

City of Olivet
Regular Session Minutes
August 13, 2018 - 6:45p.m.

Council Call to Order

Present: Mayor Barlund-Maas, Marsh, Peterson, Hoffdahl, Steward-Bess, Frohm, Penny

Absent: none

Public Hearing: 2018 Sidewalk Replacements

Mayor Barlund-Maas stated that all effected property owners have been contacted about the replacements. DPW Director Smith has reached out to residents. No residents brought up comments, questions or concerns at this hearing.

Mayor Barlund-Maas recognized visitors

Marty Martin- Truckin' Awesome

Martin came to ask Council for their approval to operate his food truck within the City. It has a full-service kitchen within the truck. He has certifications required by Eaton County. Mayor Barlund-Maas asked when Martin would be operating his business and he hopes to do so all year round.

Kurt Dziobak- Food Truck Owner

Dziobak has 23 years in the restaurant business. He also has a full-service trailer and certifications required by Eaton County.

Mayor Barlund-Maas agreed to write a letter for both food truck owners to give them permission to operate in the City.

Kathy Rossman-McKinney- Running for Senator

Rossman-McKinney introduced herself to the Council and visitors and stated that she is a small business owner and is running for State Senator. She is also on the Olivet College Board of Trustees.

Ashley Hamlett- Olivet Middle School Art teacher

Hamlett introduced herself to the Council and visitors as the new Olivet Middle School Art Teacher. She has plans to work with her students over the next school year in hopes that she could display her students' art work in the park or town square at the end of the year. Hamlett also stated she would like to see an Art Festival within the next few years in Olivet and she will work on dates to bring back to Council. She hopes to align with the band's outdoor concert in the spring.

Peter Marcus- Olivet Resident

Marcus wanted to clear up rumors and lay out his plans for business in Olivet. Marcus will open a restaurant that is full service and open seven days a week. He has been in the hospitality business for 35 years. He purchased the Coachlight building and will have his wife's business on the first floor. Upstairs they will be renovating and renting out the apartments. Marcus also has hopes for a 120-room Holiday Inn Express to be built in Olivet.

Approval of the Agenda

MOTION by Hoffdahl, supported by Penny, to approve the agenda with the amendments. Motion carried.

Approval of Previous Minutes

MOTION by Marsh, supported by Steward-Bess, to approve the previous minutes. Motion carried.

OLD BUSINESS:**A. Omni Site End of Life-**

At the July meeting DPW Director Smith stated that the life of the equipment for the alarm systems is coming to an end and Council asked if Omni offers a multi-year discount. Smith learned they do not. The service plan is \$165 per unit per year for a total of almost \$800. The City has until the end of the year to make any decisions. Smith will continue to get more information.

NEW BUSINESS:**A. 2018 Sidewalk Replacements -Action item**

There was no discussion from property owners. In addition to the sidewalks proposed, DPW Director Smith would like to raise up the sidewalk in front of the Perry house, 411 Cottage St., to help with water problems. Mayor Barlund-Maas noted that the City should cover half of the cost. The total cost for the City will increase \$400.

MOTION by Hoffdahl, supported by Peterson, to fix the listed sidewalks with the addition of \$400 for the Perry house. Motion carried.

B. Road Closures for Olivet College Football Team, Band & Cheerleaders- Action Item

Olivet College Football, Band and Cheer Teams would like to close Cottage Street from Church St. to Main, Main Street from Cottage St. to Butterfield Hwy, and Butterfield Hwy to the Cutler Event Center for home football games for their game day walk to the field. Tom Parker from the Olivet Fire Department said he will work with Olivet College on the days requested for closure and if he is not available, he will ask another firefighter to step in. If need be, the Mayor will work with them. The dates and times for the closures are as follows: Sept. 8, Oct. 13, Oct. 27 and Nov. 3 from 10:30am-11:00am and Sept. 29 (homecoming) from 11:30am-12:00pm.

MOTION by Steward-Bess, supported by Frohm, to allow the road closures requested by Olivet College Band, Football and Cheer teams for the Home Football games. Motion carried.

C. Charlotte Public Library Service Agreement – Action item

Jim Oliver, director of the Charlotte Library (CPL), spoke about the service agreement between the library and the City of Olivet. Oliver is proposing an update to the contracts from 1973. CPL would provide certain services for free such as borrowing two items off the shelf per library card to users from Olivet. Under a membership upgrade, a household would pay a fee which would be half of the normal fee of \$60, making it \$30 per year. This would allow up to ten items to be checked out per card and access to many online programs.

MOTION by Marsh, supported by Peterson, to accept the new contract with Charlotte Public Library with a membership upgrade for half of the mileage rate for a period of five years for those households that wish to sign up for this level. Motion carried.

D. Purchase of a new DPW truck - Action item

DPW Director Smith has asked the Council for permission to order a new F-550 truck for the DPW. The new truck was included in this year's budget. Smith has researched and believes this truck would be the best fit for the City. Commissioner Penny raised questions regarding the new truck's engine, V-10 Triton, due to recent recalls on Triton Engines.

MOTION by Marsh, supported by Steward-Bess, to purchase the F-550 with all of the equipment on it to not exceed \$55,000. Motion carried.

E. Service fee for leaf pick-up after the normal six-week schedule- Action Item

A service fee was proposed for leaf pick-up outside of the normal six-week schedule. The fee would be \$25 for a resident wishing to have leaves picked-up after the six-week period and would be payable before the pick-up date. Leaves are to be put on the curb and NOT the road. A notice will be put in the newspaper, newsletter, on the City's website and Facebook page alerting the residents of this new service.

MOTION by Steward-Bess, supported by Hoffdahl, to charge a \$25 service fee to residents who wish to have their leaves picked-up before or after the six-week period. Motion carried.

F. Water tower cleaning (inside)- Action Item

DPW Director Smith reported the inside water tower inspection came back from Dixon and found that there is a lot of sediment built up since having it drained one year ago. Dixon recommends draining it again and washing it out. The normal cost would be \$3,000 to clean it, but they are willing to do it for \$1,500 due to the business the City does with them. There were no other issues from the inspection and everything else looked fine.

MOTION by Peterson, supported by Penny, to allow Dixon to clean the sediment from inside the base of water tower, not exceed \$1,500. Motion carried.

G. Safety Glasses for DPW workers- Action Item

Mayor Barlund-Maas stated that she would like prescription safety glasses to be provided for the DPW workers. The cost would not exceed \$150 and would be available every two years. If the price exceeds \$150 or the safety glasses need to be replaced sooner, the worker would have to fund that themselves. The money can be taken from the clothing allowance line.

MOTION by Hoffdahl, supported by Steward-Bess, to purchase prescription safety glasses for DPW workers, not exceed \$150 every two years. Motion carried.

H. Water and Sewer Rates- Action Item

It was recommended by Michigan Rural Water Association to change the ready to serve fee for different size water meters and eliminate the minimum bill. The new fee for bigger meters would be spread out over five years. Raising these fees 20% per year will assist Olivet Community Schools and Olivet College who have already budgeted for water and sewer for this year. Commissioner Peterson reminded the Council that the businesses outside of the city limits would be higher than those in town. These rates will effect every meter in town; however, smaller meters will increase only a few dollars while bigger meters will see a larger increase.

Motion was made but then it came to the Council's attention that this would have to be done by resolution.

I. Indian Creek Walking Bridge- Action Item

The walking bridge has received the approval from the DEQ. The last approval is going to cost about \$350 for the County permits. Mayor Barlund-Maas would like for this to not exceed \$400 and the money would come out of the park budget. The bridge does not need to be handicap accessible, but the Council believes it should be if possible. LaPoint suggested putting in posts in the middle of the bridge so that it will only be for walking and no motor vehicles could cross. For previous work done for the DEQ approval, architect Terry Baker was asked to get an estimate of cost for the paperwork needed for the DEQ. Instead, he came to City Hall with the completed work and an invoice. Discussion followed about paying the invoice when we only asked for a cost. It was suggested that we ask Baker to help with the engineering on the bridge to make it handicap accessible without additional charge to the current bill.

MOTION by Steward-Bess, supported by Peterson, to pay the permit fee to Eaton County for the walking bridge for a fee to not exceed \$400.

Approval of the Bills

MOTION by Marsh, supported by Penny, to approve the monthly bills with the addition of two late bills. Motion carried.

Employee Reports

Interim Clerk Huepenbecker-

Huepenbecker stated they are preparing for the Audit which will start on October 1. She contacted Gabridge & Co about a three or five-year contract. They offer a three-year for the same annual price and years four and five usually come with a 1½% increase. She is happy to have her first election under her belt and it went well. Huepenbecker thanked Jennifer Miller for her help and guidance with the election.

DPW Director Smith-

Smith said the tree removals and trimmings are done. There was one small incident with a resident not wanting a tree down, so the branches have been trimmed to get them out of the wires. The tree is on the list for next year's removals. Going forward, Smith would like to send out letters to residents who will be having trees removed in front of their house prior to removal so they can voice their opinions. Commissioner Penny stated that the crack seal looks good. The DEQ sent in a private organization to test the City's wells for PFAS and the City was "non-detected". The lead and copper results came back and lead is "undetected" and copper is very low.

Police Chief Garcia-

Garcia informed that the Police Department has been staying busy. He thinks the Firemen's Fest went great. Garcia reminded Council about the active-shooter training event on the 20th of August from 12:00 pm-8:00 pm.

Fire Chief Collins –

Fire Department has been staying very busy averaging one call a day.

MOTION by Marsh, supported by Steward-Bess, to go into Executive session at 9:02pm. Motion Carried.

Council resumed public meeting at 9:28p.m.

J. Clerk position- Action Item

Interim Clerk Huepenbecker has informed the Council that she would like to stay as the Clerk/Treasurer. Mayor Barlund-Maas told the Council that Huepenbecker would like to think over the salary offered, and the Council directed Mayor Barlund-Maas to work with Huepenbecker to identify a solid salary figure. Mayor Barlund-Maas okay to talk with Huepenbecker. Huepenbecker asked when her vacation time started so she knew when to use it by. The Council and Mayor stated it started in April; therefore, she has until next April to use the time.

Commissioner Comments

Frohm – Stated that it is expensive to do anything with the cemetery.

Peterson- Stated that he has nothing to add.

Steward-Bess- Stated that the fire department put in a lot of time and effort for Firemen's Fest and a lot of time and effort for the upcoming training being held on August 20th.

Marsh- Stated that the police department has done a good job with speeding issues on Kalamo St.

Penny- Stated he has nothing to add.

Hoffdahl- Stated that he would like to make an addition to the park of a handicap swing. He will talk with Commissioner Frohm.

Mayor Barlund-Maas- Stated that she appreciates the police department's reports because the run report has increased. In a couple of weeks there may be a special meeting in regards to Casey's General Store. Casey's needed more time to get information together for their upcoming meeting. We are going to have to look for a larger venue for that meeting. Barlund-Maas also shared with the Council why she had substitutes fill in for the Casey's meeting: four committee members own property within 300' of the location and couldn't vote. Barlund-Maas believes that it says a lot about our community that she was able to identify four people who agreed to be substitutes in just one day.

Meeting Adjourned at 9:44pm

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Laura A. Barlund-Maas, Mayor

Amy Huepenbecker, Clerk/Treasurer