

CITY OF HARTFORD
PROPOSED SPECIAL BUSINESS MEETING MINUTES
AUGUST 8, 2023

Commissioners Present: Ramon Beltran; Jane Danger; Frank Dockter; John Miller; Helen Sullivan; Terry Tibbs; Mayor Richard A. Hall

Commissions Absent: None

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

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

Pledge of Allegiance was said.

A moment of silence was held for former Commissioner Ron Burlison

Motion by Commissioner Dockter, supported by Commissioner Danger, to amend the agenda to include Senior Services Information.

Motion carried 7 – 0

Guests:

- Angelica Mireles, Hispanic Heritage Festival, September 16, 2023 in Ely Park is requesting permission to hold a parade between 12:30pm – 1pm. Council does not have a problem with holding a parade on that day.

Public Comment:

- Mark Little, 15 North Maple – Several complaints regarding flyers in Harding’s.
- Michael Menck, 38 Marion Ave – FOIA request response. Requesting the City Attorney is at the City Council Meeting.

Communications:

- New Trash Can was stolen from the South and the Mayor is requesting the trash can be returned.
- Hartford Float took 1st place at the Coloma Glad Peach Festival
- Force Paving, CSX railroad crossing construction has been rescheduled for September 11; crossings will be closed for 2-5 days during construction.
- Hartford Recreation Council Notice of July meeting at the ball fields club house.
- Michigan Health & Human Services would like to use the City’s north parking lot for their MiChem Michigan Chemical Exposure Monitoring Program. The RV style mobile lab vehicle would be parked in the lot for a few days in October – December. Council is in favor of them using the parking lot for this purpose.
- With the passing of Proposal 2022 – 2 requires 9 days of early voting. The County will be providing one central location for early voting beginning in 2024. The Clerk is on the Early Voting committee to develop this process.
- The City Clerk & City Treasurer may have to be out of the office at the same time requiring City Hall to be closed on an occasion. Notice will be posted on the door when this happens.

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

- Police & Ordinance** – No Action
- Fire Department** –
- Ambulance** –
- Van Buren County** – No Action
- Public Works** – Clark & Linden, services to be replaced as part of the City’s match; WWTP: waiting on materials; One river boring crossing was completed today; PFAS water main construction to begin in October.

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- F. **Wastewater Treatment Plant** – No Action
- G. **Treasurers, Investment & List of Bills** –List of Bills in the amount of \$67,656.21
- H. **City Manager** – Developing a hiring plan for the City Manager Position to be presented at the August 28, 2023 Council Agenda; Understanding the Clerk & Treasurer Roles and a Deputy Clerk Role, by completing a job analysis and offering a part-timer some kind of benefit package; Reviewing the budget, City Commission Rules or Order, Contracts, Meeting with Department Heads; Filling Building Inspector & Code Enforcement and Staff opening. Compensation adjustments. Council will accept the recommendation of the Interim Manager to present the job description & benefits package to get those positions filled with in budget. Blight Elimination Grant; Roof Project has been repaired & completed; USDA Streetscape Grant, planters have not been ordered and will be put on hold until winter or spring. Bullet Proof Vest Grant; Attorney does not recommend creating an Assistant Manager Position but to add it the Clerk’s job description with appropriate compensation.

Approval of Commission Minutes: No Action

Approval of Reports:

Motion by Commissioner Beltran, supported by Commissioner Sullivan, to approve the August 8, 2023 list of bills in the amount of \$67,656.21

Motion carried 7 – 0

Goals/Objectives: None Discussed

Old Business:

- Discuss & Consider City Manager Search – Discussed during the City Manager Report

New Business:

- Discuss & Consider – Recreational Marihuana Application from Renaissance Cultivators, LLC, Class B Grow at 501 Hillsborough St

Motion by Commissioner Miller, supported by Commissioner Beltran, to approve the recreational grow facility Class B marihuana application from Renaissance Cultivators, LLC @ 501 Hillsborough Street.

Motion carried 5 – 2 (Danger, Tibbs)

Discussion: Peter Ludeman, & Attorney Mohamed Ghaith presented information on application for 501 Hillsborough and answer any questions the Council may have. The prior City Manager had invited them to the July meeting for Council’s consideration. The Clerk had found the emails from the City Manager between Peter Ludeman & his Attorney where they had completed everything that they were asked by the prior City Manager and was ready for Council approval to move forward.

- Senior Services is having a meeting and the Board is asking for information, and suggestions to prepare goals.
- Discuss & Consider - Signatory for EGLE FSR Reports

Motion by Commissioner Beltran, supported by Commissioner Danger, to designate Interim City Manager Linnea Rader as the temporary signatory for EGLE FSR Reports.

Motion carried 7 – 0

Discussion: It is recommended to have the Interim City Manager cross out the current name & sign. Once a permanent manager is hired they will change the name with the state.

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- Discuss & Consider – 2023 Seasonal Brush Permits Reimbursement

Motion by Commissioner Sullivan, supported by Commissioner Danger, to authorize the City Treasurer to refund the 2023 Seasonal Brush Permits purchase prior to the closing of the waste water treatment plant.

Motion carried 7 – 0

Discussion: Council is in favor of reimbursement because it was not

- Discuss & Consider – Routine Bill Policy

Discussion: Council is required to approve the bills prior to dispersing payment. Council would like to move forward with a policy to preauthorize routine bill payments.

Resolutions, Ordinance, Proclamation's:

- Discuss & Consider Proposed Amendment to Code of Ordinance 110.03 Peddler & Solicitor Regulations Section 4.1 -

Discussion: Interim City Manager Rader is recommending some changes to the ordinance. The changes will be made and brought back to Council for consideration.

- Discuss & Consider Proposed Amendment to Code of Ordinance 110.01 Regulating Garage, Yard Basement and Private Sale Regulations

Discussion: Interim City Manager Rader is recommending some changes to the ordinance. The changes will be made and brought back to Council for consideration.

- Discuss & Consider Proposed Building Regulation Ordinance

Motion by Commissioner Tibbs, supported by Commissioner Danger, to adopt the Building Regulation Ordinance amendment to the building regulation code as presented.

Motion carried 7 – 0

Discussion: Proposed by the City Attorney; The Interim Building Inspector had some comments regarding the Ordinance.

Adjournment:

Motion by Commissioner Dockter, supported by Commissioner Miller, to adjourn the meeting at 8:51pm.

Motion carried 7 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk