

City of Olivet

Regular Session Minutes

November 13, 2017 – 7:00 p.m.

Council Call to Order

Present: Mayor Peterson, Marsh, Steward-Bess, Hoffdahl, Barkley, and Penny
Absent: Commissioner Maxwell

Also present were newly elected Mayor Laura Barlund-Maas and Commissioner James Frohm.

Visitor Section Welcome

Visitors Present:

Lexy Maas	Jennifer Miller	Kent Austin
Jake Maas	Jeff Bierly	Peter Walker
Devon Mayse	Beth Bowen	Danny LaPoint
La'Rae Trice	Jane Kilbourn	

Jennifer Miller thanked the Fire department for putting smoke and carbon monoxide detectors in her home. Miller encouraged all residents to participate in this grant program. She also pointed out a mattress and box springs have been sitting in front of a residence on Washington Street for three weeks. Mayor Peterson advised Police Chief Garcia to look into the situation.

Peter Walker, with Jones & Henry Engineering firm, introduced himself to Council. Jones & Henry is a municipal engineering firm with 91 years of experience. Walker would like Jones & Henry to be considered for the City's future engineering needs.

Jane Kilbourn informed the Council of speeding traffic on Cottage Street, specifically around school starting and ending times, saying she almost got hit pulling out of her driveway. Kilbourn also pointed out that traffic does not often come to a complete stop on Spruce Street at Cottage. Mayor Peterson advised Police Chief Garcia to follow up.

Beth Bowen introduced herself to the Council as a nominee for State Representative of the 71st District. She will be hosting a meet and greet on Thursday, November 16, at 6:00 p.m. in the Olivet College Kirk Center Oakview Room.

Approval of Agenda

MOTION by Marsh, supported by Penny, to approve the Agenda. Motion carried.

Approval of Previous Minutes

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

Oaths of Office

Mayor-elect Laura Barlund-Maas took the Oath of Office.

Commissioners-elect Gary Peterson, Pam Steward-Bess and James Frohm also took the Oath of Office.

Mayor Barlund-Maas presented Joe Barkley with an Award of Appreciation for his sixteen years of service as a member of the City Council. Barkley was given a standing ovation by the Council and visitors.

OLD BUSINESS:

A. Indian Creek Bridge Project Update

The Indian Creek Bridge is being placed between Memorial Park and the City ballfields. Commissioner Peterson explained that since the bridge is located in the flood plain, it needs to be approved by the DEQ prior to the County issuing us the permit. Peterson will continue work on this and report back.

Danny LaPoint stated the bridge work could be completed during the winter months.

No motion.

B. MERS Employee Retirement Plan

MOTION by Marsh, supported by Penny, to adopt MERS 401(a) and 457(b) retirement plan, stipulating a three percent mandatory contribution by full-time employees with a three percent match by the City. This action removes the twelve month waiting period to begin this benefit, but the three percent City contribution would be set aside until the full year of service date is reached. After this year, the full twelve month benefit would be deposited into the employee's MERS account. If an employee does not reach the full year, the funds set aside are reabsorbed by the City.

Motion passed.

NEW BUSINESS:

A. Downtown Holiday Lighting

DPW Director Smith stated he spoke to the Chamber about the tree lights and it was decided DPW would re-wrap the lights around the trunk and bottoms of the trees only rather than the branches. Smith plans to begin putting the holiday lights and decorations up on November 20, hoping to be finished by Thanksgiving.

Mayor Barlund-Maas asked Smith to track the hours DPW spends on the project and report this information to her.

No motion.

B. Oli-Day Celebration

Clerk Bierly indicated Oli-Day flyers were available at the sign-in table. Bierly stated the Chamber is hosting Oli-Day on December 2nd to promote local businesses and bring people into town. Bierly detailed some of the events, such as the Pancake Breakfast, Coffee with the Mayor, and the arrival of Santa.

No motion.

C. 2018 City Council Meeting Dates

MOTION by Marsh, supported by Peterson, to approve the proposed 2018 City Council meeting dates set for the second Monday of each month.

Motion passed.

Approval of the Bills

MOTION by Marsh, supported by Steward-Bess, to approve the monthly bills.

Motion passed.

Employee Reports

Clerk Bierly provided a written report. She declared the audit is over. The auditor, Karl Drake, of Drake Certified Public Accountants, was on site for three days. Drake provided a preliminary financial report showing the City to be in good financial shape and said the final report should be ready next month.

DPW Director Smith provided a written report. He stated the lights for the fire department need to be updated and he is working with Consumers Energy on funding. Thirty-nine out of fifty-three streetlights have been changed to LED as part of our contract with Consumers.

Police Chief Garcia provided a written report. He said he had nothing more to add, except that Halloween went well. Garcia welcomed Barlund-Maas and Frohm, and gave thanks to Steward-Bess, Peterson, and Barkley.

Fire Chief Collins provided a written report. He said it was an average month for calls and added that the 9-1-1 surcharge proposal passed. John thanked everyone who voted for it. The update is still one to two years down the road, and the surcharges won't be added to phone bills until July 2018.

Commissioner Comments

Marsh – Larry gave congratulations to the new Mayor and Council members. He told Phil the new streetlights were impressive and thanked the visitors for coming.

Frohm – James said it is an honor to serve the community.

Penny – Steve gave congratulations to the new Mayor and Council members. He thanked Joe Barkley and the visitors. He also thanked Danny LaPoint for the good job on leaf pick-up, Jennifer Miller and the elections team, the veterans, and the Police and Fire departments regarding Halloween night. He announced that we will have our annual holiday party after the December meeting. Steve and Kathy Penny will be providing the meat again this year and asked everyone to bring a dish to pass. He attended the Veterans Day event at the high school and enjoyed it.

Hoffdahl – Joe confirmed all that Penny had said. He thanked the DPW, Police and Fire departments and congratulated the new Mayor and Council members.

Steward-Bess – Pam thanked Joe Barkley and gave congratulations to Mayor Barlund-Maas, Frohm and Peterson. She also thanked the employees.

Peterson – Gary thanked Barkley, welcomed Barlund-Maas back and welcomed Frohm. He also said it is the job of the Council to make the Mayor's job easier.

Mayor Barlund-Maas – Laura said she is really excited to be back. Laura will be meeting with all department heads and employees soon, as well as with all commissioners for feedback. Laura will also be posting her office hours in mid-December after her college finals are done. She distributed updated Commissioner appointments.

New Commissioner Appointments:

Larry Marsh – Mayor Pro-Tem and Plant & Property Commissioner

Gary Peterson – Water/Sewer Commissioner

Steve Penny – Police Commissioner

Joe Hoffdahl – Roads Commissioner

Steward-Bess – Fire Commissioner

James Frohm – Parks/Cemetery/City Hall Commissioner

Meeting Adjourned at 7:55 p.m.



Laura Barlund-Maas, Mayor



Erin Bierly, Clerk/Treasurer