

# Village of Bellaire

## STREETS AND MOTOR POOL COMMITTEE

Dave Ciganick, Chairman

Bryan Hardy

Eldon McPherson

### COMMITTEE MEETING MINUTES November 19, 2015 at 8:00 a.m.

1. **Call to Order:** Chairman Ciganick called the meeting to order at 8:01 a.m.
2. **Attendance**
  - Present:** Chairman Ciganick, Trustee Hardy and Trustee McPherson
  - Absent:** None
  - Staff Present:** Lori Luckett, Clerk; Bradley Keiser and Aaron Kirt, DPW staff
3. **Approval of Agenda:** The request from The Antrim Conservation District was added to the agenda. The agenda was approved as amended.
  - Motion by Trustee McPherson, seconded by Trustee Hardy, to approve the agenda as amended.**
  - Motion carried by unanimous voice vote.**
4. **Approval of Minutes:** The minutes of the October 13, 2015 meeting were approved as presented.
  - Motion by Trustee Hardy, seconded by Trustee McPherson, to approve the minutes of the October 13, 2015 meeting as presented. Motion carried by unanimous voice vote.**
5. **Public Comment on Agenda Items:** None presented.
6. **Old Business:** None.
7. **New Business**
  - a) **Request from DDA to develop a snow removal policy for the DDA District:** Clerk Luckett explained that she had received a request from the DDA chairperson to research snow removal policies in other communities. She forwarded the request to the Village president and was directed to place development of a snow removal policy on the Streets committee agenda. Luckett reminded the committee that last year Joe Short had requested that the Village remove snow banks from the sidewalks like the Village of Elk Rapids. She described the process as it had been explained to her. The snow removal priority chart was available for the committee. Kirt indicated that the sidewalks were plowed in the morning and the banks were removed when time permitted. He explained that the DPW tries to keep the banks down because it makes it easier for staff to remove. Currently there is no set schedule to for removal of the snow banks. Keiser explained that it takes four guys to remove the banks. The snow is blown off the sidewalks; the loader comes in and pulls the snow banks into the road along the curbs; the loader then loads the snow into the dump truck. The more it snows the quicker the snow banks grow, it is more difficult to keep up. Keiser noted that it actually takes one day to prepare the equipment. He explained that the sand/salt must be removed from the dump truck; a liner is then hooked into the bed of the truck to keep the snow from sticking. The holder attachment may be changed to blow snow into the truck. It was explained that Odom comes in at 6:00 a.m. to remove snow from the sidewalks and is in on Saturdays also. When the sidewalks are cleared is a judgment call based on the amount of snow and the weather forecast. Trustee McPherson asked how long it takes to remove the snow banks? Kirt said a side may be done in one night; the equipment used depends on the amount of accumulated snow. Chairman Ciganick stated that he thought it would be very difficult to have a policy per se to remove the snow banks when they reach a certain height; the Village streets and sidewalks have to be the first priority. He stated that we need to be practical about removing the snow banks; it may not be possible to have a specific policy on that other snow removal. Trustee Hardy agreed that there should not be policy. If the Village had a policy that says snow banks will be removed when they reach 6 inches, if the snow banks get to 7 inches there will be complaints. DPW staff was asked to keep an eye on the snow bank height and keep them cut down

and removed when possible. Chairman Ciganick noted that the committee could come out the meeting with the fact that the DDA has heightened the awareness of their concern and the DPW staff has acknowledged that they would like to keep the sidewalks clear of snow banks as often as possible. Chairman Ciganick expressed his opinion that he did not think that development of a policy was appropriate at this time.

- b) **Request from the Antrim Conservation District:** Chairman Ciganick reviewed the email from Heidi Shafer at The Antrim Conservation District requesting that the Village plow the District's driveway during the regular plowing circuit. In her email Ms. Shafer wrote that they "do a lot of work in the Cedar River Natural Area, maintaining trails, replacing bridges, establishing habitat, signage, etc. . . ." Chairman Ciganick noted that the Cedar River Natural Area is located outside the Village. Kirt stated that the DPW plows a portion of Craven Park so that they can get into their building. Trustee McPherson thought that they used to have their own plow truck. Kirt added that the DPW was asked to plow the DNR lot but the DPW Supervisor said no. Trustee McPherson stated that with the new direction and partnership with the county, it seemed that the county would appropriate money for the conservation district to plow its lot. Trustee Hardy thought that the request should be denied.

**Motion by Trustee Hardy, supported by Trustee McPherson, to recommend to the village council that the request to plow The Antrim Conservation District driveway be denied. Motion carried by unanimous voice vote.**

- c) **2016-2017 Budget Items:** The committee reviewed the Major Streets, Local Streets and Motor Pool budgets. Clerk Lockett reported that a question remains about the paving of Bridge Lane. Kearney Township has not yet been approached about helping or paying. She noted that Stead had said it would cost approximately \$50,000. In the 2015-2016 budget, \$150,000 was set aside to pave Bridge Lane and South Genessee. Projects were put on hold due to construction within Bridge Lane. Lockett indicated that she would contact Kearney Township and Forest Home Township about cost sharing amounts for the projects. Chairman Ciganick asked if there were other projects for the upcoming budget. Staff indicated that sections of the sidewalk along M-88 were in need of replacement. DPW staff was asked to provide cost estimates for this budget. Painting of the Village owned street lights is to be added. Kaiser reported that the paint has been purchased; labor for each pole roughly one hour. It takes two men paint the poles, one in the bucket the other on the ground. The committee continued its review of the budget by line item and agreed that the amount for salt and sand should be increased to \$25,000. The committee then made a recommendation to the village council.

**Motion to by Trustee Hardy, seconded by Trustee McPherson, to recommend to village council that the 2015-2016 budget amounts be the starting point for the 2016-2017 budget with the correction the Salt/Sand line item which should be increased to \$25,000. Motion carried by unanimous voice vote.**

8. **Discussion Items:** None presented.
9. **Communications/Informational:** Chairman Ciganick asked about the PA system. Is this a Streets issue or Property and Building matter? Property and Building will consider it. It needs to be fixed. The Village needs to get quotes and get the system fixed so that it extends coverage the other side of the street. It was suggested that seasonal music would be nice as would music year round.
10. **Member/Public Comment:** None presented.
11. **Adjournment:** Meeting adjourned at 8:30 a.m.

Compiled by Lori Lockett, Clerk  
Minutes Subject to Approval

Approved: \_\_\_\_\_

Date: \_\_\_\_\_