

City of Hart, Michigan
CITY COUNCIL AGENDA
February 27, 2024, 7:30 PM
407 State St. – Council Chamber
NOTICE OF PUBLIC MEETING
REGULAR COUNCIL MEETING

1. Call to Order
2. Roll Call – Adams, Burillo, Evans, Hodges, Klotz, Trygstad, Platt
3. Pledge of Allegiance
4. Approval of Agenda
5. Public Comments – **Public comment on any matter other than a scheduled public hearing.**
We ask that you please limit your comments to 3 minutes.
 - a. Correspondence, Events, Presentations
 - i. Council Retreat follow-up, Matt Lehrman - 6 General Priorities
6. Consent Agenda:
 - a. Approval of Minutes from February 13, 2024 Council meeting
 - b. Bills, Claims, Payroll
 - c. Reports of Boards, Commissions, and Committees
 - d. Department Reports – Police/BioPure/Public Works/Energy/♥C&E Dvlp.
7. Action Items
 - a. Resolution 2024-04 Declare Surplus Equipment and authorize sale
 - b. Resolution 2024-05 Waive bidding requirements and authorize emergency repairs
8. Discussion Items
 - a. Special Event Permit – Zumba Class, Super Fitness (Rosario Mendoza) – John Gurney Park
9. City Manager Report
10. Communications from the Mayor and Council (Including board and committee updates.)
11. Adjournment –

Access is provided through the Michigan Relay Service for individuals with speech or hearing impairments. <https://hamiltonrelay.com/michigan/index.html>

Rob Splane

From: Matt Lehrman <matt@socialprosperity.us>
Sent: Tuesday, January 23, 2024 12:41 PM
To: Rob Splane
Subject: Following Up on Saturday's Leadership Retreat
Attachments: Hart Retreat 1.0a.pdf; Hart Retreat 1.0b.pdf

Rob - Thank you again for the privilege (and joy!) of facilitating Saturday's leadership retreat for the City Council - and especially for the courage you all displayed in inviting the community in for a joint visioning exercise. I couldn't agree more with the words of a friend on my Facebook post, ***"How heartening that a small town would invest in such change-making work."***

A few items in follow up:

1. Please be on the lookout for a package arriving by mail this Friday. As I drove away at the end of the day, I realized I had forgotten to share something important with you and the Council members in attendance.
2. Please let Councilmember Evans that the invitation for a PI discussion with me remains open - using the same links shared previously. Perhaps at the Council's next meeting, his fellow Councilmembers will share with him how useful they found that exercise as well as what they took away from the retreat overall.
3. Attached are two PDF files:
 - o 1.0a - are the slides for Saturday's entire discussion
 - o 1.0b - are the slides for just the Community Visioning portion of the meeting - in case you want to share them separate from everything else.
4. And finally, here's a quick summary of the 6 general priorities that the Council identified. As you're aware, the Council made no decisions beyond identifying these "directions" that they'd be interested to explore further, and they're presented in no particular order:
 - o **Affordable housing** - How to meet the community's need for more; possibly exploring opportunities with the city-owned CEREL property.
 - o **Public Beach** - How to restore or create a public beach on Park Lake.
 - o **Diversify the Economy** - What role Council Members might play in helping to diversify the local economy which is largely seasonal, based on agriculture and tourism. Council members seemed especially interested in taking a personal role in speaking with existing businesses about what more could be done to support their operations in Hart by recruiting other businesses that would make their operations stronger.
 - o **Higher Education** - How the City might take the lead in securing a state grant that could spark expansion of community colleges into Hart.
 - o **Youth Activities** - Understanding how the City's new Parks & Recreation department will be specifically serve youth.
 - o **Better Communication/Better Engagement** - Exploring methods by which the City can better connect with its residents. This was partly a discussion of the "mechanics" of communication (i.e., what social media platforms to use) and also a discussion of the City's responsibility to connect with the breadth of its residents.

Again, thanks for the photos. Grateful to you for such a wonderful visit to Hart!

Please let me know whenever I may offer any additional assistance.

Matt

Matt Lehrman ([he/him](#))
Managing Director & Co-Founder

Social Prosperity Partners
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Schedule a Chat or Coaching Session: <https://calendly.com/socialprosperity>

Interactive Keynote Speaker:

www.MattLehrman.com

Strategic Planning Facilitator:

www.SocialProsperity.us

Producer & Host:

www.TellMeMorePodcast.us





CITY OF HART
407 S. STATE ST.
HART, MI 49420
REGULAR MEETING OF CITY COUNCIL - COUNCIL PROCEEDINGS
February 13th, 2024
MINUTES – Draft

PRESENT: Mayor Vicki Platt, Councilors Justin Adams, Catalina Burillo, Dean Hodges, Amanda Klotz, and Kris Trygstad

ABSENT: Jim Evans

OTHERS PRESENT: City Manager – Rob Splane, City Clerk – Karla Swihart, BioPure Superintendent – Paul Cutter, and Bill Volpp

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

APPROVAL OF AGENDA:

- J. Adams motioned to approve the agenda and was supported by C. Burillo
 - Ayes: 6 Nays: 0 Absent: 1

PUBLIC COMMENTS:

- None

CORRESPONDENCE, EVENTS, PRESENTATIONS:

- Letter from Matt Larman that is in front of Council this evening.
- Shared a response from Mr. Evans, letting Council know he is unable to sit in on any boards or commissions due to medical reasons.

CONSENT AGENDA:

- Approval of minutes from January 23rd, 2024.
- Bills, Claims, Payroll
- Reports of Boards, Commissions, and Committees
- Department Reports – Police/BioPure/Public Works/Energy/C&E Dvlp
 - J. Adams motioned to approve Consent Agenda and supported by A. Klotz
 - Ayes: 6 Nays: 0 Absent: 1

ACTION ITEMS:

- None

DISCUSSION ITEMS:

- Mayoral Board and Commission Appointments
Justin Adams, Planning Commission, Parks and Recreation, and HEART.
Catalina Burillo, HEART and Cemetery
Dean Hodges, BioPure, HEART, Lake Board, Powerboard, Zoning Board of Appeals, and Board of Review
Jim Evans Historic District?
Kris Trygstad, Finance/Personnel Committee
Vicki Platt, All Committees/Boards/Commissions
Amanda Klotz, Library Cemetery and Finance/Personnel Committee
- Fiscal year 2025 Budget Calendar
February 13 – Distribute Budget Calendar
February-March – FY2023 CIP planning, needs assessment, and goal discussion conducted by each department in collaboration with City Manager.
By March 31st, - Department objectives and proposed budgets, including an itemized estimate of expenditures, submitted from each Department to City Manager.
April 9th, - Finance / Personnel committee meeting to review progress of current year budget discuss priorities for upcoming budget.
April 23rd, - Finance / Personnel committee meeting to review revenue projections and decisions.
May 14th, - Council review budget proposal and discuss key issues and finalize budgetary decisions.

May 28th, - City Council Public Budget Hearing to present budget message and proposed FY 2025 budget. (First reading of proposed budget.)

June 11th – Second reading and adoption of proposed FY 2025 budget

End of June – Post and Publish council adopted budget ordinance.

CITY MANAGER'S REPORT:

Updates:

- BioPure plant projects are in progress with Green Scape at about 50% complete. Wadel Stabilization is finishing up the Riverside lift station. Wadel intends to begin BioPure Headworks building and other improvements in March.
- Hallack is in full swing on Dryden Street project replacing water service lines and coordinating with DTE on natural gas infrastructure upgrades. And will be on Church Street this spring.
- Safe Routes to School trail grant is in back and forth negotiation with MDOT.
- Frontier Communications will be launching a City-Wide fiber internet to the home project in Q2 2024.
- HydroCorp will begin cross-connection inspections and water meter reading upgrades on or about March 4th.
- Plummer's Environmental Service will start, water service verification in the Spring.
- The Congregational Church had three formal submittals for occupancy. TIFA is reviewing.
- Community College/Community Center grant still pending State review.
- 1st Draft Street Scape renderings have been completed based on public input session.
- Creeks Subdivision amendments still being prepared for planned execution in March.
- Watermain break on East Main and Hart Street, emergency fix was temporary and requires remediation and valve replacements prior to road reconstruction.
- Need to discuss resurfacing – Mian Street from Oceana Drive to Hart Street and from West Main fill to Plum Street.

Legacy Topics:

- The City Attorney is working on City Charter amendment verbiage to be approved by Council, the attorney general, and the governor. The amendments will be processed for ballot approval at the next general election.
- Safe Routes to School trail project – pending state approval projected start date June 2024.

Upcoming Topics:

- Adoption of 5-year Park and Rec Master Plan (Currently back and forth negotiation with MDOT)
- Veteran's Memorial Park project bid advertisement. (Still pending EGLE approval)
- Council review of rental inspection policies, procedures, and implementation. Chief Salazar is delayed due to 2 employee resignations and 2 employees parental leave)

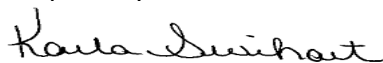
COMMUNICATIONS FROM THE MAYOR AND COUNCIL:

- NAF date this year is June 8th and will be in Hart.
- Spring Break that Tuesday March 26th is a council meeting, Mayor Platt, and C. Burillo will be absent.
- Grant from Consumers Energy for 10,000 submitted to bring Agriculture art downtown.
- C. Burillo sent 2 emails to be shared one is Community Foundation is doing Oceana Deep Dive again on Feb 22nd 9am-12pm at the research center on Oceana Drive. Also, the other one is a survey link with a flier that will be shared on social media starting tomorrow.

ADJOURN:

- There being no further business to come before the Council, the meeting adjourned upon a motion by J. Adams and supported by A. Klotz. The next regularly scheduled meeting will be on February 27th, 2024, at 7:30 pm.

Respectfully Submitted



Karla Swihart, City Clerk

Payables Date 02.14.2024	Description	Total	General +	DPW	Energy	BPTF	Water
Absopure	Energy Water Cooler	\$ 22.85			\$ 22.85		
APX	Mirecs	\$ 278.33			\$ 278.33		
Barney's Sewer & Drain	410 Church Street	\$ 845.00				\$ 845.00	
Birch & Blossom	Winter/Xmas Arrangement	\$ 210.00	\$ 210.00				
BS&A	Budget Webinar Training	\$ 200.00	\$ 200.00				
Ceres	Bio Pure Fuel	\$ 1,329.47				\$ 1,329.47	
Charter Communications	Hart Commons Internet	\$ 114.99	\$ 114.99				
Charter Communications	City Hall/ Police Dept Internet	\$ 97.49	\$ 97.49				
City of Hart	Utilities	\$ 36,915.80	\$ 1,214.55	\$ 1,107.41	\$ 2,163.80	\$ 29,700.81	\$ 2,729.23
Cnsumers Energy	Energy Electric Bill	\$ 323.22			\$ 323.22		
Cutter, Paul	Reimb Pallet Jack	\$ 181.37				\$ 181.37	
Dacott	Purchased Power Report	\$ 650.00			\$ 650.00		
Dave's Party Store	DPW Fuel	\$ 1,743.92		\$ 1,743.92			
DTE	Natural Gas	\$ 815.09			\$ 815.09		
DTE	Natural Gas	\$ 1,016.24		\$ 1,016.24			
DTE	Natural Gas	\$ 64.66				\$ 64.66	
DTE	Natural Gas	\$ 821.73	\$ 821.73				
DTE	Natural Gas	\$ 597.85			\$ 597.85		
DTE	Natural Gas	\$ 64.34				\$ 64.34	
DTE	Natural Gas	\$ 162.62	\$ 162.62				
DTE	Natural Gas	\$ 215.81	\$ 215.81				
DTE	Natural Gas	\$ 733.63				\$ 733.63	
ETNA	ROMAC Repair Clamp	\$ 546.00		\$ 546.00			
First Net	Police Phone/Pagers	\$ 88.46	\$ 88.46				
Freed Management	10% of Contract	\$ 13,078.05	\$ 13,078.05				
Frontier	Hart Hydro Phone	\$ 133.47			\$ 133.47		
Frontier	JGP Phones	\$ 141.10	\$ 141.10				
Hallack Construction	Bore and Replace Water Service	\$ 7,250.00					\$ 7,250.00
Hart Cemetery Commission	Winter Tax Disbursement	\$ 6.11	\$ 6.11				
Huntington Bank	CC Statement	\$ 14,551.07	\$ 6,692.66	\$ 2,564.64	\$ 3,667.83	\$ 1,625.94	
Hutson Inc	Big Rapids Parts 10271918 DPW	\$ 269.44		\$ 269.44			
Hydrocorp	Cross Connection Control	\$ 707.00					\$ 707.00
Idexx	Lab Supplies	\$ 6,835.18				\$ 6,835.18	
Idexx	Lab supplies	\$ 325.18				\$ 325.18	
Intergrity	Office Desk	\$ 1,750.00				\$ 1,750.00	
Jons to Go	Portable Restrooms JGP	\$ 110.00	\$ 110.00				
Klotz Auto Parts	Auto Parts/Supplies	\$ 452.68		\$ 84.26	\$ 124.17	\$ 244.25	
Kohley's Superior Water #1	DI Regeneration	\$ 290.75				\$ 290.75	
Larson and Sons Hardware	Operating supplies	\$ 1,650.52	\$ 100.38	\$ 309.71	\$ 729.42	\$ 511.01	
Linck Law	401-457 Employee Benefits	\$ 1,015.00	\$ 1,015.00				
Linde	Cylinder Gas	\$ 88.58		\$ 88.58			
Linde	Cylinder Gas	\$ 120.32			\$ 120.32		
Maner Costerisan	Audit Services	\$ 1,522.87	\$ 380.72		\$ 380.72	\$ 380.72	\$ 380.71
Medler Electric	Night Lights	\$ 310.40			\$ 310.40		
Mike Blackmer	1/2 Rebar	\$ 45.00				\$ 45.00	
Mike's Auto Body	2012 Repiars DPW	\$ 1,641.64		\$ 1,641.64			
Model Coverall Service	Uniforms	\$ 224.61			\$ 62.75	\$ 161.86	
MPPA	Purchased Power	\$ 15,962.68			\$ 15,962.68		
MPPA	Purchased Power	\$ 26,313.40			\$ 26,313.40		
MPPA	Purchased Power	\$ 2,432.55			\$ 2,432.55		
MPPA	Purchased Power	\$ 33,515.65			\$ 33,515.65		
MPPA	Purchased Power Monthly Stmt	\$ 95,515.18			\$ 95,515.18		
Napa	Auto Parts/Supplies	\$ 378.82		\$ 363.24	\$ 15.58		
NYE Uniform	Police Uniform	\$ 664.28	\$ 664.28				
NYE Uniform	Police Uniform	\$ 22.78	\$ 22.78				
NYE Uniform Co	Police Uniform	\$ (109.00)	\$ (109.00)				
Oceana County Animal Friends	Spay/neutering stray cats	\$ 525.00	\$ 525.00				
Pitney Bowes	Postage/Lease Pmt	\$ 500.00	\$ 125.00		\$ 125.00	\$ 125.00	\$ 125.00
Power line Supply	Parts/Supplies	\$ 41.53			\$ 41.53		
Power line Supply	Parts/Supplies	\$ 6,239.00			\$ 6,239.00		
Power line Supply	Parts/Supplies	\$ 416.97			\$ 416.97		
Power line Supply	Parts/Supplies	\$ 6,361.41			\$ 6,361.41		
Power Line Supply	Parts/Supplies	\$ (918.30)			\$ (918.30)		
Power line Supply	Parts/Supplies	\$ 66.78			\$ 66.78		
Power line Supply	Parts/Supplies	\$ 41.69			\$ 41.69		
Power line Supply	Parts/Supplies	\$ 791.15			\$ 791.15		
Pranger Property Management	City Hall Cleaning/Community Center	\$ 228.00	\$ 228.00				
Pranger Property Management	City Hall Cleaning/Community Center	\$ 228.00	\$ 228.00				
Pranger Property Management	City Hall Cleaning/Community Center	\$ 228.00	\$ 228.00				
Quill	Office Supplies/ Historic District	\$ 700.48	\$ 700.48				
Republic	John Gurney Park Garbage Service	\$ 368.14	\$ 368.14				
Republic	Monthly Garbage Service	\$ 18,026.99		\$ 18,026.99			
Republic	Past Due Nov invoice Starting Block	\$ 199.58			\$ 199.58		
Republic	Starting Block Garbage Service	\$ 202.59			\$ 202.59		
Republic	Parking Lot Washington Garbage Service	\$ 173.00		\$ 173.00			
Ricoh	Copier Overage	\$ 111.85	\$ 111.85				
Ricoh	Copier Overage	\$ 143.20	\$ 143.20				
Schoedel, Elizabeth	Reimbursement for binders	\$ 39.58	\$ 39.58				
Syncwave LLC	Internet	\$ 468.14	\$ 107.66	\$ 84.27	\$ 84.27	\$ 191.94	
T&R Electric	Transformers	\$ 10,725.38			\$ 10,725.38		
T&R Electric	Transformers	\$ 13,743.38			\$ 13,743.38		
Tanner Plumbing and Heating	Energy Department New Bathroom	\$ 313.21			\$ 313.21		
Ted Festerling LLC	Plow Repairs DPW	\$ 2,056.12		\$ 2,056.12			
Trace	Water Testing	\$ 487.00				\$ 487.00	
UIS Scada	Subscription & Cellular Fees	\$ 1,598.00			\$ 1,598.00		
UIS Scada	Subscription & Cellular Fees	\$ 2,692.00					\$ 2,692.00
Verizon Wireless	Department Phones	\$ 636.33	\$ 89.67	\$ 236.16	\$ 153.18	\$ 157.32	
Verizon Wireless	Office Phones	\$ 448.69	\$ 360.91	\$ 29.26	\$ 29.26	\$ 29.26	
Vital Shred	Shredding/Recycle	\$ 60.16	\$ 60.16				
Whitney, Brad	Reimbursement for Straw	\$ 20.00		\$ 20.00			
William Goetsch	2023 Annual Report Soil Sampling	\$ 4,425.00				\$ 4,425.00	
	Sub-total	\$ 347,642.23	\$ 28,543.38	\$ 30,360.88	\$ 224,349.34	\$ 50,504.69	\$ 13,883.94
HAND CHECKS/ACH/EFT							
Alerus	City Share 401 Retirement - PR 194	\$ -	\$ -				
US Postmaster	Postage/Tax Bills	\$ 512.08	\$ -		\$ 332.86	\$ 153.62	\$ 25.60
AFLAC	Insurance Premium	\$ -	\$ -				
Guardian	Insurance Premium	\$ -	\$ -				
Delta Dental	Insurance Premium	\$ 1,423.15	\$ -				
MWG/Amfirst	Insurance Premium	\$ -	\$ -				
Blue Cross Blue Shield	Insurance Premium	\$ -	\$ -				
	TOTAL HAND CHECKS	\$ 1,935.23	\$ -	\$ -	\$ 332.86	\$ 153.62	\$ 25.60
	Sub-Total Regular Bills/Hand Checks	\$ 349,577.46	\$ 28,543.38	\$ 30,360.88	\$ 224,682.20	\$ 50,658.31	\$ 13,909.54
Gross Payroll	PR 194	\$ -					
	Sub-Total	\$ -					
	GRAND TOTAL	\$ 349,577.46	\$ 28,543.38	\$ 30,360.88	\$ 224,682.20	\$ 50,658.31	\$ 13,909.54

RESOLUTION 2024-04
CITY COUNCIL
City of Hart, Michigan
Oceana County

**DESIGNATE BIOPURE BLOWER AND CITY HALL
FILING CABINETS AS SURPLUS EQUIPMENT**

WHEREAS, the City of Hart owns, legacy equipment at the Hart Bio-Pure Department and at city hall; and

WHEREAS, BioPure blowers were replaced with variable frequency blowers as part of an efficiency saving effort leaving the old units as legacy surplus equipment; and

WHEREAS, city hall continues to eliminate decades old documents and transitioning to digital formats with new documents reducing the need for square footage available for document storage; and

WHEREAS, the City Council desires to secure the benefits of efficient self-governance and to promote and protect our common interests and welfare; and

NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:

Designates the used BioPure Blowers and approximately 16 file cabinets as surplus equipment and authorizes the City Manager to take the necessary steps to offer the equipment for sale to the highest bidder.

Moved by _____, supported by _____, and thereafter adopted at the regular City of Hart City Council meeting on February 27, 2024.

Ayes: __ Nays: __ Absent: __

RESOLUTION 2024-05
CITY COUNCIL
City of Hart, Michigan
Oceana County

**WAIVE BIDDING REQUIREMENTS AND
AUTHORIZE EMERGENCY REPAIR**

WHEREAS, the City of Hart operates and maintains water, sewer, and road infrastructure; and

WHEREAS, as part of maintaining underground infrastructure that is frequently decades old, some aging equipment is vulnerable to unexpected failure, and

WHEREAS, a water main at the intersection of East Main Street and Hart Street ruptured on February 5th 2024 and required an immediate response using inventory on hand by the city water department to save the road way and prevent serious damage to the surrounding area; and

WHEREAS, it has been determined that the site is still leaking at some reduced rate and requires the replacement of a significant section of water main including three key valves surrounding the intersection; and

WHEREAS, the typical bidding process will require approximately 6 to 9 weeks to develop bid documents, advertise, review bids and award the contract. Once the contract is awarded, additional time may be needed to order materials to complete the work; and

WHEREAS, the City Council desires to secure the benefits of efficient self-governance and to promote and protect our common interests and welfare; and

NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:

Agrees to waive the normal bidding process for the emergency repair to the water system in the area of East Main Street and Hart Street and authorize the City Manager to work with the city engineers to obtain formal competitive quotes from qualified contractors and execute a contract to perform the work as soon as possible.

Moved by _____, supported by _____, and thereafter adopted at the regular City of Hart City Council meeting on February 27, 2024.

Ayes: __ Nays: __ Absent: __



CITY OF HART
 407 S. State St., Hart, MI 49420
 Ph: 231-873-2488 Fax: 231-873-0100
SPECIAL EVENTS PERMIT



THE CITY IS NOT RESPONSIBLE FOR BY-STANDERS AT YOUR EVENT.

DATE OF APPLICATION: 2/20/24

NAME OF EVENT: Zumba Class

DATE OF EVENT: Each Monday Tuesday Wed TIME: 6 pm TO 7 pm

RAIN DATE OF EVENT: **MUST PROVIDE** Class will be canceled

LOCATION AND/OR ROUTE OF EVENT: Jonh Gurney Park Pavilion

* Will run until end of October or weather permits.

DESCRIPTION OF EVENT: Zumba and Fitness class given by certified instructor

SPECIAL NEEDS: None

NAME OF ORGANIZATION OR SPONSOR: Super Fitness / Rosario Mendoza

ADDRESS: 625 State St.
Hart MI 49420

CONTACT PERSON: Rosario Mendoza

PHONE: 231-923-1639 FAX:

EMAIL: ehcarolasrock@yahoo.com

X [Signature]

SIGNATURE OF EVENT COORDINATOR/SPONSOR

DATE

ALL CURRENT COVID-19 STATE MANDATED RESTRICTIONS MUST BE ADHERED TO. IT IS YOUR RESPONSIBILITY TO SCHEDULE THE LOGISTICS MEETING WITH THE CITY DEPARTMENTS INDICATED IF YOUR APPROVED PERMIT INDICATES THAT A MEETING IS NEEDED. PLEASE NOTE THAT A 7 - 10 DAY ADVANCE NOTICE WILL BE NEEDED TO SCHEDULE THE MEETING.

POLICE: 873-2488, DPW: 873-3100, HYDRO: 873-5367, EMS: 873-8240

SECTIONS BELOW TO BE COMPLETED BY THE CITY

PROOF OF LIABILITY INSURANCE FOR STREET SOLICITATION: YES OR NO

LOGISTICS MEETING NEEDED: YES OR NO

DEPT. ATTENDING: DPW POLICE EMS HYDRO

PERMIT NUMBER: _____ APPROVED BY CITY COUNCIL/CITY MANAGER

DATE OF APPROVAL/DENIAL: _____ YES OR NO

CONDITIONS:

CITY REPRESENTATIVE'S SIGNATURE: