

**Bellaire Village Council
Meeting Minutes
September 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 Trish Drollinger, David Ciganick, Pat Boyd, Eldon McPherson, Bryan Hardy & Helen Schuckel.

Absent: N/A

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

Also Present: Terry VanAlstine, Margie Boyd, Jennifer Hodges, Shelly Dayton, Richard & Doreen McGuire, Chris Johnson, Ray & Marguerite Karabin.

3. **Approval of Agenda:** The agenda was approved with the additions of new business item c, Forest Home Township Request and item d, Gourdie Fraser Cost Proposal.

Motion by Schuckel, seconded by Hardy, 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 with one amendment to the August 3, 2022, minutes. Trustee Ciganick noted that the minutes reflected he abstained from the vote for the kayak launch purchase, but he voted no.

Motion by Boyd, seconded by McPherson, to approve the consent agenda as amended. Motion carried by voice vote.

6. **Public Comment:** None presented.

7. **Old Business**

a) **County Update:** Mr. VanAlstine updated Council on County news. Probate Court is providing free Power of Attorney services and if anyone is interested, they can contact Donna. A map was presented for a potential land swap with the Village. Household hazardous waste is scheduled for September 10 from 8-12 at the Antrim County Road Commission in Mancelona. They are working on the facade of the County building. They will be putting in new flooring at the Commission on Aging. On September 16th at 4 pm, at Barnes Park, there will be a walk through to show upcoming changes to the park.

b) **DDA Update:** The DDA provided information about the Art & Music Stroll, which is set for October 7, from 4-8 pm. The Parking Committee is working on sign costs for next year. The DIA art project is ongoing and the DDA is doing a Meet and Greet on October 3 from 5:30 to 7 pm at Terrain for anyone interested in attending.

- **Bike Rack Pad:** Paddles and Pedals would like to donate bike racks to the DDA for installation by the downtown restrooms. The DDA has approved the cost of the cement for the pad that will be used at a cost not to exceed \$600.00. The Village

DPW will install the pad and the bike racks. A discussion occurred about the location of the bike racks. After discussion the following motion was made.

Motion by Boyd, seconded by Hardy to approve the installation of the bike racks by the restrooms. Motion carried by voice vote.

- **Art & Music Stroll:** The DDA approached Mr. Crouch who is the Performing Arts Director at Bellaire Public School about the high school band students playing at the Art & Music Stroll. The students are planning a trip to Chicago and would like permission to set up donation jars to raise funds for their trip while they play.

Motion by Boyd, seconded by Schuckel, to allow the high school band students to place donation jars while they play at the Art & Music Stroll on October 7, 2022, to earn money for their Chicago trip. Motion carried by voice vote.

c) **Downtown Restroom Update:** Restroom project is complete, and they are open.

- **Signs:** Council discussed signage at the new restroom. They would like to see names of those involved in its development. It was noted that previously, the engineer's family did not want to see his name on it. They would also like to see "funded by the village" placed on the sign or plaque. They would also like to see and approve the design before it is made.

Motion by McPherson, seconded by Drollinger, to proceed with a professional sign. Motion carried by voice vote.

d) **Craven Park Ball Field Update:** Mr. Keiser stated the project is moving forward. There was discussion about the dugouts and banner program.

e) **Kayak Launch Quote:** Mr. Keiser explained he went to order the new kayak launch and was told that there was one item missing from the original quote. The cost of that item is \$2,000. The new invoice total is \$15,624 instead of the \$13,555.00 that was approved. There was discussion about the cost of the additional piece of equipment. Paying cost for the missing piece or having them provide it to us at a discounted rate was discussed. They discussed having Mr. Keiser talk to them about a discount and if not, hold off until spring, put the project in next year's budget if the price stays the same.

Motion by Bennett, seconded by Boyd, to have Mr. Keiser negotiate a current price for the additional item needed for the kayak launch and if not negotiable postpone the purchase until the next budget. Motion carried by voice vote with one nay vote from Trustee Ciganick.

8. New Business

a) **Historical Society Lease:** The lease with the Historical Society is due to renew. County discussed the term of the lease and changing it from a 2-year lease to a 5-year lease.

Motion by McPherson, seconded by Boyd, to approve a five (5) year lease with the Bellaire Historical Society. Motion carried by voice vote.

- b) **Water/Sewer Bill Refunds:** We have had to estimate meter reads the last of couple of months. Due to the sale of three homes, we have had to do actual reads, and the actual reads came in less than the estimated reads. This has created a negative balance on the accounts that belong to the sellers of the home. Normally the final bill is taken care of by the seller but with the credit on the accounts, these funds are due to the seller. There three, one for \$44.96, one for \$20.31 and one for \$102.93.

Motion by Ciganick, seconded by Hardy, to authorize the water bill refunds as presented. Motion carried by voice vote.

- c) **Forest Home Township Request:** Forest Home Township approached the County about paving the easement we have to access the soccer park. The County agreed if they would be able to maintain it. Forest Home Township has now approached the Village to see if we would include it with our maintenance schedule. It was noted that we don't plow the easement in the winter and other maintenance, which is minimal, is done as needed. This is County owned property, and we normally don't maintain County property. Also, the easement we have is between the Village and the County. No further action was taken.
- d) **Gourdie Fraser Cost Proposal:** Due to the required maintenance projects that need to be completed for the wastewater treatment plant, we need to move forward with the contract from Gourdie Fraser to begin the permitting process. It will take about 90 days for approval of the permit application. We must have the permit before we can implement the UV disinfection system. Trustee Ciganick asked if the application was ever shot down. Mr. Johnson, who is running the plant, doesn't think it will be declined. Council discussed.

Motion by McPherson, seconded by Hardy, to approve the contract for the sewer project with Gourdie Fraser at a cost of \$42,500. 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:** Clerk Essad informed Council that the Portage Dr. project is moving forward and that he hopes to have some units by winter. The Parks Committee will be meeting soon to go over Richardi Parks plans and the surveys.
- c) **Treasurer/Deputy Clerk:** Treasurer Odom reminded everyone that property taxes were due on September 14 and Public Works Committee was meeting on the 19th of September.
- d) **Department of Public Works:** Mr. Keiser informed Council that S. Genessee paving is almost complete. He and Steve are working at the ballfields and the restroom project is complete.
- e) **Police Department:** Chief Drollinger informed Council that the Rubber Ducky Festival went well, no problems. DELMAC were here this weekend. Kids are back in school and traffic changes are in progress at Birch St. & Cayuga St.

f) **Planning Commission:** Nothing presented.

11. Closing Member/Public Comment: Shelley Dayton asked about our crosswalk signs, Mr. Karabin asked about black topping Maple St and Richard McGuire noted that Short's Brewing music during the evening gets loud.

12. Adjourn: Meeting adjourned at 8:15 P.M.

Compiled by Cathy Odom
Minutes are subject to approval.

Approved: _____

Date: _____