

**Bellaire Village Council  
Meeting Minutes  
February 21, 2024**

1. **Call to Order:** President Bennett called the meeting to order at 6:30 PM.

2. **Roll Call Attendance:**

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

**Absent:** Patrick Boyd & Bryan Hardy

**Staff Present:** Nora Stead, Treasurer, Nicole Essad, Clerk, Bradley Keiser, DPW Supervisor & Bill Drollinger, Chief of Police.

**Also Present:** Shelly Dayton, Don Hoyt, Doreen McGuire, Richard McGuire, & Mike Bellinger

3. **Approval of Agenda:** The agenda was approved. No additions.

**Motion by Ciganick, seconded by Schuckel, to approve the agenda. Motion carried by voice vote.**

4. **Conflict of Interest:** Trustee Drollinger Conflict with the Public Safety Budget.

5. **Public Comment on Agenda Items:** None presented.

6. **Old Business:** None presented.

7. **New Business**

a) **FY 2024-2025 Fiscal Budget & DDA Budget:** Council is meeting tonight to discuss the FY 2024-2025 Budget for both the Village and DDA. Mr. Bennett states this is a public hearing for the purpose of discussing the adoption of the 2024-2025 FY budget and the 2024-2025 DDA budget. The property tax milage rate proposed to be levied to support the proposed budget will be a subject to this hearing. Mr. Bennett would like to open the public comment.

**DDA Budget**

Mr. Bennett would like to thank the DDA for their budget format, it's very easy to read and is appreciated. Mr. Bennett wanted to note on the first page of the DDA budget, it states the Village of Bellaire Budget Summary. We are looking at taking in more funds than we are going to spend. Mr. Bennett offered up time for any questions on the DDA budget. The DDA was present at the meeting to answer any questions the council may have. No questions were presented.

**Village Budget**

A general discussion was made regarding the cost of attorney fees for the 2023-2024 budget. A printing error was made on the summary page and will be fixed to the corrected amount. The amount presented on the summary page for the attorney fees should be with the Misc. Property. Trustee Drollinger wanted to know why the campground showed no revenues. The DPW supervisors stated that all the campground revenue is listed under the general fund revenues. Clerk Essad stated that the summary page shows all of the campground revenue as part of the general fund and all the revenues for general fund are combined. Clerk Essad stated that the Cemetery, Police, Water, Sewer, Major and Local Streets are all separate funds. Trustee Drollinger asked if the field groomer for the Craven Ball Fields was purchased and the DPW stated that it was purchased. The DPW supervisor also stated that the Village received a \$1,000

donation is purchasing the field groomer. This purchase will be included in the current 2023-2024 Budget. Mr. Bennett went through the budget per page and asked if there were any questions on each page. A general discussion was made regarding the budget. Mr. Bennett stated we are in a lot better shape than last year's budget. Mr. Bennett asked about the personal days/ Vacation/ Holiday pay of the employees and how they are presented in the budget. Clerk Essad stated that personal days, vacation days, and holidays are included under wages for budgeting purposes. Trustee McPherson asked what the negative numbers were in the Sewer fund. A general discussion with the DPW supervisor was made regarding the sewer fund and the Clean Water Revolving Fund (CWRP) along with revenues. The DPW supervisor stated that there is a \$50,000 expenditure from engineering fees that will be reimbursed through Gourdie Fraser from the CWRP. Documents to be signed in July 2024 and funds will arrive in August 2024.

Mr. Bennett gave additional time for questions. No additional questions were presented. Mr. Bennett states that with the cuts that have been made, the budget is in better shape than we have been in the past.

**Motion by Bennett, second by Ciganick, to complete the open hearing and continue with the rest of the meeting agenda. Motion carried by voice vote.**

- **Opening of the Public Hearing:** 6:34 PM
- **Public Comment:** None
- **Closing of Public Comment Period:** 6:56 PM
- **Deliberations:**
  - **Proposed Milage Rate**

Mr. Bennett asked what the milage rate is that we must have. Clerk Essad stated the milage rates may be found in the resolutions and should be the same as it was last year. A general discussion about the proposed milage rate was given. Clerk Essad stated that the proposed milage rate is of the following:

General Operations Milage: 10.8359

Street Milage: 3.1375

Sewer Milage: 1.4800

In May we will have a resolution to set the milage rates.

- b) **Resolution #2 of 2024, FY 2024-25 DDA Budget: A RESOLUTION TO PROVIDE FOR ADOPTION OF A FISCAL BUDGET PROPOSED BY THE VILLAGE OF BELLAIRE DOWNTOWN DEVELOPMENT AUTHORITY (DDA) CONTAINING ESTIMATES OF PROPOSED REVENUES AND EXPENDITURES FOR THE FISCAL YEAR BEGINNING MARCH 1, 2024 AND ENDING FEBRUARY 28, 2025.**

**Motion by McPherson, seconded by Ciganick, to approve Resolution #2 of 2024, FY 2024-25 DDA Budget. Motioned carried by roll call vote. Ayes: McPherson, Ciganick, Bennet, Drollinger and Schuckel. Nays: None. Absent: Boyd and Hardy**

- c) **Resolution #3 of 2024, FY 2024-25 Village Budget: A RESOLUTION TO PROVIDE FOR ADOPTION OF A FISCAL BUDGET PROPOSED BY THE VILLAGE CLERK/ DEPUTY CLERK CONTAINING ESTIMATES OF PROPOSED REVENUES AND EXPENDITURES FOR THE FISCAL YEAR BEGINNING MARCH 1, 2024 AND ENDING FEBRUARY 28, 2025. THE PROPOSED PROPERTY TAX MILAGE TO BE LEVIED TO SUPPORT THE PROPOSED BUDGET WILL ALSO BE A SUBJECT OF THE ADOPTION OF THE BUDGET.**

**Motion by Bennet, seconded by Ciganick, to approve Resolution #3 of 2024, FY 2024-25 Village Budget. Motioned carried by roll call vote. Ayes: Bennet, Ciganick, Drollinger, McPherson and Schuckel. Nays: None. Absent: Boyd and Hardy**

- d) Resolution #4 of 2024, FY 2024-25 Village Budget- PS/ Total: A RESOLUTION FOR ADOPTION OF A PUBLIC SAFETY BUDGET AND A TOTAL BUDGET THAT INCLUDES ALL FUNDS, PROPOSED BY THE VILLAGE CLERK / DEPUTY CLERK AND CONTAINS ESTIMATES OF PROPOSED REVENUES AND EXPENDITURES FOR THE FISCAL YEAR BEGINNING MARCH 1, 2024 AND ENDING FEBRUARY 28, 2025.**

**Motion by Bennet, seconded by McPherson, to approve Resolution #4 of 2024, FY 2024-25 Village Budget- PS/ Total. Motioned carried by roll call vote. Ayes: Bennet, McPherson, Ciganick, and Schuckel. Nays: None. Abstain: Drollinger. Absent: Boyd and Hardy**

**9. Discussion Items:** No discussion items presented.

**10. Department/Committee Reports:**

- a) *Committee Reports:* Nothing presented.
- b) *Clerk/Zoning Administrator:* Nothing presented.
- c) *Treasurer/Deputy Clerk:* Nothing presented.
- d) *Department of Public Works:* Nothing presented.
- e) *Police Department:* Nothing presented.
- f) **Planning Commission:** Nothing presented.

**11. Closing Member/Public Comment:** None presented.

**12. Adjourn:** Meeting adjourned at 7:03 PM

Compiled by Nora Stead  
Minutes are subject to approval.

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

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