

# VILLAGE OF BELLAIRE

## PROPERTY & BUILDING COMMITTEE

Bryan Hardy, Chairman

Patrick Boyd

Helen Schuckel

### COMMITTEE MEETING MINUTES

December 2, 2019

7:30 a.m.

1. **Call to Order:** Chairman Hardy called the meeting to order at 7:30 a.m.

2. **Attendance:**

**Present:** Chairman Hardy, Trustee Boyd and Trustee Schuckel (in at 7:31 a.m.)

**Absent:** None

**Staff Present:** Lori Luckett, Clerk; Bradley Keiser, DPW Supervisor; Cathy Odom, Treasurer

**Also Present:** None

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

**Motion by Trustee Boyd, seconded by Chairman Hardy to approve the agenda as presented. Motion carried by unanimous voice vote.**

4. **Approval of Minutes:** The minutes of the December 19, 2018 meeting were approved as presented.

**Motion by Trustee Boyd, seconded by Chairman to approve the minutes of the December 19, 2018 meeting as presented. Motion carried by unanimous voice vote.**

5. **Public Comment on Agenda Items:** None presented.

6. **Old Business:** None presented.

7. **New Business:**

**a) WWII Memorial Update:** Supervisor Keiser reported that the monument has been removed. He is currently working on refinishing the plaque. Two volunteers have removed the stones. The stones are being cleaned and clear-coated and will be reinstalled by Memorial Day 2020. The old foundation was removed last week Wednesday. A new foundation will be poured. Chairman Hardy asked if the monument will have a marble top. Supervisor Keiser reported that they are unsure whether the top will be marble or decorative concrete. Because the intent is to slope the top so that water drains off, it may have to be poured concrete.

**b) 2020-2021 Budget Items:** The committee reviewed the budget by line item. Supervisor Keiser reported that a lot of money had been put into the Community Hall last year. Supervisor Keiser did not have any special requests for the budget. He suggested that \$2000 in Repairs and Maintenance would be enough to cover the cost of lighting replacement in the lower level and miscellaneous costs for the monument. The irrigation system around the Community Hall had been repaired this year. There will be some additional expenses in replacing the sprinkler heads. Chairman Hardy asked about reducing the Repair and Maintenance line item amount from \$15,000 to \$2,000. Supervisor Keiser explained that historically the budgeted amount has been around \$2000. The quote to paint the building was \$10,000 and went over budget by \$2000. After discussion \$5000 was added to Repairs and Maintenance. Heat and Electric amounts will be carried over. Water and Sewer may

have to be increased due to the rate increase. It will be watched. The items over are Insurance and Bonds and Repairs and Maintenance. Miscellaneous Expense was left at \$500. Insurance and Bonds should be increased to \$725. Equipment Rental should remain the same. Community Hall Cleaning should be left the same at \$75, per week with a few extra cleanings for special events. There have not been any requests from the Food Pantry. The annual load test for the elevator is \$1275 and will be included in Repairs and Maintenance. There was brief discussion of new carpeting in the police office. A quote is necessary. Treasurer Odom reported that she received a quote for a sound system in the council chambers. It would cost \$6300 to \$6800 to install and could be transferred to a new location. The only part of the system that might have to be replaced are the speakers. A motion was made to recommend the proposed budget.

**Motion by Trustee Boyd, seconded by Trustee Schuckel to recommend to village council the proposed budget as discussed. Motion carried by unanimous voice vote.**

- 8. Discussion:** Supervisor Keiser suggested that the vacant lot on Maple Street be listed for sale again because the property is costing the village to maintain. There was brief discussion about the size of the lot and previous efforts to offer it for sale. It was noted that the lot cannot be sold for less than the redemption cost. The listing of this lot will be discussed at the village council meeting on December 4, 2019.
- 9. Communication/Informational:** None presented.
- 10. Closing Member/Public Comments:** None presented.
- 11. Adjourn:** Meeting adjourned at 7:48 a.m.

Compiled by Lori Lockett, Clerk  
Minutes are subject to approval.

Approved: \_\_\_\_\_  
Bryan Hardy, Chairman

Date: \_\_\_\_\_