

Village of Bellaire

PUBLIC WORKS COMMITTEE

Brent Nelson, Chairman

Denny Balon

Trish Drollinger

MEETING MINUTES

January 11, 2012

1. **Call to Order:** Chairman Nelson called the meeting to order at 12:00 p.m.

Attendance

Present: Chairman Brent Nelson, Trish Drollinger

Absent: Denny Balon

Staff Present: Ken Stead, DPW Superintendent, Janet Koch, Clerk & Cathy Odom,
Deputy Clerk/Treasurer (part)

Also Present: None

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

Motion by Drollinger, seconded by Nelson, to approve the agenda as presented.

Motion carried by voice vote.

3. **Approval of the June 29, 2011 Meeting Minutes:** The minutes were approved.

Motion by Drollinger, seconded by Nelson, to approve the minutes of June 29, 2011 as presented. Motion carried by voice vote.

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

5. **Old Business**

- a) **Franchise Agreements:** The committee reviewed the agreements provided by Jim White, attorney with Mika Meyers Beckett & Jones. These agreements give the village the right to do utility work inside the township rights-of-way.

Motion by Nelson, seconded by Drollinger, to recommend to village council to enter into franchise agreements with Forest Home and Kearney Townships.

Motion carried by voice vote.

- b) **Boros residence (403 W. Cayuga / 320 Elmwood Dr.):** At the previous committee meeting, Stead had explained the situation at 403 W. Cayuga. There is a rental trailer behind the house, but there is only one water service line to supply both the house and the trailer. There is a shut-off valve to the trailer, but the DPW has to enter the house to access it.

Koch had talked to the village attorney and the attorney said the situation is a violation of the village's code of ordinances, Section 123-9(c). The attorney recommended presenting the homeowner with two options, one being the installation of a new service line to the trailer, the other the removal of the second water meter.

Since the village has been aware of this situation for years, Koch asked for input on whether the village should take on any of the costs. The committee was not in favor of the village paying for this. The committee advised a 90-day period for the homeowner to make the changes. Koch said she'd send the letter.

6. New Business

- a) **Fire suppression fees:** Odom told the committee that Lulu’s Bistro has not paid their fire suppression invoice in three years. This annual fee is the equivalent of a ready-to-serve fee for fire suppression. In January 2011, council had amended the water policy to explicitly state council’s ability to charge for fire suppression connections. Odom had sent a copy of the amended water policy with the 2011 invoice, but there has been no payment received from Lulu’s.

Motion by Nelson, seconded by Drollinger, to notify council that Lulu’s Bistro has not been paying their fire suppression invoices. The committee recommends to council that Lulu’s next invoice state that if the invoice is not paid within 30 days the fire suppression water service will be shut off and the regulating authorities will be notified. The invoice will include the past due amounts. Motion carried by voice vote.

- b) **Water shut-off policy:** Koch had included a copy of the current water shut-off policy with the committee packets, Section 5(d) from Resolution No. 15 of 2009. Also included was a proposed shut-off policy.

Motion by Drollinger, seconded by Nelson, to recommend to village council that the change to the water shut-off policy be made as proposed. Motion carried by voice vote.

7. Discussion Items

- a) **Sewer treatment:** Stead told the committee that he’d spoken to a sales representative from a sewer treatment company. The company provides system injections that will reduce aeration and chemical usage, and will reduce the need for sludge removal from 10 years to 20 years. Nelson will meet with the sales representative and Stead and bring a recommendation to the committee.
- b) **2012-13 budget:** Stead said he was still working through the new budget.

8. Communications/Informational: None presented.

9. Member/Public Comment: None presented.

10. Adjournment: Meeting adjourned at 12:42 p.m.

Minutes compiled by Janet Koch, Clerk

Approved: _____
Brent Nelson, Chair

Date: _____