

City of Olivet

Regular Session Minutes

April 9, 2018 – 7:00 p.m.

Council Call to Order

Present: Mayor Barlund-Maas, Marsh, Peterson, Hoffdahl, Steward-Bess, Frohm, Penny
Absent: None

Visitor Section Welcome

Visitors Present:

Diane & Larry Newman
Jeff Bierly
Doug Wells
Daine & Erin Pavloski
Travis Gessner

Jane Kilbourn
Abigale Smith
Jeremy Duby
Andy Castaneda
Rob Betts
Dan LaPoint

Jeremy Duby and Abigale Smith, representing the Olivet College Band, addressed the Council on the “Out of the Darkness” walk that is scheduled to take place around town on Saturday, April 14, 2018. The walk is to promote Suicide Awareness Prevention and break the stigma on mental illness. There will also be live music at the college square.

Travis Gessner, 219 Engle Drive, requested permission from City Council to build a pole barn on his property. The placement of the pole barn is to be between his house and the road and would not be visible from the road. Gessner was told he would have to take the proposal to the Planning Commission to request a Special Use Permit.

Danny LaPoint informed Council that he is having an auction on his lot at the corner of Main St. and Kalamo sometime in May or June. LaPoint also stated we are waiting on the DEQ to move forward on the walking bridge project. LaPoint also brought up his proposal for a new memorial at the park. Barlund-Maas stated that this could be added to the agenda.

Rob Betts thanked the Olivet Fire Department and D&J Excavating for their assistance after heavy rains caused flooding at the ballpark near the Sewer Lift Station. Betts asked if the City planned on pursuing containment for the Lift Station. Discussion followed.

Doug Wells, 708 S. Main St., approached Council about wanting to split his property into two parcels. He would like to separate the house and some land into one parcel, and the log building, pole barn and the rest of the land into a second parcel. He would need to give an easement to the parcel with the house. He would like to build a 30x40 two-story building in front of the existing log building with a shop/business on the lower level and an apartment above. Council advised he would need a building permit from the county and that he would need to deal with an attorney and surveyor to make the split of his parcel. Wells asked the City for a statement in writing regarding the above.

Andy Castaneda, 408 Shipherd St., expressed concern with properties surrounding his home. Olivet College has purchased houses on both sides of his and he believes the College is using them as Fraternity houses. He also asked what the city ordinance is regarding parking and how many vehicles you can have on a property. Castaneda also stated that he has contacted the DEQ regarding the dump site by his home. He said it is slowly being cleaned up after he posted about it on Facebook. Castaneda was told that Danny LaPoint was hired by Olivet College to clean up the dumpsite. Castaneda is afraid the value of his property will go down. Mayor Barlund-Maas said she will check with the college regarding these issues.

Mayor Barlund-Maas thanked the visitors for addressing the Council.

Approval of Agenda with Amendments

Barlund-Maas stated that the agenda needed to be amended to include the proposed new memorial at the park and a second item under Old Business. This item is to determine whether the Deputy Clerk can become a full-time position with benefits and should be listed after Department Head Reports in case the Council decides to go into Executive Session. Commissioner Steward-Bess asked that the fire contracts be added to the agenda under Old Business

MOTION by Marsh, supported by Steward-Bess, to approve the Agenda as amended. Motion carried.

Approval of Previous Minutes

MOTION by Marsh, supported by Penny, to approve the Previous Minutes. Motion carried.

OLD BUSINESS:**A. Memorial Park Veteran's Memorial**

Danny LaPoint addressed the council to propose a second monument dedicated to veterans he would like permission to place at Memorial Park.

- A large stone with a plaque to honor all veterans and a U.S. flag with a light
- A drinking fountain with a shut off
- Four park benches
- Sidewalk

LaPoint agreed to maintain the flag himself as long as he is able. He requested that the City purchase the benches. He will supply copper water line, volunteer help, and his own labor. He has raised money for additional costs. Electrician Greg O'Dell has agreed to set up the light fixture. DPW personnel will need to assist and direct the project as needed. The City would cover the electricity needed for the light.

MOTION by Marsh, supported by Steward-Bess to approve Danny LaPoint's proposal for a Veteran's Memorial, including drinking fountain; in addition the City will purchase four park benches and have them painted red, white, and blue at a cost not to exceed \$3500.00 and pay the electric for the monument's light. Motion carried.

B. 2018-2019 Fire Contracts

Pam Steward-Bess informed Council that Walton Township approved the 2018-2020 Fire Contract with the Olivet Fire Department. She also stated their cost would increase at the next renewal. Lee Township also approved the 2018-2020 Fire Contract with the OFD.

Because Lee Township does not cover as much area, they would like to review the contract after one year in April 2019. Pam will bring it back to Council at that time.

NEW BUSINESS:**A. Traffic light Study**

Hoffdahl said he would like to have a traffic study done at the corner of Main St. and Butterfield Hwy. at an estimated cost of \$2200. The State of Michigan would make the decision whether or not to approve a traffic light since Main St. is a state highway.

Penny stated that we need to review a crash history for that intersection from the city as well as the county and bring it back to Council in May. Penny also wanted to know what the cost would be for engineer Don Heck. No motion.

B. Community Event-JDRF Mud Bog

Permission was asked to use the Community Event Center on May 19, 2018 for a Mud-Bog fundraiser for the Juvenile Diabetes Research Foundation.

MOTION by Marsh, supported by Steward-Bess, to approve for the event and waive the event fee because it is a fundraiser.

C. Gov-Pay.Net-Credit Card Processing

Clerk Bierly reported there is no fee for the city to use this service. The fees are passed on to the residents at a lower cost than “Square” which is what has been used in the past. This company is currently not interfaced with BS&A, but they are working towards this. There was concern about accountability and possible extra steps for the clerk’s office to complete the recording of payments. Bierly was directed to check with other municipalities that use GovPay.Net about recording payments. No motion.

D. Tiny Pantry Proposal

Mayor Barlund-Maas presented a proposal from Amanda Wilson of the city to allow for a “Tiny Pantry” to be placed on city property. The resident would pay for the pantry at no cost to the City. There were concerns about vandalism and maintenance of the unit. The proposed location would be on city property behind the municipal building, so there was an additional concern regarding the religious reference on the pantry pictured on the proposal. It was suggested that maybe it would be beneficial for her to partner with another entity such as the Food Bank at the Congregational Church. No motion.

Approval of the Bills

MOTION by Penny, supported by Peterson, to approve the monthly bills with additions totaling \$22,191.23. Motion carried.

Employee Reports

Bierly the state approved the Debt Resolution Plan to move the Department of Public Works to the General Fund. She explained the Account Balance Report to Council members.

DPW Director Smith provided a written report and stated everything was going well. They have completed the wastewater discharge. Smith has been in communication with the Mayor about the ditch at the Perry residence on Cottage Street.

Police Chief Garcia absent due to vacation.

Fire Chief Collins provided a written report. 27 calls this month, which is ten more than average. He informed Council of the statewide tornado drill on April 11 at 1:00 pm. Collins also stated Mike McLeieer wrote a grant for training which will be used to cover the cost of a national speaker, Earl Schmittendorf. He expects 150-200 people to attend the Highway Safety training which will be held at Olivet College.

MOTION by Marsh supported by Penny to go into Executive Session to discuss personnel issues related to the Clerk's Office. Motion passed. Council entered executive session at 8:50p.m.

Council resumed public meeting at 9:55p.m.

Council accepted Clerk/Treasurer Bierly's resignation that she had prepared prior to tonight's meeting. The City will pay Bierly through April 30, 2018. She will turn in her keys and city phone to Mayor Barlund-Maas before leaving the meeting tonight. Barlund-Maas and Steve Penny will be present at City Hall on Tuesday, April 10, for Bierly to pack her things and provide any information needed by the City in her absence.

MOTION by: Marsh, supported by Steward-Bess to elevate Amy Huepenbecker to full-time Deputy Clerk/Treasurer status with pay increase to \$16.00 an hour with benefits and at the end of 90 days an additional \$.50 pay increase. Barlund-Maas also stated Huepenbecker would retroactively get credit for a full year of working full-time to be vested in MERS and receive one-week vacation. Motion passed.

The City would need to place an ad in the County Journal for the Clerk/Treasurer position. Council offered Huepenbecker an additional \$1.00 an hour to accept the interim Clerk/Treasurer position because she will be the only one at the office and will be doing

everything while the City looks for a full-time Clerk/Treasurer. Mayor Barlund-Maas gave Huepenbecker till the end of the week to decide.

Commissioner Comments

Frohm stated he appreciated the open discussion on traffic problems and trash. He also said he had appreciated working with Bierly.

Peterson said he had nothing to add.

Steward-Bess said it has been a late night and love you Erin.

Marsh stated he appreciated Erin and all the hard work she has done.

Penny thanked the visitors for coming, congratulated Deputy Clerk/Treasurer on becoming full-time. He thanked Bierly and her husband for their time and efforts. Congratulation to the Fire Department officer and Mike McLeieer for his 100 Club Award. Penny also thanked all employees for their hard work.

Hoffdahl said thanks to Bierly and good job to Huepenbecker.

Mayor Barlund-Maas said she would miss Bierly.

Meeting Adjourned at 10:07 p.m.

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Laura Barlund-Maas, Mayor

**Amy Huepenbecker
Interim Clerk/Treasurer**