

**City of Olivet
Regular Council Minutes
October 11, 2021 – 7:00 p.m.**

Council Call to Order

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

Absent: Steve Penny.

Visitors' Section Welcome

Dan LaPoint addressed the Council with an update on the Veterans' Memorial site at Memorial Park. LaPoint stated that he has received many donations toward the Veterans' Memorial and has turned the donations over to Clerk/Treasurer Amy Huepenbecker. He confirmed the concrete has been poured around the boulder at the memorial site and the plaque language was proofread by Mayor Barlund-Maas and Parks Commissioner Steward-Bess. LaPoint would like to have a dedication ceremony next year after the plaque has been placed on the boulder.

Olivet College Vice President and Chief of Staff Ryan Shockey stated that Olivet College and the Olivet Community Schools will be hosting a candidate forum at the OCS auditorium on October 19 starting at 7:00 pm. The forum will begin with a five-minute introduction from each candidate and there will be a moderated discussion from questions that were furnished to the candidates. An open period where community members can suggest questions for the moderator to possibly ask candidates. Shockey asked the Council if the City could post the forum flyer along with the ZOOM link on the City website. The forum will be in a hybrid format so people can attend in person or watch live via ZOOM.

Approval of Agenda

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

Approval of Previous Minutes

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

OLD BUSINESS: None.

NEW BUSINESS:

A. Jason Orton – Insurance renewal – Action Item

Jason Orton, insurance agent with the David Chapman Agency, presented Council with a packet regarding the Municipal Insurance Renewal Proposal. Orton had prepared a comparison of three companies' policies and recommended the Michigan Township Participating Plan (MTPP) policy.

November 2021 will begin be the first year of a new three-year policy. The rate will be locked in for three years. MTPP offers grant programs along with group dividends if the overall program is profitable.

MOTION by Walker, supported by Hoffdahl, to approve the MTPP policy as presented. Motion carried 6-0.

B. SENSUS Auto Gun – Water Department - Action Item.

DPW Director Jerry Staggs informed Council that the Sensus Auto gun used to read meters stopped working after the last meter reads in September. After speaking with ETNA Supply about repairing the gun, which is several years old, Staggs recommends purchasing a new Auto gun before the December meter reads. Water Commissioner Gary Peterson stated that it is great to work with ETNA Supply and recommends we purchase new meter reader from them.

MOTION by Peterson, supported by Frohm, to approve the purchase of a new Sensus Auto gun from ETNA Supply at a cost not to exceed \$2,300.00. Motion carried 6-0.

C. Hydraulic Pump for Plow Truck – Action Item

DPW Director Jerry Staggs stated the hydraulic pump on the plow truck has been repaired for the past three years and it is still leaking. He stated the pump is an original part (1994) and is too old to rebuild. Staggs provided a price for a new pump for the plow truck, which the DPW can install.

MOTION by Frohm, supported by Hoffdahl, to purchase a new hydraulic pump for the plow truck at a cost not to exceed \$750.00. Motion carried 6-0.

D. New Website Design - Informational Item

Clerk/Treasurer Amy Huepenbecker provided a comparison of three different website design companies. She explained the main reason for needing a new website is the lack of security with the current website. Kyle Shumaker, owner of Shumaker Group, informed Huepenbecker of the need to update the website within a year or two. She offered to contact Shumaker to address the Council at the November Council meeting to answer any questions regarding a new website. Council agreed.

E. Code of Ordinance to Review – Informational Item

Mayor Laura Barlund-Maas stated that the new Code of Ordinance books have arrived. Each council member received a numbered copy for their review. Municode streamlined the Ordinance book and brought it up to date with the City's changes and with the State of Michigan. Barlund-Maas informed Council there will be a public hearing at the next Council meeting to review the ordinances. A draft copy will be available online for residents' review and they can make comments during the public hearing. Barlund-Maas asked Council if they thought one or two public hearings would be needed to review the Ordinance book. Commissioners Walker and Peterson stated that one public hearing should be sufficient. A second public hearing can be held if there are concerns raised at the first hearing that will need to be addressed before a vote.

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 that the last day for the brick fundraiser is October 15, 2021. She stated the audit started today and will be done remotely due to COVID-19. She was glad to be back to work after her recent medical leave.

Police Chief Shawn Garcia – Garcia stated that things are going as well as can be expected with the current personnel situation. He stated that he has taken many complaints regarding speeding on East Street. Garcia also discussed traffic issues on Main Street, First Street, and Butterfield Hwy. Because fewer students are riding buses due to COVID-19, traffic is backing up as parents pick up students on First Street and Butterfield Hwy. He suggested putting together a committee to address these issues. He is looking into speed bumps, signage, or cones to help with traffic.

DPW Director Jerry Staggs – Staggs informed the Council that Meekhof Electric has completed the installation of the lights in the DPW barn and it is a great improvement. He also stated the DPW employees have painted the DPW building. T.H. Eifert is scheduled to begin the work on the main lift station retaining wall this week. He thanked Dan LaPoint and Joe Hoffdahl for their help cleaning the storm drains during the rainstorms last week. Staggs said hydrant flushing has started and should be done by the end of the week.

Fire Chief John Collins – Collins was absent.

Commissioner Comments

Joe Hoffdahl – Hoffdahl confirmed with DPW Director Jerry Staggs that leaf pick-up will start Tuesday, October 19. Hoffdahl thanked DPW for their hard work.

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

Gary Peterson – Peterson gave a brief update on EATRAN and had nothing further.

Steve Penny – Penny was absent.

James Frohm – Frohm stated he had nothing to add.

Don Walker – Walker stated he had nothing to add.

Laura Barlund-Maas – Barlund-Maas stated she had nothing to add.

Council meeting adjourned at 8:00 p.m.

Laura Barlund-Maas, Mayor

Amy Huepenbecker, Clerk/Treasurer