

**Village of Belleville
Public Works and Parks Committee Meeting
March 15, 2010
Minutes**

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

Absent:

Guests:

Meeting Called to Order by Gary Ziegler at 6:17 p.m.

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.

Old Business

Library Park Gazebo/Old Library – Gary Ziegler reviewed an e-mail that has been going between April Little and Jason Jackson, General Engineering Services regarding the design of the Library Park Gazebo. Jason is looking for input from the Public Works and Parks Committee regarding the FINAL design. The Public Works and Parks Committee discussed the issues included in the e-mail. **Motion by Terry Kringle, seconded by Ben O'Brien to recommend to the Historic Preservation Committee and the Village Board the following changes to the design of the Library Park Gazebo:**

**Remove the benches from the design and leave the railing at a height of 48";
Switch from vertical to horizontal spindles; and
Include an alternate in the bid for composition decking for the floor.**

Motion carried.

New Business

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

CTH CC Project – Jerry Butts distributed and reviewed an e-mail he received from Pam Dunphy, Dane County Department of Public Works, Highways and Transportation Assistant Commissioner, dated March 10, 2010, regarding the CTH CC Project. The e-mail also included an updated estimate, dated March 3, 2010, for the Project (Grading, Base, Storm Sewer, Curb and HMA Pavement). The Public Works and Parks Committee had previously recommended this Project to the Village Board, but apparently the necessary paperwork was never signed and submitted to Dane County. The total cost of the Project is \$164,200.00 (construction ONLY). Engineering will be provided by Dane County at no cost. The Village portion of the Project is \$82,100.00. The Project will be completed at this cost, and the 50/50 split, ONLY if the Village of Belleville agrees to the cost and to the jurisdictional transfer of CTH CC. Once the Project is completed, CTH CC jurisdiction (Dane County portion ONLY), will be transferred to the Village of Belleville. **Motion by Terry Kringle, seconded by Ben O'Brien to recommend to the Village Board that the Village enter into a jurisdictional transfer agreement with Dane County for CTH CC, with the Village cost for the Project not to exceed \$82,100.00 with funds to come from borrowing. The Public Works and Parks Committee further recommends that if the Project is not completed in 2011, the Village rescind the Agreement with Dane County. Motion carried.**

Utility Bill Complaints – The Public Works and Parks Committee discussed a policy regarding Utility Bill Complaints. In the past, there has been no consistent policy as to how to handle Utility Bill Complaints. There are currently three (3) citizens who have concerns/complaints regarding their Utility Bill. These citizens are: Philip Fahey (N9673 CTH CC); Christopher & Kathryn Griffin (226 Blaser Drive); and Richard & Linda Miller (7207 STH 69/92). **Motion by Terry Kringle, seconded by Ben O'Brien to recommend to the Village Board the following Utility Bill Complaint Policy: Complaints must be submitted to the Public Works Director within 30 days of the Billing Date on the Utility Bill (Complaint Form to be developed by Public Works Director); the Water portion of the bill will be calculated to a maximum of 200% of the average usage of the last 12 months; and the Sewer portion of the bill will be calculated to a maximum of 120% of the average usage of the last 12 months. Motion carried.**

Proposed MSA Task Order 372036 – Gary Ziegler distributed a copy of the MSA Task Order 372036 for Remy Road Fahey Property Fill Study. The Task Order will Conduct a site topographic survey, determine allowable fill limits, identify wetland indicators and base map preparation for the Don & Betty Fahey Property located east of the current Sewer Plant and Sugar River Park. The Property in question could be purchased by the Village depending on the usability of the Property. The Task Order is for \$2,450.00. **Motion by Ben O'Brien, seconded by Terry Kringle to recommend to the Village Board that the Village enter in to Task Order 372036 with MSA for Remy Road Fahey Property Fill Study in an amount no to exceed \$2,450.00 with funding to come from the Public Works General Engineering Account. Motion carried.**

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

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

Motion by Terry Kringle, seconded by Ben O'Brien to adjourn (6:56 p.m.). Motion carried.

Respectfully submitted,

Gary J. Ziegler, Chair
Public Works and Parks Committee