

**Bellaire Village Council
Meeting Minutes
December 6, 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 Patrick Boyd, Trish Drollinger, Bryan Hardy, Eldon McPherson & Helen Schuckel.

Absent: Dave Ciganick

Staff Present: Nicole Essad, Clerk; Bradley Keiser, DPW Supervisor; & Bill Drollinger, Chief of Police.

Also Present: Terry VanAlstine, Linda Gallagher, Shelly Dayton, Ed Niepoth, and Steve Elandt

3. **Approval of Agenda:** The agenda was approved as amended to add the following items under New Business: f) Operation Services Agreement.

Motion by Schuckel, seconded by Boyd, 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 McPherson, seconded by Drollinger, 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 gave a county update. He stated that the Drain commission will no longer have health benefits once the new one is elected. The Sheriff's department is moving into the Health Department building. The Brownfield Redevelopment public hearing is tomorrow at the County Building. The County building project is on schedule and under budget so far. He also stated that the County is looking into a unified court. He stated that Antrim County would have a standalone court system, saving the County money and offering better services. The Probate and District Court would be merged into one. There would be 2 judges in the county and the Antrim County would have full control over it.

b) **DDA Update:** Ms. Dayton stated that the DDA talked about parking, sidewalks, and wifi. They discussed the 2024-25 budget. She also stated that all paintings, except for two, were auctioned off. Of those two one was given away at the Meet and Greet, and one was given to the library to auction off. She also stated that there were several board members not seeking reappointment.

c) **Ball Field Update:** DPW Supervisor stated that Dale Farmer has been working on the dugouts. One is complete, and all pads are poured. High school was looking for

concessions for next spring, and Mr. Corbin has allowed the use of the Pelican Nest's food trailer for that. He also stated that if the ground freezes up then the DPW can go out with their equipment to put up scoreboards.

- d) **Pension:** This item was tabled from the last meeting. Clerk Essad noted that the pension company needs a decision made prior to January 5th to get the documents changed. She also noted that the Village could have the employees hired before March 1, 2024 at 10% and any new employee hired after March 1 2024 at 5 %. A general discussion was held.

Motion by Bennett, seconded by Hardy to have employees hired before March 1, 2024 at 10% pension and any new employees hired after March 1, 2024 at 5% pension. Motion carried via voice vote.

- e) **Sewer Credit for 613 E Broad:** It was noted that this item is on the agenda again because the leak was fixed in this billing cycle, which means that there is some residual water that did not go into the sewer. The credit to the sewer would be \$112.66.

Motion by Boyd, seconded by Hardy to approve the credit in the amount of \$112.66. Motion carried via voice vote.

8. New Business

- a) **Meadowbrook Credit:** It was noted that the meter for Meadowbrook was faulty, causing it to read that Meadowbrook used more than what they did. The October usage was 788, which was high, as the average usage is 206. It was noted that the account is currently paid-in-full, and Meadowbrook would like a refund check issued to them. The amount of the credit/refund check would be \$7,285.01. A general discussion was held.

Motion by Drollinger, seconded by Boyd to refund credit via check. Motion carried via voice vote.

- b) **Bakertilly Agreement for Services:** Clerk Essad explained that this agreement is for Bakertilly to do the work for the CWSRF loan that the Council accepted at last month's meeting.

Motion by Boyd, seconded by Hardy to accept the contract. Motion carried via voice vote.

- c) **Resolution 23 of 2023, Act 152:** It was noted that in the past the Council has chosen to opt out of PA 152 because they have preferred to be the decision makers pertaining to employee healthcare. This resolution is made annually and will opt out of PA 152 for FY 2024-25.

Motion by Hardy, seconded by Boyd to approve Resolution 23 of 2023, opting out of PA152. Motion carried via roll call vote: Hardy- Yes; Boyd- Yes; Drollinger- Yes; McPherson -Yes; and Bennett- Yes; Ciganick- Absent. Resolution carried.

- d) **Administration and Personnel Committee Recommendations:** It was noted that there were several recommendations from this committee. Clerk Essad stated that she has not had a chance to finalize the municipal service agreement, but it will hopefully be on the agenda for next month.

The next recommendation was to approve the contracts for Ms. Odom and Mr. Shultz for helping with the treasurer's position.

Motion by Boyd, seconded by McPherson to approve the independent contractor contract for Cathy Odom. Motion carried via voice vote.

Motion by Boyd, seconded by McPherson to approve the independent contractor contract for David Shultz. Motion carried via voice vote.

The next item was a general discussion regarding Mr. Elandt's wages. The Committee recommended no action be taken on this. The committee further recommended that Mr. Elandt be given 3 comp days for the time he took off when he had a reaction to some weeds. It was noted that Mr. Elandt was weed whipping while at work shortly before the reaction happened.

Motion by Boyd, seconded by Schuckel to reimburse 3 comp days to Mr. Elandt. Motion carried via voice vote.

The next recommendation from this committee was to allow the employees to choose between two 457 plan providers. A general discussion was held.

Motion by Bennett, seconded by McPherson to accept using Edward Jones and Emmendorfer as 457 plan providers. Motion carried via voice vote.

The final recommendation was to hire Nora Stead for the open Treasurer/Deputy Clerk position at \$18.53 per hour. If she were to refuse the position, then the committee recommended hiring Joseph Ecker at \$18.53 per hour. A general discussion was held.

Motion by Boyd, seconded by Hardy to hire Nora Stead at \$18.53 per hour for the Treasurer/Deputy Clerk position pending background check, and if she declines then to hire Joseph Ecker at \$18.53 per hour pending background check. Motion carried via voice vote.

- e) **Police Vehicle:** A general discussion was held regarding the sale potential sale of the second police vehicle. Chief Drollinger stated that the second serves as a backup for if/when the primary vehicle is down for maintenance. No action was taken.
- f) **Operation Servies Agreement:** It was noted that due to the ACO with the EGLE that the operations manual for the Wastewater Treatment Plant needs to be updated. Operation Services is currently running the plant and knows how it operates. A general discussion was held.

Motion by McPherson, seconded by Hardy to accept the proposal. Motion carried via 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:** Clerk Essad stated that the office will be closed an extra for the holiday like at Thanksgiving. Looking forward to having the new Treasurer start and get training.
- c) **Treasurer/Deputy Clerk:** None presented.

- d) **Department of Public Works:** DPW Supervisor Keiser stated that the ice rink is up. He stated that light-up night went well. There were a few issues, but they are being addressed.
- e) **Police Department:** Chief Drollinger stated that there was a bad structure fire in the Village, that is still under investigation. He stated that during that fire there was a Breaking and Entering at the Pharmacy which is still under investigation. He stated that there were more people at light up the night than he has seen in the past.
- f) **Planning Commission:** Nothing presented.

11. Closing Member/Public Comment: President Bennett stated that there needs to be something done with the deer population. Chief Drollinger stated that there may be a pilot program for bow hunting only that could be copied in the Village. He stated that there are approximately 130 deer. A general discussion was held about doing a pilot program with bows and possibly giving meat to the food pantry or getting a list of people who need the meat.

Terry VanAlstine stated that he had a person reach out to him about having a sewer line issue.

12. Adjourn: Meeting adjourned at 7:45 P.M.

Compiled by Nicole Essad
 Minutes are subject to approval.

Approved: _____

Date: _____