

Village of Bellaire

ADMINISTRATION AND PERSONNEL COMMITTEE

David Schulz, Chairman
Butch Dewey

Meeting Minutes

July 12, 2012

3:00 p.m.

1. **Call to Order:** Chairman Schulz called the meeting to order at 3:06 p.m.
2. **Attendance**
 - Members Present:** David Schulz and Butch Dewey
 - Members Absent:** None
 - Staff Present:** Chief of Police Brad Rowe, Janet Koch, Clerk
 - Others Present:** Colette Stanish
3. **Approval of Agenda: The agenda was approved.**
 - Motion by Dewey, seconded by Schulz, to approve the agenda as presented. Motion carried by voice vote.**
4. **Approval of Minutes:** The Administration Committee minutes were approved.
 - Motion by Dewey, seconded by Schulz, to approve the minutes of the May 17, 2012 meeting as presented. Motion carried by voice vote.**
5. **Public Comment on Agenda Items:** None presented.
6. **Old Business**
 - a) **Complaint:** The committee read a report from Chief Rowe that detailed an internal investigation that resulted from a complaint received by the village council in May. Schulz said council should be the respondent; he said the committee's goal should be to propose the language of the letter and make a recommendation to council for approval of that language. It was agreed that the letter should be neutral and note that the investigation was conclusive.
 - Motion by Schulz, seconded by Dewey, to recommend to council to approve the letter as stated above to be sent to Ms. Youmans.**
 - Motion carried by voice vote.**
7. **New Business:** None presented.
8. **Discussion Items:** Dewey said the East Jordan Family Health Center is looking at the possibility of purchasing acreage across from the Dollar General store.

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- 9. Communications/Informational:** Schulz said he'd received a letter from MDOT regarding clearing of the wide MDOT right-of-way north of the bridge and west of M88. The letter will be presented to council at the meeting next week. Koch said she and Cathy Odom are working on revising the FOIA policy. Schulz asked Koch and the committee to work toward getting a village complaint policy in place by the end of the year.
- 10. Member/Public Comment:** Stanish asked if some of the village's property behind the bank where a village well is located would be suitable for the health center. Schulz and Dewey told her that the village doesn't own much of that property.
- 11. Adjourn:** Meeting adjourned at 3:31 p.m.

Minutes compiled by:
Janet Koch, Clerk

Approved: _____

Date: _____