

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
FEBRUARY 20, 2024

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

Commissions Absent:

Staff Present: Rader; Rodney-Isbrecht; Ivy; Prince; Shultz; Staunton

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

Pledge of Allegiance was said.

Motion by Commissioner Miller, supported by Commissioner Morsaw, to approve the agenda as amended to include the Miss Hartford Court.

Motion carried 7 – 0

Guests:

- Chief Prince & Lt. Ivy Presented a Life Saving Award to Sargent Phil Lucas, Hartford Police Department in reorganization for his heroic efforts on February 7, 2024.
- Miss & Mr. Hartford and Court – Presented the Mayor with the 2024 Hartford Miss & Mr. Hartford picture. Also requesting a donation to build the Community float that will be entered into the Blossomtime Parade.

Public Comment: None

Communications:

- Planning Commission will hold a public hearing on proposed planning, & marijuana ordinances amendments on February 26, 2024 at 7:30pm
- Planning Commission has one seat open, anyone interested submit a letter to the Clerk.
- March Board of Review Organizational Meeting March 5, Protests will be heard March 11, & 12, call for an appointment
- McDowell Apartments sent notice of available housing.
- Raising a Grieving Child Workshop February 28, 2024 11am in St. Joseph.
- Kinship Care Workshop Series – Raising a Family Member’s Child March 26 in Dowagiac & April 3 in Cassopolis.
- Easter Egg Hunt at Ely Park Sponsored by the Van Buren County Sportsman’s Club on March 30, 2024 1pm; Rain date of April 6, 2024.
- City Hall will be closed on February 28, 2024 from 1pm-4pm for Employees to attend training.
- Early Voting is February 17-February 27, 2024, Van Buren County Early Voting location is 57418 CR 681 Hartford.
- Clerks’ office will be open to register voters & issue absent voter ballots on February 24, 2024 8:30am-4:30pm.
- Presidential Primary is February 27, 2024, City registered voters polling location is 12 Church Street, Vanderlyn Community Center/Hartford Library Polls open 7am-8pm

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

- Planning Commission – Minutes, February 12, 2024
 - Van Buren Conservation District January 2024 Program Update.
- A. **Police & Ordinance** – Chief Prince & LT Ivy – Report on file. Crossing Guard has been hired. Working with Motorola to secure support & update the Department radios. Working to update department firearms; New Red Flag Law Compliance.

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- B. **Fire Department** – Ron Sefcik, Fire Board Chair – Report on File; renewing the fire millage for fire equipment, questioned on why the City’s millage was only collected on real property which created a disparity in the amount collected between the City & Township. The Joint meeting has been set for April 3rd 7pm to go through the budget; Fire Board meeting was moved to March 12 at 7pm.
- C. **Ambulance** – Report on File
- D. **Van Buren County** – Mike Chappel, Commissioner Van Buren County, Judge Stefano has retired, Approved Treasurer to borrow 7.5 million dollars for revolving tax fund; and Friend of the Court renewed contracts; Health Care contract for jail inmates;
- E. **Public Works** –Dan Staunton, Report on File – cold patching; 50 new 4g meters have been delivered, 3g meters are no longer available; Training for new meter read system will be April 9 & 10. Council will need to have a discussion on how to fund the purchase of the rest of the meters that will be needed.
- F. **Wastewater Treatment Plant** – Report on File –
- G. **Treasurers, Investment & List of Bills** –List of Bills \$257,246.03
- H. **City Manager** –Report on file – City Manager Brown’s first day is March 6, 2024 and was present at the meeting; DPW Superintendent will stay on to teach Ricky Ricks as he works towards his water operator license, Staunton would like to retire after 40 years by the end of May 2024; Food vendors permits have been issued to two pop up bakeries; Several companies have expressed interest in installing internet lines in the City limits; A conditional offer of employment has been offered to a Police Recruit pending pre-employment testing; Hartford Township water extension will restart soon, residents in the area will have a final opportunity to sign up for connections as part of the project; 106 South Center, continuing to work towards getting the gas line retired; Working on grants for police department equipment funding; Planning Commission will have a public hearing on February 26 for proposed marijuana & zoning ordinance amendments.

Approval of Commission Minutes:

Motion by Commissioner Danger, supported by Commissioner Spoula, to approve the minutes of the January 22, 2024 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 7 – 0

Motion by Commissioner Dockter, supported by Commissioner Danger, to approve the minutes of the January 29, 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 Dockter, to approve the minutes of the February 5, 2024 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 7 – 0

Motion by Commissioner Danger, supported by Commissioner Morsaw, to approve the minutes of the February 12, 2024 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 7 – 0

Approval of Reports:

Motion by Commissioner Miller, supported by Commissioner Spoula, to approve the February 20, 2024 list of bills in the amount of \$257,246.03

Motion carried 7 – 0

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Motion by Commissioner Morsaw, supported by Commissioner Miller, to accept the January 2024 reports of Officers, Boards & Committees and place them on file.

Motion carried 7 – 0

Goals/Objectives: None Discussed

Old Business:

- Commissioner Dockter has requested an update on Planters & Flowers Downtown

New Business:

- Discuss & Consider – HFD – 2024/2025 Proposed Budget
Discussion: Joint Meeting April 3, 2024 7pm at the Fire Department.
- Discuss & Consider – Humvee Policy

Motion by Commissioner Miller, supported by Commissioner Spoula, to approve the Hartford Police Department Humvee Use Policy as presented.

Motion carried 7 – 0

- Discuss & Consider – Extreme Risk Protection Order Policy

Motion by Commissioner Miller, supported by Commissioner Spoula, to approve the Hartford Police Department Extreme Risk Protection Order Policy as presented.

Motion carried 6 – 1 (Weeden)

- Discuss & Consider – Lien & Delinquent Tax Policy
Discussion: The City is incurring penalty & loss of revenue when putting lien's on taxes. Staff will prepare a policy for dangerous structure cost recovery.
- Discuss & Consider – Police Department Garage Maintenance

Motion by Commissioner Dockter, supported by Commissioner Morsaw to accept the quote from Quality Door in the amount of \$3,902 to replace the garage doors & openers on the Police Garage. .

Motion carried 7 – 0

- Discuss & Consider – SWOT Analysis & Expectations Workshop Results Set for March 11, 2024 4:30pm
- Discuss & Consider – Set Meeting for Colors Workshop Set meeting date at the March 25, 2024 Council Meeting

Resolutions, Ordinance, Proclamation's:

Adjournment:

Motion by Commissioner Dockter, supported by Commissioner Danger, to adjourn the meeting at 6:58pm.

Motion carried 7 – 0

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Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk