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

**PLEASE NOTE: THIS NOTICE IS GIVEN AND PUBLISHED PURSUANT TO SECTION 1 (a) OF EXECUTIVE ORDER 2020-48 ISSUED BY GRETCHEN WHITMER, GOVERNOR FOR THE STATE OF MICHIGAN.**

The City of Hart Council is meeting electronically as a result of the COVID-19 virus and to protect the health, safety and welfare of the citizens of Hart, Michigan of such virus, pursuant to law and the mandates of Executive Order 2020-42 issued by Governor Gretchen Whitmer.

You are invited to the City of Hart Council Meeting being conducted live via Zoom Webinar Meetings

**When: Tuesday April 28, 2020 at 7:30 pm** Eastern Time (US and Canada)

**NOTICE OF PUBLIC HEARING**
**City of Hart**
**VETERAN'S MEMORIAL PARK IMPROVEMENTS**

The City of Hart requests public comment on proposed improvements to Veteran's Memorial Park on Hart Lake. The proposed project consists of memorial improvements; relocated airplane; park expansion to the north onto additional city owned property to accommodate more parking on a hard surface; new restroom building; new barrier-free kayak launch; new boardwalk with barrier-free fishing access; new picnic area; new multi-use area; new covered shelter; landscaping; lighting and other amenities. The City is applying for Michigan recreation grants from the Michigan Natural Resources Trust Fund, Land and Water Conservation Fund; and/or Recreation Passport program. Grant applications were due on April 1, 2020 but due to the COVID-19 crisis the previous public hearing was permitted to be rescheduled to ensure facilitation of safe and healthy public participation. **The City requests your verbal or written comments on proposed park improvements at a Hart City Council meeting on Tuesday, April 28th, 2020, 7:30 PM,**

To join the meeting electronically via the web go to: https://us04web.zoom.us/j/74572793642 or by phone call (312) 626 6799 and enter meeting code: 745 7279 3642. For additional information regarding how to attend the meeting call the city manager at (231) 873-2488. Project information is available at Hart City Hall and online at www.cityofhart.org

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

Refer to the City's website to view the complete Agenda and Packet for the meeting. If you have questions , please call 231-873-3546 prior to 5:00 pm on Tuesday April 28, 2020

Click the link below to join the webinar: https://us04web.zoom.us/j/74572793642
Or iPhone one-tap : US: +13126266799,,74572793642# or +16465588656,,74572793642#

Or Telephone: Dial (for higher quality, dial a number based on your current location):
US: 312 626 6799 or 646 558 8656 or 346 248 7799 or 720 707 2699 or 253 215 8782 or 301 715 8592 Webinar ID: 745 7279 3642
International numbers available: https://us04web.zoom.us/u/fcq6VFRQPi

Dated: April 16, 2020

Lynne Ladner, MPA
City Manager

# Memo

To: Mayor and Council
From: Lynne Ladner
Date: 04/24/20
Re: Face covering when in enclosed public spaces

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Per Executive Order 2020-59 Section 15 (a) effective on April 26, 2020 at 11:59 pm "*any individual able to medically tolerate a face covering must wear a covering over his or her nose and mouth - such as a homemade mask, scarf, bandana, or handkerchief – when in any enclosed public space*"

As the City Council meeting will be taking place in what is considered to be an "enclosed public space" and will take place after Section 15 (a) goes into effect members of the Council that attend the meeting in person for the purpose of conducting essential government business are requested if able to medically tolerate to wear a face covering for the meeting.

Lynne

*City of Hart, Michigan*
CITY COUNCIL AGENDA
**April 28, 2020, 7:30 PM**
**Community Center, 409 State Street, Hart, Michigan**

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

1. Call to Order
2. Roll Call – LaPorte, Burilla, Frontiera, Hegedus, La Fever, Platt, Splane
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes from April 14, 2020.
6. Public Comments, Correspondence, Events, Presentations
    a. Public Hearing
        i. Public Hearing on Application to MNRTF Recreation Grant for Improvements to Veteran's Memorial Park
7. Department Reports (* written report will be provided)
    a. Police b. BioPure c. Public Works d. Energy e. HEART
8. Reports of Boards, Commissions, and Committees (*** Minutes in the packet)
    1. Cemetery
    2. DPW
    3. Housing Board of Review
    4. Finance/Personnel
    5. Fire Board
    6. Historic
    7. Police
    9. Power
    10. Recreation
    11. Parks
    12. Library
    13. Planning
    14. TIFA
    15. ZBA
    16. Tax Abatement
    17. Water/BioPure
    18. Neglected/Dangerous Properties
    20. H.E.A.R.T
    21. Hart Lake Board
    22. Election Commission
    23. Starting Block Kitchen Incubator
    24. Compensation Com.
9. Bills, Claims, Payroll
10. Action Items
    a. Resolution 2020-26 MNRTF Grant Application – Veteran's Memorial
    b. Resolution 2020-27 Authorize MOU with Delta Institute for trees along trail
11. Discussion Items
    a. USDA - Community Facilities Funding for Veteran't Memorial Park and Pointe Park
    b. USDA – Community Faclities Funding for Hart Dam Northeast embankment stabilization project
    c. Offer to sell property located at 219 E Main to City of Hart by property owner
    d. Preliminary discussion regarding planning steps for re-opening City buildings, facilties and parks including JGP Campground, Community Center,
12. City Manager Report
13. Communications from the Mayor and Council
14. Adjournment –

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

With advance notice of seven calendar days, the City will provide interpreter services at all public meetings, including language translation and signage for the hearing impaired. Call 231-873-2488. La Ciudad proporcionará servicio de intérprete para esta reunión pública si se pide con siete días de anticipación, lo cual incluye la traducción de idioma y letreros para los con una discapacidad auditiva. Llame al 231-873-2488.

**CITY OF HART**
**407 S. STATE ST.**
**HART, MI 49420**
**COUNCIL PROCEEDINGS**
**APRIL 14 2020, 7:30 P.M.**
**MINUTES**

**PRESENT:** Mayor Ron LaPorte, Councilors: Joe Frontiera, Catalina Burillo – via Zoom, and Steve Hegedus
**ABSENT:** Vicki Platt, Jason La Fever, and Rob Splane
**OTHERS PRESENT** City Manager – Lynne Ladner, and Deputy City Clerk - Cheri Eisenlohr.

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

**AGENDA:**

- Mr. Hegedus made a motion to approve the agenda, supported by Mr. Frontiera, the motion carried.
  - Ayes: 4 Nays: 0 Absent: 3

**MINUTES:**

- Mr. Frontiera made a motion to approve the minutes of March 24, 2020, meeting, with corrections that Ms. Burillo pointed out, supported by Mr. Hegedus, the motion carried.
  - Ayes: 4 Nays: 0 Absent: 3

**PUBLIC COMMENTS, CORRESPONDENCE, EVENTS, PRESENTATIONS:**

- No public

**DEPARTMENT REPORTS:**

*Police Chief, Juan Salazar:*

- Written report provided in the packet.

*Energy Dept. Superintendent, Mike Schiller:*

- Written report provided in the packet.

*BioPure Superintendent, Paul Cutter:*

- Written report was provided in the packet.

*DPW Superintendent, Brad Whitney:*

- Written report was provided in the packet.

*HEART Director, Nichole Steel:*

- Written report was provided in the packet.

**BILLS, CLAIMS, & PAYROLL:**

- Bills: $449,021.53 Payroll: $59,048.52 Grand Total: $508,070.05
  - Mr. Hegedus made a motion to approve, supported by Mr. Frontiera, the motion carried.
    - Ayes: 4 Nays: 0 Absent: 3

**ACTION ITEMS:**

Ms. Ladner addressed the following Action Items:

Memo

To: Mayor and Council
From: Lynne Ladner
Date: 02/21/2020
Re: Res. 2020-25 Accept bids and authorize purchase and installation of fencing at DPW location 1010 S State Street as an "Essential Project

We have received bids for new fencing at the DPW, where the waterworks building was removed. The bids were solicited and received before the current Stay Home EO was in place, and the work is considered to be essential as we are experiencing issues with trespass and larceny at the site of items stored by the City on the property.

Bids were received from three companies, Great Lakes Pet Fencing (Hart) in the amount of $10,725, AAA Fence, LLC (Muskegon) in the amount of $10,648 and Affordable Fence (Muskegon) in the amount of $17,257.43 with an alternative for a 1.8 oz fence coating at the cost of $15,124.39
It is my recommendation that the City accept the bids and authorize selecting the low "local" bidder Great Lakes Pet Fencing for the project in the amount of $10,725 a $77 difference, and it keeps the work with a local Oceana County business.

Lynne

**RESOLUTION 2020-25**
**City Council**
***City of Hart, Michigan***
***Oceana County***

***ACCEPT BIDS AND AUTHORIZE PURCHASE AND INSTALLATION OF FENCING AT DPW LOCATION 1010 S STATE STREET AS AN ESSENTIAL PROJECT***

WHEREAS, the existing fencing was removed during the demolition of the waterworks building and was found to be in to deteriorated a state to re-install when the demolition was completed; and

WHEREAS, the City DPW department stores items on the property that need to be secured and the fencing will also provide a visual barrier from State Street of the items that are stored outside; and

WHEREAS, the need for the replacement of the fencing has been deemed essential as the City has begun to experience difficulties with trespass and larceny of objects stored on the property; and

WHEREAS, the bids had been solicited and received for the project prior to the issuance of Executive Order 2020-21 from Great Lakes Pet Fencing (Hart) in the amount of $10,725, AAA Fence, LLC (Muskegon) in the amount of $10,648 and Affordable Fence (Muskegon) in the amount of $17,257.43 with an alternative for a 1.8 oz fence coating at a cost of $15,124.39

NOW THEREFORE BE IT RESOLVED THAT THE HART CITY COUNCIL:

*Accepts the bids for new chain link fencing with privacy strips at the DPW location 1010 S State Street and authorizes the acceptance of the lowest "local" bid for the project and awards the project to Great Lakes Pet Fencing of Hart in the amount of $10,725*

*The City Manager is authorized to issue designation of the project as essential work in compliance with Executive Order 2020-21 and authorize the commencement of the project.*

Moved by Mr. Frontiera,and supported by Mr. Hegedus, and thereafter adopted by the City of Hart, Michigan City Council at a regularly scheduled meeting held on Tuesday, April 14, 2020.

Ayes: 4 Nays: 0 Absent: 3

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

Cheri Eisenlohr, Deputy Clerk

**SPECIAL EVENTS PERMITS:**

- None

**DISCUSSION ITEMS:**

- Special/city events current status, plans for additional requirements/decisions to cancel
  - Mayor LaPorte, Mr. Hegedus, and Ms. Burillo now comprise the committee to discuss further safety measures to be taken by the City for upcoming events.
  - The City's fireworks are already purchased. There may be a larger crowd as other communities do not have their order.
- Longer-term hand washing/sanitation stations for public parks and properties
  - More stations are required for the public areas around the City, skate park, JGP, Liberty Park, the Commons.
  - Backpack sprayers will be used by DPW do spray down tables and benches.
- Alternative FY2021Budget workshop planning due to restrictions
  - Ms. Ladner advised that she just received the new insurance premium renewal amounts.
  - Mayor LaPorte would like the Finance Committee to address the budget prior to presenting to Council.
  - Ms. Ladner will have the data ready later this month.

**CITY ATTORNEY'S REPORT:**

- No report was given/provided.

**CITY MANAGER'S REPORT:**

- The new server is up and running, allowing employees to work from home.
- The City Manager has been reporting for work daily to attend to conference calls, mail, and deliveries.
- She is pleased with how the staff has reacted to the current state of affairs.
- She told Nichole Steel that she was doing an excellent job with HEART.
- Mr. Hegedus thanked Ms. Ladner for the job that she has done and in keeping the Council informed.

**COMMUNICATIONS FROM THE MAYOR AND COUNCIL:**

There being no further business to come before the Council, the meeting adjourned at 7:55 pm, upon motion by Mr. Hegedus and supported by Mr. Frontiera. The next regularly scheduled meeting will be on April 28, 2020, at 7:30 pm.

Respectfully Submitted

Deputy City Clerk

# City of Hart Police Department

407 State Street Ph. (231)873-2488 Fax (231)873-0100 Hart, MI 49420-1259

*Juan Salazar, Chief*


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

## RECENT EVENTS

From Thursday, March 19th, 2020, through Wednesday, April 8th, 2020, the Hart Police Department received 90 complaints ranging from Disturbing the Peace, Civil Matters, Disturbances, Assist to Other Agencies, Larcenies, Noise Complaints, Retail Frauds, Mental Health Complaints, Domestic Assaults, Harassment Complaints, Suspicious Situations, Well-Being Checks, Medical Assists, Threat Complaints, and Suspected Child Abuse Allegations.

On Thursday, March 19th, 2020, the Hart Police Department was dispatched to the 10 block of State Street about a suspected child neglect complaint. A 37-year-old Hart man was accusing his 31-year-old ex-girlfriend of not properly caring for their child in common. The man was upset their child was sick, and the woman was not properly caring for the child. Oceana County Child Protective Services was notified of this investigation, and a joint investigation continued into this matter. The child was observed by the officer and noted to be in good health. It was explained to the woman if the child continued to be sick for the child to be taken to his family doctor.

On Saturday, March 21st, 2020, the Hart Police Department was dispatched to the 4000 block of Polk Road, referencing a Retail Fraud 3rd Degree / Disorderly Conduct. A 46-year-old Hart man began causing a disturbance after being confronted with stealing items; alcohol; from a local business. The male was causing such a disruption the employee of the business activated a panic alarm within the building. It should be noted; this same male had been suspected of also stealing items; alcohol; from another local business. The male was arrested and lodged at the Oceana County Jail for Retail Fraud 3rd Degree and Disorderly Conduct.

On Sunday, March 22nd, 2020, the Hart Police Department has dispatched to the 600 block of Woodland Court regarding a Domestic Assault. A 41-year-old woman claims to have been assaulted; by being struck in the face; by a 40-year-old Hart man. The man also claims to have been assaulted; by being struck in the face; by the female. The man and woman both showed injuries consistent with their statements. A report will be forwarded to the Oceana County Prosecutor's Office for his review.

On Thursday, March 26th, 2020, the Hart Police Department was dispatched to the 10 block of State Street, referencing a Breaking & Entering in progress. A 31-year-old Hart woman stated two (2) Hispanic males had attempted to break into her residence. The door of the residence was damaged significantly during this complaint. An investigation is ongoing.

On Monday, March 30th, 2020, the Hart Police Department was dispatched to the 100 block of Hart Street, referencing a well-being check of a 1-year-old infant. It is alleged, the parents of the child, a 24-year-old Hart woman, and a 22-year-old Hart man; are locking the infant in a room and not feeding the child. The man and woman are also suspected to be drug users. The infant was observed by officers, and the infant was noted to be in good health and well taken care of. The State of Michigan Centralised Intake was notified of this incident.

Respectfully,

J. Salazar,
Chief of Police




**TO:** **WASTEWATER BOARD**

**FROM:** **PAUL CUTTER, SUPERINTENDENT**

**DATE:** **APRIL 14, 2020**

**RE:** **WASTEWATER TREATMENT PLANT OPERATIONS**

**Treatment Plant-**

We have wasted the proper amount of bugs to meet our current B.O.D loading. Our target F/M ration is 0.5-0.7. Currently we are at .06
We will try and stay within our target range throughout the summer, we will continue to waste just to keep our bug population within the targeted range.

The blower installation came to a stop due to the virus. Both blowers are here, one is sitting in the blower room ready to have the piping hooked up.

As you may remember last fall the center pivot was damaged due to freezing up and not shutting down. The parts are here and the crew may be here to construct the parts needed to get it in operation.
As I mentioned, in March EGLE gave us permission to start irrigating early. We started March 11th our permitted start time is April 1. I explained that we had overflows sandbagged off and letting the ponds fill higher than allowed in the permit.
We irrigated 17.86 MG in March. I will be taking advantage of any opportunity I get to keep irrigation running.
With the amount of water currently in the storage lagoons and estimating the flows we will be receiving again it adds up to be more gallons than we can irrigate out in the amount of time we have. I will be making every effort to keep both south and north irrigation running 24/7. Last year we irrigated 206 days out of an available 244 days. Due to the wet weather all summer last year we were unable to use the north (Center Pivot) site much, roughly 10MG.

We have a wet area in the north field that will also hamper the amount of days we can irrigate onto the field. I have been working with P&N on ways we can get this area to drain better.

Last year we irrigated off and on until January 3rd. My goal this year will be to have the storage lagoons down far enough by November 1st (last day in our discharge permit we can discharge unless we ask for an extension)
I do not want to get into the situation we were in last year and have to irrigate when the colder temperature move in. Last year with the center pivot crashing and pipe repairs on the south field due to cold temperatures we will be spending roughly $17,000 on repairs, I feel very responsible for those repairs I was pushing the limit so late in the season. Hind sight I should have stopped, my apologies.

The last 2 years Frank has been off all but 6 months of that time. I was looking forward to having a complete crew but the virus has caused us to be split up again. Our schedule is Frank on with me one week and Chris on the next week with me. Frustrating but we will have to make due.

**Industries-**

MFP are pretty much shut down we collect sample there once a week.
I need to check in with Seneca Foods it appears they are doing something different. Our loading this time of year is 7,500 lbs this month is up around 13,000 lbs.

**Lift Stations-**

We had an issue with a pump at Eastmain, we pulled the pump and found a steel ball stuck in the impeller. Besides the ball in the impeller the flush valve was much worn so we pulled it and will replace it. The impeller appeared okay

**Regulatory-**

All Monthly are quarterly reports are submitted and current.

**If you have any questions feel free to stop out to the plant or give me a call.**

**Thank You, Paul Cutter**

# DPW REPORT

## April 14, 2020

- Check Wells/Towers/Booster Pump By-Weekly
- 7 Miss Digs
- Chip Brush
- Pick Up Lawn Bags
- Grade Gravel Roads
- Cold Patch Paved Roads
- Read Water & Electric Meters
- Monthly Water Samples & Reports
- Quarterly VOC Sampled
- Playgrounds Snow Fence Installed & Checked
- Skate Park Closed, Snow Fence Installed & Checked
- Pickle Ball Nets Removed & Signs Posted
- Street Sweeping Daily
- Empty Garbage Cans Weekly

We continuing a reduced staffing schedule. One man will be at work every day, rotating weekly, all others will be on "ACTIVE CALL IN". Superintendent will also be at work every day.

# Hart Energy Council Report 4/14/2020

I would like to start by saying the Department is staying healthy. We have still been operating as split crews for the time being. The spare transformers that we have ordered for backup will be arriving tomorrow. I have been having difficulty with my office computer, hopefully, it will be repaired this week. UIS was here and helped us find out the problem with the #3 generator. We will be ordering a part to get that up and running. We have been helping DPW with meter reading and brush clean.

We are continuing the underground circuit out to North State, it is about a 900' run. There is about 300' in the ground as of now. This will eliminate some overhead lines that run thru some woods. We also have been doing miss digs and installing cut outs on the lines.

Please feel free to call if you have any questions.

Thank You,

Mike Schiller

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

# DIRECTOR'S REPORT

Nichole Steel, Director

APRIL 14, 2020

## OVERVIEW

The Hart Economic & Redevelopment Team's focus has been to keep area businesses informed on the latest COVID-19 updates and stay connected by:

- Attending weekly Zoom meetings with the Small Business Association of Michigan, United Way of the Lakeshore taskforce, Michigan Economic Development Corporation and others.
- Hosting a weekly Zoom "Coffee & Conversation" meetup with local merchants.
- Posting information on the HEART's website & social media outlets.
- Calling businesses to hear what the needs are and prepare for what's next.
- Creating/sharing a list of Hart businesses/restaurants that are still open.

## PROJECTS & UPDATES:

- The HEART Board will have its first meeting with its new director on April 15, 2020.
- Hart Main Street website has been converted to the new H.E.A.R.T website (www.takemetohart.com). Nichole is building additional pages on the site (Community Profile, Site Selectors, Incentives & Programs, Major Employers, Relocation Guide, etc) to provide a broader scope of economic development resources.
- The Redevelopment Ready Community Certification Event has not been rescheduled yet.
- HEART is working with the Chamber of Commerce to form a COVID-19 Recovery Team and discuss a "Back in Business" Plan.

# 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:** April 28th, 2020

## RECENT EVENTS

From Thursday, April 9th, 2020, through Wednesday, April 22nd, 2020, the Hart Police Department received 50 complaints ranging from Alarms, Suspicious Situations, Medical Assists, Animal Complaints, Trespassings, Motorist Assists, Harassment Complaints, Threat Complaints, Family Troubles, Assist to Other Agencies, Domestic Assaults, Fraud Complaints, Larcenies, Found Property, Reckless Driving and Well- Being Checks

On April 9th, 2020, the Hart Police Department was dispatched to the 10 block of Peach Street, referencing an unwanted subject. As the Officer arrived on the scene, a 38-year-old Hart woman and a 34-year-old Hart woman were noted physically escorting a 58-year-old Hart man out of the home. The woman explained the man had become highly intoxicated and began assaulting, grabbing and shoving the women, and threatening to kill one of the women. The man at one point during the altercation grabbed one of the women by the neck and held her against the wall. The man was arrested, but during the arrest began to pull away from officers and kick at the officers. The man was required to be medically cleared by Lakeshore Hospital in Shelby before being lodged at the Oceana County Jail. The man continued to kick the door and window area within the patrol vehicle while en route to the hospital and jail. The man was lodged at the Oceana County Jail on two (2) counts of Assault & Battery and two (2) counts of Resisting/Obstructing an Officer.

On April 9th, 2020, the Hart Police Department was dispatched to the 100 block of Courtland Street, about a well-being check. A 45-year-old Hart woman was speaking via telephone with Oceana County Community Mental Health. The woman became upset with the worker and hung up the telephone. The woman would not return telephone calls to the (CMH) worker. A well-being check was requested on this woman. The woman did show symptoms of COVID-19, so officers utilized COVID-19 precautions, N95 respirator masks, gloves, and eye protection. The woman was located and later re-contacted (CMH) via telephone in the Officer's presence. The woman was noted to be in good health and not showing any signs of mental health issues.

On April 9th, 2020, the Hart Police Department was dispatched to the 3000 block of Polk Road, referencing an attempted unlawful driveaway of a motor vehicle. A 63-year-old Hesperia woman had exited a local business and noted an individual at her vehicle with the hood of the vehicle up. The woman made contact with the individual and asked what the individual was doing. The man did not respond, and she struck the man in the face area. The man ran from the area before law enforcement arrived. An investigation is ongoing.

On April 10th, 2020, the Hart Police Department was dispatched to the 300 block of Hart Street regarding a disturbance. The Officer was advised that an adult male, a 39-year-old Hart man, and a juvenile child, a 9-year-old Hart boy, were noted yelling at one another and banging heard within the home. Officers were advised that the residents of the home did show symptoms of COVID-19—the Officer utilized COVID-19 precautions, N95 respirator masks, gloves, and eye protection. During the investigation, no assault was reported to the Officer. The boy was being disciplined by the man, in which the boy was sent to his room and began to throw items throughout the room.

On Friday, April 10th, 2020, the Hart Police Department was dispatched to the 400 block of Hart Street. A 34-year-old Hart man noted his rear entry door to his unoccupied home to be damaged. Neighbor's around the area were interviewed by officers. An investigation is ongoing.

On Tuesday, April 14th, 2020, the Hart Police Department was dispatched to the 200 block of East Main Street about a Domestic Assault. A 23-year-old Hart man stated his mother, a 49-year-old Hart woman, became upset due to the man playing music too loud within the home. The woman grabbed the man's cellular phone and threw the phone across the room, damaging the phone. When the man attempted to retrieve his phone, the woman grabbed the man by his hair and began to pull. The man denied wanting to pursue criminal prosecution reference this matter and agreed to leave home for the remainder of the day to avoid any further issues.

Respectfully,

J. Salazar,
Chief of Police

# DPW REPORT

April 28, 2020

- Check Wells/Towers/Booster Pump By-Weekly
- 5 New Sewer Sites Added for John Gurney Park
- Parts and Supplies, most, are here for New Water Lines at John Gurney Park.
- Old Fence Removed, New Chain Link Being Installed at the DPW Storage Yard
- 4 Miss Digs
- Chip Brush
- Pick Up Lawn Bags
- Grade Gravel Roads
- Cold Patch Paved Roads
- Playgrounds Snow Fence Installed & Checked
- Skate Park Closed, Snow Fence Installed & Checked
- Street Sweeping Weekly
- Empty Garbage Cans Weekly

Staff was recalled to a "normal" schedule on Thursday, April 23rd. We need the entire DPW crew to install the new sewer and water at John Gurney Park. All "safe distancing" practices are being adhered to.

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

# DIRECTOR'S REPORT

Nichole Steel, Director

APRIL 28, 2020

## OVERVIEW

The Hart Economic & Redevelopment Team continues to focus on keeping businesses informed, connected during the latest COVID-19 pandemic by:

- Participating in the Small Business Association of Michigan, United Way of the Lakeshore taskforce, Michigan Economic Development Corporation and other weekly Zoom meetings.
- Hosting a weekly local Zoom "Coffee & Conversation" meetup with local merchants.
- Posting information on the HEART's website & social media outlets.
- Calling businesses to hear what the needs are and prepare for what's next.
- Creating/sharing a list of Hart businesses/restaurants that are still open.

## PROJECTS & UPDATES:

- HEART and the city are working on a Back in Business, "Take Your Heart to Hart" campaign to encourage residents to shop local.
- HEART Board held its first meeting on April 15, 2020.

| Payables Date: 4/28/2020 | Description | Total | General + | DPW | Energy | BPTF | Water |
|---|---|---|---|---|---|---|---|
| American Legal | Ordinance Publishing | $ 158.00 | $ 158.00 | | | | |
| APX/Mirecs | Mirecs | $ 76.85 | | | $ 76.85 | | |
| Ceres Solutions | UPS | $ 15.00 | | | | | $ 15.00 |
| Charter | Hart Commons - Internet | $ 109.99 | | | $ 109.99 | | |
| Charter | Starting Block | $ 159.97 | | | $ 159.97 | | |
| ETNA | Parts/Supplies | $ 135.00 | | | | | $ 135.00 |
| ETNA | Parts/Supplies | $ 3,047.00 | | | | | $ 3,047.00 |
| Forner, Gayle | Rent 49 State St. | $ 400.00 | $ 400.00 | | | | |
| Freed Mgmt | Mgmt Fee #2 | $ 3,570.00 | $ 3,570.00 | | | | |
| Frontier | Energy | $ 73.01 | | | $ 73.01 | | |
| Frontier | JGP | $ 85.82 | $ 85.82 | | | | |
| Guardian | May Ins. Prem. Life/Vision | $ 983.88 | $ 292.51 | $ 138.43 | $ 336.16 | $ 165.38 | $ 51.40 |
| HACH | Lab Supplies | $ 800.00 | | | | $ 800.00 | |
| Hart Area Fire Board | 3rd Qtr J-F-M, 2019/2020 | $ 7,776.50 | $ 7,776.50 | | | | |
| Jons To Go | Portable Restrooms | $ 222.00 | | | $ 222.00 | | |
| Ken Adams Excavating | 40 yds screened top soil | $ 640.00 | | $ 640.00 | | | |
| Lawson-Fisher | MI-2019 DSSMR & Annual Impound. | $ 1,640.33 | | | $ 1,640.33 | | |
| Lawson-Fisher | MI-2020 Licensing Req | $ 550.43 | | | $ 550.43 | | |
| LEAF | Police Copier - lease fee | $ 39.00 | $ 39.00 | | | | |
| MPPA | Purchased Power | $ 8,485.42 | | | $ 8,485.42 | | |
| National Ladder | Weather Guard Pack Rat Drawer | $ 722.76 | | | | $ 722.76 | |
| Office Machines | Police Copier - overage fees | $ 29.96 | $ 29.96 | | | | |
| Pixel Graphix | Envelopes | $ 300.00 | $ 75.00 | | $ 75.00 | $ 75.00 | $ 75.00 |
| Power Line Supply | Parts/Supplies | $ 20.23 | | | $ 20.23 | | |
| Power Line Supply | Parts/Supplies | $ 170.85 | | | $ 170.85 | | |
| Pranger Property Mgmt | Cleaning Services | $ 168.00 | $ 168.00 | | | | |
| Prein & Newhof | Various Projects | $ 3,405.25 | | | $ 2,893.25 | $ 512.00 | |
| Quill | Office Supplies | $ 71.98 | | | | $ 71.98 | |
| T & R Electric | Transformers | $ 7,149.00 | | | $ 7,149.00 | | |
| The BNY Mellow | P&I 2003 GOLT Bonds | $ 70,000.00 | $ 70,000.00 | | | | |
| Whitney, Brad | Reimburse CC Purchase | $ 616.44 | | $ 616.44 | | | |
| | | $ - | | | | | |
| | | $ - | | | | | |
| | | $ - | | | | | |
| | | $ - | | | | | |
| | | $ - | | | | | |
| | | $ - | | | | | |
| | Subtotal | $ 111,622.67 | $ 82,594.79 | $ 1,394.87 | $ 21,962.49 | $ 2,347.12 | $ 3,323.40 |
| | | | | | | | |
| HAND CHECKS/ACH | | | | | | | |
| *Alerus - ACH* | *City Share 401 Retirement* | $ 2,977.58 | $ 2,977.58 | | | | |
| US Postmaster | Postage Utility Bills | $ - | | | | | |
| Hintz, Brian | Fringe Benefits | $ 231.12 | $ 231.12 | | | | |
| | | $ - | | | | | |
| | | $ - | | | | | |
| | TOTAL HAND CHECKS | $ 3,208.70 | $ 3,208.70 | $ - | $ - | $ - | $ - |
| | | | | | | | |
| | *Sub-Total Regular Bills/Hand Checks* | *$ 114,831.37* | *$ 85,803.49* | *$ 1,394.87* | *$ 21,962.49* | *$ 2,347.12* | *$ 3,323.40* |
| | | | | | | | |
| Gross Payroll | 483 | $ 57,404.00 | | | | | |
| | Sub-Total | $ 57,404.00 | | | | | |
| | | | | | | | |
| | GRAND TOTAL | $ 172,235.37 | $ 85,803.49 | $ 1,394.87 | $ 21,962.49 | $ 2,347.12 | $ 3,323.40 |

--OVER--

| PAYROLL AMOUNTS | | | | | |
|---|---|---|---|---|---|
| 04/16/20 | | | | | |
| Pay 482 | | GROSS PAY | OVERTIME | ETO Buy Back | BASE PAY |
| Employee Code | Dept. | | PAY | | |
| FULL-TIME | | | | | |
| DIR. | MSM | ***$1,923.20*** | $0.00 | $0.00 | $1,923.20 |
| DPW1 | DPW | $2,164.80 | $0.00 | $0.00 | $2,164.80 |
| DPW2 | DPW | $1,968.00 | $0.00 | $0.00 | $1,968.00 |
| DPW3 | DPW | $2,275.92 | -$75.04 | $0.00 | $2,200.88 |
| DPWS | DPW | ***$2,376.80*** | $0.00 | $0.00 | $2,376.80 |
| ENERGY1 | Energy | $3,508.40 | -$58.80 | $0.00 | $3,449.60 |
| ENERGY2 | Energy | $3,645.60 | -$509.60 | $0.00 | $3,136.00 |
| ENERGYS | Energy | ***$3,765.61*** | $0.00 | $0.00 | $3,765.61 |
| ENERGY3 | Energy | $3,761.12 | -$447.10 | $0.00 | $3,314.02 |
| ENERGY4 | Energy | $2,535.47 | -$46.67 | $0.00 | $2,488.80 |
| ENERGY5 | Energy | $2,390.58 | -$78.82 | $0.00 | $2,311.76 |
| DCC | Office | ***$1,556.00*** | $0.00 | $0.00 | $1,556.00 |
| MGR. | Office | ***$3,552.00*** | $0.00 | $0.00 | $3,552.00 |
| CC | Office | ***$1,968.80*** | $0.00 | $0.00 | $1,968.80 |
| DCC | Office | ***$1,381.60*** | $0.00 | $0.00 | $1,381.60 |
| PO | Police | $2,097.60 | $0.00 | $0.00 | $2,097.60 |
| PO | Police | $2,097.60 | $0.00 | $0.00 | $2,097.60 |
| PO | Police | $2,017.60 | $0.00 | $0.00 | $2,017.60 |
| PC | Police | ***$2,463.20*** | $0.00 | $0.00 | $2,463.20 |
| DS | Police | $2,154.40 | $0.00 | $0.00 | $2,154.40 |
| BIOS | WW | ***$2,816.00*** | $0.00 | $0.00 | $2,816.00 |
| BIOS | WW | $2,595.30 | -$430.50 | $0.00 | $2,164.80 |
| BIOS | WW | $2,238.40 | -$237.60 | $0.00 | $2,000.80 |
| **TOTAL** | | **$57,254.00** | **-$1,884.13** | **$0.00** | **$55,369.87** |
| **COUNCIL** | | | | | |
| CC1 | | $0.00 | $0.00 | $0.00 | $0.00 |
| CC2 | | $0.00 | $0.00 | $0.00 | $0.00 |
| CC3 | | $0.00 | $0.00 | $0.00 | $0.00 |
| CC4 | | $0.00 | $0.00 | $0.00 | $0.00 |
| CC5 | | $0.00 | $0.00 | $0.00 | $0.00 |
| CC6 | | $0.00 | $0.00 | $0.00 | $0.00 |
| CC7 | | $0.00 | $0.00 | $0.00 | $0.00 |
| **TOTAL** | | **$0.00** | **$0.00** | **$0.00** | **$0.00** |
| **PART-TIME** | | | | | |
| MGR. | HHD | $0.00 | $0.00 | $0.00 | $0.00 |
| EW | Office | $0.00 | $0.00 | $0.00 | $0.00 |
| CEO | Office | $0.00 | $0.00 | $0.00 | $0.00 |
| PPO | POL-PT | $0.00 | $0.00 | $0.00 | $0.00 |
| PPO | POL-PT | $150.00 | $0.00 | $0.00 | $0.00 |
| **TOTAL** | | **$150.00** | **$0.00** | **$0.00** | **$0.00** |
| **TOTAL PAYROLL** | | **$57,404.00** | **-$1,884.13** | **$0.00** | **$55,369.87** |
| | | | | | |

## OVERTIME HOURS WORKED

| Pay Period 4/10/2020 to 04/23/2020 | | Pay 483 | PAID HOURS | | | Call-Out | Pay Date 04/30/2020 |
|---|---|---|---|---|---|---|---|
| EMPLOYEE NAME | DEPT. | DATES WORKED | 1.5x | 2x | 2.25x | Sched. | REASON |
| Chris Kies | BPTF | 4/11,12,18,19 | 5.00 | 2.00 | | S | Lab/Irrigation |
| Frank Lloyd | BPTF | 4/10/2020 | | 4.75 | | S/C | Lab/Irrigation - Polk Rd. Call Out |
| Jason Riggs | DPW | 4/14/2020 | 2.00 | | | C | Plugged Sewer |
| Mike Eisenlohr | DPW | | | | | | |
| Matt Adams | DPW | | | | | | |
| Terry Birkman | Energy | 4/15/2020 | 1.00 | | | C | Bad Neutral |
| Andy Van Zoeren | Energy | 4/23/2020 | 2.00 | | | C | Power outage @ dam |
| Nathan Gowell | Energy | 4/11,18,19,23 | 6.00 | 2.00 | | C | Power Issues, Blown Fuses, Outages |
| Jed Van Dyke | Energy | 4/15/2020 | 1.00 | | | C | Bad Neutral |
| Scott Van Agtmael | Energy | 4/11,18,19,23 | 6.00 | 2.00 | | C | Power Issues, Blown Fuses, Outages |
| Shawn Anderson | Police | | | | | | |
| Brian Hintz (PT) | Police | | | | | | |
| Kevin Skipski | Police | | | | | | |
| Joe Ingalls | Police | | | | | | |
| Elizabeth Mantyck | Police | | | | | | |
| David Malotke (PT) | Police | | | | | | |

# RESOLUTION 2020-26
## City Council
## *City of Hart, Michigan*
*Oceana County*

***MICHIGAN NATURAL RESOURCES TRUST FUND GRANT APPLICATION***
***Veterans Memorial Park***

WHEREAS, the Michigan Natural Resources Trust Fund (MNRTF) offers grant assistance to qualified communities in Michigan; and the City of Hart has met the qualification standards including the preparation of a 5-Year Park and Recreation Master Plan (Master Plan) approved on January 24, 2017 by the Michigan Department of Natural Resources; and

WHEREAS, the City has selected Master Plan Project 5.2 Veterans Memorial Park for a 2020 MNRTF grant application; and

WHEREAS, City Engineer Prein&Newhof has prepared site development and cost estimate documents dated March 12, 2020 for the Veterans Memorial Park project; and

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

NOW THEREFORE BE IT RESOLVED THAT THE HART CITY COUNCIL:

*Approves and accepts the* March 12,2020 *Veterans Memorial Park site development plan and cost estimate in the amount of $994,000.*

*Approves and authorizes a $300,000 Michigan Natural Resources Trust Fund grant application.*

*Approves and authorizes project match funds in the amount of $694,000 or 70% of total project costs from funds available in the General Fund, Hydro Fund, Water Fund and Sewer Fund.*

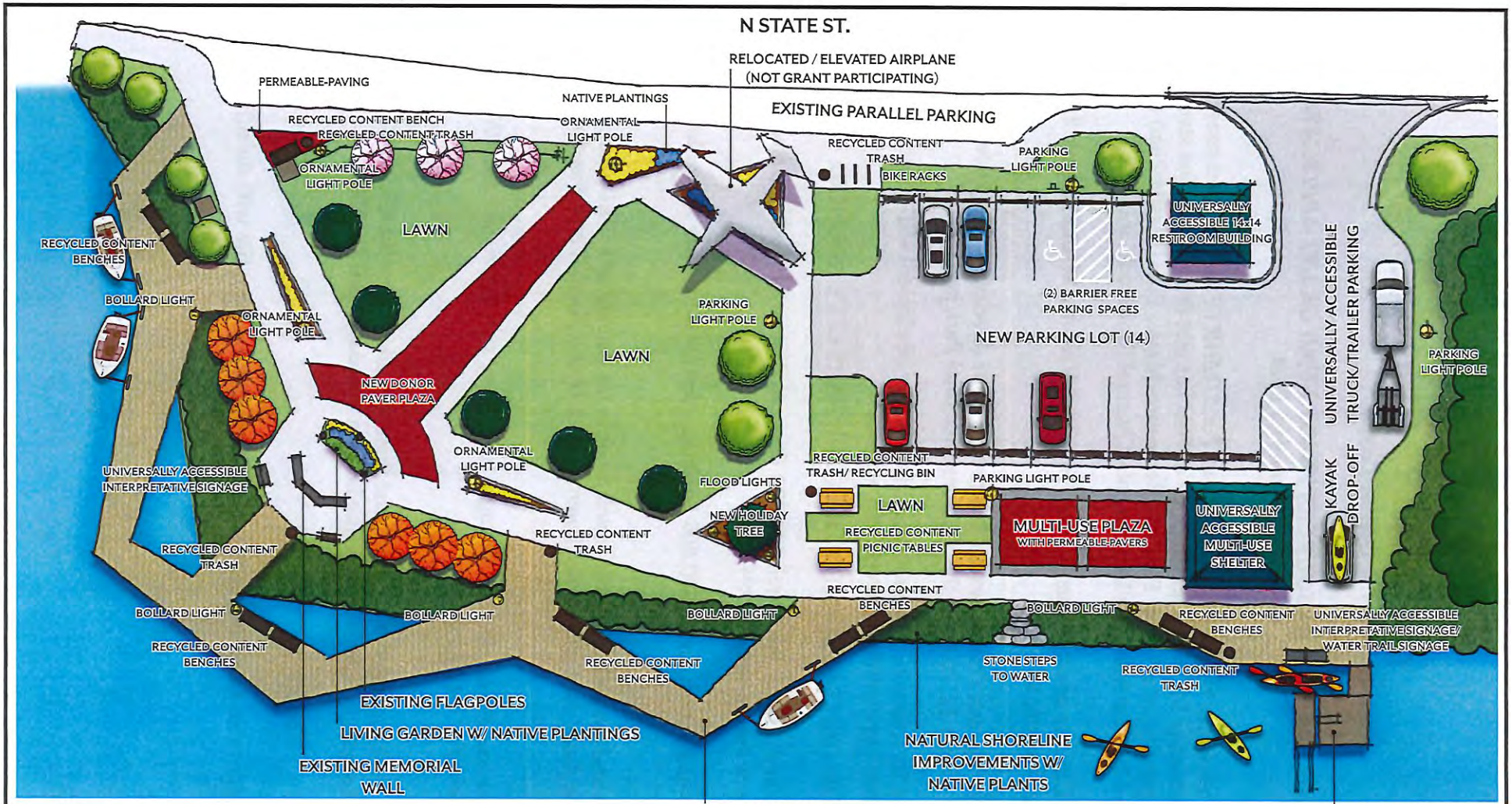
*Authorizes and directs the City Manager to prepare, sign and submit the MNRTF application on behalf of the City of Hart.*

Moved by and supported by and thereafter adopted by the City of Hart, Michigan City Council at a regularly scheduled meeting held on Tuesday, April 28, 2020.

Ayes: Nays: Absent:

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

_____
Cheri Eisenlohr, Deputy Clerk




# VETERANS PARK CONCEPT PLAN

## CITY OF HART

3/12/2020

Prein&Newhof

# City of Hart - Veteran's Park

## MNRTF 2020 Grant Application

## Cost Estimate

3/11/2020

| Scope Items | Project Costs |
|---|---|
| Access Pathway | $ 86,000.00 |
| Benches | $ 22,000.00 |
| Bike Racks | $ 3,000.00 |
| Boardwalk | $ 330,000.00 |
| Canoe/Kayak Launch | $ 40,000.00 |
| Landscaping | $ 50,000.00 |
| Lighting | $ 64,000.00 |
| Paved Parking Lot | $ 60,000.00 |
| Fence | $ 17,000.00 |
| Picnic Tables | $ 8,000.00 |
| Interpretive Signs | $ 3,000.00 |
| Trash Bins | $ 6,000.00 |
| Shelter | $ 65,000.00 |
| Restroom Building | $ 90,000.00 |
| Utilities | $ 23,000.00 |
| Recycle Bins | $ 2,000.00 |
| Stone Stairs | $ 3,000.00 |
| Permit Fees | $ 1,500.00 |
| MNRTF Sign | $ 500.00 |
| | |
| | |
| Sub-Total | $ 874,000.00 |
| | |
| Eng./CA (15%) | $ 120,000.00 |
| | |
| **Total** | **$ 994,000.00** |
| | |
| Trust Fund Grant Request | $ 300,000.00 |
| Hart Match (70%) | $ 694,000.00 |

# City of Hart - Veteran's Park

#2170367
3/11/2020

MNRTF 2020 Grant Application - Cost Details

| 2020 GRANT SCOPE BID ITEMS | | | | |
|---|---|---|---|---|
| **REMOVAL ITEMS** | Unit | Unit Price | Quantity | Unit Costs |
| Wall Removal | L.F. | $25.00 | 200 | $5,000.00 |
| Boardwalk Removal | Syd | $25.00 | 200 | $5,000.00 |
| Concrete Sidewalk Removal | Sq. ft. | $3.00 | 2250 | $6,750.00 |
| Misc Removals | Lump Sum | $1,500.00 | 1 | $1,500.00 |
| Stone Building Removal | Lump Sum | $2,500.00 | 1 | $2,500.00 |
| | | | | |
| **SITE CONSTRUCTION** | Unit | Unit Price | Quantity | Unit Costs |
| 4" Concrete Walks | Sq.ft | $6.00 | 7275 | $43,650.00 |
| Parking Lot HMA (3") 110 (bs/ sq.yd/ sq.in | TON | $150.00 | 150 | $22,500.00 |
| 6" of 21AA CIP (9,130 sq.ft) | Syd | $11.00 | 1015 | $11,165.00 |
| 12" of MDOT Class 2 Sand CIP (9,130 sq.ft) | Syd | $15.00 | 1015 | $15,225.00 |
| Parking Lot Striping | Lump Sum | $500.00 | 1 | $500.00 |
| Boardwalk | Sq.ft | $70.00 | 4700 | $329,000.00 |
| Curb/ Entrance | L.F. | $25.00 | 140 | $3,500.00 |
| Curb/ Landscaping | L.F. | $35.00 | 247 | $8,645.00 |
| Kayak Launch | Lump Sum | $40,000.00 | 1 | $40,000.00 |
| Decorative Entry Columns | Ea. | $6,000.00 | 2 | $12,000.00 |
| Decorative Fence | L.F. | $75.00 | 65 | $4,875.00 |
| Performance Stage/Gathering Shelter | Ea. | $65,000.00 | 1 | $65,000.00 |
| Multi-Use Plaza Permeable Paving | Sq.ft | $22.00 | 900 | $19,800.00 |
| Donor Brick Paving | Sq.ft | $22.00 | 1035 | $22,770.00 |
| Interpretive Signage | Ea. | $500.00 | 4 | $2,000.00 |
| Barrier Free Parking Sign | Ea. | $150.00 | 2 | $300.00 |
| Restroom Building (w septic pump tank) | Lump Sum | $75,000.00 | 1 | $75,000.00 |
| Parking Barriers | Ea. | $300.00 | 17 | $5,100.00 |
| Stone Stairs | Lump Sum | $3,000.00 | 1 | $3,000.00 |
| | | | | |
| **SITE UTILITIES** | Unit | Unit Price | Quantity | Unit Costs |
| Watermain Tap and Service | Lump Sum | $10,000.00 | 1 | $10,000.00 |
| Electrical Distribution | Lump Sum | $10,000.00 | 1 | $10,000.00 |
| Parking Lot Lighting | Ea. | $5,000.00 | 4 | $20,000.00 |
| Ornamental Lighting | Ea. | $6,000.00 | 4 | $24,000.00 |
| Directional Lighting | Ea. | $750.00 | 3 | $2,250.00 |
| Solar Boardwalk Lighting | Lump Sum | $7,500.00 | 1 | $7,500.00 |
| Irrigation | Lump Sum | $12,000.00 | 1 | $12,000.00 |
| | | | | |
| **LANDSCAPE & SITE RESTORATION** | Unit | Unit Price | Quantity | Unit Costs |
| Restoration Seeding/ Topsoil | Sq.yd | $5.00 | 1025 | $5,125.00 |
| Deciduous Trees | Ea. | $600.00 | 4 | $2,400.00 |
| Ornamental Trees | Ea. | $400.00 | 18 | $7,200.00 |
| Christmas Tree | Ea. | $1,000.00 | 1 | $1,000.00 |
| Native Shoreline Planting | Lump Sum | $20,000.00 | 1 | $20,000.00 |
| Landscaping | Lump Sum | $5,000.00 | 1 | $5,000.00 |
| | | | | |
| | | | Subtotal | $831,255.00 * |
| | | | | |
| | Engineering & Construction Admin (15% max) | | | $120,000.00 |
| | | | | |
| TOTAL BID COSTS | | | | $951,255.00 * |

| 2020 GRANT OWNER SELF PERFORMED ITEMS | Unit | Unit Price | Quantity | Unit Costs |
|---|---|---|---|---|
| Boat Tie Up Cleats | Ea. | $50.00 | 6 | $300.00 |
| Bike Rack | Ea. | $750.00 | 3 | $2,250.00 |
| Trash/Recycling Receptables | Ea. | $2,000.00 | 4 | $8,000.00 |
| Picnic Table | Ea. | $2,000.00 | 4 | $8,000.00 |
| Benches | Ea. | $2,000.00 | 11 | $22,000.00 |
| | | | Subtotal | $40,550.00 |
| | | | | |
| TOTAL GRANT COSTS | | | | $991,805.00 * |

Airplane Relocation (not covered by grant)

*Estimate not a guarantee of costs

# RESOLUTION 2020-27
## City Council
## *City of Hart, Michigan*
*Oceana County*

***AUTHORIZE ENTERING INTO MEMORANDUM OF UNDERSTANDING WITH DELTA INSTITUTE FOR PLANTING OF TREES ALONG CITY OF HART PORTION OF HART MONTAGUE TRAIL***

WHEREAS, the Michigan Department of Natural Resources has entered into an agreement with Delta Institute for the purchase and planting and initial maintenance of trees along the Hart Montague Trail in areas deemed to be in need of additional tree cover; and

WHEREAS, the two locations along the trail within the boundaries of the City of Hart have been selected for placement of trees as part of this project; and

WHEREAS, the City's responsibility through 2021 is limited to attending meetings and calls related to the project, overseeing the installation and maintenance by the contracted agency for the project and participation in a Long Term Forestry Workshop after 2021 general maintenance of the tree would become the responsibility of the City similarly with all other trees planted on City property;
NOW THEREFORE BE IT RESOLVED THAT THE HART CITY COUNCIL:

*Agrees to the terms of the Memorandum of Understanding between the City of Hart and Delta Institute; and .*

*Authorizes the City Manager to sign the MOU on behalf of the City of Hart.*

Moved by and supported by and thereafter adopted by the City of Hart, Michigan City Council at a regularly scheduled meeting held on Tuesday, April 28, 2020.

Ayes: Nays: Absent:

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

_____
Cheri Eisenlohr, Deputy Clerk

delta institute

# MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (MOU) is entered into as of this 29th day of April 2020 between Delta Institute (Delta), and the City of Hart. The purpose of this document is to establish the process for procurement, contractor management, and reaffirms participation in the Oceana County, Michigan Stormwater Trees project.

## 1. Services Description

1.1 Delta Institute and City of Hart agree to work together in good faith collaboratively to achieve the project goals and deliverables.

1.2 Each party is and will remain a separate business entity, and this Agreement is specifically not a partnership and the parties hereby agree each shall bear its own costs and liabilities and shall not look to the other party for recovery of costs or liabilities related to errors or omissions, injury, or unrelated expenses.

## 2. Termination

Either party may terminate the agreement with 30 day notice by registered return receipt mail. Illinois law will govern this Agreement and any arbitration or court proceedings will take place in Illinois. Neither party has the authority to enter into agreements or assume any obligations on behalf of the other party.

| | |
|---|---|
| William Schleizer | Name |
| Chief Executive Officer | Title |
| Delta Institute | City of Hart |

delta institute

## MOU SCOPE

### I. The Procurement & Payment Process

To implement the project, Delta Institute will initiate a group-buying process for tree sourcing and for the procurement of planting and maintenance contractors. As summarized in this section, Delta will directly solicit, contract, and initiate payment with specific vendors, while corresponding with participating agencies on vendor selection and work oversight.

#### 1. Group Buying for Tree Sourcing

Delta Institute will initiate a "group-buying" process for the municipalities and MDNR, to achieve operational efficiency and potential cost savings. This will entail:

A. Delta will develop a Request for Quotes (RFQ) document, to serve as a solicitation to nurseries for tree planting. The Planting Plan will be included as an exhibit, to serve as a purchase list to tree nurseries.

B. Using the RFQ, Delta will gather quotes from local nurseries. Preference will be toward nurseries that provide warranty language with their quotes.

C. Delta will share quotes from nurseries with participating municipal and MDNR officials, along with planned selection memos.

D. Delta will award the contract to the least-cost, most responsive, most responsible quote, and issue a notice-to-proceed letters with the selected nursery or nurseries.

E. Nursery invoices will be submitted to Delta Institute, for reimbursement under the USFS GLRI grant.

#### 2. Procurement of Planting & Maintenance Contractors

Delta Institute will assist each municipality and MDNR in procuring planting and maintenance contractors. Two options will be available to each municipality and MDNR: (1) Delta-selected Group Contractor, (2) Preferred Contractors selected by a municipality and MDNR. This will entail:

A. **Group Contractor:**

i. Delta Institute will develop a Request for Quotes (RFQ) document, which will be issued to contractors identified by participating agencies, for planting and maintenance work.

ii. Using the RFQ, Delta will gather quotes from local contractors.

iii. Delta will share quotes from contractors with participating municipal and MDNR officials, along with planned contractor selection memos.

iv. Delta will award contract to the least cost, most responsive, most responsible quote, and issue a notice-to-proceed letters with the selected contractor.

v. Contractor invoices will be submitted to Delta Institute, for reimbursement under the USFS GLRI grant.

DRAFT
COLLABORATE

vi. Contractors will coordinate with selected nurseries, municipalities, and Delta Institute on the delivery and installation of the trees.

vii. Per the maintenance assurances in Section II.4, failure by contractors to complete the planting and maintenance work, as described in contract, will result in the withholding of payment by Delta Institute, until full completion of the work.

B. **Locally-Selected Contractor**

i. In the case where a municipality or MDNR has a preferred local contractor for planting and maintenance, their quote will be considered for the tree planting exclusively in that community or exclusively on the trail.

ii. The preferred local contractor will submit a quote, based on guidelines in the RFQ.

iii. Delta Institute will review the quote for cost-effectiveness and responsiveness. If it is deemed to be so, Delta Institute will award the contract to that locally-selected contractor, and issue a notice-to-proceed letter to that contractor.

iv. Per the maintenance assurances in in Section II.4, failure by contractors to complete the planting and maintenance work, as described in contract, will result in the withholding of payment by Delta Institute, until full completion of the work.

v. Contractors will coordinate with selected nurseries, municipalities, and Delta Institute on the delivery and installation of the trees.

## II. Partner Agreement Terms

The local partnering agency agrees to assist Delta Institute, WMSRDC, and the Oceana County Conservation District in implementing the *Oceana County Stormwater Trees* project, through:

1. Participation in general project coordination efforts, including:
   A. All necessary meetings, calls, and coordination efforts.
   B. Providing input on individual contractor selection and tree sourcing.
2. Installation and contractor oversight assistance, including:
   A. Providing a review and commentary on the tree and contractor selection memoranda.
   B. Providing oversight of the work completed by planting and maintenance contractors.
   C. Providing status reports on the completion of the delivery, planting, and maintenance activities within their jurisdiction.
   D. Ensuring that the completion of the project's maintenance work is in accordance with *Exhibit A: Maintenance Guidelines*.

3. Participation in the Long-Term Forestry Workshop - planned to occur in Oceana County in May 2020.
4. Assurance in providing effective long term management of the project's trees, in accordance with *Exhibit A: Maintenance Guidelines*, through the maintenance work conducted by internal staff and contracted vendors.

DRAFT

**Exhibit A: Maintenance Guidelines**
**Oceana County Stormwater Trees Project**

For the trees that are planted, as part of the *Oceana County Stormwater Trees Project*, the following guidelines for maintenance are required and necessary, to ensure the long term growth and health of the project's trees. These guidelines must be followed by the planting and

COLLABORATE

maintenance contractor throughout the duration of the project, and should be followed by the participating public agency and any affiliated contractors.

**I. Tree Watering Process**

Watering bags (i.e., tree gators, either donut-shaped or other types) should be installed at the time of planting. Watering bags should be checked weekly, and filled with water as needed during the first growing season. At Year 2 (Spring 2021), the bags should be checked every two weeks, and should be filled as needed. Watering bags can be removed after two growing seasons, by 2022.

**II. Mulching Trees**

Trees must be mulched, at a depth of 2-4 inches, at the time of planting. Mulch must be maintained in a level circular area around the base of each tree. Mulch must not be piled or mounded near the tree trunk. At Year 2 (or 2021), mulch should be evaluated, and if needed, additional mulch must be added to maintain 2-4 inches of depth.

**III. Staking and Tying Trees**

Trees that are planted near large open areas and are subject to high winds must be staked to improve firmness against the wind. This is particularly important for larger, "balled and burlapped" trees. At Year 2 (2021), trees must be evaluated for firmness, and if trees are stable, stakes can be removed. Upon completion of the second growing season, all stakes must be removed.

**IV. Pruning**

Newly-planted trees should need little pruning if they were properly cared for in the nursery. In the first year after planting, the contractor must remove only dead or broken branches. After Year 2, weakly-attached limbs and co-dominate leaders (a tree that has more than one main trunk that is similar in diameter) should be removed to promote healthy trees with good form.

**V. Tree Protection**

Tree mulch should help protect the base of newly-planted trees from lawn mower damage, by keeping mowers away from the tree base. However, to protect the newly-planted trees in areas where wildlife browsing may be an issue, trees must be protected using plastic mesh fencing or other tree guard products (such as tubes). After tree establishment, these structures can be removed.

**VI. Monitoring Tree Health**

A formal tree health inspection will be carried out by the project forester late summer of 2020 to evaluate tree condition. Trees will be inspected for appropriate watering, mulching, security and health. Recommendations for replacement plantings, necessary corrective actions, and any adjustments to maintenance activities will be outlined during this inspection.

**Site Number and Location:** #39 - City of Hart, south of Enterprise Dr. along HM trail - See Map 17

**Trail Right-Of-Way Distance:** 60' total, mostly all of the ROW is on the south and east side of trail

**Ownership:** City of Hart

**Microclimate Factors:** None

**Sunlight Levels:** Full sunlight

**Soil Texture/Type:** Covert sand, moderately well drained

**Soil Compaction:** Probably, landscaped area

**Soil Drainage:** Good

**Planting Recommendations:** 2 serviceberry saplings, container



# Memo

To: Mayor and Council
From: Lynne Ladner
Date: 04/23/20
Re: Discussion regarding application for USDA – Community Facilties Loan/Grant for City's Share of Veteran's Park Improvements and development of Pointe Park

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In working with Prein Newhoff on submitting the application for the Veteran's Park improvements and other capital projects that the City has on tap in relation to BioPure, Electric, and Water Distribution and Sewer Collection systems the discussion came up regarding whether any of the projects that we are being required to complete as part of the Dam Licensing agreement would be eligible for USDA loan/grant funding. Three of the projects that are at the top of the list for completion by FERC the improvements to Veteran's Park, the development of Pointe Park and the repairs to the Northeast embankment of the dam and the stairs down to the dam mechanical housing structure.

As the Council is aware we are applying for a grant of $300,000 to pay for approximately 30% of the improvements to Veteran's Park, that leaves the remaining cost of the improvements estimated to be $694,000 to come from City funds. Additionally, the improvements that are proposed for Pointe Park are another estimated $514,000 for a total of $1,208,000. The projects are both projects that can be funded through the use of the USDA Community Facilities loan/grant program. This would allow the City to borrow the funds to complete these projects that have impending deadlines from FERC for completion, potentially receive partial grant funding beyond the funding requested from the MNRTF grant to reduce the total overall City expenditure and to have borrowed the funds at a competitive interest rate for the City without significant impact on cash reserves.

The project at the Dam for the repairs on the Northeast embankment and the stairs would be a separate project and loan/grant application but again would allow the City to complete necessary repairs to the dam to ensure the long term safety of the structure. I am still awaiting the cost estimate from Prein Newhoff for this project.

I am asking for permission from the Council to move forward with the necessary steps to begin the application process through USDA Community Facilities for funding assistance for the two projects Improvements to Veteran's Park and development of Pointe Park and the repairs to the Northeast embankment of the dam and the stairwell to the dam mechanichal housing structure.

Lynne

# City of Hart - Pointe Park

18-Feb-20

Draft - Engineers Estimate

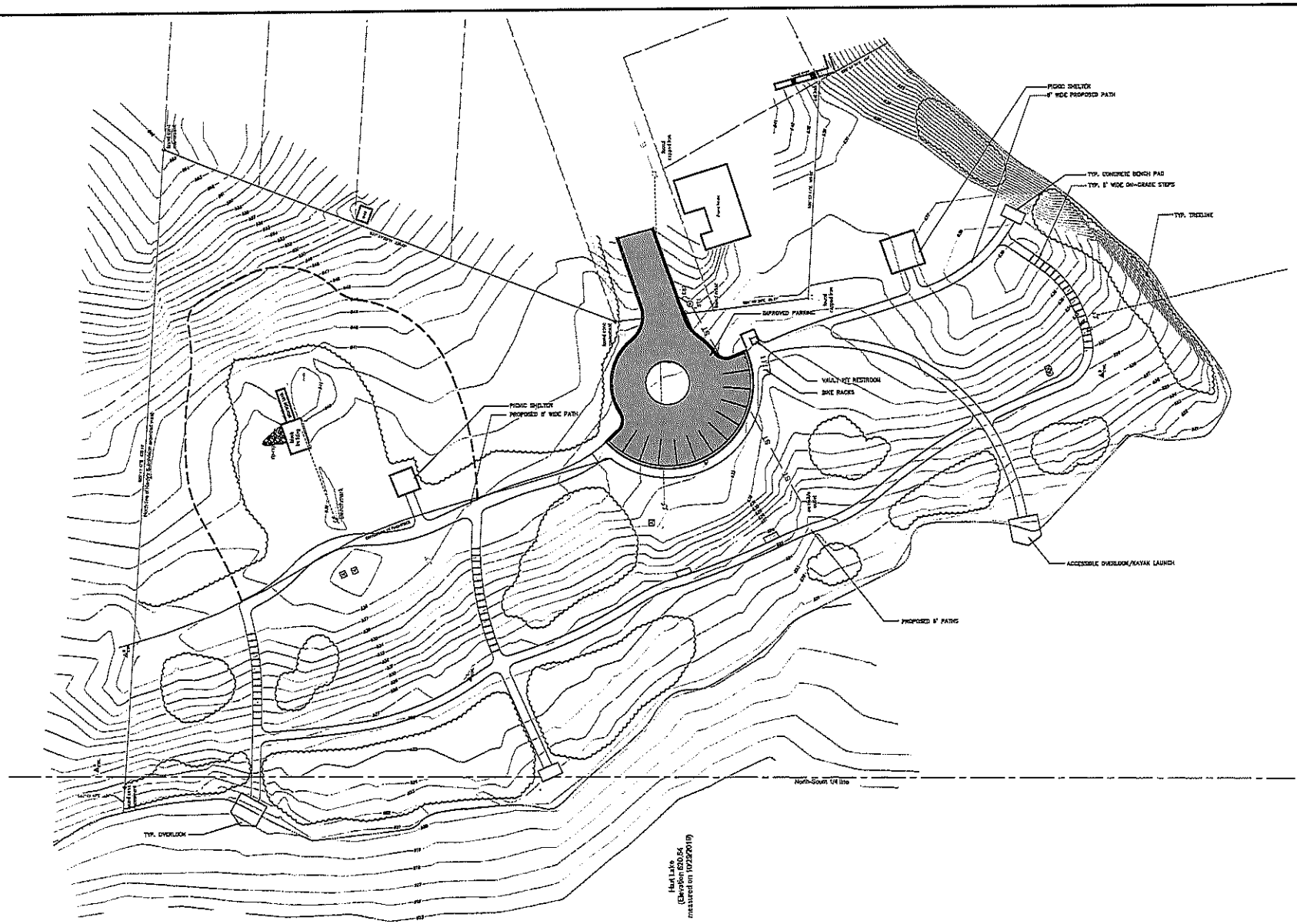
#2190667

| Base Bid Improvements | UNIT | UNIT PRICE | QUANTITY | COST |
|---|---|---|---|---|
| Selective Clearing/Grubbing/Removals | LS | $10,000.00 | 1 | $ 10,000.00 |
| Grading | LS | $40,000.00 | 1 | $ 40,000.00 |
| Silt Fence | LF | $6.00 | 1000 | $ 6,000.00 |
| Soil Erosion Control Blanket (NAG SC150) | Sq.yd | $4.00 | 520 | $ 2,080.00 |
| Raingarden/bioswale | LS | $5,000.00 | 1 | $ 5,000.00 |
| 4' Catch Basin | LS | $5,000.00 | 1 | $ 5,000.00 |
| 4' Leaching Basin | LS | $8,000.00 | 1 | $ 8,000.00 |
| 8" Storm Pipe | LF | $50.00 | 40 | $ 2,000.00 |
| 3" HMA Entrance Drive | Ton | $175.00 | 155 | $ 27,125.00 |
| 7" (21AA) Drive/Parking Lot CIP | Sq. Yd | $12.00 | 1150 | $ 13,800.00 |
| Curb and Gutter | LF | $30.00 | 440 | $ 13,200.00 |
| 6" Concrete with Subbase | Sq. Ft | $12.00 | 4500 | $ 54,000.00 |
| 6' Wide Chips & Fines Path | LF | $30.00 | 875 | $ 26,250.00 |
| 8' Wide Chips & Fines Path | LF | $40.00 | 250 | $ 10,000.00 |
| 6' Wide On Grade Steps | LF | $90.00 | 212 | $ 19,035.00 |
| Overlook | Ea | $25,000.00 | 2 | $ 50,000.00 |
| Vault Pit Toilet | LS | $25,000.00 | 1 | $ 25,000.00 |
| Shelter 24'x24' | Ea | $40,000.00 | 1 | $ 40,000.00 |
| Shelter 16'x16' | Ea | $25,000.00 | 1 | $ 25,000.00 |
| Benches | Ea | $1,500.00 | 6 | $ 9,000.00 |
| Barrier Free Signs | Ea | $200.00 | 1 | $ 200.00 |
| Interpretive Signage | Ea | $1,500.00 | 3 | $ 4,500.00 |
| Bike Racks | Ea | $500.00 | 4 | $ 2,000.00 |
| Permitting | LS | $1,000.00 | 1 | $ 1,000.00 |
| Landscaping | LS | $2,500.00 | 1 | $ 2,500.00 |
| Seeding and Restoration | Sq. Yd | $2.50 | 4000 | $ 10,000.00 |
| | | | Base Bid Total | $ 411,000.00 ** |

This estimate is Not a guarantee of costs

** Rounded Total

| | | |
|---|---|---|
| Contingency | $ | 41,100.00 |
| Engineering & Const.Observation | $ | 62,000.00 |
| Total | $ | 514,000.00 ** |




CONCEPT PLAN
SCALE : 1" = 30'

North

| NO. | REVISIONS | BY | DATE |
|---|---|---|---|
| | | | |

DRAWN C.W.M.
DATE DEC. '19
CHECKED M.D.L.
DATE DEC. '19

Prein&Newhof
Engineers ■ Surveyors ■ Environmental ■ Laboratory

CITY OF HART
OCEANA COUNTY, MICHIGAN
POINTE PARK
PARK IMPROVEMENTS
CONCEPT PLAN

PROJECT NO. 2190667
SHEET NO. 1 OF 1

# Memo

To: Mayor and Council
From: Lynne Ladner
Date: 04/24/20
Re: Discussion regarding offer to sell 219 E Main to City of Hart

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All members of the Council should have received a copy of the email from Aaron Cory earlier this week regarding his offer to sell the property located at 219 E Main to the City of Hart in exchange for $39,500 cash plus the transfer of 3.73 acres of City owned property (parcel number 007-017-300-26) at a price which he valued at approximately $6,023.

It is my understanding that parcel number 007-017-300-26 was purchased by the City as part of the remediations steps being taken to obtain compliance with the ACO for Hart Lake. If the City were to sell or transfer ownership of this property we would then need to find other property to replace/fill that requirement within the order.

Secondly, I understand that 219 is included in the City's master plan for redevelopment in the downtown and at another period of time I would be more likely to be advising the Council to seriously consider this purchase with the current challenges that the City will most likely be facing for the foreseeable future resulting from the economic devastation of the COVID-19 pandemic I cannot endorse spending the City's limited resources on this expenditure at this time.

Lynne

## Lynne Ladner

**From:** Aaron Cory <cory.aaron@gmail.com>
**Sent:** Tuesday, April 21, 2020 3:02 PM
**To:** Lynne Ladner
**Subject:** Fwd: Offer: 219 e. Main St. (prop ID# 020-209-004-00)
**Attachments:** Gmail - Offer_ 219 e. Main St. (prop ID# 020-209-004-00).pdf

Lynn,

Please see attached PDF. The file size in original email kicked back saying it was too large for your account. I converted the email to PDF and attached it to this email.

Thanks,
Aaron Cory

---------- Forwarded message ---------
From: **Aaron Cory** <cory.aaron@gmail.com>
Date: Tue, Apr 21, 2020 at 2:47 PM
Subject: Offer: 219 e. Main St. (prop ID# 020-209-004-00)
To: Lynne Ladner <lladner@cityofhart.org>
Cc: <rdlaporte@frontier.com>, <thelafevers@yahoo.com>, <CaptjoeF@msn.com>, <osr251@carterlumber.com>, <airsplane@gmail.com>, <Hawgslayer51@gmail.com>, <burilloc@gmail.com>

Lynne, Ron and all,

I am offering the City of Hart the opportunity to be an active participant in the redevelopment activities as described in the most recently published City of Hart Master Plan (see link to plan and summary of details listed below). When you review the plan it becomes clear that the plan provides clear guidance on development process and procedures for which one of my properties at 219 e. Main St. is a key element to redevelopment in the City of Hart.

In addition, as you are aware, the City of Hart has purchased the adjoining property at 227 e. Main St. (former walkers restaurant). The City purchased this for a total purchase cost of approximately $75,000 including environmental costs and back taxes.

To my knowledge there has never been a gas station on my property and all taxes are paid in full, not to mention a solid structured home stands on the site.

My offer is to sell the city of Hart my property at 219 e. Main St. (prop ID# **020-209-004-00**) (see image #3 blue) in exchange for $39,500 purchase price plus the sale of 3.73 acres of vacant land (prop ID# **007-017-300-26**) for $1. This vacant land is currently owned by the City of Hart and is located in Hart Township off of 72nd avenue (see image #2 circled in red).

Last summer I purchased the adjacent 5.5 acres of vacant land from Dennis Gale for $1,615 per acre (see image #2 blue) so with the listed acres of 3.73 for the City of Hart owned property that would put the value of that property at approximately $6,023 total for the 3.73 acres given a similar valuation. My personal residence backs up the 5.5 acres of land and so we know the property well. The majority of the land in this area (both mine and the City of Hart vacant

land) is either very low swampy type land or high bluffs with steep nearly vertical grades in many areas. I plan to maintain this land to preserve the natural features and habitat for local wildlife that it currently supports today.

I understand that city meetings happen at different times and intervals so hopefully one month to review and respond to this offer would be enough time.

I do plan to take action on my 219 e. Main St. property one way or another this summer so I ask that you consider this offer in a timely manner.

Let me know if you need any clarifications.

Sincerely,
Aaron Cory
231-742-6340
cory.aaron@gmail.com

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City of Hart Master Plan dated 2017 (https://cityofhart.org/documents/Hart_Master_Plan_Adopted_12-19-17-reduced_Y59eA.pdf)

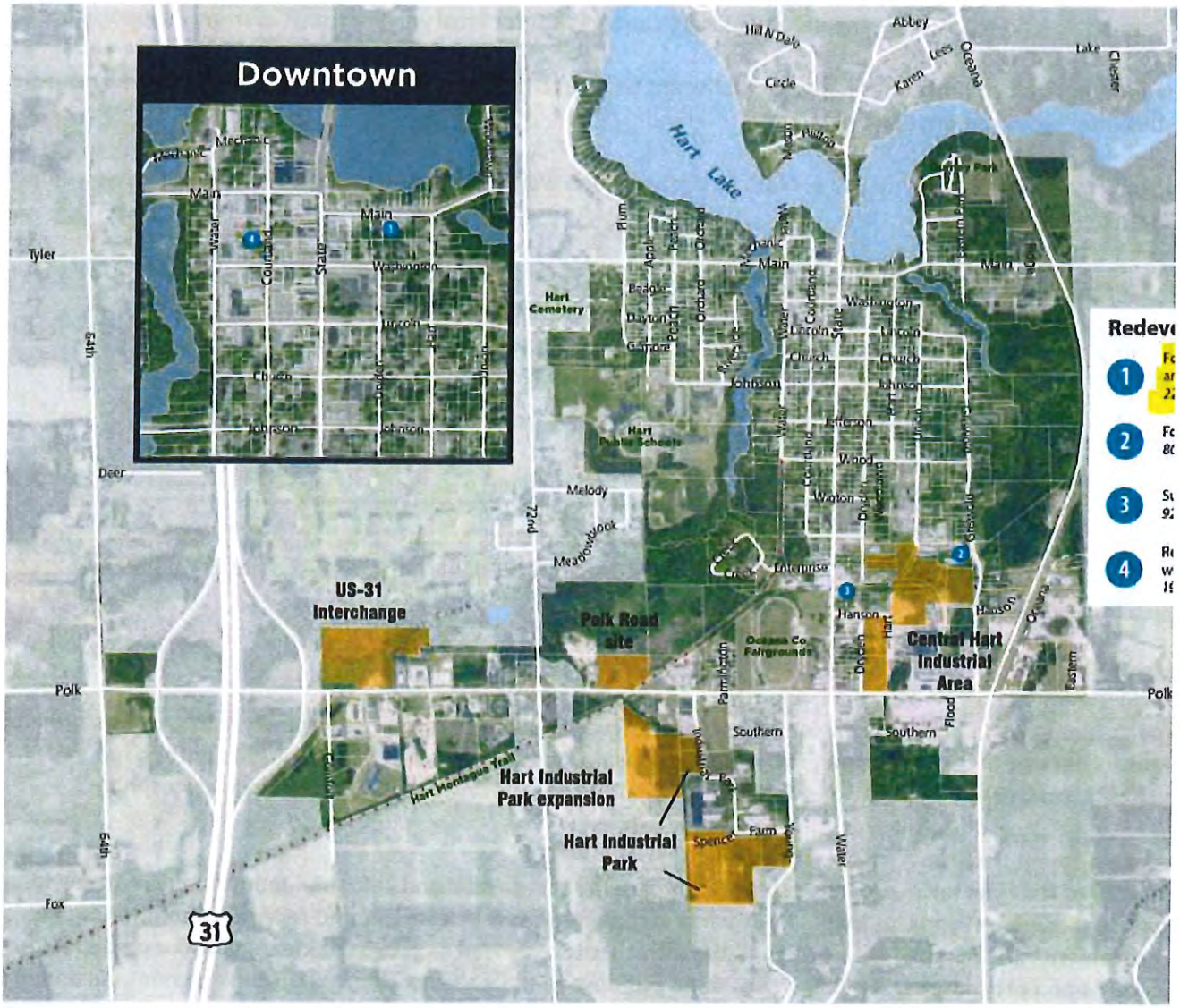
**Master Plan Goals:**

**Goal 1:** "Continue to build a strong downtown that serves as a hub of community activity that provides a unique and beautiful backdrop for area events, social interaction, and commerce, while maintaining its historic nature."
**Goal 2:** "Attract new permanent residents to the City that are seeking a vibrant small-town atmosphere."

**Redevelopment Section:**
"The City of Hart has taken proactive steps to prepare for commercial and industrial redevelopment in key identified areas on the Future Land Use Map. The City has prepared for new investment and redevelopment through its improvements and upgrades to its utilities and infrastructure **as well as providing clear guidance on development processes and procedures.** The City strives to be business-friendly to encourage private investment. However, this goal is balanced with preservation of natural resources, environmentally sensitive areas, neighborhoods, and its historic downtown area. Together, this balance will preserve what makes the City of Hart special while opening the doors for economic opportunities."

On page 38 of the plan you will find my property 219 e. Main St. along with the property recently purchased by the city of Hart last year 227 e. Main St. listed as the top redevelopment sites. (see image below)

**Property ID Reference:**
007-017-300-26 = Vacant Land (City of Hart owned)
007-017-300-07 = Hart City Well (City of Hart owned not connected to vacant land in question)
020-209-004-00 = 219 e. Main St. (Aaron Cory property)
020-209-005-00 = 227 e Main St. (Old Walkers Restaurant, now City of Hart owned)
020-209-016-50 = Parking lot (City of Hart owned)




38 2017 City of Hart Master Plan

Image #2

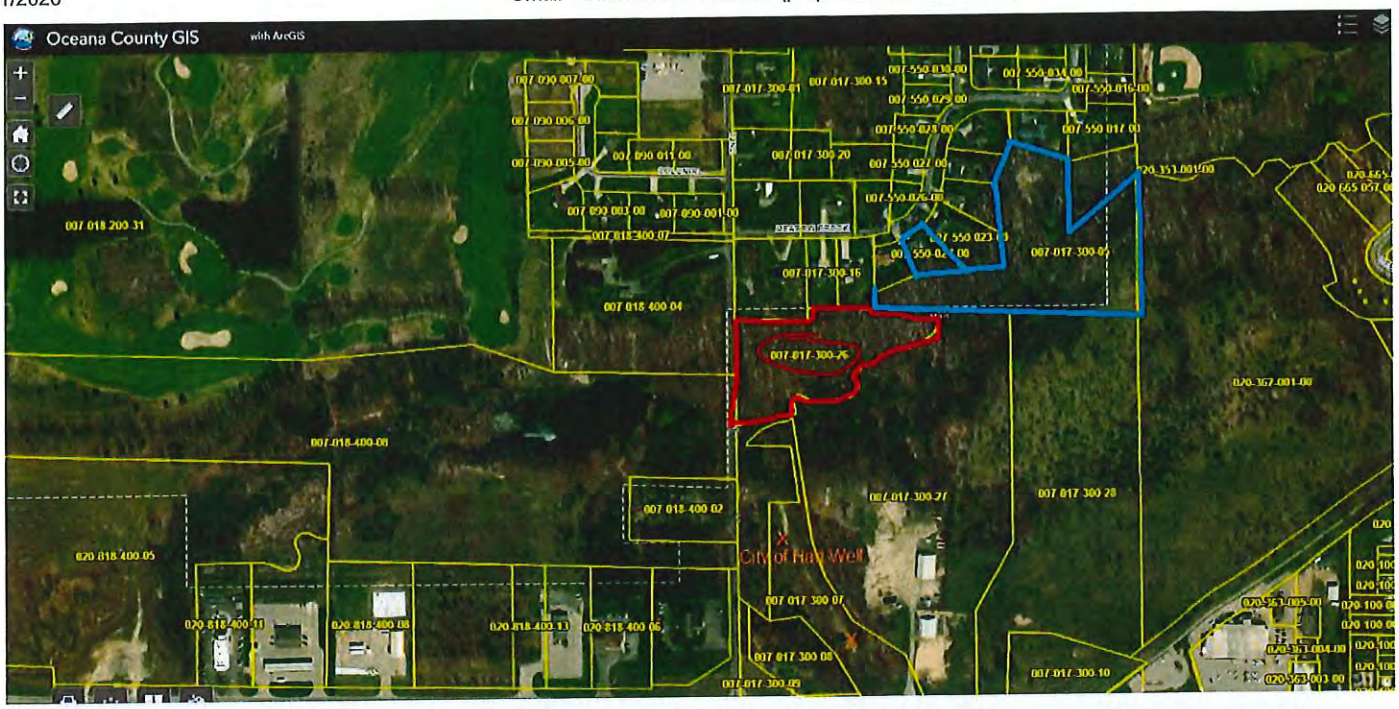

Oceana County GIS
with ArcGIS
007-018-200-31
007-018-400-04
007-018-400-08
007-018-400-02
020-818-400-05
020-818-400-11
020-818-400-08
020-818-400-33
020-818-400-06
007-017-300-26
007-017-300-27
007-017-300-28
007-017-300-07
007-017-300-08
007-017-300-09
007-017-300-10
020-367-001-00
City of Hart Well

Image #3


Oceana County GIS
with ArcGIS
Find
020-201-001-50
020-201-002-00
020-201-003-00
020-258-001-00
020-253-001-00
020-248-001-00
020-249-004-00
020-249-002-00
020-251-002-00
020-252-002-00
020-252-003-00
020-208-001-50
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020-208-005-50
020-208-006-00
020-208-007-00
020-208-008-50
020-209-001-00
020-209-003-50
020-209-005-00
020-209-008-00
020-209-002-00
020-209-017-00
020-209-016-00
020-209-014-00
020-628-002-00
227 e. Main St.
City of Hart
219 e.
Main St.
A. Cory
MAIN
STATE
HART

# Memo

To: Mayor and Council
From: Lynne Ladner
Date: 04/24/20
Re: Preliminary discussion regarding re-opening steps for City Buildings

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At this time I am working with the manager from Pentwater and Shelby to ensure that we have a cohesive strategy county wide for how we will proceed with opening our City/Village Halls, Public Parks and facilities such as the community center and addressing gathering such as special events.

Thus far steps that I am taking towards those ends include directing the managers of the campground at John Gurney Park that we will be following the State Campgounds opening dates which has now moved that opening date to May 15th. We are looking at potentially not opening the bathhouse this summer and only pemit campers that have full hook-ups and are self contained units. It is possible that the store will not open at the campground and that the pavilion may not be available for rentals.

That brings me to the Historic District, depending upon what limitations remain on events through the summer they may be able to open to visitors but may also be forced to limit events in the chapel and other spaces that they may already have reservations for at this time. I will be working with Russ and others from the District on what additional safeguards they may also need to put in place including addition cleaning and disinfection of spaces, providing volunteers with PPE to wear while working in the district etc.

For the foreseeable future I anticipate that the Council will be taking over the Community Center on the 2nd and 4th Tuesday nights for Council meetings even after the Stay at Home orders are lifted in order to permit necessary social distancing of the council members and public participants.

I am working to purchase a plexiglass divider for the walk up window in City Hall so that when we are able to open the lobby to the public once again social distancing and protection for City employees will be in place. The same goes with locating the materials necessary to build portable handwashing stations that can be placed around areas downtown for special events and when they become available again purchasing hand sanitizer dispensers to be mounted in our public parks.

Lynne