

**City of Olivet
Regular Session Minutes
September 14, 2020 – 7:00 p.m.
This meeting was held virtually due to the COVID-19 pandemic.**

Council Call to Order

Present: Mayor Laura Barlund-Maas, Gary Peterson, Joe Hoffdahl, Steve Penny
James Frohm, Pam Steward-Bess. Don Walker joined meeting at 7:30 p.m.

Approval of Agenda

MOTION by Hoffdahl, supported by Penny, to approve the agenda. Motion carried 6-0. ***

Approval of Previous Minutes

MOTION by Penny, supported by Steward-Bess, to approve the previous minutes as presented.
Motion carried 6-0. ***

OLD BUSINESS:

Update on walking bridge-Dan LaPoint, from D&J Excavating, stated the hand rails for the walking bridge are scheduled to be installed next week. The concrete approach on the east side of the bridge should be completed next week as well. Clerk Amy Huepenbecker stated a permit extension was needed for the bridge after learning Justice Fence would not be able to get the materials for a few weeks. LaPoint asked to have a party to celebrate the opening of the bridge. Mayor Barlund-Maas stated we would need to see when the bridge is completed and what current restrictions are for COVID-19.

NEW BUSINESS:

A. Olivet College Road Closures – Action Item

Jason Meadows from Olivet College informed Council of two events in which road closures may be needed. The first event, Black Lives Awareness March, will be held on September 24 from 7:00pm to 8:00pm. Meadows has requested to close the streets around the College Square during that time. Sydney McIntosh, also from Olivet College, stated the March would start at the Blair Hall lawn and proceed around the square and would probably last less than one hour.

The second event, the Banner Parade, is in conjunction with Homecoming and will be held on October 1 from 6:00pm to 7:00pm. Different organizations on campus, such as the band, Greek life and other clubs take part in the parade. Elijah Collins, from Olivet College, stated although alumni will not be present, the students still want to celebrate.

Council members had a few questions regarding the events and road closures. Commissioner Peterson expressed concern about COVID-19 restrictions and the amount of people at the events. He also wanted to know who is going to monitor the situation to make sure the participants are adhering to the Governor's orders. Peterson also stated that Main Street is an emergency route for I-69 and is troubled by closing it for the march and parade. Commissioner Penny also stated the construction on I-69 starts on September 21 and there is likely to be more traffic passing through Olivet. He also asked Meadows if the march was advertised to the college or public because at the current time there are no guests allowed on campus. Police Chief Garcia stated that there were no complaints on the closure of Main Street last year.

Meadows informed Council the events are for Olivet College staff and students only. He also stated there would be a number of people from the college policing the events. He stated that the participants will be required to wear masks and maintain social distancing.

MOTION by Steward-Bess, supported by Frohm, to approve the road closures as presented by Jason Meadows of Olivet College. Motion carried 6-0. ***

B. Police Vehicle Purchase – Action Item

Police Chief Garcia referred to the memo in the Council packet regarding the police vehicle purchase. The memo has a breakdown of the cost of the vehicle fully equipped. He informed Council that the City was awarded a \$15,000.00 grant towards the purchase of the new vehicle. Peterson asked if there would be a loan for the vehicle or if it would be a cash purchase. Clerk Huepenbecker informed Council it was included in this year's budget and would be a cash purchase.

MOTION by Penny, supported by Hoffdahl, to move forward with the purchase of the replacement vehicle at a cost for the city of \$27,956 and the \$15,000.00 grant. After the new vehicle is operational, the Ford Crown Victoria would be sold. Motion carried 7-0. ***

C. NuSystems-Duckweed Control – Action Item

Public Works Director Jerry Staggs told Council that the Duckweed Control has been done on sewer lagoon cell #4. Cell #3 is in need of treatment now. There are many geese on the lagoons and that creates a problem with the duckweed. He will need to turn in an application to MI Waters for the treatment either this fall or late spring. MI Waters approval for treatment is good for one-year. The proposal for this cell is less expensive than previously.

MOTION by Peterson, supported by Steward-Bess, to hire NuSystems to spray sewer lagoon cell #3 for Duckweed at a cost of \$3000.00. Motion carried 7-0. ***

D. Installation of Handicap Accessible Swing – Action Item

Public Works Director Jerry Staggs presented Council with bids to install the handicap accessible swing at Shrontz Park. The bids include the foundation and porous pave coating. The installation of the swing must follow ADA rules. Commissioner Hoffdahl stated that with the increase in cost, he feels we should wait until spring to install. Peterson stated we should just complete the project. Commissioner Frohm agreed. Dan LaPoint, from D&J Excavating, was asked how long the project would take to complete. He replied that he could start next week and would have it completed in two weeks. Commissioner Steward-Bess asked LaPoint if he could do the swing and the bridge at the same time. He said he can handle both projects. Mayor Barlund-Maas stated LaPoint's work should be complete the week of October 5. Clerk Huepenbecker advised Council that after the bridge project was paid for, there would be around \$5800.00 left in the Memorial Park Fund. She noted that a budget amendment would be needed after all projects are completed. Council members stated they would like to complete the projects and do a budget amendment.

MOTION by Steward-Bess, supported by Walker, to hire D&J Excavating to install the handicap accessible swing, including concrete work needed and apply the porous pave at a cost of \$3200.00. The porous pave materials would be paid for by the City at a cost of \$2500.00. Cost of the total project not to exceed \$5800.00 and be completed the week of October 5. Motion carried 7-0. ***

E. Fire Department Annual Truck Service-Bruce Hamilton - Action Item

Fire Chief John Collins stated the fire department would like to have the annual service to the fire trucks completed by Bruce Hamilton. In the past, the cost per truck has been less than \$500.00.

MOTION by Walker, supported by Hoffdahl, to approve Bruce Hamilton to perform the annual truck service at a cost not to exceed \$2500.00. Motion carried 7-0. ***

F. Fire Department Pump Test and Service – Emergency Vehicle Services (EVS) – Action Item

Fire Chief John Collins stated the fire department would like to have the annual testing/servicing on the pumps completed by EVS. EVS comes to the station to do the testing, therefore keeping our trucks in service in case they are needed.

MOTION by Walker, supported by Steward-Bess, to approve Emergency Vehicle Services to perform the pump test at a cost not to exceed \$2000.00. Motion carried 7-0. ***

G. Halloween Hours and Open House – Action Item

Mayor Barlund-Maas asked for discussion about Halloween and trick-or-treating this year with the COVID-19 pandemic. She is concerned people are going to be out on Halloween even with restrictions. She would like to have safety protocols in place. Penny stated the City needs to be prepared for festivities to happen around town. Barlund-Maas suggested homeowners wear a mask and wear rubber gloves when handing out candy. Trick-or-treaters should wear a mask, whether it is a part of their costume or not. It was mentioned this should be in the newsletter. The Olivet Firefighter's Association will hold their Halloween Open House outside this year. It was also mentioned there will be another City Council meeting before Halloween and we can revisit this issue then if needed.

MOTION by Steward-Bess, supported by Walker, to approve the hours for trick-or-treating from 6:00pm to 8:00pm on October 31. Motion carried 7-0. ***

Approval of the Bills

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

Employee Reports

Fire Chief John Collins – Fire Chief John Collins had nothing to add.

Police Chief Shawn Garcia – Chief Shawn Garcia thanked Council for the approval to purchase a new police vehicle.

DPW Director Jerry Staggs – Director Jerry Staggs informed Council the repairs on well #4 have been completed. D&J Excavating will start the city-wide leaf pick-up in mid-October and continue for six weeks. He told Council that the water tower would be out of service the week of October 5 due to the need to repair the new mud valve that was installed last year. The job will only take a few minutes to repair on October 6, but it will take a week for his department to complete the necessary steps to prepare. The repair is under warranty and there will be no cost to the City.

Clerk/Treasurer Amy Huepenbecker – Clerk/Treasurer Amy Huepenbecker stated that interviews were held last week for the Deputy Clerk/Treasurer position. She thanked Commissioner Steward-Bess for sitting in on the interviews. Huepenbecker hopes to have someone hired this week. She stated the absentee ballots will be sent out the end of next week.

Commissioner Comments

Joe Hoffdahl – Hoffdahl thanked the employees for doing a great job. He is excited about the new swing at the park.

Don Walker – Walker had nothing to add.

Pam Steward-Bess – Steward-Bess stated she had a great time working with Clerk Huepenbecker doing interviews and hopefully have a good candidate to hire.

Steve Penny – Penny stated things are going well. He is looking forward and it will be hard to have a virtual Holiday Party.

Gary Peterson – Peterson mentioned there is a proposal on the ballot for EATRAN. He hopes it is approved.

James Frohm – Frohm had nothing to add.

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

Meeting Adjourned at 8:07 p.m.

Laura Barlund-Maas, Mayor

Amy Huepenbecker, Clerk/Treasurer

*** Roll call vote was taken.