

Village of Bellaire
PROPERTY & BUILDING COMMITTEE

Bryan Hardy, Chairman

Eldon McPherson

Helen Schuckel

COMMITTEE MEETING MINUTES

December 20, 2021

9:00 AM

I. Call to Order: The meeting was called to order at 9:00 AM.

II. Roll Call - Attendance:

Present: Eldon McPherson, Helen Schuckel, and Bryan Hardy

Absent: None

Staff Present: Cathy Odom, Treasurer; Nicole Essad, Clerk; and Bradley Keiser, DPW Supervisor

III. Approval of Agenda: The agenda was approved as presented.

Motion by Schuckel, seconded by McPherson to approve the agenda as presented. Motion Passed by unanimous voice vote.

IV. Approval of Minutes – March 17, 2021: The meeting minutes for March 17, 2021 were approved as presented.

Motion by Schuckel, seconded by McPherson to approve the March 17, 2021 meeting minutes as presented. Motion Passed by unanimous voice vote.

V. Conflict of Interest: None presented.

VI. Public Comment: None presented.

VII. Old Business: None presented.

VIII. New Business

- a. Budget FY 2022-2023:** Trustee McPherson stated that the food pantry building needs to have tiles replaced, with an estimate of \$800, and the carpet needs replaced. Chairperson Hardy and DPW Supervisor Keiser suggested just putting laminate or vinyl flooring in the whole building. Chairperson Hardy asked for an update on the bathrooms. DPW Supervisor Keiser stated there was concrete was poured and he has a phone call into the contractor for an update now that that was finished. He thought that they would be putting walls up this week. Treasurer Odom stated that it is our hope

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that it will be finished this fiscal year. DPW supervisor Keiser stated that he is still waiting on quotes back for new doors for the museum, and the museum has money for these items. He also stated that he has talked to people to get the webcam fixed and putting other security cameras on the building. Chairperson Hardy also asked about cleaning the new bathrooms. DPW Supervisor Keiser stated that the DPW would clean them Monday through Friday and that we could ask Amy to clean them on the weekends. Treasurer Odom stated that that would be an additional cost for her wages because she gets paid per building. DPW Supervisor Keiser stated that the bathrooms should not be under the property and building budget but under the general fund budget. Treasurer Odom stated talking to the auditor, the budget for property and building should only be for the Village office building. DPW Supervisor Keiser stated that he is still waiting on quotes for a mini-split system to replace the window A/C units and boiler heat. General discussion was held about getting new chairs, which would be in the general budget. It was the consensus of the Committee to move forward with the Property and Building Budget for the fiscal year 2022-23.

IX. Correspondence/Reports: None.

X. Member/Public Comment: None.

XI. Adjourn: The meeting was adjourned at 9:20 AM to the call of the Chair.

Minutes compiled by:
Nicole E. Essad, Clerk

Minutes are subject to approval.

Approved: _____

Date: _____