



**CITY OF HART
407 S. STATE ST.
HART, MI 49420
COUNCIL PROCEEDINGS
October 12th, 2021
MINUTES – Approved**

PRESENT: Mayor Vicki Platt, Councilors: Catalina Burillo, Jim Evans, and Kris Trygstad

ABSENT: Dean Hodges and Fred Rybarz

OTHERS PRESENT: City Manager – Rob Splane, City Clerk – Karla Swihart, Energy Superintendent – Mike Schiller, HEART – Nichole Kleiner, Police Chief – Juan Salazar, Sharon Hallack, Amy Trudell, Dick Huntington and Amanda Klotz

Mayor Platt called the meeting to order; following the roll call, the mayor led the Council in the pledge of allegiance.

APPROVAL OF AGENDA: C. Burillo motioned to approve the agenda and was supported by J. Evans

- Ayes: 4 Nays: 0 Absent: 2

Review Applications for Council Vacancy Appointment:

- Katie Anderson
- Amanda Klotz

After review of the applications and questions from the City Council A. Klotz was sworn in as new City Council member.

PUBLIC COMMENTS: Mr. Huntington – Still interested in buying a lot in the Creeks, would like someone to come up with a solution as I know a few others that would like to purchase a lot as well. The City would be future ahead if they give them away so why not just put them up for sale.

CORRESPONDENCE, EVENTS, PRESENTATIONS: None

CONSENT AGENDA:

- Approval of minutes from September 28th, 2021
- Bills, Claims, Payroll
- Reports of Boards, Commissions, and Committees
- Department Reports – Police/BioPure/Public Works/Energy/C&E Dvlp
 - C. Burillo motioned to approve Consent Agenda supported by K. Trygstad
 - Ayes: 5 Nays: 0 Absent: 2

ACTION ITEMS:

- Resolution 2021-70 Authorize sale of City-owned real estate property.
The City of Hart has partnered with neighboring communities to establish and maintain the Hart Area Fire Department, and the Hart Area Fire Administrative Board has asked that they assume ownership of the physical land on which the fire barn currently resides to proceed with capital improvement plans to enhance and expand the current facility and it is in the best interest of the City to support the transaction to ensure the continued safety of the City and area community members while continuing to promote local efforts of goodwill and in order to secure the benefits of efficient self-government and to promote and protect our common interest and welfare, the Hart City Council declares: Now, therefore, be it resolved that the Hart City Council authorizes the sale of Parcel No 64-020-739-001-30 known as the physical street address 808 South State Street Hart Mi 49420 for the consideration of \$1.00 and allows Honorable Mayor Platt and City Clerk Karla Swihart to sign and execute the Quick Claim Deed attached
 - A. Klotz Motioned to approve Resolution 2021-70 and supported by K. Trygstad.
 - Ayes: 5 Nays: 0 Absent: 2
- Resolution 2021-72 Designate Hart Energy 1996 Ford F-800 as surplus equipment and authorize sale via bid process.

The City of Hart owns and operates a 1996 Ford F-800 Digger Truck used by the Energy Department and the Energy Department has updated their vehicle fleet with a new truck that replaces this operational need for this truck and retention of this vehicle incurs annual costs of insurance, maintenance, and certification with limited return/use. Now, therefore be it resolved that the Hart City Council designates the 1996 Ford F-800 Digger truck as surplus equipment and authorizes the Energy Department Superintendent and the City Manager to take the necessary steps to offer the truck for sale to the highest bidder.

- Cat Burillo motioned to approve Resolution 2021-71 and supported by Jim Evans.
 - Ayes: 5 Nays: 0 Absent: 2

DISCUSSION ITEMS:

- Special Event Permit – Home for the Holiday’s Lighted Christmas Parade and Community Tree Lighting 11/26/2021 from 6:30pm to 8:30pm with the start of parade at Hart Public Schools to Johnson St to State St to West Main St to Water St to Johnson St and ending at Hart Public Schools. Will be lighting the Tree at the Hart Commons.
 - J. Evans motioned to approve Special Events Permit and supported by Cat Burillo.
 - Ayes: 5 Nays: 0 Absent: 2

CITY MANAGER'S REPORT:

- City Manager R. Splane gave a copy of the Manager’s report to all Council members to review.
- New Electrical apprentice hired for Energy Department as part of succession planning.
- BioPure is working with interns – Internship pilot program.
- DPW building – Siding upgrade, property clean-up, and painting is underway.
- TIFA & Heart are working on initiatives to continue to beautify the City and reduce blight.
- Met with West Michigan Shoreline Regional Development Commission (WMSRDC) and Prein & Newhof to discuss applying for U.S. Economic Development Administration grant funding as a collaborative regional entity. Due to our application being well on its way to completion and our timeline to construction not aligning, the City is advised to continue our planned application path. A letter of support may be distributed (draft attached) to show the City is in favor of regional collaboration, while allowing the City to continue its current efforts.
- BS&A software training for City staff – Last week, City Hall staff attended two days of training that covered the City’s BS&A software. Purchased in 2016, BS&A software works as an Enterprise Resource Planning (ERP) suite of programs to help track and process daily operations while also planning for future needs. When BS&A was deployed, the learning curve was steep converting legacy process to newer more efficiency model. With workflows. Five years later, City Hall staff can proceed to confidently implement new streamlining measures to reduce workload, increasing our capacity to seek new goals with the same “human assets”.
 - Fixed Asset Software – Better documentation of City’s assets and budget planning
 - Human Resources Software – Streamlined documentation and processing of HR functions.
 - Community Development Software – Tracking and documentation of code enforcement, permitting, and community development efforts. (No more lost data).

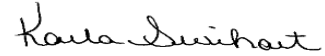
COMMUNICATIONS FROM THE MAYOR AND COUNCIL:

- Mayor Platt wanted to commend City Hall employees on the commitment they have and for sitting thru all the training they have been doing.
- Board position affirmation as of right now I have asked J. Evans to sit on the Planning Commission and K. Trygstad to sit on the Library Board. I am going to hold off on the remainder due to A. Klotz just joining Council I would like to sit down with her and see what works for her schedule as well.
- The last few weeks I was able to attend various board meetings within the City and all are ran very well with an exception of some, which I will be attending more to see how corrections can be made on how those meetings are ran.
- J. Evans asked City Manager why its so hard for residents of the City to obtain information to buy a piece of property in the Creeks when it’s been brought up at the Council meetings a few times now? Anyone who comes with a question or concern deserves to have an answer from the Council. So, if you can look into this matter and have something at the next meeting let’s see if we can get this matter resolved as soon as possible.
- C. Burillo would like to thank everyone for all their hard work they are doing downtown to clean up and make our downtown area beautiful.

ADJOURN:

- There being no further business to come before the Council, the meeting adjourned at 8:21 pm upon a motion by C. Burillo and supported by J. Evans. The next regularly scheduled meeting will be on October 26th, 2021, at 7:30 pm.

Respectfully Submitted

A handwritten signature in cursive script that reads "Karla Swihart".

Karla Swihart, City Clerk