

**Village of Belleville  
Public Works and Parks Committee Meeting  
April 6, 2010  
Minutes**

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

Absent:

Guests:

**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 March 22, 2010 Public Works and Parks Committee meetings. Motion carried.**

**Visitors Wishing to Speak on Items Not on the Agenda –** There were no visitors wishing to speak on items not on the agenda.

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

**Public Works Director Report –** No report.

**Old Business**

**Foot Bridge Replacement –** Nothing new to report.

**Library Park Gazebo/Old Library Ramp –** The Public Works and Parks Committee reviewed and discussed an e-mail dated March 22, 2010 to April Little from Jason Jackson of General Engineering Services regarding the Library Park Ramp sketch. The Public Works and Parks Committee feels the design and location are fine. April Little was asked to have the Historic Preservation Committee review the design and location for their approval before forwarding to the bidders.

**Stormwater Utility –** Tabled to a future Public Works and Parks Committee meeting.

**Confined Space Entry/Rescue Equipment –** Jerry Butts reported that the trailer has been ordered from Double D Services in Verona and should be delivered late April or May. Jerry reported that once all the equipment is delivered and placed in the trailer, the Public Works Department will participate in two (2) days of training in the use of the equipment.

**Clean Fill (Land for Sand Pit or Other Option for Disposal) –** Tabled to a future Public Works and Parks Committee meeting.

**Main Street Crosswalks –** Tabled to a future Public Works and Parks Committee meeting.

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

**Review Virchow Krause Report Recommendations Regarding Public Works Department –** This item was discussed as part of the review of Public Works Job Descriptions agenda item.

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

**Review Ordinance Committee Recommendations to Public Works Related Ordinance –** The Public Works and Parks Committee reviewed the Refuse Disposal and Collection: Recycling Ordinance (Title 8

Chapter 3). Gary Ziegler will make the revisions to be reviewed at a future Public Works and Parks Committee meeting.

**Review Public Works Job Descriptions** – The Public Works and Parks Committee reviewed the following Job Descriptions:

- Seasonal Public Works Position
- Public Works Operator 4 Position
- Public Works Maintenance Position

Gary Ziegler will make the revisions to be reviewed at a future Public Works and Parks Committee meeting.

**Motion by Ben O'Brien, seconded by Terry Kringle to recommend to the Village Board to post the Seasonal Public Works Position at \$12.00 per hour for approximately 600 hours. Motion carried.**

**Motion by Ben O'Brien, seconded by Terry Kringle to recommend to the Village Board the Seasonal Public Works Position Job Description. Motion carried.**

**Meter Hardware/Software/Meter Replacement** – Tabled to a future Public Works and Parks Committee meeting.

**Cellular Telephone Antenna on Water Tower** – Tabled to a future Public Works and Parks Committee meeting.

**Mailbox Replacement Policy** – Tabled to a future Public Works and Parks Committee meeting.

**Village Information Signs** – Tabled to a future Public Works and Parks Committee meeting. This item will be removed from the agenda until asked by Terry Kringle to place on the agenda.

**Tree Ordinance** – The Public Works and Parks Committee continued their review of the Tree Ordinance.

**2<sup>nd</sup> Season Recycling Contract** - Jerry Butts reported that he signed the contract on March 26, 2010 and forwarded it to 2<sup>nd</sup> Season Recycling.

**Additional Village Sidewalks** - Tabled to a future Public Works and Parks Committee meeting.

#### **New Business**

**Parks Use Requests** - The following park use request have been received:

- Belleville Community Club – Community Park – 4/28/10 to 8/11/10 – Men's Softball League
- Belleville Community Club – Community Park, Library Park – 8/5/10 – 8/8/10 (Community Park), 8/8/10 (Library Park) – Belleville Community Picnic

**Motion by Terry Kringle, seconded by Ben O'Brien to approve the following Parks Use Requests:  
Belleville Community Club – Community Park – 4/28/10 to 8/11/10 – Men's Softball League  
Belleville Community Club – Community Park, Library Park – 8/5/10 – 8/8/10 (Community Park), 8/8/10 (Library Park) – Belleville Community Picnic**

**Motion carried with Gary Ziegler abstaining.**

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

**Utility NSF Check Policy** – Tabled to a future Public Works and Parks Committee meeting.

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

To Be Determined

**Motion by Ben O'Brien, seconded by Terry Kringle to adjourn (9:42 p.m.). Motion carried.**

Respectfully submitted,

Gary J. Ziegler, Chair  
Public Works and Parks Committee