

Village of Bellaire

PUBLIC WORKS COMMITTEE

Eldon McPherson, Chairperson

Dan Bennett

Tricia Drollinger

COMMITTEE MEETING MINUTES

Tuesday, December 21, 2021

6:00 PM

I. Call to Order: The meeting was called to order at 6:00 PM

II. Roll Call - Attendance

Present: Tricia Drollinger, and Eldon McPherson

Absent: Dan Bennett

Staff Present: Bradley Keiser, DPW Supervisor; Cathy Odom, Treasurer; and Nicole Essad, Clerk

III. Approval of Agenda: The agenda was approved as presented.

Motion by Drollinger, seconded by McPherson to approve the agenda as presented. Motion Passed by unanimous voice vote.

IV. Approval of Minutes - November 20, 2020: The minutes of the November 20, 2020 meeting were approved as presented.

Motion by Drollinger, seconded by McPherson approve the minutes of the November 20, 2020 meeting as presented. Motion Passed by unanimous voice vote.

V. Conflict of Interest: None presented.

VI. Public Comment: None presented.

VII. Old Business: None.

VIII. New Business

- a. Budget FY 2022-2023:** General discussion was held about water mains breaking and how the lead service line replacement was going. Chairperson McPherson asked if there was anything that the Water Fund had to spend money on that was not proposed. DPW Supervisor Keiser stated that the money for the water line replacement needs to be moved to a different line item. Treasurer Odom stated that the entire waterline replacement project was put into capital outlay but wages for it go under wages, parts and supplies go under repair and maintenance. She stated that the money for the waterline replacement needs to be distributed differently throughout the line items. DPW Supervisor Keiser stated that the waterline project was coming under budget thus far. He stated that the only thing that needs to increase is under repair and

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maintenance for the lead line replacement. He did not think it was \$100,000. Trustee Drollinger asked how many were done this year. DPW Supervisor Keiser stated that from Forest Home Ave to Fourth Street, and M-88 to the school was completed. He stated that he thinks about 32 were done. Trustee Drollinger asked how many would be the required 5%. DWP Supervisor Keiser stated about 14. He stated that the gameplan for the upcoming budget is to get S. Genessee done, all the way down. General discussion was held about the road, sewer project in that area and water line project. DOW Supervisor Keiser stated that under education and training it needs to be increased for another license renewal. General discussion was held about what was spent for lodging and training this year. Treasurer Odom stated that the cost of insurance was going up, but she will not know the amount until August. She was not sure if this item needed to be increased. General discussion was held about the cost of insurance and fringes increasing. Trustee Drollinger asked about the amount that should be in repair and maintenance instead of capital outlay. DPW Supervisor Keiser stated that the amount under capital outlay should be zero, and it should be about \$100,000. Treasurer Odom stated that the \$100,000 will be split into wages, and repair and maintenance for the water line projects. General discussion was held about the extra lead testing and that all the costs were up to date, and how many lead lines were found.

Moving on to the Sewer Fund general discussion was held that since the Holiday line replacement bids came back too high, that money under the current budget was used for other projects, including the S Genessee lift station. DPW Supervisor Keiser stated that one issue was that the easement for that line was too small. He stated that they decided to keep cleaning 4 times a year because it is not broken but it sags. It was noted that the project was budgeted off the old engineers' numbers, and the new engineer thought it would be \$150,000, but the bids can back at approximately \$498,000. DPW Supervisor Keiser stated that because the Holiday line project did not go forward, he took the budgeted amount for that project and re-did the S Genessee Lift station and some manholes. He stated that all repair and maintenance was \$141,000. Trustee Drollinger asked what the plan was for the Holiday line project. DPW Supervisor Keiser explained that he is working on getting better access across the property, which is for sale. General Discussion was held about the property and the easement where the sewer line goes. DPW Supervisor Keiser stated that the engineer is working on getting better access over that property, and that she told him the Holiday line project is 2-3 years out because of all the paperwork involved to get better access. Trustee Drollinger suggest that the Village buy part of the property. General discussion was held about buying a portion of the property behind Holiday Acres. DPW Supervisor Keiser stated that for the upcoming budget engineering fees should be increased. He stated that a screening chamber for the treatment ponds is needed. He stated that \$250,000 in repair and maintenance was for the screening chamber and to re-do the lift station at River Street. DPW Supervisor Keiser stated

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that these projects are on the permit from the SAW grant and now that they have been started the permit won't expire. Treasurer Odom stated that the projects and the entire budget must be within the revenue. She stated that with the \$250,000 the expenses will be over \$500,000, if everything stays as is. General discussion was held about the revenues that had been received to date, the projected revenues and what came in last year. It was noted that DPW Supervisor Keiser is working with the engineer to get hard numbers. He stated that all the numbers used were numbers that the old engineers came up with, which are high. He stated that the sampler went bad and that is budgeted at \$15,000 under repair and maintenance, along with the aeration and the normal repair and maintenance. DPW Supervisor Keiser stated that the sewer license was up for renewal as well, so under training there is money for continuing education credits and renewal, and training someone else. General discussion was held about training hours for the sewer licenses, and who would be trained for sewer. Training and testing for licensure for water operations was also discussed. General discussion was held about the amount in the sludge fund, and sludging the ponds.

It was the consensus of this Committee to move forward with both the Water Fund and Sewer Fund Budgets.

- IX. **Correspondence/Reports:** DPW Supervisor Keiser gave an update on the water line break near McDonalds.

Treasurer Odom stated that the State is implementing a new uniform chart of accounts. She stated that this needs to be done by 2023-24 but that she would like to have this in place for next year's budget.

- X. **Member/Public Comment:** None presented.

- XI. **Adjourn:** The meeting was adjourned at 6:45 PM to the call of the chair.

Minutes compiled by:
Nicole E. Essad, Clerk

Minutes are subject to approval.

Approved: _____

Date: _____