City of Hart, Michigan
CITY COUNCIL AGENDA
November 23, 2021, 7:30 PM
407 State St. – Council Chamber
NOTICE OF PUBLIC MEETING
REGULAR COUNCIL MEETING

1. Call to Order
2. Roll Call – Burillo, Evans, Hodges, Klotz, Rybarz Jr., Trygstad, Platt
3. Pledge of Allegiance
4. Approval of Agenda
5. Public Comments – **Public comment on any matter that is not included on the agenda for a public hearing by the Council. We ask that you please limit your comments to 3 minutes**
    a. Correspondence, Events, Presentations
        i. Presentation, Barbara Marczak, Prein and Newhof – State Revolving Fund, Grant, and Capital Improvement Projects
6. Consent Agenda:
    a. Approval of Minutes from November 9th, 2021 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 2021 – 81 Accept professional services proposal from Prein and Newhof for Clean Water State Revolving Fund Implementation
    b) Resolution 2021 – 84 Authorize 2022 MPPA Clean Energy Program
    c) Resolution 2021 – 85 Accept partnership proposal from Text My Gov and authorize implementation of public communication program.
8. Discussion Items
    a. City Manager 6-month evaluation
9. City Manager Report
10. Communications from the Mayor and Council
11. Adjournment –

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CITY OF HART
407 S. STATE ST.
HART, MI 49420
COUNCIL PROCEEDINGS
November 9th 2021
MINUTES – Draft

PRESENT: Mayor Vicki Platt, Councilors: Jim Evans, Amanda Klotz, and Fred Rybarz
ABSENT: Catalina Burillo, Dean Hodges, and Kris Trygstad
OTHERS PRESENT: City Manager – Rob Splane, City Clerk – Karla Swihart, BioPure Superintendent – Paul Cutter, Police Chief – Juan Salazar, Sharon Hallack, Gale Goldberg, Mary Lou Phillips, Kay Butcher, Dennis Powers and Terry Dykema

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

APPROVAL OF AGENDA: F. Rybarz motioned to approve the agenda and was supported by J. Evans
- Ayes: 4 Nays: 0 Absent: 3

PUBLIC COMMENTS: None

CORRESPONDENCE, EVENTS, PRESENTATIONS:

i. Presentation – Chief Salazar, Hart Police Department.

- Police Chief Salazar would like to recognize Officer Mantyck, On Friday August 20th, 2021, Officer Mantyck was dispatched to the 300 block of east main street to an armed suicidal subject. Officers arrived on scene with attempt to contact the man, as the officer moved from the front door the subject opened the door and tossed alive rifle round onto the ground at officers. After some time, the subject did exit the home and was taken into custody. Officer Mantyck showed extraordinary heroism on this day and should be commended for an outstanding act of her performance. Officer Mantyck investigated this issue thoroughly without hesitation. At this time, I would like to present Officer Mantyck with American Police Hall of Fame General Accommodation Award for her outstanding action during this performance of her duties that day which was submitted by Sargent Skipski on behalf of the Hart Police Department.

ii. Public Hearing – Proposed TIFA Plan.

- J. Evans motioned to open Public Hearing on proposed TIFA plan and supported by F. Rybarz.
  - Ayes: 4 Nays: 0 Absent: 3

- City of Hart TIFA board has been working on revision of 1983 TIFA plan. In 1983 the original plan was established with a base value of 4.7 million dollars. That's inclusive with all the properties within the TIFA district that time the City chose to capture basically year over year increases of the increase value in the taxing jurisdiction. "Example in 1983 the value was 4.7 mil and in 1984 the value was 4.8 mil TIFA would capture revenue based on that $100,000 of increase value, then from 1984 to 1985 if that value went from 4.8 mil to 4.9 mil TIFA would chose again to only capture that $100,000 of increased value just over that calendar year". It is a bit unusual to capture tax that way, but that is what they chose to due in 1983. TIFA did that going forward until 1997 when TIFA chose to extend the plan. In 1997 there was discussion as to the new base value of the taxing jurisdiction. In working with our legal advisors, they said it is very unusual to change the base value, typically the TIFA base values starts at one point, and it never changes. In order to change the base value, you need to adopt a new plan. In reviewing what TIFA did in 1997 there is no verbiage and no direction to say that they are establishing a new plan, all indications in the language of that 1997 action indicated that they intended to amend the plan and extend it for another 15 years, the same thing was done in 2012 extending that plan thru 2027. What TIFA is proposing at this time is that we continue to use that base value established in the 1983 plan which is in accordance with the state statue. TIFA is also looking to capture from base to current meaning if the base current valuation of the properties in the TIFA district was 10.7 mil they would look to capture the difference between the 4.7 mil and 10.7 mil bringing more revenue into TIFA. TIFA is doing this in pursuit of expanding the scope of the projects. In the revision also TIFA board made sure to better define

exactly what the TIFA district is, including every taxing unit within the district how properties are classified. TIFA is trying to establish a clear path on what has transpired from 1983 to 1997 to present. TIFA is also planning for major projects (capital improvements) including fresher design plans for the downtown area business district, enhancement of roadways, municipal water system and infrastructure improvements, as well as sewer systems etc. These projects are also part of the City's master plan so not intended to be taken action on, but in order to take action on any project it must be proposed in the TIFA plan, again a lot of these align with the original 1983 plan though a lot of them have not been looked at since the 80's. Also included in this plan are the jurisdictions which TIFA can chose to capture from. Historically TIFA captured from everyone minus 911 and Veterans. There is a provision in the statue as well as in this plan that the City could chose to enter into individual tax sharing agreements with any of the entities so if there was an entity that came to the City with a finance issue, they could approach the TIFA board and ask for some sort of exemption or tax sharing agreement to reduce the amount of tax captured. That is allowed and included in the state statue.
The intent with this newer plan is that its written clearly with a background detail so that when 2027 rolls around when this plan expires anyone can sit down and understand exactly how TIFA works.

- Dennis Powers was on the original TIFA board when the 1983 plan was written and he explained what the intent of the TIFA board at that time was. Mr. Powers referenced page 30 of the original plan where it outlines only the "growth" in the tax base (the captured assessed value) in the Development District is used to finance the development plan, the taxing units continue to receive their full tax levy on the district tax base in existence at the adoption of the Development plan. In addition, any taxes generated by the captured assessed value beyond the amount required by the development plan are returned each year to the taxing unit. The Hart TIFA will capture revenues resulting only from real private investments such as remodeling's, additions, and new construction.
- Mary Lou Phillips - Oceana County Treasurer helped assist and dug into TIFA last year when she noticed excessive dollars being withheld by TIFA due to the taxing system not setup correctly. "I believe what happened in the past, the 1983 plan talked about just taking the gains and losses. Each year the assessor would get with the treasurer and give what the gains and losses were in the assessing program and that's what taxes would be captured on. Moving forward looking at 2017 for example TIFA captured based on 1.4 mil at that time capturing was City General Fund, Street Improvement and County Operating for summer, County Ambulance, Council on Aging, and Medical Care Facility Operating for winter. Total captured from the summer taxes was $29,400 and winter was $6,100.00, so roughly $36,000 total, 2018 based on the gains/losses TIFA captured $35,000 and 2019 TIFA captured $40,000 based on that same formula. Moving forward to 2022 based on the new plan TIFA would capture from the County almost $54,000, Ambulance almost $8500, 911 (not captured in prior years) would be $561.00, Council on aging $9,000, MCFO $19,000 and Veterans (not captured in prior years) $940.00 totaling $92,001.00 doubling prior years".
- There is supposed to be an annual report that TIFA sends out to all taxing jurisdictions on what was captured, what was spent and what was supposed to be refunded.
- Discussion upon the TIFA board regarding capturing from jurisdictions not being captured in the past went on to talk about how do you differentiate who you should or shouldn't capture from and how much to capture so the TIFA board thought it was better to capture from everyone according to the state statue and then look at case to case bases as they come forward.

TIFA 's plan on this revision is to set the base value back to where it was in 1983, because the base value should never have changed, with that being said TIFA can chose to capture whatever they'd like to and that's what the big question is tonight should TIFA capture what the state statue allows or should they under capture like they have been doing? The City attorney who specializes in municipal finance commented that he has not run into a TIFA that functions like ours to date. Not that we are doing it wrong or illegal it's just not traditional. TIFA has the ability to be extended, but the initial intent of a TIFA is to address certain issues, capture its tax revenue, make the changes, and it dissolves. So, this TIFA is also somewhat odd because it's been inexistence for 40 years. It's not the only one out there so again that is part of the idea for the revision.

With no further discussion F. Rybarz motioned to close the public hearing and supported by J. Evans

- Ayes: 4 Nays: 0 Absent: 3

CONSENT AGENDA:

- Approval of minutes from October 28th, 2021
- 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 supported by J. Evans
        - Ayes: 4 Nays: 0 Absent: 3

ACTION ITEMS:

- Resolution 2021-78 Adopt Amended and Restated Development Plan and Tax Increment Finance Plan

Whereas in 1983, The City Council of the City of Hart established the City of Hart Tax Increment Finance Authority ("TIFA") and the TIFA Board prepared, and the City Council subsequently approved a Development Plan and Financing Plan. (The "Original Plan") for the TIFA'S development district. (the "TIFA District") and the TIFA Board previously recommended, and the City Council previously approved, amendments to the Original Plan including amendments approved in 197,2012 and 2019 and Sections 303 and 317 of Act 57 of the Public Acts of Michigan of 2018, as amended ("Act 57"), provides that the City Council may amend the Original Plan and the TIFA Board has prepared and proposed additional amendments to the Original Plan (the "Amended Plan") and the City Council previously scheduled a public hearing on the Amended Plan as required by Act 57, and the City Clerk published a notice of public hearing in a newspaper of general circulation within the City twice prior to the public hearing, with the first publication of the notice published not less than 20 days and not more then 40 days prior to the time set for the public hearing , and a proof of publication of such notice was filed with the City Clerk, and the City Clerk not less than 20 days prior to the public hearing, provided written notice by first class mail of the public hearing, to property taxpayers within the TIFA District and, not less than 20 days before the public hearing by certified mail, to the governing body of each taxing jurisdiction that levies taxes subject to the capture if the Amended Plan is approved, and the City Council conducted a public hearing regarding the Amended Plan Ata meeting of the City Council held on November 9th 2021 at the Hart City Hall, 407 S State Street, Hart Mi 49420, at which any owner of real property within the TIFA District, any other resident or taxpayer of the City, and any affected taxing jurisdictions could appear and be heard regarding the Amended Plan and the economic implications of such plan, and at the public hearing, the City Council provided the fullest opportunity for expression of opinion, for argument on the merits, and for introduction of documentary evidence pertinent to the Amended Plan and following the public hearing and the consideration of input, the City Council finds that it is necessary and in the best interest of the public health, safety and welfare of the City and the TIFA District to approve revisions to the Amended Plan, and in such revised form, to adopt the revised "Amended and Restated Development Plan and Tax Financing Plan" for the TIFA (the "Amended and Restated Plan"), and 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

A. The City Council hereby determines that the Amended and Restated Plan is in compliance with requirements of Part 3 of Act 57 including, but not limited to, Section 313 and 318.
B. The City Council hereby determines that the Amended Plan constitutes a public purpose.
C. The City Council further finds and determines that: (1) the Amended and Restated Plan meets the requirements set forth in sections 316(2) and 313(1) of Act 57; (2) the proposed method of financing the development is feasible and the TIFA has the ability to arrange the financing; (3) the development is reasonable and necessary to carry out the purposes of Part 3 of Act 57; (4) the amount captured assessed value estimated to result from adopting of the Amended and Restated Plan is reasonable; (5) the land to be acquired within the development area, if any, is reasonably necessary to carry out the purposes of the Amended and Restated Plan and the purposes of Part 3 of Act 57; (6) the development plan set forth is the Amended and Restated Plan is in reasonable accord with the City's approved Master Plan; (7) public services, such as fire and police protection and utilities, are or will be adequate to service

the development area; and (8) any proposed changes in zoning, streets, street levels, intersections, and utilities set forth in the Amended and Restated Plan are reasonable necessary.

D. The City Council hereby adopts and approves the Amended and Restated Plan for the TIFA.
E. The City Clerk shall make and preserve a record of the Public Hearing, including all data presented at the Public Hearing. A copy of the Amended and Restated Plan is available for public inspection at the office of the City Clerk.
F. All actions heretofore taken by City officials, employees, and agents with respect to the proposed Amended and Restated Plan and proceedings under Act 57 are hereby ratified and confirmed.
G. Any and all resolutions that are in conflict with this Resolution are hereby repealed to the extent necessary to give this Resolution full force and effect.

Discussion amongst Council regarding TIFA Plan is to "The TIFA board put a lot of time and effort into this new plan" with that being said as long as we have the flexibility on what % to capture on a case-by-case bases.

- F. Rybarz motioned to approve Resolution 2021-78 with the understanding Council will revisit the plan before it goes into effect for 2022 tax season and supported by J. Evans.
  - Ayes: 4 Nays: 0 Absent: 3

- Resolution 2021-79 Accept Proposal from MERIT network and authorize City manager to sign 5-year internet service provider agreement.
  Whereas, in 2011the Merit Network, Inc. (Ann Arbor Mi) constructed a 1000 Mbps fiber optic cable in West Michigan and routed the facility though the City of Hart, and Oceana County, and THE City of Hart established a fiber communications consortium with Hart City designated Lead Agency, and the existing services agreement with Merit expired on June 30, 2021 and should be renewed for 5-years to attain the maximum service discount and 100 Mbps bandwidth to accommodate actual usage; and in order to secure the benefits of efficient self-government and to promote and protect out common interests and welfare, the City Council hereby declares:
  Now therefore be it resolved that the Hart City Council, approves a 5-year 100 Mbps connection to Merit Network, Inc. Authorizes and directs the City Manager to sign the SERVICE AGREEMENT SCHEDULE on behalf of the City of Hart for 5-years and 100 Mbps bandwidth.
  - F. Rybarz motioned to approve Resolution 2021-79 and supported by J. Evans.
    - Ayes: 4 Nays: 0 Absent: 3
- Resolution 2021-80 Accept proposal from Fleis and Vandenbrink as engineer for the Safe Routes to School Grant Project and authorize City manager to sign related documents.
  Whereas the Safe Routes to School program is federally funded, administered in Michigan by the Michigan Department of Transportation (MDOT); and the City of Hart is partnership with Hart Public Schools, the Pentwater-Hart Trail Committee and the Oceana County Road Commission, was proposed a grant through MDOT from the Safe Routes to School program to construct a multifunctional pedestrian/bicycling pathway, with improved street crossings, and signage to enable and encourage children to safely walk and bike to school; and the City requires an engineering firm to properly plan, deploy, and oversee the grant project and construction; and Fleis and Vanderbrink began preliminary engineering throughout the grant application process and are positioned to be the most efficient source of support on this project moving forward; and with the exception of the City of Hart's previous commitment of $25,000 to the project all current and future engineering and construction costs will be paid by the Pentwater-Hart Trail Committee using Oceana County as a fiduciary partner expending other state and local funding sources; and 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 accepts and approves the proposal form Fleis and Vanderbrink to provide design and construction engineering services for the Safe Routes to School grant project. Authorizes and directs the City Manager to sign and execute the proposal for an estimated fee of $20,000 including expenses, n behalf of the City of Hart.
  - J. Evans motioned to approve Resolution 2021-80 and supported by F. Rybarz
    - Ayes: 4 Nays: 0 Absent: 3
- Resolution 2021-81 Accept professional services proposal from Prein and Newhof for Clean Water State Revolving Fund Implementation.
  Whereas the City of Hart maintains drinking water and wastewater infrastructure and supplies those services to area residents and visitors; and it is necessary for the City to obtain a qualified engineering entity to properly

oversee the design and construction of this critical infrastructure; and a $1,897,131 Sewer and Water Grant in 2019 that helped to identify several critical projects that required urgent attention to avoid future emergency repairs; and Prein and Newhof, has presented a plan to leverage State and Federal grant money with a combination of City cash reserves and Clean Water State Revolving Funding; and in order to secure the benefits of efficient self-government and to promote and protect our common interest and welfare, the City Council hereby declares;

Now therefore be it resolved that the Hart City Council accepts the proposal from Prein and Newhof to provide professional engineering services to assist the City with Clean Water State Revolving Fund projects beginning in FY 2022 with construction beginning in FY 2023.

Specific projects included in this proposal include Griswold Gravity Sewer Replacement, Griswold Lift Station Odor Control Improvements, Riverside Lift Station Replacement, BioPure Aeration and Biosolids Improvements, BioPure Polishing Pond Lift Station Rehabilitation, BioPure Headworks and Grit Removal, BioPure Rapid Infiltration Basin Improvements, and BioPure Lagoon 2,3 and 5 Berm Repairs at a not to exceed cost of $444,200. And Authorizes the City Manager to sign and execute the proposed professional engineering services agreement.

- F. Rybarz motioned to approve Resolution 2021-81 and supported by J. Evans.
  - Ayes: 4 Nays: 0 Absent: 3

- Resolution 2021-82 Authorize purchase of rotating assembly for BioPure RAS pump.

  Whereas, the BioPure Department provides wastewater treatment services for area residents and businesses and ongoing continuous improvement efforts and maintenance are necessary to ensure continuous operation of the facility; and replacement parts that require advanced ordering should be obtained in a planned manner rather than emergency purchases; and to secure the best possible price for a replacement rotating assembly for BipPure pumps, a quote was sought directly from the pump manufacturer; and 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 accepts the manufacturer pricing of $5,135 a T6A3S-B Rotating Assembly from Dubois-Cooper and directs the BioPure Superintendent to proceed with the purchase.

  - J. Evans motioned to approve Resolution 2021-82 and supported by A. Klotz
    - Ayes: 4 Nays: 0 Absent: 3

- Resolution 2021-83 Accept proposals for realty services and award contractual work.

  Whereas, in 2017, the City of Hart took possession and ownership of the Creeks Condominiums after many years of negotiating with the involved parties; and the City would like to move forward with development activities; and the City will utilize a real estate firm to assist the City with marketing and sales of available building sites; and the City advertised a request for proposal on line and directly invited members of the Mason Oceana Manistee Board of Realtors to submit proposals and the City Council desires to secure the benefits of efficient self-government and to promote and protect out common interests and welfare;

  Now therefore be it resolved that the Hart City Council, accepts the proposal from Coldwell Banker Schmidt Family of Companies to provide real estate services to the City. Authorizes and directs the City Manager and City Attorney to enter into a listing agreement, set appropriate pricing, and execute related contractual documents.

  - A. Klotz motioned to approve Resolution 2021-83 and supported by J. Evans
    - Ayes: 4 Nays: 0 Absent: 3

DISCUSSION ITEMS:

- Volunteer outreach effort – Diversity and Inclusion
- City employee community promotion

CITY MANAGER'S REPORT:

- City Manager R. Splane gave a copy of the Manager's report to all Council members to review.
- Holiday Parade is on Friday, November 26th at 6:30pm. We have secured the 1935 Chevrolet Fire Truck from the Hart Historic District. It should be a great addition to the parade. All council members, board and committee members, and City staff are encouraged to attend and show our City spirit!

- City Manager's 6-month evaluation is coming up and due on or about December 28th. A proposed evaluation form is in front of council tonight for review. Following any changes council would like, the evaluation can be distributed at the next meeting for the December review.
- Gray and Company has communicated that they are interested in leasing City property to the south of their current operations to be used for outdoor storage. This property is located on a Consumers Power easement with power lines running overhead. A letter from Dirk Williams, Director of Cherry Operations, is provided. Direction from council would be appreciated in the future on how the City would like to proceed.
- Paul Erickson is interested in selling property he owns in the Creeks subdivision in exchange for some sort of access to his orphaned property to the south of the Creeks Subdivision. Supplemental information is provided.

COMMUNICATIONS FROM THE MAYOR AND COUNCIL:

- Happy Veterans Day on Thursday November 11th, 2021
- TIFA Board Appointment – Deborah Windell
- Hart Area Public Library Appointment – Amanda Klotz

ADJOURN:

- There being no further business to come before the Council, the meeting adjourned at 9:00 pm upon a motion by V. Platt and supported by J. Evans. The next regularly scheduled meeting will be on November 23rd, 2021, at 7:30 pm.

Respectfully Submitted

Karla Swihart

Karla Swihart, City Clerk

Payables Date: 11/23/2021	Description	Total	General +	DPW	Energy	BPTF	Water
Blue Cross Blue Shield	December Insurance Prem	$ 10,957.16	$ 3,830.35	$ 1,189.30	$ 2,646.13	$ 2,711.69	$ 579.69
BSA	Financial Mgmt Training	$ 2,410.00	$ 2,410.00				
BSA	HR Software/Training	$ 2,410.00	$ 2,410.00				
BSA	Fixed Assets Software/Training	$ 2,410.00	$ 2,410.00				
Charter	Starting Block Phone	$ 172.51			$ 172.51		
Charter	Hart Commons - Internet	$ 114.99			$ 114.99		
Eaton/Cannon	Meters	$ 1,607.52			$ 1,607.52		
Eaton/Cannon	Meters	$ 2,411.28			$ 2,411.28		
Eaton/Cannon	Meters	$ 803.76			$ 803.76		
Fischer LP Gas	LP Gas	$ 141.77			$ 141.77		
Frontier	Reimburse Deposit Fee	$ 7.51			$ 7.51		
Gracon	Computer Components	$ 454.11			$ 454.11		
GRP Engineering	Professional Services	$ 2,098.50			$ 2,098.50		
Guardian	December Insurance Prem	$ 969.47	$ 319.14	$ 128.48	$ 303.56	$ 169.08	$ 49.21
Gustafson HDD, LLC	Lake St., boring	$ 7,304.60			$ 7,304.60		
HACH	Lab Supplies	$ 206.00				$ 206.00	
HACH	Lab Supplies	$ 479.09				$ 479.09	
Hart Cemetery	2021 Summer Taxes	$ 54.87	$ 54.87				
Lawson-Fisher	2021 FERC Lic. Requirements	$ 3,247.91			$ 3,247.91		
LEAF	Police Copier - lease fee	$ 39.00	$ 39.00				
Media Group 31, LLC	Public Notice Publishing	$ 225.00	$ 225.00				
Michigan Municipal League	CDL Consortium Fees	$ 960.00		$ 320.00	$ 320.00	$ 320.00	
MPPA	Purchased Power	$ 113,747.08			$ 113,747.08		
MPPA	Purchased Power	$ 72,778.76			$ 72,778.76		
MRWA	Dues - Eisenlohr/Riggs	$ 390.00					$ 390.00
Office Machines	Police Copier - Overage Fees	$ 27.20	$ 27.20				
Pixel Graphix	Envelopes	$ 55.00	$ 55.00				
Power Line Supply	Parts/Supplies	$ 205.66			$ 205.66		
Power Line Supply	Parts/Supplies	$ 449.11			$ 449.11		
Power Line Supply	Parts/Supplies	$ 97.43			$ 97.43		
Pranger Property Mgmt	CH/CC cleaning services	$ 336.00	$ 336.00				
Quality Assurance Svcs, LLC	Balance/Calibration	$ 248.00				$ 248.00	
Sirchie	Evidence Flags	$ 46.42	$ 46.42				
Steve's Auto & Truck	Tire Pressure Sensors - Police	$ 177.70	$ 177.70				
Vanguard	Fire Extinguisher Service	$ 210.45					$ 210.45
Vanguard	Fire Extinguisher Service	$ 78.34			$ 78.34		
Vanguard	Fire Extinguisher Service	$ 380.80			$ 380.80		
Vanguard	Fire Extinguisher Service	$ 273.60				$ 273.60	
Vanguard	Fire Extinguisher Service	$ 517.00	$ 517.00				
Vanguard	Fire Extinguisher Service	$ 91.52	$ 91.52				
Vanguard	Fire Extinguisher Service	$ 511.03		$ 511.03			
Verizon	Cell Phones	$ 446.44		$ 136.39	$ 130.06	$ 179.99	
W. MI. Criminal Justice	MCOLES-Fall 2021	$ 121.49	$ 121.49				
W. MI. Criminal Justice	Training	$ 25.00	$ 25.00				
Wadel Stabilization	Street Repair Supplies	$ 421.25	$ 421.25				
Wells Fargo	Copier Lease Fee	$ 143.20	$ 143.20				
		$ -					
		$ -					
		$ -					
		$ -					
		$ -					
		$ -					
		$ -					
		$ -					
	Subtotal	$ 231,263.53	$ 13,660.14	$ 2,285.20	$ 209,501.39	$ 4,587.45	$ 1,229.35
HAND CHECKS/ACH							
Alerus - ACH	*City Share 401 Retirement*	$ 2,925.82	$ 2,925.82				
US Postmaster	Postage	$ -					
Whitney, Devin	Net Pay - Failed dir. Dep.	$ 205.55			$ 205.55		
North End Painting	Painting of DPW Bldg	$ 13,120.00		$ 13,120.00			
		$ -					
	TOTAL HAND CHECKS	$ 16,251.37	$ 2,925.82	$ 13,120.00	$ 205.55	$ -	$ -

--OVER--

Payroll ID: 136

Pay Period End Date: 11/18/2021 Check Post Date: 11/24/2021 Bank ID: GEN

Grand Totals for Payroll:

Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.
15X	0.00	8.25	334.65	6,902.29
2X	0.00	10.00	695.64	7,040.48
COMP	8.00	0.00	187.04	2,504.56
ETO	286.00	0.00	9,454.25	100,783.33
HOL	16.00	0.00	396.88	3,392.16
HOURLY	1,647.75	0.00	48,631.31	1,071,179.08
OPT OUT	0.00	0.00	6,921.76	15,114.21

Ded/Exp Id	Cur. Amnt.	YTD Amnt.
AFLAC	210.99	5,303.34
AFLDI	154.36	3,564.06
AFLIF	15.72	377.28
ALERUS 401	1,462.91	33,220.27
ALERUS 401 AD	8.00	192.00
ALERUS 457	950.00	21,925.00
ALERUS 457P	1,731.70	38,209.09
DENTAL_EE	105.36	316.08
DENTAL_ER	421.22	1,263.66
ELECTIVE INS_EE	17.98	53.94
ELECTIVE INS_ER	189.16	567.48
FITW	7,362.47	158,266.83
GAP_EE	307.24	921.72
GAP_ER	1,228.98	3,686.94
LOAN	159.86	3,836.64
MED_EE	1,266.44	28,691.65
MED_ER	4,382.89	13,148.67
MEDICARE_EE	947.09	21,187.06
MEDICARE_ER	947.09	21,187.06
SITW	2,570.01	56,103.86
SOCSEC_EE	4,049.53	90,592.88
SOCSEC_ER	4,049.53	90,592.88
UNI46	215.04	2,365.44
UNIFM	20.80	504.15

Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.	Expense This Period
66,621.53	0.00	21,555.50	45,066.03	1,495,903.56	41,086.53	11,218.87

* = 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: November 23rd, 2021

RECENT EVENTS

From Thursday, November 4th, 2021, through Wednesday, November 17th, 2021, the Hart Police Department received 70 complaints ranging from Domestic Assault, Warrant Arrests, Medical Assists, Larcenies, Well-Being Checks, Disturbances, Vehicle Violations, Truancies, Suspicious Situation, Missing Persons, Breaking & Entering's, Harassments and Carry a Concealed Weapon

On Thursday, November 4th, 2021, the Hart Police Department was dispatched to the 400 block of Church Street referencing a Domestic Assault. A 26-year-old Hart man claims to have been assaulted by a 42-year-old Hart woman. When interviewing the man, he was noted to have a warrant for his arrest out of Saginaw County. Saginaw County requested a hold be placed and the man be arrested regarding this warrant. The woman failed to exit her home during the investigation. On Friday, November 5th, 2021, the woman was located and arrested and lodged in the Oceana County Jail for Domestic Assault.

On Thursday, November 4th, 2021, D/Sgt. Skipski conducted an instructional class covering a certification for Bleeding Control. The class was taught to the 8th-grade class, which consisted of a lecture and hands-on application. D/Sgt. Skipski also conducted a lecture on vaping and assaults on the school campus. The lecture was directed to both the 7th and 8th-grade classes and allowed for Law Enforcement and School Administration discussion.

On Monday, November 8th, 2021, the Hart Police Department was dispatched to the 600 block of Water Street regarding a Domestic Assault. A 39-year-old Hart woman explained a 41-year-old Hart man assaulted her. The woman claims to have been struck in the face, a dresser tipped on top of her and being kicked in the face by the man. An apparent injury was noted to the top right eye area of the woman. The man was arrested and lodged at the Oceana County Jail.

On Monday, November 8th, 2021, the Hart Police Department was dispatched to the 300 block of Johnson Street, referencing a juvenile bringing alcohol on the school campus. Four (4) juveniles were interviewed regarding this complaint in front and with the permission of parents. All four (4) juveniles were cited for Minor in Possession of Alcohol.

On Tuesday, November 9th, 2021, D/Sgt. Skipski conducted an American Heart Association CPR/First Aid /AED for the Hart High School Athletic Department coaching staff. The class was conducted according to America Heart Association guidelines.

On Tuesday, November 9th, 2021, D/Sgt. Skipski, along with Chief Salazar, conducted a lock drill for students and staff at the Hart High School. Officers were accompanied by Principal Troy Moran and Dean of Students Brad Francis. Individual classrooms and common areas were checked during the event, noting no vulnerabilities. Students and teachers were critiqued on their response to the drill, which also allowed for question-and-answer sessions.

On Wednesday, November 10th, 2021, the Hart Police Department was dispatched to the 600 block of East Main Street regarding a Personal protection Order Violation. A 36-year-old Hart man violated a personal protection order by arriving at a location where a 36-year-old Hart man, protected party, was located. The man was arrested and lodged at the Mason County Jail due to a COVID outbreak at the Oceana County Jail.

On Friday, November 12th, 2021, the Hart Police Department was dispatched to the 300 block of Johnson Street, referencing a BB gun being located within a backpack belonging to a juvenile male. The male had stated to a juvenile female, "do you want to get shot today." The male was interviewed and turned over to his parents. A report will be submitted to the Oceana County Prosecutor's Office for his review.

On Sunday, November 14th, 2021, the Hart Police Department was dispatched to the 700 block of East Main Street regarding a Well-Being check. The family was attempting to contact a 29-year-old Hart woman but have been unsuccessful. The woman was located within the home, deceased by family. Also within the home was the woman's 2-year-old daughter. The daughter was evaluated by LIFE EMS and turned over to the family. An investigation is ongoing. The Oceana County Medical Examiner's Office assisted the department.

On Tuesday, November 16th, 2021, Chief Salazar assisted with a fire drill exercise at Gray & Company. All employees successfully exited the building and successfully met at the gathering point of the building grounds. Further exercises will be conducted at the facility, including but not limited to tornado drills and active shooter training.

Respectfully,

J. Salazar,
Chief of Police

Hart Energy Department
3907 N. Oceana Drive
Hart, Michigan 49420
Off: 231-873-5367
Mike Schiller, Superintendent
Email - mschiller@cityofhart.org

Council Report 11/23/2021

Hart Energy is doing well and staying healthy. The crew has been staying very busy with a lot of projects going on.

We have completed our underground project on 88th which consisted of 2300' of underground primary. We also have changed an overhead service on Oceana Dr that ran thru a lot of trees and caused a lot of problems in the past to underground service.

The Energy Dept is trying to stock up on some material. The suppliers are informing us that its getting harder and harder getting material in a timely fashion. We have already seen 4 to 5 month lead times on common parts.

There was an outage we had on November 7, it was our North circuit off from the 88th substation. The problem was with B phase and some customers were affected from that circuit. The problem ended up being a mechanical device that had failed.

Hart Energy is starting the process of finding a lineman to fill a vacant position.

Please feel free to call with any questions.

Thanks, Mike Schiller/Hart Energy

RESOLUTION 2021 - 81
City Council
City of Hart, Michigan
Oceana County

ACCEPT PROPOSAL FROM PREIN AND NEWHOF FOR CLEAN WATER STATE REVOLVING FUND IMPLEMENTATION

WHEREAS, the City of Hart maintains drinking water and wastewater infrastructure and supplies these services to area residents and vistors; and

WHEREAS, it is necessary for the City to obtain a qualified engineering entity to properly oversee the design and construction of this critical infrastructure; and

WHEREAS; A $1,897,131 Sewer And Water Grant in 2019 that helped to identify several critical projects that required urgent attention to avoid future emergency repairs; and

WHEREAS; Prien and Newhof, has presented a plan to leverage state and federal grant money with a combination of city cash reserves and Clean Water State Revolving Funding; 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

Accepts the proposal from Prein and Newhof to provide professional engineering services to assist the city wih Clean Water State Revolving Fund projects beginning in FY 2022 with construction beginning in FY 2023.

Specific projects included in this proposal include; Griswold Gravity Sewer Replacment, Griswold Lift Station Odor Control Improvements, Riverside lift station replacement, BioPure Aeration and Biosolids improvemntes, BioPure polishing pond lift station rehabilitation, BioPure Headworks and grit removal, BioPure rapid infiltration basin improvements, and BioPure Lagoon 2, 3, and 5 berm repairs at a not to exceed cost of $444,200.

Authorizes the city manager to sign and execute the proposed professional engineering services agreement.

Moved by _____, supported by _____, and thereafter adopted by the Hart City Council at a regularly scheduled meeting held on November 9th, 2021.

Ayes: ___ Nays: ___ Absent: ___

Prein&Newhof
Engineers ▪ Surveyors ▪ Environmental ▪ Laboratory

November 4, 2021

Mr. Rob Splane, Manager
City of Hart
407 State Street
Hart, MI 49420

Re: Proposal for Professional Engineering Services for CWSRF Implementation

Dear Mr. Splane:

We are submitting this proposal to provide professional engineering design services to assist you with your Clean Water State Revolving Fund (CWSRF) project for Fiscal Year 2022. As we discussed with you last week, there are several deadlines, dictated by the State of Michigan, that need to be met. One is the submittal draft construction plans and specifications by the end of March. In order to meet this schedule, we must begin the design process right away. The project will not actually be bid until July and the loan closing won't be until Fall 2022. Construction will occur in 2023.

Parallel to this process we are still assisting you with pursuit of a grant with Economic Development Agency (EDA). Any grant money received will reduce the loan amount. The EDA grant will not cover engineering expenses. However, any engineering expenses incurred over the next few months will be able to be reimbursed to the City in the CWSRF loan.

The specific projects covered under this proposal include the following:

- Griswold Gravity Sewer Replacement
- Griswold Lift Station Odor Control Improvements
- Riverside Lift Station Replacement
- BioPure Aeration and Biosolids Improvements
- BioPure Polishing Pond Lift Station Rehabilitation
- BioPure Headworks and Grit Removal
- BioPure Rapid Infiltration Basin Improvements
- BioPure Lagoon 2, 3, and 5 berm repairs

We have reviewed the projects and have developed the following scope of services for the design phase of the project based on the project descriptions in the CWSRF Project Plan. Once the construction contracts are awarded and construction schedules are provided, we will provide you with a proposal for construction phase services. The design fees noted below were included in the construction estimates submitted to the CWSRF program in the Project Plan. As noted above, these would be reimbursed once the loan is closed.

Scope of Work - Design and Bidding Phase

- Provide preliminary design to assist the City with verifying the project scope and various design elements.
- Gather and review record plans, private utility information and any available records pertinent to the proposed project areas.
- Complete topographic survey of all projects.
- Complete approximately six soil borings at various depths.
- Complete design of proposed improvements as outlined in the City's project plan.
- Attend three design review meetings.
- Prepare and submit permit applications (City to pay any permit fees).
- Prepare opinion of probable cost based on final design.
- Prepare project specifications including specific CWSRF requirements.
- Prepare bidding packages (assumes four contracts) and contract documents.
- Assist City with advertising for bids, providing responses to questions, and preparing addendums.
- Attend pre-bid meeting and prepare minutes.
- Review bids and prepare bid tabulation and provide recommendations.
- Assist City with Part I and II CWSRF Application Forms.
- Prepare Notice of Award and Notice to Proceed.
- Assist City with preparation of final contracts for signing by Contractor.
- Incorporate project design and bidding documents with EDA Grant requirements if the City is awarded a grant for work at the BioPure site.

Fee

Based on the scope of work described above, we propose to complete the work for a not to exceed cost of $444,200. Our estimated time/work level of effort is attached.

Thank you for the opportunity to provide this proposal. If this proposal is acceptable, we will send a Professional Services Agreement to you for signature. Please contact us if you have any questions.

Sincerely,

Prein&Newhof

Barbara E. Marczak, P.E.

Mark R. Prein, P.E.

Enclosures: Estimated work effort/fee

City of Hart- SRF Projects

Task I - Design Confirmation Engineering	
Kickoff Meeting	$4,500
GENERAL	$0
Prelminary Engineering and SRF Coordination	$2,200
Confirm Design Standards / Plant Basis of design	$10,800
Equipment Investigation	$0
Grit Removal	$2,800
Screening	$2,800
Pumps	$0
Equipment Selection	$900
QA/QC Review	$2,100
Preliminary Hydraulics	$2,100
Design Memorandum	$1,700
Option/Issue Summary	$2,800
Cost Estimates	$2,300
Review Meeting with City	$2,700
Design Confirmation Engineering Subtotals	**$37,700**

Task II - Field Surveys & Investigation	
Topographical Survey	$13,300
Soil Borings (6 Borings, Total depth 210 feet)	$7,200
Locate Existing Utilities	$3,600
Field Surveys & Investigation Subtotals	**$24,100**

Task III - Construction Plans & Specification	
Administration, Coordination, and Meetings	$19,500
Specifications - Process	$9,700
Construction Sequencing	$1,900
Preliminary P&IDs-Process Schematic	$4,600
Site Design	$4,100
Hydraulic Grade Line	$1,500
Aeration Basin	$34,200
Biosolids	$5,300
Lagoon Repair	$20,800
RIBs Repair	$5,400
Polishing Pond Station	$32,000
Riverside Station	$32,700
Griswold Sanitary Sewer	$19,000
Griswold Specifications	$2,400

City of Hart- SRF Projects

Headworks Building	$57,000
Building Layout	$6,900
Site and Yard Piiping	$6,900
Controls	$10,200
Screening Equipment	$5,500
Grit Removal Equipment	$4,200
Electrical	$22,700
Mechanical	$13,900
Design Progress Meetings (60%, and 90%)	$8,900
Estimate of Probable Cost	$7,400
QA/QC Review	$9,700
Final Revisions following City Review	$4,400
2022 Rates (+3.0%)	$10,500
Construction Plans & Specification Subtotals	**$361,300**

Task IV - Easements & Permit Services	
Permit Application - Part 41 Riverside	$700
Permit Application - Part 41 Griswold Gravity	$400
Permit Application - Part 41 Plant	$1,400
Permit Application - MDOT ROW	$1,000
Permit Application - SESC	$900
2022 Rates (+3.0%)	$100
Easement & Permit Services Subtotals	**$4,500**

Task V - Bid Phase Services	
Advertise & Issue Bid Package	$900
Conduct Pre-Bid Meeting & Minutes	$1,600
Answer Bidders' Questions	$9,500
Produce Addenda	$1,800
Accept, Tabulate & Review Bids, Recommend Award	$2,300
2022 Rates (+3.0%)	$500
Bid Phase Services Subtotals	**$16,600**

Project Grand Total	**$444,200**

RESOLUTION 2021 - 84
City Council
City of Hart, Michigan
Oceana County

Authorization of 2022 MPPA Clean Energy Program

WHEREAS, the City of Hart is a member of the Michigan Public Power Authority, and

WHEREAS, the City relies on the expertise of the staff at MPPA to analyze and identify the strategic nature of operating an electric utility including how to appropriately interact with legislative policy; and

WHEREAS, public act 295 as adopted by the State of Michigan mandated Energy Waste Reduction efforts that were monitored by the State with the requirement ending on December 31, 2021; and

WHEREAS, in an effort to avoid difficult governmental reporting and control, the MPPA has worked to establish a self administered Clean Energy Program; and

WHEREAS, the Power Board has reviewed the proposal and recommended a contribution of $75,000 in 2022; 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

Accepts the recommendation of the MPPA; and

Authorizes entering into the MPPA 2022 Clean Energy Program with a maximum commitment of $75,000.

Moved by _____, supported by _____, and thereafter adopted by the Hart City Council at a regularly scheduled meeting held on November 19, 2021.

Ayes: __ Nays: __ Absent: __

November 12, 2021

Michigan Public Power Agency

Subject: Letter of Authorization – 2022 Clean Energy Program

With the expiration of the Energy Waste Reduction ("EWR") requirements under the State of Michigan's Public Act ("PA") 295 as amended by 2016 PA-342, MPPA is contracting with Franklin Energy in calendar year 2022 to offer implementation services of a Clean Energy Program ("CEP"). The CEP, administered within MPPA's CEP Service Committee, will allow participating cities to continue offering EWR programs, as well as new and innovative offerings, to their end-use customers in a cost-effective, efficient manner.

The City of Hart Hydro Electric ("Hart"), through its Member Authorized Representative, hereby authorizes participation in MPPA's 2022 CEP at a commitment level of $75,000.

Member Authorized Representative:

_____
Signature

_____
Printed

_____
Date

RESOLUTION 2021-85
Hart City Council
City of Hart, Michigan
Oceana County

Accept proposal from TextMyGov and authorize implementation of public communication program

WHEREAS, the City of Hart provides a myriad of services to residents, businesses, and community members; and

WHEREAS, residents currently have the ability to communicate with city officials and support staff through phone and email when assistance is needed; and

WHEREAS, the City continues to strive to enhance city services in an effort to benefit the community; and

WHEREAS, staff has reviewed several systems that could offer enhanced communication from the general public to the municipality; and

WHEREAS, TextMyGov offers a communication tool that will allow the public to send text messages to the city for assistance, the tool includes many automated features that may help reduce city employees time, increase response times, and track citizen concerns; 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:

Accepts the partnership proposal from TextMyGov in the amount of $2,500 per year plus a $1,000 one-time implementation fee. With a minimum two-year commitment.

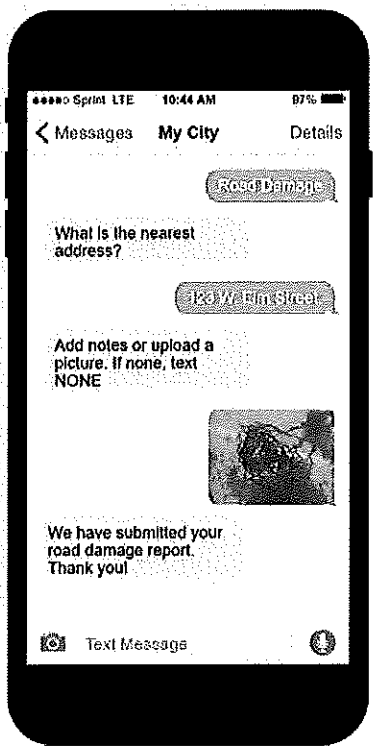
Authorizes and directs the City Manager to accept and sign the proposal and implement the public communication program.

Moved by _____, supported by _____ and thereafter adopted by the Hart City Council at a regular council meeting held on November 23, 2021.

Ayes: __ Nays: __ Absent: __

TextMyGov

TextMyGov
P.O. Box 3784
Logan, Utah 84323
435-787-7222



Partnership Proposal

Introducing TextMyGov

TextMyGov was developed to open lines of communication with local government agencies and citizens. The system works 24 hours a day and easily connects with your website and other communication methods.

Using the regular messaging app on any smartphone, the smart texting technology allows the citizen to ask questions and get immediate responses, find links to information on the agency's website, address problems, report any issues and upload photos.

According to the Pew Research Center, ***97% of smartphone owners text regularly.***

The technology analysts at Compuware reported ***that 80 to 90% of all downloaded apps are only used once and then eventually deleted*** by users.

TextMyGov Solutions:

Communicate, Engage, Boost Website Traffic, Track, and Work

Communicate

TextMyGov uses smart texting technology to communicate with citizens. Local government agencies can answer questions, send links to their website, and provide details on garbage pickup, utility payments, city news, events, office hours, just to name a few.

Engage

TextMyGov uses smart texting technology to engage with citizens. Citizens can easily report issues to any department, such as potholes, drainage problems, tall grass, junk cars. The issue reporting function can be customized for each department and their most commonly reported items. Agencies can engage citizens and ask specific guided questions regarding location, address, street name, and more. If your goal is to engage with citizens and get smart valuable data- You need TextMyGov.



Boost Website Traffic

TextMyGov uses smart texting technology to maximize a cities website. Citizens can text in keywords like festival, parking, ticketing, meeting, sporting event, etc. The smart texting technology can answer the question or send a link from the city's website with additional information. Local government agencies spend thousands of dollars each year on their website. TextMyGov is the best way to benefit from that investment. If your goal is to benefit from your website investment- You need TextMyGov.



Track

TextMyGov uses smart texting technology to track and record all the information that is sent in. Agencies can track the cell phone number, date, and time of every request. If your agency wants to be compliant with FOIA- You need TextMyGov.



Work

Smart texting uses detailed information to track a citizen's request or create a work order. Work orders and requests can be generated and completed. Smart texting allows you to easily collect information like name, location, street address, and allows the user to upload a photo. If your agency wants to track real requests and real work orders submitted by a real cell phone number- You need TextMyGov.

Implementation

Getting Started

After the execution of the basic service agreement, a project manager will be assigned to assist the client through implementation. A local phone number will be obtained for use with TextMyGov.

Configuration

The project manager will work with the client to customize interactive responses, create automation flows, and keyword lists. Training will be provided on how to quickly create and edit data.

Media Kit

Advertising materials will be provided to the client, including an infographic for the website and downloadable flyer for social media and other communication methods used by the agency.

Unlimited Training and Support

After initial implementation and training, unlimited on-going support is included. Our experts are available M-F 6am-5pm MST.

Subscription Cost Breakdown

This quote represents a subscription to TextMyGov with an annual reoccurring charge for a period of two years. The agreement is set to automatically renew on the date of this agreement, after year two. See below for package price and other details.

Terms and conditions can be printed and attached as Exhibit A or viewed at www.TextMyGov.com/terms

Prepared for:
City of Hart
407 S State St Ste 1, Hart, MI 49420-1259, United States
Robert Splane (rsplane@cityofhart.org)

Prepared by:
Drake Russell
Account Executive
P.O. Box 3784
Logan, UT 84323

Package	Package Price	Billing
TextMyGov Package includes: • TextMyGov Web-Based Software • Local Phone Number • Short Code Number (for outgoing messages) • Unlimited Users • Unlimited Departments • Unlimited Support for Every User • 25,000 Text Messages per year • 10 GB Managed online data storage • Additional text messages can be purchased for: ($750 for 100,000), ($550 for 50,000), ($300 for 25,000)	$2,500	Annual
Implementation/Setup Fee	$1,000	One Time
Total (First Year):	**$3,500**	**First Year**
Total (Ongoing):	$2,500	**Annual**

Notes:

1. *This is a two-year contract. After the initial two years, the contract can be canceled by providing 60-day written notice.*
2. *After the initial two-year contract, the agreement will revert to a year to year.*
3. *Customer is required to put TextMyGov widget on the Agencies Web Home page.*
4. *This agreement and pricing was provided at the customer's request and is good for 30 days.*

Agreement Confirmation

Implementation Team Information

Name:

Title:

Email:

Office Phone:

Cell Phone (Required):

Implementation Team Information

Name:

Title:

Email:

Office Phone:

Cell Phone (Required):

Billing Information

Billing Contact Name:

Title:

Email:

Office Phone:

Address:

EIN(Employee Identification Number):

Agreement Signature

Name:

Title:

Date (Subscription Start):

Signature:

Twilio Contact Authorization

Twilio Authorized Contacts
Employee Name (1):
Email:
Business Title:
Job Position:
Phone Number:
Employee Name (2):
Email:
Business Title:
Job Position:
Phone Number:

☐ *I confirm that my nominated authorized representatives agree to be contacted by Twilio.*