

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

Council Call to Order

Present: Mayor Laura Barlund-Maas, Don Walker, Gary Peterson, Larry Marsh, James Frohm.

Absent: Steve Penny and Joe Hoffdahl

Visitors' Section:

Olivet Chamber of Commerce Executive Director Courtney Mead said the Cabin Fever event was a success and thanked the residents for attending. She stated the Olivet Chamber has been approached regarding hosting a Farmers Market twice a month and asked for suggestions on possible locations. Mead said the Chamber's focus in 2023 is how to bring new business into Olivet and how to keep current businesses in town. She encouraged the Council and residents to attend Olivet Community Chamber meetings on the 1st Tuesday of each month at 5:30 pm or its board meetings on the 3rd Friday of each month.

Eaton County Commissioner Jim Mott informed the Council that Eaton County has been awarded an opioid settlement from Meijer for \$1.2M in a class action lawsuit. He said the class action lawsuit payments are spread out to each organization/department over several years. Mott stated the Eaton County Sherriff Department approached Eaton County with the idea of cross-training six deputies to be trained as paramedics. Mott explained some of the detailed factors that would have to happen for the deputies to be trained paramedics and he also shared his concern about the lack of deputies that the county currently has. He confirmed that the new addition to the juvenile facility in Eaton County will commence in mid-July 2023.

Tumbleweed 4-H Riders representative Ashley Adams stated that the tumbleweed riders would like to host a 5K run in Olivet to raise money for horse stalls for the Calhoun County fairgrounds. Mayor Barlund-Maas asked Adams to attend the April 10 council meeting with the date and time of the 5K run for the Council to approve the event, event routes, and any necessary road closures.

Approval of Agenda

MOTION by Walker, supported by Frohm, to approve the agenda with the addition of agenda Item D. Fire Department Roof Leak. Motion carried 5-0.

Approval of Previous Minutes

MOTION by Walker, supported by Frohm, to approve the February 2023 minutes as written. Motion carried 5-0.

OLD BUSINESS:

A. Fire Truck Grant Writer – Action Item

Fire Commissioner Walker informed the Council that the fire truck committee consisting of himself, Fire Chief Collins, and Commissioner Penny met with Lexipol, a complete grant writing service. He stated that Lexipol has expertise in identifying grants, a 40% success rate, and experience with a broad range of grant programs. Walker said the guidelines for the grant require a truck to be thirty years or older, so this grant would be to replace the 1993 tanker-pumper truck. Lexipol is currently offering its grant writing services in March for \$2,500.00 compared to its normal rate of \$5,000.00. Collins and Walker discussed the benefits of using Lexipol for grant writing. Walker proposed using the grant writer that was suggested by Mayor Barlund-Maas at the February meeting for equipment.

MOTION by Walker, supported by Frohm, to approve hiring Lexipol to write the grant for the 1993 tanker pumper truck at a cost not to exceed \$2,500.00. Motion carried 5-0.

B. School Resource Officer – Action Item

Police Chief Garcia reiterated that the Olivet Public School has been awarded the School Resource Officer Grant to fill a School Resource Officer (SRO) position. The Olivet Police Department would provide a Michigan Commission on Law Enforcement Standard (MCOLES) officer as an employee of the City of Olivet for the SRO position. Discussion took place regarding the SRO's duties, pay, working the school year, liability/health insurance, and holiday/vacation days. A discussion also took place regarding the duration of the grant/agreement, what the Olivet School provides vs the Olivet Police Department, and the total cost for the City of Olivet for the SRO position. Garcia asked the Council to approve the SRO position and move forward with developing a Memorandum of Understanding (MOU) between the Olivet Public Schools and the Olivet Police Department. The MOU will detail the roles and responsibilities of the SRO and will require authorization upon the final draft that is due to the state by April 2023.

MOTION by Walker, supported by Marsh, to approve the School Resource Officer position with the stipulation that the Council will meet in March to approve the memorandum of understanding. Motion carried 5-0.

NEW BUSINESS:

A. Spark Grant Information/Parks Plan – Informational

Fleis & Vandenbrink Engineer Matt Biolette stated that the DNR is offering a one-time \$65M Spark Grant. The grant is made possible from American Rescue Plan Act (ARPA) monies that will be given in three rounds with no match of funds. The goal is to promote community vision by updating or creating inviting, well-designed, and accessible parks. He stated that he spoke with Clerk/Treasurer Huepenbecker regarding the ballfield being a candidate for updating in our community. The range for this grant is \$100,000 - \$1M. Biolette explained the benefits of the Spark Grant and how the rounds work within the grant along with pre-scoring qualifications. He also suggested creating a park plan showing all park phases to promote the vision that the DNR is looking for and submitting said park plan for this and other available grants. Walker asked if they had gotten any grants for our neighboring communities. Biolette stated that Fleis & Vandenbrink has gotten grants for Vermontville and Nashville. He said Fleis & Vandenbrink offers services to design the vision for the City of Olivet's parks and submit it for the Spark Grant.

B. Olivet College Criminal Justice Honors Program Road Closure – Action Item

Olivet College Criminal Justice Honor Society Vice President Griffen Rice asked for the Council's approval to host a Relay for Life "walking" fundraiser for the American Cancer Society on Wednesday, March 29, 2023, from 8:30 am – 3:30 pm. Rice is requesting road closures weather permitting of College, East, and Cottage Streets around the College Square for this fundraiser.

MOTION by Walker, supported by Peterson, to allow the above road closures around the College Square for the Relay for Life walking fundraiser with the understanding that Main Street will not be closed.

Motion carried 5-0.

C. Fire Hydrant – Auction Site – Action Item

DPW Director Staggs asked the Council if the old fire hydrants could be listed on the auction site. Water/Sewer Commissioner Peterson suggested having Dan LaPoint auction them off at the 2024 Firefighters Festival.

MOTION by Peterson, supported by Frohm, to approve auctioning off the old fire hydrants at the Firefighters Festival. Motion carried 5-0.

D. Fire Department Roof Leak Repair – Informational Item

Fire Commissioner Walker stated that the roof at the fire station leaks. Fire Chief Collins stated the leak is in the back part of the roof around the bathroom area. He said the roof is fifteen to twenty years old and will need to be repaired and eventually replaced. Discussion took place regarding roofing companies.

Approval of the Bills

MOTION by Marsh, supported by Frohm, to pay the bills as presented. Motion carried 5-0.

Department Head Reports

Police Chief Shawn Garcia – Garcia stated that he had nothing to add. Walker asked if Officer DuBois will be receiving a raise to match the pay of the SRO position. Garcia stated that he will talk to Police Commissioner Penny.

DPW Director Jerry Staggs – Staggs informed the Council that the surveillance camera will be installed at the DPW building on March 21. He stated the DPW has been busy this month with a water main break, hydrant replacement, fixing potholes, and snow plowing.

Fire Chief John Collins – Collins stated the fire department will send five employees to fire school FY 23/24. He said the department has been doing in-house training preparing for spring storms and

grass fires. Collins would like to resume public education in the schools. He stated that the Fire Association will purchase dress uniforms and a storage shed to create more space in the fire station.

Clerk/Treasurer Amy Huepenbecker – Huepenbecker stated utility billing starts again this month. She said this year is a City election and nominating petitions are due by April 25, 2023, at 4:00 pm.

Commissioner Comments

Joe Hoffdahl – Hoffdahl was absent.

Steve Penny – Penny was absent.

Don Walker – Walker stated he had nothing to add.

Larry Marsh – Marsh stated he had nothing to add.

Gary Peterson – Peterson stated he had nothing to add.

James Frohm – Frohm stated he appreciated moving forward with the School Resource Officer position.

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

Council meeting adjourned at 8:09 p.m.

Laura Barlund-Maas, Mayor

Amy Huepenbecker, Clerk/Treasurer