



City of Hartford  
County of Van Buren, State of Michigan

## Commission Business Meeting Agenda

Monday, July 26, 2021 at 7:30 PM

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### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### ROLL CALL

### APPROVAL OF AGENDA

### GUESTS

### PUBLIC COMMENT

### COMMUNICATIONS

- [1.](#) November 2, 2021 Election - Candidate Filings
- [2.](#) Hartford Area Chamber Newsletter
- [3.](#) Van Buren County 911 Service Plan Update
- [4.](#) VB Senior Services

### REPORT OF OFFICERS BOARDS & COMMITTEES

#### Police & Ordinance

#### Fire Department

- [5.](#) HFD - Chief - June 2021
- [6.](#) HFD - Board - June 2021

#### Ambulance

- [7.](#) AMB - June 2021

#### Van Buren County

#### Public Works

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

#### Wastewater Treatment Plant

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

#### Treasurers, Investment & List of Bills

[10.](#) Treasurer - June 2021

[11.](#) Treasurer - Investment - June 2021

City Manager

[12.](#) City Manager

## **APPROVAL OF COMMISSION MINUTES**

[13.](#) June 2021

## **APPROVAL OF REPORTS**

## **GOALS/OBJECTIVES**

## **OLD BUSINESS**

14. 261 Heywood - Variance

## **NEW BUSINESS**

[15.](#) TCF Communication - Discussion

[16.](#) Hartford Township - Hartford Recreation Council Communication - Discussion

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

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

19. State Revolving Loan Fund - WWTP Improvements - Engineering Agreement

20. Linden & Clark Project CDBG Engineering Agreement

## **INTRODUCTION OF RESOLUTIONS OR AMENDMENTS**

## **ADJOURNMENT**

# CITY OF HARTFORD

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Hartford, MI 49057  
Phone: 269-621-2477  
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[cityclerk@cityofhartfordmi.org](mailto:cityclerk@cityofhartfordmi.org)  
[www.cityofhartfordmi.org](http://www.cityofhartfordmi.org)



## MEMO

To: Commissioners & City Manager

July 21, 2021

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The following individuals have met the requirements of the City Charter and the State of Michigan petition filing deadline for the available seats in the November 2, 2021 Election:

Richard A. Hall, 442 Olds Ave, Mayor

Jane Danger, 209 N Maple St, Mayor

Terry Tibbs, 128 Paras Hill Dr, City Commissioner

Helen Sullivan, 122 Engle Way, City Commissioner

To file as a write-in candidate for Mayor or City Commissioner, requires the candidate to file a declaration of intent with the City Clerk by October 22, 2021 at 4:00pm.

Please let me know if you have any questions or concerns.

RoxAnn Rodney-Isbrecht, CMC, CMMC



# Summer Newsletter



JULY 2021

## Strawberry Festival Wrap Up!

This year the Strawberry Festival was a great success. The weather cooperated and we had three beautiful days. Hartford citizens and others from surrounding communities enjoyed the food, rides and entertainment. What did you think of our festival this year? We would love to hear from you. Email us at: hartfordmichamber@gmail.com. If you would like to be involved with the Hartford Strawberry Festival please attend our next Committee meeting on Sept. 13th @ 6pm at the Hartford Public Library.

The Chamber of Commerce would like to thank our sponsors for making this community event possible:

### Diamond Sponsor

Four Winds Casino  
Spectrum Health Lakeland  
Hartford Township

### Platinum

City of Hartford  
Hartford Chiropractic Clinics  
Pro Slot LLC  
Puhman Hauling & Excavating  
Stone Soup Labs  
Wightman

### Gold Sponsors

A&B Packing  
Calvin Funeral Home  
County Commissioner Mike Chappell  
Gala-T-Inn  
Hope Evangelical Lutheran Church  
Learn and Grow Childcare LLC  
Miller Thermometer  
Paul DeYoung Register of Deeds

Rabbit Hole Comics  
Richter Insurance  
S & A Automotive  
Senator Aric Nesbitt  
Stephanie Daniels  
Trisha Nesbitt, Van Buren  
County Treasurer  
Van Buren County GOP  
Van Buren County Title  
Vibrant Healing



## About HACOC

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Hartford Area Chamber of Commerce is organized to advance the general welfare and prosperity of the Hartford area so its' citizens and all areas of the business community shall prosper. All necessary means of promotion shall be provided and emphasis shall be given to the economic, commercial, cultural, industrial, educational and civic interests of the area.

## Coming Soon!

The Hartford Area Chamber of Commerce will be sponsoring several "After Hour Events" through out the year. If your business would like to host an event please contact us. Call Patty Schroeder at (269)588-5103 ex 2

The next "After Hours Event" will be Aug. 19th at 6pm at Vibrant Healing. Our speakers will be Judy Phillips with Vibrant Healing and Hartford Public Library Director Stephanie Daniels.

"After Hours Events" are a great way to network with other businesses and to meet other people in our community.



### Reminder

Hartford Area Chamber of Commerce meetings are held the first Wednesday of the month at 5:30pm at the Hartford Public Library

### 2021 Meeting Dates:

August 4th  
September 1st  
October 6th  
November 3rd  
December 1st

### Chamber Board Members

#### **President**

Judy Kieffer-Phillips

#### **Vice President/Secretary**

Stephanie Daniels

#### **Treasurer**

#### **(Business Secretary)**

Patty Schroeder

#### **Trustee**

Tad Moody

#### **Trustee**

Pat Vawter

#### **Trustee**

Mike Chappell

#### **Trustee**

Matt Nilson

#### **Trustee**

Nancy Spoula





View our website:  
[www.hartfordmichamber.org](http://www.hartfordmichamber.org)



## Membership Benefits

Being a member of the Hartford Area Chamber of Commerce ensures your business is recognized as having a key role in our community.

HACOC sponsors the **Hartford Strawberry Festival** on the second weekend in June each year. The festival is the chambers biggest fundraiser and provides business advertising promotions; which helps make a visible difference for your business in the community. Please consider being a sponsor of the festival for a bigger and better visibility for your business.

What other benefits are there for your business:

- \* Business listing on our chamber website: [www.hartfordmichamber.org](http://www.hartfordmichamber.org)
- \* Membership sticker for your business to show you are a chamber member.
- \* Networking with business members at meetings and special events.
- \* Genesis Web Design offers to our Chamber Members \$200.00 off on a 5 page website. Contact John Ruder at (269)429-7014 or [designer@genesiswebd.com](mailto:designer@genesiswebd.com) for more information.
- \* Vibrant Healing LLC. offers 15% off a Reiki session for any chamber member. Call (269) 674-1335 for more information.
- \* We are members of the Michigan Chamber of Commerce. Visits: [www.michamber.com](http://www.michamber.com) for more information.

Please consider offering a member to membership discount for your business to help build a better chamber.

## Promote Your Business

### Facebook:

Facebook is a great way to reach customers for free. The Chamber would like to help “share” your business and any promotions you may have going on. Please let us know when you would like us to “share” your Facebook posts and we would be happy to oblige.

### Business Opportunity:

Would you like this newsletter to showcase your business? Please email your information to:

[hartfordmichamber@gmail.com](mailto:hartfordmichamber@gmail.com) and you will be considered for our next newsletter.





## SUZIE ROEHM VAN BUREN COUNTY CLERK

212 East Paw Paw Street, Suite 101, Paw Paw, Michigan 49079  
Phone 269/657-8218 Opt. 6 Fax 269/657-8298 E-mail roehms@vbco.org  
Beth Saidla, Chief Deputy Clerk

July 15, 2021

RECEIVED  
JUL 21 2021  
CITY OF HARTFORD

Dear Clerk:

**Re: 911 Service Plan Update**

The Van Buren County Board of Commissioners has adopted the attached 9-1-1 Tentative Service Plan to update and modernize the County's existing Plan, which was last revised in 2011. It continues to maintain a true Consolidated Central Dispatch throughout the County.

The purpose of this letter is to advise your community of the steps involved in the process and to notify you of your right to serve as your own PSAP if you want to dispatch your own public agencies. If your community wants to serve as its own 911 Public Safety Answering Point ("PSAP or Secondary PSAP"), you must file a "Notice of Intent to Function as a PSAP or Secondary PSAP."

The steps in the amendment process are as follows:

1. County Board of Commissioners adopts a tentative service and sets a final hearing date for at least 90 days later.
2. **Your County Commissioners have taken this action and the final hearing is scheduled for October 12, 2021 at 2:50 p.m.**
3. Within 5 days after the tentative plan is adopted, the County Clerk must send each affected municipality this notice with a copy of the proposed amendment, certified mail, return receipt requested.
4. If a community wants to serve as its own PSAP, it must return the appropriate notice attached to the Tentative Plan (signed) within 45 days.
5. After the 45 days, the tentative plan is modified by any exclusions and notice of the final hearing must be published twice in a newspaper of general circulation by the County Clerk: once more than 30 days before the final hearing and once within 30 days of the final hearing.
6. The County Board of Commissioners holds the public hearing and must allow all who wish a reasonable opportunity to speak.
7. The only change that may be made to the final plan amendment is the modifications for communities that filed their own PSAP notices. If the final plan is adopted by the County Board of Commissioners, it is filed with the State Treasurer and the Michigan State Police.

If you have any questions, do not hesitate to contact me. If you do nothing, your community will be automatically included within the Final 9-1-1 Service Plan.

Sincerely,

Suzie Roehm

Enclosures

EXECUTION AND ACKNOWLEDGEMENT

Date: \_\_\_\_\_  
Richard Godfrey, Chairperson  
Van Buren County Board of Commissioners

I, Suzie Roehm, the Van Buren County Clerk, hereby attest that the Van Buren County Board of Commissioners approved this Plan on July 13, 2021, and authorized the Chairperson to execute it on its behalf, which occurred in my presence.

Date: \_\_\_\_\_  
Suzie Roehm, County Clerk

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AA 29/7-13

Item 3.

# VAN BUREN COUNTY BOARD OF COMMISSIONERS

## ADMINISTRATIVE AFFAIRS COMMITTEE

### AMENDED 911 SERVICE PLAN RESOLUTION

HONORABLE BOARD OF COMMISSIONERS:

**WHEREAS**, Current 911 Service Plan & 911 Advisory Board By-Laws were last revised in 2011, and;

**WHEREAS**, the 911 Advisory Board at its quarterly meeting on 14 April 2021 voted to recommend to the Board of Commissioners to begin the process of adopting the amended 911 Service Plan and By-Laws as presented, and;

**WHEREAS**, this process includes the adoption by resolution a "Tentative" plan, notification of local units of government by the clerk, a public hearing to be held on October 12, 2021 at 2:50 p.m., in the chambers of the Board of Commission, published notifications of the public hearing, and lastly the adoption by resolution of the "Final" 911 Service Plan, and;

**WHEREAS**, cost of mailing notifications & newspaper publication for public hearing. Otherwise, no financial impact, and;

**NOW, THEREFORE BE IT RESOLVED**, the Van Buren County Board of Commissioners adopts the amended 911 Service Plan and By-Laws as presented.

Signed: \_\_\_\_\_

*[Signature]*  
\_\_\_\_\_  
*[Signature]*  
\_\_\_\_\_

*Paul Schincariol*  
\_\_\_\_\_

*Donald A. Hanson*  
\_\_\_\_\_

*Randall Reaf*  
\_\_\_\_\_

*Mike O'Gord*  
\_\_\_\_\_

Gail Patterson-Gladney (appeared remotely)

Date: July 13, 2021

### FOR CLERK'S USE ONLY

MOTION BY: \_\_\_\_\_

*Chappell*

CARRIED ☒

SECONDED BY: \_\_\_\_\_

*Hanson*

NOT CARRIED ☐

**VAN BUREN COUNTY  
EMERGENCY TELEPHONE SERVICE DISTRICT  
TENTATIVE SERVICE PLAN**

Adopted on July 13, 2021

## VAN BUREN COUNTY E-911 SERVICE PLAN

### I. INTRODUCTION

Michigan Public Act 32 of 1986, MCL §484.11101 et seq, as amended, ("Act") authorizes Van Buren County ("County") to enact a E-911 Service Plan ("Plan") that establishes a Service District ("Service District") in which enhanced 911 ("E 911") services are provided to callers requesting emergency medical, police and fire services. The County has adopted a Plan and various amendments to that Plan under the Act. The present Plan is designed to replace, supersede and update the County's existing Plan and all amendments in light of present circumstances with the potential to more easily accommodate present and future technologies and management operations with the goal of facilitating a superior and ever improving E 911 system with the County.

This Plan implements a Service District covering the entire geographic boundaries of the County by addressing the following:

- Technical considerations of the service supplier including system equipment for facilities that would be used in providing emergency telephone service and/or other communication technologies.
- Operational considerations including the designation of primary public safety answering points ("PSAPs"), secondary PSAPs and alternative PSAPs, and the manner in which 911 calls would be processed, dispatch functions performed, and informational systems utilized.
- Managerial considerations including the organizational form and agreements that would control technical, operational, and fiscal aspects of the emergency telephone service.
- Fiscal considerations including projected recurring and non-recurring costs with a financial plan for implementing and operating the system

By facilitating the development and maintenance of enhanced 911 services and NG911 services in the County, this Plan provides multiple benefits, including but not limited to:

- 1) Use of the universal, simple, easy-to-remember, three-digit number for all emergencies in any location within the County;
- 2) Automatic number identification (ANI) and automatic location identification (ALI) for wire-based calls and geographic positioning identification for mobile or wireless technologies and automatic and selective routing to increase the effectiveness of emergency response and dispatch services;

3) Establishment of financial, management and operational mechanisms designed to position the community in the best position to implement and maintain an up-to-date E 911 and/or NG911 System; and

4) Establishment of a system for recruiting and training qualified telecommunicators, also known as “dispatchers.”

5) Establishment of centralized or consolidated dispatch to more efficiently and equitably serve all residents of the County regardless of location therein.

Unless otherwise defined herein, the terms used in this Plan shall have their definition or meaning as used in the Act.

## II. PLAN ADOPTION

1) The Act requires the County Board of Commissioners (“County Board”) to adopt by resolution a Tentative Plan creating a Service District.

2) The Act requires the resolution to include a date, time and place for a public hearing to be held on a final Service Plan not less than 90 days after the date of adoption of the resolution.

3) The Act requires the County Clerk to give notice of the public hearing. Notice must be published twice in a newspaper of general circulation within the County. The first notice must be at least 30 days prior to the hearing, and the second notice within 30 days of the hearing.

4) The Act requires the County Clerk to forward a copy of the resolution, together with a copy of the Tentative Plan to the clerk of each community within the District.

5) The County Central Dispatch as established or recognized herein shall be the primary PSAP for all portions of the Service District, provided it files a notice of intent to function as a PSAP (see Appendix #1).

6) The Act requires the County Board to adopt the Tentative Plan as the Final Plan, except as modified by Plan Exclusions and PSAP Notices, as identified above.

7) Any public agency that wishes to withdraw from the Service District may do so only after strict compliance with Section 505 of the Act, including but not limited to payment of any outstanding qualified obligations secured by the operational surcharge.

### III. TECHNICAL CONSIDERATIONS

#### 1) Service District and Public Entities.

The Service District created by this Service Plan shall be coterminous with the boundaries of the County. The cities, townships, villages and campuses that are wholly or partially included in the Service District, as public entities, include those identified in Appendix #2.

The County Board and the 911 Board created herein are authorized to cooperate with the State 9-1-1 Committee or any other state, federal or local body or official authorized to install, operate, modify and maintain universal emergency number service systems, whether wire-based, cellular, wireless, digital, radio-based or other communication technologies within the Service District.

#### 2) Enhanced Wire-based 911.

This Plan requires an Automatic Number Identification (“ANI”), Automatic Location Identification (“ALI”), and selective Routing Network System, including “on screen” information to the telecommunicator of the caller’s name, address, and telephone number and space provided for jurisdiction information in the areas of police, fire, and ambulance (“EMS”). (Collectively referred to as “Enhanced 911”).

Wire-based telephone companies provide Enhanced 911 services to service users in the County, and those companies must maintain their Enhanced 911 services in order to continue to provide services to users in the County. All wire-based telephone companies interested in providing wire-based services within the County must provide and maintain Enhanced 911 and will cooperate to supply, in accordance with the Michigan Public Service Commission tariff rates, rules and regulations, the design installation and maintenance of the network for all facilities involved in providing emergency response telephone service, including modifications to all pay telephones to provide free 911 service.

The wire centers identified in Appendix #2 must be modified or maintained to provide Enhanced 911 services. The costs for such modification and maintenance are to be included in the technical surcharge installation and maintenance costs.

#### 3) Wireless Implementation.

All Commercial Mobile Radio Service (“CMRS”) or other wireless providers (collective “Wireless”) providing service within the Service District are requested and directed to deploy Phase II, E 911 Enhanced service as provided in the wireless emergency service order (“Order”), FCC Docket No. 94-102, adopted June 12, 1996, with an effective date of October 1, 1996, and as updated by FCC Docket No. 05-116 and any other updates, including but not limited to provision of number, location and name. The County is Phase II compliant.



4) **VOIP Implementation.**

All providers of voice over internet (“VOIP”) and other communication technologies are required to provide Enhanced 911 services if the computer is wire-based and service that is equivalent or exceeds Phase II, Enhanced service if mobile and wireless.

5) **Implementation—General.**

Commercial wire-based, wireless or VOIP providers are “Service Suppliers” as that term is used herein. Service Suppliers shall automatically route all 911 calls originating from service users in the County to the primary PSAP serving the area from which the call originated, as identified in this Plan and under the Act. All calls within these the wire exchanges identified in this Plan but originating from within other counties shall be automatically routed as directed by the E 911 service plans adopted by the County Board from those counties, or, if no such provisions exist, to the appropriate secondary PSAP for selective routing to the appropriate public agencies and EMS providers within those counties. Any calls which cannot be automatically routed shall be selectively routed to the appropriate primary PSAP.

The 911 Board may require that every wire-based, CMRS/wireless or VOIP service provider billing service users within the District submit a written registration as a “service provider” under the Act, including a contact person, telephone number and the type of service supplied. The 911 Board may by resolution impose reasonable time limits on the registration and require periodic updates. The current service suppliers known to operate within the District are listed in Appendix #2.

Nothing in this Plan is intended to limit the County Board’s authority under the Act, and it is the intention of this Plan that the County Board be fully empowered and authorized to exercise any right, power or discretion that is authorized in the Act, including but not limited to the financial authority to impose or set operational surcharges, millages or fees.

6) **New and Emerging 911 Technologies – Considerations and Implementation**

Consideration will be given to new and emerging 911 technologies, as defined under United States Public Law 110-283 (2008), otherwise known as the “New and Emergency Technologies 911 Implementation Act of 2008,” being 47 U.S.C. 609 et seq. The Van Buren County Central Dispatch will maintain awareness of industry capabilities and work to incorporate them once proven reliable. Additionally, the Van Buren County Central Dispatch Center will research other potentially beneficial technologies for possible implementation. These include but are not limited to: mass public notification systems, social media sites or platforms and applications, data archival, radio transmission technology, and responder safety and informational products.

All such additional technologies are hereby authorized if approved by the 911 Board by resolution. All service suppliers must honor the 911 Board's resolutions, including any dates for implementation of such new technologies.

7) **Service Supplier and Public Entity Updates.**

In an Administrative Findings Resolution, the County Board may periodically update the public entity, wire, wireless and digital service provider information described or required as provided in this Section of the Plan and Appendix #2.

#### IV. **OPERATIONAL CONSIDERATIONS**

1) **Consolidated Dispatch/County Dispatch/County Coordination.**

This Plan and the Act recognize a variety of options for the organization of 911 services at the County level. The following terms describe the following types of 911 services:

A.) "Consolidated Dispatch" or "Central Dispatch" refers to a county-wide dispatch operation that is organized by the County through the organizational auspices of this Plan. A Consolidated Dispatch provides 911 call answering and emergency service dispatching ("PSAP Services") to all portions of the Service District and may also serve an area that is greater than the entire District.

B.) "County Dispatch" refers to a dispatch operation that is organized by the County either through an Urban Cooperation Act Agreement with another public agency or agencies or through the organizational auspices of this Plan. The County Dispatch provides PSAP Services to an area that is less than the entire District.

This Plan authorizes and enables the County to operate a Consolidated or Central Dispatch as the primary PSAP for the entire County. Consolidated Dispatch shall be governed by the County Board and the 911 Board and shall be called the "Van Buren County Central Dispatch."

2) **PSAP Operations**

Van Buren County Central Dispatch, presently located at 205 S. Kalamazoo, Paw Paw, Michigan 49079, shall serve as the primary PSAP for the entire Service District, provided it files the notice of intent to serve as primary PSAP as described in Appendix #1. If no notice of intent to serve as primary PSAP is currently on file with the County Clerk or if any public agency that filed a notice of intent to serve as primary PSAP withdraws such notice under the Act, the primary PSAP will be the Van Buren County Central Dispatch or any entity that the County Board contracts with to provide PSAP services. All PSAPs effective on the date of this Plan's effectiveness and the public agencies dispatched and dispatch methods are identified in Appendix #3. In an Administrative Findings Resolution, the County Board is authorized from

time to time to update the list of PSAPs, public agencies dispatched, and dispatch methods as provided in Appendix #3.

The alternate or secondary PSAP for each primary PSAP is identified in Appendix #3 and incorporated herein by reference.

All primary PSAPs must be staffed twenty-four (24) hours per day, every day of the year, and shall have at least one device for receiving calls for service from hearing or speech-impaired persons.

If a local unit of government or public safety agency that is identified in the Plan as being a primary PSAP or that has filed an intention to serve as a primary PSAP under the Act and Plan, and subsequently files a notice of intention to cease to function as a primary PSAP, the Van Buren County Central Dispatch shall serve as the primary PSAP for the geographical area previously served by the local unit of government or public safety agency as soon as practicable.<sup>1</sup>

### 3) **Dispatch Methods**

Calls to 911 will be processed by the direct dispatch method. Calls for service from jurisdictions outside the geographical boundaries of County but which are included in this Service Plan will be handled by the manual transfer method. If, at any time, Selective Routing Transfer of the Manual Transfer method becomes unusable, the calls for service will be routed by the Relay Method.

Each public safety agency designated above to serve as a PSAP or secondary, or back-up PSAP, shall file a notice of their intent, whether to serve or not to serve as a PSAP, not later than 45 days after the city or township which the agency serves, receive a copy of this Service Plan. Failure to file a notice of intent will result in the safety agency not being designated as a PSAP in the final E-911 plan.

While the Plan is designed solely for the benefit of the residents and service users of the County, portions of other counties may be affected by the implementation of this plan. Agreements shall be reached with these communities as to the proper forwarding of those 911 calls that originate beyond the boundaries of this Emergency Telephone Service District.

### 4) **Training.**

The 911 Board will ensure all telecommunicators who are required to meet State mandated designation are so designated and that all telecommunicators receive appropriate training for their function.

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<sup>1</sup> "Practicability" shall be determined in the sole discretion of the County Board after consultation with the 911 Board and local unit of government affected.

5) **Implementation—General.**

The 911 Board may require that all public and private safety agencies providing emergency response services within the District register with the County Clerk and execute service agreements with the Central Dispatch, County Dispatch or County Coordination Board. The 911 Board may by resolution impose reasonable time limits on the registration and require periodic updates. The current PSAP operations and public and private safety agencies known to operate within the District are listed in Appendix #3.

6) **PSAP/Public Safety Agencies Updates.**

The public and/or private agencies to be dispatched within the County and the dispatch methods are identified in Appendix #3. In an Administrative Findings Resolution, the County Board is authorized from time to time to update the list of public and private safety agencies providing emergency response services within the District and the corresponding dispatch methods.

7) **EMS System.**

The County Board, upon the recommendation of the 911 Board, may establish an EMS System, including the possible creation of an exclusive ambulance district(s) or territory(ies) depending on the service needs of the entire county. The establishment of such an EMS system may occur through contract with an EMS provider(s) or through resolution.

V.

**MANAGERIAL CONSIDERATIONS**

1) **PSAP Management.**

Each public agency which files a notice of intent to function as a PSAP (either primary or secondary) accepts the responsibility for the management of the on-line public safety dispatch center including but not limited to the operational configuration, level of service and equipment needs for the geographic and political boundaries identified in the notice of intent and the financing for all such operations.

Management of each PSAP will be in accordance with the policies and procedures of the public agency that operates the PSAP. Notwithstanding the above, the Van Buren County Central Dispatch created herein shall be managed in one of the 3 following options: :

A. The Van Buren County Central Dispatch may be a division of the Van Buren County Sheriff's Office. The Sheriff shall appoint a Director of the Van Buren County Central Dispatch. Under this model, the Central Dispatch Director shall report on a day to day basis to the Van Buren County Sheriff regarding the operation of Central Dispatch. All hiring, firing and personnel discipline of telecommunicators and other Central Dispatch personnel shall be subject to the decision of the Central Dispatch Director with instructions and

directions by the County Board and Sheriff pursuant to any collective bargaining agreement or the County Board's personnel policies and procedures. For any collective bargaining, the Sheriff and County Board shall be co-employers of all personnel of Van Buren County Central Dispatch.

B. Alternatively, the County Board may enter into a contract with another local unit within or outside of Van Buren County or with another county or counties to create a 911 authority as a separate legal entity under either Michigan's Emergency Services Authorities Act, MCL §124.601 et seq. or Michigan's Urban Cooperation Act, MCL §124.504, et seq. In that event, the separate authority through its enabling agreement and bylaws and its own board shall manage the Van Buren County Central Dispatch and its own personnel as otherwise provided therein and herein. Nothing in this paragraph shall be construed as obligating the County Board to create a separate authority in order for Central Dispatch to serve as the primary PSAP for a local unit or county outside of Van Buren County. Rather, such service could also be provided through a contract that preserves the 911 Board and managerial structure of Central Dispatch as otherwise provided herein.

C. Alternatively, the County Board may elect to establish the Van Buren County Central Dispatch (911) as a separate department of the county. Day to day management of the 9-1-1- system will be accomplished by the 911 Board, in conjunction with the Director. The 911 Board will make policy with respect to management of the system and technical matters. The 911 Board shall also be responsible, within established limits, for the resolution of operational disputes between participating public safety agencies or private enterprises.

The 911 Board, through its Director is responsible for system planning, coordination, liaison with 9-1-1- vendors, public education, developing and approving standard operating policies & procedures (SOP), and resolving disputes between agencies and/or municipalities for the 9-1-1 service.

Van Buren County Central Dispatch personnel shall be civilian employees of the County of Van Buren and shall be under the day-to-day supervision and direction of the Central Dispatch Director.

The wages, salaries, fringes, and working conditions of the Central Dispatch Center employees are based upon County Policy and a Collective Bargaining Unit Agreement. The hiring, dismissal and disciplining of the telecommunicators and supervisors shall be the responsibility of the Director in accordance with the applicable terms of the Collective Bargaining Agreement, the policies set forth by the 911 Board and the County Board.

The Central Dispatch Director shall be an employee of the County of Van Buren and directly responsible and reporting to the 911 Board, County Administrator and County Board. The Director shall have the qualifications as set forth in the job description as set by the 911 Board and the County. The 911

Board shall recommend the appointment or dismissal of the Central Dispatch Director to the County Board, consistent with County Policies.

The 911 Board and the Central Dispatch Director and in concert with affected agencies shall develop all necessary SOP's and procedures for the effective and efficient operation of the 9-1-1 system. Service to the public shall be their guiding principal in all such endeavors.

Nothing in this section (C) shall be construed as obligating the County Board to establish a separate county department in order for Van Buren County Central Dispatch to serve as the primary PSAP for a local unit or county outside of Van Buren County. Rather, such service could also be provided through a contract that preserves the 911 Board and managerial structure of Central Dispatch as otherwise provided herein.

2) **911 Board.**

Provided that the County Board has not created a separate authority as provided in section (B) above, or established a separate county department as provided in section (C) above, the 911 Board shall provide advice to the County Board and/or Sheriff and/or the Director regarding the operation of Central Dispatch as well as the implementation of this Plan, and other 911 services for the Service District. The 911 Board shall meet at least quarterly and at such other times as the membership shall determine. The 911 Board shall be a "district board" as that term is used in Sections 301 and 320 of the Act. The County Board shall adopt bylaws that shall set the membership of the 911 Board, its duties and responsibilities, its organizational structure and other provisions that pertain to it's functioning. In the bylaws, including any amendments, the County Board may add additional members to the 911 Board including but not limited to an additional County representative and an EMS representative in the County Board's discretion.

A. Notwithstanding the above, the 911 Board shall have at minimum the following members:

- 1) A representative from the Michigan Department of State Police - Mandatory
- 2) A representative from the Van Buren County Sheriff Department - Mandatory
- 3) A representative from the Van Buren County Fire Chiefs Association – Mandatory.
- 4) A representative from the Van Buren County Chiefs of Police Association – Mandatory
- 5) A representative from Emergency Medical Services appointed by the Van Buren County Medical Control Authority Emergency Medical Services Council - Mandatory
- 6) 2 members of the County Board of Commissioners--Mandatory.

- 7) Additional members representing other public agencies and interest groups as identified by the County Board in the approved bylaws.
- B. The County Board shall appoint all members of the 911 Board who are not specifically identified officers or representatives of specifically identified Local Units or Departments.
- C. The County Board shall indemnify members of the 911 Board, subject specifically and only to the terms of the County's coverage with its insurance company, against expense actually and necessarily incurred by them in connection with the defense of any action, suit claiming money damages in which they or any of them are made parties by reason of any matter relating to the affairs of the Central Dispatch; provided, however, that they do not plead or are adjudged or found guilty by any court of competent jurisdiction of fraud or misconduct in the performance of his or her duties to the 911 Board.
- D. The 911 Board may establish subcommittees addressing technical aspects of dispatch, including dispatch protocols, codes, policies and best practices. The 911 Board shall appoint the members of such subcommittees, provided, however, that such membership is not restricted to Board membership and must come from the ranks of the public safety agencies served by Central Dispatch. Such subcommittees shall be advisory to the Board and shall not be subject to Michigan's Open Meetings Act, MCL §15.261 et. seq. If the County Board creates a 911 Authority, or establishes a separate county department, a special LEIN subcommittee composed only of law enforcement officials shall supervise and control the LEIN usage by Central Dispatch, consistent with Michigan State Police guidelines.
- E. The County Board may contract with a local unit or county outside of Van Buren County to facilitate Central Dispatch's provision of primary PSAP services to such local unit or county. In such a contract, the County Board could provide a position on the 911 Board for such local unit or County, in which case the bylaws shall be deemed amended to provide such representation.

## VI. FISCAL CONSIDERATIONS

### 1) Technical Charges.

#### A. Estimated Network Costs<sup>2</sup>

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<sup>2</sup> All rates are subject to annual review and Tariff Revision. Revenue projections and rates are based on lines as existed in 1995. The terms of certain rates and charges have expired but are retained for informational purposes. The inclusion of these rates is not designed or intended to provide new or renewed authorization for these rates beyond their original term and shall not be so construed.

The Act presently provides for calculation of a 4% cap for recurring charges and a 5% cap for nonrecurring charges based on the highest monthly base rate in the emergency telephone district or \$20.00 whichever is lesser. This Plan authorizes the imposition and collection of this technical charge as provided in the Act. Each service provider shall provide the 911 Board with any technical surcharges authorized by the Michigan Public Service Commission, including any changes. If the Act is modified to reduce or expand these caps, this Plan shall be automatically adjusted without modification to authorize or establish such revised caps.

#### B. Estimated Network Charges

Network Charge will be collected by each wire-based Service Supplier from all subscribers in the Service district, as approved by the Michigan Public Service Commission.

The Act requires each agency operating a PSAP to pay for all terminal equipment installation and for the actual PSAP equipment either through rental or capital acquisition. If the Act is modified, this Plan shall be automatically modified regarding the provision of such terminal or technical equipment.

The Central Dispatch will utilize existing equipment. The cost of maintaining existing and acquiring new equipment shall be paid for by the County or by the Central Dispatch, if a separate legal entity, through the Central Dispatch Budget, as funded through Operational Funding, as described below. Grant monies, wherever applicable will be sought for equipment costs and planning and development of the database.

#### 2) Operational Funding.

To finance the delivery of primary PSAP services, the County Board is authorized and directed to implement, receive and, in its discretion, to expend, consistent with all applicable laws and County resolutions, any voter approved millages, operational surcharge, County 9-1-1 charge or any other funding provided under state or federal law, including but not limited to such fees authorized, imposed, and collected under the Act. The County Board is authorized to make any request for funding from the Michigan Public Service Commission or State 911 Committee pursuant to the Act. Unless the County Board directs otherwise, all operational surcharge funds shall be spent on the Van Buren County Central Dispatch, regardless of whether any other local unit or state agency files a notice of intent to serve as a PSAP and actually serves as a PSAP. The purpose of this provision is to recognize that the Van Buren County Central Dispatch has the obligation to provide E-911 and shall be in a position to provide PSAP services regardless of any notice of intent filed by any other entity, and also to recognize that maximum public efficiency is to be achieved through consolidated dispatch.

In addition to the County operational surcharge, the County Board by resolution may authorize the 9-1-1 Board to accept and, in its discretion, to expend the County's share of the State's 9-1-1 Charge revenue as provided under the Act and to expend such funds on equipment



and services benefiting the wireless telephone citizens operating within the County. Otherwise, such discretion shall be exercised by the County Board through resolution.

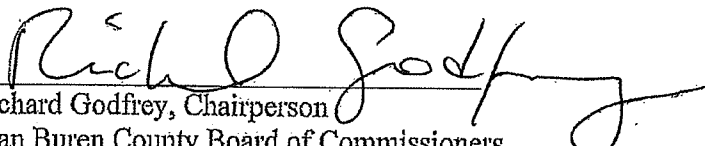
All service suppliers must collect the operational surcharge or 9-1-1 charge under the Act set by the County Board through resolution or implementing ordinance from services suppliers located within the Service District and remit such funds as provided under the Act to the County. The 911 Board may require that service suppliers provide an accounting of all funds collected and charged, including an identification of the number of service users that it is billing within the District. Any service supplier who fails to collect such funds and timely remit them as provided in this Plan and Act or to provide the reasonable accounting required hereby may be enjoined by the County Circuit Court from providing communication services to service users within the Service District. The County Board is authorized to sue such service supplier in the Circuit Court to obtain such injunctive relief and/or damage relief for the amount of uncollected or unremitted surcharge that the service supplier should have provided to the County.

In the event that millage and/or 911 operational surcharge revenues are insufficient to cover the costs of financing the Central Dispatch, the County Board is authorized to negotiate fees for primary PSAP services rendered to public safety agencies and other emergency service providers dispatched by the Central Dispatch, and if such fees cannot be negotiated, to set them at reasonable and fair levels in relation to the estimated cost of the services actually delivered to the public or private safety agencies. Furthermore, consistent with substantive due process and equal protection standards, the County Board is authorized to set a service user fee at reasonable and fair levels in relation to the estimated cost of the services actually delivered to the service user or on his or her behalf or on behalf of a person or entity receiving the benefit of the emergency public and/or private services. Nothing in this section shall be construed as authorizing a private safety agency, emergency medical service or wrecker service to assess or pass along any dispatch fee to any public safety agency or citizen. The County Board may impose such fees through resolution or implementing ordinance, including authorization to the State of Michigan District Court system to collect such fees from the party adjudicated at fault for creating the emergency service condition through civil and criminal infraction proceedings. The County Board may authorize the initiation of civil court proceedings to collect any such service user fee.


### 3) **Past Plans or Amendments**

These provisions are intended to modify, amend, supersede and replace any and all prior Plan or Plan Amendment. This Plan may be amended in any manner and at any time consistent with the Act.

## EXECUTION AND ACKNOWLEDGEMENT

Date: 7/13/21  
Richard Godfrey, Chairperson  
Van Buren County Board of Commissioners

I, Suzie Roehm, the Van Buren County Clerk, hereby attest that the Van Buren County Board of Commissioners approved this Plan on July 13, 2021, and authorized the Chairperson to execute it on its behalf, which occurred in my presence.

Date: 7/13/21  
Suzie Roehm, County Clerk

## **APPENDICES**

Appendix #1	Notice of Intent to Function as a PSAP
Appendix #2	Service Suppliers and Public Entities
Appendix #3	List of Public Safety Agencies Serviced by the 911 Network, and Dispatch Methods

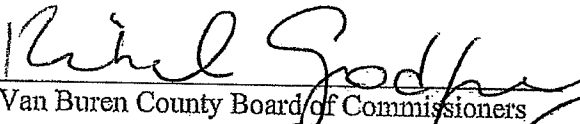
## APPENDIX #1

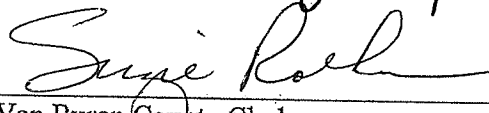
NOTICE OF INTENT TO FUNCTION AS A PSAP

Pursuant to the provisions of the Emergency Telephone Service Enabling Act, Michigan Public Act 32 of 1986, as amended, each public safety agency has 45 days after receipt of this tentative 911 Service Plan to file with the County Clerk a Notice of Intent to Function as a PSAP. The notice shall be in substantially the following form:

NOTICE OF INTENT TO FUNCTION AS A PSAP

Pursuant to Section 307 of the Emergency Telephone Service Enabling Act, Van Buren County Central Dispatch shall function as a PSAP within the 911 Service Plan adopted by resolution of the Van Buren County Board of Commissioners on July 13, 2001 (date).

  
Van Buren County Board of Commissioners

  
Van Buren County Clerk

## APPENDIX #2

### PUBLIC ENTITIES AND SERVICE SUPPLIERS WITHIN SERVICE PLAN

The following public entities exist in whole or in part with the County and, therefore, the service district created by this Plan:

**TOWNSHIPS OF:** Almena, Antwerp, Arlington, Bangor, Bloomingdale, Columbia, Covert, Decatur, Geneva, Hamilton, Hartford, Keeler, Lawrence, Paw Paw, Pine Grove, Porter, South Haven and Waverly

**VILLAGES OF:** Bloomingdale, Breedsville, Decatur, Lawrence, Lawton, Mattawan, and Paw Paw.

**CITIES OF:** Bangor, Gobles, Hartford and South Haven

**CAMPUSES OF:** Lake Michigan College

The following service suppliers as that term is used in the Act, operate within the Service District, using the following wire centers or operating in the following geographic area:

<u>Service Provider</u>	<u>Wire Center or Geographic Coverage</u>
<b>2 Talk, LLC</b>	County of Van Buren
<b>8X8, Inc</b>	County of Van Buren
<b>Access Point, Inc</b>	County of Van Buren
<b>ACD.NET, INC</b>	County of Van Buren
<b>ACN Communication Services, LLC</b>	County of Van Buren
<b>Alltel Communications Wireless</b>	County of Van Buren
<b>American Broadband &amp; Telecomm</b>	County of Van Buren
<b>Anavon Technology Group</b>	County of Van Buren
<b>ANPI Business LLC</b>	County of Van Buren
<b>Appia Communications, Inc</b>	County of Van Buren
<b>AT&amp;T Corp</b>	County of Van Buren
<b>Bandwidth, Inc</b>	County of Van Buren
<b>Birch Telecom of the Great Lakes, LLC</b>	County of Van Buren
<b>Bloomingdale Communications</b>	County of Van Buren
<b>Bloomingdale Telephone Co</b>	County of Van Buren
<b>Boomerang Wireless LLC</b>	County of Van Buren
<b>BullsEye Telecom</b>	County of Van Buren
<b>CauseBase Communications</b>	County of Van Buren
<b>CBTS Technology Solutions</b>	County of Van Buren
<b>Celito Communications Inc</b>	County of Van Buren
<b>Celito Partnership</b>	County of Van Buren
<b>Charter Advanced Services CCVIII</b>	County of Van Buren

<b>Charter Advanced Services MI</b>	County of Van Buren
<b>Clear Rate Communications, Inc</b>	County of Van Buren
<b>Comcast IP Phone, LLC</b>	County of Van Buren
<b>Comcast OTR1, LLC</b>	County of Van Buren
<b>Consumers Cellular, Inc</b>	County of Van Buren
<b>Dialpad, Inc</b>	County of Van Buren
<b>Esco Technologies, Inc</b>	County of Van Buren
<b>Everstream GLC Holding Co LLC</b>	County of Van Buren
<b>Flash Wireless</b>	County of Van Buren
<b>Frontier North Inc (MI)</b>	County of Van Buren
<b>Frontier Midstates (MI)</b>	County of Van Buren
<b>Google North America, Inc dba Google</b>	County of Van Buren
<b>Granite Telecommunications, LLC</b>	County of Van Buren
<b>GreatCall, Inc – dba Jitterbug</b>	County of Van Buren
<b>Hughes Network Systems, LLC</b>	County of Van Buren
<b>Interface Security Systems, LLC</b>	County of Van Buren
<b>iTalk Global Communciations</b>	County of Van Buren
<b>Jive Communications, Inc</b>	County of Van Buren
<b>Level 3 Communications, Inc</b>	County of Van Buren
<b>Matrix Telecom, Inc</b>	County of Van Buren
<b>MCImetro Access Transmission Service</b>	County of Van Buren
<b>Metropolitan Telecommunications</b>	County of Van Buren
<b>Michigan Bell Telephone Co/ AT&amp;T</b>	County of Van Buren
<b>Midwest Energy &amp; Communications</b>	County of Van Buren
<b>Mitel Cloud Services, Inc</b>	County of Van Buren
<b>Muskegon Cellular Partnership</b>	County of Van Buren
<b>Network Services Telecom Group, Inc</b>	County of Van Buren
<b>New Cingular Wireless PCS LLC</b>	County of Van Buren
<b>New Horizon</b>	County of Van Buren
<b>New Par</b>	County of Van Buren
<b>Nextiva, Inc</b>	County of Van Buren
<b>NexVortex, Inc</b>	County of Van Buren
<b>NOS Communications</b>	County of Van Buren
<b>Ooma, Inc</b>	County of Van Buren
<b>PNG Telecommunications</b>	County of Van Buren
<b>Ready Wireless</b>	County of Van Buren
<b>Republic Wireless</b>	County of Van Buren
<b>Sprectotel, Inc</b>	County of Van Buren
<b>Sprint Spectrum LP</b>	County of Van Buren
<b>Sprintcom, Inc</b>	County of Van Buren
<b>Stat2Star Communications LLC</b>	County of Van Buren
<b>TAG Mobile, LLC</b>	County of Van Buren
<b>TelNet Worldwide</b>	County of Van Buren

<b>Telrite Corp dba Life Wireless</b>	County of Van Buren
<b>The Iserve Company, LLC</b>	County of Van Buren
<b>TING Inc</b>	County of Van Buren
<b>T-Mobile Central, LLC</b>	County of Van Buren
<b>US Xchange of MI LLC dba One Communications</b>	County of Van Buren
<b>Velocity the Greatest Phone Co Ever</b>	County of Van Buren
<b>Verizon Wireless</b>	County of Van Buren
<b>ViaSat, Inc</b>	County of Van Buren
<b>Vonage America</b>	County of Van Buren
<b>Vonage Business, Inc</b>	County of Van Buren
<b>Working Assets Funding Service, Inc</b>	County of Van Buren
<b>Ymax Communications Group</b>	County of Van Buren

**APPENDIX #3****PSAP, PUBLIC SAFETY AGENCIES AND DISPATCH METHODS****Van Buren County Central Dispatch PSAP**

<b><u>PSAP Area:</u></b>	<b><u>Public Agency</u></b>	<b><u>Dispatch</u></b>	<b><u>Phone Line</u></b>	<b><u>Backup PSAP</u></b>
County of Van Buren	<b>Law Enforcement</b> MSP Post #51 Van Buren Co. Sheriff Bangor Police Dept Covert Twp Police Dept. Decatur Police Dept. Hartford Police Dept. Lawrence Police Dept. Lawton Police Dept. Mattawan Police Dept Paw Paw Police Dept Pokagon Tribal Police South Haven Police Dept	Direct 800 MHz or VHF Radio	X	MSP Regional Cass Co
County of Van Buren	<b>Fire</b> Bangor FD Bloomingtondale FD Columbia Twp FD Covert Twp FD Decatur/Hamilton FD Gobles/Pine Grove FD Hartford FD Keeler Twp FD Lawrence FD Lawton FD Mattawan FD Paw Paw FD SHAES	VHF Radio or Direct 800 MHz	X	Allegan Co Cass Co
County of Van Buren	<b>Ambulance</b> Covert EMS SHAES VBEMS Pride Care EMS Life EMS	Direct 800 MHz or VHF Radio	X	Allegan Co Cass Co
County of Van Buren	<b>Miscellaneous</b> Van Buren County Road Commission Van Buren State Park Rangers	Direct 800 MHz or VHF Radio	X	None





**Roxann Isbrecht**

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**From:** Diane Rigozzi <drigozzi@ss-vbc.org>  
**Sent:** Friday, July 2, 2021 1:54 PM  
**To:** Diane  
**Subject:** Senior Services Update  
**Attachments:** May Board Report.pdf; ED Report- May.docx; Ccovid Letters #1.docx; 2021 FOOD TRUCKS.docx; Township and City Report for Covid period 1 (3) dated 6-1-21.docx; Picnic in the parking lot.pdf

Hello!

I wanted to touch base to let you know what's going on with Senior Services in your communities.

I know the big question is "When are we reopening the Activities Centers"? The short answer is that Activities Centers will open in August and September in all areas in some capacity. We are still waiting to hear back from some of the locations to confirm dates and times. As soon as I hear back I will send out the calendars to you and we will advertise throughout the county. It's important to keep in mind that we are so much more than our activity centers. We had two picnics in June, one in South Haven and one in Bloomingdale. We have another two scheduled on July 28th, one is at our Paw Paw site at the Freshwater Church and the other is at our Bangor location at the Simpson United Methodist Church. Seniors are to bring a chair, we will provide lunch, drinks, games and door prizes! Below are some pictures from our June picnics.

We have continued with all other services during the past year and even added more. Many are things that go unseen because they deal with seniors who are homebound or have special needs. If you have questions about these services please let me know.

In the meantime, below are a list of things that we've been doing and some updated reports.

- Food Truck Schedule, please post and share with your communities.
- Our YTD Financial Report
- Activity Report
- A few Letters from our Home Delivered meal recipients
- (The Covid report sent back in April in case you missed it)
- Picnics in the Parking Lot Pictures (say that 3 times real fast:))

Thank you for your continued support of SSVBC!

As always, please contact me with any questions or concerns.

Diane Rigozzi  
 Senior Services of Van Buren County



## Senior Services October

- Oct. 6-Tues.** Home delivered meals
- Oct. 8-Thurs.** Pick-up meal \$5- Chili and Corn Bread  
12-1pm South Haven and Paw Paw
- Oct. 15-Thurs.** South Haven Commodities
- Oct. 20-Tues.** Home delivered meals
- Oct. 20-Tues.** Paw Paw Commodities
- Oct. 21-Wed.** Board Meeting via Zoom
- Oct. 22 –Thurs.** Pick-up meal \$5– Maple Grove Burgers  
12-1pm Homemade Chips  
South Haven and Paw Paw
- Oct. 27-Tues.** Home delivered meals
- Oct. 29 – Thurs.** Pick-up meal \$5– Creamy Chicken Lasagna  
12-1pm South Haven and Paw Paw
- Oct. 30 – Fri.** Paw Paw Food Truck – all welcome  
11am-12pm

## Senior Services November

- Nov. 2 – Mon.** Gobles Food Truck –all welcome  
11am-12pm
- Nov. 3-Tues.** Home Delivered Meals
- Nov. 5 – Thur.** Pick-up meal \$5-Country fried steak, mashed potatoes  
12-1pm South Haven and Paw Paw
- Nov. 10-Tues** Home Delivered
- Nov. 11 – Wed.** Porter Food Truck –all welcome  
11am-12pm
- Nov. 12-Thur.** Pick-up meal \$5-Maple Grove Pulled Pork and Homemade Chips  
12-1pm South Haven and Paw Paw
- Nov. 17-Thus.** Home Delivered Meals
- Nov. 17-Thus.** Paw Paw Commodities
- Nov. 18-Wed.** Board Meeting via zoom
- Nov. 19 – Thurs.** Pick-up meal \$5 –Thanksgiving Dinner  
South Haven and Paw Paw
- Nov. 19-Thus.** South Haven Commodities
- Nov. 24-Tues** Home Delivered
- Nov. 26-27** Closed-Thanksgiving
- Nov. 30 – Mon.** South Haven Food Truck 11am-12pm



## Senior Services December

<b>Dec. 1-Tues</b>	<b>Home Delivered</b>
<b>Dec. 3 – Thur.</b> 12-1pm	<b>Pick-up meal \$5</b> – Cheesy Chicken Broc. Rice Casserole South Haven and Paw Paw
<b>Dec. 4 – Fri.</b> 11am-12pm	<b>Arlington Food Truck</b>
<b>Dec. 8-Tues</b>	<b>Home Delivered</b>
<b>Dec. 10 – Thurs.</b> 12-1pm	<b>Pick-up meal \$5</b> – Lasagna & Garlic Bread South Haven and Paw Paw
<b>Dec. 15-Tues</b>	<b>Home Delivered</b>
<b>Dec. 15-Tues</b>	<b>Paw Paw Commodities</b>
<b>Dec. 17 – Thurs.</b> 12-1pm	<b>Pick-up meal \$5</b> – Ham Christmas Dinner South Haven and Paw Paw
<b>Dec. 17-Thurs.</b>	<b>South Haven Commodities</b>
<b>Dec. 22-Tues.</b>	<b>Home Delivered</b> (We will also be delivering supplies for a nice Christmas dinner to these people on this day)
<b>Dec. 23-Jan. 1</b>	<b>Closed for Christmas</b>

## Senior Services January

<b>Jan. 5, Tues</b>	<b>Home Delivered</b>
<b>Jan. 12, Tues</b>	<b>Home Delivered</b>
<b>Jan. 13, Wed</b>	<b>Covid Vaccine Clinic</b>
<b>Jan. 19, Tues</b>	<b>Commodities-So Haven</b>
<b>Jan. 19. Tues</b>	<b>Home Delivered</b>
<b>Jan. 21. Thurs</b>	<b>Commodities-Paw Paw</b>
<b>Jan. 26. Tues</b>	<b>Home Delivered</b>
<b>Jan. 27. Wed</b>	<b>Covid Vaccine Clinic</b>

## Senior Services February

<b>Feb. 2, Tues</b>	<b>Home Delivered</b>
<b>Feb. 3, Wed</b>	<b>Taxes</b>
<b>Feb. 4, Thurs</b>	<b>Covid Clinic</b>



11/17/20

Dear Senior Services:

I want to thank you for the meals you have been providing for me during the Covid-19 outbreak. They have helped me so much.

The evening of July 3<sup>rd</sup>, I fell and broke my right ankle. The meals you provided gave me the luxury of staying off my ankle per my Doctor's orders.

My Doctor later told me I had done everything right, and my ankle had healed perfectly. Your meals played a big part in this.

Right now I have one of my sinus infections. It is so nice not to have to cook when my head feels like a balloon!

So, thank you so much for your continued help. It is appreciated more than you know.

Senior Services

My name is Don Alby in Lauder.  
I would like to share with you my appreciation for Meals on Wheels senior delivery. As a senior with no transportation, and limited funds, I find the meals both tasty and convenient in these uncertain times. Thank you so much for your caring and community service.





Diane went out of her way  
one Tuesday when I had a appt.  
and she worked it out  
for me.

6-14-2020

Dear Senior Services,

I would like to thank all the  
people who put in the hard work  
to make sure all the seniors got  
three hot meals and a big container  
of soup or a chef salad also a  
dessert. I would make it into four  
meals eating the soup and salad  
for a meal. Diane whom I absolutely  
love she is always kind and she  
delivers my meals every Tuesday.  
They put the Food in new containers  
and a new bag every week. I asked  
Diane how can you guys keep paying  
for this their gas and most importantly  
their time.

These meals have took stress OFF  
me and I imagine it has other seniors.  
They taste very good. I should say  
they are really fantastic.

They were going to stop these  
and I am so happy as a lot of other  
seniors are they are going to do it  
through July.

Senior Services I believe you have  
kept us seniors safe by delivering  
these meals. We are not out in public  
and it helps when you don't drive.

Again Thank you to every body who  
works or volunteers for Senior Services.

I didn't want to send a

Thank you card I want you  
to know this is from the heart.













SSVBC May 2021 Board Report						
	REVENUE	May	YTD	Budget	Budget Detail	%
1	Activity Fees	\$-	\$-	\$1,000.00	\$1,000.00	100%
2	Meals			\$60,000.00		
	76th Street	\$830.00	\$1,569.00		\$60,000.00	97%
	Paw Paw	\$-	\$-			
3	Membership Fees	\$100.00	\$2,900.00	\$4,000.00	\$4,000.00	28%
4	Fundraising/Donations			\$34,500.00		
	Food Trucks	\$-	\$-		\$1,500.00	100%
	Festival of Trees	\$-	\$-		\$30,000.00	100%
	Ramps	\$-	\$-		\$1,000.00	100%
	Other	\$-	\$-		\$2,000.00	100%
5	Grants			\$131,338.00		
	AAA - Covert Chore	\$-	\$3,281.25			#DIV/0!
	AAA - Covert Home Repair	\$-	\$2,767.50			#DIV/0!
	AAA - Covert Care Watch	\$-	\$2,501.63		\$14,000.00	82%
	AAA - Ride Easy	\$-	\$-		\$14,000.00	100%
	AAA - Covert W/C Rides	\$-	\$700.00		\$1,500.00	53%
	AAA-Respite	\$-	\$-		\$10,000.00	100%
	RSVP	\$-	\$15,000.00		\$81,838.00	82%
	other grants/MMAP/Waiver	\$-	\$-			
	United Way-Ramps	\$833.33	\$4,346.12		\$10,000.00	57%
6	Donations & Other Income	\$-	\$-	\$1,000.00	\$1,000.00	100%
7	In Home Care			\$40,000.00		
	Hours billed	\$1,747.36	\$13,031.92		\$40,000.00	67%
8	Newsletter Ad	\$-	\$-	\$1,500.00	\$1,500.00	100%
9	Trips			\$25,000.00		
	Casino	\$-	\$-		\$3,000.00	100%
	Day Trips	\$-	\$-		\$10,000.00	100%





	REVENUE	May	YTD	Budget	Budget Detail	
	Extended	\$-	\$-		\$12,000.00	100%
10	Township & City Funding			\$852,603.03		
	Almena	\$-	\$-		\$43,950.60	100%
	Lawton	\$-	\$-		\$8,500.00	100%
	Arlington	\$-	\$24,522.66		\$26,944.24	9%
	Bangor City	\$-	\$11,972.61		\$13,197.48	9%
	Bloomingtondale Twp	\$-	\$36,951.74		\$42,411.46	13%
	Columbia Twp	\$6.34	\$40,061.46		\$46,927.97	15%
	Decatur Twp	\$104.98	\$44,443.72		\$44,740.29	1%
	Geneva Twp	\$-	\$44,927.66		\$49,820.86	10%
	Gobles	\$-	\$5,984.49		\$5,738.93	-4%
	Hamilton Twp	\$-	\$12,804.18		\$14,411.77	11%
	Hartford City	\$-	\$14,210.08		\$14,409.88	1%
	Lawrence Twp	\$7,717.55	\$25,423.27		\$30,029.66	15%
	Paw Paw Twp	\$-	\$90,973.32		\$109,212.16	17%
	Pine Grove Twp	\$-	\$19,330.26		\$22,003.31	12%
	Porter Twp	\$-	\$68,179.70		\$66,087.30	-3%
	South Haven City	\$-	\$193,534.11		\$199,661.98	3%
	South Haven Twp	\$-	\$76,187.33		\$81,739.42	7%
	Waverly Twp	\$15.16	\$32,394.70		\$32,815.72	1%
	Total Township & City Funding	\$7,844.03	\$741,901.29			
11	Interest	\$87.83	\$301.92			
12						
13	Total Village Market Revenue	\$23,628.90	\$44,434.50			
14	TOTAL REVENUE	\$35,071.45	\$832,735.13	\$1,150,941.03	\$1,150,941.03	28%
	EXPENSES	May	YTD	Budget	Budget Detail	
15	Activities			\$9,500.00		
	South Haven	\$-	\$-		\$3,000.00	100%



	EXPENSES	May	YTD	Budget	Budget Detail	
	Paw Paw	\$-	\$-		\$3,000.00	100%
	Hartford	\$-	\$-		\$1,000.00	100%
	Other Sites	\$-	\$-		\$1,000.00	100%
	Special Activities / Picnic	\$-	\$-		\$1,500.00	100%
16	Meals			\$135,000.00		
	SH / Bangor / Columbia	\$2,807.14	\$11,007.05		\$135,000.00	92%
	Paw Paw/Hartford	\$-	\$-			
	Restaurant Sites	\$-	\$-			
	Other Supplies	\$-	\$-			
	Volunteer Luncheon	\$-	\$-			
17	Capital Equipment			\$7,500.00		
	Equipment	\$-	\$-		\$2,500.00	100%
	Copy Machine	\$397.46	\$2,003.01		\$5,000.00	60%
18	Board Expense	\$-	\$13.47	\$250.00	\$250.00	95%
19	Communications			\$16,000.00		
	Postage	\$-	\$192.58		\$4,000.00	95%
	Telephone	\$531.46	\$2,662.28		\$7,000.00	62%
	Cell Phones	\$200.00	\$1,170.00		\$5,000.00	77%
20	Advertising & Marketing			\$15,000.00		
	Advertising	\$607.63	\$2,761.63		\$9,000.00	69%
	Other Marketing	\$-	\$-		\$2,000.00	100%
	Signage	\$-	\$-		\$4,000.00	100%
21	Newsletter	\$-	\$553.80	\$20,000.00	\$20,000.00	97%
22	Dues & Subscriptions			\$8,400.00		
	My Senior Center	\$-	\$-		\$2,500.00	100%
	Point of sale CC machine	\$-	\$382.00		\$500.00	24%
	Bank Fees	\$-	\$1.45		\$100.00	99%
	Internet	\$86.02	\$1,938.54		\$2,800.00	31%



	EXPENSES	May	YTD	Budget	Budget Detail	
	Misc. and storage facility	\$154.00	\$785.75		\$500.00	-57%
	Membership fees/Prof Affil	\$258.59	\$782.47		\$2,000.00	61%
23	Emergency Fund	\$339.72	\$1,311.39			
24	Insurance			\$22,000.00		
	Liability	\$-	\$3,350.00		\$3,500.00	4%
	Directors and Officers	\$-	\$3,310.83		\$3,500.00	5%
	Workers Comp	\$-	\$(289.00)		\$4,500.00	106%
	Theft, building and Other	\$-	\$2,021.79		\$10,500.00	81%
25	Maintenance & Repair	\$-	\$-	\$500.00	\$500.00	100%
26	Feeding America	\$-	\$-	\$3,500.00	\$3,500.00	100%
27	AAA Grants			\$27,000.00		
	AAA - Covert Chore	\$-	\$-			#DIV/0!
	AAA - Covert Home Repair	\$-	\$-			#DIV/0!
	AAA - Covert W/C Rides	\$-	\$882.00		\$1,500.00	41%
	AAA - Ride Easy	\$-	\$-		\$15,500.00	100%
	AAA-Respite	\$-	\$1,390.00		\$10,000.00	86%
28	Ramps	\$9,115.64	\$9,115.64	\$4,000.00	\$4,000.00	-128%
29	Professional Fees-Roy/Audit	\$4,950.00	\$10,151.50	\$10,000.00	\$10,000.00	-2%
30	Rent & Utilities		\$-	\$49,500.00		
	SH Church Donation	\$500.00	\$2,500.00		\$6,000.00	58%
	PP Church Donation	\$1,800.00	\$9,000.00		\$21,600.00	58%
	Other Site Rents	\$-	\$-		\$3,500.00	100%
	PP Utilities and Facility supplies	\$294.99	\$1,474.95		\$2,400.00	39%
	SH Utilities and Facility Supplies	\$874.75	\$6,726.83		\$16,000.00	58%
31	Supplies		\$-	\$17,000.00		
	Office	\$653.31	\$3,316.65		\$12,000.00	72%
	Other	\$111.00	\$4,418.93		\$5,000.00	12%
32	Staff Training		\$-	\$7,000.00		



	EXPENSES	April	YTD	Budget	Budget Detail	
	Inservice-SSVBC	\$-	\$-		\$2,000.00	100%
	Inservice-In Home Care	\$-	\$-		\$500.00	100%
	LT Training-SSVBC	\$-	\$-		\$2,000.00	100%
	LT Training-RSVP	\$-	\$-		\$2,500.00	100%
32	Mileage		\$-	\$35,000.00		
	SSVBC	\$667.20	\$5,531.68		\$20,000.00	72%
	RSVP	\$988.64	\$1,607.44		\$5,000.00	68%
	In Home Care	\$341.83	\$1,884.31		\$10,000.00	81%
33	Wages & FICA		\$-	\$614,349.00		
	In Home Care	\$1,887.88	\$13,378.46		\$70,000.00	81%
	SSVBC	\$15,540.25	\$109,087.73		\$430,700.00	75%
	RSVP	\$4,097.91	\$28,462.77		\$70,000.00	59%
	FICA	\$2,205.68	\$11,880.01		\$43,649.00	73%
34	Fundraising/FOT	\$-	\$-	\$2,500.00	\$2,500.00	100%
35	Trips-Senior	\$-	\$-	\$22,000.00	\$22,000.00	100%
36	Line of Credit	\$-	\$-			
37	Savings Reserves	\$-	\$-			
	Equity Line	\$-	\$-			
38	Total Village Market Expenses	\$27,179.65	\$70,067.77			
39	TOTAL EXPENSE	\$76,590.75	\$324,835.71	\$1,025,999.00	\$1,025,999.00	68%
40	NET INCOME	\$(41,519.30)	\$507,899.42	\$124,942.03	\$124,942.03	-307%





**May 24**

Hartford City Hartford United Methodist Church  
425 E Main St, Hartford, MI 49057

**June 28**

Decatur-First Presbyterian Church  
[119 E Delaware St](#)  
[Decatur MI 49045](#)

**July 26**

Bloomington-Bloomington United Methodist Church  
[201 E Pine Street](#)  
[Bloomington MI 49026](#)

**August 2**

Gobles-Gobles United Methodist Church  
[210 E Exchange St, Gobles, MI 49055](#)

**August 16**

Arlington-Arlington Township hall  
52022 34th Ave, Bangor, MI 49013

**September 20**

Lawton-St. Pauls United Methodist Church  
[63855 M-40, Lawton, MI 49065](#)

**October 4<sup>th</sup>**

Waverly-Waverly Township Hall  
[42114 M-43 Hwy Paw Paw, MI 49079](#)

**October 18**

Paw Paw-Freshwater Church  
600 E Michigan Ave Paw Paw, MI 49079

**November 8**

South Haven-Old Village Market (new Senior Services)  
[8337 M140 South Haven MI 49090](#)

**December 6**

Bangor City-This will be held in the lot behind Lupita's Market  
[139 W. Monroe St Bangor, MI 49013](#)



## Hello from Senior Services of Van Buren County!

I hope you have all stayed healthy over the past year! I wanted to touch base and share some of what SSVBC has been doing during the COVID pandemic.

As most of you are aware, Senior Service is much more than an activity center. We have a full range of services that we provide during normal times including: In Home Care, Carewatch Management for homebound seniors, Commodities, Food Trucks, Medical Equipment, Medical Transportation, Ramps, Volunteer Services, Minor Home Repair, Trips and free Tax Preparation to name a few.

When we made the decision to close the activity centers in March of 2020, we didn't stop serving the seniors in your area. We listened to them, to their needs and fears and developed new ways to help them during a very scary time.

### Food Subsidies:

One of the things they told us was that they were afraid to go to the store. Most of these seniors were also getting Meals on Wheels, which is a wonderful program, however they only deliver one meal a day. We decided that if we were to supplement that with an additional 4 meals a week it would reduce their need to go into grocery stores. The homebound seniors have LOVED this program! Since we started our **Home Delivered Meal Program**, we have supplied over **10,250 meals** to senior homes at no cost to them. Along with the weekly meals, we delivered a large basket for Thanksgiving and Christmas to these homebound seniors with enough food to prepare a meal for 4-8.

Another way we addressed the food subside issue was with our **Drive-Thru Food Trucks**. Over the past year we provided **12 Drive-Thru Food Trucks** (which provide food for 100 families per truck) throughout the county and are scheduling **an additional 10 for this year**.

Senior Services has also continued the **Commodities Distribution** in Paw Paw and South Haven and has given out over 100 food boxes each month. Along with our regular commodities distribution we delivered **120 Dairy Boxes, 75 Quarantine Boxes and 125 additional boxes of food provided by Area Agency on Aging**. All these combined **provided over 50,000 lb of food to the seniors in Van Buren County!**

Senior Services also created a **Drive-Thru Meal** program for seniors who were more active. They were able to call in reservations for their meals and then drive-up to our doors and get them while never leaving their cars! We produced **over 1100 meals** for this program. We stopped the program over the winter months, but resumed in April.

Senior Services also provided a few seniors with **Grocery Pickup and Delivery** for some of the more rural areas in Grand Junction and Bloomingdale. We did not do many of these but there were a regular 2-3 that were helped.



### **Carewatch Services:**

One of the programs we are most proud of at Senior Services is our Carewatch program. This was developed with the homebound senior in mind. Our Carewatch professionals are similar to a social worker. They are trained in MMAP (Medical and Medicaid Assistance Program), help with Emergencies such as Utility and housing assistance, In-Home Care and Meals on Wheels referrals. Our Carewatch professionals will come to their home and help assess the seniors needs and then help them to obtain what is needed to keep them living in their home longer. They also maintain an ongoing relationship with the senior to help as their needs change. We have continued these services over the past year. Our Carewatch professionals have also been assisting with the medical transportation program. Because our volunteers' safety is so important to us and because they are in the high-risk group, we felt we needed to find a new way to accommodate the medical transportation problem. Senior Services worked together with VBEMS and other medical transportation professionals to continue providing rides at a reduced rate.

### **Covid Attack:**

I think during this time what our SSVBC team is most proud of is our direct response to the COVID virus itself. Our mission states in part that "We will provide caring support for seniors to enhance their quality of Life". Since the vaccine was approved, we have been working with the Department of Health and Human Services behind the scenes to help in the vaccination of VB Co seniors. DHHS reached out to us early on to register seniors over the phone for their vaccine. Both agencies understood the difficulty many seniors would have to sign up "on-line" so we began manually calling seniors and helping them with the process. In the first 3 months of our partnership, we have helped to vaccinate over 1500 of our seniors. In the next couple of weeks, we will go public with this program by messaging over 11,000 seniors in our data base by robo call with two designated phone numbers to sign up with SSVBC. DHHS will also be using our numbers in their campaign going forward. We anticipate this will keep us remarkably busy! We also met to discuss our homebound seniors. The second line will be for those who are unable to get to a vaccination clinic. DHHS and SSVBC will be sending out trained medical staff to seniors' homes to help vaccinate seniors without them having to leave their homes.

### **Activity Center Opening:**

We are not quite there yet! Our board has agreed through this entire process that our seniors' health is our number one priority. We feel by addressing the above needs and by attacking the COVID virus directly we will have better success at reopening while keeping everyone safe. Once we have pushed through this next phase of these clinics we will be assessing how and when we reopen the centers.



**Our New Building:**

The last thing I would like to report on is our new Activity Center and Offices in South Haven. Many of you are aware of the large donation that was given to Senior Services by the Murk Family. The building was almost completely donated and valued at 2.5 million dollars. SSVBC paid \$400,000 for the building making the donation over two million. We have one renter currently in the building and one more coming which will give us the income we need to cover utilities and maintenance. The renovation that just began will be approximately 3.2 million dollars which we hope to fundraise. This was a once in a lifetime opportunity that we felt was too good to pass up and the board supported it unanimously. When the project is complete, we will have central offices, pickleball courts, a central kitchen, café, workshop, auditorium, craft room, dance / exercise area, additional leasing space, 5 classrooms, a walking trail and an expansive lending closet for medical equipment and dry food storage. As excited as we are about this project, please keep in mind that this will not take away from any other activity centers or services in the county, it is just a wonderful addition that can be used by anyone over 60 in a tax paying jurisdiction.

It has been an honor to work with Senior Services of Van Buren Counties Board of Directors and our amazing staff during this crazy period in history. They have risen to the challenges and changes we have made to our programing while never losing site of the importance of our senior's health and safety.





# Hartford Fire Department

Hartford, MI

This report was generated on 7/21/2021 10:36:28 AM



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

Start Date: 06/01/2021 | End Date: 06/30/2021

ANSWERS	# INCIDENTS
USER-DEFINED FIELD: Dispatch Priority (Required)	
1	34
2	27
3	8

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

# Hartford Fire Department

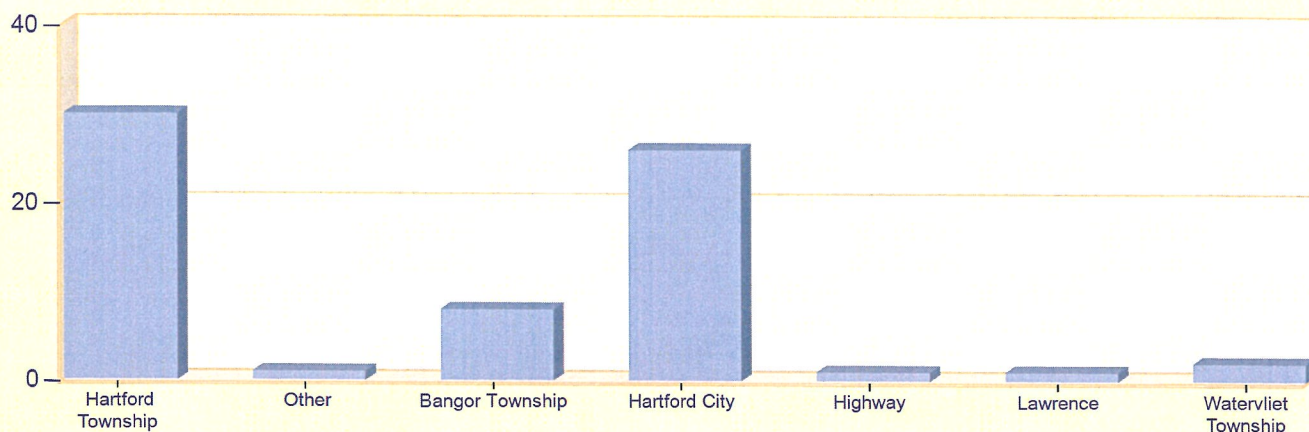
Hartford, MI

This report was generated on 7/21/2021 10:35:39 AM



## Incident Type Count per Zone for Date Range

Start Date: 06/01/2021 | End Date: 06/30/2021



ZONES	INCIDENT TYPE	COUNT
<b>Hartford Township - Hartford</b>		
	311 - Medical assist, assist EMS crew	5
	321 - EMS call, excluding vehicle accident with injury	15
	322 - Motor vehicle accident with injuries	1
	444 - Power line down	4
	551 - Assist police or other governmental agency	2
	611 - Dispatched & cancelled en route	1
	743 - Smoke detector activation, no fire - unintentional	2
	<i>Total Incidents for Hartford Township - Hartford:</i>	30
<b>Other - Other</b>		
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for Other - Other:</i>	1
<b>Bangor Township - Bangor</b>		
	142 - Brush or brush-and-grass mixture fire	1
	321 - EMS call, excluding vehicle accident with injury	4
	444 - Power line down	3
	<i>Total Incidents for Bangor Township - Bangor:</i>	8
<b>Hartford City - Hartford</b>		
	311 - Medical assist, assist EMS crew	5
	321 - EMS call, excluding vehicle accident with injury	17
	322 - Motor vehicle accident with injuries	1

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



emergencyreporting.com  
Doc Id: 1404  
Page # 1 of 2

ZONES	INCIDENT TYPE	COUNT
	611 - Dispatched & cancelled en route	2
	815 - Severe weather or natural disaster standby	1
	<i>Total Incidents for Hartford City - Hartford:</i>	26
<b>Highway - I 94</b>		
	324 - Motor vehicle accident with no injuries.	1
	<i>Total Incidents for Highway - I 94:</i>	1
<b>Lawrence - Township</b>		
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for Lawrence - Township:</i>	1
<b>Watervliet Township - Watervliet</b>		
	111 - Building fire	2
	<i>Total Incidents for Watervliet Township - Watervliet:</i>	2
<b>Total Count for all Zone:</b>		<b>69</b>

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





# Hartford Fire Department

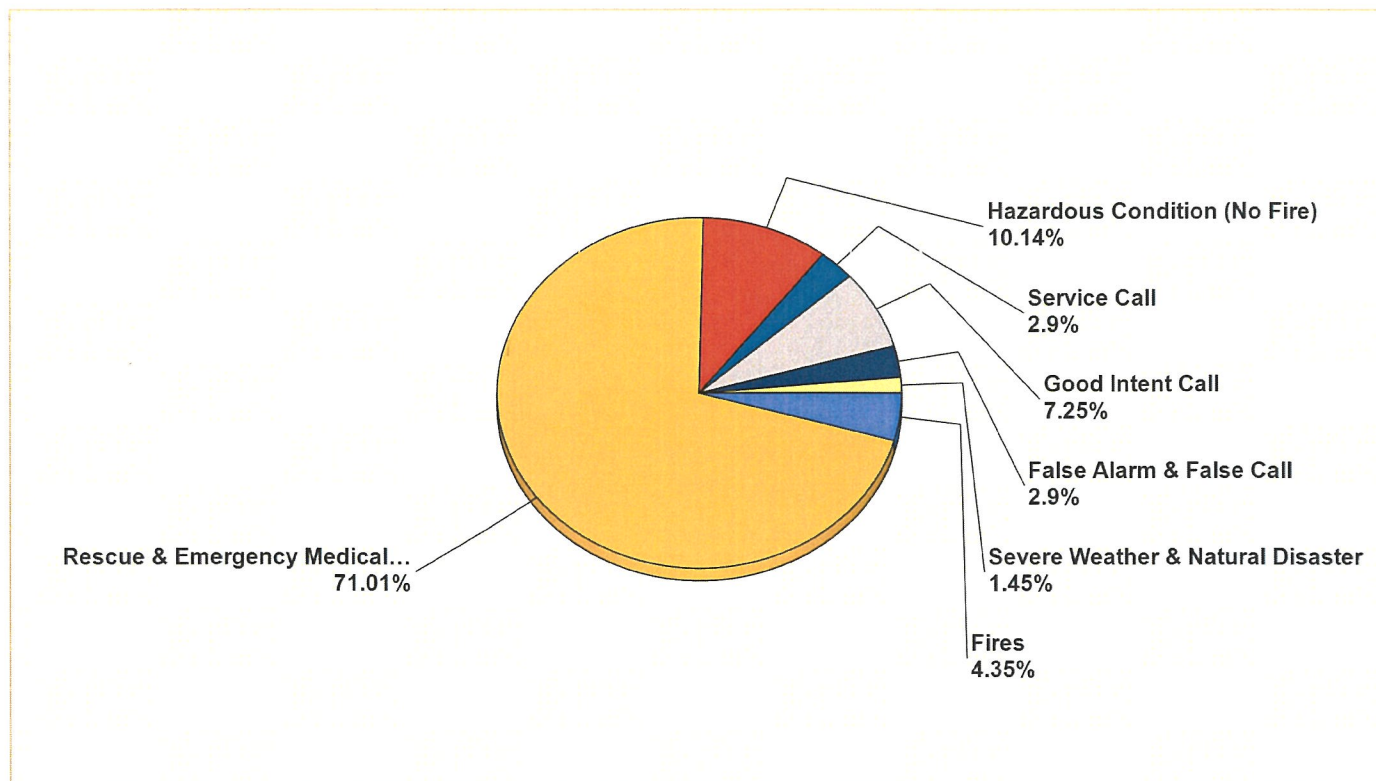
Hartford, MI

This report was generated on 7/21/2021 10:29:53 AM



## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 06/01/2021 | End Date: 06/30/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	4.35%
Rescue & Emergency Medical Service	49	71.01%
Hazardous Condition (No Fire)	7	10.14%
Service Call	2	2.9%
Good Intent Call	5	7.25%
False Alarm & False Call	2	2.9%
Severe Weather & Natural Disaster	1	1.45%
<b>TOTAL</b>	<b>69</b>	<b>100%</b>

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

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	2	2.9%
142 - Brush or brush-and-grass mixture fire	1	1.45%
311 - Medical assist, assist EMS crew	10	14.49%
321 - EMS call, excluding vehicle accident with injury	36	52.17%
322 - Motor vehicle accident with injuries	2	2.9%
324 - Motor vehicle accident with no injuries.	1	1.45%
444 - Power line down	7	10.14%
551 - Assist police or other governmental agency	2	2.9%
611 - Dispatched & cancelled en route	5	7.25%
743 - Smoke detector activation, no fire - unintentional	2	2.9%
815 - Severe weather or natural disaster standby	1	1.45%
<b>TOTAL INCIDENTS:</b>	<b>69</b>	<b>100%</b>

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

**Hartford Fire Board**  
 Agenda  
 Monday, June 14, 2021 7:00 PM

- I. Call to Order, Pledge
- II. Roll call: Jerry Birmele, Steve Starner, Chad Hunt, Helen Sullivan, Carlos Ledesma
- III. Public Comment: Limited to three minutes per person
- IV. Approval of the Agenda. Motion by \_\_\_\_\_ Second by \_\_\_\_\_ Motion \_\_\_\_\_
- V. Approval of previous meeting minutes from June 14, 2021: Motion by \_\_\_\_\_ Second \_\_\_\_\_ Motion \_\_\_\_\_
- VI. Approval of June Treasurer's report: Motion By \_\_\_\_\_ Second by \_\_\_\_\_ to approve Treasurer's report as presented. Motion \_\_\_\_\_
  - a. Accounts Payable: Amount \$ **21,640.68** 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:
  - 1. Acceptance of Chad Kostrzewa resignation. Motion by \_\_\_\_\_ Second \_\_\_\_\_ to accept Chad Kostrzewa's letter of resignation effective June 30, 2021. Motion \_\_\_\_\_
  - 2. Approve moving 1871 final payment from 2020/2021 Budget to 2021/2022 Budget. Motion by \_\_\_\_\_; Second \_\_\_\_\_ to approve moving the final payment to Spencer for new 1871 to 2021/2022 Budget Motion \_\_\_\_\_
- XI. Reports:
  - a. Fire Chief
  - b. Assistant Fire Chief
  - c. Board

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

**Hartford Fire Board Meeting  
July 12, 2021  
Balance Sheet & Deposit Detail  
June Business**

**BALANCE SHEET**

	<u>May 31, 21</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
102 Regular Check Chem Bk...847	73,706.61
105 CD Fund Equity..C...288	-336.62
106 Millage Fund Chem Bank .167	83,571.38
108 Maintenance Chem Bk ...183	16,311.61
Chemical Financial Advisors	80,357.24
TCF Investment Services #2	100,640.57
<b>Total Checking/Savings</b>	<u>354,250.79</u>
<b>Total Current Assets</b>	<u>354,250.79</u>
<b>TOTAL ASSETS</b>	<u><b>354,250.79</b></u>
<b>LIABILITIES &amp; EQUITY</b>	0.00

**Deposit Detail**

	<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Amount</u>
	Deposit	06/01/2021		Chemical Financial Advisors	351.62
				303 Investment Market Changes	-351.62
TOTAL					-351.62
	Deposit	06/07/2021		102 Regular Check Chem Bk...847	1,153.26
				521 Cost Recovery	
				Reimbursement	-50.00
				513 Payroll Taxes	-578.26
	Payment	06/07/2021	Pride Care Ambulance	Undeposited Funds	-525.00
TOTAL					-1,153.26
	Deposit	06/07/2021		102 Regular Check Chem Bk...847	13,427.79
				401 Hartford Township	13,427.79
TOTAL					13,427.79
	Deposit	06/11/2021		102 Regular Check Chem Bk...847	3,416.24
				420 Bangor 1st Resp Reimburse	-3,416.24
TOTAL					-3,416.24
	Deposit	06/14/2021		102 Regular Check Chem Bk...847	8,951.96
				402 Hartford City	-8,951.96
TOTAL					-8,951.96
	Deposit	06/14/2021		106 Millage Fund Chem Bank .167	6,343.02
				411 Hartford City Millage	-6,343.02



**Hartford Fire Board Meeting  
July 12, 2021  
Balance Sheet & Deposit Detail  
June Business**

TOTAL				-6,343.02
Deposit	06/14/2021		106 Millage Fund Chem Bank .167	14,016.35
			412 Hartford Township Millage	14,016.35
TOTAL				14,016.35
Deposit	06/30/2021		106 Millage Fund Chem Bank .167	0.76
			404 Interest	-0.76
TOTAL				-0.76
Deposit	06/30/2021		108 Maintenance Chem Bk ...183	0.11
			404 Interest	-0.11
TOTAL				-0.11
Deposit	06/30/2021		102 Regular Check Chem Bk...847	0.82
			404 Interest	-0.82
TOTAL				-0.82
Paycheck	06/30/2021	Flemming, Ryan C.	102 Regular Check Chem Bk...847	0.00
			500.2 Firefighters/Medics	30.00
			500.2 Firefighters/Medics	22.50
			500.2 Firefighters/Medics	22.50
			Payroll Liabilities	-46.07
			Payroll Tax Expense	4.65
			Payroll Liabilities	-4.65
			Payroll Liabilities	-4.65
			Payroll Tax Expense	1.09
			Payroll Liabilities	-1.09
			Payroll Liabilities	-1.09
			Payroll Liabilities	-23.19
TOTAL				0.00

# Hartford Fire Board

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

## Schedule of Regular Meetings

7 p.m. on dates listed below

Monday, July 12, 2021  
Monday, August 9, 2021  
Monday, September 13, 2021  
Monday, October 11, 2021  
Monday, November 8, 2021  
Monday, December 13, 2021

Monday, January 10, 2022  
Monday, February 14, 2022  
Monday, March 14, 2022  
Monday, April 11, 2022  
Monday, May 9, 2022  
Monday, June 13, 2022

## at the Hartford Fire Department

436 E. Main St.  
Hartford, MI 49057

This notice is posted in compliance with the Open Meetings Act, Public Act 267 of 1976, as amended (MCL 41.72a(2)(3)) and the Americans with Disabilities Act.

The Hartford Fire Board will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting or public hearing upon 7 days notice to the Hartford Fire Board.

Individuals with disabilities requiring auxiliary aids or services should contact the Hartford Fire Board by writing or calling the following: Chair Steve Starner, 66561 CR 372, Hartford, MI 49057 or call 269-208-5896.

Posted on: 7/12/2021

Signature of Board Chairman \_\_\_\_\_

## **Assistant Chief Report**

**June**

### **Information**

- 1871 update
- AAA grant was denied
- Light Bar on 1810 broke
- Finishing up EMT Class

Respectfully submitted

K.McGrew

Kevin McGrew-Asst. Fire Chief

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

I. Call to Order, Pledge

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

II. Public Comment: Limited to three minutes per person

III. Approval of the Agenda. Motion by \_\_\_\_\_ Second by \_\_\_\_\_ Motion: \_\_\_\_\_

Organization of Fire Board Offices:

- IV. Motion by \_\_\_\_\_; Second by \_\_\_\_\_ to nominate \_\_\_\_\_ as Fire Board Chairperson for the 2021-22 fiscal year. Motion: \_\_\_\_\_.

- V. Motion by \_\_\_\_\_; Second by \_\_\_\_\_ to nominate \_\_\_\_\_ as Fire Board Vice – Chairperson for the 2021-22 fiscal year. Motion: \_\_\_\_\_.

- VI. Motion by \_\_\_\_\_; Second by \_\_\_\_\_ to nominate \_\_\_\_\_ as Fire Board Secretary for 2021-22 fiscal year. Motion: \_\_\_\_\_.

- VII. Motion by \_\_\_\_\_; Second by \_\_\_\_\_ to nominate \_\_\_\_\_ as Fire Board Treasurer for 2021-22 fiscal year. Motion: \_\_\_\_\_.

Organization of Meetings for 2021-2022 fiscal year:

- VIII. Motion by \_\_\_\_\_; Second by \_\_\_\_\_ to set regular meetings of the Hartford Fire Board on the second Monday of each month at 7 p.m. for the 2021-2022 fiscal year. Motion: \_\_\_\_\_.

- IX. Motion by \_\_\_\_\_; Second by \_\_\_\_\_ to adjourn the 2021-2022 organizational meeting at \_\_\_\_\_ pm. Motion: \_\_\_\_\_.

## June 2021 CALLS

+	#	TIME	Address	People	COST	TYPE OF CALL
1-Jun	360	15:13	Bangor Twp	6	\$ 72.75	Grass Fire
1-Jun	361-Twp	17:39	67 1/2 St.	7	\$ 102.00	Med Assist-Difficulty Breat
1-Jun	362-City	23:12	Linden St.	3	\$ 43.75	Med Assist-Medical Alarm
2-Jun	363-Twp	4:53	68th St.	3	\$ 43.75	Med Assist-Difficulty Breat
4-Jun	364-Twp	15:14	Rush Lake Rd.	4	\$ 58.25	Med Assist-Full Arrest
4-Jun	365-Twp	22:24	65th St.	4	\$ 58.25	Other-Lift Assist
4-Jun	366-Twp	15:52	48th & 68th	4	\$ 145.62	Other-Assist PD
5-Jun	367-City	1:22	Bennett Ave.	1	\$ 15.00	Med Assist-Sick Person
5-Jun	368-Twp	7:10	Red Arrow Hwy	4	\$ 145.62	Other-Wires Down
5-Jun	369-City	14:29	Spaulding	3	\$ 40.75	Med Assist-Fall
5-Jun	370-City	20:31	Bowie St.	3	\$ 43.75	Med Assist-Seizure
5-Jun	371-City	21:39	Bowie St.	4	\$ 59.25	Med Assist-Sick Person
6-Jun	372-Twp	1:11	66th St.	2	\$ 31.00	Med Assist-Suicidal Persor
6-Jun	373-City	18:22	Vanderlyn Dr.	4	\$ 58.25	Med Assist-Fainting
8-Jun	374-City	13:23	Paras Hill	4	\$ 58.75	Med Assist-Fall
9-Jun	375	18:02	Bangor Twp	4	\$ 61.12	Other-Lines Down
10-Jun	376-Twp	1:58	70th St.	2	\$ 30.00	Med Assist-Chest Pain
10-Jun	377-Twp	7:54	Red Arrow Hwy	6	\$ 74.25	Med Assist-Difficulty Breat
10-Jun	378-City	15:25	Paras Hill	5	\$ 72.75	Med Assist-Abdominal Pair
11-Jun	379-City	0:55	Wendell	2	\$ 26.75	Med Assist-Altered
11-Jun	380	6:37	Bangor Twp	2	\$ 31.00	Other-Lift Assist
11-Jun	381-Twp	11:05	65th St.	4	\$ 43.25	Med Assist-Open Wounds
11-Jun	382-Twp	18:32	63rd St.	4	\$ 56.75	Med Assist-Diaphoretic
11-Jun	383-City	20:18	Pleasant St.	4	\$ 55.50	PI Accident
12-Jun	384-Twp	17:48	67th St.	5	\$ 71.75	Other-Wires Down
13-Jun	385-City	11:21	Vanderlyn Dr.	5	\$ 73.25	Med Assist-Unresponsive
14-Jun	386-Twp	12:13	Red Arrow Hwy	7	\$ 87.00	Med Assist-LOC
15-Jun	387	14:25	Bangor Twp	7	\$ 71.00	Med Assist-Fall
15-Jun	388	16:19	Bangor Twp	5	\$ 71.00	Med Assist-Unresponsive
15-Jun	389-Twp	16:43	CR 687	6	\$ 15.00	Med Assist-Difficulty Breat
15-Jun	390	22:45	Bangor Twp	4	\$ 57.00	Med Assist-Allergic Reactic
16-Jun	391-City	10:54	Main St.	4	\$ 43.75	Med Assist-Difficulty Breat
17-Jun	392-Twp	9:03	CR 687	5	\$ 59.25	Med Assist-Fall
18-Jun	393-Twp	10:56	CR 687	5	\$ 60.50	Med Assist-Sick Person
18-Jun	394-Twp	13:08	70th St.	4	\$ 43.25	Med Assist-Non responsive
18-Jun	395-City	20:48	Wendell	1	\$ 15.00	Med Assist-Fall
19-Jun	396-City	8:26	Spaulding	5	\$ 73.25	Med Assist-Rapid Heart Re
19-Jun	397	13:41	EB I-94	6	\$ 86.75	PI Accident
19-Jun	398-Twp	19:48	70th St.	7	\$ 102.25	Other-Smoke Alarm
20-Jun	399-Twp	16:00	CR 687	5	\$ 73.25	Med Assist-Difficulty Breat
20-Jun	400	19:36	Lawrence	6	\$ 87.25	Mutual Aid-Lawrence
21-Jun	401-City	1:24	Main St.	3	\$ 45.00	Other-Weather Stand by
21-Jun	402-Twp	2:01	Red Arrow Hwy	3	\$ -	Med Assist-DOA
21-Jun	403-Twp	2:34	54th Ave.	3	\$ 67.50	Other-Wires Down

21-Jun	404-City	18:24	Wendell	4	\$	41.00	Med Assist-Fall
21-Jun	405-City	18:46	Center	4	\$	41.00	Med Assist-Chest Pain
22-Jun	406-City	5:36	Wendell	1	\$	12.75	Med Assist-Lift Assist
22-Jun	407-City	11:13	Linden St.	2	\$	12.75	Med Assist-Chest Pain
23-Jun	408-City	2:41	Wendell	3	\$	43.75	Med Assist-Lift Assist
23-Jun	409	12:14	Bangor Twp	5	\$	56.00	Med Assist-Chest Pain
24-Jun	410-Twp	13:23	Springdale Dr.	6	\$	56.50	Med Assist-Fall
24-Jun	411-Twp	21:08	70th St.	6	\$	70.00	Med Assist-Sick Person
25-Jun	412-City	22:24	Michigan Ave.	6	\$	86.00	Med Assist-OD
26-Jun	413	11:07	Bangor Twp	6	\$	88.25	Other-Lines Down
26-Jun	414-Twp	18:23	59 1/2 St.	8	\$	175.87	Other-Smoke Alarm
26-Jun	415	18:45	Bangor Twp	8	\$	-	Other-Lines Down
26-Jun	416-Twp	21:15	CR 687	7	\$	102.25	Other-Assist PD
27-Jun	417-Twp	11:47	Red Arrow Hwy	9	\$	198.37	PI Accident
27-Jun	418	12:17	Bangor Twp	9	\$	-	Other-Wires Down
28-Jun	419-Twp	0:07	CR 372	2	\$	-	Med Assist-Psych Eval
28-Jun	420-City	0:24	Maple St.	2	\$	31.00	Med Assist-Chest Pain
28-Jun	421-City	9:51	Oak St.	5	\$	59.25	Med Assist-Fall
29-Jun	422-City	14:27	Wendell	5	\$	43.75	Med Assist-Lift Assist
29-Jun	423-Twp	14:35	Red Arrow Hwy	5	\$	-	Med Assist-Chest Pain
29-Jun	424	20:31	Watervliet Twp	8	\$	378.62	Mutual Aid-Watervliet
30-Jun	425-City	4:25	Wendell	3	\$	45.00	Med Assist-Medical Alarm
30-Jun	426	4:55	Watervliet Twp	4	\$	166.00	Mutual Aid-Watervliet
30-Jun	427-City	17:51	Hillsborough & Railroad	6	\$	87.75	Med Assist-Assault
30-Jun	428-Twp	21:36	Red Arrow Hwy	6	\$	88.25	Med Assist-Mental Eval

**Total Costs for Fire Calls** \$ 4,515.22

Chief's Salary \$ 4,179.38

Administrative Cost (Support Staff) \$ 622.50

Trainings/Inspection Costs \$ 685.75

**Total Costs for Fire Calls** \$ 10,002.85

Total Calls this mont		Total June Calls		Fiscal Year Totals			
Total Calls for 2020	698	City Calls	26	City Calls	364	Grass Fire	1
Total Calls for 2019	673	Twp Calls	29	Twp Calls	323	Med Assist	48
Total Calls for 2018	552	I-94 Calls	1	I-94 Calls	26	PI Accident	3
Total Calls for 2017	345	Other	13	Other	92	Mutual Aid	3
Total Calls for 2016	303					Other	14
Total Calls for 2015	333			Total f/y	805	Gas Leak	0
Total Calls for 2014	312					Fire	0
Total Calls for 2013	292					Vehicle Fire	0
Total Calls for 2012	281						
Respectfully submitted							
Priority 3 Calls				SHADED			

# Hartford Fire Board

## Profit & Loss Budget Performance

### June 2021

Item 6.

	Jun 21	Jul '20 - Jun 21	YTD Budget	Annual Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
303 Investment Market Changes	351.62	8,614.90		
401 Hartford Township	13,427.79	161,133.48	161,133.36	161,133.36
402 Hartford City	8,951.96	107,422.31	107,422.31	107,422.31
404 Interest	1.69	16.15		
405 Miscellaneous	0.00	630.00		
409 Fire Report Request	0.00	20.00	46.44	46.44
411 Hartford City Millage	6,343.02	35,356.40		
412 Hartford Township Millage	14,016.35	66,007.48		
418 US Treasury	0.00	10.32		
420 Bangor 1st Resp Reimburse	3,416.24	15,240.36	5,362.92	5,362.92
521 Cost Recovery Reimbursement	50.00	12,586.49	12,033.12	12,033.12
Accounts Receivable	0.00	0.00	2,688.72	2,688.72
Donation	0.00	8.13		
Federal Grant Receivable	0.00	20,192.00		
Other Revenues	525.00	8,085.00		
<b>Total Income</b>	<b>47,083.67</b>	<b>435,323.02</b>	<b>288,686.87</b>	<b>288,686.87</b>
<b>Gross Profit</b>	<b>47,083.67</b>	<b>435,323.02</b>	<b>288,686.87</b>	<b>288,686.87</b>
<b>Expense</b>				
<b>500 Payroll</b>				
500.1 Fire Chief	4,179.38	50,152.56	50,152.60	50,152.60
500.10 Chief Health Benefits	1,810.35	21,237.16	17,636.76	17,636.76
500.2 Firefighters/Medics	5,216.01	61,105.85	62,000.00	62,000.00
500.3 Support Staff	622.50	7,758.75	7,000.00	7,000.00
500.4 Chief Retirement	250.76	3,009.16	3,000.16	3,000.16
500.5 Shift Coverage	0.00	0.00	14,400.00	14,400.00
500 Payroll - Other	1,020.00	12,345.00	0.00	0.00
<b>Total 500 Payroll</b>	<b>13,099.00</b>	<b>155,608.48</b>	<b>154,189.52</b>	<b>154,189.52</b>
<b>501 Professional, Insur.&amp; Legal</b>				
501.1 Legal Expenses	0.00	0.00	3,000.00	3,000.00
501.2 Professional - Audit	0.00	7,500.00	8,000.00	8,000.00
<b>Total 501 Professional, Insur.&amp; Legal</b>	<b>0.00</b>	<b>7,500.00</b>	<b>11,000.00</b>	<b>11,000.00</b>
<b>502 Utilities</b>				
502.1 Internet-Telephone	189.17	2,248.50	2,250.00	2,250.00
502.2 Electric	327.00	4,452.51	5,400.00	5,400.00
502.3 Natural Gas	109.00	1,240.49	2,000.00	2,000.00
502.4 First Net-AT&T	352.05	4,216.33	4,320.00	4,320.00
502.5 EPS Door Security	0.00	580.92	600.00	600.00
<b>Total 502 Utilities</b>	<b>977.22</b>	<b>12,738.75</b>	<b>14,570.00</b>	<b>14,570.00</b>
<b>503 Mileage</b>				
503.1 Mileage - other	0.00	165.02	100.00	100.00
<b>Total 503 Mileage</b>	<b>0.00</b>	<b>165.02</b>	<b>100.00</b>	<b>100.00</b>
<b>505 Building Maintenance</b>				

# Hartford Fire Board

## Profit & Loss Budget Performance

### June 2021

Item 6.

	Jun 21	Jul '20 - Jun 21	YTD Budget	Annual Budget
505.1 Bldg Supplies/Maintenanc	0.00	1,696.02	3,500.00	3,500.00
505.2 Building Maintenance	0.00	1,073.68	1,000.00	1,000.00
505.3 Grounds Maintenance	0.00	1,190.42	1,440.00	1,440.00
505.5-Trash	0.00	154.50	300.00	300.00
505 Building Maintenance - Other	0.00	148.50	0.00	0.00
<b>Total 505 Building Maintenance</b>	<b>0.00</b>	<b>4,263.12</b>	<b>6,240.00</b>	<b>6,240.00</b>
506 Fuel				
506.1 Unleaded Gas	297.63	2,631.82	3,200.00	3,200.00
506.2 Diesel	0.00	1,606.59	2,000.00	2,000.00
<b>Total 506 Fuel</b>	<b>297.63</b>	<b>4,238.41</b>	<b>5,200.00</b>	<b>5,200.00</b>
507 Supplies	0.00	40.00		
508 Vehicle Maintenance				
508.1 Ladder #1841	0.00	7,719.01	2,100.00	2,100.00
508.2 Tanker #1831	0.00	5,767.18	7,100.00	7,100.00
508.3 Heavy Rescue #1871	0.00	2,053.65	2,500.00	2,500.00
508.4 Rescue Pickup #1869	0.00	2,249.71	400.00	400.00
508.5 Jeep #1860	0.00	171.13	400.00	400.00
508.6 Explorer #1810	0.00	0.00	700.00	700.00
508.7 Pick-Up #1801	0.00	2,567.67	400.00	400.00
508.8 #1802	19.37	1,739.14		
<b>Total 508 Vehicle Maintenance</b>	<b>19.37</b>	<b>22,267.49</b>	<b>13,600.00</b>	<b>13,600.00</b>
511 Office				
511.1 Office Equipment	0.00	795.00	300.00	300.00
511.2 Equipment Repairs	0.00	0.00	300.00	300.00
511.3 Office Supplies	0.00	1,299.99	1,500.00	1,500.00
511.4 Printing	0.00	0.00	200.00	200.00
511.5 Software/Upgrades	0.00	79.49	1,000.00	1,000.00
511.6 Copy Lease	0.00	390.27	360.00	360.00
<b>Total 511 Office</b>	<b>0.00</b>	<b>2,564.75</b>	<b>3,660.00</b>	<b>3,660.00</b>
512 Insurance				
512.1 Worker's Comp	0.00	7,542.25	4,900.00	4,900.00
512.10 Accident & Sickness Ins	0.00	4,084.00	20,695.00	20,695.00
512.6 Automobile	0.00	389.96		
512 Insurance - Other	3,304.00	17,633.00		
<b>Total 512 Insurance</b>	<b>3,304.00</b>	<b>29,649.21</b>	<b>25,595.00</b>	<b>25,595.00</b>
513 Payroll Taxes	2,259.30	33,455.17		
514 Banking Fees	0.00	-10.00	0.00	0.00
515 Equipment & Equip Maint				
515.1 Ladder #1841	0.00	1,553.60	700.00	700.00
515.10 Firefighting Foam	0.00	0.00	1,000.00	1,000.00
515.11 Ford Truck	0.00	44.12	100.00	100.00
515.2 Tanker #1831	0.00	263.95	700.00	700.00
515.3 Heavy Rescue #1871	0.00	696.12	1,600.00	1,600.00
515.4 Rescue Pickup #1869	0.00	0.00	200.00	200.00



# Hartford Fire Board

## Profit & Loss Budget Performance

### June 2021

Item 6.

	Jun 21	Jul '20 - Jun 21	YTD Budget	Annual Budget
515.5 Jeep #1860	0.00	0.00	200.00	200.00
515.6 Explorer #1810	0.00	0.00	100.00	100.00
515.7 Eqt Maintenance Other	20.00	220.00	200.00	200.00
515.8 Small Equipment Maintenan	0.00	390.89	200.00	200.00
515.9 Medical Supplies	0.00	2,167.00	1,500.00	1,500.00
<b>Total 515 Equipment &amp; Equip Maint</b>	<b>20.00</b>	<b>5,335.68</b>	<b>6,500.00</b>	<b>6,500.00</b>
<b>516 Training</b>				
516.1 Fire Chief Training	0.00	0.00	1,500.00	1,500.00
516.2 Firefighter I & II	0.00	564.01	1,000.00	1,000.00
516.3 Medic	0.00	1,048.00	1,000.00	1,000.00
516.4 Fire Officer Classes	0.00	1,000.00	1,000.00	1,000.00
516.5 Drivers Training	0.00	0.00	200.00	200.00
516.6 Training - Other	0.00	0.00	0.00	0.00
<b>Total 516 Training</b>	<b>0.00</b>	<b>2,612.01</b>	<b>4,700.00</b>	<b>4,700.00</b>
<b>518 Physicals</b>				
518.1 Annual Physicals	0.00	7,215.00	7,400.00	7,400.00
518.2 New Employee Physicals	0.00	0.00	300.00	300.00
<b>Total 518 Physicals</b>	<b>0.00</b>	<b>7,215.00</b>	<b>7,700.00</b>	<b>7,700.00</b>
<b>519 Subscriptions &amp; Dues</b>				
519.1 HelpNet	186.00	930.00	800.00	800.00
519.11 West MI Assn of Fire Chi	0.00	0.00	150.00	150.00
519.13 S MEMSIC	0.00	75.00	75.00	75.00
519.14 Van Buren Co. FF Assn	0.00	0.00	0.00	0.00
519.2 Magazine Subscriptions	0.00	50.00	200.00	200.00
519.3 FirePrograms	0.00	1,711.69	1,711.60	1,711.60
519.4 IAFC	0.00	0.00	250.00	250.00
519.5 MI State Firefighters Asn	0.00	75.00	100.00	100.00
519.6 NFPA	0.00	175.00	300.00	300.00
519.9 MPSCS	0.00	105.00	100.00	100.00
<b>Total 519 Subscriptions &amp; Dues</b>	<b>186.00</b>	<b>3,121.69</b>	<b>3,686.60</b>	<b>3,686.60</b>
<b>525 Personal Equipment</b>				
525.1 Duty Gear	0.00	7,528.36	7,000.00	7,000.00
525.2 Personal Equipment	0.00	1,691.54	2,800.00	2,800.00
525.3 Small Equipment	0.00	1,505.67	1,600.00	1,600.00
<b>Total 525 Personal Equipment</b>	<b>0.00</b>	<b>10,725.57</b>	<b>11,400.00</b>	<b>11,400.00</b>
527 Bank Fees	37.70	401.45	250.00	250.00
528 Bd Members Compensation	90.00	1,350.00	2,250.00	2,250.00
<b>529 Mandatory Annual Testing</b>				
529.1 Personal Veh Inspections	0.00	0.00	500.00	500.00
529.2 Fire Extinguishers	0.00	370.00	300.00	300.00
529.3 Hoses	0.00	2,468.10	2,700.00	2,700.00
529.4 Ladders	0.00	1,236.45	1,200.00	1,200.00
529.6 Bottles	0.00	1,320.00	500.00	500.00
529.8 Air Compressor	0.00	1,420.00	1,000.00	1,000.00

# Hartford Fire Board

## Profit & Loss Budget Performance

### June 2021

Item 6.

	Jun 21	Jul '20 - Jun 21	YTD Budget	Annual Budget
529.9 Flow Testing Air Packs	0.00	0.00	1,000.00	1,000.00
Total 529 Mandatory Annual Testing	0.00	6,814.55	7,200.00	7,200.00
530 Generator				
530.1 Maintenance	0.00	0.00	250.00	250.00
530.2 Maintenance Contract	0.00	627.41	700.00	700.00
Total 530 Generator	0.00	627.41	950.00	950.00
531 Auxiliary				
531.1 Auxiliary Supplies	0.00	0.00	250.00	250.00
Total 531 Auxiliary	0.00	0.00	250.00	250.00
Capital Expense	0.00	0.00	164,898.75	164,898.75
Investment Fees	0.00	15.00		
Payroll Tax Expense	1,275.03	37,291.88	14,000.00	14,000.00
Reconciliation Discrepancies	0.00	0.01		
Uncategorized Expenses	0.00	1,542.90		
Total Expense	21,565.25	349,533.55	457,939.87	457,939.87
Net Ordinary Income	25,518.42	85,789.47	-169,253.00	-169,253.00
Net Income	25,518.42	85,789.47	-169,253.00	-169,253.00

**Hartford Fire Board Meeting  
July 12, 2021  
2021-2022 Fiscal Year Organizational Meeting**

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**Hartford Fire Board Meeting  
July 12, 2021  
June Business**

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

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

Others Present: Carole Kiernan, Assistant Chief McGrew

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

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

The proposed agenda for the Organizational was presented. Motion by Hunt Second by Sullivan to approve the agenda as presented. Motion: Approved

Organization of Fire Board Offices:

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

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

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

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

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

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

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

Respectfully submitted,

Jerry Birmele, Secretary

**Hartford Fire Board**  
**July 12, 2021 Meeting**  
**Income & Expense and Expenses by Vendor Summary**  
**June Business**

**Expense by Vendor**

	<u>Jun 21</u>
AT&T	-352.05
Auto-Wares	-19.37
City of Hartford (Dental/Vision)	-134.31
City of Hartford {2}	-250.76
City of Hartford Health Ins.	1,676.04
Comcast	-189.17
Consumers Energy	-109.00
Helen Sullivan	-30.00
HelpNet	-186.00
Indiana Mich Power	-327.00
IRS Online Payment	2,837.56
Kevin McGrew	-20.00
ShellFleet Plus Card	-297.63
Steven Starner	-30.00
V.F.I.S.	3,304.00
<b>TOTAL</b>	<b>9,762.89</b>

**Income & Expense**

	<u>Jun 21</u>
<b>Ordinary Income/Expense</b>	
Income	
303 Investment Market Changes	351.62
401 Hartford Township	13,427.79
402 Hartford City	8,951.96
404 Interest	1.69
411 Hartford City Millage	6,343.02
412 Hartford Township Millage	14,016.35
420 Bangor 1st Resp Reimburse	3,416.24
521 Cost Recovery Reimbursement	50.00
Other Revenues	525.00
<b>Total Income</b>	<b>47,083.67</b>
Gross Profit	47,083.67
Expense	
500 Payroll	
500.1 Fire Chief	4,179.38

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

## HARTFORD FIRE BOARD MEETING

### Minutes of Fire Board Meeting June 14, 2021

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

**Others Present:** Carole Kiernan, Kevin McGrew, Brandon Bodary

Chairman Starnier 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 June 14, 2021 was presented and amended.  
Motion Ledesma; Second by Sullivan; to approve the agenda as amended. Motion: Approved

The proposed minutes of the May 10, 2021 Fire Board meeting were presented. Motion by Starnier;  
Second by Sullivan to accept the minutes as presented Motion: Approved

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

Bills were presented for approval in the amount of \$ 21,978.09 Motion by Starnier; Second by Sullivan;  
to pay bills in amount of \$ 21,978.09. Motion Approved upon roll call vote of members present.

#### **Unfinished Business:**

None

#### **New Business:**

1. Acceptance of Rosita Alonso's resignation. Motion by Starnier; Second Sullivan to accept  
Rosita Alonso's letter of resignation effective June 1, 2021. Motion Approved.
2. Assistant Fire Chief's Job description was presented. Motion by Starnier; Second Ledesma to  
approve Assistant Fire Chief's job description as presented. Motion Approved
3. Approval of Brianna Hoy as a Cadet. Motion by Starnier; Second Ledesma to approve Brianna  
Hoy as a Cadet as recommended by Assistant Chief McGrew Motion Approved
4. Revised POV Response policy was presented. Motion by Starnier; Second Ledesma to  
approve the Revised POV Response policy as presented. Motion Approved.

#### **Fire Chief's Report:**

**Meetings Attended:** None

## Minutes of Fire Board Meeting June 14, 2021

**Information:**

- Hose Testing completed. 1 piece of 5" failed.
- Working 2022 DNR Grant –submitted 14 June 14, 2021
- VBC Youth Fair starting July 19, 2021.
- Updated NIMS Training with the VBC EOC
- Renewed the Departments Medical License with the State.
- Firehouse Subs Grant announced 1 July 2021

Respectfully Submitted,

*R. Harting*

Robbie Harting – Fire Chief

**Assistant Fire Chief's Report:**

**Meetings Attended: NONE**

**Information:**

- 1871 update/Spencer Meetings
- Proctored FF test for Vo-tech Center Students
- Flags out at cemetery
- Ambulance ride-alongs for Emt class
- Phtls and epc training for Emt class

Respectfully Submitted,

*K. McGrew*

Kevin McGrew-Assistant Fire Chief

**Other Board Business:**

Pride Care **has paid** for the Months of Jan & Feb

Motion by Sullivan; second by Starnier to close meeting at 7:38 pm. Motion: Approved

Respectfully submitted,

Gerald Birmele, Secretary



**Hartford Fire Board  
July 12, 2021 Meeting  
Payroll Summary  
June Business**

	<b>TOTAL</b>		
	<b>Hours</b>	<b>Rate</b>	<b>Jun 21</b>
<b>Employee Wages, Taxes and Adjustments</b>			
<b>Gross Pay</b>			
Salary	2.00		4,179.38
Assistant Fire Chief	1.00		400.00
Fire Board Office	41.50		622.50
Grass Fire	5.00		72.75
Med Assist	166.00		2,403.25
Mutual Aid	43.00		631.88
Other	74.00		1,081.75
PI Accident	23.50		340.63
Shift Coverage	68.00		1,020.00
Training	24.00		344.25
Vehicle Inspection	24.00		341.50
<b>Total Gross Pay</b>	472.00		11,437.89
<b>Deductions from Gross Pay</b>			
Dental-Vision			-26.86
Firefighters Assn Dues			-480.00
Health Insurance			-335.20
<b>Total Deductions from Gross Pay</b>			-842.06
<b>Adjusted Gross Pay</b>	472.00		10,595.83
<b>Taxes Withheld</b>			
Federal Withholding			-853.07
Medicare Employee			-165.86
Social Security Employee			-709.17
MI - Withholding			-552.97
Medicare Employee Addl Tax			0.00
MI - Cities Res Tax			0.00
MI - Cities Work Tax			0.00
<b>Total Taxes Withheld</b>			-2,281.07
<b>Net Pay</b>	<u>472.00</u>		<u>8,314.76</u>
<b>Employer Taxes and Contributions</b>			
Company FICA			709.17
Company Med			165.86
Retirement Fund			236.34
MI - Obligation Assessment			0.00
<b>Total Employer Taxes and Contributions</b>			<u>1,111.37</u>

## HARTFORD FIRE BOARD MEETING

### Minutes of Fire Board Meeting July 12, 2021

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

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

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

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

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

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

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

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

#### **Unfinished Business:**

None

#### **New Business:**

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

#### **Fire Chief's Report:**

#### **Meetings Attended:**

City of Hartford

#### **Information:**

No Report from Chief

#### **Assistant Fire Chief's Report:**

**Meetings Attended:** NONE

## Minutes of Fire Board Meeting July 12, 2021

**Information:**

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

Respectfully Submitted,

*K. McGrew*

Kevin McGrew-Assistant Fire Chief

**Other Board Business:**

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

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

Respectfully submitted,

Gerald Birmele, Secretary

## Treasurer's Report for meeting on July 12, 2021 For the month ending June 30, 2021

### Cash Balances

#### Operations – General Fund

Reconciled Cash Balances of Prior Month ended May 31, 2021 – tcf bank      \$    93,011.35

### XXX May Deposits

City of Hartford – Contribution(June)	\$      8,951.85
Township of Hartford – Contribution (June)	\$     13,427.79
Bangor Township Cost Recovery	\$      3,416.24
Cost Recovery	\$         50.00
Pride Care (Jan & Feb)	\$      525.00
Interest	\$         0.82

Total Deposits      \$    26,371.70

**Total Balance of General Fund      \$    119,383.05**

### XXX Expenditures for approval:

Vendors payable	\$      9,762.89
Payroll released June 2021 (11,437.89 – 2,281.07)	\$      9,156.82
Bank Fees	\$         37.70
MI & Fed Tax Withholdings	\$      2,683.27

**Total Expenditure      \$    21,640.68**

**General Fund Balance June 30, 2021      \$    97,742.37**

### Capital Equipment

Reconciled Cash Balance as of June 30, 2021 – Millage Fund      \$    103,931.51

Reconciled Cash Balance as June 30, 2021 – Maintenance Fund      \$     13,314.00

Cash Balances for month June 30, 2021      \$    117,245.51

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

### Invested Capital Equipment

Et Cetera Investment Services, LLC – Millage Fund Investment May 28,2021      \$    80,708.86

Et Cetera Investment Services, #2-TCF Investment May 28,2021      \$    100,640.57

## Response Times By Priority

Report Date: 07/01/2021 12:10:57

Filters: Date Range (Leg Date): 06/01/2021 to 06/30/2021 (Last Month); Last Status Timestamp: At Scene; Selecte

## Response Priority: P1

Run #	Call Type	Vehicle	Start Time: Enroute	End Time: At Scene	Response Time (MM:SS)
12917	Advanced	4111	6/5/2021 1:24	6/5/2021 1:30	6:14
13182	Advanced	4113	6/8/2021 13:24	6/8/2021 13:36	12:04
13431	Advanced	4113	6/11/2021 0:58	6/11/2021 1:10	12:23
14184	Advanced	4113	6/19/2021 8:32	6/19/2021 8:37	5:48
14395	Advanced	Medic 8	6/21/2021 18:49	6/21/2021 18:50	1:29
14438	Advanced	4119	6/22/2021 11:17	6/22/2021 11:26	8:19
14794	Advanced	4113	6/25/2021 22:28	6/25/2021 22:33	4:43
14924	Advanced	Medic 8	6/28/2021 0:24	6/28/2021 0:37	12:25

Totals:

Avg: 07:55

## Response Priority: P2

Run #	Call Type	Vehicle	Start Time: Enroute	End Time: At Scene	Response Time (MM:SS)
12953	Advanced	4113	6/5/2021 14:30	6/5/2021 14:45	14:19
12977	Advanced	4111	6/5/2021 21:42	6/5/2021 21:48	5:23
13027	Advanced	4113	6/6/2021 18:27	6/6/2021 18:33	6:39
13513	Advanced	4111	6/11/2021 20:19	6/11/2021 20:24	4:30
14155	Advanced	4113	6/18/2021 20:49	6/18/2021 20:57	8:15
14392	Advanced	Medic 8	6/21/2021 18:26	6/21/2021 18:40	13:27
14416	Advanced	4119	6/22/2021 5:41	6/22/2021 5:55	14:20

Totals:

Avg: 09:33

## Response Priority: P3

Run #	Call Type	Vehicle	Start Time: Enroute	End Time: At Scene	Response Time (MM:SS)
15127	Advanced	4119	6/30/2021 4:28	6/30/2021 4:39	10:47
15185	Advanced	4113	6/30/2021 17:53	6/30/2021 18:00	7:25

Totals:

Avg: 09:06

## Overall Totals

Trips

17

Average Response Time

8:44



July 1, 2021

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

Dear Mr. Akinwale,

I am pleased to provide you with our average response times for the month of June 2021. There were eight (08) priority one calls in June with the average response time of 07:55 minutes.

There were seven (07) priority two calls in June with the average response time of 09:33 minutes.

There were two (02) priority three calls in June with an average response time of 09:06 minutes.

A total of seventeen (17) calls were run in June with an average response of 08:44.

There were extended response times for run numbers 13182, 13431, and 14924 due to distance. The crews took the correct routes and did not report any further incidents.

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

Sincerely,

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

# HARTFORD PUBLIC WORKS DEPARTMENT

200 Beachwood St.  
621-3022  
Dan Staunton Supt.



7/26/2021

## MAINTENANCE DEPARTMENT

Serviced all the equipment that required servicing  
Repaired all the equipment that required repairing  
Empty trash cans every week.  
Clean restrooms every day.  
Mow grass as needed.  
Mow Waste Water Treatment Plants grass.  
Mow all city propertys as needed.  
Working with constructors with both constrution projects.

## WATER DEPARTMENT

Water turn off	3
Water turn on	1
Water meter repairs	2
Water leaks repaired	2
Water meters read by request	6
Water services replaced to water main	1

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

## MAJOR AND LOCAL STREETS

Cold patching  
Prospect St. is near completion.

## SEWER SYSTEM

Sewer mains rodded	3
Sewer services dug up and repaired	2

Replaced 410 ft. sewer main on Linden St.

## 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

# HARTFORD PUBLIC WORKS DEPARTMENT

200 Beachwood St.  
621-3022  
Dan Staunton Supt.



7/26/2021

## WATER QUALITY AVERAGE FOR THE MONTH

### Raw Water

Iron	<u>1.51</u> ppm
Manganese	<u>0.15</u> ppm
pH	<u>7.7</u>

### Finished Water

Iron	<u>0</u> ppm
Manganese	<u>0</u> ppm
Chlorine	<u>1</u> ppm
Phosphates	<u>1.7</u> ppm
Flouride	<u>0.8</u> ppm
pH	<u>7.7</u>

### Chemicals used

	<u>Total Lbs</u>
Chlorine	<u>143</u>
Phosphates	<u>118</u>
Flouride	<u>232</u>

### Average Daily Use

<u>3</u>
<u>3.8</u>
<u>7.4</u>

## WATER PUMPED FOR THE MONTH

Backwash water

<u>6,010</u>	Million Gallons
<u>212,000</u>	Gallons

## WATER BACTI SAMPLES FOR THE MONTH

19 W. Main St.  
525 E. Main St.  
200 Beachwood St.

<u>ND</u>
<u>ND</u>
<u>ND</u>



# **HARTFORD WASTEWATER TREATMENT PLANT**

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

## **HHWTP Report for the Month of: June, 2021**

- State report has been submitted for the month of June.
- Average flow 0.121 MGD (million gallons per day).
- PFAS sample sent to Trace Analytical and results sent to State.
- Performed routine maintenance and daily duties.

Tom Strand,  
HHWTP Operator

## Operation Report for June, 2021

1) Flow in Million Gallons Per Day	
A. Monthly Total	3.756
B. Average	0.125
2) Sodium Hypochlorite gallons Per Day	
A. Total	360
B. Average	12.0
3) Ferric in Gallons Per Day	
A. Total	347
B. Average	11.6
4) Polymer Powder in Pounds Per Day	
A. Total	15.00
B. Average	0.50
5) Sodium Bisulfite in Gallons Per Day	
A. Total	105
B. Average	3.5
6) Electric usage KWH	
A. Total	44
B. Average	1.5
7) Final BOD in Pounds	
A. Total	252
B. Average (177 LBS. Allowed)	11
C. % Removal (85%)	97
8) Final Suspended Solids in Pounds	
A. Total	291
B. Average (131 LBS. Allowed)	13
C. Average mg/l	13.1
D. % Removal (85%)	95
9) Total Phosphorus in mg/l	
A. 30 Day Average (1 mg/l Allowed)	0.96
B. % Removal	90
10) Fecal Coliform Bacteria in Count/100ml	
A. Average (200/100ml Allowed)	39.0



**JUNE 2021  
LIST OF BILLS  
CK #36396 TO CK # 36439**

NUMBER	WRITTEN TO	DESCRIPTION	TOTAL
36396	ALEXANDER CHEMICAL CORP.	RENTAL INVOICE FOR WWTP	232.00
36397	BEST WAY DISPOSAL INC	CITY HALL, DPW & WWTP TRASH SERVICE FOR MAY 2021	293.70
36398	COMCAST CABLE	INTERNET & LOCAL PHONES FOR JUNE 2021 (6/6-7/5/2021)	348.97
36399	CONSUMERS ENERGY	IRP, DPW & CITY HALL GAS BILLS 4/27-5/21/2021	166.67
36400	DUBOIS CHEMICALS, INC	CHEMICALS (P-508) FOR WWTP	241.19
36401	FRONTIER	DPW LOCAL PHONE 5/25-6/24/2021	69.82
36402	HARDING'S MARKET	BREAKROOM SUPPLIES - COFFEE, SILVERWARE & NAPKINS	28.61
36403	HARTFORD BUILDING AUTHORITY	CITY HALL LEASE FOR JUNE 2021	4,166.67
36404	NANCY HUFFMAN	RELEASE INS CK FROM EVANSTON INS CO FOR 25 BEECHWOOD	20,000.00
36405	KELLOGG HARDWARE	MISC HARDWARE SUPPLIES FOR MAY 2021	276.47
36406	MILLER THERMOMETER CO.	3X5 POW/MIA FLAG	27.00
36407	CHARLES G MOORE	BUILDING PERMITS 21-H-1 THROUGH 21-H-20	1,577.00
36408	TOM NEWNUM	CLEAN CITY HALL 6/2/2021	50.00
36409	THAYER, INC.	KLEENEX, PAPER TOWEL, T.P., NEW SOAP & DISPENSERS	623.34
36410	THE TRI-CITY RECORD	MEMORIAL DAY PAGE	30.00
36411	VILLAGE OF PAW PAW LABORATORY	APRIL 2021 LAB ANALYSIS	100.00
36412	DAN'S AUTOMOTIVE	MOUNT & BALANCE 2 TIRES AND OIL CHANGE ON FORD INTERCEPTOR PLUS REPLACE 2 HEATER HOSE ASSEMBLIES ON DODGE CHARGER (APRIL 2021)	390.53
36413	FLEMING BROTHERS OIL CO	GASOLINE FOR MAY 2021	1,697.94
36414	HARTFORD FIRE BOARD	JUNE 2021 CONTRACTUAL PMT	8,951.96
36415	INDIANA MICHIGAN POWER	MAY 2021 ELECTRIC BILLS	5,341.69
36416	NAYLOR LANDSCAPE MANAGEMENT	HALF DOWN ON CITY HALL CHRISTMAS DECORATIONS (FISCAL 2021-2022)	1,339.43
36417	TOM NEWNUM	CLEAN CITY HALL 6/9/21	50.00
36418	TRACE ANALYTICAL LABORATORIES	IRP WATER SAMPLE TESTING - 6/3/2021	74.50
36419	WIGHTMAN & ASSOCIATES, INC.	PROJECT 202198 - WENDELL AVE IMPROVEMENTS, PROJECT 202307 DWAN GRANT APPLICATION & PROJECT 202043 PROSPECT STREET IMPROVEMENTS	12,233.75
36420	ALEXANDER CHEMICAL CORP.	RENTAL INVOICE FOR IRP	217.50
36421	AMERIGAS - HARTFORD 5254	PROPANE FOR LAB AT WWTP	577.61
36422	AUTO-WARES GROUP	WIPER BLADES, GEAR OIL & WD40 FOR DPW	40.12
36423	MICHAEL BANIC	OCCUPANCY INSPECTIONS 6/02/21 AND 6/16/21	250.00
36424	CUMMINS SALES & SERVICE	REPAIR CASINO LIFT STATION BLOCK HEATER GENERATOR	462.21
36425	FERGUSON WATERWORKS	BOOSTER PUMP, METER HORN UNIONS AND 12X1 SADDLES - WATER DEPT	1,372.02
36426	FRONTIER	LIFT STATION PHONE 6/7-7/6/202	39.37
36427	KENDALL'S SEPTIC & SEWER	ROD SEWER AT 16 MICHIGAN AVE	150.00
36428	MITCHELL PUMP & SERVICE LLC	EJECTOR FOR IRP	1,364.75
36429	TOM NEWNUM	CLEAN CITY HALL 6/16/2021	50.00
36430	PEERLESS-MIDWEST, INC	ANNUAL WELL TESTING ON WELLS 4, 5 AND 6	945.00
36431	S & A AUTOMOTIVE, INC	OIL CHANGE AND BATTERY FOR FORD INTERCEPTOR	231.73
36432	TOTAL TREE CARE LLC	REMOVE PINE TREE AND STUMP - CORNER S MAPLE & SOUTH ST	2,800.00
36433	WATER SOLUTIONS UNLIMITED	PHOSPATES FOR IRP	1,160.00
36434	AT&T MOBILITY	FIRST NET SERVICE FOR CELL PHONES 5/12-6/11/2021	411.86
36435	MICHAEL BANIC	OCCUPANCY INSPECTIONS 6/23/21	205.00
36436	CINTAS CORPORATION	FIRST AID SUPPLIES - DPW, CITY HALL & POLICE STATION	268.69
36437	MODERN MARKETING	FACE MASKS & COVID SUCKS LOLLIPOPS - COMMUNITY POLICING	2,159.60
36438	TOM NEWNUM	CLEAN CITY HALL 6/23/2021	50.00
36439	RED ARROW FIRE EXTINGUISHER	ANNUAL FIRE EXTINGUISHER SERVICE (FROM 6/2020) - DPW	40.75
<b>44 CHECKS</b>			<b>\$ 71,107.45</b>

**CITY OF HARTFORD  
INVESTMENT REPORT AS OF JUNE 30, 2021**

AMT OF INVESTMENT	INVEST TYPE	INST NAME	INVEST DATE	LENGTH OF INV.	INTEREST RATE	MATURITY DATE	DIST. OF INT	CURRENT VALUE
<b>CD'S</b>								
\$ 100,000	CD	TCF BANK (RENEWED)	12/8/2017 6/8/2019	18 MONTHS	1.74% 2.35%	6/8/2019 12/8/2020		\$ 106,478
\$ 166,746.74	CD	STURGIS BANK	9/3/2020	18 MONTHS	0.40%	3/3/2022		\$ 167,246
<b>MUTUAL FUNDS</b>								
\$ 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			
<b>AT MARKET</b>		<b>TCF SHORT-TERM MUTUAL FUND</b>						<b>\$ 335,375</b>
		<b>TCF LONG-TERM MUTUAL FUND</b>						<b>\$ 1,065,089</b>
		<b>TOTAL INVESTMENT AT MARKET AS OF JUNE 30, 2021</b>						<b>\$ 1,674,188</b>

\*THIS IS A DECREASE OF \$3951.00 FROM LAST QUARTER



## CITY MANAGER'S REPORT

### JULY 26, 2021

#### **5 WEST MAIN STREET UPDATE:**

The Structural Engineering Report for the building was completed and presented to the County Treasurer. While the overall report was not completely bad, there are certain parts of the building that raised immediate concern.

The recommendation to repair the building and cost was one of the items for discussion at the County Land Bank meeting held on July 14, 2021.

A copy of the report is attached to this report for your review.

#### **WATER RELATED INFRASTRUCTURE GRANT:**

Michigan Economic Development Corporation has sent us a letter of interest regarding the City's Application for the Water Related –Infrastructure Grant for the reconstruction of Linden and Clark Streets. The letter of interest requires the City's acceptance and conditions before the grant can be formalized. The Mayor has accepted the conditions, which must be done by July 14, 2021 in order for the City to be under consideration for this grant. We have started looking into the requirements so that we can be in compliance to receive the grant. One of the requirements is to engage an Engineering Firm to oversee the project. A proposal is in your packet for review and approval. The amount of grant is \$1,835,900 and the city's share is \$319,850.

#### **SITE PLAN REVIEW 210 WEST MAIN STREET:**

The Planning Commission reviewed and recommended for approval the Site Plan presented for 210 West Main Street for an Adult Use Recreational Provisioning Center, during the regular meeting held on Monday, June 14, 2021. This Plan is now being presented to you for review and approval.

#### **STATE REVIVING LOAN FUND UPDATE:**

The Department of Environment, Great Lakes and Energy has given us the green light to move forward with the City's Application for the proposed project. In your packet is the Engineering Proposal from Wightman to Engineer the project.

#### **C2R2/PFAS GRANT:**

The application to extend water to Viking River and Applewood Mobile Home Park was not approved, but the grant could be resubmitted when there is additional money available for the project. In the meantime, the engineers have started surveying and other field work before project designing.

#### **AMERICAN RESCUE PLAN ACT:**

We have formally made a request for the American Rescue Plan Act funding from the Treasury Department. We are not only waiting for the funds; we are also waiting for clarification of the use of the funds.



# Van Buren County Land Bank Authority

Office of the County Treasurer  
219 East Paw Paw Street, Suite 101  
Paw Paw, Michigan 49079  
Phone: (269) 657-8228 Fax: (269) 657-8227

## Meeting Minutes July 14, 2021

1. The meeting was called to order at 2:02 PM by Chairperson Nesbitt. Roll call was taken with Compton, DeYoung, Morris and Nesbitt present, Newton was absent.
2. Compton moved, Nesbitt seconded, CARRIED, to approve meeting minutes as presented from the April 14, 2021 meeting. All were in favor.
3. Update on 5 West Main Street
  - a. Erik Petersen of Envirollogic gave an overview of the Phase 1 ESA on both 1 West Main Street and 5 West Main Street.
    - i. There are no remnants of asbestos from the demolition of 1 West Main Street.
    - ii. Small quantities of asbestos were found in 5 West Main Street in materials such as flooring.
    - iii. The Phase 1 ESA is valid for 6 months (January 2022). Between 6 months and 1 year after the initial assessment, an update can be performed. After 1 year, a new Phase 1 ESA will need to be performed.
  - b. Nesbitt reviewed the structural engineering report of 5 West Main Street as prepared by Byce and Associates.
    - i. Report indicates concern regarding the exposed party wall, specifically the now exposed brick wall, wood joist framing at the second floor and roof elevations, and the wood plate at the base of the brick wall.
    - ii. Discussion centered on the urgency of suggested repairs and Nesbitt will follow up with engineer who prepared report.
4. Foreclosure update
  - a. Review of properties listed at Tax-Sale.info. Nesbitt only recommends the acquisition of 1 West Main Street following the second-round auction.
5. Other business
  - a. Compton noted that the Sherman Hills project has stalled due to cost and availability of materials for project.
  - b. No update available on Everett Parkway at this time.
6. Meeting adjourned at 2:40 PM.

Respectfully submitted,

A handwritten signature in cursive script that reads "Trisha M. Nesbitt".

**Trisha Nesbitt**

Chair, Van Buren County Land Bank

487 PORTAGE STREET  
KALAMAZOO, MI 49007CORPORATE@BYCE.COM  
WWW.BYCE.COMTEL: 269.381.6170  
FAX: 269.381.6176

July 12, 2021

Ms. Trisha Nesbitt  
Treasurer  
Van Buren County Treasurer's Office  
219 E. Paw Paw Street, Suite 101  
Paw Paw, Michigan 49079

Re: 5 Main Street Structural Evaluation  
Hartford, Michigan  
B/A Project #21100184

Dear Trisha,

This letter is to report on our structural assessment of the building located at 5 Main Street in Hartford Michigan. It is our understanding that the building was connected to a collapsed and now demolished adjacent building via a shared brick bearing wall.

**BACKGROUND**

The structure in review is a 100-plus year old structure with two stories. The building footprint is approximately 22 feet by 80 feet. The building consists of brick shared bearing walls with wood joist floor and roof framing. Floor framing consists of wood floor planks on 2x12 wood floor joists @ 16" on centers. The building includes a basement with stone laid walls. The first floor contained a commercial unit. The second floor contained residential units; one accessible by the adjacent building and one accessible by a rear stairway.

On May 28<sup>th</sup> 2020 the adjacent two story building to the east collapsed. The building at 5 Main Street and the adjacent building shared the adjoining brick wall. The collapsed building, excluding the shared brick wall, has since been demolished and removed. It is unclear if the demolished building included a basement. 5 Main Street was obtained by Van Buren County and closed off. As the stair to the street side second floor residential unit of 5 Main Street was located in the now demolished building, the unit was inaccessible.

Byce & Associates, Inc. was called upon to review the structural state of the building and provide recommendations based on our observations. To that end, we have conducted a site visit and recorded photos of all accessible areas. The accessible areas included: basement level, first floor commercial unit, and the second-floor residential unit. We were unable to observe the street side second-floor residential unit and the roof.



Ms. Nesbitt  
July 12, 2021

## OBSERVATIONS

We made the following observations concerning the condition of the structure:

1. The basement appears to be in good condition. The basement extends the full length of the building with laid stone foundation walls up to the bottom of the first-floor wood joists. Most of the first-floor wood joists appear to be intact and in good condition. The basement at the south wall includes the exterior stoop, typical of buildings with this type of construction. It appears the basement was largely unoccupied.
2. The structure of the second floor is largely covered by ceiling. There was no significant settling of the second floor from visual inspection. The first-floor ceilings in the commercial space are apart from the second-floor framing, and so have not impacted the condition of the joists.
3. The roof framing is largely covered by ceiling. The original roof framing appears to consist of wood joists @ 16" on centers. Below the roof joists appears to be wood ceiling joists with a hard ceiling lid and insulation above. It is unclear if the hard ceiling is hung from the roof joists. Below the older hard ceiling is a lay in ceiling. There are a couple of skylights that appear to have been part of the original framing. During the site visit, there were no signs of water damage, though the season was notable dry.
4. The exposed shared brick bearing wall is visible from the outside. The brick is uncovered and exposed to the elements. The joist seats from the collapsed building are visible. At the base of the brick wall, there is a wood plate that runs the full length of the building. This wood plate is rotted and, in many cases, falling apart. It is unclear how far into the brick wall the wood plate extends, but we believe all but interior brick course bears on the wood plate. Much of the brick directly above the wood plate is loose with failed or deteriorated mortar joints.
5. The adjacent collapsed building has been demolished and removed. The site appears to have been infilled with sand. We are not able to confirm that there was a basement, but we expect that there was. If this is the case, the existing basement wall is being exposed to lateral soil pressure that it may not have been designed for.

Ms. Nesbitt  
July 12, 2021

## RECOMMENDATIONS

Based on our observations we recommend the following:

1. Provide thru bolt connections between the now exposed brick wall and the wood joist framing at the second floor and roof elevations. See attached detail.
2. Replace exposed wood plate at the base of the brick wall with brick and mortar to match existing construction. There are also many loose bricks at the base of the wall that need to be removed and reset. See attached detail.
3. Cover the exposed brick with siding to protect it from the rain and potential freeze/thaw damage. One option for covering the wall would be to anchor horizontal wood furring strips to the brick wall at about 4'-0" on center and cover the wall with vertical metal siding. Rigid insulation could be added between the furring strips as well. Design of these details for cladding the wall is beyond our scope of this report; however, we can assist with this effort upon request.
4. Investigate the roof for any water damage and repair or replace any roof framing that has become damaged. We were unable to observe the condition of the roof covering itself, but suspect that replacement of the roofing will be required.

We recommend a construction budget for the above recommended repair work of \$75,000 that would include drawings and details for the repair work.

If you have any further questions, please feel free to call.

Sincerely,  
BYCE & ASSOCIATES, INC.



Report Reviewed By:  
Bryan Webster, PE, NCEES, LEED AP  
Structural Engineer, Vice President



Report Prepared By:  
Peter Oudsema, PE, LEED Green Associate  
Structural Engineer

c: Enclosure

Ms. Nesbitt  
July 12, 2021



Photograph #1: Front Entrance



Photograph #3: Basement Wall



Photograph #2: Rear Entrance



Photograph #4: Front Entrance Stoop



Ms. Nesbitt  
July 12, 2021



Photograph #5: Above First-Floor Ceiling



Photograph #7: Exposed Brick Shared Wall



Photograph #6: Roof Framing & Ceiling Joists



Photograph #8: Exposed Brick Shared Wall



Ms. Nesbitt  
July 12, 2021



Photograph #9: Exposed Joist Seats



Photograph #11: Rotted Wood Plate

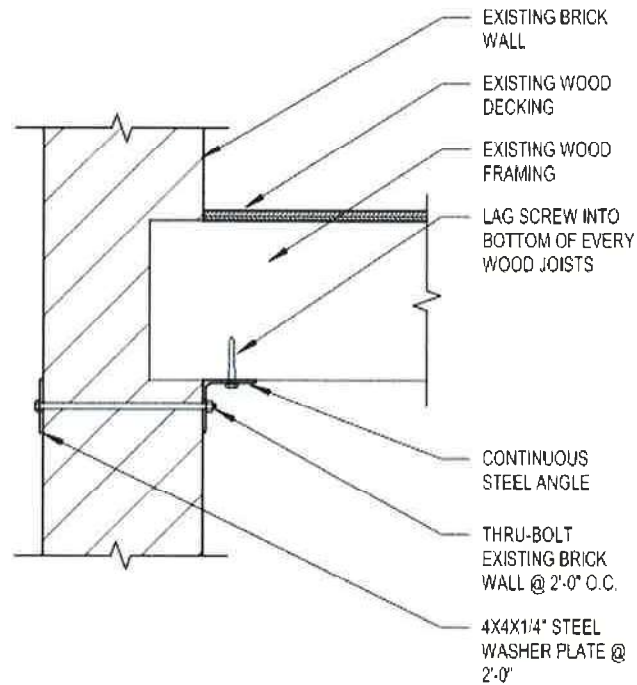


Photograph #10: Rotted Wood Plate

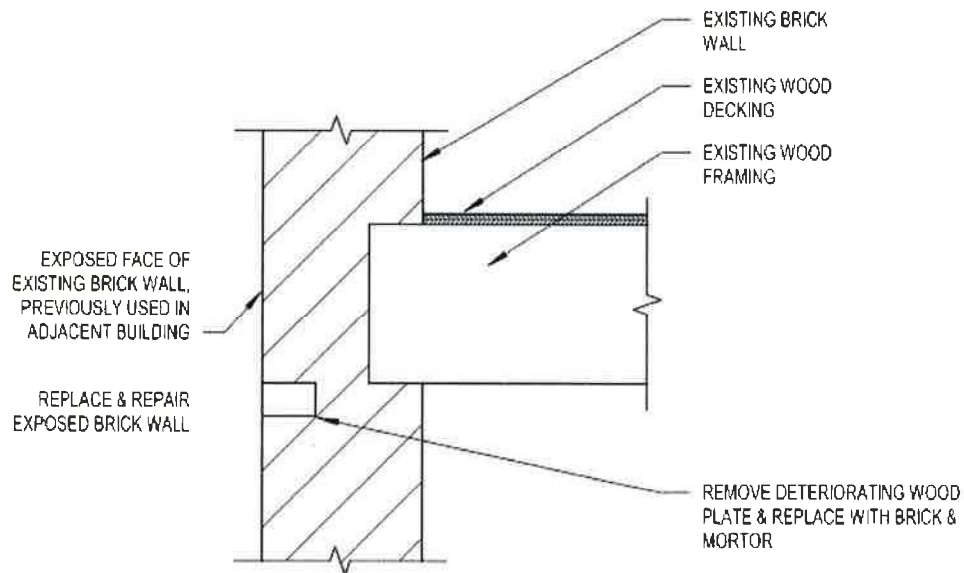


Photograph #12: Exposed brick

Ms. Nesbitt  
July 12, 2021



**BRICK WALL BRACING CONNECTION DETAIL**



**BRICK WALL REPAIR DETAIL**

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
JUNE 28, 2021

Item 13.

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

Members Absent:

Staff Present: Akinwale; Rodney-Isbrecht, Staunton

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

Pledge of Allegiance was said.

Motion by Commissioner Miller, supported by Commissioner Goss, to approve the agenda as amended to add Senior Services update by Commissioner Tibbs.

Motion carried 7 – 0

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

- Prospect Street Construction Project, with all the rainfall it has caused some erosion that has been corrected. Curb & gutter has been scheduled for July 7. Railroad Company is putting a delay on the project for paving as a flagger is required to work within the railroad right-of-way, an extension will have to be filed with MDOT. If the railroad continues to delay the paving in the right of way that portion will have to be removed from the contract. MDOT does not offer warranty program once the asphalt is accepted.
- Wendell Ave will have a single lane closure tomorrow on East Main St; underground work should be completed the week after the 4<sup>th</sup> of July and concrete work will begin after that. There has been another sewer collapse on Wendell & Linden, the contractor will be replacing 410 feet of sewer line while the contractor is still in the area. Waiting on electric & phone lines to be moved. The actual as-built's of the project will be added into the GIS system.
- Dirking water Asset Management Grant, the City's water service records will be needed, 25% random sampling required, four points of water entry will be checked, lead goosenecks, investigative work for field inventory based by random sample; Field work is due by January 2025, lead services must be replaced by 2045, a minimum of 5% will be replaced a year at the City's expense, financed through water rates. Applied for CDBG Grants announced July 2<sup>nd</sup> for Linden & Clark Street projects and those funds if awarded cannot be used to replace these water lines on private property.
- PFAS 100% State Grant awarded, planned for 2022 Construction, challenge of bore and jack under the railroad and coordinating with property owners and well abandonment.
- Application for Sewer Project was accepted and on project priority list, principal forgiveness on the loan amount percentages will be announced around mid-august

**Public Comment:** None

**Communications:**

- 2021 Van Buren Conservation District, Recycling Program Information, Commissioners would like to participate at the \$250.00 level and maybe host an event. The City spends \$7,000 - \$8,000 on large junk pick-up each year but tires and hazardous waste are not included.
- Hartford Area Chamber of Commerce – Strawberry Festival Committee sent a Thank you to the City
- Mayor & Council Nominating Petition Forms Available in the Clerk's Office and Due July 20, 2021 at 4:00pm to have name placed on the November 2, 2021 ballot.
- Monday, July 5, 2021 City Hall Closed in Observance of July 4<sup>th</sup> Independence Day.
- Van Buren Senior Services will be offering meals at the Methodist Church on August 4<sup>th</sup>, 11<sup>th</sup> & 18<sup>th</sup> & 25<sup>th</sup>. New building in South Haven will have a central kitchen and be open in November.

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
JUNE 28, 2021

Item 13.

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

- A. **Police & Ordinance** – Police Chief on sick leave, interim ordinance officer, no reports submitted. Commissioner Tibbs would like to consider investment of body cameras for the officers.
- B. **Fire Dept** – Chief Harting, number of calls for service is 107 more calls over last year. Van Buren County Fair next month. The new fire truck will be delivered the end of next month. The truck will be going to a fire conference show in Indianapolis the first week of August and will be given a reduction in price of \$10,000. Pancake Breakfast 1<sup>st</sup> Sunday in October to kick off Fire Prevention Week. Two grants applied for. Hose grant was awarded. Pride Care billing, changed billing process, Pride Care is short staffed until December, VBEMS & Covert have been providing mutual aid. Fire Dept has 18 Staff & 15 Medical staff. Once the new truck is in service, the old truck will be put up for sale.
- C. **Ambulance** – No representative, report filed.
- D. **Van Buren County** – Commissioner Mike Chappell, Treasurer paid out delinquent unpaid tax revenue to local units; Palisades to be decommissioned in 2022. Chappell has been named as vice chair of the County advisory panel designed to keep the citizens informed of the decommission. Victim service dog has been sold to his handler; Fire & EMS radio project installing two radio towers at a cost of \$347,730. Clerk filled election deputy clerk position; Red Arrow Hwy paving from the city limits to county line road July 19 – August 21 mill and resurface work. Veterans Services are covered by St Joseph County, in process of developing website.
- E. **Public Works** – 2020 Water Quality Report was delivered to each household, published on the website, & on current water bills.
- F. **Wastewater Treatment Plant** – Inspected by the State, inspection went well, new UV Bulbs delivered.
- G. **Treasurers, Investment & List of Bills** – no discussion
- H. **City Manager** – C2R2 PFAS Grant Update, signed the contract need to approve the engineering proposal to move forward; Variance Request for 261 Heywood Street, lot does not meet the ordinance minimum square footage; Site Plan Review 210 West Main Street; Two New Applications for Provisioning Centers; 5 West Main Street Update; Post Covid-19 Objectives, department heads will be required to come to the next meeting;

**Approval of Commission Minutes:**

Motion by Commissioner Sullivan, supported by Commissioner Tibbs, to approve the minutes of the May 24, 2021 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 June 17, 2021 Special meeting of the Hartford City Commission as presented and place them on file.  
Motion carried 7 – 0

Motion by Commissioner Dockter, supported by Commissioner Miller, to approve the minutes of the May 20, 2021 Special meeting of the Hartford City Commission as presented and place them on file.  
Motion carried 7 – 0

**Approval of Reports:**

Motion by Commissioner Sullivan, supported by Commissioner Tibbs, to accept the May 2021 departmental reports as presented and place them on file.  
Motion carried 7 – 0

**Goals/Objectives:** Waiting on response from the state on the MDOT Category F funding to reconstruct East Main St and water related infrastructure grant for Clark & Linden St; Complete State Revolving Loan Fund paper work for next step in funding WWTP system project.



CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
JUNE 28, 2021

Item 13.

**Old Business:** none

**New Business:**

- Engineer's Proposal for Water Main Extension Project

Motion by Commissioner Sullivan, supported by Commissioner Goss, to approve Wightman's engineering proposal for the water main extensions project.

Motion carried 7 – 0

- 2020/2021 Budget Adjustments

Motion by Commissioner Miller, supported by Commissioner Dockter, to approve the 2020/2021 Budget adjustments as presented.

Motion carried 7 – 0

- Site Plan Approval – 210 West Main Street – Adult Use Recreational Marihuana Facility

Motion by Commissioner Miller, supported by Commissioner Sullivan, to accept the planning commissions recommendation and approve the site plan for 210 West Main St parcel #80-52-705-008-01 to be used as an Adult Use Recreational Marihuana retail facility and commercial space for lease.

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

- Site Plan Approval – 261 Heywood St = Variance

Dockter made a motion to table until the next meeting and additional information is received. No Motion was made. Council requested a Site Plan and information that the intended residential structure will still meet the setback requirements.

- Application for Adult Use Recreational Marihuana Facility – 210 West Main Street

Motion by Commissioner Miller, supported by Commissioner Sullivan, to approve an application from BRT Capital 3, LLC for an Adult Use Recreational Marihuana Facility Provisioning/Retail Center License at 210 West Main St parcel # 80-52-705-008-01.

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

- Application for Adult Use Recreational Marihuana Facility – 325 West Main Street

Motion by Commissioner Miller, supported by Commissioner Burleson, to approve an application from BRT Capital 3, LLC for an Adult Use Recreational Marihuana Facility Provisioning/Retail Center License at 325 West Main St parcel #80-52-816-055-01.

Motion carried 5 – 2 (Burleson, Tibbs)

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

- Resolution 2021-009 – Redevelopment on Premise Liquor License

Motion by Commissioner Miller, supported by Commissioner Burleson, to adopt Resolution 2021-009 support & approval of a redevelopment on premise liquor license application, RDA Class-C for parcel # 80-52-402-012-01, 27 W Main St, Taqueria y Mariscos El Primo, LLC.

Motion carried 7 – 0

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
JUNE 28, 2021

Item 13.

**Adjournment:**

Motion by Commissioner Dockter, supported by Commissioner Miller, to adjourn the meeting at 9:24pm.

Motion carried 7 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk



Now part of  
The Huntington National Bank

Item 15.

July 8, 2021

004-1M/A-5408-0-N-HUN836-041600

City of Hartford  
19 W. Main St.  
Hartford, MI 49057-1004



Dear City of Hartford:

Over the weekend of October 9-11, 2021, the banking centers of TCF National Bank will become branches of The Huntington National Bank. Beginning October 12, 2021, you'll be able to bank at more than 1,100 Huntington locations, including those listed to the right.

**In some cases, TCF and Huntington locations overlap, and as a result, certain branches will close at the end of business on Friday, October 8 – including the TCF banking center at 18 N Center St., Hartford.**

As always, you can take advantage of digital banking and ATM services for convenient 24/7 money management.

We appreciate your business, and we look forward to serving you at Huntington.

Sincerely,

Jon Greenwood  
Executive Vice President  
Director of Branch Banking

RECEIVED  
JUL 13 2021  
CITY OF HARTFORD

## Important News About Your Banking Center

### Closing Banking Center

(closing at the end of business on October 8)

18 N Center St.  
Hartford, MI 49057  
(269) 621-3196

### Nearby Branches

209 N Paw Paw St.\*\*  
Coloma, MI 49038  
(269) 468-3170

212 S Kalamazoo St.\*\*  
Paw Paw, MI 49079  
(269) 657-2511

433 Phoenix St.\*\*  
South Haven, MI 49090  
(313) 962-4603

Remote Drive-Thru  
6540 Paw Paw Ave.\*\*  
Coloma, MI 49038  
(269) 468-4482

\*\* TCF, becoming Huntington on October 12

### Questions?

Contact your local banking center or call us at 1 (800) 823-2265.

Go to [tcfbank.com/locations](https://tcfbank.com/locations) or [huntington.com/branchlocator](https://huntington.com/branchlocator) to find other branches that may be convenient for you.

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**HARTFORD TOWNSHIP  
VAN BUREN COUNTY, MICHIGAN**

*established in 1840*

61310 County Road 687, Hartford, Michigan 49057

Phone: 269.621.4658 ♦ Fax: 269.308.3178

[www.hartfordtownship.org](http://www.hartfordtownship.org)

**BOARD**

Supervisor

Ron Sefcik

Clerk

Julie L. Sweet

Treasurer

Steve Starnier

Trustees

John McLellan

Mike Phillips

**ASSESSOR**

William Kays

**BOARD OF REVIEW**

Robert Kilburn

Randy Kime

Doug Meachum

**PLANNING  
COMMISSION**

Mike Banic

Pam Kibler

Susan Layer

Trever Meachum

Tad Moody

Julie Sweet

**ROAD COMMITTEE**

Marion Getz

Dave Norden

Ron Sefcik

**ZONING  
ADMINISTRATOR**

Robert DeLoof

**ZONING BOARD OF  
APPEALS**

Rob Harting

John McLellan

Tad Moody

July 12, 2021

Kelly Millan, Superintendent  
Hartford Public Schools  
115 School St  
Hartford, MI 49057

Yemi Akinwale, Manager  
City of Hartford  
19 West Main St  
Hartford, MI 49057

The Hartford Township board at the July 8, 2021 regular board meeting voted to terminate the Inter-local agreement creating the Hartford Recreation Council. Per section 5.2, Termination, the date of this letter serves as Hartford Townships one (1) year's written notice.

Hartford Township's contribution will be paid when the Hartford Township board receive the budget, audit and copy of the workmen's comp policy.

Sincerely,



Ron Sefcik  
Supervisor

RECEIVED  
JUL 14 2021  
CITY OF HARTFORD