

**City of Olivet
Public Hearing & Regular Session Minutes
April 12, 2021 – 6:45 p.m.**

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

Council Call to Order

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

Absent: Steve Penny.

All commissioners joined from home. Mayor Laura Barlund-Maas joined from City Hall Council Chambers.

Public Hearing: 2021 Proposed Sidewalk

An open discussion was held regarding sidewalk replacement. Resident Jack King could not be heard during the meeting due to technical difficulties. Mayor Barlund-Maas stated DPW Director Jerry Staggs would contact him regarding the sidewalk replacement and any concerns he has. Resident Erin Pavloski brought up concerns about the noise and scheduling of the sidewalk replacement. She and her husband will be teaching online classes over the next two weeks. Staggs stated he will coordinate with Dan LaPoint from D & J Excavating on the timeframe for the sidewalk replacements. They will section each area and will work on each section one at a time. Staggs also told Pavloski that he will do his best to work on their section after their online teaching.

Visitors' Section Welcome:

Joanne Williams gave thanks for changing out the flags downtown and said they look great.

Approval of Agenda

MOTION by Steward-Bess, supported by Hoffdahl, to approve the agenda. Motion carried 6-0.

Approval of Previous Minutes

MOTION by Walker, supported by Steward-Bess, to approve the March 2021 minutes as written. Motion carried 6-0.

Mayor Laura Barlund-Maas stated that the remainder of the votes would be taken by roll call.

OLD BUSINESS: None

NEW BUSINESS:

A. Sidewalk Replacement – Action Item.

DPW Director Jerry Staggs stated that he and Road Commissioner Joe Hoffdahl drove and walked around town picking out sidewalks to be replaced. Staggs also stated that it has been two years since sidewalks have been done and it is in the budget. He said he will talk with Jack King regarding any concerns regarding his sidewalk replacement. Commissioner Peterson questioned who pays for concrete and when will pouring take place since working on Saturdays is an extra cost. Staggs said that we pay for the concrete and that residents will be responsible for paying half. Staggs will also talk to LaPoint about only pouring concrete on the weekdays, no short loads of concrete, and other work except concrete work that can be done on the weekends as much as possible.

MOTION by Hoffdahl, supported by Walker, to approve sidewalk replacement as presented at a cost not to exceed \$12,505.38. Motion carried 6-0***.

B. Vac Truck Wet Wells - Action Item.

DPW Director Jerry Staggs stated that preventative maintenance on all sewer lift stations has been done and it has been recommended to wet vac the wet wells. He believes it has been two years since this has been done and they are becoming congested. Staggs also stated that the inflow at the sewer ponds needs to be cleaned.

MOTION by Peterson, supported by Frohm, to hire Eifert to clean the wet wells at the three lift stations at a cost not to exceed \$3,460.00. Motion carried 6-0***.

C. Park Mulch/Budget Amendment – Action Item

DPW Director Jerry Staggs stated that there are spots where the mulch is light, areas where the tarp is showing and needs to be covered, and areas in the older section of the park under the swings that need mulch added. He said that the last time this was done was two years ago. Shrontz Trucking has agreed to provide 20 tons of rubber mulch at 10 cents per pound including shipping.

MOTION by Steward-Bess, supported by Walker, to purchase 20 tons of rubber mulch at 10 cents per pound at a cost not to exceed \$4,000.00, with the needed budget amendment to move funds from General Fund fund balance into Parks Capital Outlay. Motion carried 6-0***.

D. Fire Hydrant Purchase – Action Item

DPW Director Jerry Staggs stated that there are fire hydrants that need to be replaced due to their age. They are hard to turn when hydrant flushing. He would like to replace two or three fire hydrants each year, keeping one on hand in case of an accident or emergency. There is \$7,000.00 in the budget for the fire hydrants and Staggs believes with upcoming price increases, this would be a good time to make the purchase.

MOTION by Peterson, supported by Steward-Bess, to allow DPW Director Staggs to spend up to \$7,000.00 for the purchase of fire hydrants from East Jordan to replace hydrants as needed. Motion carried 6-0***.

E. Northern Well – New Check Valve – Action Item

DPW Director Jerry Staggs stated that Northern Well completed preventative maintenance on Well #4 and found that it has a faulty check valve. Because each well has two check valves, no backflow is happening currently, but the possibility does exist.

MOTION by Peterson, supported by Hoffdahl, to hire Northern Well & Pump to install a new check valve for well #4 at a cost not to exceed \$1,185.34. Motion carried 6-0***.

F. WOW – Change Upgrade Service - Action Item

Clerk/Treasurer Amy Huepenbecker stated that DPW Director Jerry Staggs asked about getting wi-fi at the DPW building for remote monitoring of the wells. She spoke with WOW regarding wi-fi. She was informed that our current WOW plans are no longer available. WOW can upgrade all City plans and add the DPW for \$335.91 per month, saving us about ten dollars per month from the old plans.

MOTION by Steward-Bess, supported by Hoffdahl, to approve upgrading all city WOW plans at a cost not to exceed \$335.91 per month. Motion carried 6-0***.

G. Olivet College Road Closure – Action Item

Mayor Barlund-Maas stated that the Olivet College Football team would like to close Main Street from College Street to Butterfield Hwy. on Saturday, April 24, at 10:15 am so the football team, cheerleaders, and band members can walk to their last Spring Season game. Since this requires police cars and fire trucks to protect them, she asked Chief Garcia to contact the football coach and to work out the details and manage the closures. Garcia has talked with Olivet Fire Department Captain Parker about the use of fire trucks during the road closures for the football games. She would like to support them this way each fall season for their first, last, and homecoming games. She has asked for fall dates by the June meeting, so this information can be placed in the newsletter to notify residents of the closures.

MOTION by Steward-Bess, supported by Frohm, to approve the Main Street road closure on April 24 to allow the Olivet College football team to walk safely to the game at Cuttler Field. Motion carried 6-0***.

H. Fire Department Annual SCBA Service – Action Item

Fire Chief John Collins is requesting annual service on the department's Self-Contained Breathing Apparatus (SCBA) for \$1,000.00. The money is in their budget for this request.

MOTION by Walker, supported by Hoffdahl, to approve the annual SCBA service at a cost not to exceed \$1,000.00. Motion carried 6-0***.

I. Fire Department Purchase – Air Chambers 811 & 815 – Action Item

Fire Chief John Collins stated the need to replace the air chambers (brakes) on 811 & 815 fire trucks. Mechanic Bruce Hamilton will perform this work for \$1,500.00.

MOTION by Walker, supported by Hoffdahl, to hire Bruce Hamilton to replace the air chambers (brakes) on 811 & 815 at a cost not to exceed \$1,500.00. Motion carried 6-0***.

Approval of the Bills

MOTION by Hoffdahl, supported by Steward-Bess, to pay the bills as presented. Motion carried 6-0***.

Department Head Reports

Clerk/Treasurer Amy Huepenbecker – Huepenbecker stated the new Deputy Clerk/Treasurer Drema Emerson started about a month ago. Things are going well, and Emerson is a good addition to the office. Utility bills are due next week. Nominating petitions are also due on Tuesday, April 20th by 4:00 pm. Huepenbecker also stated that she and DPW Director Staggs are working on other grant possibilities.

Police Chief Shawn Garcia – Garcia stated that he did not have much to add since he had been in quarantine and on vacation. He brought up the fact that the old police vehicle did not sell and will look into other options.

DPW Director Jerry Staggs – Staggs stated this is a busy season for the department. They have started mowing and working on cleaning up around town. They will be starting the work on the sidewalks soon. Staggs also stated that employee Dave King is doing great working on the maintenance of equipment.

Fire Chief John Collins – Collins stated the department had a busy month with medical calls and mutual aid calls with brush fires. Truck 815 went to Spencer's for the repair of a broken tank and had valves rebuilt while it was there. Lee and Walton townships will pay for this repair. Collins expressed his gratitude to Andy Craun for his assistance with the drop-off and pick-up of truck 815. The fire department will be participating in training at South Walton Farm on Sunday. This is good training for new firefighters. After being asked about the current situation with the Charlotte Fire Department, Collins stated there should not be a change with mutual aid.

Commissioner Comments

Joe Hoffdahl – Hoffdahl thanked all employees for their hard work.

Pam Steward-Bess – Steward-Bess had nothing to add.

Gary Peterson – Peterson had nothing to add.

Steve Penny – Penny was absent.

James Frohm – Frohm had nothing to add.

Don Walker – Walker has nothing to add.

Laura Barlund-Maas – Barlund-Maas reiterated that nominating petitions are due on April 20 by 4:00 pm. Residents are very happy and thankful for the handicap swing. She also expressed the work and reward that the Council goes through for our community and residents, so she encouraged people to consider submitting a petition.

Council meeting adjourned at 7:49 p.m.

Laura Barlund-Maas, Mayor

Amy Huepenbecker, Clerk/Treasurer

*** Roll call vote was taken.