

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
SEPTEMBER 27, 2021

Commissioners Present: Ron Burleson; Frank Dockter; Richard A. Hall; John Miller; Terry Tibbs;
Members Absent: Dennis Goss; Helen Sullivan
Staff Present: Akinwale; Beltran, Rodney-Isbrecht, Shultz, Staunton

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

Pledge of Allegiance was said.

Motion by Commissioner Miller, supported by Commissioner Dockter, to approve the agenda as amended to include information & Resolution on West Main Street Project.

Motion carried 5 – 0

Guests:

1. Mickey Bittner, Wightman's, Update on:
 - DWAM, Drinking Water Asset Management Grant: specifications complete, going out for bid to investigate water materials, hoping to open bids in October & awarding contract at the November meeting.
 - PFAS 100% State Grant awarded: – water main extension to the township, field work in the public right of way is complete, VBC Road Commission to stake location of the water main on Red Arrow. EGLE has sent documents of properties within the scope of study area to Wightman's. Property owners within the study the State wants them to have the opportunity to connect to municipal utilities. Working on Railroad permitting requirements.
 - Prospect Street Construction Project: construction complete, awaiting final inspection and punch list.
 - Wendell Ave Construction Project: construction complete, final pay estimate approval next meeting
 - CDBG Clark & Linden Street improvements: between Spaulding to Olds Ave, field work will begin next week, solicited proposals for administrative work required by the grant. MEDC should be refunding the cost back to the city for the grant administrative work, these are new requirements by MEDC. Project is a full reconstruction, road, sidewalks, curb, gutter, water/sewer/storm.
 - SRF Application for Sewer Project: wastewater project, field work completed near the railroad, working on the permitting documents, resume field work next week. Bond anticipation resolution on agenda.
 - Added to agenda west main street project, submit application for west main street, applications are due Friday. Future project application, Marion Ave for a full reconstruct, resolution to follow at the October meeting.
 - East main street submitted a category f application, should be hearing soon if the application was accepted.

2. Rick Anstiss – 2021 Hemp & Harvest a small event at 301 Bowie St for this year. Provided information and seeking support for a September, 2022 Cannabis Festival at 301 Bowie St.

Public Comment: None

Communications:

1. Van Buren Conservation District Update
2. AEP notice of working in the City
3. October 2, 2021 - Hartford Fire Department Lighted Parade
4. October 3, 2021 - Hartford Fire Department Pancake Breakfast
5. October 11 – 15, 2021 - Hydrant Flushing
6. October 18 – 22, 2021 - Brush Pick up

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
SEPTEMBER 27, 2021

7. October 25, 2021 - Leaf pick up begins through bad weather
8. Mayor & City Commissioner Seats, Write – In Candidates deadline to file is October 22, 2021, 4pm.
9. November 15, 2021 - Council Meeting 7:30pm
10. December 20, 2021 - Council Meeting 7:30pm
11. November 2, 2021 - Election for Mayor & Commissioners polls will be open 7am-8pm; City registered voters seeking an absent voter ballot can get an application at the Clerk's office.
12. October 30, 2021 - Trick or Treating 6pm-8pm

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

- A. **Police & Ordinance** – Chief T. Beltran, Ordinance report is much shorter, new ordinance officer is very effective.
- B. **Fire Dept** – Chief Harting, seeking a new Chaplin; Spooktacular October 30 from 6pm-8pm; New Truck Open house went well. Lighted Parade starts at 8pm; October 4th starts Fire Prevention Week; Reflective address signs are available;
- C. **Ambulance** – No representative, report available
- D. **Van Buren County** – Veteran's services information & Stand Down on October 15, 2021 at Decatur VFW, 10am-2pm
- E. **Public Works** – Superintendent Staunton, No Discussion
- F. **Wastewater Treatment Plant** – No licensed operators to work with current operator, will have to hire an outside company that has a license to run it, which is costly. City Manager is having difficulty finding someone interested in coming to work at a plant of that size. The current operator is getting closer to retirement and finding someone to operate the plant is a priority or will have to hire an outside firm to take over the operation. Council wants information on the succession plan prior to the current operator's retirement and the cost to hire an outside company. The City Manager has a meeting with EGLE on October 4th to discuss it.
- G. **Treasurers, Investment & List of Bills** – No Discussion
- H. **City Manager** – American Rescue Plan Act Funds; 5 West Main Street Update; Holy Family Clinic 2 East Main Street Update, to be used as a Medical & Dental Facility; DDA Change in Board Membership; Van Buren County Conservation District will offer Recycling tires & electronics on July 18, 2022 in the City's North parking lot.

Approval of Commission Minutes:

Motion by Commissioner Tibbs, supported by Commissioner Dockter, to approve the minutes of the August 23, 2021 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 5 – 0

Approval of Reports:

Motion by Commissioner Dockter, supported by Commissioner Tibbs, to accept the August 2021 departmental reports as presented and place them on file.

Motion carried 5 – 0

Goals/Objectives: None Discussed

Old Business:

- Commissioner Burleson requested additional information, cost to remediate & authorization to repair on exposed brick wall at 36 West Main St caused by the demolition of 32/34 West Main Street.
- Commissioner Dockter initiated discussion on decorating the planters for the holiday season, and lighting all of the City's decorative lamp post. The City Manager will bring a plan back to the Commission.

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
SEPTEMBER 27, 2021

New Business:

- Wendell Ave Improvements - Payment –
Motion by Commissioner Dockter, supported by Tibbs, to approve payment in the amount of \$93,067.63 to Krohn Excavating for the Wendell Ave Improvements.
Motion carried 5 – 0

- Prospect Steet Improvements – Payment -
Motion by Commissioner Tibbs, supported by Commissioner Miller, to approve payment in the amount of \$34,182.33 & \$18,213.47 to the State of Michigan for the Prospect Street Improvements.
Motion carried 5 – 0

- DDA – Resignation & Appointment
Motion by Commissioner Dockter, supported by Commissioner Tibbs, to accept Susan Layer’s, TCF Bank, resignation & appoint Reba Mabus, of 7 W Main St to the DDA Board.
Motion carried 5 – 0

- 2 East Main Street – Holy Family HealthCare Site Plan
Motion by Commissioner Miller, supported by Commissioner Burleson, to accept the Planning Commission’s Recommendation to approve the site plan for Holy Family Clinic to operate at 2 East Main Street.
Motion carried 5 – 0

- Hartford Lions Club Request –
Motion by Commissioner Miller, supported by Commissioner Tibbs, to partner with the Hartford Lions Club in Holiday decorating of Ely Park in the amount of \$1,000.00.
Motion carried 5 – 0

- Proposal for Section 106 Review Application Preparation for Clark/Linden Streets Improvements –
Motion by Commissioner Dockter, supported by Commissioner Tibbs, to accept the proposal from Arbre Croche Cultural Resources LLC for section 106 review application preparation for Clark/Linden Streets Project at a cost of \$2,400.
Motion carried 5 – 0

- Proposed NEPA Environmental Assessment Clark/Linden–
Motion by Commissioner Tibbs, supported by Commissioner Miller, to accept the proposed NEPA Environmental Assessment for the Clark/Linden Streets Project from Grand Environmental at a cost of \$2,600.00.
Motion carried 5 – 0

- CDBG Certified Grant Administration Proposal Clark/Linden Streets Improvement Project–
Motion by Commissioner Miller, supported by Commissioner Dockter, to accept the CDBG Certified Grant Administration Proposal from Abonmarch for the Clark/Linden Street Improvement Project at a cost not to exceed \$19,500.
Motion carried 5 – 0

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
SEPTEMBER 27, 2021

- Renewal Application for Commercial Medical Marihuana Facility Med Leaf, LLC
Motion by Commissioner Miller, supported by Commissioner Dockter, to approve the renewal application for a commercial medical marihuana facility provisioning permit for Med Leaf, LL at 301 W Main St.

Motion carried 5 – 0

Resolutions, Ordinance, Proclamation's:

- Resolution 2021-011 –

Motion by Commissioner Miller, supported by Commissioner Dockter, adopt Resolution 2021-011 authorizing issuance of bond anticipation note.

Motion carried 5 – 0

- Resolution 2021-012 –

Motion by Commissioner Tibbs, supported by Commissioner Burluson, adopt Resolution 2021-012 approving 2024-2026 Road Project Application for West Main Street.

Motion carried 5 – 0

Adjournment:

Motion by Commissioner Dockter, supported by Commissioner Miller, to adjourn the meeting at 8:54pm.

Motion carried 5 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk