



**CITY OF HART
407 S. STATE ST.
HART, MI 49420
COUNCIL PROCEEDINGS
MAY 12, 2020, 7:30 P.M.
MINUTES – AMENDED - APPROVED**

PRESENT: Mayor Ron LaPorte (in person), Councilors: Vicki Platt, Jason La Fever, Rob Splane, Catalina Burillo, (all via Zoom), Joe Frontiera (in person) and Steve Hegedus (in person)

ABSENT: None

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, all ayes, the motion carried.
 - Ayes: 7 Nays: 0 Absent: 0

MINUTES:

- Ms. Burillo made a motion to approve the minutes of April 28, 2020, meeting, supported by Mr. Hegedus, all ayes, the motion carried.
 - Ayes: 7 Nays: 0 Absent: 0

PUBLIC COMMENTS, CORRESPONDENCE, EVENTS, PRESENTATIONS:

- None

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.
 - Mr. Cutter addressed the Council regarding more work needing to be done on the new drain field to alleviate ponding. Weeping tiles would need to be placed in the field at an approximate cost of \$10,000.00. This procedure has not been approved yet by EGLE.

DPW Superintendent, Brad Whitney:

- Written report was provided in the packet.

HEART Director, Nichole Steel: Attended meeting via Zoom.

- Written report was provided in the packet.

BILLS, CLAIMS, & PAYROLL:

- Bills: \$326,936.50 Payroll: \$58,877.13 Grand Total: \$385,813.63
 - Mr. Splane made a motion to approve, supported by Mr. Hegedus, the motion carried.
 - Ayes: 7 Nays: 0 Absent: 0

ACTION ITEMS:

Ms. Ladner addressed the following Action Items:

Memo

To: Mayor and Council

From: Lynne Ladner

Date: 05/08/20

Re: MDOT Category B Grant application

Once again, this year, MDOT is accepting applications for their Category B grant funding. As has been a priority project for the past several years on the City’s CIP is the paving of Hanson St. from State to just past the Child Care Center at 302 Hanson St. This construction project would include creating a turnaround space for school buses allowing for ease of pickup and drop-off at the center. Included in the grant application is the replacement of the lead water service line to the Child Care Center in keeping with EGLE requirements to replace these lines throughout the community (what once was the property owner’s responsibility but has been at least temporarily been made the responsibility of all water distribution systems). There is also the cost for paving the parking lot at the DPW garage; this is an option which the Council can choose to remove from the application and project if they do not want to complete at this time, but larger projects are often looked at more favorably. The lead service line is \$5,500 of the \$167,500. That leaves \$162,000 for Construction - \$81,000 plus would be the City’s match. So the City’s cost, if the grant is received, is \$81,000 plus \$5,500 for lead service line plus \$26,500 for engineering. This is if the DPW lot is not paved. The engineering is not an eligible cost under the grant. Adding the DPW lot would cost \$97,500 for Construction, \$19,500 for engineering, but none of these costs are eligible for the grant.

The costs are as follows:

	Hanson Street	DPW Parking	Total
Construction (with 10% contingency and with lead service line)	\$167,500	\$97,500	\$265,000
Estimated Engineering* (design and construction)	\$26,500	\$19,500	\$46,000
Total	\$194,000	\$117,000	\$311,000

It is my recommendation that at the very least the Council adopt Resolution 2020-28 Authorizing the application to MDOT for the Category B Grant funding for the Construction of Hanson Street and replacement of the lead service line to the Child Care Center located on Hanson St. with a project total of \$194,000 and seeking a 50% grant for eligible cost equaling \$81,000

Lynne

Discussion: Any reference to Michigan Freeze Pack will be eliminated in the application process as they do not factor in the need to pave the street.

**CITY OF HART
RESOLUTION NO. 2020-28**

A RESOLUTION TO ESTABLISH A REQUEST FOR FUNDING, DESIGNATE AN AGENT, ATTEST TO THE EXISTENCE OF FUNDS AND COMMIT TO IMPLEMENTING A MAINTENANCE PROGRAM FOR RECONSTRUCTION OF LINCOLN STREET AND HANSON STREET FUNDED BY THE TRANSPORTATION ECONOMIC DEVELOPMENT FUND CATEGORY B PROGRAM.

WHEREAS the City of Hart is applying for \$81,000 in funding through MDOT from the Transportation Economic Development Category B Program to pave Hanson Street between State Street and Hart Street.

WHEREAS MDOT requires a formal commitment from the public agency that will be receiving these funds and will be implementing and maintaining these infrastructure projects.

NOW, THEREFORE, BE IT RESOLVED THAT, the City has authorized Lynne Ladner, City Manager, to act as agent on behalf of the City to request Transportation Economic Development Fund Category B Program funding, to act as the applicant's agent during the project development, and to sign a project agreement upon receipt of a funding award.

BE IT FURTHER RESOLVED THAT, the City attests to the existence of, and commits to, providing at least \$81,000 toward the road construction costs of the project(s), at least \$103,000 for water service and DPW parking lot improvements, and all costs for design, permit fees, administration costs, and cost overruns.

BE IT FURTHER RESOLVED THAT, the City commits to owning operating, funding, and implementing a maintenance program over the design life of the facilities constructed with Transportation Economic Development Fund Category B Program funding.

Moved by Mr. Splane supported by Mr. La Fever and thereafter adopted at the regular City of Hart City Council meeting on May 12, 2020.

Ayes: 7 Nays: 0 Absent: 0

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 City Clerk

Memo

To: Mayor and Council
 From: Lynne Ladner
 Date: 05/08/20
 Re: Tree trimming and removal

In late April, the Energy department advertised for qualified bidders for the trimming and/or removal of trees located throughout the electric utility system that are near energized power lines and pose a potential threat to the reliability of the system. The bids were due by 5 pm on May 7 and a public bid opening was held through the virtual meeting platform Zoom on Friday, May 8 at 8:15 am. There were two bidding options. The first was a lump sum for the removal of a total of 5 trees in two different locations. The second option allowed for additional bids on the removal or trimming on single or groups of trees located at multiple locations throughout the City, with each location being a separate bid price allowing the Council to pick and choose the type and limits of work to be completed.

Two bids were received for both options with the results provided on the attached bid tally sheet. Custom Tree service bid \$2,300 on option one and Dubois Tree and Land Management bid \$1,300 on option 1. On option 2 for all items but choosing only to trim the trees, a 504 and 407 Johnson Custom Tree Service bid a total of \$5,150, and Dubois Tree and Land Management bid \$4,075. For option 2 with removing

the trees at 504 and 407 Johnson rather than trimming Custom Tree Service bid for all items \$6,100 and Dubois Tree and Land Management bid \$5,175
If the City would like to authorize the completion of both Options 1 & 2 with full removals in Option 2, the low Bidder would be Dubois at \$6,475. If you would prefer to authorize both Options 1 & 2 but with the trimming only \$5,375.

**CITY OF HART
RESOLUTION NO. 2020-29**

ACCEPT BIDS FOR THE REMOVAL DESIGNATED TREES THROUGHOUT THE
CITY OF HART NEAR ENERGIZED POWER LINES

Moved by Ms. Splane and supported by Ms. Platt to **table this resolution until property owners could be consulted about the tree removal and to confirm if stump removal is included in the bids** and thereafter adopted by the City of Hart, Michigan City Council at a regularly scheduled meeting held on Tuesday, May 12, 2020.

Ayes: 6 Nays: 1 (Frontiera) Absent: 0

Memo
To: Mayor and Council
From: Lynne Ladner
Date: 05/08/20
Re: Agreement with HEART and transfer of Assets

Previously with the dissolution of the Hart Main Street program, the City accepted the conveyance of the programs assets as outlined in the MS bylaws. As has been the City’s intention to have the Hart Economic and Redevelopment Team continue the economic development work of the City but expanding the work beyond just the downtown boundaries, it is important that the group have resources to carry out the work from its onset especially know as it helps the community to navigate through the re-opening of the economy stifled by the COVID-19 pandemic.

HEART is being set up as a component unit of the City of Hart for bookkeeping/accounting purposes and will be audited as such just as the TIFA and Main Street are audited as part of the City audit each year but as an independent organization will be able to set their own budget for expenditures
Lynne

**RESOLUTION 2020-30
City Council
City of Hart, Michigan
Oceana County**

AUTHORIZE TRANSFER OF HART MAIN STREET FUND BALANCE TO HART ECONOMIC AND REDEVELOPMENT TEAM (HEART) FOR ECONOMIC DEVELOPMENT PURPOSES WITHIN THE CITY OF HART AND MATTERS RELATED THERETO

WHEREAS, the City of Hart ("City") previously ended its participation in the Main Street Program and dissolved the Hart Main Street Board; and

WHEREAS, by resolution of the City Council adopted on March 10, 2020, the City Council authorized the transfer of the assets from the Main Street Program to the City; and

WHEREAS, the City Council adopted Resolution 2020-02 on January 14, 2020 and authorized the establishment of the Hart Economic and Redevelopment Team ("HEART") as a nonprofit corporation under the provisions of Michigan's Nonprofit Corporations Act and the Home Rule Cities Act to provide for economic redevelopment in the community through business retention and recruitment, community events and programs, and support the City's economic development branding and marketing strategic plan and ensure successful implementation of the community's vision; and

WHEREAS, in order for HEART to fulfill the purposes for which it was established, it is necessary for the City to provide support to HEART through the conveyance and use of the assets derived from the Main Street Program; and

WHEREAS, it is necessary and in the best interest of the City to engage HEART to assist the City in economic redevelopment efforts.

NOW THEREFORE BE IT RESOLVED THAT THE HART CITY COUNCIL:

Authorizes and directs the transfer of the assets of the former Hart Main Street Program, in the amount of \$80,000, to HEART; and

Authorizes the City Manager to enter into an agreement with HEART to provide economic redevelopment services to the City including, but not limited to, business retention and recruitment services, community events and programming, supporting the City's economic development branding and marketing strategic plan, and ensuring successful implementation of the City's economic development vision.

Moved by Ms. Platt and supported by Mr. Hegedus and thereafter adopted by the City of Hart, Michigan City Council at a regularly scheduled meeting held on Tuesday, May 12, 2020.

Ayes: 7 Nays: 0 Absent: 0

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:

CITY ATTORNEY'S REPORT:

- No report was given/provided.

CITY MANAGER'S REPORT:

- Ms. Ladner advised the Council that she is looking into a WorkShare program that would allow her office staff to work 20 hours per week. The reduced hours would make the employees eligible to collect unemployment and PUA; this would save the City approximately \$10,000.00 per month. She is verifying with the City Attorney if the Council would have to take action to approve this for the City Clerk as her's is an appointed position. The time frame of the layoffs would be until possibly the end of July 2020.
- Ms. Ladner has been in contact with BSA to institute email billing and auto-draft payments for customers. The program will first be tested on employees and willing Council members. Full roll-out is anticipated for the July billing cycle.
- Health Insurance costs are rising by 7%, new providers are being looked at as Priority Health will not offer the City a renewal of its current plan. Blue Cross Blue Shield is being investigated as the new carrier. GAP insurance will still be offered.

COMMUNICATIONS FROM THE MAYOR AND COUNCIL:

- Mayor LaPorte reported on emptying trash cans throughout the City that were over-flowing. The over-flow is being brought on by people ordering curbside and eating out of doors.

There being no further business to come before the Council, the meeting adjourned at 8:32 pm, upon motion by Mr. Hegedus and supported by Mr. Frontiera. The next regularly scheduled meeting will be on May 28, 2020, at 7:30 pm., in the Hart Community Center.

Respectfully Submitted



Deputy City Clerk