

# City of Olivet

## Regular Session Minutes

May 8, 2017 – 7:00 p.m.

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### **Council Call to Order**

Present: Peterson, Marsh, Hoffdahl, Bess, Maxwell, Penny, Barkley

Absent: None

### **Visitor Section Welcome**

Jennifer Miller pointed out the Olivet College property sign in front of the Kappa Sig house was in the right of way and not on the property itself. The Council replied Frank Schumacher at the College has already been informed to remove the sign from the right of way.

Rob Betts asked for approval to continue his hot dog stand for the summer season. The Council approved its continuance.

Janet DeGroot asked for a change in the ordinance to allow her business property at 307 N. Main Street to accept residential renters. Discussion followed.

### **Approval of Agenda**

MOTION by Penny, supported by Maxwell, to approve the Agenda with additions. Motion carried.

### **Approval of Previous Minutes**

MOTION by Penny, supported by Bess, to approve the Previous Minutes. Motion carried.

## **OLD BUSINESS:**

### **A. OLIVET COLLEGE – GRUEN ENGAGEMENT CENTER – SPECIAL USE**

MOTION by Penny, supported by Maxwell, to approve the Planning Commission's recommendation to issue a Special Use Permit for the Olivet College Gruen Engagement Center. Motion carried 5-1.

## **NEW BUSINESS:**

### **A. FIRST READING OF THE 2017-2018 BUDGET**

MOTION by Marsh, supported by Penny, to accept the First Reading of the 2017-2018 Budget. Motion carried.

### **B. PLANNING & ZONING: BRANDY HATT – EATON COUNTY**

The Council asked Brandy Hatt to discuss the City's Planning and Zoning issues and advise the Council on how best to address them. Ms. Hatt indicated she has worked with Clerk Bierly on several Zoning concerns and has willingly provided guidance and education to assist in meeting the County's requirements. Ms. Hatt pointed out she has a copy of our Zoning Ordinances which are completely outdated and need to be revised and updated as soon as possible. Ms. Hatt also pointed out our Master Plan has not been updated for a very long time and should be reviewed every 5 years. The Council asked Ms. Hatt for her interest in being the City's Planning and Zoning Administrator on a contractual basis. No motion.

### **C. ELECTION: HAVA GRANT RESOLUTION FOR NEW VOTE TABULATOR**

Item C removed from Agenda.

### **D. CHURCH STREET PARKING SPOT**

MOTION by Hoffdahl, supported by Bess, to table the decision until the June, 2017 Council Meeting.

### **E. SERV-LINE**

DPW Director Phil Smith said he recently attended the Rural Water Expo where the Serv-Line Leak Protection program was presented. It also covers Sewer Line Repair. There is a cost involved for the residents to participate in the program. Discussion followed. No motion.

## Approval of the Bills

MOTION by Penny, supported by Hoffdahl, to approve the monthly bills. Motion carried.

## Employee Reports

**Clerk Bierly** said the department was working on budget prep and the Gruen House. The City's health insurance renewal is June 1, 2017. There will be a small increase in the monthly premium cost. The department is also working with the insurance company on figuring out the costs associated with offering dental, vision and life insurance coverage. Jason Orton from David Chapman Agency referred us to Michelle Campbell who is a financial advisor. Michelle looked into our SEP IRA plan to see if there was a better retirement plan option for the City, and advised all other plans were cost prohibitive. Therefore, Michelle offered her services free of charge to the staff for one year to assist with financial planning and retirement goals.

**Director Smith** provided a written report. He said the water tower repair project needs to be finished by the end of August and will have bids/figures by next week. He met with the Eaton County Road Commission last week and was informed that road repairs to Marshall Road between Butterfield and Baseline would begin soon and last for about a month. DPW provided old tools to the Chamber to sell in the Memorial Day garage sale. Smith also said bridge inspections need to be done at a cost of \$250 per bridge by going through the County.

**Police Chief Garcia** provided a written report. He said our Reserve Officer Scott Stewart will soon be certified. Garcia indicated a decision has been made on hiring a full-time police officer who has a lot of valuable experience and he is waiting on the background check. Garcia also indicated it has been a quiet month.

**Fire Chief Collins** provided a written report. Collins said it has been a quiet month. He said Mike McLeieer indicated the Fire policies and procedures manuals were outdated and needed updating with more information to come. The water tanks are leaking badly and need to be replaced. He is looking at purchasing one now and one in the next fiscal year. The tires and rims for Truck 815 need to be replaced. He received a price quote of \$750 for rims and will replace the tires next fiscal year.

**Commissioner Comments**

**Marsh** said everything is going well. Everyone is busy and he appreciates the work.

**Barkley** said everything is going pretty well, and he appreciates all that everyone is doing.

**Penny** thanked the visitors and employees. He thanked Erin and Amy for their work on the budget. He thanked Erin for asking Brandy Hatt to the meeting.

**Hoffdahl** said keep up the good work.

**Bess** appreciated all the hard work everyone is doing, especially Erin, Amy and Kristy in the office.

**Maxwell** said thank you to everyone doing their jobs with limited resources.

**Mayor Peterson** said ditto with all comments. He thanked Council for all they do. He read aloud Jennifer Miller's resignation letter as the Zoning Board Chair. He thanked Jennifer for her 20 years of service. He pointed out updating Master Plans and Zoning Ordinances takes a LONG time and a LOT of money!

**MEETING ADJOURNED AT 8:29 P.M.**



**Gary L. Peterson, Mayor**



**Erin Bierly, Clerk/Treasurer**