

Village of Bellaire

PUBLIC WORKS COMMITTEE

Brent Nelson, Chairman

Trish Drollinger

Laurie Sexton

MEETING MINUTES October 2, 2012

1. **Call to Order:** Chairman Nelson called the meeting to order at 12:02 p.m.

Attendance

Present: Chairman Nelson, Laurie Sexton

Absent: Trish Drollinger

Staff Present: Aaron Kirt, DPW and Janet Koch, Clerk

Also Present: Brad Kranig, Project Manager from Christman

2. **Approval of Agenda:** The agenda was approved with the addition of d) Requested waiver of shut-off fee to New Business.

Motion by Sexton, seconded by Nelson, to approve the agenda as amended.

Motion carried by voice vote.

3. **Approval of the February 27, 2012 Meeting Minutes:** The minutes were approved.

Motion by Sexton, seconded by Nelson, to approve the minutes of February 27, 2012 as presented. Motion carried by voice vote.

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

5. **Old Business:** None presented.

6. **New Business**

a & b) Water and sanitary sewer connection fees: Koch asked the committee to make a recommendation to council regarding the assessment of connection fees for water and sewer at the Meadowbrook addition. The water connection will be for fire suppression only. She presented a site plan to the committee that was provided by Brad Kranig, the project manager from Christman.

Using the site plan, Kranig showed the committee how the three-story addition will connect to the existing Meadowbrook building. Kranig also showed the committee that the new water and sewer connections are from existing lines that extend off the village lines that parallel with M-88.

A discussion followed, referencing Chapters 91 (Sewer Use) and 123 (Water) of the village code. Sections 91-18.B and 123-9.C were cited specifically. 91-18.B states that "A separate and independent building sewer shall be provided for every building" while 123-9.C states that "A separate and independent service pipe shall be provided for every building receiving water service."

Motion by Sexton, seconded by Nelson, to recommend to village council, in regard to the possible tap-in fees at the Meadowbrook addition, that because Meadowbrook is not tapping into the village lines but tapping into their own services lines, that no fees are warranted. Motion carried by voice vote.

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- c) **Payments for 2009 residential water leak:** In May 2009, there had been a substantial water leak in a residence. Sewer charges had been forgiven and Janet Person, at that time the Council Executive, had arranged a payment plan with the homeowners. However, no paperwork has been found regarding that arrangement. The homeowners have made progress in paying down the balance of the water bill, but it is not consistent progress and the balance remains significant.

Motion by Sexton, seconded by Nelson, to recommend to village council that a letter be written to the residents owing from the 2009 water leak requiring that the regular payment plus a minimum of \$10 a month be paid on the delinquent water account. Motion carried by voice vote.

- d) **Requested waiver of shut-off fee:** Koch said a business had been on the water shut-off list the previous month. No payment from the business was received by approximately 3:00 pm. A DPW employee was instructed to turn off the business's water service. When the business owner saw the DPW employee had arrived to turn off the water, he came to the village offices to pay the water bill. He was told he had to pay the \$60 reconnection fee. The fee was paid, but he asked that the \$60 be waived because the water was never shut off.

Koch said the shut-off notices state that the \$60 fee will be added at 11:00 a.m. and that the business was called at least twice to request payment before the fee was added.

No action was taken by the committee.

7. **Discussion Items:** None presented.
8. **Communications/Informational:** None presented.
9. **Member/Public Comment:** None presented.
10. **Adjournment:** Meeting adjourned at 12:46 p.m.

Minutes compiled by Janet Koch, Clerk

Approved: _____
Brent Nelson, Chair

Date: _____