

**Bellaire Village Council
Meeting Minutes
August 4, 2021**

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 Eldon McPherson, Trish Drollinger, Pat Boyd, Dave Ciganick, Helen Schuckel & Bryan Hardy.
 - Absent:** None
 - Staff Present:** Cathy Odom, Treasurer, Nicole Essad, Clerk, Bill Drollinger, Chief of Police & Bradley Keiser, DPW Supervisor.
 - Also Present:** Terry VanAlstine.
3. **Approval of Agenda:** The agenda was approved with the addition of new business item h, Public Restrooms.
Motion by Schuckel, seconded by Boyd, to approve the agenda with the addition of new business item h, Public Restrooms. Motion carried by voice vote.
4. **Conflict of Interest:** None presented.
5. **Consent Agenda:** The consent agenda was approved.
Motion by Boyd, seconded by McPherson, 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:** Kearney Township is working on a zoning ordinance on minimum square footage for residential units. They are also working on some cemetery regulations and will be switching to BS & A software programs. Brandon Corbett was hired as the new VA director. Jamie Houserman has been approved as the designated assessor. Hazardous waste disposal is scheduled for August 14th in Bellaire and September 11 in Mancelona. Latex paint disposal prices have increased and tires are no charge. They are working on having a campground host to help take care of campground. They approved a one year lease with Nifty Thrifty. There is a plan for two injection wells by Riverside Energy in Chestonia Township. There will be a public hearing on August 18 from 6-9 pm.
 - b) **DDA Update:** President Bennett updated Council on the status of the proposed boundaries for the DDA. There has also been some interest in downtown WIFI and he attended a meeting with Mr. Garwood where it was discussed. He will be attending the County meeting, which includes this on the agenda.
8. **New Business**
 - a) **Central Lake Lions Club Request:** Jim Broome from the Lion's Club introduced himself and explained some of the history of the club and the services they provide. They are seeking permission from Council for a spot downtown where they can solicit white cane donations for their service projects. They would need space for a table and chairs for one to two members. They would like to set up by the kiosk or by the Village Hall and it is scheduled to take place over Labor Day weekend.
Motion by Ciganick, seconded by Hardy, to allow the Central Lake Lions to set up a location at either of the two locations previously mentioned, the village lot where construction may or may not be occurring first or secondly, just outside the village hall on the corner for soliciting funds for their white cane drive. Motion carried by voice vote.

- b) **Canoe Race Request:** Ben Tarbutton, Mancelona Athletic Director, explained that in the 80's there was a canoe race that ended in Bellaire and the Michigan Canoe Racing Association would like to bring it back to this area. It is a series of 13 races taking place in different locations in the area. He would like permission to start a race in Bellaire this year, using the Ohio St. boat launch as the start and for people park their vehicles. The race would go down the Intermediate River, then along the shoreline on the east side of Lake Bellaire, then enter Grass River with a turnaround at the Grass River Natural Area dock, and then follow the same path back. The race would begin at 9:00 am on Sunday September 12. They would have approval to use the waterway from the DNR. They will supply insurance and liability with the Village included as an insured through the Michigan Canoe Racing Association and will have people on the water to help in case there are any problems. His estimation on the amount of canoes is a maximum of 35 with a maximum of 150 spectators. The race would wrap up about 11:00 am.

Motion by Boyd, seconded by McPherson, to approve the request for their canoe race and use of the Ohio St. boat launch. Motion carried by voice vote.

- c) **River Street Paving Request:** We received a letter from Mr. Udell who would like to see River St. paved. He has signatures from other residents located on the road. Two of them are beginning to build their house. Due to the new construction, the road will have to be dug up for water and sewer connections. There is also the waterline project that will require some needed road construction within the next several years. It was noted that the road has been serviced for duct control. Mr. Keiser said that River St. was on the docket to get done along with Green Acres, but only when the waterline project is completed in that area. Council discussed and has asked that a letter be sent stating that we will look at it when the construction and waterline project are completed in that area. Trustee McPherson said that the Parks Committee should also look at defining the parking area because of an increase in construction equipment being parked in the area more often than should be.

Motion by Ciganick, seconded by Drollinger, to have President Bennett draft a letter to Mr. Udell and the other residents who signed the letter, stating our position of intent to pave River St. at the same as we complete the paving for Green Acres, which is estimated to be in 2 years. Motion carried by voice vote.

- d) **Cyber Liability:** It is time to renew our liability insurance, but cyber liability is not included in our regular policy. Last year, Council approved \$250,000 worth of coverage at a cost between \$600-\$800 dollars. Council should decide if they want to continue purchasing this cyber liability. This will help protect the Village against any potential ransom ware.

Motion by Boyd, seconded by Hardy, to renew our cyber liability policy for \$250,000 of coverage. Motion carried by voice vote.

- e) **ARPA Funds:** We have applied to receive the American Rescue Plan funds that are being offered to the Village. We are set to receive \$111,577 dollars in two installments over the next two years. There are specific uses for these funds, one being for water & sewer infrastructure. One option would be to use the funds for the waterline replacement project. Staff is looking for direction on where Council would like to designate these funds when they arrive.

Motion by hardy, seconded by Boyd, to use the ARPA funds for the waterline replacement project. Motion carried by voice vote.

- f) **Resolution #19 of 2021, Act 99 Truck Loan:** The plow truck we ordered was expected to be ready in October but was ready for delivery last week. It is on its way to the outfitter and should be ready before the snowfall. Because we were not expecting it for this winter, we budgeted for the cab and chassis in this year's budget and were going to budget the outfitting in next year's budget. The entire cost will now have to come from this year's budget. This resolution covers the cost of the cab & chassis only. Once the outfitting is complete another installment purchase resolution will have to be completed.

Motion by Hardy, seconded by Drollinger, to approve Resolution #19 of 2021 for the Act 99 installment purchase for the cab & chassis of the new plow truck. Motion carried by roll call vote. Ayes: Hardy, Drollinger, Boyd, Ciganick, McPherson, Schuckel & Bennett. Nays: None.

- g) **Resolution #20 of 2021, Budget Amendment:** This amendment to the budget is for the Craven Park ball field improvement project. It was not included in the budget during the budget process.

Motion by Boyd, seconded by McPherson, to approve Resolution #20 of 2021, a budget amendment for the ball field improvement project. Motion carried by roll call vote. Ayes: Boyd, McPherson, Ciganick, Drollinger, Hardy, Schuckel & Bennett. Nays: None.

- h) **Public Restrooms:** DPW Supervisor explained that the cost for the public restrooms increased due to a retaining wall that is now being required from the building department, caused by the elevation of the property. The original quote for the restroom was \$114,700. The addition of the retaining wall, which came in at \$48,691.23, increased the cost of construction to \$163,391.23 putting the project over budget by \$13,391.23. This cost also doesn't include the \$9,950 for heating and cooling or the electrical costs, which are not yet available. Trustee Ciganick asked about plumbing and finishing touch costs, which include toilets, towel holders, locks, etc. Mr. Keiser explained that plumbing will be handled in house. Permit costs were discussed with Mr. Keiser noting that the soil erosion permits were at no cost to the village. The budget was then reviewed and discussed. Treasurer Odom explained that there is some unassigned fund balance available, but the concern is the cash on hand for payment of invoices as they come in. Revenue for the budget is collected throughout the entire year; we do not have our total annual revenue because we are only 5 months into the year. Trustee Ciganick noted that we are looking at a cost of approximately \$180,000 for the restroom. Discussion of the budget and other options for the project occurred.

Motion by Boyd, seconded by Hardy, to continue with the public restrooms. Motion carried by voice vote with one nay vote from Trustee Ciganick.

9. **Discussion Items:** None presented.

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:** Clerk Essad updated Council about the blight issue that we are involved in. She explained that we may be able to settle it before the court date. She also explained the storage containers on the Short's vacant property. He applied for a permit and it was granted because there is nothing in the ordinance that prevented him from using them for his project. His project is to put a roof on them with the containers acting as the sides of the structure.
- c) **Treasurer/Deputy Clerk:** She received an invoice for the 2020 membership fees from the NLEA and is wondering if the Council wants to belong to the organization. She explained that we signed up with them for their help with the MEDC project that occurred several years ago. We haven't used them for any other projects since then. She explained that if Council wants to take any action on this it can be placed on the next agenda. Mr. VanAlstine said the County is using them for help with their potential broadband project. Discussion occurred.
- d) **Department of Public Works:** Mr. Keiser explained that we are members of the American Water Works Association and they have been following what the village is doing in regards to the waterline replacement project. They were impressed with our

progress so he was given the honor of nominating someone from our department for an award in recognition for their contribution to and impact of the Section. He nominated Mr. Kirt and has been selected as a recipient of the 2021 Professional Excellence-Individual Award. He will be given the award in Grand Rapids in September at their conference. The ball field project is progressing.

e) **Police Department:** Haley starts at the academy in the middle of the month.

f) **Planning Commission:** Nothing presented.

11. Closing Member/Public Comment:

- **Trustee Ciganick:** Trustee Ciganick asked if we want to take any action on the low to moderate income survey. It was noted that it was costly and lengthy for the very slim chance that we would qualify. No further discussion occurred.

12. Adjourn: Meeting adjourned at 8:12 P.M.

Compiled by Cathy Odom
Minutes are subject to approval.

Approved: _____

Date: _____