



City of Hartford  
County of Van Buren, State of Michigan

## Commission Business Meeting Agenda

Monday, August 23, 2021 at 7:30 PM

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### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### ROLL CALL

### APPROVAL OF AGENDA

### GUESTS

1. MISS & MR HARTFORD 2020
2. MICKEY BITTNER - WIGHTMAN
3. ANDY CAMPBELL - BAKER TILLY
4. RICK ANSTISS - HEMP & HARVEST EVENT AT 301 BOWIE ST

### PUBLIC COMMENT

### COMMUNICATIONS

- [5.](#) AUTO VALUE LETTER
- [6.](#) COMCAST LETTER

### REPORT OF OFFICERS BOARDS & COMMITTEES

#### Police & Ordinance

- [7.](#) HPD - JULY 2021

#### Fire Department

- [8.](#) HFD - CHIEF - JULY 2021
- [9.](#) HFB - BOARD - JULY 2021

#### Ambulance

- [10.](#) AMB - July 2021

#### Van Buren County

#### Public Works

- [11.](#) DPW - July 2021

Wastewater Treatment Plant

[12.](#) WWTP - July 2021

Treasurers, Investment & List of Bills

[13.](#) TREASURER - JULY 2021

City Manager

[14.](#) CITY MANAGER - AUGUST 2021

**APPROVAL OF COMMISSION MINUTES**

[15.](#) July 2021 - Business Meeting

**APPROVAL OF REPORTS**

**GOALS/OBJECTIVES**

**OLD BUSINESS**

16. 261 HEYWOOD - VARIANCE

**NEW BUSINESS**

17. CDBG PROCUREMENT POLICY

18. LETTER OF ENGAGEMENT, BOND ANTICIPATION NOTE

19. LETTER OF ENGAGEMENT, CLEAN WATER REVOLVING FUND BONDS

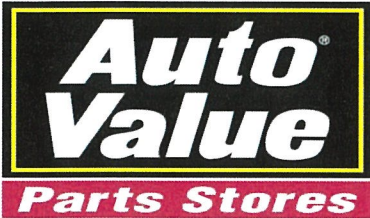
20. OPEN COUNCIL SEAT - WRITE-IN CANDIDATE

21. HOLIDAY SCHEDULE

**INTRODUCTION OF RESOLUTIONS OR AMENDMENTS**

[22.](#) RESOLUTION 2021-010 - PURCHASE, ACQUIRE & CONSTRUCT IMPROVEMENTS TO THE SANITARY SEWER SYSTEM & TO PUBLISH NOTICE OF INTENT TO ISSUE REVENUE BONDS

**ADJOURNMENT**



**Auto Value – Coloma & Auto Value - Hartford**

**Dear Valued Customers,**

Auto-Wares would like to announce a new customer service initiative that will merge the Coloma and Hartford locations into the new Watervliet location! The new location will be located at **320 N. Main Street, Watervliet.**

The new building provides a larger footprint and will increase inventory availability, enhance the in-store shopping experience, and increase overall customer service.

The new Watervliet location will be open for business Monday, August 16, 2021.

The Coloma location will re-main open through on Aug. 14<sup>th</sup>

The Hartford location will remain open through Aug. 28<sup>th</sup>.

We look forward to servicing you at a high level throughout this transition and beyond.

If there are any questions or concerns, please feel free to call a member of management below.

**Thank you for being a valued Auto-Value customer!**

Tory Boerema, District Manager 269-455-8825

Kirk Richards General Manager 616-260-0286

RECEIVED  
AUG 02 2021  
CITY OF HARTFORD





August 6, 2021

Mr. Yemi Akinwale, Manager  
City of Hartford  
19 W Main St  
Hartford, MI 49057

RE: Programming Advisory

Dear Mr. Akinwale:

We are committed to keeping you and our customers informed about changes to Xfinity TV services. As part of that ongoing commitment to keep you informed, we wanted to update you on the following:

- Beginning August 19, 2021, Great American Country (GAC) will move from Digital Preferred to Digital Starter/Extra, making it available to more customers at no additional cost.

Please feel free to contact me at 616-560-1922 if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeffrey Snyder", is written over a light blue horizontal line.

Jeffrey Snyder  
Manager of External Affairs  
Comcast, Heartland Region  
3500 Patterson Ave. SE  
Grand Rapids, MI 49512

RECEIVED  
AUG 09 2021  
CITY OF HARTFORD



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

**Police Report for Month of July 2021**

<b>Total Duty Hours</b>	<b>740</b>	<b>Foot Patrol Hours</b>	<b>2</b>
<b>Arrests</b>	<b>20</b>	<b>Felony</b>	<b>4</b>
		<b>Misdemeanor</b>	<b>16</b>
<b>Arrest Warrants Issued</b>	<b>8</b>	<b>Traffic Citations Issued</b>	<b>10</b>
<b>Homicide</b>	<b>0</b>	<b>Robbery</b>	<b>0</b>
<b>Sex Crimes</b>	<b>3</b>	<b>Trespassing</b>	<b>3</b>
<b>Assaults</b>	<b>8</b>	<b>UDAA (stolen auto)</b>	<b>0</b>
<b>Burglary</b>	<b>0</b>	<b>Larceny</b>	<b>2</b>
<b>Frauds</b>	<b>2</b>	<b>Property Destruction/Vandalism</b>	<b>1</b>
<b>NFS Checks</b>	<b>0</b>	<b>Juvenile Del</b>	<b>0</b>
<b>OUIL</b>	<b>1</b>	<b>Drug Investigations</b>	<b>1</b>
<b>Civils</b>	<b>11</b>	<b>Public Peace</b>	<b>2</b>
<b>Lost Property</b>	<b>0</b>	<b>Found Property</b>	<b>1</b>
<b>Suspicious Person(s)/Vehicle(s)</b>	<b>13</b>	<b>Alarms</b>	<b>4</b>
<b>Health/Safety</b>	<b>9</b>	<b>Traffic Crash</b>	<b>2</b>
<b>Assist to other Agencies</b>	<b>65</b>	<b>Michigan State Police</b>	<b>2</b>
<b>Van Buren Co Sheriff</b>	<b>20</b>	<b>FIRE/EMS</b>	<b>17</b>
<b>Other Local Agencies</b>	<b>19</b>	<b>Persons</b>	<b>7</b>

**Officers of the department handled 158 incidents during the month of July 2021.**

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

**Chief Tressa Beltran**

# Hartford Fire Department

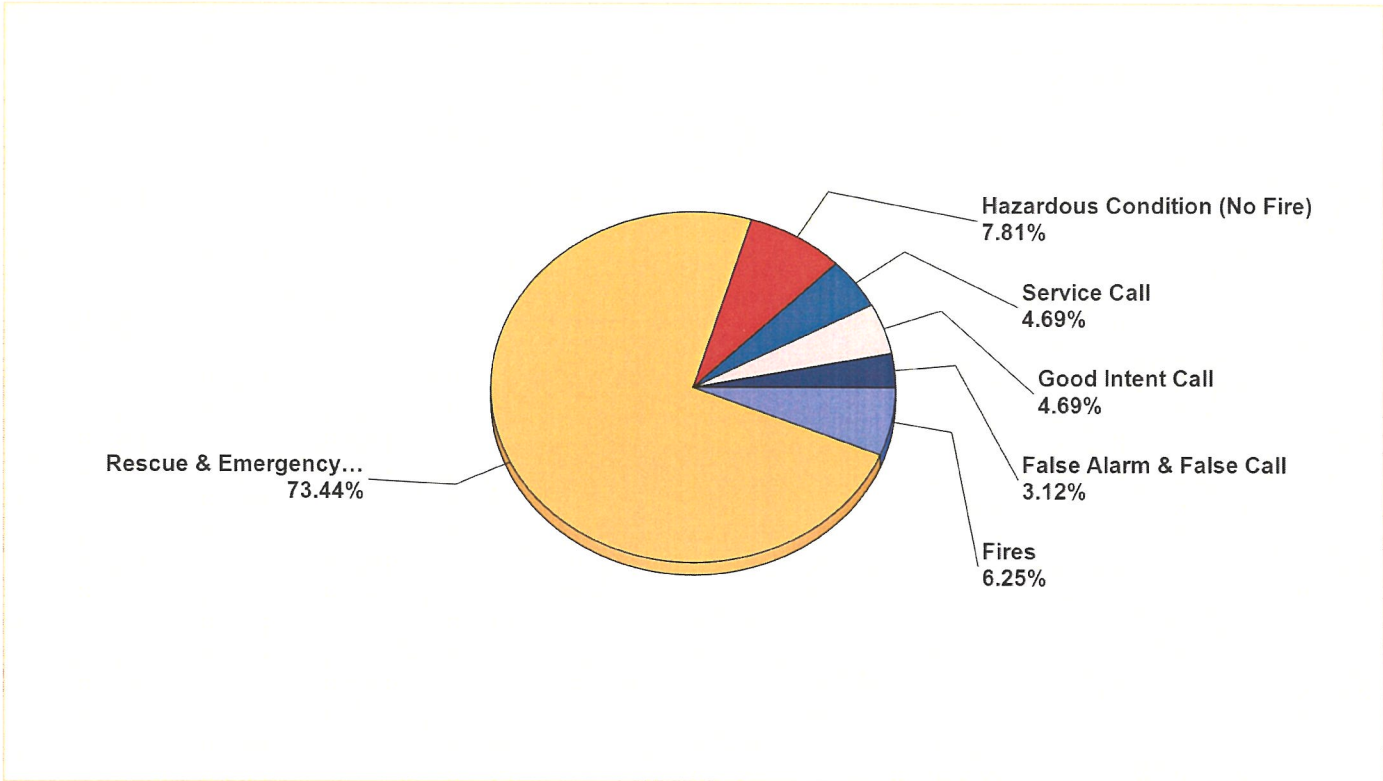
Hartford, MI

This report was generated on 8/2/2021 11:19:07 AM



## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 07/01/2021 | End Date: 07/31/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	6.25%
Rescue & Emergency Medical Service	47	73.44%
Hazardous Condition (No Fire)	5	7.81%
Service Call	3	4.69%
Good Intent Call	3	4.69%
False Alarm & False Call	2	3.12%
<b>TOTAL</b>	<b>64</b>	<b>100%</b>

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

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
118 - Trash or rubbish fire, contained	1	1.56%
142 - Brush or brush-and-grass mixture fire	3	4.69%
311 - Medical assist, assist EMS crew	10	15.62%
321 - EMS call, excluding vehicle accident with injury	32	50%
322 - Motor vehicle accident with injuries	3	4.69%
324 - Motor vehicle accident with no injuries.	1	1.56%
353 - Removal of victim(s) from stalled elevator	1	1.56%
444 - Power line down	2	3.12%
445 - Arcing, shorted electrical equipment	3	4.69%
531 - Smoke or odor removal	1	1.56%
551 - Assist police or other governmental agency	2	3.12%
600 - Good intent call, other	1	1.56%
611 - Dispatched & cancelled en route	2	3.12%
743 - Smoke detector activation, no fire - unintentional	1	1.56%
746 - Carbon monoxide detector activation, no CO	1	1.56%
<b>TOTAL INCIDENTS:</b>	<b>64</b>	<b>100%</b>

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



# Hartford Fire Department

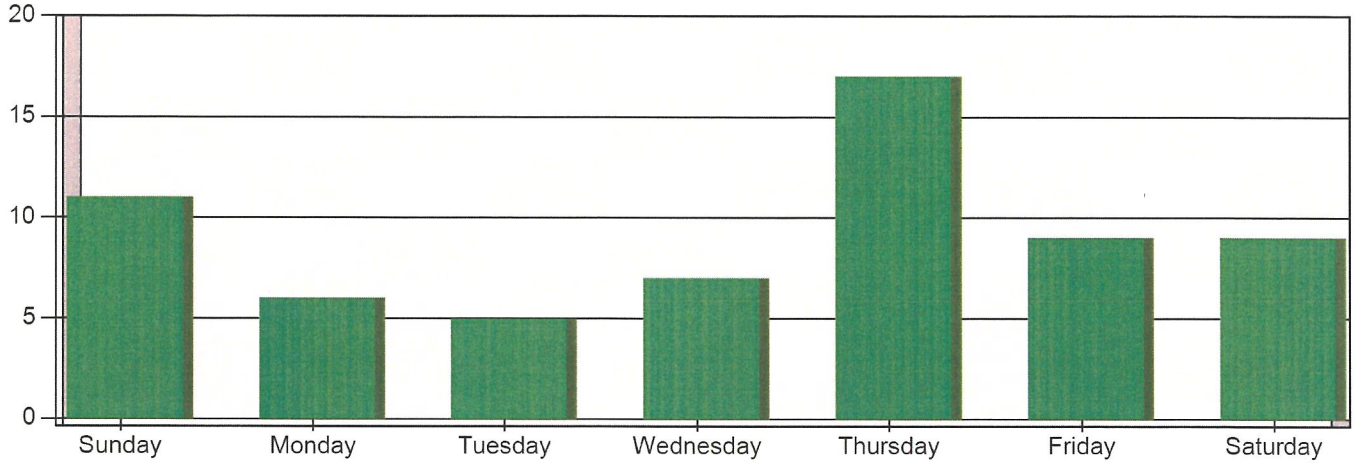
Hartford, MI

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## Incidents by Day of the Week for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 07/01/2021 | End Date: 07/31/2021



DAY OF THE WEEK	# INCIDENTS
Sunday	11
Monday	6
Tuesday	5
Wednesday	7
Thursday	17
Friday	9
Saturday	9

**TOTAL**

**64**

Only Reviewed incidents included.





# Hartford Fire Department

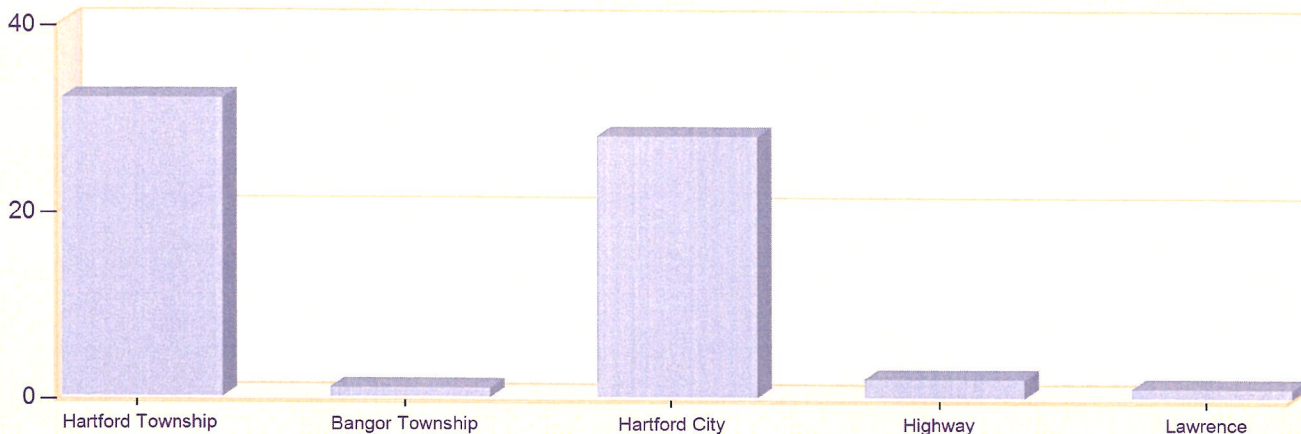
Hartford, MI

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## Incident Type Count per Zone for Date Range

Start Date: 07/01/2021 | End Date: 07/31/2021



ZONES	INCIDENT TYPE	COUNT
<b>Hartford Township - Hartford</b>		
	142 - Brush or brush-and-grass mixture fire	2
	311 - Medical assist, assist EMS crew	6
	321 - EMS call, excluding vehicle accident with injury	14
	322 - Motor vehicle accident with injuries	2
	444 - Power line down	1
	445 - Arcing, shorted electrical equipment	2
	551 - Assist police or other governmental agency	2
	600 - Good intent call, other	1
	611 - Dispatched & cancelled en route	2
	<i>Total Incidents for Hartford Township - Hartford:</i>	32
<b>Bangor Township - Bangor</b>		
	444 - Power line down	1
	<i>Total Incidents for Bangor Township - Bangor:</i>	1
<b>Hartford City - Hartford</b>		
	142 - Brush or brush-and-grass mixture fire	1
	311 - Medical assist, assist EMS crew	4
	321 - EMS call, excluding vehicle accident with injury	18
	353 - Removal of victim(s) from stalled elevator	1
	445 - Arcing, shorted electrical equipment	1
	531 - Smoke or odor removal	1

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



ZONES	INCIDENT TYPE	COUNT
	743 - Smoke detector activation, no fire - unintentional	1
	746 - Carbon monoxide detector activation, no CO	1
	<i>Total Incidents for Hartford City - Hartford:</i>	28
<b>Highway - I 94</b>		
	322 - Motor vehicle accident with injuries	1
	324 - Motor vehicle accident with no injuries.	1
	<i>Total Incidents for Highway - I 94:</i>	2
<b>Lawrence - Township</b>		
	118 - Trash or rubbish fire, contained	1
	<i>Total Incidents for Lawrence - Township:</i>	1
<b>Total Count for all Zone:</b>		<b>64</b>

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



# Hartford Fire Department

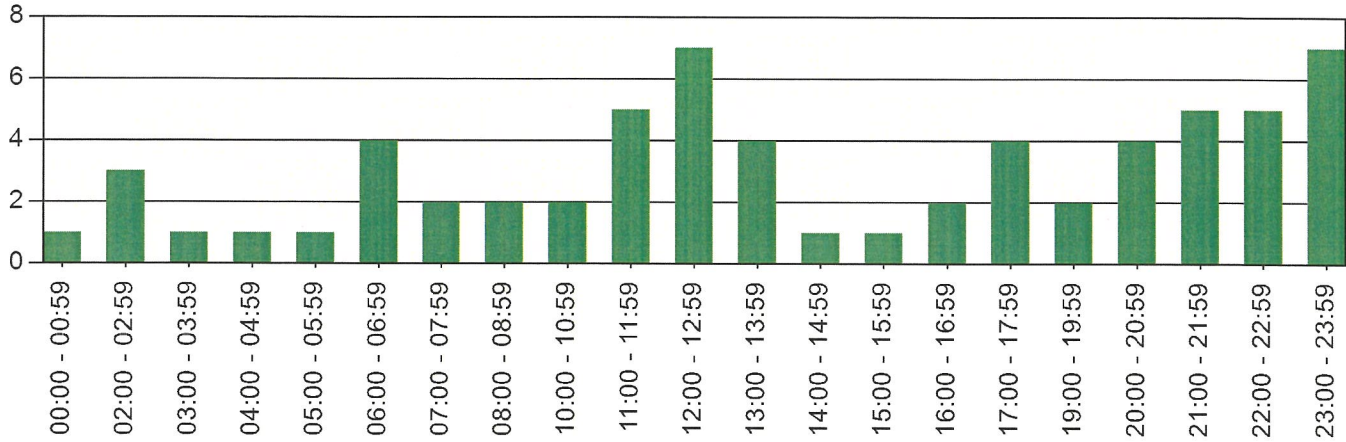
Hartford, MI

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

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 07/01/2021 | End Date: 07/31/2021



HOUR	# of CALLS
00:00 - 00:59	1
02:00 - 02:59	3
03:00 - 03:59	1
04:00 - 04:59	1
05:00 - 05:59	1
06:00 - 06:59	4
07:00 - 07:59	2
08:00 - 08:59	2
10:00 - 10:59	2
11:00 - 11:59	5
12:00 - 12:59	7
13:00 - 13:59	4
14:00 - 14:59	1
15:00 - 15:59	1
16:00 - 16:59	2
17:00 - 17:59	4
19:00 - 19:59	2
20:00 - 20:59	4
21:00 - 21:59	5
22:00 - 22:59	5
23:00 - 23:59	7
<b>TOTAL:</b>	<b>64</b>

Only REVIEWED incidents included.



# Hartford Fire Department

Hartford, MI

This report was generated on 8/2/2021 11:21:49 AM



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

Start Date: 07/01/2021 | End Date: 07/31/2021

ANSWERS	# INCIDENTS
<b>USER-DEFINED FIELD: Dispatch Priority (Required)</b>	
1	18
2	39
3	7

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

**Hartford Fire Board Meeting  
August 9, 2021  
July Business**

Contents

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Page 5	Payroll Summary
Page 6	Balance Sheet and Deposit Detail
Page 7	Budget Performance Report
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**Hartford Fire Board**  
Agenda  
Monday, August 9, 2021 7:00 PM

- I. Call to Order, Pledge
- II. Roll call: Jerry Birmele, Steve Starner, Chad Hunt, Helen Sullivan, Carlos Ledesma
- III. Public Comment: Limited to three minutes per person
- IV. Approval of the Agenda. Motion by \_\_\_\_\_ Second by \_\_\_\_\_ Motion \_\_\_\_\_
- V. Approval of previous meeting minutes from July 12, 2021: Motion by \_\_\_\_Second\_\_ Motion \_\_\_\_\_
- VI. Approval of Organizational Board meeting minutes from July 12, 2020: Motion by\_\_\_\_Second by\_\_\_\_ Motion\_\_\_\_\_.
- VII. Approval of July Treasurer’s report: Motion By \_\_\_\_\_ Second by \_\_\_\_\_ to approve Treasurer’s report as presented. Motion \_\_\_\_\_
  - a. Accounts Payable: Amount \$ **29,278.33** Motion by \_\_\_\_Second \_\_\_\_\_ by roll call vote Motion \_\_\_\_\_
- VIII. Review: Income & Expense; Payroll; Balance sheet & Deposit Detail; Budget
- IX. Fire calls
- X. Unfinished Business:  
NONE
- XI. New Business:
  - 1. Motion to approve amending budget accounts according to attached list. Motion by \_\_\_\_\_ to amend accounts per list provided, Second by\_\_\_\_\_Roll Call Vote:\_\_\_\_\_
- XII. Reports:
  - a. Fire Chief
  - b. Assistant Fire Chief
  - c. Board

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

**Hartford Fire Board**  
Organizational Meeting Minutes  
Monday, 12 July, 2021 7:00 PM

Roll call: Steve Starner; Chad Hunt; Helen Sullivan; Carlos Ledesma; Absent: Jerry Birmele

Others Present: Carole Kiernan, Assistant Chief 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 Organizational was presented. Motion by Hunt Second by Sullivan to approve the agenda as presented. Motion: Approved

Organization of Fire Board Offices:

Motion by Hunt; second by Sullivan to nominate Starner as Fire Board Chairperson for the 2021-22 fiscal year. Motion: Approved.

Motion by Sullivan; second by Starner to nominate Hunt as Fire Board Vice – Chairperson for the 2021-22 fiscal year. Motion: Approved.

Motion by Starner; second by Hunt to nominate Birmele as Fire Board Secretary for 2021-22 fiscal year. Motion: Approved.

Motion by Hunt; second by Starner to nominate Sullivan as Fire Board Treasurer for 2021-22 fiscal year. Motion: Approved.

**Organization of Meetings for 2021-22 fiscal year:**

Motion by Hunt; second by Starner to set regular meetings of the Hartford Fire Board on the second Monday of each month at 7 p.m. for the 2021-22 fiscal year. Motion: Approved.

Motion by Sullivan second by Hunt to adjourn the 2021-22 organizational meeting at 7:05 pm. Motion: Approved.

Respectfully submitted,

Jerry Birmele, Secretary

**HARTFORD FIRE BOARD MEETING**  
**Minutes of Fire Board Meeting July 12, 2021**

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

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

Chairman Starner called the meeting to order at 7:05 p.m.

Public comment opened at 7:05. No public comments, closed at 7:06.

The proposed agenda for the Fire Board meeting of July 12, 2021 was presented. Motion Hunt;  
 Second by Sullivan; to approve the agenda as presented. Motion: Approved

The proposed minutes of the June 14, 2021 Fire Board meeting were presented. Motion by Starner;  
 Second by Hunt to accept the minutes as presented Motion: Approved

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

Bills were presented for approval in the amount of \$21,640.68 Motion by Starner; Second by Hunt;  
 to pay bills in amount of \$21,640.68 . Motion Approved upon roll call vote of members present.

**Unfinished Business:**

None

**New Business:**

1. Acceptance of Chad Kostrzewa resignation. Motion by Starner; Second Hunt to accept Chad Kostrzewa letter of resignation effective June 30, 2021. Motion Approved.
2. Approve moving 1871 final payment from 2020/2021 to 2021/2022 Budget. Motion by Sullivan;  
 Second Ledesma to approve moving the final payment to Spencer for new 1871 Motion  
 Approved

**Fire Chief's Report:**

**Meetings Attended:**

City of Hartford

**Information:**

No Report from Chief

**Assistant Fire Chief's Report:**

**Meetings Attended: NONE**



**Minutes of Fire Board Meeting July 12, 2021****Information:**

- 1871 update—95% complete will be pump tested Thursday. There are some items for the new truck whose cost are slightly over budget
- AAA grant was denied
- Light Bar on 1810 broke
- Finishing up EMT Class
- Start making contacts to sell Old 1871 this week

**Respectfully Submitted,**

*K. McGrew*

**Kevin McGrew-Assistant Fire Chief**

**Other Board Business:**

- If old 1871 not sold, perhaps ISD could use it for classes.
- Budget adjustments will be made at the next meeting.

Motion by Sullivan; second by Starner to close meeting at 7:42 pm. Motion: Approved

Respectfully submitted,

Gerald Birmele, Secretary

**Treasurer's Report for meeting on August 9, 2021  
For the month ending July 31, 2021**

Cash Balances

**Operations – General Fund**

Reconciled Cash Balances of Prior Month ended June 30, 2021 – tcf bank **\$ 104,613.47**

**XXX May Deposits**

City of Hartford – Contribution(July)	\$ 9,291.82
Township of Hartford – Contribution (July)	\$ 13,937.73
Bangor Township Cost Recovery	\$ 0.00
Cost Recovery	\$ 642.00
Pride Care (May & June )	\$ 855.00
Interest	\$ 0.86

**Total Deposits \$ 24,727.41**

**Total Balance of General Fund \$ 129,340.88**

**XXX Expenditures for approval:**

Vendors payable	\$ 16,485.44
Payroll released July 2021 (11,053.60 – 2,086.46)	\$ 8,967.14
Bank Fees	\$ 37.35
MI & Fed Tax Withholdings	\$ 3,788.40

**Total Expenditure \$ 29,278.33**

**General Fund Balance June 30, 2021 \$ 100,062.55**

**Capital Equipment**

Reconciled Cash Balance as of June 30, 2021 – Millage Fund **\$ 103,932.40**

Reconciled Cash Balance as June 30, 2021 – Maintenance Fund **\$ 13,314.11**

Cash Balances for month June 30, 2021 **\$ 117,246.51**

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

**Invested Capital Equipment**

Et Cetera Investment Services, LLC – Millage Fund Investment June 30,2021 **\$ 80,731.38**

Et Cetera Investment Services, #2-TCF Investment June 30,2021 **\$ 100,651.73**

**Hartford Fire Board  
August 9, 2021 Meeting  
Income & Expense and Expenses by Vendor Summary  
July Business**

**Expense by Vendor**

	<u>Jul 21</u>
A T & T	-352.05
Auto-Wares	-19.98
Centsible Heating and Air Conditioning	-195.00
CFS Inspections	-1,276.00
City of Hartford (Dental/Vision)	-134.31
City of Hartford {2}	-258.35
City of Hartford Health Ins.	-1,676.04
Comcast	-189.17
Consumers Energy	-106.00
Crystal Flash Energy	-501.69
Emergency Reporting/Backdraft OPCO LLC	-1,968.25
EPS	-290.46
Federal Licensing, Inc.	-120.00
First Bankcard	-433.42
IRS Online Payment	-3,308.46
Johnson's Heating	-345.00
Kellogg Hardware	-68.70
Liberty Mutual	-1,646.50
Moses Fire Equip. Inc.	-2,470.50
S & A Automotive Inc.	-725.21
ShellFleet Plus Card	-381.35
Twin City Awards & Trophies	-19.00
<b>TOTAL</b>	<b>16,485.44</b>

**Income & Expense**

	<u>Jun 21</u>
Ordinary Income/Expense	
Income	
303 Investment Market Changes	351.62
401 Hartford Township	13,427.79
402 Hartford City	8,951.96
404 Interest	1.69
411 Hartford City Millage	6,343.02
412 Hartford Township Millage	14,016.35
420 Bangor 1st Resp Reimburse	3,416.24

521 Cost Recovery Reimbursement	50.00
Other Revenues	525.00
<b>Total Income</b>	<b>47,083.67</b>
Gross Profit	47,083.67
Expense	
500 Payroll	
500.1 Fire Chief	4,179.38
500.10 Chief Health Benefits	1,810.35
500.2 Firefighters/Medics	5,216.01
500.3 Support Staff	622.50
500.4 Chief Retirement	250.76
500 Payroll - Other	1,020.00
<b>Total 500 Payroll</b>	<b>13,099.00</b>
502 Utilities	
502.1 Internet-Telephone	189.17
502.2 Electric	327.00
502.3 Natural Gas	109.00
502.4 First Net-AT&T	352.05
<b>Total 502 Utilities</b>	<b>977.22</b>
506 Fuel	
506.1 Unleaded Gas	297.63
<b>Total 506 Fuel</b>	<b>297.63</b>
508 Vehicle Maintenance	
508.4 Rescue Pickup #1869	0.00
508.8 #1802	19.37
<b>Total 508 Vehicle Maintenance</b>	<b>19.37</b>
512 Insurance	3,304.00
513 Payroll Taxes	2,259.30
515 Equipment & Equip Maint	
515.7 Eq Maintenance Other	20.00
<b>Total 515 Equipment &amp; Equip Maint</b>	<b>20.00</b>
519 Subscriptions & Dues	
519.1 HelpNet	186.00
<b>Total 519 Subscriptions &amp; Dues</b>	<b>186.00</b>
527 Bank Fees	37.70
528 Bd Members Compensation	90.00
Payroll Tax Expense	1,275.03
<b>Total Expense</b>	<b>21,565.25</b>
<b>Net Ordinary Income</b>	<b>25,518.42</b>
<b>Net Income</b>	<b>25,518.42</b>

**Hartford Fire Board  
August 9, 2021 Meeting  
Payroll Summary  
July Business**

	<u>TOTAL</u>	
	<u>Hours</u>	<u>Rate</u>
		<u>Jul 21</u>
<b>Employee Wages, Taxes and Adjustments</b>		
<b>Gross Pay</b>		
Salary	2.00	4,242.07
Assistant Fire Chief	1.00	400.00
Fire Board Office	42.50	658.75
Fire Call	6.00	89.00
Gas Leaks/CO	3.00	45.50
Grass Fire	6.00	93.00
Med Assist	159.00	2,422.13
Mutual Aid	6.00	93.52
Other	69.00	1,064.63
PI Accident	18.00	267.50
Shift Coverage	66.00	990.00
Training	26.00	387.00
Vehicle Inspection	20.00	300.50
<b>Total Gross Pay</b>	<u>424.50</u>	<u>11,053.60</u>
<b>Deductions from Gross Pay</b>		
Dental-Vision		-26.86
Firefighters Assn Dues		-470.48
Health Insurance		-335.20
<b>Total Deductions from Gross Pay</b>		<u>-832.54</u>
<b>Adjusted Gross Pay</b>	424.50	10,221.06
<b>Taxes Withheld</b>		
Federal Withholding		-729.00
Medicare Employee		-160.26
Social Security Employee		-685.30
MI - Withholding		-511.90
Medicare Employee Addl Tax		0.00
MI - Cities Res Tax		0.00
MI - Cities Work Tax		0.00
<b>Total Taxes Withheld</b>		<u>-2,086.46</u>
<b>Net Pay</b>	<u>424.50</u>	<u>8,134.60</u>
<b>Employer Taxes and Contributions</b>		
Company FICA		685.30
Company Med		160.26
Retirement Fund		247.38
MI - Obligation Assessment		0.00
<b>Total Employer Taxes and Contributions</b>		<u>1,092.94</u>

**Hartford Fire Board Meeting  
August 9, 2021  
Balance Sheet & Deposit Detail  
July Business**

**BALANCE SHEET**

		Jul 31, 21
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Checking/Savings</b>		
102 Regular Check Chem Bk...847	82,545.59	
105 CD Fund Equity..C...288	-336.62	
106 Millage Fund Chem Bank .167	103,932.40	
108 Maintenance Chem Bk ...183	13,314.11	
Chemical Financial Advisors	80,731.38	
TCF Investment Services #2	100,651.73	
<b>Total Checking/Savings</b>	<b>380,838.59</b>	
<b>Total Current Assets</b>	<b>380,838.59</b>	
<b>TOTAL ASSETS</b>	<b>380,838.59</b>	
<b>LIABILITIES &amp; EQUITY</b>	<b>0.00</b>	

**Deposit Detail**

Type	Num	Date	Name	Account	Amount
Deposit		07/06/2021		102 Regular Check Chem Bk...847	510.00
Payment	722485110	07/06/2021	Pride Care Ambulance	Undeposited Funds	-510.00
TOTAL					-510.00
Deposit		07/12/2021		102 Regular Check Chem Bk...847	13,975.73
				521 Cost Recovery Reimbursement	-38.00
				401 Hartford Township	13,937.73
TOTAL					13,975.73
Deposit		07/19/2021		102 Regular Check Chem Bk...847	9,291.82
				402 Hartford City	-9,291.82
TOTAL					-9,291.82
Deposit		07/26/2021		102 Regular Check Chem Bk...847	949.00
				521 Cost Recovery Reimbursement	-604.00
Payment		07/26/2021	Pride Care Ambulance	Undeposited Funds	-345.00
TOTAL					-949.00
Deposit		07/31/2021		108 Maintenance Chem Bk ...183	0.11
				404 Interest	-0.11
TOTAL					-0.11
Deposit		07/31/2021		106 Millage Fund Chem Bank .167	0.89

**Hartford Fire Board Meeting  
August 9, 2021  
Balance Sheet & Deposit Detail  
July Business**

				404 Interest	-0.89
TOTAL					-0.89
<b>Deposit</b>	<b>07/31/2021</b>			<b>102 Regular Check Chem Bk...847</b>	<b>0.86</b>
				404 Interest	-0.86
TOTAL					-0.86
<b>Paycheck</b>	<b>ACH</b>	<b>07/31/2021</b>	<b>Mason, David S</b>	<b>102 Regular Check Chem Bk...847</b>	<b>0.00</b>
				500.2 Firefighters/Medics	23.25
				410 Firefighters Assn Dues	-20.48
				Payroll Tax Expense	1.44
				Payroll Liabilities	-1.44
				Payroll Liabilities	-1.44
				Payroll Tax Expense	0.34
				Payroll Liabilities	-0.34
				Payroll Liabilities	-0.34
				Payroll Liabilities	-0.99
TOTAL					0.00

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

	<u>Jul 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
401 Hartford Township	13,937.73	13,937.73	167,252.76
402 Hartford City	9,291.82	9,291.82	111,501.84
404 Interest	1.86		
409 Fire Report Request	0.00	3.95	46.59
420 Bangor 1st Resp Reimburse	0.00	449.21	5,390.52
521 Cost Recovery Reimbursement	642.00	0.00	0.00
Accounts Receivable	0.00	0.00	0.00
Other Revenues	855.00		
<b>Total Income</b>	<u>24,728.41</u>	<u>23,682.71</u>	<u>284,191.71</u>
<b>Gross Profit</b>	24,728.41	23,682.71	284,191.71
<b>Expense</b>			
<b>500 Payroll</b>			
500.1 Fire Chief	4,242.07	4,304.78	51,657.18
500.10 Chief Health Benefits	1,810.35	1,528.55	18,342.27
500.2 Firefighters/Medics	4,762.78	5,666.68	68,000.00
500.3 Support Staff	658.75	625.00	7,500.00
500.4 Chief Retirement	258.35	333.35	4,000.00
500.5 Shift Coverage	0.00	1,200.00	14,400.00
500 Payroll - Other	990.00		
<b>Total 500 Payroll</b>	<u>12,722.30</u>	<u>13,658.36</u>	<u>163,899.45</u>
<b>501 Professional, Insur.&amp; Legal</b>			
501.1 Legal Expenses	0.00	250.00	3,000.00
501.2 Professional - Audit	0.00	666.69	8,000.00
<b>Total 501 Professional, Insur.&amp; Legal</b>	<u>0.00</u>	<u>916.69</u>	<u>11,000.00</u>
<b>502 Utilities</b>			
502.1 Internet-Telephone	189.17	195.87	2,350.00
502.2 Electric	0.00	450.00	5,400.00
502.3 Natural Gas	106.00	125.00	1,500.00
502.4 First Net-AT&T	352.05	358.37	4,300.00
502.5 EPS Door Security	290.46	50.00	600.00
<b>Total 502 Utilities</b>	<u>937.68</u>	<u>1,179.24</u>	<u>14,150.00</u>
<b>503 Mileage</b>			
503.1 Mileage - other	0.00	8.37	100.00
<b>Total 503 Mileage</b>	<u>0.00</u>	<u>8.37</u>	<u>100.00</u>
<b>505 Building Maintenance</b>			
505.1 Bldg Supplies/Maintenanc	380.97	250.00	3,000.00
505.2 Building Maintenance	263.70	0.00	0.00
505.3 Grounds Maintenance	0.00	41.69	500.00
505.4 Capital Bldg Improvement	0.00	770.87	9,250.00
505.5-Trash	0.00	25.00	300.00
<b>Total 505 Building Maintenance</b>	<u>644.67</u>	<u>1,087.56</u>	<u>13,050.00</u>
<b>506 Fuel</b>			

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

	Jul 21	YTD Budget	Annual Budget
506.1 Unleaded Gas	381.35	266.69	3,200.00
506.2 Diesel	501.69	166.69	2,000.00
<b>Total 506 Fuel</b>	<b>883.04</b>	<b>433.38</b>	<b>5,200.00</b>
<b>508 Vehicle Maintenance</b>			
508.1 Ladder #1841	0.00	175.00	2,100.00
508.2 Tanker #1831	0.00	175.00	2,100.00
508.3 Heavy Rescue #1871	0.00	25.00	300.00
508.4 Rescue Pickup #1869	0.00	33.37	400.00
508.5 Jeep #1860	0.00	33.37	400.00
508.6 Explorer #1810	0.00	116.69	1,400.00
508.7 Pick-Up #1801	0.00	66.69	800.00
508.8 #1802	0.00	33.37	400.00
<b>Total 508 Vehicle Maintenance</b>	<b>0.00</b>	<b>658.49</b>	<b>7,900.00</b>
<b>511 Office</b>			
511.1 Office Equipment	0.00	108.37	1,300.00
511.2 Equipment Repairs	0.00	12.50	150.00
511.3 Office Supplies	83.50	125.00	1,500.00
511.4 Printing	0.00	16.69	200.00
511.5 Software/Upgrades	0.00	100.00	1,200.00
511.6 Copy Lease	0.00	30.00	360.00
<b>Total 511 Office</b>	<b>83.50</b>	<b>392.56</b>	<b>4,710.00</b>
<b>512 Insurance</b>			
512.1 Worker's Comp	1,646.50	416.69	5,000.00
512.10 Accident & Sickness Ins	0.00	1,750.00	21,000.00
<b>Total 512 Insurance</b>	<b>1,646.50</b>	<b>2,166.69</b>	<b>26,000.00</b>
<b>513 Payroll Taxes</b>	<b>3,308.46</b>		
<b>515 Equipment &amp; Equip Maint</b>			
515.1 Ladder #1841	0.00	58.37	700.00
515.10 Firefighting Foam	0.00	83.37	1,000.00
515.11 Ford Truck	0.00	8.37	100.00
515.12 Air Tanks	0.00	150.00	1,800.00
515.2 Tanker #1831	19.98	58.37	700.00
515.3 Heavy Rescue #1871	0.00	133.37	1,600.00
515.4 Rescue Pickup #1869	0.00	16.69	200.00
515.5 Jeep #1860	0.00	16.69	200.00
515.6 Explorer #1810	740.16	8.37	100.00
515.7 Eq't Maintenance Other	0.00	33.37	400.00
515.8 Small Equipment Maintenance	0.00	33.37	400.00
515.9 Medical Supplies	0.00	166.69	2,000.00
<b>Total 515 Equipment &amp; Equip Maint</b>	<b>760.14</b>	<b>767.03</b>	<b>9,200.00</b>
515.13 Ford Truck 1802	0.00	8.37	100.00
<b>516 Training</b>			
516.1 Fire Chief Training	299.00	125.00	1,500.00
516.2 Firefighter I & II	0.00	83.37	1,000.00



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

	<u>Jul 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
516.3 Medic	0.00	83.37	1,000.00
516.4 Fire Officer Classes	0.00	83.37	1,000.00
516.5 Drivers Training	0.00	16.69	200.00
<b>Total 516 Training</b>	<b>299.00</b>	<b>391.80</b>	<b>4,700.00</b>
<b>518 Physicals</b>			
518.1 Annual Physicals	0.00	666.69	8,000.00
518.2 New Employee Physicals	0.00	25.00	300.00
<b>Total 518 Physicals</b>	<b>0.00</b>	<b>691.69</b>	<b>8,300.00</b>
<b>519 Subscriptions &amp; Dues</b>			
519.1 HelpNet	0.00	66.69	800.00
519.11 West MI Assn of Fire Chi	0.00	12.50	150.00
519.13 SMEMSIC	0.00	6.25	75.00
519.2 Magazine Subscriptions	0.00	0.00	0.00
519.3 FirePrograms	1,968.25	150.00	1,800.00
519.4 IAFC	0.00	20.87	250.00
519.5 MI State Firefighters Asn	0.00	8.37	100.00
519.6 NFPA	0.00	25.00	300.00
519.9 MPSCS	0.00	8.37	100.00
519 Subscriptions & Dues - Other	120.00		
<b>Total 519 Subscriptions &amp; Dues</b>	<b>2,088.25</b>	<b>298.05</b>	<b>3,575.00</b>
<b>525 Personal Equipment</b>			
525.1 Duty Gear	0.00	583.37	7,000.00
525.2 Personal Equipment	19.00	233.37	2,800.00
525.3 Small Equipment	0.00	133.37	1,600.00
<b>Total 525 Personal Equipment</b>	<b>19.00</b>	<b>950.11</b>	<b>11,400.00</b>
<b>526 FEMA Grant</b>			
526 FEMA	2,470.50		
526 FEMA Grant - Other	0.00	416.69	5,000.00
<b>Total 526 FEMA Grant</b>	<b>2,470.50</b>	<b>416.69</b>	<b>5,000.00</b>
527 Bank Fees	37.35	25.00	300.00
528 Bd Members Compensation	240.00	375.00	4,500.00
<b>529 Mandatory Annual Testing</b>			
529.1 Personal Veh Inspections	0.00	41.69	500.00
529.2 Fire Extinguishers	0.00	83.37	1,000.00
529.3 Hoses	0.00	225.00	2,700.00
529.4 Ladders	1,276.00	100.00	1,200.00
529.6 Bottles	0.00	0.00	0.00
529.8 Air Compressor	0.00	83.37	1,000.00
529.9 Flow Testing Air Packs	0.00	91.69	1,100.00
<b>Total 529 Mandatory Annual Testing</b>	<b>1,276.00</b>	<b>625.12</b>	<b>7,500.00</b>
<b>530 Generator</b>			
530.1 Maintenance	0.00	20.87	250.00
530.2 Maintenance Contract	0.00	58.37	700.00
<b>Total 530 Generator</b>	<b>0.00</b>	<b>79.24</b>	<b>950.00</b>

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

	<u>Jul 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>531 Auxiliary</b>			
<b>531.1 Auxiliary Supplies</b>	0.00	20.87	250.00
<b>Total 531 Auxiliary</b>	<u>0.00</u>	<u>20.87</u>	<u>250.00</u>
<b>Capital Expense</b>	0.00	164,880.75	164,880.75
<b>Payroll Tax Expense</b>	1,245.56	0.00	0.00
<b>Total Expense</b>	<u>28,661.95</u>	<u>190,031.06</u>	<u>466,665.20</u>
<b>Net Ordinary Income</b>	<u>-3,933.54</u>	<u>-166,348.35</u>	<u>-182,473.49</u>
<b>Net Income</b>	<u><u>-3,933.54</u></u>	<u><u>-166,348.35</u></u>	<u><u>-182,473.49</u></u>

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

	<u>Jul 20 -</u> <u>Jun 21</u>	<u>Annual</u> <u>Budget</u>	Differ ence
303 Investment Market Changes	8,614.90		
401 Hartford Township	161,133.48	161,133.36	
402 Hartford City	107,422.31	107,422.31	
404 Interest	16.15		
405 Miscellaneous	630.00		
409 Fire Report Request	20.00	46.44	
411 Hartford City Millage	35,356.40		
412 Hartford Township Millage	66,007.48		
418 US Treasury	10.32		
420 Bangor 1st Resp Reimburse	15,240.36	5,362.92	Even
521 Cost Recovery Reimbursement	12,586.49	12,033.12	Even
Accounts Receivable	0.00	2,688.72	
Donation	8.13		
Federal Grant Receivable	20,192.00		
Other Revenues	8,085.00		
	<u>435,323.02</u>	<u>288,686.87</u>	
	435,323.02	288,686.87	
<b>500 Payroll</b>			
500.1 Fire Chief	50,152.56	50,152.60	0.04
500.10 Chief Health Benefits	21,237.16	17,636.76	Even
500.2 Firefighters/Medics	61,105.85	62,000.00	Even
500.3 Support Staff	7,758.75	7,000.00	Even
500.4 Chief Retirement	3,009.16	3,000.16	Even
500.5 Shift Coverage	0.00	14,400.00	Even
500 Payroll - Other	12,345.00	0.00	
Total 500 Payroll	155,608.48	154,189.52	
<b>501 Professional, Insur.&amp; Legal</b>			
501.1 Legal Expenses	0.00	3,000.00	Even
501.2 Professional - Audit	7,500.00	8,000.00	Even
Total 501 Professional, Insur.& Lega	7,500.00	11,000.00	
<b>502 Utilities</b>			
502.1 Internet-Telephone	2,248.50	2,250.00	Even
502.2 Electric	4,452.51	5,400.00	Even
502.3 Natural Gas	1,240.49	2,000.00	Even
502.4 First Net-AT&T	4,216.33	4,320.00	Even
502.5 EPS Door Security	580.92	600.00	Even
Total 502 Utilities	12,738.75	14,570.00	
<b>503 Mileage</b>			
503.1 Mileage - other	165.02	100.00	Even
Total 503 Mileage	165.02	100.00	
<b>505 Building Maintenance</b>			

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

	Jun 20 - Jun 21	Annual Budget	Differ- ence
505.1 Bldg Supplies/Maintenanc	1,696.02	3,500.00	EVEN
505.2 Building Maintenance	1,073.68	1,000.00	EVEN
505.3 Grounds Maintenance	1,190.42	1,440.00	EVEN
505.5-Trash	154.50	300.00	EVEN
505 Building Maintenance - Other	148.50	0.00	EVEN
<b>Total 505 Building Maintenance</b>	<b>4,263.12</b>	<b>6,240.00</b>	
<b>506 Fuel</b>			
506.1 Unleaded Gas	2,631.82	3,200.00	EVEN
506.2 Diesel	1,606.59	2,000.00	EVEN
<b>Total 506 Fuel</b>	<b>4,238.41</b>	<b>5,200.00</b>	
507 Supplies	40.00		EVEN
<b>508 Vehicle Maintenance</b>			
508.1 Ladder #1841	7,719.01	2,100.00	EVEN
508.2 Tanker #1831	5,767.18	7,100.00	EVEN
508.3 Heavy Rescue #1871	2,053.65	2,500.00	EVEN
508.4 Rescue Pickup #1869	2,249.71	400.00	EVEN
508.5 Jeep #1860	171.13	400.00	EVEN
508.6 Explorer #1810	0.00	700.00	EVEN
508.7 Pick-Up #1801	2,567.67	400.00	EVEN
508.8 #1802	1,739.14		EVEN
<b>Total 508 Vehicle Maintenance</b>	<b>22,267.49</b>	<b>13,600.00</b>	
<b>511 Office</b>			
511.1 Office Equipment	795.00	300.00	EVEN
511.2 Equipment Repairs	0.00	300.00	Even
511.3 Office Supplies	1,299.99	1,500.00	Even
511.4 Printing	0.00	200.00	Even
511.5 Software/Upgrades	79.49	1,000.00	Even
511.6 Copy Lease	390.27	360.00	Even
<b>Total 511 Office</b>	<b>2,564.75</b>	<b>3,660.00</b>	
<b>512 Insurance</b>			
512.1 Worker's Comp	7,542.25	4,900.00	
512.10 Accident & Sickness Ins	4,084.00	20,695.00	
512.6 Automobile	389.96		
<b>512 Insurance - Other</b>	<b>17,633.00</b>		

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

	<u>Jul 20 - Jun 21</u>	<u>Annual Budget</u>	Differ ence
<b>Total 512 Insurance</b>	29,649.21	25,595.00	Even
<b>513 Payroll Taxes</b>	33,455.17		
<b>514 Banking Fees</b>	-10.00	0.00	
<b>515 Equipment &amp; Equip Maint</b>			
515.1 Ladder #1841	1,553.60	700.00	EVEN
515.10 Firefighting Foam	0.00	1,000.00	EVEN
515.11 Ford Truck	44.12	100.00	EVEN
515.2 Tanker #1831	263.95	700.00	EVEN
515.3 Heavy Rescue #1871	696.12	1,600.00	EVEN
515.4 Rescue Pickup #1869	0.00	200.00	EVEN
515.5 Jeep #1860	0.00	200.00	EVEN
515.6 Explorer #1810	0.00	100.00	EVEN
515.7 Eqt Maintenance Other	220.00	200.00	EVEN
515.8 Small Equipment Maintenanc	390.89	200.00	EVEN
515.9 Medical Supplies	2,167.00	1,500.00	EVEN
<b>Total 515 Equipment &amp; Equip Maint</b>	<u>5,335.68</u>	<u>6,500.00</u>	
<b>516 Training</b>			
516.1 Fire Chief Training	0.00	1,500.00	Even
516.2 Firefighter I & II	564.01	1,000.00	Even
516.3 Medic	1,048.00	1,000.00	Even
516.4 Fire Officer Classes	1,000.00	1,000.00	Even
516.5 Drivers Training	0.00	200.00	Even
516.6 Training - Other	0.00	0.00	
<b>Total 516 Training</b>	<u>2,612.01</u>	<u>4,700.00</u>	
<b>518 Physicals</b>			
518.1 Annual Physicals	7,215.00	7,400.00	EVEN
518.2 New Employee Physicals	0.00	300.00	EVEN
<b>Total 518 Physicals</b>	<u>7,215.00</u>	<u>7,700.00</u>	
<b>519 Subscriptions &amp; Dues</b>			
519.1 HelpNet	930.00	800.00	EVEN
519.11 West MI Assn of Fire Chi	0.00	150.00	EVEN
519.13 S MEMSIC	75.00	75.00	EVEN
519.14 Van Buren Co. FF Assn	0.00	0.00	EVEN
519.2 Magazine Subscriptions	50.00	200.00	EVEN
519.3 FirePrograms	1,711.69	1,711.60	EVEN
519.4 IAFC	0.00	250.00	EVEN
519.5 MI State Firefighters Asn	75.00	100.00	EVEN
519.6 NFPA	175.00	300.00	EVEN
519.9 MPSCS	105.00	100.00	EVEN
<b>Total 519 Subscriptions &amp; Dues</b>	<u>3,121.69</u>	<u>3,686.60</u>	
<b>525 Personal Equipment</b>			
525.1 Duty Gear	7,528.36	7,000.00	Even

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

	<u>Jul 20 -</u> <u>Jun 21</u>	<u>Annual</u> <u>Budget</u>	Differ ence
<b>525.2 Personal Equipment</b>	1,691.54	2,800.00	Even
<b>525.3 Small Equipment</b>	1,505.67	1,600.00	Even
<b>Total 525 Personal Equipment</b>	10,725.57	11,400.00	
<b>527 Bank Fees</b>	401.45	250.00	Even
<b>528 Bd Members Compensation</b>	1,350.00	2,250.00	Even
<b>529 Mandatory Annual Testing</b>			
<b>529.1 Personal Veh Inspections</b>	0.00	500.00	EVEN
<b>529.2 Fire Extinguishers</b>	370.00	300.00	EVEN
<b>529.3 Hoses</b>	2,468.10	2,700.00	EVEN
<b>529.4 Ladders</b>	1,236.45	1,200.00	EVEN
<b>529.6 Bottles</b>	1,320.00	500.00	EVEN
<b>529.8 Air Compressor</b>	1,420.00	1,000.00	EVEN
<b>529.9 Flow Testing Air Packs</b>	0.00	1,000.00	EVEN
<b>Total 529 Mandatory Annual Testing</b>	6,814.55	7,200.00	
<b>530 Generator</b>			
<b>530.1 Maintenance</b>	0.00	250.00	Even
<b>530.2 Maintenance Contract</b>	627.41	700.00	Even
<b>Total 530 Generator</b>	627.41	950.00	
<b>531 Auxiliary</b>			
<b>531.1 Auxiliary Supplies</b>	0.00	250.00	EVEN
<b>Total 531 Auxiliary</b>	0.00	250.00	
<b>Capital Expense</b>	0.00	164,898.75	To 2021
<b>Investment Fees</b>	15.00		
<b>Payroll Tax Expense</b>	37,291.88	14,000.00	Even
<b>Reconciliation Discrepancies</b>	0.01		
<b>Uncategorized Expenses</b>	1,542.90		Even
	<u>349,533.55</u>	<u>457,939.87</u>	
	<u>85,789.47</u>	<u>-169,253.00</u>	
<b>Net Income</b>	<u><u>85,789.47</u></u>	<u><u>-169,253.00</u></u>	

# Hartford Fire Board

## Profit & Loss Budget Performance

### June 2021

**303 Investment Market Changes**

401 Hartford Township

402 Hartford City

404 Interest

405 Miscellaneous

409 Fire Report Request

411 Hartford City Millage

412 Hartford Township Millage

418 US Treasury

420 Bangor 1st Resp Reimburse 864.85 to 512; 9012.59 to payroll tax expense

521 Cost Recovery Reimbursement 553.37 to 512

Accounts Receivable

Donation

Federal Grant Receivable

Other Revenues

**500 Payroll**

500.1 Fire Chief

500.10 Chief Health Benefits 3000.from 501.1; 500. from 501.2; 100.40 from 500.2

500.2 Firefighters/Medics 758.75 to 500.3;9.16 to 500.4; 100.40 to 500.10; 25.84 to 512

500.3 Support Staff 758.75 from 500.2

500.4 Chief Retirement 9.16 from 500.2

500.5 Shift Coverage 2055.00 to Payroll tax expense

500 Payroll - Other

Total 500 Payroll

**501 Professional, Insur.& Legal**

501.1 Legal Expenses 3000. to 500.10

501.2 Professional - Audit 500. to 500.10

Total 501 Professional, Insur.& Lega

**502 Utilities**

502.1 Internet-Telephone 1.50 from 502.5

502.2 Electric 947.49 to 508.7

502.3 Natural Gas 759.51 to 508.7

502.4 First Net-AT&T 65.02 to 503.1; 38.65 to 512

502.5 EPS Door Security 1.50 to 502.1; 17.58 to 512

Total 502 Utilities

**503 Mileage**

503.1 Mileage - other 65.02 from 502.4

Total 503 Mileage

505 Building Maintenance

# Hartford Fire Board

## Profit & Loss Budget Performance

### June 2021

<b>505.1 Bldg Supplies/Maintenanc</b>	3.00 to 505.; 1803.98 to payroll tax expense
<b>505.2 Building Maintenance</b>	73.68 from 506.2
<b>505.3 Grounds Maintenance</b>	249.50 from 506.2
<b>505.5-Trash</b>	145.50 to 505
<b>505 Building Maintenance - Other</b>	145.5 from 505.5; 3.00 from 505.1
<b>Total 505 Building Maintenance</b>	
<b>506 Fuel</b>	
<b>506.1 Unleaded Gas</b>	568.18 to payroll tax expense
<b>506.2 Diesel</b>	249.50 to 505.3; 73.68 to 505.2; 40.00 to 507; 30.23 to payroll tax expense
<b>Total 506 Fuel</b>	
<b>507 Supplies</b>	40.00 from 506.2
<b>508 Vehicle Maintenance</b>	
<b>508.1 Ladder #1841</b>	72. to payroll tax expense
<b>508.2 Tanker #1831</b>	1332.82 to payroll tax expense
<b>508.3 Heavy Rescue #1871</b>	446.35 to Payroll tax expense
<b>508.4 Rescue Pickup #1869</b>	142.78 from 508.5
<b>508.5 Jeep #1860</b>	142.78 to 508.4; 30.27 to 511.6; 55.82 to payroll tax expense
<b>508.6 Explorer #1810</b>	448.35 to 508.8; 251.65 to payroll tax expense
<b>508.7 Pick-Up #1801</b>	947.49 from 502.2; 759.51 from 502.3; 300. from 511.2; 190.49 from 511.3
<b>508.8 #1802</b>	448.35 from 508.6
<b>Total 508 Vehicle Maintenance</b>	
<b>511 Office</b>	
<b>511.1 Office Equipment</b>	495.00 from 211.5
<b>511.2 Equipment Repairs</b>	300. to 508.7
<b>511.3 Office Supplies</b>	190.49 to 508.7; 9.52 to 512
<b>511.4 Printing</b>	200. to payroll tax expense
<b>511.5 Software/Upgrades</b>	495.00 to 511.1; 425.51 to 512
<b>511.6 Copy Lease</b>	30.27 from 508.5
<b>Total 511 Office</b>	
<b>512 Insurance</b>	
<b>512.1 Worker's Comp</b>	
<b>512.10 Accident &amp; Sickness Ins</b>	
<b>512.6 Automobile</b>	
<b>512 Insurance - Other</b>	



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

425.51 from 511.5; 200. from 516.5; 300. from 518.2; 55. from 518.1; 470.19 from 528; 35.65 from 502.4; 94.33 from 525.3; from 519.6; 195.45 from 529.3; 19.91 from 519.5; 245.56 from 529.9; 250. from 530.1; 250. from 531.1; 9.52 from 511.3; 5. 515.5; 8.23 from 515.3, 25.84 from 500.2; 553.37 from 521; 864.85 from 420

**Total 512 Insurance**

**513 Payroll Taxes**

**514 Banking Fees**

**515 Equipment & Equip Maint**

<b>515.1 Ladder #1841</b>	853.60 from 515.3
<b>515.10 Firefighting Foam</b>	1000.00 to 515.9
<b>515.11 Ford Truck</b>	20. to 515.7; 35.88 to 516.5
<b>515.2 Tanker #1831</b>	436.05 to 515.9
<b>515.3 Heavy Rescue #1871</b>	853.60 to 515.1; 42.05 to 515.9; 8.23 to 512
<b>515.4 Rescue Pickup #1869</b>	200. to payroll tax expense
<b>515.5 Jeep #1860</b>	190.89 to 515.8; 12.12 to 516.3; 5.22 to 512
<b>515.6 Explorer #1810</b>	100. to payroll tax expense
<b>515.7 Eq Maintenance Other</b>	20. from 515.11
<b>515.8 Small Equipment Maintenan</b>	190.89 from 515.5
<b>515.9 Medical Supplies</b>	1000.00 from 515.10 ; 436.05 from 515.2; 42.05 from 515.3

**Total 515 Equipment & Equip Maint**

**516 Training**

<b>516.1 Fire Chief Training</b>	1500. to payroll tax expense
<b>516.2 Firefighter I &amp; II</b>	435.99 to payroll tax expense
<b>516.3 Medic</b>	35.88 from 515.11; 12.12 from 515.5
<b>516.4 Fire Officer Classes</b>	
<b>516.5 Drivers Training</b>	200. to 512
<b>516.6 Training - Other</b>	

**Total 516 Training**

**518 Physicals**

<b>518.1 Annual Physicals</b>	130. to 519.1; 55. to 512
<b>518.2 New Employee Physicals</b>	300. to 512

**Total 518 Physicals**

**519 Subscriptions & Dues**

<b>519.1 HelpNet</b>	130. from 518.1
<b>519.11 West MI Assn of Fire Chi</b>	150. from 519.2
<b>519.13 S MEMSIC</b>	
<b>519.14 Van Buren Co. FF Assn</b>	
<b>519.2 Magazine Subscriptions</b>	150. to 519.11
<b>519.3 FirePrograms</b>	.09 from 519.5
<b>519.4 IAFC</b>	250. to 525.1
<b>519.5 MI State Firefighters Asn</b>	5. to 519.9; .09 to 519.3; 19.91 from 519.5
<b>519.6 NFPA</b>	25. to 512
<b>519.9 MPSCS</b>	5. from 519.5

**Total 519 Subscriptions & Dues**

**525 Personal Equipment**

<b>525.1 Duty Gear</b>	250. from 519.4; 278.36 from 528
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Hartford Fire Board  
**Profit & Loss Budget Performance**  
June 2021

<b>525.2 Personal Equipment</b>	1108.46 to uncat. Expense
<b>525.3 Small Equipment</b>	94.33 to 512
<b>Total 525 Personal Equipment</b>	
<b>527 Bank Fees</b>	151.45from 528
<b>528 Bd Members Compensation</b>	278.36 to 525.1; 151.45to 527; 470.19 to 512
<b>529 Mandatory Annual Testing</b>	
<b>529.1 Personal Veh Inspections</b>	500. to 529.6
<b>529.2 Fire Extinguishers</b>	70. from 530.2
<b>529.3 Hoses</b>	36.45 to 529.4; 195.45 to 512
<b>529.4 Ladders</b>	36.45 from 529.3
<b>529.6 Bottles</b>	500. from 529.1; 320. from 529.9
<b>529.8 Air Compressor</b>	420. from 529.9
<b>529.9 Flow Testing Air Packs</b>	320. to 529.6; 434.44 to uncat expense; 245.56 to 512
<b>Total 529 Mandatory Annual Testing</b>	
<b>530 Generator</b>	
<b>530.1 Maintenance</b>	250. to 512
<b>530.2 Maintenance Contract</b>	70. to 529.2; 2.59 from 529.9
<b>Total 530 Generator</b>	
<b>531 Auxiliary</b>	
<b>531.1 Auxiliary Supplies</b>	250. to 512
<b>Total 531 Auxiliary</b>	
<b>Capital Expense</b>	./22 budget
<b>Investment Fees</b>	2055. from 500.5; 1803.98 from 505.1;568.18 from 506.1; 30.26 from 506.2; 1332.82 from 508.2; 446.35 from 508.3; 251.65 from 508.6; 200. from 511.4; 1500. from 516.1; 435.99 from 516.2; 100. from 515.6 ; 200. from 515.4 ; 9012.59 from 420; 5227.2 balance
<b>Payroll Tax Expense</b>	
<b>Reconciliation Discrepancies</b>	
<b>Uncategorized Expenses</b>	1108.46 from 525.2; 434.44 from 529.9
<b>Net Income</b>	

# Hartford Fire Board Profit & Loss Budget Performance

June 2021

over budget Under budget

notes

Even

- 303 Investment Market Changes
- 401 Hartford Township
- 402 Hartford City
- 404 Interest
- 405 Miscellaneous
- 409 Fire Report Request
- 411 Hartford City Millage
- 412 Hartford Township Millage
- 418 US Treasury
- 420 Bangor 1st Resp Reimburse
- 521 Cost Recovery Reimbursement
- Accounts Receivable
- Donation
- Federal Grant Receivable
- Other Revenues

- 500 Payroll
  - 500.1 Fire Chief
    - 500.10 Chief Health Benefits
  - 500.2 Firefighters/Medics
  - 500.3 Support Staff
  - 500.4 Chief Retirement
  - 500.5 Shift Coverage
  - 500 Payroll - Other
  - Total 500 Payroll
- 501 Professional, Insur.& Legal
  - 501.1 Legal Expenses
  - 501.2 Professional - Audit
  - Total 501 Professional, Insur.& Lega
- 502 Utilities
  - 502.1 Internet-Telephone
  - 502.2 Electric
  - 502.3 Natural Gas
  - 502.4 First Net-AT&T
  - 502.5 EPS Door Security
  - Total 502 Utilities
- 503 Mileage
  - 503.1 Mileage - other
  - Total 503 Mileage
- 505 Building Maintenance

# Hartford Fire Board Profit & Loss Budget Performance

June 2021



notes

- 505.1 Bldg Supplies/Maintenanc
- 505.2 Building Maintenance
- 505.3 Grounds Maintenance
- 505.5-Trash
- 505 Building Maintenance - Other
- Total 505 Building Maintenance
- 506 Fuel
- 506.1 Unleaded Gas
- 506.2 Diesel
- Total 506 Fuel
- 507 Supplies
- 508 Vehicle Maintenance

5691.01  
from  
maintenance  
account

- 508.1 Ladder #1841
- 508.2 Tanker #1831
- 508.3 Heavy Rescue #1871

1706.93  
from  
Maintenance  
account

- 508.4 Rescue Pickup #1869
- 508.5 Jeep #1860
- 508.6 Explorer #1810
- 508.7 Pick-Up #1801

1290.79  
from  
Maintenance  
account

- 508.8 #1802
- Total 508 Vehicle Maintenance

- 511 Office
- 511.1 Office Equipment
- 511.2 Equipment Repairs
- 511.3 Office Supplies
- 511.4 Printing
- 511.5 Software/Upgrades
- 511.6 Copy Lease

- Total 511 Office
- 512 Insurance
- 512.1 Worker's Comp
- 512.10 Accident & Sickness Ins
- 512.6 Automobile
- 512 Insurance - Other

# Hartford Fire Board Profit & Loss Budget Performance

June 2021

over budget Under budget

notes

Even

Total 512 Insurance  
513 Payroll Taxes  
514 Banking Fees  
515 Equipment & Equip Maint  
515.1 Ladder #1841  
515.10 Firefighting Foam  
515.11 Ford Truck  
515.2 Tanker #1831  
515.3 Heavy Rescue #1871  
515.4 Rescue Pickup #1869  
515.5 Jeep #1860  
515.6 Explorer #1810  
515.7 Eq Maintenance Other  
515.8 Small Equipment Maintenanc  
515.9 Medical Supplies  
Total 515 Equipment & Equip Maint  
516 Training  
516.1 Fire Chief Training  
516.2 Firefighter I & II  
516.3 Medic  
516.4 Fire Officer Classes  
516.5 Drivers Training  
516.6 Training - Other  
Total 516 Training  
518 Physicals  
518.1 Annual Physicals  
518.2 New Employee Physicals  
Total 518 Physicals  
519 Subscriptions & Dues  
519.1 HelpNet  
519.11 West MI Assn of Fire Chi  
519.13 S MEMSIC  
519.14 Van Buren Co. FF Assn  
519.2 Magazine Subscriptions  
519.3 FirePrograms  
519.4 IAFC  
519.5 MI State Firefighters Asn  
519.6 NFPA  
519.9 MPSCS  
Total 519 Subscriptions & Dues  
525 Personal Equipment  
525.1 Duty Gear

# Hartford Fire Board Profit & Loss Budget Performance

June 2021



notes

- 525.2 Personal Equipment
- 525.3 Small Equipment
- Total 525 Personal Equipment
- 527 Bank Fees
- 528 Bd Members Compensation
- 529 Mandatory Annual Testing
  - 529.1 Personal Veh Inspections
  - 529.2 Fire Extinguishers
  - 529.3 Hoses
  - 529.4 Ladders
  - 529.6 Bottles
  - 529.8 Air Compressor
  - 529.9 Flow Testing Air Packs
- Total 529 Mandatory Annual Testing
- 530 Generator
  - 530.1 Maintenance
  - 530.2 Maintenance Contract
- Total 530 Generator
- 531 Auxiliary
  - 531.1 Auxiliary Supplies
- Total 531 Auxiliary
- Capital Expense
- Investment Fees
  
- Payroll Tax Expense
- Reconciliation Discrepancies
- Uncategorized Expenses
  
- Net Income

## **Fire Chiefs Report**

**August 2021**

- Annual ladder testing completed
- Hose ordered - DNR Grant
- Need to replace the urinal in the mens bathroom - Waiting on Quote
- Project - Mile markers for the Paw Paw River

## Assistant Chief Report

July

### Information

- 1871 update
- Working on solutions to get rid of old 1871
- Fair info
- FDIC pictures/information
- Baseball game for members and families
- Passed my EMT National registry test

Respectfully submitted

K.McGrew

Kevin McGrew-Asst. Fire Chief



**HARTFORD FIRE BOARD MEETING**  
**Minutes of Fire Board Meeting August 9, 2021**

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

**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 August 9, 2021 was presented. Motion Hunt; Second by Ledesma; to approve the agenda as amended. Motion: Approved

The proposed minutes of the July 12, 2021 Fire Board meeting were presented. Motion by Starner; Second by Sullivan to accept the minutes as presented Motion: Approved

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

Bills were presented for approval in the amount of \$ **29,278.33** Motion by Starner; Second by Ledesma; to pay bills in amount of \$ **29,278.33**. Motion Approved upon roll call vote of members present.

**Unfinished Business:**

None

**New Business:**

1. Motion to approve amending budget accounts according to attached list. Motion by Starner to amend accounts per list provided, Second by Hunt Approved by Roll Call Vote.
2. Motion to allow Steve Starner & Jerry Birmele or Helen Sullivan to sign a check around the amount of \$170,000 for the final payment on the new Fire Truck. Motion by Ledesma Second by Hunt to approved the motion for the final payment. Motion: Approved
3. 1871 disposal of old 1871: get a broker to sell cost 10% of sale if it sells; Use Municipal online auction site-buyer pays fees; or, recover \$5,000-7,500 to part it out. Motion by Starner Second by Hunt to use the Municipal online auction site to sell old 1871 with a reserve minimum of \$10,000. Motion: Approved.

**Fire Chief's Report:**

**Meetings Attended:**

**Minutes of Fire Board Meeting August 9, 2021****Information:**

- Annual ladder testing completed
- Hose ordered - DNR Grant
- Need to replace the urinal in the mens bathroom - Waiting on Quote
- Project - Mile markers for the Paw Paw River

**Assistant Fire Chief's Report:**

**Meetings Attended: NONE**

**Information:**

- 1871 update
- Working on solutions to get rid of old 1871
- Fair info
- FDIC pictures/information
- Baseball game for members and families
- Passed my EMT National registry test

**Respectfully Submitted,**

*K. McGrew*

**Kevin McGrew-Assistant Fire Chief**

**Other Board Business:**

- If old 1871 not sold, perhaps ISD could use it for classes.

Motion by Ledesma; second by Sullivan to close meeting at 7:30 pm. Motion: Approved  
Respectfully submitted,

Gerald Birmele, Secretary



August 3, 2021

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

Dear Mr. Akinwale,

I am pleased to provide you with our average response times for the month of July 2021. There were seven (07) priority one calls in July with the average response time of 09:05 minutes.

There were seven (07) priority two calls in July with the average response time of 10:19 minutes.

There were four (04) priority three calls in July with and average response time of 09:53 minutes.

A total of eighteen (18) calls were run in July with an average response of 09:45.

There were extended response times for run numbers 16893, 17489, and 16641 due to distance. The crews took the correct routes and did not report any further incidents.

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

Sincerely,

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

Response Times By Priority

Report Date: 08/03/2021 15:24:29

Filters: Date Range (Leg Date): 07/01/2021 to 07/31/2021 (Last Month); Last Status Timestamp: At Scene; Selecte

Response Priority: P1

Run #	Call Type	Vehicle	Start Time: Enroute	End Time: At Scene	Response Time (MM:SS)
15696	Advanced	4119	7/6/2021 12:20	7/6/2021 12:28	8:06
16341	Advanced	4113	7/14/2021 10:04	7/14/2021 10:12	8:11
16893	Advanced	Medic 2	7/20/2021 23:04	7/20/2021 23:15	11:08
17036	Advanced	4113	7/22/2021 17:20	7/22/2021 17:28	7:28
17489	Advanced	Medic 4	7/28/2021 12:31	7/28/2021 12:41	10:21
17546	Advanced	4113	7/29/2021 6:20	7/29/2021 6:28	8:19
17604	Advanced	Medic 4	7/29/2021 20:25	7/29/2021 20:35	10:07

Totals: Avg: 09:05

Response Priority: P2

Run #	Call Type	Vehicle	Start Time: Enroute	End Time: At Scene	Response Time (MM:SS)
15322	Advanced	4113	7/2/2021 12:38	7/2/2021 12:47	9:05
15373	Advanced	4113	7/2/2021 23:09	7/2/2021 23:16	7:18
16107	Advanced	4113	7/11/2021 7:43	7/11/2021 7:53	9:48
16150	Advanced	Medic 4	7/11/2021 23:00	7/11/2021 23:11	10:13
16641	Advanced	Medic 2	7/18/2021 3:14	7/18/2021 3:30	15:57
16980	Advanced	4113	7/22/2021 7:00	7/22/2021 7:09	9:18
17737	Advanced	Medic 4	7/31/2021 19:19	7/31/2021 19:30	10:39

Totals: Avg: 10:19

Response Priority: P3

Run #	Call Type	Vehicle	Start Time: Enroute	End Time: At Scene	Response Time (MM:SS)
15399	Advanced	4113	7/3/2021 11:12	7/3/2021 11:18	6:18
15456	Advanced	4113	7/4/2021 11:20	7/4/2021 11:26	5:43
16052	Advanced	Medic 4	7/10/2021 12:33	7/10/2021 12:50	16:31
16985	Advanced	4113	7/22/2021 8:39	7/22/2021 8:50	11:03

Totals: Avg: 09:53

Overall Totals

Trips	18	Average Response Time	9:45
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# HARTFORD PUBLIC WORKS DEPARTMENT

200 Beachwood St.  
621-3022  
Dan Staunton Supt.



8/23/2021

### MAINTENANCE DEPARTMENT

Serviced all the equipment that required servicing  
Repaired all the equipment that required repairing  
Empty trash cans once a week.  
Clean and open restrooms in park every day.  
Water flowers twice a week.  
Picked up brush after storm.

### WATER DEPARTMENT

Water turn off	<u>1</u>
Water turn on	<u>1</u>
Water meter repairs	<u>2</u>
Water leaks repaired	<u>1</u>
Water meters read by request	<u>4</u>
Water services replaced to water main	<u>1</u>
Collected monthly water samples and delivered to Paw Paw Lab	
Sent monthly reports to the Michigan Department of Health	
Ran auxiliary well generator once a week	
Water meters read for the month.	

### MAJOR AND LOCAL STREETS

Cold patching as needed.  
Cleaning and sweeping streets.  
Prospect St. 90 Percent done.

### SEWER SYSTEM

Sewer mains rodded	<u>4</u>
Sewer services dug up and repaired	<u>2</u>

### LIFT STATIONS

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

### Iron Removal Plant

Run generator once a week.  
Sent water samples that were mandated.

# HARTFORD PUBLIC WORKS DEPARTMENT

200 Beachwood St.  
621-3022  
Dan Staunton Supt.



8/23/2021

## WATER QUALITY AVERAGE FOR THE MONTH

### Raw Water

Iron	<u>1.56</u> ppm
Manganese	<u>0.168</u> ppm
pH	<u>7.8</u>

### Finished Water

Iron	<u>0</u> ppm
Manganese	<u>0.001</u> ppm
Chlorine	<u>1</u> ppm
Phosphates	<u>1.7</u> ppm
Flouride	<u>0.7</u> ppm
pH	<u>7.7</u>

### Chemicals used

	<b>Total Lbs</b>
Chlorine	<u>143</u>
Phosphates	<u>250</u>
Flouride	<u>232</u>

### Average Daily Use

	<b>Average Daily Use</b>
	<u>4.6</u>
	<u>8</u>
	<u>7.4</u>

## WATER PUMPED FOR THE MONTH

Backwash water 6.011 Million Gallons

207,000 Gallons

## WATER BACTI SAMPLES FOR THE MONTH

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

# **HARTFORD WASTEWATER TREATMENT PLANT**

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

## **HWWTTP Report for the Month of: July, 2021**

- State report has been submitted for the month of July.
- Average flow 0.127 MGD (million gallons per day).
- Replacing Chart recorder on Influent due to storm damage.
- Performed routine maintenance and daily duties.

Tom Strand,  
HWWTTP Operator

### Operation Report for July, 2021

1) Flow in Million Gallons Per Day	
A. Monthly Total	3.947
B. Average	0.127
2) Sodium Hypochlorite gallons Per Day	
A. Total	387
B. Average	12.5
3) Ferric in Gallons Per Day	
A. Total	435
B. Average	14
4) Polymer Powder in Pounds Per Day	
A. Total	15.50
B. Average	0.50
5) Sodium Bisulfite in Gallons Per Day	
A. Total	108.5
B. Average	3.5
6) Electric usage KWH	
A. Total	44
B. Average	1.4
7) Final BOD in Pounds	
A. Total	288
B. Average (177 LBS. Allowed)	14
C. % Removal (85%)	96
8) Final Suspended Solids in Pounds	
A. Total	326
B. Average (131 LBS. Allowed)	16
C. Average mg/l	15.5
D. % Removal (85%)	94
9) Total Phosphorus in mg/l	
A. 30 Day Average (1 mg/l Allowed)	0.90
B. % Removal	89
10) Fecal Coliform Bacteria in Count/100ml	
A. Average (200/100ml Allowed)	42.0





**JULY 2021  
LIST OF BILLS  
CK #36440 TO CK # 36515**

NUMBER	WRITTEN TO	DESCRIPTION	TOTAL
36440	ALEXANDER CHEMICAL CORP.	CHEMICALS FOR WWTP + DRUM RENTAL FEES FOR WWTP & IRP (FISCAL 2020-2021)	3,030.71
36441	MICHAEL BANIC	OCCUPANCY INSPECTIONS 6/30/21 (FISCAL 2020-2021)	60.00
36442	BEST WAY DISPOSAL INC	DPW, WWTP & CITY HALL TRASH SERVICE FOR JUNE 2021 (FISCAL 2020-2021)	295.04
36443	CONSUMERS ENERGY	CITY HALL, DPW & IRP GAS BILLS 5/22-6/22/2021 (FISCAL 2020-2021)	75.69
36444	CONSUMERS ENERGY	DAMAGED GAS LINE TRYING TO LOCATE SEWER LINES (FISCAL 2020-2021)	1,643.35
36445	DELL MARKETING LP	DELL MONITOR AND WIRELESS KEYBOARD FOR IRP (FISCAL 2020-2021)	237.58
36446	FERGUSON WATERWORKS	WATER REPAIR & CONNECTION PARTS (FISCAL 2020-2021)	997.52
36447	GRAINGER	PHASE MONITORS FOR CASINO LIFT STATION (FISCAL 2020-2021)	267.13
36448	INCLUSION SOLUTIONS, LLC	POCKET DISPLAY FOR ELECTIONS-(USED GRANT \$ FROM FISCAL 2020-2021)	735.23
36449	INDIANA MICHIGAN POWER	JUNE 2021 ELECTRIC BILLS (FISCAL 2020-2021)	5,299.84
36450	KELLOGG HARDWARE	MISC HARDWARE SUPPLIES FOR JUNE 2021 (FISCAL 2020-2021)	302.13
36451	TOM NEWNUM	CLEAN CITY HALL 6/30/2021 (FISCAL 2020-2021)	50.00
36452	PC SERVICES	APC 1500 VA UPS/SSL CERT/LABOR HOURS 12/14/2020-6/2/2021 PLUS COMPUTER & SOFTWARE FOR IRP (FISCAL 2020-2021)	5,078.49
36453	TRACE ANALYTICAL LABORATORIES	WATER SAMPLE TESTING FOR IRP - 6/24/2021 (FISCAL 2020-2021)	52.00
36454	TROJANUV	UV LAMPS FOR WWTP (FISCAL 2020-2021)	2,491.40
36455	VILLAGE OF PAW PAW LABORATORY	LAB ANALYSIS FOR MAY 2021 (FISCAL 2020-2021)	100.00
36456	WALTER L. DE VISSER, SR.	MECHANICAL PERMIT CH21008 - 127 WASHINGTON ST (FISCAL 2020-2021)	170.00
36457	WIGHTMAN & ASSOCIATES, INC.	PROJECT 200639 - 36 W MAIN ST STRUCTURAL EVALUATION, PROJECT 202307 - DWAM GRANT APPLICATION, PROJECT 202043 - PROSPECT ST IMPROVEMENTS, AND PROJECT 202198 - WENDELL AVE IMPROVEMENTS (FISCAL 2020-2021)	48,685.99
36458	BLUE CARE NETWORK OF MI	JULY 2021 HEALTH INSURANCE	19,845.05
36459	CHURCH OF JESUS CHRIST	REFUND WATER DEPOSIT BALANCE FOR 531 OAK ST	129.61
36460	COMCAST CABLE	INTERNET & LOCAL PHONES FOR JULY 2021 (7/6-8/5/2021)	348.97
36461	LYDIA CRUZ	REFUND WATER DEPOSIT BALANCE FOR 423 OAK ST	23.91
36462	DELTA DENTAL	JULY 2021 DENTAL INSURANCE	908.32
36463	FRONTIER	WWTP INTERNET, PHONE & ALARM, DPW PHONE, CASINO LIFT STATION PHONE, IRP PHONE & INTERNET FOR JULY 2021 (6/25-7/24/2021)	494.32
36464	HARTFORD BUILDING AUTHORITY	CITY HALL LEASE FOR JULY 2021	4,166.67
36465	HARTFORD FIRE BOARD	JULY 2021 CONTRACTUAL PAYMENT	9,291.82
36466	INDIANA MICHIGAN POWER	JUNE 2021 ELECTRIC BILL FOR WATER TOWER (FISCAL 2020-2021)	17.67
36467	MICHIGAN RURAL WATER ASSOC.	ANNUAL MEMBERSHIP - JULY 2021 THROUGH JUNE 2022	755.00
36468	TOM NEWNUM	CLEAN CITY HALL 7/8/2021	50.00
36469	STATE OF MICHIGAN - MDOT	PROSPECT ST IMPROVEMENTS - MDOT00191	135,247.98
36470	TELE-RAD, INC.	QUARTERLY MAINTENANCE - JULY, AUG & SEPT 2021	150.03
36471	TOTAL TREE CARE LLC	REMOVE 2 TREES THAT FELL IN PARK + 2 TREES ON LINDEN	4,200.00
36472	TRACE ANALYTICAL LABORATORIES	WATER SAMPLE TESTING AT IRP - 7/6/2021	204.00
36473	UNUM LIFE INSURANCE CO OF AMERICA	JULY 2021 LIFE & DISABILITY INSURANCE	628.90
36474	VAN BUREN COUNTY CLERK	VOTER'S CARD PRINTING FOR QTR ENDING JUNE 30, 2021 (FISCAL 2020-2021)	49.70
36475	VISION SERVICE PLAN	JULY 2021 VISION INSURANCE	140.31
36476	SCOTT WHITAKER	REFUND WATER DEPOSIT BALANCE FOR 516 OAK ST	75.56
36477	MICHAEL BANIC	OCCUPANCY INSPECTIONS 7/14/21	75.00
36478	BEAVER RESEARCH COMPANY	WEED KILLER & BEE SPRAY FOR DPW (FISCAL 2020-2021)	1,321.25
36479	CINTAS CORPORATION	FIRST AID SUPPLIES - DPW, CITY HALL & POLICE	185.92
36480	ELECTIONSOURCE	MISC ELECTION ITEMS PURCHASED WITH GRANT MONEY (FISCAL 2020-2021)	1,857.54
36481	FLEMING BROTHERS OIL CO	GASOLINE FOR JUNE 2021 (FISCAL 2020-2021)	497.40
36482	FRONTIER	LIFT STATION PHONE 7/7-8/6/21	39.37
36483	TOM NEWNUM	CLEAN CITY HALL 7/14/2021	50.00
36484	SCHUITMAKER, COOPER & CYPHER	LEGAL FEES FOR APR/MAY/JUNE 2021 - MARIJUANA LICENSES, ETC (FISCAL 2020-2021)	795.00
36485	SCOTT STAIR	REIMBURSEMENT FOR BOOTS PURCHASED ON 7/11/2021	95.39
36486	SUPERIOR BUSINESS SOLUTIONS	1 CASE EACH OF YELLOW AND WHITE TAX PAPER	147.90
36487	UNUM LIFE INSURANCE CO OF AMERICA	AUGUST 2021 LIFE & DISABILITY INSURANCE	646.94
36488	WIGHTMAN & ASSOCIATES, INC.	PROJECT 200639 - 36 W MAIN ST STRUCTURAL EVALUATION (FISCAL 2020-2021)	471.72
36489	ALEXANDER CHEMICAL CORP.	CHEMICALS FOR IRP	566.00
36490	AT&T MOBILITY	FIRST NET SERVICE FOR CELL PHONES 6/12-7/11/2021	420.26
36491	AUTO-WARES GROUP	REPAIR PARTS FOR DPW	108.55
36492	MICHAEL BANIC	OCCUPANCY INSPECTIONS 7/22/21	215.00
36493	BLUE CARE NETWORK OF MI	AUGUST 2021 HEALTH INSURANCE	19,845.05
36494	DELTA DENTAL	AUGUST 2021 DENTAL INSURANCE	908.32
36495	FRONTIER	WWTP PHONE, INTERNET & ALARM - 7/13-8/12/2021	241.48
36496	J.S. BUXTON LLC	BULK LIME SLURRY - WWTP	1,505.00
36497	MICHIGAN OFFICE SOLUTIONS INC	POLICE COPIER MAINT AGREEMENT 7/24-10/23/2021 + OVERAGES FOR FISCAL 20-21 AND CITY HALL COPIER MAINTENANCE AGREEMENT 7/18-10/17/2021	1,850.67
36498	TOM NEWNUM	CLEAN CITY HALL 7/21/2021	50.00
36499	ROSE PEST SOLUTIONS	ANNUAL PEST CONTROL SERVICE - SEPT 2021 THROUGH AUGUST 2022	547.20
36500	RUDELL REPAIR	REPAIR INTERNATIONAL DUMP TRUCK	370.78
36501	TRACE ANALYTICAL LABORATORIES	PFAS-EGLE LIST TESTING + ANIONS & ALKALINITY FOR IRP AND SOC-EGLE COMPOUND LIST TESTING FOR IRP	1,031.50
36502	VISION SERVICE PLAN	AUGUST VISION INSURANCE	140.31
36503	HENRY (BOB) WINCHESTER	ELECTRICAL PERMITS 20HE021 THROUGH 20HE026	1,059.30
36504	ALEXANDER CHEMICAL CORP.	DRUM RENTAL FEES FOR WWTP	287.25
36505	MICHAEL BANIC	OCCUPANCY INSPECTIONS 7/28/21	60.00
36506	FRONTIER	IRP PHONE & INTERNET + CASINO LIFT STATION PHONE - 7/19-8/18/21	199.51
36507	J.S. BUXTON LLC	2600 GALLONS LIME SLURRY FOR WWTP	1,505.00
36508	KROHN EXCAVATING, LLC	WENDELL ST PROJECT #202198- VOTED & APPROVED ON 7/26/2021 PLUS REPAIRS ON LINDEN ST	213,131.25
36509	MICHIGAN AGRIBUSINESS SOLUTION	METALS & NUTRIENT TESTING AT WWTP	380.00
36510	TOM NEWNUM	CLEAN CITY HALL 7/28/2021	50.00
36511	QUILL LLC	5 CASES OF PAPER	124.75
36512	TCF BANK	WATER METER LOAN INTEREST TO 9/1/2021	276.74
36513	TRACE ANALYTICAL LABORATORIES	MERCURY ANALYSIS AT WWTP - 7/2/2021	207.00
36514	VILLAGE OF PAW PAW	JUNE 2021 LAB ANALYSIS (FISCAL 2020-2021)	200.00
36515	WIGHTMAN & ASSOCIATES, INC.	PROJECT 190496 - TWP PFAS WATER MAIN EXTENSION	6,405.00

76 CHECKS

504,169.27



**CITY MANAGER'S REPORT  
AUGUST 23, 2021**

**LINDEN/CLARK STREET IMPROVEMENT PROJECT:**

I reported last month that the City was picked to receive a Water-Related Infrastructure Grant from Michigan Economic Development Corporation contingent on meeting certain grant requirements. We have started working on those requirements and some would take some time before the requirements are met. A part of these requirements is requesting the City to engage the services of a Grant Administrator through an RFP/RFQ process, completion of certain environmental review requirement and adoption of Procurement Policy which is in your packet for approval tonight.

**STATE REVOLVING LOAN FUND PROJECT:**

The process for this project is slowly moving along. There are just too many parts to comply with. Since our last meeting, we found out that we are going to need the services of a Bond Counselor and a Financial Advisor. I have contacted the Dickinson Wright out of Grand Rapids to consider being our Bond Counselor and Andy Campbell of Baker Tilly as our Financial Advisor. They were both responsible for working on our last bond issue on the Sewer Plant Project. A copy of the project schedule is attached for your review.

**5 WEST MAIN STREET UPDATE:**

The County Treasurer reported that the Structurer Engineer recommended that the Van Buren County Land Bank should move forward on the repair indicated in the report. Unfortunately, the County Land Bank did not have a quorum for their August 11, 2021 meeting, therefore, they did not have a meeting. In the meantime, the County Treasurer referred me to the State for a Redevelopment Program, utilizing tax increment financing. I have set up a meeting with the MEDC to discuss funding opportunity on August 31, 2021. In the meantime, the County is putting together an RFQ for contractors who might be interested in the project.

**PROSPECT & WENDELL STREETS UPDATE:**

These two streets have now been completed despite the interruptions we had during the construction. I want to thank the residents for their patience and understanding during the construction season. I hope improvements proves to be more valuable than the inconvenience created during the construction.

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
JULY 26, 2021

Item 15.

Commissioners Present: Ron Bureson; Frank Dockter; Richard A. Hall; John Miller; Helen Sullivan; Terry Tibbs;

Members Absent: Dennis Goss;

Staff Present: Akinwale; Rodney-Isbrecht, Shultz

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

Pledge of Allegiance was said.

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

Motion carried 6 – 0

**Guests:** Mickey Bittner, Wightman's, Update on:

- Wendell Ave, paving scheduled by August 20<sup>th</sup>, final project completion is by September 30, 2021, pay estimates to be approved are on the agenda.
- Prospect Street Construction Project, waiting on flaggers from the railroad, the Contractor has filed a claim for extension of completion date.
- DWAM, Dirking Water Asset Management Grant, acquired list of water customers, ran random selection choosing 20% for investigation, preparing RFP for bid. Rates will have to be raised in order to pay for the replacement of lead water lines.
- PFAS 100% State Grant awarded, Hartford Township – extension of the City's water service to township residents identified by EGLE with in the contaminated area. Railroad Crossing permits will be applied for right away because it takes the most time. Survey work has been started. Communication with residents is part of this project as it is partially on private property with connections to the homeowner service and plugging of their wells. Before the project can move forward there must be 50% of identified residents agreeing to water main connections.
- CDBG Clark & Linden Street improvements meeting kick off next Wednesday. Bid let 2022; RFP for grant administration, a requirement by MEDC. Engineering Services, contingent on MEDC approval. Once approved, there are many requirements, RFP for environmental and contractor's review per/agreement.
- SRF Application for Sewer Project, submitted project plan, the City qualifies as a disadvantaged community.

**Public Comment:** None

**Communications:**

- November 2, 2021 Election – Candidate Filings, two filed for mayor seat, two filed for commission seats leaving one seat vacant. Deadline for write-in candidates is October 22, 2021 at 4pm.
- Hartford Area Chamber of Commerce – Summer Newsletter, After Hours Event on August 19, 6pm at Vibrant Healing, 30 West Main St.
- Van Buren County 911 Service Plan Update for review.
- Van Buren County Senior Services, newsletter and update, if the Council would like to tour the new South Haven facility, please let Commissioner Tibbs know so that arrangements can be made.
- Van Buren County Historical Society & Poorhouse Museum is having an Ice Cream Social and free tour of the museum on August 22, 2021 from 1:00pm – 5:00pm.
- City Manager wanted to thank Commissioner Chappell for sending information on a grant for police officers body cameras, however there was not enough time to submit a grant before the deadline.

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
JULY 26, 2021

Item 15.

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

- A. **Police & Ordinance** – Chief on medical leave.
- B. **Fire Dept** – Chief Harting, Van Buren County Youth Fair went well, 26 Calls in the City for the month of July, passed annual ladder testing, Pride Care is all caught up on payments to the department, new truck will be in Indianapolis August 2 for the National Fire Show; Open House is planned possibly in October before the Pancake Breakfast. Assistant Chief McGrew passed his EMT test.
- C. **Ambulance** – No representative, report filed.
- D. **Van Buren County** – Commissioner Mike Chappell, new core generating plant, fighting on taxable value through the tax tribune since 2017. They have sold the plant for 810 million dollars transfer to Consumers Energy so this should help settle the dispute on value; Dispatch & Sherriff's Department approved payments for equipment; advisory panel mitigate the closing of Palisades Plant includes community members and commissioners.
- E. **Public Works** – Superintendent excused, Sewer Backup on East Main; 410 feet of sewer line on Wendell emergency collapse, repair is complete.
- F. **Wastewater Treatment Plant** – a contractor tore up the asphalt, they will repair.
- G. **Treasurers, Investment & List of Bills** – discussion on Nyler payment for Christmas Decorations
- H. **City Manager** – 5 West Main St, and lot at 1 W Main St once the lot is obtained by the County Treasurer the land bank is interested in combining the two properties; Water Related Infrastructure; Site Plan Review 210 W Main Street; State Revolving Loan Fund Update; C2R2/PFAS Grant; American Rescue Plan Act;

**Approval of Commission Minutes:**

Motion by Commissioner Miller, supported by Commissioner Tibbs, to approve the minutes of the June 28, 2021 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 6 – 0

**Approval of Reports:**

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

Motion carried 6 – 0

**Goals/Objectives:**

- Category F Transportation Grant for East Main Street Project

**Old Business:**

- Site Plan Approval – 261 Heywood St – Variance – Nonconforming lot – property owner has not responded to the letter the City Manager sent. Questionable water/sewer line placements and where they would need to be connected to the main service line. Commission's requested additional information before a decision can be made.

**New Business:**

- TCF Communication – Discussion – Notice has been received that Huntington Bank has bought TCF and will be closing the Hartford branch in October. A decision will need to be made to continue business and leave City monies at TCF/Huntington or move the monies to another bank.
- Hartford Township – Hartford Recreation Council Communication – Discussion, the Township has submitted its intent to withdraw from the Recreation Council next year as required the current agreement. It was noted by the Mayor the Recreation Council has taken over the elementary school age

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
JULY 26, 2021

basketball program, cheer, and rocket football programs. The majority of children served are in the Township.

- Wendell Ave Improvement Payment Application 1 - \$128,316.20

Motion by Commissioner Tibbs, supported by Commissioner Miller, to approve pay request no. 1 to Krohn Excavating in the amount of \$128,316.20 for the Wendell Ave Improvements.

Motion carried 6 – 0

- Wendell Ave Improvement Payment Application 2 - \$53,003.05

Motion by Commissioner Miller, supported by Commissioner Tibbs, to approve pay request no. 2 to Krohn Excavating in the amount of \$53,003.05.

Motion carried 6 – 0

- State Revolving Loan Fund – WWTP Improvements – Engineering Agreement

Motion by Commissioner Tibbs, supported by Commissioner Dockter, to accept Wightman’s engineering proposal for the State Revolving Fund Wastewater System Improvements Project as presented.

Motion carried 6 – 0

- Linden & Clark Project CDBG Engineering Agreement

Motion by Commissioner Miller, supported by Commissioner Dockter, to accept Wightman’s engineering proposal for the Linden/Clark Streets Improvement Project, Spaulding Street to Olds Avenue as presented contingent on MEDC’s approval.

Motion carried 6 – 0

**Resolutions, Ordinance, Proclamation’s:** None

**Adjournment:**

Motion by Commissioner Dockter, supported by Commissioner Miller, to adjourn the meeting at 8:51pm.

Motion carried 6 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk

**CITY OF HARTFORD  
COUNTY OF VAN BUREN  
STATE OF MICHIGAN  
RESOLUTION 2021 - 010**



**RESOLUTION TO PURCHASE, ACQUIRE & CONSTRUCT IMPROVEMENTS TO THE  
SANITARY SEWER SYSTEM AND TO PUBLISH NOTICE OF INTENT TO ISSUE REVENUE  
BONDS**

At a regular meeting of the City of Hartford Commission, located at 19 West Main Street and called to order by Mayor Richard A. Hall on, August 23, 2021 at 7:30p.m.

The following resolution was offered:

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

**WHEREAS**, the City Commission deems it to be in the best interests of the City of Hartford (the “City”) to design, purchase, acquire and construct certain improvements to the City’s Sanitary Sewer System, including without limitation, gravity sewer main, manhole, and force main repair, replacement, construction and reconstruction, improvements to the wastewater treatment plant and site, the restoration of streets, rights-of-way and easements affected by the improvements and related facilities, as well as all work, equipment, and appurtenances necessary or incidental to these improvements and such other improvements to the Sanitary Sewer System as the City may determine to make (the “Improvements”), and to finance the Improvements by the issuance of bonds pursuant to Act 94, Public Acts of Michigan, 1933, as amended (“Act 94”); and

**WHEREAS**, pursuant to Section 33 of Act 94, it is necessary to publish a Notice of Intent to Issue Bonds for the Improvements; and

**WHEREAS**, the City may proceed with the Improvements prior to the issuance of the bonds; and

**WHEREAS**, the City may incur substantial capital expenditures for the Improvements prior to the issuance of the bonds, and desires to be reimbursed for such expenditures from the proceeds of the bonds.

**NOW THEREFORE BE IT RESOLVED**, that

1. The City Commission determines to design, purchase, acquire, and construct the Improvements and to pay the cost through the issuance of one or more series of revenue bonds pursuant to Act 94 for the Improvements in an amount not to exceed \$3,950,000 (the “Bonds”).
2. A Notice of Intent to issue the Bonds be published in accordance with Section 33 of Act 94, and the Clerk of the City is authorized and directed to publish the Notice of Intent to Issue Bonds in a newspaper of general circulation in the City, which Notice shall be substantially in the form on the attached Exhibit A, with such changes as may be approved by the Clerk of the City.
3. The City may proceed to acquire and construct the Improvements using available funds of the City from the Sewer Fund, which is a fund for the Sanitary Sewer System of the City, and other funds of the City.
4. At such time as the City issues the Bonds for the long-term financing of the Improvements, the City shall be reimbursed for its expenditures for the Improvements out of the proceeds of the Bonds.

- 5. This resolution and the expression of intent to seek reimbursement from future proceeds of the Bonds is intended to satisfy the requirements of Section 150 of the Internal Revenue Code of 1986, as amended.
- 6. The firm of Dickinson Wright PLLC is hereby employed as bond counsel to the City to prepare the documents for the issuance of the Bonds for financing acquisition of the Improvements and the officers of the City are authorized to enter into an engagement letter with bond counsel with fees as shown in the reports of the City’s municipal advisor.
- 7. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are rescinded.

YEAS:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED  
DATE: August 23, 2021

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

CERTIFICATION: 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 August 23, 2021 and the public notice of said meeting was held in compliance with Act 267 of the Public Acts of Michigan 1976, as amended. DATE:

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