City of Hart, Michigan
CITY COUNCIL AGENDA
July 11, 2023, 7:30 PM
407 State St. – Council Chamber
NOTICE OF PUBLIC MEETING
REGULAR COUNCIL MEETING

1. Call to Order
2. Roll Call – Adams, Burillo, Evans, Hodges, Klotz, Trygstad, Platt
3. Pledge of Allegiance
4. Approval of Agenda
5. Public Comments – **Public comment on any matter other than a scheduled public hearing. We ask that you please limit your comments to 3 minutes.**
    a. Correspondence, Events, Presentations
6. Consent Agenda:
    a. Approval of Minutes from June 27, 2023 Council meeting.
    b. Bills, Claims, Payroll
    c. Reports of Boards, Commissions, and Committees
    d. Department Reports – Police/BioPure/Public Works/Energy/♥C&E Dvlp.
7. Action Items
    a. Resolution 2023-31 Selection of Designated Assessor of Record
8. Discussion Items
    a. Special Event Permit – Hispanic Heritage Celebration 2023
    b. The Nativity Experience – Hart First Baptist Church
9. City Manager Report
10. Communications from the Mayor and Council (Including board and committee updates.)
11. Adjournment –

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CITY OF HART
407 S. STATE ST.
HART, MI 49420
SPECIAL MEETING OF CITY COUNCIL - COUNCIL PROCEEDINGS
June 27th, 2023
MINUTES – Draft

PRESENT: Councilors: Mayor Vicki Platt, Justin Adams, Jim Evans, Dean Hodges, Amanda Klotz, and Kris Trygstad
ABSENT: Catalina Burillo
OTHERS PRESENT: City Manager – Rob Splane, City Clerk – Karla Swihart, and BioPure Superintendent – Paul Cutter, DPW Superintendent – Brad Whitney, Police Chief – Juan Salazar, Cindy Fout, Sharon Hallack, Dick Huntington, and Ray Ryder

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

APPROVAL OF AGENDA:

- A. Klotz motioned to approve the agenda and was supported by J. Evans
  - Ayes: 6 Nays: 0 Absent: 1

PUBLIC COMMENTS:

- Dick Huntington, the builder of the condos in the Creeks left lots on the east side all rutted up it would be nice for them to level that out. Also, there is possible talk of a land swap for a bike campground. The HOA is not in favor of that. Last there is talk also regarding the fair ground entrance being moved to Polk Road. That is not a good idea due to the amount of traffic that is on that road just don't feel that is a safe idea.

CORRESPONDENCE, EVENTS, PRESENTATIONS:

- Presentation – Andy Campbell and Barbara Marczak to present finanical data and recommendations on infrastructure projects.

City of Hart
Estimated Sewer Porject Scenarios – 2023 CWSRF Bonds, Series A & B
Assumptions for 2023/24 Fiscal Year

Typical Homeowner's Bill (assumes 4,500 gallons/month)	$ 37.58
Rate Revenues	$ 1,325,684.00
Surcharges (BOD and TSS)	$ 962,194.00
Other Revenues	$ 64,170.00
Estimated Operations & Maintenance Expenditures	$ (2,048,551.00)
Estimated Current Debt Service Payments	$ (193,000.00)
Additional Captial Improvements	$ (50,000.00)
Net Cash Flow	$ 60,497.00

BioPure:

Base	Base + Headworks	Base + Headworks + Polishing Station

Dryden:

Combined:	Alternate # 1	Alternate # 2	Alternate #1	Alternate #2	Alternate # 1	Alternate # 2
Project Cost:	$13,131,455.97	$13,845,644.80	$16,105,055.97	$16,819,244.80	$17,193,655.97	$17,907,844.80
EDA Grant:	(2,887,000.00)	(2,887,000.00)	(2,887,000.00)	(2,887,000.00)	(2,887,00.00)	(2,887,000.00)
ARPA Grant:	(5,115,297.50)	(5,115,297.50)	(5,437,500.00)	(5,437,500.00)	(5,437,500.00)	(5,437,500.00)

Total Borrow Amount	$5,129,158.47	$5,843,347.30	$7,780,555.97	$8,494,744.80	$8,869,155.97	$9,583,344.80

Annual Debt Service Payments

$277,000.00	$258,000.00	$345,000.00	$376,000.00	$391,000.00	$422,000.00

Two-year step rate increase required (24/25 & 25/26

Inflation Increase required for 26&27 and

8.00%	9.00%	11.00%	12.00%	13.00%	14.00%
6.00%	6.00%	6.00%	6.00%	6.00%	6.00%

New Typical homeowner's monthly bill 24/25

$40.59	$40.96	$41.71	$42.09	$42.47	$42.84

New Typical homeowner's monthly bill 25/26

$43.83	$44.65	$46.30	$47.14	$47.99	$48.84

New Typical homeowner's monthly bill 26/27

$46.46	$47.33	$49.08	$49.97	$50.87	$51.77

Estimated debt service payments assuming 30-year bond issues for each project with 1.875% interest rates.

CONSENT AGENDA:

- Approval of minutes from June 20th, 2023.
- Bills, Claims, Payroll
- Reports of Boards, Commissions, and Committees
- Department Reports – Police/BioPure/Public Works/Energy/C&E Dvlp
    - A. Klotz motioned to approve Consent Agenda and supported by J. Evans
        - Ayes: 6 Nays: 0 Absent: 1

ACTION ITEMS:

- Resolution 2023-28 Fiscal Year 2023 Final Budget Amendments

WHEREAS, the City Council may amend the annual budget to reflect changes in purchasing patterns or revised objectives; and

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

NOW THEREFORE BE IT RESOLVED THAT THE HART CITY COUNCIL:

Amends the FY2023 Annual Budget as follows:

Fund	GL Number	Description	Activity	Original Adopted Amount	Amended Budget
General	101.000.000.540.000	State Grant		$300,000.00	$0.00
General	101.301.000.702.900	Overtime	$35,886.53	$18,000	$35,890.00
General	101.441.000.740.800	Repairs, Maintenance	$0.00	$35,000	$0.00
General	101.441.000.970.000	Capital Outlay	$132,321.51	$86,000.00	$132,322.00
General	101.775.000.818.000	Contractual Service	$31,703.58	$0.00	$31,704.00
Local Streets	203.970.000.970.223	Lincoln St Imp	$272,712.20		$275,713.00
Streets	Fund 202 to fund 203	Trans $892,000			
Local Streets	203.970.000.970.220		$962,823.00	$460,756.00	$962,823.00
Park Fund	208.000.000.665.000	Interest on Investment	$5,364.72	$0.00	$5,365.00
Park Fund	208.751.000.740.800	Repairs, Maintenance	$681.75	$5000,000.00	$682.00
TIFA	215.000.000.818.000	Contractual Service	$22,877.10	$0.00	$22,878.00
TIFA	215.000.000.880.000	Community Promotion	$37,532.00	$2500.00	$37,532.00
TIFA	215.000.000.970.982	Downtown Renos	$97,068.39	$55,000.00	$97,069.00
TIFA	215.000.000.999.800	Facility Rehabs	$33,733.17	$0.00	$33,734.00

ARPA to Gen	Fund 285 to fund 101	Transfer $217,323.47			
Sewer	590.527.100.801.000	Professional Service	$566,680.18	$80,000.00	$566,681.00
Sewer	590.527.100.983.200	Sludge Removal	$805,129.66	$480,000.00	$805,130.00
Sewer	590.527.400.801.001	Forcemain rep Griswold	$35,000.00	$917,769.77	$35,000.00
Water	591.547.400.801.002	Drinking WA Asse Mng	$18,000.00	$35,063.25	$18,000.00
Energy	580.537.200.740.800	Dam Repair	$200,000.00	$200,000.00	$0.00

- J. Adams motioned to approve Resolution 2023-28 and supported by A. Klotz
  - Ayes: 6 Nays: 0 Absent: 1

- Resolution 2023-29 Tentative Award of Construction Contract for Wastewater System Improvements

WHEREAS, the City of Hart wishes to construct improvements to its existing wastewater treatment and collection system; and

WHEREAS, the wastewater system improvements project formally adopted on May 25, 2021, will be funded through Michigan's Clean Water State Revolving Fund Program; and

WHEREAS, the City of Hart has sought and received construction bids for the proposed improvements and has received a low bid in the amount of $11,304,455 for the Base bid and Alternate 1 from Wadel Stabilization; and

WHEREAS, the project engineer, Prein&Newhof has recommended awarding the contract to the low bidder.

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

NOW THEREFORE BE IT RESOLVED THAT THE HART CITY COUNCIL:

The City of Hart tentatively awards the contract for construction of the proposed wastewater system improvements BioPure Treatment Facility project to Wadel Stabilization, Inc., contingent upon successful financial arrangements with the Clean Water State Revolving Fund (CWSRF) Program and United States Economic Development Administration (USDA).

- J. Evans motioned to approve Resolution 2023-29 and supported by K. Trygstad
  - Ayes: 6 Nays: 0 Absent: 1

- Resolution 2023-30 Tentative Award of Construction Contract for Dryden Street Area Improvements

WHEREAS, the City of Hart wishes to construct improvements to its existing wastewater treatment and collection system; and

WHEREAS, the wastewater system improvements project formally adopted on May 25 2021, will be funded through Michigan's Clean Water Revolving Fund Program; and

WHEREAS, the City of Hart has sought and received construction bids for the proposed improvements and has received a low bid in the amount of $3,378,588.25 for the base bid and Alternate 1 from Hallack Construction; and

WHEREAS, the project engineer, Prein&Newhof, has recommended awarding the contract to the low bidder;

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

NOW THEREFORE BE IT RESOLVED THAT THE HART CITY COUNCIL:

The City of Hart tentatively awards the contract for construction of the proposed wastewater system Improvements Street and Utility Improvements – Church, Jefferson, Wood, Hart, and Dryden Street to Hallack Construction, Inc., contingent upon successful financial arrangements with the Clean Water State Revolving Fund (CWSRF) Program.

- J. Evans motioned to approve Resolution 2023-30 and supported by K. Trygstad
  - Ayes: 6 Nays: 0 Absent: 1

DISCUSSION ITEMS:

- None

CITY MANAGER'S REPORT:

UPDATES:

- The public information open house on June 22nd was well attended with over 30 people present. There was a good representation from the City Council, Planning Commission, TIFA, Hart Economic and Redevelopment team, Power Board, residents, and business owners. We received lots of good public input on the upcoming streetscape project. A community survey is being advertised and will be open for the next several weeks to be taken online. The link is posed on www.takemetohart.org where the PowerPoint presentation from the open house can be viewed as well.
- The First Music on the Commons included beautiful weather and a small, but fun crowd. Downtown was busy.
- Website continues to improve with some new pictures, a Spanish website conversion tab and new links to the Starting Block Business Incubator site.
- Hart Sparks 2023 – July 2nd events beginning at 6pm, Music at 7pm, Fireworks at dusk.

Legacy Topics:

- The Charter review committee has requested a meeting with the City attorney to discuss how aggressively to proceed with additional recommended changes to the charter. The amendments will be processed for ballot approval at the next general election.
- Safe Routes to School trail project – pending state approval projected start date June 2024.

Upcoming Topics:

- Adoption of 2022-2026 Park and Rec Master Plan
- Veteran's Memorial Park final design approval
- Water, Wastewater, and Energy rate studies
- Council adoption of code enforcement policies, procedures, and implementation.
- BioPure biosolids hauling contract RFQ
- City IT support consultant RFQ.

COMMUNICATIONS FROM THE MAYOR AND COUNCIL:

- J. Evans, Historic District at their meeting said the City would be cutting down the Japanese knot weeds, The Muskegon County Conservation District received a State grant to treat those kind of weeds which is on their schedule to treat this Summer.
- J. Evans also that preservation group over at the Historic District will soon need some younger blood to help keep the district going in the future, there is a lot of work that needs to be done there and they need support as they do not get the volunteers that are needed, also their music schedule is July 7th, 14th, 21st and 28th.
- Mayor Platt commented on how well the Car show was attended and also very organized. Also attended the Circus and joined it as the ring master and was amazing. They had to add a 4th show due to the volume of residents attending.

ADJOURN:

- There being no further business to come before the Council, the meeting adjourned upon a motion by J. Adams and supported by J. Evans. The next regularly scheduled meeting will be on July 11th, 2023, at 7:30 pm.

Respectfully Submitted

Karla Swihart

Karla Swihart, City Clerk

Payables Date 7.11.2023	Description	Total	General +	DPW	Energy	BPTF	Water
Adams, Matt	Boot Allowance	$ 100.00		$ 100.00			
Adams, Matt	Phone Reimbursement	$ 35.00		$ 35.00			
B&L Bolt	Parts/Supplies	$ 1,052.44		$ 1,052.44			
Bell Equipment	Street Sweeper Lease Pmt	$ 5,800.00		$ 5,800.00			
C&D Fuehring Farms	BioSolids Hauling	$ 18,000.00				$ 18,000.00	
C&D Fuehring Farms	BioSolids Hauling	$ 81,799.10				$ 81,799.10	
Campbell's Plumbing	Back flow prevention inspections	$ 3,875.16	$ 80.00	$ 80.00	$ 2,211.36	$ 865.19	$ 638.61
City of Hart	Utilities	$ 62,023.88	$ 4,748.41	$ 1,167.18	$ 2,198.68	$ 50,671.99	$ 3,237.62
City Web Central	Photo Services Land/Drone	$ 929.21	$ 929.21				
Cummins Sales & Svc	PM Contracted Svc - Polk Rd.	$ 1,295.53					$ 1,295.53
Cummins Sales & Svc	PM Contracted Svc - City of Hart	$ 1,292.48					$ 1,292.48
Cutter, Paul	Boot Allowance	$ 100.00				$ 100.00	
Dacott	Power Purchase Report	$ 650.00			$ 650.00		
Dave's Party Store	Fuel	$ 504.57		$ 504.57			
Eisenlohr, Mike	Boot Allowance	$ 100.00		$ 100.00			
Eisenlohr, Mike	Phone Reimbursement	$ 35.00		$ 35.00			
EJ USA	Parts/Supplies	$ 961.35					$ 961.35
ETNA	Parts/Supplies	$ 543.00					$ 543.00
Fish Window Cleaning	City Hall Window Cleaning	$ 105.00	$ 105.00				
Freed Mgmt	#8 JGP Mgrs	$ 3,500.00	$ 3,500.00				
Frontier	Diesel Plant	$ 111.26			$ 111.26		
GRP Engineering	Misc Engineering Fees	$ 2,566.85			$ 2,566.85		
Hart Area Rec Club	Rec Program Funding	$ 4,320.00	$ 4,320.00				
Hart Cemetery	3rd Qtr 2023 J-A-S	$ 4,250.00		$ 4,250.00			
Hart Township	1622 W. Polk Rd. Prop Taxes	$ 263.80				$ 263.80	
Hutson	Parts/Supplies	$ 2,185.09		$ 2,185.09			
HydroCrop	Cross Connection Control Program	$ 707.00					$ 707.00
Ingalls, Joe	Uniform Allowance	$ 275.00	$ 275.00				
Ingalls, Joe	Phone Reimbursement	$ 35.00	$ 35.00				
Kies, Chris	Boot Allowance	$ 100.00				$ 100.00	
Kies, Chris	Phone Reimbursement	$ 35.00				$ 35.00	
Klotz Auto Parts	Auto Parts/Supplies	$ 199.46	$ 83.06	$ 116.40			
Lane, Nathan	MOC Barefoot 7/13	$ 500.00	$ 500.00				
LARA	LIEAF Program	$ 961.20			$ 961.20		
Lighthouse Car Care	Auto/Tires	$ 171.00	$ 146.00		$ 25.00		
Ludington Daily News	Publishing in Local Papers	$ 784.35	$ 784.35				
Medler Electric	City Hall Lighting Parts	$ 282.09	$ 282.09				
Mike Blackmer	Energy Depart. Siding for bldg	$ 20,256.00			$ 20,256.00		
Miller, Sean	MOC The Real Ingredients 7/20	$ 400.00	$ 400.00				
Model	Unforms/Rugs/Rags	$ 457.14		$ 66.20	$ 165.72	$ 225.22	
Moore, Andrew	Phone Reimbursement	$ 35.00	$ 35.00				
Moore, Andrew	Uniform Allowance	$ 275.00	$ 275.00				
MPPA	Purchased Power	$ 33,890.52			$ 33,890.52		
MPPA	Purchased Power	$ 21,011.96			$ 21,011.96		
MRWA	Training: Whitney/Adams	$ 300.00					$ 300.00
MRWA	Annual Dues - All Employees Water	$ 800.00					$ 800.00
Oceana County	Assessing Svcs J-J-A 2023	$ 8,675.00	$ 8,675.00				
Oceana County	BSA Shared Training	$ 65.00	$ 65.00				
Pixel Grafix	Chain of Custody Forms	$ 201.30				$ 201.30	
Power Line Supply	Parts/Supplies	$ 237.00			$ 237.00		
Power Line Supply	Parts/Supplies	$ 4,319.94			$ 4,319.94		
Power Line Supply	Parts/Supplies	$ 70.97			$ 70.97		
Power Line Supply	Parts/Supplies	$ 111.30			$ 111.30		
Power Line Supply	Parts/Supplies	$ 189.93			$ 189.93		
Power Line Supply	Parts/Supplies	$ 379.86			$ 379.86		
Power Line Supply	Parts/Supplies	$ 610.62			$ 610.62		
Power Line Supply	Parts/Supplies	$ 58.05			$ 58.05		
Power Line Supply	Parts/Supplies	$ 1,099.72			$ 1,099.72		
Pranger Property Mgmt	CH/CC/HC - Cleaning Svcs	$ 295.00	$ 295.00				
Pyrotecnico	Balance of Hart Sparks	$ 7,500.00	$ 3,750.00		$ 3,750.00		
Quill	Office/Kitchen Supplies	$ 193.01	$ 193.01				
Quill	Office/Kitchen Supplies	$ 46.99	$ 46.99				
Quill	Office/Kitchen Supplies	$ 252.34	$ 252.34				
Quill	Office Supplies	$ 336.99	$ 336.99				
Republic Services	Starting Block Garbage Svc	$ 197.29			$ 197.29		
Republic Services	Overages @ City Hall/Library	$ 218.45		$ 218.45			
Richoh	Copier Overage Fees	$ 85.09	$ 85.09				
Riggs, Jason	Boot Allowance	$ 100.00		$ 100.00			
Riggs, Jason	Phone Reimbursement	$ 35.00		$ 35.00			
Ryder, Ray	Phone Reimbursement	$ 35.00	$ 35.00				
Ryder, Ray	Uniform Allowance	$ 275.00	$ 275.00				
Salazar, Juan	Uniform Allowance	$ 275.00	$ 275.00				
Salazar, Juan	Phone Reimbursement	$ 35.00	$ 35.00				
Schiller, Mike	Boot Allowance	$ 150.00			$ 150.00		
Schiller, Mike	Phone Reimbursement	$ 35.00			$ 35.00		
Schmieding, Kevin	Phone Reimbursement	$ 35.00			$ 35.00		
Schmieding, Kevin	Boot Allowance	$ 150.00			$ 150.00		
Schoedel, Elizabeth	Uniform Allowance	$ 275.00	$ 275.00				
Schoedel, Elizabeth	Phone Reimbursement	$ 35.00	$ 35.00				
Skipski, Kevin	Uniform Allowance	$ 275.00	$ 275.00				
Skipski, Kevin	Phone Reimbursement	$ 35.00	$ 35.00				
Splane, Rob	Car Allowance/Phone Reimbursement	$ 335.00	$ 335.00				

--OVER--

Payables Date 7.11.2023	Description	Total	General +	DPW	Energy	BPTF	Water
Spring Brook Supply	Parts/Supplies	$ 39.06				$ 39.06	
Steve's Auto	2018 Ford - Police	$ 902.69				$ 902.69	
Steve's Auto	2022 Ford - Police	$ 564.22	$ 564.22				
Steve's Auto	2016 Ford - Police	$ 181.85	$ 181.85				
Stoneman, Thomas	Phone Reimbursement	$ 35.00				$ 35.00	
Stoneman, Thomas	Boot Allowance	$ 100.00				$ 100.00	
Swihart's Septic	Pump Out	$ 240.00		$ 240.00			
SyncWave	Internet Hosting	$ 468.14	$ 107.66	$ 84.27	$ 84.27	$ 191.94	
Trace Analytical	Water Testing Services	$ 531.60				$ 531.60	
Truog, Patrick	Phone Reimbursement	$ 35.00			$ 35.00		
Truog, Patrick	Boot Allowance	$ 150.00			$ 150.00		
USA Bluebook	Injection Check Valve	$ 131.56				$ 131.56	
Van Agtmael, Scott	Boot Allowance	$ 150.00			$ 150.00		
Van Agtmael, Scott	Phone Reimbursement	$ 35.00			$ 35.00		
Van Zoeren, Andy	Boot Allowance	$ 100.00			$ 100.00		
Van Zoeren, Andy	Phone Reimbursement	$ 35.00			$ 35.00		
Whitney, Brad	Boot Allowance	$ 100.00		$ 100.00			
Whitney, Devin	Phone Reimbursement	$ 35.00			$ 35.00		
Whitney, Devin	Boot Allowance	$ 150.00			$ 150.00		
		$ -					
		$ -					
		$ -					
		$ -					
		$ -					
	Sub-total	**$ 309,082.41**	**$ 32,626.27**	**$ 16,269.60**	**$ 96,217.50**	**$ 154,193.45**	**$ 9,775.59**
HAND CHECKS/ACH/EFT							
Alerus	City Share 401 Retirement - PR 179	$ 4,654.62					
US Postmaster	Postage/Tax Bills	$ -	$ 441.69				
AFLAC	Insurance Premium	$ -					
Guardian	Insurance Premium	$ -					
Delta Dental	Insurance Premium	$ -					
United Group	Insurance Premium	$ -					
Blue Cross Blue Shield	Insurance Premium	$ -					
	TOTAL HAND CHECKS	**$ 4,654.62**	**$ 441.69**	**$ -**	**$ -**	**$ -**	**$ -**
	Sub-Total Regular Bills/Hand Checks	***$ 313,737.03***	***$ 33,067.96***	***$ 16,269.60***	***$ 96,217.50***	***$ 154,193.45***	***$ 9,775.59***
Gross Payroll	PR 179	$ 79,926.87					
	Sub-Total	**$ 79,926.87**					
	GRAND TOTAL	***$ 393,663.90***	**$ 33,067.96**	**$ 16,269.60**	**$ 96,217.50**	**$ 154,193.45**	**$ 9,775.59**

--OVER--

Payroll ID: 179

Pay Period End Date: 07/02/2023 Check Post Date: 07/06/2023 Bank ID: GEN

Grand Totals for Payroll:

Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.
15X	0.00	66.50	3,385.70	17,928.33
2X	0.00	15.50	1,041.90	6,608.51
BACK PAY	0.29	0.00	12.82	12.82
COMP	38.39	0.00	1,327.93	9,454.22
ETO	228.75	0.00	7,317.56	57,686.60
HOURLY	922.00	0.00	33,352.83	399,900.24
SALARY	978.36	0.00	33,256.93	333,117.78
STANDBY	8.00	0.00	231.20	1,849.60

Ded/Exp Id	Cur. Amnt.	YTD Amnt.
AF-ACC	122.53	857.71
AF-CANCER	49.68	347.76
AF-DENTAL	14.46	101.22
AF-LIFE	32.96	230.72
AF-PSI	46.01	322.07
AF-STD	194.95	1,364.65
ALERUS 401	2,327.31	32,120.91
ALERUS 401 AD	8.00	112.00
ALERUS 457	1,050.00	12,150.00
ALERUS 457P	2,098.47	31,196.06
ALERUS R 457%	1,413.60	18,812.50
CHILD SUPPORT	556.09	2,224.36
DENTAL_EE	113.18	1,442.09
DENTAL_ER	452.70	5,768.01
FITW	8,258.24	124,046.35
GAP_EE	354.98	4,484.51
GAP_ER	1,303.42	16,423.45
GUARDIAN_ER	209.24	2,693.57
INS REIM	70.66	918.58
LIFE	18.25	127.75
LOAN	159.86	2,238.04
LU465	323.84	2,135.92
MED_EE	1,431.47	17,663.75
MED_ER	5,725.80	70,653.87
MEDICARE_EE	1,126.70	16,187.63
MEDICARE_ER	1,126.70	16,187.63
PHONE	35.00	245.00
SITW	3,062.77	43,551.73
SOCSEC_EE	4,817.64	69,216.15
SOCSEC_ER	4,817.64	69,216.15
UNI45	251.25	1,758.75
UNIFM	14.85	207.90
VISION-LIFE-GN	19.68	249.18

Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.	Expense This Period
79,926.87	0.00	27,972.43	51,954.44	1,142,776.65	51,274.66	13,635.50

* = Check Adjustment

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 11th, 2023

RECENT EVENTS

From Thursday, June 22nd, 2023, through Wednesday, July 5th, 2023, the Hart Police Department received 92 Complaints ranging from Disorderly Conducts, Suspicious Situations, Warrant Arrests, Larcenies, Alarms, Family Troubles, Animal Complaints, Vehicle Violations, Property Damage Crashes, Peacekeeping's, Well-Being Checks, Medical Assists, Assist to Other Agencies and Fraud Complaints.

On Thursday, June 22nd, 2023, the Hart Police Department was dispatched to the 400 block of Griswold Street referencing two (2) separate complaints of an individual, later identified as a 26-year-old homeless man, attempting to enter apartments in the area. A 72-year-old Hart woman reported loud banging noise coming from a slider door in her home. The woman investigated the banging noise and noted a man attempting to gain entry into her home. The woman began yelling, at which time the man left the area. Officers were able to him in the area. The man was arrested and lodged at the Oceana County Jail for Disorderly Conduct.

On Friday, June 23rd, 2032, the Hart Police Department initiated a traffic stop on East Main Street near Griswold Street regarding a vehicle violation. A 32-year-old Pentwater woman was arrested and turned over to the Mason County Sheriff's Office referencing an outstanding warrant for her arrest.

On Friday, June 23rd, 2023, the Hart Police Department was dispatched to the 400 block of Church Street, referencing anonymous information about a 40-year-old Lansing man in the area with several warrants for his arrest. Officers were able to locate the man at a residence in the area. The man was advised he was being placed under arrest, and when attempting to handcuff the man, he continued to pull away from the officers and be aggressive with the responding officers. The man was eventually taken into custody and lodged in the Oceana County Jail. On Thursday, June 28th, 2023, a warrant was issued for the man for Resisting & Opposing a Police Officer regarding this complaint.

On Monday, June 26th, 2023, the Hart Police Department was dispatched to Polk Road near 72nd Avenue regarding a Personal Injury Crash. A 63-year-old New Era woman traveling Westbound on Polk Road was rear-ended by an 18-year-old Hart man. The man's passenger, a 44-year-old Hart woman, complained of knee pain due to this collision. The woman was evaluated by LIFE EMS at the scene and later transported to Trinity Health Lakeshore Hospital in Shelby for further evaluation. The man was placed at fault for this collision. The Oceana County Sheriff's Office, LIFE EMS and the Hart Fire Department assisted the department.

On Monday, June 26th, 2023, the Hart Police Department initiated a traffic stop on a vehicle on Chautauqua Street near State Street about a vehicle violation. A 34-year-old Hart man was cited for Operating a Motor Vehicle without a License.

On Sunday, July 2nd, 2023, officers of the Hart Police Department participated/assisted with foot patrol for the annual Hart Sparks events in the downtown Business District. Officers received no major complaints during the festivities. The Hart Police Department was assisted by the Oceana County Sheriff's Office Reserve Unit, the Oceana County Sheriff's Marine Division, the Hart Fire Department and the Hart Department of Public Works.

On Monday, July 3rd, 2023, the Hart Police Department was investigating a separate complaint in the 400 block of State Street when a male individual, later identified as a 27-year-old Walkerville man, was noted having difficulty standing in the area. Officers made contact with the man, who later admitted to being under the influence of alcohol. The man was run via LEIN (Law Enforcement Information Network) had showed to be on bond via the Oceana County 79th District Court. The man was arrested and lodged at the Oceana County Jail on a bond violation.

Respectfully,

J. Salazar,
Chief of Police

RESOLUTION 2023-31
CITY COUNCIL
City of Hart, Michigan
Oceana County

SELECTION AND DESIGNATION OF ASSESSOR OF RECORD

WHEREAS, the City and County are required to Designate an Assessor of Record according to state statute; and

WHEREAS, the Council previously approved an interlocal agreement with the County for the Asssessor of Record as did the majority of local governments in Oceana County; and

WHEREAS, a formal determination by the Council for the preferred selection process includes two options 1) Accept proposed renewal agreement and select Mr. Ed Vandervries or 2) Release a request for proposal to qualified individuals seeking proposals for someone to serve as the assessor of record; and

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

NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:

Selects the City's preferred method for Designating Assessor of Record as option _____.

Moved by _____, supported by _____ and thereafter adopted by the Hart City Council at a regular council meeting held on July 11, 2023.

Ayes: __ Nays: __ Absent: __

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

THIS AGREEMENT, entered into as of the **1st** day of **September 2023** 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, 2023, and terminate August 30, 2026, 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 - 9/2024 – 8/2025 of this agreement, the annual fee shall be $36,400. For year 2 - 9/2025 – 8/2026 of this agreement, the annual fee shall be $37,400. For year 3 - 9/2025 – 8/2026 of this agreement, the annual fee shall be $38,400.

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: _____
Vicki Platt
Its: Mayor

By: _____
Karla Swihart
Its: Clerk

Approved as to Form:

_____
_____, City Attorney

County of Oceana:

By: _____
Robert Walker
Its: Chairman Board of Commissioners

By: _____
Amy L. Anderson
Its: Clerk

CITY OF HART

407 S. State St., Hart, MI 49420

Ph: 231-873-2488 Fax: 231-873-0100

SPECIAL EVENTS PERMIT

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

DATE OF APPLICATION: June 29, 2023

NAME OF EVENT: Hispanic Heritage Celebration 2023

DATE OF EVENT: September 16, 2023 TIME: 2:00pm TO 11:30pm

RAIN DATE OF EVENT: MUST PROVIDE Saturday - September 23, 2023

LOCATION AND/OR ROUTE OF EVENT:

Hart Commons and corner parking area on the north side of La Probadita. The event will also use State Street crosswalk and street corner by Hart Commons/La Probadita. Barricading the street north and south but still allowing traffic flow.

DESCRIPTION OF EVENT:

Celebration of Hispanic Heritage Month - will include entertainment and possibly fireworks at closing.

SPECIAL NEEDS:

Street barriers to close the corner of Main and State; corner parking lot next to La Probadita cleared by 2pm; and electricity access.

NAME OF ORGANIZATION OR SPONSOR: Oceana Hispanic Center

ADDRESS:

11 Washington Street, Hart, MI 49420

CONTACT PERSON: Irma Hinojosa - Oceana Hispanic Center Chairperson

PHONE: 231-742-2264 FAX: 231-845-0805

EMAIL: ihinojosa@westshore.edu

X Irma Hinojosa

SIGNATURE OF EVENT COORDINATOR/SPONSOR DATE 6/29/2023

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

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

SECTIONS BELOW TO BE COMPLETED BY THE CITY

PROOF OF LIABILITY INSURANCE FOR STREET SOLICITATION: YES OR NO

LOGISTICS MEETING NEEDED: YES OR NO

DEPT. ATTENDING: DPW POLICE EMS HYDRO

PERMIT NUMBER: APPROVED BY CITY COUNCIL/CITY MANAGER

DATE OF APPROVAL/DENIAL: YES OR NO

CONDITIONS:

CITY REPRESENTATIVE'S SIGNATURE:

CITY OF HART

407 S. State St., Hart, MI 49420

Ph: 231-873-2488 Fax: 231-873-0100

SPECIAL EVENTS PERMIT

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

DATE OF APPLICATION: Monday, June 26, 2023

NAME OF EVENT: The Nativity Experience

DATE OF EVENT: December 15 & 16 F-S TIME: 6:00pm TO 10:00pm

RAIN DATE OF EVENT: MUST PROVIDE Will run just one night or brave the elements.

LOCATION AND/OR ROUTE OF EVENT:

Hart Commons & surrounding sidewalks.

DESCRIPTION OF EVENT:

Live nativity display featuring characters in costume, live animals, carolers, etc.

SPECIAL NEEDS: Will need to be able to temporarily erect a "stable" set piece and have access to power. Stable will be constructed offisite and assembled prior to event.

NAME OF ORGANIZATION OR SPONSOR: Hart First Baptist Church

ADDRESS:

3258 N 72nd Ave, Hart

CONTACT PERSON: Pastor David Moul

PHONE: 231-873-2514 FAX:

EMAIL: davem@gofbchart.org

X David Moul

SIGNATURE OF EVENT COORDINATOR/SPONSOR DATE 6/26/23

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

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

SECTIONS BELOW TO BE COMPLETED BY THE CITY

PROOF OF LIABILITY INSURANCE FOR STREET SOLICITATION: YES OR NO

LOGISTICS MEETING NEEDED: YES OR NO

DEPT. ATTENDING: DPW POLICE EMS HYDRO

PERMIT NUMBER: APPROVED BY CITY COUNCIL/CITY MANAGER

DATE OF APPROVAL/DENIAL: YES OR NO

CONDITIONS:

CITY REPRESENTATIVE'S SIGNATURE: