

**Village of Belleville
Public Works and Parks Committee Meeting
June 28, 2010
Minutes**

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

Absent: Jim Schmitz

Guests: Kevin Lord, Eric Thompson

Meeting Called to Order by Gary Ziegler at 6:21 p.m.

Approval of Minutes – No minutes to approve

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 – See attached report.

Engineers Report – See discussion at agenda items below.

Old Business

Far West Side Sanitary Sewer Interceptor and Related Street Reconstruction Project / Far West Side Watermain Extension – Kevin Lord provided an update on the Project. Everything is moving along well and is on schedule

Kevin distributed and reviewed the Utility Breakdown per Special Assessment document. Kevin will add Construction Related Services to the document.

Highway 92 Construction Project – Kevin Lord provided an update on the Project. Everything is moving along well and is on schedule.

Library Park Gazebo/Old Library Ramp – April Little is working with Jason Jackson, General Engineering Services, and several Contractor regarding bids for the Project.

Stormwater Utility – Gary Ziegler reported that April Little found some minor discrepancies between the Stormwater Utility Ordinance and the Credit Handbook. April has made the necessary corrections.

Confined Space Entry/Rescue Equipment – Jerry Butts reported that equipment is being placed in the trailer. The Public Works Department is looking to purchase a 5KW generator for the trailer. 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) – The Village has received a Proposal from the Property Owner. The Village Board will discuss the Proposal at a future meeting.

Main Street Crosswalks – Jerry Butts reported that he has just received the standards for crosswalks from his DOT contact. Jerry will review the standards and provide a proposal for a future Public Works and Parks Committee meeting.

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

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

Far West Side Well Study – The Village Board approved MSA Task Order # 372003, Task 2 for the plan design and specification of the test well for West Side Well # 3 for submission to DNR for their approval at their June 7, 2010 meeting. Kevin Lord reported that after the DNR approves the plans, the Village has two (20) years to construct the test well or the plans will need to be resubmitted to the DNR for their approval again. Kevin is forwarding several documents to Matt Dregne regarding the Agreement/Easement the Village will need to enter into with the School District of Belleville.

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

Village Ordinance Enforcement – The Village Board and Village staff will be asked for input as to which properties need to be reviewed in the Village. General Engineering Services will start their review in late Summer or early Fall.

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

Review Public Works Department 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 – Jerry Butts reported that he is working with Badger Meter and JJ Antonetti, Village IT Staff, on installing the antenna on the water tower.

Cellular Telephone Antenna on Water Tower – The Village Board approved the Lease with Verizon Wireless at their June 21, 2010 meeting, contingent upon Verizon being able to obtain an Access Easement from Phil Fahey.

Mailbox Replacement Policy – Gary Ziegler distributed information he had received from April Little from other municipalities. These documents will be reviewed at a future Public Works and Parks Committee meeting.

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

Federal Industries Effluent Requirements - The Village Board approved the letter to Federal Industries at their June 7, 2010 meeting. Kevin Lord will follow up with Tom Fitzwilliams regarding any response that might have been received by the Village from Federal Industries

Review Urban Forestry Plan & Tree Inventory Summary and Emerald Ash Borer Readiness Plan - Tabled to a future Public Works and Parks Committee meeting.

Review ADA Committee Village Property Recommendations – Tabled to a future Public Works and Parks Committee meeting.

New Business

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

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

Stormwater Management Plan – Tom Fitzwilliam, MSA, distributed and reviewed the Village of Belleville Stormwater Master Plan Project Summary document. Tom discussed the Village-wide Water Quality Assessment including current conditions, street sweeping programs, improved structure practices and the recommendations included in the Plan. Tom also discussed the East Side Development Plan. Tom will be present at the August 16, 2010 Village Board meeting to discuss the Stormwater Management Plan and review the recommendations.

Fire Station Storm Sewer – Kevin Lord distributed and reviewed the Fire Station Storm Sewer Project Cost Estimate and a drawing of the Proposed Project. The Cost Estimate for the Project is \$21,945.00, which includes a 10% contingency but does not include any Construction Related Services. This Project has been previously identified by MSA. Kevin feels this is a top priority project and should be done at this time. The Project will need to be done at some time in the future. The current plan calls for the storm water to converge to a 12" storm sewer that will run along the new storm sewer being installed as part of the Highway 92 Project. The Public Works and Parks Committee feels this Project should be done at this time, however, feels the Village Board need to provide their input due to other possible additional projects. The Project costs could be split between the Village of Belleville and the Belleville, Montrose and Exeter Fire and EMS Association. **Motion by Ben O'Brien, seconded by Gary Ziegler to refer this Project to the Village Board for additional review and a recommendation. Motion carried.**

Shamrock Hills Subdivision Phase 1 – Kevin Lord reported that Harmon Circle is still not paved. Kevin has some concerns regarding the delay in paving and other parts of the Project. Kevin did talk with Steve Gochenaur today regarding his concerns. Kevin will keep the Public Works and Parks Committee updated as needed.

Main Street Valves – Kevin Lord reviewed his letter to Gary Ziegler dated July 6, 2010. The letter discusses the problem that Advanced Construction, Inc. is encountering with the bolts used with the water valves on Main Street. The water valves were installed during the 1990 Main Street Project. The bolts have eroded to the point of failure. Advanced has encountered two (2) bad valves during the Project. Both MSA and Advanced Construction, Inc. feel that the same problem may exist with all the water valves on Main Street. It should be noted that while discussing this item during the Public Works and Parks Committee meeting, Marge Dresen, MSA, informed Kevin Lord that another valve has just given out at the intersection of Main Street and Green Street. Kevin received an estimate form Advanced Construction, Inc. to repair the water valves on Main Street (see attached). Kevin and Jerry Butts feel that the Village should replace all the valves (15 in total) on Main Street from the well to Grant Street at this time while Advanced Construction, Inc. is on the current Project. The cost to replace the water valves as they break would be much more costly. Kevin feels the estimate received from Advanced Construction, Inc. is reasonable, however, he is willing to see if he can get the price reduced. **Motion by Ben O'Brien, seconded by Gary Ziegler to recommend to the Village Board that the 15 additional water valves on Main Street be replaced by Advanced Construction, inc. using Option # 3 (time and materials basis - \$700.00/crew hour plus materials, pending Kevin Lord reviewing the Estimate with funds to come from the Project contingency. Motion carried.**

2010 Street Work – Jerry Butts distributed and reviewed a 2010 Street Repair document. Jerry is requesting \$65,961.00 of work for 2010. There is a total of \$70,000.00 for street work in the 2010 budget;

\$50,000.00	Account # 100-00-53450-000-000	Infrastructure – General Fund
#20,000.00	Account # 500-00-53480-810-000	Capital Budget

Motion by Ben O'Brien, seconded by Gary Ziegler to recommend to the Village Board approval of the 2010 Street Work in the amount of \$65,961.00 with funds to come from the following accounts:

\$50,000.00	Account # 100-00-53450-000-000	Infrastructure – General Fund
#20,000.00	Account # 500-00-53480-810-000	Capital Budget

Motion carried.

Purchase of Used Truck – Jerry Butts has Francois Sale and Service looking for a used ½ or ¾ ton pickup truck for the Public Works Department as one(1) of the trucks that they were using is no longer drivable. Jerry has \$10,000.00 in his budget to purchase a truck. Jerry will forward the truck information to April Little when he receives it for the Village Board to approve.

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

Monday, July 26, 2010 – 6:00 p.m. – Village Hall

Motion by Ben O'Brien, seconded by Gary Ziegler to adjourn (9:28 p.m.). Motion carried.

Respectfully submitted,

Gary J. Ziegler, Chair
Public Works and Parks Committee