

**Bellaire Village Council  
Meeting Minutes  
January 4, 2012**

1. **Call to Order:** President Schulz called the meeting to order at 7:00 PM.
2. **Roll Call Attendance:**
  - Present:** Officers Dave Schulz, Butch Dewey, Brent Nelson, Anne Wendling, Dennis Balon & Helen Schuckel.
  - Absent:** Trish Drollinger
  - Staff Present:** Cathy Odom, Treasurer, Janet Koch, Clerk & Brad Rowe, Chief of Police.
  - Also Present:** Linda Gallagher, Rachel Krino, MaryEllen Murphy & Brad Kik.
3. **Approval of Agenda:** The agenda was approved.

**Motion by Schuckel, seconded by Nelson, to approve the agenda as presented. Motion carried by unanimous voice vote.**
4. **Conflict of Interest:** None presented.
6. **Consent Agenda:** The consent agenda was approved.

**Motion by Balon, seconded by Schuckel, to approve the consent agenda with the removal of the transfers. Motion carried by unanimous voice vote.**
7. **Public Comment on Agenda Items:** None presented.
8. **Old Business**
  - a) **Streetlights:** If we change the street lighting back to what we previously had, the cost would be approximately \$14,000. We also contacted the Bureau of Energy and due to receiving grant money to replace the lights with the more energy efficient lighting, we would have to repay the grant money received. We would also be put on a watch list which would affect our ability to receive future grants. This would make the cost to replace the lighting approximately \$35,000. DPW did try to make the lights a little brighter by lowering the element inside the lights. They did this in a few lights to see if there was a difference. Although not a significant difference, there was a minor increase in light. Council discussed placing the cost of adjusting the remainder of the lights into next year's budget and would hope to see a change in the brightness downtown. It was noted that our energy savings from the energy efficient lights has been approximately \$1600 a year. Council will take a look to see the difference and decide at the next meeting if we should adjust the rest of them. No further action was taken.
  - b) **National Flood Insurance Program:** This was tabled at the last meeting to see if updated flood maps were available. Janet Koch checked with Mr. Joe Meyers from the County Planning office and he is not aware of any updated maps. He is checking into it but we have not heard as of meeting time. Tabled for further research.
  - c) **Property & Building Committee Recommendations:**
    - **IT Quotes:** The committee met and discussed our internet connection and safety if we allow Parkside Arts Council, the Historical Society and Island to access it. We are currently not comfortable with letting them use it. The committee is recommending that they supply their own internet and that we budget \$1000 for computer technology upgrade and equipment. The committee feels it would benefit the Village to develop a relationship with a computer tech in case services are needed. Council discussed the purchase of a new router with different access passwords, but an IT person would be needed to set it up.

**Motion by Wendling, seconded by Nelson, to research & engage the services of a local IT professional for the purpose of ongoing IT support, initially to include assessment of current telecommunications, router configuration, proposal for changes to allow Parkside Arts Council to have their portal, a guest internet ability and safeguarding the Village's network structure and files at a cost not to exceed \$1,000, with Parkside Arts Council to pay for new router is needed. Motion carried by unanimous voice vote.**

- **Community Hall Scheduling:** With the possibility of more activities taking place in the Village hall, the committee discussed a policy stating guidelines for its use. Guidelines discussed were who would be allowed to use it, costs, reservations guidelines and an agreement that would be signed by those who use it. The committee is recommending that Council approve Policy #27, Community Room Rental.

**Motion by Dewey, seconded by Schuckel, to approve Policy #27 of 2011, naming Community Hall Rental guidelines. Motion carried by unanimous voice vote.**

## 9. New Business

- a) **Storm Water Ordinance:** Heidi from the Antrim County Conservation District is proposing that the Village adopt a storm water ordinance as part of our zoning ordinance. We currently have some storm water control but this would be more extensive. Janet Koch noted that if Council wanted to pursue this, the Planning Commission could address it. Heidi was unavailable for this meeting and Council sent it to the Planning Commission for review.
- b) **Bellaire Public School-Letter:** We received a letter from Mr. Emery from the school about repairs needed at the baseball fields. The letter stated that there are volunteers to provide the work, but would like the Village to fund the needed repairs. This was sent to the Parks Committee for budget review.

**Motion by Dewey, seconded by Schulz, to refer the Bellaire Public School's request for baseball diamond repair costs to the parks Committee. Motion carried by unanimous voice vote.**

- c) **July 2012 Meeting Date:** The meeting date for July falls on the 4<sup>th</sup> of July holiday. Council discussed and when meeting dates are determined and approved, the July meeting can be on the third Wednesday.

**Motion by Schulz, seconded by Nelson, to schedule the July meeting on the third Wednesday. Motion carried by unanimous voice vote.**

- d) **February 2012 Meeting Date:** A public hearing meeting and a budget meeting will need to take place to approve the budget. With only one meeting a month and with it being on the first Wednesday, a completed budget may not be ready in time. Council discussed having a second meeting in February. One to discuss regular business and the other for the budget public hearing and approval of the budget.

**Motion by Dewey, seconded by Schuckel, to approve a special meeting Wednesday, February 15, to approve the FY2012-13 budget. Motion carried by unanimous voice vote.**

- e) **Clean Water Requirement Letter:** As part of the Federal Clean Water Act, we are required to provide hydraulic mapping and Ken is gathering cost figures for next year's budget. This was tabled until costs could be obtained.
- f) **Mortensen Funeral Home-Rates:** Mortensen Funeral Home sent a letter requesting rate increases for burials. Rates for cremation opening rate would be \$200 on weekdays, \$250 on Saturday and \$350 on a Sunday.

**Motion by Dewey, seconded by Schulz, to approve an increase in cremation opening rates to \$200 on weekdays, \$250 on Saturdays and \$350 on Sundays effectively immediately.  
Motion carried by unanimous voice vote.**

**10. Discussion Items:**

- *Butch Dewey:* asked about grave sites that have been sold and what families do with them if no one is using them. It was noted that they have only two options. They can be given to family members with a deed change through the village or sold back to the village at the original cost.

**11. Department/Committee Reports**

- a) *Committee Reports:* None presented.
- b) *Clerk/Planner:* None presented.
- c) *Deputy Clerk/Treasurer:* We received a congratulations certificate from the state for successfully completing our energy grant project.
- d) *Department of Public Works:* None presented.
- e) *Police Department:* None presented.
- f) *Planning Commission:* None presented.

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

- *David Schulz:* informed Council that the 2<sup>nd</sup> phase of the EVIP program is completed and has been sent to the State for us to be able to receive our second share of revenue sharing funds.
- *Brad Kik:* thanked Council for the beautifully written letter of support for their grant application.

**13. Adjourn:** Meeting adjourned at 7:55 P.M.

Compiled by Cathy Odom  
Minutes are subject to approval.

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

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