

**Bellaire Village Council  
Meeting Minutes  
March 5, 2025**

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 Patrick Boyd, Trish Drollinger, Bryan Hardy, Eldon McPherson, Helen Schuckel, and Andrew Turner.

**Absent:**

**Staff Present:** Bill Drollinger; Chief of Police, Bradley Keiser; DPW Supervisor, Angela St. Pierre; Clerk

**Staff Absent:** Nora Stead; Treasurer

**Also Present:** Bryan Graham, Shelly Dayton, Tammy Dewulf, Terry VanAlstine, Chrissy Langdon, Dave Ciganick, and Drew Reynolds.

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

**Motion by Boyd, seconded by Schuckel, to approve the agenda as presented. Motion carried by voice vote.**

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

5). **Consent Agenda:** The consent agenda was approved as amended with correction to the date of the approval of minutes from January 8, 2025 to February 5, 2025, and removal of b. Approval of Bills, Wages & Transfers.

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

6). **Public Comment on Agenda Items:**

- a) **Bryan Graham** requested to speak during the public comment period on new business agenda item a instead of speaking under new business agenda item a. He spoke on how he is going to retire and has transferred his municipal clients to Bauckham Thall. He is very confident they will be able to provide the same service that his firm has been able to provide. He has scheduled a meet and greet on March 10<sup>th</sup> at 9am at the Village of Bellaire Hall to meet with the new attorneys. He stated that the new firm will continue the current hourly rates for one year.
- b) **Trustee Turner** asked Bryan Graham if he will be staying with this new firm for a period of time and if he will be a point of contact in the transition process.
- c) **Bryan Graham** answered that he is with the new firm until May 31<sup>st</sup>, but is trying to transition new projects to the new attorneys.
- d) **Trustee Turner** asked if the Village has requested the records that his office holds on the Village that are older than five years.
- e) **Bryan Graham** stated that he will add them to the list. He mentioned that Bill Drollinger had previously mentioned we were interested in collecting everything from the years prior.
- f) **Bill Drollinger** stated that he is willing to help collect and transport the records.
- g) **Trustee Turner** asked when we would be notified of a change in rates with the new firm.
- h) **Bryan Graham** answered that it would most likely be January 2026.

- i) **Trustee Turner** asked if Mr. Graham was going to discuss retail marihuana at this meeting.
- j) **Bryan Graham** answered that he had not been asked to discuss that, and he was not prepared to discuss that.
- k) **Trustee Boyd** pointed out that discussion of retail marihuana was not on the agenda anywhere.
- l) **President Bennett** made comment about if it is worth meeting with the new firm if there is a possibility of switching to another firm.
- m) **Trustee Boyd** commented that we should still meet with this new firm and stay with them at the current rate and if we later want to switch then that can be done later.
- n) A general consensus was made to have two members of Village Council meet with the new attorneys and stay with the new firm for now.

## 7). Old Business

- a) **County Update:** None Presented.
- b) **DDA Update:** Shelly Dayton was present to give an update on the DDA. The next Buy local event is a bakeoff downtown this Saturday 8<sup>th</sup> from 3-6. The Antique roadshow is coming to Charlevoix July 1<sup>st</sup>. Flowers for downtown are ordered which the DDA is paying for this year. There will be some different flowers and plants from years prior that will hopefully last further into the summer. The Color Bellaire banner program had 72 submissions and they have picked 38 designs to place on banners. Tom Shiltz is the new treasurer for the DDA and Don Hoyt was reappointed to his seat.
- c) **Sewer Project Update:** Bradley Keiser was present to give an update on the sewer project. There is not much to report in the two weeks since the last meeting. The building is shingled and the ceiling is being put in. He met last week with the aeration company to confirm everything was ordered. They are currently working with Consumers and DTE to get the load specks for the building for the electricians and mechanical people. Trustee McPherson asked if there was going to be a photo op with the building like Traverse City did. Trustee Boyd thanked Mr. Keiser for making a post about the pond smell. Mr. Keiser stated that he worked with the engineers on a news release on the pond smell and the project.
- d) **Committee Structure:** Provided in the members packets was a committee structure suggestion by President Bennett.

**Motion by McPherson, seconded by Turner to accept the proposed change to the committee structure. Motion carried by voice vote.**

- e) **Amy Tate Cleaning Village Hall:** At a previous meeting it was approved to have Amy Tate clean the parks and downtown bathrooms, but it was never specified to have her clean the Village Hall as well. A general discussion was held concerning how often she would clean. The action item report regarding this agenda item was read which stated that the cleaning for Village Hall would happen once a month and that in the previous motion to hire her for cleaning they had forgotten to include the cleaning of Village Hall.

**Motion by Drollinger, seconded by Parks Committee to hire Amy Tate for cleaning of the Village Hall. Motion carried by voice vote**

**8). New Business**

- a) **Bryan Graham Speak on Selecting New Firm:** Mr. Graham had already spoke in the public comment on agenda item section.

**No action was taken.**

- b) **Resolution #06 of 2025, Bond Counsel:** An annual resolution naming our Bond Council for FY 2025-26.

**Motion by Turner, seconded by McPherson, for a roll call vote on Resolution #06 of 2025, Bond Counsel. Motion carried by roll call vote.**

**Yes:** Turner, McPherson, Boyd, Drollinger, Hardy, Schuckel, Bennett  
**No:** none  
**Abstain:** none

- c) **Resolution #07 of 2025, Financial Depositors:** An annual resolution naming our financial depositors for FY 2025-26.

**Motion by Boyd, seconded by Turner, for a roll call vote on Resolution #07 of 2025, Financial Depositors. Motion carried by roll call vote.**

**Yes:** Boyd, Turner, Drollinger, Hardy, McPherson, Schuckel, Bennett  
**No:** none  
**Abstain:** none

- d) **Resolution #08 of 2025, Street Administrator:** An annual resolution naming our street administrator for FY 2025-26.

**Motion by Boyd, seconded by Schuckel, for a roll call vote on Resolution #08 of 2025, Street Administrator. Motion carried by roll call vote.**

**Yes:** Boyd, Schuckel, Drollinger, Hardy, McPherson, Turner, Bennett  
**No:** none  
**Abstain:** none

- e) **Resolution #09 of 2025, Performance Resolution:** An annual resolution required to work in State right of ways when needed for FY 2025-26.

**Motion by Turner, seconded by Boyd, for a roll call vote on Resolution #09 of 2025, Performance Resolution. Motion carried by roll call vote.**

**Yes:** Turner, Boyd, Drollinger, Hardy, McPherson, Schuckel, Bennett  
**No:** none  
**Abstain:** none

- f) **Resolution #10 of 2025, Perpetual Care Fund:** An annual resolution setting the dollar amount of grave sales to place into perpetual care fund. Trustee Drollinger stated that she would like to add to the perpetual care fund as there haven't been any added funds in years

and would like to have more money available if in the future it is desired to purchase more land for the cemetery. Trustee Turner agreed with Trustee Drollinger in wanting to add to the perpetual care fund. He also stated that he had concerns with charging individuals a price on grave sites who are under the belief that a certain percentage of that sale will go towards perpetual care. Bradley Keiser spoke up about the use of the perpetual care fund and how it can only be used for the perpetual care of the cemetery if the Village ceases to exist. The money cannot be used to procure more property. A general discussion was held concerning the expenditures for the cemetery and the possibility of putting more money into the perpetual care fund. Bradley Keiser spoke up again to clarify that the money put into the perpetual care fund cannot be touched unless the Village ceased to exist and cannot be used for current expenditures.

**Original Motion Offered:**

**Motion by Boyd, seconded by Schuckel, for a roll call vote on Resolution #10 of 2025, Perpetual Care Fund.**

**Amended Motion Offered:**

**Motion by Turner to amend the motion made by Boyd to amend Resolution #10 of 2025 a resolution to designate deposits to the cemetery perpetual care fund to include 5% of the purchase price of plots.**

**Motion to amend fails due to lack of a support.**

**Approved Motion:**

**Motion by Boyd, seconded by Schuckel for a roll call vote on Resolution #10 of 2025, Perpetual Care Fund. Motion carried by roll call vote.**

**Yes: Boyd, Schuckel, Drollinger, Hardy, McPherson, Bennett**

**No: Turner**

**Abstain: none**

- g) **Regular Meeting Dates:** The proposed meeting dates for FY 2025-26 were provided in the members' packets.

**Motion by Schuckel, seconded by Boyd to accept the proposed meeting dates. Motion carried by voice vote.**

Prior to the vote, trustee Turner asked if it had been discussed to move meetings to an earlier time such as 6pm. Trustee McPherson responded that the current time of 7:00 PM is to encourage members of the public to attend after work. Trustee Boyd stated that he couldn't even make 6:00 PM meetings as his business is open until 6:00 PM.

- h) **Council Rules of Procedures:** Trustee Turner had several suggested changes to be made to the rules of procedures.

**Motioned by Boyd, seconded by Hardy to table this discussion until recommended changes are submitted to the clerk for council members to review. Yes- Boyd, Drollinger, Hardy, McPherson, Schuckel, Bennett. No-Turner.**

- i) **Car Seat Safety Event at Richardi:** Bradley Keiser was able to speak on this agenda item. Several municipal organizations would be donating safety equipment such as bike helmets

and floatation rings. They are requesting that the park rental fee be waived for this event which would be held either the second or third week of June on a Tuesday or Wednesday.

**Motion by Boyd, seconded by Drollinger to allow for these organizations to use Richardi Park on a weekday in June coordinating with the office and waive the park rental fee. Motion carried by voice vote.**

Prior to the vote, trustee Turner asked if there was any requirement for insurance for liability for these events. Bill Drollinger and Bradley Keiser spoke up and stated that there is a waiver of liability if alcohol is served.

- j) **Purchase Agreement – Brush Fire Truck:** A 1994 brush truck used by the fire department is being retired and put up for sale. The Village of Bellaire DPW showed interest in purchasing this truck for use. The fire board discussed and are offering to sell the truck to the Village for \$5,000 to keep it local. Their offer is to have the Village waive the charge of \$4,000 for the use of the police car for the next two years and \$1,000 credit to their water bill. Trustee Boyd voiced concern with waiving the \$4,000 charge for the next two years because our current police chief will only be here for an expected one and a half years and it is uncertain if the next police chief will be on the fire department and need use of the police car. Bradley Keiser spoke about how the DPW uses this truck on pretty much every water job that they have and how they use the pump from the truck to pump water out of holes they are working on along with a generator they can hook their welder up to. Further discussion continued about the use of the truck and the fire department use of water. Trustee Drollinger suggested crediting the fire department \$5,000 on their water account for the purchase of the brush fire truck.

**Motion by Drollinger, seconded by Boyd, to approve the purchase of the Brush Fire Truck from the Fire Department in exchange for a \$5,000 credit to their water bill. Motion carried by voice vote.**

**9). Discussion Items:**

**President Bennett** asked Police Chief Drollinger how many garage roofs caved in. Mr. Drollinger responded that there are two that they know of.

**10). Department/Committee Reports:**

- a) **Committee Reports:** None Presented.
- b) **Clerk/Zoning Administrator:** Angela St. Pierre reported that more people are signing up for the email bills but need to keep getting the word out to people. Our postal payments are getting lower and lower with each account that signs up for email bills. Trustee Turner asked with the new meter equipment installed if the future bills will be estimated as they have been. Bradley Keiser responded that residents who have not had the new equipment installed are being estimated. The residents who have the equipment installed are being read with actual numbers.
- c) **Treasurer/Deputy Clerk:** None Presented.
- d) **Department of Public Works:** Bradley Keiser provided the members with a written report. Trustee Turner asked about a bullet point in the report provided which stated that Reith-Riley had been awarded the Broad Street construction. Turner stated that at the last

Street and Motor Pool committee meeting, the budget showed Payne and Dolan for the construction project. Bradley answered that Reith-Riley provided a cheaper estimate for the project which is why they were chosen instead of Payne and Dolan.

- e) **Police Department:** Bill Drollinger stated that he has been busy and working on State training. He has received two applications for the open position in the police department.
- f) **Planning Commission:** Trustee Boyd was present to speak on behalf of the Planning Commission who met the day prior. The meeting was a public hearing for the re-zoning of properties out on M-88 at Holiday Acres, and amending the Zoning Ordinance to allow by special use for multifamily dwellings in R-3 Residential. Trustee Turner made a statement that had been made at the Planning Commission meeting about notification sent out for the zoning changes and he stated that notice had not been given as required by law. Trustee Boyd stated that this had been addressed at the Planning Commission and that notice had been given for that meeting.

#### 11. Closing Member/Public Comment:

- a) **Dave Ciganick**, village resident, spoke on behalf of the re-zoning of the Holiday Acres properties on M-88. He is advocating for the Bechtold family who is trying to sell the house but have been having issues with it being zoned as “Commercial”. He referred to recorded documents stating the intent of the properties of Holiday Acres and that somewhere along the line these properties were switched to “Commercial” from “R-1 Residential”.
- b) **Trustee Turner** asked Mr. Ciganick if he was okay with notice not being sent to the property owners for the proposed re-zoning of the properties.
- c) **Dave Ciganick** responded that the Bechtold’s are the ones advocating for rezoning to “R-1 Residential”. Mr. Ciganick spoke on how he had met with Mr. Rainey on the rezoning and that he seemed indifferent to the rezoning of their property.

#### 12. Adjourn: Meeting adjourned at 8:17 P.M.

Compiled by Angela St. Pierre.

Minutes are subject to approval.

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

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