

**Bellaire Village Council  
Meeting Minutes  
December 2, 2020**

1. **Call to Order:** President Bennett called the meeting to order at 7:00 PM.
2. **Roll Call Attendance:**
  - Present:** President Dan Bennett, Council Trustees David Ciganick, Eldon McPherson, Trish Drollinger, Pat Boyd, Bryan Hardy and Helen Schuckel.
  - Absent:** None
  - Staff Present:** Cathy Odom, Treasurer, Nicole Essad, Clerk & Bill Drollinger, Chief of Police.
  - Also Present:** Louise Wenzel, Terry VanAlstine, Dave Gajda & Tom O'Brien.
3. **Approval of Agenda:** The agenda was approved as presented.

**Motion by McPherson, seconded by Schuckel, to approve the agenda as presented. Motion carried by voice vote.**
4. **Conflict of Interest:** None presented.
5. **Consent Agenda:** The consent agenda was approved.

**Motion by McPherson, seconded by Schuckel, to approve the consent agenda as presented. Motion carried by voice vote.**
6. **Public Comment:** None presented.
7. **Old Business**
  - a) **County Update-Mr. VanAlstine:** Mr. VanAlstine explained that the Election Day issue is ongoing. They did verify the results. Mr. Bailey filed a lawsuit against the County which the Board will be discussing at their next meeting. The County will be settling a dispute with an energy company over cutting down too many trees in one of the right of ways. The Michigan veterans received a grant to add some additional veteran services. They are finishing the move of the abstract department. They are reviewing a resolution for a reduction of interest for delinquent tax payments. They are also approving applicants to fill Board vacancies and on December 16 at 6:30 there will be a presentation via Zoom on the Grass River boardwalk project. The fundraising effort for the boardwalk is moving forward with success.
  - b) **DDA Update:** The DDA discussed the complaint they received from their last meeting, with Village President Bennett explaining that it is resolved. They received a Steering Committee update. The DDA had two board resignations and put a formal application process in place. They will be placing an ad in the newspaper and on social media. They reviewed a 2021-22 draft budget & will forward it to the clerk. Ms. Wenzel explained that the downtown businesses were looking at a social distance initiative and informed all that there is another round of funding from the MEDC that may become available. She also updated Council on the Foundation fundraising efforts. They have already received a number of preliminary applications and hope to raise enough to help them.
  - c) **Glacial Hills Agreement:** This was placed on last month's agenda for review. If there are not any changes it is ready for approval.

**Motion by Boyd, seconded by Drollinger, to approve the Glacial Hills Agreement. Motion carried by voice vote.**
  - d) **Delinquent Water/Sewer Bills:** Once the water/sewer shut off order is lifted we will be able to collect delinquent invoices. Council discussed allowing payment arrangements if the customer pays their regular monthly bill plus 10% of their outstanding balance by the due date each month

until paid off. Council reviewed for form staff developed, made one change to read “outstanding balance” and made the following motion.

**Motion by Boyd, seconded by McPherson, to approve the payment arrangement form for collection of delinquent water/sewer invoices with the change. Motion carried by voice vote.**

## 8. New Business

- a) **Office Closure:** President Bennett explained that the office staff has been sent to work from home due to the recent Health Department Order. Since Council did not meet prior to the order, he would like a motion to approve staff working from home retroactive from the date of the order until the restrictions are lifted from this or future orders.

**Motions by Drollinger, seconded by McPherson, to allow the offices to be closed until the restrictions are lifted. Motion carried by voice vote.**

- b) **Committee List:** With the election completed, the committee list was reviewed. Trustee Boyd suggested being placed on the Parks Committee since he is the representative on the Glacial Hills Board. He would replace Trustee McPherson, who would move to the Property & Building Committee.

**Motion by Boyd, seconded by McPherson, to accept the committee assignments with the noted changes. Motion carried by voice vote.**

- c) **Steering Committee Survey:** Clerk Essad explained the Steering Committee is reaching out to all of their community partners seeking input for a potential list of priorities that they can work on. She is looking for direction from Council with how they would like the survey completed, whether to have one Board member speak for the Council or to have each individual member complete it. It was noted that the deadline date had passed, but the committee is aware of it and would still like input from the Council. Clerk Essad will check to make sure the link is still active.
- d) **DDA Board Resignations:** Rolland Fink and Doug Dawson have resigned their position on the DDA. The DDA has been working on an application process for potential applicants. It was noted that the final approval for board members must be approved by Council.

**Motion by Ciganick, seconded by McPherson, to accept Doug Dawson and Rolland Fink’s letters of resignation. Motion carried by voice vote.**

## 9. Discussion Items:

- a) President Bennett informed Council of a DDA discussion about placing “Please Mask Up” signs on the entrance signs coming into Bellaire. He complimented the great job all of the businesses are doing, but thought it would help. Chief Drollinger suggested temporary signs encouraging masks if that is what they are looking for. He also noted that we would have to get approval from MDOT if we place anything on signs that are on M-88 as it is a state owned road. Ms. Wenzel said they were looking at something similar to a sandwich board sign. Trustee Drollinger asked if they were looking at placing them at the village limits or just downtown. Clerk Essad suggested speaking with the Street Administrator and noted that if temporary signs are discussed; zoning for them would have to be considered. Trustee Ciganick said he doesn’t think it’s a bad idea, but people know we should be masking up and said to consider the funds what would be needed for this. Ms. Wenzel said this can be further discussed by the DDA.

## 10. Department/Committee Reports:

- a) **Committee Reports:** Committee minutes, for the committees that have met, were included in packets for review.
- b) **Clerk/Zoning Administrator:** Nothing presented.

- c) **Treasurer/Deputy Clerk:** The first draft of the budget should be available this week and our BCBS insurance is only expected to go up only 2.29%.
- d) **Department of Public Works:** Nothing presented.
- e) **Police Department:** Nothing presented.
- f) **Planning Commission:** Nothing presented.

**11. Closing Member/Public Comment:**

- **Mr. VanAlstine:** Mr. VanAlstine informed Council that due to the passing of a member of the Veterans Board, there are two seats available if anyone is aware of someone who might be interest in serving.

**12. Adjourn:** Meeting adjourned at 7:30 P.M.

Compiled by Cathy Odom  
Minutes are subject to approval.

Approved: \_\_\_\_\_

Date: \_\_\_\_\_