

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
AUGUST 26, 2024

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

Commissions Absent:

Staff Present: Brown; Lucas Rodney-Isbrecht; Staunton;

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

Pledge of Allegiance was said.

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

Motion carried 7 – 0

Guests: None

Public Comment:

- Jan Kelly, Hilliard St – comments regarding Commission rule changes, funding for DPW new equipment.
- John Spoula, Bennett Ave – comments regarding the firing of Police Chief Prince.
- Al Rosier, Elmwood St – comments regarding the Police Department & Manager.
- Ryan Murphy, Hartford Township – has family from the area and concerned about crime.
- Cherokee Thompson, Pleasant St – comments regarding the Police Department

Communications:

- Comcast sent Programming Advisory Notice
- Hartford Chamber of Commerce After Hours Event September 12, 2024 at 6pm at the Hartford Public Library
- September 2024 Luncheon Menu, Senior Lunch, Noon at Hartford United Methodist Church
- Van Buren County Materials Management Plan Information
- City Commission Seats, write in candidate's declaration of intent forms due by October 25, 2024 4pm. Petitions filed: Peter Arenda, Jane Danger, Frank Dockter & John Miller. Write-in Candidates Declaration of Intent filed: Gage Gardner & John Spoula.
- Special Meeting September 24, 2024 for City Manager Six Month Review at 5:30pm, a Closed Session has been requested.
- Voters, please check your voter registration for the November 5, 2024 General Election. Those who would like to vote absentee can request an absentee ballot application from the Clerk's office.
- Hispanic Heritage Festival September 14, 2024 in Ely Park

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

- A. **Hartford Public Library** – July 2024 –
- B. **Planning Commission** - July 2024 Minutes, Correction to minutes - 325 W Main Street Site Plan Review, contingent upon approval from railroad for parking and water/sewer upgrades.
- C. **Van Buren Conservation District** - July Programs
- D. **Police & Ordinance** – Interim Chief Lucas, Report on File, expressed appreciation for the opportunity, working on training compliance and updated equipment list. Office short staffed, seeking part-time officers, and training for new recruit Sobeski.
- E. **Fire Department** – Fire Chief Robbie Harting – Report on File, Thank you to the Citizens for renewing the equipment millage at the August election; Financial Audit; Smoke Detectors available; Resuming

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
AUGUST 26, 2024

Citizen CPR Training; Department has been identified as Palisades Decon center, additional training will be required; radio tower blown over from the storm will be replaced next week.

- F. **Ambulance** – Report on File
- G. **Van Buren County** – Mike Chappell, Commissioner, September Commission meeting changed to September 23; approved 3rd party contract for transit facility; community services housing assistance program grant; mileages approved, thank you to the community for supporting those mileages at the August election; Veterans Services Social August 29.
- H. **Public Works** – Dan Staunton - Report on File – department has been understaffed but trying to get caught up; preparing for curb painting; PFAS water service install going well; sewer syphon on CR 687 to be competed on September 11; WWTP construction waiting on parts.
- I. **Wastewater Treatment Plant** –No Report on File –
- J. **Treasurers, Investment & List of Bills** – August 26, 2024 List of Bills \$469,904.61
- K. **City Manager** –Report on file – 106 South Center Demolition, contract should be signed this week; 5 W Main Street, VBCO Land Bank requesting RFP for upgrades and stabilize; Researching Police Millage to fund wages & equipment, recruiting part – time officers; Hiring at the DPW, interviewed two candidates; WWTP Update, new employee has started; Streetscape Downtown Improvement Update, project about 80% complete, green spaces have been planted; Drinking Water State Revolving Fund (DWSRF) lead service line replacement, scored high enough to hopefully receive an offer from EGLE, decisions will need to be made quickly if we move forward with the offer; Spark Grant/DNR/Council Michigan Foundation Awarded \$869,900, Southwest Michigan Planning Commission will help us administer the grant to improve Ely Park; Renaissance Cultivators has renewed their Class B Grow License; Zip Cannabis has been issued a consumption permit and received a state license; Med + Leaf has applied for Medical Provisioning/retail renewal permit; Amended Water & Sewer Rates effective July 1, 2024, billing for July went out this past week; Project Compass, started with meeting to plan internet & broadband services, watch for surveys and meeting with residents; Zoning Administrator, working towards filling this position; Building Permits for July 2024; Vacate Right of Way – Spoke with School Board President, he asked if it could wait until new Superintendent is appointed in September 2024; AT&T water tower space rental contact, City Attorney is in negotiations regarding removing the equipment; Peerless Midwest to take samples of the green sand media, life span is 20 years and we are on the 10th year, need to plan on replacing the media within the next 5 – 10 years.

Approval of Commission Minutes:

Motion by Commissioner Dockter, supported by Commissioner Spoula to approve the minutes of the July 22, 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 Danger supported by Commissioner Spoula, to approve the August 26, 2024 list of bills in the amount of \$469,904.61.

Motion carried 7 – 0

Motion by Commissioner Dockter, supported by Commissioner Miller, to accept the July 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:

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
AUGUST 26, 2024

- Discuss & Consider – Policy & Procedure for Assessing Requests
Discussion: Recommendation to approve the policy and procedure for Assessor Inquires and Assessor Meeting requests.
- Discuss & Consider – Amendment No. 3 PFAS Water Main Extension Project
Discussion: Recommendation to approve contract amendment #3 for the PFAS 56th Ave, Pinery Road and 60th Street Water Main Extension in the amount of \$27,000.
- Discuss & Consider – SRF Wastewater Project Change Order No. 3 Contract B
Discussion: Recommendation to approve change order No. 3 for Contract B of the City’s Drinking Water State Revolving Fund (DWSRF) Project. Extending the contract to September 30, 2024.
- Discuss & Consider – DWAM Change Order No. 4
Discussion: Recommendation to approve the DWAM grant change order #4 for the DSMI verification project and asset management plan revisions in the amount of \$138,625.00.
- Discuss & Consider – City Commission Rules of Order Amendment
Discussion: Recommendation to approve the recommended policy amendment to the City Commission Rules of Order.
- Discuss & Consider – Contract with Hartford Township to Decorate Ely Park
Discussion: Recommendation to approve a contract between Hartford Township and the City of Hartford to decorate Ely Park.
- Discuss & Consider – Sick Time Payout
Discussion: Payout of 60% sick time totaling \$3,148.80 to Mike Prince

Resolutions, Ordinance, Proclamation’s:

- Discuss & Consider – Resolution 2024 – 034 – Approving Assessing Records Policy & Procedure

Motion by Commissioner Miller, supported by Commissioner Spoula, to adopt Resolution 2024 – 034 approving Assessing records policy & procedure.
Motion carried 7 – 0
- Discuss & Consider – Resolution 2024-035 – Approving Amendment No. 3 PFAS Water Main Extension

Motion by Commissioner Dockter, supported by Commissioner Danger, to adopt Resolution 2024 – 035 Approving Amendment No. 3 PFAS Water Main Extension. .
Motion carried 7 – 0
- Discuss & Consider – Resolution 2024-036 – SRF Wastewater Project Change Order No. 3 for Contract B.

Motion by Commissioner Miller, supported by Commissioner Danger, to adopt Resolution 2024 – 036 Approving SRF Wastewater Project Change Order no. 3 for Contract B
Motion carried 7 – 0
- Discuss & Consider – Resolution 2024-037 DWAM Change Order No. 4

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
AUGUST 26, 2024

Motion by Commissioner Miller, supported by Commissioner Danger, to adopt Resolution 2024 – 037 Approving DWAM Change Order No. 4
Motion carried 7 – 0

- Discuss & Consider – Resolution 2024-038 Commission Rules of Order Amendment

Motion failed for lack of support

- Discuss & Consider – Resolution 2024 – 039 Contract with Hartford Township to Decorate Ely Park

Motion by Commissioner Miller, supported by Commissioner Dockter, to adopt Resolution 2024 – 039 approving a contract with Hartford Township to Decorate Ely Park
Motion carried 7 – 0

Motion by Commissioner Miller, supported by Commissioner Danger to accept the City Managers recommendation to pay off the sick time and re-amend the policy sick time pay out.
Motion carried 7 - 0

Adjournment:

Motion by Commissioner Spoula, supported by Commissioner Dockter, to adjourn the meeting at 6:55pm.
Motion carried 6 – 1 (Miller)

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk