

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
DECEMBER 19, 2022

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

Members Absent:

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

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

The Clerk gave the newly Elected Officials (November 2022 election) the Oath of Office:
Commissioners, Jane Danger; Frank Dockter and John Miller

Pledge of Allegiance was said.

Motion by Commissioner Miller, supported by Commissioner Beltran, to approve the agenda adding Ryan Marschke of Hungerford Nichols under guests.

Motion carried 7 – 0

Guests:

- Mickey Bittner Wightman's updates on DWAM, Drinking Water - Service Line Inventory, 100 % grant; Linden & Clark Street Project, pay estimates submitted; PFAS Project, 100% grant, have reached 51% to participate so moving forward, three rounds of communication have gone out to those effected; WWTP update; EGLE has a Drinking Water state revolving fund program eligible to significantly overburdened communities, an intent to apply which was submitted on November 1st, all services with lead service line must be corrected by January 2045, Wightman's has submitted a proposal for the engineering services for this project.
- Ryan Marschke, Hungerford Nichols, presented the preliminary budget for the 2021/2022 fiscal year audit, the City has approximately six months of operating funds available, it is recommended there be at least 3 – 5 months of operating fund balance. Sewer Enterprise fund, needs to be brought into balance.

Public Comment:

- Michael Menck 38 Marion Ave complaint about a business running at 517 W Main St on a residential property and wants to know the Commissions progress in getting the complaint resolved before spring.
- Tim Kling, Planning & Zoning commission wanted to wish the City Manager Yemi Akinwale well on his retirement.
- Doug Tipton, Pastor of the United Methodist Church, Senior Services uses the church to provide meals to Seniors. It was announced by Senior Services that if someone lives in a community that does not participate then they will no longer be able to participate in the meals program, they will not be able to participate beginning January 1, 2023. The pastor has concerns about how senior services is being operated. Senior Services will no longer be able to hold meals at the Church if they are going to exclude individuals from participating the policy goes against what the church stands for. Commissioner Tibbs who sits on the Senior Services Board invited the Pastor to the next Senior Services Board Meeting. The Mayor will contact the Senior Services Director & meet with the Pastor at a future date.

Communications:

- EGLE Recognition, implementing an approved Source Water Protection Program.
- Letter From Commissioner Sullivan regarding the complaint by Mr. Menck & Commission Rules
- Elected Officials Training offered by MML February 10-11, virtual is \$85 per/person and in Person training are \$115 per/person.

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- City Hall will be closed Friday December 23, & Monday December 26 in Observance of Christmas & December 30 & January 2 in Observance of New Year

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

- A. **Police & Ordinance** – LT Prince, Interim Chief, Police Department has had some officers out due to illness.
- B. **Fire Department** – Smoke Alarm program working; working on next year budget, appreciate the cooperation from the departments of police & public works on the recent fire.
- C. **Ambulance** – Bill Mears – Mass causality kits, cost is about \$350 plus training, they are issued to ambulances and can be bought in bulk but not real practical for police department but can fill the request if desired. Commissioner Tibbs felt they should be in each police car.
- D. **Van Buren County** – Mike Chappell – purchasing the building across the street from the administration building for Friend of the Court, some offices will be moving to other areas of the building, Land Management is now called GIS.
- E. **Public Works** – Justin Ryan, Superintendent, done with leaf pick up ready for the snow plowing.
- F. **Wastewater Treatment Plant** – working with rural water and an operator from Buchanan until a full-time operator can be hired. The part-time summer help has been moved to the WWTP.
- G. **Treasurers, Investment & List of Bills** – extra cost for additional cleaning of City Hall.
- H. **City Manager** – State Revolving Fund Series 2022B Sewer Bond Update; City/Township Fire Board Arbitration Hearing complete, waiting on ruling; WWTP Plant Operation; 1 & 5 West Main Street securing the building should begin next month; Rural Business Development Grant, South Parking Lot Project waiting for design approval then the project can be bid out; Hartford Police Department Body – Cam Request

Approval of Commission Minutes:

Motion by Commissioner Danger, supported by Commissioner Tibbs, to approve the minutes of the November 21, 2022 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 7 – 0

Motion by Commissioner Beltran, supported by Commissioner Miller, to approve the minutes of the November 8, 2022 special 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 Beltran, to accept the November, 2022 departmental reports as presented and place them on file.

Motion carried 7 – 0

Goals/Objectives:

- Fill WWTP Operator Position
- Fill City Manager Position

Old Business:

- None

New Business:

- Linden & Clark Street Project – Pay Estimate no. One \$12,015.00 –

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Motion by Commissioner Tibbs, supported by Commissioner Miller to approve the Linden & Clark Street Project Pay Estimate no. one in the amount of \$12,015.00 as recommended by Wightman's.
Motion carried 7 – 0

- Linden & Clark Street Project Pay Estimate no. two \$38,196.00

Motion by Commissioner Dockter, supported by Commissioner Sullivan, to approve the Linden & Clark Street Project Pay Estimate no. two in the amount of \$38,196.00 as recommended by Wightman's.
Motion carried 7 – 0

- HPD Body Camera Purchase Proposal

Motion by Commissioner Tibbs, supported by Commissioner Dockter, to accept the proposal to purchase body cameras for the police department in the amount of \$6,400.00 per/year for five years as recommend by the City Manager.
Motion carried 7 – 0

- 2023 City Council Meeting Schedule

Motion by Commissioner Dockter, supported by Commissioner Beltran, to approve the City Council's Meeting Schedule and City Hall Holiday Schedule as presented.
Motion carried 7 – 0

- Lead Service Line Replacement Project – Engineering Services Proposal - \$45,500.00

Motion by Commissioner Tibbs, supported by Commissioner Sullivan, to accept Wightman's engineering services proposal for lead service line replacement project in the amount of \$45,500 as recommended by the City Manager.
Motion carried 7 – 0

Resolutions, Ordinance, Proclamation's:

- Resolution 2022 – 022 Adopting Pokagon-Hartford Area Local Revenue Sharing Board Appointment

Motion by Commissioner Dockter, supported by Commissioner Sullivan, to adopt resolution 2022 – 022 Pokagon – Hartford Area Local Revenue Sharing Board Appointment.
Motion carried 7 – 0

- Resolution 2022 – 023 Adopting 2021-2022 Fiscal Year Audit – Audit Report was incomplete, Commission tabled to the January 2023 meeting.

Adjournment:

Motion by Commissioner Beltran, supported by Commissioner Miller, to adjourn the meeting at 8:45pm.
Motion carried 7 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk

County of Van Buren, State of Michigan, 19 West Main St, Hartford, MI 49057