

**City of Olivet
Regular Council Minutes
February 13, 2023 – 7:00 p.m.**

Council Call to Order

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

Absent: Larry Marsh

Visitors' Section:

Tonya Tuppen and Asia Sherman with Earthbound, an environmental awareness group at Olivet College, informed the Council that Earthbound wants to be more involved with the community. They would like to have a city-wide clean-up day during the week of April 17 to April 22 to celebrate Arbor Day and Earth Day. Earthbound asked for ideas regarding areas around the city that need cleaning. Staggs suggested cleaning the river trail, cemetery, and city parks. Frohm suggested planting trees and Penny suggested cleaning the yards of residents who need the help. Mayor Barlund-Maas stated there is also a service day on March 29, 2023, when Olivet College students will volunteer their time doing community service projects.

Eaton County Commissioner Jim Mott stated that Eaton County was awarded ten million dollars from the Raise the Age Grant through the Michigan Department of Health and Human Services. This grant will allow Eaton County to build a much-needed addition to its juvenile facility. Mott informed the Council that this fifteen to twenty-bed addition will break ground summer of 2023 and be finished approximately in September of 2024.

Resident Nancy Hanson stated that she is concerned about the trees being removed from the right of way within the City because she does not see replacement trees being planted. She said there used to be a Ruth Beecher Engle Memorial Tree Fund and asked if this fund is still active. Mayor Barlund-Maas stated that there is a small amount in the tree fund, but not a lot of money has come in for this fund recently. Hanson suggested the City put in the quarterly newsletter information regarding the tree fund and how residents can contribute. She also asked where the funds come from to cut down the trees and the City's plan to replenish trees. Mayor Barlund-Maas stated that previous trees planted were made possible through grants. She said the City is identifying trees that still need to be removed and also identifying types of trees to use for replacement as the City moves forward. Hanson thanked the City employees for their hard work.

Approval of Agenda

MOTION by Penny, supported by Hoffdahl, to approve the agenda with the following amendments: revising Agenda Item D. from an action item to an informational item, adding Agenda Item F. City CDs, and the addition of the Lions Club donation for the Rotary Park playground equipment under old business. Motion carried 6-0.

Approval of Previous Minutes

MOTION by Walker, supported by Penny, to approve the January 2023 minutes as written.
Motion carried 6-0.

OLD BUSINESS:

Walker stated that the Lions Club will donate \$500.00 towards a new Rotary Park playground structure.

NEW BUSINESS:

A. Sewer Lift Station Controller – T.H. Eifert – Action Item

DPW Director Staggs provided the Council with three quotes to replace the controller at the Spring Street lift station. He stated that T.H. Eifert could not replace this transducer as approved in December 2022 as the lift station also requires a new controller that has to be matched with the transducer. Staggs gave an overview of the three quotes based on the type of controller offered by each company. Discussion took place regarding service, pricing, and using the new radar system offered by Oudbier Instrument Company.

MOTION by Peterson, supported by Penny, to approve hiring Oudbier to install the radar system at the Spring Street lift station at a cost not to exceed \$3,050.00. Motion carried 6-0.

B. Video Surveillance Public Works Building – Action Item

DPW Director Staggs provided the Council with two quotes for video surveillance equipment. He informed the Council that a couple of items along with a grate have been stolen over the past year. Staggs said the DPW has installed new locks on the barns that store expensive equipment, but the only video surveillance equipment is “trail cameras”. Discussion took place regarding service, pricing, coverage, and warranties in the two quotes versus purchasing the cameras and installing them ourselves.

MOTION by Penny, supported by Walker, to purchase the video surveillance equipment package from PotterVilla Technology for the DPW Department at a cost not to exceed \$4,000.00.
Motion carried 6-0.

C. Computer Purchase Public Works – Action Item

DPW Director Staggs provided the Council with a quote from I.T. Right for a new computer for the DPW department. Clerk/Treasurer Huepenbecker stated that three computers were budgeted this year. She said the Police Department received its new computer last year and this year a new computer goes to the DPW Department.

MOTION by Penny, supported by Hoffdahl, to approve the purchase of a new computer from I.T. Right for the DPW Department at a cost not to exceed \$923.75. Motion carried 6-0.

D. Police Department Body Camera Purchase – Informational Item

Police Commissioner Penny informed the Council that the Olivet Police Department was awarded the Michigan Township Participating Risk Reduction Grant. This grant will reimburse the Police Department for the purchase of two new body cameras as approved at the November 2022 Council meeting. Police Chief Garcia stated that he will be ordering the body cameras soon.

E. School Resource Officer – Informational Item

Police Commissioner Penny informed the Council that Police Chief Garcia had a meeting with John Mertz, Superintendent for Olivet Community Schools, regarding the 2023 School Resource Officer Grant Program (SROGP). Olivet Community Schools was awarded \$111,515.00 from this grant and Olivet Community Schools will contribute a 50% match for the school resource officer (SRO). This SRO will be an employee of the Olivet Police Department. A copy of the award grant letter and grant narrative along with an outline showing expenses for the SRO was provided to the Council. Penny and Garcia will meet with Mertz to discuss in-depth specifics and bring the final details before the Council at the March 2023 meeting for approval. Penny said if anyone has questions regarding the SRO, please send them to him or Garcia. Discussion took place regarding who will be involved in the hiring process, wages, sign-on bonus, raise for the full-time officer, hire date, etc.

F. CD Rate Renewal – Action Item

Mayor Barlund-Maas summarized the current and proposed Eaton Community Bank interest rates for the City CDs. Clerk/Treasurer Huepenbecker explained the current CD interest rate at the four-year term versus converting the CDs to a higher interest rate at a two-year term as shown on the handout.

MOTION by Walker, supported by Penny, to approve converting the current CDs to the new 4.25% rate for a two-year term with a penalty for early withdrawal. Motion carried 6-0.

Approval of the Bills

MOTION by Penny, supported by Hoffdahl, to pay the bills as presented. Motion carried 6-0.

Department Head Reports

DPW Director Jerry Staggs – Staggs stated the DPW is currently patching potholes while Top to Bottom Tree Services is trimming trees. Staggs said that the DPW has two hydrants to replace in fiscal year 23/24.

Police Chief Shawn Garcia – Garcia stated that he responded to an incident at the Olivet College Campus regarding a student with a gun. He said this was an isolated incident and the student had no intention to harm anyone.

Fire Chief John Collins – Collins stated the fire department had 19 calls this month. He asked about the next step toward purchasing a fire truck. Mayor Barlund-Maas stated that she has asked three members of the Council to be on a committee to gather information and ideas for funding the fire truck.

Clerk/Treasurer Amy Huepenbecker – Huepenbecker informed the Council that she attended a clerk meeting on February 6 regarding Proposal 2 – Voting Reforms. She highlighted key points of Proposal 2 and said there is a lot of uncertainty about how it will affect Olivet and other small towns. She confirmed the budget meetings with department heads went well and stated the office has been busy taking water and tax payments. Huepenbecker asked Fire Chief Collins about a second quote for the fire truck.

Commissioner Comments

Joe Hoffdahl – Hoffdahl thanked the DPW employees for keeping the roads in good condition and thanked the Council members for making good decisions for the benefit of the City and its residents.

Steve Penny – Penny stated he had nothing to add.

Don Walker – Walker stated he met with the Charlotte Community Library Director David Votta regarding an agreement between the library and the City of Olivet. He said the five-year agreement needs to be renewed by September 2023 at no cost to the City of Olivet. Votta told Walker that the library hopes to have a small storefront in Olivet.

Larry Marsh – Marsh was absent.

Gary Peterson – Peterson stated he had nothing to add.

James Frohm – Frohm stated he had nothing to add.

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

Council meeting adjourned at 8:12 p.m.

Laura Barlund-Maas, Mayor

Amy Huepenbecker, Clerk/Treasurer