

**Bellaire Village Council
Meeting Minutes
December 7, 2022**

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 Dave Ciganick, Trish Drollinger, Bryan Hardy, Pat Boyd, Eldon McPherson & Helen Schuckel.

Absent: None

Staff Present: Cathy Odom, Treasurer, Nicole Essad, Clerk & Bill Drollinger, Chief of Police.

Also Present: Terry VanAlstine, Shelly Dayton, Don Hoyt, Linda Gallagher & Ed Niepoth.

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

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

4. **Conflict of Interest:** None presented.

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

Motion by McPherson, seconded by Hardy, to approve the consent agenda as presented. Motion carried by voice vote.

6. **Public Comment:**

- Linda Gallagher suggested that the Council consider moving any closed sessions to the end of new business so the public in attendance don't have to wait around.
- Mr. Niepoth said he has heard on several occasions that the Village is discussing changing to a city again and is wondering if it is being considered. President Bennett said the Village has been discussing road repair in the Village and inquired when the last time the townships have contributed to the road repair. This prompted a discussion about being a city. Mr. Niepoth noted that they have worked on Division St., and they also do spring clean up every year. He also noted that if the Village needs any help and they are in a position financially to help, they will consider it.

7. **Old Business**

- a) **County Update:** Forest Home Township & Kearney Township have signed the quit claim deed for the Senior Center property. The County had three candidates for the County Administrator position and offered the job to Jeremy Scott. They hired Matthew Wyman as the airport manager and Anna Jarvis as Parks Director. They hired Spence Brothers as the Construction Management Firm for the building facade. Mr. Bean resigned as the animal control director. Animal Control will now be under the Board of Commissioners. The Health Department Building will be getting a remodel to also house the Sheriff's Administration. They applied for a risk reduction grant for the Elk River Water Shed.
- b) **DDA Update:** They are still working on Wi-Fi, waiting for grant dollars. The Parking Committee is working on budgeting for new signs pointing people to underused parking areas in hopes of resolving some of the parking issues downtown. The County said they can post signage

on one of their buildings directing people to their parking lots that we use on the weekend. They were also looking at selfie stations. The Chamber likes this idea and will be taking over this project. Outdoor art is still moving forward. The grant deadline is coming up and they are working through the registration process. The Buy Local Group is sponsoring two shopping days. One on the 17th and one on the 23rd.

- c) **Craven Park Ball Field Update-FineLine Fencing Invoice:** We received a final invoice from FineLine Fencing, but the project doesn't look complete. Some of the items on the original invoice are not installed. There was discussion about the difference between the items listed on the original invoice and what was listed on the final invoice. These changes were not approved by the Council. Sending them a letter stating these concerns was discussed.

Motion by McPherson, seconded by Boyd, to write an appropriate letter to FineLine Fencing advising them of the conditions of their own invoicing contract. Motion carried by voice vote.

- d) **BSBL Lease Notification Letter:** We previously discussed sending the County a letter not extending the lease of the little league fields. However, due to the fields at Craven not being ready for next season, Council needs to decide whether to extend the lease for one year.

Motion by Boyd, seconded by Drollinger, to send a letter to the County extending the little league field lease for one year. Motion carried by voice vote.

- e) **WWTP Funding:** To move forward with funding for the WWTP projects, Council needs to decide which funding option they want to use. The choices include funding through the USDA, the Clean Water Revolving Fund, or the open bond market. Once a decision is made on the funding source, our financial advisor will then be able to determine if we could afford the payments of the loan. The approximate amount needed for priority 2 projects is 2.1 million dollars. Trustee Ciganick asked about concerns of qualifying for the SRF funds because those not funded in the first round would be moved to the second round along with all the other applicants. The SRF option is the least expensive way to go, but what is the downside and the expenses tied to this option. The downside is not qualifying for funding but there will be expenses from bond counsel, the financial advisor and possibly the engineer for preparing the paperwork to apply for it. The last bond we went for cost the Village approximately \$15,000 for bond counsel & the financial advisor. Those costs could be different today. To determine who receives funding is based on a point system. They do feel that we have a good chance of receiving funding, but it is suggested to have the open bond market as a backup option.

Motion by Ciganick, seconded by Boyd, to pursue funding through the SRF, with Baker Tilly as the financial advisor for our sewer project and to use the open market as a backup funding source. Motion carried by voice vote.

8. New Business

- a) **Closed Session-Review Attorney/Client Memo:** The Village Council made the following motion to move into closed session.

At 7:33 PM, Motion by Boyd, seconded by Hardy, to move into closed session pursuant to MCL15.268(c) and (h), being Section 8(c) and (h) of the Open Meetings Act, as amended, for the purpose of discussing labor negotiations and an attorney-client opinion letter, with the Village Labor Attorney, Steven Swartz. The motion further states that the Village Clerk, Treasurer and Chief of Police remain in the closed session. Motion carried by roll call vote. Ayes: Boyd, Hardy, Ciganick, Drollinger, McPherson, Schuckel & Bennett. Nays: None.

At 8:22 PM Motion by Boyd, seconded by Hardy, to return to open session. Motion carried by roll call vote. Ayes: Boyd, Hardy, Ciganick, Drollinger, McPherson, Schuckel & Bennett. Nays: None.

b) Forest Home Township Road Request: Forest Home Township (FHT) previously asked if we would maintain the soccer park road if they paved it. The property is County owned; we have an easement with the County so we can access the soccer park. No action was taken at the previous meeting and FHT would like an actual yes or no decision. Trustee McPherson asked if we choose not to plow it, would that affect receiving funds from them for other projects. He also noted that because the County owns it, they could contribute funds to maintain it. It was noted that the County has a road maintenance department, and it is their road. Trustee McPherson said we reject the request and defer to the County to maintain it as the property owner.

Motion by Hardy, seconded by Ciganick, to reject the request by Forest Home Township to maintain the soccer park road if paved. Motion carried by voice vote with nay votes from Drollinger and McPherson.

c) Glacial Hills Letter of Support: Glacial Hills is applying for the SPARKS Grant, which can be used for upgrading public parks. They would like to add a skills area, pavilion area and to upgrade the restroom area to be more ADA compliant and they will be using the funds for these projects. They would like to receive a letter of support from the Village stating that the trail has been a great addition to Bellaire.

Motion by Boyd, seconded by Hardy, to sign a letter of support to Glacial Hills. Motion carried by voice vote.

d) DPW Vacant Position: The three employees that we have tried to hire for the vacant position did not work out. It was noted that we should advertise the open position again.

Motion by Hardy, seconded by Drollinger, to post and repost the vacant DPW position until filled. Motion carried by voice vote.

e) Restroom Dedication: There have been previous discussions about having a restroom dedication. The signs are in, and staff would like to know if Council would still like to have the dedication. There was discussion about a proclamation thanking Mr. Barnard for his design of the restroom. The council discussed having a dedication in January after the next meeting.

f) Committee Structure: No changes were recommended for the committees.

Motion by Hardy, seconded by Boyd, to approve the committee structure as presented. Motion carried by voice vote.

g) Planning Commission/ZBA Appointments: The terms for Lauryn Keiser from the Planning Commission and Leslie Meyers from the ZBA are up and both would like to be reappointed. President Bennett would like to reappoint them for another term. President Bennett said Ms. Burns has an interest in serving on the ZBA. It was noted that if she is interested, she should file an application with the office.

Motion by Boyd, seconded by Drollinger, to reappoint Lauryn Keiser from the Planning Commission and Leslie Meyers from the ZBA for another term. Motion carried by voice vote.

h) **Resolution #25 of 2022, 2023-2027 Parks and Recreation Plan:** This resolution will approve the 2023-2027 Parks & recreation Plan.

Motion by Drollinger, seconded by Boyd, to approve Resolution #25 of 2022, the 2023-2027 Parks & Recreation Plan. Motion carried by roll call vote. Ayes: Drollinger, Boyd, Ciganick, Hardy, McPherson, Schuckel & Bennett. Nays: None.

i) **Resolution #26 of 2022 PA152:** This resolution opts the Village out of the requirement of PA152, which allows for Council to choose employee health benefits.

Motion by Boyd, seconded by Hardy, to approve Resolution #26 of 2022, opting out of PA152. Motion carried by roll call vote. Ayes: Boyd, Hardy, Ciganick, Drollinger, McPherson, Schuckel & Bennett. Nays: None.

j) **Resolution #27 of 2022, Street Tax Revenue:** The resolution allocates street tax revenue to major and/or local streets.

Motion by Hardy, seconded by Boyd, to approve Resolution #27 of 2022, street tax revenue allocation. Motion carried by roll call vote. Ayes: Hardy, Boyd, Ciganick, Drollinger, McPherson, Schuckel & Bennett. Nays: None.

k) **Ordinance #ZO 2022-02:** This ordinance is for zoning and will allow private recreation or entertainment facilities as a special use in the Village Commons zoning district.

Motion by Boyd, seconded by Hardy, to approve Ordinance ZO #2022-02, allowing for private recreation or entertainment facilities in the Village Commons zoning district. Motion carried by roll call vote. Ayes: Boyd, Hardy, Ciganick, Drollinger, McPherson, Schuckel & Bennett. Nays: None.

l) **Meeting Per Diem:** This is on the agenda for the Council to decide if they want to treat tonight's public hearing and the regular Village Council meeting as one meeting.

Motion by Boyd, seconded by Hardy, to approve counting tonight's public hearing and the regular Council meeting as one meeting. Motion carried by voice vote.

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:** None presented.
- c) **Treasurer/Deputy Clerk:** None presented.
- d) **Department of Public Works:** None presented.
- e) **Police Department:** None presented.
- f) **Planning Commission:** Nothing presented.

11. Closing Member/Public Comment: None presented.

12. Adjourn: Meeting adjourned at 8:38 P.M.

Compiled by Cathy Odom
Minutes are subject to approval.

Approved: _____

Date: _____