

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
AUGUST 22, 2022

Commissioners Present: Ramon Beltran; Ron Burleson; Frank Dockter; Helen Sullivan; Terry Tibbs; Mayor Richard A. Hall;

Members Absent: John Miller;

Staff Present: Akinwale; Rodney-Isbrecht; Prince, Shultz;

Mayor Richard A. Hall called the business meeting to order at 7:30pm.

Pledge of Allegiance was said.

Motion by Commissioner Beltran, supported by Commissioner Dockter, to approve the agenda with date of meeting corrected.

Motion carried 6 – 0

Guests:

- Ian Mattoon, Garland Company – City Hall Roof Project, recommend awarding the contract to the lowest bidder, Tichenor Roofing of Battle Creek MI
- Judy Phillips, President Greater Hartford Area Chamber of Commerce, requesting support in obtaining a gaming license to hold a fundraiser in the City to raffle a moped. Sales would begin in October with drawing in December. Strawberry Festival costs are rising and the Chamber did not make any money from the festival.

Public Comment:

- Tim Kling, Planning & Zoning Commission President, recommendation to approve the variance & rezoning of 5 South Haver Street, available for any questions.
- Mike Menck, 38 Marion Ave, Joey Moody 104 Marion Ave, and Adan Barajas, 36 Marion Ave, noise & condition of the property complaint regarding 517 W Main St, disturbing the neighborhood. The neighbors went and talked to the owner of 517 W Main personally regarding the noise and running a business from a residential property, they have also made several complaints to the ordinance officer & City Manager.

Communications:

1. Notice of Hearing Indiana Michigan Power Company August 23, 2022 at 9:00am
2. Notice of Hearing Consumers Energy August 24, 2022 at 9:00am
3. New State Plumbing Inspector – Fred Ristau
4. City Hall Closed September 5, 2022 in Observance of Labor Day
5. Van Buren Conservation District Update 2022 July

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

- A. **Police & Ordinance** – LT Prince, Police Department understaffed; Mayor gave some additional information regarding blight to the Ordinance Officer. May have to send another Cadet through the Academy to fill position.
- B. **Fire Dept** – Chief Harting – Completed ladder testing, participated electrical vehicle fires training at WMU; preparing for back-to-school bash on Wednesday 5pm-7pm; October 2nd pancake breakfast for fire prevention; Sunday car seat safety check by the MSP.
- C. **Ambulance** – No Representative Present
- D. **Van Buren County** – No Representative Present
- E. **Public Works** – Justin Ryan, will be taking over DPW, Staunton has moved to ½ time running the water department, a full-time position open in DPW.
- F. **Wastewater Treatment Plant** – waiting for additional information from IAI

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- G. **Treasurers, Investment & List of Bills** – cameras purchased & installed on north parking lot & ballot box.
- H. **City Manager** – 1 & 5 West Main Street Update: mixed use of residential & commercial, requesting a waiver of City tap fees; Rezoning Request and Variance for 5 South Haver Street: public hearing was held; Proposal to Update the City’s Employee Hand Book: needs to be updated to be compliant; City Hall Roof Repair Update: proposals and recommendation; Rural Business Development Grant: received approval to move forward;

Approval of Commission Minutes:

Motion by Commissioner Dockter, supported by Commissioner Beltran, to approve the minutes of the August 15, 2022 Special business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 6 – 0

Motion by Commissioner Burluson, supported by Commissioner Sullivan, to approve the minutes of the July 25, 2022 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 6 – 0

Approval of Reports:

Motion by Commissioner Dockter, supported by Commissioner Beltran, to accept the July, 2022 departmental reports as presented and place them on file.

Motion carried 6 – 0

Goals/Objectives:

- South Parking Lot
- Roof Project to be completed while the weather is good.

Old Business:

- Fire Board – Arbitration - Attorneys for the City & Township are communicating.

New Business:

- Update Employee Handbook Proposal

Motion by Commissioner Tibbs, supported by Commissioner Dockter, to accept the proposal from Rose Street Advisors to update and develop an Employee Handbook in the amount of \$2,950.

Motion carried 6 – 0

- Waiver of Water/Sewer Tap Fee Request for 1 & 5 West Main Street

Motion by Commissioner Dockter, supported by Commissioner Burluson, to waive the City’s tap fees for water & sewer for the development of 1 & 5 West Main Street.

Motion carried 6 – 0

- Rezoning & Variance Request for 5 South Haver Street

Motion by Commissioner Dockter, supported by Commissioner Burluson, to accept the Planning & Zonings recommendation to approve rezoning from Commercial to Residential and a Variance to build a duplex at 5 South Haver Street Parcel # 80-52-011-002-00.

Motion carried 6 – 0

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- Award City Hall Roof Project

Motion by Commissioner Tibbs, supported by Commissioner Beltran, to accept Garland Company's Recommendation to award the City's Roof project to Tichenor Roofing in the amount of \$89,488.00.
Motion carried 6 – 0

Resolutions, Ordinance, Proclamation's:

- Resolution 2022 – 016 Publish Supplemental Notice of Intent to Issue Revenue Bonds

Motion by Commissioner Sullivan, supported by Commissioner Dockter, to adopt resolution 2022 – 016 Publish Supplemental Notice of Intent to Issue Revenue Bonds.
Motion carried 6 – 0

- Resolution 2022 – 017 Greater Hartford Area Chamber Raffle Application

Motion by Commissioner Beltran, supported by Commissioner Tibbs, to adopt resolution 2022 – 017 approving The Greater Hartford Area Chamber Raffle Application.
Motion carried 6 – 0

Adjournment:

Motion by Commissioner Dockter, supported by Commissioner Burleson, to adjourn the meeting at 8:17pm.
Motion carried 6 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk