

**City of Olivet
Regular Session Minutes
August 10, 2020 – 7:00 p.m.**

This meeting was held virtually due to the COVID-19 pandemic.

Council Call to Order

Present: Mayor Laura Barlund-Maas, Don Walker, Gary Peterson, Joe Hoffdahl, Steve Penny
Absent: James Frohm, Pam Steward-Bess

Approval of Agenda

MOTION by Hoffdahl, supported by Penny, to approve the agenda. Motion carried 5-0. ***

Approval of July 13 City Council Minutes

MOTION by Walker, supported by Penny, to approve the previous minutes as presented.
Motion carried 5-0. ***

Approval of July 27 Public Hearing Minutes

MOTION by Penny, supported by Hoffdahl, to approve the previous minutes as presented.
Motion carried 5-0. ***

NEW BUSINESS:

A. Northern Pump and Well Proposal – Well #4 – Action Item

Commissioner Peterson informed Council that repairs were needed at Well #4 after Northern Pump and Well completed their inspection. Council was given a proposal with listed repairs at a cost of \$4090.00.

MOTION by Peterson, supported by Walker, to approve the proposal for repairs on Well #4 from Northern Pump and Well at a cost not to exceed \$4,090.00. Motion carried 5-0. ***

B. Department of Public Works F-250 Purchase – Action Item

DPW Director Jerry Staggs stated the 2010 F-250 is scheduled to be replaced this year according to the Equipment Replacement Schedule (ERS). He furnished two quotes to Council. The Chevrolet quote did not include any added necessary equipment, such as the snow plow package or lights. That quote was much higher than the Ford price through MI Deals, which included the added equipment. The City has purchased the last three trucks from Boshears Ford in Marshall. Peterson asked if there was anything wrong with the current F-250. Staggs informed Council that there was nothing wrong with the truck although the tires will need to be replaced. Staggs added that he would be satisfied keeping the 2010 F-250 if that is what Council would like; he had gotten quotes because the truck is ten years old and the ERS stated it was due to be replaced. Peterson also stated he would approve getting the new DPW truck if the Fire Department could take on the 2010 truck for a grass rig, replacing the 2002 grass rig they are currently using. Penny agreed to give the 2010 F-250 to the Fire Department and sell the current grass rig. The City will accept sealed bids for the 2002 F-250 when the 2010 is functional as a grass rig.

Peterson stated he does not agree with automatically following the ERS and would like to talk with Kelly Hanna from Plante Moran about it. He said he would check other municipalities to see how often trucks are replaced. Barlund-Maas also explained that the ERS is set up so the City is not funding multiple large purchases in one year.

MOTION by Peterson, supported by Walker, to purchase the 2020 Ford F-250 from Boshears' Ford for \$33,405.00 and give the Fire Department the 2010 F-250 for a grass rig. Motion carried 5-0. ***

C. Fire Department Ladder Testing – Action Item

The Fire Department (OFD) was not present to inform Council of the testing. Clerk/Treasurer Huepenbecker stated Chief John Collins asked to put this on the agenda. She stated that OFD would like to have its ladders tested at the same time as the Charlotte Fire Department, which usually saves some cost. Our firefighters will take the ladders to Charlotte, therefore eliminating a separate set-up fee. No dollar amount had been provided.

MOTION by Walker, supported by Hoffdahl, to allow Barlund-Maas to work with Chief Collins regarding the ladder testing in Charlotte. The Mayor can make necessary decisions as needed. Motion carried 5-0. ***

D. WOCR Broadcast – Action Item

Daine Pavloski, Olivet College Assistant Professor of Media Production and Communication, told Council they would like to cover community events such as City Council and Olivet School Board meetings both on radio and online. He asked Council if they had any questions or concerns. Peterson asked if the broadcasts would be during the summer months when students are not on campus. Pavloski stated that either he or a local student would broadcast during those months. He stated Zoom meetings would be easy and recorded right from the computer. When in person meetings resume, there will be microphones on the Council table. Barlund-Maas stated to Council that is allowable to broadcast meetings under the Open Meetings Act. Penny asked if there is a delay in the event of inappropriate comments. Pavloski assured Council that there is a delay to remove anything deemed inappropriate. The microphone will be active from when the Mayor strikes the gavel to begin the meeting and end the meeting.

MOTION by Penny, supported by Peterson, to allow WOCR to broadcast City Council meetings live with a delay and the ability to stop recording if necessary. The broadcast would start and end with the gavel. Motion carried 5-0. ***

Approval of the Bills

MOTION by Penny, supported by Hoffdahl, to pay the bills as presented. Motion carried 5-0. ***

Employee Reports

Fire Chief John Collins – The Fire Department was not represented at the meeting.

Police Chief Shawn Garcia – Chief Shawn Garcia stated the department is watching traffic on East Street after getting complaints. This street has a history of having traffic problems. He asked for any ideas to help with the traffic on East Street.

DPW Director Jerry Staggs – Director Jerry Staggs informed Council that the water tower inspection was completed and a flaw was found in the new mud valve installed by Five Brothers. Any costs incurred when fixing the mud valve will be paid by Five Brothers. The water tower will need to be drained and will be out of service while repairs are made. The crack-fill on the roads has been completed for this year. The new Gravely mower has been purchased and is in use now. The handicap-accessible swing for Shrontz Park is coming together slowly. Staggs informed Council that he has inquired about stand-by generators for City Hall and the Public Works building. New gas meters would be required if these generators are installed. During power outages, someone from the DPW must be present in the city to make sure things stay running until the power is restored. With a stand-by generator, things could be monitored from their residences. Staggs added that CJ Garcia did a great job as an additional summer employee and that Chail Gentile and Ron Smith continue to a great job for the City.

Commissioner Walker praised Staggs for the great job on getting the fill where needed after the repaving on Washington Street.

Clerk/Treasurer Amy Huepenbecker – Clerk/Treasurer Huepenbecker stated the Primary Election went smoothly because of the hard work of the Election Chair and inspectors. She thanked Election Chair Jennifer Miller for her hard work and long hours. Huepenbecker informed Council that the loan on the Municipal Building has been paid off. The grant application for the police vehicle has been submitted and we are waiting to hear if we are awarded the grant money. Christopher Davis took possession of the old service gun used by his father, former officer Doug Davis, thanks to a donation by Jennifer Miller. Huepenbecker stated the Deputy Clerk/Treasurer position was posted on the website Indeed and has had 31 applicants in four days. Audit work is starting. She stated she is preparing for the November Election and an expected increase in absentee ballots.

Commissioner Comments

Joe Hoffdahl – Hoffdahl thanked the employees for doing a great job. He reminded everyone to wear their masks and stay safe.

Don Walker – Walker asked if there was anything new to report on the resident wanting to raise cows within the City limits on Butterfield Hwy. Barlund-Maas responded that there was nothing new.

Pam Steward-Bess –absent.

Steve Penny – Penny stated that Olivet College students are back on campus. Olivet Community Schools are debating how to handle school with the COVID-19 pandemic. OCS will need to adapt to changes in the way school is held.

Gary Peterson – Peterson had nothing to add.

James Frohm –absent.

Laura Barlund-Maas – Barlund-Maas informed Council that Dan LaPoint has started working on the ramp for the walking bridge and Eaton County would do an inspection on the footings next Tuesday.

Meeting Adjourned at 7:44 p.m.

Laura Barlund-Maas, Mayor

Amy Huepenbecker, Clerk/Treasurer

*** Roll call vote was taken.