

Village of Bellaire

PUBLIC WORKS COMMITTEE

Eldon McPherson, Chairman

Patricia Drollinger

Dave Ciganick

COMMITTEE MEETING MINUTES

March 4, 2019

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

Attendance

Present: Chairman McPherson, Trustee Ciganick, and Trustee Drollinger

Absent: None.

Staff Present: Lori Luckett, Clerk and Bradley Keiser, DPW Supervisor

Also Present: None.

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

Motion by Trustee Drollinger, seconded by Trustee Ciganick, to approve the agenda as presented. Motion carried by voice vote.

3. **Approval of the January 7, 2019 Meeting Minutes:** The minutes of the January 7, 2019 meeting were approved as presented.

Motion by Trustee Drollinger, seconded by Trustee Ciganick, to approve the minutes of the January 7, 2019 meeting as presented. Motion carried by voice vote.

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

5. **Old Business:**

a) **Water Line Extension Request:** DPW Supervisor Keiser reported that he had spoken with the business owners but has yet to receive any drawings from Fleis & VanDenBrink. Trustee Ciganick thought that Fleis & VanDenBrink had been given adequate time; action has to be taken. He would like to heighten their awareness. Supervisor Keiser noted that he had spoken with Troy the new contact for the sewer project, and Troy was unaware of this project. With the water line project the village will be undertaking, the water lines will be extended within the Village limits along M-88. Mike Smith is interested in tying in to the village water. Antrim County had questions based on their own development, and the owner of the Dollar General wants to meet with the village. There was brief discussion about whether connecting would be mandatory or applied only to new construction. Supervisor Keiser spoke about properties along Bellaire Highway that opted out of connecting when lines were run t Semrau Estates. The code will have to be reviewed.

6. **New Business:**

a) **Water/Sewer Capital Improvement Plan:** Clerk Luckett requested clarification that the capital improvement plan was for the water system only. The future agenda item will be Water Capital Improvement Plan without reference to sewer. Supervisor

Village of Bellaire

PUBLIC WORKS COMMITTEE

Eldon McPherson, Chairman

Patricia Drollinger

Dave Ciganick

Keiser presented the quote requested from Gourdie-Fraser to prepare a capital improvement plan. Trustee Ciganick requested time to review the proposal. There was brief discussion about whether another quote was required. The total is less than \$10,000. The quote contains hard dates by which the plan will be completed. It provides for meeting with the village council and DPW. The Water Capital Improvement Plan will provide an outline of what needs to be done with the water line replacement. One may be replacement of service lines; the other may be replacing all. Trustee Ciganick asked what needed to be replaced. Chairman McPherson requested clarification of the abbreviations used. Trustee Ciganick asked whether replacing the gooseneck to the curb stop would fulfill the village's obligation required by the state. Supervisor Keiser stated that it would, but he expressed concerns about the condition of the water lines. PVC lines will not have to be dug up. There was brief discussion about the pending litigation and distance of line replacement. Any line replacement inside the house will have to be done by a licensed plumber. The state is currently requiring that the municipality pay for this replacement. The village will have to verify that the work has been done by a certified plumber. For this reason, according to Mike Ingalls, many communities have subcontracted the line replacement work from the water main to get it done. There was discussion about getting cost estimates for directional boring from Chase and Matt's Underground. The goal is to make repairs in the most cost effective way. The capital improvement plan will identify the water mains that need to be replaced and the order of replacement. There will be different phases of the project with multiple elements. Trustee Ciganick expressed interest in working with Gourdie-Fraser. Chairperson McPherson noted that Gourdie-Fraser has worked with local communities. Trustee Drollinger likes that Jennifer has been coming to the meetings and answering questions. Trustee Ciganick likes her familiarity with available grant funding. Supervisor Keiser recounted that she provided valuable input during a meeting with MDOT. Supervisor Keiser reported that things are currently going well with Fleis & VanDenBrink. Weekly meetings and are helping with communications. The village has worked with many of the engineering firms in the past. The key to working with any firm is to get the right individual. The first step is to get the capital improvement plan. The next step may be more grandiose and require that bids be solicited.

After discussion, Trustee Ciganick made a motion to recommend to village council that the village work with Gourdie-Fraser pursuant to the quote provided to develop the water capital improvement plan.

Motion by Trustee Ciganick, seconded by Trustee Drollinger, to recommend to village council that the village work with Gourdie-Fraser pursuant to the quote provided to develop the water capital improvement plan. Motion carried by voice vote.

Village of Bellaire
PUBLIC WORKS COMMITTEE

Eldon McPherson, Chairman

Patricia Drollinger

Dave Ciganick

- 7. Discussion Items:** Clerk Luckett asked if the committee meetings should be scheduled on Mondays. There was discussion that mornings work better. Trustee Ciganick asked whether a line replacement priority list has been established. Supervisor Keiser explained that he has contacted Gabe Phelps from MDOT and Roes Contracting to see if there were projects with which the water line replacement could be coordinated, looking out five years. Trustee Ciganick wondered what will have to be replaced on south and north M-88 and Broad Street. The plan will identify the lines to be replaced and the project length. All avenues of financing, loans, grants, and millage, are being reviewed. A millage would not go towards the village's debt ratio. Trustee Ciganick expressed his preference to pay less interest. Public awareness will be the key. Five percent of the lines will have to be replaced beginning in 2021 unless we have an approved plan. The water capital improvement plan has to be submitted January 1, 2020. Notification to affected water customers must be sent within 30 days of the plan being submitted.
- 8. Communications/Informational:** Supervisor Keiser reported that the sewer project is moving along. He expects pump bid specifications to be ready this week. We are still on track for the work to be done this summer. Two areas are going to be re-televised at their expense and will be dug up. There are a couple of areas where manholes are being fixed and a couple of pipes that will be re-socked to line the pipe.
- 9. Member/Public Comment:** None presented.
- 10. Adjournment:** Chairman McPherson requested a motion to adjourn. Motion to adjourn was made by Trustee Ciganick and supported by Trustee Drollinger. Meeting adjourned at 1:56 p.m.

Minutes compiled by Lori Luckett, Clerk
Minutes are subject to approval.

Approved: _____
Eldon McPherson, Chairman

Date: _____