CITY OF HART
407 S. STATE ST.
HART, MI 49420
REGULAR MEETING OF CITY COUNCIL - COUNCIL PROCEEDINGS
December 10th, 2024
MINUTES – Approved

PRESENT: Mayor Amanda Klotz, Councilors Jim Cunningham, Dean Hodges, Andrew Mullen, Betty Root and Karen Thomson

ABSENT: Catalina Burillo

OTHERS PRESENT: City Manager – Rob Splane City Clerk – Karla Swihart, BioPure Superintendent – Paul Cutter, DPW Superintendent – Brad Whitney, JGP Superintendent – Chris TerHaar, and Sharon Hallack

APPROVAL OF AGENDA:

- B. Root motioned to approve Amended agenda and was supported by K. Thomson
  - Ayes: 6 Nays: 0 Absent: 1

PUBLIC COMMENTS:

- NONE

CORRESPONDENCE, EVENTS, PRESENTATIONS:

- NONE

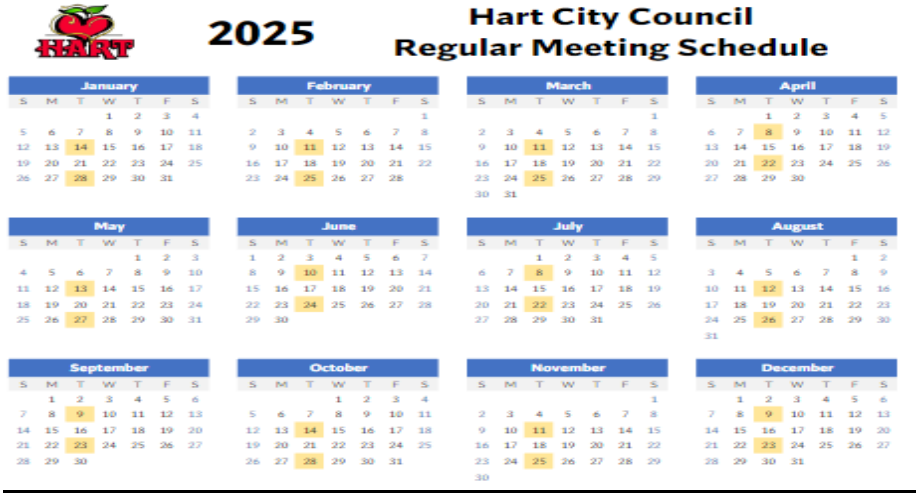
CONSENT AGENDA:

- Approval of minutes from November 26th, 2024
- Bills, Claims, Payroll
- Reports of Boards, Commissions, and Committees
- Department Reports – Police/BioPure/Public Works/Energy/C&E Dvlp
  - J. Cunningham motioned to approve Consent Agenda and supported by B. Root
    - Ayes: 6 Nays: 0 Absent: 1

ACTION ITEMS:

- Resolution 2024-38 Date and Meeting Times of City Council for 2025
  WHEREAS, the City is required to review and designate any changes to the regular schedule of City Council meetings prior to the beginning of the calendar year; and
  WHEREAS, the Council meets on the 2nd and 4th Tuesday of each month unless there is a holiday, or the Council cancels a meeting; and
  WHEREAS, in 2025 there are no conflicts with City Council meetings and designated City holidays;
  NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:

The City Council meeting dates for the City of Hart 2025 will be at 7:30pm on the Second and Fourth Tuesday of each month as follows



- A. Mullen motioned to approve Resolution 2024-38 and supported by K. Thomson
  - Ayes: 6 Nays: 0 Absent: 1

- Resolution 2024-39 Adopt John Gurney Park Rules and Policy
  WHEREAS, the City of Hart owns and operates John Gurney Park and Campground and associated recreational functions; and
  WHEREAS, as the City desires to remain attractive in respect to operations, maintenance, and growth when compared to other campgrounds; and
  WHEREAS, as the City identifies the economic benefit of operating a campground stimulating new visitors to Hart and surrounding areas; and
  WHEREAS, a set of basic rules and policies are required to operate the campground with efficiency as well as to set expectations for visitors and guests at the campground; and
  WHEREAS, the City Council desires to secure the benefits of efficient self-government and to promote and protect our common interests and welfare;
  NOW THEREFORE BE IT RESOLVED THAT THE HART CITY COUNCIL:
  Adopts the proposed John Gurney Park Rules and Regulations per council adoption and City Ordinance 1064.01
  - B. Root motioned to approve Resolution 2024-39 and supported by A. Mullen
    - Ayes: 6 Nays: 0 Absent: 1
- Resolution 2024-40 Cancel December 24th Council Meeting
  WHEREAS, the Second December Regular City Council Meeting falls on December 24th, and is a recognized City staff holiday per the adopted employee handbook; and
  WHEREAS, past precedent of Council has been to cancel this meeting due to its close proximity to the City holidays to allow Council members and City staff to enjoy the holiday period with family and friends; and
  WHEREAS, a special meeting may be called at any time by the request of the Mayor or any two Council members as directed in the City Charter to address emergencies or other urgent business; 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 CITY COUNCIL:
  Cancel the City Council regularly scheduled December 24, 2024,
  meeting is canceled unless reinstated by request of two council members or the mayor.
  Or a special meeting is required to conduct City business.
  - J. Cunningham motioned to approve Resolution 2024-40 and supported by K. Thomson
    - Ayes: 6 Nays: 0 Absent: 1

DISCUSSION ITEMS:

- Appointment of Council members to Boards and Commissions
  Mayor Klotz – All Committees/Boards/ Commissions
  Mayor Pro-Tem Cunningham – Board of Review, Planning Commission
  Councilor Burillo – Cemetery, HEART
  Councilor Hodges – BioPure, Board of Review, HEART, Lake Board, Park, Powerboard, TIFA, Zoning Board of Appeals
  Councilor Mullen – BioPure, Cemetery, HEART, Planning Commission
  Councilor Root – BioPure, Personal and Finance, Planning Commission, Zoning Board of Appeals
  Councilor Thomson – Personal and Finance, Power Board
- Library Memo of Understanding
  Memorandum of Understanding (MOU)
  Between the City of Hart and Hart Area Public Library
  Introduction

This Memorandum of Understanding (MOU) is entered into on [DATE], between the City of Hart and the Hart Area Public Library, to outline their collaborative efforts in serving our area communities.

Background

WHEREAS, HART aims to provide critical information and communication resource to its residents, HAPL will collaborate with HART to assist in the delivery of services to, charter members, non- charter members, their residents and visitors. The HAPL board and HART have enjoyed a healthy relationship with multiple points of collaboration including sharing expenses and operations with the Hart Community Center located behind City Hall as well as sharing costs related to parking lot maintenance, digital signage, and other resources.

Scope of MOU

1. Project Components:
    - Identify potential savings by collaboration on various projects
    - Identify where support or mutual aid is beneficial to both parties
    - Develop appropriate compensation for support where necessary

Roles and Responsibilities

1. HART Action Items:
    - Provide municipal services to the City of Hart residents and business owners
2. HAPL Action Items:
    - Provide library services to the City of Hart, Hart Township, and other negotiated area residents.
3. Mutual Understanding:
    - HART shall not use enterprise funds (Public Utilities; Hart Energy, Water, Bio Pure) to cover any expenses not related directly to that fund.
    - HART will continue to use of the contract-negotiated solid waste dumpster, and HAPL will seek additional waste receptacle through a waste management company and discontinue the regular use of the HART dumpster.
    - Ongoing costs involving the Community Center, Community Center Conference Room and the Digital sign will be shared 50/50 between the entities.
    - Any costs realized by HART and HAPL, including grass cutting, lawn care, snow removal, or any other shared efforts, will be split 50/50 unless discussed and agreed upon before the expense is incurred.

Duration and Timeline

The MOU will commence on the date of signing and remain in place until the MOU is terminated by one of the parties or new terms are agreed upon.

Governance and Decision-Making

Decisions related to future agreements or modifications to the MOU will be made jointly by HART City Council members and the HAPL board. Disputes will be resolved through mutual consultation and agreement.

Communication and Reporting

HART City Council and the HAPL board shall communicate through regular public meetings with each entity's leadership tasked to adjust strategies as needed.

Termination or Amendment

This MOU may be terminated by either party or amended by mutual agreement. Notice of termination or proposed amendments shall be provided in writing with a minimum notice period of 90 days.

- 2025 Council Retreat Topics and Proposed Dates

Topics per Council worksheet feedback

1. City Department Operations
2. Current and Future Project Funding
3. Hart Energy and Hart Lake Temperature Issues
4. Municipal Budget Process
5. Master Plan Process and Use
    - Capital Improvement Plan and Why
    - Michigan Planning and Enabling Act

Potential Dates for Retreat

Ideas for weeknights = 2-4 nights, 2-3 hours per night

Saturday's

- February 8 (Super Bowl Weekend)
- February 15 (President's Day Weekend)

- February 22
- March 1
- March 8
- March 15 (Saint Patrick's Day Weekend)
- March 22
- March 29 (Hart Spring Break)
- April 5 (Hart Spring Break)

CITY MANAGER'S REPORT:

Updates:

- The Hart BioPure plant 36-inch aeration header has corroded in areas close to the building. About 200-250 feet of ductile pipe need to be replaced, and the repair estimate hovers between $450,000 and $475,000. We currently waiting on our engineers to finalize a change order for State approval. The funds are available in the City's State Revolving Fund loan and are subject to 50% principal forgiveness through a grant the City was awarded in 2023. The change order will be treated as an emergency repair as the work is necessary to continue plant operations.
- The last round of snow and windstorms damaged holiday decorations at the fairgrounds. We plan to see a refund for the damaged items.
- The used plow/salt truck was approved for purchase by the City Council was sold before the City could secure it. Some other options from the same dealer are being considered, and a new search for other options is in progress.
- The City Hall computer server will be replaced next month as part of the approved Hart Energy System study and is an approved budget expense this fiscal year. The server upgrade is part of implementing a new GIS system to help our line workers to troubleshoot the system more efficiently, and document system changes as they occur. The server replacement will require downtime (1-2days), affecting the City's ability to take utility and tax payments. City staff will help to determine an appropriate time for this to occur and communicate those plans to the City Council and the Community ahead of time.

Legacy Topics:

- Safe Routes to School trail project

Upcoming Topics:

- Redevelopment Ready Community re-certification in 2025
  Adoption of 5-year Park and Rec Master Plan
  Reaffirmation of the City Master plan
  TIFA By-Laws
  Zoning Drawings – add to ordinances
  Adopt Zoning Board of Appeals By-Laws
  Review proposal to have council members serve as ZBA
- Council review of rental inspection policies, procedures, and implementation.

COMMUNICATIONS FROM THE MAYOR AND COUNCIL:

- A. Mullen – HEART board is making progress with Hart Historic District.

ADJOURN:

- There being no further business to come before the Council, Mayor Klotz adjourned the meeting at 8:19pm. The next regularly scheduled meeting will be on January 14th, 2025, at 7:30 pm.

Respectfully Submitted

Karla Swihart

Karla Swihart, City Clerk