

MINUTES OF REGULAR / ORGANIZATIONAL
VILLAGE OF BELLEVILLE BOARD MEETING
HELD MONDAY, **MAY 3, 2010** AT
7:00 P.M. VILLAGE HALL - 24 WEST MAIN STREET

1. Call to order - The meeting was called to order by Village President Terry Kringle at 7:00 PM.

2. Roll call by Clerk – Trustees present were: John LaFay, Ben O’Brien, Terry Kringle, Jim Schmitz, Gary Ziegler, Deb Kazmar and Bonnie Wilcox

Also present: Rick Francois and Brad Peterson, Recorder

3. The Clerk stated that the meeting has been noticed as required by law.

4. Visitors Who Would Like to Speak Now – No discussion.

5. Visitors Who Would Like to Speak on an Agenda Item – No discussion.

6. Consent Agenda: Trustee Ziegler made a motion to approve the consent agenda as follows; seconded by Trustee Kazmar. Motion passed unanimously.

a. Approval of Minutes (April 19, 2010)

b. Approval of Permit for Blaser Park Use for T-Ball, Monday Nights, June 14-July 26;
By Teri Fahey

7. Committee Reports – No reports.

8. **President’s Report** – President Kringle reported that the Economic Development and Business Resource Team were interested in offering consulting services to the Village.

9. **Administrator/Clerk/Treasurer’s Report** – Board of Review is May 19. Auditor Vicki Hellenbrand said that the PSC is recommending a slightly higher increase than what Village Board proposed originally, by \$5500, but it is still about the same percent. No one objected to proceeding with the PSC study at a rate increase of \$72,660.

10. **Unfinished Business:**

c. **Dane County Emergency Radio Communications Network** – No new information.

d. **Proposed Ordinance Amendments to Title 2 (Second Reading & Possible Approval):** Little said Title 2 Chapter 2 will come back to Village Board, as a memo was received with suggested changes from the Village Attorney based on state law changes.

i. **Ordinance 2010-05-01: An Ordinance Amending Title 2 Chapter 3 Government and Administration Relating to Municipal Officers and Employees** – This ordinance makes a change to weed commissioner responsibilities and adds cemetery duties for the Public Works Director.

Trustee Wilcox made a motion to adopt Ordinance 2010-05-01; seconded by Trustee LaFay. Motion passed unanimously.

- ii. **Ordinance 2010-05-02: An Ordinance Amending Title 2 Chapter 4 Government and Administration Relating to Boards, Commissions and Committees** – Proposes changes to Economic Development Committee, Community Development Authority and general committee responsibilities. Staggered committees member terms for Economic Development will be chosen at random. Trustee Ziegler made a motion to approve Ordinance 2010-05-02; seconded by Trustee Kazmar. Motion passed unanimously.

e. 2010 Project Priorities / Village Board Goals – see below

11. **New Business:**

- f. **Proposal for Part-Time Public Works Position and Job Description** – Trustee Ziegler presented a draft job description for a seasonal employee. Primary responsibilities would be mowing, painting, and assisting with pickup of trash and brush. Suggested pay is \$12 per hour and no benefits, at less than 600 hours per year. Trustee Ziegler made a motion to accept the job description for the seasonal Public Works position; seconded by Trustee LaFay. Uniforms will be provided by the Village. Motion passed unanimously.
- g. **Application from Dam Bar 1 LLC, Peter S. Ringgenberg, Agent, for Original Alcohol “Class B” Beer and Reserve Liquor Beverage and Amusements Licenses for the Dam Bar through June 30, 2010** – Trustee O'Brien made a motion to approve the original liquor and amusement license applications for the Dam Bar 1 LLC, contingent on surrender of previous license; seconded by Trustee LaFay. Motion passed unanimously.
- h. **Resolution 2010-05-01: Resolution Establishing Tax Equivalent** – Trustee Ziegler made a motion to approve Resolution 2010-05-01; seconded by Trustee Kazmar. Motion passed unanimously. The resolution sets the rate of the payment in lieu of taxes from the utilities to the Village general fund.
- i. **Proposal for Installation of Utilities to Service Railroad Depot Area** – This cost could be charged to TIF 4. Work would ready the project area for future redevelopment and much less than any future cost. Trustee Ziegler made a motion to approve the addition of \$2423 to the FWSSI cost portion to provide utilities to the depot, with costs to be paid from TIF 4; seconded by Trustee LaFay. Motion passed unanimously.

12. **Organizational Items:**

- A. **Standing Committee member appointments and Chairperson Confirmation** - Annually: 2-2-4(a) – Trustee Ziegler made a motion to approve standing committees and chairpersons appointments as follows; seconded by Trustee O'Brien. Motion passed unanimously.

Public Works and Parks - Gary Ziegler, Chair, Jim Schmitz and Ben O'Brien

Finance and Personnel - Bonnie Wilcox, Chair, John LaFay, and Jim Schmitz
Police - Deb Kazmar, Chair, Bonnie Wilcox, and John LaFay

B. Special Committees, and Commissions Chairperson and member appointment confirmation - Annually: 2-2-4(b)

Senior Citizen Board proposed appointments: Father Ken Klink, Mary Butts, Bob Hoenisch, Herb Blaser and Debra Kazmar, Trustee. Trustee Ziegler made a motion to approve; seconded by Trustee Wilcox. Motion passed unanimously.

Community and Economic Development Committee – One member short. Proposed appointments: Judy Bacha, Chair, Terry Kringle, Jim Schmitz, Jerry Jansen, Rick Francois, Mike O’Connor, Paul Lawinger, Keith Lehnerr, Anna Maria Blivens, Herb Blaser, and Deb Watterson, Trustee Wilcox made a motion to approve; seconded by Trustee LaFay. Motion passed unanimously.

License Advisory Commission proposed appointments: John LaFay – Chair, Glen Kazmar and Gary Ziegler – Trustee LaFay made a motion to approve as stands; seconded by Trustee Kazmar. Motion passed unanimously.

Lake Committee proposed appointments: Joe Donlin-Chair, April Little, Executive Director, Ben O’Brien, Bonnie Wilcox, Jim Root, Donald Funseth, and David Eustice – Trustee Ziegler made a motion to approve committee and chairperson; seconded by Trustee Wilcox. Motion passed unanimously. Discussion of whether another Village Board member should be placed on the Committee and whether the Executive Director be a voting member. The project is moving more into fundraising stage.

Plan Commission proposed appointments: (3 year terms: 2-4-3(a)) Terry Kringle, Chair, Trustee, Gary Ziegler, Trustee, Jim Schmitz, Larry Enlow, Donna Moore, Brad Walters, Lance Williston, and Bill Preboski, Consultant – Trustee Wilcox made a motion to approve; seconded by Trustee Schmitz. Motion passed unanimously.

Library Board proposed appointments: (3 year terms, May 1st) Library Board elects President: 2-4-4(a)(1) – Barbara Belle, Mary Gehin, Denise Mussehl, Linda Schmitt, Bonnie Wilcox, Trustee. Trustee Wilcox made a motion to approve; seconded by Trustee O’Brien. Motion passed unanimously.

Emergency Management proposed appointments: (Volunteer 3 year terms, others annually: 5-5-1 (11 members)) – Dan Edge, Chair; April Little, Vice Chair; Gary Ziegler, EMS; Tom Adams, Fire; Roger Hillebrand, Police; Jerry Butts, Public Works; John Beil School representative; Rick Francois, Chamber/Business; Rick Zaffino, Volunteer; Denise Holpin, Volunteer; Terry Kringle PIO (Trustee). Trustee Kazmar made a motion to approve; seconded by Trustee Ziegler. Motion passed unanimously.

ADA Compliance Committee proposed appointments: - annually: 2-6-1(a)(3) Jill Wennesheimer – Chair, Ben O’Brien, April Little, Jerry Butts, Roger Hillebrand, Jean

Christensen, Renee Funseth, Debbie Bongard, and Linda Kahl. Trustee Ziegler made a motion to approve members and the chair; seconded by Trustee Kazmar. Motion passed unanimously.

Board of Appeals proposed appointments: (3 year terms: 2-4-2(a)) William Stuessy, Chair, Kathy Gile, David Eustice, Mary Gehin, Joe Gastel, Alternates: Jim Root and David Ace. Trustee Kazmar made a motion to approve; seconded by Trustee Ziegler. Motion passed unanimously.

Fire & EMS Association proposed appointments: (2-4-9) Deb Kazmar and Terry Kringle. Trustee Wilcox made a motion to approve; seconded by Trustee O'Brien. Motion carried with Trustee Ziegler abstaining.

Community Development Authority proposed appointments: April Little, Executive Director, Bonnie Wilcox, Deb Kazmar, Joe Donlin, Richard Hendrickson, Eric Warmuth, Lance Williston, Tim Young (Finishing term)– Trustee Ziegler made a motion to approve; seconded by Trustee LaFay. Motion passed unanimously.

Election of President Pro Tem: 2-2-13(a) – Trustee O'Brien nominated Trustee Ziegler; seconded by Trustee Kazmar. No other nominations heard from the floor. Motion passed unanimously.

Historical Preservation Committee proposed appointments: Jerry Remy, chair; Roger Hillebrand, Ron Pattinson, Denise Holpin and Deb Kazmar. Trustee Wilcox made a motion to approve; seconded by Trustee Kazmar. Motion passed unanimously.

Intergovernmental Agreement Committee – Subcommittee of Plan Commission; Chairman - Trustee Kringle, Gary Ziegler and Lance Williston. Trustee Wilcox made a motion to approve; seconded by Trustee O'Brien. Motion passed unanimously.

i. Other committees/commissions

1. *Citizen's Advisory* – Could use one more member but was not critical to add one at this point. Little will ask for volunteers. They typically meet jointly with a standing committee. Nominees: Brian Becker, Rod Clark, John LaFay and Deb Smith. Trustee Ziegler made a motion to approve; seconded by Trustee Wilcox. Motion passed unanimously.
2. *Police Review Committee:* Nominees: Jessica Kramer, Brian Becker, Kyle Hanson – Trustee Ziegler made a motion to approve with the committee's exact title to be determined, for one year terms with Jessica Kramer as chair; seconded by Trustee LaFay. Motion passed unanimously.

- b. Goals for next 2 years** – President Kringle suggested that he and Little work on categorizing projects. Some can be referred to committees; Mentioned as high

priorities: archaic computer security and Web site and access to systems (accounting-read only). Trustee Ziegler made a motion to refer to Finance and Personnel the computer system security issue for the Village for all entities and as part of that and provide for access to Village accounting records (read only); seconded by Trustee LaFay. Would also require a training session. Amended to include remote access. Finance and Personnel Committee to determine details. The goals are to provide accessibility and security. Will get a price and then look at budget. May also check with insurance and auditor for suggestions. Motion passed unanimously.

- c. **Board meetings and committees** – Agenda items, if packet items are not ready by Friday morning, may be pulled. Wednesday noon is best deadline for submission of packet items.
- d. Other pertinent organizational discussion – None.

C. Board members signed confidentiality agreements.

- 13. ADJOURN TO CLOSED SESSION for discussion of: a) **Purchase of Cosgrove Wetlands / Stewardship Grant Award** and b) **Sale of Village Property** per Wis. Stats. 19.85(1)(e) and c) **Annual Performance Evaluation of Administrator/Clerk/Treasurer** per 19.85(1)(c) – Update on a) and b) in open session. a) Cosgrove: working on with the DNR, which is reviewing appraisal data. b) Sale of industrial park – waiting on a response from Dutch/Patchin.
- 14. **Adjournment** – Trustee Wilcox made a motion to adjourn; seconded by Trustee LaFay. Motion passed unanimously. The meeting was adjourned by President Kringle at @ 8:45 PM.

By April Little, Administrator/Clerk/Treasurer

These minutes were approved by the Belleville Board of Trustees on May 17, 2010.