

PUBLIC NOTICE OF ELECTRONIC MEETING OF THE CITY OF HART CITY COUNCIL

PLEASE NOTE: THIS NOTICE IS GIVEN AND PUBLISHED PURSUANT TO SECTION 4 (b)(5) OF EXECUTIVE ORDER 2020-110 ISSUED BY GRETCHEN WHITMER, GOVERNOR FOR THE STATE OF MICHIGAN.

The City of Hart Council is meeting electronically as a result of the COVID-19 virus and to protect the health, safety and welfare of the citizens of Hart, Michigan of such virus, pursuant to law and the mandates of Executive Order 2020-129 issued by Governor Gretchen Whitmer.

Indoor social gatherings and events among persons not part of a single household are permitted, but may not exceed 10 people. – This includes City Staff and Council in the building. As such until Region 2 has moved into Phase 5 of the Mi Safe Start Plan City Meetings will continue to be available to the public via the Zoom Virtual meeting platform.

**When: July 14, 2020 07:00 PM Eastern Time (US and Canada)
Topic: City Council Meeting July 14, 2020**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/87869493797>

Or iPhone one-tap :

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Dated: July 10, 2020

Lynne Ladner, MPA
City Manager

City of Hart, Michigan
CITY COUNCIL AGENDA
July 14, 2020, 7:30 PM
Community Center, 409 State Street, Hart, Michigan

According to the Attorney General, interrupting a public meeting in Michigan with hate speech or profanity could result in criminal charges under several State statutes relating to Fraudulent Access to a Computer or Network (MCL 752.797) and/or Malicious Use of Electronics Communication (MCL 750.540). According to the US Attorney for Eastern Michigan, Federal charges may include disrupting a public meeting, computer intrusion, using a computer to commit a crime, hate crimes, fraud, or transmitting threatening communications. Public meetings are being monitored and violations of statutes will be prosecuted.

1. Call to Order
2. Roll Call – LaPorte, Burilla, Frontiera, Hegedus, La Fever, Platt, Splane
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes from June 23, 2020.
6. Public Comments, Correspondence, Events, Presentations
7. Department Reports (* written report will be provided)
 - a. Police
 - b. BioPure
 - c. Public Works
 - d. Energy
 - e. HEART
8. Reports of Boards, Commissions, and Committees (***) Minutes in the packet)

1. Cemetery	9. Power	16. Tax Abatement
2. DPW	10. Recreation	17. Water/BioPure
3. Housing Board of Review	11. Parks	18. Neglected/Dangerous Properties
4. Finance/Personnel	12. Library	20. H.E.A.R.T
5. Fire Board	13. Planning	21. Hart Lake Board
6. Historic	14. TIFA	22. Election Commission
7. Police	15. ZBA	23. Starting Block Kitchen Incubator
24. Compensation Com.		
9. Bills, Claims, Payroll
10. Action Items
 - a. Resolution 2020-41 Approve Assessing Services Agreement
 - b. Resolution 2020-42 Approve Interlocal Agreement for County Assessor of Record
11. Discussion Items
 - a. First Responder Hazard Pay Premiums Program
 - b. Noxious weeds in Downtown area
 - c. Design of Hart Lake Water Trail Sign and Sign base
12. City Manager Report
13. Communications from the Mayor and Council
14. Adjournment –

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CITY OF HART
407 S. STATE ST.
HART, MI 49420
COUNCIL PROCEEDINGS
JUNE 23, 2020, 7:30 pm.
MINUTES

PRESENT: Mayor Ron LaPorte (in person), Councilors: Vicki Platt (Zoom), Jason La Fever (in person) Rob Splane (Late - Zoom), Catalina Burillo (Zoom), Joe Frontiera (in person) and Steve Hegedus (in person)

ABSENT: None

OTHERS PRESENT City Manager – Lynne Ladner, and Deputy City Clerk - Cheri Eisenlohr.

- Mayor LaPorte called the meeting to order at 7:30 pm, following the roll call, the Mayor lead the Council in the pledge of allegiance.

AGENDA:

- Mr. Hegedus made a motion to approve the agenda, supported by Mr. Frontiera, all ayes, the motion carried.
 - Ayes: 6 Nays: 0 Absent: 1

MINUTES:

- Ms. Burillo made a motion to approve the minutes of the June 23, 2020, meeting, supported by Mr. Hegedus, all ayes, the motion carried.
 - Ayes: 6 Nays: 0 Absent: 1

PUBLIC COMMENTS, CORRESPONDENCE, EVENTS, PRESENTATIONS:

- Public Hearing – Industrial Facilities Tax Exemption Application – Gray & Co.
 - The Mayor opened the meeting at 7:30 pm.
 - Katie Visger of Gray & Co. addressed the Council to point out the benefits to the City and its residents having Gray & Co., in the City limits. She pointed out that 50+ employees will be hired with the new expansion that is planned to accommodate the "Paradise" business that is being moved up from Florida. Dirk Williams of Gray & Co., confirmed the statements made by Ms. Visger.
 - Ms. Platt asked why only 9 years were being pursued rather than 12. Mr. Frontiera stated that he believed that the 12 years were offered only to "new" businesses coming into the area, and 9 was for established businesses.
 - The Mayor closed the meeting at 7:46 pm
- Public Hearing – Truth in Taxation City of Hart
 - The Mayor opened the meeting at 7:46 pm
 - Ms. Ladner gave an overview of why the hearing was needed. Mr. Frontiera asked if this was to be an on-going increase or a one-time. Ms. Ladner stated that it was to be a one-time request.
 - A decision was made to make this request vs. increasing utility costs as the rate-studies indicate need to happen.
 - The Mayor closed the meeting at 7:56 pm.
- Mr. George Sadler brought up the stench that is coming from the BioPure Treatment Facility.
 - Mr. Cutter reported that they are working on the problem and are trying various chemicals to address the settling/odor problem. He apologized. Please see his written report.

DEPARTMENT REPORTS:

- *Police Chief, Juan Salazar:*
 - A written report was provided.
- *Energy Dept. Superintendent, Mike Schiller:*
 - A written report was provided.
- *BioPure Superintendent, Paul Cutter:* Attended via Zoom
 - A written report was provided.

- *DPW Superintendent, Brad Whitney:*
 - A written report was provided.
- *HEART Director, Nichole Steel:*
 - A written report was provided.

BILLS, CLAIMS, & PAYROLL:

- Bills: \$173,579.50 Payroll: \$64,907.14 Grand Total: \$238,486.64
- Mr. Splane made a motion to approve, supported by Ms. Platt, the motion carried.
 - Ayes: 7 Nays: 0 Absent: 0

ACTION ITEMS:

Ms. Ladner addressed the following Action Items:

**RESOLUTION 2020-35
City Council
City of Hart, Michigan**

FY2021 ELECTRIC, WATER, SEWER & TRASH RATES

WHEREAS, the City of Hart owns and operates electric, water, sewer, and wastewater treatment facilities; and contracts for trash hauling services ("services"); and

WHEREAS, these services are funded through user rates and should self-fund their operations, maintenance, equipment replacement, and debt service; and

WHEREAS, the FY2021 Annual Budget was developed assuming the following electric, water, sewer and trash rates; and

WHEREAS, in order to secure the benefits of efficient self-government and to promote and protect our common interests and welfare, the City Council hereby declares:

NOW THEREFORE BE IT RESOLVED THAT THE HART CITY COUNCIL:

Adopts the rates and charges as identified below for FY2021 effective for all bills for services mailed on or about July 1, 2020:

<u>A</u>	<u>ELECTRIC—RESIDENTIAL</u>	<u>RATES FY2020</u>
	Single phase monthly base rate	\$7.00
	Three phase monthly base rate	\$19.00
	kWh charge	\$0.0765
<u>B</u>	<u>ELECTRIC-- COMMERCIAL</u>	<u>RATES FY2020</u>
	Single phase monthly base rate	\$16.50
	Three phase monthly base rate	\$19.00
	kWh charge	\$0.0910
<u>C</u>	<u>ELECTRIC--DEMAND CUSTOMER</u>	<u>RATES FY2020</u>
	Monthly base rate	\$60.00

	Demand charge per KW	\$8.00
	kWh charge	\$0.0564
D	<u>ELECTRIC—INDUSTRIAL CUSTOMER EXCEEDING 2,000,000 KWH ANNUALLY</u>	<u>RATES FY2020</u>
	Monthly base rate	\$60.00
	Demand charge per KW	\$7.00
	kWh charge	\$0.0530
E	<u>FUEL COST ADJUSTMENT FACTOR (12- MONTH ROLLING AVERAGE)</u>	Varies
F	<u>ENERGY OPTIMIZATION</u>	<u>RATES FY2020</u>
	Residential per kWh	\$0.0013
	Commercial per meter	\$4.43
	Industrial per meter (6)	\$215.24

G	<u>WATER</u>	<u>RATES FY2020</u>
	Base rate per month including up to 3,000 gallons per month with 5/8 inch meter	\$7.54
	1 inch meter	\$9.13
	1.5-inch meter	\$11.55
	2-inch meter	\$14.30
	3-inch meter	\$15.95
	4-inch meter	\$17.88
	Rate per 1000 gallons (3001-13,000 gallons per month)	\$1.28
	Rate per 1000 gallons (over 13,000 per month)	\$1.12

H	<u>WASTEWATER</u>	<u>RATES FY2020</u>
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	Base rate per month including up to 3,000 gallons per month	\$29.78
	Volume rate per 1000 gallons per month over 3,000 gallons	\$3.31
	Volume rate per 1000 gallons per month over 3,000 gallons (contracts)	\$3.31
	BOD Surcharge per pound	\$0.191
	TSS Surcharge per pound	\$0.140
I	<u>CUSTOMER CHARGE</u>	
	Gray & Company	\$2,769.60/month
	Michigan Freeze Pack	\$900.00/month
	Indian Summer	\$900.00/month

J	MONTHLY RESIDENTIAL TRASH COLLECTION FEE	\$21.90
	MONTHLY RESIDENTIAL CLEAN UP FEE	\$1.00
	Monthly residential trash collection fees may increase, current contract expires Nov. 2020 and a new solid waste contract will need to be bid and negotiated.	

Moved by Mr. Splane, supported by Mr. La Fever, and thereafter adopted at the regular City of Hart City Council meeting on June 23, 2020.

Ayes: 7 Nays: 0 Absent: 0

I hereby certify this to be a true and correct copy of the document on file with the office of the City of Hart Clerk.



Cheri Eisenlohr, Deputy City Clerk

Memo
 To: Mayor and Council
 From: Lynne Ladner
 Date: 06/17/20
 Re: Resolution 2020-36

Ladies and Gentlemen,

The resolution that was included in your packet for the June 23rd meeting mistakenly had the incorrect mill levy amounts for all three millages. In an oversight, while working to ensure that the packet work was completed early in the week as I was planning to be out of the office on Thursday and Friday, I began working on the documents early in the week. Unfortunately, this resolution did not get fully edited from 2019 (which is why it says 2019 Millage Rate), and the 2020 millage rates were not inputted in the resolution. The corrected millage rates as permitted by the Truth in Taxation hearing, which was noticed as taking place on June 23rd, are as follows: Operating – 12.6567, Streets – 1.9962, and Cemetery - .4998. The correct amounts have been used in calculating the budget revenues; it is simply this column on the resolution that was incorrect. Attached is a copy of the corrected resolution for tomorrow's meeting.
Lynne

RESOLUTION 2020-36
City Council
City of Hart, Michigan
Oceana County

ADOPTION OF 2020 MILLAGE RATES & LEVY

WHEREAS, the City of Hart has established a general millage for operating purposes and voted millage for the Cemetery and street improvements in 2018 and 2020, respectively; and

WHEREAS, the City conducted a "Truth In Taxation" hearing on June 23, 2020 which permits the proposed tax rates to exceed the maximum rates allowed by "Headlee" rules (MCL 211.34); and

WHEREAS, the City has determined that for FY 2021 that it is necessary to levy the maximum allowable mill levy;

NOW THEREFORE BE IT RESOLVED THAT THE HART CITY COUNCIL:

Adopts and levies the following tax rates for 2020 as follows:

<u>PURPOSE</u>	<u>2020 MILLAGE RATE</u>
Operating	12.6567
Streets (Voted March 2020)	1.9962
Cemetery (Voted November, 2018)	0.4998
TOTAL	15.1527

Moved by Mr. Splane, and supported by Mr. Hegedus, and thereafter adopted by the City of Hart, Michigan City Council at a regularly scheduled meeting held on Tuesday, June 23, 2020.

Ayes: 7 Nays: 0 Absent: 0

I hereby certify this to be a true and correct copy of the document on file with the office of the City of Hart Clerk.

Cheri Eisenlohr

Cheri Eisenlohr, Deputy City Clerk

Memo
 To: Mayor and Council
 From: Lynne Ladner
 Date: 06/17/20
 Re: Resolution 2020-35, 2020-36, and 2020-37

The three resolutions in front of you as council members related to the FY 2021 budget include adopting the Utility rates for Water, Wastewater, Electric, and Solid Waste. There are not any increases listed in the resolution or the budget, but there is a note in both indicating that the Solid Waste rates may go up mid-year as the current contract with Republic Waste expires in November of 2020 and will need to either be negotiated and extended or put out to bid. The challenge with putting the contract out for bid is the limited potential bidders for the contract in the area.

The second resolution deals with the millages for the three City levies: operating, streets, and Cemetery, the last two of which were voter-approved in March of 2020 and November of 2018, respectively. We are also holding the Truth in Taxation hearing requesting that the City approve the full taxable amount also known as a "Headlee Override," with the correcting of issues associated with properly attributing parcels to the TIFA district the override is needed particularly in the General Fund to balance the budget and prevent the need to use any cash reserves. The Operating mill levy is 12.3959, streets 1.9551, and Cemetery .4895 for a total City mill levy of 14.8405.

The third and final resolution is the adoption of the FY 2021 budget. The breakdown of revenues and expenditures for each fund can be seen in the Resolution 2020-37 with the overall City budget, including all funds being \$9,913,153 in revenues and \$9,800,685 in expenditures. This is a balanced budget with the only potential for the use of cash reserves being in the Parks Fund 208 due to reduced revenues from site and pavilion rentals at JGP from the COVID closures.

Lynne

RESOLUTION 2020-37
City Council
City of Hart, Michigan

FY2021 ANNUAL BUDGET ADOPTION

WHEREAS, the City of Hart pursuant to Chapter IX of the Hart City Charter is required to conduct a public hearing for and adopt an annual budget on or before the first meeting in June each year, and City staff has prepared and submitted a budget for review by various committees and boards, and

WHEREAS, the City of Hart conducted a Truth in Taxation p 13 hearing on June 23, 2020, regarding the annual budget; and

WHEREAS, the City of Hart has prepared a 10-Year Capital Improvement Program, a planning, and forecasting tool to assess the long-term infrastructure needs of the City; and

WHEREAS, in order to secure the benefits of efficient self-government and to promote and protect our common interests and welfare, the City Council hereby declares:

NOW THEREFORE BE IT RESOLVED THAT the Annual Budget for FY2021 (July 1, 2020 – June 30, 2021) and 10-Year Capital Improvement Program is adopted as follows:

GENERAL OPERATING FUNDS		
	REVENUES	EXPENDITURES
General - 101	\$1,997,771	
Total	\$1,997,771	\$1,997,487
	Balance	\$284
Major Streets - 202	\$144,593	\$51,995
	Balance	\$92,598

Local Streets - 203	\$250,025	\$250,000	
	Balance	\$25	
Street Improvements - 204	\$277,247	\$273,369	
	Balance	\$3,878	
Park - 208	\$112,030	\$111,335	
	Balance	\$695	
Tax Increment Financing - 215	\$110,595	\$88,700	
	Balance	\$21,895	
HEART	\$43,231	\$27,600	
	Balance	\$15,631	
Historic Commission - 701	\$50	\$0	
	Balance	\$50	
Historic District - 702	\$67,260	\$57,009	
	Balance	\$10,251	
ENTERPRISE FUNDS			
Hydroelectric - 580	\$5,484,673		
Total	\$5,484,673	\$5,480,200	
	Balance	\$4,473	
BioPure - 590	\$1,864,800		
Water - 591	\$437,300		
Total	\$2,302,100	\$2,210,388	
	Balance	\$91,712	
SPECIAL FUNDS			
Library Debt Service - 301	\$75,760	\$75,750	
	Balance	\$10	
Hart Lake Board - 241	\$44,840	\$28,860	
	Balance	\$15,980	

Rail Trail - 284	\$8,010	\$8,000
	Balance	\$10
GRAND TOTAL FY 2020	REVENUES	EXPENDITURES
	\$9,913,153	\$9,800,685
	Includes use of cash reserves	Includes interfund transfers
PRIOR YEAR BUDGETED FY2020	\$12,501,938	\$12,338,094

Moved by Mr. Frontiera, supported by Mr. Splane, and thereafter adopted at the regular City of Hart City Council meeting on June 23, 2020

Ayes: 7 Nays: 0 Absent: 0

I hereby certify this to be a true and correct copy of the document on file with the office of the City of Hart Clerk.



Cheri Eisenlohr, Deputy City Clerk

Memo
 To: Mayor and Council
 From: Lynne Ladner
 Date: 06/17/20
 Re: Resolution 2020-38

In May of 2020, Gray and Co submitted to the City an application for an Industrial Facilities Tax Exemption for the addition project that they are completing at their current site. They are seeking a 12 year 50% abatement of the new taxes generated from the \$5,662,261 project.

The Board of Review acting as the Tax Abatement Committee met on Thursday, June 18th, to discuss the abatement and made the recommendation to approve a 9 year 50% abatement of the new taxes generated from the project. The decision of the length of the abatement, however, remains with the Council.

It is my recommendation that the Council adopts Resolution 2020-38 approving the Industrial Facilities Tax Exemption Certificate for Gray and Company. I have provided two copies Res. 2020-38, which is the full 12 year/50% and Res 2020-38A, which is the recommended 9 year/50%, whichever form is chosen by the Council with officially become Res 2020-38.

Lynne

RESOLUTION 2020-38
City Council
City of Hart, Michigan

INDUSTRIAL FACILITIES TAX EXEMPTION CERTIFICATE
GRAY AND COMPANY

WHEREAS, on May 13, 2020, Gray & Company (Hart, MI) applied for an Industrial Facilities Tax Exemption Certificate for \$1,919,000 of real property improvements and \$3,743,261 in personal property costs located 3325 West Polk Road, Hart, MI 49420; and

WHEREAS, the Hart Tax Abatement Committee/Board of Review recommended approval of the Gray and Company request on June 18, 2020; and

WHEREAS, all governmental units that may be affected by the aforementioned application were notified by certified mail; and a public notice was published in the Oceana Herald Journal on June 18, 2020 regarding a public hearing on this matter; and

WHEREAS, the City of Hart City Council conducted a public hearing at their meeting on June 23, 2020 regarding the Gray and Company request; and

WHEREAS, in order to secure the benefits of efficient self-government and to promote and protect our common interests and welfare, the City Council hereby declares:

NOW THEREFORE BE IT RESOLVED THAT THE HART CITY COUNCIL:

1. Approves an agreement between Gray and Company and the City of Hart acknowledging mutual benefit from the real property improvements and personal property costs as identified in the aforementioned Industrial Facilities Tax Exemption application.
2. Approves an application from Gray and Company for a 12-year Industrial Facilities Tax Exemption on \$5,662,261 of real property improvements and personal property costs.
3. Certifies that the granting of the Industrial Facilities Exemption Certificate shall not have the effect of substantially impeding the operation of the City of Hart, or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in the City of Hart.
4. Certifies that the state equalized valuation of property proposed to be exempt pursuant to an application under consideration, considered together with the aggregate state equalized valuation of property exempt under certificates previously granted and currently in force does not exceed 5% of the state equalized valuation of the local governmental unit.
5. Authorizes and directs the Mayor and Clerk to sign the aforementioned documents on behalf of the City of Hart.

Moved by Mrs. Platt supported by Ms. Burillo, and thereafter adopted at the regular City of Hart City Council meeting on June 23, 2020.

Ayes: 7 Nays: Abstain: Absent:

Resolution adopted.

I, the undersigned, the Clerk of the City of Hart, Oceana County, Michigan, do hereby certify that the foregoing is a true and complete copy of City of Hart Resolution 16-49, approved by the Hart City Council of Hart, Michigan at a regular meeting held June 23, 2020



Cheri Eisenlohr, Dep. City Clerk

**RESOLUTION 2020-39
City Council
City of Hart, Michigan**

CHURCH STREET WATER MAIN PROJECT

WHEREAS, the City of Hart owns, operates and maintains a municipal water supply and distribution system, municipal wastewater collection system and local public street system; and

WHEREAS, the City collects a property tax levy for the improvement of our local street system, and allocates funds from the water and wastewater system revenues for improvement projects; and

WHEREAS City Engineer Prein&Newhof has prepared plans and specifications for construction of replacement of two blocks of water main and the reconstruction of Church Street and the City invited well-qualified construction contractors to submit bids; and

WHEREAS, on June 11, 2020, the City received three (3) bids for the aforementioned project between \$203,295 and \$248,845; and City Engineer Prein&Newhof reviewed the bids and recommends project award to; and

WHEREAS, to secure the benefits of efficient self-government and to promote and protect our common interests and welfare, the City Council hereby declares:

NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:

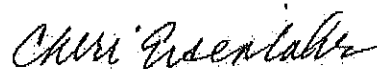
Approves and accepts the bid from McCormick Sand in the amount of \$203,295; and

Authorizes and directs the City Manager to sign all contract documents for the Church Street Water Main project

Moved by Mr. Frontiera, supported by Mr. La Fever, and thereafter adopted by the Hart City Council at a regularly scheduled council meeting held on Tuesday, June 23, 2020.

Ayes 7 Nays 0 Absent 0

I hereby certify this to be a true and correct copy of the document on file with the office of the



Cheri Eisenlohr, Dep. City Clerk

Memo
To: Mayor and Council
From: Lynne Ladner
Date: 06/17/20
Re: Resolution 2020-40

Each year the City is required to hire an independent firm to complete the City's fiscal year audit. The City has been working for the past few years with the members of the team that has now become part of the Maner Costerian firm and have a good professional working relationship with the audit team.

Maner Costerian has submitted their engagement letter to complete the City's fiscal audits for the next three years, FY 2020, FY 2021, and FY 2022. As a professional service similar to legal and engineering services, this is a service that is generally not bid out unless the City is unhappy with the services, or it has been more than 10-15 years since the last request for proposals to ensure that fees are in line with the market place. FY 2020 will only be the City's third year with Maner Costerian.

It is my recommendation that the Council adopts resolution 2020-40 accepting the engagement agreement with Maner Costerian for FY 2020 through FY 2022.

Lynne

RESOLUTION 2020-40
City Council
City of Hart, Michigan

ACCEPT ENGAGEMENT AGREEMENT WITH MANER COSTERISAN FOR AUDITING SERVICES

WHEREAS, the City of Hart is required to have an outside independent audit completed at the end of every fiscal year to ensure that the City's accounting practices and accounts are in compliance with generally accepted accounting practices and all GASB and OPEB reporting requirements; and

WHEREAS, the City of Hart has been happy with the services we have received in the past several years from the team of auditors that have ultimately formed into the firm which is known as Maner Costerisan and they are familiar with the City's practices and have helped with improving our process; and

WHEREAS with the end of Fiscal Year 2020 upon us it is necessary to enter into an engagement agreement with an independent auditing firm and as a professional service this is like attorneys and engineers not a service that is frequently bid out as the institutional knowledge that is gained by working with one firm for several years is a benefit to the City;

NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:

Accepts the engagement agreement with Maner Costerisan for auditing services for FY 2020 in the amount of \$17,900, for FY 2021 in the amount of \$18,700 and FY 2022 in the amount of \$19,500; and

Authorize the City Manager to sign the engagement letter.

Moved by Mr. La Fever, supported by Ms. Burillo, and thereafter adopted by the Hart City Council at a regularly scheduled council meeting held on Tuesday, June 23, 2020.

Ayes 7 Nays 0 Absent 0

I hereby certify this to be a true and correct copy of the document on file with the office of the



Cheri Eisenlohr, Deputy City Clerk

SPECIAL EVENTS PERMITS:

- Concerts on the Commons:
 - Mr. La Fever made a motion to approve the permit, supported by Mr. Hegedus, all ayes, the motion carried.
 - Ayes: 7 Nays: 0 Absent: 0

DISCUSSION ITEMS:

- None

CITY ATTORNEY'S REPORT:

- No report was given/provided.

CITY MANAGER'S REPORT:

- Ms. Ladner advised the Council that she would be out of the office for a few afternoons, but would be reachable via email or her cell phone.
- She pointed out that 3 applications for zoning appeal had been received.

COMMUNICATIONS FROM THE MAYOR AND COUNCIL:

- Appointments by Mayor to Board of Zoning Appeals – the Mayor appointed the following:
 - Fred Rybarz
 - Jack Wittman
 - Betty Root
 - Vicki Platt as Council Representative
- Mr. Frontiera voiced his concerns regarding –
 - A water source being made available at the boat launch
 - Lines at the launch area

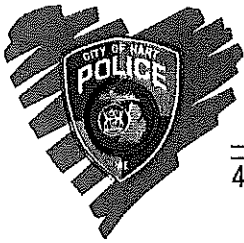
- Signage about a kayak launch at the Veteran's Park
 - Ms. Ladner said she would address these issues with DPW Superintendent, Brad Whitney.
- Mr. Splane thanked Ms. Ladner for making herself available while being away from the office and for advising them that she would be out periodically during the next few afternoons.

There being no further business to come before the Council, the meeting adjourned at 8:41 pm upon a motion by Mr. Hegedus and supported by Mr. La Fever. The next regularly scheduled meeting will be on July 14, 2020, at 7:30 pm, in the Hart Community Center.

Respectfully Submitted



Deputy City Clerk



City of Hart Police Department

407 State Street

Ph. (231)873-2488 Fax (231)873-0100

Hart, MI 49420-1259

Juan Salazar, Chief

TO: City of Hart Mayor, City Council, and City Manager
FROM: Juan Salazar, Chief of Police
DATE: July 14th, 2020

RECENT EVENTS

From Thursday, June 18th, 2020, through Wednesday, July 8th, 2020, the Hart Police Department received 133 complaints ranging from Animal Complaints, Noise Complaints, Well-Being Checks, Assist to Other Agencies, Suspicious Situations, Found Property, Illegal Dumping, Property Damage Crashes, Assault & Batteries, Vehicle Violations, Larcenies, Civil Complaints, Medical Assists, Alarms, Fraud Complaints, Hit & Run Crashes, Mental Health Complaints, Unwanted Persons, Disturbances and a Trespassing Complaint.

On Friday, June 19th, 2020, the Hart Police Department was dispatched to the Hart Lake area for a boat noted to be drifting in the lake and no one to be within the boat. With the assistance of the Oceana County Sheriff's Office Marine Division, the boat was successfully pulled ashore. The registered owner of the boat was contacted and stated he locks the boat near the "old swimming hole." An investigation is ongoing.

On Saturday, June 20th, 2020, the Hart Police Department was dispatched to the 700 block of East Main Street, referencing an Assault and Battery. A 77-year-old Hart woman had slapped a 72-year-old Hart woman across the face. A report will be submitted to the Oceana County Prosecutor's Office for his review.

On Sunday, June 21st, 2020, the Hart Police Department was dispatched to Polk Road near State Street, regarding a Property Damage Crash. A 19-year-old Holland man had rear-ended a 19-year-old Holland woman's vehicle. The man was cited for failure to yield.

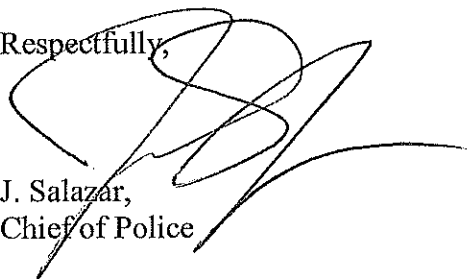
On Monday, June 22nd, 2020, the Hart Police department was dispatched to the 700 block of State Street, about a Fraud Complaint. An 18-year-old Hart man posted a 2006 Chrysler 300 via Facebook Marketplace. The Hart man met with an individual, a 40-year-old South Bend Indiana man, within the City of Hart who had purchased this vehicle in an amount exceeding \$3,000. The Indiana man had paid for this vehicle via a check. The Hart man attempted to cash this check-in question the next day but later was advised this check to be fraudulent. An investigation is ongoing.

On Monday, June 22nd, 2020, the Hart Police Department was dispatched to the 10 block of State Street, referencing an Assault & Battery. A 15-year-old Mears boy claimed to have been assaulted by a 37-year-old Hart man. The boy explained he had accidentally dropped a soap dish while walking down a stairway, which in turn hit the man. The man became upset and assaulted by striking the boy with a closed fist and headbutting the boy. A report will be submitted to the Oceana County Prosecutor's Office for his review.

On Saturday, June 27th, 2020, the Hart Police Department was dispatched to the 2000 block of Comfort Driving regarding a stalking/trespassing complaint. A 30-year-old Hart man is reported to harass a 25-year-old Hart woman at her place of employment. The man would continue to drive through the drive-thru area of the business in an attempt to speak with the woman. The man also would park within a parking space at the place of business and continue to honk his horn in his vehicle. A report will be submitted to the Oceana County Prosecutor's Office for their review.

Respectfully,

J. Salazar,
Chief of Police

A large, stylized handwritten signature in black ink, appearing to be 'J. Salazar', is written over the typed name and title.



Heart Economic and Redevelopment Team
49 W State Street
Hart, MI 49420
231.301.8449

DIRECTOR'S REPORT

JULY 14, 2020

UPCOMING EVENTS

- July 14, 2020 – Oceana Small Business Virtual Roundtable
 - This virtual roundtable is for small businesses to learn about the upcoming small business restart grant, a recap of the Gift Card Give Back program and to hear best practices as well as reopen challenges our businesses are facing.
 - PANEL: Silver Lake-Hart Chamber of Commerce, Pentwater DDA, Pentwater Chamber, Hart Economic & Redevelopment Team, Oceana County Economic Alliance, Shelby Chamber of Commerce, New Era Chamber of Commerce, Hesperia Chamber of Commerce
- July 16, 2020 - Music On The Commons | Cluster Pluck/Plucking to Feed
 - This concert is a benefit for the Bread of Life Food Pantry, those who bring 10 canned goods or more will get an exclusive hand-drawn artist poster!
 - The Commons will be fenced off to limit the number of spectators and face masks are now required. Signs will be posted reminding of the 6' distancing of groups.

UPDATES

- I will be serving on the small business grant review committee for round 2. Applications are open July 15 – Aug 5. Business who were not granted funding in round 1, can apply for up to \$20k. A total of \$199,000 has been allocated to Oceana small businesses.
- Joined Hart Rotary.
- Back to work full-time.
- Last month, the Hart Economic & Redevelopment Team asked residents to submit ideas for a Hart community cause or project and we had a fantastic response. We are now polling the community to narrow it down to just one. State Farm is awarding \$25,000 grants to 40 non-profit organizations across the country and HEART will be submitting the cause most voted for.
- HEART has formed a beautification committee that is working to prioritize projects/improvements, establish timelines, determine "who" will do the work, create a budget and seek funding.
- Met with the MEDC's Redevelopment Services Team on 07/01 to discuss Hart's priority development sites for assistance in marketing and developer outreach.
- Gave a site tour of The Creeks and the City of Hart to potential developers on 07/02.

Respectfully Submitted,

Nichole Steel, Director
Economic & Community Development Director



CITY OF HART

407 S. STATE ST.

HART, MI 49420

TAX INCREMENT FINANCE AUTHORITY (TIFA)

June 3, 2020, at 11:30, am

MINUTES – DRAFT

Members Present via Zoom: Steve Bruch, Tracey Lipps, Scott Hegg, Bill Hegg (late), and Lynne Ladner

Members absent: Gale Goldberg

Others present: None

Call to Order: Ms. Ladner called the meeting to order at 11:30 am. Voice rollcall was then taken.

Agenda Approval:

- Ms. Lipps made a motion to approve the agenda, supported by Mr. S. Hegg, all ayes, motion carried.

Minutes Approval:

- No minutes in the packet from the previous meeting.

Public Comments: Public attended via Zoom

Action Items:

- **Review FY 2021 Budget**
 - The bank reconciliation was provided in the packet. The ending balance is \$80,520.94.
 - TIFA was not collecting all the revenues that it should have been in the past due to an assessor error, this issue has been corrected with \$110,595.26 to be collected this year.
 - Ms. Ladner gave an overview of the budget.
 - Discussions ensued regarding micro loans, grants, street/sidewalk/beautification projects, and Hart Sparks celebration.
 - Mr. Bruch made a motion to approve the budget, supported by Mr. B. Hegg. All ayes, the motion carried.

Discussion Items:

- **Property Improvement Program Committee**
 - Have Nichole Steel be a part of this program.
- **Review proposed looser temporary zoning regulations for business reopening**
 - Ms. Ladner went over the restrictions for businesses opening-up and the permit application.
 - Alcohol service/licenses, noise levels, parking, time.constraints were discussed.
 - Mr. Bruch was in support of the permitting process.
 - Mr. S. Hegg asked if there were fees – no, there are no fees.
 - Occupancy limitations are just for the new outside area, not for existing areas.
 - Add verbiage to address revoking the permit for violations.

Communications from Members:

- None

Mr. S. Hegg made a motion to adjourn the meeting at 12:25 pm, supported by Mr. B. Hegg, voice rollcall, all ayes, the motion carried, and the meeting adjourned.

The next regularly scheduled meeting will be announced.

HART AREA FIRE
ADMINISTRATIVE BOARD

Meeting Minutes- May 28, 2020

The Hart Area Fire Administrative Board Meeting was called to order by Chairman Gary Beggs at 7:00PM. Others present for the meeting were, Mike Potter, Jake Whelpley, Mike Powers, and Jay McGhan, Dale Stevenson, Bruce Mull, Clancy Aerts Chief Jack White, Assistant Chief Fuehring and undersigned.

Absent for the meeting was Dick Huntington, Mike Potter.

Others present for the meeting was Captain Lundborg to handle the video streaming of the meeting, FF Lynn Schiller and Melissa Fuehring.

Chief Jeff Drake, Chief Jeff Stein and Chief Trevor Kroll were present for the Chiefs position interview.

Motion was made by Powers and supported by McGhanr to accept the agenda as presented. Voice Vote, All yes. Motion carried,.

Chairman Beggs advised the interview would be held at this time and had Assistant Chief Fuehring take his seat and took questions from the three Chiefs.

Chairman Beggs returned to the Chairman's position and asked each of the three Chiefs to give there opinions for the board to consider. All had no reservations for Assistant Chief Fuehring for the Chiefs position.

Following discussion, board member Whelpley made a motion to appoint Dwight Fuehring to succeed Jack White as the Chief, this was supported by Powers. Roll Call Vote, All yes, Motion Carried.

Motion was made by Stevenson and supported by Whelpley to accept the April 30, 2020 meeting minutes as presented. Voice Vote, all yes. Motion carried.

Treasurer advised the board there was a total of \$5,974.65 in expenses to be approved. The expenses included the Fire Catt for hose and ladder Testing and Dinges Partners Group for Boots that had been purchased in August 2019.

Treasurer reported a balance in the checking account of \$22,069.41 and Michigan Class General Fund \$222,434.54 and Michigan Class Capital Improvement \$196,244.45. For a total amount of \$440,748.40

Motion was made by Powers and supported by Aerts to pay the bills as presented. Roll call vote, All yes. Motion carried.

Treasurer requested Budget Amendments. To move \$3,000.00 from Building Maintenance to Equipment Testing , and to move \$500 from Radio Purchase and Maintenance to Telephone.. Motion was made by McGhan and supported by Whelpley to approve to budget amendments as presented. Roll Call Vote ,All yes. Motion carried.

Treasurer requested the board consider adding eDispatch bill to the list of preapproved bills that can be paid. The bill comes in on the first of each month and it is always the same\$129.00. Also this cost is shared with Shelby Fire Department. Motion was made by Whelpley and supported by McGhan to add eDispatch to the pre-authorized bills list. Roll Call Vote, All Yes. Motion carried

Chief advised handed out his narrative and for th4 month of May the department had responded to 9 calls.

Chief advised the new truck has a problem with the pump primer. Chief presented an estimate to replace the primer on 141. He is checking to see if a repair of the primer would be a better price but has not gotten an estimate as of yet.

Chief advised 200 feet of hose has been ordered along with adapter's that were needed for three of the trucks

Truck 141 is listed on Gov deals and will be listed until June 9. If it does not sell at the price it will be removed from Gov Deals and will be advertised and sold locally.

Board member Stevenson indicated that he did not want to see the department come up short with the primer not working on truck 141. He would make a Motion to go with the proposal that was presented and get the primer replaced for \$1,394.71. This was supported by Whelpley, Roll Call Vote, All Yes. Motion Carried.

Under old business Chairman Beggs asked the Treasure what the status is on the change. Treasurer advised a notice of the change was sent to the each of the 4 parties and have not heard back from any of them yet. Beggs advised that Golden Township had approved the change and Stevenson indicated Weare Township approved the change as well.

Under New Business the Chief had covered the New Like Pack Replacement in his report. He is looking at getting prices and possible better price if go in with others.

Chief briefly discussed the Mutual Aid Agreement. There was some minor changes and would like the board to accept the Mutual Aid Agreement. Motion was made by Mull and supported by Stevenson to accept the Mutual Aid Agreement as presented. Roll Call Vote, All yes. Motion Carried.

Following discussion a motion was made by Whelpley and supported by Stevenson to go with the 5 year Fit Test Service Contract. Roll call Vote, All Yes. Motion Carried.

There being no other business the meeting was adjourned.

Meeting adjourned at 8:15PM

Next meeting will be Thursday, June 25, 2020.

Respectful Submitted,

Daniel Leimback

Sec/Treasurer

Payables Date: 7/14/2020	Description	Total	General +	DPW	Energy	BPTF	Water
A&L Great Lakes Labs	Soil Testing	\$ 51.00				\$ 51.00	
Adams, Matt	Phone/Boot	\$ 135.00		\$ 135.00			
ADX/Mirecs	MIRECS	\$ 26.85			\$ 26.85		
Anderson, Shawn	Phone/Uniforms	\$ 310.00	\$ 310.00				
B&L Bolt	Wilton 6" Jaw Vise	\$ 369.00		\$ 369.00			
Bader & Sons	Mower Parts	\$ 400.56		\$ 400.56			
Bader & Sons	Mower Parts	\$ (98.83)		\$ (98.83)			
Birkman, Terry	Boots	\$ 150.00			\$ 150.00		
Ceres Solutions	Fuel	\$ 1,153.91				\$ 1,153.91	
Ceres Solutions	Cornerstone	\$ 120.85			\$ 120.85		
Ceres Solutions	Iron	\$ 91.80				\$ 91.80	
Ceres Solutions	Fertilizer/Calcium Nitrate	\$ 5,360.00				\$ 5,360.00	
Ceres Solutions	Calcium Nitrate	\$ 2,435.00				\$ 2,435.00	
Ceres Solutions	Grass Seed - JGP	\$ 96.00	\$ 96.00				
Ceres Solutions	Calcium Nitrate	\$ 2,435.00				\$ 2,435.00	
Charter	Historic District	\$ 49.99	\$ 49.99				
Charter	HEART	\$ 166.97	\$ 166.97				
Charter	Police/Office Fax	\$ 118.87	\$ 118.87				
City of Hart	Utilities	\$ 48,693.85	\$ 164.21	\$ 1,097.16	\$ 1,524.30	\$ 42,990.28	\$ 2,917.90
Cobb Communication	Adv. - MI State Park & Guide Mears	\$ 300.00	\$ 300.00				
Cobb Communication	Adv. - MI State Park & Guide SL	\$ 625.00	\$ 625.00				
Cobb Communication	Adv - Ludington State Pk Guide	\$ 300.00	\$ 300.00				
Consumer's Energy	Utilities	\$ 133.64			\$ 133.64		
Cutter, Paul	Boots	\$ 100.00				\$ 100.00	
Dacott	May, 2020 Purchase Report	\$ 650.00			\$ 650.00		
Dave's Party Store	Fuel	\$ 1,943.68	\$ 563.69	\$ 722.11	\$ 484.94	\$ 172.94	
DTE Energy	Natural Gas	\$ 617.25	\$ 173.43	\$ 61.38	\$ 206.69	\$ 133.12	\$ 42.63
Eisenlohr, Mike	Phone/Boot	\$ 135.00		\$ 135.00			
Everet K. Horton	Mole Removal - Veteran's Park	\$ 436.60			\$ 436.60		
Fornier, Gayle	Rent HEART Office	\$ 400.00	\$ 400.00				
Freed Management	JGP Managers #7	\$ 3,570.00	\$ 3,570.00				
Frontier	Diesel	\$ 87.96			\$ 87.96		
Frontier	Energy Office	\$ 74.14			\$ 74.14		
Frontier	JGP	\$ 87.01	\$ 87.01				
Gowell, Nathan	Phone/Boot	\$ 185.00			\$ 185.00		
Gracon	Office 365 Subscription	\$ 36.00	\$ 36.00				
Grand Rental Station	Excavator - Trencher	\$ 683.20			\$ 683.20		
Hallack Contracting	Lincoln Street Project	\$ 109,504.04	\$ 109,504.04				
Hart Area Fireboard	4th Qtr 2019/2020 Fire Protection	\$ 7,776.50	\$ 7,776.50				
Hart Township	425 Mills	\$ 6,844.80	\$ 6,844.80				
Hart Township	Taxes - 72nd Ave.	\$ 130.36			\$ 130.36		
Hart Township	Taxes - 1622 W. Polk Rd.	\$ 241.46				\$ 241.46	
Horizon Comm. Planning	Planning Services	\$ 944.00	\$ 944.00				
Huntington	Credit Card Purchases	\$ 1,173.66	\$ 973.32			\$ 200.34	
HydroCorp	Cross Connection Control Program	\$ 750.00					\$ 750.00
Ingalls, Joseph	Phone/Uniforms	\$ 310.00	\$ 310.00				
KCI	Tax Bill Printing Svc	\$ 827.07	\$ 827.07				
Kies, Chris	Phone/Boot	\$ 135.00				\$ 135.00	
Klotz Auto Parts	Auto Parts/Supplies	\$ 564.03		\$ 193.84	\$ 199.78	\$ 170.41	
Kohley's	DI Regeneration	\$ 255.00				\$ 255.00	
La Docsa	#7 - Blower Pmt	\$ 127,802.00				\$ 127,802.00	
Ladner, Lynne	Car Allowance	\$ 300.00	\$ 300.00				
LARA	LIEAF Program	\$ 1,091.39			\$ 1,091.39		
Larson's	Various Projects	\$ 1,479.31	\$ 30.36	\$ 1,093.51	\$ 129.81	\$ 225.63	
Lighthouse Car Care	Oil Changes	\$ 80.00	\$ 40.00		\$ 40.00		
Lloyd, Frank	Boots	\$ 100.00				\$ 100.00	
Louis Gelder	Mower Parts	\$ 124.32		\$ 124.32			
Louis Gelder	Mower Parts	\$ 49.26		\$ 49.26			
Louis Gelder	Parts/Supplies	\$ 950.00				\$ 950.00	

Payables Date: 7/14/2020	Description	Total	General +	DPW	Energy	BPTF	Water
Ludington Daily News	Advertising	\$ 414.00	\$ 414.00				
Ludington Daily News	Advertising/Publishing	\$ 200.00	\$ 200.00				
Ludington Lock & Key	City Hall Front Door	\$ 65.00	\$ 65.00				
Mantyck, Liz	Phone/Uniforms	\$ 310.00	\$ 310.00				
Mears Service Center	2013 Chevy	\$ 1,890.01			\$ 1,890.01		
Mears Service Center	2018 Country Clipper Oil/Filter	\$ 23.93		\$ 23.93			
Michigan Election Resource	Ballot Instructions	\$ 49.64	\$ 49.64				
Model	Uniforms/Rugs/Rags	\$ 757.45	\$ 136.58	\$ 178.12	\$ 87.88	\$ 354.87	
MPPA	Purchased Power	\$ 20,505.90			\$ 20,505.90		
MPPA	Purchased Power	\$ 23,488.63			\$ 23,488.63		
Office Machines Co.	Copier Overage Fees	\$ 24.67	\$ 24.67				
Power Line Supply	Parts/Supplies	\$ 55.09			\$ 55.09		
Power Line Supply	Parts/Supplies	\$ 82.70			\$ 82.70		
Power Line Supply	Parts/Supplies	\$ 848.79			\$ 848.79		
Power Line Supply	Parts/Supplies	\$ 28.00			\$ 28.00		
Power Line Supply	Parts/Supplies	\$ 130.00			\$ 130.00		
Power Line Supply	Parts/Supplies	\$ 56.80			\$ 56.80		
Power Line Supply	Parts/Supplies	\$ 1,439.04			\$ 1,439.04		
Power Line Supply	Parts/Supplies	\$ 350.00			\$ 350.00		
Power Line Supply	Parts/Supplies	\$ 102.31			\$ 102.31		
Pranger Property Mgmt	Cleaning Svcs - City Hall	\$ 168.00	\$ 168.00				
Pranger Property Mgmt	Cleaning Svcs - City Hall	\$ 183.00	\$ 183.00				
Praxair	Cylinder Rental	\$ 93.97		\$ 40.35	\$ 53.62		
Prein & Newhof	Various Projects	\$ 10,675.05	\$ 1,095.20		\$ 1,615.35	\$ 4,970.00	\$ 2,994.50
Quill	Office Supplies	\$ 32.99	\$ 32.99				
Quill	Office Supplies	\$ 193.96	\$ 193.96				
RA Dinkel/The Idea People	Bike Supplies/Accessories	\$ 1,766.00	\$ 1,766.00				
Republic Svcs	JGP	\$ 197.38		\$ 197.38			
Republic Svcs	Garbage Service	\$ 16,490.31		\$ 16,490.31			
Republic Svcs	Starting Block	\$ 178.85			\$ 178.85		
Ricoh	Overage Fees	\$ 89.70	\$ 89.70				
Riggs, Jason	Phone/Boot	\$ 135.00		\$ 135.00			
Salazar, Juan	Phone/Uniforms	\$ 310.00	\$ 310.00				
Schiller, Mike	Phone/Boot	\$ 185.00			\$ 185.00		
Skipski, Kevin	Phone/Uniforms	\$ 310.00	\$ 310.00				
Southeast Publishing	Guides - JGP	\$ 299.00	\$ 299.00				
Spring Brook	Parts/Supplies	\$ 489.86				\$ 489.86	
State of Michigan	Water Sampling Fee	\$ 100.00					\$ 100.00
SyncWave	Internet Hosting	\$ 503.14	\$ 141.73	\$ 87.17	\$ 87.18	\$ 187.06	
T&R Electric	Transformers	\$ 1,593.00			\$ 1,593.00		
Tanner Plumbing/Heating	Parts/Supplies	\$ 21.80				\$ 21.80	
Trace Analytical	Water Testing	\$ 334.00				\$ 334.00	
TruGreen	Lawn Svc	\$ 45.42	\$ 45.42				
Trusco Mft	Parts/Supplies	\$ 104.90		\$ 104.90			
United Group Ins.	Aug Ins Prem	\$ 2,783.24	\$ 970.33	\$ 465.39	\$ 528.83	\$ 663.23	\$ 155.46
US Postmaster	HEART PO Box Fee	\$ 92.00	\$ 92.00				
VanAgtmael, Scott	Phone/Boot	\$ 185.00			\$ 185.00		
VanZoeren, Andy	Phone/Boot	\$ 135.00			\$ 135.00		
Verizon	Office Phones	\$ 448.70	\$ 332.62	\$ 29.55	\$ 29.55	\$ 56.98	
Verizon	Cell Phones	\$ 598.04	\$ 38.03	\$ 164.33	\$ 286.20	\$ 109.48	
Wells Fargo	Copier Lease Pmt	\$ 143.20	\$ 143.20				
Whitney, Brad	Boots	\$ 100.00		\$ 100.00			
Wilson Industrial	Sodium Nitrate	\$ 3,792.00				\$ 3,792.00	
		\$ -					
		\$ -					
		\$ -					
	Subtotal	\$ 427,461.97	\$ 141,922.33	\$ 22,298.74	\$ 60,298.24	\$ 195,982.17	\$ 6,960.49
HAND CHECKS/ACH							

ACCOUNTS PAYABLE

Payables Date: 7/14/2020	Description	Total	General +	DPW	Energy	BPTF	Water
Alerus - ACH	City Share 401 Retirement	\$ 2,828.26	\$ 2,828.26				
US Postmaster	Postage	\$ 479.32			\$ 311.56	\$ 143.80	\$ 23.96
Pitney Bowes	Replace ck made out incorrectly	\$ 282.49	\$ 70.62		\$ 70.62	\$ 70.62	\$ 70.63
Bakery on the Corner	Gift Card Program	\$ 35.00	\$ 35.00				
BC Pizza	Gift Card Program	\$ 700.00	\$ 700.00				
Big Hart Brewery	Gift Card Program	\$ 1,855.00	\$ 1,855.00				
Birch MI & Pentwater Candle ca	Gift Card Program	\$ 315.00	\$ 315.00				
Blondies	Gift Card Program	\$ 2,380.00	\$ 2,380.00				
Bri's Pies	Gift Card Program	\$ 1,260.00	\$ 1,260.00				
Cherry Hill Market	Gift Card Program	\$ 490.00	\$ 490.00				
Cherry Point Farm & Mkt	Gift Card Program	\$ 700.00	\$ 700.00				
Claybanks Pottery	Gift Card Program	\$ 875.00	\$ 875.00				
Computer Refinery	Gift Card Program	\$ 35.00	\$ 35.00				
Cosmic Candy Co.	Gift Card Program	\$ 595.00	\$ 595.00				
Craze	Gift Card Program	\$ 735.00	\$ 735.00				
Cup of Kindness	Gift Card Program	\$ 70.00	\$ 70.00				
Dale & Gail's Hart Roaring 20's	Gift Card Program	\$ 35.00	\$ 35.00				
Daniel's Restaurant	Gift Card Program	\$ 140.00	\$ 140.00				
Deb's Café	Gift Card Program	\$ 770.00	\$ 770.00				
Ed's Orchard Mkt	Gift Card Program	\$ 105.00	\$ 105.00				
EnerG Fitness	Gift Card Program	\$ 70.00	\$ 70.00				
EP Nails & Spa	Gift Card Program	\$ 1,645.00	\$ 1,645.00				
Fanna's Mercantile	Gift Card Program	\$ 210.00	\$ 210.00				
Fat Boys Pizza	Gift Card Program	\$ 35.00	\$ 35.00				
Golden Eatery	Gift Card Program	\$ 70.00	\$ 70.00				
Golden Sands Bucket Bar	Gift Card Program	\$ 840.00	\$ 840.00				
Golden Sands Golf Course	Gift Card Program	\$ 490.00	\$ 490.00				
Goodstuff's	Gift Card Program	\$ 455.00	\$ 455.00				
Gull Landing	Gift Card Program	\$ 1,540.00	\$ 1,540.00				
Hair Designing Unlimited	Gift Card Program	\$ 700.00	\$ 700.00				
Hansen's Foods	Gift Card Program	\$ 1,050.00	\$ 1,050.00				
Hart Automotive	Gift Card Program	\$ 35.00	\$ 35.00				
Hart Dairy Delight	Gift Card Program	\$ 70.00	\$ 70.00				
Hart Pizza	Gift Card Program	\$ 2,520.00	\$ 2,520.00				
Heather Phares, DDS	Gift Card Program	\$ 140.00	\$ 140.00				
Hegg's Gallery of Fine Furni.	Gift Card Program	\$ 560.00	\$ 560.00				
Hesperia Sport Shop	Gift Card Program	\$ 70.00	\$ 70.00				
Jilly's Gallery	Gift Card Program	\$ 700.00	\$ 700.00				
Kook's Eyer Gallery	Gift Card Program	\$ 175.00	\$ 175.00				
Kristi's Pour House	Gift Card Program	\$ 875.00	\$ 875.00				
Lakeshore Salon	Gift Card Program	\$ 560.00	\$ 560.00				
Lakeside Family Fitness	Gift Card Program	\$ 175.00	\$ 175.00				
Lighthouse Grill	Gift Card Program	\$ 70.00	\$ 70.00				
Love, INC.	Gift Card Program	\$ 70.00	\$ 70.00				
Main Street Medical Spa	Gift Card Program	\$ 490.00	\$ 490.00				
Meyers Chevrolet	Gift Card Program	\$ 280.00	\$ 280.00				
Oceana Golf Club	Gift Card Program	\$ 175.00	\$ 175.00				
Oceana Veterinary Clinic	Gift Card Program	\$ 700.00	\$ 700.00				
Oldewick Post Gift Shoppe	Gift Card Program	\$ 420.00	\$ 420.00				
On the Farm	Gift Card Program	\$ 140.00	\$ 140.00				
Parrot's Landing	Gift Card Program	\$ 35.00	\$ 35.00				
Pentwater House of Flavors	Gift Card Program	\$ 1,330.00	\$ 1,330.00				
Pixel Grafix Studio	Gift Card Program	\$ 735.00	\$ 735.00				
Rennhack Orchard Mkt	Gift Card Program	\$ 770.00	\$ 770.00				
Rico's Tamales	Gift Card Program	\$ 70.00	\$ 70.00				
RISE Pentwater	Gift Card Program	\$ 525.00	\$ 525.00				
Sew Let's Be Quilty	Gift Card Program	\$ 2,450.00	\$ 2,450.00				
Shelby Floral	Gift Card Program	\$ 140.00	\$ 140.00				
Storybook Village of P-Water	Gift Card Program	\$ 700.00	\$ 700.00				

Payables Date: 7/14/2020	Description	Total	General +	DPW	Energy	BPTF	Water
SunChaser's Souvenirs	Gift Card Program	\$ 35.00	\$ 35.00				
That Place Restaurant	Gift Card Program	\$ 105.00	\$ 105.00				
The Antler Bar	Gift Card Program	\$ 1,365.00	\$ 1,365.00				
The Brown Bear - P-Water	Gift Card Program	\$ 980.00	\$ 980.00				
The Brown Bear - Shelby	Gift Card Program	\$ 1,365.00	\$ 1,365.00				
The Fox Barn Mkt & Winery	Gift Card Program	\$ 1,295.00	\$ 1,295.00				
The Glove Apparel	Gift Card Program	\$ 315.00	\$ 315.00				
The Pasturage, LLC	Gift Card Program	\$ 175.00	\$ 175.00				
Todd Metzler, LMT	Gift Card Program	\$ 35.00	\$ 35.00				
Treasurer's Antiques & Coll.	Gift Card Program	\$ 700.00	\$ 700.00				
Tri-County Feed Svc	Gift Card Program	\$ 630.00	\$ 630.00				
Universal Electronics	Gift Card Program	\$ 175.00	\$ 175.00				
Up North Garden Center	Gift Card Program	\$ 525.00	\$ 525.00				
Woodland Farm Mkt & Bakery	Gift Card Program	\$ 490.00	\$ 490.00				
Freed Mgmt	Pmt 6 - Missed	\$ 3,570.00	\$ 3,570.00				
		\$ -					
		\$ -					
		\$ -					
	TOTAL HAND CHECKS	\$ 48,530.07	\$ 47,838.88	\$ -	\$ 382.18	\$ 214.42	\$ 94.59
	<i>Sub-Total Regular Bills/Hand Checks</i>	<i>\$ 475,992.04</i>	<i>\$ 189,761.21</i>	<i>\$ 22,298.74</i>	<i>\$ 60,680.42</i>	<i>\$ 196,196.59</i>	<i>\$ 7,055.08</i>
Gross Payroll	488	\$ 61,761.00					
	Sub-Total	\$ 61,761.00					
	GRAND TOTAL	\$ 537,753.04	\$ 189,761.21	\$ 22,298.74	\$ 60,680.42	\$ 196,196.59	\$ 7,055.08

PAYROLL AMOUNTS					
07/09/20					
Pay 488		GROSS PAY	OVERTIME	ETO BUYBACK	BASE PAY
Employee Code	Dept.		PAY		
FULL-TIME					
DIR.	MSM	\$966.40	\$0.00	\$0.00	\$966.40
DPW1	DPW	\$2,408.42	-\$233.70	\$0.00	\$2,174.72
DPW2	DPW	\$2,174.72	\$0.00	\$0.00	\$2,174.72
DPW3	DPW	\$2,098.42	-\$87.54	\$0.00	\$2,010.88
DPWS	DPW	\$6,161.81	\$0.00	-\$3,773.17	\$2,388.64
ENERGY1	Energy	\$5,251.82	-\$238.14	-\$1,548.40	\$3,465.28
ENERGY2	Energy	\$3,706.36	-\$241.08	\$0.00	\$3,465.28
ENERGYS	Energy	\$3,784.48	\$0.00	\$0.00	\$3,784.48
ENERGY3	Energy	\$2,868.14	-\$103.18	\$0.00	\$2,764.96
ENERGY4	Energy	\$2,545.58	-\$407.15	-\$26.27	\$2,112.16
DCC	Office	\$780.09	\$0.00	\$0.00	\$780.09
MGR.	Office	\$3,569.76	\$0.00	\$0.00	\$3,569.76
CC	Office	\$989.36	\$0.00	\$0.00	\$989.36
DCC	Office	\$694.24	\$0.00	\$0.00	\$694.24
PO	Police	\$2,110.80	\$0.00	\$0.00	\$2,110.80
PO	Police	\$2,110.80	\$0.00	\$0.00	\$2,110.80
PO	Police	\$2,023.90	\$0.00	\$0.00	\$2,023.90
PC	Police	\$3,109.80	\$0.00	-\$631.20	\$2,478.60
DS	Police	\$2,168.14	\$0.00	\$0.00	\$2,168.14
BIOS	WW	\$5,769.28	\$0.00	-\$2,939.20	\$2,830.08
BIOS	WW	\$1,977.92	\$0.00	\$0.00	\$1,977.92
BIOS	WW	\$2,509.16	-\$298.20	\$0.00	\$2,210.96
TOTAL		\$59,779.40	-\$1,608.99	-\$8,918.24	\$49,252.17
COUNCIL					
CC1		\$0.00	\$0.00	\$0.00	\$0.00
CC2		\$0.00	\$0.00	\$0.00	\$0.00
CC3		\$0.00	\$0.00	\$0.00	\$0.00
CC4		\$0.00	\$0.00	\$0.00	\$0.00
CC5		\$0.00	\$0.00	\$0.00	\$0.00
CC6		\$0.00	\$0.00	\$0.00	\$0.00
CC7		\$0.00	\$0.00	\$0.00	\$0.00
TOTAL		\$0.00	\$0.00	\$0.00	\$0.00
PART-TIME					
MGR.	HHD	\$845.35	\$0.00	\$0.00	\$0.00
EW	Office	\$0.00	\$0.00	\$0.00	\$0.00
DPW	DPW-PT	\$866.25	\$0.00	\$0.00	\$0.00
CEO	Office	\$0.00	\$0.00	\$0.00	\$0.00
PPO	POL-PT	\$120.00	\$0.00	\$0.00	\$0.00
PPO	POL-PT	\$150.00	\$0.00	\$0.00	\$0.00
TOTAL		\$1,981.60	\$0.00	\$0.00	\$0.00
TOTAL PAYROLL		\$61,761.00	-\$1,608.99	-\$8,918.24	\$49,252.17

OVERTIME HOURS WORKED							Item 9
Pay Period 6/19/2020 to 07/02/2020		Pay 48	PAID HOURS			Call-Out	Pay Date 7/09/2020
EMPLOYEE NAME	DEPT.	DATES WORKED	1.5x	2x	2.25x	Sched.	REASON
Chris Kies	BPTF						
Frank Lloyd	BPTF	6/20,21 7/1	4.25	2.50		S	Labs/Irrigation, Add chemicals at BioPure
Jason Riggs	DPW	6/20,21	1.00	1.00		S	City Trash
Mike Eisenlohr	DPW						
Matt Adams	DPW	6/22,23,27,28	5.00	2.00		S/C	City Trash, plugged storm drain, sewer main
Terry Birkman	Energy	6/29, 7/1	4.00			C	Outages, tree on lines
Andy Van Zoeren	Energy	6/27,28 7/1,2	3.00	3.00		S	Labs/Irrigation, Add chemicals at BioPure
Nathan Gowell	Energy	7/1,2	4.00			C	Add chemicals at BioPure, Outages
Scott Van Agtmael	Energy	6/29/2020	2.00			C	Tree on Lines
Shawn Anderson	Police						
Brian Hintz (PT)	Police						
Kevin Skipski	Police						
Joe Ingalls	Police						
Elizabeth Mantyck	Police						
David Malotke (PT)	Police						

Memo

To: Mayor and Council
From: Lynne Ladner
Date: 07/10/20
Re: Resolutions 2020-41 and 2020-42

Ladies and Gentlemen,

The two action items on the agenda both involve assessing services for the City of Hart. For the past two years since the retirement of Jim Pease the City has contracted for assessing services through the County. This contract has provided the City with great service, more consistent interactions between the City and the County's Equalization services while financially benefiting the City with reduced human capital costs.

Resolution 2020-41 is an update and revision of the current annual term contract moving to a three year term with annual option to terminate which will provide assessing services for the City for September 2020 – August 2023 at an annual rate of \$33,300, \$34,000 and \$34,700. *It is my recommendation that the Council Approve Resolution 202-41 Authorizing updated and revised contract for continued Assessing Services.*

Resolution 2020-42 is an agreement with Oceana County for the designation of the County Assessor of Record as required under P.A. 660 General Property Tax Act before December 31, 2020. This is the first step in the designation process with at least 8 other jurisdictions required to approve the agreement before the process for selecting the Assessor of Record will take place. *It is my recommendation that the Council Approved Resolution 2020-42 Approve Interlocal Agreement for County Designated Assessor of Record.*

Lynne

RESOLUTION 2020-41
City Council
City of Hart, Michigan

Authorize updated and revised contract for continued Assessing Services

WHEREAS, , the City of Hart is responsible for the evaluation and assessment of property parcels for the valuation and determination of the equalized valuation; and

WHEREAS, the City has contracted with Oceana County since 2018 for Assessing Services which has been a positive and effective assessing solution for the City; and

WHEREAS this agreement which has a three year term with annual option to terminate for both parties will provide for budgeting certainty for the near term;

NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:

Approves of the updated and revised agreement between the City of Hart and the Oceana County Board of Commissioners to provide property assessment and administration services commencing on September 1, 2020 to August 30, 2023; and

The annual fees for such services will be for year 1 9/2020 – 8/2021 \$33,300, for year 2 9/2021-8/2022 \$34,000 and year 3 9/2022 – 8/2023 \$34,700; and

Authorizes the mayor to sign the agreement.

Moved by _____, supported by _____, and thereafter adopted by the Hart City Council at a regularly scheduled council meeting held on Tuesday, July 14, 2020.

Ayes Nays Absent

I hereby certify this to be a true and correct copy of the document on file with the office of the

Cheri Eisenlohr, Deputy City Clerk

**AGREEMENT BETWEEN THE CITY OF HART
AND
OCEANA COUNTY BOARD OF COMMISSIONERS**

THIS AGREEMENT, entered into as of the 1st day of **September, 2020** between the City of Hart a municipal corporation, by its City Council, hereinafter referred to as "The Municipality", and the County of Oceana, by its Board of Commissioners, hereinafter referred to as the "County", is as follows:

PURPOSE

The purpose of this Agreement is to provide for a property assessment administration program to be administered by the County Equalization Director, or designated representative, which will list, appraise, and maintain a complete set of records for all real and personal property, subject to ad valorem taxation, specific taxes, and in-lieu-of tax agreements within the Corporate limits of The Municipality pursuant to Public Act No. 160 of 1972.

TERM AND TERMINATION

The agreement shall commence September 1, 2020 and terminate August 30, 2023, provided that either party may terminate the Agreement on July 1 of each year upon thirty (30) days prior written notice. The notice shall be sent by certified mail to the Oceana County Administrator if terminated by The Municipality. The notice shall be sent by certified mail to the City Manager if terminated by the County.

- I. The County agrees to perform the following services and provide the materials set forth herein:
 - A. **Scope of Service** - To classify and appraise, according to the constitution and laws of the State of Michigan, each parcel of real property which lies within the confines of The Municipality, and to process all assessable personal property that is in such Municipality, and use the methods prescribed by the Michigan State Tax Commission. The Equalization Department will provide an assessment roll that will equal the tentative State Equalized Values for each classification of property. The final factor will be determined by the action of The Municipality's Board of Review and the process of state equalization as determined by the State Tax Commission.
 - B. **Qualified Staff** - All County employees and/or subcontractors engaged in the performance of this Agreement shall be professional in manner and appearance and be trained in property appraisal techniques. The assessor

shall be certified by the State Tax Commission, as required for The Municipality's size and State Equalized Value.

- C. **Equipment and Supplies** - The County will provide all equipment and supplies needed for the routine performance of its duties without additional expenses, except as otherwise set forth herein.
- D. **Maps and Records** - The Municipality shall provide current land use maps, zoning maps, street/centerline maps, plats, topographical maps, sewer and water maps, and shall make available any records or data which may be of use in making the appraisal, without cost to the County. The County has implemented a GIS system in which mapping data is maintained. The GIS system is addressed in sub-point "M" of this agreement.
- E. **Appraisal Manuals/Schedules** - The current Michigan State Tax Commission Assessor's Manuals shall be the cost schedules used in the appraisal of all properties. All cost schedules shall be indexed to reflect current costs as of Tax Day.
- F. **Record Cards** - The County will maintain the master file at a specified location. The master file shall become the property of The Municipality when delivered.
- G. **Public Relations** - Both parties recognize that good public relations are vital to the success of the assessment administration program. During the term of this Agreement, County employees shall endeavor to promote understanding and amicable relations with all members of the public. County Staff will be assigned by the Equalization Director to report at the designated Municipal Building to conduct their duties, interact with Municipal Staff, attend meetings, and promote community relations. The Municipality will provide adequate office area and operational infrastructure, such as telecommunication, data communication, utilities, networking capabilities, and electronic storage capacity, to adequately support required staff activities and necessary ancillary functions. The accommodations shall be safe, modern, and reflect a professional function. All electronic data interfaces shall be compatible with County information protocols and standards.

When systems or resources are scheduled to be shutdown, notice shall be relayed in advance to the County to allow for substitute assignments for any staff. When possible, system maintenance should not be scheduled during regular business hours. When possible, any maintenance that is performed on the computer equipment owned by the County by representatives of The Municipality should be coordinated with a representative of the Information Systems Department of the County to avert conflicts in configuration and application issues.

- H. **Property Owner Notification and Official Statements** - It shall be the responsibility of the County to notify all property owners annually of assessed and taxable values, as provided by law, whether values increase or decrease, as well as distribute personal property statements and other official forms.
- I. **Assessment Roll** - The County shall prepare the assessment roll and certify the same for The Municipality in a timely manner.
- J. **Board of Review** - County Staff will advise and assist The Municipality's Board of Review in preparing for, conducting, and implementing any changes resulting from the required meeting of the Board.
- K. **Appeals** - The County Equalization Director, or designated representative, shall represent The Municipality in all property assessment appeals and in proceedings before the Tax Tribunal concerning properties under this Agreement. The Municipality shall designate and provide the legal services for such appeals or proceedings; however, costs or expenses which may be incurred by the County in employing additional counsel, expert appraisers, or performing extraordinary specific appraisal work in connection with such appeals, proceedings, or other functions shall be paid by The Municipality provided that the Equalization Director seeks and obtains approval from The Municipality prior to incurring such costs or expenses. Additionally, should either party terminate this agreement, the County, or designated representative, shall represent The Municipality in all property assessment appeals and in proceedings filed during the existence of this agreement. The fee shall be \$250.00 per hour for preparation, appearance, and travel after termination of the agreement.
- L. **Computerized Appraisals and Information Technology** - The County will provide staff, equipment, and software to maintain electronic property records using a computer assisted mass appraisal system. Assessment administration, including digital photography and sketching, as well as general business application software shall be prescribed by the County. All property information shall adhere to the requirements of the County Wide

Area Network and its specifications. The records will be utilized for annual valuation updates. The County may request the assistance of designated staff of The Municipality to determine proper neighborhoods for market value determinations. The County will ensure that the assessment records reflect the property's true cash value, assessed valuation, and taxable valuation to be utilized for any property tax calculations in conformance with applicable General Property Tax Law requirements. The computer assisted mass appraisal system and its attributes shall become the property of The Municipality upon termination of this agreement.

Additionally, the County and The Municipality shall participate in an electronic building permit system that will transfer such data to the computer aided assessment administration system without modification or hesitation. The system and its attributes shall be mutually determined.

M. **Geographical Information Systems** – The County and The Municipality may implement a geographical information system. The County and The Municipality will share whatever information is created, collected, maintained, and utilized.

N. **Special Assessments**- Special assessment benefit analyses, roll preparation, processing, and related reports will be provided by the County when formally requested. The fee shall be \$100.00 per hour.

II. The County will perform all the above services, subject to costs and expenses set forth, for The Municipality under the terms and conditions below:

A. **Annual Fees** - For year 1 - 9/2020 – 8/2021 of this agreement, the annual fee shall be \$33,300. For year 2 - 9/2021 – 8/2022 of this agreement, the annual fee shall be \$34,000. For year 3 - 9/2022 – 8/2023 of this agreement, the annual fee shall be \$34,700.

B. **Payments** - The Municipality shall remit the annual fee in equal quarterly payments commencing September 1 of each year of this agreement.

C. **Relationship of the Parties** – The parties acknowledge that the agreement between the County and The Municipality is one of an independent contractor. Neither of the parties should represent that an employment relationship is created or exists regarding the employees of the other. This independent contractor relationship shall be given its full scope and intent including without limitation as it pertains to liability, wages, benefits, and taxation.

ACKNOWLEDGEMENTS

City of Hart:

By: _____
Ron LaPorte

Its: Mayor

By: _____
Cheryl Rabe

Its: Clerk

Approved as to Form:

_____, City Attorney

County of Oceana:

By: _____
Denny Powers

Its: Chairman Board of Commissioners

By: _____
Amy L. Anderson

Its: Clerk

RESOLUTION 2020-42
City Council
City of Hart, Michigan

Approve Interlocal Agreement for County Designated Assessor of Record

WHEREAS, , the part of PA 660 of 2018 that amended the General Property Tax Act requiring the appointment of a qualified individual to serve as a designated assessor of record requires that the appointment must be completed no later than December 31, 2020; and

WHEREAS, the City has contracted with Oceana County since 2018 for Assessing Services and been very satisfied with the services that we receive; and

WHEREAS if this Interlocal Agreement is approved by the majority of jurisdictions in Oceana County the jurisdictions will be required to choose an Assessor of Record either by bidding process or recommendation from the County;

NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:

Approves the Interlocal Agreement for County Designated Assessor of Record and agrees to work with the County to choose an Assessor of Record as required by Public Act 660 of 2018.

Moved by _____, supported by _____, and thereafter adopted by the Hart City Council at a regularly scheduled council meeting held on Tuesday, July 14, 2020.

Ayes Nays Absent

I hereby certify this to be a true and correct copy of
the document on file with the office of the

Cheri Eisenlohr, Deputy City Clerk



100 S. State Street, Suite M-4
Hart, MI 49420
Phone (231) 873-4835
Fax (231) 873-5914

Robert J. Sobie, Ph.D.
County Administrator

Stacey Becker
Financial and Human Resources
Coordinator

Angela Aerts
Administrative Assistant

June 26, 2020

Ms. Lynne Ladner
City of Hart Manager
407 State Street
Hart, MI 49420

Re: Designated Assessor of Record

Dear Ms. Ladner,

I'm writing to you regarding Public Act 660 of 2018 that amended the General Property Tax Act (Public Act 206 of 1893), requiring the appointment of a qualified individual to serve as a designated assessor of record. An appointment must be completed no later than December 31, 2020, otherwise, the State Tax Commission will appoint an individual to serve the county and all local governments in the county.

Attached is a copy of an agreement developed by Leelanau County, vetted by their legal counsel, reviewed by the State Tax Commission (STC), and approved by the Leelanau County Board of Commissioners, that I wish to recommend we use to declare who our assessor of record will be once a qualified individual has been selected. Such an agreement is a precursor to other action steps to follow. The Oceana County Board of Commissioners approved use of the attached agreement on June 25.

However, the agreement must also be approved by a minimum of nine (9) local boards as a necessary action step in the process of appointing an assessor of record.

If the agreement is approved by a minimum of nine (9) local boards, then local boards will be asked to choose one of the following options: 1) solicit bids from qualified individuals to serve as the assessor of record; or 2) approve my recommendation that the

Official County Website: <http://www.oceana.mi.us>



"This institution is an equal opportunity provider"

county's equalization director be appointed to serve the role. Mr. Edward VanderVries has stated he would serve in this capacity if asked to do so.

If option 2 is chosen above, the county and local units will not incur costs associated with the new statutory requirement of an assessor of record unless the local unit fails to meet the requirements of the new assessing reform act. If the local unit should fail in this regard, and is required by the STC to utilize the services of the designated assessor of record selected under this process, the costs would be paid solely by the local unit per the designated assessor's fee schedule for the purpose of correcting the assessing deficiencies of that unit.

If the preferred option is to solicit bids, I will offer to prepare a request for proposal and submit it to qualified individuals. Following bid opening, a minimum of nine (9) local boards must approve the same bidder. Depending on the selected bidder's proposal, a retainer fee may be part of the bid and charged annually in which it would be a shared cost of the county and local units.

If the above action steps are not completed, or minimum approvals are not obtained, by December 31, 2020, the STC will appoint an individual for us.

To get started, I'm asking for your consideration of the attached agreement to be reviewed and approved during one of your upcoming board meetings. Whether the agreement is accepted or rejected, it would be very helpful to be notified no later than August 31, 2020.

Please feel free to contact me if you have questions and I look forward to working with you through this multi-step process.

Sincerely,

Robert J. Sobie, Ph.D.

Attachment(s)

CC: Oceana County Board of Commissioners
Mr. Ed VanderVries, Oceana County Equalization Director
City and Township Clerks
City and Township Assessors

**OCEANA COUNTY
INTERLOCAL AGREEMENT
FOR COUNTY DESIGNATED ASSESSOR OF RECORD**

This Interlocal Agreement, by and between the COUNTY OF OCEANA, a political subdivision of the State of Michigan (hereinafter referred to as the "County"), and BENONA TOWNSHIP, CLAYBANKS TOWNSHIP, COLFAX TOWNSHIP, CRYSTAL TOWNSHIP, ELBRIDGE TOWNSHIP, FERRY TOWNSHIP, GREENWOOD TOWNSHIP, GRANT TOWNSHIP, GOLDEN TOWNSHIP, HART TOWNSHIP, CITY OF HART, LEAVITT TOWNSHIP, NEWFIELD TOWNSHIP, OTTO TOWNSHIP, PENTWATER TOWNSHIP, SHELBY TOWNSHIP, and WEARE TOWNSHIP, each a political subdivision of the State of Michigan (each hereinafter referred to as an "Assessing District," and collectively referred to as the "Assessing Districts"), is entered into pursuant to the Urban Cooperation Act of 1967, Public Act 7 of 1967 (Ex. Sess.), as amended, MCL 124.501 *et seq.*, and the General Property Tax Act, Public Act 206 of 1893, as amended by Public Act 660 of 2018, MCL 211.10g, for the purpose of designating an individual to serve as the County's Designated Assessor.

WHEREAS, pursuant to MCL 211.10g(4), every County shall have a Designated Assessor on file with the State Tax Commission as of December 31, 2020; and

WHEREAS, the County Designated Assessor is designated by an Interlocal Agreement executed between the County Board of Commissioners and a majority of the Assessing Districts in the County; and

WHEREAS, the individual designated as the County's Designated Assessor must be approved by the State Tax Commission.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. Designation of County Designated Assessor. The County and a majority of the Assessing Districts in the County designate _____, who is an individual qualified and certified by the State Tax Commission as an Advanced Assessing Officer or Master Assessing Officer, to be the County Designated Assessor for Oceana County. The Designated Assessor is not an employee or paid contractor of the County, and shall have no responsibilities as Designated Assessor during the period in which he or she is not acting as an assessor of record for an Assessing District within the County, other than to remain certified and in good standing.

2. Duties of County Designated Assessor. The County Designated Assessor shall contract with one or more Assessing Districts as necessary to serve as the Assessing District's Assessor of record, upon request of the Assessing District or as may be required

by the State Tax Commission, as a consequence of the Assessing District receiving a notice of noncompliance from the State Tax Commission after an audit, under the terms and conditions set forth in MCL 211.10g.

The County Designated Assessor shall be capable of ensuring that the contracting Assessing Districts achieve and maintain substantial compliance with the requirements in MCL 211.10g(1). The Assessing District shall provide the Designated Assessor with reasonable access to records, documents, and information. The Assessing District shall advise the Designated Assessor of any applicable policies and procedures, including technology, equipment, and facilities.

The County Designated Assessor may charge an Assessing District that is required to contract with the County Designated Assessor a reasonable rate of compensation (e.g., periodic payment on a per parcel basis) and reimbursement of costs. The Assessing District shall pay reasonable compensation to the Designated Assessor, and be responsible to pay the reasonable costs incurred by the County Designated Assessor in serving as the Assessing District's Assessor of record, including, but not limited to, the cost of overseeing and administering the annual assessment, preparing and defending the assessment roll, costs incurred in appeals to the Michigan Tax Tribunal (i.e., appraisal costs, expert witness fees and attorney fees), and operating the assessing office (including employment of additional staff necessary to bring the Assessing District into compliance).

The services to be provided by the Designated Assessor to the contracting Assessing District include: preparation of assessment rolls, establishing a plan to correct deficiencies found in the State Tax Commission audit, timely delivery of documents and execution of forms, attendance at Board of Review meetings, handling property tax appeals filed with the Michigan Tax Tribunal (either directly or through legal counsel), timely reporting and meetings with local officials of the Assessing District, and responsibility for overseeing assessing staff members of the Assessing District.

The County Designated Assessor is a local assessing unit for purposes of the provisions in MCL 211.44 concerning the division and use of any collected property tax administration fees.

3. Term of Designation. If approved by the State Tax Commission, the County Designated Assessor shall serve for a minimum of five (5) years from the date of the approved designation. The designation shall not be revoked, and no new designation shall be made earlier than five (5) years following the date of the approved designation, except as otherwise provided in Sec. 4.

Once an Assessing District is under contract with the Designated Assessor, the Designated Assessor will remain in place for a minimum of five years. However, the Assessing District may petition the State Tax Commission to end the contract after the Designated Assessor has been in place for a minimum of three years.

4. Revocation of Designation by State Tax Commission. The State Tax Commission may designate and approve, on an interim basis and pursuant to a formal agreement, an individual to serve as a County Designated Assessor and, if applicable, revoke the approved designation of a current County Designated Assessor under the following circumstances:

(i) if the County Designated Assessor dies or becomes incapacitated;

(ii) if the County Designated Assessor was designated and approved based on his or her employment status, and that status materially changes; or

(iii) if it determines at any time that the County Designated Assessor is not capable of ensuring that contracting Assessing Districts achieve and maintain substantial compliance with the requirements in MCL 211.10g(1).

The State Tax Commission's designation of an interim County Designated Assessor under this Section is effective only until a new County Designated Assessor has been designated in a new Interlocal Agreement under MCL 211.10g(4)(a), and approved by the State Tax Commission.

5. Petition to State Tax Commission. Upon the execution and filing of this Interlocal Agreement, the County shall petition the State Tax Commission to approve the individual named in Section 1 of this Interlocal Agreement to serve as the County Designated Assessor. The individual shall serve as the County Designated Assessor upon approval of the State Tax Commission. If the State Tax Commission rejects the County's petition, then the parties agree to enter into additional Interlocal Agreements under MCL 211.10g(4)(a) until a suitable Assessor has been presented.

6. Nondiscrimination. The Parties shall adhere to all Federal, State, and local laws, ordinances and regulations prohibiting discrimination in the performance of this Interlocal Agreement. The Parties shall not discriminate against a person to be served or an employee or applicant for employment because of race, color, religion, national origin, age, sex, disability that is unrelated to an individual's ability to perform the duties of a particular job or position, height, weight, or marital status. Breach of this section shall be regarded as a material breach of this Interlocal Agreement.

7. Effective Date. This Interlocal Agreement shall become effective when executed by the County and a majority of the Assessing Districts in the County, and an executed copy is filed with the Oceana County Clerk and the Michigan Secretary of State.

8. Certification. The persons signing this Agreement certify by their signatures that they are duly authorized to sign this Agreement on behalf of the Parties, and that this Agreement has been authorized by the Parties.

IN WITNESS WHEREOF, the authorized representatives of the Parties hereto have fully executed this instrument.

COUNTY OF OCEANA

Denny Powers, Chairperson
Board of Commissioners

Date

BENONA TOWNSHIP

Supervisor

Date

CLAYBANKS TOWNSHIP

Supervisor

Date

COLFAX TOWNSHIP

Supervisor

Date

CRYSTAL TOWNSHIP

Supervisor

Date

ELBRIDGE TOWNSHIP

Supervisor

Date

FERRY TOWNSHIP

Supervisor

Date

GOLDEN TOWNSHIP

Supervisor

Date

GRANT TOWNSHIP

Supervisor

Date

GREENWOOD TOWNSHIP

Supervisor

Date

HART TOWNSHIP

Supervisor

Date

CITY OF HART

Manager

Date

LEAVITT TOWNSHIP

Supervisor

Date

NEWFIELD TOWNSHIP

Supervisor

Date

OTTO TOWNSHIP

Supervisor

Date

PENTWATER TOWNSHIP

Supervisor

Date

SHELBY TOWNSHIP

Supervisor

Date

WEARE TOWNSHIP

Supervisor

Date

DESIGNATED COUNTY ASSESSOR

Date

DESCRIPTION OF POSITION OF
COUNTY DESIGNATED ASSESSOR FOR OCANA COUNTY

As required by MCL 211.10g(4), every County shall have a Designated Assessor on file with the State Tax Commission as of December 31, 2020. The County Designated Assessor is designated by an Interlocal Agreement executed between the County Board of Commissioners and a majority of the Assessing Districts in the County. The individual designated as the County's Designated Assessor must be approved by the State Tax Commission.

The County Designated Assessor must be an individual qualified and certified by the State Tax Commission as an Advanced Assessing Officer or Master Assessing Officer. The Designated Assessor is not an employee or paid contractor of the County, and shall have no responsibilities as Designated Assessor during the period in which he or she is not acting as an assessor of record for an Assessing District within the County, other than to remain certified and in good standing.

The County Designated Assessor shall contract with one or more Assessing Districts as necessary to serve as the Assessing District's Assessor of record, upon request of the Assessing District or as may be required by the State Tax Commission, as a consequence of the Assessing District receiving a notice of noncompliance from the State Tax Commission after an audit, under the terms and conditions set forth in MCL 211.10g.

The County Designated Assessor shall be capable of ensuring that the contracting Assessing Districts achieve and maintain substantial compliance with the requirements in MCL 211.10g(1). The Assessing District shall provide the Designated Assessor with reasonable access to records, documents, and information. The Assessing District shall advise the Designated Assessor of any applicable policies and procedures, including technology, equipment, and facilities.

The County Designated Assessor may charge an Assessing District that is required to contract with the County Designated Assessor a reasonable rate of compensation (e.g., periodic payment on a per parcel basis) and reimbursement of costs. The Assessing District shall pay reasonable compensation to the Designated Assessor, and be responsible to pay the reasonable costs incurred by the County Designated Assessor in serving as the Assessing District's Assessor of record, including, but not limited to, the cost of overseeing and administering the annual assessment, preparing and defending

the assessment roll, costs incurred in appeals to the Michigan Tax Tribunal (i.e., appraisal costs, expert witness fees and attorney fees), and operating the assessing office (including employment of additional staff necessary to bring the Assessing District into compliance).

The services to be provided by the Designated Assessor to the contracting Assessing District include: preparation of assessment rolls, establishing a plan to correct deficiencies found in the State Tax Commission audit, timely delivery of documents and execution of forms, attendance at Board of Review meetings, handling property tax appeals filed with the Michigan Tax Tribunal (either directly or through legal counsel), timely reporting and meetings with local officials of the Assessing District, and responsibility for overseeing assessing staff members of the Assessing District.

The County Designated Assessor is a local assessing unit for purposes of the provisions in MCL 211.44 concerning the division and use of any collected property tax administration fees.

If approved by the State Tax Commission, the County Designated Assessor shall serve for a minimum of five (5) years from the date of the approved designation. The designation shall not be revoked, and no new designation shall be made earlier than five (5) years following the date of the approved designation, subject to potential revocation by the State Tax Commission.

Once an Assessing District is under contract with the Designated Assessor, the Designated Assessor will remain in place for a minimum of five years. However, the Assessing District may petition the State Tax Commission to end the contract after the Designated Assessor has been in place for a minimum of three years.

Memo

To: Mayor and Council
From: Lynne Ladner
Date: 07/10/20
Re: First Responder Hazard Pay Premiums Program

Ladies and Gentlemen,

As part of the CARES Act passed by the federal government and the more recent passage of the State's allocation of the federal monies including allocation of \$100 Million for First Responder Hazard Pay the City has been asked to consider authorizing the payment of Hazard Pay to the First Responders on the City's payroll.

The First Responder Hazard Pay Premiums Program provides for the potential reimbursement of up to \$1,000 in Hazard Pay to First Responders who have performed hazardous duty or work involving physical hardship related to COVID-19.

This program is limited to members of the Hart Police Department for reimbursement from the federal funding and is based upon a first come first serve application process. Payments are limited \$1,000 per employee with a maximum payment to any one entity (Hart Police Department, Oceana County Sheriff Department, Mason-Oceana 911 Dispatch etc would each be an entity) of \$5 Million.

Our First Responders along with all City Workers – Energy, Public Works, BioPure and Administration all are very deserving of recognition for the work that they have continued to do throughout the COVID pandemic. If I believed that the City could financially afford to recognize the employees for that work I would have brought this to the Council for approval weeks ago. Unfortunately, I have not been able to identify the financial resources within the City to responsibly approach the Council for consideration of payment of Hazard Pay for City Employees.

The City does have the opportunity to apply to the First Responder Hazard Pay Premium Program, this program would provide reimbursement to the City for up to \$1,000 per employee BUT, it is not a guarantee that the City would be reimbursed and if it was the reimbursement would only be for funds paid to Police Department employees.

If the City were to apply to the First Responder Hazard Pay Premium Program, the City would be required to make the Hazard Payments by September 30, 2020 or the date of our application whichever is first. The applications are processed on a first come-first serve basis until such time as the funds run out. There is no guarantee that the City would receive a grant for reimbursement

of the payments and payments will no be made until November 2020 with the deadline for applying set at September 30, 2020.

An application to the program will cost the City up to \$6,000 without a guarantee of reimbursement. It would only reimburse payments to members of the Police Department (five officers and one part-time officer qualify). As applying to this program provides reimbursement for recognition of the work of a single department, the reimbursement is not guaranteed to the City and as this potentially has a significant financial impact on the City I would like the Council to provide me with their guidance regarding Hazard Pay for City employees.

Lynne

First Responder Hazard Pay Premiums Program (FRHPPP)

2020 PUBLIC ACT 123, SECTION 601

Program Overview

Purpose

- To reimburse/pay for qualifying first responder hazard pay premiums provided to first responders who have performed hazardous duty or work involving physical hardship related to COVID-19

Available Program Amount

- \$100,000,000

Maximum Available Limits

- \$1,000 per eligible employee
- \$5,000,000 per applicant

Program Overview

Eligible Applicants

- Cities
- Villages
- Townships
- Counties
- Public Airport Operators
- Ambulance Operations licensed under section 20920 of the Public Health Code (1978 PA 368)

Program Overview

Application Period

- July 7 – September 30, 2020

Distribution Methodology

- Reimbursements and payments will be on a first-come, first-served basis
- An Application is deemed submitted when pages 1 – 15 have been completed and submitted to Treasury

Distributions

- November 14, 2020 (no later than)

Program Overview

Eligible Recipients

- Law Enforcement Officers
- Firefighters
- Emergency Medical Technicians (EMTs)
- Paramedics
- 9-1-1 Operators
- Local Unit of Government Corrections Officers
- Airport Public Safety Officers
- Eligible personnel associated with ambulance operations licensed under section 20920 of the Public Health Code (1978 PA 368)
- Private EMTs and paramedics who contract with municipalities or hospitals, if the hazard pay premiums are paid through the applicant.

Program Overview

Expenditures

- Incurred – The date the service occurs
 - Payments must be made by September 30, 2020
- Hazard Pay includes only the premium paid to an eligible recipient
- Do Not Include:
 - Any hazard pay premiums requested to be reimbursed under the Public Safety and Public Health Payroll Reimbursement Program or any other funding source
 - Fringes
 - Payroll Taxes

Program Overview

Requirements to Apply for Funding

- Must register with Federal System for Award Management (SAM) prior to submitting an Application to Treasury
- Submit to Treasury - Application Packet Pages 1 -15
 - All pages initialed and dated
 - Form 5723 completed
 - Hazard Pay Premiums Payment Report
 - Certification signed and notarized

Program Overview

Application Submissions

- Due by 11:59 pm on September 30, 2020
- Email
 - Treas-CARES@michigan.gov
- Fax
 - 517-335-3298

Memo

To: Mayor and Council
From: Lynne Ladner
Date: 07/10/20
Re: Noxious weeds in Downtown

Ladies and Gentlemen,

In the downtown area there is an overgrown area located in the alley East of State St. in the first block South of the lake. In previous years the City has cut down the overgrowth and attempted to remove the unwanted plant life to no success.

Having received complaints about the overgrowth this year the Public Works department began researching how to best eradicate the unwanted plant life in this area only to discover that it is a plant known as Japanese knotweed. These plants are designated as an invasive noxious weed and is actually prohibited in the State of Michigan. DPW in discussions with the County Conservation office has been advised not to trim or otherwise attempt to remove or reduce the plants as this will spread the infestation and actually spur more vigorous growth in the current location. The location has been sent to the Invasive Species Team at the Muskegon Conservation District as they are tasked with treating plant sites in Oceana County.

It should be noted that though the use of some herbicides as the City has done in the past will provide temporary respite from the obvious growth of the plant they are a root centric plant and can have as much as 80% of their growth underground which is not affected by the application of herbicides above ground.

Lynne

Lynne Ladner

From: DPW CityofHart
Sent: Friday, July 10, 2020 1:16 PM
To: Lynne Ladner
Subject: Fw: Japanese Knotweed
Attachments: JapaneseKnotweedBCP.pdf

From: Adam Chandler <adam.chandler@macd.org>
Sent: Friday, July 10, 2020 1:02 PM
To: DPW CityofHart
Cc: Suzie Knoll
Subject: Japanese Knotweed

Hi Brad,

We talked earlier on the phone about controlling Japanese Knotweed. Recommendations call for not mowing the invasive plant as this will spread the infestation and spur more vigorous growth. I have sent your contact information to the Invasive Species team at Muskegon CD to be included in plans to treat sites in the future. I will also attach a Best Control Practices guide sheet from MISIN. Treatments usually include specific herbicide treatments over a couple of years.

--

Adam Chandler
Conservation Technician
Oceana Conservation District



Japanese knotweed

Fallopia japonica (*Polygonum cuspidatum*)

Japanese knotweed is a non-native invasive plant that was introduced from Asia as an ornamental plant. Knotweed spreads vegetatively by rhizomes and also sprouts from fragments of root and stem material, which are dispersed by water, equipment or in fill. It forms fertile hybrids with giant knotweed (*Polygonum sachalinense*). Some populations, particularly hybrids, produce fertile seed.

Knotweed forms dense monocultures, with a thick layer of accumulated leaf and fibrous stem litter. A number of mechanisms contribute to its ability to exclude native species; light limitation, alteration in nutrient cycling and allelopathy—the ability to suppress growth of a potential plant competitor by releasing toxic or inhibiting chemicals.

Knotweed can contribute both to stream bank erosion and to flooding, when its large, fibrous stems wash into the water during periods of peak flow. Its rhizomes and shoots can penetrate asphalt and cracks in concrete. It is most aggressive on sites with natural or human disturbance; stream and riverbanks, roadsides and construction sites.

Japanese knotweed is legally prohibited in Michigan. It is illegal to possess or introduce this species without a permit from the Michigan Department of Agriculture, and Rural Development except to have it identified or in conjunction with control efforts.

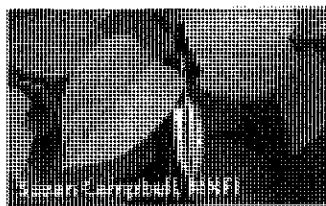
Identification

Habit:

Japanese knotweed is a perennial, herbaceous shrub growing from 1 to 3 m (3-10 ft) in height. It has a deep tap-root and an extensive network of rhizomes that may extend laterally from 7 to 20 m (23-65 ft). Its hollow stalks persist through winter and resemble bamboo.

Leaves:

Its leaves are simple, alternate and broad, typically growing up to 15 cm (6 in) long and 12 cm (5 in) wide. They have an abruptly pointed tip and a flat or tapering base.



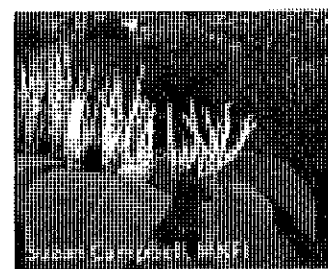
Stems:



Japanese knotweed stems are upright, round, hollow, and often mottled, with a fine whitish coating that rubs off easily.



Flowers:



Knotweed has numerous, small, creamy white flowers. They are arranged in spikes near the end of the plant's arching stems. In Michigan, they bloom in August and September. Knotweeds are insect-pollinated.

Fruits/Seeds:

Knotweed fruits are three-winged and 8 to 9 mm (0.32 in) long. Its seeds are dark and glossy, and may be dispersed by wind, water, birds and insects. Not all seed is fertile.



Habitat:

Japanese knotweed is semi-shade tolerant but grows best in full sun. It is found along roadsides, stream and river banks, wetlands, wet depressions and woodland edges, and can tolerate a wide array of soil and moisture conditions.

Suzan Camabell, MNFI

Similar species

Several other knotweed species are similar to Japanese knotweed. All are invasive non-natives, and control methods discussed here are appropriate for all three species.

Giant knotweed

Giant knotweed (*Fallopia sachalinensis*) is larger than Japanese knotweed, often reaching 4m (13 ft) in height. It can be distinguished by its larger leaves and heart-shaped leaf bases. Its leaves range from 5 to 30 cm (6-12 in) in length, while those of Japanese knotweed are usually 15 cm (6 in) long or less. They taper towards their tips, rather than being abruptly pointed. Giant knotweed leaves have long, wavy hairs on their undersides, while the hairs on Japanese knotweed are reduced to barely visible bumps. Use leaves from the middle of the stem for comparison as those at the tips are most variable. Giant knotweed flowers are held in spikes or branching clusters.



Giant knotweed and Japanese knotweed hybridize to form Bohemian knotweed (*Fallopia Xbohemicum*). The hybrids are fertile and back-cross readily, yielding a continuous range of variation between the characteristics of their parent species, including size, leaf bases and tips. The hairs on the leaf undersides are short with broad bases.

Himalyan knotweed



The related non-native Himalyan knotweed (*F. polystachyum*) has narrower, sharply-pointed lance-shaped leaves that are up to 20 cm (8 in) long. Its leaf bases may be tapered or slightly heart-shaped. It can grow up to 1.8

m (6 ft) tall. It has not been reported in Michigan to date.

Reproduction/Dispersal

Most reproduction in Japanese knotweed is believed to be vegetative, although the role of sexual reproduction is receiving increasing attention. As much as two thirds of the mature plant's biomass is stored underground in its extensive systems of thick rhizomes. Rhizomes can reach 7.5 cm (3 in) in diameter and penetrate at least 2 m (7ft) in suitable soils.

In addition, fragments of both stem and root material can sprout, giving rise to new plants or entire colonies. While fragments near the soil's surface are most likely to sprout, sprouting has been demonstrated from fragments up to 1 m (39 in) deep. Because of this, it presents an enormous threat along rivers, streams and floodplains, where plant parts may be washed downstream by flood waters. It can also be spread inadvertently during construction and road maintenance, by mowing crews and in fill dirt.

In Europe, all Japanese knotweed populations appear to be clones of a single female genotype and do not produce pollen. However, they are able to accept pollen from the closely related giant knotweed, producing the fertile hybrid Bohemian knotweed. The hybrid appears to be spreading faster than either of its parent species.

In North America, the situation is more complex and the potential for sexual reproduction both within the species and between related species is a focus of increased interest. Though the European female clone is widely dispersed in the US, other genotypes are also present. Populations have been documented with both male and female plants. Some may maintain reduced forms of the reproductive organs of the other sex. Though the female plants do not produce pollen, they can produce viable seeds. Male plants contribute pollen and may produce the occasional seed. Reproduction by seed has been documented in the Northeast and also in Wisconsin. The potential for spread of the hybrid knotweed may be even greater; both male and female fertile hybrids have been found without either of their parental species in New England. Japanese, giant and hybrid knotweed populations in Michigan should be monitored for seed production, which offers additional opportunities for spread.

Knotweed seedlings generally do not survive under the canopy of their parent plant and appear most likely to establish on bare soil, as they do in their native habitat. In western states, much of their most devastating spread has been along waterways, where soil is continually eroded and re-deposited downstream.

In Michigan, roadside maintenance equipment appears to contribute significantly to knotweed spread, as cut fragments are dispersed along roadways. Dumping of landscape waste by homeowners has also been documented as a source of new populations.

Planning a control program

Resources for invasive species control invariably fall short of the actual need, so it is important to prioritize sites for treatment and plan carefully. It should be noted that control for all knotweeds is similar. Assessing the scope of the problem in the region of interest is a critical first step:

- Map known populations.
- How was the knotweed population under consideration introduced—was it deliberately planted? Or did it disperse from another population that should be also be eradicated or controlled?
- Identify potential dispersal pathways and monitor them;
 - Is the population along a stream or lake?
 - Is it being spread in landscaping waste?
 - Does it lie in the path of road-mowing crews that might spread it further? Are there construction sites in the area where it might be introduced in fill dirt?
 - Are home owners disposing of landscape waste or distributing cuttings as an ornamental plant?
- How is the species behaving in your area? Is it spreading rapidly? Is it reproducing by seed?
- Does it occur in high quality habitat or on important recreational, hunting or fishing lands?

Given this information, develop a strategy for control:

1. First, prevent further spread; block pathways for dispersal, e.g. road maintenance practices, contaminated fill.
2. Choose appropriate control methods, given site conditions and available resources.
3. If using herbicide, be sure to read the product label before finalizing plans. Is there potential for harm to non-target species? Have you made adequate provisions to minimize damage?
4. Do these control methods require any permits (i.e. herbicide application in wetlands, prescribed burning)?
5. Prioritize high value sites for treatment where the potential for successful control is high.
6. Where knotweed is being spread along waterways, begin control efforts upstream and work downstream; concentrate on sites where erosion/dispersal of fragments is greatest.
7. Eradicate smaller satellite populations.
8. Treat larger core infestations of lower value as resources permit.
9. Monitor to ensure desired results are being achieved; adapt management to improve success.

Best survey period

Japanese knotweed is easiest to locate for mapping or control in August and September when it is in bloom. Its clustered spikes of creamy white flowers are distinctive and easy to spot.

Documenting occurrences

In order to track the spread of an invasive species on a landscape scale, it is important to report populations where they occur. The Midwest Invasive Species Information Network (MISIN) has an easy-to-use interactive online mapping system. It accepts reports of invasive species' locations from users who have completed a simple, online training module for the species being reported. MISIN can also accept batch uploads of large quantities of data for any species.

Herbaria also provide an authoritative record of plant distribution. The University of Michigan Herbarium's database can be searched online for county records of occurrence, for example.

When Japanese knotweed is first encountered in a county where it had not been known previously, specimens should be submitted to the Herbarium to document its presence. Check the "Online Resources" section for links to both of these resources.

Control

Mechanical methods alone will not effectively control large Japanese knotweed populations and may make them worse. Control efforts must target knotweed's massive underground system of rhizomes. This network allows it to spread to new areas even as it is being attacked mechanically. Accordingly, chemical treatments are given priority in the following section and then mechanical methods are discussed as some may enhance the effectiveness of chemical control. Specific herbicides, application methods and rates are listed on the reference table at the end of this fact sheet.

To date, a combination of chemical and mechanical techniques, in conjunction with on-going monitoring, provides the most effective control of this species. **Knotweed rhizomes that have not been completely killed off may send up new shoots as many as three years later.** In all cases, monitoring and follow-up treatment will be required for four to ten years, depending on the size and age of the population being treated.

Chemical control

Japanese knotweed has always been considered difficult to eradicate, even with herbicides. Differing levels of success have been reported for the same chemical on different sites. These results are probably related to differences in the amount of root mass underground.

Older infestations have more extensive root systems and are harder to eradicate or control. Specific site conditions, weather on the day of application, calibration of equipment and applicator experience can also contribute to differing levels of effectiveness.



General considerations

Anyone applying herbicides as part of their employment must become a certified pesticide applicator. In addition, certification is required for the use of some herbicides under any circumstances. The certification process is administered by the Michigan Department of Agriculture and Rural Development and a link to their website is included in the Online Resources section.

A permit from the Michigan Department of Environmental Quality is usually required to apply herbicide where standing water is present—in wetlands, along streams, rivers or lakes, or over open water. A permit is also required for herbicide use below the ordinary high water mark along the Great Lakes or Lake St. Clair shoreline, whether or not standing water is present. A link to their website is included in the “Online Resources” section.

A number of adjuvants or additives may be used with herbicides to improve their performance including mixing agents, surfactants, penetrating oils and dyes. Some are included in premixed products while others must be added. Adjuvants do not work with all products; consult the product label to determine which adjuvants may be used with a specific herbicide formulation.

Dyes are useful in keeping track of which plants have been treated and making spills on clothing or equipment apparent. Some premixed herbicide formulations include them or they can be added to others. Clothing dyes such as Rit® can be added to water soluble herbicides, while other products require oil-based dyes. Consult the product label for specific instructions.

Crop Data Management Systems, Inc. (CDMS) maintains a database of agro-chemicals that includes herbicide labels for specific products. Herbicide labels contain information on application methods and rates, specific weather conditions, equipment types, nozzles etc. to provide the desired coverage and minimize the potential for volatilization or drift. They also contain critical information about the potential for damage to valuable non-target species. A link to the CDMS website is included in the “Online Resources” section.

Read the entire pesticide label before use. Follow all directions on the label.

Herbicide specifics

Imazapyr (e.g., Arsenal®) has shown the greatest documented effectiveness on this species to date. Of all the herbicides included here, it also has the greatest potential for collateral damage to valuable species nearby. Imazapyr can move within roots and be transferred between intertwined root systems of different plants and other species. It has the potential to cause significant damage or death to trees and other species in the area. This movement of herbicide is exacerbated when imazapyr is incorrectly over-applied.

Because of its potential for collateral damage, imazapyr may not be appropriate for use in high-quality areas, with many desirable native species nearby.

Imazapyr acts slowly, reaching the massive root system before damaging the leaves. Although it appears to not be working initially, it results in significantly higher die-off rates a year later. Spray should be directed toward the actively growing portions of the plant. Imazapyr persists in the soils for long periods of time—an advantage in providing greater control. However, since it is non-selective it can also kill valuable non-target species wherever it contacts their roots.

Sites where imazapyr has been used should not be planted for at least one year, because of its lingering effects. Imazapyr is available in several wetland-approved formulations but they must be applied by a certified pesticide applicator. Wetland approved formulations must be used wherever standing or open water is present.

Imazamox (e.g., Clearcast®) is also effective against Japanese knotweed, although there has been less research on it than imazapyr to date. Some imazamox formulations are approved for aquatic and wetland sites and can be used in upland settings also. Because it is non-selective, it may kill or harm desirable non-target species, although its impacts vary with concentration and mode of application. See label for additional information.

Aminopyralid (e.g., Milestone®), a broadleaf herbicide, is being tested on Japanese knotweed in other states and also appears to provide effective control. Although it does not kill established native grasses, it may damage nearby trees. As it remains active in the soil for a long period of time, a soil bioassay is needed before planting wildflowers or legumes, which are particularly vulnerable to it. It may be added to the “Quick reference” chart at the back of this document later, as more information on its effectiveness becomes available.

Although glyphosate (e.g., Roundup®, Aquamaster®) kills knotweed foliage quickly, the herbicide is not effectively transported to the roots. In most cases, the plant rebounds the following year. In other cases, regrowth is reduced, but stems and foliage are deformed and do not provide enough surface area for re-treatment. With less surface area, less herbicide will reach the roots and eventually the plant will grow back. On sites where glyphosate is the only permitted herbicide, it should be used in conjunction with other control methods (see the section on Digging under Mechanical Control, including the discussion of cutting through roots to stimulate healthy new growth). Glyphosate, like imazapyr, is non-selective and will kill non-target species.

A number of other herbicides are also effective in controlling knotweed including dicamba, picloram and tebuthiuron but are not recommended because of their potential for groundwater contamination.

Foliar application

Herbicide can be applied to knotweed leaves in a number of ways; it can be wiped onto individual plants on sensitive sites or in very small infestations or sprayed on with hand-held, backpack or boom-mounted sprayers. A non-ionic surfactant should be added to allow the herbicide to penetrate the plant's cuticle. Dyes are also useful in indicating which plants have been sprayed and the extent of coverage. Other adjuvants may be suggested on the labels of the specific herbicide being used.

The herbicide applicator is responsible for calibrating equipment, and managing drift and damage to non-target vegetation. Wind speeds between 3 and 10 miles per hour are best for foliar herbicide spraying. At higher wind speeds, herbicide may be blown onto adjacent vegetation or water.

At lower wind speeds, temperature inversions can occur, restricting vertical air movement. Under these conditions, small suspended droplets of herbicide can persist in a concentrated cloud and be blown off-target by variable gusts of wind. Ground fog indicates the presence of a temperature inversion, but if no fog is present, smoke movement on the ground can also reveal inversions. Smoke that layers and remains trapped in a cloud at a low level indicates an inversion, while smoke that rises and dissipates indicates good air mixing.

In hot, dry weather, herbicide evaporates rapidly; set equipment to produce large droplets to compensate for this.

Some herbicides can be applied as invert emulsions; thickened mixtures designed to minimize spray drift and run-off and maximize the amount of herbicide that sticks to and covers leaves and stems. Always follow all directions on the label of the specific herbicide being used, in order to prevent damage to non-target vegetation or water bodies.

Injection

Injection is extremely labor intensive and impractical for most situations. It may be useful for applying herbicide on sensitive sites with very small knotweed populations. Typically, a measured amount of herbicide is injected into the plant stem between the second and third node or into the hollow of a cut stem. Stems that are not treated are not killed. For each type of herbicide, there is a maximum amount that can be applied safely per acre, per year, and with large populations, it is possible to reach this amount before all stems have been treated.

Mechanical control

Hand-pulling

Mature Japanese knotweed populations have deep, extensive root systems and hand-pulling the species is not an effective control method.

On sites where there is reproduction by seed, seedlings may be hand-pulled while they are still small. Typically, seeds will not germinate below mature plants but will do so on bare mineral soils nearby.

Cutting/Mowing

Cutting or mowing Japanese knotweed is not recommended. Stem fragments can root at the nodes and generate new plants. Frequently, knotweed is spread by roadside mowing crews in just this manner. Although cutting is often recommended to reduce the plant's height and facilitate treatment, unless all plant parts can be removed and destroyed, the risks outweigh the benefits.

Digging/Tilling/Excavating

For very small infestations (fewer than 50 stems), digging up and removing ALL of the plant's parts may provide control, but the site should be carefully monitored for at least four years. Again, all plant parts should be destroyed.

Since root fragments may sprout to form new plants, **for most populations, digging alone will not provide effective control.** Tilling or cutting through roots will also increase sprouting. Without herbicide, this is disastrous. When the plant's foliage has been burned by previous herbicide application, however, this will increase the surface area of new, healthy foliage that is available for herbicide absorption during re-treatment.

Excavating living rhizomes from previously treated, deformed plants will also result in new stems with healthy foliage, which will respond more favorably to herbicide treatment in the following year. In conjunction with herbicide applications, the removal of rhizomes may help to deplete a colony's stored energy. Excavating reduces root biomass and increases the stem to root ratio, allowing a more effective follow-up herbicide treatment for any new foliage. Without herbicide follow-up however, knotweed will quickly re-establish with renewed vigor.

Digging, tilling and excavating are never appropriate along river or stream banks, where soil disturbance may result in fragments being washed downstream.

Prescribed burning

Little information is available on Japanese knotweed's response to burning but it is not particularly flammable. Giant knotweed has been tested for use as a potential firebreak in Russia and researchers concluded that it "suffers little from the effect of fire."

On sites with fire-adapted communities, Japanese knotweed may alter fire ecology as it will not burn, and fuels do not accumulate beneath it. If prescribed burning is introduced as part of an overall management program, Japanese knotweed will still require additional control measures.



Biological control

Native North American pests do little damage to Japanese knotweed, but it has over 200 natural enemies in its native range. One species of sap-sucking plant louse, *Aphalara itadori*, has been tested extensively for host-specificity in Great Britain. It was released at several sites for field testing in Britain in March of 2010. It has not been tested for host-specificity in the United States.

Disposal of plant parts

If you must cut knotweed, all plant parts should be disposed of carefully to prevent regeneration, in accordance with Michigan's invasive species legislation. Options include landfills or some municipal incinerators. Materials to be

placed in landfills should be bagged and tied in black plastic bags. Municipal solid waste treatment facilities that are engineered to inactivate potential pathogens in biosolids and maintain temperatures above 55° C for at least three consecutive days will safely destroy plant parts.

Where burning ordinances permit, plant refuse can be dried out thoroughly above ground and burned on site. Plant parts should not be allowed to contact soil during this time to prevent sprouting. Plant parts should not be composted.

Although landscape waste cannot generally be disposed of in landfills, Michigan law permits the disposal of invasive species plant parts. See the "Online resources" section below for a link to the relevant legislation.

Online resources:

CDMS - herbicide labels:

<http://www.cdms.net/LabelsMsds/LMDefault.aspx?t=>

Fire Effects Information System, *Polygonum* species:

<http://www.fs.fed.us/database/feis/plants/forb/polspp/all.html>

Invasive.org, *Fallopia japonica*:

<http://www.invasive.org/species/subject.cfm?sub=3414>

Invasipedia at BugwoodWiki, *Polygonum cuspidatum* .

http://wiki.bugwood.org/Polygonum_cuspidatum

Invasive Plant Atlas of New England, *Polygonum cuspidatum*

http://www.eddmaps.org/ipane/ipanespecies/herbs/Polygonum_cuspidatum.htm

Midwest Invasive Species Information Network, Japanese Knotweed

<http://www.misin.msu.edu/facts/detail.php?id=25>

The Michigan Department of Agriculture and Rural Development—Pesticide Certification

www.michigan.gov/pestexam

The Michigan Department of Environmental Quality—Aquatic Nuisance Control

www.michigan.gov/deq/inlandlakes

http://www.michigan.gov/deq/0,4561,7-135-3313_3681_3710--,00.html

Michigan Department of Natural Resources—Local DNR Fire Manager contact list

http://www.michigan.gov/dnr/0,4570,7-153-30301_30505_44539-159248--,00.html

Michigan's Invasive Species Legislation

Natural Resources and Environmental Protection Act 451 of 1994, Section 324.4130

<http://legislature.mi.gov/doc.aspx?mcl-324-41301>

Michigan Legislation—landscape waste, disposal of invasive species plant parts

Natural Resources and Environmental Protection Act 451 of 1994, Section 324.11521, 2 (d)

<http://legislature.mi.gov/doc.aspx?mcl-324-11521>

The Nature Conservancy's Weed Control Methods Handbook: Tools and Techniques for Use in Natural Areas

<http://www.invasive.org/gist/handbook.html>

University of Michigan Herbarium - Michigan Flora Online

<http://michiganflora.net/>



Quick reference—Japanese knotweed

This chart has been provided as a convenience, to summarize the pros and cons of each herbicide and to present details on adjuvants, concentrations, etc. that do not fit into the discussion in the preceding sections. Although every attempt has been made to ensure accuracy, the product labels for the listed herbicides are the ultimate authority for their usage. Where there are conflicts, always follow the label directions. Techniques are listed in order of general preference by MDNR Wildlife Division staff but not all are suitable for wetlands or sensitive sites. Site conditions vary—choose a method that is best suited to conditions on the site being treated.

Anyone using herbicides in the course of their employment is required to be a certified pesticide applicator. Treatment in wetlands or over open water requires a permit from the Michigan Department of Environmental Quality.

These chemicals are available in a variety of formulations and concentrations. In some cases, concentration is listed below as a percentage of the active ingredient (AI) to facilitate use of different products. Where this is not possible, the label recommendation for the example product is used. Always follow all directions on the product label including mixing instructions, timing, rate, leaf coverage and the use of personal protective equipment.

	Herbicide	Conc.	Adjuvant	Timing	Pros	Cons
Foliar Spray	Imazamox (e.g., Clearcast®)	5% Clearcast® by volume	Use a wetland-approved non-ionic surfactant (e.g., Cygnet Plus®). Use dye for identifying treated areas.	Spray late September or October AFTER flowering.	Provides effective control. Available in formulations that are approved for wetland and aquatic sites.	Selectivity varies with concentration and mode of application but it may kill desirable non-target species.
Foliar Spray	Imazapyr (e.g., Arsenal®)	1-1.5 % AI or 2 qts/acre	Use a non-ionic surfactant (e.g., Cygnet Plus®). Use dye for identifying treated areas.	Spray late September or October AFTER flowering.	Provides effective control. Available in formulations that are approved for wetlands.	Imazapyr is non-selective, highly active in the soil and may kill nearby plants, including trees.
Foliar Spray	Triclopyr ester (e.g., Garlon 4 Ultra®)	3% AI	Use a non-ionic surfactant (e.g., Cygnet Plus®). Use dye for identifying treated areas.	Spray late September or October AFTER flowering.	Provides some control. Broad-leaf specific—may be used where desirable grasses are present.	Less effective than imazamox or imazapyr. May damage foliage without killing roots. Not approved for use in wetlands.
Foliar Spray	Triclopyr amine (e.g., Garlon 3A®)	3% AI	Use a wetland-approved non-ionic surfactant (e.g., Cygnet Plus®). Use dye for identifying treated areas.	Spray late September or October AFTER flowering.	Provides some control. Broad-leaf specific—may be used where desirable grasses are present. Can be used in wetlands.	Less effective than imazamox or imazapyr. May damage foliage without killing roots.

Note: Be careful not to move stems or other plant tissues as Japanese knotweed can regenerate from stem nodes. See section on disposal of plants for additional information. **Treated sites should be monitored for at least four years to ensure that there is no regrowth.**

Hart Lake Water Trail



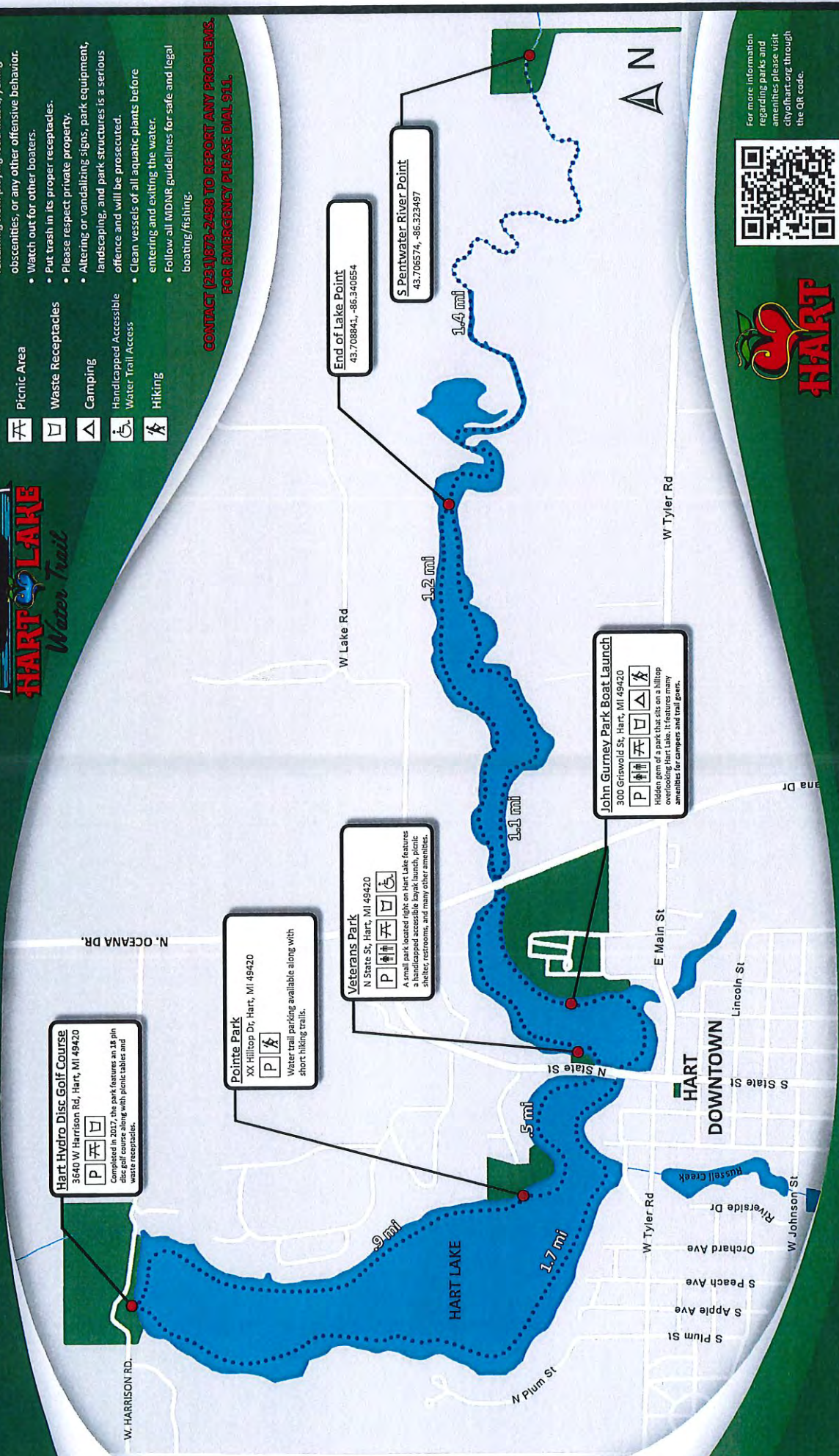
Symbol Legend

- Parking
- Restroom
- Picnic Area
- Waste Receptacles
- Camping
- Handicapped Accessible Water Trail Access
- Hiking

Rules

- All rules and regulations are in effect at all times.
- Life jackets are recommended while on the trail.
- Respect other people on the water trail by refraining from playing loud music, yelling obscenities, or any other offensive behavior.
- Watch out for other boaters.
- Put trash in its proper receptacles.
- Please respect private property.
- Altering or vandalizing signs, park equipment, landscaping, and park structures is a serious offense and will be prosecuted.
- Clean vessels of all aquatic plants before entering and exiting the water.
- Follow all MDNR guidelines for safe and legal boating/fishing.

**CONTACT (231)873-2488 TO REPORT ANY PROBLEMS.
FOR EMERGENCY PLEASE DIAL 911.**



For more information regarding parks and amenities please visit cityofhart.org through the QR code.



In-House Custom Fabrication

ALL PANNIER EXHIBIT BASES AND FRAMES PROVIDE A HOST OF BENEFITS:

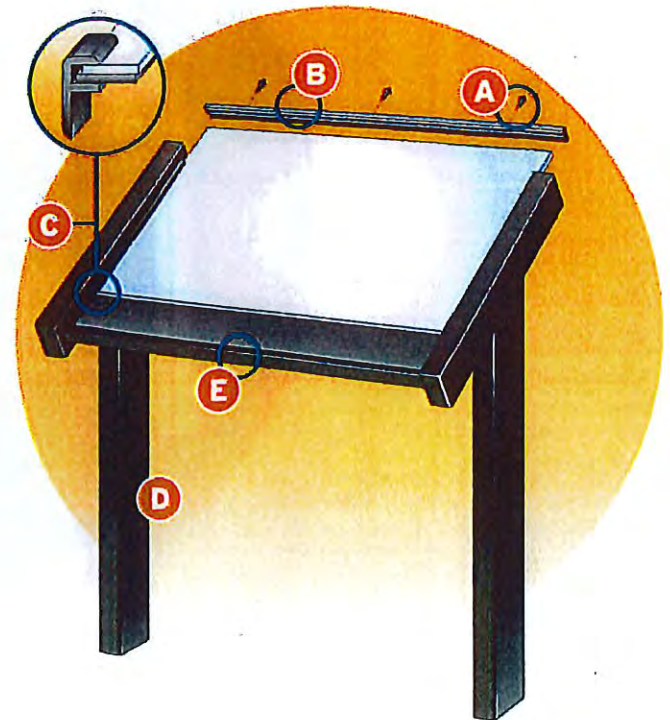
- A** Tamper proof connections used to protect from theft

- B** Removable top rail for easy panel changes

- C** Custom aluminum extrusions, eliminating unnecessary welds
Corners and edges rounded for both safety and aesthetics

- D** Full capture frame holds panel in place
3/16" Backer plates for added strength and durability
High-quality, painted or powder coated finishes
Standard and custom frames sized to fit any need
Virtually unlimited mounting options

- E** Weep holes along bottom for water drainage



Details shown on this frame are representative of all available base styles



We are open and look forward to an opportunity to help you with your next project!

Contact Pannier to get started today.



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Wayside Exhibit Base Styles



Low Profile

Renewable Energy Annual Report

Revised February 2020

Electric Provider: **City of Hart Hydro Electric**

Reporting Period: Calendar Year 2019

- Section 51(1) of 2008 PA 295, as amended by 2016 PA 342, requires the filing of this document with the Michigan Public Service Commission.
- The purpose of this annual report is to provide information regarding activities that occurred within calendar year 2019, not simply activity regarding energy credits with the vintage of 2019.
- Many of the requested figures are available from MIRECS reports; names of which are noted within this template. If your figures agree with those within MIRECS, you may submit the MIRECS report as an attachment to this annual report. If your figures differ from those within MIRECS, please explain any discrepancies. Staff from the MPSC and MIRECS Administrator, APX, Inc., are available to help reconcile.

Section 51(1).

Within this section, list and describe actions taken by the electric provider to comply with the renewable energy standards.

a. Filings to the Commission (case numbers)

U-16615

b. Summary of actions taken during reporting period

As in previous years, Hart obtained most of their required energy credits from the Landfill Gas Project (Granger and North American Natural Resources (NANR) Projects) and the rest from their hydro resource. The 2018 Annual Report was submitted on June 30th, 2019 and subsequently approved by the MPSC.

Section 51(2)(a).

Within this section, list the number of energy credits obtained and, if bundled credits, the MWh of electricity generated or otherwise acquired during the reporting period, including those credits transferred from ones wholesale electric supplier. This data may be found in the MIRECS report titled: My Credit Transfers using the transfer tabs indicated below and filtering the report by date (only activity occurring in 2019).

Credits From	Renewable Energy Credits	Incentive Credits	MWh Electricity Generated/Acquired
Generated (Intra-Account Transfer, only "Issued" in the Action column)	2018 Vintage: 1,464	2018 Vintage: 137	2018: 1,464
Purchased (Inter-Account Transfer, only "Confirm" or "Forward Transfer" in the Action column)	2018 Vintage: 2,053 2016 Vintage: 524	2018 Vintage: 187 2016 Vintage: 48	2018: 2,053 2016: 524
Total Credits	4,041	372	4,041

"Issued" within the Action column refers to an account holder accepting the generation data after which energy credits are created. "Confirm" within the Action column refers to both the transferee and transferor agreeing to the non-recurring transfer. "Forward Transfer" within the Action column indicates a recurring transfer of which subsequent transfers of credits do not need to be accepted by both parties.

Explain any differences between the data provided and MIRECS reports.

MIRECS 2019 Compliance sub-account reports shows 2019 REC requirement fulfillment, the table above from Section 51(2)(a) shows only activity that occurred in 2019, which only included the 2016 and 2018 vintage RECs with "Confirm" or "Forward Transfer" within the Action column of the Inter-Account Transfer section of the My Credit Transfers MIRECS page. Hart fulfilled the 2019 Compliance requirement through a REC transfers that occurred in June 2019 and June 2020.

Within this section, list the type of and number of energy credits sold, traded or otherwise transferred during the reporting period.

	Renewable Energy Credits	Incentive Credits
Sold, traded or otherwise transferred	-	-
Expired (not in compliance sub-account)	-	-

To get a count of energy credits that have been sold, traded or otherwise transferred data may be found in the MIRECS report titled: My credit transfers; inter-account transfer; filter by 1) year (2019) 2) transferor (the company) and 3) action ("confirm").

To get a count of energy credits that have expired during a reporting year and that are not within the compliance sub-account use the report titled My Sub-Accounts, filter by 1) active tab, 2) Michigan eligibility ("no") and 3) the end date for the reporting year (between 1/1/2019 and 12/31/2019).

Section 51(2)(c).

Within this section, list each renewable energy system (RES) owned, operated or controlled by the electric provider. List the capacity of each system, the amount of electricity generated by each system and the percentage of electricity which was generated from renewable energy (RE).

System Name ¹	System Type (RES)	Nameplate Capacity (MW)	Electricity Generated (MWh)	% of Electricity generated by RE/ACE
Hart Hydroelectric	RES	.320	1,751.982	100%
-	-	-	-	-
-	-	-	-	-

¹System name should agree with the project name listed within MIRECS. This data may be found in the Project Management module within MIRECS.

Within this section, list the renewable energy system (RES) the electric provider is purchasing energy credits from. These include purchase power agreements. However, unbundled (credit only) purchases do not need to be listed here. Projects (generators) serving multijurisdictional electric providers should be listed here.

System Name	System Type (RES)	Electricity Purchased (MWh)	Energy Credits Purchased ¹	Allocation Factor and Method
Landfill Gas Project – Granger	RES	2,201	2,201 RECs 202 iRECs	Percentage – 2.03%
Landfill Gas Project - NANR	RES	517	517 RECS 49 iRECs	Percentage – 2.03%
-	-	-	-	-

¹Distinguish between different types of credits (REC).

Allocation Factor and Method: For use if 100% of system output is not purchased. For instance, a system selling to multiple parties: list how the energy and credits are allocated – if by percentage, list the percentage as well.

Allocation Factor and Method: If used by multijurisdictional electric providers please include which percentage of energy and credits are to be distributed to Michigan (list allocation method as well, for example: system load).

Section 51(2)(d).

Within this section, list whether, during the reporting period, the electric provider entered into a contract for, began construction on, continued construction of, acquired, or placed into operation a renewable energy (RE) system.

System Name ¹	Resource (technology, RE)		Nameplate Capacity (MW)	Construction start date or acquisition date	Commercial operation date	Owned by electric provider?
Solar	Solar	-	0.64	5/1/2020	1/1/2021	No
Solar	Solar	-	0.80	12/1/2020	1/1/2022	No
Solar	Solar	-	0.93	12/1/2020	1/1/2022	No
Wind	Wind	-	1.11	8/11/2017	12/13/2019	No

¹System name should agree with the project name listed within MIRECS.

Dates may be forecast.

Section 51(2)(e).

Within this section, list the expenditures incurred during the reporting period to comply with the renewable energy standards or the forecasted expenditures for the remaining plan period. Also, electric providers with an approved or planned renewable energy surcharge (as per Section 45), list the incremental cost of compliance (ICC) incurred during the reporting period.

Total Costs to Comply with Renewable Energy Standard in 2019

Forecast of total expenditures for the remaining plan period of 2020-2029

Total Expenditures: ICC + Transfer Cost

Total Transfer Cost for 2019 (if any)

Transfer Cost: The component of renewable energy and capacity revenue recovered from PSCR clause.

Total ICC for 2019

Note: City chose to use Cost of RECs method to calculate the ICC

Forecast of the ICC for the remaining plan period (2020-2029)	Monthly residential surcharge (\$3 or less)

Capital Expenditures for 2019 (if any)

Capital Expenditure: An investment in a renewable energy capital asset.

Section 51(2)(f).

Within this section, list the method and the retail sales in MWh for the reporting period.

List the Method: either average of 2016-2018 retail sales or the 2018 weather normalized retail sales.

Average of 2016-2018 Retail Sales

The method chosen should be consistent with the method approved in the initial plan case from 2017. All sales are retail (net of wholesale).

(A) List the sales in MWh based on the method selected above. Please show the calculation of this figure (including listing the sales of each year if the three year average method is used).

2016 Retail Sales: 46,929 MWh
2017 Retail Sales: 46,632 MWh
2018 Retail Sales: 47,445 MWh
Three-Year Average Retail Sales: 47,002 MWh

(B) Compliance: List the energy credits used for compliance for the 2019 compliance year. This number should agree with the compliance requirement listed in the 2019 compliance subaccount in MIRECS. Take into account any energy waste reduction substitutions and limits on their use.

Required: 5,875
Used for 2019 Compliance: 5,875

Calculate the renewable energy percentage. Figure above divided by sales in MWh above (B divided by A).

$5,875 / 47,002 = 12.5\%$

Does the "energy credits used for compliance for the 2019 compliance year" figure above include any credits representing energy generated within 120 days after the start of the next calendar year? Yes/No.

No

If yes, how many credits from 2020 generation are included?

N/A