

**CITY OF HARTFORD
BUSINESS MEETING MINUTES
PROPOSED NOVEMBER 24, 2025**

Commissioners Present: Peter Aranda; John Miller; Lindsy Morsaw; Nancy Spoula; Charles Weeden;
Mayor Jane M. Danger

Commissions Absent:

Staff Present: Mangan, Pulluiam; Poole; Ricks; Senard

Deputy Clerk Senard swore in elected officials: Mayor Jane M. Danger, Commissioners Lindsy Morsaw, Nancy Spoula, and Charles Weeden.

Mayor Jane M. Danger called the meeting to order at 5:30pm.

Motion by Commissioner Weeden, supported by Commissioner Spoula, to nominate Commissioner Miller as Mayor Pro-Tem.

Motion carried 5 – 0 (Miller Abstained)

Pledge of Allegiance was said.

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

Motion carried 6 – 0

Guests:

- Mickey Bittner, Wightman – Project Updates

Public Comment:

- State Senate Candidate

Communications:

- November 27-28 – City Hall Closed in Observance of Thanksgiving
- December 6 – Christmas in Hartford at the Library, Lighted Parade & Convoy
- December 15 – City Commission Meeting
- December 24-26 – City Hall Closed in Observance of Christmas
- December 31-January 2, 2026 – City Hall Closed in Observance of New Year
- Winter Tax bills are available December 1 and are due on Monday, March 2, 2027 due to February 28, 2026 is on a Saturday.

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

- Van Buren Conservation District – October 2025 Program Information
- A. **Police & Ordinance** – Sargent Poole, report on file;
- B. **Fire Department** – Robbie Harting, Chief, report on file; beginning a junior cadet program.
- C. **Ambulance** – report on file
- D. **Van Buren County** – no representative
- E. **Public Works** – Ricky Ricks Supervisor, report on file, leaves and brush pick-up, putting away trash cans and flower pots for the winter.
- F. **Iron Removal Plant** – Quinten Clark, report on file;
- G. **Wastewater Treatment Plant** – Quinton Clark, report on file;
- H. **Treasurers, Investment & List of Bills** – List of Bills \$172,048.14;

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I. **City Manager** –report on file –Audit; Spark Grant/DNR/Council Michigan Foundation; Master Plan; BS&A; Surf Internet; Treasurer’s Department; Van Buren County City Managers; Staff Meetings; Mayor & City Commissions Retreat/Workshop; WWTP.

Approval of Commission Minutes:

Motion by Commissioner Spoula, supported by Commissioner Aranda, to approve the minutes of the October 27, 2025 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 6 – 0

Motion by Commissioner Morsaw, supported by Commissioner Aranda, to approve the minutes of the November 3, 2025 Special business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 6 - 0

Motion by Commissioner Spoula, supported by Commissioner Morsaw, to approve the minutes of the November 19, 2025 Special business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 6 - 0

Approval of Reports:

Motion by Commissioner Spoula, supported by Commissioner Aranda, to approve the November 24, 2025 list of bills to be paid in the amount of \$172,048.14.

Motion carried 6 – 0

Motion by Commissioner Miller, supported by Commissioner Spoula, to accept the October 2025 reports of Officers, Boards & Committees and place them on file.

Motion carried 6 – 0

Goals/Objectives: None Discussed

Old Business:

- Discuss & Consider – Ely Park Decorations

Discussion: City Manager is recommending decorating Ely Park the DDA has approved 50% of the cost to decorate the Park. Mayor Danger stated the Christmas Parade route will not be going as far as City Hall or the Park.

- Discuss & Consider – City Hall Decorations

Discussion: City Manager is recommending decorating City Hall at a cost of \$3,318.00.

New Business:

- Discuss & Consider – Filling of Commission Seat Vacancy

Discussion: Commissioner Danager resigned her seat to accept the Mayor Seat. Recommend publishing the vacancy in the newspaper to accept letters of interest. Council set the deadline for December 10, at 5:00pm. Commission will review the letters and appoint someone at the December Council meeting.

- Discuss & Consider – Sampling Plan & MAHL Study Analysis

Discussion: Recommendation to approve the Sampling Plan and accept the proposal from Trace Analytical Laboratories for \$17,697 to perform the sampling the analytical services.

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- Discuss & Consider – 2026 Council Meeting Schedule
Discussion: Mayor Danger suggested moving the 2026 meetings to 6pm.

Motion by Commissioner Aranda, supported by Commissioner Miller, to approve the 2026 Council Meeting Schedule changing the Commission Meeting time to 6pm beginning with the January meeting.

Motion carried 6 – 0

- Discuss & Consider – Spark Grant Ely Park Improvement Award Construction Bid
Discussion: Recommendation to approve the construction bids for Ely Park Improvements, Play Environment Design in the amount of \$168,042.00, and BG Construction & Engineering \$455,169.
- Discuss & Consider – Sick & Vacation Payout for Pamela Shultz
Discussion: Recommended the City pay out 50% of sick & vacation time, totaling \$5,486.00

Motion by Commissioner Weeden, supported by Commissioner Aranda, to follow the handbook on sick & vacation payout.

Motion carried 5 – 1 (Danger)

Resolutions, Ordinance, Proclamation's:

- Discuss & Consider – Resolution 2025 – 066 Decorating Ely Park

Motion by Commissioner Aranda, supported by Commissioner Spoula, to adopt Resolution 2025 – 066 decorating Ely Park in the amount of \$1,500.00.

Motion carried 6 – 0

- Discuss & Consider – Resolution 2025 – 072 Decorating City Hall

Motion by Commissioner Miller, supported by Commissioner Spoula, to adopt Resolution 2025 – 072 in the amount of \$3,318.00.

Motion carried 6 – 0

- Discuss & Consider – Resolution 2025 – 073 Sampling Plan & MAHL Study Analysis

Motion by Commissioner Miller, supported by Commissioner Aranda, to adopt Resolution 2025 – 073 Sampling Plan & MAHL Study Analysis in the amount of \$17,697.00.

Motion carried 6 – 0

- Discuss & Consider – Resolution 2025 – 074 Signatory's on Financial Accounts

Motion by Commissioner Aranda, supported by Commissioner Morsaw, to adopt Resolution 2025 – 074 Signatory's on Financial Accounts.

Motion carried 6 – 0

- Discuss & Consider – Resolution 2025 – 075 Ely Park Improvements Award Construction Bid

Motion by Commissioner Miller, supported by Commissioner Morsaw, to adopt Resolution 2025 – 075 Ely Park Improvements Award Construction Bids in the amount of \$168,042 to Play Environment Design & \$455,169 to BG Construction & Engineering.

Motion carried 6 – 1 (Weeden)

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Adjournment:

Motion by Commissioner Aranda, supported by Commissioner Morsaw, to adjourn the meeting at 6:54pm.

Motion carried 6 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk