

# Village of Bellaire

## PROPERTY & BUILDING COMMITTEE

Butch Dewey, Chairman

Daniel Bennett

Helen Schuckel

### MEETING MINUTES

January 30, 2013 at 11:00 a.m.

1. **Call to Order:** Chairman Dewey called the meeting to order at 11:00 a.m.
2. **Roll Call Attendance**
  - Present:** Chairman Dewey, Dan Bennett & Helen Schuckel
  - Absent:** None
  - Staff Present:** Janet Koch, Clerk
  - Also Present:** Mary Ellen Murphy of Parkside Arts Council
3. **Approval of Agenda:** The agenda was approved.  
**Motion by Schuckel, seconded by Bennett, to approve the agenda as presented.**  
**Motion carried by unanimous voice vote.**
4. **Approval of Minutes:** The minutes were approved.  
**Motion by Schuckel, seconded by Bennett, to approve the minutes of September 11, 2012 as presented. Motion carried by unanimous voice vote.**
5. **Public Comment on Agenda Items:** None presented.
6. **Old Business**
  - a) **Lease – Parkside Arts Council:** Mary Ellen Murphy from Parkside Arts Council asked the committee to leave the rent PAC pays to the village at \$450 per month instead of the increase to \$475 that the committee recommended in the fall. She also said PAC would prefer a shorter term lease, renewing every three months, maybe for the next year.  

Dewey said he'd like to see PAC stay in the community hall. Koch said the committee could also recommend to continue the month-by-month rental arrangement as covered under Section 6 of the most recent lease. Dewey said that would probably be easier for PAC; Murphy agreed.

**Motion by Bennett, seconded by Schuckel, to recommend to the Village Council to continue renting the office space on the north side of the community hall to Parkside Arts Council on a month by month basis at \$450 per month. Motion carried by unanimous voice vote.**  

Koch asked if the committee wanted to put an end date on the monthly rental arrangement, to state a date when the issue should be revisited by council. Dewey said that would depend on PAC.

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### 7. New Business

- a) **FY 2013-2014 Budget:** The committee reviewed the proposed budget for the Property & Building fund. Koch explained that the main difference between last year's and this year's budget was an estimate for replacing the elevator's control panel. Last year the elevator had been repaired a number of times; replacing the control panel, the company feels, would extend the life of the elevator and help to eliminate the many repairs.

Koch also said a representative from the boiler system repair company had looked at the community hall's boilers. He'd said that he couldn't put together an estimate because there were too many unknowns. He'd added that he didn't feel it was cost effective to spend what would probably be thousands of dollars. There are some minor repairs the DPW can make that should result in some increase in heat control.

Koch told Murphy that he'd said turning down the louvers on the baseboard heaters would help reduce the heat coming into the gallery.

The line item for heating was discussed. Koch said they were budgeting a lower amount for heat because the last year's heating bills were significantly lower than anticipated. She cited a number of factors that probably contributed to this, including lower fuel costs and having programmable thermostats.

The committee made no changes to the Property & Building budget.

8. **Discussion:** None presented.
9. **Communication/Informational:** None presented.
10. **Closing Member/Public Comments:** None presented.
11. **Adjourn:** Meeting adjourned at 11:20 a.m.

Compiled by Janet Koch, Clerk

Approved: \_\_\_\_\_  
Butch Dewey, Chair

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