

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
AUGUST 23, 2021

Commissioners Present: Ron Burleson; Frank Dockter; Dennis Goss; Richard A. Hall; John Miller; Helen Sullivan; Terry Tibbs;

Members Absent: None

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 presented.

Motion carried 7 – 0

**Guests:**

1. Mayor Hall presented the Key to the City to Miss Hartford 2020, Destiny Chacon & Mr Hartford 2020 Trey Goodson.
2. Mickey Bittner, Wightman's, Update on:
  - DWAM, Dirking Water Asset Management Grant: moving forward
  - PFAS 100% State Grant awarded: – kick off meeting with EGLE & Hartford Township, monthly progress meetings have been established. Construction will be spring or summer of 2022. Grant requires 50% of the identified residents to commit to connect to the municipal water supply and well abandonment before the City can advertise for bids. Starting the permitting process from Railroad, road commission and EGLE as soon as possible. Grant will cover water connection to house and cap of well at no cost to the homeowner. If the homeowner chooses not to connect and the well fails after the construction is complete it will be at the homeowner's expense.
  - Prospect Street Construction Project: paved, finishing up punch list
  - Wendell Ave Construction Project: paved, finishing up punch list, signage, nearing completion
  - CDBG Clark & Linden Street improvements: procurement policy, heading is for community development block grant project, waiting on this last piece before they begin the design of the project.
  - SRF Application for Sewer Project: offered 20% principal forgiveness. To help finance the project recommended doing a bond anticipation note to help with cash flow of incurred up front cost as the City will not be closing on the bonds until next year.
3. Andy Campbell, CPA, Baker Tilly – Bond Anticipation Note to help with up front costs of the Sewer Improvement Project. 1 -2 % interest rate. Takes about three months to go through the process. Permanent financing will take about a year to go through the process. Rate increase will need to be in place to pay for the debt incurred. Projects are estimated at 3.9 million with 20% loan forgiveness = \$790,000. Will close on the full amount and then write off 20% after close. The 20% is still an estimate until all the projects have been figured, they should have final figures by the end of the month. A rate study is recommended to show that the City can support the debt. Rate increase must happen by the 2022/2023 fiscal year. The City must show the revenue can support the debt.
4. Roger A. Swets, Dickinson Wright, legal paperwork, DEQ requirements, bonds, and legal opinion. Revenue bond will be paid for with the revenue funds of the sewer system. The resolution is the kickoff to borrow the max amount and a general description of the project and authorizes the notice in the paper. Council is in control of the amount that will be borrowed.

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5. Rick Anstiss – Hemp & Harvest Event at 301 Bowie St - October 16 & 17, 2021 gates open at 9:00am. Festival will include vendors of Hemp textile products, live music, and a kid's area. Mr. Anstiss is a promoter of the Hemp Industry and held a similar event in Eau Claire MI.

**Public Comment:**

- John Spoula, Bennet Ave Resident, Comments on Blight Ordinance

**Communications:**

1. Auto Value letter stating they are closing the store in the City of Hartford.
2. Comcast notice of program changes.
3. Notice of Public Hearing from Consumers Energy Company @ Michigan Public Service Commission
4. Notice of Public Hearing from Indiana Michigan Power Company @ MPSC
5. Notice of Public Hearing from Indiana Michigan Power Company @ MPSC
6. Knights of Columbus notice of 2021 Tootsie Roll Drive @ Harding's in October
7. Mayor & City Commissioner Write – In Candidates deadline to file is October 22, 2021, 4pm.

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

- A. **Police & Ordinance** – Welcome back Chief Beltran.
- B. **Fire Dept** – Chief Harting, activities of fire prevention week, Night Before the Pancakes lighted parade October 2<sup>nd</sup> and Pancake Breakfast October 3, reflective address signs & smoke detectors are available.
- C. **Ambulance** – No representative, report filed.
- D. **Van Buren County** – Commissioner Mike Chappell, appointed David Krzycki as Veterans Service Director, public hearing on the 911 bylaw changes; approved AED for Sherriff Dept, EMS upgrade radio system, & medical lock boxes available.
- E. **Public Works** – Superintendent Staunton, going over punch list on construction projects.
- F. **Wastewater Treatment Plant** – difficulty getting someone to work with the Superintendent on the UV station.
- G. **Treasurers, Investment & List of Bills** – no discussion
- H. **City Manager** - Linden/Clark Street Improvement Project update; State Revolving Loan Fund Project; 5 West Main Street update, structural engineer is recommending the repairs to stabilize the building; the City Manager will be meeting with the MEDC to see what funding options are available to repair the building; Prospect & Wendell Streets Update

**Approval of Commission Minutes:**

Motion by Commissioner Dockter, supported by Commissioner Miller, to approve the minutes of the July 26, 2021 business meeting of the Hartford City Commission, as presented and place them on file.  
Motion carried 7 – 0

**Approval of Reports:**

Motion by Commissioner Sullivan, supported by Commissioner Miller, to accept the July 2021 departmental reports as presented and place them on file.  
Motion carried 7 – 0

**Goals/Objectives:** None Discussed

**Old Business:**

- Site Plan Approval – 261 Heywood St – Variance – Nonconforming lot – property owner has not responded to the letters sent by the City Manager. Questionable water/sewer line placements and where they would need to be connected to the main line. Commission's requested additional information before a decision can be made but the property owner has not responded.

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Motion by Commissioner Miller supported by Commissioner Tibbs, to accept the Planning Commission's recommendation to approve a variance for 80-52-816-039-05 also known as 261 Heywood to build a home.

Motion failed 0 – 7 (Burleson, Dockter, Goss, Miller, Sullivan, Tibbs, and Hall)

**New Business:**

- CDBG Procurement Policy –  
Motion by Commissioner Sullivan, supported by Miller, to accept the Michigan Economic Development Corporation Procurement Policy.  
Motion carried 7 – 0
- Letter of Engagement, Bond Anticipation Note –  
Motion by Commissioner Miller, supported by Commissioner Goss, to accept the Letter of Engagement and 2021 Bond Anticipation Note from bakertilly Municipal Advisors in the amount of \$7,500.00  
Motion carried 7 – 0
- Letter of Engagement, Clean Water Revolving Fund Bonds –  
Motion by Commissioner Miller, supported by Commissioner Tibbs, to accept the Letter of Agreement Related to Services – 2022 Clean Water Revolving Fund Bonds from bakertilly Municipal Advisors in the amount of \$15,500.  
Motion carried 7 – 0
- Open Council Seat – Write-In Candidate  
Motion by Commissioner Goss, supported by Commissioner Burleson, to resolve the eligibility dispute set forth in the City Charter, Section 3.4 and because of the candidate's past residency in the City, waive the one-year residency provision required by charter to allow Ramon Beltran to run as a write-in candidate for City Commissioner in the November 2, 2021 election.  
Motion carried 5 – 2 (Dockter, Tibbs)
- Holiday Schedule –  
Trick or Treat Hours, Saturday, October 30, 2021 6pm-8pm  
Council Meeting, 3<sup>rd</sup> Monday, November 15, 2021 7:30pm due to Thanksgiving Holiday  
Council Meeting, 3<sup>rd</sup> Monday, December 20, 2021 7:30pm due to Christmas Holiday

**Resolutions, Ordinance, Proclamation's:**

- Resolution 2021-010 – Purchase, Acquire & Construct Improvements to the Sanitary Sewer System & to Publish Notice of Intent to Issue Revenue Bonds

Motion by Commissioner Tibbs, supported by Commissioner Miller, adopt Resolution 2021-010 purchase, acquire & construct improvements to the sanitary sewer system & to publish notice of intent to issue revenue bonds.

Motion carried 7 – 0

**Adjournment:**

Motion by Commissioner Burleson, supported by Commissioner Miller, to adjourn the meeting at 9:34pm.

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