



**CITY OF HART
407 S. STATE ST.
HART, MI 49420
COUNCIL PROCEEDINGS
February 28th, 2023
MINUTES – Approved**

PRESENT: Councilors: Mayor Vicki Platt Justin Adams, Catalina Burillo, Dean Hodges, Amanda Klotz, and Kris Trygstad

ABSENT: Jim Evans

OTHERS PRESENT: City Manager – Rob Splane, City Clerk – Karla Swihart, BioPure Superintendent – Paul Cutter, Sharon Hallack and Dick Huntington

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

APPROVAL OF AGENDA:

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

PUBLIC COMMENTS:

- Dick Huntington 115 Creeks drive, Would like to be on the agenda for March 14th meeting to discuss the Creeks Subdivision, to go over how the HOA works and with new buyers coming in there seems to be some confusion. Really looking forward to the Tinman coming. Also the DPW for snowplowing doing a very good job and wanted to Thank them for all their hard work. Pink Elephant commend them on the upcoming changes very good things happening.

CORRESPONDENCE, EVENTS, PRESENTATIONS:

- Hart Police Department 2022 Year-end Report.

2022 Year-end Report

This report reviews activities the Hart Police Department has been involved in over the past 2022 calendar year. In addition, the report contains information on department personnel and compares crimes and complaints with previous years.

In January 2022, Officer Schoedel attended a week-long defensive tactics training course in Human Factor's Research Group (formally known as PPCT; Pressure Point Control Training) at Delta College in Bay County Michigan. As a result, Officer Schoedel will be instructing our officers on the proper use of force and how to use the most minimal force when necessary to apprehend an individual. Additionally, Officer Schoedel will continue to train our officers yearly in defensive tactics during our annual department training.

In February 2022, D/Sgt. Skipski attended a Basic Detective School in Ludington Police Department. The school enables D/Sgt. Skipski to receive valuable information on search warrants, surveillance, fraud complaints, computer investigations and homicide investigations. The class also supplied a host of materials for investigations and created contacts with other agency detectives.

On Sunday, April 17th 2022, Officer Shawn Anderson worked his last shift with the Hart Police Department. ON behalf of the Hart Police Department, I would like to recognize and thank Officer Anderson for his dedication and values contributions to the department and for serving the citizens of the City of Hart for the last seventeen (17) years. Officer Anderson will be greatly missed by everyone in the department. Interviews were conducted internally within the department, and in March of 2022, Officer Kyle Moore, who was employed on a part-time status with the department, was offered and accepted the full-time position with the department. Officer Moore has been doing a great job and has excelled throughout the year.

In July 2022, the City of Hart City Council approved hiring an additional full-time officer due to the difficulty of the department hiring part-time officers. The hiring of part-time officers is currently a nationwide issue in law enforcement. Agencies nationwide are also having difficulties hiring full-time officers to fill the ranks by retiring

officers. Interviews were completed in May of 2022 for this new full-time position. In July of 2022, Officer Ray Ryder was offered and accepted a full-time position with the department. Officer Ryder has over ten (10) years of law enforcement experience and was previously employed full-time with the North Muskegon Police Department. Officer Ryder has been doing a great job and has excelled throughout his time with the department.

In November 2022, the department was awarded a grant from the Dickey Foundation to purchase six (6) Cardiac Science G5 Powerheart AEDs to distribute to (6) police departments within Oceana County to better equip our officers with much-needed life saving equipment. Obtaining this generous donation from the Dickey Foundation will allow our residents and visitors alike to have this life-saving equipment on hand to assist with precious moments during a cardiac arrest emergency, which is extremely important for patient survival. This donation benefited the Hart Police Department, Pentwater Police Department, Shelby Police Department, Walkerville Police Department, Rothbury Police Department and the New Era Police Department.

The Hart Police Department, as of this year, has three (3) pursuit-related vehicles, a 2016 Ford Interceptor SUV, a 2019 Ford Interceptor SUV and a 2022 Ford Interceptor SUV. The decision to keep the 2016 Ford Interceptor SUV and not remove the vehicle from service was due to allowing an extra vehicle for use during City events and an extra patrol vehicle for use in case another patrol vehicle is placed out of service. All vehicles have been well utilized by all officers, and I have received no major complaints or issues for any of the vehicles. Besides the occasional recall notice for repairs, all patrol vehicles have been running well. In October of 2022, the 2022 Ford Interceptor SUV was placed into service.

The Hart Police Department continually strives to train and keep updated on new and changing laws. The Hart Police Department continues to be involved in the West Michigan Criminal Justice Training Consortium. The department's commitment is 30% of the State Training Fund the department receives during the year. The department continues to have instructors in Firearms, Defensive Tactics, Taser, First Aid/CPR, Active Shooter Response, Bleeding Control, and Skid car made possible through this consortium. This year, the department held its training in March of 2022 at West Shore Community College training facility. Training consisted of Taser Recertification, Mandatory Firearms Lecture, Defensive Tactics (PPCT) Lecture/Practical and First Aid/CPR/AED Lecture/Practical. The department also conducts Firearms Qualification twice a year, Spring and Fall Qualifications, which consist of day and night shooting. The department currently utilizes the Hart Long Rifles range to conduct its qualifications. The Hart Long Rifles allow the departments to utilize the range at no cost. The Hart Police Department continues to offer the TEAM program, Teaching, Educating and Mentoring, to the 5th-grade students of the Hart Middle School. This program is very well received by the students and staff alike. The TEAM Program ranges from K-12th grade and covers drug awareness, gun safety, and bullying. An Annual TEAM golf outing is also held yearly to cover costs for the program. This year's golf outing was held on Sunday October 2nd, 2022 at the Oceana Golf Club in Shelby, and over \$4,200 was raised. The Hart Police Department is also working on becoming more involved in the school system and is requested to conduct training for students and facilities alike in several instances.

The Hart Police Department once again participated in an annual grant to continue teaching STEP to our 5th grade students. STEP (Student Tools for Emergency Planning) is a Michigan State Police/Homeland Security grant which allows certified instructors to teach preparation techniques during national and inclement weather emergencies. After the course, each student is given a STEP backpack (go-bag) containing various emergency preparation items. The class's goal is to encourage the students to continue to add emergency equipment to their backpacks in case of a real emergency.

The Hart Police Department also instructs classes on drug awareness to the WSCC Criminal Justice Tech Prep Class. The Tech prep class comprises area high school students interested in Law Enforcement as a future career. Hart High School is also represented in the group. The drug awareness class is also taught yearly to High School health students.

The Hart Police Department continues to participating in the Bulletproof Vest Program, which allows departments that qualify to be reimbursed 50% of the est's total cost. In 2022, a bulletproof vest costs approximately \$1,048.00. The department has been part of this program for several years, assisting in purchasing new bulletproof vests for full-time and part-time officers.

DETECTIVE SERGEANT:

D/Sgt. Skipski finished up another busy but successful year. D/Sgt. Skipski was once again tasked with high-profile and long-term investigative complaints. This allows the officer to work with various state, local and general agencies to assist with complaints that exceed local jurisdiction. This also opens up positive and more valuable resources to enhance investigative leads and crucial support efforts. These agencies include the Federal Bureau of Investigation, Homeland Security, Michigan State Police, SSCENT, and the State multi-jurisdictional fraud task force.

D/Sgt. Skipski has assisted with crime scene investigations and processing several stolen vehicles. The time-consuming process allows for the precise and critical retrieval of evidence at crime scenes or from stolen property. This includes preserving physical evidence, DNA samples and latent fingerprint retrieval.

D/Sgt. Skipski has also processed and returned physical evidence collected or retrieved as found property. This process allows for clearing non-court related property to be purged from the evidence room, thus keeping the remaining property accurate and accounted for.

D/Sgt. Skipski continues to maintain his presence at the Hart Public Schools. Instructing classes to both staff and students. These classes include CPR, First Aid, Bleeding Control, Active Shooter Response, Drug Recognition, Sexting, Bullying and many other topics. The school has also called upon D/Sgt. Skipski to investigate numerous issues occurring at the school. Vaping habits are still prevalent in our school system, and numerous tickets have been written to students, which cause them to address their habit and seek medical assistance when needed. Overall, police presence at the school has deterred many pending issues that typically arise from social media. D/SGt. Skipski has maintained a close relationship with school administrators and attends all school board meetings. Hart Pirate water bottles were given to various girls' and boys' sports teams at Hart Public Schools. Again, this offered the opportunity to gain the trust and respect of athletes and coaching staff.

Safety Pup has been implemented as a safety teaching tool at our lower-level grades, allowing D/Sgt. Skipski to instruct basic safety topics with Safety Pup being present. In addition, a full evacuation of Spitler Elementary was conducted this past year, allowing our students to get acquainted with officers and become comfortable with with off-campus evacuation sites and proper procedures for active shooter response.

D/Sgt. Skipski has also overseen lockdown drills at our various schools on campus and has completed written documentation of the drill, which is required by Emergency Management.

D/Sgt. Skipski conducted a bicycle safety class at John Gurney Park throughout the past summer. Bicycle Safety items were distributed along with a parade throughout the park.

Several CPR/First Aid classed were conducted within the community of Hart, allowing for AHA certification.

A grant through the American Deputy Association was obtained to purchase Stinger LED Flashlights for each officer in the department. These lights are extremely bright and provide safety during nighttime operations. Three 50- person trauma kits were also obtained through a grant from the Spirit of Blue. These trauma kits will be utilized at large-scale medical events, active shooter incidents etc.

D/Sgt. Skipski is also responsible for writing and updating all Incident Action Plans for all events held within the City of Hart. These include Asparagus Festival, Graduation, Fair, all events held at our public school and Christmas Parade.

D/Sgt. Skipski graduated approximately 100 students from the Hart Middle School 5th grade TEAM class this past June. Students participated in 12 weeks of safety classes covering various topics. Guest speakers for graduation was Friend of the Court and Retired Hart Police Sergeant William Cummins.

At the end of 2022, The Hart Police Department had six (6) full-time officers and one (1) part-time officer. The sole part-time officer is employed full-time at the Muskegon County Sheriff's Office. In 2022, there were 199 arrests and 1,789 complaints or calls for service. In 2021 there were a total of 208 arrests and a total of 2,119 complaints or calls for service.

CONSENT AGENDA:

- Approval of minutes from February 28th, 2023.
- Bills, Claims, Payroll
- Reports of Boards, Commissions, and Committees
- Department Reports – Police/BioPure/Public Works/Energy/C&E Dvlp
 - A. Klotz motioned to approve Consent Agenda and supported by J. Adams
 - Ayes: 6 Nays: 0 Absent: 1

ACTION ITEMS:

- Resolution 2023 – 10 Resolution to Support Redevelopment Liquor License Application
WHEREAS, the City of Hart is supportive of economic development and redevelopment; and
WHEREAS, the City believes that making Redevelopment Liquor Licenses available as authorized by MCL 436.521a(1)(b) will lead to desirable development, job creation, reinvestment, redevelopment and an increased tax base; and
WHEREAS, the City of Hart has demonstrated that the total amount of private and public investment in real and personal property in the TIFA District was at least \$200,000 in the past five years; 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
It is the consensus of City Council to recommend this application be considered for approval by the Michigan Liquor Control Commission.
Authorizes and directs the City Clerk to sign the Local Government Approval Form on behalf of the City of Hart and attest to the approval as written in the attached MLCC approval form.
 - A. Klotz motioned to approve Resolution 2023-10 and supported by D. Hodges
 - Ayes: 6 Nays: 0 Absent: 1
- Resolution 2023 – 11 Accept Engagement Agreement for Auditing Services
WHEREAS, the City of Hart is required to have an outside independent audit completed at the end of every fiscal year to ensure that the City's accounting practices and accounts are in compliance with generally accepted accounting practices and all Governmental Accounting Standards Broad (GASB) and Other Post-Employment Benefits (OPEB) reporting requirements and

WHEREAS, the City of Hart has been happy with the services we have received in the past several years from the team of auditors that have ultimately formed into the firm which is known as Maner Costerisan and they are familiar with the City's practices and have helped with improving our process; and
WHEREAS, with the end of Fiscal Year 2023 upon us it is necessary to enter into an engagement agreement with an independent auditing firm and as a professional service this is like attorneys and engineers not a service that is frequently big out as the institutional knowledge that is gained by working with one firm for several years is a benefit to the City.

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 engagement agreement with Maner Costerisan for auditing services for FY 2023
In the amount of \$20,500, for FY 2024 in the amount of \$21,500 and for FY 2025
in the amount of \$22,500; and
authorizes the City Manager to sign the engagement letter.*

- C. Burillo motioned to approve Resolution 2023-11 and supported by K. Trygstad
 - Ayes: 6 Nays: 0 Absent: 1

DISCUSSION ITEMS:

- None

CITY MANAGER'S REPORT:**UPDATES:**

- Hart Energy System Study presentation set for April 11th City Council meeting.
- Veteran's Park site plan is nearly complete. The plan is essentially the same as the previous one shared with council last fall following the City meeting with Hart VFW. Bids to be sought in the Spring for construction this summer and fall.
- The City was able to close last week on another duplex site in the Creeks Subdivision with construction likely beginning in March. Interest continues to come in on the other available lots.
- The City will be doing a short presentation at Michigan Asparagus Day in New Era on March 9th to see support from asparagus industry partners in pursuit of expanding the scope of the 501th anniversary National Asparagus Festival.
- City representatives met with Fire Chief Fuehring and the Oceana County Emergency Manager Troy Maloney to discuss opportunities for the City and the Fire Department to collaborate on safety initiatives. The discussion was beneficial for all involved and we anticipate some new collaboration efforts as a result.
- Oceana LEADS – webinar presentation regarding current drug trends seen online, what kids are learning about from their peers online, and dangers of social media and how to protect youth.
- The Michigan Municipal Risk Management Agency winter workshop is Wednesday and Thursday this week in Lansing. This offers ongoing learning opportunities to help the City with reducing exposure to liabilities.

Legacy Topics:

- Discussion with Chief Salazar continues to examine the Hart Police Department implementing property maintenance code enforcement and rental inspection services.
- Grant Funded 227 East Main property demolition completed. Site reconstruction planning is in progress.
- The Charter review committee has finished its assessment for phase one City Charter amendments. The proposed changes have been reviewed by our City Attorney who is now preparing our timeline to seek governor approval and the next general election cycle.

Upcoming Topics:

- Adoption of 2022-2026 Park and Rec Master Plan
- Water, Wastewater, and Energy rate studies = 2024 Utility Rate recommendations.

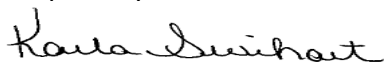
COMMUNICATIONS FROM THE MAYOR AND COUNCIL:

- C. Burillo question regarding the light downtown. CM Splane they no longer make parts for the Light downtown that being said we looked into purchasing a new light, we are also working on Street Scape project for downtown. In the meantime M. Schiller energy superintendent continues to look for pieces and parts needed to repair the current stop light downtown, we continue to ask for the Community's patience while the City works to get the light back up and running.

ADJOURN:

- There being no further business to come before the Council, the meeting adjourned at upon a motion by C. Burillo and supported by J. Adams. The next regularly scheduled meeting will be on March 14th, 2023, at 7:30 pm.

Respectfully Submitted



Karla Swihart, City Clerk