

**City of Olivet
Regular Council Minutes
July 10, 2023 – 7:00 p.m.**

Council Call to Order

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

Visitors' Section:

Dan LaPoint addressed the Council asking for permission to use the city property that abuts Eagle Automotive for a fundraiser to support Marty Martin, owner of Truckin Awesome. Mayor Barlund-Maas stated that this request will be added to the agenda under item B.

Jennifer Miller addressed the Council asking if progress has been made regarding amending the ordinances that relate to inoperable vehicles on property. Mayor Barlund-Maas explained that every ordinance is being reviewed by Council members so that amendments can be made to the entire ordinance book.

Jenny Heisler addressed the Council asking for an update regarding the Utility Terrain Vehicle (UTV) ordinance. Mayor Barlund-Maas stated that the City Attorney had to postpone the meeting this week regarding the UTV ordinance due to a high-merit situation.

Rob Beers addressed the Council stating that he provided a bid to the City to replace the sidewalks and was outbid by Exact Excavating. Beers raised concerns regarding the work that Xact Excavating was providing. He stated that driveways should be poured at 6" with expansion joints and sidewalks should be poured at 4". Beers furnished pictures to the Council showing that Xact Excavating is pouring driveways and sidewalks at 3.5". Mayor Barlund-Maas stated that DPW Director Staggs will address the situation with Xact Excavating.

Approval of Agenda

MOTION by Penny, supported by Hoffdahl, to approve the agenda with the following amendments: The addition of Agenda Item B. under Old Business to revote the School Resource Officer (SRO) special meeting minutes and remove Agenda Item B. Olivet College Night on the Town under New Business and replace it with Dan LaPoint's ice cream fundraiser. Motion carried 7-0.

Approval of Previous Minutes

MOTION by Walker, supported by Frohm, to approve the June 2023 minutes with the understanding that the May 24 SRO special meeting minutes will be revoted later in this meeting. Motion carried 6-0 with the following roll call vote:

Barlund-Maas – yes Hoffdahl – yes Walker – yes Penny – yes Marsh – yes Frohm – yes

Peterson - abstain

OLD BUSINESS:

A. Police Department Vacancies – Action Item

Chief Garcia informed the Council that he received two resumes, one resume from an unqualified applicant and one resume from an applicant who wants a part-time position. Garcia stated that he wants to hire a full-time officer and confirmed that he has two meetings scheduled to speak with a partially retired officer regarding the full-time officer position and a retired officer who is interested in the School Resource Officer (SRO) position. Commissioner Penny asked for the Council's approval to increase the full-time officer pay from \$19.09 to \$25.00 per hour to match the SRO pay to attract a full-time qualified candidate. He asked Chief Garcia about using social media and flyers at the Firefighters Festival to advertise for the two officer positions. He also encouraged everyone who uses social media to advertise that the City of Olivet is hiring one full-time officer and one SRO position at the Olivet Community Schools. Peterson stated that the pay should align with the applicant's experience. Walker asked if there is money in the budget to support the pay increase request. Penny stated that currently the Police Department is under its budget but with the pay increase, changes will have to be made to the annual budget. Mayor Barlund-Maas stated that it would be difficult to hire a new officer at the current rate. She suggested increasing the pay to \$25.00 but also reminded the Council to take into consideration that the City does offer raises for full-time officer positions at the City whereas the SRO will be a flat rate with no raises. Penny stated that he is agreeable to the increase to \$25.00 with no raises until next fiscal year. Huepenbecker asked if the new hire would also be eligible for the 60-day probation raise. Penny stated that the Police Department does not give a probation raise. Further discussion took place regarding sign-on bonuses versus retention bonuses and included Officer DuBois in the pay raise.

MOTION by Penny, supported by Walker, to approve the pay increase for the new officer from the current pay of \$19.09 to \$25.00 per hour effective to include the current part-time employee, Officer DuBois. Motion carried 7-0.

B. Revote SRO Special Meeting Minutes – Action Item

Mayor Barlund-Maas informed the Council that a revote was needed on the May 24 SRO special meeting minutes. She stated that Hoffdahl was not eligible to support the SRO special meeting motion because he was not in attendance at the SRO special meeting.

MOTION by Frohm, supported by Penny, to approve the May 24 SRO special meeting minutes as written. Motion carried 5-0 with the following roll call vote:

Barlund-Maas – yes Peterson – yes Penny – yes Marsh – yes Frohm – yes

Walker – abstain Hoffdahl - abstain

NEW BUSINESS:

A. Olivet College Carnival Road Closure – Action Item

Olivet College sophomore Kay Pelfrey informed the Council that due to declining participation in "Night on the Town" and the "Resource Fair," Olivet College students approached both the Olivet Chamber of Commerce and Olivet College President Corey about hosting a new "Comet Fest" event. This event will give the students a chance to connect with the community and local businesses.

Pelfrey stated that 14 businesses are confirmed to attend the event and they anticipate over 500 students with over 40 vendors. She provided the Council with the “Comet Fest” flyer detailing all the events. The event is scheduled for August 24 and will be located at the College Square from 5:00 p.m. to 8:00 p.m. Pelfrey is requesting road closures around the Square on College, East, and Cottage Streets from 4:30 p.m. to 9:00 p.m. DPW Director Staggs asked Pelfrey if they will need barricades for the event. Pelfrey stated that they would need the barricades, and Comet Fest coordinators would be responsible to place and remove them for the event.

MOTION by Walker, supported by Penny, to approve the road closures of College, East, and Cottage Streets around the Square on August 24 from 4:30 p.m. to 9:00 p.m. for the “Comet Fest” event. Motion carried 7-0.

B. Ice Cream Fundraiser for Marty Martin Owner of Truckin Awesome – Action Item

Mayor Barlund-Maas stated that Dan LaPoint wants to have an ice cream fundraiser for Marty Martin owner of Truckin Awesome who lost his business to a fire. LaPoint would like to use the City property that abuts Eagle Automotive’s parking lot and is asking for the Council’s approval.

MOTION by Hoffdahl, supported by Frohm, to allow Dan LaPoint to use the City property on Main Street on July 13 and 14 for the fundraiser. Motion carried 7-0.

C. Walking Bridge Fencing Update

In reference to the repair of the walking bridge at the park, DPW Director Staggs stated that finding someone to replace a fence at this time has been a challenge. He received a bid from Justice Fence for a chain-link fence and is awaiting a bid from McCleary Fence. Staggs said that Dan LaPoint offered to take down the current fencing to save money. Staggs discussed the material that is currently on the bridge and asked if anyone has any ideas on what type of material to use. Rob Beer suggested metal sheeting and LaPoint suggested “hog panels.” Discussion took place regarding the suggested materials.

Approval of the Bills

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

Department Head Reports

DPW Director Jerry Staggs – Staggs stated the DPW is taking bids for street sweeping. He also informed the Council that the DPW will stripe roads in the downtown area, crosswalks, and parking lots. Staggs said the DPW employees are doing a great job working with the vac trailer to finish curb stops and Knoll has been busy mowing.

Police Chief Shawn Garcia – Garcia thanked the council for approving the pay raise last month.

Fire Chief John Collins – Collins stated that he had nothing to add.

Clerk/Treasurer Amy Huepenbecker – Huepenbecker stated that water bills and summer taxes were mailed out at the end of June, and City Hall has been busy with residents making their payments. She stated that there was a meeting regarding early voting at the County but she could

not attend. Huepenbecker said she would give an update on that meeting as soon as she received one.

Commissioner Comments

Joe Hoffdahl – Hoffdahl thanked all City employees for their hard work.

Steve Penny – Penny apologized for missing last month’s meeting. He said he was absent due to becoming a grandpa.

Don Walker – Walker stated that he had nothing to add.

Larry Marsh – Marsh stated that he had nothing to add.

Gary Peterson – Peterson stated the Capitol Area Transportation Authority (CATA) route in Delta Township is doing very well.

James Frohm – Frohm thanked Chief Garcia for directing traffic during the Truckin Awesome fire at the Double Nickel.

Laura Barlund-Maas – Barlund-Maas stated she appreciates the Council members reviewing the ordinances. She said that she will be one of the speakers at “Comet Fest” to welcome the new students and she looks forward to the Firefighters Festival.

Council meeting adjourned at 8:02 p.m.

Laura Barlund-Maas, Mayor

Amy Huepenbecker, Clerk/Treasurer