

# Village of Bellaire

## PUBLIC WORKS COMMITTEE

**Eldon McPherson, Chairman**

**Patricia Drollinger**

**Dave Ciganick**

### COMMITTEE MEETING MINUTES

April 1, 2019

1. **Call to Order:** Chairman McPherson called the meeting to order at 1:00 p.m.

#### Attendance

**Present:** Chairman McPherson, Trustee Ciganick, and Trustee Drollinger

**Absent:** None.

**Staff Present:** Lori Lockett, Clerk; Bradley Keiser, DPW Supervisor, Aaron Kirt, DPW; and Cathy Odom, Treasurer.

**Also Present:** Jim Barnard, Jennifer Barnard via telephone, and Dave Hendershot Paradigm Design

2. **Approval of Agenda:** The agenda was approved as written.

**Motion by Trustee Drollinger, seconded by Trustee Ciganick, to approve the agenda as presented. Motion carried by voice vote.**

3. **Approval of the March 4, 2019 Meeting Minutes:** The minutes of the March 4, 2019 meeting were approved.

**Motion by Trustee Drollinger, seconded by Trustee Ciganick, to approve the minutes of the March 4, 2019 meeting as presented. Motion carried by voice vote.**

4. **Public Comment on Agenda Items:** Aaron Kirt requested that the committee pursue on-line payment for water and sewer bills. Trustee Drollinger suggested that the item be added to the agenda for Wednesday. If Treasurer Odom has the information council may be able to address this on Wednesday.

5. **Old Business:** Chairman McPherson asked about the irrigation of trees within the park. DPW Director Keiser reported that they would be using the tanker. Watering bags were more expensive than thought. This item will be added to the Parks agenda.

6. **New Business:**

a) **Water system – Beag + Haus fka Semrau Estates:** Chairman McPherson stated it was important to do what we could to encourage development because the village needs affordable housing. He asked DPW Supervisor to address the notes from their meeting. Supervisor Keiser suggested that the general consensus from the meeting with Dave, Jim and Jennifer on speakerphone was that the best thing for the village moving forward was to let the development divorce from the village system and punch their own private wells. This will be the best from both a financial and bacterial aspect. Supervisor Keiser thought that was the consensus from the meeting. Dave Hendershot, Paradigm Design, did not think it was best, but did not want to have a negative impact on the village water system. Mr. Hendershot is a civil engineer retained by the Barnards to advise them on this project. He explained that 23 individual wells might not be the best overall solution. He has spoken with the Barnards about options including doing their own Type 1 water supply system that would require two wells and smaller mains. Another option is two Type 2 or Type 3 water systems. The final option not previously discussed with the DPW, but suggested by the Jamie Wade with the DEQ and Jim Kassel the contractor working on the water system, is to put a backflow prevention device on the city's (sic) main before it comes into the development to make sure that there is no impact on the water system. This would allow them to pursue cleaning out the water mains and utilizing the infrastructure that is in the ground. According to Mr. Hendershot, Jennifer Barnard wants

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to do what the village thinks is best. Trustee Ciganick asked instead of the backflow preventer whether the current infrastructure could be used if they pursued a community well. Mr. Hendershot thought the pipes were too big. It is almost the same cost to put in new pipes. The existing mains are 8" and 6" if only community wells there would not be good water flow. A privately operated pump station would allow for better flow. Houses have to be served up and down the hill. The wells would be cheaper to drill on the lower or mid level. A pressure tank will be needed. A pressure-reducing valve will be needed at the bottom of the hill. Chairman McPherson noted that a DPW concern is maintaining the pumping station and generator. There is a huge cost to the village if it is taken over. Mr. Hendershot stated that he had contacted the supplier of the station controls, Jay Norris, who provided monthly costs of \$75 per month, \$100 an incident. Mr. Barnard thought the cost was reasonable. Chairman McPherson asked about flushing the system. Mr. Hendershot said that there would be a hydrant at the end. Aaron Kirt suggested that the \$75 per month might be the current monthly cost; it would be more expensive in the future. Mr. Barnard noted that the association covenants would be rewritten so that the homeowners would put money into a fund to help defray the cost of system maintenance. Supervisor Keiser said that the excess cost to operate that section of the water system would affect other water customers. Is that fair? Trustee Ciganick asked whether they contemplated an assessment district. Would a back-up generator be needed? Mr. Hendershot explained that the previous Supervisor Stead required the huge generator, not the DEQ. A smaller generator runs the domestic flows. It would not run the fire pump. It is his understanding that the fire department can fight fires up there without the pump. The generator requirement is being revisited. If pump station were taken on as a private system, the large generator would not be needed to run the fire system. Chairman McPherson asked about the effect on the ISO fire prevention rating for insurance. Supervisor Keiser stated that according to firefighters with whom he has spoken, the fire department has enough hoses to reach the top of the hill. Supervisor Keiser stated that ISO looks at the area as a whole. Trustee Drollinger suggested that a larger generator could be added at a later date if needed. Trustee Ciganick asked about the 100% build out. Is it 23 sites? Mr. Barnard indicated yes, at this site; there is also 19 acres on the lower level for the future. Trustee Drollinger asked whether the current generator is large enough to service 23 houses on the hill. Mr. Hendershot said yes, for domestic supply, not fire protection. Fire protection is available from hydrants at the bottom of the hill. Mr. Barnard stated that Ms. Barnard is hoping that village council will make a decision this Wednesday so that she can move forward with Consumers and this project. According to Mr. Barnard, there are people who would like to buy lots; the development is on the internet. Trustee Ciganick asked whether the sewer system is ready to go. Supervisor Keiser confirmed that it is. Trustee Ciganick asked whether the decision to go with private wells would impact their consideration of staying within the village. Would they secede? Mr. Barnard explained that Ms. Barnard is pro village. Ms. Barnard spoke that Bellaire is her home. She would like to do something good for her community. Right now her intent is to evaluate the options, meet all the requirements, follow all the rules, and do something good for the village. She would at least like to break even. The current development plan fits well with Glacial Hills; there is a trail at the backside of the property. This is a place that could add a lot of value and address the issue of having places for people to live who work in there. This is the overall intent. If they cannot make the pump house work or it is more cost effective to do individual wells, they would make sure they have the appropriate permissions and go the right route. She is not considering seceding from the village at this point because they can work through any issues. For the sewer, if they decide to go with individual wells, they would end up metering houses so the village would have the right measurements. Mr. Hendershot asked whether the village would consider the backflow prevention as an option. Chairman McPherson asked Supervisor Keiser whether it was acceptable to the health department and DEQ. Supervisor Keiser indicated that it was. The biggest

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concern is maintaining the system after it is up and running. Aaron Kirt suggested that water and a meter could be sold to the development as a bulk purchaser. Mr. Hendershot said they would still be a Type 1 system and have to have their own operator. Supervisor Keiser stated that unless they pump their own wells, they would be required to have a water operator there. Trustee Ciganick suggested that the alternative was individual wells for each dwelling. Mr. Hendershot thought each well would cost \$8000 to \$10,000. This is a \$250,000 addition to development costs. The community well would be significantly less. According to Mr. Hendershot, this is why 23 individual wells do not make sense. Mr. Barnard said that there would be Type 1 or Type 3 wells. Trustee Ciganick asked about the cost of the community wells with an operator concept. He thought \$100,000. Trustee Drollinger acknowledged that it would be easier for the development to be set up on the village system. She asked how the village would recoup the expenses for maintenance. There would be extra maintenance. Supervisor Keiser said that the DEQ recommends flushing the system once a month. Right now the village water system is flushed two times a year. The dead ends on a booster need to be flushed until there is a lot of use. It still would be flushed every other month. There was discussion that an assessment district for the maintenance of the system would have to be created to cover the cost. Trustee Ciganick, speaking for himself, is very much in favor of a development like this. Affordable housing is needed. The website is interesting. He views the committee's job as being responsible for what works for the entire village. What works well for the developer and potentially 23 residents may be a financial burden for the rest of the constituents in the village. He sees 23 potential lots, 100% build out. There is not a development in Northern Michigan that has reached 100% build out. The stuff on top will be popular; the less popular is behind the house. The potential for developing 23 sites at full build out to generate the maximum amount of revenue for the water system for the village to offset expenses is not known. He provided a simple analysis. Say the average water bill is \$50 a house times 23 is \$13,800. What if they only hit half way? There is not enough revenue to offset expenses for the village. That is why he asked about the community well compared to 23 individual wells at \$8000 to \$10,000 each and building the cost into the development. Chairman Mr. Hendershot thought they would have to build the whole system. Peak flow is two and one-half gallons per minute for peak flow. Mr. Barnard suggested that there is uncertainty using the current pump house. There is very little uncertainty using community wells. There was brief discussion about the location of the community wells. Chairman McPherson asked whether there were any lead connections in the development. Supervisor Keiser said there were not. Supervisor Keiser stated that the DPW would do as directed. Chairman McPherson asked as the water operator, Supervisor Keiser what he thought was best for the village in his experience. Supervisor Keiser stated that personally he thought that the development system being divorced from the village; would give the village water system the best protection. How the wells are done is not up to the village. Trustee Ciganick suggested he would make a recommendation to allow them to divorce from the village water system. Could the developers be allowed the latitude to do what is in their best interest? The village does not have to dictate which route they go. Mr. Hendershot stated they would have to comply with either the health department or the DEQ regulations. The village would not have to control the type of system. Supervisor Keiser stated that the village has to give them permission to put in a well because the village is unable to provide sufficient drinking water. Chairman McPherson wondered if one of the village operators could help with the development's system. DPW Keiser stated that a village employee used to be the operator for Sunset Torch. The only thing that would affect the ability to help the development is if the water has to be chlorinated. The village operators are not licensed to treat water. Water lines can be disinfected but water not treated. Trustee Ciganick stated that operation of their system is for a discussion down the road. The issue today is whether they should be divorced from the village water system. A resolution may be needed. Trustee Ciganick made a motion to

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recommend to village council that the developer of the Barnard Development at the previous Semrau Estates be allowed to install their own water supply system.

**Motion by Trustee Ciganick, seconded by Trustee Drollinger, to recommend to village council that the developer of the Barnard Development at the previous Semrau Estates be allowed to install their own water supply system. Motion carried by voice vote.**

Supervisor Keiser noted that homeowners on North Street were given the choice of putting in their own well or operating a booster.

**b) Ready to Serve Fee questions:** Treasurer Odom joined the meeting. At 1:40 p.m. She explained that there are 30 to 40 accounts about which staff has questions. Staff is assuming that ready-to-serve fee will not be charged for vacant lots. The committee agreed. Aaron Kirt said that there are several vacant lots that have a water meter on site; the house was either burned or somehow destroyed. With the water line replacement there will be costs even for these lots. Trustee Ciganick said that if they cannot turn a spigot and get water once we hit the curb stop for the property owner, there should be no charge. Members agreed, if the village can turn the curb stop on and someone can turn a tap or spigot on and get water, the ready-to-serve fees should be charged. There was brief discussion about specific properties. Treasurer Odom explained that a new category, "active-shut off" has been added to the system for those who want their service off. These accounts will be active in the system so the customer will receive bills with the ready-to-serve fees. There was brief discussion about a water account that should be marked as an irrigation account.

7. **Discussion Items:** Trustee Drollinger asked Treasurer Odom whether she recalled the charges for on line bill payment. Treasurer Odom said that she saved the file. Trustee Drollinger asked whether the fee was more than \$1. Treasurer Odom thought it was but noted that the charge was borne by the homeowner. Treasurer Odom recalled that council said previously that the fees were too much. Trustee Drollinger requested that the matter be added to the council agenda on Wednesday.
8. **Communications/Informational:** None presented.
9. **Member/Public Comment:** None presented.
10. **Adjournment:** Chairman McPherson requested a motion to adjourn. Motion to adjourn n was made by Trustee Ciganick and supported by Chairman McPherson. Meeting adjourned at 1:53 p.m.

Minutes compiled by Lori Lockett, Clerk  
Minutes are subject to approval.

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

Eldon McPherson, Chairman

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