

**Bellaire Village Council
Meeting Minutes
August 1, 2012**

1. **Call to Order:** President Schulz called the meeting to order at 7:00 PM.

2. **Roll Call Attendance:**

Present: Officers Dave Schulz, Laurie Sexton, Anne Wendling, Trish Drollinger & Helen Schuckel & Brent Nelson.

Absent: Butch Dewey

Staff Present: Cathy Odom, Treasurer & Janet Koch, Clerk & DPW Supervisor Ken Stead.

Also Present: Colette Stanish, Al Odom, Tim Petrosky, MaryEllen Murphy, Rachel Krino, Betty Hoover & Jill S.

3. **Approval of Agenda:** The agenda was approved.

Motion by Schuckel, seconded by Wendling, to approve the agenda with the additions of new business item d, letter of support; item h, MML W/C Board Vote; i, Museum Contract; j, School Agreement; k, Consumers Energy Tree Grant and l, Friends of the Library Request. Motion carried by unanimous voice vote.

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

5. **Consent Agenda:** The consent agenda was approved.

Motion by Schuckel, seconded by Nelson, to approve the consent agenda as presented. Motion carried by unanimous voice vote.

6. **Public Comment on Agenda Items:** None presented.

7. **Old Business**

- a) **Lobby Color:** MaryEllen from Parkside Arts Council stated that they didn't think ideas discussed to tone down the lobby color would work and asked to keep the current color. Council discussed. Wendling stated that color is personal preference and that it wasn't right to make them repaint because we don't like it. Drollinger noted that they agreed to repaint if Council didn't like the color. President Schulz suggested a couple people from Council meet with Parkside and come up with colors that satisfy both parties and get it repainted once the busy season has passed.

Motion by Nelson, seconded by Drollinger, to have a couple members of Council and the Clerk meet with Parkside, once the summer season has ended, to come up with a color that satisfies both parties. Motion carried by 5 ayes and 1 nay by Wendling.

- b) **Craven Park Campground:** The Village campground caretaker was unable to work for the remainder of the summer. The Parks Committee met and is recommending that we do not replace him at this time. The plan will have the police department collect camping fees, have the DPW clean the bathhouses during the week and hire someone to clean the bathhouses at \$25.00 for each cleaning on the weekends. They would like to hire Diane Kirt. She is willing to do the job and will clean both Craven and Richardi bathhouses on the weekend.

Motion by Drollinger, seconded by Schulz, to hire Diane Kirt to clean the Craven Park & Richardi Park bathhouses on Saturdays & Sundays at \$25 per bathhouse per day with added cleaning during the softball tournament and over Labor Day weekend as needed. Motion carried by unanimous voice vote.

Drollinger also informed Council that Parks has been discussing not hiring a caretaker for next year with details still needing to be worked out. They will discuss at length before the season next summer. Due to not having a caretaker, to continue taking reservations was discussed. Staff stated that they believe they have a handle on it so it may not be an issue.

8. New Business

- a) **CMS Energy – Franchise Agreement:** Our electric franchise agreement with Consumers Energy expires and a new one will have to be approved. Mr. Tim Petrosky, Consumers Area Manager, presented the paperwork that would need to be approved and filed. An ordinance must be approved and an acceptance & certification form will need to be filed. Mr. Petrosky stated that the normal length of an agreement is 30 years, but Consumers would agree to less if needed.

Motion by Schulz, seconded by Sexton, to approve Ordinance #2 of 2012, Consumers Energy Co. electric franchise ordinance and authorize the President and the Village Clerk to sign said ordinance. Motion carried by unanimous roll call vote.

President Schulz noted that one thing that could be taken back to the decision makers at Consumers is when they select a company to trim trees, that they consider, based on the State's economy, hiring a company within the State to provide the work. Mr. Petrosky noted that he would check into that and let us know if there was a reason an out of state company was chosen. Mr. Petrosky informed Council that the ordinance must be posted in the newspaper and they generally pay for the cost of publishing.

- b) **Newspaper Article – Council Meeting:** Linda Gallagher could not attend this Council meeting and has asked if Council would approve Clerk Koch writing the article of the meeting for the Antrim Review. There would not be a byline on the article. President Schulz stated that the article should be reviewed before it goes to print.

Motion by Schulz, seconded by Wendling, to have Clerk Koch craft the article that will appear in next Thursday's Antrim Review with the provision that the copy be reviewed and approved by the President of the Village. Motion carried by unanimous voice vote.

- c) **Bridges-Load rating Proposal from Fleis & Vandenbrink:** The federal government is now requiring bridges to be tested for load rating, which is how much weight a bridge can bear. Fleis & Vandenbrink provided a quote of \$1,100 per bridge, \$2,200 total, to execute the test and provide results to the Village. This is an unbudgeted expense and Council reviewed the budget report. The funds were found in the repair & maintenance part of the major street budget.

Motion by Schulz, seconded by Nelson, to engage Fleis & Vandenbrink to provide load rate analysis on the two bridges for a cost not to exceed \$2,200 and to authorize DPW Supervisor Ken Stead to sign the authorization to proceed agreement. Motion carried by unanimous voice vote.

- d) **Glacial Hills Pathways Council Rep. & Letter of Support:** Clerk Koch attended a meeting and suggests that a council member be the representative for the Village. The next meeting is scheduled for September 10, 2012 at 10:00 am and she explained what took place at the meeting she attended. The Grand Traverse Land Conservancy was very excited to have local involvement. They are also looking for a letter of support for possible grants that would provide more financial support. Trustees Nelson & Drollinger noted that they could share the duties of attending meetings. Clerk Koch also noted that this would be a good co-op project for EVIP.

Motion by Schulz, seconded by Wendling, to have the Village Council authorize the Village Clerk craft a letter of support addressed to the Conservancy noting the Village's full support of the Glacial Hills Pathway and partnering with them in that endeavor and in planning to connect the Village walking path to that system. Motion carried by unanimous voice vote.

- e) **Delinquent Personal Property Tax Collection:** We have one business that is no longer in operation but still owes personal property taxes. The amount of the tax is approximately \$250 and we have spent \$130 to try and collect so far. We can research what the next step is to try and collect and address again at a future meeting. If the tax amount remains due, Council agreed to research the next steps in the collection process.

- f) **Village Credit Card:** The Village credit card was compromised and fraudulent paperwork was filed with the credit card company. The current card was cancelled and a new card issued. The previous Village credit limit was \$1,000, but the new card limit is \$2,000. After discussion about what the limit should be the following motion was made:

Motion by Schulz, seconded by Drollinger, to confirm the new Village credit card and accept the credit limit of \$2,000. Motion carried by unanimous voice vote.

- g) **Commission on Aging Request:** The COA is hosting a picnic at their pavilion on August 16th and would like to borrow our picnic tables from the pavilion for the event. They will pick them up and return them.

Motion by Wendling, seconded by Drollinger, to allow the COA to use the picnic tables as long as they return them. Motion carried by unanimous voice vote.

- h) **MML Workman's Comp Board Vote:** The MML workman's comp board is up for re-election and Council has a vote. There are five running and five seats available and all those running are incumbents.

Motion by Nelson, seconded by Sexton, to approve the vote for the five incumbents for the MML workman's comp board. Motion carried by unanimous voice vote.

- i) **Museum Contract:** The lease agreement for the museum is up for renewal. Any Kearney Township language was removed and the agreement is now between the Village of Bellaire and the Bellaire Historical Society. Ms. Hoover updated the Council on the status of the donations received for the community hall restrooms. She thanked the office and DPW staff for their help in getting the accessories purchased and installed.

Motion by Drollinger, seconded by Schuckel, to approve the two year lease agreement between the Bellaire Historical Society and the Village of Bellaire. Motion carried by unanimous voice vote.

- j) **School Agreement:** The contract with the school for the use of the parks is up for renewal. There are no changes except the dates of the contract.

Motion by Schuckel, seconded by Sexton, to approve the contract for the 2012-13 school year authorizing the Village President to sign on behalf of the Village. Motion carried by unanimous voice vote.

- k) **Consumers Energy Tree Grant:** Consumers Energy is again offering a grant for replacement of trees. We have applied for and been awarded this grant previously. It is due August 24, 2012.

Motion by Schulz, seconded by Schuckel, to have the Village of Bellaire take advantage of the Consumers Energy Tree Grant, authorizing the Village Clerk to complete the application and the Village President to sign it on behalf of the Village. Motion carried by voice vote.

- l) **Friends of the Library Request:** The Friends of the Library are planning a bridge walk for children's literacy. They will meet at Richardi Park and start on the walking path. The walk will take place on Labor Day and they will provide coffee & donuts at the park after the walk. They would like to know what they would need to do to have this event happen.

Motion by Wendling, seconded by Schuckel, to approve the Friend of the Library request to allow for the walk for Children's Literacy. Motion carried by unanimous voice vote.

9. **Discussion Items:** None presented.

10. Department/Committee Reports

- a) *President Schulz:* None presented.

- b) **Committee Reports:** None presented.
- c) **Clerk/Planner:** informed Council that the Allcott Addition street vacation process is almost complete. They have to give the amended plat a new name. They will call it the First Amended Plat of Allcott's Addition to the Village of Bellaire. Chief Rowe contacted the owner at 204 E. Cayuga and he was receptive to doing some of the repairs needed to the home and has already completed some of the work. She called the health department and they do not handle work of this nature. The Parkside Arts Council lease will be expiring soon so the Property & Building Committee should meet soon. Janet informed Council that the front doors have been left unlocked twice. Council suggested making a list of things that have taken place and bring to the meeting for discussion.
- d) **Deputy Clerk/Treasurer:** Those running for election in November must have their petitions turned in by 4 pm on August 14, 2012 to the candidates respective township clerks.
- e) **Department of Public Works:** None presented.
- f) **Police Department:** None presented.
- g) **Planning Commission:** None presented.

11. Closing Member/Public Comment:

- a) **Betty Hoover:** let Council know that she was blamed for leaving the front doors open, but when she left, there were still people upstairs and the lights were still on.
- b) **Dave Schulz:** thanked Antrim County for partnering with the Village to get the public parking signs, which helps with our EVIP plan. He also thanked the DPW staff for getting them up. He thanked the Historical Society for their 75th birthday celebration of the community hall. He also reminded those present to exercise their right to vote in the primary election.

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

Compiled by Cathy Odom
Minutes are subject to approval.

Approved: _____

Date: _____