



**CITY OF HART  
407 S. STATE ST.  
HART, MI 49420  
COUNCIL PROCEEDINGS  
MARCH 9<sup>TH</sup> 2021  
MINUTES – APPROVED**

**PRESENT VIA ZOOM:** Mayor Vicki Platt, Councilors: Catalina Burillo, Jim Evans, Dean Hodges, Fred Rybarz, Rob Splane, and Kris Trygstad.

**ABSENT:** None

**OTHERS PRESENT:** City Manager - Lynne Ladner, City Clerk – Karla Swihart, Energy Superintendent - Mike Schiller, DPW Superintendent - Brad Whitney, BioPure Superintendent - Paul Cutter, Nichole Steel (HEART), Sharon Hallack, Paul Erickson, Barbra Marczak of Prein & Newhof, and Michael Mattzela of Fleis, Vandenbrink.

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

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

- Ayes: 7    Nays: 0    Absent: 0

**PUBLIC COMMENTS:** None

**CORRESPONDENCE, EVENTS, PRESENTATIONS:**

Paul Erickson Update on Fair 2021 and Fairgrounds Capital Project Improvements.

Paul joined the meeting with a thank you to the City of Hart for allowing the Snowmobile show. They had a great turnout and looking forward to 2022 with a bigger and better show for Hart Winter Fest. He also wanted to update you regarding the Oceana County Fair 2021; still in a pandemic, MSU is not allowing any in person at this time. We still are planning a fair for 2021; there are club fairs, show and go's, activities for kids to do with their animal's so natural, we will do everything in our power to have a fair. On July 7th, we will welcome the Vietnam wall, Fair in August, and Pow Wow Labor day Weekend, and also in the works is a Hart Hops craft beer festival. I came to L. Ladner asking for support from the City of Hart as we are applying for a grant thru the Michigan Department of Agriculture and Rural Development. They have a 50% match with a max of \$30,000, so we are looking at making significant improvements structurally to our grandstands that are 111 years old. This grant would help reinforce the grandstands, changing the traffic pattern coming into the fairgrounds by moving the entrance off State Street and entering on the north end also opening up more booths under the grandstands and residing in the front of the grandstands as well. We want to move the works that camp on the north end to the back of the grounds and upgrade electric services back there as well. This is our 150th anniversary of the Oceana County Fair, and we are looking to celebrate this season.

**CONSENT AGENDA:**

- Approval of Minutes from February 23, 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 and supported by J. Evans
    - Ayes: 7    Nays: 0    Absent: 0

**ACTION ITEMS:**

- Resolution 2021-12 Resolution declaring surplus property and authorizing the disposal  
In FY 2020 into 2021, the Biopure facility completed a project to remove and replace two of its original blowers in the plant with new Salzer turbo blowers with variable frequency drives.  
During the same time frame, the energy department with the advanced metering implantation project installed new electric meters throughout the City.  
City Manager L. Ladner recommends that the Council adopt Resolution 2021-12 Delcaring surplus property and authorize the disposal.
  - C. Burillo motioned to adopt resolution 2021-05 and supported by J. Evans.
    - Ayes: 7    Nays: 0    Absent: 0

- Resolution 2021-13 Resolution accepting engineering proposal from Prein & Newhof for the design, bidding, and construction of repairs on the Hart Lake Dam's Northeast embankment.

The Energy Department has been monitoring the embankment stabilization and deterioration of adjacent structures for their impact on the safety and life of both the structures and the dam's stability. The Existing Rip Rap rock and concrete bonding has done a satisfactory job of maintaining the embankment. Still, there has developed a significant erosion in the area that extends underneath the rock and concrete, creating continued erosion and possible failure in the long term.

Prein & Newhof has been working with the Energy Department to monitor this situation and, as such, is the best qualified of the approved engineering firms as identified by the Council to assist with this work. The plan is to complete the project's design and bidding to complete the construction in early FY 22 when the lake is lower than its early spring highs.

City Manager L. Ladner recommends that the Council adopt Resolution 2021-13 Accepting engineering proposal from Prein & Newhof for the design, bidding, and construction of repairs on the Hart Lake Dam's Northeast embankment.

  - F. Rybarz motioned to approve Resolution 2021-07 and supported by R. Splane
    - Ayes: 7    Nays: 0    Absent: 0
- Resolution 2021-14 Resolution Authorizing final design, bidding, and construction engineering of Hansen St. construction project.

In FY 19 and FY 20, the City has applied to MDOT for category B transportation grant funding designated for small community local streets projects for the reconstruction of Hansen St from a gravel street to a hard surface asphalt street with repairs and updates to stormwater drainage and the replacement of the water surface line in accordance with the state mandate of water service line replacements for any line that is known or suspected to have potentially been constructed using lead piping or joints. One service line in this project would be affected that connects the World of Wonder Child Care Center to the City water distribution system. We have not received funding for the project.

As part of the same project, the reconstruction of the driveways and parking surfaces at the Public Works building would again convert from gravel to hard surfacing material. Combining these two projects into a single project for design, bidding, and construction allows us to take advantage of economies of scale by eliminating a need to pay for second project engineering separately and construction mobilization when the area of work is not only adjacent but could be integrated eliminating needs to match surface levels and potential damage to the street project when the parking and driveway project be completed. This project is in the current FY 21 budget. If necessary, it extends into FY 22 by completing the design and bidding. At this time, it will allow us to adequately plan and budget for any costs that extend into the new fiscal year during the budgeting process. The City's local streets millage when initially passed and in the most recent extension list the transition of gravel streets in the City too hard surfacing as the intended use of these funds.

The Estimated cost for the Preliminary Design and Construction Engineering Services is \$41,000. The Estimate of Probable Cost for Hanson Street Reconstruction State Street to Hart Street is \$185,000, and the Estimate of Probable Cost for DPW parking lot is \$97,500

City Manager L. Ladner recommends that the Council adopt Resolution 2021-14 Authorizing final design, bidding, and construction engineering of the Hansen St. construction project.

Upon discussion, the Council decided to table Resolution 2021-14 until March 23<sup>rd</sup> meeting to allow time to investigate Category B funding, get an estimate to the hard surface Dryden Street and also turn around easement in writing from the World of Wonder Child Care Center.

  - R. Splane motioned to table Resolution 2021-14 until March 23<sup>rd</sup> meeting and supported by C. Burillo.
    - Ayes: 7    Nays: 0    Absent: 0
- Resolution 2021-15 Resolution Authorizing Energy utility pole inspection. GPS locating and electronic documentation, attachment verification, and tagging.

Although the State of Michigan has not implemented an Asset Management Plan program requirement for Municipal Energy Utilities, that does not lessen the importance of implementing an Energy Department program. It is recommended by the American Public Power Association and other agencies such as Michigan Electric

Cooperative Association, Michigan Municipal Electric Association, and the MPPA that asset management plans be developed to assist with long-term planning, identification, and location of the utility assets.

The Energy Department has approximately 1,400 utility poles in service currently throughout the system. It is recommended that utility poles be inspected regularly at least every five years for potential damage, deterioration, and infestation. The Energy Department has only been able to locate two companies that provide the services that are needed for the completion of the Asset Management Plan one a local Michigan company American Energy Services, out of Richmond, Michigan, and the other from out of state, Osmoste out of Peachtree City, Ga. The intent of the project, which is budgeted for in FY 21, will include an inspection of the poles (the companies each do this in different ways), identifying the exact location through the use of GPS technology of each pole, all attachments (some known others unknown) for each pole, and the placement of an ID tagging system.

Both submitted estimated costs on Visual test and Sonic testing.

American Public Power quoted Visual testing \$9,815.00 and Sonic testing \$13,665.00

Osmoste quoted Visual testing \$16,688.00 and Sonic testing \$19,558.00

City Manager L. Ladner recommends that the Council adopt Resolution 2021-15 Authorizing Energy Utility pole inspection, GSP locating and electronic documentation, attachment verification, and tagging.

- R. Splane motioned to approve Resolution 2021-15 and supported by J Evans

- Ayes: 7    Nays: 0    Absent: 0

- Resolution 2021-16 Resolution authorizing engineering services for Griswold Lift Station Emergency Repairs. Upon Inspection of the Griswold Street Lift Station, exposed areas of the vertical discharge pipes that have collapsed or substantially degraded were discovered. This lift station is the primary (main) station handling flows from the City to the BioPure plant. Repairs are necessary to eliminate discharge and infiltration issues for the facility, leading to additional damages to the wastewater collection system and possible deficiencies or other actions from the State up to including fines.

The repairs will require that the lift station be taken offline (approximately a week) to complete, and the implementation of a temporary bypass system is a necessary but expensive cost. Additional work had been planned as part of a separate future capital improvement project. It would be prudent to do the additional work on the horizontal pipe and fittings and line the interior walls, which are degrading, requiring the lift station to be taken offline and bypassed to avoid the bypassing expenses a second time.

City Manager L. Ladner recommends the Council adopt Resolution 2021-16 authorizing engineering service for Griswold Lift Station Emergency Repairs.

- J. Evans motioned to approve Resolution 2021-16 and supported by F. Rybarz

- Ayes: 7    Nays: 0    Absent: 0

- Resolution 2021-17 Resolution authorizing engineering services for SRF and USDA applications for Wastewater system improvements.

As part of the Stormwater, Asset Management, and Wastewater (SAW) program, improvements to the wastewater collection system have been identified as being necessary to ensure that the City can continue to adequately serve our existing industrial customers and prepare for their projected growth and the potential for further industrial growth in the City. As part of the City's work to ensure fiscal responsibility but taking steps to eliminate debt, the City is in a strong financial situation for the basic operating cost.

However, due to stagnation in sewer rates for all customers, the City has not been adequately putting funding aside to build up cash reserves to enable the City to pay for what are now necessary capital improvement projects that can not continue to be deferred. It is necessary for the City to borrow money to pay for the capital improvements determined as necessary through the SAW program. That has also become necessary for the continued growth and expansion of our commercial and industrial customers.

Applying for funding through the State Revolving Loan Fund (SRF) and/or the United States Economic Development Administration may provide the City with the opportunity to qualify for principal forgiveness (grant funding), which may reduce the project's overall cost. However, it will still be necessary for the City to consider the financial recommendations included in the completed SAW grant process, including adjusting the sewer rates for all classes of sewer utility customers. These recommendations have been presented to the Council previously. Still, as we move forward with authorizing these projects and applying for funding assistance, they will be updated and brought back to the Council for adoption with FY 22 budget.

City Manager L. Ladner recommends that the Council adopt Resolution 2021-17 authorizing engineering services for SRF and USDA applications for Wastewater system improvements.

- R. Splane motioned to approve Resolution 2021-17 and supported by J. Evans
  - Ayes: 7    Nays: 0    Absent: 0

- Resolution 2021-18 Resolution authorizing engineering services for Veteran's Park Improvements and Pointe Park Development.

The improvements to Veteran's Park and Pointe Park's development are both projects that the City agreed to complete as part of the negotiations with the Federal Energy Regulatory Commissions (FERC) when the City went through the re-licensing process for the Hart Lake Dam. The overall anticipated cost for completion of the Veteran's Park improvements is \$994,000, and the development of Pointe Park is estimated to be \$514,000 for a total of \$1,508,000 of which \$300,000 would be the DNR grant funding that can only be used for the Veteran's Park improvements.

These projects are designated to have construction completed by the end of 2022 in the agreement with FERC. Make it advisable to prepare for both submissions of the USDA-RD application or the issuance of other borrowing mechanisms to identify the best interest rates and terms.

Discussions with the United States Department of Agriculture, Rural Development Community Facilities program have identified the completion of these two projects as eligible for funding. With current bond market rates, it is prudent that the City move forward with these projects, making it advisable to prepare for both submissions of the USDA-RD application or the issuance of other borrowing mechanisms to identify the best interest rates and terms.

Prein & Newhof has completed the preliminary work on these projects, but with the significant amount of work that is being proposed for completion by Prein & Newhof just in this meeting, along with the other general engineering work being done by Prein & Newhof, I feel that it is prudent for the City to transition these park projects for completion to Fleis and Vanderbrink one of the other engineers the Council designated as qualified engineers for the City projects through the RFQ process completed in 2020.

City Manager L. Ladner recommends that the Council adopt Resolution 2021-18 authorizing engineering services for the Veteran's Park Improvements and Pointe Park Development.

After proposals from Fleis and Vanderbrink and Prein & Newhof, the Council decided to proceed with Fleis and Vanderbrink for these two projects.

- J. Evans motioned to approve Resolution 2021-18 and supported by F. Rybarz.
  - Ayes: 7    Nays: 0    Absent: 0

### **DISCUSSION ITEMS:**

- The Covents on the Industrial Park referenced a commission that would oversee the district, which hasn't been meeting regularly. The suggestion was to have the City Council appoint a commission or appoint five Council members to become the commission since any prior terms would have expired and go about amending the covenants that have not been amended since June of 1992. There has to be a separate commission to oversee the covents of the Industrial Park. A developer is interested in two of the sites, and the covenants restrict pole buildings which is what the developer is looking to build, so we want to get this cleared up before we can move forward. City Manager L. Ladner and Mayor V. Platt will get together and look further into this to ensure the proper steps are being taken. Will table this item and review it again once everything is clear regarding if a commission is needed or if the City Council can decide the Covents for the Industrial Park.
- It was asked if the City of Hart could provide a staff member for language services for our departments (wastewater, water, and energy). The City does not have a fluent staff member in other languages; however, there is a service called Personal-interpreter-services-language line solutions when speaking to other communities. This is an as-needed service that is only charged when used. This would provide department heads 24 hrs a day, seven days a week, a phone number to call along with a code they would need to punch in. There is no fee to sign up for this service; however, the City's credit card would be charged \$3.95 for a voice call and \$4.95 a minute for a video call.

Good feedback from the Council regarding using language line and feel it would be beneficial to provide phone call service to translate on an as-needed basis. As a service that does not cost us anything to sign up.

- o J. Evans motioned that we authorize City Manager L. Ladner to employ the language line services to the City of Hart and supported by R. Splane
  - Ayes: 7    Nays: 0    Absent: 0

**CITY MANAGER'S REPORT:**

- Mr. Ladner received the preliminary feedback report regarding the Safe Routes to School grant application submitted back in Feb, and it was great feedback, and the City is going to move forward with the project. Just a few amendments are needed.
- Ms. Ladner was asked if page numbers could be added to the council packet, so I hope everyone noticed that page numbers had been added.
- Staying busy with grant applications
- Ms. Ladner has started the budget process. I hope to have the budget completed and present it to the budget and finance committee in early April.
- Reminder FOIA and OMA training March 30<sup>th</sup>, 2021. FOIA training will be from 2 pm to 4:30 pm, and OMA training will take place from 5:30 pm to 8 pm

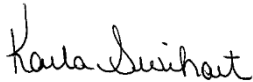
**COMMUNICATIONS FROM THE MAYOR AND COUNCIL:**

- Mayor V. Platt would like to welcome Kris Trygstad to Hart City Council. Ms. Trygstad introduced herself and stated that she is excited about the experience.

**ADJOURN:**

- There being no further business to come before the Council, the meeting adjourned at 10:07 pm upon a motion by C. Burillo and supported by F. Rybarz. The next regularly scheduled meeting will be on March 23, at 7:30 pm.

Respectfully Submitted



Karla Swihart  
City Clerk