



City of Hartford
County of Van Buren, State of Michigan

Commission Business Meeting Agenda

Monday, May 23, 2022 at 7:30 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

GUESTS

PUBLIC COMMENT

COMMUNICATIONS

- [1.](#) VBCD PROGRAM UPDATES
- [2.](#) THANK YOU - VAN BUREN COUNTY HISTORICAL SOCIETY

REPORT OF OFFICERS BOARDS & COMMITTEES

Police & Ordinance

- [3.](#) HPD - 2022 APRIL

Fire Department

- [4.](#) HFD - CHIEF 2022 APRIL
- [5.](#) HFD - BOARD 2022 APRIL

Ambulance

- [6.](#) AMB - 2022 APRIL

Van Buren County

- [7.](#) VBCO - 2022 APRIL

Public Works

- [8.](#) DPW - 2022 APRIL

Wastewater Treatment Plant

- [9.](#) WWTP - 2022 APRIL

Treasurers, Investment & List of Bills

[10.](#) TREASURER - 2022 APRIL

City Manager

[11.](#) MANAGER 2022 APRIL

APPROVAL OF COMMISSION MINUTES

[12.](#) 2022 APRIL COMMISSION MEETING

APPROVAL OF REPORTS

GOALS/OBJECTIVES

OLD BUSINESS

13. DISCUSSION - RE-ZONING REQUEST (NORTH CENTER STREET)

14. DISCUSSION - FIRE DEPARTMENT 2022/2023 BUDGET, ARBITRATION UPDATE

[15.](#) COMMISSION RULES OF ORDER

NEW BUSINESS

16. SPECIAL USE PERMIT - 301 BOWIE

[17.](#) VAN BUREN COUNTY LAND BANK/TREASURER REQUEST

18. DISCUSSION - CONCERT/CANNABIS EVENT

INTRODUCTION OF RESOLUTIONS OR AMENDMENTS

[19.](#) RESOLUTION 2022 - 007 ESTABLISHING TAX MILLAGE FOR 2022/2023

[20.](#) RESOLUTION 2022 - 008 ADOPTING FISCAL YEAR 2022/2023 BUDGET

ADJOURNMENT

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CITY OF HARTFORD



Van Buren Conservation District

April 2022 Program Update

Submitted by *Emily Hickmott, Deputy Administrator*

The Spring Volunteer Appreciation Night hosted about 30 community members at Walt & Marie's Country Market where the Deputy Administrator and the Two Rivers Coalition president discussed volunteer opportunities and accomplishments. The new Recycling & Materials Management Coordinator started at the end of the month and has jumped right into training so that the Deputy Administrator can spend more time supporting the operations of the VBCD. As always, the rest of the VBCD staff has been hard at work with several Q1 events occurring and many regional collaborations on current and future projects. Please don't hesitate to let me know how we can support conservation in your community. Check out our upcoming events here: <https://vanburencd.org/my-calendar/>

Program Updates:

- **Ag Conservation/Water Quality Projects** (*Erin Fuller, Colleen Forestieri, Hannah Hudson*) - In March, the Van Buren Conservation District (VBCD) hosted the annual "Farming for the Future" conference in Lawrence, MI. Over 100 local farmers came together to learn about soil health, cost share opportunities, and other agricultural topics. Nationally recognized speakers at the event included agroecologist Lance Gunderson of Nebraska and regenerative farmer Russell Hedrick of North Carolina and Michigan's native farm consultant RJ Rant.
- **SWxSW Corner CISMA (Cooperative Invasive Species Management Area)** (*Abbie Bristol, Alex Florian*) - The VBCD has hired the SWxSW Corner CISMA strike team in preparation for their second field season. The CISMA was also represented at booths for VBCD's Farming for the Future event and Berrien CD's Conservation Open House. The SWxSW Corner CISMA will also be collaborating with BCK CISMA to host the 2022 MISC Summer Field Trip, a training and collaboration event for CISMA coordinators across the state.
- **MAEAP** (*Kyle Mead*) - The technician is taking full advantage of the spring weather by visiting numerous landowners to discuss and move forward with MAEAP assessments and future verifications.
- **National Association of Conservation Districts Technical Assistance** (*Lucas Hartman*) - Twenty-five applications for funding through the Environmental Quality Incentives Program were submitted for round 1 in FY2022. The technician was also busy with planning a prescribed burn for one of the VBCD's properties.
- **Outreach** (*Jacob Diljak*) - March kicked off more interaction with the public with our office doors opening after the lifting of federal pandemic mandates. With ongoing tree sale orders, technical assistance in federal programs, and events, the public has been more involved. Significant progress in programs has been made, especially tree sale and the completion of the Food, Farm & Fun Guide.
- **Produce Safety** (*Patrick Gordon*) - If you raise and sell produce or know someone who does, be sure to be in contact with your local technician (patrick.gordon@macd.org) as Spring kicks off.
- **Resource Recovery Recycling** (*Kalli Marshall*) - The 2022 collection season is nearly upon us, so the previous coordinator worked at promoting and finishing up coordinating the upcoming April events. The previous coordinator renewed her HAZWOPER certification and began training the new Recycling & Materials Management Coordinator, Kalli Marshall. The team worked together to keep the public informed of 2022 collection opportunities. Collections start April 25, so don't miss out!

May 2022

Van Buren County Historical Society

Thanks you for your contribution

*of \$250⁰⁰. Come on down
and see our displays.*

Van Buren Co. Historical Society



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

Police Report for Month of April 2022

Total Duty Hours	720	Foot Patrol Hours	8
Arrests	9	Felony	4
		Misdemeanor	5
Arrest Warrants Issued	10	Traffic Citations Issued	14
Homicide	0	Robbery	0
Sex Crimes	1	Trespassing	1
Assaults	3	UDAA (stolen auto)	0
Burglary	0	Larceny	3
Frauds	0	Property Destruction/Vandalism	1
NFS Checks	0	Juvenile Del	3
OUIL	0	Drug Investigations	1
Civils	4	Public Peace	0
Lost Property	0	Found Property	2
Suspicious Person(s)/Vehicle(s)	5	Alarms	0
Health/Safety	5	Traffic Crash	4
Assist to other Agencies	25	Michigan State Police	2
Van Buren Co Sheriff	6	FIRE/EMS	7
Other Local Agencies	5	Persons	5

Officers of the department handled 81 incidents during the month of April 2022.

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

Chief Tressa Beltran

Hartford Fire Department

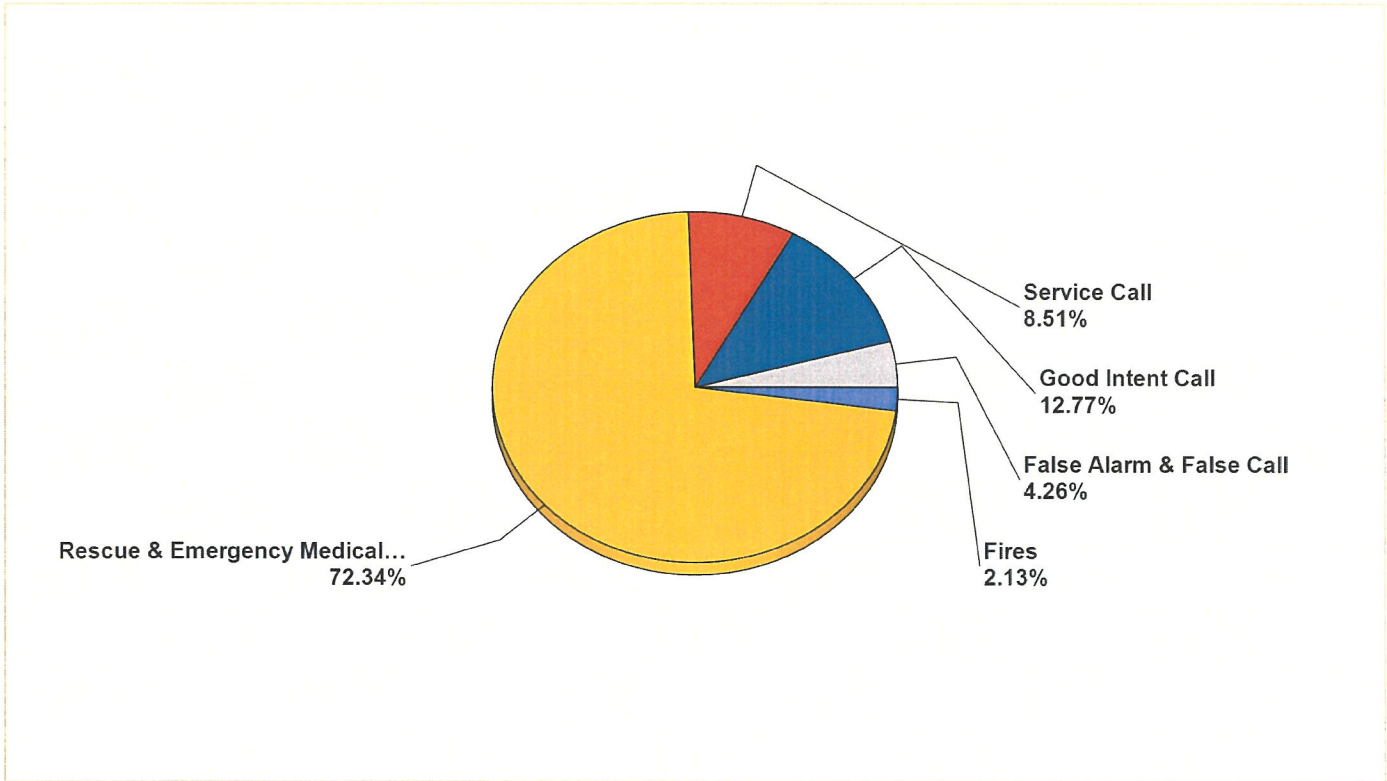
Hartford, MI

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 04/01/2022 | End Date: 04/30/2022



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	2.13%
Rescue & Emergency Medical Service	34	72.34%
Service Call	4	8.51%
Good Intent Call	6	12.77%
False Alarm & False Call	2	4.26%
TOTAL	47	100%

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



Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
131 - Passenger vehicle fire	1	2.13%
311 - Medical assist, assist EMS crew	10	21.28%
321 - EMS call, excluding vehicle accident with injury	21	44.68%
322 - Motor vehicle accident with injuries	2	4.26%
324 - Motor vehicle accident with no injuries.	1	2.13%
500 - Service Call, other	3	6.38%
531 - Smoke or odor removal	1	2.13%
600 - Good intent call, other	2	4.26%
611 - Dispatched & cancelled en route	4	8.51%
743 - Smoke detector activation, no fire - unintentional	2	4.26%
TOTAL INCIDENTS:	47	100%

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



Hartford Fire Department

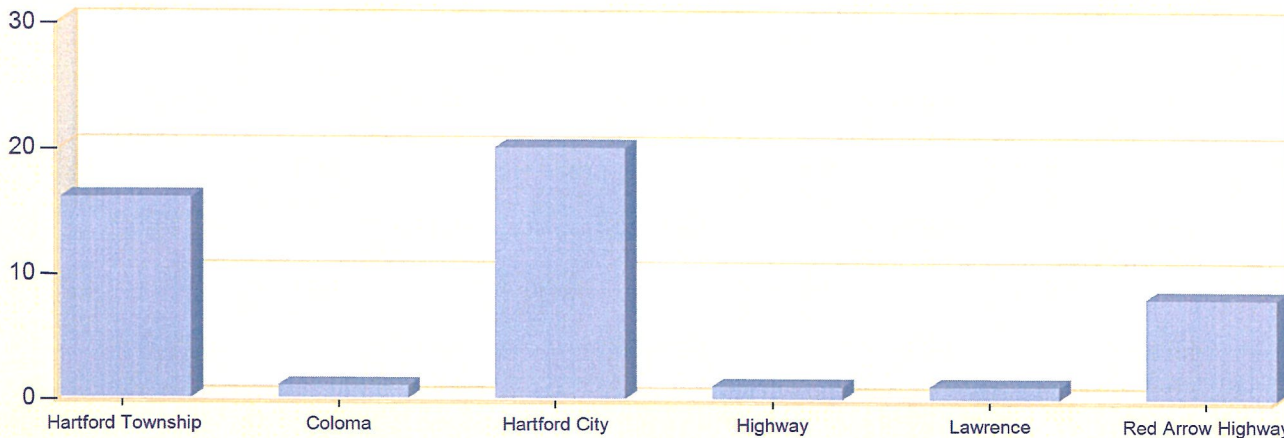
Hartford, MI

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Incident Type Count per Zone for Date Range

Start Date: 04/01/2022 | End Date: 04/30/2022



ZONES	INCIDENT TYPE	COUNT
Hartford Township - Hartford		
	311 - Medical assist, assist EMS crew	7
	321 - EMS call, excluding vehicle accident with injury	5
	600 - Good intent call, other	1
	611 - Dispatched & cancelled en route	3
	<i>Total Incidents for Hartford Township - Hartford:</i>	16
Coloma - Coloma		
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for Coloma - Coloma:</i>	1
Hartford City - Hartford		
	311 - Medical assist, assist EMS crew	1
	321 - EMS call, excluding vehicle accident with injury	12
	500 - Service Call, other	3
	531 - Smoke or odor removal	1
	600 - Good intent call, other	1
	743 - Smoke detector activation, no fire - unintentional	2
	<i>Total Incidents for Hartford City - Hartford:</i>	20
Highway - I 94		
	131 - Passenger vehicle fire	1
	<i>Total Incidents for Highway - I 94:</i>	1
Lawrence - Township		

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



ZONES	INCIDENT TYPE	COUNT
	322 - Motor vehicle accident with injuries	1
	<i>Total Incidents for Lawrence - Township.</i>	1
Red Arrow Highway - Red Arrow Highway		
	311 - Medical assist, assist EMS crew	2
	321 - EMS call, excluding vehicle accident with injury	4
	322 - Motor vehicle accident with injuries	1
	324 - Motor vehicle accident with no injuries.	1
	<i>Total Incidents for Red Arrow Highway - Red Arrow Highway.</i>	8
Total Count for all Zone:		47

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



Hartford Fire Department

Hartford, MI

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Incident Count per User-Defined Fields for Date Range

Start Date: 04/01/2022 | End Date: 04/30/2022

ANSWERS	# INCIDENTS
USER-DEFINED FIELD: Dispatch Priority (Required)	
1	26
2	14
3	7

USER-DEFINED FIELD: Lift Assist (Required)	
No	43
Yes	4

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

Hartford Fire Department

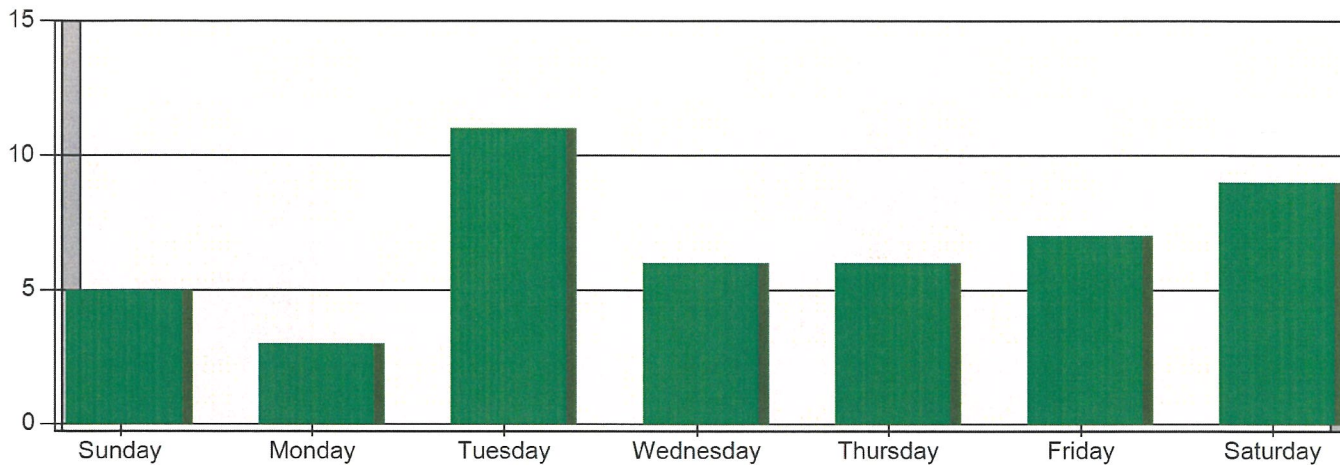
Hartford, MI

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Incidents by Day of the Week for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 04/01/2022 | End Date: 04/30/2022



DAY OF THE WEEK	# INCIDENTS
Sunday	5
Monday	3
Tuesday	11
Wednesday	6
Thursday	6
Friday	7
Saturday	9

TOTAL

47

Only Reviewed incidents included.



**Hartford Fire Board Meeting
May 9, 2022
April Business**

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CITY OF HARTFORD**

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Hartford Fire Board
Agenda
Monday, May 9, 2022 7:00 PM

- I. Call to Order, Pledge
 - II. Roll call: Jerry Birmele, Steve Starner, Chad Hunt, Helen Sullivan, Carlos Ledesma
 - III. Public Comment: Limited to three minutes per person
 - IV. Approval of the Agenda. Motion by _____ Second by _____ Motion _____
 - V. Approval of previous meeting minutes from April 11, 2022: Motion by ____Second__ Motion _____
 - VI. Approval of February Treasurer’s report: Motion By _____ Second by _____ to approve Treasurer’s report as presented. Motion _____
 - a. Accounts Payable: Amount **\$ 19,153.94** Motion by _____Second _____ by roll call vote
Motion _____
 - VII. Review: Income & Expense; Payroll; Balance sheet & Deposit Detail; Budget
 - VIII. Fire calls
 - IX. Unfinished Business:

NONE
 - X. New Business:

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

Motion by _____ second by _____ to adjourn at _____pm.

HARTFORD FIRE BOARD MEETING
Minutes of Fire Board Meeting May 9, 2022

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

Others Present: Carole Kiernan, Assistant Chief Kevin McGrew

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

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

The proposed agenda for the Fire Board meeting of May 9, 2022 was Presented. Motion by Sullivan; Second by Ledesma; to approve the agenda as presented. Motion: Approved

The proposed minutes of the April 11, 2022 Fire Board meeting were presented. Motion by Ledesma; Second by Sullivan to accept the minutes as presented Motion: Approved

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

Bills were presented for approval in the amount of \$ 19,153.94 Motion by Starner; Second by Sullivan; to pay bills in amount of \$ 19,153.94. Motion Approved upon roll call vote of members present.

Unfinished Business:

None

New Business:

None

Fire Chief's Report:

Meetings Attended:

- Township
- City
- VBC FFTC
- Van Buren County Medical Control

Minutes of Fire Board Meeting May 9, 2022

Information:

- Conducted a fire inspection at Transend
- Installed 2 smoke detector

TOTAL LABOR HOURS

Month	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	TOTAL
Calls	292.5	199.5	163	146									841
Training	36	28	46	32									142
Truck Insp.	26	26	28	28									108
Donated	11	0	0	113									124
TOTAL	365.5	253.5	237	319									1175



Assistant Fire Chief's Report:

Meetings Attended:

- Van Buren Chiefs Meeting

Information:

- Van Buren County Fair Event Schedule
- Radio and Pager templates completed for upcoming radio project completion
- New Thermal Imaging Cameras will be put into service soon.
(press release/article sent to Tri City Record)
- Benefit breakfast for former Chief Randy Lowe was a huge success
- Submitted Grant to Michigan Gas Utilities for \$1,600 to purchase dash cameras for all of our apparatus.
- Working on boat purchase- been difficult to find inventory.

Respectfully Submitted,

K. McGrew

Kevin McGrew-Assistant Fire Chief

Minutes of Fire Board Meeting May 9, 2022

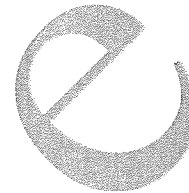
Other Board Business:

Really nice thing the firefighters did for former Chief Lowe.

Joint (City, Township & Fire Department) Meeting on Wednesday, May 25, 2022, at 7:00 pm at the Hartford Fire Station.

Motion Starner; second by Sullivan to close meeting at 7:19 pm. Motion: Approved

Respectfully submitted,



Gerald Birmele, Secretary

HARTFORD FIRE BOARD MEETING
Minutes of Fire Board Meeting April 11, 2022

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

Others Present: Carole Kiernan, Assistant Chief Kevin McGrew

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

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

The proposed agenda for the Fire Board meeting of April 11, 2022 was Presented. Motion by Hunt; Second by Birmele; to approve the agenda as amended. Motion: Approved

The proposed minutes of the March 14, 2022 Fire Board meeting were presented. Motion by Hunt; Second by Birmele to accept the minutes as presented Motion: Approved

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

Bills were presented for approval in the amount of \$ **32,877.25** Motion by Starner; Second by Birmele; to pay bills in amount of \$ **32,877.25**. Motion Approved upon roll call vote of members present.

Unfinished Business:

None

New Business:

- Accept the resignation of David Mason. Motion by Hunt; Second by Starner to accept the resignation letter of David Mason. Motion Approved
- Motion to amend account #508.1 in the amount of \$7,753.62 from the General Fund for repairs completed to the Ladder Truck #1841 by Birmele; Second by Hunt Motion Approved.
- Motion to hold the Joint (City, Township & Fire Department) on Wednesday, May 25, 2022, at 7:00 pm at the Hartford Fire Station by Starner; Second by Hunt. Motion: Approved

Fire Chief's Report:

Meetings Attended:

- Attended Township Meeting
- Attended City Meeting
- Attended VBC FFTC Meeting

Minutes of Fire Board Meeting April 11, 2022

Information:

- Attended Hartford Chambers of Commerce Annual Dinner
- Annual Maintenance completed on Apparatus except 1841
- Conducted a fire inspection at MED Leaf

TOTAL LABOR HOURS

Month	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	TOTAL
Rolls	292.5	199.5	163										655
Training	36	28	46										110
Vehicle Insp.	26	26	28										80
Donated	11	0	0										11
TOTAL	365.5	253.5	237										856

Assistant Fire Chief's Report:

Meetings Attended:

- Hartford Township

Information:

- Grant awarded from TC Energy for \$6,000 for thermal imaging cameras- purchasing 8 new cameras
- Grant awarded from CSX for Water Rescue Program Startup for \$5,000
- Working on Pancake Breakfast Benefit for former Hartford Fire Chief Randy Lowe- breakfast will be April 24th 7am-Noon

Respectfully Submitted,

K. McGrew

Kevin McGrew-Assistant Fire Chief

Other Board Business:

Motion Hunt; second by Birmele to close meeting at 7:24 pm. Motion: Approved

Respectfully submitted,

Gerald Birmele, Secretary

**Treasurer's Report for meeting on May 9, 2022
For the month ending April 30, 2022**

Cash Balances

Operations – General Fund

Reconciled Cash Balances of Prior Month ended April 30, 2022–Huntington **\$ 122,639.18**

XXX Deposits

City of Hartford – Contribution	\$ 9,291.82
Township of Hartford – Contribution	\$ 13,937.73
Grants-CSX & TC Energy	\$ 11,000.00
Pride Care	\$ 145.00
Township Ass't Chief Grant	\$ 800.00
Report 2022-124	\$ 10.00
Cost Recovery	\$ 300.00
Interest	\$ 1.01
Returned Payroll	\$ 2,228.54
Total Deposits	\$ 37,714.10

Total Balance of General Fund **\$ 160,353.28**

XXX Expenditures for approval:

Vendors payable	\$ 8,686.77
Payroll released April 2022 (9,689.89 – 1,966.49)	\$ 7,723.40
Bank Fees	\$ 36.00
MI & Fed Tax Withholdings	\$ 2,707.77

Total Expenditure **\$ 19,153.94**

General Fund Balance April 30, 2022 **\$ 141,199.34**

Capital Equipment

Reconciled Cash Balance as of April 30, 2022 – Millage Fund **\$ 91,110.73**

Reconciled Cash Balance as April 30, 2022 – Maintenance Fund **\$ 13,315.10**

Cash Balances for month April 30, 2022 **\$ 245,625.17**

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

Invested Capital Equipment

Huntington Investment #TCL6358 – Millage Fund Investment March 31, 2022 **\$ 10,318.72**

Huntington Investment #TCL6901 Investment March 31, 2022 **\$ 94,786.55**

Item 5.

Hartford Fire Board
May 9, 2022 Meeting
Income & Expense and Expenses by Vendor Summary
April Business

Expense by Vendor

	Apr 22
At & T	-367.27
Bachman Welding	-780.00
Carlos Ledesma	-60.00
Chad Hunt	-60.00
City of Hartford (Dental/Vision)	-145.80
City of Hartford {2}	-258.28
City of Hartford Health Ins.	1,771.20
Comcast	-229.20
Consumers Energy	-109.00
Cummins Sales & Service	-480.39
First Bankcard	-435.49
Indiana Mich Power	-370.00
IRS Online Payment	2,201.18
Jerry Birmele	-60.00
Kellogg Hardware	-56.18
Kevin McGrew	813.96
Liberty Mutual	1,261.00
NFPA	-175.00
Share Corporation	-153.03
ShellFleet Plus Card	-467.71
Steven Starner	-60.00
TOTAL	8,686.77

Gross Profit	35,475.38
Expense	
500 Payroll	
500.1 Fire Chief	2,890.18
500.10 Chief Health Benefits	1,917.00
500.2 Firefighters/Medics	2,618.75
500.3 Support Staff	546.38
500.4 Chief Retirement	258.28
500 Payroll - Other	206.04
Total 500 Payroll	8,436.63
502 Utilities	
502.1 Internet-Telephone	229.20
502.2 Electric	370.00
502.3 Natural Gas	109.00
502.4 First Net-AT&T	367.27
Total 502 Utilities	1,075.47
505 Building Maintenance	
505.1 Bldg Supplies/Maintenanc	115.23
505.3 Grounds Maintenance	93.98
Total 505 Building Maintenance	209.21
506 Fuel	
506.1 Unleaded Gas	467.71
Total 506 Fuel	467.71
508 Vehicle Maintenance	
508.1 Ladder #1841	-7,753.62
508.2 Tanker #1831	600.00
Total 508 Vehicle Maintenance	-7,153.62
512 Insurance	
512.1 Worker's Comp	1,261.00
Total 512 Insurance	1,261.00
513 Payroll Taxes	2,201.18
515 Equipment & Equip Maint	
515.3 Heavy Rescue #1871	180.00
Total 515 Equipment & Equip Maint	180.00
516 Training	
516.1 Fire Chief Training	435.49
Total 516 Training	435.49
519 Subscriptions & Dues	
519.6 NFPA	175.00
Total 519 Subscriptions & Dues	175.00
528 Bd Members Compensation	240.00
530 Generator	

Income & Expense

	Apr 22
Ordinary Income/Expense	
Income	
401 Hartford Township	13,937.73
402 Hartford City	9,291.82
404 Interest	0.83
409 Fire Report Request	10.00
413 FEMA Grant	5,000.00
521 Cost Recovery Reimbursement	300.00
Federal Grant Receivable	6,000.00
Hartford Township Grants	800.00
Other Revenues	135.00
Total Income	35,475.38

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**Hartford Fire Board
 May 9, 2022 Meeting
 Income & Expense and Expenses by Vendor Summary
 April Business**

530.2 Maintenance Contract	480.39
Total 530 Generator	480.39
Payroll Tax Expense	1,941.28
Unassigned Fund Balance	0.00
Total Expense	9,949.74
Net Ordinary Income	25,525.64
Other Income/Expense	
Other Expense	
Grant Expenditures	3,330.02
Total Other Expense	3,330.02
Net Other Income	-3,330.02
Net Income	22,195.62

**Hartford Fire Board
May 9, 2022 Meeting
Payroll Summary
April Business**

	<u>TOTAL</u>		
	<u>Hours</u>	<u>Rate</u>	<u>Apr 22</u>
Employee Wages, Taxes and Adjustments			
Gross Pay			
Salary	2.00		4,304.76
Assistant Fire Chief	2.00		400.00
Fire Board Office	35.25		546.38
Grant Pay	1.00		800.00
Med Assist	70.00		1,090.50
Mutual Aid	10.00		155.50
Other	22.50		350.00
PI Accident	12.00		185.00
Shift Coverage	68.00		1,020.00
Training	26.00		386.75
Vehicle Fire	8.00		124.00
Vehicle Inspection	<u>22.00</u>		<u>327.00</u>
Total Gross Pay	278.75		9,689.89
Deductions from Gross Pay			
Dental-Vision			-29.08
Firefighters Assn Dues			-496.07
First Net AT&T			-40.00
Health Insurance			<u>-354.24</u>
Total Deductions from Gross Pay			<u>-919.39</u>
Adjusted Gross Pay	278.75		8,770.50
Taxes Withheld			
Federal Withholding			-739.00
Medicare Employee			-140.52
Social Security Employee			-600.76
MI - Withholding			-486.21
Medicare Employee Addl Tax			0.00
MI - Cities Res Tax			0.00
MI - Cities Work Tax			<u>0.00</u>
Total Taxes Withheld			<u>1,966.49</u>
Net Pay	<u>278.75</u>		<u>6,804.01</u>
Employer Taxes and Contributions			
Company FICA			600.76
Company Med			140.52
Retirement Fund			258.28
MI - Obligation Assessment			0.00
Total Employer Taxes and Contributions			<u>999.56</u>

**Hartford Fire Board Meeting
May 9, 2021
Balance Sheet & Deposit Detail
April Business**

BALANCE SHEET

	Apr 30, 22
ASSETS	
Current Assets	
Checking/Savings	
102 Regular Check Hunt..3427	104,943.69
105 CD Fund Equity..C...288	0.38
106 Millage Fund Hunt..3456	91,109.98
108 Maintenance Hunt....3469	13,314.99
Chemical Financial Advisors	69,932.47
Huntington Advisors #901	94,786.55
Huntington TLC006358	10,318.72
Total Checking/Savings	384,406.78
Total Current Assets	384,406.78
TOTAL ASSETS	384,406.78
LIABILITIES & EQUITY	0.00

Deposit Detail

Type	Num	Date	Name	Account	
Deposit		04/02/2022		102 Regular Check Hunt..3427	135.00
Payment	756773527	04/01/2022	Pride Care Ambulance	Undeposited Funds	-135.00
TOTAL					-135.00
Deposit		04/08/2022		102 Regular Check Hunt..3427	6,810.00
				Hartford Township Grants	-800.00
				409 Fire Report Request	-10.00
				Federal Grant Receivable	-6,000.00
TOTAL					-6,810.00
Deposit		04/08/2022	Kevin McGrew	102 Regular Check Hunt..3427	813.96
			Kevin McGrew	500 Payroll	-813.96
TOTAL					-813.96
Deposit		04/15/2022		102 Regular Check Hunt..3427	14,291.82
				402 Hartford City	-9,291.82
				413 FEMA Grant	-5,000.00
TOTAL					14,291.82
Deposit		04/15/2022		102 Regular Check Hunt..3427	13,937.73
				401 Hartford Township	13,937.73
TOTAL					13,937.73
Deposit		04/25/2022		102 Regular Check	1,714.58

**Hartford Fire Board Meeting
May 9, 2021
Balance Sheet & Deposit Detail
April Business**

				Hunt..3427	
				521 Cost Recovery Reimbursement	-300.00
				500.1 Fire Chief	-1,414.58
TOTAL					-1,714.58
Deposit	04/30/2022			108 Maintenance Hunt....3469	0.11
				404 Interest	-0.11
TOTAL					-0.11
Deposit	04/30/2022			106 Millage Fund Hunt..3456	0.72
				404 Interest	-0.72
TOTAL					-0.72
Paycheck	ACH	04/30/2022	Flemming, Ryan C.	102 Regular Check Hunt..3427	0.00
				500.2 Firefighters/Medics	31.00
				500.2 Firefighters/Medics	15.50
				500.2 Firefighters/Medics	31.00
				500.2 Firefighters/Medics	31.00
				410 Firefighters Assn Dues	-25.58
				Payroll Liabilities	-50.00
				Payroll Tax Expense	6.73
				Payroll Liabilities	-6.73
				Payroll Liabilities	-6.73
				Payroll Tax Expense	1.58
				Payroll Liabilities	-1.58
				Payroll Liabilities	-1.58
				Payroll Liabilities	-24.61
TOTAL					0.00
Paycheck	ACH	04/30/2022	Hunt, Cole E.	102 Regular Check Hunt..3427	0.00
				500.2 Firefighters/Medics	23.25
				410 Firefighters Assn Dues	-20.49
				Payroll Tax Expense	1.44
				Payroll Liabilities	-1.44
				Payroll Liabilities	-1.44
				Payroll Tax Expense	0.33
				Payroll Liabilities	-0.33
				Payroll Liabilities	-0.33
				Payroll Liabilities	-0.99
TOTAL					0.00

Hartford Fire Board Profit & Loss Budget Performance April 2022

	<u>Apr 22</u>	<u>Budget</u>	<u>Jul '21 - Apr 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
302 Cetera Investment Services	0.00		70,000.02		
303 Investment Market Changes	0.00		-6,339.40		
401 Hartford Township	13,937.73	13,937.73	139,377.30	139,377.30	167,252.76
402 Hartford City	9,291.82	9,291.82	92,918.20	92,918.20	111,501.84
404 Interest	0.83		12.73		
409 Fire Report Request	10.00	3.88	20.00	38.83	46.59
411 Hartford City Millage	0.00		34,120.26		
412 Hartford Township Millage	0.00		42,835.55		
413 FEMA Grant	5,000.00		6,235.25		
420 Bangor 1st Resp Reimburse	0.00	449.21	3,307.75	4,492.10	5,390.52
521 Cost Recovery Reimbursement	300.00		7,343.59	0.00	0.00
Accounts Receivable	0.00		0.00	0.00	0.00
Donation	0.00		1,000.00		
Federal Grant Receivable	6,000.00		11,000.00		
Hartford Township Grants	800.00		6,784.09		
Other Revenues	135.00		3,150.00		
Total Income	<u>35,475.38</u>	<u>23,682.64</u>	<u>411,765.34</u>	<u>236,826.43</u>	<u>284,191.71</u>
Gross Profit	35,475.38	23,682.64	411,765.34	236,826.43	284,191.71
Expense					
500 Payroll					
500.1 Fire Chief	2,890.18	4,304.76	41,570.33	43,047.66	51,657.18
500.10 Chief Health Benefits	1,917.00	1,528.52	18,847.25	15,285.23	18,342.27
500.2 Firefighters/Medics	2,618.75	5,666.66	35,079.85	56,666.68	68,000.00
500.3 Support Staff	546.38	625.00	6,591.40	6,250.00	7,500.00
500.4 Chief Retirement	258.28	333.33	2,582.87	3,333.34	4,000.00
500.5 Shift Coverage	0.00	1,200.00	0.00	12,000.00	14,400.00
500 Payroll - Other	206.04		8,816.04		
Total 500 Payroll	<u>8,436.63</u>	<u>13,658.27</u>	<u>113,487.74</u>	<u>136,582.91</u>	<u>163,899.45</u>
501 Professional, Insur.& Legal					
501.1 Legal Expenses	0.00	250.00	0.00	2,500.00	3,000.00
501.2 Professional - Audit	0.00	666.66	7,850.00	6,666.68	8,000.00
Total 501 Professional, Insur.& Legal	<u>0.00</u>	<u>916.66</u>	<u>7,850.00</u>	<u>9,166.68</u>	<u>11,000.00</u>
502 Utilities					
502.1 Internet-Telephone	229.20	195.83	2,472.27	1,958.34	2,350.00
502.2 Electric	370.00	450.00	4,455.18	4,500.00	5,400.00
502.3 Natural Gas	109.00	125.00	1,090.00	1,250.00	1,500.00
502.4 First Net-AT&T	367.27	358.33	3,907.10	3,583.34	4,300.00
502.5 EPS Door Security	0.00	50.00	726.15	500.00	600.00
Total 502 Utilities	<u>1,075.47</u>	<u>1,179.16</u>	<u>12,650.70</u>	<u>11,791.68</u>	<u>14,150.00</u>
503 Mileage					
503.1 Mileage - other	0.00	8.33	0.00	83.34	100.00
Total 503 Mileage	<u>0.00</u>	<u>8.33</u>	<u>0.00</u>	<u>83.34</u>	<u>100.00</u>

Hartford Fire Board
Profit & Loss Budget Performance
April 2022

	<u>Apr 22</u>	<u>Budget</u>	<u>Jul '21 - Apr 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
505 Building Maintenance					
505.1 Bldg Supplies/Maintenanc	115.23	250.00	1,341.40	2,500.00	3,000.00
505.2 Building Maintenance	0.00		2,032.53	0.00	0.00
505.3 Grounds Maintenance	93.98	41.66	93.98	416.68	500.00
505.4 Capital Bldg Improvement	0.00	770.83	0.00	7,708.34	9,250.00
505.5-Trash	0.00	25.00	234.75	250.00	300.00
Total 505 Building Maintenance	<u>209.21</u>	<u>1,087.49</u>	<u>3,702.66</u>	<u>10,875.02</u>	<u>13,050.00</u>
506 Fuel					
506.1 Unleaded Gas	467.71	266.66	4,325.99	2,666.68	3,200.00
506.2 Diesel	0.00	166.66	2,516.96	1,666.68	2,000.00
Total 506 Fuel	<u>467.71</u>	<u>433.32</u>	<u>6,842.95</u>	<u>4,333.36</u>	<u>5,200.00</u>
508 Vehicle Maintenance					
508.1 Ladder #1841	-7,753.62	175.00	381.88	1,750.00	2,100.00
508.2 Tanker #1831	600.00	175.00	1,936.62	1,750.00	2,100.00
508.3 Heavy Rescue #1871	0.00	25.00	0.00	250.00	300.00
508.4 Rescue Pickup #1869	0.00	33.33	364.73	333.34	400.00
508.5 Jeep #1860	0.00	33.33	214.70	333.34	400.00
508.6 Explorer #1810	0.00	116.66	63.80	1,166.68	1,400.00
508.7 Pick-Up #1801	0.00	66.66	456.00	666.68	800.00
508.8 #1802	0.00	33.33	1,223.79	333.34	400.00
508 Vehicle Maintenance - Other	0.00		19.93		
Total 508 Vehicle Maintenance	<u>-7,153.62</u>	<u>658.31</u>	<u>4,661.45</u>	<u>6,583.38</u>	<u>7,900.00</u>
511 Office					
511.1 Office Equipment	0.00	108.33	2,569.07	1,083.34	1,300.00
511.2 Equipment Repairs	0.00	12.50	0.00	125.00	150.00
511.3 Office Supplies	0.00	125.00	595.01	1,250.00	1,500.00
511.4 Printing	0.00	16.66	166.57	166.68	200.00
511.5 Software/Upgrades	0.00	100.00	1,059.99	1,000.00	1,200.00
511.6 Copy Lease	0.00	30.00	278.10	300.00	360.00
Total 511 Office	<u>0.00</u>	<u>392.49</u>	<u>4,668.74</u>	<u>3,925.02</u>	<u>4,710.00</u>
512 Insurance					
512.1 Worker's Comp	1,261.00	416.66	4,413.25	4,166.68	5,000.00
512.10 Accident & Sickness Ins	0.00	1,750.00	3,901.00	17,500.00	21,000.00
512 Insurance - Other	0.00		11,726.15		
Total 512 Insurance	<u>1,261.00</u>	<u>2,166.66</u>	<u>20,040.40</u>	<u>21,666.68</u>	<u>26,000.00</u>
513 Payroll Taxes	2,201.18		26,192.57		
515 Equipment & Equip Maint					
515.1 Ladder #1841	0.00	58.33	14.57	583.34	700.00
515.10 Firefighting Foam	0.00	83.33	0.00	833.34	1,000.00
515.11 Ford Truck	0.00	8.33	468.52	83.34	100.00
515.12 Air Tanks	0.00	150.00	2,833.15	2,000.00	2,300.00
515.2 Tanker #1831	0.00	58.33	468.60	583.34	700.00
515.3 Heavy Rescue #1871	180.00	133.33	712.94	1,333.34	1,600.00
515.4 Rescue Pickup #1869	0.00	16.66	132.76	166.68	200.00

Hartford Fire Board Profit & Loss Budget Performance April 2022

Item 5.

	<u>Apr 22</u>	<u>Budget</u>	<u>Jul '21 - Apr 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
515.5 Jeep #1860	0.00	16.66	78.51	166.68	200.00
515.6 Explorer #1810	0.00	8.33	748.06	83.34	100.00
515.7 Eq Maintenance Other	0.00	33.33	123.92	333.34	400.00
515.8 Small Equipment Maintenan	0.00	33.33	199.86	333.34	400.00
515.9 Medical Supplies	0.00	166.66	3,633.54	3,312.68	3,646.00
Total 515 Equipment & Equip Maint	180.00	766.62	9,414.43	9,812.76	11,346.00
515.13 Ford Truck 1802	0.00	8.33	23.59	83.34	100.00
516 Training					
516.1 Fire Chief Training	435.49	125.00	1,186.49	1,250.00	1,500.00
516.2 Firefighter I & II	0.00	83.33	525.88	833.34	1,000.00
516.3 Medic	0.00	83.33	0.00	833.34	1,000.00
516.4 Fire Officer Classes	0.00	83.33	0.00	833.34	1,000.00
516.5 Drivers Training	0.00	16.66	0.00	166.68	200.00
Total 516 Training	435.49	391.65	1,712.37	3,916.70	4,700.00
518 Physicals					
518.1 Annual Physicals	0.00	666.66	6,000.00	6,666.68	8,000.00
518.2 New Employee Physicals	0.00	25.00	0.00	250.00	300.00
Total 518 Physicals	0.00	691.66	6,000.00	6,916.68	8,300.00
519 Subscriptions & Dues					
519.1 HelpNet	0.00	66.66	558.00	666.68	800.00
519.11 West MI Assn of Fire Chi	0.00	12.50	100.00	125.00	150.00
519.13 S MEMSIC	0.00	6.25	75.00	62.50	75.00
519.2 Magazine Subscriptions	0.00		0.00	0.00	0.00
519.3 FirePrograms	0.00	150.00	2,034.75	1,500.00	1,800.00
519.4 IAFC	0.00	20.83	0.00	208.34	250.00
519.5 MI State Firefighters Asn	0.00	8.33	75.00	83.34	100.00
519.6 NFPA	175.00	25.00	175.00	250.00	300.00
519.9 MPSCS	0.00	8.33	0.00	83.34	100.00
519 Subscriptions & Dues - Other	0.00		120.00		
Total 519 Subscriptions & Dues	175.00	297.90	3,137.75	2,979.20	3,575.00
525 Personal Equipment					
525.1 Duty Gear	0.00	583.33	718.00	5,833.34	7,000.00
525.2 Personal Equipment	0.00	233.33	10,513.87	12,133.34	12,600.00
525.3 Small Equipment	0.00	133.33	246.41	1,333.34	1,600.00
Total 525 Personal Equipment	0.00	949.99	11,478.28	19,300.02	21,200.00
526 FEMA Grant					
526 FEMA	0.00		2,470.50		
526 FEMA Grant - Other	0.00	416.66	0.00	4,166.68	5,000.00
Total 526 FEMA Grant	0.00	416.66	2,470.50	4,166.68	5,000.00
527 Bank Fees	0.00	25.00	323.35	250.00	300.00
528 Bd Members Compensation	240.00	375.00	2,640.00	3,750.00	4,500.00
529 Mandatory Annual Testing					
529.1 Personal Veh Inspections	0.00	41.66	0.00	416.68	500.00
529.2 Fire Extinguishers	0.00	83.33	941.00	833.34	1,000.00

Hartford Fire Board Profit & Loss Budget Performance April 2022

	Apr 22	Budget	Jul '21 - Apr 22	YTD Budget	Annual Budget
529.3 Hoses	0.00	225.00	2,586.88	2,250.00	2,700.00
529.4 Ladders	0.00	100.00	1,276.00	1,000.00	1,200.00
529.6 Bottles	0.00		0.00	0.00	0.00
529.8 Air Compressor	0.00	83.33	850.00	833.34	1,000.00
529.9 Flow Testing Air Packs	0.00	91.66	1,020.00	916.68	1,100.00
Total 529 Mandatory Annual Testing	0.00	624.98	6,673.88	6,250.04	7,500.00
530 Generator					
530.1 Maintenance	0.00	20.83	0.00	208.34	250.00
530.2 Maintenance Contract	480.39	58.33	480.39	583.34	700.00
Total 530 Generator	480.39	79.16	480.39	791.68	950.00
531 Auxiliary					
531.1 Auxiliary Supplies	0.00	20.83	0.00	208.34	250.00
Total 531 Auxiliary	0.00	20.83	0.00	208.34	250.00
Capital Expense	0.00		175,120.95	164,880.75	164,880.75
Investment Fees	0.00		6.00		
Payroll Tax Expense	1,941.28		17,052.93	0.00	0.00
Reconciliation Discrepancies	0.00		27.80		
Unassigned Fund Balance	0.00		0.00		
Uncategorized Expenses	0.00		-12,040.73		
Total Expense	9,949.74	25,148.47	424,618.70	428,314.26	478,611.20
Net Ordinary Income	25,525.64	-1,465.83	-12,853.36	-191,487.83	-194,419.49
Other Income/Expense					
Other Expense					
Grant Expenditures	3,330.02		6,345.50		
Total Other Expense	3,330.02		6,345.50		
Net Other Income	-3,330.02	0.00	-6,345.50	0.00	0.00
Net Income	22,195.62	-1,465.83	-19,198.86	-191,487.83	-194,419.49

Fire Chiefs Report

May 2022

INFORMATION:

1. Meetings Attended:

- Township
- City
- VBC FFTC
- Van Buren County Medical Control

2. Conducted a fire inspection at Transend

3. Installed 2 smoke detector

TOTAL LABOR HOURS

Month	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	TOTAL
Calls	292.5	199.5	163	146									841
Training	36	28	46	32									142
Truck Insp.	26	26	28	28									108
Donated	11	0	0	113									124
TOTAL	365.5	253.5	237	319									1175

Respectfully Submitted,

R Harting

Robbie Harting – Fire Chief

Assistant Chief Report

April

Information

- **Van Buren County Fair Event Schedule**
- **Radio and Pager templates completed for upcoming radio project completion**
- **New Thermal Imaging Cameras will be put into service soon.
(press release/article sent to tri city record)**
- **Benefit breakfast for former Chief Randy Lowe was a huge success**
- **Submitted Grant to Michigan Gas Utilities for \$1,600 to purchase dash cameras for all of our apparatus.**
- **Working on boat purchase- been difficult to find inventory.**

Meetings Attended: Van Buren Chiefs Meeting

Respectfully submitted

K.McGrew

Kevin McGrew-Asst. Fire Chief

April 2022 CALLS

+	#	TIME	Address	People	COST	TYPE OF CALL
1-Apr	183-City	0:07	Haver St.	2	\$ 31.00	Med Assist-Difficulty Breathing
1-Apr	184-Twp	10:45	Butcher Rd.	3	\$ 16.00	Med Assist-LOC
2-Apr	185-City	13:39	Prospect	2	\$ 31.50	Med Assist-Chest Pain
2-Apr	186-Twp	14:24	ush Lake & 70th St	3	\$ 47.00	Med Assist-Chest Pain
3-Apr	187-Twp	6:19	70th St.	3	\$ 15.50	Med Assist-Chest Pain
3-Apr	188-City	18:20	East St.	3	\$ 45.50	Other-Wires Down
3-Apr	189-Twp	23:28	CR 687	2	\$ 31.00	Med Assist-Medical Alarm
5-Apr	190-City	12:58	Center St.	2	\$ -	Med Assist-Numbness
5-Apr	191-Twp	16:57	CR 681	1	\$ 16.50	Med Assist-Altered
5-Apr	192	18:00	Red Arrow Hwy	2	\$ 32.50	Med Assist-Fall
6-Apr	193	5:20	Red Arrow Hwy	2	\$ 31.00	Med Assist-Difficulty Breathing
6-Apr	194	12:53	Red Arrow Hwy	4	\$ 16.00	Med Assist-Difficulty Breathing
6-Apr	195-Twp	17:07	Rush Lake Rd	1	\$ 16.50	Med Assist-Medical Alarm
6-Apr	196-Twp	23:13	66th St.	2	\$ 32.00	Med Assist-Medical Alarm
7-Apr	197	7:20	Red Arrow Hwy	3	\$ 48.00	Med Assist-Difficulty Breathing
7-Apr	198-City	22:57	Wendell Ave	2	\$ 32.00	Med Assist-Rib Pain
8-Apr	199	7:56	I-94	5	\$ 94.50	Mutual Aid
9-Apr	200	19:20	I-94	4	\$ 124.00	Vehicle Fire
12-Apr	201-Twp	0:14	CR 687	2	\$ 48.00	Med Assist-Lift Assist
12-Apr	202-City	18:49	Main St.	2	\$ 32.00	Med Assist-Seizure
13-Apr	203-City	5:27	School St.	2	\$ 32.00	Other-Fire Alarm
14-Apr	204-City	9:46	School St.	3	\$ 16.00	Med Assist-Seizure
16-Apr	205	11:03	Red Arrow Hwy	2	\$ 32.00	Med Assist-Mental Evaluation
16-Apr	206-City	17:07	Paras Hill	2	\$ 31.00	Med Assist-Fall
17-Apr	207-Twp	18:26	Jerrdean	3	\$ 47.00	Med Assist-Disregarded
17-Apr	208-City	18:43	Wendell Ave	5	\$ 55.50	Other-Service Call
18-Apr	209	12:12	Red Arrow Hwy	6	\$ 123.00	PI Accident
18-Apr	210-Twp	14:40	CR 372	5	\$ 45.25	Med Assist-Sick Person
19-Apr	211-City	6:40	Maple St.	2	\$ 32.00	Other-Smoke Alarm
19-Apr	212-City	12:42	Pleasant St.	2	\$ -	Med Assist-Fall
19-Apr	213-Twp	16:31	66th St.	1	\$ 16.50	Med Assist-Altered
19-Apr	214	21:16	City of Coloma	4	\$ 61.00	Mutual Aid
21-Apr	215-Twp	3:25	64th Ave	4	\$ 62.00	Med Assist-Sick Person
21-Apr	216-City	23:32	Wendell Ave	2	\$ 32.00	Other-Lift Assist
22-Apr	217-City	11:08	Main St.	2	\$ -	Med Assist- Abdominal Pain
23-Apr	218	23:37	Red Arrow Hwy	1	\$ 16.50	Med Assist-Difficulty Breathing
24-Apr	219-City	11:35	Wendell Ave	9	\$ 119.25	Med Assist-Lift Assist
23-Apr	220-Twp	16:05	CR 372	5	\$ 73.25	Med Assist-Seizures
23-Apr	221-Twp	21:47	62nd St.	5	\$ 61.00	Other-Outside Pipe
25-Apr	222-City	17:14	Main St.	3	\$ 43.25	Med Assist-Not Breathing
26-Apr	223-Twp	19:30	CR 687	2	\$ 32.00	Med Assist-Suicidal
26-Apr	224-City	2:02	Hart St.	4	\$ 61.00	Other-Smoke Investigation
27-Apr	225-Twp	11:04	Butcher Rd.	2	\$ -	Med Assist-Altered
29-Apr	226	15:43	Red Arrow Hwy	4	\$ 62.00	PI Accident
29-Apr	227-City	16:10	Wendell Ave	4	\$ 31.00	Other-Service Call

30-Apr	228-City	17:18	South St.	3	\$	48.00	Med Assist-Sick Person
30-Apr	229-City	21:09	Bernard St.	3	\$	46.50	Med Assist-Difficulty Breathing

Total Costs for Fire Calls	\$1,919.50
Chief's Salary	\$4,304.76
Administrative Cost (Support Staff)	\$ 546.38
Trainings/Inspection Costs	\$ 713.75

Total Costs for Fire Calls	\$7,484.39
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Total Calls this mo	47	Total April Calls	Fiscal Year Totals		
Total Calls for 2022	794	City Calls	20 City Calls	273	Grass Fire 0
Total Calls for 2020	698	Twp Calls	16 Twp Calls	229	Med Assist 34
Total Calls for 2019	673	I-94 Calls	2 I-94 Calls	33	PI Accident 2
Total Calls for 2018	552	Other	1 Other	30	Mutual Aid 2
Total Calls for 2017	345	Red Arrow Calls	RA-2022	*29	Other 8
Total Calls for 2016	303		Total f/y	584	Gas Leak 0
Total Calls for 2015	333				Fire 0
Total Calls for 2014	312				Vehicle Fire 1
Total Calls for 2013	292				
Total Calls for 2012	281				
Respectfully submit					

Priority 3 Call SHADED



May 2, 2022

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

Dear Mr. Akinwale,

I am pleased to provide you with our average response times for the month of April 2022. There were seven (07) priority one calls in April with the average response time of 08:23 minutes.

There were six (06) priority two calls in April with the average response time of 12:03 minutes.

There were two (02) priority three calls in April with the average response time of 13:59 minutes.

A total of fifteen (15) calls were run in April with an average response of 10:36.

There was an extended response time for run number 206705 due to distance. The crew took the correct route and did not report any further incidents.

There was an extended response time for run number 205618, which could have been avoided had the crew taken a more direct route. The crew has been counseled in an effort to avoid any further incidents.

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

Sincerely,

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

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

Response Times By Priority

Report Date: 05/02/2022 10:22:54

Filters: Date Range (Pickup Time): 04/01/2022 to 04/30/2022 (Last Month); Last Status Timestamp: At Scene; Selected Fields: Run #, Call Type, Ver

Response Priority: P1

Run #	Call Type	Vehicle Start Time: Enroute	End Time: At Scene	Response Time (MM:SS)
205618	Advanced	4/1/2022 0:08	4/1/2022 0:19	11:32
206322	Advanced	4/12/2022 18:52	4/12/2022 18:59	7:07
206552	Advanced	4/16/2022 17:09	4/16/2022 17:16	7:11
206705	Advanced	4/19/2022 12:44	4/19/2022 12:54	10:28
206896	Advanced	4/22/2022 11:11	4/22/2022 11:19	8:00
207120	Advanced	4/25/2022 17:16	4/25/2022 17:22	6:26
207461	Advanced	4/30/2022 21:12	4/30/2022 21:20	8:00
Totals:				Avg: 08:23

Response Priority: P2

Run #	Call Type	Vehicle Start Time: Enroute	End Time: At Scene	Response Time (MM:SS)
205854	Advanced	4/5/2022 12:59	4/5/2022 13:09	10:08
206029	Advanced	4/7/2022 22:59	4/7/2022 23:14	15:13
206877	Advanced	4/21/2022 23:33	4/21/2022 23:46	12:30
206969	Advanced	4/23/2022 12:10	4/23/2022 12:22	12:04
207088	Advanced	4/25/2022 10:15	4/25/2022 10:28	12:58
207447	Advanced	4/30/2022 17:19	4/30/2022 17:29	9:29
Totals:				Avg: 12:03

Response Priority: P3

Run #	Call Type	Vehicle Start Time: Enroute	End Time: At Scene	Response Time (MM:SS)
205713	Advanced	4/2/2022 13:44	4/2/2022 13:58	13:51
207338	Advanced	4/29/2022 4:55	4/29/2022 5:09	14:07
Totals:				Avg: 13:59

Overall Totals

Trips	15	Average Response Time	10:36
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APRIL 30, 2022
VAN BUREN COUNTY BOARD OF COMMISSION MONTHLY ACTIVITY

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

Telephone No.
 (269) 657-8253

Email: Admin@vanburencountymi.gov

HIGHLIGHTS

- NOTE: Broadband mapping begins 4/4/2022. See press release: <https://www.vanburencountymi.gov/749/Broadband-Expansion-Efforts>
- Renewals for the Ambulance Service and Public Safety millage was approved for the August primary ballot.
- Claims in the amount of \$2,418,757.57 were approved.
- The 2022 Equalization Report was approved pursuant to MCL 211.34(1). The combined total valuations for Real and Personal Property of the Cities and Townships in Van Buren County is \$4,898,776,733.
- The following re-appointments were made:
 - Van Buren County Planning Commission (3-year terms):
 - Celinda Gilmore, Scott Cedarquist, and Ray Martin
 - Brownfield Redevelopment Authority (3-year terms):
 - Dr. Patrick Creagan, Cynthia Compton, and Kate Hosier
- Proclamation Certificates were issued recognizing David and Yazmin Fernandez for their years of service and dedication to the community. Both are retiring from Michigan Department of Health and Human Services.
- Southwest Michigan Planning Commission was approved to receive the annual contribution of \$15,873.00.
- Deadline for ARPA Fund Proposals was set for May 31, 2022. More information can be found here: <https://www.vanburencountymi.gov/686/American-Rescue-Plan-Act-of-2021-ARPA>
- \$5000 in funds for the South Haven Buoy were approved. More information can be found here: <https://www.vanburencountymi.gov/769/South-Haven-Weather-Buoy>



APRIL 30, 2022
VAN BUREN COUNTY BOARD OF COMMISSION MONTHLY ACTIVITY

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ADDITIONAL DETAILS

1. BOC set a public hearing for CDBG Fund Closeout for Mattawan Life Sciences. The hearing will be held on 5/10/2022 at 12:50 p.m.
2. BOC approved to have the ambulance service millage renewal on the August ballot. The current millage expires 12/1/2022. Language approved is as follows:

AMBULANCE MILLAGE RENEWAL PROPOSAL:

This proposal will allow Van Buren County to continue to levy 0.9370 mill, which was previously approved by the electors to fund ambulance services, but which will expire with the 2022 levy. As a renewal of previously authorized millage which will expire with the 2022 levy, shall the limitation on the amount of taxes which may be imposed on taxable property in Van Buren County be increased by 0.9370 mill (\$0.9370 per thousand dollars of taxable value), for a period of four (4) years, 2023 to 2026, inclusive, for the exclusive purpose of providing funds for ambulance services?

Yes

No

WHEREAS, a portion of the revenue collected may be required to be distributed to the Downtown Development Authorities, Tax Increment Financing Authorities, Local Development Financing Authorities and Brownfield Redevelopment Authorities established in South Haven City, Bangor City, Harford, City, Gobles City, Keeler Township, South Haven Township, Villages of Lawrence, Lawton, Paw Paw and Mattawan.

3. BOC approved to have the public safety millage renewal included on the August ballot. The current millage expired with the 2021 levy. Language approved is as follows:

PUBLIC SAFETY MILLAGE RENEWAL PROPOSAL:

This proposal will allow Van Buren County to continue to levy 0.5332 mill, which was previously approved by the electors to fund drug enforcement and road patrol services but which expired with the 2021 levy. As a renewal of previously authorized millage which expired with the 2021 levy, shall the limitation on the amount of taxes which may be imposed on taxable property in Van Buren County be increased by 0.5332 mill (\$0.5332 per thousand dollars of taxable value), for a period of five (5) years, 2022 to 2026, inclusive, for the exclusive purpose of providing funds for the Van Buren County Sheriff's Office for Drug Enforcement and Road Patrol?

Yes

No

Whereas, a portion of the revenue collected may be required to be distributed to the Downtown Development Authorities, Tax Increment Financing Authorities, Local Development Financing Authorities and Brownfield Redevelopment Authorities established in South Haven City, Bangor City, Harford, City, Gobles City, Keeler Township, South Haven Township, Villages of Lawrence, Lawton, Paw Paw and Mattawan.

It is estimated that 0.5332 mill would raise approximately \$1,884,933 when first levied in 2022.



APRIL 30, 2022
VAN BUREN COUNTY BOARD OF COMMISSION MONTHLY ACTIVITY

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4. PCAP Charter revisions were approved to provide purpose clarifications and membership language updates. More information regarding PCAP can be found here:
<https://www.vanburencountymi.gov/737/Palisades-Community-Advisory-Panel>
5. The Sheriff's office was approved to use capital improvement funds to replace their fingerprinting device at an estimated cost of \$9,995.
6. The board approved the software and maintenance support renewal for a three year period.

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



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



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



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



As a reminder, all board meeting agendas and minutes can be found [here](#).

HARTFORD PUBLIC WORKS DEPARTMENT

200 Beachwood St.
621-3022
Dan Staunton Supt.



5/23/2022

MAINTENANCE DEPARTMENT

Serviced all the equipment that required servicing
 Repaired all the equipment that required repairing
 Mow all city lots as needed.
 Clean and sweep parking lots.
 Picking up brush and leaves.
 Mowed Waste Water Treatment Plant
 Had Puhrmans push up brush pile at WWTP>

WATER DEPARTMENT

Water turn off	1
Water turn on	<u>1</u>
Water meter repairs	<u>4</u>
Water leaks repaired	<u>1</u>
Water meters read by request	<u>5</u>
Water services replaced to water main	<u>0</u>

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

MAJOR AND LOCAL STREETS

Repaired sink hole on Woodside Drive.
 Doing a lot of cold patch work.

SEWER SYSTEM

Sewer mains rodded	4
Sewer services dug up and repaired	<u>0</u>

LIFT STATIONS

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

Iron Removal Plant

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

HARTFORD PUBLIC WORKS DEPARTMENT

200 Beachwood St.
621-3022
Dan Staunton Supt.



5/23/2022

WATER QUALITY AVERAGE FOR THE MONTH

Raw Water

Iron	<u>1.52</u> ppm
Manganese	<u>0.151</u> ppm
pH	<u>7.6</u>

Finished Water

Iron	<u>0</u> ppm
Manganese	<u>0</u> ppm
Chlorine	<u>1</u> ppm
Phosphates	<u>1.3</u> ppm
Flouride	<u>0.9</u> ppm
pH	<u>7.6</u>

Chemicals used

	<u>Total Lbs</u>
Chlorine	<u>97</u>
Phosphates	<u>190</u>
Flouride	<u>165</u>

Average Daily Use

<u>3.2</u>
<u>6.3</u>
<u>5.5</u>

WATER PUMPED FOR THE MONTH

Backwash water

<u>4.800</u> Million Gallons
<u>170,000</u> Gallons

WATER BACTI SAMPLES FOR THE MONTH

19 W. Main St.
525 E. Main St.
200 Beachwood St.
Well # 5

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

HARTFORD WASTEWATER TREATMENT PLANT

66460 56th Ave * Hartford MI 49057 * 269-621-2289* cohwwtp@frontier.com
Tom Strand, HWWTP Operator

HWWTP Report for the Month of: April, 2022

- State report has been submitted for the month of April.
- Average flow 0.258 MGD (million gallons per day).
- Performed routine maintenance and daily duties.

Operation Report for April, 2022

1) Flow in Million Gallons Per Day	
A. Monthly Total	7.725
B. Average	0.258
2) Sodium Hypochlorite gallons Per Day	
A. Total	342
B. Average	11.0
3) Ferric in Gallons Per Day	
A. Total	540
B. Average	18
4) Polymer Powder in Pounds Per Day	
A. Total	30.00
B. Average	1.00
5) Sodium Bisulfite in Gallons Per Day	
A. Total	105
B. Average	3.5
6) Electric usage KWH	
A. Total	56
B. Average	1.8
7) Final BOD in Pounds	
A. Total	440
B. Average (177 LBS. Allowed)	22
C. % Removal (85%)	95
8) Final Suspended Solids in Pounds	
A. Total	526
B. Average (131 LBS. Allowed)	26
C. Average mg/l	12.7
D. % Removal (85%)	93
9) Total Phosphorus in mg/l	
A. 30 Day Average (1 mg/l Allowed)	0.4
B. % Removal	92
10) Fecal Coliform Bacteria in Count/100ml	
A. Average (200/100ml Allowed)	35



**APRIL 2022
LIST OF BILLS
CK #37054 TO CK # 37117**

NUMBER	WRITTEN TO	DESCRIPTION	TOTAL
37054	ALEXANDER CHEMICAL CORP.	RENTAL INVOICE FOR WWTP	59.00
37055	AT&T MOBILITY	FIRST NET SERVICE FOR CELL PHONES 2/12-3/11/2022	462.47
37056	MICHAEL BANIC	OCCUPANCY INSPECTIONS 3/30/22 & 3/31/22	120.00
37057	COMCAST BUSINESS	INTERNET & LOCAL PHONES FOR APRIL 2022	382.72
37058	CONSUMERS ENERGY	DPW, IRP & CITY HALL GAS BILLS - 2/22-3/22/2022	881.93
37059	CSX TRANSPORTATION, INC	PERMIT FEES TO WORK AT RR FOR CR 687 SEWER PROJECT	4,825.00
37060	FRONTIER	IRP PHONE 3/19-4/18/2022	75.34
37061	HACH COMPANY	SENSOR CAP REPLACEMENT & FERROVER POWDERED PILLOWS FOR WWTP	349.44
37062	MIDWAY ELECTRIC, INC.	SERVICE CALL AT WWTP	456.99
37063	MML LIABILITY & PROPERTY POOL	ADDITIONAL RAILROAD LIABILITY INSURANCE-CR 687 SEWER PROJECT	900.00
37064	MODERN MARKETING	PAMPLET/BOOKMARKS-PREVENT TEEN DATING VIOLENCE	269.16
37065	TOM NEWNUM	CLEAN CITY HALL 3/30/2022	50.00
37066	TRACE ANALYTICAL LABORATORIES	PFAS-BIOSOLIDS TESTING AT WWTP - 3/22/2022 & IRP WATER SAMPLE TESTING 3/24/22	648.89
37067	VAN BUREN COUNTY CLERK	VOTER'S CARD PRINTING FOR THE QUARTER ENDING MARCH 31, 2022	34.65
37068	VISION SERVICE PLAN	APRIL 2022 VISION INSURANCE	140.31
37069	WIGHTMAN & ASSOCIATES, INC.	PROJECT 212004 WASTEWATER COLLECTION SYSTEM IMPROVEMENTS	59,704.21
37070	MICHAEL BANIC	OCCUPANCY INSPECTIONS 4/6/2022	105.00
37071	BEST WAY DISPOSAL INC	DPW, WWTP & CITY HALL TRASH SERVICE FOR MARCH 2022	334.60
37072	CORE TECHNOLOGY	POLICE REPORT WRITING SYSTEM ANNUAL MAINTENANCE 6/2022 THRU 5/2023	2,062.00
37073	ELECTIONSOURCE	STICKERS, MEMORY CARD READER, PENS & STORAGE BOX FOR ELECTIONS	257.73
37074	FRONTIER	DPW PHONE 3/25-4/24/2022	70.77
37075	HARDING'S MARKET	BREAK ROOM SUPPLIES (COFFEE, PAPER PLATES & SIVERWARE, ETC)	40.65
37076	HARTFORD BUILDING AUTHORITY	CITY HALL LEASE FOR APRIL 2022	4,166.67
37077	HARTFORD FIRE BOARD	APRIL 2022 CONTRACTUAL PAYMENT	9,291.82
37078	INDIANA MICHIGAN POWER	MARCH 2022 ELECTRIC BILLS	6,048.12
37079	KELLOGG HARDWARE	MISC HARDWARE SUPPLIES FOR MARCH 2022	203.79
37080	MODERN MARKETING	500 SEXUAL ASSAULT AWARENESS INFORMATION BOOKMARKS	269.12
37081	TOM NEWNUM	CLEAN CITY HALL 4/6/2022	50.00
37082	THE TRI-CITY RECORD	NOTICE OF PUBLIC HEARING FOR REZONING OF 80-52-816-024-10 (LARRY DARLING PROPERTY ON N CENTER ST)	58.75
37083	VAN BUREN COUNTY CENTRAL DISPATCH	VERIZON MODEMS 1/24-2/23/2022	80.02
37084	VAN BUREN COUNTY REGISTER OF DEEDS	QUIT CLAIM DEED FOR MARION AVE PROPERTY 80-52-180-009-00	30.00
37085	VILLAGE OF PAW PAW	FEBRUARY 2022 LAB ANALYSIS	100.00
37086	MICHAEL BANIC	OCCUPANCY INSPECTIONS 4/13/22	105.00
37087	BLOOMINGDALE COMMUNICATIONS	CITY HALL & POLICE STATION INTERNET 3/1-5/4/2022	203.55
37088	BLUE CARE NETWORK OF MI	MAY 2022 HEALTH INSURANCE	16,394.83
37089	BS&A SOFTWARE	TAX SYSTEM ANNUAL SERVICE/ SUPPORT 5/1/22 THRU 4/30/23	713.00
37090	DELTA DENTAL	MAY 2022 DENTAL INSURANCE	927.12
37091	ESRI	GIS ANNUAL MAINTENANCE FEE - 7/1/2022 THROUGH 6/30/2023	1,500.00
37092	FLEMING BROTHERS OIL CO	DIESEL & GASOLINE FOR MARCH 2022	3,261.51
37093	FRONTIER	LIFT STATION PHONE 4/7-5/6/22	44.63
37094	MICHIGAN OFFICE SOLUTIONS INC	CITY HALL & POLICE COPIER MAINTENANCE AGREEMENTS 4/18-7/17/2022	1,284.72
37095	TOM NEWNUM	CLEAN CITY HALL 4/13/22	50.00
37096	PROFESSIONAL HORTICULTURE SERVICES	SPRING CLEANUP IN FLOWER BEDS AROUND CITY HALL PER AGREEMENT	925.00
37097	QUILL LLC	MISC OFFICE SUPPLIES (PAPER, PENS, ETC) PENS FOR ELECTION	211.90
37098	TRACE ANALYTICAL LABORATORIES	ANIONS/ALKALINITY TESTING AT IRP 4/6/2022	262.67
37099	UNUM LIFE INSURANCE CO OF AMERICA	MAY 2022 LIFE & DISABILITY INSURANCE	602.60
37100	ABONMARCHE	CLARK & LINDEN STREET IMPROVEMENTS PROJECT	250.00
37101	ALEXANDER CHEMICAL CORP.	CHLORINE & FLOURIDE FOR IRP AND CHEMICALS FOR WWTP	4,141.30
37102	AMERIGAS - HARTFORD 5254	PROPANE FOR WWTP LAB	781.87
37103	AT&T MOBILITY	FIRST NET SERVICE FOR CELL PHONES 3/12-4/11/2022	276.35
37104	CINTAS CORPORATION	FIRST AID SUPPLIES - DPW, WWTP, CITY HALL & POLICE STATION	341.24
37105	CLEAN EARTH ENVIRONMENTAL SERVICES	VACTOR SERVICES TO CLEAN SEWER MAIN ON S CENTER ST	3,506.53
37106	DUBOIS CHEMICALS, INC	P-508 CHEMICAL FOR WWTP	687.54
37107	FIRST ADVANTAGE LNS	DPW DRUG TESTING - DAN STAUNTON	246.80
37108	FRONTIER	WWTP PHONE, INTERNET & ALARM 4/13-5/12/2022	249.64
37109	HARDING'S MARKET	CLEANING VINEGAR FOR CITY HALL	6.98
37110	INFRASTRUCTURE ALTERNATIVES	ON-SITE AT WWTP WORKING IPP ISSUES, IPP DATA REVIEW, EGLE CORRESPONDENCE AND VEHICLE TRIP CHARGE	1,800.00
37111	J.S. BUXTON LLC	2600 GALLONS OF BULK LIME SLURRY FOR WWTP	1,505.00
37112	MICHIGAN AGRIBUSINESS SOLUTION	FECAL COLIFORM + METALS & NUTRIENTS TESTING AT WWTP	750.00
37113	MIDWAY ELECTRIC, INC.	REPAIR MOTORS AT WWTP	353.05
37114	TOM NEWNUM	CLEAN CITY HALL 4/21/2022	50.00
37115	WIGHTMAN & ASSOCIATES, INC.	PROJECT 190496-HARTFORD TWP PFAS WATER MAIN EXTENSION (\$6000.00 & \$13,696.21 PLUS PROJECT 202307 - DWAM GRANT APPLICATION (\$367.50)	20,063.75
37116	WILLIAM (ARTIE) WILCOX	ELECTRICAL PERMITS 22HE004-PLAN REVIEW-NEW ALARMS @ CITY HALL AND 22HE040 - 20 N MAPLE ST APT 4	262.20
37117	WOLF KUBOTA	LAWN MOWER PARTS FOR DPW	78.50

64 TOTAL CHECKS

\$ 154,366.43



**CITY MANAGER'S REPORT
MAY 23, 2022**

WORK FORCE SHORTAGE:

This is the busiest time of the year for the Public Works Crew, but they are shorthanded. Justin Ryan left City's Employment about a month ago, and we have not been able to replace him. We will continue to advertise the position until the vacancy is filled. In the meantime, we hope you will be patient with us if there is a delay in our response. We hope to get things back to normal as soon as possible.

REQUEST FROM VBC LAND BANK TO REDUCE 5 W MAIN ST TO ONE UNIT FOR BILLING PURPOSES:

The County Land Bank is requesting that the City consider reducing the Ready Serve billing for 5 West Main Street from five (5) units to one unit as cost saving measure, until the building is sold to the right developer. The Land Bank has invested over \$75,000.00 to stabilize the building.

LINDEN/CLARK STREET PROJECT UPDATE:

We are quietly making progress on this project despite the news of supply lines shortage and the impact of the current inflation that is affecting every aspect of our lives. We have scheduled the bid opening for this project to May 25, 2022 at 10:30a.m. At that time, we would know the cost of the project and the contractor with the low bid. I hope the current economic condition does not create unnecessary delay for this project.

PFAS HARTFORD TOWNSHIP WATER EXTENSION PROJECT:

The letters inviting affected Township residents to participate in the project have been sent out and we already have people signing up for this project. The stipulation from the department of EGLE is that there must be a minimum of fifty (50%) of those affected to sign up before the project could proceed.

RURAL DEVELOPMENT SMALL BUSINESS DEVELOPMENT GRANT:

The Department of Agriculture, Rural Development will be announcing the award of the Rural Development Business Grant, sometimes next week I hope update about the outcome when we get the result.

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
APRIL 25, 2022

Item 12.

Commissioners Present: Ramon Beltran; Ron Burleson; Frank Dockter; Richard A. Hall; Helen Sullivan; Terry Tibbs

Members Absent: John Miller (Excused);

Staff Present: Akinwale; T. Beltran; Rodney-Isbrecht, Staunton

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

Pledge of Allegiance was said.

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

Motion carried 6 – 0

Guests: None

Public Comment:

1. Beach Grass Events, planning a Music & Cannibals Festival, August 26th & 27th to be held at 301 Bowie, Hartford Motor Speedway.
2. Tim Dibble, Hartford Motor Speedway, wanted to comment on the Planning & Zoning Public Hearing to rezone the property adjacent to his property. The Race Track is zoned as a Light Industrial property, which allows cannabis and has an existing cannabis business on a split property of the race track, he is worried on how the protentional development of a church on neighboring property will affect his business & future use.
3. Cressy Everett real estate representing Larry Darling property owner of adjacent property, if the sale does not go through the owner does not want the property rezoned to Community Facility.
4. John Spoula, Lions Club inquiring on what is needed to develop a trash transfer station in the City. Van Buren Conservation District does have funding available to begin this type of service. City is limited on space to have a transfer station; Township may have more space available.

Communications:

1. Seventh-Day Adventist Church notice of Literature Evangelists in the area – June 5 – August 10, 2022 10am-9pm.
2. HPS – Graduation Rates Published, this is good news and an asset for the Community.
3. Joint Meeting Notice – Fire Board, City of Hartford, Hartford Township, May 25, 2022 @ Hartford Fire Department at 7pm
4. Petitions for City Commission Board Seat, three (3), Available – Filing Deadline is July 26, 2022 at 4pm
5. City Wide Large Junk Pick-up April 27, 2022
6. Hartford Chamber – Strawberry Festival June 10 – 12, 2022
7. City Hall will be closed May 30, 2022 in Observance of Memorial Day
8. Van Buren Conservation District – 2021 Annual Report
9. Hartford Chamber After Hours May 16, 2022 6pm – Taqueria Y Mariscos El Primo 27 West Main St
10. Notice of Hearing Indiana Michigan Power Company May 12, 2022 at 10am Virtual.
11. Thank you for supporting the Senior Services Millage - From Senior Services Diane Rigozzi
12. National Crime Victim's Rights Week, April 24 – 20, 2022
13. Memorial Day Parade May 30, 2022 and Service in Ely Park 10:00am American Legion Post 533

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

- A. **Police & Ordinance** – Chief Beltran, Council requesting consistency in ordinance enforcement.
- B. **Fire Dept** – Chief Harting – received grants to purchase thermo-imaging cameras. Working on boat/ motor grant for water rescue on the Paw Paw River.

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
APRIL 25, 2022

Item 12.

- C. **Ambulance** – Bill Mears was present and provided some follow up information from last month, and mapping of vehicles when in-service.
- D. **Van Buren County** – Commissioner Chappell, hired Building & Grounds Director; Trust Fund Grant with Hartford Township & Southwest Michigan Planning Commission on a Kayak Launch Project. Approved Sale of County Property in Mattawan; Increase in wage to Marine Patrol Deputies; Approved the purchase of two properties in Paw Paw.
- E. **Public Works** – Superintendent Staunton, hydrant flushing this week.
- F. **Wastewater Treatment Plant** – recommended some changes to chemical use procedures.
- G. **Treasurers, Investment & List of Bills** – Treasurer is in training for the week.
- H. **City Manager** – Van Buren County Broad Band & Expansion Effort; Fiscal Year 2021 Adult – Use Marijuana Payment; Planning Commission’s Recommendation for Rezoning Request, things to consider when rezoning this property, a sewer lift station will be needed, and it must not conflict with current use in the surrounding area.

Approval of Commission Minutes:

Motion by Commissioner Sullivan, supported by Commissioner Dockter, to approve the minutes of the March 28, 2022 business meeting of the Hartford City Commission, as presented and place them on file.
Motion carried 6 – 0

Approval of Reports:

Motion by Commissioner Dockter, supported by Commissioner Tibbs, to accept the March 2022 departmental reports as presented and place them on file.
Motion carried 6 – 0

Goals/Objectives:

- 2022/2023 Budget

Old Business:

- Committee (Commissioners Beltran, Miller & Sullivan) Update – City Commission Rules of Order –

Discussion: The draft was presented with the corrections recommended by the Committee, there were some additional changes/corrections suggested by the Clerk & City Manager. The Council was satisfied with the corrections. The Council will approve the final draft at the May business meeting.
- Ordinance no. 321 – 2022 Require Numbering Buildings – Council Discussion: concern regarding the Fire Department reflective signs which do not meet the requirement of the ordinance. These address signs should be considered to be supplemental to the required numbering of buildings ordinance, no action or changes were made, the Clerk was directed to publish the ordinance as read & adopted.

New Business:

- Renew Assessing Services Agreement

Motion by Commissioner Tibbs, supported by Commissioner Sullivan, to accept the Assessing Services agreement June 1, 2022 – May 31, 2025 with Angela Story, At a cost of 2022/2023 \$14,799.96; 2023/2024 \$15,399.96; 2024/2025 \$15,599.96.
Motion carried 6 – 0

- Rezoning Request for Parcel #80-52-816-024-10 (North Center St) From R-1 Single Family Residential To CF Community Facility.

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
APRIL 25, 2022

Motion by Commissioner Tibbs, supported by Commissioner Beltran, to accept the Planning Commission's recommendation to rezone Parcel #80-52-816-024 from R-1 Single Family Residential to CF Community Facility.

Motion failed 1 – 5 (Burluson; Dockter; Sullivan; Tibbs & Hall)

Discussion: Council would like additional information and Attorney's opinion on impact of rezoning on the adjacent properties. Council will discuss rezoning at the next Council meeting.

- Transend/PGHC, LLC 801 Prospect – Renewal MRTMA Marihuana Micro Business

Motion by Commissioner Dockter, supported by Commissioner Beltran, to approve renewal permit application for MRTMA Micro Business, Transend/PGHC, LLC operating at 801 Prospect St.

Motion carried 5 – 1 (Tibbs)

- Med Leaf, 301 West Main St – Renewal MRTMA Provisioning /Retail Center

Motion by Commissioner Burluson, supported by Commissioner Dockter, to approve renewal permit application for MRTMA Med Leaf operating at 301 West Main St.

Motion carried 4 – 2 (Beltran, Tibbs)

- Set Meeting Dates for 2022 Millage Rate, Public Hearing 2022 Truth in Taxation, and Public Hearing 2022/2023 Budget.

Motion by Commissioner Tibbs, supported by Commissioner Dockter, to call a special meeting to set the millage rate for May 5, 2022, 8am.

Motion carried 5 – 0 (Beltran out of commission room)

Resolutions, Ordinance, Proclamation's: None

Adjournment:

Motion by Commissioner Burluson, supported by Commissioner Dockter, to adjourn the meeting at 8:45pm.

Motion carried 6 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk



CITY OF HARTFORD
County of Van Buren
State of Michigan

CITY COMMISSION RULES OF ORDER

Review: March, April 2022
Adopted on: July 28, 1997

CITY OF HARTFORD
COMMISSION RULES OF ORDER

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CITY OF HARTFORD
COMMISSION RULES OF ORDER

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City of Hartford Commission Rules of Order, 1

1. AUTHORITY

- 1.1. CHARTER – The Hartford City Commission may determine its own rules and order of business for meetings pursuant to the authority of the City of Hartford City Charter (Section 3.13B). The Following set of rules shall be in effect upon their adoption by the Commission and until such time as they are amended or new rules adopted in the manner provided by these rules. None of the rules herein stated may supersede the City Charter, City Code, or Laws of the State of Michigan. (Effective January 1, 1992)

2. GENERAL RULES

- 2.1. MEETINGS TO BE PUBLIC – All official meetings of the Commission shall be open to the public. The journal of proceedings shall be open to public inspection as specified by the City Charter and State Law.
- 2.2. QUORUM – A majority of the members of the Commission, including the Mayor, shall constitute a quorum and be necessary for the transaction of business. If a quorum is not present, those in attendance will be named and they shall adjourn to the next regular scheduled meeting date.
- 2.3. JOURNAL OF PROCEEDINGS – An account of all proceedings of the Commission shall be kept by the City Clerk and shall be entered in a book constituting the official record of the commission.
- 2.4. RIGHT OF FLOOR – Any Commissioner desiring to speak shall be recognized by the Chairman, and shall confine his/her remarks to one subject under consideration or to be considered. All discussion/questions must be directed at the presiding officer and council members will refrain from interrupting others except by point of order. Council members shall refrain from asking questions or topics that have already been addressed. No slanderous or intimidating language will be allowed toward fellow Council Members or City Staff.
- 2.5. CITY MANAGER – The City Manager shall attend all meetings of the Commission, unless excused, and entitled to attend meetings of all City Committees, Boards, or Commissions. The City Manager may make recommendations to the Commission and shall have the right to take part in all discussions of the Commission, but shall have no vote. The City Manager may purchase all supplies, including insurance for the City and approve all vouchers for payment of the same.
- 2.6. CITY ATTORNEY – The City Attorney may attend meetings of the Commission and shall, upon request of the Mayor or City Manager give an opinion either written or oral on questions of law.

City of Hartford Commission Rules of Order, 2

- 2.7. OFFICERS AND EMPLOYEES – Department Heads of the City, when there is pertinent business from their departments on the Commission agenda, shall attend such Commission meetings upon request of the City Manager.
- 2.8. INTERACTIONS WITH CITY STAFF – City Council Members shall direct all requests regarding City related activities to the City Manager. City Council Members shall not give directions privately or publicly to City Staff. All requests pertaining to the City Assessor, City Attorney and Auditor must be directed to the City Manager. Council must respect the supervisory nature of the City Manager of the City Staff and direct all requests of their time through the City Manager.

3. MEETINGS

- 3.1. PUBLIC NOTICE OF MEETINGS – The City Clerk shall be responsible for providing the proper notice of all meetings of the Commission as specified by the State Open Meetings Act.
- 3.2. REGULAR MEETINGS – All meetings of the City Council will be held in compliance with state statutes, including the Open Meetings Act, 1976 PA 267 as amended and with these rules. Regular meetings of the City Council will be held on the fourth Monday of each month beginning at 7:30pm at City Hall unless otherwise rescheduled by the Council. Changes in the regular meeting schedule may be made with the approval of a majority vote of the City Council and will be posted in accordance with the Michigan Open Meetings Act.
- 3.3. SPECIAL MEETINGS – Special meetings may be called by the mayor or by two members of the Commission. The call for a special meeting shall specify the day, hour, and location of the special meeting. The City Clerk shall give public notice as specified by the State Open Meetings Act and give each Commissioner notice as may be practical. (18 Hour notice required)
- 3.4. ANNUAL ORGANIZATIONAL MEETING – An organizational meeting shall be held in conjunction with or prior to the first regularly scheduled January Council meeting. In addition to any other business, such matters as: selection of a newspaper for public notices, selection of financial depository, review and selection of the City Attorney and review of Commission rules, policies and procedures shall be accomplished.
- 3.5. RECESSED MEETINGS – Any meeting of the Commission may be recessed to a later date and time, provided that no adjournment shall be for a longer period than until the next scheduled meeting. If the meeting is recessed for more than 36 hours then 18 hours' notice is required.
- 3.6. STUDY SESSIONS – The Council may meet informally in Study Sessions (open to the public) at the call of the Mayor or 2 Commissioners to review forthcoming programs of the City, receive progress reports on current programs or projects, or receive other similar

City of Hartford Commission Rules of Order, 3

information from the City Manager provided that all discussions and conclusions thereon shall be informal.

- 3.7. CLOSED MEETINGS – Executive Sessions or closed meetings shall be held in accordance with the provisions of the State Open Meetings Act.
- 3.8. EMERGENCY MEETINGS – Emergency Meetings shall be called as specified in the State Open Meetings Act without complying with the notice requirements in the event that it is necessary to hold a meeting to deal with a severe and imminent threat to the health, safety or welfare of the public when two thirds (2/3) of the Council decide that delay would be detrimental to the efforts to lessen or respond to the threat.
- 3.9. PUBLIC HEARINGS – Public hearings shall be called as directed by the Charter, State Law, or a decision of a majority of the Commission. The procedure for conducting the hearing shall be posted at the time of the hearing and available to the public.
- 3.10. NEW MEMBER ORIENTATION – After the official canvas of the vote and before their first meeting as an elected official the City Manager shall provide newly elected officials the information necessary to assume the responsibility of their office and update them on matters pending before the Commission. All Commissioners will receive copies of the following documents: City Charter, Ordinance Book, Zoning Ordinance, Rules of Order, MML Newly Elected Officials Handbook, US and Michigan Constitutions. These documents will be returned to the City offices one month prior to the expiration of the Commissioners term of office. New and existing council members are strongly encouraged to attend Newly Elected and Advanced training through Michigan Municipal League courses. It is in the best interest of the Council Members to stay updated on changing and on-going rules, regulations and standards that will allow them to make informed decisions for the citizens they serve.
- 3.11. ATTENDANCE OF MEDIA – All official meetings of the City Commission and its committees shall be open to the media, freely subject to recording by radio, television and photographic services at any time, provided that such arrangements do not interfere with the orderly conduct of the meetings.
- 3.12. VIRTUAL/ABSENTEE MEETING – The City of Hartford is not able to feasibly provide recorded, virtual or zoom meetings to the public. All reasonable accommodations will be considered per ADA rules and the Open Meetings Act to accommodate those with specific needs wanting to address the meetings.

4. CHAIRMAN AND DUTIES

- 4.1 CHAIRMAN – The Mayor, if present, shall preside as Chairman at all meetings of the Commission. In the absence of the Mayor, the Mayor-Pro-Tem shall preside. In the absence of both the Mayor and the Mayor Pro-Tem, the Commission shall elect a Chairman.

City of Hartford Commission Rules of Order, 4

- 4.2 CALL TO ORDER – The meetings of the Commission shall be called to order by the Mayor or in his/her absence by the Mayor-Pro-Tem. In the absence of both the Mayor and the Mayor-Pro-Tem the City Clerk shall call the meeting to order, call the roll and preside over the election of a temporary Chairman.
- 4.3 PRESERVATION OF ORDER –The Mayor or presiding officers shall endeavor to conduct the meeting in a fashion that strikes a balance between the informality and congeniality associated with the size of the City of Hartford and the decorum and formality necessary to conduct business in an orderly manner. Discussion of agenda items will be limited to the topic at hand. Council members may not carry-on sidebar discussions during council proceedings. At the Chairman’s request a recess may be called in order to have the Hartford Police Department stand by to assist the Commission in maintaining order. (Reference 3.5 and 8.3)
- 4.4 RESTRICTIONS – The presiding officer of the Commission (Mayor, Mayor-Pro-Tem or temporary Chair) may debate from the Chair, subject only to such limitations of debate as are imposed on all members; however, the presiding officer shall not move or second a motion without first vacating the chair to the Mayor-Pro-Tem or temporary Chair.

5. **ORDER OF BUSINESS AND AGENDA**

- 5.1 ORDER OF BUSINESS – The order of business in the regular meeting shall be as follows:
 - A. The Order of business in the Regular Meeting, shall be as follows:
 - 1. Call to Order
 - 2. Roll Call
 - 3. Pledge of Allegiance
 - 4. Approval of Agenda
 - 5. Public Hearings
 - 6. Guests
 - 7. Public Comment
 - 8. Approval of Previous Meetings Minutes
 - 9. Communications
 - 10. Goals and Objectives
 - 11. Reports of Officers, Boards and Committees, Routine Monthly Reports from Departments
 - 12. Old Business
 - 13. New Business
 - 14. Instruction and/or Adoption of Ordinances and Resolutions;
 - 15. Close Session
 - 16. Adjournment
 - B. The Order of business at a Workshop Meeting, will be as follows:
 - 1. Call to Order
 - 2. Roll Call

City of Hartford Commission Rules of Order, 5

3. Approval of Agenda
4. Guests
5. Public Comment
6. Communications
7. Goals and Objectives
8. Reports of Officers, Boards and Committees, routine monthly reports from departments.
9. Old Business
10. New Business
11. Introduction of Ordinances and Resolutions; Public Hearings
12. Adjournment

C. The Order of business at a Special Meeting, will be as follows:

1. Call to Order
2. Roll Call
3. Action Item
4. Adjournment

- 5.2 AGENDA – The order of business of each meeting shall be as contained in the Agenda prepared by the Manager and Mayor: Agenda items may be submitted until the typing of the Agenda. The Agenda shall be a listing by topic of subjects to be considered by the Commission Meeting and when possible, preceding a Special Commission Meeting to which it pertains.
- 5.3 REPORTS AND WRITTEN INFORMATION – Reports and written information pertaining to items on the Agenda shall be included with the delivery of the Agenda.

6. ORDINANCES, RESOLUTIONS, MOTIONS AND VOTING

- 6.1. FORM – Ordinances and resolutions shall be presented to the Commission only in printed or typewritten form. Ordinances must include a title.
- 6.2. REVIEW – All proposed ordinances and resolutions shall be reviewed by the City Manager. All proposed ordinances shall be approved as to form and legality by the City Attorney.
- 6.3. DISTRIBUTION OF ORDINANCES AND RESOLUTIONS – The City Clerk shall prepare copies of all proposed ordinances for distribution to all members of the Commission at least 24 hours before the Commission meeting at which the ordinance is to be introduced. If the ordinance carries an emergency clause, copies of the ordinance must be distributed at least 12 hours prior to the meeting of the Commission at which said ordinance is to be considered.
- 6.4. INTRODUCTION OF ORDINANCES AND AMENDMENTS – A proposed ordinance shall be introduced by the reading of the title only. A full reading of a proposed ordinance

City of Hartford Commission Rules of Order, 6

or amendment shall be done at the request of any member. Amendments or modifications to ordinances must be referenced by ordinance number.

- 6.5. RECORDING OF VOTES – A voice vote shall be taken, unless required by policy or law, requested by a Commissioner, or when the Chairman cannot determine the results of a voice vote. Roll call votes shall be called in random order, with the Mayor always voting last. Responses are “Yes”, or “No”, or “Abstain”. The only acceptable reason for abstaining shall be “Conflict of Interest”, with stated conflicted entered into the record. All votes shall be specifically entered into the record.
- 6.6. MAJORITY VOTE REQUIRED – A majority of membership (4 Votes) shall be required on the voting of ordinances and amendments, votes changing these Rules of Order, excusing a member’s absence, abolishment of a board or commission, removing a member of a board or commission, or calling a public hearing. A 2/3 majority (5 Votes) is required to call a closed meeting, as stated in the Open Meetings Act, call an emergency meeting, or to dismiss a Commissioner for misconduct as defined in the Charter (section 3.10F). (Reference: Open Meetings Act, Section 8). A unanimous vote is required to appoint a relative of a sitting Commissioner to a City Office (Defined in Section 4.1.C). All other votes require a majority of member attending. In the event of a tie vote, the motion shall be considered failed.
- 6.7. CONFLICT OF INTEREST – The procedure for determining a conflict of interest can be initiated by any Member. The steps shall be:
 1. Presentation to the City Manager for an opinion.
 2. Notification of conflicted Member, if being brought to the Commission for a decision.
 3. Obtain an opinion from the City Attorney, if needed.

If a conflict of interest is determined to exist that Member shall in no way enter discussion on the specific or related issue and shall abstain from voting if a vote is taken.

- 6.8. ORDINANCE AND RESOLUTION NUMBERING – Ordinances and Resolutions shall be numbered consecutively by the City Clerk.
- 6.9. ORDINANCE PASSAGE PROCEDURE – When passed by the City Commission, an ordinance shall be signed by the Mayor, attested by the City Clerk and shall immediately be filed and thereafter preserved in the office of the City Clerk. The Ordinance will be immediately published in the local newspaper and will take effect 15 days after passage or the day of publication whichever comes first unless passed as an emergency measure in which case it will have immediate effect.

7. CREATION OF COMMITTEES, BOARDS AND COMMISSIONS

- 7.1. CREATION – The City Commission may create committees, boards and commissions to assist in the conduct of the operation of the City government with such duties as the City

City of Hartford Commission Rules of Order, 7

Commission may specify while remaining consistent with the City Charter. Currently there are the Board of Review, Planning Commission and Zoning Board of Appeals.

- 7.2. MEMBERSHIPS AND SELECTIONS – Membership requirement and selection of members shall be as provided by the City Commission, if not specified by the City Charter of State Law. Any committee, board or commission so created shall cease to exist upon the accomplishment of the special purpose for which it was created, or when abolished by the majority vote of the City Commission. No committee so appointed shall have the powers other than advisory to the City Commission or to the City Manager, except as otherwise specified by the City Charter or State Law. Board members will be selected by the Mayor and approved by the City Commission.
- 7.3. INDEPENDENT BOARDS – A City Representative may be appointed by the City Commission to any board independent of the Commission at the independent boards request. These representatives should give an annual oral or written report to the Commission, which should include any actions, issues, or information of interest to the Commission or the City as a whole. Current independent boards with City Commission appointed representatives are the Fire Board, Library and Hartford Recreation Council Board of Directors.
- 7.4. REMOVAL OF MEMBERS OF BOARDS AND COMMISSIONS – The City Commission may remove any member of any board of commission which it has created or as created by the City Charter, or any City Representative appointed to an independent board, by a vote of a majority of the City Commission. Any board or commission may request removal of any appointee by stating in writing the reasons for removal.
- 7.5. TERMS FOR COMMITTEES AND BOARDS – Attached to these rules of order as addendum “A” is the current list of all Boards and Committees and the terms associated with each.

8. CITIZEN’S RIGHTS

- 8.1. ADDRESSING THE COUNCIL – Members of the public desiring to address the Commission by oral communication shall first secure the permission. Preference will be given to those persons who have notified the City Clerk in advance of the Regular Meeting of their desire to speak in order that their name may be place on the agenda and they will be recognized by the presiding officer without further notice.
- 8.2. MANNER OF ADDRESSING THE COMMISSION – Each person addressing the Commission shall give his/her name and address in an audible tone of voice for the record. Unless further time is granted by the Commission, their address shall be limited to three (3) minutes. All remarks shall be addressed to the Commission as a body and not to any member thereof. No person, other than members of the Commission and the person having the floor shall be permitted to enter into any discussion. No questions shall be asked the Commissioners except through the Chairman. If a group of citizens of the organization

would like to address the Council, they will be asked to appoint one person to address the Council once they have been recognized by the presiding officer. The City Clerk shall advise the speaker of end of their allotted time. Questions and/or concerns will be directed to the presiding officer and not a single Council Member. Council Members will refrain from discussions with members of the public. Council Members will refrain from slanderous or detrimental language towards a member of the public. The presiding officer may ask for a recess of the meeting if order needs to be obtained. City of Hartford Police Officers may remove those who are being disruptive.

8.3. PERSONAL AND SLANDEROUS REMARKS – Any person making personal, impertinent slanderous remarks, or who shall become boisterous while addressing the Commission may be requested to leave the meeting. (Reference 3.5 and 4.3)

8.4. WRITTEN COMMUNICATIONS – Interested parties, or authorized representatives, may address the Commission by written communication in regard to any matter concerning the City’s business or over which the Commission has control at anytime by direct mail or by addressing the City Clerk and copies will be distributed to Commissioners.

9. SUSPENSION AND AMENDMENT OF THESE RULES

9.1. SUSPENSION OF THESE RULES – Any provision of these rules not governed by the City Charter or City Code may be temporarily suspended by a vote of a majority of the Commission. The vote on any such suspension shall be taken by roll call and entered upon the record.

9.2. AMENDING OF THESE RULES – These rules may be amended, or new rules adopted, by a majority vote of all members of the Commission.



VAN BUREN COUNTY LAND BANK AUTHORITY

TRISHA NESBITT, CHAIRPERSON
 PAUL DEYOUNG, VICE-CHAIRPERSON
 CINDY COMPTON, SECRETARY

Office of County Treasurer
 219 East Paw Paw Street, Suite 101
 Paw Paw, Michigan 49079-1499
 Phone (269) 657-8228

April 26, 2022

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

RE: Reducing 5 West Main from 3 units to 1 for Water/Sewer Billing

Dear Mr. Akinwale,

The reason for this correspondence is due to our meeting in Hartford on April 13th regarding the Water & Sewer Utility Billing Invoice where we discovered that the Land Bank was being billed for 3 units at 5 West Main as well as receiving late fees on the bill.

The Land Bank Authority views this building for the duration of the Land Bank's ownership of the building as 1 unit, with no tenants. When the building is developed by another owner it may be 1 unit or several units.

We have made a substantial investment in this property and any additional costs incurred will slow the development process to get this building back into productive use and on the tax roll.

If you would please bring this issue to the City Council and request the building to be considered a single unit, and any late fees be waved, it would be greatly appreciated.

Please let me know what determination is made. Thank you for your consideration in this matter.

Best Regards,

Paul W. DeYoung, Vice Chairperson
 Van Buren County Land Bank

RECEIVED

APR 29 2022

CITY OF HARTFORD

CITY OF HARTFORD
COUNTY OF VAN BUREN
STATE OF MICHIGAN
RESOLUTION 2022 - 007



RESOLUTION ESTABLISHING PROPERTY TAX MILLAGE FOR THE FISCAL YEAR 2022-2023

At a meeting of the City of Hartford Commission, located at 19 West Main Street and called to order by Mayor Richard A. Hall on May 23, 2022 at 7:30p.m.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____.

WHEREAS, the City of Hartford has been notified of the increase in the City’s property valuation for the Fiscal Year 2022-2023, and

WHEREAS, this increase in property valuation would also lead to an increase in operating revenues from ad valorem property taxes, if adopted at a rate of 2.44% over such revenues generated by levies permitted without holding a hearing, and

WHEREAS, the City Commission of the City of Hartford held a Public Hearing on May 19, 2022 that it intends to take the additional millage of 0.3761 mills, which would yield a sum of \$14,728.00 in additional revenue to support the general operation of the City during the 2022-2023 Fiscal Budget year.

NOW THEREFORE BE IT RESOLVED, that the City Commission of the City of Hartford has decided to take the 15.8014 mills that would be generated by the increase in property valuation.

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

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

<u>AUTHORITY-PURPOSE</u>	<u>FUND</u>	<u>MILLS</u>	<u>LEVY DATE</u>
City Charter Section 9.1			
General Purposes	General	12.1410	July 1, 2022
Extra Voted	Fire	1.4185	December 1, 2022
Extra Voted Debt Retirement-2016			
Sanitary Sewer Revenue Bond			
Wastewater Treatment Plant	Sewer	1.7419	July 1, 2022
Extra Voted	Seniors	0.2500	Expired
Extra Voted	Seniors	0.2500	Expired

YEAS:

NAYS: ABSENT:

RESOLUTION DECLARED ADOPTED

DATE: May 23, 2022

RoxAnn Rodney-Isbrecht, City Clerk

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true and complete copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on May 23, 2022 and the public notice of said meeting was held in compliance with Act 267 of the Public Acts of Michigan 1976, as amended. DATE:

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

**CITY OF HARTFORD
COUNTY OF VAN BUREN
STATE OF MICHIGAN
RESOLUTION 2022 - 008**



RESOLUTION ADOPTING FISCAL YEAR 2022/2023 BUDGET

At a Business meeting of the City of Hartford Commission, located at 19 West Main Street and called to order by Mayor Richard A. Hall on May 23, 2022 at 7:30p.m.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____.

WHEREAS, the City of Hartford has met all requirements for Public Hearing on the Budget-Pursuant to MCLA 141.412 and .413, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on May 12, 2022, and a public hearing on the proposed budget was held on May 19, 2022, and participation regarding the adoption of a budget and property tax levy for the City’s fiscal year commencing July 1, 2022 and ending June 30, 2023, and whereas, the City Commission has carefully considered same,

WHEREAS, the City of Hartford shall cause to be levied and collected the general property tax on all real and personal property within the City upon the current tax roll an allocated millage of 15.8014 mills.

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

<u>AUTHORITY-PURPOSE</u>	<u>FUND</u>	<u>MILLS</u>	<u>LEVY DATE</u>
City Charter Section 9.1			
General Purposes	General	12.1410	July 1, 2022
Extra Voted	Fire	1.4185	December 1, 2022
Extra Voted Debt Retirement-2016			
Sanitary Sewer Revenue Bond			
Wastewater Treatment Plant	Sewer	1.7419	July 1, 2022
Extra Voted	Seniors	0.2500	Expired
Extra Voted	Seniors	0.2500	Expired

NOW THEREFORE BE IT RESOLVED, that the City Commission of the City of Hartford hereby adopts its budget by Activity/Department for fiscal year commencing July 1, 2022, and ending June 30, 2023, in accordance with the City Charter

	Proposed Budget Revenue	Proposed Budget Expenditure	Proposed Fund Balance	
Estimated Beg Balance			\$797,607	
General Fund				
Taxes-Real Property	\$395,000			
Taxes-Personal Property	\$ 58,000			
Other Tax Revenue	\$ 18,000			

Van Buren County Millage	\$ 25,000			
State Shared Revenue	\$315,000			
Equipment Rental	\$149,000			
Interest	\$ 30,000			
Administration Fees	\$178,000			
Intergov Contract	0			
American Rescue Plan Act	\$135,650			
Cops Grant	0			
Total	\$1,303,650			
City Council		\$ 21,222		
Mayor		\$ 3,450		
City Manager		\$130,450		
Elections		\$ 12,000		
Assessor		\$ 25,000		
Legal Services		\$ 8,000		
Clerk		\$ 95,000		
Audit Fees		\$ 16,000		
Central Supply		\$ 22,500		
Board of Review		\$ 5,000		
Treasurer		\$ 83,000		
City Hall & Grounds		\$ 90,000		
Inter-Governmental Project		0		
Police Dept		\$460,635		
Fire Dept		\$122,504		
Planning Commission		\$ 30,000		
Dept of Public Works		\$252,350		
Transfer to Comprehensive Improvement		\$ 15,000		
Transfer to Major Streets		\$ 40,000		
Cultural Contracts		\$ 8,500		
Total		\$1,440,611		
Projected Fund Balance			\$660,646	
Other Funds	2021/2022 Projected	2022/2023 Proposed Budget Revenue	2022/2023 Proposed Budget Expenditures	2022-2023 Projected Fund Balance

	Beginning Fund Balance			
Major Street Fund	\$662,702	\$273,296	\$275,600	\$660,398
Local Street Fund	\$140,771	\$132,542	\$112,900	\$160,413
Comprehensive Improvement	\$289,895	\$165,000	\$165,000	\$289,895
Police Training	\$ 1,191	\$ 2,000	\$ 2,000	\$ 1,191
Building Dept	\$ 68,587	\$ 15,300	\$ 15,300	\$ 68,587
DDA	\$ 2,774	\$ 12,000	\$ 12,000	\$ 2,774
Sewer Fund	\$2,246,338	\$626,274	\$640,637	\$2,231,975
Water Fund	\$2,926,565	\$442,850	\$507,077	\$2,862,338
Building Authority	\$ 99,749	\$ 50,000	\$ 50,000	\$ 99,749

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

Specific Appropriations: Purchase of Police & Department of Public Works Vehicles

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

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

YEAS:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED

DATE: May 23, 2022

RoxAnn Rodney-Isbrecht, City Clerk

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true and complete copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on May 24, 2021 and the public notice of said meeting was held in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended. DATE: May

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