

**Bellaire Village Council
Meeting Minutes
November 5, 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, Stacy Maza, Eldon McPherson, Helen Schuckel, and Andrew Turner.

Absent:

Staff Present: Bill Drollinger, Chief of Police; Aaron Kirt, DPW Director; Nora Stead, Treasurer; Angela St. Pierre, Clerk

Staff Absent:

Also Present: Shelly Dayton, Jamie Creason, Terry VanAlstine, Dave Simcox, Chrissy Langdon, Nanette McClellan, Christy Wilson, Margie Boyd, Tammy Dewulf, Adrian Wolfe, Janet Koch, David Drummond, Lyndsey Eccles, Ron Damer, and 7 other unidentified.

3). **Approval of Agenda:** The agenda was approved as amended with the removal of old item E) Irrigation Meter Discrepancy- East Broad, and additions of new items E) HVAC Quote, and F) Lead Line Work Contracts.

Motion by Schuckel, seconded by Turner, 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 presented.

Motion by Boyd, seconded by McPherson, to approve the consent agenda as presented. Motion carried by voice vote.

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

7). **Old Business**

a) **County Update:** Lyndsey Eccles was present to speak about a survey for the Parks and Recreation department. She also stated that the paving at Barnes Park is completed. Janet Koch was present to speak about the Public Safety Center that was approved on November 4th.

b) **DDA Update:** Shelly Dayton was present to give an update on the DDA. They would like to appoint Courtney Bittner as their new Treasurer. They are working on the banners and the art exhibit for next year. The piano, tables, and chairs from downtown have been put away thanks to volunteers. The board discussed the idea of hiring a DDA Director.

Motion by Bennett, seconded by Boyd, to approve Courtney Bittner as DDA Treasurer. Motion carried by voice vote.

The DDA would like to keep Nora Stead as the bookkeeper for the DDA even with a new treasurer as another checks and balances for the DDA.

Motion by McPherson, seconded by Boyd, to accept Nora to continue with the DDA as their bookkeeper. Motion carried by voice vote.

The DDA Received a sample invoice from Village Staff regarding the villages cost associated with the downtown flowerpots. The flowerpot care was discussed.

c) **Employee Handbook:** Tabled at the last meeting, the suggested changes were discussed.

Motion by Boyd, seconded by Turner, to accept the employee handbook. Motion carried by voice vote.

- d) **Deer Problem:** Chief Drollinger provided draft materials regarding bow hunting in the village limits to decrease the deer population. He spoke about other municipalities that have bow hunting. He received general approval to move forward with the attorneys for drafting ordinance changes to allow bow hunting in the village.

No action taken.

~~e) **Irrigation Meter Discrepancy East Broad**~~

- f) **Sewer Backup- North Bridge Lane:** Provided in the members' packets is a denial letter from the insurance company for the claim made for North Bridge Lane's sewer backup.

No action taken.

- g) **6658 Bellaire Highway De-Annexation Request:** Provided in the members packet is correspondence from the attorney regarding the detachment request. Nanette McClellan spoke about her request and why the council should approve the request. It was discussed that water and sewer services are available to that property and that approving the request to detach would not benefit the village.

Motion by Boyd, seconded by McPherson, to deny the request for de-annexation. Motion carried by voice vote.

8). New Business

- a) **Budget Amendments:** Resolution # 16 of 2025 for the fiscal year 2025-26 budget amendments were presented.

Motion by Boyd, seconded by Bennett for a roll call vote on Resolution #16 of 2025.

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

No:

Motion carried.

- b) **Ordinance #ZO 6 of 2025- Section 4.02 Amendment:** The Planning Commission held a public hearing on October 7th regarding amending the Zoning Ordinance to allow for eating/drinking establishments without a drive through in the manufacturing district. The applicants, Freedom Hill Coffee Roasters owners, were present to explain the request for the changes.

Motion by Boyd, seconded by Turner, for a roll call vote on Ordinance #ZO 6 of 2025.

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

No:

Motion carried.

- c) **Resolution #17 of 2025- Street Administrator:** A resolution was presented to approve Aaron Kirt as the new Street Administrator for MDOT.

Motion by Boyd, seconded by McPherson, to officially make Aaron Kirt Street Administrator and for a roll call vote on Resolution #17 of 2025.

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

No:

Motion carried.

- d) **ASI Fiduciary Request:** Dave Simcox was present to speak on behalf of Area Seniors Inc. and their request for the Village being their fiduciary to file for a grant. The council approve this request earlier this year and it is a grant through the same organization.

Motion by Schuckel, seconded by Maza, to accept the request. Motion carried by voice vote.

- e) **HVAC Quotes:** Trustee McPherson asked that this item be added to the agenda. He asked if there are any more quotes for mini splits for community hall. He was informed that the two quotes that the Administration and Personnel committee reviewed are the only two available at this time but one company did contact the office stating they will get a quote soon.

No action was taken.

- f) **Lead Line Work Contracts:** Trustee McPherson asked that this item be added to the agenda. He asked if the village would need to contract out some of the lead line replacements to comply with the State requirements. Aaron Kirt, DPW Supervisor, stated that he has contacted companies to get a quote for the line replacements, but none have sent a quote yet.

No action was taken.

- 9). **Discussion Items:** President Bennett asked about having a defibrillator at community hall. Chief Drollinger spoke about the large cost of the defibrillators and that he could try to apply for a grant to cover the costs. Trustee Turner asked about the traffic stop amounts in the police report. Chief Drollinger spoke about the amount of traffic stops and that the report is not completely accurate.

10). Department/Committee Reports:

- a) **Committee Reports:** None Presented.
- b) **Clerk/Zoning Administrator:** Angela St. Pierre reported that she has been working with Aaron Kirt to send out lead letters and reading equipment notices to residents. She also stated that many residents have been calling about their water bill being high after being estimated for several months and that any residents who have questions should call the offices.
- c) **Treasurer/Deputy Clerk:** Nora Stead reported that we are in the budget season and that we will not know insurance rates until December.
- d) **Department of Public Works:** Aaron Kirt reported that the two new employees are eager to get moving and are working on their commercial driver’s licenses for winter plowing. He gave an update on the sewer project and stated that there has been more sludge than anticipated with the pond dredging.
- e) **Police Department:** Bill Drollinger reported that trick or treating was busy with a large number of kids downtown and that he has been working with office staff enforcing zoning and campground concerns.
- f) **Planning Commission:** None Presented.

11. Closing Member/Public Comment:

- a) **Nanette McClellan** gave thanks to many people for their hard work.
- b) **Ron Damer** thanked the council for their hard work. He spoke about safety issues with overgrown trees on the walking path and street intersections. He also presented old plans for the parks committee from his time served on the village council.

12. Adjourn: Meeting adjourned at 8:28 P.M.

Compiled by Angela St. Pierre.

Minutes are subject to approval.

Approved: _____

Date: _____

