

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
NOVEMBER 25, 2024

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

Commissioners Absent:

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

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

Clerk Rodney-Isbrecht swore in newly Elected Officials, Peter Aranda, Jane Danger and John Miller.

Pledge of Allegiance was said.

Motion by Commissioner Aranda, supported by Commissioner Danger, to approve the agenda as presented.

Motion carried 7 – 0

Guests:

- Veronica Wolf, 5k Run Proposal, Hartford Chamber, Van Buren County Road Commission would like to restart the Strawberry Run in 2025.
- Mickey Bittner, Wightman's, DWAM, to be completed May 1, 2025; Hartford Township Water Main Extension (PFAS), wrapping up punch list; SRF Wastewater Project, wrapping up project; 60th Ave Sidewalk Extension, fieldwork completed, kick off meeting at City Hall on December 4th; DWSRF, decisions will need to be made quickly. Unfortunately this project does not include all street replacement if it is not where the water main needs to be replaced, however if the City were to use other street funds to replace those affected streets it would be at a reduced cost due to construction already taking place in the area so the City would save on mobilization for example.

Public Comment:

- Mike Menck, 28 Marion Ave – concerns about Police Department pay is not competitive to other departments in the area. And 5 West Main Street back stairs to the building do not appear to be safe.

Communications:

- Indiana Michigan Power Company Notice of Hearing with MPSC, November 14, 2024 at 9am
- DNR Survey, requesting public participation
- EGLE sent notice of violation to AEP on Transmission Line Project – South Haven-Hartford
- City Hall will be closed Thursday & Friday to observe Thanksgiving Holiday.

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

- Planning Commission** –
- Police & Ordinance** – Officer Poole, Report on File. Shop-with-a-Cop will be December 17, 2024; a current Reserve Officer is seeking support/training to become an officer for the department; 2020 Police Vehicle has a recall, scheduling to have it repaired when parts are available; Van Buren County Prosecutor's office is moving to an electronic reporting system.
- Fire Department** – Chief Harting, not in attendance. Report on File
- Ambulance** – Report on File
- Van Buren County** – Mike Chappell, Commissioner, not in attendance.
- Public Works** – Ricky Ricks - Report on File – Working on picking up brush & leaves, slow process due to training new employees. There was a water main break over the weekend. Casino lift station alarm needs replacement. Putting up Christmas decorations next week.
- Wastewater Treatment Plant** – Report on File –

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- H. **Treasurers, Investment & List of Bills** – November 25, 2024 List of Bills \$368,575.11
- I. **City Manager** –Report on file –Shared Streets & Spaces Program; DWSRF Project; AT&T Update; Spark Gant/DNR/Council Michigan Foundations; Planning Commission Meeting; 9 South Center Street; Streetscape Downtown Improvement; Projects Compass; Blight Ordinance Amendment; Rental Inspection Ordinance Amendment; Complaint Police Department; SRF Wastewater Project Update; Water Main Extension (PFAS) Hartford Township Update; Drinking Water Asset Management (DWAM) Update; 60th Avenue Sidewalk Extension Update; DWSRF Update; CM Goals

Approval of Commission Minutes:

Motion by Commissioner Danger, supported by Commissioner Spoula, to approve the minutes of the October 28, 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 Spoula, supported by Commissioner Danger, to approve the October 28, 2024 list of bills in the amount of \$368,575.11.

Motion carried 7 – 0

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

Motion carried 7 – 0

Goals/Objectives: None Discussed

Old Business: None Discussed

New Business:

- Discuss & Consider – EGLE’s Funding SWSRF Award
Discussion: Combination of loan & loan forgiveness offered \$11,760,000 will be used for replacing water mains, iron removal plant upgrades, replacing lead service lines and installing new meters.
- Discuss & Consider – Approval of Engineering Services for Spark Grant
Discussion: City Manager is recommending Abonmarche Consultants, as she has worked with them before on other projects.
- Discuss & Consider – International Brotherhood of Teamsters Local 214 Agreement Amendment.
Discussion: updating holiday’s & personal days to reflect the new changes to the employee handbook.
- Discuss & Consider – Approval of Financial Software in the amount of \$71,480.00
Discussion: The City Manager is recommending upgrading the accounting software with two additional modules; cost will be spread out over two different fiscal years.
- Discuss & Consider – CDL Training Loan Agreement
Discussion: Several other community’s and organizations have similar agreements to balance the investment made by the City for the employee.
- Discuss & Consider – 2025 City Commissioner Meeting Schedule

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Discussion: Council did not make any changes to the proposed schedule. Council did not take action on closing City Hall for extra days during Christmas & New Year. Staff would be required to take a vacation, personal day or work from home on Thursday & Friday, December 26 & 27, 2024 - January 2, 2025.

- Discuss & Consider – Mayor Appoint Council Rules Review Committee
Discussion: Commissioners Aranda & Spoula volunteered for the committee & will meet January 6, 2025.
- Discuss & Consider – Mayor Appoint City Manager Evaluation Form Review Committee
Discussion: Commissioners Danger, Morsaw & Weeden volunteered for the committee and will set a meeting date at the December Council meeting.
- Discuss & Consider – Proposed Ordinance 344-2024 Second Reading – Amending the Zoning Map
Discussion: Second Reading, no questions or changes.

Resolutions, Ordinance, Proclamation's:

- Discuss & Consider – Proposed Ordinance 344-2024 Second Reading – Amending the Zoning Map
Discussion: Second reading, no additional discussion.

Motion by Commissioner Morsaw supported by Commissioner Miller, to adopt Ordinance 344-2024 Amending the Zoning Map.

Motion carried 7 – 0

- Resolution 2024-052 Amend International Brotherhood of Teamsters Local 214 Agreement

Motion by Commissioner Miller, supported by Commissioner Spoula, to adopt Resolution 2024 – 052 amending the International Brotherhood of Teamsters Local 214 Agreement.

Motion carried 7 – 0

- Resolution 2024-053 CDL Loan Agreement

Motion by Commissioner Morsaw, supported by Commissioner Danger, to adopt Resolution 2024 – 053 establishing the CDL training Loan Agreement.

Motion carried 7 – 0

- Resolution 2024-054 Approving Financial Software Purchase

Motion by Commissioner Miller, supported by Commissioner Aranda, to adopt Resolution 2024 – 054 approving the financial software purchase in the amount of \$71,480.00

Motion carried 7 – 0

- Resolution 2024-055 Accepting EGLE's Funding Award

Motion by Commissioner Danger, supported by Commissioner Aranda, to adopt Resolution 2024 – 055 accepting EGLE's funding award for DWSRF funding.

Motion carried 7 – 0

- Resolution 2024-056 Budget Adjustment no. One Fiscal Year 2024-2025

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Motion by Commissioner Miller, supported by Commissioner Spoula, to adopt Resolution 2024 – 056 budget adjustment no. one for fiscal year 2024-2025.

Motion carried 7 – 0

- Resolution 2024-057 Awarding Engineering Services for the Spark Grant Ely Park Improvements

Motion by Commissioner Miller, supported by Commissioner Aranda, to adopt Resolution 2024 – 057 awarding engineering services to Abonmarche Consultants for the Spark Grant Ely Park improvements at a fee of \$158,500.00.

Motion carried 7 – 0

Adjournment:

Motion by Commissioner Aranda, supported by Commissioner Miller, to adjourn the meeting at 7:17pm.

Motion carried 7 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk