



City of Hartford  
County of Van Buren, State of Michigan

## Commission Business Meeting Agenda

Monday, May 19, 2025 at 5:30 PM

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### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### ROLL CALL

### APPROVAL OF AGENDA

### GUESTS

1. Mayor Proclamation Presentation

**PUBLIC COMMENT** - "Please introduce yourself and any organization you represent. Please limit your comments to three (3) minutes. City Council & Staff will listen to your comments and not respond to any requests for information at this time. For those public comments that require a response or follow up, please fill out a comment card so the City Manager can respond within 7 business days of this meeting."

### COMMUNICATIONS

2. VBCD - Tire/Electronic Recycling - May 22, 2025 3pm-7pm - City Hall North Parking Lot
3. May 26, 2025 - City Hall Closed in Observance of Memorial Day
4. Nominating Petitions Available for Mayor & City Commission Seats in the November 4, 2025 Election

### REPORT OF OFFICERS BOARDS & COMMITTEES

#### Police & Ordinance

- [5.](#) HPD - 2025 April

#### Fire Department

- [6.](#) HFB - 2025 May

#### Ambulance

- [7.](#) AMB - 2025 April

#### Van Buren County

#### Public Works

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

#### Public Works

[9.](#) IRP - 2025 April

Wastewater Treatment Plant

[10.](#) WWTP - 2025 April

Treasurers, Investment & List of Bills

[11.](#) List of Bills - 2025 May \$309,276.19

City Manager

[12.](#) CM - 2025 May

**APPROVAL OF COMMISSION MINUTES**

[13.](#) 2025 April 30

**APPROVAL OF REPORTS**

**GOALS/OBJECTIVES**

**OLD BUSINESS**

[14.](#) Discuss & Consider - Proposed 2025/2026 Budget

[15.](#) Discuss & Consider - Public Safety Funding - Assessment or Millage

**NEW BUSINESS**

16. Discuss & Consider - City Manager Compensation

[17.](#) Discuss & Consider - Kubota Purchase

[18.](#) Discuss & Consider - IRP Well Infrastructure

19. Discuss & Consider - Special Meeting & Appointment for Master Plan Update

**INTRODUCTION OF RESOLUTIONS OR AMENDMENTS**

[20.](#) Discuss & Consider - Resolution 2025-035 Truth in Taxation Millage Rate

[21.](#) Discuss & Consider - Resolution 2025 - 034 2024/2024 Budget Adjustments 3rd Quarter

[22.](#) Discuss & Consider - Resolution 2025 - 036 2025/2026 Budget

[23.](#) Discuss & Consider - Resolution 2025 - 037 Amend Water Rates

[24.](#) Discuss & Consider - Resolution 2025 - 038 Amend Sewer Rates

[25.](#) Discuss & Consider - Resolution 2025 - 039 Kubota Purchase

[26.](#) Discuss & Consider - Resolution 2025 - 040 IRP Well Infrastructure

**ADJOURNMENT**

# Hartford Police Department Monthly Report

Item 5.

Month: May 2025

## DEPARTMENT SUMMARY:

New Officer and potential officer hiring. Pending background and required medical/mental screenings  
Matthew Orvis has completed training  
New Ordinances suggestions: Camping and blight enforcement  
New Equipment and uniforms  
Still working on cleaning and organizing the evidence room.

## STATISTICS:

- *Call for Service (CFS)* 35 for the month of April (lost our agency)
- *Arrest Count Report* 0
- *Arrest Report* 0
- *Citations* 3

## BUDGET UPDATE:

I am working on new uniforms for the staff as the ones we have are outdated and somewhat not professional enough. I am new items here for review and will be submitting a package once all of the items arrive.

In addition, the 2025/2026 budget is being worked on.

## PERSONNEL:

I am completing a background on a potential applicant. We have 2 more applications that have come in that we are reviewing and investigating.

## TRAINING:

Officer Orvis will be attending additional training classes once time allows.

## PUBLIC OUTREACH:

We are starting blight enforcement and completing property checks.

## FLEET STATUS:

Patrol vehicle #1 has been brought back from the body repair shop. I am working on getting the striping done to match the original.

## EQUIPMENT:

New department firearms order is being sent.

New uniforms

#### GRANTS & INITIATIVES:

I am looking at grants to sponsor and pay for officer's salaries for the next 2 years through the COPS program.

Amount	Grant	Grantor	Purpose	Status

#### Update Manual/Policies/Procedures/Rules:

Name of Policy	Date Started Update	Status of Update	Est. Completion Date
Citizen complaint Form			
Blight Handling Policy			
Evidence Policy			

\*END OF REPORT\*



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Respectfully Submitted by: Chief Brian Matthews

Date: May 2025

**Hartford Fire Board Meeting  
May 12th, 2025  
April Business**

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**Hartford Fire Board**  
**Agenda**  
**Monday May 12th, 2025, 7:00 PM**

- I. Call to Order, Pledge
- II. Roll call: Jerry Birmele, Chad Hunt, Eric Germinder, Carlos Ledesma, Ron Sefcik
- III. Guests:
- IV. Public Comment: Limited to three minutes per person
- V. Additions or Deletions to the agenda
- VI. **Approval of the Agenda as amended.** Motion by \_\_\_\_\_ Second by \_\_\_\_\_ to approve agenda as presented. Motion \_\_\_\_\_ Yeas: \_\_\_\_ Nays: \_\_\_\_\_.
- VII. **Approval of previous meeting minutes from April 14th, 2025:** Motion by \_\_\_\_\_ Second \_\_\_\_\_ to approve previous meeting minutes as presented. Motion \_\_\_\_\_ Yeas: \_\_\_\_ Nays: \_\_\_\_\_
- VIII. **Approval of Special Joint meeting minutes from May 1<sup>st</sup>, 2025:** Motion by \_\_\_\_\_ Second \_\_\_\_\_ to approve special joint meeting minutes as presented.
- IX. Review: **Review Revenue & Expenditure Report & Invoice Register**
- X. **Approval of April Treasurer's report:** Motion By \_\_\_\_\_ Second by \_\_\_\_\_ to approve Treasurer's report as presented. Motion \_\_\_\_\_ Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_
  - a. **Accounts Payable:** Amount ~~\$18,110.17~~ **\$21,254.17** Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
 Roll Call Vote Motion \_\_\_\_\_ Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_
- XI. **Review April 2025 Incident Summary and Breakdown of Fire Calls per zone.**
- XII. **Review Cost Recovery USA 3/25/2025-4/24/2025 Payment Reconciliation Report**
- XIII. **Unfinished Business:**
- XIV. **New Business:**

**1. Discussion on potential investment opportunities.**

**2. Discuss and Consider Quotes for the Purchase of a Hose Testing Machine and accompanying adapters and Caps.**

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ to accept/deny Quote for hose Testing Machine from \_\_\_\_\_ in the amount of \_\_\_\_\_, and to accept/deny Quote for Adapters and Caps from \_\_\_\_\_ in the amount of \_\_\_\_\_.

**3. Discussion on Cost Recovery Overpayment.**

**4. Discussion on Future Apparatus Purchase's.**

Reports:

- a. Fire Chief
- b. Assistant Fire Chief
- c. Board

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

## Minutes of Fire Board Meeting May 12th, 2025

**HARTFORD FIRE BOARD MEETING****Minutes of Fire Board Meeting May 12th, 2025**

**Members Present upon roll call:** Carlos Ledesma; Eric Germinder; Jerry Birmele, Ron Sefcik

**Absent:** Chad Hunt

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

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

Public comment opened at 7:00 NO public comment.

Public comment closed at 7:01

The proposed agenda for the Fire Board meeting of May 12th, 2025, was presented and amended. Motion by Germinder; Second by Ledesma to approve the agenda as amended. (\*\*accounts payable total was amended)

Yeas: 4 Nays: 0      **Approved**

The proposed minutes of the April 14<sup>th</sup>, 2025, Fire Board meeting was presented.

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

Yeas: 4 Nays: 0      **Approved**

The proposed minutes of the May 1<sup>st</sup>, 2025, Special Joint meeting was presented.

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

Yeas: 4 Nays: 0      **Approved**

Review of Revenue & Expenditure Report



## Minutes of Fire Board Meeting May 12th, 2025

The April Treasures report was presented: Motion by Sefcik; Seconded by Germinder to approve Treasures report as presented.

Yeas: 4 Nays:0

Bills were presented for approval in the amount of ~~\$18,110.47~~ \*\*21,254.17  
Motion by Ledesma; seconded by Germinder to pay bills in the amount of \$21,254.17.

Motion approved upon roll call vote of members present.

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

Absent: Hunt

Members Reviewed the April 2025 Incident Summary and Breakdown of Fire Calls per zone.

Members Reviewed the 3/25/2025-4/24/2025 Cost Recovery USA Payment Reconciliation Report.

### Unfinished Business

### New Business:

1. Peter presented the board with packet from Huntington Securities in reference to potential investment opportunities for the board to look at, Peter noted that he uses this group at some of the other municipalities that he represents, Peter also noted that the board does not have to make a investment decision tonight and that he just needs a motion to open an account to begin the process. Motion by Sefcik; Seconded by Germinder to authorize Peter Stanslawski to open an account with Huntington Securities on behalf of the Hartford Fire Department/Board.

Yeas: 4 Nays: 0

## Minutes of Fire Board Meeting May 12th, 2025

2. Quotes were presented for review by the board for the purchase of a Hose Testing Machine and Accompany adapters and Caps, Asst. Chief McGrew gave an update to board member Birmele on what was discussed at last month's meeting in reference to hose testing. Motion by Sefcik; Seconded by Germinder to accept the Quote from Moses Fire Equipment in the amount not to exceed \$8,000 for the purchase of Hose Testing Machine and adapters/caps, with the monies to come from the donation account.

Yeas: 4      Nays: 0

3. Assistant Chief McGrew presented details of a Cost Recovery Bill in reference to a call on February 15<sup>th</sup>, 2025, the driver was inadvertently overcharged. After further discussion by the board, Motion by Ledesma; Seconded by Sefcik to reimburse the driver \$250.00 in reference to the call on February 15<sup>th</sup>, 2025.

Yeas: 4      Nays: 0

4. The board was advised of an unofficial conversation that was had after the joint meeting with members of the city council in reference to possibly forming a committee to start planning for future apparatus purchases, The initial idea for the committee would be made up of 2 elected officials from the city commission and 2 elected officials from the township and the Chief & Asst. Chief. Both Chiefs will be attending the city commission meeting on the 19<sup>th</sup> to present, Chief Harting attended the Township meeting on the 8<sup>th</sup> to discuss.

**Fire Chiefs Report:**

1. Report Attached in the packet
2. Graduation for Firefighter Academy is Wednesday June 11<sup>th</sup> 6:00pm at the Conference Center.

**Assistant Fire Chief Report:**

1. Report Attached in the packet

**Other board Business:**

Motion by Germinder; Second by Ledesma to adjourn the meeting at 8:11 p.m.

Yeas: 4    Nays: 0    **Approved**

Respectfully Submitted

Gerald Birmele, Secretary



**Hartford Fire Board**  
Joint Budget Meeting Agenda  
Thursday, May 1, 2025, 7:00 PM

Call to Order, Pledge

**Members Present upon roll call:** Jerry Birmele, Eric Germinder, Carlos Ledesma, Ron Sefcik  
Absent: Chad Hunt

**Others present:** Chief Harting, Assistant Chief McGrew, Peter Stanslawski Brandon Bodary, Khelun Roberts, Hartford City Commission Members, Hartford City Manager, Nicole Brown and Township Board Members

Chairman Sefcik called the meeting to order at 7:00 pm

Public Comment Opened at 7:00 pm No Public Comment

Chairman Sefcik presented the Proposed 2025/2026 Budget.

Township Portion: \$163,570

City Portion: \$133,830

Brief Discussion and then both municipalities voted on Proposed Budget.

The Proposed 2025/2026 Budget was approved and adopted by both the City & Township

Motion by Sefcik to adjourn at 7:07 pm.

Respectfully submitted,

Gerald Birmele, Secretary

**HARTFORD FIRE BOARD MEETING****Minutes of Fire Board Meeting April 14th, 2025**

**Members Present upon roll call:** Carlos Ledesma; Eric Germinder; Chad Hunt, Ron Sefcik

**Absent:** Jerry Birmele

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

Chairman Sefcik called the meeting to order at 7:14 p.m.

Public comment opened at 7:14 NO public comment.

Public comment closed at 7:14

The proposed agenda for the Fire Board meeting of April 14th, 2025, was presented and amended. Motion by Ledesma; Second by Sefick to approve the agenda as amended. (\*\*accounts payable total was amended)

Yeas: 4 Nays: 0 **Approved**

The proposed minutes of the March 11<sup>th</sup>, 2025, Fire Board meeting was presented.

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

Yeas: 4 Nays: 0 **Approved**

Review of Revenue & Expenditure Report

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

Yeas: 4 Nays: 0

Bills were presented for approval in the amount of ~~\$22,020.23~~ \*\*25,050.23  
Motion by Ledesma; seconded by Germinder to pay bills in the amount of \$25,050.23.

Motion approved upon roll call vote of members present.

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

Absent: Birmele

Members Reviewed the March 2025 Incident Summary and Breakdown of Fire Calls per zone.

Members Reviewed the 2/25/2025-3/24/2025 Cost Recovery USA Payment Reconciliation Report.

### **Unfinished Business**

### **New Business:**

1. Discussion on Hose Testing, Assistant Chief McGrew advised the board on the process that goes into hose testing and how unhappy we have been the last few years with the outside company that we have hired to perform hose testing. Assistant Chief McGrew advised the board that we can purchase our own hose tester and conduct the testing in house, question arose as to if we would need to be certified to conduct this testing, Asst. Chief McGrew advised the board that no certifications are required to conduct hose testing and as long as we follow the NFPA guideline for hose testing we can do it in house. The Board advised Asst. Chief McGrew to have some quotes for the necessary equipment for the May Fire Board Meeting.



**Fire Chiefs Report:**

1. Report Attached in the packet

**Assistant Fire Chief Report:**

1. Report Attached in the packet

**Other board Business:**

-Board member Hunt explained to the board what went into the presentation to the kids before the board meeting and the details surrounding it.

-Board member Sefcik would like to see continued discussion on future equipment needs, Windows 10 no longer supported in October, Issues with Illegal Burns in the area.

Motion by Sefick; Second by Germinder to adjourn the meeting at 8:06 p.m.

Yeas: 4   Nays: 0   **Approved**

Respectfully Submitted

Gerald Birmele, Secretary

5/09/2025 09:10 AM  
Ser: BSA  
DB: Hfd

## REVENUE AND EXPENDITURE REPORT FOR HARTFORD FIRE DEPARTMENT

Page: 1/2

PERIOD ENDING 05/31/2025

GL NUMBER	DESCRIPTION	END BALANCE		2024-25		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		NORM	(ABNORM)	AMENDED BUDGET	NORM	(ABNORM)	MONTH 05/31/25	INCR	(DECR)	NORM	(ABNORM)	

## Fund 206 - FIRE FUND

## Revenues

206-000-401.000	HARTFORD TOWNSHIP	171,614.28		163,570.00	136,308.30		0.00			27,261.70		83.33
206-000-402.000	HARTFORD CITY	127,074.78		133,830.00	122,677.50		11,152.50			11,152.50		91.67
206-000-411.000	HARTFORD TWP MILLAGE	67,778.70		67,000.00	63,548.10		0.00			3,451.90		94.85
206-000-412.000	HARTFORD CITY MILLAGE	45,254.37		46,000.00	41,829.62		0.00			4,170.38		90.93
206-000-420.000	BANGOR TWP COST RECOVERY	7,253.00		5,200.00	4,403.76		0.00			796.24		84.69
206-000-421.000	COST RECOVERY	1,110.00		2,000.00	3,705.00		195.00			(1,705.00)		185.25
206-000-422.000	FIRE REPORTS/ FOIA	20.00		50.00	621.55		0.00			(571.55)		1,243.10
206-000-450.000	DONATIONS	8,917.23		56,500.00	74,182.28		5,000.00			(17,682.28)		131.30
206-000-539.000	GRANTS	21,400.00		2,500.00	0.00		0.00			2,500.00		0.00
206-000-582.000	TOWNSHIP GRANTS	9,600.00		9,600.00	8,000.00		0.00			1,600.00		83.33
206-000-584.000	VBEMS	16,710.00		10,000.00	11,395.00		0.00			(1,395.00)		113.95
206-000-660.000	CELL PHONE REIMBURSEMENT	0.00		800.00	0.00		0.00			800.00		0.00
206-000-665.000	INTEREST	14,743.25		16,000.00	23,187.24		0.00			(7,187.24)		144.92
206-000-696.000	BOND OR INSURANCE RECOVERIES	0.00		6,632.00	6,632.00		0.00			0.00		100.00

Total Dept 000

492,475.61

519,682.00

496,490.35

16,347.50

23,191.65

95.54

## TOTAL REVENUES

492,475.61

519,682.00

496,490.35

16,347.50

23,191.65

95.54

## Expenditures

## Dept 336 - FIRE OPERATING

206-336-702.000	BOARD SALARY	3,780.00		4,200.00	3,060.00		240.00			1,140.00		72.86
206-336-704.000	CHIEF SALARY	56,141.04		58,950.00	49,125.00		2,456.25			9,825.00		83.33
206-336-705.000	ASST CHIEF SALARY	0.00		24,000.00	20,000.00		800.00			4,000.00		83.33
206-336-710.000	FIREFIGHTER/ MFR	57,840.53		50,000.00	41,112.37		4,235.76			8,887.63		82.22
206-336-712.000	SHIFT COVERAGE	12,930.00		14,400.00	11,335.65		1,080.00			3,064.35		78.72
206-336-714.000	SUPPORT STAFF	80.00		0.00	0.00		0.00			0.00		0.00
206-336-720.000	PAYROLL TAXES	11,033.73		10,000.00	9,534.44		674.13			465.56		95.34
206-336-724.000	RETIREMENT	3,228.14		3,800.00	2,968.62		147.38			831.38		78.12
206-336-730.000	GASOLINE & DIESEL	6,453.90		4,000.00	5,038.74		329.52			4,361.26		53.60
206-336-731.000	VEHICLE MAINTENANCE	13,828.75		66,500.00	66,199.74		785.77			300.26		99.55
206-336-733.000	EQUIPMENT MAINTENANCE	15,596.75		21,700.00	38,384.89		374.74			(16,684.89)		176.89
206-336-740.000	OPERATING SUPPLIES	240.28		400.00	135.87		18.42			264.13		33.97
206-336-741.000	MEDICAL SUPPLIES	12,456.80		2,500.00	3,318.83		85.46			(818.83)		132.75
206-336-742.000	ANNUAL TESTING	5,507.80		8,500.00	8,646.47		550.00			(146.47)		101.72
206-336-751.000	PHONES	7,334.51		7,500.00	6,114.45		470.92			1,385.55		81.53
206-336-753.000	UTILITIES	8,025.19		10,000.00	7,599.68		671.99			2,400.32		76.00
206-336-763.000	BUILDING MAINTENANCE	33,191.02		16,632.00	18,170.13		703.90			(1,538.13)		109.25
206-336-767.000	DUES/ SUBSCRIPTIONS	3,152.34		4,200.00	3,266.28		0.00			933.72		77.77
206-336-781.000	TURN OUT GEAR/ UNIFORMS	13,506.44		15,000.00	2,480.83		110.02			12,519.17		16.54
206-336-785.000	EDUCATION/ TRAINING	6,643.61		8,500.00	6,356.24		0.00			2,143.76		74.78
206-336-796.000	PHYSICALS	7,842.25		10,000.00	6,081.52		0.00			3,918.48		60.82
206-336-799.000	OFFICE/ COMPUTER	5,570.68		4,700.00	3,097.27		0.00			1,602.73		65.90
206-336-801.000	PROFESSIONAL SERVICES	19,740.00		16,500.00	11,500.00		630.00			5,000.00		69.70
206-336-810.000	GRANT MATCH	0.00		2,500.00	0.00		0.00			2,500.00		0.00
206-336-815.000	GENERAL INSURANCE	25,331.97		30,000.00	24,248.46		0.00			5,751.54		80.83
206-336-965.000	TRANSFER TO MILLAGE FUND	0.00		113,000.00	0.00		0.00			113,000.00		0.00

Total Dept 336 - FIRE OPERATING

329,455.73

512,882.00

347,775.48

14,364.26

165,106.52

67.81

## TOTAL EXPENDITURES

329,455.73

512,882.00

347,775.48

14,364.26

165,106.52

67.81

REVENUE AND EXPENDITURE REPORT FOR HARTFORD FIRE DEPARTMENT

5/09/2025 09:10 AM  
Ser: BSA  
DB: Hfd

PERIOD ENDING 05/31/2025

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2024 NORM (ABNORM)	2024-25 AMENDED BUDGET	YTD BALANCE 05/31/2025 NORM (ABNORM)	ACTIVITY FOR MONTH 05/31/25 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
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Fund 206 - FIRE FUND

Fund 206 - FIRE FUND:							
TOTAL REVENUES		492,475.61	519,682.00	496,490.35	16,347.50	23,191.65	95.54
TOTAL EXPENDITURES		329,455.73	512,882.00	347,775.48	14,364.26	165,106.52	67.81
NET OF REVENUES & EXPENDITURES		163,019.88	6,800.00	148,714.87	1,983.24	(141,914.87)	2,186.98



05/09/2025 09:08 AM  
User: BSA  
DB: Hfd

INVOICE APPROVAL BY INVOICE REPORT FOR HARTFORD FIRE  
POST DATES 04/15/2025 - 05/12/2025  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

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Item 6.

Vendor Name	Description	Amount
1. AT&T MOBILITY		
	CELL PHONES	521.92
2. BACHMAN'S WELDING		
	HOSE WASHER FAB DONATION	410.00
3. BACKROADS SERVICES		
	TRUCK MAINTENANCE	184.51
	TRUCK MAINTENANCE	128.44
	TOTAL	312.95
4. CONSUMERS ENERGY		
	NATURAL GAS	214.04
5. FIRST NATIONAL BANK OMAHA		
	SUPPLIES, MAINTENANCE & TRAINING	1,024.13
6. INDIANA MICHIGAN POWER		
	ELECTRIC	457.95
7. KELLOGG HARDWARE INC		
	SUPPLIES	123.90
8. NORTH BREATHING AIR LLC		
	ANNUAL MAINTENANCE	550.00
9. PETER STANISLAWSKI		
	FINANCE SERVICES	630.00
10. QUALITY DOOR OF SOUTH HAVEN INC		
	DOOR MAINTENANCE	170.00
11. S&A AUTOMOTIVE INC		
	MAINTENANCE	57.33
12. SHELL FLEET PLUS		
	DIESEL & GASOLINE	309.52
TOTAL - ALL VENDORS		4,781.74

**HARTFORD FIRE****CASH BALANCES****MAY 12, 2025**

General Checking	\$	77,704.52
Operating Account	\$	192,986.73
Millage Account	\$	412,616.67
Maintenance Account	\$	14,370.69
Donation Account	\$	65,613.54

All Cash Accounts	\$	763,292.15
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05/09/2025 CHECK REGISTER FOR HARTFORD FIRE DEPTMENT				
CHECK DATE FROM 04/15/2025 - 05/12/2025				
Check Date	Check	Vendor Name	Description	Amount
Bank HNB CHECKING ACCOUNT				
04/15/2025	DD603(A)	HARTING, ROBBIE	PAYROLL	1,894.17
04/15/2025	DD604(A)	MC GREW, KEVIN	PAYROLL	998.14
04/30/2025	EFT126(E)	ASSN DUES TO MEMBERSHIP	PAYROLL	403.65
04/30/2025	EFT127(E)	CITY OF HARTFORD	PAYROLL	294.76
04/30/2025	EFT128(E)	INTERNAL REVENUE SERVICE	PAYROLL	3,012.00
05/01/2025	DD605(A)	HARTING, ROBBIE	PAYROLL	1,846.16
05/01/2025	DD606(A)	MC GREW, KEVIN	PAYROLL	624.30
05/05/2025	DD607(A)	EASTMAN, SCOTT	PAYROLL	137.18
05/05/2025	DD608(A)	FLEMMING, LISA	PAYROLL	30.89
05/05/2025	DD609(A)	FLEMMING, RYAN	PAYROLL	165.46
05/05/2025	DD610(A)	FRY, STEVEN	PAYROLL	198.74
05/05/2025	DD611(A)	GERMINDER, ERIC	PAYROLL	52.86
05/05/2025	DD612(A)	HARTING, BRANDI	PAYROLL	393.09
05/05/2025	DD613(A)	HUNT, CHAD	PAYROLL	51.86
05/05/2025	DD614(A)	LEDESMA, CARLOS	PAYROLL	52.86
05/05/2025	DD615(A)	LOWE, STEVEN	PAYROLL	243.33
05/05/2025	DD616(A)	MC GREW, KEVIN	PAYROLL	1,338.30
05/05/2025	DD617(A)	ROBERTS, KHELUN	PAYROLL	573.66
05/05/2025	DD618(A)	SEFCIK, RONALD	PAYROLL	52.86
05/05/2025	DD619(A)	SHARPE, IAN	PAYROLL	395.19
05/05/2025	DD620(A)	TEITSMA, NATHAN	PAYROLL	52.60
05/05/2025	DD621(A)	WEBERG, SCOTT	PAYROLL	403.11
05/05/2025	STUB62(A)	BODARY, BRANDON	PAYROLL	0.00
05/05/2025	STUB63(A)	TAIT, JOSHUA	PAYROLL	0.00
05/09/2025	330(A)	US BUSINESS SYSTEMS INC	COPIER	113.26
05/12/2025	331(E)	INDIANA MICHIGAN POWER	ELECTRIC	457.95
05/12/2025	332(E)	AT&T MOBILITY	CELL PHONES	521.92
05/12/2025	333(E)	CONSUMERS ENERGY	NATURAL GAS	214.04
05/12/2025	334(E)	FIRST NATIONAL BANK OMAHA	SUPPLIES, MAINTENANCE & TRAINING	1,024.13
05/12/2025	335(E)	NORTH BREATHING AIR LLC	ANNUAL MAINTENANCE	550.00
05/12/2025	336(E)	SHELL FLEET PLUS	DIESEL & GASOLINE	309.52
05/12/2025	337(A)	PETER STANISLAWSKI	FINANCE SERVICES	630.00
05/12/2025	338(A)	QUALITY DOOR OF SOUTH HAVEN INC	DOOR MAINTENANCE	170.00
05/12/2025	15130	BACKROADS SERVICES	TRUCK MAINTENANCE	312.95
05/12/2025	15131	KELLOGG HARDWARE INC	SUPPLIES	123.90
05/12/2025	15132	BACHMAN'S WELDING	HOSE WASHER FAB DONATION	410.00
05/12/2025	15133	S&A AUTOMOTIVE INC	MAINTENANCE	57.33
Total of 37 Checks:				18,110.17
Less 0 Void Checks:				0.00
Total of 37 Disbursements:				18,110.17





Chief Robbie Harting

# Hartford Fire Department

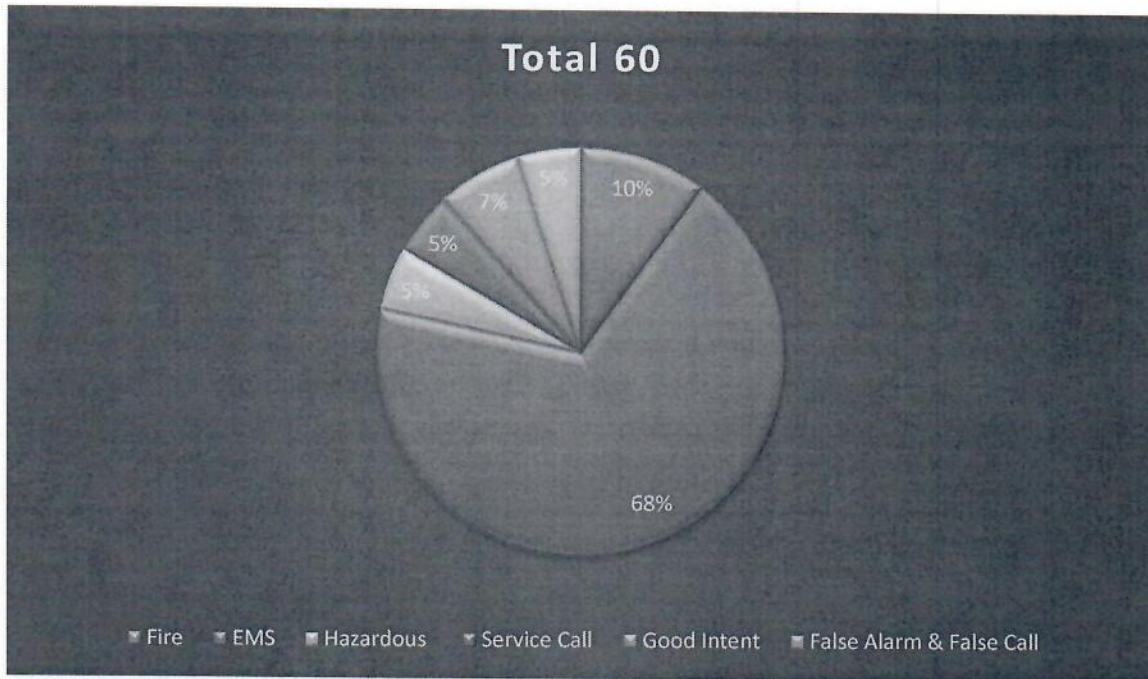
436 East Main St.  
Hartford, Mi 49057  
(269)-621-4707



Item 6.

Asst. Chief Kevin McGrew

## April 2025 Incident Summary



City- 25	Township- 24	Other-11
----------	--------------	----------

Incident Type	Count
111- Structure Fire	4
142-Brush Fire	2
311- Medical assist, assist EMS Crew	22
321- EMS call, excluding vehicle accident	15
322- MVA with Injuries	1
324- MVA with no Injuries	2
342-Search for Person	1
412-Gas Leak	2
444-Power Lines Down	1
554- Lift Assist	3
611-Cancelled En Route	2
651-Smoke Scar	2
735- Smoke Alarm Activation	3
<b>Total</b>	<b>60</b>

*April Monthly Call Totals Prior Years*

2022 - 47	2023 - 60	2024 - 52
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Chief Robbie Harting

# Hartford Fire Department

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



Asst. Chief Kevin McGrew

Item 6.

April 2025

## Payroll Breakdown Calls for Service

Area	Total Calls	Payroll
City of Hartford	25	\$638.50
Township of Hartford	24	\$791.79
Bangor Township	3	\$327.65
I-94 & Red Arrow Hwy	2	\$90.50
Mutual Aid	6	\$1501.68
<b>Total</b>	<b>60</b>	<b>\$3,350.12</b>
<b>Average Cost Per Call</b>		<b>\$55.84</b>
<b>Training</b>	<b>33 hours</b>	<b>\$548.75</b>
<b>Palisades Training***</b>	<b>15 hours</b>	<b>\$222.51</b>
<b>Truck Inspections</b>	<b>0 hours**</b>	<b>\$0.00</b>
<b>Shift Coverage</b>	<b>72 Shifts</b>	<b>\$1,080.00</b>
**Assistant Chief Performed truck inspections this month to provide more hours for training.		
*** Palisades Training is being funded by Palisades		



Chief Robbie Harting

# Hartford Fire Department

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



Item 6.

Asst. Chief Kevin McGrew

## Cost Recovery USA Payment Reconciliation Report 3/25/2025-4/24/2025

Fire Dept.	Run Date	Run Number	NFIRS	Paid Date	Insurance	Invoiced	Received	FD%
HFD	2/15/2025	2025-100-HFDMI	324 Car Crash	4/22/2025	State Farm	\$740.50	\$250.00	\$195.00

**\$195.00**



# HARTFORD FIRE BOARD

## FIRE BOARD AGENDA REPORT

**Meeting Date:** May 12<sup>th</sup> 2025  
**Submitted By:** Kevin McGrew- Asst. Fire Chief  
**Prepared By:** Kevin McGrew- Asst. Fire Chief  
**Agenda Title:** Hose Tester & Adapters

### RECOMMENDED ACTION:

We request to purchase a six-outlet hose tester with built-in power washer; this purchase will allow us to go back to testing our own fire hose and ensure that it's done the way we expect it to be done.

It was difficult to find quotes for this project as most companies don't seem to sell the six-outlet version that we were seeking. I was able to secure a second quote for the hose tester and two quotes for the adapters and caps that we need.

Attached are the corresponding Quote's

### Hose Tester

Moses Fire Equipment- \$4,824.00

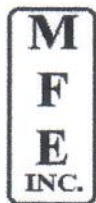
Noble Fire Gear- \$5,710.90

### Adapters & Caps

Moses Fire Equipment- \$3,247.00

Firehose Direct-\$3,211.73\*\*

\*\* Products are a different material that is more prone to failures, the Red Head Adapters quoted from Moses are the industry standard for aftermarket Adapters and Caps. I tired several different Vendor's to get an apples to apples quote but most didn't sell all the items, some had a few and others had different ones.


**MFE, Inc.** (Moses Fire Equipment, Inc.)

P.O. BOX 690

LAWRENCE, MI 49064-0690

Voice: (269) 674-8655

Fax: (269) 674-8633

# QUOTE

Quote Number:

**Q25071**

Quote Date:

03/26/25

**5/5/2025**

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

Quote Valid: 30 DAYS

UPDATED

Freight - See Note Below

Email: [hartfordasstfirechief@gmail.com](mailto:hartfordasstfirechief@gmail.com)

Stat: (269) 621-4707

Cell: (269) 547-2730

Quoted by: Sheryl Moses, Office Mgr.

Salesperson: House

Quantity	Description	Price Each	Total Cost
1	FLAMEFIGHTER ELECTRIC HOSE TESTER <u>WITH</u> POWER WASHER, 6-OUTLET, WITH 2.50" NST MALE ADAPTERS	\$ 4,824.00	\$ 4,824.00
	<b><u>ADAPTERS &amp; HOSE CAPS -</u></b>		
6	RED HEAD REDUCER - 2.50" NST FEMALE RIGID X 1.50" NST MALE (TO TEST 6 SECTION OF 1.75" or 1.50" HOSE)	\$ 68.50	\$ 411.00
4	RED HEAD ADAPTER - 2.50" NST FEMALE SWIVEL X 5.00" STORZ (TO TEST 4 SECTION OF 5.00" HOSE)	\$ 252.00	\$ 1,008.00
6	RED HEAD 1.50" NST HOSE CAP WITH BLEEDER PETCOCKS (TO TEST 6 SECTION OF 1.75" or 1.50" HOSE)	\$ 93.00	\$ 558.00
6	RED HEAD 2.50" NST HOSE CAP WITH BLEEDER PETCOCKS (TO TEST 6 SECTION OF 2.50" HOSE)	\$ 93.00	\$ 558.00
4	RED HEAD 5.00" STORZ HOSE CAP WITH BLEEDER PETCOCKS (TO TEST 4 SECTION OF 5.00" HOSE)	\$ 178.00	\$ 712.00

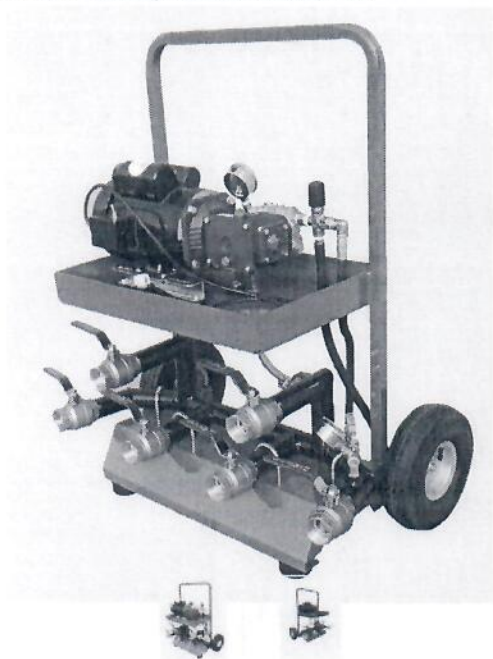
Please review the above information, cross out any items that you do not want, verify quantities and sign below for acceptance of this order as listed above. Please RETURN the signed copy to us so your order can be processed.

Authorized by: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Customer PO # \_\_\_\_\_

[Home](#) [Shop All](#) **Flamefighter Hose Pressure Tester**

## Flamefighter Hose Pressure Tester

Flamefighter SKU: FF-HT15625

Availability: Approximately 4 Week Shipping Delay

\$5,710.90

Condition: New

**OUTLETS:**

6 Outlets

4 Outlets

**ENGINE:**

Gas

Electric

**PRESSURE:**

Built-in Pressure

Without Pressure

**OUTLET SIZE:**

1-1/2 Inch

2-1/2 Inch

**THREADING:**

NST

NPSH

FREE SHIPPING  
QUANTITY:

1

Free Shipping On Most Orders Over \$100

My Account / Log Out



Search



888-975-0858



## Your Cart

[Continue shopping](#)

## Product

## Total Quantity

## Total



Aluminum 5" Storz x 2 1/2" Male NH Thread

Price: \$225.59

Availability: In Stock

\$902.36

- 4 +



\$902.36



Aluminum 1 1/2" NH Test Cap with Petcock

~~\$70.23~~ \$74.32

Availability: In Stock

Product Volume Discount

~~\$469.38~~

\$445.91

- 6 +

~~\$469.38~~

\$445.91



Aluminum 2 1/2" NH Test Cap with Petcock

~~\$96.01~~ \$91.21

Availability: In Stock

Product Volume Discount

~~\$576.06~~

\$547.26

- 6 +

~~\$576.06~~

\$547.26



Aluminum 5" Storz x 2 1/2" Swivel Female NH Thread

Price: \$253.60

Availability: In Stock

\$1,014.40

- 4 +



\$1,014.40



Aluminum 2 1/2" Female NH to 1 1/2" Male NH

Price: \$50.30

Availability: In Stock

\$301.80

- 6 +



\$301.80

Subtotal \$3,211.73 USD

Are you tax exempt? - [Click Here](#)

Check Out

## Shipping Hours

Monday - Friday  
Up to 4:00 pm EST

Chat

## Links

[Contact Us](#)[FAQs](#)



# HARTFORD FIRE BOARD

Item 6.

## FIRE BOARD AGENDA REPORT

Meeting Date: May 12<sup>th</sup>, 2025  
Submitted By: Kevin McGrew- Asst. Fire Chief  
Prepared By: Kevin McGrew- Asst. Fire Chief  
Agenda Title: Cost Recovery Overpayment

### RECOMMENDED ACTION:

This is in reference to a vehicle crash that occurred on February 15<sup>th</sup>, 2025 involving one vehicle into a telephone pole on County Road 687 near County Road 372 in Hartford Township, Vehicle went off the roadway and damaged a telephone pole and had wires over the roadway. Hartford 102 responded in unit 1802 and spoke with the driver who had no injuries, 102 then contacted comcast to advise them of their wires down and 102 remained on scene until the vehicle was taken off the pole by the wrecker company. 2 members remained on station at the request of 102 due to no other units needing to respond. 102 was on scene for approximately 63 minutes.

Upon returning to the station the incident was logged into our Cost Recovery system which in turn generated a bill which inadvertently charged the driver for a Fire Engine being on Scene, unfortunately this mistake was realized after everything had been finalized.

The Bill was broken down as follows:

Total Bill \$740.50

The Drivers Insurance paid \$250.00 with the Fire Department portion collecting **\$195.00**, Leaving the Driver with an outstanding balance of \$490.50 which he paid on May 5<sup>th</sup>, 2025, to the Cost Recovery Company with the Fire Department to receive an additional **\$367.29** which we are due to collect the first week of June, for a total of **\$562.29**.

Due to the Error on my part, I think it's only the right thing to do that we reimburse the Driver a portion of the fees collected by the Fire Department and in the Future, I will pay closer attention when the bills are generated by the Cost Recovery Company to Ensure accurateness.

For reference the total payroll amount for the call was \$87.01 and Unit 1802 cost would have been 125.00 based on our projected billing rates for apparatus. Total \$212.01

## **Fire Chiefs Report May 2025**

### **INFORMATION:**

#### **1. Meetings Attended:**

- Township
- VBC Medical Control
- VBC Firefighter Training Committee
- Joint meeting with City/township

#### **2. Information:**

- Conducted 2 drills with the EOC for Palisades
- Working on scheduling annual maintenance for the new budget year

Sincerely,

**Robbie Harting – Fire Chief**



Chief Robbie Harting

# Hartford Fire Department

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



Asst. Chief Kevin McGrew

Item 6.

**April 2025**

## 60 Calls for Service

Personell Name	Total Calls	%
Fry, Steven	8	13%
Harting, Brandiwyne	9	15%
McGrew, Kevin	59	98%
Bodary, Brandon	3	5%
Eastman, Scott	4	6%
Flemming, Lisa	4	6%
Flemming, Ryan	8	13%
Harting, Robbie	22	36%
Lowe, Steve	12	20%
Roberts, Khelun	24	40%
Sharpe, Ian	17	28%
Teitsma, Nate	3	5%
Weberg, Scott	17	28%

City of Hartford/Date	Call Type	Vehicle's Involved	# of Personal	Personal Cost	Report#	Vehicle Cost	Priority	Response Time
4/2/2025	Medical Assist-311	1810	4	56.75	2025-184	175	3	7
4/2/2025	Smoke Scar-651	1802	10	21	2025-186	125	1	11
4/7/2025	Medical Call-321	1810	2	0	2025-190	175	1	5
4/7/2025	Medical Assist-311	1810	3	54.75	2025-192	175	3	6
4/9/2025	Alarm Activation-735	1801	1	0	2025-195	125	2	7
4/9/2025	Medical Assist-311	1810	2	0	2025-196	175	1	4
4/9/2025	Medical Call-321	1810	2	21	2025-198	175	1	2
4/9/2025	Lift Assist-554	1802	1	21	2025-201	175	3	10
4/10/2025	Electrical Hazard	1802	1	10.5	2025-202	125	2	11
4/10/2025	Lift Assist-554	1802	1	10.5	2025-203	175	3	8
4/10/2025	Gas Leak	1801&1871	3	17.75	2025-204	350	2	4
4/10/2025	Medical Call-321	1810	2	39.25	2025-205	175	2	4
4/13/2025	Medical Call-321	1802&1810	5	15.5	2025-211	350	1	2
4/13/2025	Medical Assist-311	1802	3	55.75	2025-213	175	3	8
4/17/2025	Alarm Activation-735	1801	4	36	2025-217	125	2	2
4/17/2025	Medical Call-321	1802	1	21	2025-218	175	3	9
4/19/2025	Medical Assist-311	1802&1810	2	40.25	2025-221	350	1	3
4/19/2025	Medical Call-321	1802	2	40.25	2025-222	175	1	8
4/20/2025	Medical Assist-311	1802	2	40.25	2025-226	175	1	6
4/22/2025	Medical Call-321	1810	4	37	2025-227	175	1	4
4/25/2025	Medical Assist-311	1802	1	21	2025-230	175	2	9
4/26/2025	Medical Assist-311	1802	3	58	2025-234	175	1	5
4/28/2025	Medical Assist-311	1802	1	10.5	2025-238	175	1	6
4/30/2025	Medical Call-321	1810	2	0	2025-241	175	1	2
4/30/2025	Alarm Activation-735	1802	1	10.5	2025-242	125	2	3



Township of Hartford/Date	Call Type	Vehicle's Involved	# of Personal	Personal Cost	Report#	Vehicle Cost	Priority	Response Time
4/7/2025	Medical Call-321	1802	1	21	2025-191	175	1	5
4/8/2025	Medical Assist-311	1810	3	17.75	2025-193	175	3	14
4/9/2025	Medical Call-321	1802	1	21	2025-194	175	1	11
4/9/2025	Medical Assist-311	1810	2	0	2025-197	175	1	3
4/9/2025	Medical Assist-311	1802	1	21	2025-199	175	3	10
4/11/2025	Medical Assist-311	1802	2	38.75	2025-206	175	2	12
4/12/2025	Medical Assist-311	1802&1810	3	58	2025-208	350	1	3
4/13/2025	Medical Assist-311	1802&1810	3	58.5	2025-209	350	2	8
4/13/2025	Medical Assist-311	1802&1810	4	76.25	2025-210	350	1	7
4/13/2025	Smoke Investigation	1802	6	16.75	2025-212	125	1	3
4/17/2025	Medical Assist-311	1810&1810	2	0	2025-215	350	1	8
4/17/2025	Medical Call-321	1810	4	36	2025-216	175	2	11
4/18/2025	Gas Leak-412	1802&1871	2	77.5	2025-219	350	1	5
4/18/2025	Medical Call-321	1810&1802	4	76.25	2025-220	350	1	12
4/20/2025	Medical Assist-311	1802&1810	3	58.5	2025-225	350	1	7
4/23/2025	Lift Assist-554	1810	2	0	2025-228	175	2	5
4/24/2025	Medical Assist-311	1810	3	57	2025-229	175	1	5
4/25/2025	Cancelled En Route-611	1801&1802	2	0	2025-231	250	2	n/a
4/25/2025	Medical Assist-311	1802&1810	5	47.27	2025-232	350	1	11
4/25/2025	Medical Call-321	1802&1810	5	47.27	2025-233	350	1	4
4/28/2025	Medical Assist-311	1802	1	21	2025-236	175	1	11
4/28/2025	Medical Call-321	1802	1	21	2025-237	175	1	4
4/30/2025	Medical Assist-311	1802	1	21	2025-239	175	1	8
4/30/2025	Medical Assist-321	1810	2	0	2025-240	175	1	6

Mutual Aid/Date	Call Type	Vehicle's Involved	# of Personal	Personal Cost	Report#	Vehicle Cost	Priority	Response Time	Area
4/2/2025	Structure Fire-111	1802&1831&1869&1841	10	717.51	2025-185	825	1	10	Lawrence Township
4/3/2025	Search-342	1801&1802&1881&1871&1869	7	212.39	2025-187	600	1	10	Lawrence Township
4/4/2025	Structure Fire-111	1801&1802&1841	8	125	2025-188	550	1	7	Lawrence Township
4/5/2025	Structure Fire-111	1841	5	141.39	2025-189	300	1	31	South Haven City
4/11/2025	Brush Fire-142	1869	4	114.39	2025-207	125	1	9	Lawrence Township
4/19/2025	Structure Fire-111	1841	5	191	2025-224	300	1	14	Watervliet City

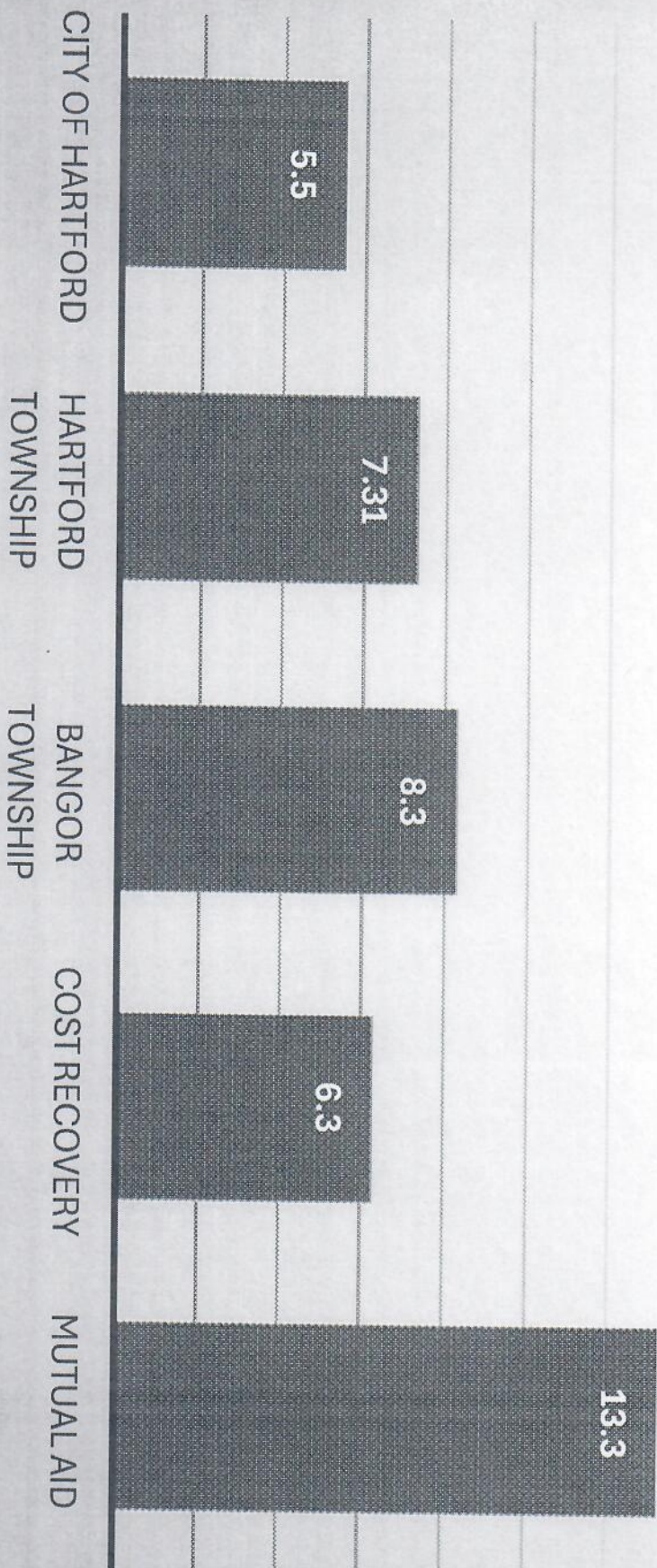
Location	Call Type	Vehicle's Involved	# of Personal	Personal Cost	Report#	Vehicle Cost	Recovered YES/NO Amount	Priority	Response Time
I-94	MVA-No Injuries-324	1801&1871	4	37.5	2025-183	400	NO	2	7
TWP	MVA-with Injuries-322	1802&1871&1810	5	53	2025-214	575	in progress	1	6

Township of Bangor/Date	Call Type	Vehicle's Involved	# of Personal	Personal Cost	Report#	Vehicle Cost	Priority	Response Time	
4/9/2025	MVA-No Injuries-324	1801&1802	5	73	2025-200	350	1	6	
4/19/2025	Cancelled En Route-611	1802	1	10.5	2025-223	175	2	n/a	no bill cancelled en route
4/27/2025	Brush Fire-142	1802&1869&1871	10	244.15	2025-235	375	1	11	

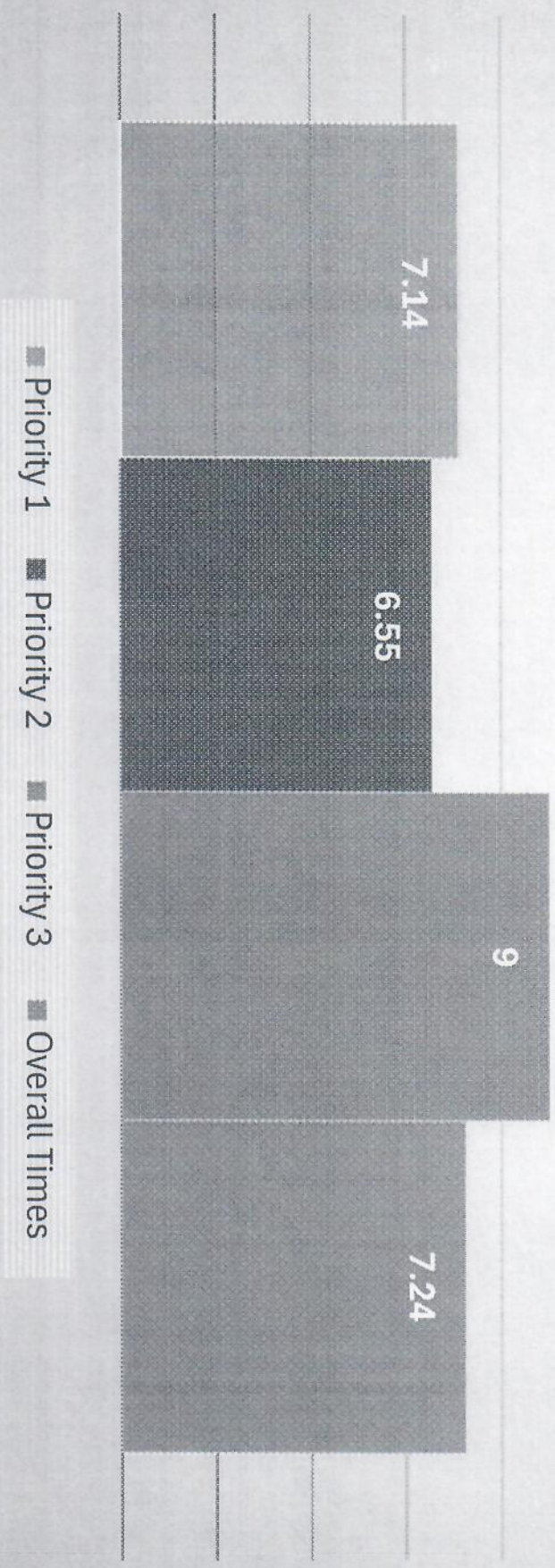


# Response Times Breakdown Per Zone

## April 2025



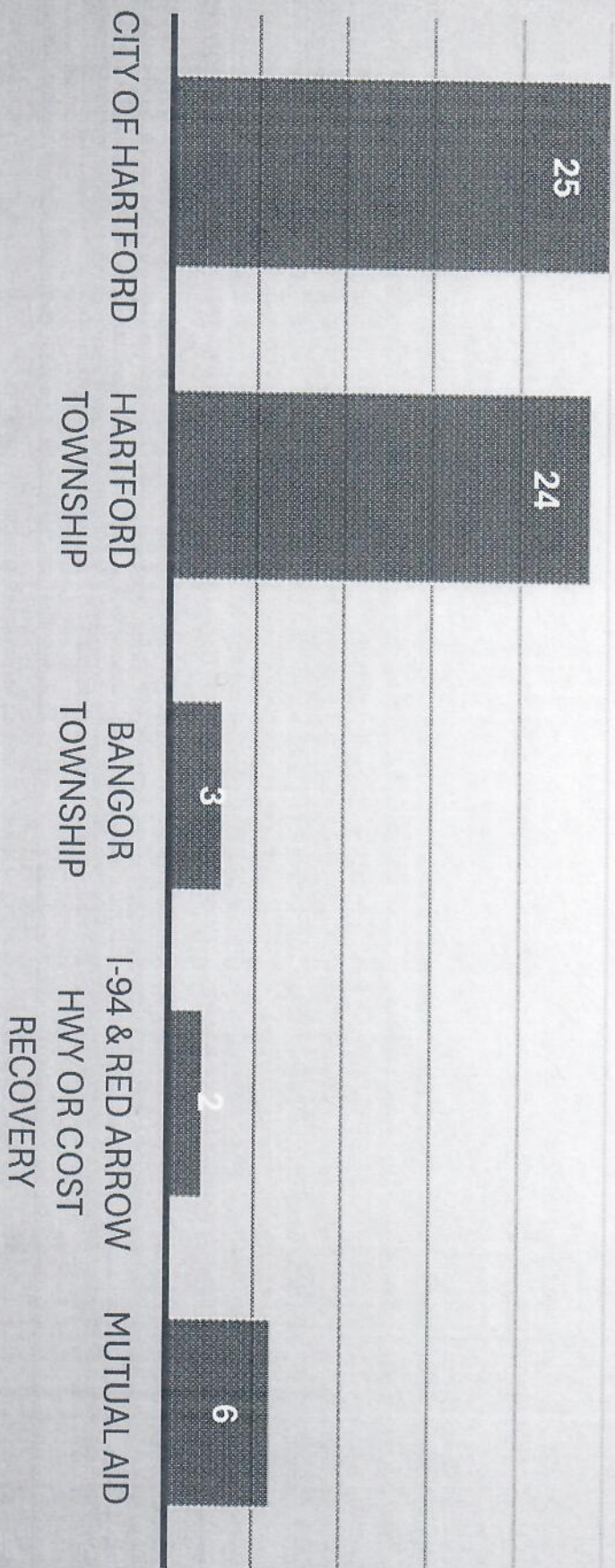
# Response Times Breakdown by Priority April 2025





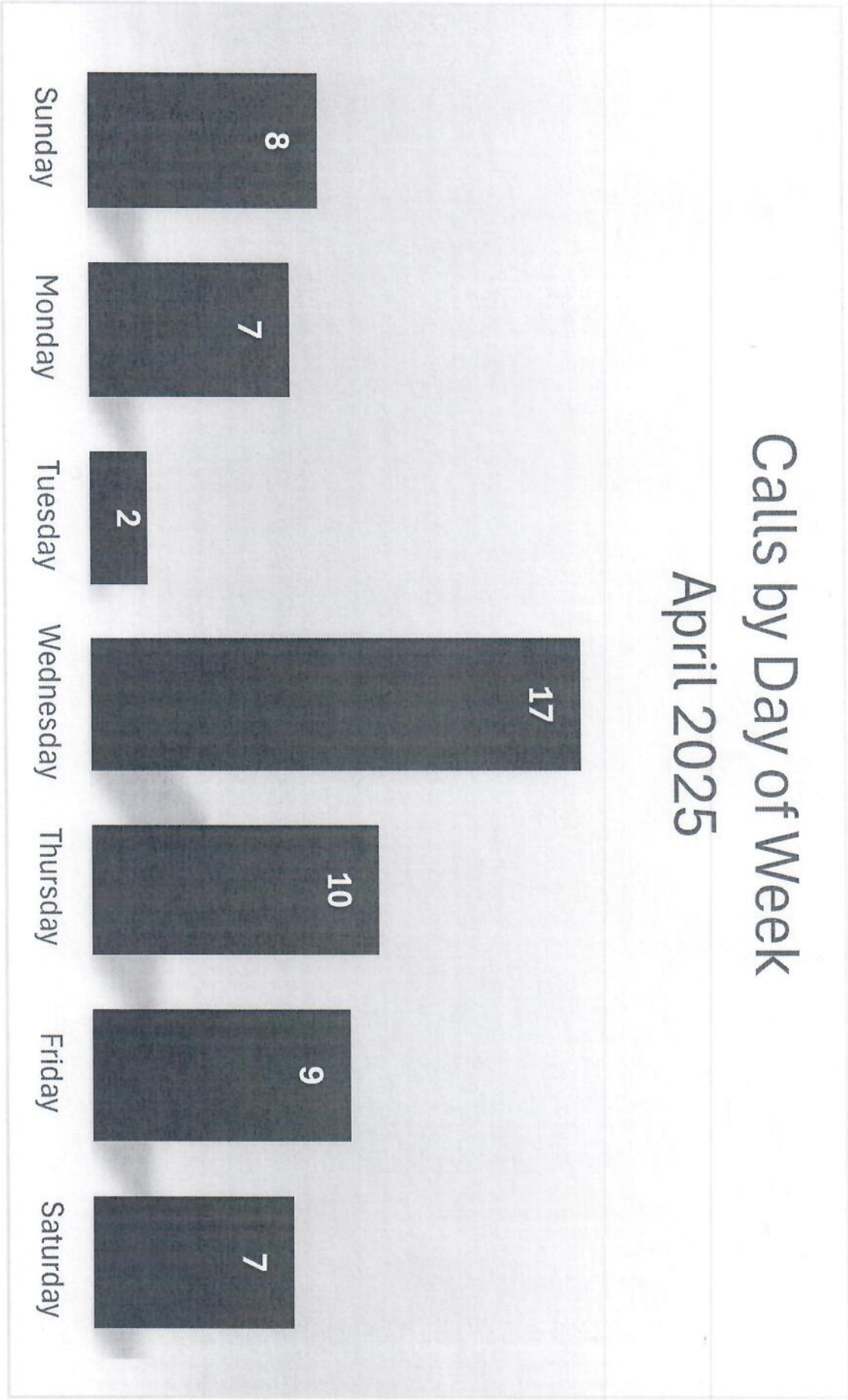
# Breakdown of Totals Calls Per Zone

## April 2025



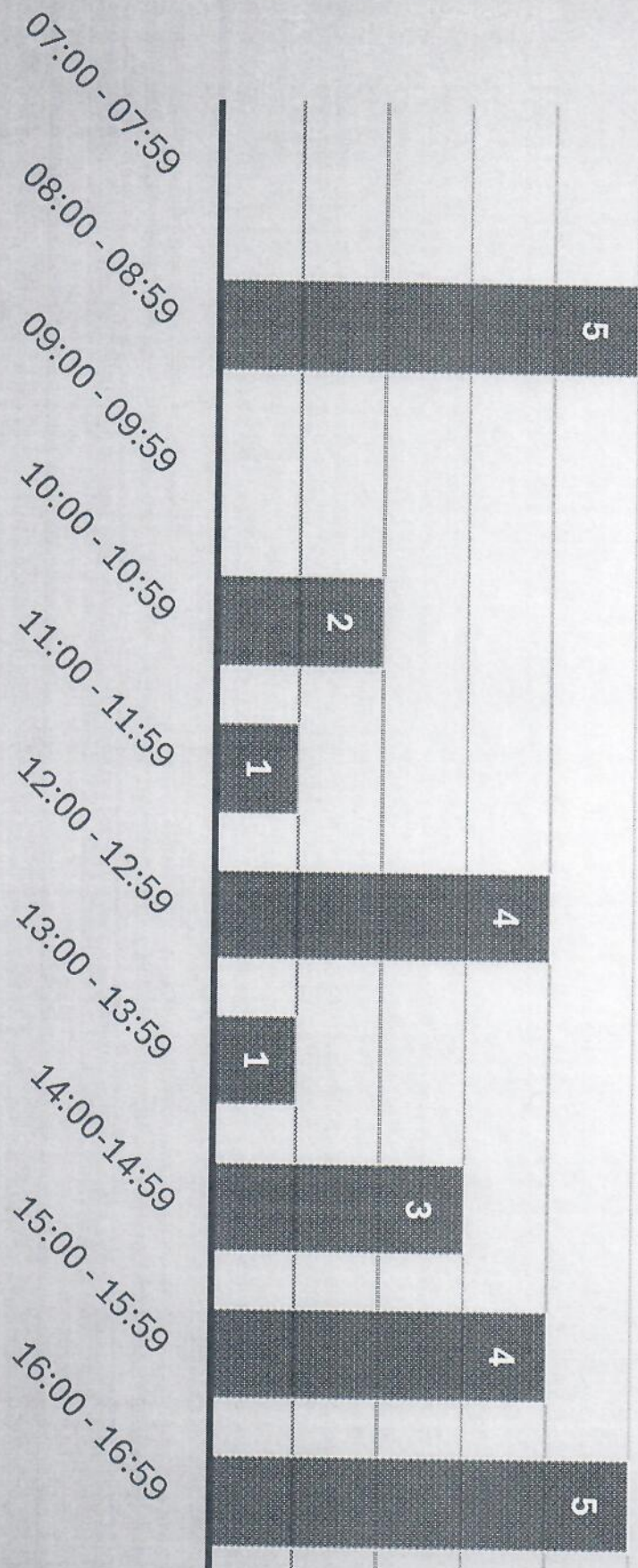
# Calls by Day of Week

## April 2025

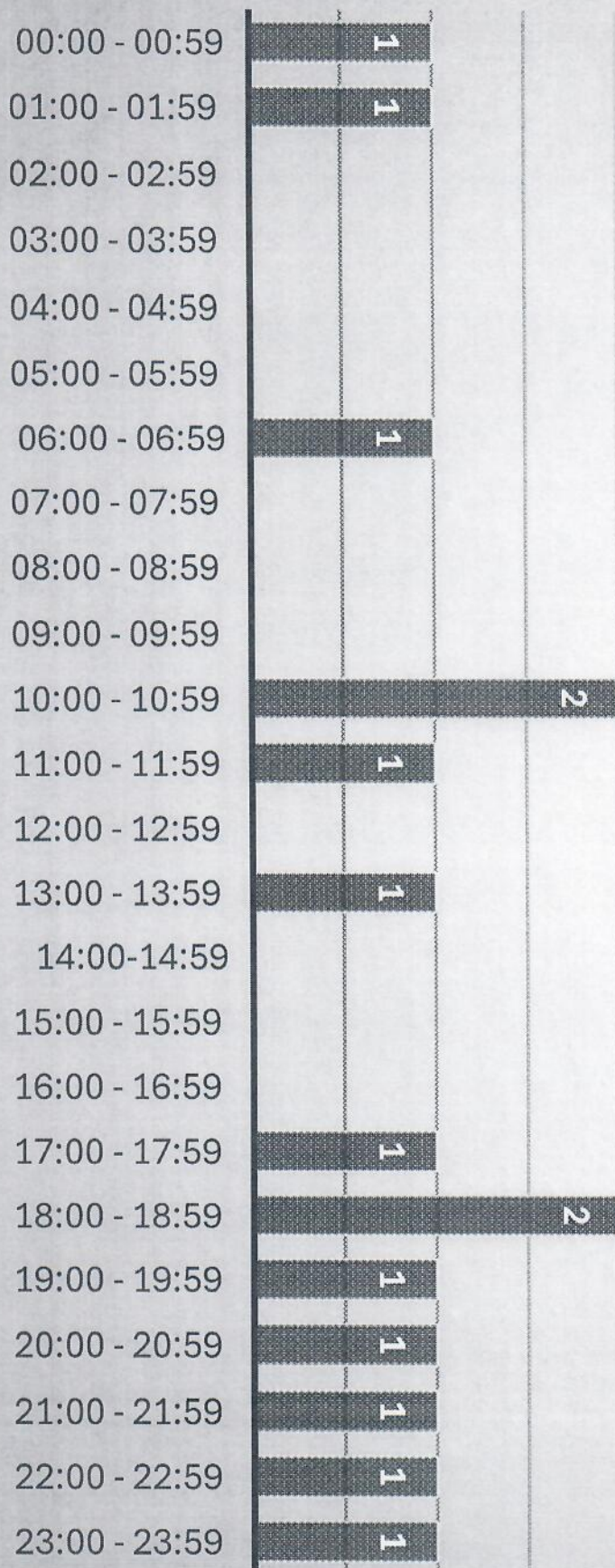




# Call Per Hour Monday-Friday 7am-5pm April 2025



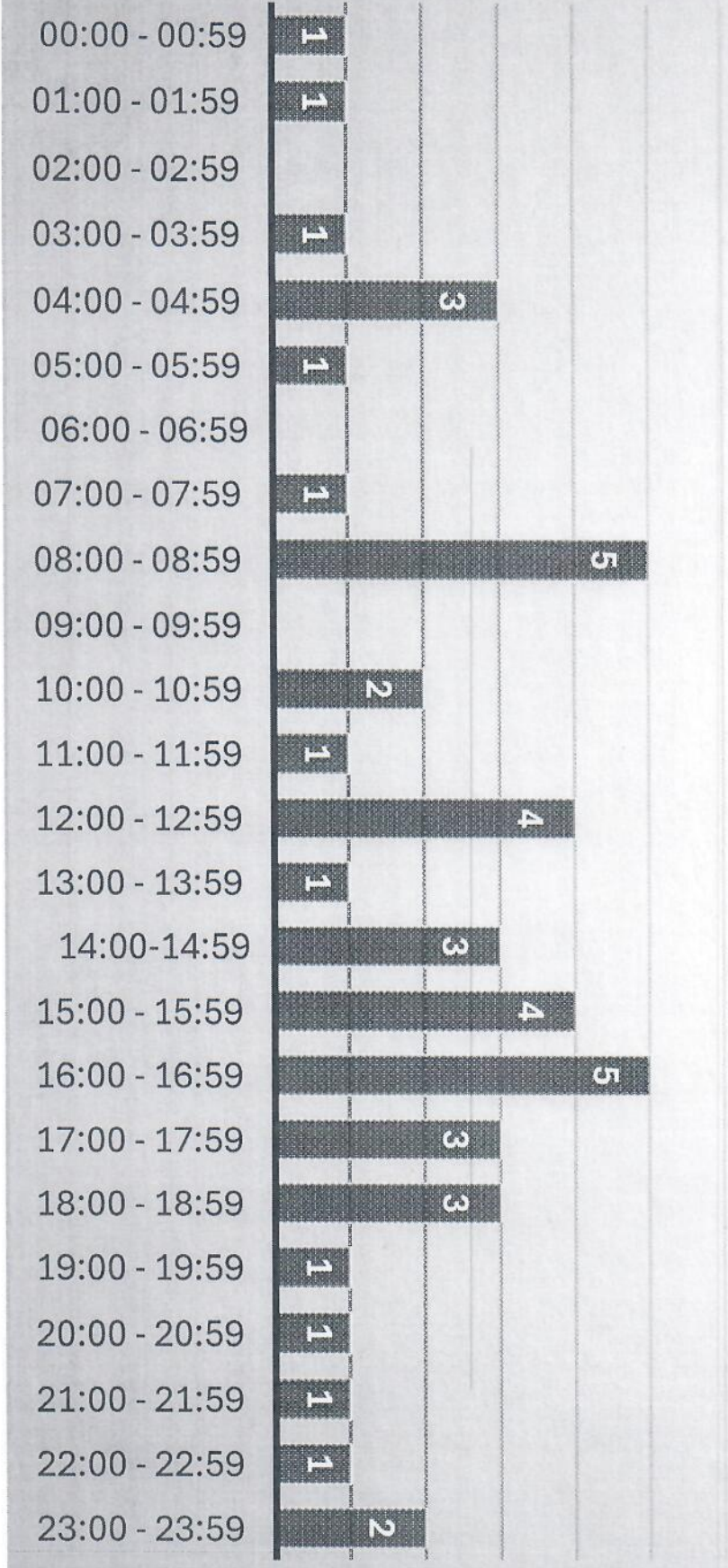
# Calls Per Hour Breakdown Weekends April 2025

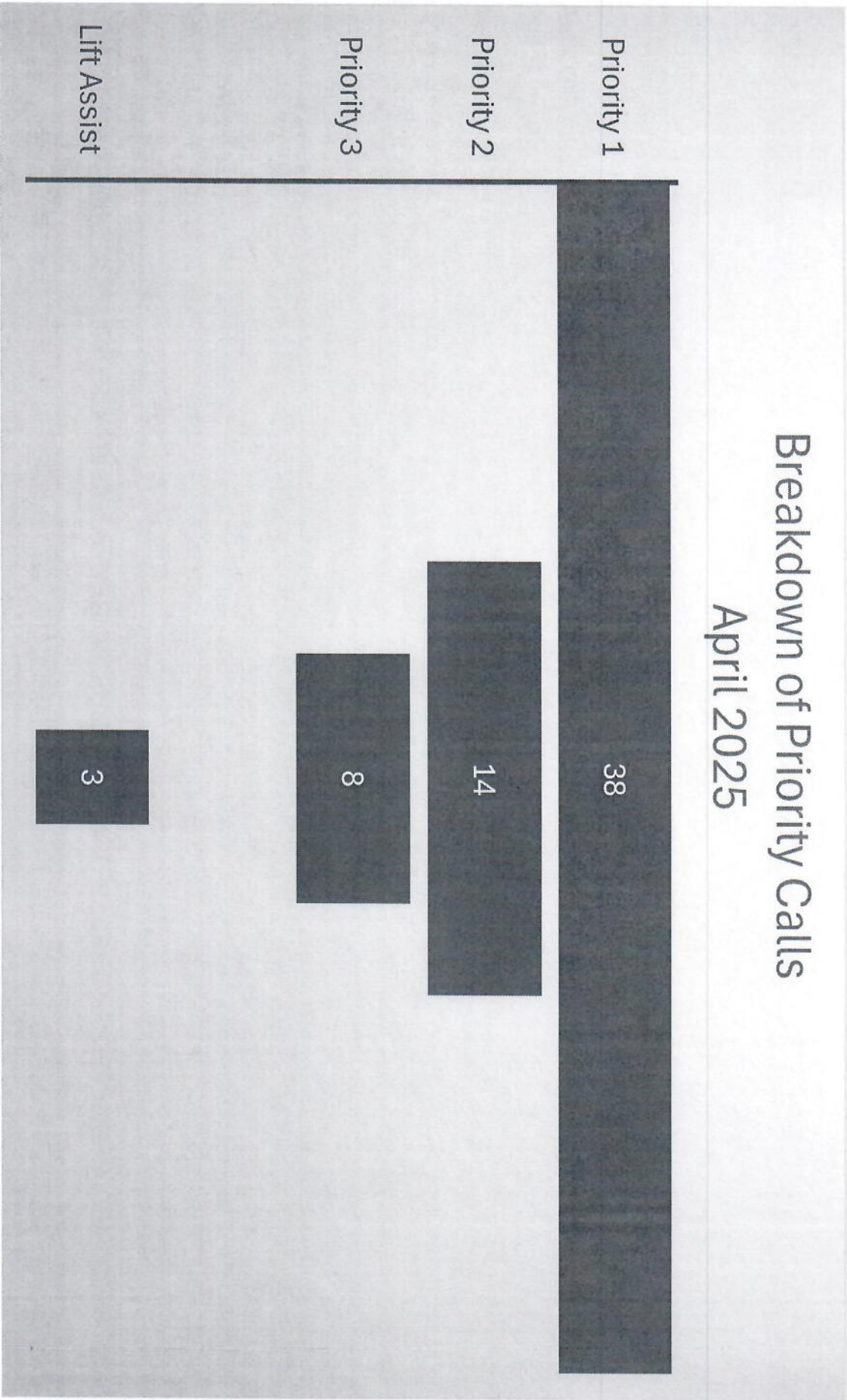




# Call Breakdown by Hour

## Weekdays April 2025







**Assistant Chief Report**  
**May 2025**

**Information:**

- Preparations for Palisades Training
- Preparations for Pancake Breakfast

**Meetings Attended:**

- Joint Budget Meeting

**Monthly Maintenance update:**

- Lawn Maintenance Started
- Yellow Back up lines repainted
- 1831 Garage Door Wall Opener Replaced
- SCBA Air Machine Yearly Maintenance
- 1810 Oil Change

**Pre-plans Completed:**

- Five Residential Properties

Respectfully submitted

K.McGrew

Kevin McGrew-Asst. Fire Chief

## Pickup Zone Report - Hartford City

Item 7.

Response Incident Number	Incident Date	Scene Incident Zone/District Description	Disposition Destination Name Delivered Transferred To	Disposition Incident Patient Disposition	Situation Provider Primary Impression Description Only	Incident Unit En Route To Unit Arrived On Scene In Minutes	of Runs
<b>Incident Dispatch Priority Patient Acuity: Critical (Priority 1)</b>							
Response Time Avg: 4:09							
VBEMS2502737	04/07/2025	Hartford City	BRONSON SOUTH HAVEN		Acute pain due to trauma	3	1
VBEMS2502790	04/09/2025	Hartford City	No Transport		Trauma/Injury: Face	3	1
VBEMS2502882	04/13/2025	Hartford City	BRONSON METHODIST HOSPITAL		Chest pain, unspecified	13	1
VBEMS2502903	04/14/2025	Hartford City	BRONSON METHODIST HOSPITAL		Trauma/Injury: Unspecified Multiple Injuries	6	1
VBEMS2503013	04/19/2025	Hartford City	LAKELAND HOSPITAL - WATERVLIET		Alcohol Use, Unspecified with Intoxication	3	1
VBEMS2503017	04/19/2025	Hartford City	LAKELAND HOSPITAL - SAINT JOSEPH		Chest pain, unspecified	7	1
VBEMS2503055	04/20/2025	Hartford City	BRONSON LAKEVIEW HOSPITAL		Altered Mental Status, Unspecified	3	1
VBEMS2503103	04/22/2025	Hartford City	LAKELAND HOSPITAL - WATERVLIET		Shortness of breath	2	1
VBEMS2503200	04/26/2025	Hartford City	BRONSON METHODIST HOSPITAL		Cardiac: Chest Pain, Acute Coronary Syndrome	2	1
VBEMS2503256	04/28/2025	Hartford City	LAKELAND HOSPITAL - SAINT JOSEPH		Cardiac: Rhythm Disturbance (Tachy, Brady, Ectopy, Other)	3	1
VBEMS2503283	04/30/2025	Hartford City	LAKELAND HOSPITAL - WATERVLIET		Abdominal Pain/Problems	2	1
VBEMS2503311	04/30/2025	Hartford City	No Transport		Trauma/Injury: Head/Scalp	3	1
							<b>Total: 12</b>
							<b>Total: 12</b>
<b>Incident Dispatch Priority Patient Acuity: Emergent (Priority 2)</b>							
Response Time Avg: 5:01							
VBEMS2502799	04/09/2025	Hartford City	No Transport		Trauma/Injury: Ear	6	1
VBEMS2502822	04/10/2025	Hartford City	LAKELAND HOSPITAL - WATERVLIET		Weakness (Unable to Diagnosis Specific Cause)	5	1
VBEMS2502830	04/11/2025	Hartford City	BRONSON METHODIST HOSPITAL		Weakness (Unable to Diagnosis Specific Cause)	5	1
VBEMS2503157	04/25/2025	Hartford City	BRONSON METHODIST HOSPITAL		Trauma/Injury: Hip	4	1
							<b>Total: 4</b>
							<b>Total: 4</b>
<b>Incident Dispatch Priority Patient Acuity: Lower Acuity (Priority 3)</b>							
Response Time Avg: 7:53							
VBEMS2502597	04/02/2025	Hartford City	BRONSON LAKEVIEW HOSPITAL		Pain, unspecified	5	1
VBEMS2502676	04/04/2025	Hartford City	No Transport		Trauma/Injury: Head/Scalp	6	1
VBEMS2502757	04/07/2025	Hartford City	No Transport		Alcohol Use, Unspecified with Intoxication	3	1
VBEMS2502811	04/10/2025	Hartford City	No Transport		No Apparent Illness or Injury	5	1
VBEMS2502886	04/13/2025	Hartford City	LAKELAND HOSPITAL - SAINT JOSEPH		Pain: Chronic Pain, Unspecified	4	1
VBEMS2502966	04/17/2025	Hartford City	No Transport		No Apparent Illness or Injury	17	1

Response Incident Number	Incident Date	Scene Incident Zone/District Description	Disposition Destination Name Delivered Transferred To	Disposition Incident Patient Disposition	Situation Provider Primary Impression Description Only	Incident Unit En Route To Unit Arrived On Scene In Minutes	Item 7.
VBEMS2502970	04/17/2025	Hartford City	LAKELAND HOSPITAL - WATERVLIET		Pain: Headache or Migraine	16	1
							Total: 7
							Total: 7
							Total: 23

Report Criteria

Response Type of Service Requested (Eresponse.05): Is Equal To 911 Response (Scene)

Incident Date: Is Equal To Last Month

Scene Incident Zone/District Number (Itscene.025): Is Equal To Hartford City

# HARTFORD PUBLIC WORKS DEPARTMENT

200 Beachwood St.  
621-3022  
Ricky Ricks Supt.



May, 2025

## MAINTENANCE DEPARTMENT

Serviced all equipment  
Picked up leaves  
Picking up brush  
New service truck arrived

## WATER DEPARTMENT

Water turn off	3
Water turn on	2
Water meter repairs	1
Water leaks repaired	5
Water meters read by request	5
Water services replaced to water main	1
Collected monthly water samples and delivered to Paw Paw Lab	
Sent monthly reports to the Michigan Department of Health	
Ran auxiliary well generator once a week	

## MAJOR AND LOCAL STREETS

Cold patching  
Cleaned storm drains off.

## SEWER SYSTEM

Sewer mains rodded	2
Sewer services dug up and repaired	0

## LIFT STATIONS

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

## Iron Removal Plant

Run back up generator once a week.



# IRON REMOVAL PLANT

62822 Red Arrow Hwy  
621-6505  
Dan Staunton



May, 2025

## WATER QUALITY AVERAGE FOR THE MONTH

### Raw Water

Iron	<u>1.46</u> ppm
Manganese	<u>0.147</u> ppm
pH	<u>7.3</u>

### Finished Water

Iron	<u>0.002</u> ppm
Manganese	<u>0.003</u> ppm
Chlorine	<u>1</u> ppm
Phosphates	<u>1.2</u> ppm
Flouride	<u>7.4</u> ppm
pH	<u>          </u>

### Chemicals used

	<b>Total Lbs</b>
Chlorine	<u>93</u>
Phosphates	<u>170</u>
Flouride	<u>131</u>

### Average Daily Use

	<u>3.1</u>
	<u>5.6</u>
	<u>4.3</u>

## WATER PUMPED FOR THE MONTH

Backwash water

<u>5.478</u>	Million Gallons
<u>182,000</u>	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>

## 2025 WWTP MONTH OF APRIL TASKS COMPLETED

4/1-4/8

- 1-Apr Decant south storage tank
- 2-Apr Decant final to south storage tank
- 3-Apr training for mixer
- 4-Apr did walk through with certified operator services
- 8-Apr ferric load delivered

4/9-4/15

- 10-Apr Mike shadowed lab at Paw Paw lake wastewater
- 15-Apr Mike had wastewater class
- 16-Apr change hose in hypo pump
- 17-Apr repair and rebuilt pumps in control room
- 18-Apr holiday

4/22-4/29

- 21-Apr cleaned branches and plow runts for mowing, trim trees behind shop, cleared pile left by Pay Jay
- 22-Apr Mike advanced waste water class
- 23-Apr Mike advanced waste water class
- 24-Apr aerated eq tank with wand

4/24-4/29 Biotech sludge haul & cleaned around shop with backhoe

30-Apr

- 30-Apr cleaned around shop with backhoe
- greased all equipment
- mowing



**MAY 19, 2025  
LIST OF BILLS  
FOR FISCAL 2024-2025**

PAY TO	DESCRIPTION	SUBTOTAL	CHECK TOTAL
39583 MICHAEL BANIC	OCCUPANCY INSPECTIONS 4/9/2025		135.00
39584 PAMELA BENCH	CLEANING AT CITY HALL & POLICE STATION ON 5/1/25 (4 HOURS)		120.00
39585 CONSUMERS ENERGY	CITY HALL GAS BILL 3/21-4/22/2025	195.26	
	DPW GAS BILL 3/21-4/22/2025	42.28	
	IRP GAS BILL 3/21-4/22/2025	212.27	449.81
39586 CURCIO LAW FIRM PLC	LEGAL SERVICES FOR MARCH 2025		288.00
39587 FRONTIER	CASINO LIFT STATION PHONE 4/17-5/16/2025	148.26	
	IRP INTERNET 4/16-5/15/2025	120.98	
	IRP LOCAL PHONE 4/19-5/18/2025	108.84	378.08
39588 LIAM MICHAEL CONWAY	REFUND ALLPAID PAYMENT MADE IN ERROR ON 4/28/2025 (REF # 45637970)		5.00
39589 MUTUAL OF OMAHA	MAY 2025 LIFE & DISABILITY INSURANCE		474.38
39590 JOANN NEWNUM	CLEANING AT CITY HALL & POLICE STATION ON 5/1/25 (4 HOURS)		120.00
39591 TOM NEWNUM	CLEAN CITY HALL 4/30/2025		50.00
39592 SHAWN POOLE	REIMBURSEMENT FOR TWO MEALS WHILE AT TRAINING IN PAW PAW		31.06
39593 TRACE ANALYTICAL LABORATORIES	IRP WATER SAMPLE TESTING - 3/17/2025 (ANIONS & ALKALINITY)	391.25	
	EFFLUENT LOCAL LIMITS TESTING - APRIL 2025	472.00	
	INFLUENT LOCAL LIMITS TESTING - APRIL 2025	442.00	
	AM HAWK LOCAL LIMITS TESTING - APRIL 2025	442.00	1,747.25
39594 VISION SERVICE PLAN	MAY 2025 VISION INSURANCE		86.03
39595 BEST WAY DISPOSAL INC	CITY HALL TRASH SERVICE FOR APRIL 2025	118.67	
	DPW TRASH SERVICE FOR APRIL 2025	160.97	
	WWTP TRASH SERVICE FOR APRIL 2025	123.21	
	2025 LARGE ITEM PICK UP- 25.61 TONS/5.25 HOURS x 4	4,972.92	5,375.77
39596 BLOOMINGDALE COMMUNICATIONS	PHONE & INTERNET SERVICE FOR MAY 2025		378.22
39597 BLUE CROSS BLUE SHIELD OF MI	JUNE 2025 HEALTH INSURANCE FOR NICOL BROWN		900.37
39598 EXCEL PROPANE	125.5 GALLONS PROPANE FOR WWTP LAB - 5/5/2025	285.82	
	236.4 GALLONS PROPANE FOR WWTP - 5/5/2025	529.69	815.51
39599 FRONTIER	DPW LOCAL PHONE 4/25-5/24/2025		104.34
39600 INDIANA MICHIGAN POWER	APRIL 2025 ELECTRIC BILLS		8,448.87
<b>TOTAL OF CHECKS ALREADY WRITTEN</b>		<b>\$</b>	<b>19,907.69</b>



**MAY 19, 2025  
LIST OF BILLS CONTINUED  
FOR FISCAL 2024-2025**

PAY TO	DESCRIPTION	SUBTOTAL	CHECK TOTAL
39601 ABONMARCHE	PROFESSIONAL SERVICES FOR ELY PARK IMPROVEMENTS - SPARK GRANT		10,750.00
39602 RANDALL ALDERING	PLANNING PERMIT #25HCP101 - 61827 CR 687	877.80	
	BLDG PERMIT #25HC0502 - 61827 CR 687	5,033.70	
	BLDG PERMIT #25HC0503 - 533 W MAIN ST	455.00	
	ZONING PERMIT #25HCZ201 - 129 PARAS HILL	40.00	
	ZONING PERMIT #25HCZ202 - 502 CLARK	40.00	6,446.50
39603 AXON ENTERPRISE, INC	PAYOFF BODY CAMERAS AND TASERS		20,384.46
39604 BENDZINSKI & COMPANY	PROFESSIONAL SERVICES FOR SEWER RATE STUDY		3,750.00
39605 BIOTECH AGRONOMICS	161,500 BIO SOLID LIQUID LAND APPLICATION + FUEL		12,066.88
39606 CINTAS	FIRST AID SUPPLIES - CITY HALL 4/17/2025	119.03	
	FIRST AID SUPPLIES - POLICE 4/17/2025	89.52	
	FIRST AID SUPPLIES - DPW 4/17/2025	191.84	400.39
39607 CORE TECHNOLOGY	POLICE REPORT WRITING SYSTEM ANNUAL MAINTENANCE		2,719.00
39608 COREWELL HEALTH	PRE EMPLOYMENT TESTING FOR OFFICER ORVIS	222.00	
	WORKERS COMP TESTING FOR DAVIE GRAY	59.00	281.00
39609 DEWOLF & ASSOCIATES	FIRST LINE SUPERVISION CLASSES FOR SERGEANT POOLE		595.00
39610 DOUBLEDAY OFFICE PRODUCTS	SCOTCH TAPE AND MINI BINDER CLIPS		13.36
39611 DAVE EDWARDS	BAND "HARBOR TOWN" FOR STRAWBERRY FESTIVAL		500.00
39612 ENTERPRISE ENVELOPE	BUSINESS CARDS: ROXANN RODNEY-ISBRECHT, RICKY RICKS, DAVID GONGWER, SCOTT STAIR, RANDALL ALDERING, WALTER DEVISSER JR. & MATTHEW ORVIS		534.00
39613 FLEMING BROTHERS OIL CO	GASOLINE 5/2/2025		795.58
39614 HARTFORD BUILDING AUTHORITY	JUNE 2025 CITY HALL LEASE		4,166.67
39615 HARTFORD FIRE BOARD	JUNE 2025 CONTRACTUAL PAYMENT		11,152.50
39616 HARTFORD PAGEANT ORGANIZATION	2025 ADVERTISEMENT ON FLOAT		530.00
39617 JOHN TAPPER AUTOMOTIVE	BODY REPAIRS TO POLICE 2020 FORD INTERCEPTOR		5,035.62
39618 KELLOGG HARDWARE	MISC HARDWARE SUPPLIES FOR APRIL 2025		269.79
39619 KUSHNER & COMPANY	MONTHLY FSA PLAN ADMINISTRATION FEE		75.00
39620 MICHIGAN RURAL WATER ASSOC	WATER & WASTEWATER CLASS FOR MIKE GOOD - WWTP		205.00



**MAY 19, 2025  
LIST OF BILLS CONTINUED  
FOR FISCAL 2024-2025**

	PAY TO	DESCRIPTION	SUBTOTAL	CHECK TOTAL
39621	TOM NEWNUM	CLEAN CITY HALL 5/7/2025	50.00	
		CLEAN CITY HALL 5/14/2025	50.00	100.00
39622	NEXT STEP INSPECTIONS, LLC	ELECTRICAL PERMIT #HCE25001 - 4 W MAIN ST	132.00	
		ELECTRICAL PERMIT #HCE25002 - 14 SPAULDING	128.00	260.00
39623	NYE UNIFORM COMPANY	3 RECHARGEABLE STRION FLASHLIGHTS FOR OFFICERS	488.70	
		2 SHORT SLEEVE & 1 LONG SLEEVE SHIRT FOR OFFICERS	187.50	
		2 PAIR PANTS FOR OFFICER ORVIS	163.35	
		1 PAIR PANTS FOR SERGEANT POOLE	76.50	
		NAME BAR FOR OFFICER ORVIS	18.30	
		NAME BAR FOR SERGEANT POOLE	18.30	952.65
39624	OMNISITE	ONE YEAR WIRELESS SERVICE FOR LIFT STATIONS 372 & 687		379.78
39625	PLUMMERS ENVIRONMENTAL SERVICES	DSMI PROJECT (DWAM LEAD & COPPER GRANT) DRAW #9		18,052.65
39626	PAM SHULTZ	MILEAGE TO & FROM MT PLEASANT MI FOR CONFERENCE (270)	189.00	
		TUESDAY EVENING MEAL	26.00	215.00
39627	SMITH LUMBER	MATERIALS TO REPAIR COLD PATCH BIN AT DPW		129.10
39628	ANGELA STORY	MAY 2025 ASSESSING SERVICES		1,333.33
39629	TRACE ANALYTICAL LABORATORIES	IRP WATER SAMPLE TESTING - 4/28/25 (ANIONS & ALKALINITY)		134.25
39630	VAN BUREN CONSERVATION DISTRICT	2025 HOUSEHOLD HAZARDOUS WASTE		250.00
39631	VAN BUREN COUNTY ROAD COMMISSION	4.83 YARDS OF COLD PATCH		1,278.03
39632	VILLAGE OF PAW PAW LABORATORY	MARCH 2025 LAB ANALYSIS - WATER		120.00
39633	WIGHTMAN & ASSOCIATES	PROJECT 240994 - 60TH AVENUE SIDEWALK EXTENSION	1,557.50	
		PROJECT 222324 - LEAD SERVICE LINE REPLACEMENT PROJECT	107,026.20	
		PROJECT 150147 - GENERAL ENGINEERING - ADDITIONAL		
		SITE PLAN REVIEWS FOR 202 W MAIN ST	756.25	109,339.95
<b>TOTAL OF CHECKS TO BE WRITTEN ON MAY 20, 2025</b>				<b>\$ 213,215.49</b>
<b>DEBIT CARD/AUTOMATIC PAYMENT TRANSACTIONS</b>				
5/1/2025	USDA	AUTO PAYMENT OF BUILDING AUTHORITY BOND 97-03		11,305.00
5/1/2025	USDA	AUTO PAYMENT OF BUILDING AUTHORITY BOND 97-05		807.50
5/5/2025	LUMEN	LONG DISTANCE TELEPHONE AUTO PAYMENT FOR DPW PHONE		3.79
5/5/2025	GRAMMARLY	MONTHLY SUBSCRIPTION FEE AUTO DEDUCTION		30.00
5/5/2025	EASY ID CARD	ID CARDS FOR SERGEANT POOLE, OFFICER ORVIS AND		
		A "RETIRED" FOR LUCAS		54.00
5/6/2025	EASY ID CARD	ID CARD FOR CHIEF MATTHEWS		24.00
5/7/2025	UNITED STATES POSTAL SERVICE	POSTAGE TO MAIL DDA PACKETS		16.32
<b>TOTAL DEBIT CARD/AUTO DEDUCTION TRANSACTIONS</b>				<b>\$ 12,240.61</b>
<b>TOTAL GROSS PAYROLL MAR 15, 2025 THROUGH APR 18, 2025</b>				<b>\$ 63,912.40</b>
<b>GRAND TOTAL FOR MAY 2025 - FISCAL 2024-2025</b>				<b>\$ 309,276.19</b>





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

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## City Manager's Monthly Update May 19, 2025

### Staff Update:

#### Spark Grant/DNR/Council Michigan Foundations:

The Abonmarche engineers are working on the revised designs. Staff will update the commissioners before requesting a grant amendment with CMF.

#### Budget:

Completed the city's budget for city commission packets.

#### Master Plan:

I met with McKenna for a kick-off meeting to start the Master Plan process. I will ask the city commission for a joint planning commission meeting to introduce the master plan on June 9th.

#### Career Day:

Participated in the career day event at Hartford's Middle School.

#### Drinking Water Asset Management (DWAM) Update:

Attached are Wightman's project updates.

#### Hartford Township Water Main Extension (PFAS):

Attached are Wightman's project updates

#### 60<sup>th</sup> Avenue Sidewalk Extension/Shared Streets and Spaces Project Update:

Attached are Wightman's project updates

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

Attached are Wightman's project updates

Respectfully Submitted,

Nicol Brown  
City Manager

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

GOALS	STEPS TO REACH GOAL	WHO IS INVOLVED	UPDATE SEPTEMBER 2024	UPDATE OCTOBER 2024	UPDATE NOVEMBER 2024	UPDATE DECEMBER 2024	UPDATE JANUARY 2025	UPDATE FEBRUARY 2025	UPDATE MARCH 2025	UPDATE APRIL 2025	UPDATE MAY 2025
1	<b>RITE AID REDVELOPMENT</b>			Have not started	I have been calling a contact person from Rite Aid but have not received a return call.	I have made contact with the realtor company that owns the property. I'm requesting a zoom meeting for the week of Dec. 9th.	Had my ZOOM meeting. They are actively looking for a tenant to go in the building. I will contact them for an update.	No Update	Spencer has interest in the building. Request has come in regarding the zoning.	Spencer has interest in the building. Request has come in regarding the zoning.	Spencer has interest in the building. Request has come in regarding the zoning.
2	<b>WATER/SEWER STUDY</b>	Market One Van Buren County		In the process of working with Beaudusseau. Contract has been submitted to the water and sewer commission the water and sewer study.	In Progress. City Commission approved at the October meeting.	In Progress. City Commission approved at the October meeting.	In Progress. City Commission approved at the October meeting.	In Progress. City Commission approved at the October meeting.	Andy Campbell will be attending Commission meeting to discuss.		
3	<b>COMMISSIONERS WEEKLY REPORTS</b>			Currently sending weekly reports.	Currently sending weekly reports.	Currently sending weekly reports.	Currently sending weekly reports.	Currently sending weekly reports when I have something to report.	Currently sending weekly reports when I have something to report.	Currently sending weekly reports when I have something to report.	Currently sending weekly reports when I have something to report.
4	<b>ZONING</b>			Rental Registration Ordinance need to go before commission. Would like to apply for a IMEDC grant for updating master plan and zoning ordinances.	Including the rental registration ordinance draft into the on monthly report. Working on a IMEDCA grant for updating master plan.	Submitted the housing readiness incentive grant. Waiting on comments from city commissioners on the draft blight and rental registration ordinance.	Received \$50k grant from Beaudusseau for the housing readiness grant. Waiting on comments from city commissioners on the blight and rental registration ordinance.	RoxAnn and I have a meeting with Donovan scheduled to discuss the next steps. To start agreement was agreed.	Resolution will be on the agenda to approve McKenna as the firm to work on the city's master plan.	Completed quarterly report for master plan grant.	Kick-off meeting with McKenna to start master plan.
5	<b>INFRASTRUCTURE</b>	Wrightman & Assoc Safelife		Have not started.	Have not started.	Have not started.	We will start the CIP process in Feb. 2025	As updated CIP list was sent for my review	CIP list updated	CIP list updated	CIP list updated
6	<b>DEPARTMENT RESTRUCTURING</b>			Working Part-time	Completed. Darryl is working part time as the Iron Removal Plant superintendent.	Completed. Darryl is working part time as the Iron Removal Plant superintendent.	Completed. Darryl is working part time as the Iron Removal Plant superintendent.	Complete	Completed	Completed	Completed
	<b>DPW</b>	Nick Curio		Complete	Complete	Complete	Complete	Complete	Completed	Completed	Completed
	<b>Code Enforcement Officer</b>	Nick Curio		In Progress	I stopped the process but will start it back again the first of December.	Met with McKenna Associates regarding Code Enforcement. Waiting on a proposal.	Waiting on Proposal. Would like to post the position in February.	No Update	I need to advertise for the position	Chief of Police and Officers	Chief of Police and Officers
	<b>WWTP</b>										

5/14/2025

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

GOALS	STEPS TO REACH GOAL	WHO IS INVOLVED	UPDATE SEPTEMBER 2024	UPDATE OCTOBER 2024	UPDATE NOVEMBER 2024	UPDATE DECEMBER 2024	UPDATE JANUARY 2025	UPDATE FEBRUARY 2025	UPDATE MARCH 2025	UPDATE APRIL 2025	UPDATE MAY 2025
	Police Dept.  Write Job Description for WWTSP Supervisor Make a Decision Hourly/Salary Recommendation to City Commissioners Make Job Offer Promote Implement	Nick Curio		Complete	Complete	Complete	Complete	Complete	Complete. Working on hiring a new operator	Complete. Working on hiring a new operator	Complete. Working on hiring a new operator
	Research of Police Mileage Recruitment of Police Chief Recruitment of City Commissioners Implement the contract Create Police Dept Committee Recommendation to City Commissioners Assist Interim Chief with recruitment of police officers	Sheriff's Dept Michigan State Police		In Progress	In Progress	In Progress	In Progress	Part-time Police Chief hired contingent upon background check clearance	Chief is hired and working	Chief is hired and working	Chief is hired and working
7	EMPLOYEE HANDBOOK  Update Staff Review Changes @ Dept Head Meeting Send changes to Attorney Recommendation to City Commission Implement	Nick Curio Dept Head Staff		In Progress	In Progress. The holiday and Personal day section has been revised.	I will have a draft amend policy for the Jan. board meeting	Working on draft. An amendment to the social media section is going before commission at Jan. meeting	Working on draft. An amendment to the weather uniform section. These items are going before commission at Feb. meeting	Working on draft	Working on draft	Working on draft
8	TREASURER & UTILITY SOFTWARE  Request for quotes Review quotes with Joe Mangin (Lauterbach & Arnen, LLP) & Pam Recommendation to City Commission	Pam Schultz		In Progress. I will bring before commission in November.	The item is on the city commission agenda for November's meeting	Reviewing the BSA's contract. Will sign this month	Go Live Date: August 13th	Working with BSA team to start extracting data.	Working with BSA team to start extracting data.	Working with BSA team to start extracting data.	Working with BSA team to start extracting data.

5/14/2025

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
APRIL 30, 2025

Item 13.

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

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

Pledge of Allegiance was said.

Motion by Commissioner Aranda, supported by Commissioner Spoula, to approve the agenda as presented.

Motion carried 6 – 0

**Guests:**

- Mayor presented former Commissioner Frank Dockter a key to the City for his contributions to the residents of Hartford.

**Public Comment:**

- Mike Menck, Marion Ave resident, ongoing complaint about the condition of the neighbor's carport that is next to his house and causing damage to cars in his driveway.

**Communications:**

- Indiana Michigan Power Electric Customers MPSC Notice of Hearing, May 14, 2025 @ 9:30am.
- Indiana Michigan Power Electric Customers MPSC Notice of Hearing, May 15, 2025 @ 10am.
- Open Position for School Crossing Guard
- May 1, 2025 5:30pm Zoning Board of Appeals Meeting & Public Hearing
- May 1, 2025 6:30pm Special Council Meeting Truth in Taxation to set Millage Rate
- May 1, 2025 7pm Joint City, Township, and Fire Board Meeting @ 436 East Main Street.
- May 19, 2025 5pm Public Hearing Truth in Taxation
- May 19, 2025 5:15pm Public Hearing Proposed 2025/2026 Budget
- Van Buren Conservation District Tire/Electronic Recycling May 22, 2025 3pm-7pm at City Hall North Parking Lot
- May 26, 2025 – City Hall will be closed in observance of Memorial Day
- Notice to City of Hartford Property Owners – 2025 Mowing Season, make a plan to mow your property
- Mayor & City Commissioner Seat, petitions are available and due to Clerk by July 22, 2025 4pm.

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

- DDA** – 2025 March minutes.
- Hartford Public Library** – Celebrating their 100<sup>th</sup> Anniversary Celebration August 16, 2025 Noon-3pm.
- Police & Ordinance** – Brian Matthews, Chief, continuing working to fill full and part time positions. Council will need to determine the level of staffing based on number of hours covered. 24-hour will need additional funding to cover all shifts. Met with the Reserves, to make sure summer programs are covered. Proposing a camping ordinance. Vetting the applicant for Crossing Guard position. Ordinance violations will be handled by Officers on duty. Promoted Officer Poole to Sergeant. Introduced Officer Orvis. Poole & Orvis took the creed & oath and were pinned by their family member.
- Fire Department** – Rob Harting, Chief, not in attendance, Reports submitted
- Ambulance** – Report on file



CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
APRIL 30, 2025

Item 13.

- F. **Van Buren County** – Commissioner Mike Chappell, working to build a new Central Dispatch Center. Providing formal IT services to the Village of Paw Paw.
- G. **Public Works** – Ricky Ricks Supervisor, started picking up brush & leaves; set out trash cans and changed water service lines; understaffed as one employee out due to injury.
- H. **Wastewater Treatment Plant** –Report on file.
- I. **Treasurers, Investment & List of Bills** – 2<sup>nd</sup> Quarter Investment Report & April 20, 2025 List of Bills \$ – \$425,628.05
- J. **City Manager** –Report on file – Spark Grant, Ely Park Improvements; Budget; Drinking Water Asset Management (DWAM) Update; Hartford Township Water Main Extension (PFAS); 60<sup>th</sup> Ave Sidewalk Extension Shared Streets & Spaces Project Update; Drinking Water Sewer Revolving Fund Project (Lead Service Line Replacement & Water System Improvement Update. Requested Council’s input on pictures or decorating the Council Chambers. Council wants the past history pictures in the Chamber and, mayors and queen’s pictures in the lobby for the public to view.

**Approval of Commission Minutes:**

Motion by Commissioner Danger, supported by Commissioner Aranda, to approve the minutes of the March 24, 2025 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 6 – 0

Motion by Commissioner Aranda, supported by Commissioner Spoula, to approve the minutes of the March 25, 2025 special business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 6 – 0

Motion by Commissioner Danger, supported by Commissioner Miller, to approve the minutes of the April 14, 2025 special business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 6 – 0

**Approval of Reports:**

Motion by Commissioner Miller, supported by Commissioner Aranda, to approve the April 30, 2025 list of bills in the amount of \$425,628.05.

Motion carried 6 – 0

Motion by Commissioner Spoula, supported by Commissioner Danger to accept the March 2025 reports of Officers, Boards & Committees and place them on file.

Motion carried 6 – 0

**Goals/Objectives:**

- 2025/2026 Budget
- Mayor Hall attended the Municipal Summit at Southwest Michigan Collage, hosted by Market Van Buren.

**Old Business:** None Discussed

**New Business:**

- Discuss & Consider – 2025 Van Buren County Resource Recovery & Recycling Program Contract

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
APRIL 30, 2025

Item 13.

Motion by Commissioner Miller, supported by Commissioner Aranda to approve the partnership with Van Buren County Resource Recover & Recycling Program in the amount of \$250.00 as recommended by the City Manager.

Motion carried 6 – 0

- Discuss & Consider – Hartford Chamber of Commerce – Strawberry Festival Partnership Request

Motion by Commissioner Miller, supported by Commissioner Spoula, to approve the partnership with Hartford Chamber of Commerce to provide entertainment for the Strawberry Festival held in Ely Park in the amount of \$500.00 as recommended by the City Manager.

Motion carried 6 – 0

- Discuss & Consider – Hartford Lions Club 2025 Concerts in the Park Partnership Request

Motion by Commissioner Spoula, supported by Commissioner Miller, to partner with the Hartford Lions Club to provide entertainment for the 2025 Concerts in Ely Park in the amount of \$1,000.00

Motion carried 6 – 0

- Discuss & Consider – Accounting Services Proposal  
Discussion: Lauderbeck has already started working on the deficiencies received at the conclusion of the 2024/2025 Audit.
- Discuss & Consider – Assessing Services Agreement  
Discussion: Angela & Brian Story have served the City for a number of years & it is recommended they continue providing the City's Assessing Services. The Contract is for three years with \$600.00 increases per/year.
- Discuss & Consider – Accounting & Consultant Proposal  
Discussion: Hungerford has stated they will not continue as the City's auditor, the firm has proposed their accounting & consulting services to help prepare the City for future audits.
- Discuss & Consider – HPD Firearm Purchase  
Discussion: HPD's duty weapons are outdated and need to be replaced, this could potentially save the department some money in the future on training and ammunition.
- Discuss & Consider – Proposed 2025/20026 Budget  
Discussion: City Manager presented the draft budget, still waiting on some information. Council had too many questions to address at this meeting. Council set a special meeting to discuss and review the budget on May 8, 2025 at 3:30pm. This will include discussion on City Manager compensation, Staff Compensation, Police Department staffing & retirement plan, capital improvement projects, equipment purchases & fee schedule.
- Discuss & Consider – Proposed 2025 Fee Schedule  
Discussion: Recommend increasing fees related to zoning as some of the requests have to be sent out for contracted services to make sure applications meet the City's ordinances.
- Discuss & Consider – Procurement Policy Amendment  
Discussion: City Manager is recommending an increase to the spending limit from \$2,000 to \$5,000 without prior Council approval.

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
APRIL 30, 2025

Item 13.

- Discuss & Consider – Amend Water & Sewer Rates

Discussion: As recommended by Benzinski

Motion by Commissioner Miller, supported by Commissioner Weeden, to accept the water rate increase as recommended by the City Manager & Benzinski Financial Advisors.

Motion carried 5 – 1 (Danger)

Motion by Commissioner Miller, supported by Commissioner Weeden, to accept the recommended sewer rate increase as recommended by the City Manager & Benzinski Financial advisors.

Motion carried 6 - 0

- Discuss & Consider – Special Assessment for Public Safety  
Discussion: If Council considers full 24-hour coverage for the police department additional revenue will need to be generated. Council asked for a comparison between millage request & special assessment to be brought back to them for discussion.
- Discuss & Consider – Proposed 2025/2026 Fire Department Budget  
Discussion: City Manager did not have enough information to make a recommendation on their proposed budget.
- Discuss & Consider – Results of City Manager Review on March 25, 2025  
Discussion: City Manager Self scored 86% very close to what Council scored. Mayor stated he is overall pleased and job well done. Compensation and/or contract will be discussed at a future meeting.

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

- Discuss & Consider – Resolution 2025 – 026 Routine Bill Policy

Motion by Commissioner Miller, supported by Commissioner Danger, to adopt Resolution 2025 – 026 approving accounts payable routine bill policy.

Motion carried 6 – 0

- Discuss & Consider – Resolution 2025 – 027 2025 Flower Planting

Motion by Commissioner Miller, supported by Mayor Hall, to adopt Resolution 2025 – 027 awarding the 2025 Flower Planting to Paulette's Potting Shed in the amount of \$5,275.00.

Motion carried 5 – 1 (Danger)

- Discuss & Consider – Resolution 2025 – 028 Award Accounting Consulting Services

Motion by Commissioner Miller, supported by Commissioner Weeden, to adopt Resolution 2025 – 028 awarding accounting consulting services provided by Hungerford not to exceed \$25,000 per/year.

Motion carried 4 – 2 (Danger, Spoula)

- Discuss & Consider – Resolution 2025 – 029 Amending the City of Hartford Procurement Policy.

Motion by Commissioner Miller, supported by Mayor Hall to adopt Resolution 2025-029 amending the City of Hartford Procurement Policy.

Motion carried 4 – 2 (Danger, Spoula)

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
APRIL 30, 2025

Item 13.

- Discuss & Consider – Resolution 2025 – 030 Assessing Services Agreement

Motion by Commissioner Miller, supported by Commissioner Aranda, to adopt Resolution 2025 – 030 to award assessing services agreement with Angela Story.

Motion carried 5 – 1 (Danger)

- Discuss & Consider – Resolution 2025 – 031 Authoring Duty Weapons Purchase

Motion by Commissioner Miller, supported by Commissioner Weeden, to adopt Resolution 2025 – 031 authorizing the purchase of six duty weapons in the amount of \$4,249.87.

Motion carried 6 – 0

- Discuss & Consider – Resolution 2025 – 032 Accounting Service Proposal from Lauterback & Amen.

Motion by Commissioner Aranda, supported by Commissioner Spoula, to adopt Resolution 2025 – 032 approving the proposal for account services from Lauterback & Amen in the amount of \$3,000.

Motion carried 5 – 1 (Spoula)

**Adjournment:**

Motion by Commissioner Aranda, supported by Commissioner Danger, to adjourn the meeting at 8:01pm.

Motion carried 5 – 1 (Miller)

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk





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

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**TO:** Mayor Hall and the Hartford Commission

**FROM:** Nicol Brown, City Manager *AB*

**DATE:** May 19, 2025

**RE:** Annual Budget for Fiscal Year July 1, 2025 – June 30, 2026

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### **ITEM BEFORE THE COMMISSION:**

The item before the City Commission is the adoption of the Annual Budget for Fiscal Year July 1, 2025 – June 30, 2026.

### **DISCUSSION:**

The City of Hartford's Fiscal Year 2026 budget (July 1, 2025 – June 30, 2026) has been prepared by the City Manager and Department Heads. The draft budget was presented at a special meeting on May 8, 2025. The Michigan Uniform Budgeting and Accounting Act (P.A. 2 of 1968) requires the city to adopt an annual budget and hold a public hearing as required by the Hartford City Charter, Chapter 7. Below are the significant changes being proposed.

- Utility Operators \$150K.
- Hungerford's assistance in the Treasurers' department.
- Deputy city clerk from full-time to part-time.
- Reduce the police department staff from 5 full-time and 1 part-time officer to a part-time chief, 3 full-time officers, and 1 part-time officer.
- City hall roof, upgrade the city's website, and BS&A annual fees.
- Increase in water and sewer rates.

The general fund's total revenues and expenditures are balanced at \$1,661,633. Major streets fund balance of \$115,408. Local streets fund balance of \$29,708. The comprehensive improvement fund is balanced at \$154,646. The Building Department has a fund balance of \$10. Building Authority has a fund balance of \$5,773. The sewer fund has a fund balance of \$416. The water fund has a fund balance of \$273,801.

### **RECOMMENDATION:**

The City of Hartford City Commission approves the annual budget for the fiscal year July 1, 2025 - June 30, 2026

**CITY OF HARTFORD  
SPECIAL ASSESSMENT PROCEDURES**

Act 368, Public Acts of Michigan, 1978

Act 33, Public Acts of Michigan, 1951

**STEP SHEET**  
**TO CREATE AN PUBLIC SAFETY SPECIAL ASSESSMENT DISTRICT**

The procedures for establishing a special assessment district to levy special assessments against property owners to pay the costs of public safety services (police, fire and/or ambulance) is established by Act 368, Public Acts of Michigan, 1978, as amended (ambulance), and Act 33, Public Acts of Michigan, 1951, as amended (police and fire). Special assessment proceedings can be initiated by the City Council without an election or the City Council can submit the question of raising money by special assessment to a vote of the electors. Where the City Council proceeds to create a district without a vote, the question must be submitted to the electors only if the owners of 10% or more of the land to be made into the special assessment district petition the governing body. This step sheet details the procedures where the City Council initiates the proceedings.

<b><u>Dates</u></b>	<b><u>Description</u></b>
	Step 1. <u>Resolution No. 1</u> – The City Council adopts a resolution tentatively declaring its intent to create the district, tentatively designating the boundaries of the district, estimating the costs to be assessed and setting a public hearing on the estimate of cost and the creation of the district. Plans are filed with the City Council.
	Step 2. <u>Notice of Public Hearing</u> – Notice of the public hearing must be given and must, among other things, include the date, time and place of the hearing, a brief description of the special assessment district, and a statement that the plans and estimates are on file with the City Clerk for inspection. The notice must be given as follows:
<b>Publication no later than</b>	(a) The notice must be published once in a newspaper circulating in the City, at least <u>5 days</u> before the date set for the hearing.  The City should request an affidavit of publication from the paper.

<b>Mailing no later than</b>	<p>(b) The notice must be mailed to all property owners of record (or parties in interest in the property) in the special assessment district at the address last shown on the City tax records <u>at least 10 days</u> before the hearing.</p> <p><i>See MCL 41.803(1); 47.724(a)(2); 211.741(1).</i></p>
	<p>(c) The meeting must be noticed as required by the Open Meetings Act.</p>
	<p>Step 3. <u>Public Hearing</u> – At the hearing the City Council must hear any objections to the estimate of cost and to the creation of the special assessment district.</p>
	<p>Step 4. If petitions are filed with the City Council by record owners of land constituting 10% of the land to be made into the district the question must be submitted to the electors. No deadline is set for the filing of the petitions.</p>
	<p>Step 5. <u>Resolution No. 2</u> – After the public hearing is held, if the City Council decides to proceed, it adopts a resolution that determines the boundaries of the district and the amount to be assessed. The resolution also directs that a special assessment roll be prepared by the Mayor spreading the special assessment levy on the taxable value of the properties benefited.</p>
	<p>Step 6. <u>Resolution No. 3</u> – When the special assessment roll is reported to the Council, the Council receives the roll and adopts a resolution setting a public hearing on the roll.</p>
	<p>Step 7. <u>Notice of Public Hearing</u> – Notice of the public hearing must be given and must, among other things, include the date, time and place of the hearing, and the property owners' right of appeal to the tax tribunal. The notice must be given as follows:</p>

<b>Publication no later than</b>	<p>(a) The notice must be published once in a newspaper circulating in the City, <u>at least 5 days</u> before the date set for the hearing.</p> <p>The City should request an affidavit of publication from the paper.</p>
<b>Mailing no later than</b>	<p>(b) The notice must be mailed to all property owners of record (or parties in interest in the property) in the special assessment district at the address last shown on the City tax records <u>at least 10 days</u> before the hearing.</p>
	<p>(c) The meeting must be noticed as required by the Open Meetings Act.</p>
	<p>Step 8. <u>Public Hearing</u> – At the hearing the City Council reviews the roll, and hears any objections to it.</p>
	<p>Step 9. <u>Resolution No. 4</u> – After the public hearing the City Council adopts a resolution confirming the roll as reported by the Mayor or as corrected by the Council, refers it back to the Mayor, or annuls it and directs the creation of a new roll.</p>
	<p>Step 10. <u>Roll Endorsed</u> – After the City Council confirms the roll the City Clerk endorses it.</p>
	<p>Step 11. <u>Assessment Placed on Tax Roll</u> – The special assessment becomes due and is collected at the same time and in the same manner as City taxes.</p>
	<p>Step 12. <u>Annual Determination</u> – The amount to be assessed must be determined annually following the second half of Step 5 through Step 11.</p>
	<p>Step 13. <u>Assessment Appeals</u> – Property owners who have protested the roll at the public hearing may appeal the roll to the Michigan Tax Tribunal within 30 days of the confirmation of the roll.</p>
	<p>Step 14. <u>Roll Becomes Final</u> – The Roll is final, except as to those who filed an appeal by _____.</p>
	<p><u>Deadline for assessment to be on summer tax roll</u></p>



CITY OF HARTFORD  
BALLOT PROPOSAL PROCEDURES  
HOME RULE CITY ACT  
ACT 279 OF 1909

STEP SHEET  
TO CREATE A BALLOT PROPOSAL

Proposals can be initiated by the City Council to be voted on by the electorate at the next election. This step sheet details the procedures where the City Council initiates the proceedings.

<u>Dates</u>	<u>Description</u>
	Step 1. Attorney to draft Ballot Language for a millage proposal.
<b>For a November 2025 Election the Resolution must be adopted by July 28, 2025</b>	Step 2. <u>Resolution</u> – The City Council adopts a resolution authorizing its intent to raise fund through a millage & approving the Ballot Language to be placed on the ballot.
<b>August 12, 2025</b>	Step. 3. Ballot Wording of proposals qualified to appear on the November ballot certified to the County Clerk to be placed on the November 2025 Ballot.
<b>November 4, 2025</b>	General Election



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

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**TO:** Mayor Hall and the Hartford Commission

**FROM:** Nicol Brown, City Manager *NB*

**DATE:** May 19, 2026

**RE:** Approval of the purchase of a new Kubota

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### **ITEM BEFORE THE COMMISSION:**

The item before the Commission is to authorize the city manager to order and purchase a Kubota at Sourcewell.

### **DISCUSSION:**

The Department of Public Works has multiple vehicles that need replacing due to their age and condition. The Public Works Superintendent received a quote from Sourcewell. Ricky went through the state purchasing program, which lowers the price. We have a cost savings of \$13,000. The current Kubota has been breaking down frequently, and it is used often all year round, so we received a quote to purchase a new one.

### **RECOMMENDATION:**

The Hartford City Commission approves the city manager to order and purchase of a Kubota from Sourcewell, not to exceed \$75,000.



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

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**TO:** Mayor Hall and the Hartford Commission

**FROM:** Nicol Brown, City Manager *NB*

**DATE:** May 19, 2026

**RE:** IRON REMOVAL PLANT - WELL OVERHAUL OF PUMP & MOTOR

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**ITEM BEFORE THE COMMISSION:**

The item before the city commission is to approve rebuilding Wells #4 and 5 at the Iron Removal plant.

**DISCUSSION:**

The Iron Removal Plant Water Operator requests that we rebuild wells 4 & 5. The Wells are 19 and 20 years old, nearing the end of their service life. Both are on the capital improvement plan for this fiscal and next fiscal year. To prevent any untimely breakdowns, we are recommending a preventive overhaul. We will not know the exact condition of the pump until it is removed from the well. The normal wearing parts will cost up to \$28,750, and new parts will cost up to \$36,540.

Well #4 has been budgeted for the current fiscal year, and Well #5 is on the fiscal year-end June 2026 budget.

**RECOMMENDATION:**

The Hartford City Commission approves rebuilding Wells 4 & 5, not to exceed \$37,000.

**CITY OF HARTFORD  
COUNTY OF VAN BUREN  
STATE OF MICHIGAN  
RESOLUTION 2025 – 035**



**RESOLUTION ESTABLISHING PROPERTY TAX MILLAGE FOR THE FISCAL YEAR 2025-2026**

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

The following resolution was offered:

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

**WHEREAS**, the City of Hartford has been notified of the increase in the City's property valuation for the Fiscal Year 2025-2026, and

**WHEREAS**, this increase in property valuation would also lead to an increase in operating revenues from ad valorem property taxes, if adopted, at a rate of 1.92% over such revenues generated by levies permitted without holding a hearing, and

**WHEREAS**, the City Commission of the City of Hartford held a Public Hearing on May 19, 2025 notifying the public that it intends to take the additional millage of 0.3065 mills, which would yield a sum of \$14,821.00 in additional revenue to support the general operation of the City during the 2025-2026 Fiscal Budget year.

**NOW THEREFORE BE IT RESOLVED** that the City Commission of the City of Hartford has decided to take the 16.3014 mills that would be generated by the increase in property valuation.

**BE IT FURTHER RESOLVED**, that the City Commission of the City of Hartford has established that it would continue to collect the mills allowed by law to support the general operations of the City.

The total mills to be levied for ad valorem property taxes are as follows:

<u>AUTHORITY-PURPOSE</u>	<u>FUND</u>	<u>MILLS</u>	<u>LEVY DATE</u>
City Charter Section 9.1			
General Purposes	General	12.1410	July 1, 2025
Extra Voted	Fire	1.4185	December 1, 2025
Extra Voted Debt Retirement-2016			
Sanitary Sewer Revenue Bond			
Wastewater Treatment Plant	Sewer	1.7419	July 1, 2025
Extra Voted	Seniors	1.0000	December 1, 2025

YEAS: Commissioners

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED

DATE: May 19, 2025

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

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true and complete copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on May 19, 2025 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



**CITY OF HARTFORD  
COUNTY OF VAN BUREN  
STATE OF MICHIGAN  
RESOLUTION 2025 - 034**



**RESOLUTION ADOPTING FISCAL YEAR 2024/2025 BUDGET ADJUSTMENT NO. THREE**

At a Business meeting of the City of Hartford Commission, located at 19 West Main Street and called to order by Mayor Richard A. Hall on May 19, 2025 at 5:30p.m.

The following resolution was offered:

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

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

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

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

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

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

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

**BE IT FURTHER RESOLVED**, that the adjustments change the overall fiscal 2024/2025 budget of revenue by \$207,700.00 and expenditures by (\$36,400.00)

YEAS: Commissioners'

NAYS: ABSENT:

**RESOLUTION DECLARED ADOPTED**

DATE: May 19, 2025

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

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true and complete copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on May 19, 2025 and the public notice of said meeting was held in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended. DATE:

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

**CITY OF HARTFORD  
COUNTY OF VAN BUREN  
STATE OF MICHIGAN  
RESOLUTION 2025-034**



**RESOLUTION ADOPTING FISCAL YEAR 2024/2025 BUDGET ADJUSTMENTS NO. THREE**

**EXHIBIT A**

<b>FISCAL 2024-2025 BUDGET ADJUSTMENTS NO. THREE GENERAL FUND</b>				
<b>GENERAL FUND</b>	<b>REVENUE</b>			
	<b>CURRENT BUDGET</b>			<b>\$1,511,655</b>
	CURRENT (March 31, 2025)	1,241,028		
	ADDITIONAL PROJECTED	328,827		
	PROJECTED REVENUE	1,569,855		
	ADJUSTMENTS:			
		SUBTRACT	ADD	
	TAXES – REAL PROPERTY		8,100	
	VAN BUREN ROAD MILLAGE		7,800	
	MUNICIPAL SERVICES	37,000		
	TAXES – PERSONAL PROPERTY	1,000		
	OTHER TAX REVENUE		1,000	
	RECREATIONAL MARIJUANA		10,500	
	MEDICAL MARIJUANA		300	
	STATE SHARED REVENUE		10,000	
	INTEREST ON INVESTMENTS		6,100	
	BANK INTEREST ON ACCOUNTS		8,000	
	ZONING BOARD FEES		3,400	
	EQUIPMENT RENTAL		41,000	
	<b>TOTAL REVENUE ADJUSTMENTS:</b>		<b>58,200</b>	
	<b>ADJUSTED REVENUE</b>			<b>\$1,569,855</b>
<b>GENERAL FUND</b>	<b>EXPENDITURES</b>			
	<b>CURRENT BUDGET</b>			<b>\$1,731,649</b>
	CURRENT (March 31, 2025)	1,106,979		
	ADDITIONAL PROJECTED	605,570		
	PROJECTED EXPENDITURES		1,712,549	

	ADJUSTMENTS:			
		SUBTRACT	ADD	
	ELECTIONS	15,000		
	ASSESSOR	2,000		
	LEGAL SERVICES	10,050		
	AUDIT FEES		7,950	
	BOARD OF REVIEW	1,000		
	PARKS & RECREATION		1,000	
	<b>TOTAL EXPENDITURES ADJUSTMENTS</b>		<b>(19,100)</b>	
	<b>ADJUSTED TOTAL EXPENDITURES</b>			<b>\$1,712,549</b>
	<b>PROJECTED ADJUSTMENT TO GENERAL FUND BALANCE:</b>			

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

<b>MAJOR STREETS</b>	<b>REVENUE</b>			
	<b>CURRENT BUDGET</b>			<b>\$315,775</b>
	CURRENT (MARCH 31, 2025)	272,962		
	ADDITIONAL PROJECTED	61,813		
	PROJECTED REVENUE		334,775	
	ADJUSTMENTS:	SUBTRACT	ADD	
	STATE REVENUE		20,000	
	METRO AUTHORITY	3,000		
	INTEREST ON INVESTMENTS		2,000	
	<b>TOTAL REVENUE ADJUSTMENT</b>		<b>19,000</b>	
	<b>ADJUSTED REVENUE</b>			<b>\$334,775</b>
<b>MAJOR STREETS</b>	<b>EXPENDITURES</b>			
	<b>CURRENT BUDGET</b>			<b>\$134,168</b>
	CURRENT (MARCH 31, 2025)	135,038		
	ADDITIONAL PROJECTED	(22,170)		
	PROJECTED EXPENDITURES		112,868	

	ADJUSTMENTS:	SUBTRACT	ADD	
	ROUTINE MAINTENANCE		14,000	
	TRAFFIC SERVICES	38,000		
	NON-MOTORIZED	2,800		
	WINTER MAINTENANCE		6,500	
	ADMINISTRATION	1,000		
	<b>TOTAL EXPENDITURE ADJUSTMENTS</b>		<b>(21,300)</b>	
	<b>ADJUSTED EXPENDITURES</b>			<b>\$112,868</b>
<b>PROJECTED ADJUSTMENT TO MAJOR STREET FUND BALANCE:</b>				
<b>LOCAL STREETS</b>	<b>REVENUE</b>			
	<b>CURRENT BUDGET</b>			<b>\$107,325</b>
	CURRENT REVENUE (MARCH 31, 2025)	86,350		
	ADDITIONAL PROJECTED	29,375		
	PROJECTED REVENUE		115,725	
	BUDGET ADJUSTMENTS	SUBTRACT	ADD	
	RIGHT OF WAY PERMIT		2,400	
	STATE REVENUE		9,000	
	METRO AUTHORITY	3,000		
	<b>TOTAL REVENUE ADJUSTMENTS</b>		<b>8,400</b>	
	<b>ADJUSTED REVENUE</b>			<b>\$115,725</b>
<b>LOCAL STREETS</b>	<b>EXPENDITURES</b>			
	<b>CURRENT BUDGET</b>			<b>\$68,175</b>
	CURRENT (MARCH 31, 2025)	52,031		
	ADDITIONAL PROJECTED	8,144		
	PROJECTED EXPENDITURES		60,175	
	ADJUSTMENT	SUBTRACT	ADD	
	ROUTINE MAINTENANCE	15,100		
	TRAFFIC SERVICES	400		
	WINTER MAINTENANCE		7,500	
	<b>TOTAL EXPENDITURE ADJUSTMENTS</b>		<b>(8,000)</b>	



	<b>ADJUSTED EXPENDITURES</b>			<b>\$60,175</b>
<b>PROJECTED ADJUSTMENT TO LOCAL STREET FUND BALANCE:</b>				

**FISCAL 2024-2025  
BUDGET ADJUSTMENTS – NO. THREE  
SEWER FUND**

<b>SEWER FUND</b>	<b>REVENUE</b>			
	<b>CURRENT BUDGET</b>			<b>\$828,049</b>
	CURRENT REVENUE (MARCH 31, 2025)	682,048		
	ADDITIONAL PROJECTED	221,901		
	PROJECTED REVENUE		903,949	
	ADJUSTMENTS:			
		SUBTRACT	ADD	
	REAL PROPERTY TAX	2,000		
	PERSONAL PROPERTY TAX	150		
	PENALTIES & INTEREST ON TAXES	25		
	SERVICE & SALES		60,000	
	CAPITAL RESERVE	14,075		
	PENALTY ON DELQ BILLS	1,000		
	BANK INTEREST		50	
	MISC. REVENUE		29,500	
	INSURANCE REFUNDS		3,600	
	<b>TOTAL REVENUE ADJUSTMENT</b>		<b>75,900</b>	
	<b>ADJUSTED REVENUE</b>			<b>\$903,949</b>
<b>SEWER FUND</b>	<b>EXPENDITURES</b>			
	<b>CURRENT BUDGET</b>			<b>\$1,092,546</b>
	CURRENT (MARCH 31, 2025)	499,412		
	ADDITIONAL PROJECTED	593,134		
	PROJECTED EXPENDITURES		1,092,546	
	ADJUSTMENTS:			
		SUBTRACT	ADD	
	*			
	<b>TOTAL EXPENDITURE ADJUSTMENTS</b>		<b>0</b>	

	<b>ADJUSTED EXPENDITURES</b>			<b>\$1,092,546</b>
<b>PROJECTED ADJUSTMENT TO SEWER FUND BALANCE:</b>				
*Depreciation should be around \$				

**FISCAL 2024-2025  
BUDGET ADJUSTMENTS – NO. THREE  
WATER FUND**

<b>WATER FUND</b>	<b>REVENUE</b>			
	<b>CURRENT BUDGET</b>			<b>\$429,544</b>
	CURRENT (MARCH 31, 2025)	377,357		
	ADDITIONAL PROJECTED	98,387		
	PROJECTED REVENUE		475,744	
	ADJUSTMENTS:			
		SUBTRACT	ADD	
	SERVICE & SALES		50,000	
	CAPITAL RESERVE	10,000		
	SHUT-OFF/ON		250	
	CONNECTIONS		50	
	PENALTY ON DELQ BILLS		700	
	INTEREST ON INVESTMENTS		21	
	INSURANCE REFUNDS		4,979	
	MISC REVENUE		200	
	<b>TOTAL REVENUE ADJUSTMENT</b>		<b>46,200</b>	
	<b>ADJUSTED REVENUE</b>			<b>\$475,744</b>
<b>WATER FUND</b>	<b>EXPENDITURES</b>			
	<b>CURRENT BUDGET</b>			<b>\$404,900</b>
	CURRENT (MARCH 31, 2025)	213,829		
	ADDITIONAL PROJECTED	201,071		
	PROJECTED EXPENDITURES		414,900	
	ADJUSTMENTS:			
		SUBTRACT	ADD	
	IRON REMOVAL PLANT		10,000	
	*			
	<b>TOTAL EXPENDITURE ADJUSTMENT</b>		<b>10,000</b>	

	<b>ADJUSTED EXPENDITURES</b>			<b>\$414,900</b>
<b>PROJECTED ADJUSTMENT TO WATER FUND BALANCE:</b>				<b>\$</b>
*Depreciation should be around \$				

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

<b>COMPREHENSIVE IMPROVEMENT</b>	<b>REVENUE</b>				
	<b>CURRENT BUDGET</b>				<b>\$199,605</b>
		CURRENT (MARCH 31, 2025)	171,037		
		ADDITIONAL PROJECTED	28,568		
		PROJECTED REVENUE		199,605	
		ADJUSTMENTS:	SUBTRACT	ADD	
		<b>TOTAL REVENUE ADJUSTMENT</b>		<b>0</b>	
		<b>ADJUSTED REVENUE</b>			<b>\$199,605</b>
<b>COMPREHENSIVE IMPROVEMENT</b>	<b>EXPENDITURES</b>				
	<b>CURRENT BUDGET</b>				<b>\$ 198,755</b>
		CURRENT (MARCH 31, 2025)	112,492		
		ADDITIONAL PROJECTED	86,263		
		PROJECTED EXPENDITURES		198,755	
		ADJUSTMENTS:	SUBTRACT	ADD	
		CITY HALL EQUIPMENT	17,850		
		POLICE EQUIPMENT		12,350	
		PUBLIC WORKS EQUIPMENT		5,500	
		<b>TOTAL EXPENDITURE ADJUSTMENT</b>		<b>0</b>	
		<b>ADJUSTED EXPENDITURES</b>			<b>\$198,755</b>
<b>PROJECTED ADJUSTMENT TO COMP IMPROVEMENT FUND BALANCE:</b>					

<b>BUILDING DEPARTMENT</b>	<b>REVENUE</b>				
	<b>CURRENT BUDGET</b>				<b>\$90,000</b>

		CURRENT (MARCH 31, 2025)	56,833		
		ADDITIONAL PROJECTED	33,167		
		PROJECTED REVENUE		90,000	
		ADJUSTMENTS:	SUBTRACT	ADD	
		<b>TOTAL REVENUE ADJUSTMENT</b>		<b>0</b>	
		<b>ADJUSTED REVENUE</b>			<b>\$90,000</b>
<b>BUILDING DEPARTMENT</b>		<b>EXPENDITURES</b>			
		<b>CURRENT BUDGET</b>			<b>\$88,000</b>
		CURRENT (MARCH 31, 2025)	74,242		
		ADDITIONAL PROJECTED	15,758		
		PROJECTED EXPENDITURES		90,000	
		ADJUSTMENTS:	SUBTRACT	ADD	
		ENGINEERING		2,000	
		<b>TOTAL EXPENDITURE ADJUSTMENT</b>		<b>2,000</b>	
		<b>ADJUSTED EXPENDITURES</b>			<b>\$90,000</b>
<b>PROJECTED ADJUSTMENT TO HARTFORD BUILDING AUTHORITY FUND BALANCE:</b>					
<b>HARTFORD BUILDING AUTHORITY</b>		<b>REVENUE</b>			
		<b>CURRENT BUDGET</b>			<b>\$50,350</b>
		CURRENT (MARCH 31, 2025)	42,080		
		ADDITIONAL PROJECTED	8,270		
		PROJECTED REVENUE		50,350	
		ADJUSTMENTS:	SUBTRACT	ADD	
		<b>TOTAL REVENUE ADJUSTMENT</b>		<b>0</b>	
		<b>ADJUSTED REVENUE</b>			<b>\$50,350</b>
<b>HARTFORD BUILDING AUTHORITY</b>		<b>EXPENDITURES</b>			
		<b>CURRENT BUDGET</b>			<b>\$44,701</b>
		CURRENT (MARCH 31, 2025)	32,588		



		ADDITIONAL PROJECTED	12,113		
		PROJECTED EXPENDITURES		44,701	
		ADJUSTMENTS:	SUBTRACT	ADD	
		<b>TOTAL EXPENDITURE ADJUSTMENT</b>		<b>(0)</b>	
		ADJUSTED EXPENDITURES			<b>\$44,701</b>
<b>PROJECTED ADJUSTMENT TO HARTFORD BUILDING AUTHORITY FUND BALANCE:</b>					

**CITY OF HARTFORD  
COUNTY OF VAN BUREN  
STATE OF MICHIGAN  
RESOLUTION 2025 - 036**



**RESOLUTION ADOPTING FISCAL YEAR 2025/2026 BUDGET**

At a Business meeting of the City of Hartford Commission, located at 19 West Main Street and called to order by Mayor Richard A. Hall on May 19, 2025 at 5:30p.m.

The following resolution was offered:

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

**WHEREAS**, the City of Hartford has met all requirements for Public Hearing on the Budget-Pursuant to MCLA 141.412 and .413, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on May 8, 2025, and a public hearing on the proposed budget was held on May 19, 2025, and participation regarding the adoption of a budget and property tax levy for the City's fiscal year commencing July 1, 2025 and ending June 30, 2026, and whereas, the City Commission has carefully considered same,

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

**The total mills to be levied for ad valorem property taxes are as follows:**

<u>AUTHORITY-PURPOSE</u>	<u>FUND</u>	<u>MILLS</u>	<u>LEVY DATE</u>
City Charter Section 9.1			
General Purposes	General	12.1410	July 1, 2025
Extra Voted	Fire	1.4185	December 1, 2025
Extra Voted Debt Retirement-2016			
Sanitary Sewer Revenue Bond			
Wastewater Treatment Plant	Sewer	1.7419	July 1, 2025
Extra Voted	Seniors	1.0000	December 1, 2025

**NOW THEREFORE BE IT RESOLVED**, that the City Commission of the City of Hartford hereby adopts its budget by Activity/Department for fiscal year commencing July 1, 2025, and ending June 30, 2026, in accordance with the City Charter

The budget includes the following projects: Water/Sewer Operators; Finance Expertise; Reductions to Staffing; Implementation of Financial Software; Website Revision; City Hall Roof Replacement, and Amended Water/Sewer Rates.

The estimated revenues by source and the amounts appropriated to defray the expenditures and meet the liabilities of various funds of the fiscal year are set forth therein.

<u>FUND</u>	<u>REVENUES - 2025/2026</u>	<u>AMOUNT</u>
101	Property Tax - Current	\$ 442,345.00
101	Van Buren Road Millage	\$ 31,678.00
101	Municipal Services Agreements	\$ 50,000.00
101	Personal Property Tax - Current	\$ 156,493.00

101	Personal Property Tax – Delinquent	\$ 85.00
101	Local Community Stabilization	\$ 9,300.00
101	Trailer Court Fees	\$ 460.00
101	Penalties & Interest on Taxes	\$ 1,150.00
101	Administration Fee – Property Tax	\$ 26,000.00
101	Administration Fee - Delinquent Tax	\$ 1,150.00
101	Restitution	\$ 1,000.00
101	Business License & Permits	\$ 225.00
101	Franchise Fees	\$ 15,550.00
101	Non-Business License & Permits	\$ 340.00
101	Temporary Dumpster Fees	\$ 100.00
101	Medical Marijuana Fees	\$ 3,000.00
101	Recreational Marijuana Fees	\$ 136,000.00
101	State Shared Revenue	\$ 275,066.00
101	CVTRS State Shared Revenue	\$ 200.00
101	EVIP State Shared Revenue	\$ 114,981.00
101	Split/Combine Fee	\$ 100.00
101	NSF Check Fee	\$ 90.00
101	State Reimbursement for Election	\$ 500.00
101	Copy Fees	\$ 200.00
101	LABOR – Crossing Guards	\$ 3,000.00
101	Notary Fees	\$ 750.00
101	Mowing & MISC Services	\$ 400.00
101	Sale of Insurance Reports	\$ 300.00
101	Garnishment Charges	\$ 210.00
101	Ordinance Fines District Court	\$ 100.00
101	Bank Interest on Accounts	\$ 24,000.00
101	Administration Fee – Major Streets	\$ 12,000.00
101	DDA – Administration Fee	\$ 2,400.00
101	Administration Fee – Building Fund	\$ 5,000.00
101	Fee For Tax Bill Request	\$ 300.00
101	Administration Fee - Sewer	\$ 47,500.00
101	Administration Fee – Sewer Treatment Plant	\$ 43,000.00
101	Administration Fee – Iron Removal Plant Operations	\$ 16,000.00
101	Administration Fee - Water	\$ 47,000.00
101	Zoning Board/Planning Commission Fees	\$ 15,000.00
101	Reimbursements – MISC	\$ 1,000.00
101	Insurance Refunds	\$ 2,500.00
101	Unrealized (Gain)/Loss on Investment	\$ 30,000.00
101	Equipment Use - DPW	\$ 140,000.00
101	Miscellaneous Revenue	\$ 2,600.00
101	Cash over (Short)	\$ 50.00
101	Scrap Salvage Sales	\$ 2,500
101	Interest on Investments	\$ 10.00
<b>101 Total – General Fund</b>		<b>\$ 1,661,633.00</b>
202	Right of Way Permit	\$ 1,115.00
202	State Revenue	\$ 275,650.00
202	Interest on Investments	\$ 12,000.00

<b>202 Total – Major Street Fund</b>		<b>\$ 288,765.00</b>
203	Right of Way Permit	\$ 2,000.00
203	State Revenue	\$ 108,000.00
<b>203 Total – Local Street Fund</b>		<b>\$ 110,000.00</b>
245	Contribution From Local Unit	\$ 85,000.00
245	Transfer from General Fund	\$ 69,646.00
<b>245 Total – Comprehensive Fund</b>		<b>\$ 154,646.00</b>
248	DDA Captured Tax	\$ 22,562.00
248	Bank Interest on Accounts	\$ 75.00
<b>248 Total – Downtown Development Authority</b>		<b>\$ 22,637.00</b>
251	Building Permits	\$ 26,500.00
251	Rental Ordinances Fees	\$ 5,000.00
251	Electrical Permits	\$ 10,000.00
251	Mechanical Permits	\$ 10,000.00
<b>251 Total – Building Department Fund</b>		<b>\$ 51,500.00</b>
255	Bank Interest on Accounts	\$ 500.00
255	Rent – City of Hartford	\$ 50,000.00
<b>255 Total – Building Authority Fund</b>		<b>\$ 50,500.00</b>
590	Real Property Tax-Current	\$ 63,723.00
590	Personal Property Tax-Current	\$ 22,544.00
590	Personal Property Tax–Delinquent	\$ 100.00
590	Penalties & Interest on Tax	\$ 100.00
590	Services - Sales	\$ 653,414.00
590	Capital Reserve Escrow Sales	\$ 218,520.00
590	Penalties on Delinquent Bills	\$ 20,000.00
590	Bank Interest on Accounts	\$ 100.00
590	Miscellaneous Revenue	\$ 60,000.00
590	Unrealized (Gain)/Loss on Investments	\$ 6,000.00
590	Connections	\$ 200.00
590	Insurance Refunds	\$ 3,500
<b>590 Total – Sewer Fund</b>		<b>\$ 1,048,201.00</b>
591	Services - Sales	\$ 409,167.00
591	Capital Reserve Escrow Sales	\$ 198,912.00
591	Shut-Off & Turn-On Fees	\$ 500.00
591	Penalties on Delinquent Bills	\$ 11,000.00
591	Interest on Receivables	\$ 100.00
591	Interest on Investments	\$ 50.00
591	Rental of Water Tower -AT&T	\$ 28,566.00
591	Miscellaneous Revenue	\$ 5,000.00
591	Unrealized (Gain)/Loss on Investment	\$ 1,000.00
591	Connections	\$ 100.00
<b>591 Total – Water Fund</b>		<b>\$ 654,395.00</b>

<b>TOTAL REVENUES</b>		<b>\$4,042,277.00</b>
<b>Fund</b>	<b>EXPENSES - 2025/2026</b>	<b>AMOUNT</b>
101	Assessor	\$ 21,000.00
101	Board of Review	\$ 2,150.00
101	Central Supply	\$ 24,550.00
101	City Commission	\$ 18,391.00
101	City Hall & Grounds	\$ 128,600.00
101	City Manager	\$ 131,480.00
101	Clerk	\$ 153,070.00
101	Cultural Programs	\$ 20,500.00
101	Elections	\$ 6,650.00
101	Fire Board	\$ 133,830.00
101	Independent Audit	\$ 11,750.00
101	Legal Services	\$ 20,000.00
101	Mayor	\$ 2,488.00
101	Parks & Recreation	\$ 5,000.00
101	Police Department	\$ 518,876.00
101	Public Works Department	\$ 273,085.00
101	Treasurer	\$ 117,467.00
101	Planning Commission	\$ 3,100.00
101	Transfer Comprehensive Improvement	\$ 69,646.00
<b>101</b>	<b>-General Fund Total</b>	<b>\$ 1,661,633.00</b>
255	Debt Service - Principal	\$ 21,000.00
255	Debt Service - Interest	\$ 23,727.00
<b>255</b>	<b>Building Authority City Hall &amp; Grounds</b>	<b>\$ 44,727.00</b>
202	Routine Maintenance	\$ 60,021.00
202	DPW Administration	\$ 17,725.00
202	Traffic Services	\$ 27,846.00
202	Winter Maintenance	\$ 37,765.00
202	Non-Motorized Transportation	\$ 30,000.00
<b>202</b>	<b>-Major Street Funds Total</b>	<b>\$ 173,357.00</b>
203	Routine Maintenance	\$ 41,433.00
203	DPW Administration	\$ 725.00
203	Traffic Services	\$ 4,446.00
203	Winter Maintenance	\$ 33,689.00
<b>203</b>	<b>Local Street Funds Total</b>	<b>\$ 80,293.00</b>
245	City Hall & Grounds	\$ 131,646



245	Police Department	\$ 23,000
245	<b>Comprehensive Fund Total</b>	<b>\$ 154,646.00</b>
248	DDA Authority	\$ 15,900.00
<b>248</b>	<b>-Downtown Development Authority Total</b>	<b>\$ 15,900.00</b>
251	Building Inspector	\$ 48,490.00
<b>251</b>	<b>-Building Fund Total</b>	<b>\$ 48,490.00</b>
722	Zoning Commission/Appeals	\$ 3,000.00
<b>722</b>	<b>Zoning Commission/Appeals Total</b>	<b>\$ 3,000.00</b>
590	Sewer Lift Stations	\$ 79,768.00
590	Sewer System – General Operations	\$ 145,108.00
590	Sewer Treatment Plant	\$ 549,781.00
590	Bonds	\$ 273,128.00
<b>590</b>	<b>-Sewer Fund Total</b>	<b>\$ 1,047,785.00</b>
591	Iron Removal Plant Operations	\$ 184,350.00
591	Water Distribution System	\$ 196,244.00
<b>591</b>	<b>-Water Total</b>	<b>\$ 380,594.00</b>
<b>TOTAL EXPENSES</b>		<b>\$ 3,610,425.00</b>

Once adopted a copy of the full, line item, budget is available in the Clerk's office and available at the City's website.

**Periodic Financial Reports:** The officers of the City are directed to take such action and give such certifications as required by law and the City Charter Chapter VII Section 7.5 to affect the property tax levy and to implement and manage this budget.

**Budget Monitoring:** In accordance with the City Charter Chapter VII Section 7.8 & 7.9 and this shall continue the **General Appropriations Act under Section 16, of the Michigan Uniform Budgeting and Accounting Act (MCL 141.436).**

YEAS: Commissioners

NAYS: Commissioner

ABSENT: Commissioner

**RESOLUTION DECLARED ADOPTED**

DATE: May 19, 2025

RoxAnn Rodney-Isbrecht, City Clerk

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true and complete copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on May 19, 2025 and the public notice of said meeting was held in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended. Date:

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

**CITY OF HARTFORD  
COUNTY OF VAN BUREN  
STATE OF MICHIGAN  
RESOLUTION 2025 – 037**



**AMENDING WATER RATES.**

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 May 19, 2025

The following resolution was offered:

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

**WHEREAS**, Section 35 of Ordinance No. 51 of the Hartford City Code of Ordinances authorizes Hartford City Commission to establish Water rates by resolution; and

**WHEREAS**, the City Commission has reviewed the current rates and proposed increases from its Municipal Advisors Rate Study and has determined a need to amend the rates accordingly; and

**WHEREAS**, the current rates are not keeping up with both short- and long-term maintenance requirements of the system; and

**WHEREAS**, the proposed rates will help to cover the cost of repayment of bonds, inflation, capital improvement and increased cost of operation;

**NOW THEREFORE, BE IT RESOLVED**, that the City Council for the City of Hartford establish the following rates for Water usage;

1. The City of Hartford shall charge the following to its customers located within the City limits for water usage per month:

a. Minimum Service Ready	\$ 9.17
b. Commodity Charge per/1000 gallons	\$ 4.10
c. Water Improvement	\$14.00
2. The City of Hartford shall charge the following to its customers located outside the City limits for water usage per month:

a. Minimum Service Ready	\$13.76
b. Commodity per/1000 gallons	\$ 6.15
c. Water Improvement	\$14.00
3. The rates shall be effective July 1, 2025

YEAS: Commissioners'

NAYS: ABSENT: Commissioners'

RESOLUTION DECLARED ADOPTED

DATE: May 19, 2025

RoxAnn Rodney-Isbrecht, City Clerk

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true and complete copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on May 19, 2025, and the public notice of said meeting was held in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended.

DATE:

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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 2024 – 038 (Recommended)



**AMENDING SEWER RATES.**

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 May 19, 2025

The following resolution was offered:

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

**WHEREAS**, Section 26 of Ordinance No. 52 of the Hartford City Code of Ordinances authorizes Hartford City Commission to establish Sewer rates by resolution; and

**WHEREAS**, the City Commission has reviewed the current rates and proposed increases from Bendzinski & Com Municipal Finance Advisors Rate Study and has determined a need to amend the rates accordingly; and

**WHEREAS**, the current rates are not keeping up with both short- and long-term maintenance requirements of the system; and

**WHEREAS**, the proposed rates will help to cover the cost of repayment of bonds, inflation, capital improvement and increased cost of operation;

**NOW THEREFORE, BE IT RESOLVED**, that the City Council for the City of Hartford establish the following rates for Sewer usage;

1. The City of Hartford shall charge the following to its customers located within the City limits for sewer usage per month:
  - a. Minimum Service Ready \$ 5.00
  - b. Commodity per/1000 gallons \$ 8.50
  - c. Capital Reserve \$20.00
  - d. Non-Metered
    - \$43.25 Single Family Residential
    - \$64.88 Business 0-5 Employees
    - \$86.50 Business 6-10 Employees
    - \$108.13 Business 11+ Employees
2. The City of Hartford shall charge the following to its customers located outside the City limits for Sewer usage per month:
  - a. Minimum Service Ready \$ 7.50
  - b. Commodity per/1000 gallons \$12.50
  - c. Capital Reserve \$20.00
  - d. Non-Metered
    - \$ 64.88 for Single Family Residential
    - \$ 97.32 Business 0-5 Employees



\$129.76 Business 6-10 Employees

\$162.20 Business 11+ Employees

3. The rates shall be effective July 1, 2025

YEAS: Commissioners'

NAYS: ABSENT: Commissioner

RESOLUTION DECLARED ADOPTED

DATE: May 19, 2025

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RoxAnn Rodney-Isbrecht, City Clerk

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true and complete copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on May 19, 2025 and the public notice of said meeting was held in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended.

DATE:

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

**CITY OF HARTFORD  
COUNTY OF VAN BUREN  
STATE OF MICHIGAN  
RESOLUTION 2025– 039**



Item 25.

**Purchase of a Kubota Tractor.**

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 May 19, 2025

The following resolution was offered:

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

**WHEREAS**, the Department of Public Works has multiple vehicles and equipment needed to provide services to the Citizens of Hartford, and

**WHEREAS**, several of those pieces of equipment and vehicles need to be replaced due to their age and condition and have exceed their useful life, and

**WHEREAS**, the Kubota tractor has been breaking down frequently, interfering with completing daily tasks, and

**WHEREAS**, the City is a Member of the State purchasing program and will have a cost savings of \$13,000 on the purchase of a new Kubota tractor, and

**WHEREAS**, the Department of Public Works Superintendent received an acceptable quote from Sourcewell Cooperative Purchasing, and

**NOW THEREFORE, BE IT RESOLVED**, that the City Council for the City of Hartford authorizes the purchase of a Kubota tractor from Sourcewell Cooperative not to exceed \$75,000 and authorizes the City Manager to execute the contract;

YEAS: Commissioners'

NAYS: ABSENT: Commissioner

**RESOLUTION DECLARED ADOPTED**

DATE: May 19, 2025

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

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true and complete copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on May 19, 2025 and the public notice of said meeting was held in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended.

DATE:

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

**CITY OF HARTFORD  
COUNTY OF VAN BUREN  
STATE OF MICHIGAN  
RESOLUTION 2025– 040**



Item 26.

**IRON REMOVAL PLANT – INFRASTRUCTURE WELL OVERHAUL**

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 May 19, 2025

The following resolution was offered:

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

**WHEREAS**, the Water Operator is recommending the City water source wells no. 4 and no. 5 be rebuilt/overhauled, and

**WHEREAS**, the well overhaul has been more than 20 years and is nearing the end of their service life and is also needed to stay in compliance with the City’s water operations permit, and

**WHEREAS**, to prevent any untimely breakdowns, it is recommended as a preventative overhaul, and

**WHEREAS**, it is not known the exact condition of the pumps until they are removed from the well, and

**WHEREAS**, the normal wearing parts are estimated to cost up to \$36,540, well no. 4 has been budgeted to be replaced in the current fiscal year, and well no. 5 in fiscal year 2025/2026, and

**NOW THEREFORE, BE IT RESOLVED**, that the City Council for the City of Hartford authorizes the rebuilding overhaul of wells no. 4 & 5 not to exceed \$40,000.00 for each well, and authorizes the City Manager to execute the contract.

YEAS: Commissioners’

NAYS: ABSENT: Commissioner

**RESOLUTION DECLARED ADOPTED**

DATE: May 19, 2025

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

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true and complete copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on May 19, 2025 and the public notice of said meeting was held in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended.  
DATE:

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