

**CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
JUNE 28, 2021**

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

Members Absent:

Staff Present: Akinwale; Rodney-Isbrecht, 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 Goss, to approve the agenda as amended to add Senior Services update by Commissioner Tibbs.

Motion carried 7 – 0

**Guests:** Mickey Bittner, Wightman's, Update on:

- Prospect Street Construction Project, with all the rainfall it has caused some erosion that has been corrected. Curb & gutter has been scheduled for July 7. Railroad Company is putting a delay on the project for paving as a flagger is required to work within the railroad right-of-way, an extension will have to be filed with MDOT. If the railroad continues to delay the paving in the right of way that portion will have to be removed from the contract. MDOT does not offer warranty program once the asphalt is accepted.
- Wendell Ave will have a single lane closure tomorrow on East Main St; underground work should be completed the week after the 4<sup>th</sup> of July and concrete work will begin after that. There has been another sewer collapse on Wendell & Linden, the contractor will be replacing 410 feet of sewer line while the contractor is still in the area. Waiting on electric & phone lines to be moved. The actual as-built's of the project will be added into the GIS system.
- Diring water Asset Management Grant, the City's water service records will be needed, 25% random sampling required, four points of water entry will be checked, lead goosenecks, investigative work for field inventory based by random sample; Field work is due by January 2025, lead services must be replaced by 2045, a minimum of 5% will be replaced a year at the City's expense, financed through water rates. Applied for CDBG Grants announced July 2<sup>nd</sup> for Linden & Clark Street projects and those funds if awarded cannot be used to replace these water lines on private property.
- PFAS 100% State Grant awarded, planned for 2022 Construction, challenge of bore and jack under the railroad and coordinating with property owners and well abandonment.
- Application for Sewer Project was accepted and on project priority list, principal forgiveness on the loan amount percentages will be announced around mid-august

**Public Comment:** None

**Communications:**

- 2021 Van Buren Conservation District, Recycling Program Information, Commissioners would like to participate at the \$250.00 level and maybe host an event. The City spends \$7,000 - \$8,000 on large junk pick-up each year but tires and hazardous waste are not included.
- Hartford Area Chamber of Commerce – Strawberry Festival Committee sent a Thank you to the City
- Mayor & Council Nominating Petition Forms Available in the Clerk's Office and Due July 20, 2021 at 4:00pm to have name placed on the November 2, 2021 ballot.
- Monday, July 5, 2021 City Hall Closed in Observance of July 4<sup>th</sup> Independence Day.
- Van Buren Senior Services will be offering meals at the Methodist Church on August 4<sup>th</sup>, 11<sup>th</sup> & 18<sup>th</sup> & 25<sup>th</sup>. New building in South Haven will have a central kitchen and be open in November.

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

- A. **Police & Ordinance** – Police Chief on sick leave, interim ordinance officer, no reports submitted. Commissioner Tibbs would like to consider investment of body cameras for the officers.
- B. **Fire Dept** – Chief Harting, number of calls for service is 107 more calls over last year. Van Buren County Fair next month. The new fire truck will be delivered the end of next month. The truck will be going to a fire conference show in Indianapolis the first week of August and will be given a reduction in price of \$10,000. Pancake Breakfast 1<sup>st</sup> Sunday in October to kick off Fire Prevention Week. Two grants applied for. Hose grant was awarded. Pride Care billing, changed billing process, Pride Care is short staffed until December, VBEMS & Covert have been providing mutual aid. Fire Dept has 18 Staff & 15 Medical staff. Once the new truck is in service, the old truck will be put up for sale.
- C. **Ambulance** – No representative, report filed.
- D. **Van Buren County** – Commissioner Mike Chappell, Treasurer paid out delinquent unpaid tax revenue to local units; Palisades to be decommissioned in 2022. Chappell has been named as vice chair of the County advisory panel designed to keep the citizens informed of the decommission. Victim service dog has been sold to his handler; Fire & EMS radio project installing two radio towers at a cost of \$347,730. Clerk filled election deputy clerk position; Red Arrow Hwy paving from the city limits to county line road July 19 – August 21 mill and resurface work. Veterans Services are covered by St Joseph County, in process of developing website.
- E. **Public Works** – 2020 Water Quality Report was delivered to each household, published on the website, & on current water bills.
- F. **Wastewater Treatment Plant** – Inspected by the State, inspection went well, new UV Bulbs delivered.
- G. **Treasurers, Investment & List of Bills** – no discussion
- H. **City Manager** – C2R2 PFAS Grant Update, signed the contract need to approve the engineering proposal to move forward; Variance Request for 261 Heywood Street, lot does not meet the ordinance minimum square footage; Site Plan Review 210 West Main Street; Two New Applications for Provisioning Centers; 5 West Main Street Update; Post Covid-19 Objectives, department heads will be required to come to the next meeting;

**Approval of Commission Minutes:**

Motion by Commissioner Sullivan, supported by Commissioner Tibbs, to approve the minutes of the May 24, 2021 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 7 – 0

Motion by Commissioner Tibbs, supported by Commissioner Dockter, to approve the minutes of the June 17, 2021 Special meeting of the Hartford City Commission as presented and place them on file.

Motion carried 7 – 0

Motion by Commissioner Dockter, supported by Commissioner Miller, to approve the minutes of the May 20, 2021 Special 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 Tibbs, to accept the May 2021 departmental reports as presented and place them on file.

Motion carried 7 – 0

**Goals/Objectives:** Waiting on response from the state on the MDOT Category F funding to reconstruct East Main St and water related infrastructure grant for Clark & Linden St; Complete State Revolving Loan Fund paper work for next step in funding WWTP system project.

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**Old Business:** none

**New Business:**

- Engineer's Proposal for Water Main Extension Project

Motion by Commissioner Sullivan, supported by Commissioner Goss, to approve Wightman's engineering proposal for the water main extensions project.

Motion carried 7 – 0

- 2020/2021 Budget Adjustments

Motion by Commissioner Miller, supported by Commissioner Dockter, to approve the 2020/2021 Budget adjustments as presented.

Motion carried 7 – 0

- Site Plan Approval – 210 West Main Street – Adult Use Recreational Marihuana Facility

Motion by Commissioner Miller, supported by Commissioner Sullivan, to accept the planning commissions recommendation and approve the site plan for 210 West Main St parcel #80-52-705-008-01 to be used as an Adult Use Recreational Marihuana retail facility and commercial space for lease.

Motion carried 4 – 3 (Burleson, Dockter, Tibbs)

- Site Plan Approval – 261 Heywood St = Variance

Dockter made a motion to table until the next meeting and additional information is received. No Motion was made. Council requested a Site Plan and information that the intended residential structure will still meet the setback requirements.

- Application for Adult Use Recreational Marihuana Facility – 210 West Main Street

Motion by Commissioner Miller, supported by Commissioner Sullivan, to approve an application from BRT Capital 3, LLC for an Adult Use Recreational Marihuana Facility Provisioning/Retail Center License at 210 West Main St parcel # 80-52-705-008-01.

Motion carried 4 – 3 (Burleson, Dockter, Tibbs)

- Application for Adult Use Recreational Marihuana Facility – 325 West Main Street

Motion by Commissioner Miller, supported by Commissioner Burleson, to approve an application from BRT Capital 3, LLC for an Adult Use Recreational Marihuana Facility Provisioning/Retail Center License at 325 West Main St parcel #80-52-816-055-01.

Motion carried 5 – 2 (Burleson, Tibbs)

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

- Resolution 2021-009 – Redevelopment on Premise Liquor License

Motion by Commissioner Miller, supported by Commissioner Burleson, to adopt Resolution 2021-009 support & approval of a redevelopment on premise liquor license application, RDA Class-C for parcel # 80-52-402-012-01, 27 W Main St, Taqueria y Mariscos El Primo, LLC.

Motion carried 7 – 0

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**Adjournment:**

Motion by Commissioner Dockter, supported by Commissioner Miller, to adjourn the meeting at 9:24pm.

Motion carried 7 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk