

**City of Olivet
Regular Session Minutes
June 8, 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, Pam Steward-Bess, Gary Peterson, Joe Hoffdahl
Steve Penny, James Frohm

Absent: None

Mayor Barlund-Maas read the attached statement she prepared about the COVID-19 pandemic and Black Lives Matter movement.

Mayor Barlund-Maas recognized visitors

Jane Kilbourn inquired about “Truckin’ Awesome” compensating the Double Nickel for use of the property to operate the mobile food truck. The mayor said she would check on this issue.

Approval of Agenda

MOTION by Steward-Bess, supported by Hoffdahl, to approve the agenda. Motion carried 7-0.***

Approval of Previous Minutes

MOTION by Walker, supported by Steward-Bess, to approve the previous minutes as presented. Motion carried 7-0. ***

OLD BUSINESS:

A. Walking Bridge Completion – Action Item

Steve Penny stated the city has currently paid \$1966.48 for expenses incurred for the walking bridge. This does not include Terry Baker’s engineering cost of \$1757.50 or the \$2500.00 in labor due to Dan LaPoint of D&J Excavating. LaPoint said he would waive the \$2500.00 labor cost if the city decides to complete the bridge project. Penny presented a cost for completion of the walking bridge of \$15,457.50. This includes an estimate of \$8500.00 from D&J Excavating for the concrete ramp complete with handrails. The city will pay for the concrete out of the \$8500.00. Also included is an estimate from Justice Fence for the side panel fencing and installation labor for \$4700.00 as well as \$500.00 for any miscellaneous expenses. It was estimated it would cost approximately \$6300.00 to remove the bridge. Peterson asked if the bridge would require more inspections. Penny stated he was not aware of any other inspections requirements. Peterson also asked when the project would be completed. Penny said he would like to see the completion in sixty days.

Due to the COVID-19 pandemic, the fundraiser schedule for June 13th at Shrontz’s Indian Creek Farm has been cancelled and will be rescheduled. The money raised at the fundraiser will be donated to the bridge project and the Park Fund.

MOTION by Penny, supported by Frohm to complete the walking bridge at a cost not to exceed \$15,457.50. Motion carried with a roll call vote 7-0. ***

NEW BUSINESS:

A. Millage Resolution 20-03 – Action Item

At the May meeting, Council approved the operating tax rate to be levied at 14.4558 mills for fiscal 2020-2021. The Eaton County Treasurer's office sent the L-4029 Tax Rate Request form after the meeting stating the maximum allowable rate was 14.4557 mills. This resolution replaces the previous Millage resolution with the updated rate of 14.4557 mills. A 2020 Summer Tax Late Penalty of two percent is established and will be collected on behalf of all the taxing units after September 30th. One percent 2020 Summer and Winter Tax Administration Fee is established and will be collected on behalf of the City of Olivet.

MOTION by Steward-Bess, supported by Penny, to adopt Resolution 20-03 with the updated millage rate to establish the levy and authorize the collection of taxes, penalties, and fees for the FY 2020-2021. Motion carried with a roll call vote 7-0. ***

B. Budget Amendments for FY 19/20 – Resolution 20-04 – Action Item

Budget Amendments for FY 19/20 budget were presented to the Council for review. Resolution 20-04 will align the budget for the end of the fiscal year.

MOTION by Walker, supported by Penny, to adopt resolution 20-04 to amend the FY 19/20 budget. Motion carried 7-0. ***

C. Firefighters' Festival – Informational Only

Scott Piepkow, Olivet Firefighters' Assn. President, spoke on behalf of the Association. He stated it has been decided to cancel the Firefighters' Festival this year. They felt it would be of poor taste to ask local businesses that have been closed due to the pandemic for a donation. However, the Association would still like to have fireworks. There are many things to consider to be in compliance with the Governor's guidelines for COVID-19. The Association is working with several people to work out details. Penny asked about controlling tailgating and alcohol. Piepkow stated firefighters would assist and he would check on bringing in outside assistance.

Hoffdahl also updated Council on the Lion's Club Car Show that is held in conjunction with Firefighters' Festival. It was suggested to cancel the car show as well, because there are too many variables with COVID-19 restrictions. Piepkow spoke with Gale Knoll from the Lion's Club and their intention was to follow the decision of the Association regarding Firefighters' Festival.

D. Mega Truck Show – Informational Only

Denny and Kris LaPoint were hoping to have 1,000 people in attendance at the Community Event Center for the Mega Truck Show in July. Because of COVID-19, the limit at an outdoor event is 250 people. The LaPoints are looking for a different location for the show.

E. Fire Department Back-up Cameras – Action Item

Commissioner Walker said the Fire Department would like to purchase back-up cameras for 811, 813 and 815 trucks. The cost is \$600.00 for each unit. Funds from the 19/20 budget, Vehicle Repair and Maintenance (101-336-932) would be used to pay for the expense.

MOTION by Walker, supported by Hoffdahl, to purchase three back-up cameras at a cost not to exceed \$2000.00. Motion carried 7-0. ***

F. Tree Removal/Trimming Proposal – Action Item

DPW Director Staggs presented a proposal from Ayles Tree Service to remove four trees, trim three trees, remove a lower limb and grind stumps. There are a couple trees that are bad and need to be removed. The proposed cost of \$3950.00 would be paid for out of the 19/20 Tree Removal budget, leaving some for an emergency. Walker asked why there was only one bid. It was noted every three years it is required to get other bids. The city has been pleased with the service from Ayles. Property owners may keep the wood if they want. If the property owner does not want the wood or wood chips, it is hauled to the compost site.

MOTION by Hoffdahl, supported by Frohm, to accept the proposal for Ayles' Tree Service at a cost not to exceed \$4000.00. Motion carried 7-0. ***

G. Sewer Lagoon Solarbee – Action Item

DPW Director Staggs informed Council of the need to repair the Solarbee at the sewer lagoon. The Solarbee helps with filtration and keeps the oxygen level up in the water that is discharged into Indian Creek. Peterson stated the odor from the lagoon is better since the Solarbee was installed. He also noted the Solarbee has been trouble-free for at least twelve years.

MOTION by Peterson, supported by Walker, to hire Medora (previously Ixom) to service the sewer lagoon Solarbee at a cost not to exceed \$7249.05 with a stipulation that any additional cost will be approved by the Mayor and the Water/Sewer Commissioner. Motion carried 7-0. ***

H. Roads-Crack Seal – Action Item

DPW Director Staggs stated it has been a couple years since crack sealing has been done. With three new roads, he would like to keep the project under \$20,000.00. He hopes to schedule this to be done when it is hot for better adhesion. Staggs presented a proposal of \$1.43 per pound with a minimum of 7,100 pounds. Peterson suggested checking with Eaton County Road Commission in the future to coordinate services. This will be an expense for the 20/21 FY budget.

MOTION by Hoffdahl, supported by Stewart-Bess, to hire Scodeller Construction to do the crack seal project as proposed at a cost not to exceed \$20,000.00. Motion carried 7-0. ***

Approval of the Bills

MOTION by Stewart-Bess, supported by Frohm, to pay the bills as presented with the addition of one late bill for O'Leary Paint in the amount of \$371.63 for traffic paint. Motion carried 7-0. ***

Employee Reports

Fire Chief John Collins – Chief John Collins had nothing to add.

Police Chief Shawn Garcia – Chief Shawn Garcia stated that the police department had a slow month. He stated he participated along with approximately thirty patrol cars from the Eaton County Sheriff Department and other local municipalities in a show of solidarity and community support. This event took place in Ingham County. He has purchased the new service pistols and they will qualify with them in July.

DPW Director Jerry Staggs – Director Jerry Staggs thanked Dan LaPoint, Steve Penny and Clerk Huepenbecker for their work on the walking bridge project. He reported Lakeland Asphalt is hoping to be done with the road project next week. His department will be starting to paint crosswalks, stop bars and parking lines soon. They will wait to paint downtown until the truck traffic from the road construction on Washington Street is completed. The County will paint the rest of the lines on the roads.

Clerk/Treasurer Amy Huepenbecker – Clerk/Treasurer Huepenbecker reminded department heads to submit their information for the newsletter. She has ordered the handicap accessible swing for Shrontz Park. Huepenbecker thanked employees for their assistance while the Deputy Clerk/Treasurer position is open. She has interviews scheduled next week and hopes to fill the vacancy soon. The office is very busy now with the new utility billing cycle and preparing the Summer tax bills.

Commissioner Comments

Joe Hoffdahl – Hoffdahl thanked the employees for doing a great job. He stated that he is excited about the new roads and the handicap accessible swing.

Don Walker – Walker thanked Barlund-Maas for getting us through this difficult time with the pandemic.

Pam Steward-Bess – Steward-Bess thanked all employees for the hard work.

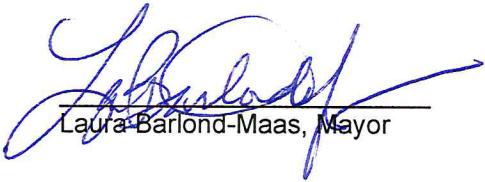
Steve Penny – Penny wished everyone a good summer and to stay safe.

Gary Peterson – Peterson had nothing to add.

James Frohm – Frohm asked DPW Director Staggs about a market for the wood during the tree removal and trimming.

Laura Barlund-Maas – Barlund-Maas stated she would much rather conduct our meetings in person. It would not surprise her if the July meeting will also be held virtually.

Meeting Adjourned at 8:01 p.m.



Laura Barlund-Maas, Mayor



Amy Huepenbecker, Clerk/Treasurer

*** Roll call vote was taken.