

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
OCTOBER 23, 2023

Commissioners Present: Jane Danger; Frank Dockter; Helen Sullivan; Mayor Richard A. Hall
Commissions Absent: John Miller; Terry Tibbs;
Staff Present: Rader (Available by Phone); Rodney-Isbrecht; Prince; Staunton

Pledge of Allegiance was said.

Motion by Commissioner Sullivan, supported by Commissioner Danger, to approve the agenda as presented.

Motion carried 4 – 0

Guests:

- Mickey Bittner. Wightman – Provided an update on current projects: Linden & Clark Street; South Municipal Parking Lot Resurfacing; Drinking Water Asset Management (DWAM); Lead Service Line Replacements (LSLR) & Water System Improvements; SRF Wastewater Project; Hartford Township Water Main Extension (PFAS)

Public Comment:

- Mike Menck, 38 Mairon Ave, working to arrange a meet the candidate night event and asking the Interim Manager to mediate. Also asking for Commissioner Beltran to reimburse the City for attorney fees he incurred on behalf of the City Commission

Communications:

- Comcast sent notice of price changes
- Hartford High School 2nd Annual Fall Fest community Service Project October 27, 2023
- MPSC – Information Filing a Video/Cable Complaint Consumer Tips
- MIDHHS – MiChEM Mobile Unit will be in the North City Parking Lot October 24-28
- Kinship Care support Groups for Grandparents Raising Grandchildren, VBISD Conference Center November 1 at 1pm.
- QPR Training, How to Help Child or Adults who are having thoughts of suicide, November 9, VBID Conference Center at 10am
- United Way of Southwest Michigan Rake A Difference Day November 9, 2023
- Absent Voter Ballots are available to Registered Voters for the November 7, 2023 General Election, the Clerk's Office will be open on Saturday, November 4, 2023 8:30am-4:30pm to register Voters and is the last day to pick up an Absent Voter Ballot.
- Acknowledged & Thanked the following businesses for being a part of the Community, Mann Metal 50yrs, Gustafson Pool & Spa 40yrs and Hartford Speedway 10yrs.
- A resident complimented Department of Public Works on brush pick-up "were awesome, very polite, professional & helpful! Great team work,. Thank you!"

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

- Van Buren County Senior Services
 - Van Buren Conservation District September 2023 Program Update –
 - Planning & Zoning, October 9, 2023 – Public Hearing Planning Commission & Zoning Board of Appeals Ordinance
 - Local Revenue Sharing Board Pokagon-Hartford Area 2023/2024 Meeting Schedule
- A. **Police & Ordinance** – Chief Prince – Report on file. New Recruit to begin November 6, Lieutenant Ivy will be doing Fire Arms Training..

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- B. **Fire Department** – Ron Sefcik, Chairman of the Fire Board, & Robbie Harting, Fire Chief – Report on File; HFD Member Cary Vandewiele passed away suddenly, Condolences to his family and the Department; Pancake Breakfast was a success – funds used for Fire Prevention Education; Audit is complete; Continuing to work on Policy’s & 501c3 Status; Department contributed \$500.00 through the Chiefs Association to purchase a trailer/ramp for County wide department use.
- C. **Ambulance** – Good response & working relationship with the HFD
- D. **Van Buren County** – Mike Chappell – Authorized purchase of body scanner for the jail, working on policy for use; Sold a 1995 Ambulance to the VBISD for EMS educational program; authorized purchase of Boxes to hold Narcan in School Districts and County Buildings; Parks Committee is considering seeking a tenth of a millage to improve & maintain parks in Van Buren County; Veterans Stand-down in November & Hunting & Fishing Program for Veterans.
- E. **Public Works** – Dan Staunton, Report on File; Flushing Hydrants, Picking up Brush & Leaves;
- F. **Wastewater Treatment Plant** – No Report Filed
- G. **Treasurers, Investment & List of Bills** – Shultz absent; List of Bills \$2,075,380.75
- H. **City Manager** –Report on file – Deputy Clerk started today; Officer Medrano will start on November 6; Ordinance Officer must be MCOLES certified officer in uniform to be able to carry a weapon while doing the job; PFAS Hartford Township Water Line Extension Open House; Safebuilt Contract; Demolition Update; City Manager Candidate Search, recommend review of candidates until after the November election. Newly elected officials can take the oath of office 14 days after certification of the election.

Motion by Commissioner Dockter, supported by Commissioner Sullivan, to cancel the November 20, 2023 Council Meeting and re-schedule for November 27, 2023

Motion carried 4 – 0

Approval of Commission Minutes:

Motion by Commissioner Sullivan, supported by Commissioner Danger, to approve the minutes of the September 25, 2023 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 4 – 0

Approval of Reports:

Motion by Commissioner Dockter, supported by Commissioner Sullivan, to accept the September 2023 reports of Officers, Boards & Committees and place them on file.

Motion carried 4 – 0

Motion by Commissioner Sullivan, supported by Commissioner Dockter, to approve the October 23, 2023 list of bills in the amount of \$2,075,380.75

Motion carried 4 – 0

Goals/Objectives: None Discussed

Old Business:

- Commissioner Dockter wanted to know when to expect the planters on Main Street to be cleaned out and removed.. Department of Public Works removes the foliage and the planter removal will be addressed in early spring.

New Business:

- Discuss & Consider – Commissioner Beltran Resignation

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Motion by Commissioner Sullivan, supported by Commissioner Dockter to accept Commissioner Beltran's resignation and thank him for his service to the Community.

Motion carried 4 – 0

- Discuss & Consider – Library Board – Representative Susan Hall Resignation

Motion by Commissioner Dockter, supported by Commissioner Danger to accept Susan Hall's resignation from the Library Board and thank her for her service to the Community.

Motion carried 4 – 0

Discussion : Council will accept letters of interest to serve on the Library Board until November 10, 2023 at 4pm.

- Discuss & Consider Med Leaf LLC, 301 West Main St – Medical Marihuana Facility Provisioning Center License Renewal

Motion by Commissioner Dockter, supported by Commissioner Sullivan, to approve Med + Leaf, LLC application for renewal permit of a Commercial Medical Marihuana Facility Provisioning Center at 301 W Main St. .

Motion carried 4 – 0

- Discuss & Consider Water Meter Reading Software Upgrade

Motion by Commissioner Sullivan, supported by Commissioner Danger, to approve the meter reading upgrade proposal from Core & Main in the amount of \$71,172.75.

Motion carried 4 – 0

Discussion: The current meter reading system will no longer be supported and once upgraded will no longer read the current 3g meters. The software upgrade is necessary to read the 4g meters that will be installed as part of the Hartford Township Water Extension Project.

- Discuss & Consider Fee Schedule Attachment B Building Permits

Motion by Commissioner Dockter supported by Commissioner Sullivan, to approve Attachment B Building Permit Fee Schedule.

Motion carried 4 – 0

Resolutions, Ordinance, Proclamation's:

- Discuss & Consider – Resolution 2023 – 026 – Establish Police Reserve Program

Motion by Commissioner Dockter, supported by Commissioner Danger, to adopt resolution 2023 – 026 establishing the City of Hartford Reserve Program.

Motion carried 4 – 0

- Discuss & Consider – Ordinance 337-2023 Amending Sections 93.01 & 93.02 Fire Code 2nd Reading

Motion by Commissioner Sullivan, supported by Commissioner Danger, to adopt Ordinance 337 – 2023 Amending Section 93.01 & 93.02 Fire Code.

Motion carried 4 – 0

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- Discuss & Consider – Ordinance 338-2023 Amendment to Ordinances Sections 51.36 & 52.29 to Provide Discounts for Water/Sewer Usage. 2nd Reading

Motion by Commissioner Dockter, supported by Commissioner Danger, to adopt Ordinance 338 – 2023 Amending Section 51.6 & 52.29 to provide discounts for water/sewer usage

Motion carried 4 – 0

- Discuss & Consider – Proposed Ordinance Amendment No. 335 – 2023 Establish Planning Commission – First Reading

Discussion: Planning Commission held a public hearing and recommends Council Adopt the Ordinance.

- Discuss & Consider – Proposed Ordinance Amendment No. 336 - 2023 Designate Zoning Board of Appeals – First Reading

Discussion: Planning Commission held a public hearing and recommends Council Adopt the Ordinance.

Adjournment:

Motion by Commissioner Dockter, supported by Commissioner Danger, to adjourn the meeting at 9:49pm.

Motion carried 4 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk