



City of Hartford
County of Van Buren, State of Michigan

Commission Business Meeting Agenda

Monday, October 24, 2022 at 7:30 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

GUESTS

PUBLIC COMMENT

COMMUNICATIONS

- [1.](#) VBCO - 2022 SEPTEMBER
- [2.](#) 21st ANNUAL CHRISTMAS IN HARTFORD & LIGHTED PARADE DECEMBER 10, 2022

REPORT OF OFFICERS BOARDS & COMMITTEES

Police & Ordinance

- [3.](#) HPD - CHIEF 2022 SEPTEMBER
- [4.](#) HPD - Ordinance 2022 August
- [5.](#) HPD - ORDINANCE 2022 SEPTEMBER

Fire Department

- [6.](#) HFD - CHIEF 2022 SEPTEMBER
- [7.](#) HFD - BOARD 2022 SEPTEMBER

Ambulance

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

Van Buren County

- [9.](#) VBC - 2022 September

Public Works

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

Wastewater Treatment Plant

[11.](#) WWTP - 2022 SEPTEMBER

Treasurers, Investment & List of Bills

[12.](#) INVESTMENT - 2022 SEPTEMBER

[13.](#) LIST OF BILLS - 2022 SEPTEMBER

[14.](#) 1ST QUARTER BUDGET ADJUSTMENTS - 2022/2023 BUDGET

City Manager

[15.](#) MANAGER - 2022 OCTOBER

APPROVAL OF COMMISSION MINUTES

[16.](#) 2022 SEPTEMBER

APPROVAL OF REPORTS

GOALS/OBJECTIVES

OLD BUSINESS

NEW BUSINESS

17. ACCEPT CITY MANAGER'S RESIGNATION & APPOINT A COMMITTEE

INTRODUCTION OF RESOLUTIONS OR AMENDMENTS

[18.](#) RESOLUTION 2022 - 018 RESOLUTION TO AUTHORIZE ISSUANCE OF SANITARY SEWER SYSTEM JUNIOR LIEN REVENUE BONDS, SERIES 2022B

[19.](#) RESOLUTION 2022 - 019 ESTABLISHING & ADOPTING THE CAPITALIZATION VALUE, A DEPRECIATION METHOD & ESTIMATED USEFUL LIFE OF FIXED ASSETS

ADJOURNMENT



Van Buren Conservation District September 2022 Program Update

Submitted by Emily Hickmott, Deputy Administrator

The Van Buren Conservation District's (VBCD) highlights report on activities and accomplishments from August follows below. Our reports cover the month prior to when we send the report due to the timing of our board meeting. The last recycling collection (a Recycle Roundup) of the year is coming up on Saturday, October 15 from 9:00 AM to 2:00 PM at the VBISD Conference Center in Lawrence. As always, all Van Buren County residents and landowners are welcome to attend this event. All costs are covered by the Van Buren Conservation District millage, contributions from Van Buren County and local municipalities, and grant funds from Michigan Department of Environment, Great Lakes, & Energy. Please don't hesitate to contact us about your natural resource needs.

Program Updates:

- **Administrator** (*Kim Sinclair*) - We are slowing down a bit as summer fades. We had our last field day at Kolberg Farms, including a fly-on demonstration. We are firming up our calendar for next year. Work on the Tree Sale, Annual Report and Calendar are all happening to ensure timeliness. We are also trying to complete the policy and procedure review by calendar year end. We have also revamped the timesheet to allow for better reporting. Staff is also working on evaluations. This is a paperwork heavy time of year!
- **Ag Conservation/Water Quality Projects** (*Erin Fuller, Colleen Forestieri, Hannah Hudson, Carlie Southland*) - The Van Buren Conservation District staff worked this month to recruit farmers to participate in our aerial cover crop seeding co-op. This co-op keeps costs low for farmers who want to plant cover crops into their corn fields pre-harvest. By planting pre-harvest, the cover crop is able to get established before the weather turns cooler. This year, about 5,500 acres of farmland in Van Buren County were cover-cropped using this method.
- **SWxSW Corner CISMA (Cooperative Invasive Species Management Area)** (*Abbie Bristol, Alex Florian, Justin Palthe, Lance McCarty*) - August was a prime example of the services the SWxSW Corner CISMA provides. Throughout this month, Alex led naturalist events, performed site visits, and planned upcoming events. Abbie and the Strike Team managed target invasive species at private properties under both grant and for-hire funding. High priority species known within the state and CISMA are being assessed within current or planned management. The Strike Team has been reduced to the Coordinator, Abbie, and the Crew Lead, Justin due to our Crew Member's school year resuming.
- **Education & Water Quality** (*Carlie Southland*) - Conservation Associate, Carlie Southland, finished her Pop Up Lit Labs in partnership with Bangor and Decatur schools. She is continuing to water sample at a local farm. She is also working on farmer contracts for aerial fly-ons.
- **Michigan Agriculture Environmental Assurance Program (MAEAP)** (*Kyle Mead*) - In August, Kyle held a Fruit Field Day at Oxley Farms in Lawton, MI. Earlier in the year, Kyle assisted Ed Oxley with planting various cover crops in their vineyard middles. The demo plots totalled about 5 acres and displayed 4 different mixes designed by Colleen Forestieri. The event was well attended and allowed for a lot of casual conversations about the project, VBCD programs, and grape farming in general.



Van Buren Conservation District September 2022 Program Update

Submitted by Emily Hickmott, Deputy Administrator

- **National Association of Conservation Districts Technical Assistance** (*Lucas Hartman*) - A significant number of small livestock farmers have been introduced to the MAEAP program, and will be applying for assistance through the Farm Bill program in 2023. Grazing and waste management are expected to be a major category for funding in Van Buren County for 2023.
- **Outreach** (*Jacob Diljak*) - August saw great public outreach with our booth at the Mattawan Farmers Market, Paddle with a Naturalist event on VanAuken Lake, and municipal meeting attendance. Work is already underway for 2023 publications- be sure to look out for the 2023 VBCD Calendar and 2023 Tree Sale!
- **Resource Recovery Recycling** (*Kalli Marshall*) - August was another busy month as we began to finish up the summer festivities. Resource Recovery held the second Recycle Roundup of this year in South Haven. We diverted 1,388 passenger tire equivalents, 17,466 pounds of hazardous waste, and 6,960 pounds of electronics. We have also begun preparing for the 2023 collection season by securing locations for collections and renewing contracts from vendors.



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

Police Report for Month of

Total Duty Hours	640	Foot Patrol Hours	6
Arrests	12	Felony	2
B&E's		Misdemeanor	13
Arrest Warrants Issued	5	Traffic Citations Issued	12
Homicide	0	Robbery	0
Sex Crimes	0	Trespassing	7
Assaults	5	UDAA (stolen auto)	0
Burglary	1	Larceny	4
Frauds	0	Property Destruction/Vandalism	2
NFS Checks	0	Juvenile Del	1
OUIL	0	Drug Investigations	0
Civils		Public Peace	9
Lost Property	0	Found Property	3
Suspicious Person(s)/Vehicle(s)	11	Alarms	5
Health/Safety	12	Traffic Crash	6
Assist to other Agencies	3	Michigan State Police	2
Van Buren Co Sheriff	9	FIRE/EMS	12
Other Local Agencies	5	Persons	6

OFFICERS WORKED 96 COMPLAINTS DURING THE MONTH OF SEPTEMBER. WE WERE MAN POWER AND HAD SOME SICK OFFICERS.

IF YOU HAVE ANY QUESTIONS , CONCERNS OR SUGGESTIONS PLEASE CONTACT ME OR STOP BY MY OFFICE.

LT. MICHAEL W. PRINCE INTERIM CHIEF.



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

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Ordinance Officer Report for Month of August 2022

Property Inspections:

ADDRESS	VIOLATION	RESOLUTION
410 S. Center	Grass	Resolved
517 W. Main	Blight	Charlie Weeden has been sending updated pictures of his progress.
519 W. Main	Noise	Re: Charlie Weidan
121 Vanderlyn	Blight	Pop-up removed from the road
209 Edwin	Blight	Resolved
101 Maple	Blight	Resolved
11 Oak st	Vehicle obstructing sidewalk	Resolved
11 Hilliard	Blight/Basketball rim in the roadway	Partially resolved. Second notice
115 W. South	RV being lived in	Resolved
22 W. South	Blight	Resolved
28 W. South	Blight	Partially Resolved
25 W. South	Grass	Resolved
139 Washington	Brush in the roadway	Resolved
110 Marion	Grass	Resolved
N. Center	Grass at N. Center and Hart	unresolved
104 Marion	Complaint about 517 W. Main	Joey Moody complained about blight, noise and residential property having a commercial business Charlie Weeden.
326 Marion	Fence missing/blight	Unresolved/ Resident has made the area safer
Hartford wash and dry	Grass/weeds	Resolved
423 Oak	Blight	Resolved
426 Oak	Grass	Unresolved
25 W. South	Blight	Resolved
101 S .Maple	Vehicle obstructing sidewalk	Resolved
112 S. Haver	Grass	Resolved
17 Reynolds	Blight/Grass	Resolved
414 N. Center	Grass	Resolved
107 S. Center	Grass	Warning x2 Owner of the vacant property asked the city to mow and accepted a citation
17 E. Main	Grass	Resolved

38 Marion	Noise	Re: Charlie Weeden
104 Marion	Blight	Unresolved as of 8-31
103 N. Center	Blight/Public Health and safety	Resolved
23 Hlliard	Blight	Resolved
102 Mary	Grass	Resolved
215 Shepard	Blight	Spoke with Stephanie Dixon and she has sold the home. Closing is supposed to be 10-18-22`

Property Inspections 33

Grass Violation Postings 15

Grass Violation Follow-up 15

Blight Violation Posting 15

Blight Violations Follow-up 15

**Respectfully Submitted,
Officer Brandon Crossman 4618
City of Hartford**



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

Ordinance Officer Report for Month of September 2022

Property Inspections:

ADDRESS	VIOLATION	RESOLUTION
102 Mary	Grass	Resolved
203 N. Center	Grass	Resolved
104 S. Maple	Grass/ Overgrown shrubs	Resolved
215 Edwin	Blight	Resolved
212 Shepard	Building permit	Becht construction provided a copy
38 Marion Apt.B	Attempt to make contact on a noise complaint	Re: Charlie Weeden. Complaint has been resolved
411 E. Main	Blight	Resolved
410 W. Shepard	Blight	Home is vacant. Attempted to secure the home with 465
136 Paras Hill	Blight	Resolved
9 N. Maple	Blight	Resolved
25 Beachwood	Blight/Public health and safety	Resolved
101 Linden	Blight	Resolved
215 Shepard	Blight	Unresolved as of 9-22-22
215 Shepard	Camper with someone living in it	Orange tow sticker and 72 hour warning
102 W. Shepard	Vehicle blocking the sidewalk	Resolved
24 S. East	Vehicle blocking the roadway	Resolved
101 S. East	Vehicle blocking the sidewalk	Resolved
100 Hart	Blight	Resolved
102 W. Bernard	Blight	Resolved
103 N. Center	Unsecure Home	Spoke with the new homeowner and he resolved the issue
103 N. Center	Blight	Resolved
422 Clark	Blight	Resolved
211 N. Center	Grass	Citation Issued
107 S. Center	Grass	Citation Issued
326 Marion	Public health and safety	Spoke with the homeowner and he stated they were almost complete. Positive progress was made on the issue
517 W. Main	Follow up on blight and noise	Resolved
207 Pleasant	Grass	Resolved
12 E. Main	Improperly parked vehicles at S. East on the library property	Resolved. Contact was made with both vehicle owners.

Property Inspections	28
Grass Violation Postings	6
Grass Violation Follow-up	6
Blight Violation Posting	13
Blight Violations Follow-up	13
Citations Issued	2

**Respectfully Submitted,
Officer Brandon Crossman 4618
City of Hartford**

Hartford Fire Department

Hartford, MI

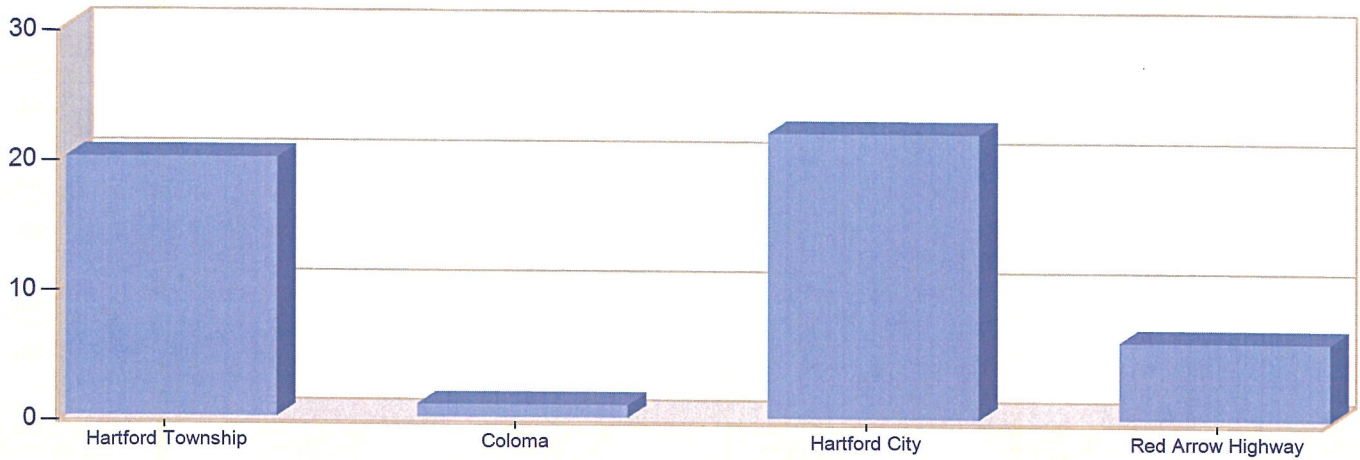
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Item 6.

Incident Type Count per Zone for Date Range

Start Date: 09/01/2022 | End Date: 09/30/2022



ZONES	INCIDENT TYPE	COUNT
Hartford Township - Hartford		
	131 - Passenger vehicle fire	1
	311 - Medical assist, assist EMS crew	7
	321 - EMS call, excluding vehicle accident with injury	8
	322 - Motor vehicle accident with injuries	1
	324 - Motor vehicle accident with no injuries.	1
	412 - Gas leak (natural gas or LPG)	1
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for Hartford Township - Hartford:</i>	<i>20</i>
Coloma - Coloma		
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for Coloma - Coloma:</i>	<i>1</i>
Hartford City - Hartford		
	113 - Cooking fire, confined to container	1
	311 - Medical assist, assist EMS crew	5
	321 - EMS call, excluding vehicle accident with injury	12
	322 - Motor vehicle accident with injuries	1
	424 - Carbon monoxide incident	1
	554 - Assist invalid	1
	746 - Carbon monoxide detector activation, no CO	1
	<i>Total Incidents for Hartford City - Hartford:</i>	<i>22</i>

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



ZONES	INCIDENT TYPE	COUNT
Red Arrow Highway - Red Arrow Highway		
	311 - Medical assist, assist EMS crew	3
	500 - Service Call, other	2
	651 - Smoke scare, odor of smoke	1
	<i>Total Incidents for Red Arrow Highway - Red Arrow Highway:</i>	6
	<i>Total Count for all Zone:</i>	49

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



Hartford Fire Department

Hartford, MI

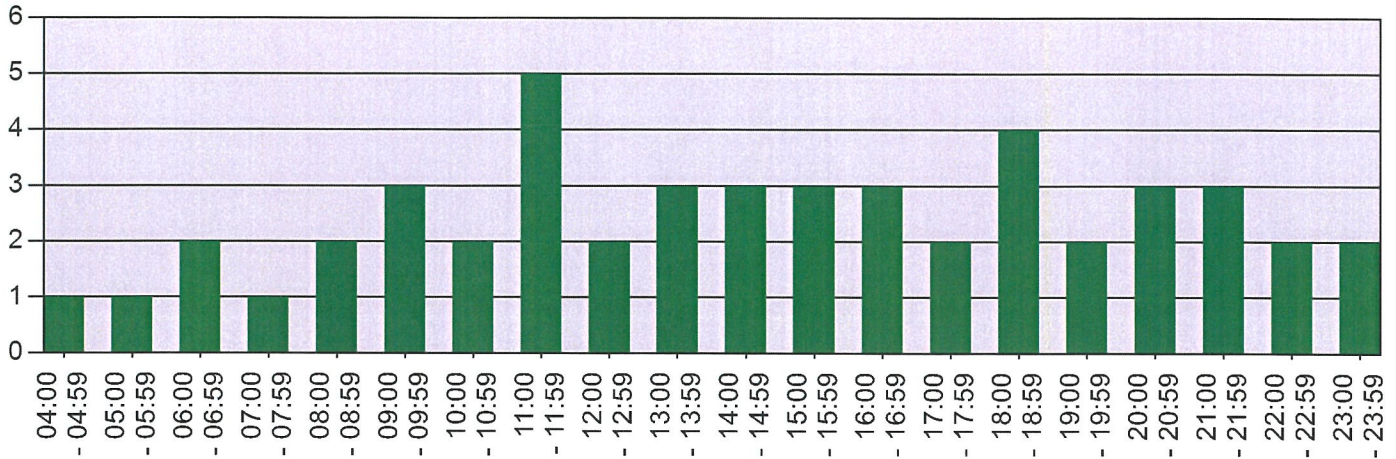
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Item 6.

Incidents per Hour for Incident Type Range for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 09/01/2022 | End Date: 09/30/2022



HOURLY	# of CALLS
04:00 - 04:59	1
05:00 - 05:59	1
06:00 - 06:59	2
07:00 - 07:59	1
08:00 - 08:59	2
09:00 - 09:59	3
10:00 - 10:59	2
11:00 - 11:59	5
12:00 - 12:59	2
13:00 - 13:59	3
14:00 - 14:59	3
15:00 - 15:59	3
16:00 - 16:59	3
17:00 - 17:59	2
18:00 - 18:59	4
19:00 - 19:59	2
20:00 - 20:59	3
21:00 - 21:59	3
22:00 - 22:59	2
23:00 - 23:59	2
TOTAL:	49

Only REVIEWED incidents included.



Hartford Fire Department

Hartford, MI

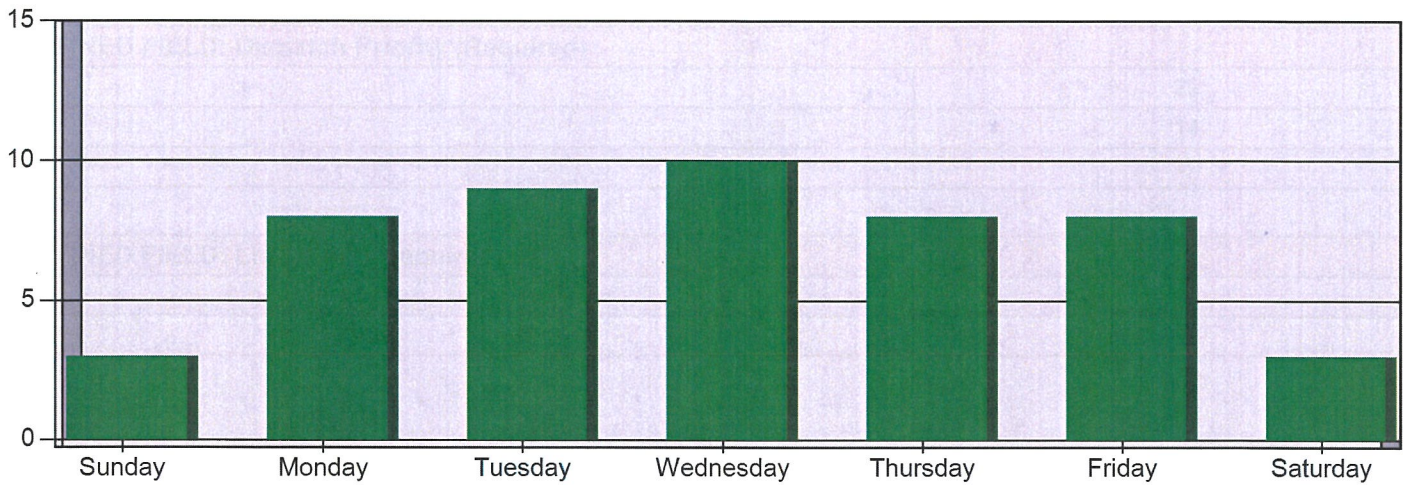
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Item 6.

Incidents by Day of the Week for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 09/01/2022 | End Date: 09/30/2022



DAY OF THE WEEK	# INCIDENTS
Sunday	3
Monday	8
Tuesday	9
Wednesday	10
Thursday	8
Friday	8
Saturday	3

TOTAL

49

Only Reviewed incidents included.



Hartford Fire Department

Hartford, MI

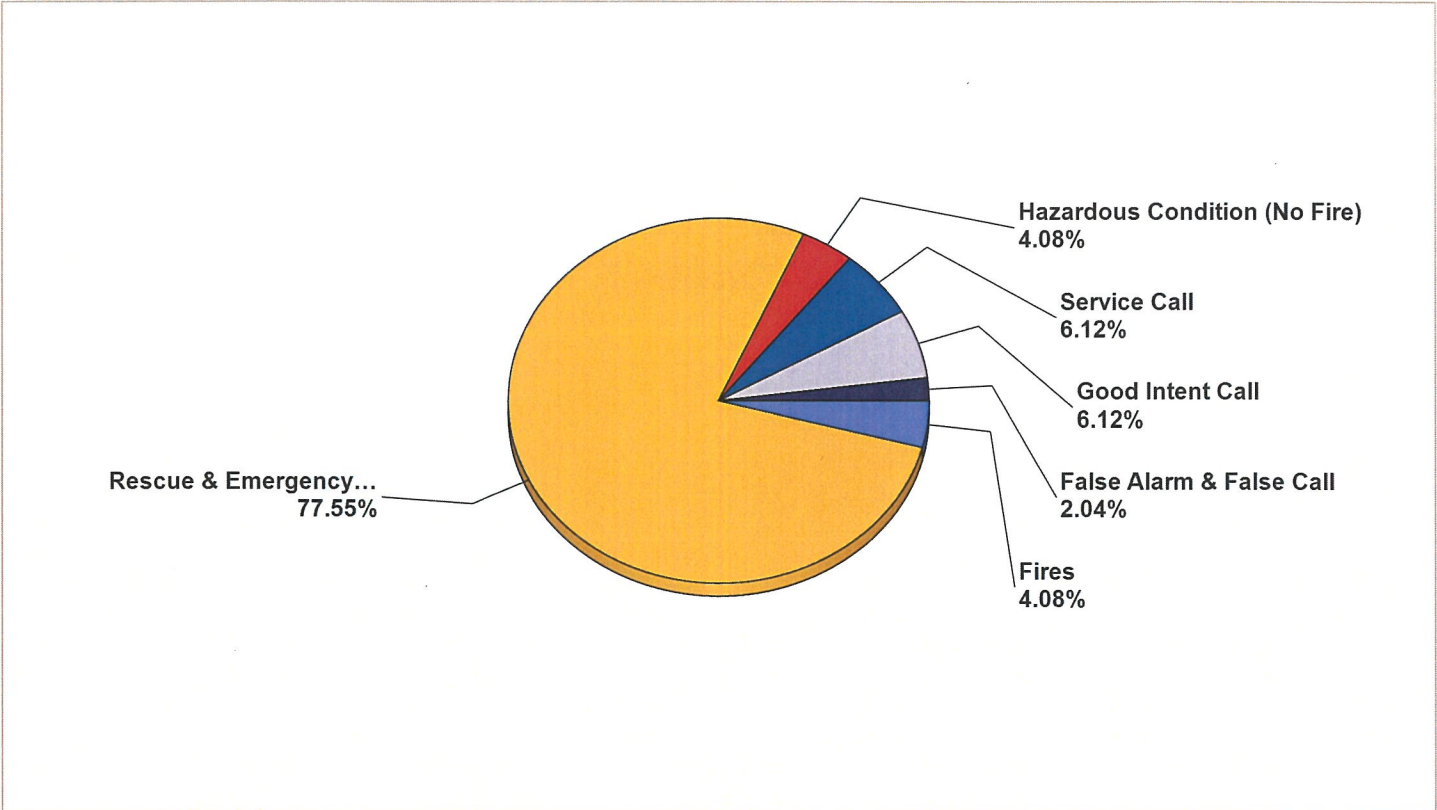
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Item 6.

Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 09/01/2022 | End Date: 09/30/2022



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	2	4.08%
Rescue & Emergency Medical Service	38	77.55%
Hazardous Condition (No Fire)	2	4.08%
Service Call	3	6.12%
Good Intent Call	3	6.12%
False Alarm & False Call	1	2.04%
TOTAL	49	100%

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



emergencyreporting.com

Doc Id: 553

Page # 1 of 2

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
113 - Cooking fire, confined to container	1	2.04%
131 - Passenger vehicle fire	1	2.04%
311 - Medical assist, assist EMS crew	15	30.61%
321 - EMS call, excluding vehicle accident with injury	20	40.82%
322 - Motor vehicle accident with injuries	2	4.08%
324 - Motor vehicle accident with no injuries.	1	2.04%
412 - Gas leak (natural gas or LPG)	1	2.04%
424 - Carbon monoxide incident	1	2.04%
500 - Service Call, other	2	4.08%
554 - Assist invalid	1	2.04%
611 - Dispatched & cancelled en route	2	4.08%
651 - Smoke scare, odor of smoke	1	2.04%
746 - Carbon monoxide detector activation, no CO	1	2.04%
TOTAL INCIDENTS:	49	100%

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



**Hartford Fire Board Meeting
October 10, 2022
September Business**

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Contents

Page 1	Meeting Agenda
Page 2	Proposed Meeting Minutes of September 12, 2022 Board Meeting
Page 3	Treasurer's Report
Page 4	Income & Expense and Expenses by Vendor Summary
Page 5	Payroll Summary
Page 6	Balance Sheet and Deposit Detail
Page 7	Budget Performance Report
Page 8	Call Report
Page 9	Chief Harting's Reports
Page 10	Assistant Chief McGrew Report

Hartford Fire Board
Agenda
Monday, October 10, 2022 7:00 PM

- I. Call to Order, Pledge
 - II. Roll call: Jerry Birmele, Steve Starner, Chad Hunt, Helen Sullivan, Carlos Ledesma
 - III. Public Comment: Limited to three minutes per person
 - IV. Approval of the Agenda. Motion by _____ Second by _____ Motion _____
 - V. Approval of previous meeting minutes from September 12, 2022: Motion by _____ Second _____ Motion _____
 - VI. Approval of September Treasurer’s report: Motion By _____ Second by _____ to approve Treasurer’s report as presented. Motion _____
 - a. Accounts Payable: Amount **\$ 26,027.65** Motion by _____ Second _____ by roll call vote
Motion _____
 - VII. Review: Income & Expense; Payroll; Balance sheet & Deposit Detail; Budget
 - VIII. Fire calls
 - IX. Unfinished Business:
NONE
 - X. New Business:

NONE
- Reports:
- a. Fire Chief
 - b. Assistant Fire Chief
 - c. Board

Motion by _____ second by _____ to adjourn at _____ pm.

HARTFORD FIRE BOARD MEETING
Minutes of Fire Board Meeting September 12, 2022

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

Others Present: Carole Kiernan, Assistant Chief Kevin McGrew

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

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

The proposed agenda for the Fire Board meeting of September 12, 2022, was presented. Motion by Sullivan; Second by Ledesma; to approve the agenda as amended. Motion: Approved

The proposed minutes of the August 8, 2022 Fire Board meeting were presented. Motion by Sullivan; Second by Ledesma to accept the minutes as presented Motion: Approved

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

Bills were presented for approval in the amount of **\$23,568.65** Motion by Starner; Second by Ledesma; to pay bills in amount of **\$23,568.65**. Motion Approved upon roll call vote of members present.

Unfinished Business:

None

New Business:

1. Discussion of Policy 502. Motion by Ledesma to adopt Policy 502 Personal Protective Equipment (PPE) Second: Sullivan Motion Approved
2. Discussion/Approval of PrimaryAdmin/Contact. Motion for Carole Kiernan to request to be the primary admin/contact for Quickbooks by Starner: Second by Ledesma. Motion: Approved

Fire Chief's Report:

Meetings Attended:

- Township
- City

Information:

1. Completed Fire Safety Inspection at New Beacon House 63509 62nd Street/installed Knox box

2. Completed Fire inspection at Med Leaf

Respectfully Submitted,
Robbie Harting

Robbie Harting-Fire Chief

Assistant Fire Chief’s Report:

Meetings Attended:

- Township
- VBC Chiefs Meeting
- VBC Training Council Meeting

Information:

- 3 more cold weather suits were donated.
- The Back to School bash was a huge success.
- Met with Van Buren County Fair Officials to discuss next year fair events and procedures.
- Received our New gear that was purchased with CSX grant monies.
- Wrote Policy to reflect this new gear and its usages.
- Curbs and Lines Painted in Parking Lot

Respectfully Submitted,
K. McGrew

Kevin McGrew-Assistant Fire Chief

Other Board Business:

Motion Starner; second by Ledesma to close meeting at 7:35 pm. Motion: Approved

Respectfully submitted,

Gerald Birmele, Secretary

HARTFORD FIRE BOARD MEETING
Minutes of Fire Board Meeting October 10, 2022

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

Others Present: Carole Kiernan, Assistant Chief Kevin McGrew

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

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

The proposed agenda for the Fire Board meeting of October 10, 2022, was presented. Motion by Hunt; Second by Sullivan; to approve the agenda as presented. Motion: Approved

The proposed minutes of the September 12, 2022 Fire Board meeting were presented. Motion by Starner; Second by Hunt to accept the minutes as presented Motion: Approved

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

Bills were presented for approval in the amount of **\$26,027.65** Motion by Hunt; Second by Sullivan; to pay bills in amount of **\$26,027.65**. Motion Approved upon roll call vote of members present.

Unfinished Business:

None

New Business:

NONE

Fire Chief's Report:

Meetings Attended:

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

1. Completed Final Fire Safety Inspection at New Doctors Office/Dental Clinic in Old PNC Building
2. Participated in Healthy Walk at Redwood Elementary

Minutes of Fire Board Meeting September 12, 2022

3. Fire Prevention at Redwood Elementary about 600 children
4. Department physicals will be Monday October 24

Respectfully Submitted,
Robbie Harting

Robbie Harting-Fire Chief

Assistant Fire Chief's Report:

Meetings Attended:

- Township

Information:

- New Flagpole Installed in memory of Bob Walker
- Floor drains project
- Submitted Grant to WPLCo
- Attended Drills at Schools
- New outside lights
- Training outline for 2023
- Pancake Breakfast & Parade

Respectfully Submitted,
K. McGrew

Kevin McGrew-Assistant Fire Chief

Other Board Business:

Motion Hunt; second by Starner to close meeting at 7:21 pm. Motion: Approved

Respectfully submitted,

Gerald Birmele, Secretary

Treasurer’s Report for meeting on October 10, 2022 For the month ending September 30, 2022

Cash Balances

Operations – General Fund

Reconciled Cash Balances of Prior Month ended August 31, 2022–Huntington **\$ 103,080.45**

XXX Deposits

City of Hartford – Contribution	\$ 10,208.68
Township of Hartford – Contribution	\$ 15,313.02
Pride Care	\$ 375.00
Township Ass’t Chief Grant	\$ 800.00
Bangor Township Cost Recovery	\$ 365.50
Interest	\$ 9.63

Total Deposits **\$ 27,071.83**

Total Balance of General Fund **\$ 130,152.28**

XXX Expenditures for approval:

Vendors payable	\$ 15,265.99
Grant Expense	\$ 0.00
Payroll released September 2022 (9,917.00 – 2,035.93)	\$ 7,881.07
Bank Fees	\$ 86.00
MI & Fed Tax Withholdings	\$ 2,794.59

Total Expenditure **\$ 26,027.65**

General Fund Balance September 30, 2022 **\$ 104,124.63**

Capital Equipment

Reconciled Cash Balance as of Sepetmber 30, 2022–Millage Fund **\$ 102,632.50**

Reconciled Cash Balance as September 30, 2022–Maintenance Fund **\$ 13,328.75**

Cash Balances for month September 30, 2022 **\$ 220,085.88**

Invested Capital Equipment

Huntington Investment #TCL6358 – Millage Fund Investment August 31, 2022 **\$ 9,894.55**

Huntington Investment #TCL6901 Investment August 31, 2022 **\$ 90,856.54**

**Hartford Fire Board
 October 10, 2022 Meeting
 Income & Expense and Expenses by Vendor Summary
 September Business**

Expense by Vendor

	<u>Sep 22</u>
A T & T	-367.65
Appolo Fire Equipment	-1,730.46
Back Roads Services	-1,738.38
Carlos Ledesma	-60.00
City of Hartford (Dental/Vision)	-145.40
City of Hartford {2}	-269.91
City of Hartford Health Ins.	-1,771.20
Comcast	-230.47
Consumers Energy	-324.00
First Bankcard	-518.49
Hartford Firefighters Association	-420.00
HEI Wireless	-125.00
Helen Sullivan	-60.00
HelpNet	-186.00
Indiana Mich Power	-390.00
IRS Online Payment	-2,219.68
Kellogg Hardware	-311.83
ShellFleet Plus Card	-476.52
Spencer Manufacturing, Inc.	-75.00
Steven Starner	-60.00
VFIS	-3,786.00
TOTAL	15,265.99

500.1 Fire Chief	4,498.50
500.10 Chief Health Benefits	1,916.60
500.2 Firefighters/Medics	2,077.50
500.3 Support Staff	616.00
500.4 Chief Retirement	269.91
500 Payroll - Other	1,425.00
Total 500 Payroll	10,803.51
502 Utilities	
502.1 Internet-Telephone	230.47
502.2 Electric	390.00
502.3 Natural Gas	324.00
502.4 First Net-AT&T	367.65
Total 502 Utilities	1,312.12
505 Building Maintenance	
505.1 Bldg Supplies/Maintenanc	307.84
505.3 Grounds Maintenance	3.99
Total 505 Building Maintenance	311.83
506 Fuel	
506.1 Unleaded Gas	476.52
Total 506 Fuel	476.52
508 Vehicle Maintenance	
508.1 Ladder #1841	759.31
508.2 Tanker #1831	724.07
508.3 Heavy Rescue #1871	455.00
Total 508 Vehicle Maintenance	1,938.38
511 Office	
511.3 Office Supplies	74.22
Total 511 Office	74.22
512 Insurance	3,786.00
513 Payroll Taxes	2,639.68
516 Training	
516.1 Fire Chief Training	128.00
516.2 Firefighter I & II	179.67
Total 516 Training	307.67
519 Subscriptions & Dues	
519.1 HelpNet	186.00
Total 519 Subscriptions & Dues	186.00
525 Personal Equipment	
525.1 Duty Gear	1,730.46
525.3 Small Equipment	136.60
Total 525 Personal Equipment	1,867.06
527 Bank Fees	86.00

**Grant Expense None
 Income & Expense**

	<u>Sep 22</u>
Ordinary Income/Expense	
Income	
303 Investment Market Changes	-2,861.10
401 Hartford Township	15,313.02
402 Hartford City	10,208.68
404 Interest	19.76
420 Bangor 1st Resp Reimburse	365.50
Hartford Township Grants	1,600.00
Other Revenues	375.00
Total Income	25,020.86
Gross Profit	25,020.86
Expense	
500 Payroll	

**Hartford Fire Board
October 10, 2022 Meeting
Income & Expense and Expenses by Vendor Summary
September Business**

528 Bd Members Compensation	180.00
Payroll Tax Expense	2,058.66
Total Expense	26,027.65
Net Ordinary Income	-1,006.79
Net Income	-1,006.79

**Hartford Fire Board
October 10, 2022 Meeting
Payroll Summary
September Business**

	TOTAL	
	Hours	Rate
Employee Wages, Taxes and Adjustments		Sep 22
Gross Pay		
Salary	2.00	4,498.50
Assistant Fire Chief	2.00	500.00
Fire Board Office	38.50	616.00
Gas Leaks/CO	3.00	50.00
Grant Pay	1.00	800.00
Lift Assist	3.00	49.50
Med Assist	57.00	918.75
Mutual Aid	2.00	31.00
Other	11.00	171.75
PI Accident	10.00	154.75
Shift Coverage	95.00	1,425.00
Training	20.00	312.50
Vehicle Fire	3.00	44.75
Vehicle Inspection	22.00	344.50
Total Gross Pay	269.50	9,917.00
Deductions from Gross Pay		
Dental-Vision		-29.08
Firefighters Assn Dues		-420.00
First Net AT&T		-40.00
Health Insurance		-354.24
Total Deductions from Gross Pay		-843.32
Adjusted Gross Pay	269.50	9,073.68
Taxes Withheld		
Federal Withholding		-777.38
Medicare Employee		-143.80
Social Security Employee		-614.86
MI - Withholding		-499.89
Medicare Employee Addl Tax		0.00
MI - Cities Res Tax		0.00
MI - Cities Work Tax		0.00
Total Taxes Withheld		2,035.93
Net Pay	269.50	7,037.75
Employer Taxes and Contributions		
Company FICA		614.86
Company Med		143.80
Retirement Fund		269.90
MI - Obligation Assessment		0.00
Total Employer Taxes and		1,028.56

**Hartford Fire Board Meeting
October 10, 2022
Balance Sheet & Deposit Detail
September Business**

BALANCE SHEET

	Sep 30, 22
ASSETS	
Current Assets	
Checking/Savings	
102 Regular Check Hunt..3427	89,089.15
105 CD Fund Equity..C...288	0.38
106 Millage Fund Hunt..3456	102,632.50
108 Maintenance Hunt...3469	13,327.58
Chemical Financial Advisors	69,932.47
Huntington Advisors #901	90,856.54
Huntington TLC006358	9,894.55
Total Checking/Savings	375,733.17
Total Current Assets	375,733.17
TOTAL ASSETS	375,733.17
LIABILITIES & EQUITY	0.00

Deposit Detail

Type	Num	Date	Name	Account	Amount
Deposit		09/10/2022		102 Regular Check Hunt..3427	16,488.02
				401 Hartford Township Hartford Township Grants	15,313.02 -800.00
Payment	773088785	09/10/2022	Pride Care Ambulance	Undeposited Funds	-375.00
TOTAL					16,488.02
Deposit		09/13/2022		102 Regular Check Hunt..3427	10,208.68
				402 Hartford City	10,208.68
TOTAL					10,208.68
Deposit		09/14/2022		102 Regular Check Hunt..3427	800.00
				Hartford Township Grants	-800.00
TOTAL					-800.00
Deposit		09/19/2022		102 Regular Check Hunt..3427	365.50
			Bangor	420 Bangor 1st	-365.50

**Hartford Fire Board Meeting
October 10, 2022
Balance Sheet & Deposit Detail
September Business**

			Township	Resp Reimburse	
TOTAL					-365.50
Deposit	09/30/20			108 Maintenance	
	22			Hunt....3469	1.13
				404 Interest	-1.13
TOTAL					-1.13
Deposit	09/30/20			106 Millage Fund	
	22			Hunt..3456	9.00
				404 Interest	-9.00
TOTAL					-9.00
Deposit	09/30/20			102 Regular	
	22			Check Hunt..3427	9.63
				404 Interest	-9.63
TOTAL					-9.63
Check	09/30/20			Huntington	
	22			TLC006358	0.00
TOTAL					0.00
Deposit	09/30/20			Huntington	
	22			TLC006358	18.06
				303 Investment	
				Market Changes	-18.06
TOTAL					-18.06
Deposit	09/30/20			Huntington	
	22			Advisors #901	167.49
				303 Investment	
				Market Changes	-167.49
TOTAL					-167.49
Payche	AC	09/30/20	Flemming,	102 Regular	
ck	H	22	Ryan C.	Check Hunt..3427	0.00
				500.2	
				Firefighters/Medics	32.00
				500.2	
				Firefighters/Medics	32.00
				Payroll Liabilities	-36.38
				Payroll Tax	
				Expense	3.97
				Payroll Liabilities	-3.97
				Payroll Liabilities	-3.97
				Payroll Tax	
				Expense	0.93
				Payroll Liabilities	-0.93
				Payroll Liabilities	-0.93
				Payroll Liabilities	-22.72
TOTAL					0.00

Hartford Fire Board Profit & Loss Budget Performance September 2022

Item 7.

	<u>Sep 22</u>	<u>Budget</u>	<u>Jul - Sep 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
303 Investment Market Changes	-2,861.10		-2,801.64		
401 Hartford Township	15,313.02	15,313.02	45,939.06	45,939.06	183,756.24
402 Hartford City	10,208.68	10,208.68	30,626.04	30,626.04	122,504.16
404 Interest	19.76		58.83		
409 Fire Report Request	0.00	4.18	10.00	12.54	50.00
420 Bangor 1st Resp Reimburse	365.50	718.17	4,855.25	2,154.52	8,617.87
521 Cost Recovery Reimbursement	0.00	756.89	346.80	2,270.67	9,082.68
DNR Grant	0.00		1,044.85		
Hartford Township Grants	1,600.00	800.00	2,400.00	2,400.00	9,600.00
Investment Income	0.00		595.65		
Other Revenues	375.00		1,335.00		
Total Income	<u>25,020.86</u>	<u>27,800.94</u>	<u>84,409.84</u>	<u>83,402.83</u>	<u>333,610.95</u>
Gross Profit	25,020.86	27,800.94	84,409.84	83,402.83	333,610.95
Expense					
500 Payroll					
500.1 Fire Chief	4,498.50	4,498.50	13,398.63	13,495.50	53,982.00
500.10 Chief Health Benefits	1,916.60	1,916.66	5,749.80	5,750.06	23,000.00
500.2 Firefighters/Medics	2,077.50	5,833.33	8,285.63	17,500.03	70,000.00
500.3 Support Staff	616.00	750.00	1,936.00	2,250.00	9,000.00
500.4 Chief Retirement	269.91	333.33	809.73	1,000.03	4,000.00
500.5 Shift Coverage	0.00	1,200.00	0.00	3,600.00	14,400.00
500 Payroll - Other	1,425.00		3,330.00		
Total 500 Payroll	<u>10,803.51</u>	<u>14,531.82</u>	<u>33,509.79</u>	<u>43,595.62</u>	<u>174,382.00</u>
501 Professional, Insur.& Legal					
501.1 Legal Expenses	0.00	250.00	0.00	750.00	3,000.00
501.2 Professional - Audit	0.00	583.33	0.00	1,750.03	7,000.00
Total 501 Professional, Insur.& Legal	<u>0.00</u>	<u>833.33</u>	<u>0.00</u>	<u>2,500.03</u>	<u>10,000.00</u>
502 Utilities					
502.1 Internet-Telephone	230.47	241.66	689.45	725.06	2,900.00
502.2 Electric	390.00	450.00	1,150.00	1,350.00	5,400.00
502.3 Natural Gas	324.00	125.00	742.00	375.00	1,500.00
502.4 First Net-AT&T	367.65	375.00	1,102.16	1,125.00	4,500.00
502.5 EPS Door Security	0.00	50.00	149.58	150.00	600.00
Total 502 Utilities	<u>1,312.12</u>	<u>1,241.66</u>	<u>3,833.19</u>	<u>3,725.06</u>	<u>14,900.00</u>
503 Mileage					
503.1 Mileage - other	0.00	8.33	0.00	25.03	100.00
Total 503 Mileage	<u>0.00</u>	<u>8.33</u>	<u>0.00</u>	<u>25.03</u>	<u>100.00</u>
505 Building Maintenance					
505.1 Bldg Supplies/Maintenanc	307.84	250.00	649.90	750.00	3,000.00
505.3 Grounds Maintenance	3.99	41.66	3.99	124.98	499.92
505.4 Capital Bldg Improvement	0.00	333.33	0.00	1,000.03	4,000.00
505.5-Trash	0.00	27.08	80.25	81.28	325.00

Hartford Fire Board
Profit & Loss Budget Performance
September 2022

Item 7.

	<u>Sep 22</u>	<u>Budget</u>	<u>Jul - Sep 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Total 505 Building Maintenance	311.83	652.07	734.14	1,956.29	7,824.92
506 Fuel					
506.1 Unleaded Gas	476.52	366.66	1,616.13	1,100.06	4,400.00
506.2 Diesel	0.00	250.00	709.15	750.00	3,000.00
Total 506 Fuel	476.52	616.66	2,325.28	1,850.06	7,400.00
508 Vehicle Maintenance					
508.1 Ladder #1841	759.31	258.33	18,692.19	775.03	3,100.00
508.2 Tanker #1831	724.07	175.00	1,443.72	525.00	2,100.00
508.3 Heavy Rescue #1871	455.00	175.00	455.00	525.00	2,100.00
508.4 Rescue Pickup #1869	0.00	33.33	0.00	100.03	400.00
508.5 Jeep #1860	0.00	33.33	0.00	100.03	400.00
508.6 Explorer #1810	0.00	33.33	0.00	100.03	400.00
508.7 Pick-Up #1801	0.00	33.33	305.58	100.03	400.00
508.8 #1802	0.00	33.33	0.00	100.03	400.00
Total 508 Vehicle Maintenance	1,938.38	774.98	20,896.49	2,325.18	9,300.00
511 Office					
511.1 Office Equipment	0.00	0.00	0.00	166.66	166.66
511.2 Equipment Repairs	0.00	12.50	0.00	37.50	150.00
511.3 Office Supplies	74.22	125.00	218.67	375.00	1,500.00
511.4 Printing	0.00	16.66	0.00	50.06	200.00
511.5 Software/Upgrades	0.00	0.00	0.00	100.00	100.00
511.6 Copy Lease	0.00	30.00	92.70	90.00	360.00
Total 511 Office	74.22	184.16	311.37	819.22	2,476.66
512 Insurance					
512.1 Worker's Comp	0.00	500.00	1,261.25	1,500.00	6,000.00
512.10 Accident & Sickness Ins	0.00	1,833.33	0.00	5,500.03	22,000.00
512 Insurance - Other	3,786.00		7,573.00		
Total 512 Insurance	3,786.00	2,333.33	8,834.25	7,000.03	28,000.00
513 Payroll Taxes	2,639.68		8,458.35		
515 Equipment & Equip Maint					
515.1 Ladder #1841	0.00	58.33	16.98	175.03	700.00
515.10 Firefighting Foam	0.00	83.33	0.00	250.03	1,000.00
515.11 Ford Truck	0.00	8.33	0.00	25.03	100.00
515.12 Air Tanks	0.00	237.50	0.00	712.50	2,850.00
515.2 Tanker #1831	0.00	58.33	16.98	175.03	700.00
515.3 Heavy Rescue #1871	0.00	475.00	2,552.68	1,425.00	5,700.00
515.4 Rescue Pickup #1869	0.00	16.66	0.00	50.06	200.00
515.5 Jeep #1860	0.00	0.00	0.00	0.00	0.00
515.6 Explorer #1810	0.00	45.83	404.00	137.53	550.00
515.7 Eq Maintenance Other	0.00	116.66	1,008.97	350.06	1,400.00
515.8 Small Equipment Maintenance	0.00	33.33	170.74	100.03	400.00
515.9 Medical Supplies	0.00	208.33	0.00	625.03	2,500.00
Total 515 Equipment & Equip Maint	0.00	1,341.63	4,170.35	4,025.33	16,100.00
515.13 Ford Truck 1802	0.00	8.33	0.00	25.03	100.00

Hartford Fire Board
Profit & Loss Budget Performance
September 2022

	<u>Sep 22</u>	<u>Budget</u>	<u>Jul - Sep 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
516 Training					
516.1 Fire Chief Training	128.00	166.66	128.00	500.06	2,000.00
516.2 Firefighter I & II	179.67	283.33	1,450.67	850.03	3,400.00
516.3 Medic	0.00	83.33	0.00	250.03	1,000.00
516.4 Fire Officer Classes	0.00	166.66	950.00	500.06	2,000.00
516.5 Drivers Training	0.00	16.66	0.00	50.06	200.00
Total 516 Training	<u>307.67</u>	<u>716.64</u>	<u>2,528.67</u>	<u>2,150.24</u>	<u>8,600.00</u>
518 Physicals					
518.1 Annual Physicals	0.00	666.66	0.00	2,000.06	8,000.00
518.2 New Employee Physicals	0.00	25.00	0.00	75.00	300.00
Total 518 Physicals	<u>0.00</u>	<u>691.66</u>	<u>0.00</u>	<u>2,075.06</u>	<u>8,300.00</u>
519 Subscriptions & Dues					
519.1 HelpNet	186.00	66.66	372.00	200.06	800.00
519.11 West MI Assn of Fire Chi	0.00	8.33	0.00	25.03	100.00
519.13 S MEMSIC	0.00	6.25	0.00	18.75	75.00
519.3 FirePrograms	0.00	166.66	1,968.34	500.06	2,000.00
519.4 IAFC	0.00	20.83	0.00	62.53	250.00
519.5 MI State Firefighters Asn	0.00	8.33	0.00	25.03	100.00
519.6 NFPA	0.00	25.00	0.00	75.00	300.00
519.9 MPSCS	0.00	8.33	0.00	25.03	100.00
Total 519 Subscriptions & Dues	<u>186.00</u>	<u>310.39</u>	<u>2,340.34</u>	<u>931.49</u>	<u>3,725.00</u>
525 Personal Equipment					
525.1 Duty Gear	1,730.46	583.33	1,730.46	1,750.03	7,000.00
525.2 Personal Equipment	0.00	233.33	1,547.70	700.03	2,800.00
525.3 Small Equipment	136.60	133.33	136.60	400.03	1,600.00
Total 525 Personal Equipment	<u>1,867.06</u>	<u>949.99</u>	<u>3,414.76</u>	<u>2,850.09</u>	<u>11,400.00</u>
526 FEMA Grant	0.00	208.33	0.00	625.03	2,500.00
527 Bank Fees	86.00	30.00	221.00	90.00	360.00
528 Bd Members Compensation	180.00	350.00	660.00	1,050.00	4,200.00
529 Mandatory Annual Testing					
529.1 Personal Veh Inspections	0.00	41.66	0.00	125.06	500.00
529.2 Fire Extinguishers	0.00	41.66	0.00	125.06	500.00
529.3 Hoses	0.00	250.00	2,791.60	750.00	3,000.00
529.4 Ladders	0.00	116.66	1,306.50	350.06	1,400.00
529.8 Air Compressor	0.00	83.33	165.00	250.03	1,000.00
529.9 Flow Testing Air Packs	0.00	91.66	0.00	275.06	1,100.00
Total 529 Mandatory Annual Testing	<u>0.00</u>	<u>624.97</u>	<u>4,263.10</u>	<u>1,875.27</u>	<u>7,500.00</u>
530 Generator					
530.1 Maintenance	0.00	20.83	0.00	62.53	250.00
530.2 Maintenance Contract	0.00	58.33	0.00	175.03	700.00
Total 530 Generator	<u>0.00</u>	<u>79.16</u>	<u>0.00</u>	<u>237.56</u>	<u>950.00</u>
531 Auxiliary					
531.1 Auxiliary Supplies	0.00	20.83	0.00	62.53	250.00
Total 531 Auxiliary	<u>0.00</u>	<u>20.83</u>	<u>0.00</u>	<u>62.53</u>	<u>250.00</u>

Hartford Fire Board
Profit & Loss Budget Performance
 September 2022

	<u>Sep 22</u>	<u>Budget</u>	<u>Jul - Sep 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Payroll Tax Expense	2,058.66		6,260.04		
Uncategorized Expenses	0.00		7.03		
Total Expense	<u>26,027.65</u>	<u>26,508.27</u>	<u>102,768.15</u>	<u>79,794.15</u>	<u>318,368.58</u>
Net Ordinary Income	-1,006.79	1,292.67	-18,358.31	3,608.68	15,242.37
Other Income/Expense					
Other Expense					
Grant Expenditures	0.00		42.20		
Total Other Expense	<u>0.00</u>		<u>42.20</u>		
Net Other Income	0.00	0.00	-42.20	0.00	0.00
Net Income	<u><u>-1,006.79</u></u>	<u><u>1,292.67</u></u>	<u><u>-18,400.51</u></u>	<u><u>3,608.68</u></u>	<u><u>15,242.37</u></u>

September 2022 CALLS

+	#	TIME	Address	People	COST	TYPE OF CALL
1-Sep	468-City	14:47	School St.	3	\$ 49.50	Med Assist-Chest P.
1-Sep	469-Twp	19:22	62nd St. & 66th Ave	3	\$ 48.00	Med Assist-Mental E
2-Sep	470-Twp	18:28	CR 681	4	\$ 61.25	Med Assist-Syncopa
2-Sep	471-Twp	18:19	Gridley St.	1	\$ 13.75	Med Assist-Cancelle
4-Sep	472	6:23	Red Arrow Hwy	3	\$ 48.00	Other-Smoke Invest
4-Sep	473-Twp	20:39	CR 687	2	\$ 33.00	Med Assist-Mental E
6-Sep	474-Twp	11:44	Springdale Dr.	2	\$ -	Med Assist-Seizure
6-Sep	475-Twp	14:31	48th Ave.	2	\$ 17.00	Med Assist-Sick Per
7-Sep	476-Twp	22:09	67 1/2 St.	4	\$ 63.00	PI Accident
8-Sep	477-City	17:48	Bennett Ave.	2	\$ 33.50	Med Assist-Chest P.
9-Sep	478-Twp	5:39	52nd Ave	5	\$ 63.00	PI Accident
12-Sep	479	7:29	Red Arrow Hwy	2	\$ 33.00	Med Assist-Chest P.
10-Sep	480-Twp	16:51	CR 372	2	\$ 32.50	Med Assist-Stage
12-Sep	481-City	10:53	Wendell Ave.	3	\$ 32.50	Lift Assist
13-Sep	482-City	4:14	Maple St.	1	\$ 17.00	Med Assist-Fall
13-Sep	483-Twp	17:52	48th Ave.	2	\$ 30.75	Med Assist-Sick Per
14-Sep	484	8:29	Red Arrow Hwy	4	\$ 31.00	Other-Electrical Haz
9/14	985-Twp	11:31	CR 681 & Butcher Rd	5	\$ 44.75	Vehicle Fire
14-Sep	486-City	16:20	Main St.	2	\$ 33.00	Med Assist-Seizure
15-Sep	487-City	9:05	Engel Way	2	\$ 16.00	Med Assist-Possible
15-Sep	488-City	16:17	Main & Haver	3	\$ 45.75	PI Accident
17-Sep	489-City	23:27	Main St.	2	\$ 33.00	Med Assist-Mental E
18-Sep	490-Twp	15:49	Ellenborough Ave.	1	\$ 17.00	Med Assist-Difficulty
19-Sep	491-City	11:33	Maple St.	4	\$ 32.00	Med Assist-Unrespc
19-Sep	492-City	13:50	Franklin St.	2	\$ -	Med Assist-unconsc
19-Sep	493-City	20:38	Vanderlyn Dr.	3	\$ 48.00	Med Assist-Pain
19-Sep	494-City	21:10	Marion Ave.	3	\$ -	Med Assist-Siezure
21-Sep	495-City	6:44	Maple St.	1	\$ 17.00	Lift Assist
21-Sep	496-City	12:44	Franklin St.	5	\$ 45.75	Med Assist-Unrespc
21-Sep	497-Twp	13:49	Rush Lake Rd.	5	\$ 45.75	Med Assist-Difficulty
21-Sep	498-Twp	21:57	62nd Ave	3	\$ 48.00	Med Assist-Possible
22-Sep	499-City	11:20	School St.	3	\$ 16.50	Med Assist-Choking
23-Sep	500-Twp	14:37	68th Ave	3	\$ 33.00	Med Assist-Sick Per
23-Sep	501-City	18:26	Maple Hill	2	\$ 33.00	CO2
24-Sep	502-City	23:47	Maple Hill	1	\$ 17.00	CO2
26-Sep	503-City	9:32	Maple St.	2	\$ -	Med Assist-Dog Bite
26-Sep	504-Twp	20:56	66th Ave	2	\$ 33.00	Med Assist-Abdomir
27-Sep	505	9:11	Coloma	4	\$ 31.00	Mutual Aid
27-Sep	506-City	11:16	Wendell Ave.	2	\$ -	Med Assist-Bleeding
27-Sep	507	12:41	Red Arrow Hwy	2	\$ -	Med Assist-Unrespc
27-Sep	508	18:43	Red Arrow Hwy	1	\$ 17.00	Med Assist-Seizure
27-Sep	509	19:57	Red Arrow Hwy	1	\$ 17.00	Med Assist-Seizure
28-Sep	510-City	8:42	Bernard St.	6	\$ 60.75	Other-Cooking Fire
28-Sep	511	15:00	Red Arrow Hwy	3	\$ 32.00	Other-Service Call

29-Sep	512-Twp	13:03	CR 372	2	\$ -	Gas Leak
29-Sep	513-Twp	21:06	61st Ave	3	\$ 65.50	Med Assist-Difficulty
30-Sep	514-City	10:46	Maple St.	2	\$ -	Med Assist-Difficulty
30-Sep	515-Twp	15:47	CR 687	1	\$ 17.00	Med Assist-Seizure
30-Sep	516-City	22:31	Haver St.	2	\$ 32.00	Med Assist-Feeding

Total Costs for Fire Calls				\$ 1,437.50	
Chief's Salary				\$ 4,498.50	
Administrative Cost (Support Staff)				\$ 616.00	
Trainings/Inspection Costs				\$ 657.00	
Total Costs for Fire Calls				\$ 7,209.00	
Total Calls this mo	49	Total Sept. Calls		Fiscal Year Totals	
Total Calls for 2021	794	City Calls	22	City Calls	72
Total Calls for 2020	698	Twp Calls	19	Twp Calls	61
Total Calls for 2019	673	I-94 Calls	0	I-94 Calls	6
Total Calls for 2018	552	Other	1	Other	14
Total Calls for 2017	345	Red Arrow Calls	7	Red Arrow	14
Total Calls for 2016	303			Total f/y	167
Total Calls for 2015	333				
Total Calls for 2014	312				
Total Calls for 2013	292				
Total Calls for 2012	281				
Respectfully submitte		Priority 3 Calls	SHADED		

Assistant Chief Report

October

Information

- **New Flagpole Installed in memory of Bob Walker**
- **Floor drains project**
- **Submitted Grant to WPLCo**
- **Attended Drills at Schools**
- **New outside lights**
- **Training outline for 2023**
- **Pancake Breakfast & Parade**

Meetings Attended: Township

Respectfully submitted

K.McGrew

Kevin McGrew-Asst. Fire Chief

Fire Chiefs Report

October 2022

INFORMATION:

1. Meetings Attended:

- Township
- City
- VBC FF Training Committee
- VBC Medical Control

2. Completed Final Fire Safety Inspection at New Doctors Office/Dental Clinic in Old PNC Building
3. Participated in Healthy Walk at Redwood Elementary
4. Fire Prevention at Redwood Elementary
5. Department physicals will be Monday October 24

Robbie Harting – Fire Chief



October 3, 2022

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

Dear Mr. Akinwale,

I am pleased to provide you with our average response times for the month of September 2022. There were eleven (11) priority one calls in September with the average response time of 08:10 minutes.

There were eleven (11) priority two calls in September with the average response time of 10:49 minutes.

There were two (02) priority three calls in September with an average response time of 06:23 minutes.

A total of twenty-four (24) calls were run in September with an average response of 09:14.

There was an extended response time for run number 218612 due to distance from another county. All local ambulances were committed to calls. The crews took the correct routes and did not report any further incidents.

There was an extended response time for run number 217296, which could have been avoided had the crew taken a more direct route. The crew has been counseled in an effort to avoid any further incidents.

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

Sincerely,

Jessica Sutter
Pride Care Ambulance
O: 269.343.3267
F: 269.343.6503

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

Response Times By Priority

Report Date: 10/03/2022 10:58:44

Filters: Date Range (Pickup Time): 09/01/2022 to 09/30/2022 (Last Month); Last Status Timestamp: At Scene; S

Response Priority: P1

Run #	Call Type	Vehicle	Start Time: Enroute	End Time: At Scene	Response Time (MM:SS)
216730-22	Advanced l	4114	9/1/2022 14:48	9/1/2022 14:57	9:11
217296-22	Advanced l	4113	9/8/2022 17:49	9/8/2022 18:07	17:17
217800-22	Advanced l	4114	9/15/2022 9:07	9/15/2022 9:12	5:27
217836-22	Advanced l	4113	9/15/2022 16:20	9/15/2022 16:25	5:17
218086-22	Advanced l	4114	9/19/2022 11:36	9/19/2022 11:44	8:38
218101-22	Advanced l	4113	9/19/2022 13:51	9/19/2022 13:56	4:32
218145-22	Advanced l	4114	9/19/2022 20:39	9/19/2022 20:47	8:34
218343-22	Advanced l	4113	9/22/2022 11:21	9/22/2022 11:24	3:12
218437-22	Advanced l	4113	9/23/2022 18:24	9/23/2022 18:30	6:03
218612-22	Advanced l	4114	9/26/2022 9:35	9/26/2022 9:47	12:01
218945-22	Advanced l	4113	9/30/2022 10:48	9/30/2022 10:57	9:38
Totals:					Avg: 08:10

Response Priority: P2

Run #	Call Type	Vehicle	Start Time: Enroute	End Time: At Scene	Response Time (MM:SS)
217568-22	Advanced l	4114	9/12/2022 10:55	9/12/2022 11:08	13:05
217612-22	Advanced l	4119	9/13/2022 4:21	9/13/2022 4:32	10:45
217758-22	Advanced l	4113	9/14/2022 16:21	9/14/2022 16:32	10:49
217910-22	Advanced l	4113	9/16/2022 15:12	9/16/2022 15:21	8:28
218111-22	Advanced l	4114	9/19/2022 15:25	9/19/2022 15:35	10:42
218146-22	Advanced l	4113	9/19/2022 21:11	9/19/2022 21:22	10:21
218247-22	Advanced l	4114	9/21/2022 6:46	9/21/2022 6:57	10:47
218277-22	Advanced l	4113	9/21/2022 12:46	9/21/2022 12:55	8:47
218327-22	Advanced l	4113	9/22/2022 6:37	9/22/2022 6:47	10:13
218702-22	Advanced l	4114	9/27/2022 11:18	9/27/2022 11:30	11:49
218981-22	Advanced l	4114	9/30/2022 22:33	9/30/2022 22:46	13:20
Totals:					Avg: 10:49

Response Priority: P3

Run #	Call Type	Vehicle	Start Time: Enroute	End Time: At Scene	Response Time (MM:SS)
217024-22	Advanced l	4113	9/5/2022 8:57	9/5/2022 9:03	6:04
217999-22	Advanced l	4113	9/17/2022 23:29	9/17/2022 23:36	6:42
Totals:					Avg: 06:23

Overall Totals

Trips	Average Response Time
24	9:14



SEPTEMBER 2022
VAN BUREN COUNTY BOARD OF COMMISSION MONTHLY ACTIVITY

Administration Address
 219 E Paw Paw Street - Suite 201, Paw Paw, MI 49079
 Website: www.vanburencountymi.gov

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

HIGHLIGHTS

- **Broadband** – the DCS Technology Broadband Mapping Report is complete and can be found on the County website: <https://www.vanburencountymi.gov/749/Broadband-Expansion-Efforts>. The next steps in broadband expansion efforts are being reviewed and will start with seeking out additional funding through state and federal grants. Decisions are being made about project management.
- **Fiscal Year 2022 – 2023 Budget** – the Board approved the final budget for all funds, Capital Improvement Plan, and Budget Policies for the 2022-2023 fiscal year.
- **Department of Natural Resources** - a letter of support has been sent on behalf of the Department of Natural Resources to acquire land in Waverly Township for a state game area.
- **Domestic Violence Coalition** – the annual agreement with the DVC has been signed for the 22-23 fiscal year.
- **Sheriff's Office Vehicles** – the Sheriff's Office has received approval for the annual vehicle replacement. They will purchase 4 new patrol vehicles and 1 animal control vehicle.
- **Claims** – in the amount of \$2,824,357.13 were approved for the month of August 2022.
- **County Administrator** – The Board is scheduling interviews for the County Administrator position for October 17, 2022.
- **Veterans Services Office Grand Opening** – On September 29, 2022, the Grand Opening Ribbon Cutting Ceremony was held for the new Veterans Services building located at 226 E. Michigan Ave, Paw Paw, MI 49079.

RECEIVED
SEP 30 2022
CITY OF HARTFORD

ADDITIONAL DETAILS

1. The following committee appointments have been made:
 - Suzanne Glomski to the Land Bank Authority
2. The Board approved the 2022 Plat Book Agreement.
3. The Board approved a line item created within the public safety budget and a standing agreement to pay for individuals the Sheriff sponsors through an MCOLES accredited police academy for Police Academy Cadets.
4. The salary exception for the Deputy Treasurer position was approved.
5. The Sheriff's Office has been approved for their annual purchase of radio equipment to retire old or broken radios.
6. The Board approved some Capital Improvement Projects in the court that includes carpet replacement and card reader installation in the South Haven Courthouse, security camera upgrades in the Paw Paw Courthouse, and a replacement deputy vehicle for FOC.
7. The Tax Rate Request for the Public Safety Millage that passed at the 8/2/2022 election was signed by the Board.
8. The Board approved contracting a Specialty Courts Grant Consultant until the Specialty Court Administrator position is filled and trained.
9. The MI-SAIL GIS Data agreement with Land Management has been approved.
10. At the 9/13/2022 Committee of the Whole meeting, the Board heard a presentation on the FGU Report of Real Property Foreclosure Sales from the Treasurer's Office.
11. At the 9/27/2022 Committee of the Whole meeting, the County Treasurer presented an update on the current County Investment Portfolio.
12. The Board approved and signed the Court's 2nd Amendment to a Contract for the COVID Supplemental Grant; the 1st Amendment to the DHS 2091 contract; as well as the 2023 Access & Visitation Service Contract.
13. The Board approved the office movement of the Land Management office from Suite 302 to Suite 305 of the Administration Building and renovations as needed.

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

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

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

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

Board meeting agendas and minutes can be found on the county website:

<https://www.vanburencountymi.gov/129/Agendas-Minutes>

HARTFORD PUBLIC WORKS DEPARTMENT

City of Hartford 621-3022
Justin Ryan Supt.



10/24/2022

MAINTENANCE DEPARTMENT

Serviced all the equipment that required servicing
Repaired all the equipment that required repairing
Mow all city lots as needed.
Clean and sweep parking lots.
Had International dump truck exhaust repaired
Mowed Waste Water Treatment Plant
Had leaf machine repaired

WATER DEPARTMENT

Water turn off	<u>1</u>
Water turn on	<u>2</u>
Water meter repairs	<u>3</u>
Water leaks repaired	<u>1</u>
Water meters read by request	<u>5</u>
Water services replaced to water main	<u>2</u>
Collected monthly water samples and delivered to Paw Paw Lab	
Sent monthly reports to the Michigan Department of Health	
Ran auxiliary well generator once a week	
Water meters read for the month	
Working with contractors on lead/copper line inspections	

MAJOR AND LOCAL STREETS

Leaf and brush pickup
Doing a lot of cold patch work.

SEWER SYSTEM

Sewer mains rodded	<u>4</u>
Sewer services dug up and repaired	<u>1</u>
Mowed all lift stations	

LIFT STATIONS

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

Iron Removal Plant

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



SEPTEMBER 2022
LIST OF BILLS
CK #37383 TO CK # 37467

NUMBER	WRITTEN TO	DESCRIPTION	TOTAL
37383	ALEXANDER CHEMICAL CORP.	CHEMICALS FOR WWTP	2,484.12
37384	BAKER TILLY MUNICIPAL ADVISORS	SERVICES RELATED TO 2022 BONDS FOR WASTEWATER PROJECT	15,500.00
37385	MICHAEL BANIC	OCCUPANCY INSPECTIONS 8/31/22	90.00
37386	CLEAN EARTH ENVIRONMENTAL SERVICES	VECTOR SERVICES TO CLEAN LIFT STATION	1,723.28
37387	CONSUMERS ENERGY	DPW, IRP & CITY HALL GAS BILLS - 7/22-8/19/2022	80.56
37388	CSX TRANSPORTATION	CROSSING SIGNAL MAINTENANCE - PROSPECT ST & BERNARD ST	3,956.00
37389	JAYME DEHAVEN	BALANCE OF SEWER DEPOSIT FOR 55692 CR687	60.82
37390	FRONTIER	DPW PHONE 8/25-9/24/2022 AND IRP PHONE 8/19-9/18/2022	146.46
37391	HARTFORD BUILDING AUTHORITY	CITY HALL LEASE FOR SEPTEMBER 2022	4,166.67
37392	KSS ENTERPRISES	PAPER TOWEL, TOILET PAPER, TOILET BOWL CLEANER	399.85
37393	GASPAR MENDEZ	BALANCE OF WATER DEPOSIT FOR 11 S HAVEN ST	103.43
37394	MICHIGAN AGRIBUSINESS SOLUTIONS	70,200 & 132,600 BIOSOLID LAND APPLICATION + \$2782.42 SURCHARGE	14,139.22
37395	TOM NEWNUM	CLEAN CITY HALL 8/31/2022	50.00
37396	ROSE STREET ADVISORS, LLC	HALF DOWN FOR EMPLOYEE HANDBOOK REVISION	1,475.00
37397	SCHUITMAKER, COOPER & CYPHER	LEGAL SERVICES THROUGH AUGUST 2, 2022 - ARBITRATION & MISC	1,872.50
37398	AMBER TEBBENS	BALANCE OF WATER DEPOSIT FOR 411 E MAIN ST	150.00
37399	TRACE ANALYTICAL LABORATORIES	LOCAL LIMITS TESTING - AMHAWK (7/27/2022) + IRP WATER SAMPLE TESTING (8/26/22)	532.64
37400	THE TRI-CITY RECORD	45 DAY NOTICE OF INTENT FOR SEWER BONDS + SEWER BOND RESOLUTION PUBLICATION	2,702.50
37401	VISION SERVICE PLAN	SEPT 2022 VISION INSURANCE	151.01
37402	TIMOTHY WHITE	BALANCE OF WATER DEPOSIT FOR 109 MICHIGAN AVE	28.27
37403	BRANDON WOODCOX	BALANCE OF WATER DEPOSIT FOR 124 HILLSBOROUGH	89.87
37404	ALEXANDER CHEMICAL CORP.	IRP RENTAL INVOICE + CHEMICALS FOR WWTP	3,825.65
37405	APEX SOFTWARE	ANNUAL SKETCHING SOFTWARE MAINT RENEWAL 10/1/22-09/30/23	235.00
37406	BEST WAY DISPOSAL INC	CITY HALL, WWTP AND DPW TRASH SERVICE FOR AUGUST 2022	341.60
37407	BLOOMINGDALE COMMUNICATIONS	PHONE & INTERNET SERVICE FOR SEPTEMBER 2022	356.37
37408	CINTAS CORPORATION	FIRST AID SUPPLIES - DPW, CITY HALL & POLICE	150.64
37409	HACH COMPANY	TESTING SUPPLIES FOR IRP	887.04
37410	HARTFORD FIRE BOARD	SEPTEMBER 2022 CONTRACTUAL PAYMENT	10,208.68
37411	INDIANA MICHIGAN POWER	AUGUST 2022 ELECTRIC BILLS	5,389.15
37412	KELLOGG HARDWARE	MISC HARDWARE SUPPLIES FOR AUGUST 2022 (STREET SIGN KITS)	756.14
37413	MUNICIPAL SUPPLY COMPANY	METER HORNS & GASKETS	902.28
37414	TOM NEWNUM	CLEAN CITY HALL 9/7/2022	50.00
37415	PC SERVICES	HALF DOWN ON LAPTOP WITH CASE AND MOUSE FOR POLICE DEPT	655.50
37416	QUALITY DOOR OF SOUTH HAVEN	REPLACE SPRINGS ON POLICE GARAGE DOORS	334.00
37417	VILLAGE OF PAW PAW	JULY 2022 LAB ANALYSIS	120.00
37418	ALEXANDER CHEMICAL CORP.	WWTP RENTAL INVOICE	19.50
37419	MICHAEL BANIC	RENTAL INSPECTIONS 9/7/2022 AND 9/14/2022	195.00
37420	BLUE CARE NETWORK OF MI	OCTOBER 2022 HEALTH INSURANCE	18,946.66
37421	FLEMING BROTHERS OIL CO	AUGUST 2022 GASOLINE & DIESEL + 15W 40 OIL FOR DPW	1,662.67
37422	FRONTIER	LIFT STATION PHONE 9/7-10/6/22	44.00
37423	TOM NEWNUM	CLEAN CITY HALL 9/14/2022	50.00
37424	WIGHTMAN & ASSOCIATES, INC.	PROJECT 222250 SOUTH MUNICIPAL PARKING LOT RESURFACING (DDA=\$375.00), PROJECT 190496 - TWP PFAS WATER MAIN EXTENSION (\$5335.89), AND PROJECT 212004 - WASTEWATER COLLECTION SYSTEM IMPROVMENTS (\$2760.63)	8,471.52
37425	WILLIAM (ARTIE) WILCOX	PLAN REVIEW FOR GROW FACILITY AT 501 HILLSBOROUGH	75.00
37426	MICHAEL BANIC	RENTAL INSPECTIONS 9/21/2022	90.00
37427	SHAYNE DARLING	REIMBURSEMENT FOR 32-34 WEST MAIN RESTORATION PROJECT (DDA)	1,118.28
37428	DELTA DENTAL	SEPTEMBER & OCTOBER 2022 DENTAL INSURANCE	2,032.23
37429	DUBOIS CHEMICALS, INC	TWO PAILS OF P-508 FOR WWTP	810.48
37430	ENTERPRISE ENVELOPE INC.	BOX OF 500 BUSINESS CARDS FOR OFFICER JUSTIN VANDE VOREN	74.00
37431	FRONTIER	WWTP PHONE, INTERNET & ALARM 9/13-10/12/2022	248.05
37432	GAGE MOTORS	NEW TIRES FOR DODGE CHARGER	750.00
37433	INFRASTRUCTURE ALTERNATIVES	AUGUST 2022 CONTRACTED WORK AT WWTP	1,100.00
37434	ROXANN ISBRECHT	MILEAGE TO VBISD, ATTORNEY OFFICE, CLERK OFFICE (ELECTION)	32.00
37435	KENDALL'S SEPTIC & SEWER	CLEAN GREASE TRAP AT WWTP	300.00
37436	JAYME LARA	BALANCE OF WATER DEPOSIT FOR 38 MARION	1.63
37437	PEDRO LEDESMA III	BALANCE OF WATER DEPOSIT FOR 112 W SOUTH ST APT C	117.98
37438	TOM NEWNUM	CLEAN CITY HALL 9/21/2022	50.00
37439	RYAN'S ELECTRICAL SERVICES LLC	INSTALL NEW WEATHER PROOF SPOT LIGHT/MONUMENT IN PARK	580.00
37440	PAMELA SHULTZ	MILEAGE FOR MMTA FALL CONFERENCE (360 MILES ROUND TRIP)	225.00
37441	TOTAL TREE CARE LLC	AUG 2022 STORM DAMAGE AT WWTP, CLARK ST, SHEPARD ST & OAK ST	3,800.00
37442	TRACE ANALYTICAL LABORATORIES	IRP WATER SAMPLE TESTING - 9/14/2022 (ANIONS/ALKALINITY)	109.89
37443	VAN BUREN COUNTY CENTRAL DISPATCH	VERIZON MODEMS 7/24-8/23/2022	80.02
37444	WHITEFORD REAL ESTATE, INC	REIMBURSEMENT FOR 32-34 WEST MAIN RESTORATION PROJECT (DDA)	1,118.28
37445	ALEXANDER CHEMICAL CORP.	IRP DRUM RENTAL INVOICE	189.00
37446	AT&T MOBILITY	FIRST NET SERVICE FOR CELL PHONES 8/12-9/11/2022	357.47
37447	MICHAEL BANIC	RENTAL INSPECTIONS 9/28/2022	240.00
37448	CONSUMERS ENERGY	DPW, IRP & CITY HALL GAS BILLS - 8/20-9/20/2022	77.27
37449	DETROIT SALT COMPANY	52.51 TONS OF SALT FOR STREETS - EARLY SHIPMENT	3,370.09
37450	FERGUSON WATERWORKS	METER SPUDS FOR WATER DEPT	32.06
37451	FRONTIER	CASINO LIFT STATION PHONE, IRP INTERNET & IRP LOCAL PHONE-9/19-10/18/22	204.90
37452	GASVODA & ASSOCIATES, INC.	REPAIR CASINO LIFT STATION	586.00
37453	HARDING'S MARKET	CASE OF WATER PURCHASED ON 7/30/22 FOR 8/2/22 ELECTION	4.99
37454	HUNGERFORD NICHOLS	FISCAL 2021-2022 ANNUAL AUDIT- PROGRESS BILL #1	5,000.00
37455	ROXANN ISBRECHT	MILEAGE TO CLERK'S OFFICE FOR NOV 8, 2022 ELECTION MATERIALS	21.25
37456	J.S. BUXTON LLC	2600 GALLONS OF BULK LIME SLURRY FOR WWTP	1,625.00
37457	TOM NEWNUM	CLEAN CITY HALL 9/28/2022	50.00
37458	PRINTING SYSTEMS, INC	1000 CHECKS FOR STURGIS BANK GENERAL FUND ACCOUNT	184.04
37459	PUHRMAN HAULING & EXCAVING	PUSH UP BRUSH PILE AT WWTP	375.00
37460	RATHCO SAFETY SUPPLY INC.	SIGNS - CASINO, SPEEDWAY, HIGH SCHOOL & VIETNAM WAR MEMORIAL	340.00
37461	RUDELL REPAIR	REPAIRS TO LEAF VAC MACHINE AND INTERNATIONAL DUMP TRUCK	1,042.00
37462	SEVERANCE ELECTRIC CO.,INC	REPAIR STOP LIGHT AND CROSS WALKS AT MAIN 4	2,390.80
37463	STAPLES CREDIT PLAN	PAPER, INK CARTRIDGES & OTHER MISC OFFICE SUPPLIES	647.79
37464	TRACE ANALYTICAL LABORATORIES	IRP WATER TESTING (DBP & GROSS ALPHA)	346.25
37465	USA BLUE BOOK	MARKING PAINT FOR DPW (BLUE & GREEN FOR MISS DIGG)	512.89
37466	VISION SERVICE PLAN	OCTOBER 2022 VISION INSURANCE	140.31
37467	WATER SOLUTIONS UNLIMITED	PHOSPHATES FOR IRP	1,745.00

85 TOTAL CHECKS

\$ 135,698.55

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

BONDS

AMT OF INVESTMENT	INVEST TYPE	INST NAME	INVEST DATE	LENGTH OF INV.	INTEREST RATE	MATURITY DATE	DIST. OF INT	CURRENT VALUE
CD'S								
\$ 166,746.74	CD	STURGIS BANK	9/3/2020	18 MONTHS	0.40%	3/3/2022		\$ 167,755
MUTUAL FUNDS								
\$ 250,000.00	MF	TCF FA	8/11/12	L-T	VARIABLE			
\$ 103,000.00	MF	TCF FA	2/15/11	L-T	VARIABLE			
\$ 50,000.00	MF	TCF FA	6/15/11	L-T	VARIABLE			
\$ 105,000.00	MF	TCF FA	10/28/11	L-T	VARIABLE			
\$ 53,896.00	MF	TCF FA	2/27/11	L-T	VARIABLE			
\$ 74,154.00	MP	TCF FA	5/26/12	L-T	VARIABLE			
\$ 76,493.11	MF	TCF FA	11/6/12	S-T	VARIABLE			
\$ 114,476.00	MF	TCF FA	12/21/13	S-T	VARIABLE			
\$ 100,000.00	MF	TCF FA	2/20/13	S-T	VARIABLE			
AT MARKET		TCF SHORT-TERM MUTUAL FUND				TRANSFER OUT	\$ 333,528.43	\$ -
		TCF LONG-TERM MUTUAL FUND				TRANSFER OUT	\$ 1,062,200.17	\$ -
\$ 1,397,648.70		TRANSFER IN	12/14/2021	L-T	VARIABLE			
		STURGIS BANK/OAKLEAF FINANCIAL (RAYMOND JAMES)						\$ 1,217,585
		TOTAL INVESTMENT AT MARKET AS OF SEPTEMBER 30, 2022						\$ 1,385,340

*THIS IS A DECREASE OF \$56,782.00 FROM LAST QUARTER



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37421	FLEMING BROTHERS OIL CO	AUGUST 2022 GASOLINE & DIESEL + 15W 40 OIL FOR DPW	1,662.67
37422	FRONTIER	LIFT STATION PHONE 9/7-10/6/22	44.00
37423	TOM NEWNUM	CLEAN CITY HALL 9/14/2022	50.00
37424	WIGHTMAN & ASSOCIATES, INC.	PROJECT 222250 SOUTH MUNICIPAL PARKING LOT RESURFACING (DDA=\$375.00), PROJECT 190496 - TWP PFAS WATER MAIN EXTENSION (\$5335.89), AND PROJECT 212004 - WASTEWATER COLLECTION SYSTEM IMPROVMENTS (\$2760.63)	8,471.52
37425	WILLIAM (ARTIE) WILCOX	PLAN REVIEW FOR GROW FACILITY AT 501 HILLSBOROUGH	75.00
37426	MICHAEL BANIC	RENTAL INSPECTIONS 9/21/2022	90.00
37427	SHAYNE DARLING	REIMBURSEMENT FOR 32-34 WEST MAIN RESTORATION PROJECT (DDA)	1,118.28
37428	DELTA DENTAL	SEPTEMBER & OCTOBER 2022 DENTAL INSURANCE	2,032.23
37429	DUBOIS CHEMICALS, INC	TWO PAILS OF P-508 FOR WWTP	810.48
37430	ENTERPRISE ENVELOPE INC.	BOX OF 500 BUSINESS CARDS FOR OFFICER JUSTIN VANDE VOREN	74.00
37431	FRONTIER	WWTP PHONE, INTERNET & ALARM 9/13-10/12/2022	248.05
37432	GAGE MOTORS	NEW TIRES FOR DODGE CHARGER	750.00
37433	INFRASTRUCTURE ALTERNATIVES	AUGUST 2022 CONTRACTED WORK AT WWTP	1,100.00
37434	ROXANN ISBRECHT	MILEAGE TO VBISD, ATTORNEY OFFICE, CLERK OFFICE (ELECTION)	32.00
37435	KENDALL'S SEPTIC & SEWER	CLEAN GREASE TRAP AT WWTP	300.00
37436	JAYME LARA	BALANCE OF WATER DEPOSIT FOR 38 MARION	1.63
37437	PEDRO LEDESMA III	BALANCE OF WATER DEPOSIT FOR 112 W SOUTH ST APT C	117.98
37438	TOM NEWNUM	CLEAN CITY HALL 9/21/2022	50.00
37439	RYAN'S ELECTRICAL SERVICES LLC	INSTALL NEW WEATHER PROOF SPOT LIGHT/MONUMENT IN PARK	580.00
37440	PAMELA SHULTZ	MILEAGE FOR MMTA FALL CONFERENCE (360 MILES ROUND TRIP)	225.00
37441	TOTAL TREE CARE LLC	AUG 2022 STORM DAMAGE AT WWTP, CLARK ST, SHEPARD ST & OAK ST	3,800.00
37442	TRACE ANALYTICAL LABORATORIES	IRP WATER SAMPLE TESTING - 9/14/2022 (ANIONS/ALKALINITY)	109.89
37443	VAN BUREN COUNTY CENTRAL DISPATCH	VERIZON MODEMS 7/24-8/23/2022	80.02
37444	WHITEFORD REAL ESTATE, INC	REIMBURSEMENT FOR 32-34 WEST MAIN RESTORATION PROJECT (DDA)	1,118.28
37445	ALEXANDER CHEMICAL CORP.	IRP DRUM RENTAL INVOICE	189.00
37446	AT&T MOBILITY	FIRST NET SERVICE FOR CELL PHONES 8/12-9/11/2022	357.47
37447	MICHAEL BANIC	RENTAL INSPECTIONS 9/28/2022	240.00
37448	CONSUMERS ENERGY	DPW, IRP & CITY HALL GAS BILLS - 8/20-9/20/2022	77.27
37449	DETROIT SALT COMPANY	52.51 TONS OF SALT FOR STREETS - EARLY SHIPMENT	3,370.09
37450	FERGUSON WATERWORKS	METER SPUDS FOR WATER DEPT	32.06
37451	FRONTIER	CASINO LIFT STATION PHONE, IRP INTERNET & IRP LOCAL PHONE-9/19-10/18/22	204.90
37452	GASVODA & ASSOCIATES, INC.	REPAIR CASINO LIFT STATION	586.00
37453	HARDING'S MARKET	CASE OF WATER PURCHASED ON 7/30/22 FOR 8/2/22 ELECTION	4.99
37454	HUNGERFORD NICHOLS	FISCAL 2021-2022 ANNUAL AUDIT- PROGRESS BILL #1	5,000.00
37455	ROXANN ISBRECHT	MILEAGE TO CLERK'S OFFICE FOR NOV 8, 2022 ELECTION MATERIALS	21.25
37456	J.S. BUXTON LLC	2600 GALLONS OF BULK LIME SLURRY FOR WWTP	1,625.00
37457	TOM NEWNUM	CLEAN CITY HALL 9/28/2022	50.00
37458	PRINTING SYSTEMS, INC	1000 CHECKS FOR STURGIS BANK GENERAL FUND ACCOUNT	184.04
37459	PUHRMAN HAULING & EXCAVING	PUSH UP BRUSH PILE AT WWTP	375.00
37460	RATHCO SAFETY SUPPLY INC.	SIGNS - CASINO, SPEEDWAY, HIGH SCHOOL & VIETNAM WAR MEMORIAL	340.00
37461	RUDELL REPAIR	REPAIRS TO LEAF VAC MACHINE AND INTERNATIONAL DUMP TRUCK	1,042.00
37462	SEVERANCE ELECTRIC CO.,INC	REPAIR STOP LIGHT AND CROSS WALKS AT MAIN 4	2,390.80
37463	STAPLES CREDIT PLAN	PAPER, INK CARTRIDGES & OTHER MISC OFFICE SUPPLIES	647.79
37464	TRACE ANALYTICAL LABORATORIES	IRP WATER TESTING (DBP & GROSS ALPHA)	346.25
37465	USA BLUE BOOK	MARKING PAINT FOR DPW (BLUE & GREEN FOR MISS DIGG)	512.89
37466	VISION SERVICE PLAN	OCTOBER 2022 VISION INSURANCE	140.31
37467	WATER SOLUTIONS UNLIMITED	PHOSPHATES FOR IRP	1,745.00

85 TOTAL CHECKS

\$ 135,698.55



QUARTERLY BUDGET ADJUSTMENTS - JULY THROUGH SEPT 2022

PAGE 1

GENERAL FUND

REVENUES

	BUDGET	9/30/2022 ACTUAL	EXPECTED	TOTAL PREDICTED	DIFF. (CHANGE)
TAXES - REAL PROPERTY	395,000	227,676	51,123	278,799	(116,201)
VAN BUREN ROAD MILLAGE	25,000	-	25,000	25,000	-
MUNICIPAL SERVICES	-	36,447	10,100	46,547	46,547
TAXES - PERSONAL PROPERTY	58,000	117,847	1,030	118,877	60,877
OTHER TAX REVENUE	18,000	11,935	6,065	18,000	-
RECREATIONAL MARIJUANA	-	-	12,777	12,777	12,777
MEDICAL MARIJUANA	-	2,500	-	2,500	2,500
ARPA FUNDS	135,650	136,193	-	136,193	543
STATE SHARED REVENUE	315,000	64,652	272,784	337,436	22,436
INTEREST ON INVESTMENTS	30,000	-	-	-	(30,000)
SHARED REVENUE-LIQUOR LICENSE	-	1,437	374	1,811	1,811
BANK INTEREST ON ACCOUNTS	-	882	2,918	3,800	3,800
MISC REVENUE	-	1,410	-	1,410	1,410
ADMIN FEES-MAJOR STREETS	18,500	3,000	9,000	12,000	(6,500)
AMIN FEES FROM OTHER FUNDS	159,500	39,875	119,625	159,500	-
EQUIPMENT RENTAL	149,000	24,968	124,032	149,000	-
TOTAL REVENUES:	1,303,650	668,822	634,828	1,303,650	-



QUARTERLY BUDGET ADJUSTMENTS - JULY THROUGH SEPT 2022

PAGE 2

GENERAL FUND

EXPENDITURES

	BUDGET	9/30/2022 ACTUAL	EXPECTED	TOTAL PREDICTED	DIFF. (CHANGE)
DEPARTMENTS					
CITY COMMISSION	21,222	1,377	19,845	21,222	-
MAYOR	3,450	-	3,450	3,450	-
CITY MANAGER	130,450	28,732	101,718	130,450	-
ELECTIONS	12,000	4,847	7,153	12,000	-
ASSESSOR	25,000	3,935	21,065	25,000	-
LEGAL SERVICES	8,000	1,873	6,127	8,000	-
CLERK	95,000	23,373	71,627	95,000	-
AUDIT FEES	16,000	5,000	11,000	16,000	-
CENTRAL SUPPLIES:	-	-	-	-	-
OFFICE SUPPLIES	9,500	2,899	6,601	9,500	-
POSTAGE	9,500	207	7,293	7,500	(2,000)
OPERATING SUPPLIES	-	635	785	1,420	1,420
REPAIRS/MAINTENANCE	3,500	-	3,500	3,500	-
BOARD OF REVIEW	5,000	-	5,000	5,000	-
TREASURER	83,000	20,070	62,930	83,000	-
CITY HALL & GROUNDS	90,000	20,075	69,925	90,000	-
POLICE DEPARTMENT	460,635	110,317	350,318	460,635	-
FIRE DEPARTMENT	122,504	32,727	89,777	122,504	-
ZONING COMMISSION	30,000	3,945	26,055	30,000	-
DEPART OF PUBLIC WKS	252,350	81,305	171,045	252,350	-
WELLHEAD PROTECTION	5,000	-	-	-	(5,000)
PARKS & RECREATION	-	580	-	580	580
CULTURAL PROGRAMS	8,500	-	8,500	8,500	-
TRANSFER TO COMP IMPROVEMENT	15,000	3,750	11,250	15,000	-
TRANSFER TO MAJOR STREETS FUND	40,000	10,000	30,000	40,000	-
TOTAL EXPENDITURES:	1,445,611	355,647	1,084,964	1,440,611	(5,000)



QUARTERLY BUDGET ADJUSTMENTS - JULY THROUGH SEPT 2022

PAGE 3

MAJOR STREETS FUND

	BUDGET	9/30/2022 ACTUAL	EXPECTED	TOTAL PREDICTED	DIFF. (CHANGE)
REVENUE					
STATE REVENUE	230,296	64,490	193,660	258,150	27,854
METRO AUTHORITY	3,000	-	3,000	3,000	-
TRANSFER TO GENERAL FUND	40,000	10,000	30,000	40,000	-
TOTAL REVENUES:	273,296	74,490	226,660	301,150	27,854
EXPENDITURES					
STREET CONSTRUCTION	112,000	45,411	66,589	112,000	-
ROUTINE MAINTENANCE	50,950	6,033	25,967	32,000	(18,950)
TRAFFIC SERVICES	16,350	8,296	8,054	16,350	-
NON-MOTORIZED	4,600	-	1,304	1,304	(3,296)
WINTER MAINTENANCE	63,800	1,123	62,677	63,800	-
ADMINISTRATION	17,000	3,000	11,000	14,000	(3,000)
DEBT SERVICE	6,900	-	-	-	(6,900)
TRANSFER TO COMP IMPROVEMENT	-	15,000	45,000	60,000	60,000
TOTAL EXPENDITURES:	271,600	78,863	220,591	299,454	27,854

LOCAL STREETS FUND

	BUDGET	9/30/2022 ACTUAL	EXPECTED	TOTAL PREDICTED	DIFF. (CHANGE)
REVENUE					
RIGHT OF WAY PERMIT	-	900	-	900	900
STATE REVENUE	129,542	23,405	105,237	128,642	(900)
METRO AUTHORITY	3,000	-	3,000	3,000	-
TOTAL REVENUES:	132,542	24,305	108,237	132,542	-
EXPENDITURES					
ROUTINE MAINTENANCE	71,900	15,907	25,993	41,900	(30,000)
TRAFFIC SERVICES	10,000	2,564	7,436	10,000	-
NON-MOTORIZED	700	-	700	700	-
WINTER MAINTENANCE	23,800	2,247	21,553	23,800	-
ADMINISTRATION	1,500	-	1,500	1,500	-
TRANSFER TO COMP IMPROVEMENT	-	7,500	22,500	30,000	30,000
TOTAL EXPENDITURES:	107,900	28,218	79,682	107,900	-



QUARTERLY BUDGET ADJUSTMENTS - JULY THROUGH SEPT 2022

PAGE 4

SEWER FUND

	BUDGET	9/30/2022 ACTUAL	EXPECTED	TOTAL PREDICTED	DIFF. (CHANGE)
REVENUE					
REAL PROPERTY TAX	69,292	33,911	7,334	41,245	(28,047)
PERSONAL PROPERTY TAX	9,800	16,908	148	17,056	7,256
SERVICE & SALES	448,862	104,972	321,760	426,732	(22,130)
CAPITAL RESERVE	81,320	24,964	83,546	108,510	27,190
CONNECTIONS	2,000	-	2,000	2,000	-
PENALTY ON DELQ. BILL	8,500	5,451	12,634	18,085	9,585
INTEREST ON INVESTMT	6,000	-	-	-	(6,000)
INTEREST ON A/R	500	-	-	-	(500)
MISC. REVENUE	-	974	11,073	12,047	12,047
INSURANCE REFUNDS	-	599	-	599	599
TOTAL REVENUES:	626,274	187,779	438,495	626,274	-
EXPENDITURES					
SEWER TREATMENT PLANT	427,417	95,141	332,276	427,417	-
SEWER LIFT STATIONS	54,000	13,201	40,799	54,000	-
GENERAL OPERATIONS	140,220	21,514	118,706	140,220	-
TRANSFER TO COMP IMPROVEMENT	19,000	4,750	14,250	19,000	-
TOTAL EXPENDITURES:	640,637	134,606	506,031	640,637	-

WATER FUND

	BUDGET	9/30/2022 ACTUAL	EXPECTED	TOTAL PREDICTED	DIFF. (CHANGE)
REVENUE					
SERVICE & SALES	400,000	72,833	240,862	313,695	(86,305)
CAPITAL RESERVE	-	20,742	69,386	90,128	90,128
SHUT-OFFS & ON'S	-	120	380	500	500
CONNECTIONS	7,250	-	-	-	(7,250)
PENALTY ON DELQ. BILL	7,500	4,024	8,663	12,687	5,187
INTEREST ON INVEST.	6,000	-	-	-	(6,000)
WATER TOWER RENTAL	21,600	6,210	18,630	24,840	3,240
MICS. REVENUE	500	975	25	1,000	500
TOTAL REVENUES:	442,850	104,904	337,946	442,850	-
EXPENDITURES					
IRON REMOVAL PLANT	164,700	24,305	140,395	164,700	-
WATER DIST. SYSTEM	292,377	50,024	242,353	292,377	-
TRANSFER TO COMP IMPROVEMENT	50,000	12,500	37,500	50,000	-
TOTAL EXPENDITURES:	507,077	86,829	420,248	507,077	-



QUARTERLY BUDGET ADJUSTMENTS - JULY THROUGH SEPT 2022

PAGE 5

MISC. OTHER FUNDS

BUILDING DEPARTMENT

	BUDGET	9/30/2022 ACTUAL	EXPECTED	TOTAL PREDICTED	DIFF. (CHANGE)
REVENUE	15,300	7,357	7,943	15,300	-
EXPENDITURES	15,300	4,317	10,983	15,300	-

HARTFORD BUILDING AUTHORITY

REVENUE	50,000	12,500	37,500	50,000	-
EXPENDITURES	48,000	-	48,000	48,000	-

COMPREHENSIVE IMPROVEMENT FUND

	BUDGET	9/30/2022 ACTUAL	EXPECTED	TOTAL PREDICTED	DIFF. (CHANGE)
REVENUE					
TRANSFER FROM GENERAL FUND	15,000	3,750	11,250	15,000	-
CONTRIBUTION (CASINO)	60,000	-	102,000	102,000	42,000
TRANSFER FROM MAJOR STREETS	60,000	15,000	45,000	60,000	-
TRANSFER FROM LOCAL STREETS	30,000	7,500	22,500	30,000	-
TRANSFER FROM SEWER FUND	-	4,750	14,250	19,000	19,000
TRANSFER FROM WATER FUND	50,000	12,500	37,500	50,000	-
TOTAL REVENUES:	215,000	43,500	232,500	276,000	61,000
EXPENDITURES					
CITY HALL EQUIPMENT	15,000	9,908	5,092	15,000	-
POLICE EQUIPMENT	50,000	655	49,345	50,000	-
PUBLIC WORKS EQUIPMENT	35,000	-	35,000	35,000	-
SIDEWALK IMPROVEMENTS	5,000	-	5,000	5,000	-
STREET IMPROVEMENTS	55,000	53,256	1,744	55,000	-
WATER PROJECTS	-	-	50,000	50,000	50,000
SEWER PROJECTS	-	-	19,000	19,000	19,000
TOTAL EXPENDITURES:	160,000	63,819	165,181	229,000	69,000



**CITY MANAGER'S REPORT
SEPTEMBER 26, 2022**

RURAL BUSINESS DEVELOPMENT GRANT UPDATE:

We have finally received the Final Title Opinion on the ownership of the South Parking Lot from the City Attorney, to move the project forward. Because of the high volume of construction projects out there, the Engineers have advised us to defer the bidding of the parking lot paving until winter, in order to get attractive price. We are still concerned about the supply line issue. We are going to look at other parts of the project we can proceed with now.

5 W MAIN STREET STABILIZATION UPDATE:

Per my recent conversation with County Treasurer, the Land Bank is working with the legal counsel regarding the pre-development agreement. They plan to include the roof stabilization. They are also trying to complete the roof stabilization through this process by allowing the developer's work on the roof to qualify as the purchase price. The Land Bank Board assured me that the roof work would be done before the winter weather gets here.

WASTEWATER TREATMENT PLANT IMPROVEMENT UPDATE:

We have started working on the second bond issue for \$765,000, to complete the proposed improvement to the WWTP. We have engaged the bond counsel, the Financial Advisor and set the schedule for bond sale.

The first bond issue is now approved; the closing took place on Tuesday September 20, 2022.

HARTFORD TOWNSHIP PFAS WATER PROJECT:

This project is moving slowly because several of the affected residents want to retain their current wells. The project already made provision to cap those wells at no expense, when they connect to the City water. We are still a few people short of the goal of 51% (fifty-one) percent of the affected residents. The plan is to continue door to door canvassing until we reach the magic number. Wightman has volunteered to conduct the door to door canvassing in order to get us to the magic number.

CITY HALL ROOF REPAIR PROJECT

Tichenor Inc., the Roof contractor plans to start work on the City Hall Roof on Monday or Tuesday of this week.

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
SEPTEMBER 26, 2022

Item 16.

Commissioners Present: Ramon Beltran; Ron Burleson; Frank Dockter; John Miller; Helen Sullivan; Terry Tibbs; Mayor Richard A. Hall;
Members Absent:
Staff Present: Akinwale; Rodney-Isbrecht; Ryan; Shultz;

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

Pledge of Allegiance was said.

Motion by Commissioner Dockter, supported by Commissioner Miller, to approve the agenda with date of meeting corrected.

Motion carried 7 – 0

Guests: None

Public Comment: None

Communications:

1. Fall/Winter Newsletter Published
2. Honor Credit Union Hosting Chamber After Hours September 29, 2022 at 5:30pm
3. Van Buren Conservation District Update 2022 August
4. City Manager, Yemi Akinwale submitted notice to the Mayor & City Council that he will be retiring as of December 31, 2022. The Mayor will appoint a Committee for the purpose of a City Manager Search at the October meeting.
5. Senior Services update by Board Member Terry Tibbs, a Wheelchair Ramp was installed by Senior Services at 15 Mary Street.

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

- A. **Police & Ordinance** – LT Prince, Interim Chief not available. Ordinance report not available, Officer on vacation no report.
- B. **Fire Dept** – Chief Harting – Fire Prevention Week - Saturday, October 1st lighted parade and Sunday Pancake breakfast, and presentations at the school through the week. Annual pump testing has been completed. New flag pole installed with donations to the department.
- C. **Ambulance** – No Representative Present – report submitted
- D. **Van Buren County** – Mike Chappell – Created parks & recreation commission, provides opportunities to apply for grants; Contracted with HPS for a school resource officer; Purchased property near critical dunes area. Approved market Van Buren contract; Veterans services moved into the museum on Main Street, They will have a grand opening @ 11am on Thursday.
- E. **Public Works** – Justin Ryan, Superintendent, Ricky Ricks is training to operate the Iron Plant, salt ordered, hydrant flushing this week, brush & leaves coming up.
- F. **Wastewater Treatment Plant** – Cost to get a permanent operator through IAI is cost prohibitive to the City. Working on the IPP permit for Amhawk & State operating permit.
- G. **Treasurers, Investment & List of Bills** – no discussion.
- H. **City Manager – Rural Development Business Grant Update:** South Parking Lot, engineer is recommend waiting until winter to bid out the project; **5 West Main Street Stabilization Update:** The Land Bank has signed an agreement with the developer; **Waste Water Treatment Plant Improvement Update:** first bond has been approved and working on issuing the 2nd bond; **Hartford Township PFAS Water Project:** still needing about 4 or 5 people to sign onto the project, need 51%

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
SEPTEMBER 26, 2022

Item 16.

participation to move forward with the project; **City Hall Roof Repair Project:** roof contractor will begin on Thursday of this week:

Approval of Commission Minutes:

Motion by Commissioner Beltran, supported by Commissioner Tibbs, to approve the minutes of the August 22, 2022 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 7 – 0

Motion by Commissioner Dockter, supported by Commissioner Beltran, to approve the minutes of the August 15, 2022 special business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 7 – 0

Motion by Commissioner Tibbs, supported by Commissioner Dockter, to approve the minutes of the August 29, 2022 special business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 7 – 0

Approval of Reports:

Motion by Commissioner Miller, supported by Commissioner Sullivan, to accept the August, 2022 departmental reports as presented and place them on file.

Motion carried 7 – 0

Goals/Objectives: None Discussed

Old Business:

- Interlocal Fire Department Agreement – Arbitrator Appointment

Motion by Commissioner Miller, supported by Commissioner Beltran, to accept the City Attorney's recommendation to appoint Attorney John Allen as Arbitrator for the City on the Interlocal Fire Department Agreement.

Motion carried 7 – 0

Discussion: Allen appears to be well qualified. Council would like to meet Attorney Allen before he begins.

New Business:

- Renewal Application – Med Leaf LLC, 301 W Main St Commercial Medical Marihuana Facility

Motion by Commissioner Miller, supported by Commissioner Sullivan, to approve the renewal application for a commercial medical marihuana facility permit for Med Leaf, LLC at 301 W Main St. .

Motion carried 4 – 3 (Beltran, Dockter, Tibbs)

Discussion: Commissioner Beltran complained about the smell/odor of marihuana into the Family Dollar Store next door.

- Hartford Lions Club Request – Ely Park Holiday Decorations

Motion by Commissioner Dockter, supported by Commissioner Beltran, to partner with the Hartford Lions Club to decorate Ely Park for the Holiday Season in the amount of \$1,000.00

Motion carried 7 – 0

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
SEPTEMBER 26, 2022

Resolutions, Ordinance, Proclamation's:

- Resolution 2022 – 007 Amended Establishing Property Tax Millage for the Fiscal Year 2022 – 2023

Motion by Commissioner Tibbs, supported by Commissioner Sullivan, to adopt resolution 2022 – 007 to adopt Resolution 2022 – 007 Amended Establishing tax millage for 2022/2023.

Motion carried 7 – 0

Adjournment:

Motion by Commissioner Beltran, supported by Commissioner Miller, to adjourn the meeting at 7:58pm.

Motion carried 7 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk

**CITY OF HARTFORD
COUNTY OF VAN BUREN
STATE OF MICHIGAN
RESOLUTION 2022 - 018**



RESOLUTION TO AUTHORIZE ISSUANCE OF SANITARY SEWER SYSTEM JUNIOR LIEN REVENUE BONDS, SERIES 2022B

At a Special meeting of the City of Hartford Commission, located at 19 West Main Street and called to order by Mayor Richard A. Hall on October 24, 2022 at 7:30p.m.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____.

WHEREAS, pursuant to Act 94, Public Acts of Michigan, 1933, as amended (the “Act”) the City Commission of the City Hartford (the “City”) has determined to make improvements to the City’s Sanitary Sewer System; and

WHEREAS, the improvements will enable the City to provide more efficient and better quality public services to the users of the Sanitary Sewer System; and

WHEREAS, the improvements shall be financed by the issuance of revenue bonds or other evidences of indebtedness in accordance with the Act; and

WHEREAS, the Act permits the City to authorize, within limitations which shall be contained in the authorizing resolution, an officer to sell, deliver and receive payment for obligations, and to approve interest rates or methods for fixing interest rates, prices, discounts, maturities, principal amounts, denominations, dates of issuance, interest payment dates, optional or mandatory redemption rights, place of delivery and payment, and other matters and procedures necessary to complete an authorized transaction.

NOW THEREFORE BE IT RESOLVED, as follows:

Section 1. DEFINITIONS. Except as provided in this Resolution, the definitions contained in the Prior Resolution (defined below) shall apply to the terms in this Resolution. In addition, whenever used in this Resolution except when otherwise indicated by context, the following definitions shall apply to the terms in this Resolution:

- (a) “Act” means Act 94, Public Acts of Michigan, 1933, as amended.
- (b) “Authorized Officer” means the Mayor, the City Manager and the Treasurer of the City, or any one or more of them.

- (c) “Bonds” as defined in the Prior Resolution shall include the Series 2014 Bonds, the Series 2022 Bonds, and the Series 2022B Bonds which are being issued as Junior Lien Bonds and Additional First Lien Bonds and Additional Junior Lien Bonds.
- (d) “Construction Fund” shall mean the 2022B Sanitary Sewer System Junior Lien Revenue Bonds Construction Fund created pursuant to Section 13.
- (e) “Contract Documents” means the Purchase Contract between the City and the Authority, the Supplemental Agreement by and among the City, the Authority and the State of Michigan acting through the Department of Environment, Great Lakes, and Energy, and the Issuer’s Certificate for the Series 2022B Bonds or such other closing documents required by the Authority for the issuance of the Series 2022B Bonds.
- (f) “Improvements” means the design, purchase, acquisition and construction of certain improvements to the System, including without limitation, gravity sewer main, manhole, and force main repair, replacement, construction and reconstruction, improvements to the wastewater treatment plant and site, the restoration of streets, rights-of-way and easements affected by the improvements and related facilities, as well as all work, equipment, and appurtenances necessary or incidental to these improvements and such other improvements to the System as the City may determine to make.
- (g) “Prior Resolution” means Resolution 2014-010, the Resolution which authorized the Series 2014 Bonds which was adopted on July 28, 2014 as amended and supplemented by Resolution 2022-11 adopted on August 15, 2022.
- (h) “Resolution” means this Resolution and all amendments hereto.
- (i) “Series 2014 Bonds” means the City’s Sanitary Sewer System Revenue Bond, Series 2014A and the City’s Sanitary Sewer System Revenue Bond, Series 2014B.
- (j) “Series 2022 Bonds” means the City’s Sanitary Sewer System Junior Lien Revenue Bonds, Series 2022.
- (k) “Series 2022B Bonds” means the City’s Sanitary Sewer System Junior Lien Revenue Bonds, Series 2022B issued pursuant to the Resolution.

Section 2. NECESSITY, PUBLIC PURPOSE: It is hereby determined to be necessary for the public health, safety and welfare of the City to acquire and construct the Improvements to the System in accordance with the maps, plans and specifications therefore prepared by the City’s engineers, which are hereby approved.

Section 3. ESTIMATED COST; PERIOD OF USEFULNESS: The cost of the Improvements has been estimated by the engineers not to exceed \$765,000, in addition to the amounts previously borrowed for the Improvements, including the payment of legal, engineering, financial and other expenses, which estimate of cost is approved and confirmed, and the period of usefulness of the Improvements is estimated to be greater than forty (40) years.

Section 4. ISSUANCE OF BONDS. To pay a portion of the cost of designing, acquiring and constructing the Improvements and to pay the legal and financial expenses and all other expenses incidental to the issuance of the Series 2022B Bonds, the City shall issue its revenue bonds pursuant to the provisions of the Act. The Series 2022B Bonds shall be issued in the aggregate principal sum of not to exceed \$765,000, as finally determined by the Authorized Officer at the time of sale, or such lesser amount thereof as shall have been advanced to the City pursuant to the Contract Documents.

During the time funds are being drawn down by the City under the Series 2022B Bonds, the Authority will periodically provide the City a statement showing the amount of principal that has been advanced and the date of each advance, which statement shall constitute prima facie evidence of the reported information; provided that no failure on the part of the Authority to provide such a statement or to reflect a disbursement or the correct amount of a disbursement shall relieve the City of its obligation to repay the outstanding principal amount actually advanced, all accrued interest thereon, and any other amount payable with respect thereto in accordance with the terms of the Series 2022B Bonds.

Section 5. SERIES 2022B BOND TERMS. The Series 2022B Bonds shall be issued as one fully registered manuscript bond, shall be sold and delivered to the Authority in any denomination. The Series 2022B Bonds shall be dated the date of delivery to the Authority, or such other date approved by the Authorized Officer, and shall be payable on the dates and in the amounts determined by the Authorized Officer at the time of sale provided the final maturity shall be no later than forty years after the date of issuance. The Series 2022B Bonds shall bear interest at a rate as provided in the Contract Documents, payable semiannually on the dates determined by the Authorized Officer at the time of sale.

Within the limitations provided above, the final amount of any maturity and terms of the Series 2022B Bonds shall be as provided in the Contract Documents and will be finally determined by the Authorized Officer.

Section 6. PAYMENT OF BONDS; PLEDGE OF NET REVENUES. The principal of and interest on the Series 2022B Bonds shall be payable from the Net Revenues derived from the operation of the

System, including future improvements, enlargements and extensions thereof, after provision has been made for the payment of expenses of administration, operation and maintenance thereof and the Net Revenues of the System, including future enlargements, improvements, and extensions thereto, are hereby pledged to the payment of the principal of and interest on the Series 2022 Bonds. To secure the payment of the principal of and interest on the Series 2022B Bonds a statutory lien is created pursuant to the Act to and in favor of the Bondholders of the Series 2022B Bonds upon the Net Revenues of the System, including future enlargements, improvements, and extensions thereof. The statutory lien on the Net Revenues of the System securing any First Lien Bonds shall be a first lien and shall at all times and in all respects be and remain superior to the lien on the Net Revenues securing Junior Lien Bonds, including the Series 2022B Bonds. The Net Revenues so pledged shall be and remain subject to such lien until the payment in full of the principal of and interest on the Series 2022B Bonds or until Bonds are defeased as provided in Section 16.

The Series 2022 Bonds, including both principal and interest thereon, shall not be a general obligation of the City and shall not constitute an indebtedness of the City for the purpose of any debt limitations imposed by any constitutional, statutory or charter provisions.

Section 7. PRIOR REDEMPTION: The Series 2022B Bonds issued and sold to the Authority shall be subject to redemption prior to maturity by the City only with the prior written consent of the Authority and on such terms as may be required by the Authority.

Section 8. PAYING AGENT AND REGISTRATION.

- (a) Appointment of Paying Agent. The initial Paying Agent for the Series 2022B Bonds shall be the City Treasurer.
- (b) Authority's Depository. Notwithstanding any other provision of this Resolution, so long as the Authority is the owner of the Series 2022B Bonds, (a) the Series 2022B Bonds are payable as to principal, premium, if any, and interest in lawful money of the United States of America at U.S. Bank Trust Company, National Association, or at such other place as shall be designated in writing to the City by the Authority (the "Authority's Depository"); (b) the City agrees that it will deposit with the Authority's Depository payments of the principal of, premium, if any, and interest on the Series 2022B Bonds in immediately available funds by 12:00 noon at least five business days prior to the date on which any such payment is due whether by maturity, redemption or otherwise; in the event that the Authority's Depository has not received the City's

deposit by 12:00 noon on the scheduled day, the City shall immediately pay to the Authority as invoiced by the Authority an amount to recover the Authority's administrative costs and lost investment earnings attributable to that late payment; and (c) written notice of any redemption of the Series 2022B Bonds shall be given by the City and received by the Authority's Depository at least 40 days prior to the date on which such redemption is to be made.

Section 9. SALE OF BONDS. The Series 2022B Bonds shall be sold to the Authority. The City determines that a negotiated sale to the Authority is in the best interest of the City because the terms offered by the Authority are more favorable than those available from other sources of funding.

Section 10. BOND FORM: The Series 2022B Bonds shall be in substantially the following form with such completions, changes and additions as may be required by the Authority or as recommended by the City's Bond Counsel and approved by the officers of the City signing the Series 2022B Bonds:

UNITED STATES OF AMERICA
STATE OF MICHIGAN
COUNTY OF VAN BUREN
CITY OF HARTFORD

SANITARY SEWER SYSTEM JUNIOR LIEN REVENUE BONDS, SERIES 2022B

<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Date of Original Issue</u>
_____ %	See Schedule I	_____, 2022

Registered Owner: Michigan Finance Authority

Principal Amount: _____ Dollars (\$_____)

The City of Hartford, Van Buren County, Michigan (the "Issuer"), acknowledges itself indebted and, for value received, hereby promises to pay to the Registered Owner specified above, or registered assigns, out of the net revenues of the Sanitary Sewer System of the Issuer (the "System"), including all appurtenances, additions, extensions and improvements thereto after provision has been made for reasonable and necessary expenses of operation, maintenance and administration of the System (the "Net Revenues"), the amounts and on the Dates of Maturity set forth on Schedule I hereto, together with interest thereon from the dates of receipt of such funds, or such later date to which interest has been paid, at the Interest Rate per annum specified above, first payable on _____ 1, 20__, and semiannually thereafter on the first day of April and October of each year, except as the provisions hereinafter set forth with respect to redemption of this Bond prior to maturity may become applicable hereto.

The Issuer promises to pay to the Michigan Finance Authority (the "Authority") the principal amount of this Bond or so much thereof as shall have been advanced to the Issuer pursuant to a Purchase Contract between the Issuer and the Authority and a Supplemental Agreement by and among the Issuer, the Authority and the State of Michigan acting through the Department of Environment, Great Lakes, and Energy.

During the time funds are being drawn down by the Issuer under this Bond, the Authority will periodically provide the Issuer a statement showing the amount of principal that has been advanced and the date of each advance, which statement shall constitute prima facie evidence of the reported information; provided that no failure on the part of the Authority to provide such a statement or to reflect a disbursement or the correct amount of a disbursement shall relieve the Issuer of its obligation to repay the outstanding principal amount actually advanced, all accrued interest thereon, and any other amount payable with respect thereto in accordance with the terms of this Bond.

Notwithstanding any other provision of this Bond, so long as the Authority is the owner of this Bond, (a) this Bond is payable as to principal, premium, if any, and interest at U.S. Bank Trust Company, National Association, or at such other place as shall be designated in writing to the Issuer by the Authority (the "Authority's Depository"); (b) the Issuer agrees that it will deposit with the

Authority's Depository payments of the principal of, premium, if any, and interest on this Bond in immediately available funds by 12:00 noon at least five business days prior to the date on which any such payment is due whether by maturity, redemption or otherwise; in the event that the Authority's Depository has not received the Issuer's deposit by 12:00 noon on the scheduled day, the Issuer shall immediately pay to the Authority as invoiced by the Authority an amount to recover the Authority's administrative costs and lost investment earnings attributable to that late payment; and (c) written notice of any redemption of this Bond shall be given by the Issuer and received by the Authority's Depository at least 40 days prior to the date on which such redemption is to be made.

This Bond, being one fully registered manuscript bond, is issued in accordance with the provisions of Act 94, Public Acts of Michigan, 1933, as amended and a resolution adopted by the City Commission of the Issuer on July 28, 2014, and August 15, 2022 and October 24, 2022 (the "Resolution"), for the purpose of paying the cost of acquiring and constructing improvements to the System. This Bond is a self-liquidating Bond, and is not a general obligation of the Issuer within any constitutional, statutory or charter limitation, but is payable, both as to principal and interest, solely from the Net Revenues of the System. The principal of and interest on this Bond are secured by a statutory lien on the Net Revenues.

The Issuer hereby covenants and agrees to fix, and maintain at all times while any of the Bonds shall be outstanding, such rates for service furnished by the System as shall be sufficient to provide for payment of the principal of and interest upon all such Bonds as and when the same become due and payable, to maintain a bond and interest Redemption Fund and to provide for the payment of expenses of administration and operation and such expenses for maintenance of the System as are necessary to preserve the same in good repair and working order, and to provide for such other expenditures and funds for the System as are required by the Resolution. The statutory liens securing the Issuer's First Lien Bonds (as defined in the Resolution) are first liens that shall be superior to the lien on the Net Revenues securing this Bond. The Bonds of this series shall have equal standing with any Additional Junior Lien Bonds (as defined in the Resolution) that may be issued pursuant to the Resolution. Additional bonds of superior standing to the bonds of this series may be issued pursuant to the Resolution. For a complete statement of the revenues from which, and the conditions under which, this Bond is payable, a statement of the conditions under which additional bonds of equal or superior standing may hereafter be issued, and the general covenants and provisions pursuant to which this Bond is issued, reference is made to the Resolution.

Bonds of this series may be subject to redemption prior to maturity by the Issuer only with the prior written consent of the Authority and on such terms as may be required by the Authority.

In the event of a default in the payment of principal or interest hereon when due, whether at maturity, by redemption or otherwise, the amount of such default shall bear interest (the "additional interest") at a rate equal to the rate of interest which is two percent above the Authority's cost of providing funds (as determined by the Authority) to make payment on the bonds of the Authority issued to provide funds to purchase this Bond but in no event in excess of the maximum rate of interest permitted by law. The additional interest shall continue to accrue until the Authority has been fully reimbursed for all costs incurred by the Authority (as determined by the Authority) as a consequence of the Issuer's default. Such additional interest shall be payable on the interest payment date following demand of the Authority. In the event that (for reasons other than the default in the payment of any municipal obligation purchased by the Authority) the investment of amounts in the reserve account

established by the Authority for the bonds of the Authority issued to provide funds to purchase this Bond fails to provide sufficient available funds (together with any other funds which may be made available for such purpose) to pay the interest on outstanding bonds of the Authority issued to fund such account, the Issuer shall and hereby agrees to pay on demand only the Issuer's pro rata share (as determined by the Authority) of such deficiency as additional interest on this Bond.

It is hereby certified and recited that all acts, conditions and things required by law, precedent to and in the issuance of this Bond, exist and have been done and performed in regular and due time and form as required by law and that the total indebtedness of the Issuer including this Bond, does not exceed any charter, constitutional or statutory limitation.

IN WITNESS WHEREOF, the City of Hartford, Van Buren County, Michigan, by its City Commission, has caused this Bond to be signed, by the manual or facsimile signatures of its Mayor and City Clerk, all as of the _____ day of _____, 2022.

Richard A. Hall, Mayor

RoxAnn Rodney-Isbrecht, Clerk

TRANSFER

For value received, the undersigned hereby sells, assigns and transfers unto _____ (Tax Identification or Social Security No. _____) the within Bond and all rights thereunder, and hereby constitutes and appoints _____ attorney, to transfer the within Bond on the books kept for registration thereof by the Paying Agent, with full power of substitution in the premises.

Dated: _____

Notice: The signature to this assignment must correspond with the name as it appears on the registration books every particular, without alteration or enlargement or any change whatever.

Section 11. AUTHORIZED OFFICER: The Authorized Officer is hereby designated, for and on behalf of the City, to do all acts and to take all necessary steps required to effectuate the sale, issuance and delivery of the Series 2022B Bonds to the Authority. The Authorized Officer is hereby authorized to execute and deliver the Contract Documents in substantially the form presented at this meeting, with such changes, additions and completions as are approved by the Authorized Officer. The City hereby approves the Contract Documents in the form presented by the Authority with such changes as are approved by the Authorized Officer. Notwithstanding any other provision of this Resolution, the Authorized Officer is authorized within the limitations of this Resolution to determine the specific interest rate or rates to be borne by the Series 2022B bonds, not exceeding the maximum rate allowed by law, the principal amount, interest payment dates, dates of maturities, and amount of maturities, redemption rights, the title of the Series 2022B Bonds, date of issuance, and other terms and conditions relating to the Series 2022B Bonds and the sale thereof provided, however, the last annual principal installment shall not be more than forty years from the date of issuance of the Series 2022 Bonds. The Authorized Officer's approval of the terms shall be evidenced by his or her signature on the document or agreement stating such terms. The Authorized Officer is hereby authorized for and on behalf of the City, without further City Commission approval, to do all acts and take all necessary steps required to effectuate the sale, issuance, and delivery of the Series 2022B Bonds. The Authorized Officer, together with the Treasurer, or any one or more of them, are authorized to execute any orders, receipts, agreements, pledge agreements, documents or certificates necessary to complete the transaction, including, but not limited to, any issuers certificate, any certificates relating to federal or state securities laws, rules or regulations, any applications to the Michigan Department of Treasury, and any revenue sharing pledge agreement. The City hereby approves the Revenue Sharing Pledge Agreements in the form presented by the Authority, with such changes as are approved by the Authorized Officer, and authorizes the Authorized Officer to execute and deliver the Revenue Sharing Pledge Agreement if the Authorized Officer determines that it is necessary.

Section 12. EXECUTION OF BONDS: The Mayor or the Mayor Pro Tem and the Clerk or the Deputy Clerk of the City are hereby authorized and directed to sign the Series 2022B Bonds, either manually or by facsimile signature, on behalf of the City. Upon execution, the Series 2022B Bonds shall be delivered to the purchaser thereof.

Section 13. CONSTRUCTION FUND. The proceeds of the Series 2022B Bonds shall be deposited in the Construction Fund. Such moneys shall be used solely for the purpose for which the Series 2022B

Bonds were issued. Any unexpected balance in the Construction Fund remaining after completion of the Improvements may be used for such purposes as allowed by law. After completion of the Improvements and disposition of remaining Series 2022B Bond proceeds, if any, pursuant to the provisions of this Section, the Construction Fund shall be closed.

Section 14. CONTRACT WITH BONDHOLDERS: The provisions of this Resolution shall constitute a contract between the City and the Bondholders from time to time, and after the issuance of any of such Series 2022 Bonds, no change, variation or alteration of the provisions of this Resolution may be made which would lessen the security for the Series 2022B Bonds. The provisions of this Resolution shall be enforceable by appropriate proceedings taken by such Bondholder, either at law or in equity.

Section 15. COVENANTS. The City covenants and agrees, so long as any of the Bonds hereby authorized remain unpaid, as follows:

- (a) It will punctually perform all duties with reference to the System and comply with applicable State laws and regulations and continually operate and maintain the System in good condition.
- (b) It will not sell, lease, mortgage or in any manner dispose of the System, or any substantial part of it, until all Bonds payable from the revenues of the System shall have been paid in full, defeased, or provision has been made or agreement entered into for the payment of such Bonds. The City is explicitly authorized to enter into arrangements, including a lease of the system, with a regional authority in which the City is a participant if such arrangements require the authority to provide funds to make payments sufficient to pay the debt service on any of the bonds affected by the arrangement.
- (c) It will cause an annual review of rates and charges to be made and based thereon will adjust such rates and charges to provide the amounts required by this Resolution.
- (d) It will maintain complete books and records relating to the operation of the System and its financial affairs, will cause such books and records to be audited annually at the end of each fiscal year and an audit report prepared, and will furnish a Bondholder a copy of such report upon written request.
- (e) It will maintain and carry insurance on all physical properties of the System, for the benefit of the Bondholders, of the kinds and in the amounts normally carried by

municipalities engaged in the operation of similar systems. All moneys received for losses under any such insurance policies shall be applied solely to the replacement and restoration of the property damaged or destroyed, and to the extent not so used, shall be used for the purpose of calling Bonds.

Section 16. DEFEASANCE. Except as provided in the prior resolution, in the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay at maturity or irrevocable call for earlier optional or mandatory redemption, the principal of, premium, if any, and interest on any of the Bonds, shall be deposited in trust, this Resolution shall be defeased with respect to such Bonds (the “Defeased Bonds”), and the owners of the Defeased Bonds shall have no further rights under this Resolution except to receive payment of the principal of, premium, if any, and interest on the bonds from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange bonds as provided herein. Defeased Bonds shall be treated as if they have been redeemed for all purposes under this Resolution.

Section 17. TAX COVENANT. The City covenants to comply with all requirements of the Code necessary to assure that the interest on the bonds will be and will remain excludable from gross income for federal income tax purposes. The Authorized Officer and other appropriate officials of the City are authorized to do all things necessary (including the making of such covenants of the City as shall be appropriate) to assure that the interest on the Bonds will be and will remain excludable from gross income for federal income tax purposes.

Section 18. PUBLICATION AND RECORDATION. This Resolution shall be published once in full in a newspaper of general circulation in the City qualified under state law to publish legal notices, and the same shall be recorded in the records of the City and such recording authenticated by the signature of the City Clerk.

Section 19. RESOLUTION SUBJECT TO MICHIGAN LAW. The provisions of this Resolution are subject to the laws of the State of Michigan.

Section 20. SECTION HEADINGS. The section headings in this Resolution are furnished for convenience of reference only and shall not be considered to be a part of this Resolution.

Section 21. SEVERABILITY: If any section, paragraph, clause or provision of this Resolution shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the other provisions of this Resolution.

Section 22. CONFLICT: Except as provided above, all Resolutions and Resolutions or parts thereof, insofar as the same may be in conflict herewith, are hereby repealed to the extent of the conflict; provided, that the foregoing shall not operate to repeal any provision thereof, the repeal of which would impair the obligation on the Bonds or the Prior Bonds.

Section 23. EFFECTIVE DATE OF RESOLUTION: Pursuant to Section 6 of the Act, this Resolution shall be approved on the date of first reading and this Resolution shall be effective immediately upon its adoption.

YEAS: Commissioners

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED

Richard A. Hall, Mayor

DATE: October 24, 2022

RoxAnn Rodney-Isbrecht, City Clerk

CERTIFICATION

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true and complete copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on October 24, 2022 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: October 24, 2022

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 2022 – 019



RESOLUTION ESTABLISHING AND ADOPTING THE CAPITALIZATION VALUE, A DEPRECIATION METHOD AND ESTIMATED USEFUL LIFE OF FIXED ASSETS

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 October 24, 2022 at 7:30p.m.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____.

WHEREAS, The City of Hartford Commission finds it desirable to adopt a comprehensive set of financial management policies for the City of Hartford; and

WHEREAS, the Government Accounting Standard Board (GASB) adopted Standard No. 34, which requires fixed assets to be depreciated; and

WHEREAS, the City uses the straight-line depreciation method and wishes to establish the following estimated useful life of fixed assets as described herein to provide efficient and fiscally sound financial management.

NOW THEREFORE BE IT RESOLVED, that the City Commission of the City of Hartford hereby adopts the Fixed Asset Capitalization Policy as follows:

Purpose: The purpose of this policy is to establish standard procedures for capitalizing fixed assets to facilitate the identification, reporting and safeguarding of City assets in compliance with generally accepted financial reporting requirements.

Asset Value: Capital assets are valued at their historical cost. In the absence of historical cost information, the asset’s estimated historical cost will be assigned and used. Contributed capital is reported at fair market value or the value on the date the asset is contributed.

The cost of a capital asset includes the following:

1. Historical cost of the asset
2. Ancillary charges necessary to place the asset in its intended location (i.e. freight charges)
3. Ancillary charges necessary to place the asset in its intended condition for use (i.e.) installation and site preparation charges.
4. Capitalized Interest
5. Any subsequent improvements that meet the qualification listed below.

Capitalization Threshold: The City will capitalize all individual assets which or exceed \$5,000 and has an estimated useful life of two years or more.

Grouped or Networked Assets: Individual assets that cost less than the capitalization threshold, but that operates as part of a combined system will be capitalized in the aggregate, using the group method if estimated average useful life of the individual asset is one year or more and the value of the item meets capital value for budgeting as set by the City Manager. A combined system is determined to be where individual components may be below the capitalization threshold but are interdependent and the overriding value to the City is on the

entire system and not the individual assets. Examples include Streetlights, sidewalks, special equipment that are necessary to function as a whole, etc.

Depreciation Method: Capitalized assets are depreciated using straight-line method for the Annual Financial Report. The City maintains a depreciation schedule for the General Fund and the Enterprise Funds.

Estimated Useful Lives: The following guidelines are used in setting useful lives for asset reporting:

- Building and Building Improvements 50 years
- Equipment 10 years
- Small Vehicles (less than one-ton rating) 5-10 years
- Large Vehicles (equal to or greater than one-ton rating) 10-20 years
- Rolling Stock(all equipment not classifies as a vehicle) 10-20 years
- Furniture and Office Equipment 5-10 years
- Street Improvements
 - i New Construction –Road Base 60 years
 - ii New Construction-Surface, min vertical depth 4” 35 years
 - iii New Construction – Curb, Gutter, Sidewalk 60 years
 - iv New Construction – Street Lights 60 years
- Overlay of existing Improvement, minimum vertical 2” 15 years
- Utility Infrastructure (water, sewer, storm drain) 25-60 years
- Land Improvements 10-25 years

Improvement vs Maintenance Costs: With respect to asset improvements, costs at or over the capitalization threshold should be capitalized if:

- The estimated useful life of the asset is extended by more than 25%, or
- The cost results in an increase in the capacity of the asset, or
- The efficiency of the asset is increased by more than 10%

Improvements that do not meet these criteria should be expensed as repair and maintenance.

Assets below Capitalization Policy: The City Shall report assets, which do not meet the capitalization threshold on an inventory, list to maintain adequate control and safeguard of City property. Periodic audits will be performed to verify that items listed on the inventory report are still located on City property and available for City use. Examples include small tools, small equipment, office equipment, public works supplies, etc. an annual inventory shall be completed each year.

YEAS:

NAYS: ABSENT:

RESOLUTION DECLARED ADOPTED

DATE: October 24, 2022

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 October 24, 2022 and the public notice of said meeting was held in compliance with Act 267 of the Public Acts of Michigan 1976, as amended. DATE: October 24 2022

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