

**Bellaire Village Council  
Meeting Minutes  
January 6, 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, Bryan Hardy and Helen Schuckel.
  - Absent:** Trustee Dave Ciganick
  - Staff Present:** Cathy Odom, Treasurer, Nicole Essad, Clerk, Bradley Keiser, DPW Supervisor & Bill Drollinger, Chief of Police.
  - Also Present:** Louise Wenzel, Terry VanAlstine, Dave Gajda, Jennifer Hodges, Shannon Patton, Justine Campbell, Beth Putz, Joe Short & Linda Gallagher.
3. **Approval of Agenda:** The agenda was approved with the additions of new business item d, Streets & Motor Pool Recommendations & e, Recreation Plan Update.

**Motion by Schuckel, seconded by McPherson, to approve the agenda with the addition of new business items d, Streets & Motor Pool Recommendations and item e, Recreation Plan. Motion carried by voice vote.**
4. **Conflict of Interest:** None presented.
5. **Consent Agenda:** The consent agenda was approved.

**Motion by Schuckel, 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:** Mr. VanAlstine informed Council that he has been selected as the Chairman of the County Board. Kevin Giar has been appointed to the Road Commission Board. The County Recreation Plan is out for review and comments until January 31, 2021. There is a meeting scheduled for tomorrow to discuss an Antrim County Transportation mechanic for vehicle maintenance. The EOC received donated digital thermometers from the Bellaire Family Health Clinic. If anyone is interested in having one contact Leslie Meyers at Emergency Management. He also noted that an EMS vehicle and staff will be onsite during vaccine distribution at no cost. January 21<sup>st</sup> is the next scheduled clinic.
  - b) **DDA Update:** Louise Wenzel informed Council that they did not meet in December. They have received applications for the board vacancies and will interview three candidates. Once selected, they will bring to Council for approval. Mr. Short updated Council on his “Kegger Campground” explaining that it is going well and exceed expectations. Proceeds from the firewood sales will help cover operating costs. Other local businesses are also helping to maintain it. He did ask Council about putting trash cans back out on the street and also discussed snow removal in front of the camp area.
8. **New Business**
  - a) **Chamber-2021 Schedule of Events:** The Chamber of Commerce would like approval for their 2021 schedule of events. It was noted that there are a couple more events where they would like to use the community hall.

**Motion by Drollinger, seconded by McPherson, to approve the 2021 Chamber of Commerce Schedule of Events as presented. Motion carried by voice vote.**

- b) **New Website-Cost Proposals:** We received three quotes to update our website. The goal is to provide more of a template that once complete can be maintained by staff. It will remove our current software, which only allows for one person to access. It will provide a more user friendly software that will allow any staff member with the password to maintain. One quote from a company downstate proposes to do more than asked for with a cost of \$3,260 and an annual cost of \$1,300 a year for maintenance. The other two quotes, one from Lauryn Keiser will cost \$1,700 with a hosting cost of \$119.50 annually. The other quote from Bailey Designs will cost \$3,108 with \$108 of that cost being billed annually. Council discussed the different proposals and what services are going to be provided for the costs quoted.

**Motion by Drollinger, seconded by McPherson, to accept the proposal from Lauryn Keiser at a cost of \$1,700. Motion carried by voice vote.**

- c) **Mobile Hospital:** We currently have a Memorandum of Understanding with the Region 7 Health Care Coalition allowing for a mobile hospital to be set up at Craven Park in case of a disaster. It is about to expire. If Council would like to continue considering this then it is time to renew the agreement.

**Motion by Boyd, seconded by Schuckel, to approve the extension of the Memorandum of Understanding for the mobile hospital at Craven Park. Motion carried by voice vote.**

- d) **Streets & Motor Pool Recommendations:** The committee met to discuss the purchase of a new sweeper or plow truck. Mr. Keiser explained that we had originally placed the purchase of a sweeper in the 2021-22 budgets with a cost of approximately \$140,000. It was twelve years old with no warranty. After further review, we found that the need for a plow truck was greater than that of a sweeper. He researched the cost to rent a street sweeper, which came in at about \$12,000 for two months. We could band aid our current one to use it for light maintenance during the rest of the summer. This could free up the budget for a new plot truck. If we order the vehicle today, they are saying it will be 18-24 months before we actually have it for use. Due to the timeline, we could purchase the chassis in the 2021-22 budgets at a cost of \$98,000 and install the plowing equipment at a cost of approximately \$95,000, with that cost being placed in the 2022-23 budgets. Treasurer Odom noted that motor pool would have to look at financing options because motor pool could not purchase the vehicle outright. The committee is recommending that we move forward with the purchase of the plow truck, proceed with financing and allow Me. Keiser to get the truck ordered.

**Motion by McPherson, seconded by Boyd, to approve the committee's recommendation and seek out financing. Motion carried by voice vote.**

- e) **Recreation Plan Update:** President Bennett explained that we need to update our recreation Plan to apply for a DNR grant for potential downtown restrooms. Clerk Essad explained that in order to apply for the DNR Trust Fund Grant for restrooms, we will need to update our current plan to include those restrooms. Our plan is already scheduled to be updated next year, but if Council wants to apply for the grant this year, we have a couple months to amend the recreation plan to meet the deadlines for the grant. Mr. Keiser noted the other thing to consider is the requirement of matching funds. If we update the plan on the normal schedule, it will allow us more time to acquire the matching funds. Clerk Essad added that updating the plan on the normal schedule will also allow for a more thorough review of the plan and projects that could be included.

**Motion by McPherson, seconded by Drollinger, complete the prep work on the recreation plan now and pursue the grant for 2022. Motion carried by voice vote.**

## 9. Discussion Items:

- a) **FY2021-22 Budgets:** Treasurer Odom said she sent a draft of the budget to council members via email. She explained that BCBS rates only increased 2.29%, which is about \$350 a month. Our insurance agent will have other policy options to me by Friday so if Council would like to make

any changes to our health care they can review the other options. We can make any changes to the budget as needed. Short Term Disability and wages, which include a cost of living increase, are also updated in the draft that was emailed. Please review it and let her know of any changes that are needed. Admin will be reviewing it at a meeting on the 15<sup>th</sup> and once that meeting is done, a final draft will be sent to all members in hopes that we can schedule the public hearing for the first meeting in February.

**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 explained she is working on the annual zoning report and is just working from home.
- c) **Treasurer/Deputy Clerk:** The Friends of the Veterans is selling calendars. The cost is \$12.00. Please let them know if anyone is interested in purchasing one.
- d) **Department of Public Works:** Mr. Keiser noted that we are trying to finish finalizing the budget. We are light on snow. Employee reviews are complete.
- e) **Police Department:** Chief Drollinger said he has been busy and is currently working on several investigations.
- f) **Planning Commission:** Nothing presented.

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

- **Justine Campbell:** Mrs. Campbell informed Council that she has an issue with a comment made by a Council member. She stated she feels that leadership and support should be shown from a member of the board and based on a statement made it was not. Facebook is not the place to make these comments. She said she believes that everyone is entitled to their own opinion, however, the way that opinion was expressed was inappropriate and unprofessional. The sign in front of his business said there is no room for hate, but that is what he expressed today and said she would never represent her business in this manner.
- **Mr. VanAlstine:** Mr. VanAlstine said he missed letting Council know that they have an agreement to purchase a refrigerated trailer from Burnett Foods if it is needed due to Covid.

**12. Adjourn:** Meeting adjourned at 7:49 P.M.

Compiled by Cathy Odom  
Minutes are subject to approval.

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

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