

VILLAGE OF BELLAIRE

PROPERTY & BUILDING COMMITTEE

Bryan Hardy, Chairman

Daniel Bennett

Helen Schuckel

COMMITTEE MEETING MINUTES

October 12, 2017 at 7:30 a.m.

1. **Call to Order:** Chairman Hardy called the meeting to order at 7:30 a.m.
2. **Attendance:**
 - Present:** Chairman Hardy, Trustee Schuckel and Trustee Bennett
 - Absent:** None.
 - Staff Present:** Clerk Luckett and DPW Supervisor Stead
 - Also Present:** Leslie Meyers
3. **Approval of Agenda:** The agenda was approved as presented.
 - Motion by Trustee Bennett, seconded by Trustee Schuckel, to approve the agenda as presented. Motion carried by unanimous voice vote.**
4. **Approval of Minutes:** The minutes of the August 29, 2017 meeting were approved as presented.
 - Motion by Trustee Schuckel, seconded by Trustee Bennett, to approve the minutes of the August 29, 2017 meeting as presented. Motion carried by unanimous voice vote.**
5. **Public Comment on Agenda Items:** None presented.
6. **Old Business:**
 - a) **Sidewalk Assessment** – Chairman Hardy requested an update on the status of the sidewalk removal in front of the Smalley residence. Supervisor Stead reported that the worst part of the sidewalk had been removed. The rest will be removed as staffing and time permits. Chairman Hardy began the review of the sidewalk maps by thanking Leslie Meyers. Ms. Meyers noted that the maps had been prepared by Julie Weston, Antrim County’s GIS Technician. Chairman Hardy distributed a sidewalk inspection checklist that he had found on line. He requested that Clerk Luckett adapt the form for use by the committee members when each assesses the sidewalks and include property owner’s name or address for identification. Each committee member selected one of the three sidewalk maps prepared by Ms. Weston. Committee members will inspect the sidewalks within their selected area and rate them using the identified criteria. Committee members will also consider areas that could use sidewalks. The village code chapter dealing with streets and sidewalks was provided for committee review. Supervisor Stead explained the past practice. There was a question about the maintenance of residential sidewalks. Each committee member committee will complete their assessment by mid-November when another meeting will be scheduled. It was noted that the assessment would identify areas for the upcoming budget and a village capital improvement plan.
 - b) **Risk Control Recommendation** – Chairman Hardy reviewed and read the quote for the recommended emergency lighting in the community hall. After discussion it was suggested that

