

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

1. **Call to Order:** President Pro-tem Dan Bennett called the meeting to order at 7:00 PM.
2. **Roll Call Attendance:**
 - Present:** President Pro-tem Dan Bennett, Council Trustees Bryan Hardy, Helen Schuckel, David Ciganick, Trish Drollinger & Eldon McPherson.
 - Absent:** President David Schulz
 - Staff Present:** Lori Lockett, Clerk & Cathy Odom, Treasurer.
 - Also Present:** Dee Lynch, Dan Bean, Aaron Kirt & Bradley Keiser.
3. **Approval of Agenda:** The agenda for November 4, 2015 was approved with the addition of new business item e, Youth Center Tribe Grant.

Motion by McPherson, seconded by Schuckel, to approve the agenda with the addition of new business item e, Youth Center Tribe Grant. Motion carried by voice vote.
4. **Conflict of Interest:** Trustee Hardy noted a potential conflict with the Youth Center Tribe Grant.
5. **Consent Agenda:** The consent agenda was approved.

Motion by Schuckel, seconded by Hardy, to approve the consent agenda as presented. Motion carried by voice vote.
6. **Public Comment on Agenda Items:** Trustee Bennett welcomed Sheriff Dan Bean to the meeting.
7. **Old Business:**
 - a) **EVIP:** This year's EVIP documents were presented at the last meeting for Council's review. These would include, but are not limited to, the Village dashboard, a debt service report, and citizen's guide. When approved they will be sent to the State Treasury and placed on our website per State requirements. If there are no changes then they are ready for approval and to be signed by the President.

Motion by Hardy, seconded by McPherson, to authorize the Village President to sign the EVIP documents as presented. Motion carried by voice vote.
 - b) **B DFA Water Service:** At the last meeting staff was directed to contact Chief Baker and gather more information on the use of a meter that was installed many years ago but is not currently being monitored. Treasurer Odom informed Council that they are using that line to fill the tanker with water when they have training exercises, in the winter to fill the tanker so as not to ice up the streets due to using a hydrant, and for washing their vehicles. The major use of this line is for their required annual hose testing. Council discussed monitoring usage for a period of time to determine whether to set up an account for them and start billing or to keep it as a service to the community for fire safety. How to bill them was also discussed. Discussion of whether the fire department building pays taxes occurred, with staff saying they will check. Trustee Ciganick noted that the Village charges itself for water & sewer service on each of their buildings and if we pay for usage the fire department should not be exempt from being charged for usage.

Motion by Drollinger, seconded by Hardy, to monitor usage of the fire department meter for a period of three months and then review the usage to make a decision on how to bill them. Motion carried by voice vote.

- c) **Ordinance #01 of 2015, Parking Amendment:** Trustee Bennett stated he would like to table the approval of this ordinance until the next meeting when Chief Rowe could be consulted.

Motion by Ciganick, seconded by Drollinger, to table the decision on Ordinance #01 of 2015, Parking Amendment, until the next meeting, to confer with Chief Rowe. The motion further states to add Broad St. to the amendment. Motion carried by voice vote.

- d) **Parking Signs:** The discussion of parking signs was also tabled as we will not need new signs unless Ordinance #01, the parking amendment, is approved.

e) **Streets & Motor Pool Committee**

- **Peddler's Ordinance:** Trustee Ciganick explained that allowing peddler's to use downtown parking spaces could create a problem given the lack of parking spaces already in the downtown district. The Committee members discussed allowing them as a land use on private property, but not on Village streets. They also discussed fundraising for nonprofit organizations such as the Boy & Girl Scouts, etc. The Streets and Motor Pool Committee recommended that an ordinance be approved denying peddlers from parking downtown. It was noted the idea is liked, but there was no room to give up parking spaces to food trucks.

Motion by Ciganick, seconded by the Committee, to approve the drafting of an ordinance denying peddlers from occupying parking spaces within the Village. Motion carried by voice vote.

8. New Business:

- a. **No Trespassing-Village Property:** Chris Thompson recently found and removed a hunting blind on the waste water treatment plant property. It has been turned into the Bellaire PD and if it is claimed, they will explain to the owner that they are trespassing and hunting is not allowed on Village property. No action is needed at this time except that President Schulz wanted Council to be aware of the situation.

- b. **DDA Director-Office Space:** The DDA is in the process of hiring a DDA Director and it is being recommended by President Schulz, that we offer them the use of the front office space on the other side of the community hall through 2016 as in kind support to the DDA. It was noted that if approved, an agreement should be developed so conditions of its use are in writing.

Motion by Hardy, seconded by McPherson, to allow the use of the front office space contingent upon terms outlined in an agreement. Motion carried by voice vote.

- c. **DDA Charges:** The office staff has been making copies for the DDA. These charges should be expensed to the DDA and it is being recommended that we start to bill them for these expenses. It was noted that they can be billed monthly, quarterly or however Council felt was appropriate.

Motion by Hardy, seconded by McPherson, to start billing the DDA for expenses accrued by Village staff on a quarterly basis. Motion carried by voice vote.

- d. **Meeting Per Diem:** In the past, when two meetings have been scheduled on the same night, Council has approved only being paid for one meeting. It was suggested that we do so again.

Motion by Drollinger, seconded by Ciganick, to approve counting the public hearing and the regular Council meeting as one and receiving only one meeting stipend. Motion carried by voice vote.

- e. **Youth Center Tribe Grant:** Dee Lynch from the Youth Center explained to Council that the Village had previously sponsored the application of a tribal grant for them and they would like us to do so again. The deadline for the grant is December 31, 2015. If awarded, the

Village would receive the funds, the invoices and pay them. She also would like the Village to provide a letter of support for the grant application.

Motion by McPherson, seconded by Schuckel, to approve sponsoring the application of a tribal grant due December 31, 2015 by the Bellaire Youth Center and to authorize the Village President to sign a letter of support for their grant application. Motion carried by voice vote with Trustee Hardy abstaining.

9. Discussion Items:

- a) **Budget:** It is once again time for budget discussions. A budget report and a current revenue and expense activity report were included in Council packets. Committees should start to decide what they would like to see in next year's budget and start to schedule meetings to discuss.

10. Department/Committee Reports

- a) **Committee Reports:** None presented.
- b) **Clerk/Planner:** None presented.
- c) **Treasurer/Deputy Clerk:** The new webcam is up and running. The status of Mr. Stead's workman's comp incident was explained.
- d) **Department of Public Works:** None presented.
- e) **Police Department:** A written report was presented.

11. Closing Member/Public Comment:

- **Dave Ciganick:** Trustee Ciganick asked of the status of the PA system and it was noted that we have not heard from Ms. Savant or the gentleman she said was going to check it out.
- **Sheriff Dan Bean:** The Sheriff informed the Council that his department was back at full staff after several years, but that dispatch is still in need of more support. Mr. Bratschi, the 911 coordinator, retired. A 911 connect group is working together to get one 911 system instead of the several that are currently in place. Training is in the beginning stages but it will allow residents access to their own files where they can input any information they feel will help 911 personnel with their potential incident. The new system is called "RAVE" and will help with costs.

12. Adjourn: Meeting adjourned at 7:53 P.M.

Compiled by Cathy Odom
Minutes are subject to approval.

Approved: _____

Date: _____