



City of Hartford  
County of Van Buren, State of Michigan

## Commission Business Meeting Agenda

Monday, September 26, 2022 at 7:30 PM

---

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**APPROVAL OF AGENDA**

**GUESTS**

**PUBLIC COMMENT**

**COMMUNICATIONS**

- [1.](#) VBCD - 2022 AUGUST

**REPORT OF OFFICERS BOARDS & COMMITTEES**

Police & Ordinance

- [2.](#) HPD - 2022 AUGUST

Fire Department

- [3.](#) HFD - CHIEF 2022 AUGUST
- [4.](#) HFD - BOARD 2022 AUGUST

Ambulance

- [5.](#) AMB - 2022 AUGUST

Van Buren County

- [6.](#) VBCO - COMMISSION 2022 AUGUST

Public Works

- [7.](#) DPW - 2022 AUGUST

Wastewater Treatment Plant

- [8.](#) WWTP - 2022 AUGUST

Treasurers, Investment & List of Bills

- [9.](#) LIST OF BILLS - 2022 AUGUST

City Manager

10. 2022 AUGUST

**APPROVAL OF COMMISSION MINUTES**

11. BUSINESS 2022 AUGUST 22

12. SPECIAL 2022 AUGUST 15

13. SPECIAL 2022 AUGUST 29

**APPROVAL OF REPORTS**

**GOALS/OBJECTIVES**

**OLD BUSINESS**

14. Interlocal Fire Department Agreement - Arbitrator Appointment

**NEW BUSINESS**

15. RENEWAL APPLICATION - MED LEAF LLC, 301 W MAIN ST COMMERCIAL MEDICAL MARIHUANA FACILITY

16. HARTFORD LIONS CLUB REQUEST - ELY PARK HOLIDAY DECORATIONS

**INTRODUCTION OF RESOLUTIONS OR AMENDMENTS**

17. RESOLUTION 2022 -007 AMENDED ESTABLISHING PROPERTY TAX MILLAGE FOR THE FISCAL YEAR 2022 - 2023

**ADJOURNMENT**



## Van Buren Conservation District

### August 2022 Program Update

Submitted by Emily Hickmott, Deputy Administrator

The Van Buren Conservation District's (VBCD) annual meeting and director election was a successful one, with about 145 people turning out to celebrate conservation in Van Buren County over the past year. The Wolf Lake State Fish Hatchery was an excellent host, and we were grateful to our local and State representatives for attending and to Senator Aric Nesbitt for presenting State of Michigan tributes to our Conservationists and Farmer of the Year. The VBCD calendar is still full in August and September with field days, paddles with a naturalist, and recycling collections. You can always see our upcoming events here: <https://vanburencd.org/my-calendar/>.

#### Program Updates:

- Administrator (Kim Sinclair)** - On July 27th we had a wonderful Annual Meeting at Wolf Lake Fish Hatchery. Bill VanTassel was re-elected to serve on our board. The day was lovely and we had a large turnout. The first week of August we had our Healthy Water Week. All week long we provided nitrate and nitrite screenings for free. We also gave out 1,000 reusable water bottles at the Back to School Bonanza sponsored by the ISD. The second recycle roundup was held in South Haven and was very successful. Our MAEAP Fruit Field Day was absolutely picturesque. Farmers learned both the good and the bad about cover crop installations. The Deputy Administrator and I met with Representative Wendzel via zoom. We updated her on our district, projects and events. I attended
- the Covert Township Board Meeting to promote the Army Corps of Engineers Beach Walk in South Haven and provide support for critical dune information. The Beach Walk was well attended and very informative. We're wrapping up the paddles and hikes as summer dwindles down. Last chance for recycling events as well!
- Ag Conservation/Water Quality Projects (Erin Fuller, Colleen Forestieri, Hannah Hudson, Carlie Southland)** - The Van Buren Conservation District is partnering with the University of Notre Dame on a grant-funded project to collect water samples to help determine if on-the-ground conservation practices are improving water quality. This project will continue for at least three years. Conservation Technician Colleen Forestieri continued recruiting farmers to participate in cost-share programs to install conservation practices on their fields.
- SWxSW Corner CISMA (Cooperative Invasive Species Management Area) (Abbie Bristol, Alex Florian, Justin Palthe, Lance McCarty)** - July was a busy month with landing blitzes, hikes, site visits, and management of high-priority invasive species. While installing spotted lanternfly traps throughout the CISMA, we discovered a patch of flowering rush growing along the St. Joseph River. A report of European frogbit was investigated and was not found. CISMA staff is also now CPR/First Aid certified.
- Education & Water Quality (Carlie Southland)** - Conservation Associate, Carlie Southland, continued and finished up her summer education programs with Van Buren District Library, South Haven Memorial Library, and Lawton Schools. She has participated in Pop Up Lit Labs in partnership with Bangor Schools and the Van Buren District Library. She is continuing to water sample at a local farm.



## Van Buren Conservation District August 2022 Program Update

Submitted by Emily Hickmott, Deputy Administrator

- **Michigan Agriculture Environmental Assurance Program (MAEAP)** (*Kyle Mead*) - Kyle had a month of meetings, visiting the fair but mostly putting the final touches on the August 10 MAEAP Fruit Field Day.
- **National Association of Conservation Districts Technical Assistance** (*Lucas Hartman*) - EQIP contracts for fiscal year 2022 have been signed and initiated.
  - \$176,744.00 in total obligation for selected contracts
  - 843 total Acres committed to EQIP program
    - 290 Acres committed to Forestry and habitat conservation
    - 553 Acres committed to agricultural conservation
- **Outreach** (*Jacob Diljak*) - July saw great public outreach with attendance to three farmers markets, billboards, and the Van Buren County Youth Fair Kids' Tent. Future events are in the works for next month.
- **Resource Recovery Recycling** (*Kalli Marshall*) - July was another successful month for recycling. We held the large tire event totaling 2,578 passenger tire equivalents (PTEs) collected in Paw Paw, MI at Van Buren County Buildings and Grounds. The following week we collected 1,300 PTEs and approximately 1,000 pounds of electronics at the City of Hartford Passenger and Semi tire collection event. Kalli also stayed in contact with EGLE regarding the electronics grant and holding a regional grant.



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

**Police Report for Month of August 2022**

|                                        |            |                                       |           |
|----------------------------------------|------------|---------------------------------------|-----------|
| <b>Total Duty Hours</b>                | <b>744</b> | <b>Foot Patrol Hours</b>              | <b>10</b> |
| <b>Arrests</b>                         | <b>4</b>   | <b>Felony</b>                         | <b>1</b>  |
| <b>B&amp;E's</b>                       | <b>3</b>   | <b>Misdemeanor</b>                    | <b>4</b>  |
| <b>Arrest Warrants Issued</b>          | <b>8</b>   | <b>Traffic Citations Issued</b>       | <b>8</b>  |
| <b>Homicide</b>                        | <b>0</b>   | <b>Robbery</b>                        | <b>0</b>  |
| <b>Sex Crimes</b>                      | <b>0</b>   | <b>Trespassing</b>                    | <b>1</b>  |
| <b>Assaults</b>                        | <b>2</b>   | <b>UDAA (stolen auto)</b>             | <b>0</b>  |
| <b>Burglary</b>                        | <b>0</b>   | <b>Larceny</b>                        | <b>0</b>  |
| <b>Frauds</b>                          | <b>1</b>   | <b>Property Destruction/Vandalism</b> | <b>0</b>  |
| <b>NFS Checks</b>                      | <b>0</b>   | <b>Juvenile Del</b>                   | <b>0</b>  |
| <b>OUIL</b>                            | <b>0</b>   | <b>Drug Investigations</b>            | <b>0</b>  |
| <b>Civils</b>                          | <b>7</b>   | <b>Public Peace</b>                   | <b>2</b>  |
| <b>Lost Property</b>                   | <b>1</b>   | <b>Found Property</b>                 | <b>0</b>  |
| <b>Suspicious Person(s)/Vehicle(s)</b> | <b>10</b>  | <b>Alarms</b>                         | <b>2</b>  |
| <b>Health/Safety</b>                   | <b>4</b>   | <b>Traffic Crash</b>                  | <b>4</b>  |
| <b>Assist to other Agencies</b>        | <b>3</b>   | <b>Michigan State Police</b>          | <b>1</b>  |
| <b>Van Buren Co Sheriff</b>            | <b>4</b>   | <b>FIRE/EMS</b>                       | <b>5</b>  |
| <b>Other Local Agencies</b>            | <b>3</b>   | <b>Persons</b>                        | <b>1</b>  |

# Hartford Fire Department

Hartford, MI

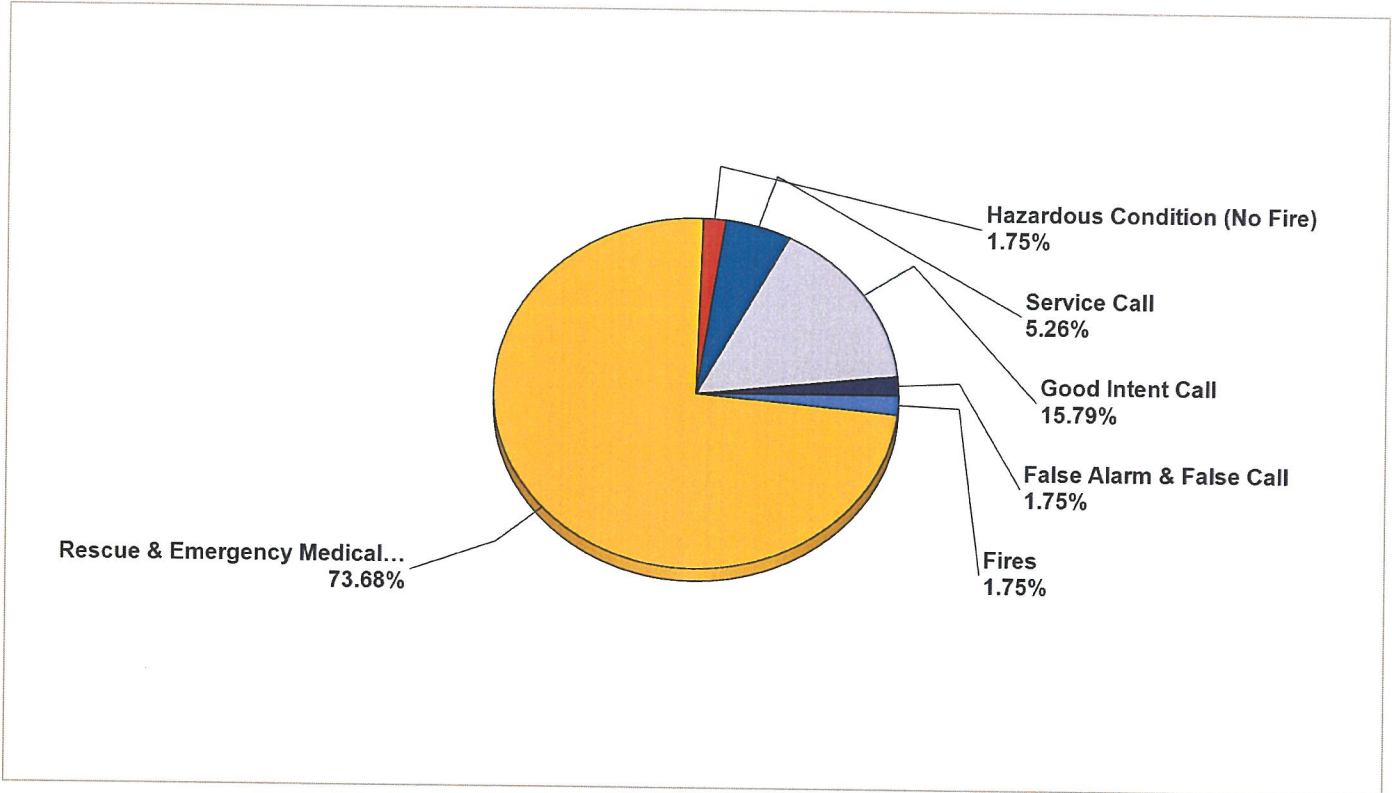
This report was generated on 9/1/2022 9:59:08 AM



Item 3.

## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 08/01/2022 | End Date: 08/31/2022



| MAJOR INCIDENT TYPE                | # INCIDENTS | % of TOTAL  |
|------------------------------------|-------------|-------------|
| Fires                              | 1           | 1.75%       |
| Rescue & Emergency Medical Service | 42          | 73.68%      |
| Hazardous Condition (No Fire)      | 1           | 1.75%       |
| Service Call                       | 3           | 5.26%       |
| Good Intent Call                   | 9           | 15.79%      |
| False Alarm & False Call           | 1           | 1.75%       |
| <b>TOTAL</b>                       | <b>57</b>   | <b>100%</b> |

**RECEIVED**  
**SEP 01 2022**  
**CITY OF HARTFORD**

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



emergencyreporting.com  
 Doc Id: 553  
 Page # 1 of 2

## Detailed Breakdown by Incident Type

| INCIDENT TYPE                                          | # INCIDENTS | % of TOTAL  |
|--------------------------------------------------------|-------------|-------------|
| 131 - Passenger vehicle fire                           | 1           | 1.75%       |
| 311 - Medical assist, assist EMS crew                  | 13          | 22.81%      |
| 321 - EMS call, excluding vehicle accident with injury | 25          | 43.86%      |
| 322 - Motor vehicle accident with injuries             | 2           | 3.51%       |
| 331 - Lock-in (if lock out , use 511 )                 | 1           | 1.75%       |
| 352 - Extrication of victim(s) from vehicle            | 1           | 1.75%       |
| 412 - Gas leak (natural gas or LPG)                    | 1           | 1.75%       |
| 500 - Service Call, other                              | 3           | 5.26%       |
| 611 - Dispatched & cancelled en route                  | 4           | 7.02%       |
| 631 - Authorized controlled burning                    | 1           | 1.75%       |
| 651 - Smoke scare, odor of smoke                       | 4           | 7.02%       |
| 746 - Carbon monoxide detector activation, no CO       | 1           | 1.75%       |
| <b>TOTAL INCIDENTS:</b>                                | <b>57</b>   | <b>100%</b> |

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



# Hartford Fire Department

Hartford, MI

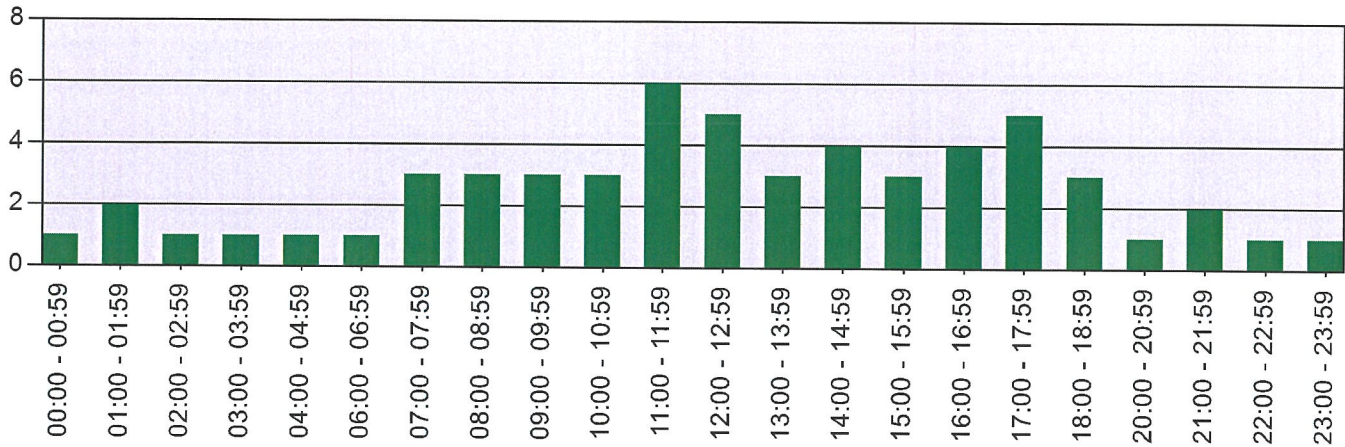
This report was generated on 9/1/2022 10:04:12 AM



Item 3.

## Incidents per Hour for Incident Type Range for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 08/01/2022 | End Date: 08/31/2022



| Hour          | # of CALLS |
|---------------|------------|
| 00:00 - 00:59 | 1          |
| 01:00 - 01:59 | 2          |
| 02:00 - 02:59 | 1          |
| 03:00 - 03:59 | 1          |
| 04:00 - 04:59 | 1          |
| 06:00 - 06:59 | 1          |
| 07:00 - 07:59 | 3          |
| 08:00 - 08:59 | 3          |
| 09:00 - 09:59 | 3          |
| 10:00 - 10:59 | 3          |
| 11:00 - 11:59 | 6          |
| 12:00 - 12:59 | 5          |
| 13:00 - 13:59 | 3          |
| 14:00 - 14:59 | 4          |
| 15:00 - 15:59 | 3          |
| 16:00 - 16:59 | 4          |
| 17:00 - 17:59 | 5          |
| 18:00 - 18:59 | 3          |
| 20:00 - 20:59 | 1          |
| 21:00 - 21:59 | 2          |
| 22:00 - 22:59 | 1          |
| 23:00 - 23:59 | 1          |
| <b>TOTAL:</b> | <b>57</b>  |

Only REVIEWED incidents included.



emergencyreporting.com  
Doc Id: 898  
Page # 1 of 1



# Hartford Fire Department

Hartford, MI

This report was generated on 9/1/2022 10:04:41 AM



Item 3.

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

Start Date: 08/01/2022 | End Date: 08/31/2022

| ANSWERS                                                 | # INCIDENTS |
|---------------------------------------------------------|-------------|
| <b>USER-DEFINED FIELD: Dispatch Priority (Required)</b> |             |
| 1                                                       | 32          |
| 2                                                       | 19          |
| 3                                                       | 6           |

|                                                   |    |
|---------------------------------------------------|----|
| <b>USER-DEFINED FIELD: Lift Assist (Required)</b> |    |
| No                                                | 55 |
| Yes                                               | 2  |

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



emergencyreporting.com  
Doc Id: 805  
Page # 1 of 1

# Hartford Fire Department

Hartford, MI

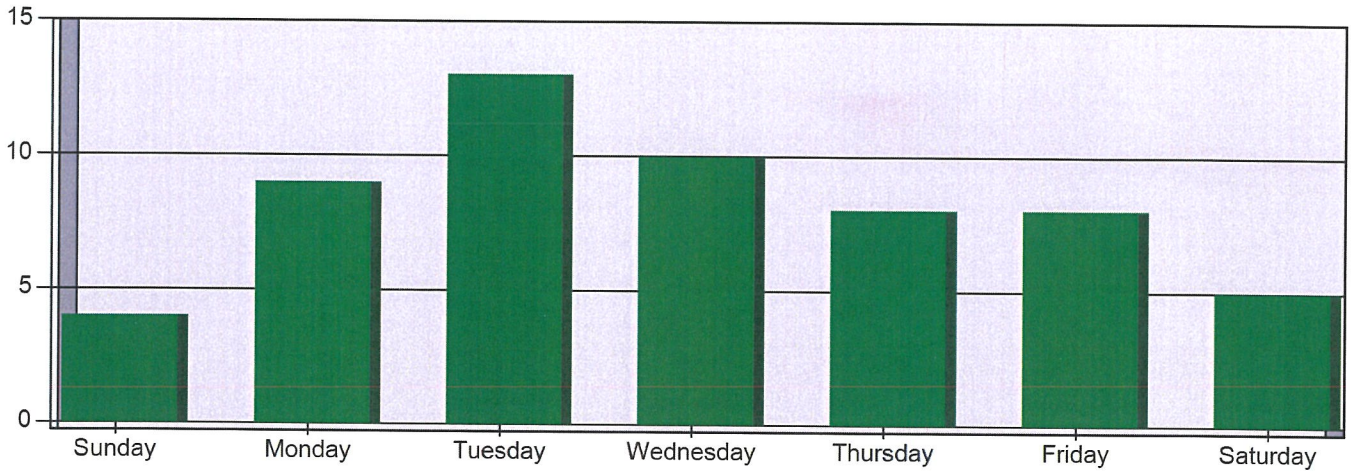
This report was generated on 9/1/2022 10:03:40 AM



Item 3.

## Incidents by Day of the Week for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 08/01/2022 | End Date: 08/31/2022



| DAY OF THE WEEK | # INCIDENTS |
|-----------------|-------------|
| Sunday          | 4           |
| Monday          | 9           |
| Tuesday         | 13          |
| Wednesday       | 10          |
| Thursday        | 8           |
| Friday          | 8           |
| Saturday        | 5           |

**TOTAL**

**57**

Only Reviewed incidents included.



emergencyreporting.com  
Doc Id: 1284  
Page # 1 of 1

# Hartford Fire Department

Hartford, MI

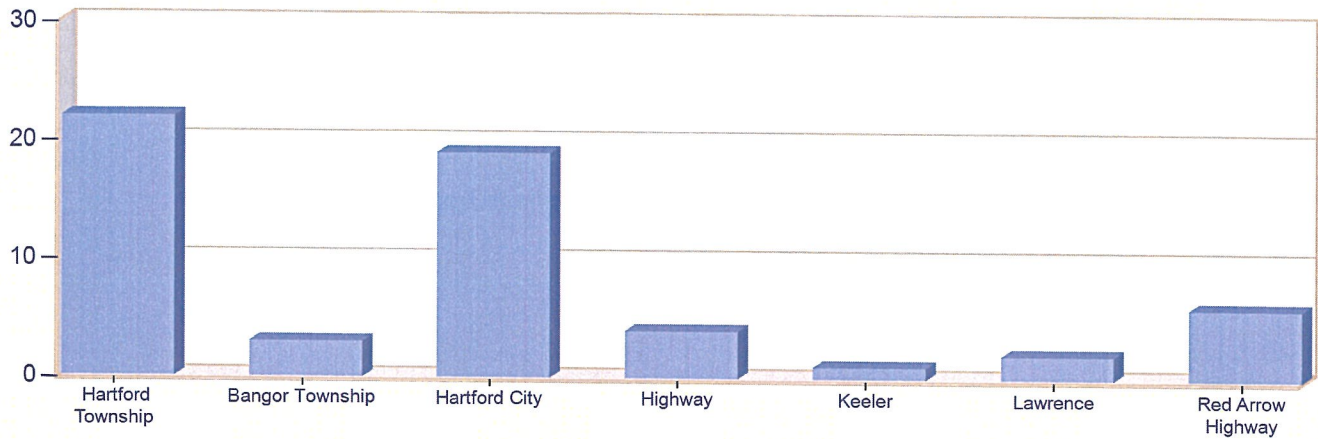
This report was generated on 9/1/2022 10:02:48 AM



Item 3.

## Incident Type Count per Zone for Date Range

Start Date: 08/01/2022 | End Date: 08/31/2022



| ZONES                               | INCIDENT TYPE                                            | COUNT |
|-------------------------------------|----------------------------------------------------------|-------|
| <b>Hartford Township - Hartford</b> |                                                          |       |
|                                     | 131 - Passenger vehicle fire                             | 1     |
|                                     | 311 - Medical assist, assist EMS crew                    | 5     |
|                                     | 321 - EMS call, excluding vehicle accident with injury   | 14    |
|                                     | 322 - Motor vehicle accident with injuries               | 1     |
|                                     | 500 - Service Call, other                                | 1     |
|                                     | <i>Total Incidents for Hartford Township - Hartford.</i> | 22    |
| <b>Bangor Township - Bangor</b>     |                                                          |       |
|                                     | 311 - Medical assist, assist EMS crew                    | 1     |
|                                     | 322 - Motor vehicle accident with injuries               | 1     |
|                                     | 412 - Gas leak (natural gas or LPG)                      | 1     |
|                                     | <i>Total Incidents for Bangor Township - Bangor.</i>     | 3     |
| <b>Hartford City - Hartford</b>     |                                                          |       |
|                                     | 311 - Medical assist, assist EMS crew                    | 5     |
|                                     | 321 - EMS call, excluding vehicle accident with injury   | 10    |
|                                     | 500 - Service Call, other                                | 2     |
|                                     | 611 - Dispatched & cancelled en route                    | 1     |
|                                     | 746 - Carbon monoxide detector activation, no CO         | 1     |
|                                     | <i>Total Incidents for Hartford City - Hartford.</i>     | 19    |
| <b>Highway - I 94</b>               |                                                          |       |

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



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

| ZONES                                        | INCIDENT TYPE                                                     | COUNT     |
|----------------------------------------------|-------------------------------------------------------------------|-----------|
|                                              | 331 - Lock-in (if lock out , use 511 )                            | 1         |
|                                              | 651 - Smoke scare, odor of smoke                                  | 3         |
|                                              | <i>Total Incidents for Highway - I 94:</i>                        | 4         |
| <b>Keeler - Township</b>                     |                                                                   |           |
|                                              | 611 - Dispatched & cancelled en route                             | 1         |
|                                              | <i>Total Incidents for Keeler - Township.</i>                     | 1         |
| <b>Lawrence - Township</b>                   |                                                                   |           |
|                                              | 352 - Extrication of victim(s) from vehicle                       | 1         |
|                                              | 611 - Dispatched & cancelled en route                             | 1         |
|                                              | <i>Total Incidents for Lawrence - Township.</i>                   | 2         |
| <b>Red Arrow Highway - Red Arrow Highway</b> |                                                                   |           |
|                                              | 311 - Medical assist, assist EMS crew                             | 2         |
|                                              | 321 - EMS call, excluding vehicle accident with injury            | 1         |
|                                              | 611 - Dispatched & cancelled en route                             | 1         |
|                                              | 631 - Authorized controlled burning                               | 1         |
|                                              | 651 - Smoke scare, odor of smoke                                  | 1         |
|                                              | <i>Total Incidents for Red Arrow Highway - Red Arrow Highway.</i> | 6         |
| <b>Total Count for all Zone:</b>             |                                                                   | <b>57</b> |

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



**Hartford Fire Board Meeting  
September 12, 2022  
August Business**

Contents

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

**Hartford Fire Board**  
Agenda  
Monday, September 12, 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 August, 2022: Motion by \_\_\_\_\_ Second \_\_\_\_\_ Motion \_\_\_\_\_
- VI. Approval of August Treasurer’s report: Motion By \_\_\_\_\_ Second by \_\_\_\_\_ to approve Treasurer’s report as presented. Motion \_\_\_\_\_
  - a. Accounts Payable: Amount \$ **23,568.65** Motion by \_\_\_\_\_ Second \_\_\_\_\_ by roll call vote Motion \_\_\_\_\_
- VII. Review: Income & Expense; Payroll; Balance sheet & Deposit Detail; Budget
- VIII. Fire calls
- IX. Unfinished Business:  
NONE
- X. New Business:
  - 1. Discussion of Policy 502. Motion by \_\_\_\_\_ to adopt Policy 502 Personal Protective Equipment (PPE) Second: \_\_\_\_\_ Motion \_\_\_\_\_
  - 2. Discussion/Approval of PrimaryAdmin/Contact. Motion for Carole Kiernan to request to be the primary admin/contact for Quickbooks by \_\_\_\_\_: Second by \_\_\_\_\_. Motion: \_\_\_\_\_

Reports:

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

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

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

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

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

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

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

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

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

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

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

**Unfinished Business:**

**None**

**New Business:**

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

**Fire Chief's Report:**

**Meetings Attended:**

- Township
- City

**Information:**

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

## Minutes of Fire Board Meeting September 12, 2022

2. Completed Fire inspection at Med Leaf

Respectfully Submitted,  
*Robbie Harting*

Robbie Harting-Fire Chief

**Assistant Fire Chief's Report:**

**Meetings Attended:**

Township  
VBC Chiefs Meeting  
VBC Training Council Meeting

**Information:**

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

Respectfully Submitted,  
*K. McGrew*

Kevin McGrew-Assistant Fire Chief

**Other Board Business:**

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

Respectfully submitted,

Gerald Birmele, Secretary



**HARTFORD FIRE BOARD MEETING**  
**Minutes of Fire Board Meeting August 8, 2022**

**Members Present upon roll call:** Steve Starner; Carlos Ledesma; Chad Hunt; 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 August 8, 2022, was Presented. Motion by Hunt; Second by Ledesma; to approve the agenda as presented. Motion: Approved

The proposed minutes of the July 11, Organizational Fire Board meeting were presented. Motion by Ledesma; Second by Birmele to accept the organizational minutes as amended Motion: Approved

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

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

Bills were presented for approval in the amount of **\$56,182.39** Motion by Birmele; Second by Ledesma; to pay bills in amount of **\$56,182.39**. Motion Approved upon roll call vote of members present.

**Unfinished Business:**

**None**

**New Business:**

1. Discussion of Policy 1300. Motion by Hunt to adopt Policy 1300 Donations & Contributions Second: Ledesma Motion Approved
2. Discussion of Policy 1301. Motion by Birmele to adopt Policy 1301 Purchases from Donations & Contributions fund Second: Hunt Motion Approved
3. Discussion & Approval to move \$1547.7 from 525.2 in the 2022/23 budget back to the 2021/22 budget. Motion by Hunt to move funds from 2022/23 budget to 2021/22 Second: Birmele Motion Approved by roll call vote of members present.
4. Budget Adjustment for 1841 repair from General Fund to 508.2. Motion by Hunt to make the adjustment in the amount of \$16,036.82. Second by Birmele Motion Approved by roll call vote of members present.

**Fire Chief's Report:****Meetings Attended:**

- Township
- City
- Van Buren County Medical Control

**Information:**

1. Annual ladder testing completed
2. New front tires 1841, annual service completed
3. I will be on Vacation August 12-21

**Assistant Fire Chief's Report:****Meetings Attended:**

Township Meeting

**Information:**

- Fair
- Golf cart up and running again
- Kits made up for trucks to hand out to kids on calls
- 2 Cold Weather suites donated from Dept up north-  
Thanks to Cole Hunt for securing this donation.
- All Cameras from Grant have been placed in service
- Preparing for Back to School Bash

Respectfully Submitted,

*K. McGrew*

Kevin McGrew-Assistant Fire Chief

**Other Board Business:**

Respectfully submitted,

Gerald Birmele, Secretary

**Treasurer's Report for meeting on August 12, 2022  
For the month ending August 31, 2022**

## Cash Balances

**Operations – General Fund**

Reconciled Cash Balances of Prior Month ended July 31, 2022–Huntington **\$ 116,601.10**

**XXX** Deposits

|                                     |                     |
|-------------------------------------|---------------------|
| City of Hartford – Contribution     | \$ 10,208.68        |
| Township of Hartford – Contribution | \$ 15,313.02        |
| Pride Care                          | \$ 960.00           |
| Township Ass't Chief Grant          | \$ 800.00           |
| Bangor Township Cost Recovery       | \$ 1,174.75         |
| Interest                            | \$ 9.75             |
| Cost Recovery (Final CSB)           | \$ 346.80           |
| Fire Report Request                 | \$ 10.00            |
| <b>Total Deposits</b>               | <b>\$ 28,823.00</b> |

**Total Balance of General Fund** **\$ 145,424.10**

**XXX** Expenditures for approval:

|                                                    |              |
|----------------------------------------------------|--------------|
| Vendors payable                                    | \$ 12,914.75 |
| Grant Expense                                      | \$ 0.00      |
| Payroll released August 2022 (9,843.88 – 1,951.20) | \$ 7,892.68  |
| Bank Fees                                          | \$ 57.00     |
| MI & Fed Tax Withholdings                          | \$ 2,704.22  |

**Total Expenditure** **\$ 23,568.65**

**General Fund Balance August 31, 2022** **\$ 121,855.45**

**Capital Equipment**

Reconciled Cash Balance as of August 31, 2022–Millage Fund **\$ 102,623.50**

Reconciled Cash Balance as August 31, 2022–Maintenance Fund **\$ 13,327.58**

Cash Balances for month August 31, 2022 **\$ 237,806.53**

**Invested Capital Equipment**

Huntington Investment #TCL6358 – Millage Fund Investment July 31, 2022 **\$ 10,173.02**

Huntington Investment #TCL6901 Investment July 31, 2022 **\$ 93,439.17**

**Hartford Fire Board  
August 12, 2022 Meeting  
Income & Expense and Expenses by Vendor Summary  
August Business**

**Expense by Vendor**

|                                   | <u>Aug 22</u>    |
|-----------------------------------|------------------|
| At & T                            | -368.15          |
| Back Roads Services               | -719.65          |
| Best Way Disposal                 | -80.25           |
| Carlos Ledesma                    | -60.00           |
| Chad Hunt                         | -60.00           |
| City of Hartford (Dental/Vision)  | -145.40          |
| City of Hartford {2}              | -269.91          |
| City of Hartford Health Ins.      | -1,771.20        |
| Comcast                           | -230.00          |
| Consumers Energy                  | -209.00          |
| ESO                               | -1,968.34        |
| Goodyear Tire & Rubber Company    | -2,091.85        |
| Hartford Firefighters Association | -418.20          |
| Indiana Mich Power                | -390.00          |
| IRS Online Payment                | -2,283.60        |
| Jerry Birmele                     | -60.00           |
| Kellogg Hardware                  | -145.46          |
| Michigan Fire Inspectors Society  | -950.00          |
| ShellFleet Plus Card              | -541.04          |
| Steven Starner                    | -60.00           |
| U S Business Systems              | -92.70           |
| <b>TOTAL</b>                      | <b>12,914.75</b> |

|                                           |                  |
|-------------------------------------------|------------------|
| <b>500 Payroll</b>                        |                  |
| 500.1 Fire Chief                          | 4,498.50         |
| 500.10 Chief Health Benefits              | 1,916.60         |
| 500.2 Firefighters/Medics                 | 2,610.38         |
| 500.3 Support Staff                       | 640.00           |
| 500.4 Chief Retirement                    | 269.91           |
| 500 Payroll - Other                       | 795.00           |
| <b>Total 500 Payroll</b>                  | <b>10,730.39</b> |
| <b>502 Utilities</b>                      |                  |
| 502.1 Internet-Telephone                  | 230.00           |
| 502.2 Electric                            | 390.00           |
| 502.3 Natural Gas                         | 209.00           |
| 502.4 First Net-AT&T                      | 368.15           |
| <b>Total 502 Utilities</b>                | <b>1,197.15</b>  |
| <b>505 Building Maintenance</b>           |                  |
| 505.1 Bldg Supplies/Maintenanc            | 145.46           |
| 505.5-Trash                               | 80.25            |
| <b>Total 505 Building Maintenance</b>     | <b>225.71</b>    |
| <b>506 Fuel</b>                           |                  |
| 506.1 Unleaded Gas                        | 541.04           |
| <b>Total 506 Fuel</b>                     | <b>541.04</b>    |
| <b>508 Vehicle Maintenance</b>            |                  |
| 508.1 Ladder #1841                        | 1,869.06         |
| 508.2 Tanker #1831                        | 719.65           |
| 508.7 Pick-Up #1801                       | 222.79           |
| <b>Total 508 Vehicle Maintenance</b>      | <b>2,811.50</b>  |
| <b>511 Office</b>                         |                  |
| 511.6 Copy Lease                          | 92.70            |
| <b>Total 511 Office</b>                   | <b>92.70</b>     |
| <b>513 Payroll Taxes</b>                  | <b>2,701.80</b>  |
| <b>516 Training</b>                       |                  |
| 516.4 Fire Officer Classes                | 950.00           |
| <b>Total 516 Training</b>                 | <b>950.00</b>    |
| <b>519 Subscriptions &amp; Dues</b>       |                  |
| 519.3 FirePrograms                        | 1,968.34         |
| <b>Total 519 Subscriptions &amp; Dues</b> | <b>1,968.34</b>  |
| 527 Bank Fees                             | 57.00            |
| 528 Bd Members Compensation               | 240.00           |
| Payroll Tax Expense                       | 2,053.02         |
| <b>Total Expense</b>                      | <b>23,568.65</b> |
| <b>Net Ordinary Income</b>                | <b>6,309.04</b>  |
| <b>Net Income</b>                         | <b>6,309.04</b>  |

**Grant Expense None  
Income & Expense**

|                                 | <u>Aug 22</u>    |
|---------------------------------|------------------|
| <b>Ordinary Income/Expense</b>  |                  |
| <b>Income</b>                   |                  |
| 401 Hartford Township           | 15,313.02        |
| 402 Hartford City               | 10,208.68        |
| 404 Interest                    | 19.59            |
| 409 Fire Report Request         | 10.00            |
| 420 Bangor 1st Resp Reimburse   | 1,174.75         |
| 521 Cost Recovery Reimbursement | 346.80           |
| DNR Grant                       | 1,044.85         |
| Hartford Township Grants        | 800.00           |
| Other Revenues                  | 960.00           |
| <b>Total Income</b>             | <b>29,877.69</b> |
| <b>Gross Profit</b>             | <b>29,877.69</b> |
| <b>Expense</b>                  |                  |

**Hartford Fire Board  
September 12, 2022 Meeting  
Payroll Summary  
August Business**

|                                               | <u>Hours</u>  | <u>Rate</u> | <u>Aug 22</u>   |
|-----------------------------------------------|---------------|-------------|-----------------|
| <b>Employee Wages, Taxes and Adjustments</b>  |               |             |                 |
| <b>Gross Pay</b>                              |               |             |                 |
| Salary                                        | 2.00          |             | 4,498.50        |
| Assistant Fire Chief                          | 2.00          |             | 500.00          |
| Fire Board Office                             | 40.00         |             | 640.00          |
| Gas Leaks/CO                                  | 10.00         |             | 163.00          |
| Grant Pay                                     | 1.00          |             | 800.00          |
| Grass Fire                                    | 4.00          |             | 66.00           |
| Lift Assist                                   | 1.00          |             | 17.00           |
| Med Assist                                    | 69.00         |             | 1,113.25        |
| Mutual Aid                                    | 27.00         |             | 425.00          |
| Other                                         | 6.00          |             | 98.50           |
| PI Accident                                   | 4.00          |             | 63.00           |
| Shift Coverage                                | 53.00         |             | 795.00          |
| Training                                      | 18.00         |             | 276.50          |
| Vehicle Fire                                  | 9.00          |             | 139.13          |
| Vehicle Inspection                            | 16.00         |             | 249.00          |
| <b>Total Gross Pay</b>                        | <u>262.00</u> |             | <u>9,843.88</u> |
| <b>Deductions from Gross Pay</b>              |               |             |                 |
| Dental-Vision                                 |               |             | -29.08          |
| Firefighters Assn Dues                        |               |             | -418.20         |
| First Net AT&T                                |               |             | -40.00          |
| Health Insurance                              |               |             | -354.24         |
| <b>Total Deductions from Gross Pay</b>        |               |             | <u>-841.52</u>  |
| <b>Adjusted Gross Pay</b>                     | 262.00        |             | 9,002.36        |
| <b>Taxes Withheld</b>                         |               |             |                 |
| Federal Withholding                           |               |             | -711.00         |
| Medicare Employee                             |               |             | -142.72         |
| Social Security Employee                      |               |             | -610.30         |
| MI - Withholding                              |               |             | -487.18         |
| Medicare Employee Addl Tax                    |               |             | 0.00            |
| MI - Cities Res Tax                           |               |             | 0.00            |
| MI - Cities Work Tax                          |               |             | 0.00            |
| <b>Total Taxes Withheld</b>                   |               |             | <u>1,951.20</u> |
| <b>Net Pay</b>                                | <u>262.00</u> |             | <u>7,051.16</u> |
| <b>Employer Taxes and Contributions</b>       |               |             |                 |
| Company FICA                                  |               |             | 610.30          |
| Company Med                                   |               |             | 142.72          |
| Retirement Fund                               |               |             | 269.90          |
| MI - Obligation Assessment                    |               |             | 0.00            |
| <b>Total Employer Taxes and Contributions</b> |               |             | <u>1,022.92</u> |

**Hartford Fire Board Meeting  
September 12, 2021  
Balance Sheet & Deposit Detail  
August Business**

**BALANCE SHEET**

|                                 | <b>Aug 31, 22</b> |
|---------------------------------|-------------------|
| <b>ASSETS</b>                   |                   |
| <b>Current Assets</b>           |                   |
| <b>Checking/Savings</b>         |                   |
| 102 Regular Check<br>Hunt..3427 | 81,638.72         |
| 105 CD Fund Equity..C...288     | 0.38              |
| 106 Millage Fund Hunt..3456     | 102,623.50        |
| 108 Maintenance<br>Hunt....3469 | 13,326.45         |
| Chemical Financial<br>Advisors  | 69,932.47         |
| Huntington Advisors #901        | 93,439.17         |
| Huntington TLC006358            | 10,173.02         |
| <b>Total Checking/Savings</b>   | <b>371,133.71</b> |
| <b>Total Current Assets</b>     | <b>371,133.71</b> |
| <b>TOTAL ASSETS</b>             | <b>371,133.71</b> |
| <b>LIABILITIES &amp; EQUITY</b> | 0.00              |

**Deposit Detail**

| Type    | Num       | Date       | Name                    | Account                            | Amount    |
|---------|-----------|------------|-------------------------|------------------------------------|-----------|
| Deposit |           | 08/01/2022 |                         | 102 Regular Check Hunt..3427       | 346.80    |
|         |           |            |                         | 521 Cost Recovery<br>Reimbursement | -346.80   |
| TOTAL   |           |            |                         |                                    | -346.80   |
| Deposit |           | 08/05/2022 |                         | 102 Regular Check Hunt..3427       | 960.00    |
| Payment | 772247739 | 08/05/2022 | Pride Care<br>Ambulance | Undeposited Funds                  | -960.00   |
| TOTAL   |           |            |                         |                                    | -960.00   |
| Deposit |           | 08/08/2022 |                         | 102 Regular Check Hunt..3427       | 10,208.68 |
|         |           |            |                         | 402 Hartford City                  | 10,208.68 |
| TOTAL   |           |            |                         |                                    | 10,208.68 |
| Deposit |           | 08/09/2022 |                         | 102 Regular Check Hunt..3427       | 16,113.02 |
|         |           |            |                         | 401 Hartford Township              | 15,313.02 |
|         |           |            |                         | Hartford Township Grants           | -800.00   |
| TOTAL   |           |            |                         |                                    | 16,113.02 |
| Deposit |           | 08/14/2022 |                         | 102 Regular Check Hunt..3427       | 1,174.75  |
|         |           |            |                         | 420 Bangor 1st Resp Reimburse      | -1,174.75 |
| TOTAL   |           |            |                         |                                    | -1,174.75 |
| Deposit |           | 08/29/2022 |                         | 102 Regular Check Hunt..3427       | 1,054.85  |
|         |           |            |                         | 409 Fire Report Request            | -10.00    |
|         |           |            |                         | DNR Grant                          | -1,044.85 |

**Hartford Fire Board Meeting  
September 12, 2021  
Balance Sheet & Deposit Detail  
August Business**

|          |     |            |                   |                              |  |           |
|----------|-----|------------|-------------------|------------------------------|--|-----------|
| TOTAL    |     |            |                   |                              |  | -1,054.85 |
| Deposit  |     | 08/31/2022 |                   | 108 Maintenance Hunt...3469  |  | 1.13      |
|          |     |            |                   | 404 Interest                 |  | -1.13     |
| TOTAL    |     |            |                   |                              |  | -1.13     |
| Deposit  |     | 08/31/2022 |                   | 106 Millage Fund Hunt..3456  |  | 8.71      |
|          |     |            |                   | 404 Interest                 |  | -8.71     |
| TOTAL    |     |            |                   |                              |  | -8.71     |
| Deposit  |     | 08/31/2022 |                   | 102 Regular Check Hunt..3427 |  | 9.75      |
|          |     |            |                   | 404 Interest                 |  | -9.75     |
| TOTAL    |     |            |                   |                              |  | -9.75     |
| Paycheck | ACH | 08/31/2022 | Flemming, Lisa M. | 102 Regular Check Hunt..3427 |  | 0.00      |
|          |     |            |                   | 500.2 Firefighters/Medics    |  | 16.00     |
|          |     |            |                   | 500.2 Firefighters/Medics    |  | 16.00     |
|          |     |            |                   | 410 Firefighters Assn Dues   |  | -28.20    |
|          |     |            |                   | Payroll Tax Expense          |  | 1.98      |
|          |     |            |                   | Payroll Liabilities          |  | -1.98     |
|          |     |            |                   | Payroll Liabilities          |  | -1.98     |
|          |     |            |                   | Payroll Tax Expense          |  | 0.46      |
|          |     |            |                   | Payroll Liabilities          |  | -0.46     |
|          |     |            |                   | Payroll Liabilities          |  | -0.46     |
|          |     |            |                   | Payroll Liabilities          |  | -1.36     |
| TOTAL    |     |            |                   |                              |  | 0.00      |
| Paycheck | ACH | 08/31/2022 | Flemming, Ryan C. | 102 Regular Check Hunt..3427 |  | 0.00      |
|          |     |            |                   | 500.2 Firefighters/Medics    |  | 16.00     |
|          |     |            |                   | Payroll Tax Expense          |  | 0.99      |
|          |     |            |                   | Payroll Liabilities          |  | -0.99     |
|          |     |            |                   | Payroll Liabilities          |  | -0.99     |
|          |     |            |                   | Payroll Tax Expense          |  | 0.23      |
|          |     |            |                   | Payroll Liabilities          |  | -0.23     |
|          |     |            |                   | Payroll Liabilities          |  | -0.23     |
|          |     |            |                   | Payroll Liabilities          |  | -14.78    |
| TOTAL    |     |            |                   |                              |  | 0.00      |

## Hartford Fire Board Profit & Loss Budget Performance August 2022

|                                                  | <u>Aug 22</u>    | <u>Jul - Aug 22</u> | <u>YTD Budget</u> | <u>Annual Budget</u> |
|--------------------------------------------------|------------------|---------------------|-------------------|----------------------|
| <b>Ordinary Income/Expense</b>                   |                  |                     |                   |                      |
| <b>Income</b>                                    |                  |                     |                   |                      |
| 303 Investment Market Changes                    | 0.00             | 290.88              |                   |                      |
| 401 Hartford Township                            | 15,313.02        | 30,626.04           | 30,626.04         | 183,756.24           |
| 402 Hartford City                                | 10,208.68        | 20,417.36           | 20,417.36         | 122,504.16           |
| 404 Interest                                     | 19.59            | 39.07               |                   |                      |
| 409 Fire Report Request                          | 10.00            | 10.00               | 8.36              | 50.00                |
| 420 Bangor 1st Resp Reimburse                    | 1,174.75         | 4,489.75            | 1,436.35          | 8,617.87             |
| 521 Cost Recovery Reimbursement                  | 346.80           | 346.80              | 1,513.78          | 9,082.68             |
| DNR Grant                                        | 1,044.85         | 1,044.85            |                   |                      |
| Hartford Township Grants                         | 800.00           | 800.00              | 1,600.00          | 9,600.00             |
| Investment Income                                | 0.00             | 364.23              |                   |                      |
| Other Revenues                                   | 960.00           | 960.00              |                   |                      |
| <b>Total Income</b>                              | <u>29,877.69</u> | <u>59,388.98</u>    | <u>55,601.89</u>  | <u>333,610.95</u>    |
| <b>Gross Profit</b>                              | 29,877.69        | 59,388.98           | 55,601.89         | 333,610.95           |
| <b>Expense</b>                                   |                  |                     |                   |                      |
| <b>500 Payroll</b>                               |                  |                     |                   |                      |
| 500.1 Fire Chief                                 | 4,498.50         | 8,900.13            | 8,997.00          | 53,982.00            |
| 500.10 Chief Health Benefits                     | 1,916.60         | 3,833.20            | 3,833.40          | 23,000.00            |
| 500.2 Firefighters/Medics                        | 2,610.38         | 6,208.13            | 11,666.70         | 70,000.00            |
| 500.3 Support Staff                              | 640.00           | 1,320.00            | 1,500.00          | 9,000.00             |
| 500.4 Chief Retirement                           | 269.91           | 539.82              | 666.70            | 4,000.00             |
| 500.5 Shift Coverage                             | 0.00             | 0.00                | 2,400.00          | 14,400.00            |
| 500 Payroll - Other                              | 795.00           | 1,905.00            |                   |                      |
| <b>Total 500 Payroll</b>                         | <u>10,730.39</u> | <u>22,706.28</u>    | <u>29,063.80</u>  | <u>174,382.00</u>    |
| <b>501 Professional, Insur.&amp; Legal</b>       |                  |                     |                   |                      |
| 501.1 Legal Expenses                             | 0.00             | 0.00                | 500.00            | 3,000.00             |
| 501.2 Professional - Audit                       | 0.00             | 0.00                | 1,166.70          | 7,000.00             |
| <b>Total 501 Professional, Insur.&amp; Legal</b> | <u>0.00</u>      | <u>0.00</u>         | <u>1,666.70</u>   | <u>10,000.00</u>     |
| <b>502 Utilities</b>                             |                  |                     |                   |                      |
| 502.1 Internet-Telephone                         | 230.00           | 458.98              | 483.40            | 2,900.00             |
| 502.2 Electric                                   | 390.00           | 760.00              | 900.00            | 5,400.00             |
| 502.3 Natural Gas                                | 209.00           | 418.00              | 250.00            | 1,500.00             |
| 502.4 First Net-AT&T                             | 368.15           | 734.51              | 750.00            | 4,500.00             |
| 502.5 EPS Door Security                          | 0.00             | 149.58              | 100.00            | 600.00               |
| <b>Total 502 Utilities</b>                       | <u>1,197.15</u>  | <u>2,521.07</u>     | <u>2,483.40</u>   | <u>14,900.00</u>     |
| <b>503 Mileage</b>                               |                  |                     |                   |                      |
| 503.1 Mileage - other                            | 0.00             | 0.00                | 16.70             | 100.00               |
| <b>Total 503 Mileage</b>                         | <u>0.00</u>      | <u>0.00</u>         | <u>16.70</u>      | <u>100.00</u>        |
| <b>505 Building Maintenance</b>                  |                  |                     |                   |                      |
| 505.1 Bldg Supplies/Maintenanc                   | 145.46           | 342.06              | 500.00            | 3,000.00             |
| 505.3 Grounds Maintenance                        | 0.00             | 0.00                | 83.32             | 499.92               |
| 505.4 Capital Bldg Improvement                   | 0.00             | 0.00                | 666.70            | 4,000.00             |
| 505.5-Trash                                      | 80.25            | 80.25               | 54.20             | 325.00               |



## Hartford Fire Board Profit & Loss Budget Performance August 2022

|                                        | Aug 22   | Jul - Aug 22 | YTD Budget | Annual Budget |
|----------------------------------------|----------|--------------|------------|---------------|
| Total 505 Building Maintenance         | 225.71   | 422.31       | 1,304.22   | 7,824.92      |
| <b>506 Fuel</b>                        |          |              |            |               |
| 506.1 Unleaded Gas                     | 541.04   | 1,139.61     | 733.40     | 4,400.00      |
| 506.2 Diesel                           | 0.00     | 709.15       | 500.00     | 3,000.00      |
| Total 506 Fuel                         | 541.04   | 1,848.76     | 1,233.40   | 7,400.00      |
| <b>508 Vehicle Maintenance</b>         |          |              |            |               |
| 508.1 Ladder #1841                     | 1,869.06 | 17,932.88    | 516.70     | 3,100.00      |
| 508.2 Tanker #1831                     | 719.65   | 719.65       | 350.00     | 2,100.00      |
| 508.3 Heavy Rescue #1871               | 0.00     | 0.00         | 350.00     | 2,100.00      |
| 508.4 Rescue Pickup #1869              | 0.00     | 0.00         | 66.70      | 400.00        |
| 508.5 Jeep #1860                       | 0.00     | 0.00         | 66.70      | 400.00        |
| 508.6 Explorer #1810                   | 0.00     | 0.00         | 66.70      | 400.00        |
| 508.7 Pick-Up #1801                    | 222.79   | 305.58       | 66.70      | 400.00        |
| 508.8 #1802                            | 0.00     | 0.00         | 66.70      | 400.00        |
| Total 508 Vehicle Maintenance          | 2,811.50 | 18,958.11    | 1,550.20   | 9,300.00      |
| <b>511 Office</b>                      |          |              |            |               |
| 511.1 Office Equipment                 | 0.00     | 0.00         | 166.66     | 166.66        |
| 511.2 Equipment Repairs                | 0.00     | 0.00         | 25.00      | 150.00        |
| 511.3 Office Supplies                  | 0.00     | 144.45       | 250.00     | 1,500.00      |
| 511.4 Printing                         | 0.00     | 0.00         | 33.40      | 200.00        |
| 511.5 Software/Upgrades                | 0.00     | 0.00         | 100.00     | 100.00        |
| 511.6 Copy Lease                       | 92.70    | 92.70        | 60.00      | 360.00        |
| Total 511 Office                       | 92.70    | 237.15       | 635.06     | 2,476.66      |
| <b>512 Insurance</b>                   |          |              |            |               |
| 512.1 Worker's Comp                    | 0.00     | 1,261.25     | 1,000.00   | 6,000.00      |
| 512.10 Accident & Sickness Ins         | 0.00     | 0.00         | 3,666.70   | 22,000.00     |
| 512 Insurance - Other                  | 0.00     | 3,787.00     |            |               |
| Total 512 Insurance                    | 0.00     | 5,048.25     | 4,666.70   | 28,000.00     |
| <b>513 Payroll Taxes</b>               | 2,701.80 | 5,818.67     |            |               |
| <b>515 Equipment &amp; Equip Maint</b> |          |              |            |               |
| 515.1 Ladder #1841                     | 0.00     | 16.98        | 116.70     | 700.00        |
| 515.10 Firefighting Foam               | 0.00     | 0.00         | 166.70     | 1,000.00      |
| 515.11 Ford Truck                      | 0.00     | 0.00         | 16.70      | 100.00        |
| 515.12 Air Tanks                       | 0.00     | 0.00         | 475.00     | 2,850.00      |
| 515.2 Tanker #1831                     | 0.00     | 16.98        | 116.70     | 700.00        |
| 515.3 Heavy Rescue #1871               | 0.00     | 2,552.68     | 950.00     | 5,700.00      |
| 515.4 Rescue Pickup #1869              | 0.00     | 0.00         | 33.40      | 200.00        |
| 515.5 Jeep #1860                       | 0.00     | 0.00         | 0.00       | 0.00          |
| 515.6 Explorer #1810                   | 0.00     | 404.00       | 91.70      | 550.00        |
| 515.7 Eq Maintenance Other             | 0.00     | 1,008.97     | 233.40     | 1,400.00      |
| 515.8 Small Equipment Maintenance      | 0.00     | 170.74       | 66.70      | 400.00        |
| 515.9 Medical Supplies                 | 0.00     | 0.00         | 416.70     | 2,500.00      |
| Total 515 Equipment & Equip Maint      | 0.00     | 4,170.35     | 2,683.70   | 16,100.00     |
| 515.13 Ford Truck 1802                 | 0.00     | 0.00         | 16.70      | 100.00        |

## Hartford Fire Board Profit & Loss Budget Performance August 2022

|                                           | Aug 22   | Jul - Aug 22 | YTD Budget | Annual Budget |
|-------------------------------------------|----------|--------------|------------|---------------|
| <b>516 Training</b>                       |          |              |            |               |
| 516.1 Fire Chief Training                 | 0.00     | 0.00         | 333.40     | 2,000.00      |
| 516.2 Firefighter I & II                  | 0.00     | 1,271.00     | 566.70     | 3,400.00      |
| 516.3 Medic                               | 0.00     | 0.00         | 166.70     | 1,000.00      |
| 516.4 Fire Officer Classes                | 950.00   | 950.00       | 333.40     | 2,000.00      |
| 516.5 Drivers Training                    | 0.00     | 0.00         | 33.40      | 200.00        |
| <b>Total 516 Training</b>                 | 950.00   | 2,221.00     | 1,433.60   | 8,600.00      |
| <b>518 Physicals</b>                      |          |              |            |               |
| 518.1 Annual Physicals                    | 0.00     | 0.00         | 1,333.40   | 8,000.00      |
| 518.2 New Employee Physicals              | 0.00     | 0.00         | 50.00      | 300.00        |
| <b>Total 518 Physicals</b>                | 0.00     | 0.00         | 1,383.40   | 8,300.00      |
| <b>519 Subscriptions &amp; Dues</b>       |          |              |            |               |
| 519.1 HelpNet                             | 0.00     | 186.00       | 133.40     | 800.00        |
| 519.11 West MI Assn of Fire Chi           | 0.00     | 0.00         | 16.70      | 100.00        |
| 519.13 S MEMSIC                           | 0.00     | 0.00         | 12.50      | 75.00         |
| 519.3 FirePrograms                        | 1,968.34 | 3,936.68     | 333.40     | 2,000.00      |
| 519.4 IAFC                                | 0.00     | 0.00         | 41.70      | 250.00        |
| 519.5 MI State Firefighters Asn           | 0.00     | 0.00         | 16.70      | 100.00        |
| 519.6 NFPA                                | 0.00     | 0.00         | 50.00      | 300.00        |
| 519.9 MPSCS                               | 0.00     | 0.00         | 16.70      | 100.00        |
| <b>Total 519 Subscriptions &amp; Dues</b> | 1,968.34 | 4,122.68     | 621.10     | 3,725.00      |
| <b>525 Personal Equipment</b>             |          |              |            |               |
| 525.1 Duty Gear                           | 0.00     | 0.00         | 1,166.70   | 7,000.00      |
| 525.2 Personal Equipment                  | 0.00     | 1,547.70     | 466.70     | 2,800.00      |
| 525.3 Small Equipment                     | 0.00     | 0.00         | 266.70     | 1,600.00      |
| <b>Total 525 Personal Equipment</b>       | 0.00     | 1,547.70     | 1,900.10   | 11,400.00     |
| <b>526 FEMA Grant</b>                     | 0.00     | 0.00         | 416.70     | 2,500.00      |
| <b>527 Bank Fees</b>                      | 57.00    | 135.00       | 60.00      | 360.00        |
| <b>528 Bd Members Compensation</b>        | 240.00   | 480.00       | 700.00     | 4,200.00      |
| <b>529 Mandatory Annual Testing</b>       |          |              |            |               |
| 529.1 Personal Veh Inspections            | 0.00     | 0.00         | 83.40      | 500.00        |
| 529.2 Fire Extinguishers                  | 0.00     | 0.00         | 83.40      | 500.00        |
| 529.3 Hoses                               | 0.00     | 2,791.60     | 500.00     | 3,000.00      |
| 529.4 Ladders                             | 0.00     | 1,306.50     | 233.40     | 1,400.00      |
| 529.8 Air Compressor                      | 0.00     | 165.00       | 166.70     | 1,000.00      |
| 529.9 Flow Testing Air Packs              | 0.00     | 0.00         | 183.40     | 1,100.00      |
| <b>Total 529 Mandatory Annual Testing</b> | 0.00     | 4,263.10     | 1,250.30   | 7,500.00      |
| <b>530 Generator</b>                      |          |              |            |               |
| 530.1 Maintenance                         | 0.00     | 0.00         | 41.70      | 250.00        |
| 530.2 Maintenance Contract                | 0.00     | 0.00         | 116.70     | 700.00        |
| <b>Total 530 Generator</b>                | 0.00     | 0.00         | 158.40     | 950.00        |
| <b>531 Auxiliary</b>                      |          |              |            |               |
| 531.1 Auxiliary Supplies                  | 0.00     | 0.00         | 41.70      | 250.00        |
| <b>Total 531 Auxiliary</b>                | 0.00     | 0.00         | 41.70      | 250.00        |

**Hartford Fire Board**  
**Profit & Loss Budget Performance**  
 August 2022

Item 4.

|                            | <u>Aug 22</u>          | <u>Jul - Aug 22</u>      | <u>YTD Budget</u>      | <u>Annual Budget</u>    |
|----------------------------|------------------------|--------------------------|------------------------|-------------------------|
| Payroll Tax Expense        | 2,053.02               | 4,201.38                 |                        |                         |
| Uncategorized Expenses     | 0.00                   | 7.03                     |                        |                         |
| <b>Total Expense</b>       | <u>23,568.65</u>       | <u>78,708.84</u>         | <u>53,285.88</u>       | <u>318,368.58</u>       |
| Net Ordinary Income        | 6,309.04               | -19,319.86               | 2,316.01               | 15,242.37               |
| Other Income/Expense       |                        |                          |                        |                         |
| Other Expense              |                        |                          |                        |                         |
| Grant Expenditures         | 0.00                   | 42.20                    |                        |                         |
| <b>Total Other Expense</b> | <u>0.00</u>            | <u>42.20</u>             |                        |                         |
| Net Other Income           | 0.00                   | -42.20                   | 0.00                   | 0.00                    |
| <b>Net Income</b>          | <u><u>6,309.04</u></u> | <u><u>-19,362.06</u></u> | <u><u>2,316.01</u></u> | <u><u>15,242.37</u></u> |

## **Fire Chiefs Report**

**September 2022**

### **INFORMATION:**

1. Meetings Attended:
  - Township
  - City
2. Completed Fire Safety Inspection at New Beacon House 63509 62<sup>nd</sup> Street/installed Knox box
3. Completed Fire inspection at Med Leaf

**Robbie Harting – Fire Chief**

## Assistant Chief Report

September

### Information

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

Meetings Attended: Township  
VBC Chiefs Meeting  
VBC Training Council Meeting

Respectfully submitted

K.McGrew

Kevin McGrew-Asst. Fire Chief

Hartford Fire Department  
Policy Order 502  
Personal Protective Equipment (PPE)

**Purpose:** This policy establishes minimum Personal Protective Equipment (PPE) to be utilized by HFD personnel when operating at emergency incidents or during training and other activities.

**Administration:** The Fire Chief and or Assistant Fire Chief will have responsibility for administration of this policy.

**Definitions:**

**Structural Turnout Gear:** includes bunker pants, bunker coat, structural firefighting helmet, structural firefighting boots, flash hood, structural firefighting gloves, and eye protection. All Structural Turnout Gear shall be compliant with NFPA 1971, Standard on Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting.

**Wildland Turnout Gear:** includes fire resistive pants (Nomex or FR cotton), fire resistive long-sleeved shirt (Nomex or FR cotton), wildland firefighting helmet, wildland or dual-certified firefighting boots or logger boots, wildland firefighting gloves or leather work gloves, and eye protection. All Wildland Turnout Gear shall be compliant with NFPA 1977, Standard on Protective Clothing and Equipment for Wildland Fire Fighting. Sturdy long cotton pants (e.g. jeans), long-sleeved cotton shirt and structural firefighting helmet may be substituted for corresponding Wildland Turnout Gear components, if necessary.

**Rescue Gear:** includes jumpsuit-style or coat/pants combinations, boots, gloves and eye protection compliant with NFPA 1977, Standard on Protective Clothing and Equipment for Wildland Fire Fighting and NFPA 1951, Standard on Protective Ensembles for Technical Rescue Incidents.

**SCBA:** for the purpose of this policy, references to Self Contained Breathing Apparatus (SCBA) indicate situations where SCBA Qualified personnel shall have donned SCBA for possible use as part of firefighting operations. Under NO circumstances are any provisions of this policy to be construed to mean any personnel who are not SCBA Qualified should don or use SCBA during an incident. Policy on active ("on air") use of SCBA is set forth in Policy 6.3 Respiratory Protection and, should any apparent conflict in policy exist, all provisions of Policy 6.3 supersede all provisions of this policy with respect to active use of SCBA.

**Hot Zone:** area in which primary hazards caused by the incident in progress exist, generally within a perimeter formed by the fire suppression, hazardous materials mitigation or rescue apparatus in service and working on the fire ground or incident scene. All IDLH atmospheres are contained in the Hot Zone.

**Warm Zone:** area adjacent to the Hot Zone in which secondary hazards caused by incident operations exist. Secondary hazards include, but are not limited to, those caused by charged hose lines, movement of vehicles and equipment, contamination of personnel and equipment in transit from the Hot Zone, and similar.

**Cold Zone:** all areas affected by the incident but in which no hazards associated with the incident exist. Examples include apparatus staging area, rehab area, and similar.

## Personal Protective Equipment

### General Policy

- All HFD personnel responding to calls for service or participating in training or other activities shall utilize PPE appropriate for the hazards likely to be encountered during these activities.
- During emergency response, personnel should don PPE prior to boarding the apparatus. Driver/operators are exempt from this requirement, but shall carry appropriate PPE on board the apparatus during response and don appropriate PPE upon arrival on scene (see below).
- Personnel operating within or in proximity to IDLH atmospheres are also subject to all provisions of Policy 6.3 Respiratory Protection.
- Officers serving in supervisory roles within the IMS for a given incident are authorized to upgrade or downgrade PPE usage for personnel under their supervision, taking into account potential or imminent type and degree of hazards and impact on personnel safety.
- When apparatus is in non-emergency mode and in-service, personnel riding or operating HFD apparatus shall carry appropriate PPE on board.
- Personnel operating or riding apparatus that will be out of service during the entire trip to and from its assigned station are exempt from carrying PPE on the apparatus (e.g. apparatus being transported for repair).
- All personnel are responsible for cleaning and inspection of all PPE issued for their use by the HFD or personally owned after each use.

### Minimum PPE Requirements by Incident Type

| INCIDENT TYPE                                                                                                                                                  | MINIMUM PPE REQUIREMENT                                                                                                                                                                                                                                                                                                                      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Structure Fire/Automatic Fire Alarm</b><br>includes confirmed, reported or possible fire, smoke/odor investigation, and alarm activations within structures | <b>Hot Zone: Structural Turnout Gear and SCBA</b><br><b>Warm Zone:</b> Structural Turnout Gear; Driver/operators may utilize helmet, gloves and boots only<br><b>Cold Zone:</b> No PPE required                                                                                                                                              |
| <b>Vehicle Fire, Trash/Dumpster Fire, Other/Miscellaneous Fire</b>                                                                                             | <b>Hot Zone: Structural Turnout Gear and SCBA</b><br><b>Warm Zone:</b> Structural Turnout Gear; Driver/operators may utilize helmet, gloves and boots only<br><b>Cold Zone:</b> No PPE required                                                                                                                                              |
| <b>Brush/Wildland Fire</b>                                                                                                                                     | <b>Hot Zone: Wildland Turnout Gear</b> or Structural Turnout gear<br><b>Warm Zone:</b> Wildland Turnout Gear; Driver/operators may utilize helmet, gloves and boots only<br><b>Cold Zone:</b> No PPE required                                                                                                                                |
| <b>CO Investigation</b>                                                                                                                                        | <b>Hot Zone: Structural Turnout Gear</b> or Rescue Gear and SCBA<br><b>Warm Zone:</b> Structural Turnout Gear; Driver/operators may utilize helmet, gloves and boots only<br><b>Cold Zone:</b> No PPE required<br>If victims are involved, personnel working with victims should also employ Body Substance Isolation (BSI) procedures       |
| <b>Vehicle Accident/Extrication</b>                                                                                                                            | <b>Hot Zone: Structural Turnout Gear OR Rescue Gear</b><br><b>Warm Zone:</b> Structural Turnout Gear OR Rescue Gear<br><b>Cold Zone:</b> No PPE required<br>If fire is involved, Structural Turnout Gear is required<br>If victims are involved, personnel working with victims should also employ Body Substance Isolation (BSI) procedures |

| <b>Personal Protective Equipment</b> |                                                                                                                                                                                                                                                                              |
|--------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| INCIDENT TYPE                        | MINIMUM PPE REQUIREMENT                                                                                                                                                                                                                                                      |
| Water Rescue                         | Personnel involved in water rescue operations. Structural firefighting turnout gear or rescue turnout gear should not be worn on the water's edge, in the boat, or in the water.                                                                                             |
| Search Detail                        | <b>Wildland Search/Rescue:</b> Wildland Turnout Gear<br><b>Other Search/Rescue:</b> PPE appropriate for the potential hazards present. If no hazards are anticipated, partial Structural Turnout Gear (e.g. coat and helmet) should be utilized as a form of identification. |
| Medical Assist                       | Personnel shall wear appropriate BSI equipment.<br><b>Winter/Overnight-</b> Personnel may wear rescue/wild land gear if such gear is available to them. Structural Gear may be worn if member desires.                                                                       |
| Hazardous Materials                  | <b>Hot Zone:</b> Structural Turnout Gear; SCBA requirements determined by the officer in charge, as dictated by conditions<br><b>Warm Zone:</b> Structural Turnout Gear<br><b>Cold Zone:</b> No PPE required                                                                 |
| Wires/Trees Down                     | <b>Hot/Warm Zone:</b> Rescue Gear or Structural Turnout gloves, eye protection<br><b>Cold Zone:</b> No PPE required                                                                                                                                                          |
| Bomb Threat                          | <b>Hot Zone:</b> Structural Turnout Gear and SCBA<br><b>Warm Zone:</b> Structural Turnout Gear<br><b>Cold Zone:</b> No PPE required                                                                                                                                          |
| Helicopter Standby                   | <b>Hot Zone:</b> Structural Turnout Gear or Rescue/Wildland<br><b>Warm Zone:</b> Structural Turnout Gear or Rescue/Wildland<br><b>Cold Zone:</b> No PPE required                                                                                                             |

**Reference:**

Policy 6.3 Respiratory Protection

NFPA 1951 (2007)

NFPA 1971 (2007)

NFPA 1977 (2005)





September 1, 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 August 2022. There were ten (10) priority one calls in August with the average response time of 08:07 minutes.

There were two (02) priority two calls in August with the average response time of 09:53 minutes.

There were six (06) priority three calls in August with an average response time of 10:25 minutes.

A total of eighteen (18) calls were run in August with an average response of 09:05.

There was an extended response time for run number 214842 due to distance. The crew took the correct route and did not report any further incidents.

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

Sincerely,

Jessica Sutter  
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](http://www.pridecare.com)

## Response Times By Priority

Report Date: 09/01/2022 10:59:33

Filters: Date Range (Pickup Time): 08/01/2022 to 08/31/2022 (Last Month); Last Status Timestamp: At Scene; S

## Response Priority: P1

| Run #     | Call Type  | Vehicle | Start Time: Enroute | End Time: At Scene | Response Time (MM:SS) |
|-----------|------------|---------|---------------------|--------------------|-----------------------|
| 214813-22 | Advanced l | Medic 8 | 8/8/2022 9:30       | 8/8/2022 9:37      | 6:58                  |
| 214842-22 | Advanced l | 4114    | 8/8/2022 14:39      | 8/8/2022 14:50     | 10:55                 |
| 215363-22 | Advanced l | 4113    | 8/15/2022 13:59     | 8/15/2022 14:07    | 7:59                  |
| 215500-22 | Advanced l | 4114    | 8/16/2022 18:49     | 8/16/2022 18:58    | 8:39                  |
| 215689-22 | Advanced l | 4113    | 8/18/2022 21:02     | 8/18/2022 21:07    | 4:54                  |
| 215898-22 | Advanced l | 4113    | 8/21/2022 16:14     | 8/21/2022 16:23    | 9:00                  |
| 215906-22 | Advanced l | 4113    | 8/21/2022 18:41     | 8/21/2022 18:48    | 6:48                  |
| 216014-22 | Advanced l | 4114    | 8/23/2022 4:13      | 8/23/2022 4:23     | 9:12                  |
| 216510-22 | Advanced l | 4114    | 8/29/2022 17:00     | 8/29/2022 17:08    | 8:32                  |
| 216548-22 | Advanced l | 4114    | 8/30/2022 10:41     | 8/30/2022 10:50    | 8:16                  |
| Totals:   |            |         |                     |                    | Avg: 08:07            |

## Response Priority: P2

| Run #     | Call Type  | Vehicle | Start Time: Enroute | End Time: At Scene | Response Time (MM:SS) |
|-----------|------------|---------|---------------------|--------------------|-----------------------|
| 214778-22 | Advanced l | 4113    | 8/7/2022 17:29      | 8/7/2022 17:41     | 11:45                 |
| 215494-22 | Advanced l | 4113    | 8/16/2022 17:49     | 8/16/2022 17:57    | 8:02                  |
| Totals:   |            |         |                     |                    | Avg: 09:53            |

## Response Priority: P3

| Run #     | Call Type  | Vehicle | Start Time: Enroute | End Time: At Scene | Response Time (MM:SS) |
|-----------|------------|---------|---------------------|--------------------|-----------------------|
| 214803-22 | Advanced l | 4113    | 8/8/2022 6:10       | 8/8/2022 6:24      | 14:53                 |
| 215063-22 | Advanced l | 4113    | 8/11/2022 12:08     | 8/11/2022 12:14    | 6:38                  |
| 215300-22 | Advanced l | 4113    | 8/14/2022 22:45     | 8/14/2022 22:52    | 7:21                  |
| 215422-22 | Advanced l | 4114    | 8/16/2022 3:15      | 8/16/2022 3:28     | 12:40                 |
| 215807-22 | Advanced l | 4114    | 8/20/2022 11:26     | 8/20/2022 11:37    | 11:24                 |
| 216270-22 | Advanced l | Medic 8 | 8/26/2022 10:32     | 8/26/2022 10:41    | 9:40                  |
| Totals:   |            |         |                     |                    | Avg: 10:25            |

## Overall Totals

Trips

18

Average Response Time

9:05



**AUGUST 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](http://www.vanburencountymi.gov)

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

**HIGHLIGHTS**

- **Broadband** - mapping is complete, digital and/or printed versions are available by request. The estimated cost for county-wide broadband installation is between \$33million and \$64million. The next steps in broadband expansion efforts are being reviewed and will start with seeking out additional funding through state and federal grants.
- **Creation of a County Parks & Recreation Commission** – the Van Buren County Board of Commissioners approved by resolution the creation of a Parks & Recreation Commission.
- **Hartford School Resource Deputy** – the Board approved a contract with Hartford Public Schools for a full-time deputy.
- **Claims** – in the amount of \$2,448,379.90 were approved for the month of July.
- **Capital Improvement Projects** – The board approved these projects:
  - Register of Deeds HVAC project, \$5,800.00.
  - Human Services East alarm controller, \$8,500.00.
  - Courthouse Air Cool Chiller to be ordered so it can be completed in the 22-23 fiscal year.
- **Cremation Permit Fees** – the Board approved the elimination of the \$10.00 cremation permit fees effective 9/1/2022.

## ADDITIONAL DETAILS

1. The Use of County Property was approved for:
  - The 2022 Vineyard Classic Bike Tour.
  - The Lakeshore Harvest Ride.
2. The Board approved the Board Chair to sign the Children’s Advocacy Center Agreement. The funding was approved at the 5/24/2022 Board of Commissioners meeting.
3. The Board approved by resolution the purchase of a parcel in Syndicate Park for the amount of \$3,600.
4. The salary exception for the Interim County Administration position was approved.
5. The 2022-2023 agreement with Market Van Buren was approved and signed.
6. The resolution appointing Ryan Post as the point of contact for the USDA Lease agreement was approved.
7. The Board approved a change to the union negotiation structure which eliminates the presence of Commissioners in the negotiation meetings.
8. A salary exception was made for the General Maintenance Carpenter position within the Buildings & Grounds Department.
9. Out of state travel was approved for 911 Operator Training.
10. There will be some office movements in an attempt to get staff offices out of the basement of the Administration building. In the first phase of the movements, the board approved the Veterans Services Department to move to the Paw Paw Museum building.
11. Road Commissioner Interviews have been scheduled for 9/6/2022.

---

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

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

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

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

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

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

# HARTFORD PUBLIC WORKS DEPARTMENT

City of Hartford 621-3022  
Justin Ryan Supt.



9/26/2022

## MAINTENANCE DEPARTMENT

Serviced all the equipment that required servicing  
Repaired all the equipment that required repairing  
Mow all city lots as needed.  
Clean and sweep parking lots.  
Had six trees removed  
Mowed Waste Water Treatment Plant

## WATER DEPARTMENT

|                                       |          |
|---------------------------------------|----------|
| Water turn off                        | <u>1</u> |
| Water turn on                         | <u>1</u> |
| Water meter repairs                   | <u>3</u> |
| Water leaks repaired                  | <u>1</u> |
| Water meters read by request          | <u>4</u> |
| Water services replaced to water main | <u>3</u> |

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

## MAJOR AND LOCAL STREETS

Had cross walks repaired  
Doing a lot of cold patch work.

## SEWER SYSTEM

|                                    |          |
|------------------------------------|----------|
| Sewer mains rodded                 | <u>4</u> |
| Sewer services dug up and repaired | <u>1</u> |

Mowed all lift stations

## LIFT STATIONS

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

## Iron Removal Plant

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

# HARTFORD PUBLIC WORKS DEPARTMENT

200 Beachwood St.  
621-3022  
Dan Staunton Supt.



9/26/2022

## WATER QUALITY AVERAGE FOR THE MONTH

### Raw Water

Iron 1.54 ppm  
Manganese 0.147 ppm  
pH 7.3

### Finished Water

Iron 0 ppm  
Manganese 0 ppm  
Chlorine 1.1 ppm  
Phosphates 1.3 ppm  
Flouride 0.8 ppm  
pH 7.2

### Chemicals used

|            | <u>Total Lbs</u> |
|------------|------------------|
| Chlorine   | <u>126.2</u>     |
| Phosphates | <u>219</u>       |
| Flouride   | <u>200</u>       |

### Average Daily Use

|            | <u>Average Daily Use</u> |
|------------|--------------------------|
| Chlorine   | <u>4</u>                 |
| Phosphates | <u>7</u>                 |
| Flouride   | <u>6.4</u>               |

## WATER PUMPED FOR THE MONTH

Backwash water

5.890 Million Gallons  
176,000 Gallons

## WATER BACTI SAMPLES FOR THE MONTH

19 W. Main St.  
525 E. Main St.  
200 Beachwood St.  
Well#6

ND  
ND  
ND  
ND

# **HARTFORD WASTEWATER TREATMENT PLANT**

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

## **HWWT Report for the Month of: August, 2022**

Tom Strand, HWWT Operator

- State report has been submitted for the month of August.
- Average flow 0.129 MGD (million gallons per day)
- Performed routine maintenance and daily duties.

### Operation Report for August, 2022

|                                            |       |
|--------------------------------------------|-------|
| 1) Flow in Million Gallons Per Day         |       |
| A. Monthly Total                           | 4.010 |
| B. Average                                 | 0.129 |
| 2) Sodium Hypochlorite gallons Per Day     |       |
| A. Total                                   | 465   |
| B. Average                                 | 15.0  |
| 3) Ferric in Gallons Per Day               |       |
| A. Total                                   | 595   |
| B. Average                                 | 19    |
| 4) Polymer Powder in Pounds Per Day        |       |
| A. Total                                   | 31.00 |
| B. Average                                 | 1.00  |
| 5) Sodium Bisulfite in Gallons Per Day     |       |
| A. Total                                   | 108.5 |
| B. Average                                 | 3.5   |
| 6) Electric usage KWH                      |       |
| A. Total                                   | 43    |
| B. Average                                 | 1.4   |
| 7) Final BOD in Pounds                     |       |
| A. Total                                   | 192   |
| B. Average (177 LBS. Allowed)              | 8     |
| C. % Removal (85%)                         | 97    |
| 8) Final Suspended Solids in Pounds        |       |
| A. Total                                   | 251   |
| B. Average (131 LBS. Allowed)              | 11    |
| C. Average mg/l                            | 10.5  |
| D. % Removal (85%)                         | 95    |
| 9) Total Phosphorus in mg/l                |       |
| A. 30 Day Average (1 mg/l Allowed)         | 0.9   |
| B. % Removal                               | 90    |
| 10) Fecal Coliform Bacteria in Count/100ml |       |
| A. Average (200/100ml Allowed)             | 40.2  |



**AUGUST 2022  
LIST OF BILLS  
CK #37316 TO CK # 37382**

| NUMBER | WRITTEN TO                        | DESCRIPTION                                                                                                                                          | TOTAL     |
|--------|-----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| 37316  | ABONMARCHE                        | CLARK & LINDEN STREET IMPROVEMENTS PROJECT                                                                                                           | 300.00    |
| 37317  | ALEXANDER CHEMICAL CORP.          | CHEMICALS FOR WWTP AND IRP & WWTP RENTAL INVOICES                                                                                                    | 3,810.15  |
| 37318  | PAMELA BENCH                      | AUGUST 2022 PRIMARY ELECTION (22 HOURS)                                                                                                              | 335.75    |
| 37319  | BEST WAY DISPOSAL INC             | WWTP, DPW & CITY HALL TRASH SERVICE FOR JULY 2022                                                                                                    | 343.00    |
| 37320  | ANNE BLOCKER                      | AUGUST 2022 PRIMARY ELECTION (6 HOURS)                                                                                                               | 109.75    |
| 37321  | CITY OF TAWAS CITY                | PAM SHULTZ PORTION OF ROOM CHARGES FOR MMTA FALL CONFERENCE                                                                                          | 237.69    |
| 37322  | CUMMINS SALES & SERVICES          | GENERATOR REPAIR AT IRP                                                                                                                              | 1,461.36  |
| 37323  | EJ USA, INC                       | STORM DRAIN COVER                                                                                                                                    | 465.60    |
| 37324  | FRONTIER                          | DPW PHONE 7/25-8/24/2022                                                                                                                             | 70.83     |
| 37325  | CYNTHIA GRESS                     | ELECTION INSPECTOR TRAINING AT VBISSD (3 HRS + 17.2 MILES)                                                                                           | 43.75     |
| 37326  | SUSAN HALL                        | AUGUST 2022 PRIMARY ELECTION (16 HOURS)                                                                                                              | 219.75    |
| 37327  | HARDING'S MARKET                  | DELI TRAY, COFFEE, CREAMER & WATER FOR ELECTION WORKERS                                                                                              | 70.56     |
| 37328  | HARTFORD BUILDING AUTHORITY       | CITY HALL LEASE FOR AUGUST 2022                                                                                                                      | 4,166.67  |
| 37329  | HARTFORD FIRE BOARD               | AUGUST 2022 CONTRACTUAL PAYMENT                                                                                                                      | 10,208.68 |
| 37330  | INDIANA MICHIGAN POWER            | JULY 2022 ELECTRIC BILLS                                                                                                                             | 5,418.26  |
| 37331  | ROXANN ISBRECHT                   | MILEAGE TO CLERK'S OFFICE FOR AUGUST 2022 PRIMARY ELECTION                                                                                           | 32.00     |
| 37332  | KELLOGG HARDWARE                  | MISC HARDWARE SUPPLIES FOR JULY 2022                                                                                                                 | 479.66    |
| 37333  | KENDALL'S SEPTIC & SEWER          | ROD SEWER AT 402 S MAPLE ST                                                                                                                          | 175.00    |
| 37334  | MICHELLE MATTIMORE                | AUGUST 2022 PRIMARY ELECTION (16 HOURS)                                                                                                              | 219.75    |
| 37335  | METTLER-TOLEDO, INC.              | FULL PREVENTATIVE MAINTENANCE WITH BASIC TEST REPORT - WWTP                                                                                          | 327.98    |
| 37336  | MILLER THERMOMETER CO.            | FLAG BRACKETS - DPW                                                                                                                                  | 24.00     |
| 37337  | JOANN NEWNUM                      | AUGUST 2022 PRIMARY ELECTION (22 HOURS)                                                                                                              | 335.75    |
| 37338  | TOM NEWNUM                        | CLEAN CITY HALL 8/3/2022                                                                                                                             | 50.00     |
| 37339  | ANNE ROCKEY                       | AUGUST 2022 PRIMARY ELECTION (10.5 HOURS)                                                                                                            | 159.25    |
| 37340  | ROTTMAN SALES INC                 | TWO CYCLE OIL - DPW                                                                                                                                  | 171.91    |
| 37341  | S & P GLOBAL RATINGS              | ANALYTICAL SERVICES FOR WASTE WATER COLLECTION PROJECT                                                                                               | 14,250.00 |
| 37342  | SPECTRUM PRINTERS, INC            | VOTE TEST-TEST DECK FOR AUG 2, 2022 PRIMARY ELECTION                                                                                                 | 90.00     |
| 37343  | NANCY SPOULA                      | AUGUST 2022 PRIMARY ELECTION (16 HOURS)                                                                                                              | 219.75    |
| 37344  | THE TRI-CITY RECORD               | NOTICE OF PUBLIC HEARING FOR PLANNING COMMISSION 8/8/22 AND<br>NOTICE OF ELECTION FOR 8/2/22 PRIMARY ELECTION                                        | 258.50    |
| 37345  | USA BLUE BOOK                     | 3 PUMPS FOR WWTP                                                                                                                                     | 2,136.70  |
| 37346  | VILLAGE OF PAW PAW                | JUNE 2022 LAB ANALYSIS (FISCAL 2021-2022)                                                                                                            | 120.00    |
| 37347  | WALTER L. DE VISSER, SR.          | MECHANICAL PERMIT CH22009 - 501 HILLSBOROUGH                                                                                                         | 720.00    |
| 37348  | LAURA WEEDEN                      | AUGUST 2022 PRIMARY ELECTION (21 HRS + 3 HRS TRAIN @ CITY)                                                                                           | 361.75    |
| 37349  | BLOOMINGDALE COMMUNICATIONS       | PHONE & INTERNET SERVICE FOR AUGUST 2022 (8/5-9/4/2022)                                                                                              | 356.37    |
| 37350  | CINTAS CORPORATION                | FIRST AID SUPPLIES - DPW, POLICE & CITY HALL                                                                                                         | 187.51    |
| 37351  | CITY OF BANGOR                    | POLICE RADAR TRAINING FOR OFFICER MATT KUZMA                                                                                                         | 125.00    |
| 37352  | FLEMING BROTHERS OIL CO           | GASOLINE FOR JULY 2022                                                                                                                               | 2,626.20  |
| 37353  | GAGE MOTORS                       | REPAIRS TO FORD INTERCEPTOR (FLEX PIPE & WELDING)                                                                                                    | 275.98    |
| 37354  | MICHIGAN RURAL WATER ASSOC.       | 2 DAY BASIC MATH TRAINING FOR RICKY RICKS-DPW                                                                                                        | 320.00    |
| 37355  | TOM NEWNUM                        | CLEAN CITY HALL 8/10/2022                                                                                                                            | 50.00     |
| 37356  | S & A AUTOMOTIVE, INC             | RIGHT REAR TAIL LIGHT ASSEMBLY FOR FOR INTERCEPTOR                                                                                                   | 893.70    |
| 37357  | DANIEL N. STAUNTON                | REIMBURSE POSTAGE TO MAIL CHLORINE RESIDUALS REPORTS                                                                                                 | 5.28      |
| 37358  | ABONMARCHE                        | CLARK & LINDEN STREET IMPROVEMENTS PROJECT                                                                                                           | 250.00    |
| 37359  | AT&T MOBILITY                     | FIRST NET SERVICE FOR CELL PHONES 7/12-8/11/2022                                                                                                     | 345.51    |
| 37360  | BLUE CARE NETWORK OF MI           | SEPTEMBER 2022 HEALTH INSURANCE                                                                                                                      | 12,019.03 |
| 37361  | FRONTIER                          | WWTP PHONE, INTERNET & ALARM 8/13-9/12/2022 + LIFT STATION PHONE 7/7-9/6/22                                                                          | 350.59    |
| 37362  | GAGE MOTORS                       | BATTERY AND OIL CHANGE FOR FORD INTERCEPTOR                                                                                                          | 361.41    |
| 37363  | MIDWAY ELECTRIC, INC.             | LIGHTENING DAMAGE AT WWTP- GRIT WASHER CONTROL PANEL (INS PAID \$598.98)                                                                             | 848.98    |
| 37364  | TOM NEWNUM                        | CLEAN CITY HALL 8/17/2022                                                                                                                            | 50.00     |
| 37365  | STATE OF MICHIGAN                 | APPLICATIONS FOR LIMITED TREATMENT CERTIFICATION & DISTRIBUTION CERTIFICATION<br>FOR RICKY RICKS - DPW                                               | 140.00    |
| 37366  | TRACE ANALYTICAL LABORATORIES     | IRP WATER SAMPLE TESTING - ANIONS & ALKALINITY - 8/8/22 + PFAS TESTING AT IRP                                                                        | 615.14    |
| 37367  | VAN BUREN COUNTY CENTRAL DISPATCH | VERIZON MODEMS 6/24-7/23/2022                                                                                                                        | 80.02     |
| 37368  | WILLIAM (ARTIE) WILCOX            | ELECTRICAL PERMITS 22HE010 - 106 ELMWOOD, 22HE013 - 157 PARAS HILL AND<br>22HE014 - 103 BERNARD                                                      | 438.30    |
| 37369  | STATE OF MICHIGAN                 | FILING FEE FOR SRF BOND                                                                                                                              | 790.00    |
| 37370  | AMERICAN WATER WORKS ASSOCIATION  | ANNUAL MEMBERSHIP RENEWAL FOR DAN STAUNTON                                                                                                           | 83.00     |
| 37371  | MICHAEL BANIC                     | OCCUPANCY INSPECTIONS 8/10/22                                                                                                                        | 255.00    |
| 37372  | BEAVER RESEARCH COMPANY           | WEED KILLER FOR DPW                                                                                                                                  | 538.40    |
| 37373  | FRONTIER                          | CASINO LIFT STATION PHONE 8/17-9/16/2022 + IRP INTERNET 8/16-9/15/2022                                                                               | 132.03    |
| 37374  | INFRASTRUCTURE ALTERNATIVES       | SCANNING IN 2014 DRAWINGS - WWTP CONTRACTUAL                                                                                                         | 200.00    |
| 37375  | KENDALL'S SEPTIC & SEWER          | ROD SEWER AT 216 ELMWOOD ST                                                                                                                          | 175.00    |
| 37376  | MICHIGAN GUN EXCHANGE             | AMMO FOR POLICE DEPARTMENT                                                                                                                           | 305.00    |
| 37377  | TOM NEWNUM                        | CLEAN CITY HALL 8/24/2022                                                                                                                            | 50.00     |
| 37378  | RATHCO SAFETY SUPPLY INC.         | NEW STREET SIGNS FOR MICHIGAN AVE & HILLSBOROUGH ST                                                                                                  | 132.65    |
| 37379  | SUPERIOR ASPHALT, INC             | COLD PATCH FOR STREETS                                                                                                                               | 2,447.70  |
| 37380  | TELE-RAD, INC.                    | 2 POLICE RADIO BATTERIES                                                                                                                             | 292.00    |
| 37381  | VAN BUREN COUNTY CLERK            | AUGUST 2, 2022 ELECTION - PROGRAMMING, KIT, CANVASS, ETC                                                                                             | 743.85    |
| 37382  | WIGHTMAN & ASSOCIATES, INC.       | PROJECT 212004 - WASTEWATER COLLECTION SYSTEM IMPROVEMENTS (\$30,230.47)<br>AND PROJECT 190496 - HARTFORD TWP PFAS WATER MAIN EXTENSION (\$4,631.25) | 34,861.72 |

**74 TOTAL CHECKS**

**\$ 108,739.17**





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

**RURAL BUSINESS DEVELOPMENT GRANT UPDATE:**

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

**5 W MAIN STREET STABILIZATION UPDATE:**

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

**WASTEWATER TREATMENT PLANT IMPROVEMENT UPDATE:**

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

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

**HARTFORD TOWNSHIP PFAS WATER PROJECT:**

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

**CITY HALL ROOF REPAIR PROJECT**

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

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
AUGUST 22, 2022

Item 11.

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

Members Absent: John Miller;

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

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

Pledge of Allegiance was said.

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

Motion carried 6 – 0

**Guests:**

- Ian Mattoon, Garland Company – City Hall Roof Project, recommend awarding the contract to the lowest bidder, Tichenor Roofing of Battle Creek MI
- Judy Phillips, President Greater Hartford Area Chamber of Commerce, requesting support in obtaining a gaming license to hold a fundraiser in the City to raffle a moped. Sales would begin in October with drawing in December. Strawberry Festival costs are rising and the Chamber did not make any money from the festival.

**Public Comment:**

- Tim Kling, Planning & Zoning Commission President, recommendation to approve the variance & rezoning of 5 South Haver Street, available for any questions.
- Mike Menck, 38 Marion Ave, Joey Moody 104 Marion Ave, and Adan Barajas, 36 Marion Ave, noise & condition of the property complaint regarding 517 W Main St, disturbing the neighborhood. The neighbors went and talked to the owner of 517 W Main personally regarding the noise and running a business from a residential property, they have also made several complaints to the ordinance officer & City Manager.

**Communications:**

1. Notice of Hearing Indiana Michigan Power Company August 23, 2022 at 9:00am
2. Notice of Hearing Consumers Energy August 24, 2022 at 9:00am
3. New State Plumbing Inspector – Fred Ristau
4. City Hall Closed September 5, 2022 in Observance of Labor Day
5. Van Buren Conservation District Update 2022 July

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

- A. **Police & Ordinance** – LT Prince, Police Department understaffed; Mayor gave some additional information regarding blight to the Ordinance Officer. May have to send another Cadet through the Academy to fill position.
- B. **Fire Dept** – Chief Harting – Completed ladder testing, participated electrical vehicle fires training at WMU; preparing for back-to-school bash on Wednesday 5pm-7pm; October 2<sup>nd</sup> pancake breakfast for fire prevention; Sunday car seat safety check by the MSP.
- C. **Ambulance** – No Representative Present
- D. **Van Buren County** – No Representative Present
- E. **Public Works** – Justin Ryan, will be taking over DPW, Staunton has moved to ½ time running the water department, a full-time position open in DPW.
- F. **Wastewater Treatment Plant** – waiting for additional information from IAI

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
AUGUST 22, 2022

Item 11.

- G. **Treasurers, Investment & List of Bills** – cameras purchased & installed on north parking lot & ballot box.
- H. **City Manager** – 1 & 5 West Main Street Update: mixed use of residential & commercial, requesting a waiver of City tap fees; Rezoning Request and Variance for 5 South Haver Street: public hearing was held; Proposal to Update the City’s Employee Hand Book: needs to be updated to be compliant; City Hall Roof Repair Update: proposals and recommendation; Rural Business Development Grant: received approval to move forward;

**Approval of Commission Minutes:**

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

Motion carried 6 – 0

Motion by Commissioner Burluson, supported by Commissioner Sullivan, to approve the minutes of the July 25, 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 Beltran, to accept the July, 2022 departmental reports as presented and place them on file.

Motion carried 6 – 0

**Goals/Objectives:**

- South Parking Lot
- Roof Project to be completed while the weather is good.

**Old Business:**

- Fire Board – Arbitration - Attorneys for the City & Township are communicating.

**New Business:**

- Update Employee Handbook Proposal

Motion by Commissioner Tibbs, supported by Commissioner Dockter, to accept the proposal from Rose Street Advisors to update and develop an Employee Handbook in the amount of \$2,950.

Motion carried 6 – 0

- Waiver of Water/Sewer Tap Fee Request for 1 & 5 West Main Street

Motion by Commissioner Dockter, supported by Commissioner Burluson, to waive the City’s tap fees for water & sewer for the development of 1 & 5 West Main Street.

Motion carried 6 – 0

- Rezoning & Variance Request for 5 South Haver Street

Motion by Commissioner Dockter, supported by Commissioner Burluson, to accept the Planning & Zonings recommendation to approve rezoning from Commercial to Residential and a Variance to build a duplex at 5 South Haver Street Parcel # 80-52-011-002-00.

Motion carried 6 – 0

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
AUGUST 22, 2022

- Award City Hall Roof Project

Motion by Commissioner Tibbs, supported by Commissioner Beltran, to accept Garland Company's Recommendation to award the City's Roof project to Tichenor Roofing in the amount of \$89,488.00.

Motion carried 6 – 0

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

- Resolution 2022 – 016 Publish Supplemental Notice of Intent to Issue Revenue Bonds

Motion by Commissioner Sullivan, supported by Commissioner Dockter, to adopt resolution 2022 – 016 Publish Supplemental Notice of Intent to Issue Revenue Bonds.

Motion carried 6 – 0

- Resolution 2022 – 017 Greater Hartford Area Chamber Raffle Application

Motion by Commissioner Beltran, supported by Commissioner Tibbs, to adopt resolution 2022 – 017 approving The Greater Hartford Area Chamber Raffle Application.

Motion carried 6 – 0

**Adjournment:**

Motion by Commissioner Dockter, supported by Commissioner Burleson, to adjourn the meeting at 8:17pm.

Motion carried 6 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk

CITY OF HARTFORD  
PROPOSED SPECIAL MEETING MINUTES  
AUGUST 15, 2022

Item 12.

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

Pledge of Allegiance was said.

- Mickey Bittner, Wightman – EGLE has very tight deadlines requiring a special meeting to award bids and move forward with the project. Bid opening were last Thursday, recommended breaking out the project into three separate contracts, 1. Wastewater Plant Improvements 2. Foremain & Gravity Sewer Replacement 3. Sewer Lining, to get the best price instead of one general contractor to capture the best value; contracts came in \$500,000 + over budget from last year's projections due in part to supply line issues. After a meeting with the City Manager & Department of Public Works they were able to make some recommendations to reduce the scope of work by eliminating a forcemain replacement in Contract B in the amount of \$605,350.00 to bring the project within budget. EGLE gave an offer to roll this part of the project into 1<sup>st</sup> quarter of next year funding and will require a 45-day notice of intent to raise the ceiling on what is borrowed to complete the project. The Council will need to make a decision no later than the September meeting. The full scope of the project must be done at some point due to the age of the system. The project will begin next spring, typically you have two years to complete the project.
- Andy Campbell, Baker Tilly – In order to accept the project rates will have to adjusted to support the project at \$3,950,000.00 the additional \$605,350.00 part of the project will be an additional rate adjustment of \$2.25 per typical homeowner. If Council postpones the project to a future date there is a risk of rising interest rates for borrowing. Council will also need to adjust rates at the rate of inflation every year for operating expenses in the next fiscal year budget. This rate adjustment is still below average of rates in the state.
- Eric McGlothlin, Dickinson Wright Bond Counsel – resolution authorizes revenue bonds, recommends adopting the notice of intent for the additional scope of the project at the August 22, 2022 Council meeting so that Council can move forward with borrowing additional funds from the State Revolving Loan Fund or private bank. One benefit of using the SRF program is a better interest rate and a potential loan forgiveness percentage.

**New Business:**

Discussed:

- Scope of Wastewater Improvement Project – Awarding Project Contract A, Contract B, Contract C – Council wants to move forward with the full scope of the project;
- Bonds – this is a draw loan with the State in the amount of \$3,950,000.00, the City has already borrowed \$400,000 bond anticipation note and must be repaid regardless if the City does not move forward with the project at this time. Council is in agreement to move forward in doing the full scope of the project and borrowing the additional funds needed;
- Utility Rate Adjustment – Council is in agreement to adjust rates to met the obligation to do the full scope of the project with an effective date of January 1, 2023.

Motion by Commissioner Miller, supported by Commissioner Dockter, to adopt Resolution 2022 – 011 Authorize Issuance of Sanitary Sewer System Junior Lien Revenue Bonds, Series 2022.

Motion carried 7 – 0

Motion by Commissioner Tibbs, supported by Commissioner Miller, to adopt Resolution 2022 – 012 Award a Construction Contract for Wastewater System Improvements Contract A to L. D. Docsa Associates, Inc in the amount of \$1,267,799.60.

CITY OF HARTFORD  
PROPOSED SPECIAL MEETING MINUTES  
AUGUST 15, 2022

Item 12.

Motion carried 7 – 0

Motion by Commissioner Dockter, supported by Commissioner Tibbs, to adopt Resolution 2022 – 013 Award a Construction Contract for Wastewater System Improvements Contract B to Payjay, Inc in the amount of \$1,749,790.00.

Motion carried 7 – 0

Motion by Commissioner Dockter, supported by Commissioner Tibbs, to adopt Resolution 2022 – 014 Award a Construction Contract for Wastewater System Improvements Contract C to Insituform Technologies USA, LLC in the amount of \$701,935.80.

Motion carried 7 – 0

Motion by Commissioner Miller, supported by Commissioner Sullivan, to adopt Resolution 2022 – 015, Amending Water/Sewer Rates.

Motion carried 7 – 0

Motion by Commissioner Miller, supported by Commissioner Beltran, to adjourn the meeting at 9:00pm.

Motion carried 7 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk

CITY OF HARTFORD  
PROPOSED SPECIAL MEETING MINUTES  
AUGUST 29, 2022 4:00pm

Item 13.

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

Members Absent: John Miller

Staff Present: Akinwale; Rodney-Isbrecht;

- Harold Schuitmaker, City Attorney –

Motion by Commissioner Tibbs, supported by Commissioner Burleson, to go into closed session to discuss City Attorney recommendations regarding the Interlocal Fire Agreement arbitration.

Motion carried 6 – 0

Motion by Commissioner Tibbs, supported by Commissioner Dockter, to go into open session.

Motion carried 6 – 0

Motion by Commissioner Burleson, supported by Commissioner Burleson, to adjourn the meeting at 5:24pm.

Motion carried 6 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk

HAROLD SCHUITMAKER

Admitted in Michigan and Florida

## SCHUITMAKER LAW OFFICE, P.C.

ATTORNEY AT LAW  
 181 W. Michigan Avenue, Suite 1 • P.O. Box 520  
 Paw Paw, Michigan 49079  
 Phone (269) 657-3177 • Fax (269) 657-3826  
[www.scclawoffice.com](http://www.scclawoffice.com)

September 22, 2022

Mayor, Members of City Council  
 and City Manager  
 City of Hartford  
 19 West Main  
 Hartford, MI 49057

Re: Interlocal Fire Department Agreement  
 with Township of Hartford

Dear Mayor, Members of Council and City Manager:

As you know, the Hartford Township Board has invoked the Arbitration clause in the fire contract.

I wanted to let the Council know that I recommend Attorney John Allen from Kalamazoo as Arbitrator for the City. Attorney Allen has agreed to be the City's Arbitrator. His extensive bio is attached.

After having talked with the City Manager and its officials, I have tried to narrow down some of the most important, immediate, issues to be discussed at arbitration; they are as follows:

1. Sustainability of Fire Department(s)  
 According to the local newspaper, the Chair of Fire Board, who is also the Township Treasurer, has had plans made for a new fire station at the Township Hall. Neither the Fire Board nor the City were made privy to these plans prior to reading about it in the newspaper.
2. Definition of conflict of interest with understandable policy regarding conflict of interest.
3. Administration
  - A. Accounting for donations, purchases, spending, approval by City and Township; limits on budget;
  - B. Length of agreement; monthly report of fire department fund balance to the City and Township.





Page two

4. Volunteer or paid fire firefighters and medical personnel; who controls.
5. Fair and just Township and City funding of the department based upon fire calls, medical calls, mutual aid, etc.

Sincerely,

*Harold Schuitmaker*

Harold Schuitmaker

HS:pas

Attachment

c: Yemi Akinwale, City Manager  
RoxAnn Rodney-Isbrecht, City Clerk

\\PAM\HARTFORD\City Council Ltr 9-2022.wpd

**JOHN W. ALLEN**

(Tel. 269.491.0056 Email: [Jwallen@varnumlaw.com](mailto:Jwallen@varnumlaw.com) )

**Alternative Dispute Resolution, Experience and Training:**

**Arbitrator:**

**Arbitration Experience:**

American Arbitration Association (AAA)- Certified Arbitrator

- 40+ years' experience
- International Centre for Dispute Resolution (ICDR)
- Commercial Division
- Construction Division
- Uninsured Motorists

FINRA (Financial Industry Regulatory Authority= Certified Arbitrator

- Broker – Customer Disputes
- Broker Expungement Proceedings

Michigan Medical Malpractice (Neutral)

- 3 years' experience (program was terminated)
- 3 panels, all as administrative neutral

Advocate for Party at 30+ Arbitrations.

**Arbitration Training:**

**AAA:** Numerous continuing education courses over last 40 years.

2013 Maximizing Efficiency and Economy in Arbitration: Challenges at the Preliminary Hearing;

Michigan ICLE, Masters in Litigation-The Anatomy of a Superstar Deposition: David Boies vs. Bill Gates in U.S. vs. Microsoft, 2012;

AAA Maximizing Efficiency & Economy in Arbitration: Challenges at the Preliminary Hearing, 2011;

Michigan ICLE, Ethics 2011: Meeting Today's Challenges, 2011;

ABA, Ethical Dilemmas, Race and Gender Challenges and the Pitfalls of Practice, 2010;

Michigan ICLE, Ethics Meeting Today's Challenges, 2010; ABA, The Impact of the Recession on Valuation of Assets and Damages in Resolving Complex Disputes, 2009;

Michigan ICLE, Ethics 2009: Dealing with Today's Challenges, 2009;

U.S. District Court for the Western District of Michigan, Advanced/Refresher Mediator Training, 2008;

AAA Chairing an Arbitration Panel: Managing Procedures, Process & Dynamics (ACE005), 2005;  
AAA Arbitrator Ethics & Disclosure (ACE003), 2004;  
AAA Annual Arbitrator Update 2002; AAA Construction Arbitrator II Training: Advanced Case Management Issues, 2002;  
AAA Construction Industry Arbitrator Training, 1997;  
University of Windsor, ADR Training, Ontario, 2001, 2000.

**Mediator:**

**Mediation Experience:**

U.S. District Court, W.D. Michigan (Neutral)  
Kalamazoo County, Michigan Circuit Court  
(Commercial Panel)  
Multiple Michigan Circuit Courts  
Advocate for Party at 50+ Mediations

**Exemplar Mediations as Mediator:**

**Case Name: Auto-Owners Ins. Co. v. Lloyd's  
Multi-insurer coverage and contract dispute**

Case No. 5:04-CV-0066  
Court: U.S. District Court, Western District of Michigan

**Case Name: IN THE MATTER OF RUTH G. CHAMNESS, Deceased  
Trust and Estate contest.**

File No. 20031246DE; 20031247TV; 20031248TV  
Court: Kalamazoo County Probate Court

**Case Name: Michigan State Housing Development Authority (MSHDA)  
vs Clyde L. Alcox, et al.  
Condemnation dispute re multiple parcels for airport  
improvement.**

Court Case No. 04-1069 CZ  
Court: Ingham County Circuit

**Mediation Training:**

Certified Facilitative Mediator:  
- University of Windsor at Toronto, ON, Canada  
(Stitt Field Handy Houston)  
-(~72 hours instruction, 10+ facilitative mediations)

Michigan Mediation (Evaluative and Facilitative):

-40+ years' experience; 50+ mediation panels

Continuing Education:

- W.D. Michigan, U.S. District Court

## **PAPERS AND PUBLICATIONS**

**Lawyers as Healers – Simple Suggestions to Feel Better About Yourself and The Law,** (*Michigan Bar Journal*, October, 2001).

**ADR and the Invasion of Tort Remedies into Contract,** San Antonio, Texas, American Bar Association ADR Section Inaugural Program (Co-Chair and faculty with Francis McGovern and Stephen Susman), April, 1994.

**Using ADR in Distributor Terminations,** Product Distribution Institute, Chicago, Illinois, October, 1995.

**Let the Dodge Brothers Drive You Home – Using the Dodge Act and Facilitative Mediation to Resolve Probate and Trust Litigation,** *Michigan Probate & Estate Planning Journal*, Fall, 2002.

**I'm Sorry - - Can I Say It? - - Do I Really Mean It? - -The Ethics and Use of Apologies in Dispute Resolution? Apologies in Dispute Resolution—Issues and Ethics,**  
Chair and Presenter, *ABA Annual Meeting Program*,  
San Francisco, August 10, 2003.

19986826.1

## JOHN W. ALLEN

*John W. Allen* is Senior Counsel at Varnum Attorneys, LLP in Kalamazoo, Michigan. He is a graduate of the University of Michigan, A.B. (1969) and J.D. (1972), and has completed the University of Windsor (Stitt Field Handy Houston) ADR Program (2001). He is certified as an Arbitrator by the American Arbitration Association (AAA) and by the Financial Industry Regulatory Authority (FINRA). He is admitted to practice law in all the State and Federal Courts in Michigan, Florida, Indiana, Illinois, Minnesota and Wisconsin, as well as the Federal U.S. Tax Court, U.S. Court of Federal Claims, and the U.S. Supreme Court.

He is a Board Certified Civil Trial Advocate (National Board of Trial Advocacy) and his practice areas are commercial law, family law and trust litigation, and professional responsibility. He is a member of the American Board of Trial Advocates (ABOTA). He is listed in *The Best Lawyers in America*®, and *Michigan Top 100 Super Lawyers* (Litigation and Professional Responsibility). He has completed the Family Law Practice Certificate Program by the Michigan Institute of Continuing Legal Education (ICLE).

Michigan Lawyers Weekly named John as one of the *Top 25 Michigan Leaders in the Law* for 2012.

He also received the 2019 John N. Vlachos Award for Pro Bono Service from Legal Aid of Western Michigan for his more than 40 years of service to *pro bono* clients.

He has served as a member of the Western Michigan University/ Thomas M. Cooley Law School Professionalism Steering Committee.

He currently serves on the ABA Tort Trial & Insurance Practice Section (TIPS) Ethics and Professionalism Committee (Chair, 2002-2004, 2011-2012), and TIPS Liaison to the ABA Commission on Lawyer Assistance Programs (COLAP). He served as the TIPS liaison to the ABA Special Task Force on Attorney-Client Privilege, and the ABA Standing Committee on Lawyer Professional Liability (LPL), and has served as its liaison to the ABA Standing Committees on Ethics and Professionalism. He served as a member of the ABA Ethics 2000 Advisory Group, and on the TIPS Section Governing Council (2004-2007). He serves as the ABA TIPS liaison to the Thomson Reuters (West) Advisory Group, and as liaison to the ABA Commission on Lawyer Assistance Programs (CoLA).

He served as Chair of the Special Workgroup on Attorney-Client Privilege of the Western District of Michigan, Federal Bar Association, and has served as its the President, Treasurer, and Program Chair.

He serves as a Sub-group Chair of the State Bar of Michigan 21st Century Task Force. He co-chaired the State Bar of Michigan Special Task Force on Attorney-Client Task Force (2005-2007). He has served on the Michigan Bar Standing Committee on Professional and Judicial Ethics (the Ethics Committee), and Chaired the Ethics Committee in 1998-2001, and Chaired the State Bar of Michigan Special Committee on Grievance in 2001-2006. He served on the Board of Counselors for the International Centre for Healing and the Law, at the John Fetzer Institute, Kalamazoo, Michigan.

He is a member of the Litigation, Corporation, and Family Law Sections of the State Bar of Michigan, as well as a member of its Finance and Business and Probate and Trust Law Sections and a past member of its Committees on U.S. Courts, Commercial Litigation and Standing Committee on Continuing Legal Education. Mr. Allen is a Fellow of the Michigan State Bar Foundation, a former director of the Kalamazoo Bar Association, and a member of the Michigan Defense Trial Counsel.

### Expert Testimony

\**Cosmic Building Systems et. al. v Ten-X Plastics LLC et al.*, Kent County, Michigan, 17th Circuit Court Case No. 12-00333-NM; Testimony by Deposition re issues of Conflict of Interest, Duties of Intellectual Property Lawyer before U.S. Patent & Trademark Office (February 27, 2013).

\**Reginald E. Spivey v Hettinger & Hettinger, P.C., et al.*, Berrien County, Michigan, Circuit Court Case No. 06-3195 NM T; Testimony by Deposition regarding Duty of Confidentiality, Partnership Duties, Attorneys Liens (April 1, 2008).

- \**In re Clayton C.W. Hartman Estate*, St. Joseph County, Michigan, Probate Court Case No. 07-58 DA; Trial Testimony regarding Bank Practices and Conflicts of Interest, Powers of Attorney and Execution of Legal Documents (J. Shumaker) (April 28, 2008).
- \**Dykema Gossett, PLLC v Ajluni, et al.*, Wayne County Circuit Court Case No. 02-2046-CK; Trial Testimony (J. Moore) (April, 2004). Jury Verdict Affirmed, 2006 WL 3333852 (Mich. App.).
- \* *Thomas E. Marshall, P.C. v State of Michigan, Third Judicial Circuit*, Michigan Court of Claims, Case No. 02-242-MK; Testimony by Deposition/Affidavit (2003).
- \***American Bar Association Corporate Responsibility Task Force Hearings**, Preliminary Report Proposals to Amend the Model Rules of Professional Conduct (Rules 1.6, 1.13, and 4.1), September 20, 2002.
- \***Professional Liability, Discipline and Ethics**: Rules of Professional Conduct; Conflict of Interest Issue. *People of the State of Michigan v. Waterman*, Kent County, Michigan, Circuit Court Case No. 91-56951FH (1996) (J. Johnston).
- \***Estate and Trust Matters**: Validity of documents, estate planning procedures, reasonableness of fees of trustee and other professionals. *In re: Declaration of Trust of Ronald R. Leist*, St. Joseph County, Michigan, Probate Court Case No. 94-2961E (1996) (J. Schumacher). Testimony May 15, 1996.
- \***Legislative - Illinois**: Testimony before Financial Institutions Committees of Illinois State House and Illinois State Senate regarding litigation abuses in collection of commercial loans and claims against financial institutions. Assisted in the enactment of Illinois Credit Agreements Act, 815 ILCS 160/2 (1989).
- \***Legislative - Michigan**: Testimony before Environmental Committee of Michigan State House (Chair, Thomas Alley) regarding adverse effect upon economic development by strict liability provisions of Federal and Michigan Environmental Remediation Laws, House Bill 4770 establishing good faith purchaser exemption (1994).

**Papers and Publications**  
(Some Also Repeated Below as “Presentations”)

**PROFESSIONAL LIABILITY, DISCIPLINE AND ETHICS**

**Ethics of Apologies: I’m Sorry- Can I Say It? Do I Really Mean It?** Publication in *The Torch Magazine*, Winter 2021.

**NCC-1701: The Joys, and Dangers, of Changing the Law by Advocacy, Sanctions for “Frivolous” Litigation**, Michigan ICLE Ethics Update, Novi, Michigan November 20, 2021.

**Ethics: Rub ‘O the Green: Intersections of the Rules of Professional Conduct with the Rules of Golf**, American Bar Association Tort Trial & Insurance Practice Section (TIPS), Fall Leadership Meeting, Irving, Texas, October 16, 2021.

**When Family Gets Complicated- Avoiding Conflicts**, Michigan ICLE 7<sup>th</sup> Elder Law Institute, Virtual Presentation, September 17, 2021.

**Who is the Client? Conflict Issues in Estate Planning and Administration**, Michigan Probate and Estate Planning Journal, Summer 2021.

**Elder Law Ethics**, Michigan ICLE 6<sup>th</sup> Annual Elder Law Institute, Plymouth, Michigan, September 17, 2020.

- Ten "Old School" Ways to Enhance Civility, Professionalism and Efficiency in Litigation**, *Michigan Bar Journal*, Best Practices, May, 2019.
- Uncertainties of Limited Scope Engagements**, *Michigan Bar Journal*, March 2018. And Michigan ICLE Annual Ethics Seminar (also Moderator), Ann Arbor, Michigan, November , 2019.
- Sidebar with John Allen**, *Michigan Lawyers Weekly*, November 2, 2018.
- Handling "Informed Consent", Conflicts of Interest, and Motions to Disqualify**, Michigan ICLE Annual Ethics Seminar (also Moderator), Plymouth, Michigan, November 2, 2017.
- Current Ethical Issues for Family Lawyers**, Michigan ICLE Family Law Institute, Novi, Michigan, November 10, 2017.
- Just say No! Responding to Florida and Federal Subpoenas for Lawyers and their Files**, *"State to State"*, The Florida Bar Out-of-State Division Journal (Summer 2016—[floridaoutofstater.org](http://floridaoutofstater.org)).
- Hard to Say I'm Sorry**, Apologies in the Lawyer Discipline Process, *Michigan Lawyer's Weekly*, Vol 30, No. 16, February 22, 2016.
- Attorney Fee Agreements**, Co-Editor, Michigan ICLE, Ann Arbor, Michigan (Book 1st Published 2007; 5th Edition, 2013).
- Fees, Conflicts and Fiduciary Duties—Current Ethical Issues for Estate Planners**, Michigan ICLE 23d Annual Estate Planning Seminar, Grand Rapids, Michigan, January 23, 2014; Plymouth, Michigan, February 13, 2014.
- Ethics of Working with Expert Witnesses**, Michigan ICLE Annual Ethics Seminar (Moderator), Plymouth, Michigan, November 6, 2014.
- Struggling with Conflicts**, Michigan ICLE Annual Ethics Seminar (Moderator), Plymouth, Michigan, November 5, 2013.
- Recent Ethics Opinions and Changes to Disciplinary Procedures**, Michigan ICLE Annual Ethics Seminar (Moderator), Plymouth, Michigan, November 1, 2012.
- The Recipient's Dilemma: Inadvertent Disclosure of Privileged Information**, *The Brief*, ABA Tort Trial and Insurance Practice Section, Vol. 41, No. 2, Winter 2012.
- Amendments to the Rules of Professional Conduct**, Michigan ICLE Annual Ethics Seminar (Moderator), Plymouth, Michigan, November 3, 2011.
- Current Ethics Developments: Revisions to Rules of Professional Conduct; Trust Account Management in Time of Bank Failures**, Michigan ICLE Annual Ethics Seminar (Moderator), Plymouth, Michigan, November 4, 2010.
- Breaking the Bad News to the Court: Disclosing a "Client Problem" without Violating Privilege**, Inns of Court, Gerald R. Ford Chapter, Grand Rapids, Michigan, February 2, 2009.
- When is Enough, Enough: Informed Consent and the New Model Rules of Professional Conduct**, Michigan ICLE Annual Ethics Seminar (Moderator), Plymouth, Michigan, November 13, 2008.
- Truth or Consequences: The Increasing Value of Truth in the Practice of Law**, American Bar Association National Trial Academy, National Judicial College, Reno, Nevada, April 12, 2008.

**Just Say NO!: Responding to Subpoenas for Lawyers and Their Files**, Michigan ICLE Course Materials, presented November 15, 2007, Plymouth, Michigan.

**Repelling Assaults on the Attorney-Client Privilege**, American Bar Association, *ABA TortSource* Vol. 9, No. 4, Summer 2007.

**Assault on the Privilege**, Presentations to Bar Associations on behalf of American Bar Association (ABA) and State Bar of Michigan Task Forces on Preserving the Attorney- Client Privilege:

- Oakland County Michigan, Bloomfield Hills, Michigan
- Upper Peninsula Bar Associations, Escanaba, Michigan
- Inns of Court, Gerald Ford Chapter, Grand Rapids, Michigan
- Cooley Law School, Pontiac, Michigan

**Protecting the Privilege—MRPC 2.4(g) is NOT the Way**, *Michigan Bar Journal*, November 2006, Volume 85, No. 11.

**Weathering the Perfect Storm—the New Rules of Professional Conduct**, *Michigan Defense Trial Counsel Annual Meeting*, Troy, Michigan, December 1, 2006.

**Attack on the Privilege—You Could Be Next**, Michigan ICLE, Course Materials, November 2, 2006.

**The Michigan Rules of Professional Conduct (MRPC) – A "Strict Liability, Quasi-Criminal" Disciplinary Code**, Michigan ICLE, Course Materials, November 9, 2004.

**The "Perfect Storm" of Michigan Lawyer Ethics and Discipline -New MRPC; New Standards for Sanctions**, Michigan ICLE, Course Materials, November 9, 2004.

**Walking Through the Minefield – Ethical and Liability Risks in Auditor Response Letters**, *The Florida Bar Journal*, January 2003, Volume LXXVII, No. 1.

**The Ethics of Practice Management: Avoiding the Perils and Pitfalls, "Whose Money Is It, Anyway?"—Panel Discussion regarding IOLTA and Trust Accounts** (Troy, Michigan), November 13, 2001.

**Emerging from the Horseshed and Still Passing the Smell Test – The Ethics of Witness Preparation and Testimony**, a Presidential Showcase Presentation to the American Bar Association Annual Meeting (Chicago, Illinois), August 4, 2001.

**Ownership of Lawyer's Files About Client Representations – Who Gets the "Original"? Who Pays for the Copies?** (*Michigan Bar Journal*, Vol. 79, No. 8, August, 2000).

**Conflicts of Interest - The Basics** (*Michigan Bar Journal*, Vol. 78, Nos. 1 & 2, January and February, 1999).

**Ethical Issues in Multi-State Practice**, presented to Florida State Bar at the City Bar Association (New York City, New York), December, 1998.

**Ethical Problems in Business Law**, State Bar of Michigan Business Law Section and Michigan ICLE, January 1995.

**Conflict of Laws and Other Ethical Issues in Multi-State Practice**, presented to Florida State Bar, The Willard Hotel, (Washington, D.C.), March 1997; and Hart Senate Office Building, (Washington, D.C.), March, 1998 .

**Conflicts of Interest and Other Ethical Issues in Multi-State Practice**, presented to Florida State Bar, Marriot Marquis Hotel (New York City, New York), December, 1997.



**Ethical Problems and Office Practice**, presented to State Bar of Michigan, Law Office Practice Continuing Education, 1996 and 1997.

**Michigan State of the Law 1996 -- Recent Developments in Ethics**, State Bar of Michigan and Michigan ICLE (1996).

**Michigan State of the Law 1997 -- Recent Developments in Ethics**, State Bar of Michigan and Michigan ICLE (1997).

**Developing a New Rule of Professional Conduct Regarding Attorney-Client Sexual Relations: Why Proposed MRPC 1.8(k) is a Bad Idea** (*Michigan Bar Journal*, Vol. 76, No. 2, February, 1997).

**Ethical Issues -- Panel Moderation**, service as moderator to faculty-panel ethical issues discussions in "Arthur Miller-style" format, Michigan ICLE Programs, Deposition Skills Workshops and Trial Skills Workshops.

## COMMERCIAL LAW

**The Recipient's Dilemma: Inadvertent Disclosure of Privileged Information**, *The Brief*, ABA Tort Trial and Insurance Practice Section, Vol. 41, No. 2, Winter 2012.

**When Can We Shred This? Ethics and Issues in Document Retention and Destruction**, *Institute of Management Accountants (IMA)*, East Lansing, MI., October 24, 2006.

**Document Retention and Destruction Issues**, *Institute of Management Accountants (IMA) Annual Meeting*, Boston, MA., June 20, 2005.

**I'm Sorry -- Can I Say It? -- Do I Really Mean It? -- The Ethics and Use of Apologies in Dispute Resolution? Apologies in Dispute Resolution—Issues and Ethics**, Chair and Presenter, *ABA Annual Meeting Program*, San Francisco, August 10, 2003.

**Emerging From the Horse Shed and Still Passing the Smell Test – Ethics of Witness Preparation and Testimony**, *The Brief*, ABA Tort Trial and Insurance Practice Section, Vol. 32, No. 4, Summer, 2003.

**Walking Through the Minefield – Ethical and Liability Risks in Auditor Response Letters**, *The Florida Bar Journal*, Volume LXXVII, No. 1, January, 2003.

**Let the Dodge Brothers Drive You Home – Using the Dodge Act and Facilitative Mediation to Resolve Probate and Trust Litigation**, *Michigan Probate & Estate Planning Journal*, Fall, 2002.

**Claims-made Insurance Coverage**, *Legalities – Business Digest Magazine*, April 1987.

**Documenting the Construction Project -- The Art of Good Recordkeeping**, presented to the Michigan Society of Professional Engineers, Marriott Hotel (Southfield, Michigan) April 1992.

**Perfecting Security Interests in Mobile Homes** (*Michigan Bar Journal*, October, 1980).

**Interest Rates in Michigan** (*Michigan Bar Journal*, 1981).

**Traps to Avoid When Drafting Auditor Response Letters**, Co-author, presented to the 1992 American Bar Association Annual Meeting, and published in the *ABA Brief* magazine, Spring 1993.

**What Every Commercial Loan Officer Should Know about Consumer Credit -- Spotting the Alligators in the Swamp** (American Bankers Association *Compliance Journal*, Vol. 5, No. 1, Winter 1984).

**A Survival Guide for Commercial Loan Officers -- More Alligators in the Swamp**, Co-author (American Bankers Association *Compliance Journal*, Vol. 11, No. 1, January/Winter 1990).

**Identifying, Managing and Preventing Lender/Creditor Liability Claims**, presented to the 1990 American Bar Association Annual Meeting, and published in the ABA *Brief* magazine, Vol. 21, No. 1, Fall 1991.

## LITIGATION

**Evidence in the Trenches**, Western Michigan University Thomas M. Cooley Law School, with Professor Victoria Vuletic, Grand Rapids, Michigan, November 29, 2016.

**Assault on the Privilege: You Could Be Next**, American Bar Association (ABA) Tort Trial and Insurance Practice Section, Task Force on Corporate Governance Institute, New York City, New York, May 3, 2007.

**The New Federal E-discovery Rules**, *Institute of Management Accountants (IMA)*, East Lansing, MI., October 24, 2006.

**Ultimate Trial Notebook, The Care and Feeding of Expert Witnesses**, Michigan ICLE, Troy, Michigan, May, 2006.

**I'm Sorry -- Can I Say It? -- Do I Really Mean It? -- The Ethics and Use of Apologies in Dispute Resolution? Apologies in Dispute Resolution—Issues and Ethics**, a Presidential Showcase *ABA Annual Meeting Program*, San Francisco, August 10, 2003.

**Emerging From the Horse Shed and Still Passing the Smell Test – Ethics of Witness Preparation and Testimony**, *The Brief*, ABA Tort Trial and Insurance Practice Section, Vol. 32, No. 4, Summer, 2003.

**Litigating the Commercial Case and Ethical Issues in Commercial Litigation**, Co-author, Hardcover (Michigan ICLE, 1992).

**Pre-litigation Memoranda: Preserving the Attorney-Client Privilege** (*Michigan Financial Institutions Reporter*, 1987).

**Trials and Hearings in the Video Courtroom**, Co-author (*Michigan Lawyers Weekly*, June 18, 1989).

**Scope and Use of Expert Evidence**, presented to Michigan Association of Defense Trial Counsel, 1996 Fall Meeting Continuing Education, published at 11 *Michigan Lawyers Weekly* 229 and 248 (December 1996).

**The "Duty Defense": Using Expert Witnesses in Commercial Cases**, presented to the 1994 American Bar Association Annual Meeting.

**Handling Mass Torts in Bankruptcy and as Class Actions Under Federal Rule 23 and Notice to Tort Claimants in Class Actions and Bankruptcy**, presented to the 1996 American Bar Association Annual Meeting, WDW Dolphin Hotel (Orlando, Florida).

**Even David Had A Plan: Deposition Planning**, presented to the Deposition Skills Workshop, Michigan ICLE, January 1995.

**The Michigan Law of Tortious Interference**, presented to Michigan ICLE, 1995.

**CONSTITUTIONAL LAW AND HISTORY**

**“The Bloodiest of Them All—The Battle of Okinawa-- its Effects on WWII, and on Those Who Were There— and What it Teaches Us,”** presentation to *Kalamazoo Torch Club*, May 20, 2021.

**Lincoln Did NOT Free the Slaves: Critical Analysis and Its Role in History,** *The Torch Magazine*, Spring, 2020. Presentation to *Kalamazoo Torch Club*, February 2011.

**The Northwest Ordinance, or, How to Win a Bet in Any Michigan Bar,** *Kalamazoo Torch Club*, March, 2017.

**The Kalamazoo School Case,** State Bar of Michigan *Legal Milestones*, Dedication Presentation June 21, 2016.

**Casablanca: History by Celluloid,** *Kalamazoo Torch Club*, September 19, 2012.

**Civil Disobedience Requires Penalties,** *The Kalamazoo Gazette*, March 10, 2009.

**Our Five Constitutions -- Maybe It's Time for Our Sixth,** *The Torch Magazine*, Paxton Award Lecture, September 1980.

**The Quadrennial Phoenix -- The Electoral College Strengthens Minorities,** *The Kalamazoo Gazette*, November 30, 1976.

**Newsroom Searches -- Bergner v. The Stanford Daily,** *The Kalamazoo Gazette*, July 9, 1978.

**Faculty, Teaching and CLE Instruction**

**FAMILY LAW - Presentations**

**Current Ethical Issues for Family Lawyers,** Michigan ICLE Family Law Institute, Novi, Michigan, November 10, 2017.

**Gray Divorce-Guiding Clients Through Later Life Marital Breakup,** Family Law Professionals Meeting, Grand Rapids, Michigan, September 27, 2016.

**PROFESSIONAL RESPONSIBILITY AND OFFICE PRACTICE- Presentations**

**Uncertainties of Limited Scope Engagements,** Michigan ICLE Annual Ethics Seminar (also Moderator), Ann Arbor, Michigan, November , 2019.

**Commenter at Michigan Supreme Court,** Proposed changes to Michigan Rules of Professional Conduct. -*Michigan Lawyers Weekly*, 4/9/12, "The Element of Surprise"

**Handling "Informed Consent", Conflicts of Interest, and Motions to Disqualify,** Michigan ICLE Annual Ethics Seminar (also Moderator), Plymouth, Michigan, November 2, 2017.

**Policing Lawyer Manners—the Complicated Issues with Civility Codes,** American Bar Association Annual Meeting, Presidential Showcase CLE Program & Webinar, Chicago, Illinois, August 2, 2015.

**Fees, Conflicts and Fiduciary Duties—Current Ethical Issues for Estate Planners,** Michigan ICLE 23d Annual Estate Planning Seminar, Grand Rapids, Michigan, January 23, 2014; Plymouth, Michigan, February 13, 2014.

**Ethics of Working with Expert Witnesses,** Michigan ICLE Annual Ethics Seminar (also Moderator), Plymouth, Michigan, November 6, 2014.

**"Finding Your Own Voice – Ethical Dilemmas, Race and Gender Challenges and the Pitfalls of Practice,"**  
ABA Annual Meeting, San Francisco, California, August 11, 2013.

**"Vengeance is a Dish Best Served Cold: Ethics (and Golf)- The Ethics of Data and Social Media in the New Electronic Age,"** Texas State Bar Litigation Section, State of Washington Bar Litigation Section, Joint Meeting, Whistler, British Columbia, Canada, July 18, 2013.

**Struggling with Conflicts,** Michigan ICLE Annual Ethics Seminar (Moderator), Plymouth, Michigan, November 5, 2013.

**Recent Ethics Opinions and Changes to Disciplinary Procedures,** Michigan ICLE Annual Ethics Seminar (Moderator), Plymouth, Michigan, November 1, 2012.

**Amendments to the Rules of Professional Conduct,** Michigan ICLE Annual Ethics Seminar (Moderator), Plymouth, Michigan, November 3, 2011.

**Current Ethics Developments: Revisions to Rules of Professional Conduct; Trust Account Management in Time of Bank Failures,** Michigan ICLE Annual Ethics Seminar (Moderator), Plymouth, Michigan, November 4, 2010.

**Ethics 2012: Annual Michigan Ethics Seminar, "Ten Most Common Mistakes in Conflicts Analysis,"**  
Michigan ICLE (Moderator and Presenter), Plymouth, Michigan, November 1, 2012.

**Ethics 2011: Meeting Today's Challenges,** Michigan ICLE (Moderator and Presenter), Plymouth, Michigan, November 3, 2011.

**2011 Ethics Alert: The New & Revised Rules Every Lawyer Must Know,** Michigan ICLE (Moderator and Presenter) Ann Arbor, Michigan, December 13, 2010.

**Current Ethics Developments,** Michigan ICLE Ethics 2010: Meeting Today's Challenges, (Moderator and Presenter) Plymouth, Michigan November 4, 2010.

**Finding Your Voice: Ethical Dilemmas, Race and Gender Challenges and the Pitfalls of Practice,** ABA/TIPS, (Moderator) Dallas, Texas, October 14, 2010

**Hey! Look What I Found! – Duties of a Recipient of Inadvertently-Disclosed Privileged Information,**  
Michigan ICLE Ethics 2009: Dealing with Today's Challenges (Moderator and Presenter) Plymouth, Michigan, November 5, 2009.

**Duty of Candor in Golf and the Law: Patent Lawyer's Duty of Full Disclosure to the PTO,** Grand Rapids Business Journal, January 5, 2009.

**When is Enough, Enough: Informed Consent and the New Model Rules of Professional Conduct,** Michigan ICLE Ethics 2008: What You Need to Know (Moderator and Presenter), Plymouth, Michigan, November 13, 2008.

**Just Say NO!: Responding to Subpoenas for Lawyers and Their Files,** Michigan ICLE Annual Ethics Seminar (Moderator), presented November 15, 2007, Plymouth, Michigan.

**Five Ways to Improve Your Professional Practice under the Ethics 2000 Changes,** ABA Tort Trial and Insurance Practice Section Spring Meeting, Newport Beach, California, May 19, 2007.

**Ethical Issues in Multi-Jurisdictional Estate and Income Planning,** The Florida Bar Continuing Legal Education Committee and the Florida Bar Tax Section, Tampa, Florida, October 13, 2006.

- Ethics 2006: Practical Solutions to Real World Problems**, Chair and Moderator, and Presenter, Michigan ICLE, Troy, Michigan, November 2, 2006.
- Five Things to Improve Your Practice and Your Loss Prevention**, Chair and Moderator, and Presenter, Michigan ICLE, Troy, Michigan, November 29, 2005.
- Strangers in a Strange Land – Ethical Issues in a Multi-State Law Practice**, Presenter, Florida Out-of-State Practitioners Division, New York, New York, December 3-4, 2004.
- Practical Ethics: Staying Out of Trouble**, Chair, Moderator, and Presenter, Michigan ICLE, Troy, Michigan, November 9, 2004.
- Walking Through the Minefield – Ethical and Liability Risks in Auditor Response Letters**, “Cover Your SOX: Writing the New Audit Letter Under Sarbanes-Oxley,” Presentation to the ABA Tort, Trial and Insurance Practice Section Spring Meeting (Napa, California), April 29, 2004.
- I'm Sorry -- Can I Say It? -- Do I Really Mean It? --The Ethics and Use of Apologies in Dispute Resolution? Apologies in Dispute Resolution—Issues and Ethics**, a Presidential Showcase *ABA Annual Meeting Program*, San Francisco, August 10, 2003.
- Attacks, Invectives, and the Mandates of Ethics and Professionalism**, American Bar Association Tort Trial & Insurance Practice Section, Emerging Issues in Motor Vehicle Product Liability Litigation, Phoenix, Arizona, March, 2003.
- Effective and Ethical Advocacy in Insurance Coverage ADR**, American Bar Association Litigation Section and Section of Dispute Resolution, "Insurance Coverage Committee Annual Meeting," Tucson, Arizona, March, 2003.
- "Ethics and Your Practice,"** Chair and Moderator, and Presenter, Michigan ICLE, Troy, Michigan, November 11, 2003.
- "Conflicts Avoidance and Preserving the Choice of Counsel," and "Practical Ethics and Ethical Practices,"** Chair and Moderator, and Presenter, Michigan ICLE, Troy, Michigan, November 19, 2002.
- "Top Ten Ways to Avoid a Grievance or Malpractice Claim for Intellectual Property Lawyers," 28<sup>th</sup> Annual Intellectual Property Law Workshop**, Michigan ICLE, Bellaire, Michigan, July 2002.
- "Walking Through the Minefield – Ethical and Liability Risks in Auditor Response Letters,"** Presentation to the Annual Meeting of the Florida Bar (Boca Raton, Florida), June 20, 2002.
- "Top Ten Ways to Avoid a Grievance or Malpractice Claim by a Corporate Client,"** Northwestern University Law School (Chicago, Illinois) March, 2002.
- The Ethics of Practice Management: Avoiding the Perils and Pitfalls, "Whose Money Is It, Anyway?"—Panel Discussion regarding IOLTA and Trust Accounts** (Troy, Michigan), November 13, 2001.
- Emerging from the Horseshed and Still Passing the Smell Test – The Ethics of Witness Preparation and Testimony**, a Presidential Showcase Presentation to the American Bar Association Annual Meeting (Chicago, Illinois), August 4, 2001.
- "Finding True North – Are We Losing Our Moral Compass?"** 7th Annual Spring Professional Seminar (with Webster Hubbell, former Associate Attorney General of the U.S.), Alpena, Michigan, May 10, 2001.

**"Attorney-Client Privilege and the Corporate Client,"** State Bar of Michigan (Business Law Section: Commercial Litigation Committee; In-House Counsel Committee), Novi, Michigan, March 20, 2001.

**"Staying Out of Trouble – Ethical Rules for an Effective Practice,"** Michigan ICLE, Troy, Michigan, November 15, 2000.

**Building Ethics and Professional Responsibility into Your Practice,** Michigan ICLE, Troy, Michigan, October, 1998.

**Drafting Client Engagement Letters and Fee Agreements in Business Disputes and Transactions,** Michigan ICLE, Troy, Michigan, February, 1996.

**Ethics and Professionalism,** State Bar of Michigan Continuing Legal Education, 1994 to Present.

**Ethics and Professional Responsibility Practice,** Michigan ICLE, 1998 to Present.

**Ethics and Office Practice,** State Bar of Michigan Continuing Legal Education, 1998 and 1999.

**COMMERCIAL LAW**

**The Ethics of Social Media in the New Electronic Age,** *International Association of Defense Counsel (IADC)*, Asheville, NC, July 12, 2012.

**When Can We Shred This? Ethics and Issues in Document Retention and Destruction,** *Institute of Management Accountants (IMA)*, East Lansing, MI., October 24, 2006.

**Document Retention and Destruction Issues,** *Institute of Management Accountants (IMA) Annual Meeting*, Boston, MA., June 20, 2005.

**Doing Business in the U.S. (A Tutorial for Canadian Businesses),** St. Catherine's, Ontario, Michigan and Kalamazoo Chambers of Commerce, September, 1997.

**Business Recordkeeping and Claims Management for Securities, Insurance and Financial Industry Businesses:**

- \*Robert Morris Associates Programs, 1992 - 1997.
- \*North Dakota Bankers Association.
- \*South Dakota Bankers Association.
- \*Ohio Valley Bankers Association.
- \*Missouri Bankers Association.
- \*Michigan Bankers Association.

**Anti-trust Issues Affecting Cable Television, Independent Cable Owners Association,** Kansas City, Missouri, May, 1993.

**Unfair Competition,** Kalamazoo, Michigan, 1995.

**Expert Witness - Business Aspects, Environmental Consulting Practice Seminars,** Western Michigan University, 1993-1997.

**ADR and the Invasion of Tort Remedies into Contract,** San Antonio, Texas, American Bar Association ADR Section Inaugural Program (Co-Chair and faculty with Francis McGovern and Stephen Susman), April, 1994.

**Using ADR in Distributor Terminations,** Product Distribution Institute, Chicago, Illinois, October, 1995.

**Identifying, Managing and Defending Creditor Liability Claims**, Boston, Massachusetts, American Bankers Association, June, 1988.

**Lender Liability**, Grand Rapids, Michigan, Michigan Bankers Association Consumer Credit Conference, September, 1988.

**Consumer Credit Compliance**, Muskegon, Michigan, National Association of Bank Women, May, 1988.

**Problem Loans in Michigan**, Grand Rapids, Michigan, National Business Institute, July, 1989.

**Managing Liability Claims for Financial Institutions**, Toledo, Ohio, Bank Administration Institute, May, 1989.

**Business Recordkeeping for Insurance-Related Issues**, Olivet, Michigan, Michigan Council of Insurance Women, January, 1991.

### **LITIGATION**

**Tenth Annual National Trial Academy 2010**, ABA/TIPS and ABOTA, Facilitator, Reno, Nevada, April 17-21, 2010.

**Meeting and Resolving Diversity Issues in Litigation –an Interactive Program**, Michigan ICLE Litigation Bootcamp, Plymouth, Michigan (March 2008) and Grand Rapids, Michigan (May 2008).

**Ten Steps to Earning and Keeping a Good Reputation as a Trial Lawyer**, ABA TIPS/ABOTA National Trial Academy, National Judicial College, Reno, Nevada, March 2008.

**Masters in Litigation: Clarence Darrow, Crimes, Causes and the Courtroom**, Chair Ethics Panel, Michigan ICLE, Plymouth, Michigan, October 30, 2007.

**The Care and Feeding of Expert Witnesses**, Michigan ICLE Ultimate Trial Notebook, Troy, Michigan, May, 2006.

**Attacks, Invectives, and the Mandates of Ethics and Professionalism**, American Bar Association Tort Trial & Insurance Practice Section, Emerging Issues in Motor Vehicle Product Liability Litigation, Phoenix, Arizona, March, 2003.

**Effective and Ethical Advocacy in Insurance Coverage ADR**, American Bar Association Litigation Section and Section of Dispute Resolution, "Insurance Coverage Committee Annual Meeting," Tucson, Arizona, March, 2003.

**Federal Trial Practice (Hillman Institute, Western District of Michigan)**, (1998, 1999, 2001, 2002, 2003.)

**Trial Advocacy Skills Workshops**, The Advocacy Institute, Michigan ICLE, Ann Arbor, Michigan, 1988 - 2002. (Topics and Demonstrations: Opening, Closing, Direct, Cross, Experts, Jury Selection, Exhibits, Ethics and Professionalism.)

**31st Annual Intellectual Property Law Workshop**, Michigan ICLE, Mackinac Island, Michigan, July, 2005.

**28<sup>th</sup> Annual Intellectual Property Law Workshop**, Michigan ICLE, Bellaire, Michigan, July 2002.

**25th Annual Intellectual Property Law Workshop**, Michigan ICLE, Acme, Michigan, July, 1999.

**Civil Litigation Institute**, Michigan ICLE, Ann Arbor, Michigan, June, 1999.

**How to Win Your First Jury Trial**, Michigan ICLE, Troy, Michigan, 1998-1999.

**Jury Persuasion**, Michigan ICLE, Troy, Michigan, March, 1997.

**Creative Use of Expert and Non-expert Opinion Evidence in Commercial Tort Claims: "The Duty Defense,"**  
New Orleans, Louisiana, August, 1994, American Bar Association Annual Meeting.

### **UNIVERSITY TEACHING**

**Motions in Limine and Rules of Evidence**, Western Michigan University Thomas M. Cooley Law School, with Professor Victoria Vuletich, Grand Rapids, Michigan, March 28, 2017.

**Evidence in the Trenches**, Western Michigan University Thomas M. Cooley Law School, with Professor Victoria Vuletich, Grand Rapids, Michigan, November 29, 2016.

**Constitutional History (United States and British)**, University of Michigan, College of Literature, Science and the Arts, Department of History, 1969-1972. (Lecture Responsibility: U.S. Constitutional Convention of 1787; British, Reign of Henry II.)

**Commercial Law**, Western Michigan University, College of Business, Department of Law and Finance, 1975-1983, (Contracts, Agency, Commercial Paper, Anti-trust and Trade Regulation, Real Estate.)

### **Professional and Bar Association Activities**

**John N. Vlachos Award for Pro Bono Service- 2018 (Legal Aid of Western Michigan)**  
-Sidebar with --, *Michigan Lawyers Weekly*, 11/5/18.

**Top 25 Michigan Leaders in the Law (Michigan Lawyers Weekly).**

**Best Lawyers in America.**

**Top 100 Michigan Super Lawyers.**

**Michigan Super Lawyers Corporate Counsel.**

**Michigan Supreme Court Advocates Guild.**

**Editorial Advisory Board**, West Publishing/Lawyers Cooperative, Thomson Legal Publishing (1995 - 2000).

**American Bar Association.**

\*Liaison Member, ABA Special Task Force on Attorney-Client Privilege

\*Liaison Member, ABA Professionalism Committee

\*Liaison Member, ABA Standing Committee on Lawyer Professional Liability

\*ABA Day in Washington Delegation, 2007

\*Torts Trial and Insurance Practice Section (TIPS).

- Section Council (2004-2007).

-Professionalism & Ethics Committee (1999-Present). Chair (2002-2004, 2011-2012).

-TIPS Liaison to ABA Commission on Lawyer Assistance Programs (COLAP)

-TIPS Liaison to ABA Professionalism Committee

-Corporate Counsel Task Force.



- Financial Services Integration Committee (1999-2002)
- Intellectual Property Law Committee.
- Long Range Planning Committee (1997-1999).
- Emerging Issues Committee (1994-1996).
- Chair, Commercial Torts Committee.
- \*Litigation Section.
- \*ABA Center for Professional Responsibility.
- \*ABA Ethics 2000 Advisory Committee.

**Florida Bar Association.**

- \*Out of State Practitioners Division (OOSPD) (1995-Present).
  - Division Council; Secretary and Treasurer (1995-1998).
  - Chair, Multi-state Practice Committee (1997-1998).
- \*Multiple CLE presentations in Florida and to Florida Bar in New York City.

**State Bar of Michigan.**

- \*21st Century Task Force, Lawyer Regulation, Advertising & Scope of Engagement (2015)
- \*Co-chair, Special Task Force on Attorney-Client Privilege (2006- 2007).
- \*Special Committee, Grievance – Chair (2001-2006).
- \*Standing Committee, Professional and Judicial Ethics – Chair (1998-2001).
- \*Multi-Disciplinary Practices (MDP) Committee (2000-2002).
- \*Past Member, Committees on Federal Courts; Commercial Litigation; Mandatory Continuing Legal Education.

**Federal Bar Association.**

- \*Western District of Michigan, Board of Directors. President (2005-2006). VP, Operations (2001-2003). Treasurer (2003-2004).
- \*Western District of Michigan Bench/Bar Conference Invitee.
- \*Sixth Circuit Bench/Bar Conference Invitee.

**Michigan Association of Professional Responsibility Lawyers.**

**Michigan Association of Defense Trial Counsel.**

**Defense Research Institute.**

**Michigan State Bar Foundation - Fellow.**

**CONTACT:**

John W. Allen ([jwallen@varnumlaw.com](mailto:jwallen@varnumlaw.com))  
 Varnum LLP  
 211 East Water Street, Suite 400  
 Kalamazoo, Michigan 49007  
 And

999 Vanderbilt Beach Road  
 Suite 210  
 Naples, FL 34108

**Mobile: 269.491.0056**

16372608



September 22, 2022

City of Hartford  
19 W. Main Street  
Hartford, Michigan 49057

Dear Members:

For the seventh straight year, the Hartford Lions Club is making plans with Naylor Landscape Management to decorate Ely Park with Christmas lights. But we can't do it without your support.

Naylor guarantees their work and come fully licensed and insured. The City has previously helped defray the costs with a generous contribution.

Naylor provides the labor, materials, and equipment to decorate and maintain the pavilion and a large tree in the park. If there is any problem with the decorations they come and repair them. This is their promise. We continue to do the following:

- Fascia lighting on the sides and front peak of the pavilion.
- Swagged garland hung from trusses with attached bows.
- A 48" lighted wreath hung on the bathroom gable.
- Lighting on the large Christmas tree.

Thank you for your continued support in previous years. We ask for your support once again so that our community will continue to enjoy the decorations.

Lion Judy Sinclair  
Hartford Lions Club

RECEIVED  
SEP 22 2022  
CITY OF HARTFORD

**CITY OF HARTFORD  
COUNTY OF VAN BUREN  
STATE OF MICHIGAN  
RESOLUTION 2022 – 007 AMENDED**



**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, and September 26, 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     | 1.0000       | August 2, 2022   |

YEAS:

NAYS:        ABSENT:

**RESOLUTION DECLARED ADOPTED**

DATE: September 26, 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 & September 26, 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: September 26, 2022

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