5-Nov	589-City	8:36	Heywood St.	6	\$ 142.50	Other-Power Pole Fire	
6-Nov	590-Twp	1:10	Ellenborough	2	\$ 32.00	Med Assist-Fall	
7-Nov	591-City	12:31	Linden	3	\$ 33.50	Lift Assist	
7-Nov	592-City	15:28	Center St.	2	\$ 33.00	Med Assist-Pregnanc	
9-Nov	593-City	19:25	Wendell Ave.	2	\$ 33.00	Lift Assist	
10-Nov	594-City	1:37	Maple St.	3	\$ 47.00	Other-Smoke Alarm	
10-Nov	595-Twp	18:12	48th Ave	1	\$ -	Med Assist-Sick Perso	
10-Nov	596-Twp	18:21	71st Ave	4	\$ 70.50	Grass Fire	
12-Nov	597-City	9:43	Prospect St.	2	\$ 31.00	Med Assist-Fall	
12-Nov	598-Twp	20:10	CR 372	2	\$ 32.00	Med Assist-Allergic R	
12-Nov	599-Twp	22:49	CR 362 & 687	3	\$ 47.00	PI Accident	
13-Nov	600	7:33	I-94	3	\$ 47.00	PI Accident	
14-Nov	601-City	18:22	Edwin	3	\$ 33.00	Med Assist-Chest Pai	
15-Nov	602-Twp	12:40	CR 687	3	\$ 16.50	Med Assist-Unrespon:	
15-Nov	603-City	12:58	Center St.	3	\$ 16.50	Med Assist-Difficulty E	
15-Nov	604-Twp	19:09	67th St.	3	\$ 49.00	Med Assist-Suicidal	
16-Nov	605-City	14:08	Maple St.	3	\$ 16.50	Med Assist-Sick Perso	
17-Nov	606-Twp	9:22	66th Ave & 70th St.	2	\$ -	Other-Power Line Dov	
17-Nov	607-Twp	11:58	56th Ave.	3	\$ 16.50	Med Assist-Fall	
20-Nov	608	1:12	I-94	2	\$ 32.00	PI Accident	
20-Nov	609-City	10:20	Engle Way	1	\$ 17.00	Med Assist-Blood Pre	
20-Nov	610	23:27	Bangor Twp	1	\$ 17.00	Med Assist-Chest Pai	
21-Nov	611-City	12:11	Paras Hill Dr.	2	\$ -	Med Assist-Fall	
21-Nov	612-Twp	13:37	Ellenborough	2	\$ -	Lift Assist	
21-Nov	613	16:20	Red Arrow Hwy	3	\$ 72.00	PI Accident	
22-Nov	614-Twp	3:45	62nd St.	2	\$ 32.00	Med Assist-Assault	
22-Nov	615	9:19	Lawrence Twp	8	\$ 229.50	Mutual Aid	
22-Nov	616	11:10	Watervliet Twp	6	\$ 63.00	Mutual Aid	
24-Nov	617-Twp	21:10	65th St.	4	\$ 65.50	Med Assist-Heart Issu	
25-Nov	618-Twp	10:48	Rush Lake Rd.	3	\$ 31.00	Med Assist-Sick Perso	
25-Nov	619-City	22:57	Wendell Ave.	2	\$ 32.00	Med Assist-Difficulty E	
26-Nov	620-City	8:54	Paras Hill Dr.	3	\$ 80.50	Med Assist-Difficulty E	
27-Nov	621-Twp	0:02	66th Ave & CR 687	2	\$ 32.00	PI Accident	
27-Nov	622-Twp	13:40	56th Ave.	3	\$ 48.50	Med Assist-Possible C	
28-Nov	623-City	1:25	Wendell Ave.	2	\$ 32.00	Med Assist-Difficulty E	
29-Nov	624-Twp	13:38	CR 687	4	\$ 32.50	Med Assist-Fall	
Total Costs for Fire Calls					\$	1,883.50	
Chief's Salary					\$	4,498.50	
Administrative Cost (Support Staff)					\$	560.00	
Trainings/Inspection Costs					\$	793.75	

Total Costs for Fire Calls					\$ 7,735.75		
Total Calls this mont	47	Total Nov. Calls	Fiscal Year Totals		Grass Fire	1	
Total Calls for 2021	794	City Calls	20	City Calls	117	Med Assist	31
Total Calls for 2020	698	Twp Calls	19	Twp Calls	107	PI Accident	6
Total Calls for 2019	673	I-94 Calls	3	I-94 Calls	11	Mutual Aid	2
Total Calls for 2018	552	Other	4	Other	23	Other	4
Total Calls for 2017	345	Red Arrow Calls	1	Red Arrow	17	Gas Leak/CO2	0
Total Calls for 2016	303			Total f/y	275	Fire	0
Total Calls for 2015	333					Vehicle Fire	0
Total Calls for 2014	312					Lift Assist	3
Total Calls for 2013	292						
Total Calls for 2012	281						
Respectfully submittec		Priority 3 Calls		SHADED			

Fire Chiefs Report

December 2022

INFORMATION:

1. Meetings Attended:
 - Township
 - VBC FF Training Committee
 - VBC Medical Control
2. MI Prevention program is going well. Installed over 20 smoke alarms and 5 CO detectors since November 28.
3. Started working on the 2022 – 2023 Budget.

Robbie Harting – Fire Chief

Assistant Chief Report

December

Information

- ICS 400 Class
- Association hosted a family thanksgiving dinner
- Booth @ bazaar selling address signs- sold 5 signs
- Xmas parades
- Jeep/pickup winterized
- Smoke Detector Program launched
- Built a system for washing undercarriage of trucks
- Started Reviewing Policies and Procedures

Meetings Attended:

Respectfully submitted

K.McGrew

Kevin McGrew-Asst. Fire Chief

HARTFORD FIRE DEPARTMENT

Policy Order

102

Dwelling Fires – Rural

I. PURPOSE

To establish a standard for dwelling fires in the rural area.

II. POLICY

Standard Response:

The response order to a rural alarm shall be first run pumper with a minimum of four firefighters, and a tanker with two firefighters. Firefighters involved in firefighting activities will wear Personal Protective Equipment. Second run pumper with a minimum of two firefighters and unit 1869 shall transport available firefighters to the scene.

Operations:

Basic attack should be made with minimum of one 1-3/4 inch preconnect from the first run pumper. Second attack line shall be made available as manpower allows. Tanker crew shall respond to the scene, ~~set up and fill dump tank, then respond to the nearest water supply to refill it's tank and return to scene.~~ Contact Command to establish which type of system for water supply will be utilized. Command will determine if a dump tank or nursing operation will be utilized. Dump tank operations will consist of the tanker crew setting up a dump tank to prepare for additional water to be dumped, secure draft from tank and establish a supply line to the first run pumper. Nursing operation will consist of hooking up a supply line from the tanker to the first run pumper and sending the first run pumper the water from its tank, additional units will refill the tanker and the operation will continue.

Second run pumper shall respond to the scene and wait for orders from command.

HARTFORD FIRE DEPARTMENT

Policy Order

107

Mutual Aide – MABAS

I. PURPOSE

To establish a standard for mutual aid to.

II. POLICY

Standard response

Upon receiving an alarm for Mutual aid, respond with equipment and/or personnel requested. Upon receiving an alarm for MABAS move-up, respond according to Van Buren MABAS protocol. No uncertified personnel are to be on any mutual aid or MABAS scene.

HARTFORD FIRE DEPARTMENT

Policy Order

109

Response to Gas Leaks (Natural & LP)

I. PURPOSE:

To establish a policy for responding to gas leaks.

II. POLICY:

Standard response will be ~~1844~~ 1871 with 2-3 firefighters, other equipment and personnel upon request.

III OPERATIONS:

1. Secure the scene and evacuate the immediate area.
2. Have dry chemical extinguisher ready.
3. Notify Gas Company.
4. Attempt to shut gas off at the meter or propane tank.
5. If leak cannot be stopped, back off, evacuate the area up to ½ mile and call for assistance.

SPECIAL NOTE: Do not attempt to shut off or otherwise deal with high-pressure leaks. In such cases, evacuate the area and call the gas company.

HARTFORD FIRE DEPARTMENT

Guideline Order

201

MACO AIR STATION

I. PURPOSE

To establish a standard for operating the MACO air machine

II. PROCEDURE

1. Check hydro test date on bottle
2. Connect bottles to the high pressure line and tighten the bleed valve
3. Open the tank valves
4. Open all four "FROM" banks
5. Close the gate valve on the right hand side of the machine
6. Make sure the inlet pressure equals the bank pressure
7. Make sure the outlet pressure is set at ~~2216~~ 4500
8. Open correct fill valve to fill the appropriate bottle (SLOW)
9. Close the fill valve and open the gate valve
10. Close the tank valves
11. Open the bleeder valves on the high pressure line
12. Unhook the high pressure line from the bottle
13. Close the "FROM" bank (all four)
14. Remove the bottles
15. Open the "TO" bank
16. Turn on the compressor to automatic
17. Check oil pressure (1,100 lbs.)
18. After the machine shuts off, close the "TO" bank
19. Record the use on the daily log sheet

NOTES:

1. Do not fill bottles to FAST
2. Inspect bottles before filling for cracks and dents
3. Watch your hands in the gate while closing
4. Never increase the regulator pressure past ~~2216~~ 4500

Roxann Isbrecht

From: Helen Sullivan <hsulli.2012@gmail.com>
Sent: Tuesday, January 17, 2023 4:27 PM
To: Roxann Isbrecht
Subject: Fire Board representative report

Fire Board Meeting
 Hartford Fire Board
 January 9, 2023

All board members were present. Also present were Chief Harting, Asst. Chief McGrew and Secretary Carole Kiernan
 Guests present: Ron Sefcheck, Township Supervisor

Bills totaling \$31,419.14 were presented to the board for approval.
 This included the following:
 S&A Automotive for rebuilding front end suspension for Asst. Chiefs truck
 \$2994.00
 \$1020.00 Air pack testing which has to be done every year.

The amount listed as a deposit for Pride Care is the three months that was owed and deposited in December, as I referenced last month.

The new billing for December was done as of this meeting, it will show up on next month's report if it was paid.

There was a total of 61 calls for the month. The department responded/ assisted to a number of fires over a few days in December. Which included the home on Center St., a barn fire during the recent storm and a fatal fire in Bangor.

I have received a copy of the proposed budget and have forwarded it to the City Clerk. I am unsure whether this was based on the new percentage split.

One of my concerns is with the Policy order 1300/1301 addressing Donations and Contributions. I have not seen any specific dollar amounts for these accounts. I believe this should be made a little clearer as to what types of monies are to be placed in this account and the board should see an accounting of any monies in this account and any expenditures.

A discussion was held concerning issues arising during the recent severe winter storm and the lack of some type of plan in place for not only the winter, but the summer storm season. I have asked the City Clerk to add this to this month's agenda for discussion and hopefully future action.

Respectfully submitted,
 Helen Sullivan
 City Commissioner /Fire Board Representative



January 3, 2023

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

Dear Mr. Akinwale,

I am pleased to provide you with our average response times for the month of December 2022. There were eight (08) priority one calls in December with the average response time of 11:47 minutes.

There were four (04) priority two calls in December with the average response time of 11:39 minutes.

There were five (05) priority three call in December with an average response time of 13:04 minutes.

A total of seventeen (17) calls were run in December with an average response of 12:08.

There was an extended response time for run number 73133 due to distance. The crew took the correct route and did not report any further incidents.

There were extended response times for run numbers 69841, 71222, 71333, and 72514 due to distance from another county and weather conditions. All local ambulances were committed to calls. The crews took the correct routes and did not report any further incidents.

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

Sincerely,

Jessica Sutter
Pride Care Ambulance
O: 269.343.3267
F: 269.343.6503

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

Response Times By Priority

Report Date: 01/03/2023 10:05:29

Filters: Date Range (Pickup Time): 12/01/2022 to 12/31/2022 (Last Month); Last Status Timestamp: At Scene

Response Priority: P1

Run #	Call Type	Vehicle	Pickup Time	At Scene	Response Time (MM:SS)
69301-22	Advanced l	4114	12/2/2022 0:10	12/2/2022 0:19	9:34
69841-22	Advanced l	4119	12/6/2022 17:04	12/6/2022 17:24	19:14
71222-22	Advanced l	4114	12/17/2022 1:50	12/17/2022 2:06	16:02
71333-22	Advanced l	4114	12/18/2022 3:59	12/18/2022 4:13	14:05
72514-22	Advanced l	4114	12/27/2022 0:42	12/27/2022 0:54	11:33
73014-22	Advanced l	4114	12/30/2022 13:38	12/30/2022 13:49	8:22
73081-22	Advanced l	4114	12/31/2022 1:08	12/31/2022 1:13	4:49
73133-22	Advanced l	4115	12/31/2022 16:58	12/31/2022 17:09	10:40
Totals:		8			Avg: 11:47

Response Priority: P2

Run #	Call Type	Vehicle	Pickup Time	At Scene	Response Time (MM:SS)
70723-22	Advanced l	4115	12/13/2022 10:57	12/13/2022 11:06	8:57
70951-22	Advanced l	4115	12/14/2022 22:42	12/14/2022 22:48	5:28
72047-22	Advanced l	4115	12/23/2022 9:57	12/23/2022 10:14	16:57
72932-22	Advanced l	4114	12/29/2022 17:50	12/29/2022 18:06	15:16
Totals:		4			Avg: 11:39

Response Priority: P3

Run #	Call Type	Vehicle	Pickup Time	At Scene	Response Time (MM:SS)
71041-22	Advanced l	4115	12/15/2022 17:26	12/15/2022 17:42	14:53
71179-22	Advanced l	4115	12/16/2022 16:16	12/16/2022 16:34	16:47
71185-22	Advanced l	4115	12/16/2022 16:16	12/16/2022 16:34	16:47
72417-22	Advanced l	4115	12/26/2022 11:55	12/26/2022 12:03	7:58
72716-22	Advanced l	4114	12/28/2022 10:07	12/28/2022 10:17	8:58
Totals:		5			Avg: 13:04

Overall Totals

Trips

17

Average Response Time

12:08



VAN BUREN COUNTY PRESS RELEASE

Administration Address
219 E Paw Paw Street - Suite 305, Paw Paw, MI 49079
Website: www.vanburencountymi.gov

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

FOR IMMEDIATE RELEASE
Date: JANUARY 19TH, 2023
Contact: Charles Norton
Phone: (269) 657-8266

Van Buren County Launches New Property Mapping Site

Paw Paw, MI, January 19, 2023. Van Buren County is excited to announce the launch of its new mapping and parcel viewing site, now available at: <https://arcg.is/1SyKr1>

The new site provides users with easy access to a range of geographic information, including property boundaries, legal descriptions, and parcel ownership information. It also features an interactive map viewer that allows users to search for specific locations and access detailed information about those locations.

"We are thrilled to be able to offer this valuable resource to our residents and visitors," said Charles Norton, the Interim GIS Director for Van Buren County. "The new parcel mapping site will be an invaluable tool for anyone looking for accurate and up-to-date information about our county."

The new parcel mapping site is just one of the many ways that Van Buren County is working to improve access to information and resources for its citizens. We encourage everyone to check out the new site and see all that it has to offer.

To visit the site, follow the link above, use the QR code below, or visit the County's website at <https://vanburencountymi.gov>.



END

ADM-0009 (8/20/21)



DECEMBER 2022
VAN BUREN COUNTY BOARD OF COMMISSION MONTHLY ACTIVITY

Administration Address
 219 E Paw Paw Street - Suite 305, Paw Paw, MI 49079
 Website: www.vanburencountymi.gov

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

HIGHLIGHTS

1. **Proclamation for Commissioner Hanson's Years of Service** – Commissioner Hanson was honored and recognized by Senator Aric Nesbitt, Representative Beth Griffin, the Historical Society and other groups and individuals for his years of service with Van Buren County. A Certificate of Proclamation was presented by the Board of Commissioners.
2. **Sworn-In Ceremony** – The Board welcomed Commissioner Tina Leary as she was sworn-in to take over representing District 6th, formally represented by Commissioner Donald Hanson.
3. **VBEMS Contract Renewal** – VBEMS is seeking a contract renewal for a, was approved.
4. **Bargaining Unit Agreements** – The Board of Commissioners approved the pay increase of 6% in 2023, 3% in 2024 and 3% in 2025 for all bargaining units and non-represented employees at Van Buren County.
5. **ARPA Proposal #029 Road Commission CR 388** – The Board approved the request to use ARPA funds under Category 6 (loss revenue) for the County Road 388 project. CR388 from CR653 to 22nd Street (Van Kai), trench and widen the existing roadway, crush, and shape the existing pavement and place a new asphalt surface. This falls into category 6 as replacing public sector revenue loss as well as category 2, addressing negative economic impacts of COVID-19.
6. **2023 Marijuana Operation and Oversight Grant Program** – The Board approved the request for Community Health to submit a renewal grant application on behalf of Van Buren County. The Cannabis Regulatory Agency (CRA) is preparing to administer the 2023 Marijuana Operation and Oversight Grant program for Michigan counties. These grants, which are available to counties, will only be approved for education, communication, and outreach regarding the Michigan Medical Marijuana Act and the Michigan Regulation and Taxation of Marijuana Act.
7. **ARPA Proposal # 031 - Van Buren Cass District Health Department** – The Board approved the request to use ARPA funds under Category 6 (loss revenue) to the Van Buren/Cass District Health Department. As a result of the COVID-19 pandemic, the 2020 and 2021 estimated loss of revenue at the Van Buren County Community Dental Clinics (Hartford and Mattawan) was \$818,398 and \$700,346, respectively, for a total estimated loss in Van Buren County of \$1,518,744. VBCDHD is requesting \$220,000 in ARPA funds to cover 14% of the total VB County revenue lost.
8. **Claims** – Claims in the amount of \$7,962,676.16 were approved for the month of December 2022.

- 9. Replacement Phone Handset Purchase Request**– The desk phone handsets used across the County need replacement. They are models that came out 10 years ago and are no longer supported by our phone system vendor. total costs for the replacements are \$20,307.88. This is a planned, budgeted expense to be taken from the Technology Improvement Fund. The request to purchase and replace the phone handsets, was approved.

Re-Appointments/Appointments

- 1. Appointment to the Public Transit Local Advisory Council - Nicole Handy** - There was a vacancy on the Public Transit Local Advisory Council and the request for the appointment of Nicole Handy to join the Public Transit Local Advisory Council with an expiration date of 12/03/2026, was approved.
- 2. Parks Commission Appointment - Paul Garrod** - There was a vacancy on the Parks Commission and Paul Garrod is seeking appointment. Paul Garrod has been a part of other local Boards, United Christian Services, Former chairperson for the Lawrence Ox Roast and Homecoming Committee for 33 years, and Van Buren Youth Fair Board member for 22 years. The appointment to the Parks Commission was approved.
- 3. Remonumentation Committee Appointment - Kate Hosier** - Kate Hosier, City Manager of South Haven, is also a part of the Brownfield Redevelopment Authority. It was approved to appoint Kate Hosier to the Remonumentation Committee to fill a vacancy for the representative of Villages and Cities.
- 4. Road Commission Re-Appointment - Douglas Burleson** - The request is to appoint Douglas Burleson to the Van Buren County Road Commission for a six-year term to expire December 31, 2028. Douglas Burleson's term expired on December 31, 2022 and is seeking re-appointment for a term expiration of December 31, 2028, was approved.

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

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

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

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

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

HARTFORD PUBLIC WORKS DEPARTMENT

City of Hartford 621-3022
Justin Ryan Supt.



1/23/2023

MAINTENANCE DEPARTMENT

Serviced all the equipment that required servicing
Repaired all the equipment that required repairing
Take down christmas decorations
Helping at WWTP.
Snow removal as needed.
Put up banners for school
Had Rudells fix backhoe fuel leak.

WATER DEPARTMENT

Water turn off	<u>1</u>
Water turn on	<u>1</u>
Water meter repairs	<u>1</u>
Water leaks repaired	<u>1</u>
Water meters read by request	<u>5</u>
Water services replaced to water main	<u>0</u>

Collected monthly water samples and delivered to Paw Paw Lab
Sent monthly reports to the Michigan Department of Health
Ran auxiliary well generator once a week
Water meters read for the month

MAJOR AND LOCAL STREETS

Doing some cold patching
Snow removal as needed.

SEWER SYSTEM

Sewer mains rodded	<u>3</u>
Sewer services dug up and repaired	<u>1</u>

Mowed all lift stations

LIFT STATIONS

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

Iron Removal Plant

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

HARTFORD PUBLIC WORKS DEPARTMENT

200 Beachwood St.
621-3022
Dan Staunton Supt.



1/23/2023

WATER QUALITY AVERAGE FOR THE MONTH

Raw Water

Iron	<u>1.49</u> ppm
Manganese	<u>0.147</u> ppm
pH	<u>7.4</u>

Finished Water

Iron	<u>0.003</u> ppm
Manganese	<u>0.001</u> ppm
Chlorine	<u>1</u> ppm
Phosphates	<u>14</u> ppm
Flouride	<u>0.8</u> ppm
pH	<u>7.3</u>

Chemicals used

	<u>Total Lbs</u>
Chlorine	<u>126</u>
Phosphates	<u>220</u>
Flouride	<u>127</u>

Average Daily Use

<u>4</u>
<u>7</u>
<u>4</u>

WATER PUMPED FOR THE MONTH

Backwash water 5,451 Million Gallons

16,100 Gallons

WATER BACTI SAMPLES FOR THE MONTH

19 W. Main St.	<u>ND</u>
525 E. Main St.	<u>ND</u>
200 Beachwood St.	<u>ND</u>
well #4	<u>ND</u>

City of Hartford WWTP Activities Report

1/19/2023

1. Spare belts were ordered for the RBC drive mechanism.
 - It's extremely important that Hartford have spare belts on hand for the RBCs. If an RBC goes down for any more than a few hours an imbalance can develop in the distribution of microbial mass on the rotating drum. This leads to loping which can cause the shaft to break – a major failure. Removing the microbes to eliminate the weight imbalance makes the RBC almost worthless for an extended period while the microbes regrow. Hartford only has two RBCs. We can't afford to have one go off line.
2. Oil was changed in one of Hartford's two RBCs.
 - The RBCs were new in 2015. This was the first time one of them has had an oil change. The oil change went well, and the second RBC will have its oil changed in the next few weeks.
3. Midway Electric came out to look at a non-functioning heater on Hartford's grit classifier.
 - The grit classifier is designed to have biosolids in it at all times. It is located in an unheated building. It needs to have a functioning heater to prevent breakage. We are waiting on Midway to get back to us.
4. Solids that had been accumulating between the baffle and weir of the secondary clarifiers was removed.
 - To function properly the clarifier's weirs need to be clean.
5. Bushes and trees were trimmed.
 - It is important to maintain the grounds as it allows safe and efficient movement of personnel. A clean and orderly facility gives regulators from the State of Michigan the impression that Hartford is properly running their WWTP. When things look good employees are more likely to keep them looking good.
6. Hartford WWTP's effluent was sampled, and it was tested for mercury.
 - Two samples were analyzed. One was found to have 2.1 ng/l mercury and the other was found to have 1.9 ng/L mercury for an average of 2.0 ng/L mercury. Hartford's NPDES permit sets a goal of keeping effluent mercury concentrations at or below 1.3 ng/L, but sets the 12-month rolling limit for effluent mercury concentration at 4 ng/L.
7. AM Hawk's effluent was sampled as required by the state approved and mandated industrial user permit.
 - We are waiting on results.
8. Removed a growth mass from the channel upstream of the deragger.
 - Its important to keep solids out of channels and splitter boxes because they take up volume and can cause obstructions and equipment damage when they release.
9. Polymer usage was reduced by 1/3.
 - The operator has reported no change in his ability to draw sludge off the clarifiers. There has been no change in effluent solids. This polymer dosage will be maintained for a week or two and then reduced further. Polymer usage may be stopped altogether.
10. Chlorine usage was reduced by 11%.
 - There has been no change in fecal coliform numbers. Usage will be further reduced next week. Hartford's NPDES permit allows for a fecal coliform geometric mean of 200

cfu/100 mL for the month and 400 cfu/100 mL for the week. In December Hartford's effluent had a max 7-day geo mean of 47.7 cfu/100 mL and a monthly geo mean of 37.4 cfu/100 mL. It would be good to get fecal coliform numbers up to about 100 cfu/100 mL. One hundred gives a nice big margin of safety while making sure money is not being wasted by over chlorinating. Reducing chlorine usage will also allow the reduction of Sodium Bisulfite that is used for dichlorination of Hartford's effluent.

11. Possible trial of NeoWaterFX, a rare earth chemical, to potentially replace ferric chloride which Hartford is currently using to treat phosphorus.
 - The Hartford WWTP has an unusually high influent phosphorus concentration. At this time Hartford is using Ferric Chloride to reduce their phosphorus levels to meet NPDES requirements. Ferric Chloride stains things brown, and the stain is basically unremovable. The Hartford WWTP is equipped with banks of UV bulbs that are capable of disinfecting it's effluent, but the bulbs get stained by the ferric chloride. The stains render the bulbs nonfunctional. Rare earth chemicals don't stain, and if they are able to replace ferric chloride the UV bulbs can be replaced and UV disinfection can resume. This would allow the plant to cease using chlorine and sodium bisulfite altogether.
 - Patrick Ummel, a sales rep for the company producing NeoWaterFX, is going to be onsite on January 26th to do jar testing on our influent. I will be there also.
 - EGLE has been informed of Hartford's intention to trial this product and we are looking at a possible approval happening this summer.
12. New method for measuring residual chlorine.
 - The Hartford WWTP's chlorine meter was nonfunctional. We went with a different method. Supplies arrived and residual chlorine testing resumed this week.



**DECEMBER 2022
LIST OF BILLS
CK #37599 TO CK # 37690**

NUMBER	WRITTEN TO	DESCRIPTION	TOTAL
37599	ALEXANDER CHEMICAL CORP.	CHEMICALS & RENTAL INVOICE FOR WWTP + CHEMICALS & RENTAL INVOICE FOR IRP	4,105.45
37600	AMERIGAS - HARTFORD 5254	PROPANE FOR LAB AT WWTP	550.51
37601	AT&T MOBILITY	FIRST NET SERVICE FOR CELL PHONES 10/12-11/11/2022	417.76
37602	AUTO-WARES GROUP	OIL FILTERS, FUEL FILTERS, ETC FOR DPW TRUCKS	282.74
37603	AXON ENTERPRISE, INC	TASER 7 BUNDLE PACKAGE	3,783.88
37604	MICHAEL BANIC	OCCUPANCY INSPECTIONS - 11/30/2022	330.00
37605	CINTAS CORPORATION	FIRST AID SUPPLIES - DPW, CITY HALL & POLICE	179.28
37606	CONSUMERS ENERGY	CITY HALL, IRP & DPW GAS BILLS - 10/21-11/21/2022	516.39
37607	CORE & MAIN LP	1 INCH WATER METER	380.00
37608	DELTA DENTAL	DECEMBER 2022 DENTAL INSURANCE	983.83
37609	ENTERPRISE ENVELOPE INC.	1000 BLANK PURCHASE ORDER FORMS	291.42
37610	FERGUSON WATERWORKS	CURB STOP BOXES FOR WATER DEPT	824.28
37611	FRONTIER	CASINO LIFT STATION PHONE, WWTP PHONE, INTERNET & ALARM 11/13-12/12/2022 IRP PHONE & INTERNET	474.03
37612	GAGE MOTORS	SERPENTINE BELT FOR FORD INTERCEPTOR	120.37
37613	HARTFORD BUILDING AUTHORITY	CITY HALL LEASE FOR DECEMBER 2022	4,166.67
37614	HARTFORD FIRE BOARD	DECEMBER 2022 CONTRACTUAL PAYMENT	10,208.68
37615	HEAVEN SCENT	CARPET, AWNING, TILE & GROUT CLEANING AT CITY HALL & POLICE STATION	1,864.00
37616	INFRASTRUCTURE ALTERNATIVES	MI WATERS DATA REVIEW	200.00
37617	J.S. BUXTON LLC	BULK LIME SLURRY FOR WWTP	1,625.00
37618	JOHNSON'S HEATING	START FURNACE & CHANGE FILTERS	275.00
37619	KNOX COMPANY	KNOX BOX FOR CITY HALL	490.00
37620	MASTER METER INC	ANNUAL SOFTWARE SUPPORT - 1/1/2023-12/31/2023	1,750.00
37621	MI ASSOC OF MUNICIPAL CLERKS	MEMBERSHIP RENEWAL FOR CLERK - ROXANN RODNEY ISBRECHT	75.00
37622	MICHIGAN AGRIBUSINESS SOLUTION	FECAL COLIFORM AND METAL & NUTRIENTS TESTING FOR WWTP	750.00
37623	TOM NEWNUM	CLEAN CITY HALL 11/23/2022 & 11/30/2022	100.00
37624	PERSONAL TOUCH CAKES	HALF SHEET CAKE FOR RETIREMENT OPEN HOUSE	48.00
37625	DIANA POMEROY	HEM & SEW PATCHES ON POLICE UNIFORMS	225.00
37626	QUILL LLC	OFFICE AND CLEANING SUPPLIES	211.05
37627	RUDELL REPAIR	NEW ENGINE FOR 2014 FORD F-350	8,550.00
37628	STAPLES CREDIT PLAN	OFFICE SUPPLIES - COPY PAPER, TIME CARDS, PRINTER INK, ETC	235.09
37629	STATE OF MICHIGAN - MDOT	PROSPECT ST IMPROVEMENTS - MDOT00191	36,819.66
37630	TRACE ANALYTICAL LABORATORIES	IRP WATER SAMPLE TESTING - 11/14/22 (ALKALINITY & ANIONS)	109.89
37631	THE TRI-CITY RECORD	VETERAN'S DAY PUBLISHING	44.00
37632	UIS SCADA	LABOR FOR ROUTINE CALIBRATIONS AT WWTP	1,248.00
37633	USA BLUE BOOK	GLASS FIBER FILTERS, TUBE ASSEMBLYS FOR PUMP AT WWTP & PUMP FOR IRP	2,080.56
37634	WALTER L. DE VISSER, SR.	MECHANICAL PERMIT CH22011 - 116 BERNARD, PERMIT CH22012 - 202 N MAPLE & PERMIT CH22013 - IMMACULATE CONCEPTION CHURCH	820.00
37635	BEST WAY DISPOSAL INC	CITY HALL, DPW & WWTP TRASH SERVICE FOR NOVEMBER 2022	362.36
37636	BLOOMINGDALE COMMUNICATIONS	PHONE & INTERNET SERVICE FOR DECEMBER 2022	356.37
37637	CIVICPLUS LLC	MUNICODE MEETINGS ANNUAL PREMIUM - 2/1/2023 - 1/31/2024 (\$3400.00) PLUS WEB ANNUAL PREMIUM (\$1800.00)	5,200.00
37638	CSX TRANSPORTATION	CROSSING SIGNAL MAINTENANCE - RED ARROW HWY	1,978.00
37639	FRONTIER	DPW LOCAL PHONE 11/25-12/24/22	70.60
37640	INDIANA MICHIGAN POWER	NOVEMBER 2022 ELECTRIC BILLS	6,061.09
37641	INTERNATIONAL CODE COUNCIL	ANNUAL MEMBERSHIP FOR 2023	145.00
37642	KELLOGG HARDWARE	MISC HARDWARE SUPPLIES FOR NOVEMBER 2022	408.91
37643	TOM NEWNUM	CLEAN CITY HALL 12/7/2022	50.00
37644	PLUMMER'S ENVIRONMENTAL	DSMI PROJECT (DWAM/LEAD & COPPER GRANT) - APPLICATION #01	70,452.00
37645	STATE OF MICHIGAN	NPDES MUNICIPAL ANNUAL PERMIT FOR WWTP	1,950.00
37646	DALE & LOIS SUMMERS	BALANCE OF WATER DEPOSIT FOR 157 PARAS HILL	47.48
37647	TRACE ANALYTICAL LABORATORIES	IRP WATER SAMPLE TESTING - 12/5/22 (ALKALINITY & ANIONS)	83.25
37648	VARNUM ATTORNEYS AT LAW	LEGAL SERVICES 11/1/22 THROUGH 11/30/2022 (F.D. ARBITRATION)	1,200.00
37649	WIGHTMAN & ASSOCIATES, INC.	PROJECT 202307 - DWAM GRANT APPLICATION (\$2118.76) PROJECT 190496 - HARTFORD TWP WATER MAIN EXTENSION (\$13,582.55) & PROJECT 222250 S. MUNICIPAL PARKING LOT RESURFACING (\$4500.00 PAID BY DDA)	20,201.31
37650	MICHAEL BANIC	OCCUPANCY INSPECTIONS 12/14/22	285.00
37651	BLUE CARE NETWORK OF MI	JANUARY 2023 HEALTH INSURANCE	15,364.01
37652	FLEMING BROTHERS OIL CO	GASOLINE & DIESEL FOR NOVEMBER 2022	2,204.70
37653	FRONTIER	LIFT STATION PHONE 12/7/2022- 1/6/2023	49.75
37654	ERIN GONZALES	BALANCE OF WATER DEPOSIT FOR 113 ENGLE WAY	78.80
37655	INDIANA MICHIGAN POWER	ELECTRIC BILL FOR DUNBAR ST	10.60
37656	NAYLOR LANDSCAPE MANAGEMENT	BALANCE OF 2022 CHRISTMAS DECORATIONS AT CITY HALL	1,557.56
37657	TOTAL TREE CARE LLC	STREETScape PROJECT - REMOVE 9 TREES FROM FLOWER BOXES (DDA=\$390.06)	1,200.00
37658	UNUM LIFE INSURANCE CO OF AMERICA	JANUARY 2023 LIFE & DISABILITY INSURANCE	629.61
37659	VILLAGE OF PAW PAW -LABORATORY	OCTOBER 2022 LAB ANALYSIS	120.00
37660	VISION SERVICE PLAN	DECEMBER 2022 VISION INSURANCE	120.80
37661	WEST MICHIGAN RAILROAD CO.	WM-7 STORM SEWER & WM-8 SEWER MAIN ANNUAL FEE	184.66

37662	AT&T MOBILITY	FIRST NET SERVICE FOR CELL PHONES 11/12-12/11/2022	404.36
37663	PAMELA BENCH	CLEANING AT CITY HALL ON 12/20/22 (4 HOURS)	100.00
37664	FRONTIER	WWTP PHONE, INTERNET & ALARM 12/13/2022-1/12/2023	270.49
37665	HARDING'S MARKET	ITEMS PURCHASED FOR RETIREMENT OPEN HOUSE	35.13
37666	INFRASTRUCTURE ALTERNATIVES	IPP ISSUES VN NOTICE FOR WWTP	300.00
37667	KENDALL'S SEPTIC & SEWER	ROD SEWER AT 531 OAK ST, 201 PLEASANT & 216 ELMWOOD	525.00
37668	KROHN EXCAVATING, LLC	CONSTRUCTION PAY ESTIMATE #1- LINDEN & CLARK ST PROJECT (\$12,015.00) PLUS CONSTRUCTION PAY ESTIMATE #2 - LINDEN & CLARK ST PROJECT (\$38,196.00)	50,211.00
37669	MILLER, CANFIELD, PADDOCK & STONE PLC	FIRE DEPARTMENT ARBITRATION	1,305.00
37670	MITCHELL PUMP & SERVICE LLC	2 INJECTORS FOR IRP	1,463.10
37671	JOANN NEWNUM	CLEANING AT CITY HALL ON 12/20/2022 (4 HOURS)	100.00
37672	TOM NEWNUM	CLEAN CITY HALL 12/21/2022	100.00
37673	PLUMMER'S ENVIRONMENTAL	DSMI PROJECT (DWAM/LEAD & COPPER GRANT) - APPLICATION #02	5,481.00
37674	TRACE ANALYTICAL LABORATORIES	IRP WATER SAMPLE TESTING - 12/12/22 (ALKALINITY & ANIONS)	109.89
37675	VAN BUREN COUNTY CLERK	PROGRAMMING FEES CANVASS & PRECINCT KIT FOR NOV 22 ELECT	682.50
37676	WILLIAM (ARTIE) WILCOX	ELECTRICAL PERMIT 22HE024 - 503 S HAVER (FINAL) AND PERMIT 22HE022 - MAPLE HILL (FINAL)	326.70
37677	YOURMEMBERSHIP.COM, INC	CITY MANAGER JOB POSTING THROUGH MML	150.00
37678	ALEXANDER CHEMICAL CORP.	CHEMICALS FOR WWTP	1,970.94
37679	AMERIGAS - HARTFORD 5254	PROPANE FOR LAB AT WWTP	752.99
37680	PAMELA BENCH	CLEANING AT CITY HALL ON 12/27/2022 (5 HOURS) PLUS REIMBURSEMENT FOR ITEMS PURCHASED FOR KITCHEN	133.48
37681	CLEAN EARTH ENVIRONMENTAL SERVICES	JET WASH OUT LINES FROM DECANT TANK TO LIFT STATION (WWTP)	2,267.45
37682	DELTA DENTAL	JANUARY 2023 DENTAL INSURANCE	824.72
37683	DUBOIS CHEMICALS, INC	55 LBS OF P-508 FOR WWTP	241.19
37684	FRONTIER	CASINO LIFT STATION PHONE + IRP PHONE & INTERNET 12/19/22-1/18/23	215.83
37685	MILLER THERMOMETER CO.	SHIP KEYS TO CITY TO CROWN TROPHY FOR ENGRAVING	12.78
37686	JOANN NEWNUM	CLEANING AT CITY HALL ON 12/27/2022 FOR 5 HOURS	125.00
37687	TOM NEWNUM	CLEAN CITY HALL 12/28/2022	50.00
37688	STAPLES CREDIT PLAN	NEW SHREDDER & 2023 DESK CALENDARS	362.86
37689	STATE OF MICHIGAN	BIOSOLIDS LAND APPLICATION FEE & DRY TONS REPORTED FOR 2023	1,982.95
37690	VISION SERVICE PLAN	JANUARY 2023 VISION INSURANCE	131.62
		92 TOTAL CHECKS	\$ 286,143.38
	UNITED STATES POSTAL SERVICE	MAIL TAXES TO BERKSHIRE HATHAWAY & PURCHASE 1 SHEET OF 2 OUNCE STAMPS	18.48
	CROWN TROPHY	NAME PLATE FOR COMMISSIONER JANE DANGER & NAME TAG FOR MAYOR HALL	27.20
	TRACTOR SUPPLY CO	WINTER COAT FOR JUSTIN RYAN	99.10
	LUMEN	LONG DISTANCE PHONE BILL FOR DPW & WWTP	0.15
	UNITED STATES POSTAL SERVICE	UTILITY BILLING POSTAGE	500.00
	GORDON FOODS & MEIJER	ITEMS PURCHASED FOR RETIREMENT OPEN HOUSE	50.99
	MiDEAL	MEMBERSHIP RENEWAL	180.00
	CROWN TROPHY	ENGRAVING ON KEYS TO THE CITY	15.09
	DOLLAR GENERAL	ITEMS PURCHASED FOR RETIREMENT OPEN HOUSE	18.02
	MICHIGAN RURAL WATER ASSOC	WWTP OPERATOR JOB POSTING	49.00
		TOTAL OF DEBIT CARD TRANSACTIONS	\$ 958.03
		TOTAL GROSS PAYROLL FOR MONTH (YEMI'S SICK TIME PAID OUT AT 60%)	\$ 93,325.73
		GRAND TOTAL	\$ 380,427.14

**CITY OF HARTFORD
INVESTMENT REPORT AS OF DECEMBER 30, 2022**

BONDS

AMT OF INVESTMENT	INVEST TYPE	INST NAME	INVEST DATE	LENGTH OF INV.	INTEREST RATE	MATURITY DATE	DIST. OF INT	CURRENT VALUE
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CD'S

\$ 166,746.74	CD	STURGIS BANK	9/3/2020	18 MONTHS	0.40%	3/3/2022		\$ 168,009
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MUTUAL FUNDS

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

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

\$ 1,397,648.70	TRANSFER IN	12/14/2021	L-T	VARIABLE
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STURGIS BANK/OAKLEAF FINANCIAL (RAYMOND JAMES)	\$ 1,250,519
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TOTAL INVESTMENT AT MARKET AS OF DECEMBER 30, 2022	\$ 1,418,528
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*THIS IS AN INCREASE OF \$32,934 FROM LAST QUARTER



CITY MANAGER'S REPORT
JANUARY 23, 2022

RURAL BUSINESS DEVELOPMENT GRANT:

Rural Development approved the Streetscape project design for the South Parking Lot and authorized the advertisement for bids. The City will receive sealed bids until 10:00AM, local time on the 31st day of January 2023, at the office at which time all bids will be publicly opened. This project consists of the resurfacing of the South Municipal Parking Lot, including cold milling, minor storm sewer improvements, hand patching, and HMA surfacing, signage and pavement markings.

CITY POLICE CRUISER

One of our Police Cruisers is in the Shop leaving us short of one Car. The City of Bangor came through for us by loaning the City one of its Police Cruisers. I want to express a sincere thanks and appreciation to the City of Bangor for assisting us during a serious time of need. We are waiting for the delivery of our new Squad Car and hope to reciprocate the favor in future.

POLICE CHIEF UPDATE

I want to take this opportunity to inform you that Tressa Beltran has retired from her position as the Chief of Police for the City of Hartford effective January 16, 2023. Lt. Prince will continue to serve as the interim Chief until we finalize discussions.

1 & 5 WEST MAIN STREET UPDATE:

The plan to stabilize this building is still on the table and scheduled for the end of January provided we have favorable weather condition. This project would take care of the roof and front entrance issues with this building.

106 SOUTH CENTER STREET - FIRE

This building became a blight problem after it burned down on December 16, 2022. The Building Inspector condemned the building on December 28, 2022. The owner of the building has been notified of his responsibility to demolish the building and to clean up the site. The City does not want to spend the funds it cannot recover from the demolition of this building.

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
DECEMBER 19, 2022

Item 15.

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

Members Absent:

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

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

The Clerk gave the newly Elected Officials (November 2022 election) the Oath of Office:
Commissioners, Jane Danger; Frank Dockter and John Miller

Pledge of Allegiance was said.

Motion by Commissioner Miller, supported by Commissioner Beltran, to approve the agenda adding Ryan Marschke of Hungerford Nichols under guests.

Motion carried 7 – 0

Guests:

- Mickey Bittner Wightman's updates on DWAM, Drinking Water - Service Line Inventory, 100 % grant; Linden & Clark Street Project, pay estimates submitted; PFAS Project, 100% grant, have reached 51% to participate so moving forward, three rounds of communication have gone out to those effected; WWTP update; EGLE has a Drinking Water state revolving fund program eligible to significantly overburdened communities, an intent to apply which was submitted on November 1st, all services with lead service line must be corrected by January 2045, Wightman's has submitted a proposal for the engineering services for this project.
- Ryan Marschke, Hungerford Nichols, presented the preliminary budget for the 2021/2022 fiscal year audit, the City has approximately six months of operating funds available, it is recommended there be at least 3 – 5 months of operating fund balance. Sewer Enterprise fund, needs to be brought into balance.

Public Comment:

- Michael Menck 38 Marion Ave complaint about a business running at 517 W Main St on a residential property and wants to know the Commissions progress in getting the complaint resolved before spring.
- Tim Kling, Planning & Zoning commission wanted to wish the City Manager Yemi Akinwale well on his retirement.
- Doug Tipton, Pastor of the United Methodist Church, Senior Services uses the church to provide meals to Seniors. It was announced by Senior Services that if someone lives in a community that does not participate then they will no longer be able to participate in the meals program, they will not be able to participate beginning January 1, 2023. The pastor has concerns about how senior services is being operated. Senior Services will no longer be able to hold meals at the Church if they are going to exclude individuals from participating the policy goes against what the church stands for. Commissioner Tibbs who sits on the Senior Services Board invited the Pastor to the next Senior Services Board Meeting. The Mayor will contact the Senior Services Director & meet with the Pastor at a future date.

Communications:

- EGLE Recognition, implementing an approved Source Water Protection Program.
- Letter From Commissioner Sullivan regarding the complaint by Mr. Menck & Commission Rules
- Elected Officials Training offered by MML February 10-11, virtual is \$85 per/person and in Person training are \$115 per/person.

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
DECEMBER 19, 2022

Item 15.

- City Hall will be closed Friday December 23, & Monday December 26 in Observance of Christmas & December 30 & January 2 in Observance of New Year

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

- A. **Police & Ordinance** – LT Prince, Interim Chief, Police Department has had some officers out due to illness.
- B. **Fire Department** – Smoke Alarm program working; working on next year budget, appreciate the cooperation from the departments of police & public works on the recent fire.
- C. **Ambulance** – Bill Mears – Mass causality kits, cost is about \$350 plus training, they are issued to ambulances and can be bought in bulk but not real practical for police department but can fill the request if desired. Commissioner Tibbs felt they should be in each police car.
- D. **Van Buren County** – Mike Chappell – purchasing the building across the street from the administration building for Friend of the Court, some offices will be moving to other areas of the building, Land Management is now called GIS.
- E. **Public Works** – Justin Ryan, Superintendent, done with leaf pick up ready for the snow plowing.
- F. **Wastewater Treatment Plant** – working with rural water and an operator from Buchanan until a full-time operator can be hired. The part-time summer help has been moved to the WWTP.
- G. **Treasurers, Investment & List of Bills** – extra cost for additional cleaning of City Hall.
- H. **City Manager** – State Revolving Fund Series 2022B Sewer Bond Update; City/Township Fire Board Arbitration Hearing complete, waiting on ruling; WWTP Plant Operation; 1 & 5 West Main Street securing the building should begin next month; Rural Business Development Grant, South Parking Lot Project waiting for design approval then the project can be bid out; Hartford Police Department Body – Cam Request

Approval of Commission Minutes:

Motion by Commissioner Danger, supported by Commissioner Tibbs, to approve the minutes of the November 21, 2022 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 7 – 0

Motion by Commissioner Beltran, supported by Commissioner Miller, to approve the minutes of the November 8, 2022 special business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 7 – 0

Approval of Reports:

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

Motion carried 7 – 0

Goals/Objectives:

- Fill WWTP Operator Position
- Fill City Manager Position

Old Business:

- None

New Business:

- Linden & Clark Street Project – Pay Estimate no. One \$12,015.00 –

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
DECEMBER 19, 2022

Item 15.

Motion by Commissioner Tibbs, supported by Commissioner Miller to approve the Linden & Clark Street Project Pay Estimate no. one in the amount of \$12,015.00 as recommended by Wightman's.
Motion carried 7 – 0

- Linden & Clark Street Project Pay Estimate no. two \$38,196.00

Motion by Commissioner Dockter, supported by Commissioner Sullivan, to approve the Linden & Clark Street Project Pay Estimate no. two in the amount of \$38,196.00 as recommended by Wightman's.
Motion carried 7 – 0

- HPD Body Camera Purchase Proposal

Motion by Commissioner Tibbs, supported by Commissioner Dockter, to accept the proposal to purchase body cameras for the police department in the amount of \$6,400.00 per/year for five years as recommend by the City Manager.
Motion carried 7 – 0

- 2023 City Council Meeting Schedule

Motion by Commissioner Dockter, supported by Commissioner Beltran, to approve the City Council's Meeting Schedule and City Hall Holiday Schedule as presented.
Motion carried 7 – 0

- Lead Service Line Replacement Project – Engineering Services Proposal - \$45,500.00

Motion by Commissioner Tibbs, supported by Commissioner Sullivan, to accept Wightman's engineering services proposal for lead service line replacement project in the amount of \$45,500 as recommended by the City Manager.
Motion carried 7 – 0

Resolutions, Ordinance, Proclamation's:

- Resolution 2022 – 022 Adopting Pokagon-Hartford Area Local Revenue Sharing Board Appointment

Motion by Commissioner Dockter, supported by Commissioner Sullivan, to adopt resolution 2022 – 022 Pokagon – Hartford Area Local Revenue Sharing Board Appointment.
Motion carried 7 – 0

- Resolution 2022 – 023 Adopting 2021-2022 Fiscal Year Audit – Audit Report was incomplete, Commission tabled to the January 2023 meeting.

Adjournment:

Motion by Commissioner Beltran, supported by Commissioner Miller, to adjourn the meeting at 8:45pm.
Motion carried 7 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk

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

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CITY OF HARTFORD
PROPOSED SPECIAL BUSINESS MEETING MINUTES
DECEMBER 27, 2023 4:00pm

Item 16.

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

Members Absent: Ramon Beltran;

Staff Present: Akinwale; Rodney-Isbrecht;

Mayor Richard A. Hall called the special meeting to order at 4:00pm.

Discuss & Take Action on the City Manager Application/Interview/Interim Process:

The City Manager position has been posted on the Michigan Municipal Leagues website until January 20, 2023. Options of the Mayor and Clerk can fill in until an interim or Manager can be hired. The Clerk will explore interim options from Michigan Municipal League to bring before the Council. Yemi Akinwale is willing to continue on a month-to-month basis until an interim or manager can be hired.

Motion by Commissioner Tibbs, supported by Commissioner Danger to extend the City Managers contract on a month-to-month basis at current contract terms and can be cancelled by either party at any time.

Motion carried 6 – 0

Adjournment:

Motion by Commissioner Miller, supported by Commissioner Dockter, to adjourn the meeting at 4:32pm.

Motion carried 6 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk

CITY OF HARTFORD
PROPOSED SPECIAL BUSINESS MEETING MINUTES
JANUARY 16, 2023

Item 17.

Commissioners Present: Ramon Beltran (2:00pm); Jane Danger; Frank Dockter; John Miller; Helen Sullivan; Terry Tibbs (2:00pm); Mayor Richard A. Hall;
Members Absent:
Staff Present: Akinwale; Rodney-Isbrecht;

Mayor Richard A. Hall called the special meeting to order at 12:30pm.

Interview Candidates for City Manager:

- 12:30pm - John Wayne Stewart

Motion by Sullivan supported by Miller to recess the special meeting at 1:23pm
Motion carried 6 – 0

Mayor Richard A. Hall resumed the special meeting called to order at 1:55pm.

- 2:00pm – Kyle Harris

Discussion: Finding & Hiring an Interim City Manager – Majority of Council is not interested in hiring an outside interim at this time due to cost. The Mayor is in favor of continuing as is for 4 – 6 months.

Motion by Miller supported Sullivan to recess the special meeting at 2:54pm
Motion carried 7 – 0

Mayor Richard A. Hall resumed the special meeting called to order at 3:20pm

- 3:30pm – Sanya Vitale

Motion by Commissioner Miller, supported by Commissioner Tibbs to authorize the Mayor to offer conditional employment and enter into negotiations with Sanya Vitale upon successful completion of references and back ground check.

Motion carried 7 – 0

Adjournment:

Motion by Commissioner Miller, supported by Commissioner Dockter, to adjourn the meeting at 4:38pm.

Motion carried 7 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk

CITY OF HARTFORD - HARTFORD TOWNSHIP
INTERLOCAL FIRE DEPARTMENT AGREEMENT

Effective
January 12, 2023

for the operation and control of the
HARTFORD FIRE DEPARTMENT

INTERLOCAL FIRE DEPARTMENT AGREEMENT made this 12th day of January
2023 by and between the CITY OF HARTFORD, with offices
at 19 West Main St., Hartford, MI 49057 and the TOWNSHIP OF
HARTFORD, with offices at 61310 County Road 687, Hartford, MI 49057

WITNESSETH:

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

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

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

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

**NOW, THEREFORE, IN CONSIDERATION OF THE PREMISES IT IS
HEREBY AGREED BY AND BETWEEN THE PARTIES HERETO AS
FOLLOWS:**

SECTION 1: ESTABLISHMENT

A. Termination of Previous Agreements

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

B. Establishment of Fire Department

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

C. General Purpose

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

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

SECTION 2: JOINT OWNERSHIP

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

SECTION 3: ESTABLISHMENT OF FIRE BOARD

- A. The Fire Department shall be governed, managed and controlled by a Fire Board (herein called the Board) consisting of the five (5) members, for terms of six (6) years each subsequent to the initial term, or until a successor is appointed. Said members shall be appointed in the following manner and for the following initial terms:
 - 1. From those members appointed first, each municipality by a majority vote of all members of its governing body shall appoint one member for a term expiring on June 30th of the even numbered years following the creation of the Board, or until a successor is appointed.
 - 2. Also, from those members appointed first, each municipality by a majority vote of all members of its governing body shall appoint an additional one member for a term expiring June 30th of the second year following the terms of the first two members, or until a successor is appointed.
 - 3. The fifth member of the Board shall be appointed by a majority vote of the other four members of the Board appointed by the City and the Township, to serve a term expiring June 30th of the fourth year following the terms of the first two members, or until a successor is appointed.
 - 4. When initial terms have expired, the municipality responsible for the original appointment to the Board shall appoint, for six-year terms, in the manner above described, successive members to the Board. The result will be that the City and Township shall always have two members each on the Board at any one time with the fifth member always appointed by the Board itself.

- 5. The fire chief of the Hartford Fire Department shall be ex-officio, non-voting member of the Fire Board operating in an advisory capacity only. The Fire Chief, Deputy Chief or Assistant Chief shall attend a City and a Township meeting once a month.

- B. No member of the Board shall be a member of the fire department, nor shall members of the immediate family of a Board member be appointed to the Board.

- C. Members of the Board will be residents of the municipality which appointed them with the exception of the member appointed by the Board, who may be a resident of either the City or Township. One member from each municipal legislative body may serve on the Board.

- D. Each Fire Board member shall serve at the pleasure of the Municipality that appointed him/her and may be removed by the appointing Municipality at will even if his/her term on the Fire Board has not yet expired.

- E. Members of the Board may be paid at rate determined by the City and Township at the annual joint meeting and shall be entitled to actual and necessary expenses approved by the City and Township, unless the contrary is approved by both the City and Township in joint session. Upon adoption of this agreement, the rate for the first year shall be \$60.00 per meeting.

- F. **Meetings.** The Board shall meet at least every month, and shall annually establish a meeting schedule which shall be posted at the Fire Department, City Hall and Township Hall in a manner and time provided by law. All meetings will comply with Michigan's Open Meetings Act. Special meetings may be called by the Chairperson or in the absence of the Chairperson by any three (3) Board Members. All Board Members shall be notified in writing at least eighteen (18) hours prior to the special meeting. Meeting notices shall be posted at the Fire Department, City Hall and Township Hall.

- G. **Voting.** Each member of the Board is entitled to vote upon all matters to come before the Board, in the absence of a conflict of interest. **(A conflict of interest resulting in matters in which a relative or family member is involved; the member has a business or financial interest in the subject matter; and if there still remains a question about a conflict, then a majority vote of the Board members can determine whether a conflict is sufficient to require abstention.)** Each Board Member is entitled to one vote for each action taken by the Board. Unless specifically stated otherwise in this Agreement or in applicable law, all actions taken by the Board shall require approval of not less than a simple majority of the commission entitled to vote. Proxy voting is not allowed.

H. **Quorum.** No action shall be taken except at a meeting at which a quorum of the Board is present in person. A quorum shall consist of not less than a majority of the duly appointed voting members of the Board.

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

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

- **Chairperson.** The Chairperson shall preside at all meetings of the Board, and shall exercise all privileges and duties of a Board Member, including the right to vote on all matters.
- **Vice Chairperson.** The vice chairperson shall assume the duties of the Chairperson in the absence of the chairperson.
- **Secretary.** The Secretary shall keep all minutes of the meetings of the Board and all records of the Board. The Secretary shall also provide advance notice of all meetings to the Board Members.
- **Treasurer.** The Treasurer shall receive, deposit, invest, and reinvest all funds to the Board **and be bonded**. The Treasurer shall keep accurate financial records and shall keep all members of the Board apprised of the financial status of the Board upon intervals established by the Board. Copies of all reports provided to the Board by the Treasurer regarding the finances of the Board shall be provided to the City and the Township after each scheduled meeting.
- **Receipts and expenditures** (checks) shall require two (2) Board Members signatures.
- The Board shall be bonded, a bond sufficient in amount to cover any all sums received from the City and Township during a single fiscal year. The cost of said Bond shall be deemed an operation expense of the Board.

- No member of the Fire Board shall exercise any authority on an individual basis. All authority shall rest with Fire Board acting as a whole.

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

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

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

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

SECTION 4: FINANCES

- A. **Fiscal Year.** The Board’s fiscal year shall run from July 1 to June 30th of each year.
- B. **Operating Costs.** By way of example shall include such items as utilities, insurance costs, petroleum products, necessary and reasonable Board expenses, maintenance costs, and whatever compensation the Board may provide for members of the Fire Department.
- C. **Capital Expenditures.** By way of example shall include new buildings, real property, any and all improvements to the present building or buildings housing the Fire Department, purchases of all fire and associated equipment and apparatus with a cost in excess of \$10,000.00.
- D. **Presentation of Budget to City and Township.**

- a. A preliminary budget meeting shall be held to present the proposed budget to the City Mayor and Township Supervisor in the second week of January each year.
- b. The final budget recommendation will be sent to the city and township clerks the last week in February. At that time the Board shall inform the City Clerk and Township Clerk, in writing, as to the time and place of the joint session in which review of the budget shall be made. Such notice shall be at least Fifteen (15) days prior to the meeting date.
- c. Approval of the budget shall be by a majority vote of each Municipality at the joint budget session to be held by March 31st.
- d. Upon approval of the budget the City and Township shall contribute at the approved funding by the 20th day of each month. See Section 4H for Current Formula.

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

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

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

H. Funding Formula Review. The funding formula shall be reviewed on a 3-year schedule with respect to the City and Township.

- 1. The current funding formula for Operating Expenses is
 - a. The City of Hartford, 45% of the Operating Budget
 - b. The Township of Hartford, 55% of the Operating Budget
- 2. For example, the current funding formula is determined by fire calls per each Municipality (excluding I94 and Red Arrow Hwy).

3. At adoption of this agreement, a committee existing of two (2) Township Representatives, two (2) City Representatives and one (1) ex-officio Fire Board Representative shall be formed to review the funding formula.
4. If an agreement cannot be reached regarding the funding formula refer to Section 5B Arbitration.

SECTION 5. MISCELLANEOUS PROVISIONS

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

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

B. Arbitration. Disagreements in regards to the establishment and maintenance of the joint fire Department which may arise between the City and Township, and which cannot be resolved by mutual agreement, shall be submitted to binding arbitration by professionally qualified arbitrators. The majority vote of the members of the governing body of one municipality shall be sufficient to initiate the arbitration procedure. The City and Township then shall each appoint one arbitrator of its own choosing. The two arbitrators thus selected shall in turn appoint a third

and final arbitrator. The third arbitrator shall not be a resident of the City or Township of Hartford or have any proprietary interest in either the City or Township. Costs of said arbitration shall be borne equally by the City and Township.

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

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

CITY OF HARTFORD

TOWNSHIP OF HARTFORD

Mayor

Supervisor

Clerk

Clerk

**CITY OF HARTFORD
COUNTY OF VAN BUREN
STATE OF MICHIGAN
RESOLUTION 2022 – 023**



ACCEPTING THE 2021/2022 FISCAL YEAR AUDIT.

At a Business meeting of the City of Hartford Commission, located at 19 West Main Street and called to order by Mayor Richard A. Hall on January 23, 2023

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____.

WHEREAS, the City Commission of the City of Hartford engaged the services of Hungerford Nichols, CPAs to conduct a fiscal audit of its finances for the year ending June 30, 2022; 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 2021/2022 fiscal year.

YEAS:

NAYS: ABSENT:

RESOLUTION DECLARED ADOPTED

DATE: January 23, 2023

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 January 23, 2023, 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: January 23, 2023

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 2023 - 001**



UPDATING STATE REQUIRED POVERTY LEVEL INCOME STANDARDS FOR PROPERTY TAX EXEMPTION GUIDELINES FOR TAX YEAR 2023.

At a Regular meeting of the City of Hartford Commission at 19 West Main Street called to order by Mayor Richard A. Hall on January 23, 2023 at 7:30p.m.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____.

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

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

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

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

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

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

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

FEDERAL POVERTY INCOME GUIDELINES FOR 2023 ASSESSMENTS

The following are the federal poverty income standards for use in setting poverty exemption guidelines for 2023 assessments:

Size of Family Unit	Annual allowable income
1 person	\$ 13,590
2 persons	18,310
3 persons	23,030
4 persons	27,750
5 persons	32,470
6 persons	37,190
7 persons	41,910
8 persons	46,630
For each additional person, add	4,720

BE IT FURTHER RESOLVED, that all resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded; and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately upon adoption by the City of Hartford Board of Commissioners.

YEAS:

NAYS: ABSENT:

RESOLUTION DECLARED ADOPTED

DATE: January 23, 2023

RoxAnn Rodney-Isbrecht, City Clerk

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on January 23, 2023.

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 2023 - 002**



**ACCEPTING LETTERS OF PROTEST FROM CITY RESIDENT PROPERTY OWNERS FOR
MARCH 2023 BOARD OF REVIEW**

At a Regular meeting of the City of Hartford Commission at 19 West Main Street called to order by Mayor Richard A. Hall on January 23, 2023 at 7:30p.m.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____.

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

WHEREAS, Michigan Compiled Law (MCL) 211.30(8) gives the City Board of Review the authority to accept letters of protest for the March 2023 Board of Review.

NOW, THEREFORE BE IT RESOLVED, that the City of Hartford wishes to approve the acceptance of letter of protest from City Residents for the March 2023 Board of Review.

YEAS:

NAYS: ABSENT:

RESOLUTION DECLARED ADOPTED

DATE: January 23, 2023

RoxAnn Rodney-Isbrecht, City Clerk

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on January 23, 2023

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 2023 - 003**



**PROVIDE FOR ALTERNATE STARTING DATES FOR MARCH, JULY AND DECEMBER 2023
BOARD OF REVIEW**

At a Regular meeting of the City of Hartford Commission at 19 West Main Street called to order by Mayor Richard A. Hall on January 23, 2023 at 7:30p.m.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____.

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

WHEREAS, the City of Hartford wishes to provide for alternate starting dates for the March, July and December 2023 Board of Review meetings.

NOW, THEREFORE BE IT RESOLVED, that the City of Hartford hereby resolve to provide for the setting of alternate March, July and December 2023 Board of Review dates.

YEAS: Commissioner’s

NAYS: ABSENT:

RESOLUTION DECLARED ADOPTED

DATE: January 23, 2023

RoxAnn Rodney-Isbrecht, City Clerk

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on January 23, 2023

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 2023 - 004**



DEFICIT ELIMINATION PLAN

At a Regular meeting of the City of Hartford Commission, called to order by Mayor Richard A. Hall on January 23, 2023 at 7:30p.m.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____.

WHEREAS, the City of Hartford’s CDBG Grant Fund has a \$750.00 deficit fund balance on June 30, 2022; and

WHEREAS, 1971 PA 140 requires that a Deficit Elimination Plan be formulated by the local unit of government and filed with the Michigan Department of Treasury; and

NOW THEREFORE BE IT RESOLVED, that the City Commission adopts the following as the City of Hartford’s CDBG Grant Fund Deficit Elimination Plan:

UNRESTRICTED NET POSITION	2023
Deficit as of July 1, 2023	(\$750)
REVENUE	
STATE GRANT	\$1,855,250
TRANSFER FROM LOCAL STREETS FUND	\$149,600
TRANSFER FROM SEWER FUND	\$23,760
TRANSFER FROM WATER FUND	\$46,640
TOTAL REVENUE	\$2,075,250
EXPENDITURES	
CONSTRUCTION CONTRACTORS	\$1,855,250
ENGINEERING	\$220,000
PROJECT ADMINISTRATION	\$24,500
TOTAL EXPENDITURES	\$2,074,500
UNRESTRICTED NET POSITION – JUNE 30, 2023	0
	2023
CA-CL (DEFICIT) JULY 1, 2023	(\$750.00)
REVENUES	\$2,075,250

EXPENDITURES	(\$2,074,500
CA-CL JUNE 30, 2023	0
Explanation: This fund is used strictly to record and track project related revenues & expenditures and will end with a zero balance when the project is completed. Money will be transferred from other funds to cover the City of Hartford’s percentage match of the grant money and the rest will be deposited from the State of Michigan throughout the extent of the project. In fiscal 2022 we had not received the \$750,000 draw from the State of Michigan before June 30, 2022.	

BE IT FURTHER RESOLVED, that the City of Hartford’s City Treasurer submits the CDBG Grant Deficit Elimination Plan to the Michigan Department of Treasury for certification.

YEAS:
NAYS:
ABSENT:

RESOLUTION DECLARED ADOPTED

DATE: January 23, 2023

RoxAnn Rodney-Isbrecht, City Clerk

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on January 23, 2023.

Dated:

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