



City of Hartford
County of Van Buren, State of Michigan

Commission Business Meeting Agenda

Monday, November 15, 2021 at 7:30 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

GUESTS

PUBLIC COMMENT

COMMUNICATIONS

- [1.](#) MSP - Winter Emergency Preparedness Tips
- [2.](#) HARTFORD COUNCIL FOR RECREATION MEETING NOTICE

REPORT OF OFFICERS BOARDS & COMMITTEES

Police & Ordinance

- [3.](#) HPD - CHIEF - 2021 OCTOBER
- [4.](#) HPD - ORDINANCE - 2021 OCTOBER

Fire Department

- [5.](#) HFD - CHIEF - 2021 OCTOBER

Ambulance

- [6.](#) AMB - 2021 OCTOBER

Van Buren County

- [7.](#) VBCO - Commissioners 2021 October

Public Works

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

Wastewater Treatment Plant

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

Treasurers, Investment & List of Bills

[10.](#) LIST OF BILLS - 2021 OCTOBER

City Manager

[11.](#) MANAGER REPORT

APPROVAL OF COMMISSION MINUTES

[12.](#) 2021 OCTOBER 25

APPROVAL OF REPORTS

GOALS/OBJECTIVES

OLD BUSINESS

NEW BUSINESS

13. INDIANA MICHIGAN POWER COMPANY EASEMENT

14. DWAM PROJECT - AWARD CONTRACT

INTRODUCTION OF RESOLUTIONS OR AMENDMENTS

[15.](#) RESOLUTION 2021 - 009 - AMENDED

[16.](#) RESOLUTION 2021-014 TRANSFER CITY FUNDS FROM HUNTINGTON BANK

ADJOURNMENT

Roxann Isbrecht

From: Michigan State Police <MichStatePolice@govsubscriptions.michigan.gov>
Sent: Monday, November 8, 2021 9:16 AM
To: Roxann Isbrecht
Subject: NEWS RELEASE: State Police Offers Michiganders Winter Emergency Preparedness Tips



A PROUD tradition of SERVICE through EXCELLENCE, INTEGRITY, and COURTESY

State Police Offers Michiganders Winter Emergency Preparedness Tips

Winter Hazards Awareness Week is Nov. 7-13

FOR IMMEDIATE RELEASE:

November 08, 2021

LANSING, MICH. With winter weather approaching, the Michigan State Police, Emergency Management and Homeland Security Division (MSP/EMHSD) is encouraging Michigan residents to prioritize winter emergency preparedness.

“As colder months roll in, Michiganders should be prepared, as usual, to prepare for potential frozen pipes, propane shortages, and power outages” said Governor Gretchen Whitmer. “By taking effective precautions, we can all be ready for whatever the Michigan winter wants to throw at us, enjoy the holiday season, and keep our families safe and warm.”

“Michiganders should take every opportunity to prepare for winter weather before it’s here, bringing with it the potential for frozen pipes, propane shortages and power outages” said Col. Joe Gasper, state director of Emergency Management and Homeland Security and director of the Michigan State Police. “Taking steps to prepare your home and vehicle in advance of the cold weather can help ensure your family stays safe all winter.”

To prepare your home for winter:

- Weatherproof your home by installing weather stripping and caulking and insulating walls, doors and windows.
- Insulate any water lines that run along exterior walls, so pipes are less likely to freeze.
- Lock in a propane rate now and have a backup heating plan, such as a generator, wood stove or fireplace.
- Have gas or oil furnaces inspected by a qualified professional and change the air filter every two to four months.
- Have your fireplace and chimney cleaned and inspected. Contact your local fire department for a referral or look for a local inspector online.

- Install battery operated carbon monoxide (CO) detectors near sleeping areas. CO poisoning is more common in the winter months when furnaces are turned on and portable generators are often used for electricity during power outages.
- Clean gutters to prevent ice dams from forming. Roof ice dams can cause water to build up, leading to interior damage.
- Clear storm drains along the curb to enable water to drain. If plugged, water has the potential to go into low-lying areas and flood basements.
- Have an emergency preparedness kit stored safely in your house that includes water, nonperishable food, a first aid kit, extra batteries, a battery or hand-crank powered radio, emergency lighting or flashlights, extra blankets and warm clothing.

To prepare your vehicle for winter:

- Have your radiator system serviced, replace windshield wipers and refill wiper fluid.
- Replace any worn tires and check air pressure regularly.
- Have your brakes, brake fluid, oil, car battery, heater and exhaust checked to make sure everything is running efficiently.
- Keep an emergency preparedness kit in your vehicle stocked with batteries, battery powered or hand-crank radio, flashlight, windshield scraper, jumper cables, mobile phone charger, shovel, blankets, first aid kit, non-perishable food and bottled water in the event you get stranded or stuck.

In support of statewide winter preparedness efforts, Gov. Gretchen Whitmer has proclaimed Nov. 7-13 as Winter Hazards Awareness Week. For more tips, go to www.michigan.gov/miready or follow the MSP/EMHSD on Twitter at [@MichEMHS](https://twitter.com/MichEMHS).

###

The Michigan State Police, Emergency Management and Homeland Security Division is responsible for coordinating state and federal resources to assist local government in response and relief activities in the event of an emergency or disaster, as well as coordinating homeland security initiatives and various federal grants.

FOR ADDITIONAL INFORMATION:

Bailey Wilkins, MSP/EMHSD Public Information Officer, 517-242-3748

A PROUD tradition of SERVICE through EXCELLENCE, INTEGRITY, and COURTESY

- [*Winter Hazards Awareness Week.pdf*](#)
- [*NR007 - State Police Offers Michiganders Winter Emergency Preparedness Tips to be Better Prepared.pdf*](#)

If this email was forwarded to you and you would like to receive updates from the MSP directly, please [sign up here](#).





HARTFORD COUNCIL FOR RECREATION
PO BOX 332, HARTFORD, MI 49057
www.hartfordrecreation.org

PLEASE TAKE NOTICE THAT THERE WILL BE A REGULAR MEETING OF THE HARTFORD COUNCIL FOR RECREATION'S INTERLOCAL BOARD OF DIRECTORS IN HARTFORD, MICHIGAN.

DATE OF MEETING: TUESDAY, NOVEMBER 16, 2021

PLACE OF MEETING: THIS MEETING WILL TAKE PLACE AT HARTFORD HIGH SCHOOL LIBRARY. CHECK OUR WEBSITE CALENDAR AND SOCIAL MEDIA CHANNELS FOR MORE INFORMATION REGARDING THIS MEETING.

HOUR OF MEETING: 7:30 PM

EMAIL ADDRESS OF THE CHAIRMAN OF THE INTERLOCAL BOARD: jerrod_birmele@hotmail.com

THE HARTFORD COUNCIL FOR RECREATION INTERLOCAL BOARD OF DIRECTORS MEETS EVERY THIRD TUESDAY OF THE MONTH, WITH MEETINGS TYPICALLY SET FOR 7:30 PM (UNLESS NOTED ABOVE). THE LOCATIONS OF EACH BOARD MEETING ROTATE AROUND VARIOUS HARTFORD VENUES, SO PLEASE CHECK THE "PLACE OF MEETING" SECTION FOR THE LOCATION OF SPECIFIC BOARD MEETINGS.

MEETINGS ARE OPEN TO THE PUBLIC FOR THEIR INPUT.

**SUBMITTED BY
MARILYN MEAD
SECRETARY OF THE INTERLOCAL BOARD OF DIRECTORS**



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

Police Report for Month of October 2021

Total Duty Hours	740	Foot Patrol Hours	24
Arrests	10	Felony	4
		Misdemeanor	6
Arrest Warrants Issued	10	Traffic Citations Issued	9
Homicide	0	Robbery	0
Sex Crimes	0	Trespassing	5
Assaults	6	UDAA (stolen auto)	1
Burglary	0	Larceny	4
Frauds	2	Property Destruction/Vandalism	0
NFS Checks	0	Juvenile Del	3
OUIL	0	Drug Investigations	2
Civils	7	Public Peace	2
Lost Property	1	Found Property	1
Suspicious Person(s)/Vehicle(s)	10	Alarms	1
Health/Safety	7	Traffic Crash	6
Assist to other Agencies	50	Michigan State Police	0
Van Buren Co Sheriff	12	FIRE/EMS	21
Other Local Agencies	6	Persons	11

Officers of the department handled 127 incidents during the month of October 2021.

It's that time of year again to ask that you assist with either donating toys to the Santa boxes or money to the Shop with a Cop program. I know a couple of you did participate last year and it was truly appreciated!

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



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

Ordinance Officer Report for Month of OCTOBER 2021

Property Inspections:

	ADDRESS	VIOLATION	RESOLUTION
1	107 Edwin	Discarded/broken furniture on front of property.	Follow up 11/12/21
2	12 Spaulding	Discarded sectional on front of property.	Follow up 11/12/21
3	9 S Center	Discarded furniture on front of property.	Follow up 11/12/21
4	108 Austin	Discarded furniture on front of property.	Furniture removed, OK.
5	108 Austin	Possibly living in recreational vehicle.	Verbal Warning.
6	101 N Maple	Discarded Chair on front of property.	Follow up 11/12/21
7	105 Mary	Discarded vehicle seat on front of property.	Follow up 11/12/21
8	E Main Street	Citizen discarded trash as Ordinance Officer was passing by, told to clean it up.	OK.

Property Inspections 6

Grass Violation Postings 0

Grass Violation Follow-up 0

Blight Violation Posting 6

Blight Violations Follow-up 6

Total: 6

Respectfully Submitted

Ofc. Matthew Kuzma
Ordinance Officer

Hartford Fire Department

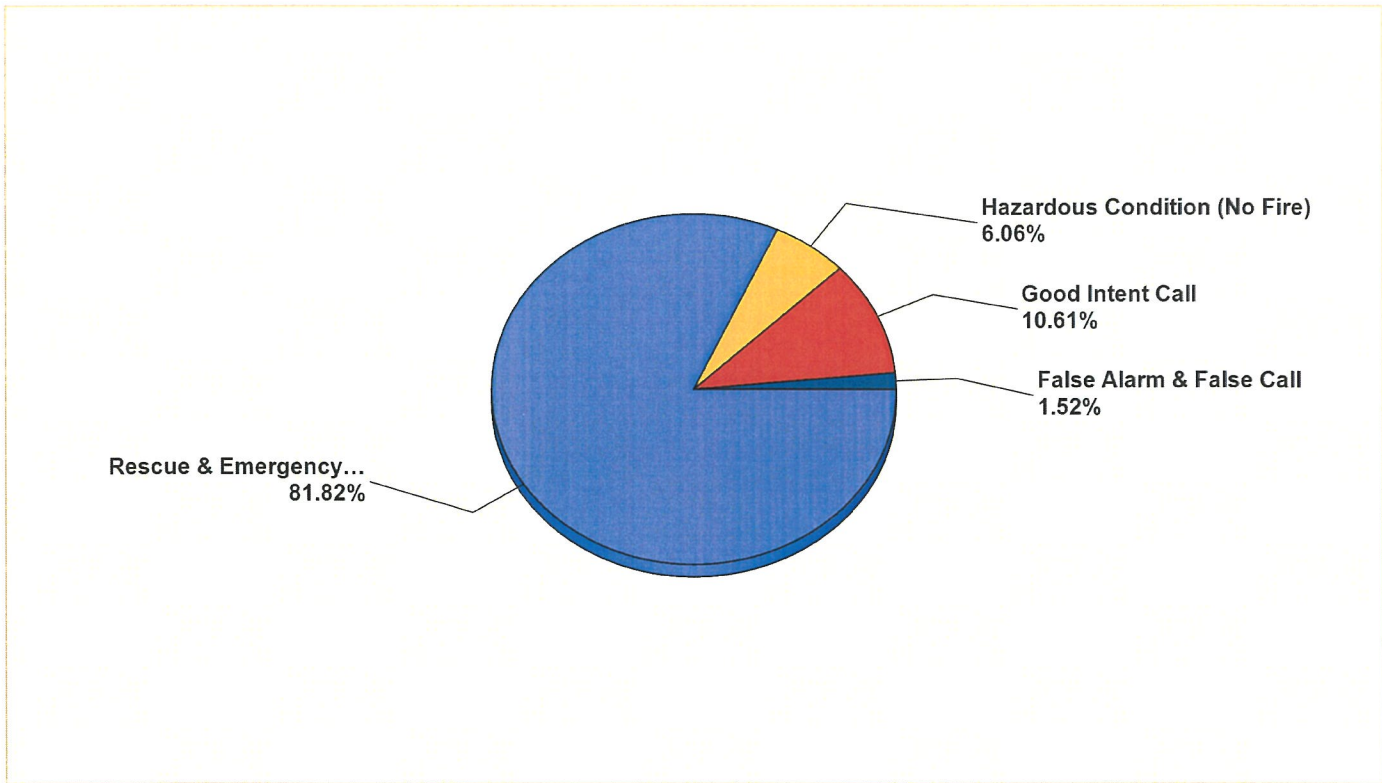
Hartford, MI

This report was generated on 11/3/2021 11:01:58 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 10/01/2021 | End Date: 10/31/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Rescue & Emergency Medical Service	54	81.82%
Hazardous Condition (No Fire)	4	6.06%
Good Intent Call	7	10.61%
False Alarm & False Call	1	1.52%
TOTAL	66	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
311 - Medical assist, assist EMS crew	11	16.67%
321 - EMS call, excluding vehicle accident with injury	40	60.61%
322 - Motor vehicle accident with injuries	1	1.52%
324 - Motor vehicle accident with no injuries.	2	3.03%
444 - Power line down	2	3.03%
445 - Arcing, shorted electrical equipment	2	3.03%
600 - Good intent call, other	2	3.03%
611 - Dispatched & cancelled en route	2	3.03%
651 - Smoke scare, odor of smoke	3	4.55%
743 - Smoke detector activation, no fire - unintentional	1	1.52%
TOTAL INCIDENTS:	66	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

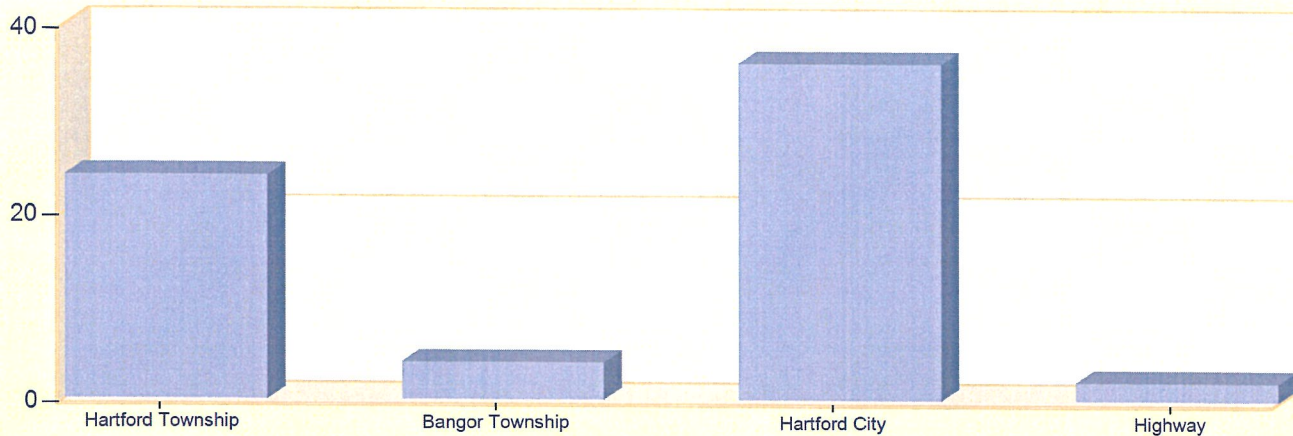


Hartford, MI

This report was generated on 11/3/2021 11:05:01 AM

Incident Type Count per Zone for Date Range

Start Date: 10/01/2021 | End Date: 10/31/2021



ZONES	INCIDENT TYPE	COUNT
Hartford Township - Hartford		
	311 - Medical assist, assist EMS crew	2
	321 - EMS call, excluding vehicle accident with injury	14
	322 - Motor vehicle accident with injuries	1
	324 - Motor vehicle accident with no injuries.	1
	444 - Power line down	2
	445 - Arcing, shorted electrical equipment	1
	611 - Dispatched & cancelled en route	1
	651 - Smoke scare, odor of smoke	2
	<i>Total Incidents for Hartford Township - Hartford:</i>	24
Bangor Township - Bangor		
	321 - EMS call, excluding vehicle accident with injury	3
	651 - Smoke scare, odor of smoke	1
	<i>Total Incidents for Bangor Township - Bangor:</i>	4
Hartford City - Hartford		
	311 - Medical assist, assist EMS crew	9
	321 - EMS call, excluding vehicle accident with injury	23
	445 - Arcing, shorted electrical equipment	1
	600 - Good intent call, other	2
	743 - Smoke detector activation, no fire - unintentional	1
	<i>Total Incidents for Hartford City - Hartford:</i>	36

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



ZONES	INCIDENT TYPE	COUNT
Highway - I 94		
	324 - Motor vehicle accident with no injuries.	1
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for Highway - I 94:</i>	2
	Total Count for all Zone:	66

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



Hartford Fire Department

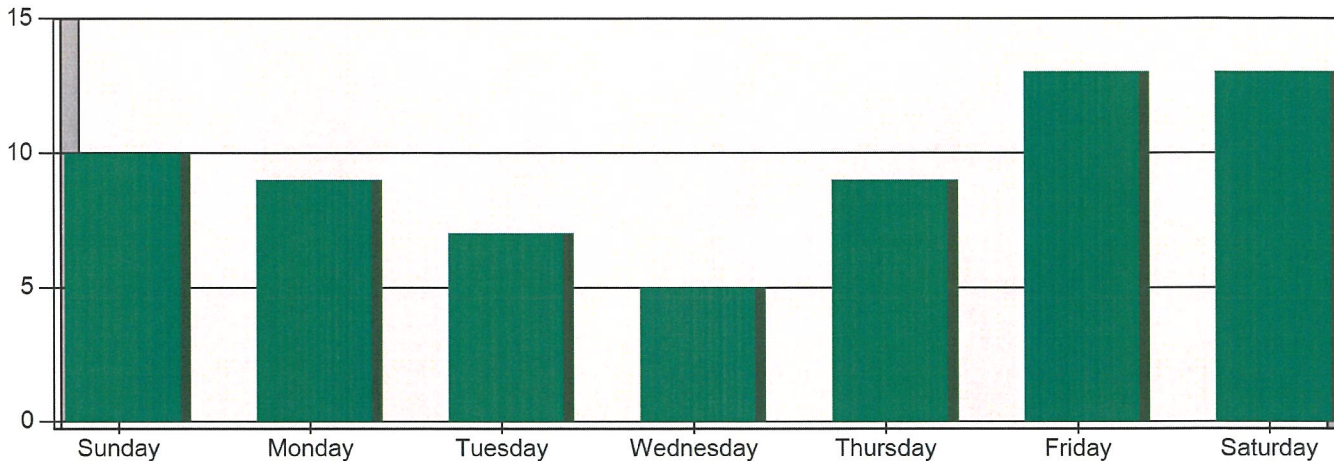
Hartford, MI

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Incidents by Day of the Week for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 10/01/2021 | End Date: 10/31/2021



DAY OF THE WEEK	# INCIDENTS
Sunday	10
Monday	9
Tuesday	7
Wednesday	5
Thursday	9
Friday	13
Saturday	13

TOTAL

66

Only Reviewed incidents included.



Hartford Fire Department

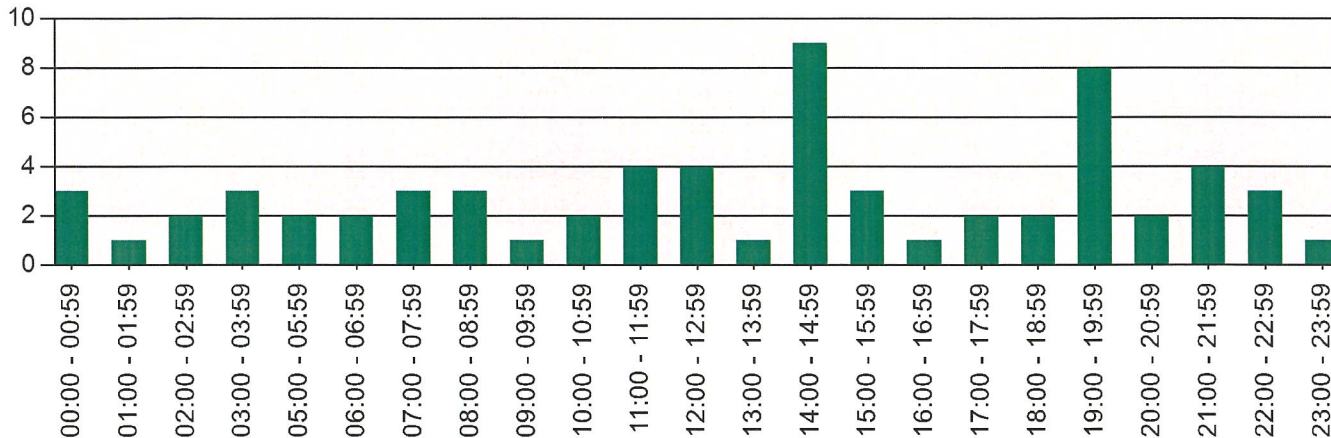
Hartford, MI

This report was generated on 11/3/2021 11:07:00 AM



Incidents per Hour for Incident Type Range for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 10/01/2021 | End Date: 10/31/2021



HOURLY	# of CALLS
00:00 - 00:59	3
01:00 - 01:59	1
02:00 - 02:59	2
03:00 - 03:59	3
05:00 - 05:59	2
06:00 - 06:59	2
07:00 - 07:59	3
08:00 - 08:59	3
09:00 - 09:59	1
10:00 - 10:59	2
11:00 - 11:59	4
12:00 - 12:59	4
13:00 - 13:59	1
14:00 - 14:59	9
15:00 - 15:59	3
16:00 - 16:59	1
17:00 - 17:59	2
18:00 - 18:59	2
19:00 - 19:59	8
20:00 - 20:59	2
21:00 - 21:59	4
22:00 - 22:59	3
23:00 - 23:59	1
TOTAL:	66

Only REVIEWED incidents included.

Hartford Fire Department

Hartford, MI

This report was generated on 11/3/2021 11:05:41 AM



Incident Count per User-Defined Fields for Date Range

Start Date: 10/01/2021 | End Date: 10/31/2021

ANSWERS	# INCIDENTS
USER-DEFINED FIELD: Dispatch Priority (Required)	
1	29
2	27
3	10

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

RECEIVED
NOV 02 2021
CITY OF HARTFORD



November 2, 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 October 2021. There were eleven (11) priority one calls in October with the average response time of 07:56 minutes.

There were twenty-three (23) priority two calls in October with the average response time of 09:53 minutes.

There were four (04) priority three calls in October with the average response time of 14:47 minutes.

A total of thirty-eight (38) calls were run in October with an average response of 09:50.

There was an extended response time to run number 24260 due to distance. The crews took the correct routes and did not report any further incidents.

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

Sincerely,

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

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

Response Times By Priority

Report Date: 11/02/2021 09:32:35

Filters: Date Range (Leg Date): 10/01/2021 to 10/31/2021 (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)
22793	Advanced	4111	10/2/2021 21:47	10/2/2021 21:54	6:17
23699	Advanced	Medic 2	10/14/2021 16:39	10/14/2021 16:48	9:23
23749	Advanced	Medic 4	10/15/2021 12:44	10/15/2021 12:51	7:19
24174	Advanced	4113	10/21/2021 14:23	10/21/2021 14:32	8:32
24227	Advanced	Medic 4	10/22/2021 11:25	10/22/2021 11:32	7:13
24260	Advanced	Medic 4	10/22/2021 19:48	10/22/2021 19:58	10:35
24262	Advanced	4113	10/22/2021 21:17	10/22/2021 21:26	9:22
24316	Advanced	4113	10/23/2021 17:04	10/23/2021 17:11	6:54
24355	Advanced	Medic 4	10/24/2021 11:35	10/24/2021 11:40	5:46
24374	Advanced	4113	10/24/2021 19:06	10/24/2021 19:15	8:57
24788	Advanced	4113	10/30/2021 14:47	10/30/2021 14:54	7:04

Totals:

Avg: 07:56

Response Priority: P2

Run #	Call Type	Vehicle	Start Time: Enroute	End Time: At Scene	Response Time (MM:SS)
22686	Advanced	4111	10/1/2021 15:07	10/1/2021 15:17	10:28
22723	Advanced	Medic 2	10/1/2021 19:50	10/1/2021 20:03	12:50
22796	Advanced	4111	10/2/2021 22:41	10/2/2021 22:48	6:39
22951	Advanced	Medic 2	10/5/2021 8:02	10/5/2021 8:15	12:49
23244	Advanced	4111	10/9/2021 7:28	10/9/2021 7:37	9:20
23250	Advanced	Medic 2	10/9/2021 10:19	10/9/2021 10:28	9:27
23286	Advanced	4111	10/10/2021 0:18	10/10/2021 0:24	6:27
23601	Advanced	4111	10/13/2021 14:54	10/13/2021 15:02	7:53
23719	Advanced	Medic 4	10/15/2021 0:09	10/15/2021 0:16	6:46
23757	Advanced	Medic 6	10/15/2021 14:07	10/15/2021 14:16	8:31
23793	Advanced	Medic 4	10/16/2021 0:59	10/16/2021 1:11	12:35
23832	Advanced	Medic 4	10/16/2021 18:56	10/16/2021 19:01	4:45
23856	Advanced	Medic 4	10/17/2021 5:41	10/17/2021 5:52	11:03
23982	Advanced	Medic 2	10/19/2021 1:51	10/19/2021 2:01	9:22
23984	Advanced	4111	10/19/2021 2:04	10/19/2021 2:15	11:20
24126	Advanced	4113	10/20/2021 21:14	10/20/2021 21:26	12:33
24276	Advanced	Medic 4	10/23/2021 4:11	10/23/2021 4:23	11:22
24610	Advanced	Medic 4	10/28/2021 1:20	10/28/2021 1:35	15:08
24716	Advanced	Medic 4	10/29/2021 11:08	10/29/2021 11:12	3:14
24757	Advanced	Medic 4	10/30/2021 2:00	10/30/2021 2:14	13:31
24759	Advanced	Medic 4	10/30/2021 3:00	10/30/2021 3:11	11:11
24762	Advanced	Medic 4	10/30/2021 5:54	10/30/2021 6:04	10:03
24763	Advanced	Medic 4	10/30/2021 5:54	10/30/2021 6:04	10:03

Totals:

Avg: 09:53

Response Priority: P3

Run #	Call Type	Vehicle	Start Time: Enroute	End Time: At Scene	Response Time (MM:SS)
22668	Advanced	4111	10/1/2021 12:29	10/1/2021 12:45	15:19
23987	Advanced	Medic 4	10/19/2021 3:56	10/19/2021 4:07	11:09
24238	Advanced	4113	10/22/2021 14:08	10/22/2021 14:22	13:44
24658	Advanced	4113	10/28/2021 14:55	10/28/2021 15:14	18:56
Totals:					Avg: 14:47

Overall Totals

Trips

38

Average Response Time

9:50

FROM: Mike Chappell, Vice-Chair, Van Buren County Board of Commissioners;
email: CHAPPELLM@VANBURENCOUNTYMI.GOV

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

Sheriff's Department: Commissioners approved the purchase of **Tru-Narc** for use by the Sheriff's Narcotics Team. This device will allow deputies to safely detect narcotics without physically handling an unknown substance. Substances such as fentanyl may be detected with minimal exposure to the deputies. Cost of the device is \$30,835.99.

Commissioners approved the purchase of **Active Shooter Kits** for the Sheriff Department patrol cars. Each vehicle will have a ballistic helmet, a ballistic vest, and carry a ballistic shield. This will provide protection to deputies who are responding to active shooter incidents. Cost \$83,811.25.

Commissioners approved \$160,000.00 to be used for the replacement of five **patrol vehicles** for the Sheriff's Department.

Bangor Sheriff's Substation: Commissioners approved the transfer of the Bangor Substation Property back to the City of Bangor.

MSU Extension Agreement: Commissioners approved the continuation of the contract between the County and MSU Extension Services. Total cost of the contract is \$194,465.00. These services include 4-H, agriculture and agribusiness educator, and consumer horticulture/Veterans Liaison.

Drain Assessments: The Drain Commissioner will levy assessments totaling \$556,316.80. Local governments will be assessed a total of \$136,201.48; landowners \$345,988.78; VB County \$62,301.54; Berrien County and others \$11,825.00. (Individual drain, township, and community details available on-line)

Domestic Violence Coalition: Commissioners received the Domestic Violence Coalition's Annual Report and approved the 2021-22 service agreement contract. The DVC assists eligible clients with initial personal protection orders and filings for hearings. DVC also provides crisis intervention, supportive counseling, criminal justice advocacy, hospital response and preventative education in the community.

Appointment: Commissioners appointed Lisa Imus to the Brownfield Redevelopment Authority for a 3-year term ending on June 1, 2024,

HARTFORD PUBLIC WORKS DEPARTMENT

200 Beachwood St.
621-3022
Dan Staunton Supt.



11/15/2021

MAINTENANCE DEPARTMENT

Serviced all the equipment that required servicing
Repaired all the equipment that required repairing
Mowed all the city's properties as needed.
Clean and open restrooms daily.
Empty trash cans weekly.
Put flower pots and trash cans away for winter.
Picked up brush.
Picking up leaves.

WATER DEPARTMENT

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

SEWER SYSTEM

Sewer mains rodded	<u>3</u>
Sewer services dug up and repaired	<u>0</u>

LIFT STATIONS

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

Iron Removal Plant

Run generators once a week.

HARTFORD PUBLIC WORKS DEPARTMENT

200 Beachwood St.
621-3022
Dan Staunton Supt.



11/15/2021

WATER QUALITY AVERAGE FOR THE MONTH

Raw Water

Iron 1.56 ppm
Manganese 0.149 ppm
pH 7.5

Finished Water

Iron 0 ppm
Manganese 0 ppm
Chlorine 1.2 ppm
Phosphates 1.8 ppm
Flouride 0.8 ppm
pH 7.6

Chemicals used

Chlorine	<u>162</u>
Phosphates	<u>268</u>
Flouride	<u>228</u>

Total Lbs

Average Daily Use

<u>5.2</u>
<u>8.6</u>
<u>7.3</u>

WATER PUMPED FOR THE MONTH

Backwash water 6.430 Million Gallons

193 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 56th Ave * Hartford MI 49057 * 269-621-2289* cohwwtp@frontier.com

Tom Strand, HWWTP Operator

HWWTP Report for the Month of: October, 2021

- State report has been submitted for the month of October.
- Average flow 0.122 MGD (million gallons per day).
- Performed routine maintenance and daily duties.

Operation Report for October, 2021

1) Flow in Million Gallons Per Day	
A. Monthly Total	3.777
B. Average	0.122
2) Sodium Hypochlorite gallons Per Day	
A. Total	372
B. Average	12.0
3) Ferric in Gallons Per Day	
A. Total	729
B. Average	24
4) Polymer Powder in Pounds Per Day	
A. Total	31.00
B. Average	1.00
5) Sodium Bisulfite in Gallons Per Day	
A. Total	108.5
B. Average	3.5
6) Electric usage KWH	
A. Total	53
B. Average	1.7
7) Final BOD in Pounds	
A. Total	215
B. Average (177 LBS. Allowed)	10
C. % Removal (85%)	97
8) Final Suspended Solids in Pounds	
A. Total	273
B. Average (131 LBS. Allowed)	13
C. Average mg/l	13.0
D. % Removal (85%)	94
9) Total Phosphorus in mg/l	
A. 30 Day Average (1 mg/l Allowed)	0.5
B. % Removal	94
10) Fecal Coliform Bacteria in Count/100ml	
A. Average (200/100ml Allowed)	45



**OCTOBER 2021
LIST OF BILLS
CK #36630 TO CK # 36738**

NUMBER	WRITTEN TO	DESCRIPTION	TOTAL
36630	AMERIGAS - HARTFORD 5254	PROPANE FOR WWTP	610.04
36631	AUTO-WARES GROUP	OIL FILTERS AND WELDING ROD FOR DPW	329.06
36632	MICHAEL BANIC	OCCUPANCY INSPECTIONS 9/29/21	165.00
36633	BEAVER RESEARCH COMPANY	NITRILE GLOVES FOR DPW	423.57
36634	COMCAST BUSINESS	INTERNET & LOCAL PHONES FOR OCTOBER 2021	356.29
36635	CONSUMERS ENERGY	CITY HALL, IRP & DPW GAS BILLS - 8/24-9/21/2021	65.57
36636	CORE & MAIN LP	12 RADIO READ METERS PLUS A 4 INCH METER & ACCESSORY SET	4,785.65
36637	FERGUSON WATERWORKS	12 LAWN METERS, 12 METER BOXES & RODS & 24 FITTINGS FOR WATER METERS	2,026.44
36638	FLEMING BROTHERS OIL CO	GASOLINE FOR AUGUST 2021	1,485.13
36639	FRONTIER	IRP LOCAL PHONE 9/19-10/18/21 + CASINO LIFT STATION PHONE 9/17-10/16/2021	138.67
36640	HARTFORD BUILDING AUTHORITY	CITY HALL LEASE FOR OCTOBER 2021	4,166.67
36641	HARTFORD LIONS CLUB	2021 CHRISTMAS DECORATIONS - \$500 FROM DDA AND \$1000 FROM CITY	1,500.00
36642	KENDALL'S SEPTIC & SEWER	ROD SEWER AT 201 PLEASANT	150.00
36643	KROHN EXCAVATING, LLC	WENDELL PROJECT 202198 VOTED AND APPROVED 9/27/2021	93,067.63
36644	MI ASSOC OF MUNICIPAL CLERKS	CLERK'S MASTER ACADEMY FOR ROXANN RODNEY ISBRECHT	450.00
36645	MI MUNICIPAL TREASURERS ASSOC	TREASURER MEMBERSHIP RENEWAL FOR 2022	75.00
36646	MICHIGAN MUNICIPAL LEAGUE	ANNUAL MEMBERSHIP 12/1/2021 THROUGH 11/30/2022	2,397.00
36647	TOM NEWNUM	CLEAN CITY HALL 9/29/2021	50.00
36648	QUALITY PAVING	REPAIRED CUTS IN STREETS	3,350.00
36649	RUDELL REPAIR	STABILIZER & SHOCKS FOR 2013 FORD F-350 + TIRES FOR FORD SERVICE TRUCK	1,134.00
36650	S & A AUTOMOTIVE, INC	REPLACE WATER PUMP & FRONT CV SHAFTS + OIL CHANGE ON DODGE CHARGER	1,229.77
36651	SCHUITMAKER, COOPER & CYPHER	LEGAL SERVICES 6/22/21 THROUGH 9/24/2021	360.00
36652	PAMELA SHULTZ	REIMBURSEMENT FOR 3 DAYS OF PARKING - MMTA FALL CONFERENCE	15.00
36653	STATE OF MICHIGAN - MDOT	PROSPECT ST IMPROVEMENTS - MDOT00191 VOTED & APPROVED 9/27/2021	52,395.80
36654	TRACE ANALYTICAL LABORATORIES	IRP WATER SAMPLE TESTING - 9/22/2021	74.50
36655	THE TRI-CITY RECORD	NOTICE OF REGISTRATION FOR NOV 2, 2021 ELECTION	140.87
36656	USA BLUE BOOK	GRABBIT RETREIVAL TOOL FOR WWTP	494.15
36657	VAN BUREN COUNTY CLERK	VOTER'S CARD PRINTING FOR QUARTER ENDING SEPT 30, 2021	49.35
36658	ALEXANDER CHEMICAL CORP.	DRUM RENTAL INVOICE FOR WWTP	278.25
36659	GENE AVERY	BALANCE OF WATER DEPOSIT REFUND FOR 111 MICHIGAN	20.12
36660	MICHAEL BANIC	OCCUPANCY INSPECTIONS 10/6/21	135.00
36661	BBJTP SALES & SERVICES, LLC	REPAIR 620-I WATER CONTROLLER	850.00
36662	BEST WAY DISPOSAL INC	CITY HALL, WWTP & DPW TRASH SERVICE FOR SEPTEMBER 2021	300.13
36663	JUSTIN CHADEK	BALANCE OF WATER DEPOSIT REFUND FOR 420 LINDEN	7.36
36664	CINTAS CORPORATION	FIRST AID SUPPLIES - DPW, POLICE & CITY HALL	129.05
36665	CHARITY CUMMINS	BALANCE OF WATER DEPOSIT REFUND FOR 302 ELMWOOD	8.50
36666	DAN'S AUTOMOTIVE	REPAIR TIRE ON FORD INTERCEPTOR + MOUNT & BALANCE 2 NEW TIRES	58.00
36667	ANGELA DAVIS	BALANCE OF WATER DEPOSIT REFUND FOR 16 SHEPARD	7.25
36668	CHRIS EFTING	BALANCE OF WATER DEPOSIT REFUND FOR 101 N HAVER	22.36
36669	FRONTIER	DPW LOCAL PHONE 9/25-10/24/21	71.37
36670	HARTFORD FIRE BOARD	OCTOBER 2021 CONTRACTUAL PAYMENT	9,291.82
36671	JOHN OR JESSICA HARTLINE	BALANCE OF WATER DEPOSIT REFUND FOR 418 LINDEN	15.21
36672	INDIANA MICHIGAN POWER	SEPTEMBER 2021 ELECTRIC BILLS	5,549.07
36673	J.S. BUXTON LLC	BULK LIME SLURRY FOR WWTP	1,505.00
36674	JAMES KELLY TRUCK TIRE SERVICE	TWO TIRES FOR FORD INTERCEPTOR & 2 TIRES FOR DODGE CHARGER	590.00
36675	JUDITH CHERNUGEL- LOOMIS	DOWNTOWN LIGHT POLE CHRISTMAS DECORATIONS (MED + LEAF DONATED \$3500)	3,244.12
36676	BONITA MARKILLE	BALANCE OF WATER DEPOSIT REFUND FOR 422 E MAIN ST	13.09
36677	WENDELL MARTIN	BALANCE OF WATER DEPOSIT REFUND FOR 10 SPAULDING	15.59
36678	MILLER THERMOMETER CO.	COST OF SHIPPING TO SHIP PART TO BBJTP FOR REPAIR (DPW)	18.66
36679	BRYAN PAXSON	BALANCE OF WATER DEPOSIT REFUND FOR 315 LINDEN	66.39
36680	MIGUEL PEDROZA	BALANCE OF WATER DEPOSIT REFUND FOR 218 WENDELL	33.78
36681	SUBHASCHANDRA RAVI	BALANCE OF WATER DEPOSIT REFUND FOR 30 W MAIN ST	10.20
36682	EUBUNCE REYNA	BALANCE OF WATER DEPOSIT REFUND FOR 115 FRANKLIN	50.29
36683	CHECK VOIDED		-
36684	UIS SCADA	REPLACED RECORDER AT WWTP - FAILED DUE TO STORM (INSURANCE CLAIM)	5,892.00
36685	VILLAGE OF PAW PAW	AUGUST 2021 LAB ANALYSIS	100.00
36686	WIGHTMAN & ASSOCIATES, INC.	PROJECT 202043 - PROSPECT ST IMPROVEMENTS, PROJECT 202307 - DWAM GRANT, PROJECT 202198 - WENDELL AVE IMPROVEMENTS AND PROJECT 190496 - TWP PFAS WATER MAIN EXTENSION	40,553.53
36687	LILIANA ZEPEDA ZRCIGA	BALANCE OF WATER DEPOSIT REFUND FOR 401 S MAPLE ST	74.11
36688	CHECK VOIDED		-
36689	BLAIRE TOPASH-CALDWELL	BALANCE OF WATER DEPOSIT REFUND FOR 58588 MSHIKE TRAIL	116.07
36690	ALEXANDER CHEMICAL CORP.	CHEMICALS FOR WWTP + DRUM RENTAL INVOICE FOR IRP	2,910.46
36691	AUTO-WARES GROUP	FUEL FILTERS AND OIL FILTERS FOR DPW	439.19
36692	MICHAEL BANIC	OCCUPANCY INSPECTIONS 10/6/21 AND 10/13/21	240.00

36693	FIRST ADVANTAGE LNS	DPW DRUG TESTING - KALB	134.80
36694	FLEMING BROTHERS OIL CO	GASOLINE & DIESEL FOR SEPTEMBER 2021 + MOTOR OIL & HYDRAULIC OIL FOR DPW	4,055.27
36695	FRONTIER	LIFT STATION PHONE 10/7/2021- 11/6/2021	44.63
36696	GEMPLER'S	BACK ORDERED JEANS FOR DPW	324.75
36697	JOHNSON CONTROLS	ANNUAL ALARM TEST INSPECTION AGREEMENT FOR 11/2021-10/2022	2,405.69
36698	KELLOGG HARDWARE	MISC HARDWARE SUPPLIES FOR SEPTEMBER 2021	232.53
36699	KENDALL'S SEPTIC & SEWER	ROD SEWER AT 440 FRANKLIN	150.00
36700	CHARLES G MOORE	BUILDING PERMITS 21H-21 THROUGH 21H-43	1,721.00
36701	TOM NEWNUM	CLEAN CITY HALL 10/14/2021	50.00
36702	STALEY MASONRY & CONSTRUCTION	FINAL PAYMENT ON 36 W MAIN STRUCTUAL REPAIRS	7,483.21
36703	THE TRI-CITY RECORD	DWAM BID NOTICE	330.75
36704	UNUM LIFE INSURANCE CO OF AMERICA	NOVEMBER 2021 LIFE & DISABILITY INSURANCE	690.70
36705	ALEXANDER CHEMICAL CORP.	CHEMICALS FOR IRP LESS CREDITS FOR RENTALS RETURNED	1,464.00
36706	AMERICAN WATER WORKS ASSOC.	ANNUAL MEMBERSHIP RENEWAL FOR DAN STAUNTON	83.00
36707	AT&T MOBILITY	FIRST NET SERVICE FOR CELL PHONES 9/12-10/11/2021	419.94
36708	AUTO-WARES GROUP	AIR, COOLANT AND OIL FILTERS FOR DPW	184.00
36709	BLUE CARE NETWORK OF MI	NOVEMBER 2021 HEALTH INSURANCE	17,103.64
36710	BS&A SOFTWARE	ASSESSING ANNUAL SERVICE/ SUPPORT 11/1/2021-10/31/2022	813.00
36711	CUMMINS SALES & SERVICE	REPLACE BATTERY ON GENERATOR AT CASINO LIFT STATION	460.23
36712	DELTA DENTAL	NOVEMBER 2021 DENTAL INSURANCE	961.90
36713	FRONTIER	WWTP PHONE, INTERNET & ALARM 10/13/21-11/12/21	250.11
36714	HUNGERFORD NICHOLS	FISCAL 2020-2021 ANNUAL AUDIT PROGRESS BILL #1	8,000.00
36715	JUDITH CHERNUGEL- LOOMIS	80 RED BOWS WITH GOLD TRIM FOR DOWNTOWN LIGHT POST DECORATION	2,656.72
36716	MICHIGAN OFFICE SOLUTIONS INC	CITY HALL & POLICE COPIER MAINTENANCE AGREEMENTS 10/18/2021-1/17/2022	1,083.46
36717	MUNICIPAL SUPPLY COMPANY	WATER REPAIR PARTS	2,519.16
36718	TOM NEWNUM	CLEAN CITY HALL 10/20/2021	50.00
36719	STATE OF MICHIGAN	COMMUNITY PUBLIC WATER SUPPLY ANNUAL FEE	1,340.28
36720	THAYER, INC.	PAPER TOWEL, TOILET PAPER, SOAP AND KLEENEX	897.60
36721	TOTAL TREE CARE LLC	REMOVE TREES AT 2 SITES ON SHEPARD ST FROM STORM DAMAGE	1,600.00
36722	TRACE ANALYTICAL LABORATORIES	IRP WATER SAMPLE TESTING - ALKALINITY, ANIONS & PFAS -10/4/2021 PLUS QUARTERLY TESTING AT WWTP	818.50
36723	THE TRI-CITY RECORD	NOTICE OF ELECTION & NOTICE OF PUBLIC ACCURACY TEST	196.00
36724	COMCAST BUSINESS	INTERNET & LOCAL PHONES FOR NOVEMBER 2021	354.22
36725	CONSUMERS ENERGY	CITY HALL, DPW & IRP GAS BILLS - 9/22-10/22/2021	111.76
36726	FRONTIER	IRP PHONE & INTERNET 10/19-11/18/2021 PLUS CASINO LIFT STATION PHONE	197.63
36727	HARTFORD RECREATION COUNCIL	CITY'S PORTION OF BILL FROM AUDITORS FOR PLANNING 2019 REC COUNCIL AUDIT	879.67
36728	KROHN EXCAVATING, LLC	FINAL BILLING FOR WENDELL AVE IMPROVEMENTS VOTED & APPROVED 10/25/2021	25,445.71
36729	TOM NEWNUM	CLEAN CITY HALL 10/27/2021	50.00
36730	STAPLES CREDIT PLAN	MISC OFFICE SUPPLIES - TAPE, STAPLES, HIGHLIGHTERS, ETC.	294.22
36731	STATE OF MICHIGAN - MDOT	PROSPECT ST IMPROVEMENTS - MDOT00191 VOTED & APPROVED 10/25/2021	47,191.15
36732	TRACE ANALYTICAL LABORATORIES	IRP WATER SAMPLE TESTING - 10/19/2021	75.50
36733	THE TRI-CITY RECORD	YEARLY SUBSCRIPTION	46.00
36734	UIS SCADA	SERVICE & CALIBRATION OF METERS AT WWTP	2,416.00
36735	USA BLUE BOOK	PORTABLE SAMPLER PLUS MISC PARTS FOR PORTABLE SAMPLER AT WWTP	6,043.00
36736	VAN BUREN COUNTY CENTRAL DISPATCH	VERIZON MODEMS 8/24-9/23/2021	80.02
36737	VISION SERVICE PLAN	NOVEMBER 2021 VISION INSURANCE	140.31
109 TOTAL CHECKS			\$ 385,951.19



**CITY MANAGER'S REPORT
NOVEMBER 15, 2021**

5 WEST MAIN STREET UPDATE:

The Van Buren County Board's ARPA Committee unanimously approved the request for funding for 5 West Main Street. The request will be on the agenda for the Committee of the whole meeting on November 11, 2021 and Board of Commissioners meeting on November 23, 2021. If all goes well, the project is expected to start by late Fall or early Winter.

BOND ANTICIPATION NOTE:

The bid for the Bond Anticipation Note was opened on Thursday, October 28, 2021. Attached is the bid tabulation sheet. The Bond Anticipation Note closing is scheduled for November 18, 2021. Highpoint Community Bank submitted the low bid of 0.920%.

WASTE WATER TREATMENT PLANT:

Danny and I met with John Barthels and Sierra Brown of Infrastructure Alternatives, Inc. to discuss a proposal to assist the City to jumpstart the UV lighting System and possibly run the plant on a contractual basis. They would present a twostep approach to the proposal. The first step is to identify all of the reasons while the lights are not working and eliminate them and eventually transition into operation. A draft proposal for review will be sent as soon as possible. I hope to have something for the December Commission meeting.

HONOR CREDIT UNION PLANS A PRESENCE IN THE CITY:

The departure of Huntington Bank from the City has created an opportunity for another Financial Institution in Honor Credit Union to temporary open a mobile branch at City Hall to support the financial transaction needs of our community. Effective Thursday, November 11, 2021, Honor Credit Union will operate from City Hall starting from 9:00a.m.-3:00p.m. After that, Honor Credit Union will operate from the City Hall on Tuesdays and Thursdays from 9:00a.m., to 3:00p.m. We welcome Honor Credit Union into the City of Hartford and look forward to a long-lasting relationship with the community.

Yemi Akinwale

From: Hooper, George <George.Hooper@bakertilly.com>
Sent: Thursday, October 28, 2021 1:39 PM
To: Yemi Akinwale; Rswets@dickinsonwright.com; Judith L. Abreu Onofre
Cc: Campbell, Andy; Feldpausch, Matt
Subject: City of Hartford - BAN RFP Sale Results

Good Afternoon All,

We had a successful sale day today and have received four bids, they are as follows:

Institution	Interest Rate
Highpoint Community Bank	0.920%
Sturgis Bank and Trust Co	0.950%
Huron Community Bank	0.950%
Huntington Bank	1.250%

The winning bid today came from Highpoint Community Bank.

We will be sending out an updated final debt schedule and working group soon.

Thank you,

George E. Hooper, MBA
Consultant



Baker Tilly Municipal Advisors, LLC
 T: +1 (517) 512-6480
 2852 Eyde Parkway, Suite 150
 East Lansing, MI 48823
George.Hooper@bakertilly.com | bakertilly.com



Baker Tilly Virchow Krause, LLP trading as Baker Tilly is a member of the global network of Baker Tilly International Ltd., the members of which are separate and independent legal entities.

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
OCTOBER 25, 2021

Item 12.

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

Members Absent:

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

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 amended to include discussion on Performance Issue & Wastewater Treatment Plant.

Motion carried 7 – 0

Guests:

1. Mickey Bittner, Wightman's, Update on:
 - **DWAM, Drinking Water Asset Management Grant:** out for bid to be open 11/8/2021 at 11:00am at City Hall. Findings will be included in the asset management program to include the capital costs and rate recommendations to support the costs. Lead Line Replacement must be completed by January 2045. Costs for replacement will be at the City's expense.
 - **PFAS 100% State Grant awarded:** – Hartford township project team met October 13, 2021, next meeting is November 10, 2021, scheduling with VBCO road commission, public meeting to be scheduled as many property owners are Hispanic, Potential public meetings in November or December. Need written agreement, will be mailing out to home owners with well abandonment. Working towards submitting railroad right of way permit.
 - **Prospect Street Construction Project:** final walk-through on October 12, 2021 going through the close out process with MDOT & Contractor.
 - **Wendell Ave Construction Project:** complete and final pay estimate submitted for approval.
 - **CDBG Clark & Linden Street improvements:** Spaulding to Olds Ave, environmental review must be completed prior to the final grant approval.
 - **SRF Application for Sewer Project:** field work is completed, crews are working on the north end of the project, preliminary drawings should be complete for the railroad permits. Bond Anticipation note closing is November 18th. Milestone schedule signed with EGLE. Preliminary plans are due January 14, 2022 final submittal of plans is April 2022.
 - **Category F Grant, East Main Street Project:** still have not heard results of grant awards.
 - **Small Urban Group Projects:** West Main Street submitted last month. Submitting Marion Ave as a backup construction project if federal infrastructure funds come through.

Public Comment: None

Communications:

1. Leaf Pickup begins October 25, 2021 – through bad weather.
2. Consumers Energy notice of Public Hearing October 27, 2021
3. Indiana Michigan Power notice of Public Hearing October 27, 2021 10:30am
4. October 30, 2021 - Trick or Treating 6pm-8pm
5. October 30, 2021 – Clerk's Office Open 8:30am – 4:30pm for Voter Registration & Absent Voter Ballots.
6. November 15, 2021 - Council Meeting 7:30pm – 3rd Monday of the Month
7. December 20, 2021 - Council Meeting 7:30pm – 3rd Monday of the Month

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
OCTOBER 25, 2021

Item 12.

8. November 2, 2021 - Election for Mayor & Commissioners polls will be open 7am-8pm; City registered voters seeking an absent voter ballot can get an application at the Clerk's office.

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

- A. **Police & Ordinance** – Chief T. Beltran, un-available, Mayor Hall commended the ordinance officer on the job he is doing. Complaint of trash needs to be picked up at 418 South Center Street. Complaint of cars are parking on the sidewalks on Paras Hill Drive.
- B. **Fire Dept** – Chief Harting – 670 calls so far for the year, pancake breakfast was the best they have had raising \$2,200 for fire prevention. Fire department now has an established Chaplin. Applied for CSX grants for AED and safety equipment. Sold the old truck to the Country of Peru for \$12,000.00.
- C. **Ambulance** – No representative, report available
- D. **Van Buren County** – Approved general fund budget; VHF Fire/EMS Radio Project: Veterans Services Grant; Veterans Treatment Contract; Veterans Service Dogs; Veterans Service Officer; Van Buren County Transit; Board Appointments.
- E. **Public Works** – Superintendent Staunton, left at 7:58pm due to illness, installed a water hydrant box in ELY park to fill tanker fire trucks. The water pipe is old at the hydrant at the water tower.
- F. **Wastewater Treatment Plant** – City manager meet with EGLE who suggested getting an engineering firm to take a look at the system and get a quote/recommendation from an outside engineering firm on the UV System. The City would need to prove to the designing engineer that the UV lighting system would not work with the City's operation. The Manager will make contact with an independent company's for a proposal.
- G. **Treasurers, Investment & List of Bills** – Commissioners questioned on \$12,000 paid for 36 West Main Street block wall, who authorized putting up the wall? A wall & roof were installed at 30 West Main Street. Building Inspector recommended an engineer to inspect the property at 36 West Main St. the engineer made the recommendation for a brick wall to stabilize the building. Both 30 & 36 West Main St outside walls were exposed when 32 & 34 West Main Street were demolished.
- H. **City Manager – Pokagon Hartford Area Revenue Sharing Board**, City's share is \$109,529.58; **2020/2021 Fiscal Audit**; **5 West Main Street Update**, Land Bank is seeking funds to stabilize the building; **2020 Graham Woodhouse Award**, for Intergovernmental Collaboration on cleaning of the Paw Paw River Trail; **Med + Leaf Community Support**, purchased holiday lighting and decorations.

Approval of Commission Minutes:

Motion by Commissioner Tibbs, supported by Commissioner Dockter, to approve the minutes of the September 27, 2021 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 Miller, to accept the September 2021 departmental reports as presented and place them on file.

Motion carried 7 – 0

Goals/Objectives:

- All the projects that the City has going has a lot of paper work and requires three outside consultants. Those agreements have to be approved by MEDC.
- Wendell Ave project should have received final payment, still waiting on those grant funds.
- Searching for monies for the 5 West Main St project.
- Broadband expansion into City Hall, received quotes from both Comcast & Bloomingdale Communications.

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
OCTOBER 25, 2021

Old Business: None

New Business:

- Discussion: Commissioner Goss would like a Performance Coaching for improvement written up for the

City Managers file on the poor performance & leadership handling/operation of the WWTP and the UV lighting system as it has been an ongoing problem for many years without timelines or deadlines. The Mayor requested a draft for discussion to be placed on the next agenda.

- MDOT – Invoice – Prospect Street Construction Project -

Motion by Commissioner Tibbs, supported by Commissioner Dockter, to approve payment in the amount of \$47,191.15 to the State of Michigan for the Prospect Street Construction Project.

Motion carried 7 – 0

- Wendell Ave Project – Final Payment -

Motion by Commissioner Dockter, supported by Commissioner Miller, to approve payment in the amount of \$25,445.71 to Krohn Excavating for the Wendell Ave Improvements.

Motion carried 7 – 0

- Bloomingdale Communications Services Agreement Proposal -

Motion by Commissioner Miller, supported by Commissioner Goss, to accept Bloomingdale Communications Services Agreement Proposal to Connect City Hall Building for Fiber Internet/Phone Services.

Motion carried 6 – 0 (Tibbs Abstained)

- ARPA Funds – Premium Pay – Essential Workers Police & DPW -

Motion by Commissioner Tibbs, supported by Commissioner Miller to approve a onetime premium payment of \$500.00 for essential workers from the ARPA Fund to Police & Department of Public Works full time City Employees.

Motion carried 7 – 0

- Pokagon Revenue Sharing Board Funds – Premium Pay – Office Employees -

Motion by Commissioner Miller, supported by Commissioner Tibbs, to approve a onetime premium payment of \$500.00 from the Pokagon Revenue Sharing Board Funds to Office Staff full time City Employees.

Motion carried 7 – 0

- Appoint Deputy Electrical Inspector -

Motion by Commissioner Tibbs, supported by Commissioner Dockter, to appoint William A. Wilcox as the City of Hartford Deputy Electrical Inspector.

Motion carried 7 – 0

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
OCTOBER 25, 2021

Item 12.

Discussion – City Funds/Banking Depository – The City has been in talks with a financial institution who is interested in opening a branch in the City, but will take time. Not having a bank in the community has become a burden on business & residents. City needs to move funds out of Huntington Bank, the conversion process from TCF to Huntington has not been a smooth one for the City. The Treasurer recommends dispersing investments between four financial institutions. Looking into auto payments for utilities something that will be cost effective. The City Manager will have a resolution ready for the Council’s consideration at the November meeting.

Resolutions, Ordinance, Proclamation’s:

- Resolution 2021 – 013 Approving 2024-2026 Road Project Application for Marion Ave

Motion by Commissioner, Dockter supported by Commissioner Burleson, adopt Resolution 2021-013
Motion carried 7 – 0

Adjournment:

Motion by Commissioner Burleson, supported by Commissioner Dockter, to adjourn the meeting at 9:21pm.

Motion carried 7 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk

**CITY OF HARTFORD
COUNTY OF VAN BUREN
STATE OF MICHIGAN
RESOLUTION 2021 – 009 - AMENDED**



RESOLUTION APPROVING A REDEVELOPMENT ON PREMISE LIQUOR LICENSE

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, November 15, 2021 at 7:00p.m.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____.

WHEREAS, Sandra Banda has approached the City Commission of the City of Hartford regarding the acquisition of a Redevelopment on Premise Liquor License, Pursuant to P.A. 501 of 2006; and

WHEREAS, the City Commission of the City of Hartford has assessed the availability and the need for a Liquor License in relation to this restaurant operation; and

WHEREAS, the City Commission of the City of Hartford has determined that the applicant meets the requirements to qualify for the issuance of the RDA Class-C Liquor License; and

WHEREAS, TAQUERIA Y MARISCOS EL PRIMO Restaurant is located at 27 West Main Street in Hartford, parcel no. 80-52-402-012-01 and within the boundaries of the City’s Downtown Development Authority under P.A. 197 of 1975; and

WHEREAS, the City Commission of the City of Hartford is requesting that the Michigan Liquor Control Commission issue the License pursuant to Section 521a (1) b of P.A. 501 of 2006.

NOW THEREFORE BE IT RESOLVED, that the City Commission of the City of Hartford recommends the applicant, Taqueria y Mariscos El Primo, LLC for an on-premise Liquor License to be used at Taqueria y Mariscos El Primo Restaurant, 27 West Main Street, pursuant to Section 521a(1)(a) of P.A. 501 of 2006; and

BE IT FURTHER RESOLVED, that, the City Commission of the City of Hartford supports the application and recommends this application be considered for approval by the Michigan Liquor Control Commission.

YEAS: Commissioner’s

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED

DATE: November 15, 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 November 15, 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: 9, 2021

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 2021 - 014**



RESOLUTION TO TRANSFER CITY FUNDS FROM HUNTINGTON BANK TO OTHER FINANCIAL DEPOSITORIES.

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, November 15, 2021 at 7:30p.m.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____.

WHEREAS, the City of Hartford has always maintained a business relationship with TCF National Bank; and

WHEREAS, TCF Bank has just recently been acquired by Huntington National Bank; and

WHEREAS, Huntington National Bank has decided to close several of its branches including the Hartford branch; and

WHEREAS, the closure of the Hartford branch of Huntington Bank leaves Hartford without any financial institution in which to conduct financial transactions, depositories, and investment of City funds, within the City limits; and

WHEREAS, the absence of a financial institution within the City limits creates economic hardship for the residents and business alike.

NOW THEREFORE BE IT RESOLVED, the City Commission of the City of Harford has authorized the City Treasurer to move the investment funds, Long Term Mutual Funds xxx-5777 & Short-Term Mutual Funds xxx-5778 from Huntington National Bank to Sturgis Bank,

BE IT FURTHER RESOLVED, the City Commission of the City of Hartford has authorized the City Treasurer to move the Tax Fund xxx-5163, Bond & Redemption xxx-7931, Payroll xxx-4750, DDA xxx-6598, City funds from Huntington National Bank to Honor Credit Union, move 75% of General Fund xxx-5697 to Honor Credit Union & 25% of General Fund xxx-5697 to Sturgis Bank, close the Huntington debit card & open a debit card at Sturgis Bank.

YEAS:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED

DATE: November 15, 2021

RoxAnn Rodney-Isbrecht, City Clerk