

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
MAY 20, 2024

Commissioners Present: Jane Danger; Frank Dockter; John Miller; Nancy Spoula; Charles Weeden; Mayor Richard A. Hall  
Commissions Absent: Lindsay Morsaw;  
Staff Present: Brown; Prince; Rodney-Isbrecht;

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

Pledge of Allegiance was said.

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

Motion carried 6 – 0

**Guests:** None

**Public Comment:**

- John Spoula, 112 Bennett Ave– Complaint about Commissioner Facebook Comments and signs that are posted in town.

**Communications:**

- MAMC Statement on Election related legislation.
- Application for Special Use Engagement – Farmers Market to be held at 301 Bowie on Wednesdays
- Notice of Comcast Programming Advisory
- Van Buren Sportsmen’s Club sent a Thank You to the HPD for assistance at the Easter Egg Hunt
- Nominating Petitions available for City Council Seats and are due July 23, 2024 at 4pm to be on the November 5, 2024 Election
- City Hall will be closed May 27, 2024 in observance of Memorial Day.
- City Manager Review will be Special Meeting June 25, at 5:30pm, reviews are due to Clerk’s office by June 14 at 4pm.
- Thank you for the City’s Support from Van Buren Conservation District
- American Legion Post 533 will be organizing the Memorial Day Parade at 10am & Service to follow in Ely Park.
- Mayor attended the Blossom Time Mayor’s Banquet, Miss Hartford won some awards.

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

- Van Buren Conservation District April 2024 Program Update.
- A. **Police & Ordinance** – Chief Prince, almost up to full coverage, working on evidence audit to begin June 10<sup>th</sup>. Recruitment monies have been received from MCOLES. Working on lighting improvements to the Humvee. Meeting with MCOLES on new requirements. Working with Domestic Violence Coalition who commended Lt Ivy & Sargent Lucas. Preparing and Organizing Reserves for the Strawberry Festival, Car Show and Parade June 9 & 10.
- B. **Fire Department** – Ron Sefcik, Fire Board Chair, Thank you for approving the budget; used donation fund to replace 6 AED; & millage funds to replace the skid unit for grass fire rig; Fire Chief Robbie Harting – Report on File; Pancake Breakfast fundraiser successful; garage doors serviced & general truck maintenance; car smash fund raiser at the Strawberry Festival; Preparing for the VBC Youth Fair; Council expressed concerns on the electric vehicle fire requirements.
- C. **Ambulance** – No Report on File,
- D. **Van Buren County** – No Report on File

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- E. **Public Works** –Report on File – Superintendent on Vacation – Short Staffed
- F. **Wastewater Treatment Plant** –No Report on File –
- G. **Treasurers, Investment & List of Bills** –Treasurer on Sick Leave - List of Bills \$219,600.18
- H. **City Manager** –Report on file – 106 S Center Demo Update: 5 W Main St Update: County is considering demolishing the property unless they can find someone to purchase soon; Evidence Room Audit Update: State Police will be conducting the evidence room audit, this should be done every year; Hiring at the DPW & WWTP Update: DPW Hired two people, they worked two days called in on the third day and the manager let them go; WWTP Update: EGLE inspected March 21, 2024, Received Violation for Bio-solids not removed timely from the storage facility and Mercury levels have been high, additional testing has been done and investigation is being done to see where it is coming from, Construction projects should be beginning soon; Insurance Update: Offering three different plans for Health Insurance. Council expressed some concerns regarding building permits & contracted service for inspectors.

**Approval of Commission Minutes:**

Motion by Commissioner Spoula, supported by Commissioner Danger, to approve the minutes of the April 22, 2024 business meeting of the Hartford City Commission, as presented and place them on file.  
Motion carried 6 – 0

Motion by Commissioner Danger, supported by Commissioner Dockter, to approve the minutes of the April 29, 2024 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 Danger, to approve the minutes of the May 14, 2024 business meeting of the Hartford City Commission, as presented and place them on file.  
Motion carried 6 – 0

**Approval of Reports:**

Motion by Commissioner Miller, supported by Commissioner Spoula, to approve the May 20, 2024 list of bills in the amount of \$219,600.18  
Motion carried 6 – 0

Motion by Commissioner Dockter, supported by Commissioner Danger, to accept the April 2024 reports of Officers, Boards & Committees and place them on file.  
Motion carried 6 – 0

**Goals/Objectives:** None Discussed

**Old Business:** None Discussed

**New Business:**

- Discuss & Consider – Van Buren County Proposed ORV Ordinance  
Discussion: Council would like to opt out of the ordinance
- Discuss & Consider – FOIA Policy Procedures & Guidelines  
Discussion: Updating the City's policy's, fees and guidelines

Motion by Commissioner Miller, supported by Commissioner Spoula, to approve the FOIA Policy Procedures & Guidelines as presented. .  
Motion carried 6 – 0

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- Discuss & Consider – Public Hearing Date to Close the Clark/Linden Street Project  
Discussion: All documents are due by June 17, 2024, Council set the date of the Public Hearing for June 10, 2024 at 5:30pm; the City Manager will invite Abonmarche who is the Grant Administrator on this project.
- Discuss & Consider – Hartford Township Water Main Extension Contract Modification No. 2  
Discussion: 100 % funded Grant from the State of Michigan; these changes are needed and were not part of the original project scope, this project is currently under budget.

Motion by Commissioner Dockter, supported by Commissioner Spoula, to approve the Hartford Township Water Main Extension Contract Modification No.2 as recommended by Wightman's.

Motion carried 6 – 0

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

- Discuss & Consider – Resolution 2024 – 012 – Establishing the City of Hartford Fee Schedule  
Discussion: Council amended to add a \$50 per/day fee on City Property for Food Trucks.

Motion by Commissioner Spoula, supported by Commissioner Danger, to adopt Resolution 2024 – 012 Establishing the City of Hartford Fee Schedule for 2024/2025 as amended to include \$50 per/day fee for Food Trucks on City Property.

Motion carried 5 – 1 (Miller)

- Discuss & Consider – Resolution 2024-013 Establishing Property Tax Millage for the Fiscal Year 2024/2025.

Motion by Commissioner Miller supported by Commissioner Danger to adopt Resolution 2024 – 013 Establishing the Property Tax Millage for Fiscal Year 2024/2025.

Motion carried 6 – 0

- Discuss & Consider – Resolution 2024-014 adopting Fiscal Year 2024/2025 Budget  
Discussion: The City Manager will email corrected budget this next week, resolution numbers were correct.

Motion by Commissioner Miller, supported by Commissioner Dockter, to adopt Resolution 2024 – 014 adopting the Fiscal Year 2024/2025 Budget.

Motion carried 5 – 1 (Spoula)

- Discuss & Consider – Resolution 2024-015 Amending Water Rates

Motion by Commissioner Miller, supported by Commissioner Dockter, to adopt Resolution 2024 – 015 amending Water Rates for Fiscal Year 2024/2025.

Motion carried 6 – 0

- Discuss & Consider – Resolution 2024 – 016 Amending Sewer Rates  
Discussion: None

Motion by Commissioner Miller, supported by Commissioner Spoula, to adopt Resolution 2024 – 016 Amending the Sewer Rates for Fiscal Year 2024/2025.

Motion carried 6 – 0

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- Discuss & Consider – Resolution 2024 – 017 Awarding Streetscape Downtown Improvements - Project A

Motion by Commissioner Miller, supported by Commissioner Spoula, to adopt Resolution 2024 – 017 Awarding the Streetscape Downtown Improvements – Project A to Total Tree Care

Motion carried 6 – 0

- Discuss & Consider – Resolution 2024 – 018 Awarding Streetscape Downtown Improvements - Project B

Motion by Commissioner Miller, supported by Commissioner Spoula, to adopt Resolution 2024 – 018 Awarding the Streetscape Downtown Improvements – Project B to County Line Nursery

Motion carried 6 – 0

- Discuss & Consider – Resolution 2024 – 019 Awarding Streetscape Downtown Improvements - Project C

Motion by Commissioner Miller, supported by Commissioner Spoula, to adopt Resolution 2024 – 019 Awarding the Streetscape Downtown Improvements – Project C to County Line Nursery

Motion carried 6 – 0

- Discuss & Consider – Resolution 2024 – 020 Awarding Streetscape Downtown Improvements - Project D

Motion by Commissioner Spoula, supported by Commissioner Miller, to adopt Resolution 2024 – 020 Awarding the Streetscape Downtown Improvements – Project D to Charlie Weeden Inc.

Motion carried 5 – 0 (Weeden Abstained)

**Adjournment:**

Motion by Commissioner Miller, supported by Commissioner Spoula, to adjourn the meeting at 6:40pm.

Motion carried 6 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk