

CITY OF HARTFORD
WORKSHOP MEETING MINUTES
JUNE 15, 2009

The workshop meeting was called to order at 7:30 P.M. by Mayor Ted Johnson

Members present: Austin, Dockter, Hall, Keyser, Latus, Rios, and Johnson.

Members absent:

Staff present: Akinwale, Beltran, Gray, Rodney-Isbrecht, and Staunton

Motion by Rios, supported by Keyser, to approve the agenda as amended to include discussion of the City Manager's compensation and the 2008/2009 budget amendments.

Motion carried

Guests:

- Mickey Bittner, Wightman & Associates – The West Main Street re-paving project contract has been signed and can expect to be on MDOT's mid-July letting, these projects have been held up in the Governor's office waiting on her signature. Last years Main/Center reconstruction project – the contractor is proposing to fix the man hole cover on the North side of the intersection and grind the water box the others are within MDOT's standards. MDOT is the owner of the contract. For future contracts it will now be written into the bid specs the City's tolerance regarding the manhole covers and water boxes so they are flush with the paving. The easement has been signed for the South parking lot refuse enclosure and the water permits have been received from DEQ, even though the City has been cleared to begin the project and go ahead with the bidding of the contract, the project may not be able to begin until the federal monies have been distributed to the State.
- Van Buren County Commissioner Freestone – addressed some concerns regarding a story that was in a recent news article. The Court system has been asking the Commissioners to address the security of the buildings; they would like to see a single point of entry, which would require rehabbing the building in South Haven and Paw Paw. Some property with a large building has become available in Paw Paw so the Commissioners requested an architect look at the building to see if it would address all of the security concerns and be large enough to house all court services, this could potentially be a large cost savings to the County and would eliminate duplication of services to have all court services in one building.

Public Comment:

Lynn Atilla, Watervliet Business Association, extended an invitation to the Watervliet Independence Weekend Celebration. July 2, 3, 4 & 5, 2009

Communications were:

- ❖ MDOT has scheduled a diagnostic review of the CSX crossing at West Main Street on June 29 at 10:00am
- ❖ The Federal Emergency Management Agency sent notification of the final flood hazard determination for the City. It has been determined that no Special Flood Hazard Areas exist at this time within the corporate limits of this community.

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- ❖ Consumers Energy sent notice of hearing to increase its rates, the first hearing will be held June 24, 2009 at 9:00am at the Michigan Public Service Commission in Lansing.
- ❖ MDEQ is having a meeting at the VBISD, 7:00pm on June 16 to discuss e-coli levels in Pine Creek.
- ❖ The Recreation Council has an original signed agreement but needs to have Keeler Township removed off the agreement because they have chosen not to participate. The next meeting date has not been scheduled. Progress is being made on the new concession stand and improvements are being made to the park with the Pokagon grant monies, the concession will include bathrooms and a pavilion. This maybe a funding source for the DDA to apply for grant monies to install restrooms in ELY Park.
- ❖ Commission Austin made a few comments which sparked discussion on process and chain of command, the City Manager's door is always open and willing to answer any questions or concerns.

Goals/Objectives

- ✓ The 2008/2009 budget amendments to close out the year.
- ✓ Façade improvement: MEDC grants have been approved, 27 West Main Street is eligible for \$85,000 and 7 West Main is eligible for \$17,000 provided they have matching funds. The Application package must be submitted by July 1, 2009.

Reports submitted:

- ***Police Dept Report*** – the Commission has requested the addresses by added to the ordinance officer's report and effort be made to get it in the packets prior to the meeting.
- ***Department of Public Works*** – the Michigan Works Summer Youth Program began today, DPW has five workers, City Hall has two and WWTP has two students assigned.
- ***Waste Water Treatment Plant*** –
- ***Treasurers & Investment Report*** –
- ***List of Bills*** - \$108,438.02
- ***City Managers Report*** – NRC informational meeting; Summer youth work program services; Health & Cemetery Drain Reconstruction; South parking lot reconstruction project; Wellhead protection project; Downtown façade projects.

Old Business: None Discussed

New Business:

- Proposal submitted by McGrew Assessing Service to begin January 1, 2010 through December 31, 2012, based on 1050 real and personal parcels at a cost of: Year 2010 = \$10,500.00; Year 2011 = \$10,762.80 and Year 2012 = \$11,025.00
- 2009 Audit proposal submitted by Gerbel & Company not to exceed \$16,200.00
- Amend Resolution #2009 – 002 approving a liquor license to Hartford Motor Speedway Dirt, Inc, at 301 Bowie Street – the license approved was not the correct license, the liquor control commission is correcting the clerical error, this approves a tavern license which is specific to race tracks.

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- City Manager's Compensation, it is the duty of the Council to review the City Managers salary, Mayor Johnson complimented the Manager on an excellent job and recommends a 3% raise which equates to a \$2,000 raise to begin July 1, 2009, also to roll over 52 hours of unused vacation time to be used one day a week as his schedule allows time off.
- 2009/2009 Budget amendments include: General Fund - Public Works transfer \$14,000.00 from Debt Service Principal to Property Replacement Debt Service; Transfer \$1,000.00 from Debt Service Interest to Property Replacement Debt Service; Reduce Contractual Services by \$4,000.00; Reduce Elections Contractual Services by \$1,000.00; Reduce Board of Review Contractual Services by \$750.00 and Increase Central Supply Operating Supplies by \$1,750.00; Other Funds – Downtown Development Authority increase revenue by \$3,093.58 and Increase Expenditure by \$3,093.58; Building Department reduce administration fees by \$4,000.00

Motion by Rios, supported by Hall, to adjourn the meeting at 9:52 P.M.
Motion carried

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk