

**Village of Belleville
Public Works and Parks Committee Meeting
August 23, 2010
Minutes**

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

Absent:

Guests: Kevin Lord (MSA), April Little, Corey Statz, Lids Brewer, Connie Urfer, Tex Urfer, Roger Hodel, Ted Fahey, Darlene Hendrickson

Meeting Called to Order by Gary Ziegler at 6:02 p.m.

Approval of Minutes – Motion by Jim Schmitz, seconded by Ben O'Brien to approve the minutes of the May 24, 2010, May 29, 2010, June 1, 2010, June 7, 2010, June 21, 2010, June 28, 2010 and July 26, 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 – Corey Statz, Lids Brewer, Connie Urfer, Tec Urfer, Roger Hodel, Ted Fahey and Darlene Hendrickson were present to speak on an agenda item.

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 – Connie and Tex Urfer (24 E. Church St.) were present to discuss their driveway apron replacement that was done as part of the Project. The decorative driveway/apron had been installed in 2003, with the permission of the Village Building Inspector/Zoning Administrator at that time. The apron, including the decorative cement, was removed as part of the Far West Side Sanitary Sewer Interceptor Project. The Urfer's were told that the Contractor would try and remove and replace the decorative cement as best as possible. The Contractor was unable to replace the decorative cement. The Urfer's are asking that the Village to replace the decorative cement. The Urfer's have two (2) bids to replace the decorative cement. Gary Ziegler asked Kevin Lord to review this issue and provide an update at the next Public Works and Parks Committee meeting. Because this item was not specifically included on the agenda, a decision will be made at the October 6, 2010 Public Works and Parks Committee meeting

Kevin Lord provided an update on the Project.

Project A Update - Kevin reported that Phase 3 of Project A is underway. Kevin reported that all of the water valves have been replaced. Kevin noted that there were very few problem with the phalanges.

Project B Update – Kevin reported that the grading is done. The work on the Lift Station continues.

Highway 92 Construction Project – Kevin Lord provided an update on the Project. Everything is moving along well. The Project should be completed by the end of September.

Library Park Gazebo/Old Library Ramp – April Little reported that the Village is waiting for bids from two (2) Contractors.

Stormwater Utility – Gary Ziegler reported that April Little and Mary Austin are working on entering the Stormwater Utility information into the Utility billing software. Letters have been sent to all non-residential customers of the Utility indicating their Stormwater Utility Fee. This has been done in advance of the Stormwater Utility Fee going into effect to allow for adjustment requests.

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 Jefferson Fire and Safety has some concerns about the Oxygen bottles that the Village is utilizing. 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 the August 30, 2010 Public Works and Parks Committee meeting.

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

Far West Side Well Study – Kevin Lord reported that MSA continues to work on the plan design and specifications for the new well site. The plan design and specifications will be submitted to the DNR once they are completed for their approval. Kevin Lord reported that after the DNR approves the plans, the Village has two (2) years to construct the test well or the plans will need to be resubmitted to the DNR for their approval again.

2009 Urban Forestry Grant – April Little is looking at the possibility of applying for a 2011 Urban Forestry Grant.

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 Department Job Descriptions – Tabled to a future Public Works and Parks Committee meeting.

Meter Hardware/Software/Meter Replacement – Jerry Butts reported that he is still working with Badger Meter and JJ Antonetti, Village IT Staff, on installing the antenna on the water tower. After the antenna is placed, the software will be installed and the Public Works Department will need to install at least 20 meters to test the System.

Cellular Telephone Antenna on Water Tower – April Little reported that the Agreement has been approved by all parties except Phil Fahey.

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

Federal Industries Effluent Requirements – Gary Ziegler reported that he has talked with Bob Nolden of Federal Industries. Bob informed Gary that Federal Industries is not going to pursue the process that would have necessitated the effluent requirement changes at this time.

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 – Gary Ziegler distributed the Proposed Accommodation Upgrades to Village Facilities document which includes the Village of Belleville ADA and Sec. 504 Compliance Worksheet – 2010 document and the Village of Belleville Public Facility

Improvements for the Disabled or FID Project document. The documents should be reviewed for discussion at a future Public Works and Parks Committee meeting.

Stormwater Management Plan – Kevin Lord reported that Eric Thompson will be attending the September 7, 2010 Village Board meeting to discuss the Stormwater Management Plan and review the recommendations.

Shamrock Hills Subdivision Phase 1 – Kevin Lord reported that the Project is done except for the sewer lines need to be jetted. Cosgrove may ask the Village to do this. If the Village does do the work, Cosgrove will be billed for the work.

Main Street Valves – Kevin reported that all of the water valves have been replaced. Kevin noted that there were very few problem with the phalanges.

2010 Street Work – Jerry Butts reported that the Seal Coating portion of the 2010 Street Work is done. Jerry also reported that the access road to the EMS Building (480 River St.) will be resurfaced in the near future as part of the 2010 Street Work.

Dam Design Improvement Plan – Tabled to the August 30, 2010 Public Works and Parks Committee meeting.

Community Park Restoration Plans – Tabled to the August 30, 2010 Public Works and Parks Committee meeting.

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.

2011 Budget - Tabled to a future Public Works and Parks Committee meeting.

Utility Bill Adjustment Request – Corey Statz and Lisa Brewer (129 Fourth St.) were present to request an adjustment to their July, 2010 Utility Bill. Gary Ziegler distributed the Request for Sewer Use Adjustment completed by Corey and Lisa, a copy of the Sewer Use Adjustment Policy and a copy of the Usage Report for the Property. The property owners reported that they were on vacation from July 7 – 11, 2010 and upon their return they discovered that their toilet had been running while they were gone. They provided a copy of an Invoice from Madison Plumbing for the work to repair the toilet. **Motion by Ben O'Brien, seconded by Jim Schmitz to adjust sewer usage for July, 2010 for the property at 129 Fourth St. to 3,115 gallons (average usage of last 12 months) as per the Sewer Use Adjustment Policy. Motion carried.**

Utility Bill Adjustment Request for N. Grant St./Prisk Street Residents – The following residences were affected by the Project A portion of the Far West Side Sanitary Sewer Interceptor and Related Street Reconstruction Project:

William D. Waters (121 N. Grant St.)
Steve * Karen Meier (123 N. Grant St.)
Elmer Leroy or JoAnn Freitag (530 Prisk St.)
John Becker (520 Prisk St.)
Lisa and Michael Shrader (531 Prisk St.)
Rich and Darlene Hendrickson (521 Prisk St.)
Ken Kramer (209 N. Grant St.)

Several residences were receiving their water services by various means from one of their neighbors. The shared service started on July 21, 2010 and ended August 23, 2010.

Darlene Hendrickson asked how the billing would be determined for the period. Darlene thought that there should be no charge for the water portion of the residents utility bill. The residents had water service during the entire period.

Motion by Ben O'Brien, seconded by Jim Schmitz to recommend to the Village Board that the following residences:

**William D. Waters (121 N. Grant St.)
Steve * Karen Meier (123 N. Grant St.)
Elmer Leroy or JoAnn Freitag (530 Prisk St.)
John Becker (520 Prisk St.)
Lisa and Michael Shrader (531 Prisk St.)
Rich and Darlene Hendrickson (521 Prisk St.)
Ken Kramer (209 N. Grant St.)**

water portion of their utility bill be adjusted for the period of July 21, 2010 to August 23, 2010 to their last 12 month average. Motion carried.

Greenway Development Drainage Concerns – Roger Hodel and Ted Fahey wanted to discuss with the Public Works and Parks Committee their concerns about the lack of drainage on and around the property they own that abuts the Greenway Development. Both Roger and Ted explained the concerns. It was decided that Roger, Ted, Jerry Butts and Kevin Lord will meet at the properties to look at the properties and discuss the concerns. This meeting will occur before the September 29, 2010 Public Works and Parks Committee meeting.

Review September 2007 Sanitary Sewer Evaluation – Kevin Lord reviewed the September 2007 Sanitary Sewer Evaluation prepared by MSA. Several items in the report - Fire Station issues and Manhole replacement (60 plus manholes need to be replaced) – need to be addressed as part of future budgets.

Review Ordinance 10-6-8 Development of Park Area for Recommendations to Plan Commission – Gary Ziegler distributed copies of Village of Belleville Ordinance -10-6-8 Development of Park Areas and City of Sun Prairie Ordinance 16.32.100 Public Lands-Open Space-Development of Area. This item was referred to the Public Works and Parks Committee from the Plan Commission to be reviewed. Kevin Lord stated that the current Village Ordinance covers everything it needs to. Kevin stated that the responsibilities to review the plans and whether they meet the requirements of the Ordinance fall to MSA as part of their review of the development. The Public Works and Parks Committee is not recommending any changes to the ordinance, but simply better enforcement of the Ordinance.

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

Monday, August 30, 2010 – 6:30 p.m. – Village Hall
Wednesday, September 29, 2010 – 6:00 p.m. – Village Hall

Motion by Ben O'Brien, seconded by Jim Schmitz to adjourn (9:33 p.m.). Motion carried.

Respectfully submitted,

Gary J. Ziegler, Chair
Public Works and Parks Committee