

**Bellaire Village Council
Meeting Minutes
October 2, 2024**

a) **Call to Order:** President Bennett called the meeting to order at 7:00 PM.

b) **Roll Call Attendance:**

Present: President Dan Bennett, Council Trustees Dave Ciganick, Eldon McPherson, Bryan Hardy, Helen Schuckel, and Trish Drollinger.
Absent: Patrick Boyd
Staff Present: Nora Stead, Treasurer, Bill Drollinger, Chief of Police, Angela St. Pierre, Clerk
Staff Absent: Bradley Keiser, DPW Supervisor
Also Present: Terry VanAlstine, Chrissy Stahl, Nanette McLellan, Shelly Dayton, Angie Les, Larry Baumchen, Butch Dewey, Jennifer Graham, Julie Brown, Dave Simcox, and two other unidentified.

c) **Approval of Agenda:** The agenda was approved with the additions of new business item g. Master Plan Changes-Marihuana Businesses, h. Marihuana Overlay District, i. Reappoint Fred Harris to Planning Commission, j. Mobile Food Vending Application and Fees.

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

d) **Conflict of Interest:** None presented.

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

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

f) **Public Comment:** None Presented.

g) **Old Business**

a) **County Update:** Terry VanAlstine was present to give an update on the county. A high-pressure gas line was hit north of Central Lake by Spectrum. No damage to people or property were reported and they are working on fixing the issue, but many will be without natural gas for the night. DTE will go around and light all the pilot lights once the gas is restored. The County had a good public forum today on the Public Safety Center.

b) **DDA Update:** Shelly Dayton was present to give an update on the DDA. There is a Meet and Greet coming up on the 15th of the month at Bee Well. On the 15th of October the silent auction on the artwork on display begins. The DDA did apply for a grant but unfortunately did not get it. Starting next is the Banner Program for the light posts and they will be looking for artists for the light post banners. They have been putting up parking signs to help with the parking downtown. The piano was found on school property and will be put out next year. The next Buy Local event will be on November 16th.

c) **Sewer Project Update:** Jennifer Graham from Gourdie Frasier spoke on the sewer project. The financing went through with the State. We have the green light to move forward with the project.

There is a pre-construction meeting scheduled for the 17th of October. The next steps would be going over shop drawings and equipment for the project. There are plans to break ground on some parts of the project this fall.

h) New Business

- a) **Gourdie Frasier AMP Approval:** Jennifer Graham spoke on behalf of Gourdie Frasier. They submitted on the Villages behalf a grant to the State of Michigan to assist with the lead service lines investigation process. Another piece of the grant was to utilize Gourdie Frasier to inventory the remaining components of the water system such as the hydrants, valves, and service lines and incorporate that information into our GIS service maps. This will give the Village a current status map. This will allow for an asset management plan which will allow to identify any hydrants or valves that need to be replaced. Gourdie Frasier needs approval of the Asset Management Plan to submit the reimbursement on the Villages behalf.

Motion by McPherson, seconded by Hardy to approve the Asset Management Plan. Motion carried by voice vote. Boyd- Absent.

- b) **BS&A Email Bill Setup – IT Support:** Clerk Angela St. Pierre spoke with BS&A software to confirm that the email billing is a service provided at no extra charge to the Village. To set up this service would require hiring an IT support. The Village has an IT support provider who can remote in to set up this software ability who charges \$85 an hour.

Motion by Hardy, second by Drollinger, to allow the IT Support to set up the email billing service through BS&A. Motion carried by voice vote. Boyd- Absent.

- c) **Women’s Resource Center- October Domestic Abuse Awareness Month Proclamation:** This is something that is done every year.

Motion by Hardy, seconded by Schuckel to Proclaim October as Domestic Abuse Awareness Month. Motion carried by voice vote. Boyd-Absent.

- d) **Area Seniors Indoor Recreation Update:** Dave Simcox was present to give an update on the indoor recreation center. They were approved for a Brownfield grant and were approved by EGLE and will start taking soil sample next month. The June survey had 620 adult responses which were enthusiastic responses. They received Rotary charities grants from traverse city which will allow them to kick off a feasibility study.

No action was taken.

- e) **Operator of Dam Presentation:** Leslie Meyers, dam operator, was present to give a presentation. FEMA has updated their flood maps for the County. Special flood areas have been identified for all townships and villages within Antrim County. FEMA has established the NFIP (National Flood Insurance Program) to reduce the financial risk for homeowners and renters. 90 days after their receipt in July 2024, municipalities will have one year to join the NFIP. If the Village chooses not to join the NFIP, then no NFIP policies will be available to its residents. There would also not be any federal mortgage or loan guarantees, and most lenders will not offer loans in flood areas. The Village has a year to adopt an ordinance for the NFIP. Leslie will send the office an ordinance draft for the Village to look at.

No action was taken.

- f) **Bank Signatories:** The bank needs a motion to remove Nicole Essad from the signatories for their records.

Motion by McPherson, seconded by Hardy to remove Nicole Essad from the signatories. Motion carried by voice vote. Boyd-Absent.

- g) **Master Plan Changes-Marihuana Businesses:** Zoning Administrator St. Pierre spoke about the Planning commission meeting the day prior and had discussed the Master Plan and if any changes were needed to incorporate marihuana businesses. It was recommended by the Planning Commission that there is no need to change the Master Plan to adapt to marihuana businesses. On page twelve (12) of the Master Plan is the Objective section that states “Strengthen efforts to retain existing businesses and attract new businesses, particularly helping start up businesses”, and “Improve the economy by attracting good-paying, specialty jobs that meet local needs and interests.” The planning commission feels as though these statements support these businesses and that the master plan does not need changing.

No action was taken.

- h) **Marihuana Overlay District:** Mrs. St. Pierre again spoke on behalf of the Planning Commissions meeting the day prior. The marihuana overlay map was discussed and has been recommended to the council. Planning would like the overlay map to include all of the Commercial District and three individual parcels identified as parcel numbers 05-41-030-010-00, 05-41-030-011-10, and 05-41-030-007-00

Motioned by McPherson, seconded by Drollinger to accept the Marihuana Overlay Map that was recommended by the Planning Commission. Motion carried by voice vote. Boyd-Absent.

- i) **Reappointing Fred Harris to Planning Commission:** Fred Harris’ term for Planning Commission has expired and he would like to continue serving on the commission.

Motion by Hardy, seconded by McPherson to reappoint Fred Harris to the Planning Commission. Motion carried by voice vote. Boyd-Absent.

- j) **Mobile Food Vending Application and Fees:** Included in the member packets was a draft application for mobile food vending that had been approved by the Planning Commission the day prior. This draft application needs approval by the Village council before adopted.

Motion by Ciganick, seconded by Hardy to postpone this agenda item until the next meeting. Motion carried by voice vote. Boyd-Absent.

i) Discussion Items:

- a) **Short Term Rental Ordinance DRAFT Review:** The draft ordinance needs to be reviewed by the Planning Commission. The council members have seen the draft and if they have any questions or concerns they think the Planning Commission should address further now is the time to bring forward those questions or concerns. President Bennett spoke about how previously it had been discussed with the attorney at the joint meeting to include where the short-term rentals would be allowed but in the draft ordinance it does not address this concern. Bennett stated that the attorney recommend the Planning commission hold a public hearing to get the public’s opinion. Butch Dewey, chairperson of the Planning Commission, informed that the review of the draft ordinance was tabled at the meeting the day prior to allow for more time to review the draft.

He spoke about concerns with the draft that need to be addressed at the next Planning meeting. Bennett then spoke about a concern of who is going to police the short-term rentals. Clerk St. Pierre made contact with Elmwood township about how they police the short-term rentals and advised that they use an outside company called Granicus that helped them inventorying the short-term rentals to help determine how many licenses to allow, and helps them police the short term rentals by allowing residents to submit complaints. For Elmwood it costs \$8,000 to \$10,000 per year for this service and Mrs. St. Pierre has a meeting with the company to get a better quote. There was a discussion concerning who would police the ordinance and who would be liable for some of the aspects of the draft ordinance. The discussion continued with an unidentified member of the audience. The Planning Commission will move forward with the process from here.

10. Department/Committee Reports:

- a) *Committee Reports:* None Presented.
- b) *Clerk/Zoning Administrator:* None presented.
- c) *Treasurer/Deputy Clerk:* Nora Stead stated that the Affinity software company we use for cyber security is doing a force upgrade in their services. We can accept the upgrade and the \$300 price increase or we can research other service providers. It was recommended to stay with our current company, but research other service providers.
- d) *Department of Public Works:* None presented.
- e) *Police Department:* None presented.
- f) *Planning Commission:* None presented.

11. Closing Member/Public Comment:

- a) Angie Less was asking about what the Village will do concerning the airport project and the option to top the trees or cut them down. She also voiced her concern with the Spillway Lodges project and the vegetation removal along the riverbank. Terry VanAlstine recommended Angie get in contact with the Antrim Conservation District Soil Erosion department and have them pull the permits for the project.
- b) Julie Stolowski-Brown the superintendent of the Bellaire Schools spoke on behalf of bond consideration for the schools. This would be a renewal and not an additional bond. The purpose of this bond would be to provide better security and upgrade HVAC equipment for better air quality.
- c) Nanette McClellan was asking about an update on the Bellaire Lofts project. Terry VanAlstine stated that she can get in contact with the project coordinator for updates on the project.
- d) Trish Drollinger noticed that a few times the flag should have been lowered and it was not. The office staff will look into getting notifications for the flag status.

12. Adjourn: Meeting adjourned at 8:23 P.M.

Compiled by Angela St. Pierre.

Minutes are subject to approval.

Approved: _____

Date: _____