

**Bellaire Village Council  
Meeting Minutes  
November 6, 2024**

a) **Call to Order:** President Bennett called the meeting to order at 7:00 PM.

b) **Roll Call Attendance:**

**Present:** President Dan Bennett, Council Trustees Dave Ciganick, Eldon McPherson, Patrick Boyd, Helen Schuckel, and Trish Drollinger.

**Absent:** Bryan Hardy

**Staff Present:** Nora Stead, Treasurer, Angela St. Pierre, Clerk

**Staff Absent:** Bradley Keiser, DPW Supervisor, Bill Drollinger, Chief of Police

**Also Present:** Terry VanAlstine, Margie Boyd, Chrissy Langdon, Shelly Dayton, Angie Les, Larry Baumchen, Andrew Turner, Steven Folker, Rob Lewis, and four other unidentified.

c) **Approval of Agenda:** The agenda was approved as presented.

**Motion by Schuckel, seconded by McPherson, to approve the agenda as presented. Motion carried by voice vote.**

d) **Conflict of Interest:** None presented.

e) **Consent Agenda:** The consent agenda was approved as presented.

**Motion by Boyd, seconded by Schuckel, to approve the consent agenda as presented. Motion carried by voice vote.**

f) **Public Comment:** None Presented.

g) **Old Business**

a) **County Update:** Terry VanAlstine was present to give an update on the county. The bond proposal for the public safety center failed to pass by 212 votes so they are looking at the next steps. The Grass River Natural Area project is completed minus a few loose ends, and he recommends checking out the boardwalk. The Federally funded airport taxiway paving will allow for more hangers which will provide more funding for the airport. They did authorize radio encryption for the Sherriff department after the FBI did an audit for the police and that was the only thing they did not pass. Networks Northwest is helping with a State mandated project to put together a committee for a Materials Management Plan.

b) **DDA Update:** Shelly Dayton was present to give an update on the DDA. Their treasurer will not be continuing after his term ends in February of 2025. The tables and chairs outside of the community hall are planned to be removed on November 11<sup>th</sup>. They have changed their meeting dates to November 20<sup>th</sup> and December 18<sup>th</sup>. The budget amendment for the DDA was presented.

**Motion by Ciganick, seconded by Boyd to approve the presented budget amendment for the DDA. Motion carried by voice vote.**

The Holiday open house is scheduled for Saturday November 16<sup>th</sup>. The next event is Shop Small Saturday hosted by American Express where there will be swag bags available for pick up at

Paddles and Peddles. They sold 8 of the 14 pieces of artwork and are going to try to auction off the rest at the next meet and greet.

- c) **Sewer Project Update:** Clerk Angela St. Pierre was able to give a brief update on the Sewer Project in place of Bradley Keiser. On October 17<sup>th</sup> Village staff, Gourdie Frasier staff, Operation Services staff, and the Grand Traverse Construction staff met for a pre-construction meeting for the wastewater treatment plant. Those minutes for the meeting were provided in the members' packets.
- d) **Marihuana Retail Decision on Next Steps:** It was determined to have the Planning Commission take over from here and suggested to hold a public hearing on the matter to gather the residents' opinions.

**No action was taken.**

- e) **Mobile Food Vending Application Draft:** Member Ciganick spoke about a few changes that he would recommend to the draft Mobile Food Vending Application. It was determined to have the Planning Commission review the suggested changes and look in finer details at the application before submitting it to Council for approval.

**No action was taken.**

**h) New Business**

- a) **Audit Presentation:** Ken Berthiaume of Berthiaume & Co was present via video call to give a presentation on the audit for the fiscal year ending in February 2024.

**No action was taken.**

- b) **Resolution #15 of 20204- ACT 99:** Treasurer Nora Stead spoke on the resolution for the new Department of Public Works truck that was purchased. The resolution is for the purchase and sales agreement of this new vehicle.

**Motion by Boyd, second by McPherson for a roll call vote on Resolution # 15 of 2024 on the purchasing of a new DPW vehicle.**

**Aye:** Boyd, Ciganick, Drollinger, McPherson, Schuckel, Bennett

**Nay:**

**Abstain:**

**Absent:** Hardy

- c) **Rules of Procedure review:** The current rules of procedure were included in the members packets for review.

**Motion by Ciganick, seconded by Schuckel to continue with the current rules of procedure. Motion carried by voice vote.**

- d) **Sewer Rate Increase Date:** The sewer rates were previously approved, a date of the rate increase needs to be determined.

**Motion by Boyd, seconded by Drollinger to increase the sewer rates the next billing statement. Motion carried by voice vote.**

- e) **Hydrant Hook-Up Pricing:** Clerk Mrs. St. Pierre was able to speak on behalf of Bradley Keiser's request to review and adjust the hydrant hook up pricing and requirements. After researching other municipality costs, Bradley is recommending that the price for these bulk water sales be \$50.00 hook-up fee where the DPW provides a backflow and hydrant meter, then billed at two times the normal rate per 1,000 gallons. Mr. Keiser is also recommending that a bulk water request form be required by those requesting this service as we current do not have any such requirement.

**Motion by Boyd, seconded by Drollinger to charge a \$50.00 hydrant hook-up fee and charged two times the normal rate per 1,000 gallons used. Motion carried by voice vote**

- f) **Fee Schedule Updated Approval:** The fee schedule was updated and approved by the Planning Commission at their October meeting. The changes included decreasing the fee for 1.b Major Accessory Buildings from \$200.00 to \$100.00, decreasing the fee for 7. Land Division from \$500.00 to \$250.00 and moving decks without roofs from 1.b Major Accessory Buildings for a fee of \$200.00 to 1.a Fences for a fee of \$50.00.

**Motion by Boyd, seconded by Drollinger to approve the adjusted fee schedule as presented. Motion carried by voice vote.**

- g) **Wage Scale and Meeting Pay:** Treasurer Nora Stead spoke about having been requested to add meeting pay and the wage scale to the agenda for discussion. It was determined to take no action on changes at this time.

**No action was taken.**

- h) **277 S Genessee Water Rates:** The owners at this address were kind enough to donate land to the Village to allow for the functioning of the Villages lift station. Since they are not within the Village limits, they are charged at two times the normal rates for water and sewer.

**Motioned by Drollinger, seconded by McPherson to charge 227 S Genessee single water/sewer rates as if she were within Village limits. Aye: Boyd, Schuckel, McPherson, Drollinger, Bennett, Nay: Ciganick. Motion passed by majority vote.**

**i) Discussion Items:**

- a) **Dan Bennett** would like to write a letter to Fireside Lounge to thank them for cleaning up and improving their property.
- b) **Dave Ciganick** was asking why the Craven Campground did not have an employee working this summer. Trish Drollinger spoke about how the Village lost money with the last two people who ran the park. Financially it is more reasonable to not have an employee stationed at the campground and have DPW or Police monitor the campground instead.
- c) **Dave Ciganick** also asked Terry VanAlstine about the emblem on the County office being off the building. Terry was unsure why the emblem was off the building but is suspected that it is being reworked as one of the letters was being serviced at the time.

**10. Department/Committee Reports:**

- a) **Committee Reports:** None Presented.

- b) **Clerk/Zoning Administrator:** Trish Drollinger asked if the email billing is set up, clerk St. Pierre informed that it is set up and needs people who would like to sign up provide their email.
- c) **Treasurer/Deputy Clerk:** Nora Stead reported that the Act 99 loan will be completed now that the resolution is taken care of. She is waiting on the first reimbursement for the sewer project.
- d) **Department of Public Works:** None presented.
- e) **Police Department:** None presented.
- f) **Planning Commission:** None presented.

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

- a) **Andrew Turner**, village resident on East Broad Street, spoke on how disappointed he is with the marihuana retail and how he believes there should be a vote of the people. He believes that it is not a good thing for the council to go forward with a public hearing without being able to provide what the goals are. He has done some research on other ordinances, and he has seen regulations and limitations regarding these businesses. He believes there should be some limitations that can be reassessed over the years if needed. He hopes at a public hearing there is a drafted ordinance to help the public understand what the council is trying to do.
- b) **Steven Folker**, village resident of E Cayuga Street, also agreed that he believes the public should have a vote for the marihuana retail establishments. He would like to have it clearer about what would be allowed and how many would be allowed. His concern is with large “Walmart” like businesses coming into the Village and would like to see smaller businesses start up.
- c) **Rob Lewis**, non-village resident of John R Rodgers Road, is looking for more info on short-term rentals and the next steps. As mentioned in a previous meeting, the Planning commission has taken over this item.
- d) **Patrick Boyd** gave an update on the Glacial Hills parking. The County allowed them to expand the parking at orchard hill allowing for 20 more parking spots.

**12. Adjourn:** Meeting adjourned at 7:56 P.M.

Compiled by Angela St. Pierre.

Minutes are subject to approval.

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

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