

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
OCTOBER 28, 2024

Commissioners Present: Jane Danger; Frank Dockter (5:44pm); John Miller; Lindsay Morsaw; Nancy Spoula; Charles Weeden; Mayor Richard A. Hall

Commissioners Absent:

Staff Present: Brown; Lucas; Ricks; Rodney-Isbrecht; Shultz;

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

Pledge of Allegiance was said.

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

Motion carried 6 – 0

**Guests:**

- Roger Swets, Dickinson Wright, DWSRF project, due to the States rigid schedule he is recommending the City ask for the max amount offered over and above the project scope of \$14,000,000, setting a higher limit gives some flexibility on the project without going back to request more from the State if needed. Engagement letters & Notice of Intent are included for Council's review.
- Andy Campbell, Bendzinski & Company- Overview of options if the City is moving forward with the DWSRF project. Accepting & moving forward with the project will require a water rate increase to repay the 1% loan. The City's rates are still lower than the States average. Financial decisions, terms of loan repayment & rate increases would need to be finalized by July of 2025; Engagement letters are included for Council's review.

**Public Comment:** None

**Communications:**

- Indiana Michigan Power Company Notice of Hearing with MPSC, November 14, 2024 at 9am
- Trick or Treating, October 31, 2024 6 – 8pm
- Van Buren County notice of ORV Ordinance Amendment and update to the ORV Map
- Hartford Chamber, Hartford Lions Club & Hartford Public Library 23<sup>rd</sup> Annual Christmas in Hartford Lighted Parade 6pm, December 14, 2024 line-up at 5:30pm
- Van Buren Conservation District sent notice of October Monthly Programs
- General Election, November 5, 2024, Polls Open 7am-8pm, Clerks office is open on November 2, 2024 8:30am-4:30pm

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

- A. **Planning Commission** – October 2024 Minutes, recommends Council approve amending the zoning map.
- B. **Police & Ordinance** – Interim Chief Lucas, Report on File, working on quotes to update equipment, radios, in-car computers, & radar. Sheriff's Department/911 has applied for a grant to replace radios County wide. If departments purchase radios on their own outside of the grant they will not be reimbursed for the cost. Reviewing employment applications and reviewing wages in neighboring communities. Officers have completed required trainings.
- C. **Fire Department** –Ron Sefcik, Fire Board Chair, Ordered pick-up truck; changed meeting date to November 12; starting in November the Board will begin work on the interlocal agreement & finish up in February 2025 for approval by the municipalities, new hose the trucks has been ordered. Chief

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Harting, report on file, pancake breakfast went well, smoke detectors are available, new grass rig was used and worked well; Spooktacular is on Thursday 6-8pm;

- D. **Ambulance** – Report on File
- E. **Van Buren County** – Mike Chappell, Commissioner, not in attendance.
- F. **Public Works** – Ricky Ricks - Report on File – picking up leaves; department is now fully staffed; mechanical problems with equipment; Thanks to HPS fall fest participants for ranking leaves in the community.
- G. **Wastewater Treatment Plant** – Report on File –
- H. **Treasurers, Investment & List of Bills** – October 28, 2024 List of Bills \$669,707.64
- I. **City Manager** – Report on file – Staff Update; Shared Steets & Spaces Program; DWSRF Project, AT&T Update, Spark Grant/DNR/Council Michigan Foundation, Planning Commission Meeting; 9 South Center Street, Streetscape Downtown Improvement; , Project Compass, CM Goals

**Approval of Commission Minutes:**

Motion by Commissioner Morsaw, supported by Commissioner Miller, to approve the minutes of the September 23, 2024 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 7 – 0

Motion by Commissioner Spoula, supported by Commissioner Danger to approve the minutes of the September 24, 2024 special business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 7 – 0

Motion by Commissioner Morsaw, supported by Commissioner Spoula, to approve the minutes of the September 24, 2024 closed session business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 7 – 0

**Approval of Reports:**

Motion by Commissioner Dockter, supported by Commissioner Miller, to approve the October 28, 2024 list of bills in the amount of \$669,707.64.

Motion carried 7 – 0

Motion by Commissioner Spoula, supported by Commissioner Dockter, to accept the September, 2024 reports of Officers, Boards & Committees and place them on file.

Motion carried 7 – 0

**Goals/Objectives:** None Discussed

**Old Business:**

- Discuss & Consider – Vacate the Right of Way at the End of Reynolds Street  
Discussion: Hartford Public Schools & 211 Church Street are the effected property owners.

**New Business:**

- Discuss & Consider – Ordinance to Amend the Zoning Map Provided by Section 151.05 of the City of Hartford Zoning Ordinance to Conditionally Rezone Tax ID # 80-52-822-003-00 & a portion of 80-52-822-001-05 from the General Business District to the Light Industrial District.  
Discussion: Planning Commission is recommending Council consider revising the current zoning map to move forward with the proposed development. First Reading of the proposed Ordinance

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- Discuss & Consider – Ordinance to Amend the “Anti-Blight” Division in Chapter 91 of the Hartford City Code to Provide Updated Regulations & Penalties Pertaining to Property Maintenance.  
Discussion: First Reading of the proposed Ordinance – Commission has some concerns on the way the ordinance is written and would like to review an ordinance that will work for the City. Commissioners Danger & Miller are willing to work on the revisions. The City Manager will bring back a revised ordinance for a first reading.
- Discuss & Consider – Bendzinski & Co to Serve as the Registered Municipal Advisor for the Drinking Water State Revolving Fund (DWSRF) Water Revenue Bonds & Bond anticipation Note (BAN) at a cost of \$36,350.  
Discussion: No Discussion
- Discuss & Consider –Bendzinski & Co as the City’s Municipal Finance advisors for the Michigan Transportation Fund Bond in the amount of \$18,850.00.  
Discussion: No Discussion
- Discuss & Consider –Dickinson Wright PLLC to serve as Bond Counsel for the Drinking Water State Revolving Fund (DWSRF) Water Revenue Bonds & Bond Anticipation Note (BAN) in the amount of \$39,500.00.  
Discussion: No Discussion
- Discuss & Consider –Dickinson Wright PLLC to serve as Bond Counsel for the Drinking Water State Revolving Fund (DWSRF) Project Michigan Transportation Fund Bond in the amount \$20,500 if bond proceeds exceed \$2,000,000 cost will increase by .25%.  
Discussion: No Discussion
- Discuss & Consider – Purchase, Acquire, and Construct Improvements to the Water System & to Publish Notice of Intent to Issue Revenue Bonds.  
Discussion: No Discussion
- Discuss & Consider – Bendzinski & Co to complete a Sewer Rate Study at a cost of \$7,500.  
Discussion: No Discussion
- Discuss & Consider – Shared Steets & Spaces Grant, 60<sup>th</sup> Ave Sidewalk & Proposal for Engineering Services in the amount of \$44,300  
Discussion: Grant is for \$200,000, total applied for was \$276,000 to complete the project. Wightman’s would like to get started on this project to prepare for spring construction.
- Discuss & Consider – Michigan CLASS (Michigan Cooperative Liquid Assets Securities Systems)  
Discussion: The City’s funds need to be spread out over more financial institutions. Michigan Class is offering much better return rates than other banks in the area.
- Discuss & Consider – Painting City Hall and replacing the cove base not to exceed \$12,000  
Discussion: City Hall has not been painted since it was built in 2000 and needs a refresh. Some areas of City Hall & HPD will be put into next year’s fiscal budget for improvement.
- Discuss & Consider – Amendment to the City of Hartford Employee Handbook  
Discussion: Amendment to include all federal holidays & change to personal leave benefit.

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

- Discuss & Consider – Proposed Ordinance 344-2024 First Reading – Amending the Zoning Map  
Discussion: First reading, no additional discussion.
- Discuss & Consider – Proposed Ordinance 345-2024 First Reading – Amending Anti-Blight Chapter 91  
Discussion: The City Manager will bring back a revised ordinance for consideration

Motion by Commissioner Miller, supported by Commissioner Spoula, to adopt Resolution 2024 – 041 Approving Bendzinski & Co as the City's Municipal Finance Advisors for the Michigan Transpiration Fund Bond in the amount of \$18, 850.

Motion carried 7 – 0

Motion by Commissioner Miller, supported by Commissioner Dockter, to adopt Resolution 2024 – 042 Approving Bendzinski & Co as the registered municipal advisor for the Drinking Water State Revolving Fund (DWSRF) water revenue bonds & bond anticipation note (BAN) in the amount of \$36,350.

Motion carried 7 – 0

Motion by Commissioner Miller, supported by Commissioner Danger, to adopt Resolution 2024 – 043 Approving Purchase, Acquire, and Construct Improvements to the Water System and to Publish Notice of Intent to Issue Revenue Bonds.

Motion carried 7 – 0

Motion by Commissioner Miller, supported by Commissioner Morsaw, to adopt Resolution 2024 – 044 Approving Dickinson Wright PLLC to serve as Bond Counsel for the Drinking Water State Revolving Fund (DWSRF) Water Revenue Bonds & Bond Anticipation Note (BAN)

Motion carried 7 – 0

Motion by Commissioner Miller, supported by Commissioner Danger, to adopt Resolution 2024 – 045 Approving the amendment to the employee handbook.

Motion carried 7 – 0

Motion by Commissioner Dockter, supported by Commissioner Spoula, to adopt Resolution 2024 – 046 Approving the Sewer Rate Study in the amount of \$7,500.

Motion carried 7 – 0

Motion by Commissioner Miller, supported by Commissioner Spoula, to adopt Resolution 2024 – 047 Approving the painting of City Hall not to exceed \$12,000.

Motion carried 7 – 0

Motion by Commissioner Spoula, supported by Commissioner Miller, to adopt Resolution 2024 – 048 Approving the addition of Michigan Cooperative Liquid Assets Securities System.

Motion carried 7 – 0

Motion by Commissioner Danger, supported by Commissioner Dockter, to adopt Resolution 2024 – 049 Approving to vacate the right of way at the end of Reynolds Street.

Motion carried 7 – 0

Motion by Commissioner Miller, supported by Commissioner Danger, to adopt Resolution 2024 – 050 Approving Engineering Services for 60<sup>th</sup> Avenue Sidewalk Extension Project in the amount of \$44,300.

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Motion carried 7 – 0

Motion by Commissioner Dockter, supported by Commissioner Miller, to adopt Resolution 2024 – 051 Approving Dickinson Wright PLLC to serve as Bond Counsel for the Drinking Water State Revolving Fund (DWSRF) Project Michigan Transportation Fund Bond.

Motion carried 7 – 0

**Adjournment:**

Motion by Commissioner Miller, supported by Commissioner Dockter, to adjourn the meeting at 7:23pm.

Motion carried 6 – 0 (Miller)

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk