

**Bellaire Village Council  
Meeting Minutes  
March 4, 2015**

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

2. **Roll Call Attendance:**

**Present:** President David Schulz, Council Trustees Bryan Hardy, Dan Bennett, Trish Drollinger, Helen Schuckel, David Ciganick & Eldon McPherson.

**Absent:** N/A

**Staff Present:** Lori Lockett, Clerk, Cathy Odom, Treasurer & Brad Rowe, Chief of Police.

**Also Present:** Patti Savant, Alan Shumaker & Tim Reicha.

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

**Motion by Schuckel, seconded by Bennett, to approve the agenda with the addition of new business item g, Short's Anniversary Party Requests: Road Closure, Sidewalk Closure & Noise Ordinance Variance and to place it between items a & b. Motion carried by voice vote.**

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

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

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

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

7. **Old Business:**

a) **Employee Handbook:**

- **Paid Leave-30 Years:** At the last meeting, Council reviewed the section of paid leave in the handbook and decided to include 6 weeks of paid leave for employees who have worked more than 30 years. President Schulz stated that because the handbook has a maximum of 4 weeks, it was thought that this additional time should have been listed as 5 weeks instead of 6. The reason one employee received 6 weeks was due to them receiving an additional week in their contract that had been given to them in lieu of sick time. Trustee Drollinger said she would like the handbook to include employees who have worked from 21-30 years to receive 5 weeks of paid leave and anyone over 30 could receive 6 weeks. It was noted that if approved, one employee would actually receive 7 weeks due to the time given in lieu of sick time. This was tabled until the revisions to the handbook were complete.
- **Attorney Recommendation & Cost:** The attorney reviewed the amendments to the handbook and would like to recommend that it be entirely rewritten. The cost would be an additional \$300-\$400 dollars. He will review statues and make sure we are complying with current laws. He is also recommending that the drug screening section be removed and made into a policy. The funds are in the budget. Trustee Drollinger would like to see the changes to the paid leave section placed into the handbook.

**Motion by Schulz, seconded by Bennett, to authorize the Village Clerk to work in conjunction with Up North Law to review the entire then employee handbook at a cost not to exceed \$400. Motion carried by voice vote.**

- b) **Employee Contracts-Renewal:** The new wage rates and the benefit sections have been amended in the contracts for the Clerk, Treasurer, DPW Supervisor and the Chief of Police. They are now ready for renewal.

**Motion by McPherson, seconded by Bennett, to authorize the Village President to sign the four employee contracts. Motion carried by voice vote.**

**8. New Business:**

- a. **Shanty to Shorts Run/Relay for Life 5K:** Steve Kerschner has organized the Shanty to Shorts run and the Relay for Life 5K for the past few years and would like Council's permission to do so again this year. The Shanty to Shorts Run is scheduled for May 9, 2015 and Broad St. will need to be closed for the finish line. The Relay for Life 5K is scheduled for June 20, 2015. Chief Rowe explained there have been no problems with either of these runs and will work out the details with Mr. Kerschner.

b. **Short's Anniversary Party Requests:**

- **Road Closure:** Tim Reicha from Short's Brewing Co. sought permission to close M-88 between Cayuga and Broad St. for the 11<sup>th</sup> year anniversary party. It will be closed from Friday, April 24, 2015 at 6:00 pm until Sunday, April 26, 2015 at noon. They have shortened the event to about 10:30 pm. The band will play until 10:00, but will play an encore, which will put it past 10:00 pm. Security will be present to make sure people clear the streets right after that. Trustee Ciganick reminded Council that the road closure had already been approved at the January 7, 2015 meeting. Chief Rowe said it was done then because he needed it to apply for the MDOT permit. No further action was taken.
- **Sidewalk Closure:** Short's Brewing Company would also like to close the sidewalks for the event. President Schulz informed the Council that last year Short's spoke with all of the business owners about the sidewalk closure and he then to do the same this year. He also noted that the Village was named as an additional insured on their insurance policy for the event.

**Motion by Schulz, seconded by Bennett, to approve the closure of the sidewalks on Saturday, April 25, 2015 from 3:00 pm to Sunday, April 26, 2015 at noon contingent upon Short's presenting their plan to all businesses to inform them and get their approval and to name the Village as an additional insured. Motion carried by voice vote.**

- **Noise Ordinance Variance:** President Schulz informed Mr. Reicha that last year letters were sent out to the neighbors within a 300' radius of the event to see if they had a problem with the music lasting past the deadline. He said they should be informed if they have a conflict with it they should attend the April 1, 2015 council meeting to voice their concerns. A timeline for a response from the letters was discussed.

**Motion by Bennett, seconded by Drollinger, to approve the noise ordinance various until 10:30 pm, contingent upon communication of no complaints or concerns. Motion carried by voice vote.**

- c. **Meeting Dates:** Meeting dates for the upcoming fiscal year are set and approved on an annual basis. It was noted that Council may occasionally have to change of regularly scheduled meetings. If this occurs, a notice will be placed on the office front doors at least 18 hours in advance to notify of the change.

**Motion by Bennett, seconded by McPherson, to approve the 2015-16 meeting date schedule as presented. Motion carried by voice vote.**

- d. **Resolution #05 of 2015, Bond Counsel:** This is an annual resolution naming the Village Bond Counsel for the fiscal year 2015-16.

**Motion by Bennett, seconded by McPherson, to approve Resolution #05 of 2015 naming Miller, Paddock, Canfield & Stone as the Village of Bellaire Bond Counsel for FY2015-16. Motion carried by roll call vote. Ayes: Bennett, McPherson, Ciganick, Drollinger, Hardy, Schuckel & Schulz.**

- e. **Resolution #06 of 2015, Depositors:** This is an annual resolution naming the Village of Bellaire financial depositors for the fiscal year 2015-16.

**Motion by McPherson, seconded by Bennett, to approve Resolution #06 of 2015 naming Alden State Bank, First Merit Bank, Huntington National Bank & 4Front Credit Union, all of Bellaire, MI as the Village of Bellaire Financial Depositors for the fiscal year 2015-16. Motion carried by roll call vote. Ayes: McPherson, Bennett, Ciganick, Drollinger, Hardy, Schuckel & Schulz.**

- f. **Resolution #07 of 2015, Street Administrator:** This is an annual resolution naming the Village of Bellaire street administrator for the fiscal year 2015-16.

**Motion by Schuckel, seconded by Bennett, to approve Resolution #07 of 2015, naming Ken Stead as the Village of Bellaire Street Administrator for FY2015-16. Motion carried by roll call vote. Ayes: Schuckel, Bennett, Ciganick, Drollinger, Hardy, McPherson & Schulz.**

- g. **Paddle Antrim:** Patti Savant from the Chamber updated the Council on the mission statement of Paddle Antrim, explained what they hope to provide and what they value. They want to put focus on our water resources and will provide educational events annually. The first event to celebrate our waterways will be a non competitive event on September 18 & 19, 2015. The paddlers will travel from Ellsworth to Elk Rapids during the two day event, stopping in communities. The communities will provide some sort of event for them to attend, with the event in Bellaire undetermined at this point. Ms. Savant informed Council that sponsorships are being offered and still needed. Fundraising is also being done. They are also informing all of the communities governmental agencies so everyone is aware. President Schulz noted that we are still interested in the installation of a kayak station but the cost, which is between \$20,000 and \$25,000 could not be placed into our budget at this time.

**10. Discussion Items:** None presented.

#### **10. Department/Committee Reports**

- a) **Committee Reports:** None presented.
- b) **Clerk/Planner:** None presented.
- c) **Deputy Clerk/Treasurer:** None presented.
- d) **Department of Public Works:** None presented.
- e) **Police Department:** None presented.
- f) **Planning Commission:** None presented.

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

- **Alan Shumaker:** informed Council that the service lines at his home froze. He determined that the frozen pipes did not lie with the pipes from his residence. He proceeded to set up a hot water system to try and unthaw them which was ineffective due

to elbows and bends in his lines. He contacted a DPW employee for advice, who suggested he contact Matt's Underground Service. They determined they could not help him due to the same reasons. From here, he contacted local plumbers, who suggested that a Village employee open the meter pit to see if the problem was on his side or the Village side. He explained that he has spent about \$225 on plumbers and would like the Village to discuss what they can do in the future to help their residents. Mr. Shumaker isn't asking the Village to absorb the liability of the cost of unthawing pipes due to the inherent dangers with doing so. He did hook up a hose to a neighboring property at his expense. He stated that other communities just do that. He said Central Lake and Mancelona are doing this and wondered if the Village could pursue this. He then said his expenses are in excess for \$400 and that he was told it was his fault that this freeze occurred. President Schulz said he would speak with the DPW Supervisor for a few details about last year's frozen pipes. He said he would also like the Public Works Committee to meet to look into a trending analysis where there might be a huge exposure and to look at other routes that water lines might go and show the same susceptibility. If a trend can be determined a strategy to handle it can be determined. Mr. Shumaker noted that he was told he may have caused his pipes to freeze by plowing over the area of his meter pit. He stated that everyone knows that you have to move snow back to make room for more or you lose your driveway. For an example he mentioned Sandy Baker's home, which is also frozen and says it's not caused by the this in her case. President Schulz thanked him for coming and he will speak with the supervisor for details.

**12. Adjourn:** Meeting adjourned at 7:52 P.M.

Compiled by Cathy Odom  
Minutes are subject to approval.

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

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