

**Bellaire Village Council  
Meeting Minutes  
October 17, 2018**

1. **Call to Order:** President Schulz called the meeting to order at 7:00 PM.
2. **Roll Call Attendance:**
  - Present:** President David Schulz, Council Trustees David Ciganick, Bryan Hardy, Dan Bennett, Eldon McPherson, Trish Drollinger and Helen Schuckel.
  - Absent:** N/A
  - Staff Present:** Cathy Odom, Treasurer, Chief Bill Drollinger & Bradley Keiser, DPW Supervisor.
  - Also Present:** N/A
3. **Approval of Agenda:** President Schulz added new business item c, Public Works Committee recommendations to the agenda.

**Motion by Ciganick, seconded by Schuckel, to approve the agenda with the addition of new business item c, Public Works Committee recommendations. Motion carried by voice vote.**
4. **Conflict of Interest:** Trustee Drollinger noted a conflict with the new DPW hire and President Schulz noted a conflict with the public works recommendation for Meadowbrook Medical Care Facility.
5. **Consent Agenda:** The consent agenda was approved.

**Motion by Hardy, seconded by Bennett, to approve the consent agenda as presented. Motion carried by voice vote.**
6. **Public Comment on Agenda Items:** None presented.
7. **Old Business**
  - a) **DPW New Hire:** The Administration Committee made an offer to one applicant who decided to decline the position. The committee is recommending the position be offered to Christopher Grnya with a starting wage of \$14.71 per hour. Upon completion of the probationary period and if he obtains his CDL license during that time, his wage will increase to \$16.61 per hour.

**Motion by Schulz, seconded by Bennett, to hire Christophe Grnya at a starting wage of \$14.71 per hour and upon completion of his probationary period his wage be increased to \$16.61 per hour with the provision that during the probationary period, he obtain his CDL License. Motion carried by voice vote with one abstention from Trustee Drollinger.**
  - b) **WWTP Boiler Bids:** We received two bids for the WWTP boiler. One from Team Bob's for \$21,725.95 and one from John Green for \$19,500. Mr. Keiser is asking Council to approve the bid from Team Bob's because it includes needed repair work to the roof. He also said that they were very thorough when they came to view the building to determine what was needed for the project. We currently have \$26,000 in the budget to complete the project. Council reviewed to the two bids.

**Motion by Bennett, seconded by Ciganick, to approve the bid from Team Bob's in the amount of \$21,725.95. Motion carried by voice vote.**
8. **New Business:**
  - a. **CVTRS 2018-19:** Clerk Luckett prepared the Village CVTRS 2018-19 and it is ready for review and approval.

**Motion by Schulz, seconded by Hardy, to authorize the Village Clerk to submit the information as presented for the 2018-19 CVTRS. Motion carried by voice vote.**
  - b. **DPW Truck:** The 1999 Dodge used by the DPW is in need of some major repair with the suspension and motor. The value of the truck is approximately \$2,200 if in great shape and the cost of parts to fix it came in at approximately \$1,400. Mr. Keiser explained the new truck that was recently purchased is a ½ ton, 2WD vehicle and because of this will not make it up to the reservoirs. When they sold the vehicle this replaced, it was the only 4WD, ¾ ton pickup with a plow. This means we have no current truck with a plow

that will work on the red streets and at the dead ends. Mr. Keiser explained possible options to get us through the winter. One is to fix the current vehicle, purchase a new vehicle at a cost of \$32,902 or we could purchase a 10' snow pusher at cost of \$5,500 for the loader, which should allow us to get up the red streets this winter without having to use a vehicle. If we purchase a snow bucket, we could delay the purchase of a vehicle until the budget. It will allow the DPW to clean up dead ends and red streets. The budget was discussed to determine if this could be purchased. Mr. Keiser said they fixed up the sand and salt building so the funds set aside for that could be used. Trustee Ciganick asked what else was available for the DPW to use. It was noted that we have a 1996 and a 1998 vehicle that can be utilized.

**Motion by Hardy, seconded by McPherson, to proceed with the quote for the 10' wide snow pusher from AIS. Motion carried by voice vote.**

- c. **Public Works Committee Recommendations:** President Schulz turned the meeting over to President pro-tem Bennett. Trustee McPherson explained that the committee discussed ready to serve fees not being charged to customers who have their service shut off. Staff recently discovered that many communities charge this fee whether the service is on or off. The point of charging a ready to serve fee is due to having the service available at residences or businesses whether the service is on or off. It was also explained that Meadowbrook Medical Care Facility has an account that uses our water on occasion for flushing their system or uses it when their system is down. This account is not charged a ready to serve fee and the committee is recommending that they should be. Mr. Keiser explained this came up due to the discussion of the lead water line requirements recently handed down by the DEQ. He explained that the MRWA will be meeting with us to provide another rate study to make sure our rates are and will continue to support the systems. Trustee Drollinger said the committee would like to recommend that we charge all customers a ready to serve fee including Meadowbrook, noting that even though their service is not always on, it is ready to serve. Trustee Bennett noted that we will have to determine how to let customers know that this change may take place. It was noted there are several ways to get the word out. Mr. Keiser noted that this doesn't have to be implemented right now; we could complete the rate study and see where we need to go with it. Discussion of charging a turn off fee as well as a turn on fee also occurred. It was noted that the resolution would have to be amended to include language that addresses any changes that are made. Trustee Ciganick said we could work on this through the winter and put something into effect to begin in the spring.

**Motion by McPherson, seconded by Drollinger, to place this on the next agenda, amending the resolution at next month's meeting, to charge ready to serve fees for all customers as well as establishing turn off and turn on fees. Motion carried by voice vote with one abstention from President Schulz.**

## 9. Discussion Items:

- a) **President Schulz:** President Schulz informed Council that he attended the County Commissioners meeting and presented option WW for their consideration when reviewing the new county campus plans. He asked them to keep an open mind and they seemed receptive to the potential idea. He showed them the results of the survey that had been gathered explaining that this input came from throughout the County.

## 10. Department/Committee Reports:

- a) **Committee Reports:** Committee minutes were included in packets for review for those committees that have met.
- b) **Clerk/Planner:** None presented.
- c) **Treasurer/Deputy Clerk:** None presented.
- d) **Department of Public Works:** Mr. Keiser informed Council of an idea that Mr. Dewey had presented about the purchase of equipment. He explained that we get equipment at great prices due to MiDeal. He said that if we sell the vehicle after three or four years, it is usually still in great condition and can be sold for what we paid for it or more, which would then be enough to purchase another one. This will always keep our fleet newer and in good running condition. This

would then alleviate some of the labor costs for repair. Discussion occurred about whether we are allowed to sell a vehicle purchased on MiDeal at a retail price. Mr. Keiser explained the supervisor from Central Lake said it was possible, but vehicles must be kept for 2 or 3 years before being able to sell it. Council requested that the Clerk look into this. Treasurer Odom said we would have to look at scheduling the purchase of new vehicles to be able to start the rotation.

e) **Police Department:** None presented.

**10. Closing Member/Public Comment:**

- **David Ciganick:** Trustee Ciganick said it is very refreshing to see Mr. Keiser take to this new job and start to scrutinize things like the SAW grant, to review the numbers carefully and how can we cut these number down. It was noted that we need to have things in place that will include DPW input to make sure the job stays on task and is to our specifications.

Trustee Ciganick also suggested using doodle.com to help make scheduling meetings more efficient. He said it may save the office staff some time because he imagines it is difficult trying to shedule a meeting around so many schedules.

- **Bryan Hardy:** Trustee Hardy asked about the pipe going in the ground by the Bellaire Golf Course. Mr. Keiser explained that Shanty Creek is putting in the pipe and it is run from the water tower. Their idea is that if they ever get a bad sample from the tower, they can cut and cap it. They are also putting in hydrants up to specs so that if Mancelona or Bellaire allows them to hook up to their systems, they will be ready and able to do hook up.
- **David Schulz:** President Schulz reminded committees that it will soon be time to meet to discuss their budgets.

**12. Adjourn:** Meeting adjourned at 7:53 P.M.

Compiled by Cathy Odom  
Minutes are subject to approval.

Approved: \_\_\_\_\_

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