

**Village of Belleville
Public Works and Parks Committee Meeting
February 22, 2010
Minutes**

Present: Gary Ziegler, Ben O'Brien, Terry Kringle, Jerry Butts

Absent:

Guests: Kevin Lord, Paul Ziehli, April Little, Roger Hillebrand

Meeting Called to Order by Gary Ziegler at 6:00 p.m.

Approval of Minutes – Motion by Terry Kringle, seconded by Ben O'Brien to approve the minutes of the January 5, 2010 and January 25, 2010 Public Works and Parks Committee meetings. Motion carried.

Visitors Wishing to Speak on Items Not on the Agenda – Paul Ziehli asked to address the Public Works and Parks Committee regarding snow left in the crosswalks after the Village has plowed and citizens have shoveled their snow. Paul feels something needs to be done with the snow, especially for the physically challenged/handicapped people and for the general safety of citizens. Gary Ziegler informed Paul that the Public Works and Parks Committee will address his concerns at a future meeting. Paul also inquired about the status of the Main Street Crosswalks. Gary informed Paul that they are on hold until the Highway 92 Project is completed. Paul thanked everyone for their time.

Visitors Wishing to Speak on Agenda Items – There were no visitors wishing to speak on items on the agenda.

Public Works Director Report – See attached report.

Engineers Report – See discussion at agenda items below.

Kevin Lord reported there will be a Pre-Construction Meeting for Shamrock Hills Phase 1 on February 23, 2010. Kevin also reported that the Village Ordinance requires a Grading Permit. MSA has not been able to find such a permit in any Village documents. Kevin will look into developing a Grading Permit or substitute a letter for the permit.

Old Business

Far West Side Sanitary Sewer Interceptor and Related Street Reconstruction Project/Far West Side Watermain Extension – Kevin Lord reported that the Watermain Extension portion of the project is completed.

Kevin reported that there will be a Pre-Construction meeting for the remainder of the Project on February 25, 2010.

The Public Works and Parks Committee discussed the complaints/concerns Mr. Richard Miller (7207 STH 69/92) has with the work done on his property for the Far West Watermain Extension Project. Terry Kringle will send Mr. Miller a letter regarding his complaint and that no final determinations will be able to be made until the snow melts and the exact damage to his property and the remediation can be determined.

Highway 92 Construction Project – Kevin Lord reported that Wisconsin Department of Transportation (DOT) has put the Project out for bid. Bids will be due in March, 2010 and construction will begin in May, 2010.

Jerry Butts will investigate replacing some sidewalks and curb and gutter on Main Street as part of this Project. Jerry will also look into replacing some of the decorative bricks with cement.

Foot Bridge Replacement – nothing new to report. Kevin Lord reported that the Village will be applying for a TE Grant in June.

Library Park Gazebo – Gary Ziegler reported that April Little is working with General Engineering Company to get the plans revised for the Gazebo and new plans done for the Old Library changes that need to be done. The REVISED plans will be forwarded to the Historic Preservation Committee and the Public Works and Parks Committee for their review before the plans are sent to the contractors for bid.

Stormwater Utility – This item needs to be placed on a future Village Board agenda for their considerations.

Confined Space Entry/Rescue Equipment – Jerry Butts reported that some of the equipment has been delivered. Jerry will be looking at purchasing a 16' trailer to house/haul the equipment. Jerry reported that once all the equipment is delivered and placed in the trailer, the Public Works Department will participate in two (20 days of training in the use of the equipment.

Clean Fill (Land for Sand Pit or Other Option for Disposal) – Kevin Lord will prepare a Task Order for MSA to review the Property for the feasibility of its use by the Village. **Motion by Terry Kringle, seconded by Ben O'Brien to recommend to the Village Board that the Village look into the feasibility of Purchasing the Don & Betty Fahey Property for a future fill site and/or future Public Works Building. Motion carried.**

Main Street Crosswalks – The status of the crosswalk is in question. If it is installed it should be delayed until the Highway 92 project is completed. It needs to be determined the number of parking stalls that will be lost. Jerry Butts will work with Kevin Lord, and the DOT, if needed, to make this determination. A decision on how to proceed will be made after this information has been determined.

2010 Budgeted Review – Tabled to a future Public Works and Parks Committee meeting.

Review Virchow Krause Report Recommendations Regarding Public Works Department - Tabled to a future Public Works and Parks Committee meeting.

Far West Side Well Study – Gary Ziegler reported that a site has been approved by the Village Board. The School District of Belleville does not own all the land in question. The Village will need access to the Well Site either from the School District or the Property Owner (from the driveway). Kevin Lord will contact the Property Owner to see if they will give the Village access. If they will not grant the Village access, Kevin will work with the School District to gain access.

2009 Urban Forestry Grant – Tabled to a future Public Works and Parks Committee meeting.

Village Ordinance Enforcement – Tabled to a future Public Works and Parks Committee meeting.

Review Ordinance Committee Recommendations to Public Works Related Ordinance – Tabled to a future Public Works and Parks Committee meeting.

Review Public Works Job Descriptions - Tabled to a future Public Works and Parks Committee meeting.

Recreation Program – Tabled to a future Public Works and Parks Committee meeting.

Meter Hardware/Software/Meter Replacement – The Public Works and Parks Committee feels that the Village needs to proceed with this Project due to possible problems with the readers. If/When the reader breaks, the Public Works Department would be required to enter houses to obtain meter readings which

would be very time consuming. Terry Kringle has reviewed the Preliminary Audit report and thinks we can do this Project now. **Motion by Terry Kringle, seconded by Ben O'Brien to recommend to the Village Board that the Village move forward with the Meter Hardware/Software/Meter Replacement Project immediately with funding to come from:**

**50% Water Undesignated
50% General Fund Fund Balance.**

Motion carried.

Cellular Telephone Antenna on Water Tower – Jerry Butts reported that Verizon Wireless has told the Village that the Water Tower is not tall enough for their needs. Verizon Wireless would like to place a 150' tall tower inside the Water Tower property for their use. Jerry and April Little will work with Verizon Wireless to explore this option.

Mailbox Replacement Policy – Gary Ziegler reported that April Little will review other municipalities ordinances regarding mailbox replacement.

Village Information Signs – Terry Kringle reported that he has nothing new to report on this Project as he is waiting for the FINAL design of the Village Logo.

New Business

Parks Use Requests - The following park use request have been received:
No requests were received.

Youth Sports Park Usage Report Review - Tabled to a future Public Works and Parks Committee meeting.

Tree Ordinance – Gary Ziegler reported that Kelli Tuttle, President of Bluestem Forestry Consulting Inc., was not able to provide a Tree Ordinance for this Public Works and Parks Committee meeting. She will provide a DRAFT Ordinance for the March 22, 2010 Public Works and Parks Committee meeting. She will be available by telephone for any questions regarding the Tree Ordinance, the Village of Belleville Urban Forestry Plan & Tree Inventory Summary and the Village of Belleville Emerald Ash Borer Readiness Plan.

Floodplain Map Review/Recommendations – Kevin Lord discussed the options to alleviate flooding in the East Avenue area. Any additional discussion will be deferred until the Floodplain Map Revisions have been submitted.

The Public Works and Parks Committee will meet on the following dates:

Monday, March 22, 2010 – 6:00 p.m. – Village Hall

Motion by Ben O'Brien, seconded by Terry Kringle to adjourn (8:43 p.m.). Motion carried.

Respectfully submitted,

Gary J. Ziegler, Chair
Public Works and Parks Committee