

**City of Olivet
Regular Council Minutes
August 8, 2022 – 7:00p.m.**

Council Call to Order

Present: Mayor Laura Barlund-Maas, Gary Peterson, Joe Hoffdahl, Steve Penny, James Frohm, Don Walker, and Larry Marsh.

Visitors' Section: No visitor comments.

Approval of Agenda

MOTION by Marsh, supported by Penny, to approve the agenda. Motion carried 7-0.

Approval of Previous Minutes

MOTION by Walker, supported by Penny, to approve the July 2022 minutes as written. Motion carried 7-0.

OLD BUSINESS: None.

NEW BUSINESS:

A. Olivet College Carve Out Request/Zoning Board of Appeals Recommendation – Action Item

Mayor Barlund-Maas stated that two fraternities and two sororities own houses on large parcels of land owned by Olivet College. Olivet College is requesting to “carve out” the land where the houses are constructed. The four houses would become stand-alone tax parcels. Because of the location of the houses, the Zoning Board of Appeals has recommended approving variances of the setback requirements for the properties at 123 and 213 Cottage Street, and 504 and 508 S. Main Street. Commissioner Don Walker asked why the college is now wanting to make this change. Scott Dienes, Municipal Attorney with Barnes & Thornburg, representing Olivet College, stated the college is asking for the variances and “carve out” for financing reasons. Barlund-Maas explained in order to finance the new Student Center, the college would use some of its properties as collateral for the USDA loan, but these Greek house properties wouldn't be included as collateral since the fraternities and sororities own the buildings. Barlund-Maas stated that this change should not affect taxes.

MOTION by Frohm, supported by Marsh, to approve the zoning variances for setback requirements as presented. Motion carried 7-0.

B. Olivet College Homecoming Road Closures – Action Item

Vicky Stouffer, Olivet College Vice President of Advancement, and Jason Meadows, Olivet College Associate Dean of Student Engagement, furnished packets to the Council for possible road closures for Olivet College 2022 Homecoming activities. Meadows requested the following:

1. Wednesday, October 5 from 6:00 pm – 7:00 pm, Banner Parade around the Square. Close East, College, and Cottage streets around the Square. Main Street will remain open and walking will move to the sidewalk there. Closures would take place at 5:00 pm. Meadows will email campus safety regarding parking and closures.
2. Saturday, October 8 from 11:00 am – 11:30 am, Football Team, Marching Band, Cheer Team, and Alumni walk from the Mott Building to Cutler Field. Close Main Street from Cottage Street to Butterfield Hwy. The council has previously approved the October 8 walk to the field. Mayor Barlund-Maas reminded Stouffer and Meadows that if the fire trucks are not on-site, it is understood that the football team and other participants will have to walk on the sidewalk.
3. Saturday, October 8 from 11:00 am – 2:00 pm, Homecoming Tailgate across US27 from the entrance to Cutler Field. No road closures.
4. Saturday, October 8 from 6:30 pm – 7:00 pm, Eta Psi Kappa Sorority “Step Show” dance performance. Close Church Street between College and Green streets.
5. Saturday, October 8 from 5:00 pm – 9:00 pm, Alumni/Campus Gathering on Blair Lawn. Close Cottage Street between Main and East streets for food trucks.

The Department of Public Works (DPW) will furnish barricades for Campus Safety to put in place for road closures.

MOTION by Walker, supported by Penny, to allow the above road closures for Olivet College 2022 Homecoming activities. Motion carried 7-0.

C. Fee Schedule Addition – City Parking Lot Electric/Water Use – Action Item

Clerk/Treasurer Amy Huepenbecker stated that vendors have requested the use of the city parking lot with electric and water hook-up. She suggested a fee schedule for electric and water use. Discussion took place regarding fee schedules, certificate of liability, and an application form that includes disclaimers. Council agreed on the following electric and/or water rates: ½ day use (four hours or less) \$25.00 and full day use \$50.00.

MOTION by Penny, supported by Frohm, to adopt a city parking lot electric and water usage fee schedule as stated above with the vendor to be responsible for clean-up and certificate of liability insurance. Motion carried 7-0.

Approval of the Bills

MOTION by Hoffdahl, supported by Penny, to pay the bills as presented. Motion carried 7-0.

Eaton County Commissioner Jim Mott – Mott gave an update from the Barry Eaton Health Department regarding the Monkeypox virus. Monkeypox is spread through close contact with infected people and has flu-like symptoms. He stated that there is not a good treatment for Monkeypox at this time and the vaccine treatment that is being used will be for healthcare workers only.

Mott confirmed the County Board of Commissioners has voted on a park millage of .5 mill for the next ten years to be added to the November ballot to fund parks. If this millage passes, \$2.2 million will be raised for parks. Commissioner Gary Peterson asked how progress was coming regarding Crandell Park. Mott stated that Crandell Park is coming along nicely, thanks to Crandell Brothers, the Charlotte Rotary Club, and DNR grants. Eaton County has not put money into this park since they purchased it.

Mott stated that the budget for the Eaton County Sheriff's department is low. He said the County has approximately five million dollars left of the American Rescue Plan Act (ARPA) funds. Sheriff Tom Reich is requesting two million dollars of the ARPA funds for the Eaton County deputies and corrections officers. Mott also stated that with nineteen officers retiring within the next two years and a struggling budget, road patrol will be difficult.

Department Head Reports

DPW Director Jerry Staggs – Staggs stated the DPW workers have been busy catching up now that the Firefighters Festival is over.

Fire Chief John Collins – Collins thanked the City for their support of the Firefighters Festival. He thanked DPW Director Jerry Staggs and staff for the City looking good and Clerk/Treasurer Amy Huepenbecker and Deputy Clerk Drema Emerson for helping in the food line. He stated that retired firefighter Dan LaPoint had a great day as the Grand Marshal in the parade. The Firefighters Association will be planning a retirement party for LaPoint. Collins invited everyone to attend the Firefighters Association meeting on August 13 for feedback and ideas for future Firefighters Festivals. He thanked Council for the approval to purchase used air packs which are in service. Collins explained that he is looking into companies that will buy back old air packs, harnesses, etc. He informed Council that the department will be sending seven new firefighters to Medical First Responder (MFR) class in Calhoun County. Collins updated Council regarding the Department of Natural Resource (DNR) grant for the Wildland gear. The Fire Department has provided the required documentation along with the three bids for the grant. He stated that the department has purchased the gear and is waiting for the invoice. The invoice must be paid before the grant closes on September 10, 2022. The DNR will refund half of the purchase up to \$5,000.00. Council approved this purchase at January 10, 2022, Council meeting.

MOTION by Walker, supported by Hoffdahl, to approve the expenditure of the Wildland gear without the invoice. When the invoice is received, Clerk/Treasurer Huepenbecker will issue the check. Motion carried 7-0.

Clerk/Treasurer Amy Huepenbecker – Huepenbecker stated that the election went well and she thanked those who helped. She said the City office received many compliments on the Firefighters Festival. Huepenbecker informed Council that she is preparing for the City audit.

Police Chief Shawn Garcia – Garcia was absent.

Commissioner Comments

Joe Hoffdahl – Hoffdahl thanked the Police Department for traffic control while the DPW workers painted the pavement markings. He also thanked the DPW for their hard work and how good the city and city parking lots look.

Steve Penny – Penny stated the increase of traffic in town has been heavy. He said that Chief Shawn Garcia and Officer Stacy DuBois have been busy issuing citations. Penny informed Council that the Eaton County Deputies are spread thin and would not be available to assist the Olivet Police except in emergency situations.

Don Walker – Walker stated he had nothing to add.

Larry Marsh – Marsh stated the pavement markings and curbs look great.

Gary Peterson – Peterson informed Council the Eaton County Transportation Authority (EATRAN) did not have its regular meeting. He stated the Capital Area Transportation Authority (CATA) will be busing all Lansing kids to school. EATRAN has agreed to hire Brad Funkhouser from CATA as its new Executive Director. Peterson said he will have more information next month.

James Frohm – Frohm thanked visitors for attending.

Laura Barlund-Maas – Barlund-Maas stated that the Olivet College students will be back soon, and classes start on August 15.

Council meeting adjourned at 7:38 p.m.

Laura Barlund-Maas, Mayor

Amy Huepenbecker, Clerk/Treasurer