

Bellaire Village Council
Meeting Minutes
April 5, 2023
7:00 PM

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, Bradley Keiser, DPW Supervisor & Bill Drollinger, Chief of Police.

Also Present: Terry VanAlstine, Doreen McGuire, Janet Koch, Steve Elandt, Marguerite Karabin, Jennifer Hodges, Maggie & Taylor Sutherland.

3. **Approval of Agenda:** The agenda was approved with the additions of new business item e, Res. #14 of 2023, Bridge Grant; item f, Bridge Box Flowers, and item g, SRF Public Hearing.

Motion by Hardy, seconded by Schuckel, to approve the agenda as amended. Motion carried by voice vote.

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

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

Motion by Boyd, 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:** Playground equipment will be installed at Barnes Park between now and the end of April. The Great Start Collaborative Parent Coalition received a grant for the Talking is Teaching Panels to be placed at Elk Rapids Day Park. Glacial Hills spring clean up is scheduled for April 22. The Conservation District is looking to hire temporary employees to assist with soil erosion and educational outreach. The plant sale is scheduled for April 27. June 18 is the Conservation Districts annual meeting. Household Hazardous waste dates are scheduled for June 10 in Elk Rapids, July 22 in Bellaire & September 30 in Mancelona. They are continuing to work on moving the County forward with broadband service. The bid specs have been updated for the new tower and they are waiting for bids. There is a new County building survey, which goes directly to the Administration office, on the County website. Community Mental Health will have a creative mind art display from May 1 through May 8 in the hallways of the County building. The County is working on a credit card policy. Animal Control has partnered with Pet Nutrition Sales for the shelter's food needs for the animals. Tomorrow at 1:00 pm, the NLEA will provide some training after the board meeting and anyone who would like to attend is welcome to do so.

b) **DDA Update:** Taylor Sutherland provided an DDA update. The bakeoff was a success. The Buy Local Group is working on a welcome packet. They are also working on another event entitled Flipflops and Flamingos to welcome the summer. Cindi Place is still working on the federally funded Wi-Fi. He is working on speaking with an engineer to determine if our parking problem is a perceived issue or an actual issue. They are working on getting quotes for this service. They are working on getting a quote for permanent parking signs. The DDA approved a budget of \$500 for them. They were in contact with Short's to discuss a block party to coincide with their anni party. The discussion took place a little late this year, but they will have discussion with the Chamber about making this an annual event to go with the Short's anni party. Members of the public voiced concerns about the food trucks being installed in Short's open space and zoning approval for them.

- **Grant Request:** The DDA would like permission to submit a "Put Your Town on the Map" grant application. If awarded, the funds will be used to showcase local artists, bolster their careers, and attract people to Bellaire for the art and culture that Bellaire has to offer. The awards range from \$10,000 - \$25,000.

Motion by Boyd, seconded by Hardy, to approve the DDA request to apply for this grant. Motion carried by voice vote.

May 15 the DDA is having a meet & Greet at Terrain from 5:30 -7:00 pm and they will be introducing the Culver expedition.

- **Artwork Liability:** Mrs. McGuire explained that with the previous art display, the company carried liability insurance. For the Culver Art Display, they would like to be added to the Village's policy. Treasurer Odom said she contacted the insurance agent and because the DDA is a component of the Village, they are covered under the policy. They would like, however, a signed letter from the private property owners stating they are allowing the display to be placed on their property.
- **Piano Location Request:** The DDA is requesting that they be allowed to place the piano that they had on display last year, under the restroom pavilion for this summer against the wall of the kiosks.

Motion by Boyd, seconded by Hardy, to approve the request to place the piano on display for the summer under the restroom pavilion this year. Motion carried by voice vote.

c) **Ball Field Update:** Mr. Keiser informed the Council that the grass is green and thickening up. TruGreen is due to provide fertilization for the fields. We have launched a brick program to raise funds for the additional things needed at the ball fields. The beams for the installation of the scoreboards have been ordered.

8. New Business

a) **DMK Development-Waterline Extension Request:** Mr. Keiser has been working with Truck & Trailer Supply and they are requesting permission to extend the Village water main to their building site, which is the southeast corner of M-88 and Shanty Creek Rd. They will pay all fees associated with the extension. It was noted that according to the ordinance, they need to have council approval to move forward with the extension and a signed agreement. The ordinance doesn't say who will supply the agreement, but if they pay for the extension, fees paid for others who wish to tap into that line will be reimbursed to them. Mr. Keiser stated that once the line is

in, we would technically own it, we would provide its maintenance, but tap in fees would be reimbursed to them. They are also allowing us to choose the contractors that will put the line in. They cannot build without fire suppression. There will be a hydrant at the end of the line with a valve. Kearney Township has already approved the request. Mr. Keiser noted that we will have to apply for the permit for the extension from EGLE so once approval is given by Council, he will get the paperwork ready to submit to them. Trustee Ciganick noted that we will have labor and time included in this extension because it will be our line. Mr. Keiser also noted that we will be flushing this hydrant along with the rest of them.

Moton by Drollinger, seconded by Boyd, to approve the extension of the water main as long as all of the agreements are signed. Motion carried by voice vote.

- b) **Police Millage:** Council was informed that if we move forward with the police millage, the costs associated of putting it on the ballot in November was going to be approximately \$8,000-9,000. It was also noted that if we wait until the May election, there could be other proposals on the ballot, which may reduce the costs. However, depending on what else is on the May ballot, we may not want to wait until then. I would also have to find out if we can still install the millage by tax season if we wait until May. It was noted there is not a cost to municipalities for a normal (even year) November election. Trustee Boyd noted that once we officially know how much tax revenue we will be receiving, we can decide whether to move forward. We should have the accurate numbers this month.

Motion by Bennett, seconded by Hardy, to place police millage on the May meeting agenda. Moton carried by voice vote.

- c) **Resolution #13 of 2023, Budget Amendment:** This resolution will approve a major street budget amendment for the FY2022-23. It covers the revenue and expense for two M-88 repair projects.

Motion by Boyd, seconded by Hardy, to approve Resolution #13 of 2023, a budget amendment. Motion carried by roll call vote. Ayes: Boyd, Hardy, Ciganick, Drollinger, McPherson, Schuckel & Bennett. Nays: None.

- d) **Closed Session (If needed):** Nothing presented. Closed Session not needed.
- e) **Resolution #14 of 2023, Bridge Grant:** We have previously applied for this grant but have been unsuccessful in being awarded the funds. We are eligible to apply again. To move forward this resolution needs to be approved.

Motion by Ciganick, seconded by Drollinger, to approve Resolution #14 of 2023, Bridge Grant. Motion carried by roll call vote. Ayes: Ciganick, Drollinger, Boyd, Hardy, McPherson, Schuckel & Bennett. Nays: None.

- f) **Bridge Box Flowers:** The group who puts together the bridge boxes for the summer would again like the Village to help with the costs of the flowers.

Motion by Hardy, seconded by Drollinger, to help with the cost of the flowers at the same rate as last year. Motion carried by voice vote.

- g) **SRF Public Hearing:** The SRF is the funding source for the WWTP plant Phase 2 project. The State has moved the deadline to apply from July 1 to May 1. We are required to hold a public hearing before the application is submitted. The public notice must be posted 15 days before the public hearing. We can use social media sites to post the notice. Jennifer Hodges from Gourdie Fraiser noted that the project plan must also be available for public inspection at the time the meeting is posted. It is not yet complete, but they are working on it. If the meeting is scheduled for the 26th, the plan must be done by the 12th.

Motion by Boyd, seconded by Bennett, to schedule the SRF Public Hearing for Wednesday, April 26, 2023 at 3:00 PM. Motion carried by voice vote.

9. Discussion Items:

- a) **Antrim County Public Safety Center:** Treasurer Odom informed Council that on April 6, at approximately 10:00 am, the County Commissioners will be presenting a concept plan for a new public safety center. Janet Koch explained that they will be doing a power point presentation with facts & figures relating to its construction.

County Façade Project: Janet Koch also addressed the façade project. She stated that the project is out for bid with an expected start time of June. It is expected to be an 8-month project. She specifically addressed parking during the project. The public parking that is used during the evening hours will more than likely not be open as construction equipment is expected to be in those areas. She also noted that the entrance to the building will be changing during the project, and they are looking into ways to relay that information.

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:** Nothing presented.
- c) **Treasurer/Deputy Clerk:** Nothing presented.
- d) **Department of Public Works:** Mr. Keiser provided a written report. He also noted that they are working on getting the campground ready to open. Depot St. is on the schedule to be paved. The WTP is now pumping water.
- e) **Police Department:** Chief Drollinger informed Council that he has applied for three different grants for a new vehicle. He also recognized Officer Gray, as she was the officer that located the two missing boys in Elk Rapids.
- f) **Planning Commission:** Nothing presented.

11. Closing Member/Public Comment:

- A gentleman thanked Council for paving Depot St.

- **Maggie Antcliff:** Maggie is a co-owner of Corner Bistro. She read a prepared statement about food trucks. She has concerns about having too many food trucks which could take business away from tax paying brick and mortar restaurants in town. Chief Drollinger said he would be happy to sit down with them after the meeting to discuss food trucks.
- **Taylor Sutherland:** Mr. Sutherland expressed the same concerns about food trucks as Ms. Antcliff.

12. Adjourn: Meeting adjourned at 8:18 P.M.

Compiled by Cathy Odom
Minutes are subject to approval.

Approved: _____

Date: _____