

**Bellaire Village Council
Meeting Minutes
May 7, 2025**

Posted: 5/19/2025

1). **Call to Order:** President Bennett called the meeting to order at 7:00 PM.

2). **Roll Call Attendance:**

Present: President Dan Bennett, Council Trustees Patrick Boyd, Trish Drollinger, Bryan Hardy, Eldon McPherson, Helen Schuckel, and Andrew Turner.

Absent:

Staff Present: Bill Drollinger, Police Chief; Bradley Keiser, DPW Supervisor; Nora Stead, Treasurer; Angela St. Pierre, Clerk

Staff Absent: none

Also Present: Margie Boyd, Christine Langdon, Dave Simcox, Tim Bresnahan, Harold Lewis, Shelly Dayton, Terry VanAlstine, Jesse Fisher, Sylvia Schonauer-Kalchik, Jennifer Graham, and five other unidentified.

3). **Approval of Agenda:** The agenda was approved as amended with the additions of items F) Parks Committee Recommendation, and G) Public Works Committee Recommendation, and adding “Resolution 11 of 2025” to New Business item B.

Motion by Schuckel, seconded by Boyd, to approve the agenda as amended. Motion carried by voice vote.

4). **Conflict of Interest:** None presented.

5). **Consent Agenda:** The consent agenda was approved as amended with corrections to the April 2, 2025 Village Council meeting minutes. Corrections included amending the motion made under New Business item G) from “Motion by Boyd, seconded by Drollinger to eliminate Chapter 112 of the Village Codebook.” to “Motion by Boyd, seconded by Drollinger that we officially, finally do away with the tree, the tree committee, the tree board, that was the name of it. That in talking to all staff, former staff, former representatives, former council members that it was already disintegrated. It was, it was gone. It was removed many years ago and somehow it just kind of hung in there. The DPW Director is in charge of, the DPW Director already works with the County Forester.”

Motion by Schuckel, seconded by McPherson, to approve the consent agenda with the revisions to the minutes. Motion carried by voice vote.

6). **Public Comment on Agenda Items:** None Presented.

7). **Old Business**

a) **County Update:** Terry VanAlstine was present to give an update on the County. Leslie Meyers will be the lead on the dam improvements. They approved the demolition award for 310 E Cayuga. They approved a professional design service agreement on a new plan to add approximately 4,000 sq ft to the senior center. They are hoping to possibly have an adult daycare later. In June the Coast Guard will be doing an emergency management event with helicopter training at the airport and they need actors for this. The Health Department looking to update septic tank ordinance to make it stricter.

- b) **DDA Update:** Shelly Dayton was present to give an update on the DDA. She spoke about the next meet and greet. They are hoping to have banners up by 16th. It is \$200 to sponsor a banner. The Vice chair resigned and need to fill that opening. Flower boxes will be going up after frost risk clears.

Motion by Boyd, seconded by Hardy to accept Mr. Belanger's resignation and allow the Dda to post the position. Motion carried by voice vote.

- c) **Rules of Procedure:**

Motion by Boyd, seconded by McPherson to accept them as presented.

The rules of procedure were discussed. Suggested changes were not submitted to the office for revision along with a previously approved revision (page 5 number 11.D approved on April 2nd to have wording changed from "shall" to "may") not being included in the presented rules of procedure.

Motion by Turner to amend them once again. Motion died due to lack of second.

Turner seconded Drollinger's recommendation to remove investment committee pg. 4 #8.b.

Boyd withdraws his original motion.

Motion by McPherson, seconded by Boyd to take this to the Administration Committee and make the corrections that we need to have within. Yes- Boyd, Drollinger, Hardy, McPherson, Schuckel, Bennett. No- Turner.

- d) **ASI Fiduciary:** Dave Simcox was present to speak on behalf of ASI and their request for fiduciary.

Motion by McPherson, seconded by Hardy to do what we need to do to support for fiduciary. Motion carried by voice vote.

- e) **Chapter 112 Tree Ordinance Review-Clarification:** At the April 2, 2025 meeting an illegal motion was made regarding chapter 112 of the Village Code. Repealing or amending a coded ordinance needs to be done by another ordinance and not by a motion.

Motion by Boyd, seconded by Turner to rescind the vote on chapter 112 from last month. Motion carried by voice vote.

Prior to the vote Trustee Turner addressed the council with an anonymous letter provided by a concerned citizen regarding the tree ordinance. President Bennett stated that the council will not read out loud or include in the minutes an anonymous letter submitted. It was requested that the letter be provided to the council members for review in which the Clerk stated that she would get the letter to the council members.

Motion by Boyd, seconded by McPherson to direct our attorneys to review and revise chapter 112 of the Village Codebook to remove the portions including the tree board and give those responsibilities to the DPW Supervisor. Yes- Boyd, Drollinger, Hardy, McPherson, Schuckel, Bennett. No- Turner. Motion carried.

8). **New Business**

- a) **Silversmith:** Tim Bresnahan was present to give a presentation for the Silversmith software. The software is used for digital mapping among other things that would be beneficial for records management for the Village. A proposal for the software and GPS device was included in the packets.

Motion by Boyd, seconded by McPherson to accept the proposal. Yes- Boyd, Drollinger, Hardy, McPherson, Schuckel, Bennett. No- Turner. Motion carried.

Prior to the vote it was asked if the Village would need to purchase a GPS device from Silversmith or if that could be a different device or their device bought at a later time. The Village could purchase a different GPS device, but the service could not be guaranteed to be as good as if the Village were to purchase Silversmith's device.

- b) **MEDC CDBG Infrastructure Grant Opportunity- Resolution #11 of 2025:** Jennifer Graham was present to speak on a grant opportunity for the Village that would assist in funding improvements/replacements to water lines

Motion by Turner, seconded by Boyd to hold a public hearing on May 22nd.

Discussion regarding posting requirements and newspaper deadline was discussed.

Motion by Boyd, seconded by McPherson for a roll call vote on Resolution #11 or 2025.

Yes: Boyd, McPherson, Drollinger, Hardy, Schuckel, Turner, Bennett

No: none

Abstain: none

Motion by Drollinger, seconded by Boyd hold the public hearing May 27th at 2:00 PM. Motion carried by voice vote.

Motion by Boyd, seconded by Turner to approve Jennifer from Gourdie Fraser to process the application. Motion carried by voice vote.

- c) **Administration and Personnel Committee Recommendation: Police Position, Jesse Fisher:** Jesse Fisher was present to speak on behalf of himself.

Motion by Administration and Personnel Committee, seconded by Boyd to hire Jesse Fisher. Motion carried by voice vote.

- d) **Mortensen Cemetery Contract:** The contract with Mortensen needs to be renewed. No changes were made except for the dates from the previous contract.

Motion by Schuckel, seconded by Turner to accept Mortensen's contract. Motion carried by voice vote.

- e) **Forest Home Cemetery Agreement:** The agreement with Forest Home Township needs to be renewed. No changes were made except for the dates from the previous agreement.

Motion by Schuckel, seconded by Turner to accept Forest Homes agreement. Motion carried by voice vote.

- f) **Parks Committee Recommendation:** The Parks Committee met on May 6th and discussed blocking off sites #22-25 and 31-35 for first-come first-serve sites leaving the rest as reservation only sites.

Motion by Parks Committee, seconded by Turner to make sites #22, 23, 24, 25, 31, 32, 33, 34, and 35 not reservable but drive-in sites. Motion carried by voice vote.

- g) **Public Works Committee Recommendation:** The Public Works Committee met on May 6th and discussed changing the language in an ordinance regarding the tampering of equipment and devices. Our ordinance states that tampering with this equipment is a misdemeanor which would be handled by our attorney. By State law it is a felony and is handled by their prosecutor.

Motion by Turner to table this agenda item.

9). Discussion Items:

- a) **Trustee Turner** asked about the interest charges on the Village's credit card and how we may be able to avoid paying this interest. Treasurer Stead will look into this further and provide more information.

10). Department/Committee Reports:

- a) **Committee Reports:** None Presented.
- b) **Clerk/Zoning Administrator:** Clerk St. Pierre updated the council with the marihuana ordinance update. The Planning Commission will hold a public hearing concerning the zoning ordinance amendment. Once that is done the council will adopt two ordinances, one to amend the zoning ordinance, and one to amend the codebook ordinance. The campground still needs a reservation specialist. More people need to have their meter reading equipment updated and those who have not yet done this to please make an appointment for DPW staff to install this equipment.
- c) **Treasurer/Deputy Clerk:** Treasurer Stead is working with Darcie on the audit. The L-4029 forms are delayed from the State and hopefully will be able to add the millage resolution to the next meeting.
- d) **Department of Public Works:** DPW Supervisor Keiser was not present at the meeting but provided a written report.
- e) **Police Department:** Police Chief Drollinger provided a written report. Letters were sent out to campground violations today. The recent Shorts party went very well. Trustee Boyd spoke up about the recent Lifetime Achievement award granted to Mr. Drollinger at a Chamber event.
- f) **Planning Commission:** Trustee Boyd spoke on behalf of the Planning Commission. Their recent meeting was to review the Short-Term Rental draft ordinance again and they have no more suggested changes to it. It is now being sent it to the council for review.

Updated drafts were provided to council members for review. At the meeting it was also approved to split a parcel within the village.

11. Closing Member/Public Comment:

- a) **Hal Lewis**, village resident, voiced concerns with two properties in the village. His concerns are with a property located at 606 E Broad and running an illegal business out of the property (mechanical work), and with rubbish at 906 N Bridge. Police Chief Drollinger did state that he has been working with the Zoning Administrator to pull the file on this property and the Village will re-proceed and take them back to court after failure to comply with court orders. His concerns with 906 N Bridge are with the large amounts of rubbish. Mr. Drollinger also stated that he personally spoke with the resident at 906 N Bridge and they have been notified that they are required to clean up their property.

12. Adjourn: Meeting adjourned at 8:40 P.M.
 Compiled by Angela St. Pierre.
 Minutes are subject to approval.

Approved: _____

Date: _____