

Village of Bellaire

PUBLIC WORKS COMMITTEE

Brent Nelson, Chairman

Denny Balon

Trish Drollinger

MEETING MINUTES

February 27, 2012

1. **Call to Order: Chairman Nelson called the meeting to order at 11:05 a.m.**

Attendance

Present: Chairman Brent Nelson, Trish Drollinger

Absent: Denny Balon

Staff Present: Ken Stead, DPW Superintendent, Janet Koch, Clerk

Also Present: N/A

2. **Approval of Agenda:** The agenda was approved as written.
Motion by Drollinger, seconded by Nelson, to approve the agenda as presented.
Motion carried by voice vote.
3. **Approval of the January 11, 2012 Meeting Minutes:** The minutes were approved.
Motion by Drollinger, seconded by Nelson, to approve the minutes of January 11, 2012 as presented. Motion carried by voice vote.
4. **Public Comment on Agenda Items:** None presented.
5. **Old Business**
 - a) **Fire Suppression fees.**

Koch said that the owner of Lulu's Bistro, Mr. Campbell, had called both her and David Schulz, the village president. Mr. Campbell said there is only one water line going to his building and he sees no reason for an additional fee beyond the monthly water/sewer fees he is already paying.

Koch said she'd asked Ken Stead to note which fire suppression customers had dedicated fire suppression lines and which fire suppression customers had fire suppression lines leading off the regular service lines. Stead's notes were in the committee packets.

Stead also noted that the service lines that branch to supply both fire suppression and regular water service are larger in diameter than the meter size for which the regular water service is being billed. For example, the single line that supplies both fire suppression and water service to Lulu's Bistro is 4". The line branches off to a 4" fire suppression line and a 1-1/2" regular service line. The fire suppression line is unmetered and the 1-1/2" regular service line is metered as a 1-1/2" line. Stead said that no fire suppression line is metered.

Koch said in their packets was a listing of the different ready-to-serve fees paid for water and sewer at the different pipe diameters of 3/4", 1", 1-1/4", 1-1/2", 2", 3" and 4".

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The committee saw no reason to change their previous recommendation to council to continue the existing policy of charging annual fire suppression fees. No action was taken by the committee.

6. New Business

a) Bellaire Public School - penalties.

Koch said that Cathy Odom, Deputy Clerk/Treasurer, had been contacted by Bellaire Public Schools. Due to a late payment from the school, the high school's account had been assessed late penalties and been sent a shut-off notice because the \$11.09 late fee had surpassed the \$10 limit for overdue payments. The school had subsequently paid what was owing, but was asking that the total of \$12.09 in penalties be waived. (\$11.09 in late penalties and \$1.00 assessed when a shut-off notice is sent).

The committee, after discussion, decided that waiving the penalties would set an undesirable precedent.

Motion by Drollinger, seconded by Nelson, to recommend to village council that the penalties assessed to the Bellaire Public Schools for late payment of water/sewer fees not be waived. Motion carried by voice vote.

7. **Discussion Items:** Stead asked if Koch had heard anything regarding the water shut-off situation at 403 W. Cayuga and 320 Elmwood as discussed at the previous Public Works committee meeting. Koch said she'd sent a letter to the property owner soon after the meeting on January 11 and that the letter stated the property owner had 90 days to make the changes.

8. **Communications/Informational:** None presented.

9. **Member/Public Comment:** None presented.

10. **Adjournment: Meeting adjourned at 11:26 a.m.**

Minutes compiled by Janet Koch, Clerk

Approved: _____
Brent Nelson, Chair

Date: _____