

**Bellaire Village Council
Meeting Minutes
April 3, 2013**

1. **Call to Order:** President Schulz called the meeting to order at 7:00 PM
2. **Pledge of Allegiance:** The Pledge of Allegiance was said followed by a moment of silence for deceased Council Trustee Brent Nelson.
3. **Roll Call Attendance:**
 - Present:** Officers Dave Schulz, Council Trustees Trish Drollinger, Dan Bennett, Laura Sexton, Butch Dewey & Helen Schuckel.
 - Absent:** N/A
 - Staff Present:** Cathy Odom, Treasurer, Janet Koch, Clerk, Ken Stead, DPW Supervisor & Brad Rowe, Chief of Police.
 - Also Present:** Colette Stanish, Mike Smith, Ruth Basch & Marguerite Karabin.
4. **Approval of Agenda:** The agenda was approved.
 - Motion by Schuckel, seconded by Bennett, to approve the agenda with the additions of new business item i, Dental & Vision Insurance, item j, Staff Consideration and discussion item b, Chair of the Public Works Committee. Motion carried by unanimous voice vote.**
5. **Conflict of Interest:** None presented.
6. **Consent Agenda:** The consent agenda was approved.
 - Motion by Sexton, seconded by Schuckel, 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) **Lease/Easement-Richardi Park:** We received a letter from the attorney from his initial review of the lease and his recommendations for putting it place. Clerk Koch attended the County Parks & Land Committee meeting to inform them that the Village will be considering the Village attorney's recommendations. The County committee approved the lease pending any changes made by the Village Council. If the Council has any changes they would like to incorporate into the lease, we should forward them to Mr. Koop. If Mr. Koop approves them he will send it directly to the Commissioners. If he doesn't then it will go back to the committee for review and to reapprove. President Schulz said this could be sent to committee to discuss our attorney's recommendations. Clerk Koch said there were a couple crucial changes the Village should consider. Our attorney recommends the lease not be signed at all unless indemnification is mutual. Another change recommended is that the lease automatically renew for ease on future Council boards. Koch stated this agreement will be useful if we decide to apply for grants for the portage station. The attorney's recommendations were reviewed.
 - Motion by Dewey, seconded by Bennett, to propose changing the lease to automatically renewal and to make indemnification on both parties. Motion carried by unanimous voice vote.**
 - Walking Path Lease:** Assistant Planner, Joe Meyers, informed Clerk Koch that he found an unsigned 50 year lease for the walking path located south of Holiday Acres. The Village also did not have a signed copy of this lease. We also do not have any information about it from Council minutes or meetings. The County committee is going to forward the 50 year lease to the Commissioners because they originally voted and approved it. If approved again, then

they will forward it to us for our approval and signature. We currently have a lease on the property but for a shorter length of time.

Summer Ball Field Lease: This lease is automatically renewed unless one party or the other would like to make changes to it. There were no changes recommended so this will automatically renew.

8. New Business

- a) **Bellaire Garden Club:** Marguerite Karabin from the Garden Club requested that the bridge boxes be installed and they hope to plant by Memorial Day. They will again maintain them and would like the Village to water them as in past years. She also mentioned there is lattice work and water system problems at the Gazebo and requested they be fixed. They will be adding some new dirt and mulch and with the help of the DPW they are hoping to get it spruced up.

Motion by Sexton, seconded by Schuckel, to continue its set up and support of the flower boxes for the bridge on Bridge St. and to fund up to \$150 on annual flowers. Motion carried by unanimous voice vote.

- b) **Resolution #05 of 2013, Street Administrator:** This is an annual resolution naming the street administrator for the fiscal year.

Motion by Sexton, seconded by Drollinger, to approve Resolution #05 of 2013, naming Ken Stead, the DPW Supervisor, as the Street Administrator for the 2013-14 fiscal year. Motion carried by unanimous roll call vote.

- c) **Resolution #06 of 2013, Bond Counsel:** This is an annual resolution naming the Village bond counsel for the fiscal year.

Motion by Dewey, seconded by Schulz, to approve Resolution #06 of 2013, naming Miller, Paddock, Canfield & Stone as the Village Bond Counsel for the 2013-14 fiscal year. Motion carried by unanimous roll call vote.

- d) **Resolution #07 of 2013, Financial Institutions:** This is an annual resolution naming the Village financial institutions for the fiscal year.

Motion by Schuckel, seconded by Bennett, to approve Resolution #07 of 2013, naming Citizen's Bank of Bellaire, Huntington Bank of Bellaire, Alden State Bank and Baywinds Federal Credit Union as the Village depositors for the 2013-14 fiscal year. Motion carried by unanimous roll call vote.

- e) **Meeting Schedule:** The meeting schedule for the 2013-14 fiscal year needs to be set and approved. The July meeting falls on the day before the holiday and the January meeting falls on New Year's Day and discussion occurred on when to reschedule those meetings. The July 3rd meeting was moved to July 2, 2013 and the January 1 meeting was moved to January 8, 2013.

Motion by Schuckel, seconded by Dewey, to approve the 2013-14 meeting dates. Motion carried by unanimous voice vote.

- f) **Campground Sign:** Due to running the campground without a caretaker, there is no need to have the campground phone line and the service is cancelled. The sign at the campground lists the cancelled phone number. The company we purchased the sign from says they can groove the phone number out and insert material with the new number on it, which would then make it replaceable for about \$250 or we can purchase a new sign for about \$700.

Motion by Schulz, seconded by Bennett, to replace the phone number on the sign at a cost not to exceed \$250. Motion carried by unanimous voice vote.

- g) **Summer Ball League Contract:** The contract with the Summer Ball League needs to be renewed and there are no changes to it except the dates.

Motion by Sexton, seconded by Schuckel, to approve the contract and authorize the Village President to sign the contract for the Bellaire Summer Ball League. Motion carried by unanimous voice vote.

- h) **Community Hall Cleaning:** The Administration Committee interviewed four applicants for the cleaning position. During the interview process, we heard from the person who cleans the park bathhouses on the weekend and she will no longer be available to do the job. The committee asked each applicant if they would be willing to also clean the bathhouses, all said they would. They are recommending the Village hire Amy Hynes as an independent business person, not an employee. There was some discussion about cleaning the park bathhouses if Ms. Hynes needs to take a weekend off and it was noted someone from the DPW may be available to fill in.

Motion by Dewey, seconded by Drollinger to hire Amy Hynes for the contract cleaning position. Motion carried by unanimous voice vote.

- i) **Dental & Vision Insurance:** We had an employee ask if they may opt out of the Village health insurance but keep the dental and vision policy. Koch spoke with our insurance representative and we cannot separate the policies because they are not freestanding. To change it to freestanding we need the underwriter's permission. Changing would not affect premiums. Trustee Bennett asked if they would allow for two policies to interact with each other and it was noted that we didn't think so.

Motion by Schulz, seconded by Bennett, to authorize the Clerk to give Darci the go ahead to proceed with the request to Blue Cross Blue Shield underwriting for freestanding benefits. Motion carried by unanimous voice vote.

Mr. Stead asked if this would be available to all employees if approved and how would that affect the opt out benefit. President Schulz said it would but proof of other coverage would have to be presented. Clerk Koch stated that it would be a Council decision. President Schulz said to get through the underwriter process first and then address this at that time.

- j) **Staff Consideration:** President Schulz informed all present of the viewing time, funeral service time and location for Trustee Nelson. The staff has asked if the office could be closed so they can attend the funeral. He said that due to the relationship Trustee Nelson had with the staff, he would like to recommend that an employee be allowed to attend without losing time.

Motion by Drollinger, seconded by Bennett, to allow an employee wishing to go to the service or viewing permission to go without losing time. Motion carried by unanimous voice vote.

9. Discussion Items:

- a) **Municipal Bond Tax Exemption:** There is some discussion in the state legislature that would reduce or eliminate the tax exemption given on municipal bonds. President Schulz explained there was not time to review the material explaining the exemption so this was tabled until the next meeting.
- b) **Public Works Committee Chair:** The Public Works Committee is scheduled to meet with a representative of the Michigan Rural Water Association (MRWA) to discuss the results of a water and sewer rate study. With the loss of Trustee Nelson, President Schulz asked Trustee Dewey if he would be able to chair that meeting and he agreed.

10. Department/Committee Reports

- a) **Committee Reports:** The Parks Committee interviewed two applicants for the lifeguard and hired Spencer Kreger. We are working on getting him scheduled for training.
- b) **Clerk/Planner:** The DNR grant went off on Friday and we should know the decision in December.
- c) **Deputy Clerk/Treasurer:** Reminded the Council the audit is scheduled for Tuesday, April 8, 2013.
- d) **Department of Public Works:** None presented.
- e) **Police Department:** The Chief let the Council know that as soon as the weather breaks he will be issuing some violations and will request a formal hearing on one place due to being asked continually to improve the property. Some attorney costs will be involved. He also let the Council know the new car is on its way.
- f) **Planning Commission:** None presented.

11. Closing Member/Public Comment:

- **Dan Bennett:** informed the Council that the legislature is working on not allowing sick days to government employees. There was discussion about the correct wording and who it applies to. The Clerk will get the language and send it out. It was noted the Village doesn't offer sick time any longer. It was changed to be paid leave.
- **David Schulz:** stated that in lieu of flowers for Trustee Nelson, the family designated donations be made to the Chain O Lakes Sportsman Club, which he was very involved in.

12. Adjourn:

Meeting adjourned at 7:44 P.M.

Compiled by Cathy Odom
Minutes are subject to approval.

Approved: _____

Date: _____