

CITY OF HARTFORD  
WORKSHOP MEETING MINUTES  
OCTOBER 19, 2009

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

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

Members absent:

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

Motion by Hall, supported by Rios, to approve the agenda as amended to include South Parking Lot contract modification 001.

Motion carried

**Public Hearing**

Motion by Miller, supported by Hall to recess the commission meeting to hold a public hearing to discuss an application for a Community Development Block Grant Funding for infrastructure capacity enhancement project to replace water lines along South Street from Mary Street to South Center Street and along Oak Street from South Center Street to Wendell Ave.

The purpose of the public hearing to meet the grant application process requirements, the notice of intent was sent and acknowledged. This project calls for 3400 feet of water line along South Street from Mary to South Center Street and along Oak Street from South Center to Wendell Ave; the 4" lines will be replaced with 8" as 4" lines are no longer allowed for municipal water systems, this will increase fire suppression and water quality. This project will require a \$67,800.00 match and will come from the water and road funds. Once the application is approved the specs will be drawn up and put out for bid over the winter and work will begin in the spring of 2010. This is the largest of the recommended project of the current five year water reliability study which expires this year.

Motion by Rios, supported by Hall to close the public hearing.

Motion carried

**Guests:**

- Mickey Bittner, Wightman & Associates – 1. Chris Cowgill of Wightman's has been the engineer on site working the South Parking Lot and West Main Street Construction projects. West Main Street was paved on Friday October 16, the striping and restoration began today, there are a few valve boxes that will not meet the specifications of the contract and recommends leaving them until spring to repair if necessary. 2. South Parking lot, submitted contract modification 001 for \$15,694.33 for water valve work along South Maple and Shepard Street there will be an additional contract modification for work to rebuild South Maple and Shepard Streets, fencing replacement at 12 South Center Street, storm sewer work, water/sewer service relocation and utility relocation work. Recommends paying estimate 003 for work completed through last Wednesday to Northern Construction in the amount of \$69,320.19.

**Public Comment:** None

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**Communications were:**

- a. Recommends combining the November and December Council Meetings due to the Holiday schedule. There was no objection from the council; meetings will be November 16<sup>th</sup> and December 21 at 7:30 p.m.
- b. The State has not approved their budget and is proposing an 11.2% cut to state shared revenue which will have an impact on the City's budget. The City Manager has sent letters of concern over the proposed cuts to the Governor and State Representatives. Based on the drop in property values the multiplier has been reduced this year to .997 which will impact our revenues. There will need to be a budget amendment approved once the final numbers have been received concerning revenue.
- c. The paper work for the credit/debit card agreements have been submitted and the process started, this will take about 4 – 6 weeks to get set up for credit/debt card payments for taxes and utilities.
- d. Trick or Treating hours have been set for 5:30pm – 7:00pm. October 31<sup>st</sup>.

**Goals/Objectives**

- Working on the water improvement project along South/Oak Street.
- Grant application for energy conservation project, the State has energy conservation grants available for up to \$50,000. The estimated cost to replace the bulbs in the Street lights will cost approximately \$66,000 making our match to the project approximately \$16,000 of which the City can not afford at this time. The Council would like to move forward in seeking the grant and would like to consider donations to meet the required match.
- There has been no movement forward on the I – 94 corridor project from the Townships of Hartford and Watervliet who have tabled the joint planning resolutions. The County has opened the comment period until December 11 on the amendments to the Van Buren County Solid Waste Plan.

**Reports submitted:**

- ***Police Dept & Ordinance Report*** – Commissioner Austin would like to see a ticket given after three visits to a property regarding the same ordinance violation, the City Manager will bring back information from the City's Attorney. Discussion on snow removal from sidewalks, additional information/reminder will be put in the next newsletter regarding the responsibility of the homeowner to remove snow from the sidewalk in front of their property.
- ***Department of Public Works*** –
- ***Waste Water Treatment Plant*** –
- ***Treasurers & Investment Report*** –
- ***List of Bills*** - \$182,603.22
- ***City Managers Report*** – Downtown Façade Improvement Projects, Contract for façade improvement at 27 West Main has been signed and he can begin work November 2, the property owner will need to prepare the specs of the project and advertise for bids to be in compliance with the grant requirements, no return call from 7 West Main Street regarding their contract; Master Plan update, the planning commission has begun talking about updating the Master Plan and has assigned a committee to meet with the Township, to be in compliance the master plan must be updated every five years; Infrastructure Capacity

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Enhancement Grant; South Parking Lot project update; West Main Street Reconstruction update.

**Old Business:**

- Commissioner Austin would like to see a time limit on how long dumpsters can be at a property. The City Manager will seek additional information on ordinance revision and advice from the City attorney.

**New Business:**

- ✓ Pay estimate no.003 to Northern Construction for \$69,320.15 for work completed to date.
- ✓ Appoint Gwen McCarthy, 14 Franklin Street to the Board of Review replacing Carolyn Voogd.
- ✓ Resolution 2009 – 15 approving a community development block grant application.
- ✓ South Parking Lot Contract Modification 001 for additional water line work along South Maple and Shepard Streets in the amount of \$15,694.33 to Northern Construction.

Motion by Hall, supported by Rios, to adjourn the meeting at 9:09 P.M.

Motion carried

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk