

MINUTES OF SPECIAL VILLAGE OF BELLEVILLE BOARD MEETING
HELD MONDAY, **MARCH 15, 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

Visitors: Heather Acker, Baker Tilly; G.S. Donovan; 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 - None
5. Visitors Who Would Like to Speak On an Agenda Item – Heather Acker, 11a
6. **Consent Agenda: Trustee Kazmar made a motion to approve the consent agenda [as follows]; seconded by Trustee Wilcox. Motion passed unanimously.**
 - a. Approval of Minutes (March 1, 2010)
 - b. Approval of Treasurer's Reports for February 2010
 - c. Approval of Operators License Application for Elizabeth A. Zuidema (Town Mart)
7. Committee Reports – No discussion.
8. President's Report – Village has received inquiries from three developers who are interested in possibly proposing project for the far west side development, including medical buildings and mixed business/apartments.
9. Administrator/Clerk/Treasurer's Report – Open Book is April 28; Board of Review is May 19. [to item 11a]
10. **Unfinished Business:**
 - a. **Dane County Emergency Radio Communications Network** – President Kringle said a letter is drafted, but has not been sent.
 - b. **Proposed Ordinance 2010-03-03: Amendments to Title 5 Chapter 4 Regarding Private Alarm Systems** – Tabled because of agenda typo.
11. **New Business:**
 - a. **2009 Audit Report (Presented by Heather Acker, Baker Tilly)** – Acker presented information on trends regarding General Fund finances. Total unreserved fund balance will drop based on budget amendment proposed for this meeting. Village is ahead of GFOA recommendations on unreserved fund balance as a percentage of expenditures and is close to median for similar Wisconsin communities. Village is

currently at 64 percent of debt capacity, but this does not include \$1.325 million for the bond anticipation notes. We will need to look at refinancing this in a way to not be covered under the debt limit because the Village is getting closer to its debt limit. It is not unusual for communities with new TIF districts to have higher debt. Village was at median for debt service to non-capital expenditures, and under the recommended 20 percent. Most debt is for current operations.

In General Fund and Debt Service, 59 percent of revenues come from taxes, which is typical in Wisconsin. The portion of intergovernmental revenue is shrinking. In terms of expenditures, public safety is usually highest portion; other service and debt service categories are about equal. President Kringle asked Finance and Personnel Committee to look at internal controls for policy recommendations to bring back to Village Board. Trustee Ziegler would like computer read-access to financial reports.

- b. **Proposed Budget Amendment 2010-1** – Trustee Ziegler made a motion to adopt Budget Resolution #1; seconded by Trustee Kazmar. The resolution continues the 2009 designated carryovers into 2010 and applies general fund and water cash reserves to utility capital purchases as approved at the previous meeting. Motion passed unanimously.
- c. **2010 Project Priorities / Village Board Goals** – President Kringle said that we have several capital project items and would like to discuss goals for the coming year. One thought was instituting per diems for non-Village committee meeting.
- d. **Proposed Police Internship Program** – Trustee Kazmar explained that a student expressed interest in serving as an intern to obtain college credits. Roger Hillebrand said the goal is to assign projects for research such as establishing a citizens' academy. Awaiting details from the college; the internship would be from May through September. Village insurance contact said liability is not an issue, and he could use Village vehicles. If he is paid, he would fall under worker's comp. We would want to provide clothing or identification. Belleville has never had an intern. Hillebrand will bring back written details. Village Board members were supportive of the concept.
- e. **CTH CC Reconstruction and Jurisdictional Transfer from Dane County** – Trustee Ziegler made a motion to approve the jurisdiction transfer of CTH CC with the caveat that if project is not done by 2011 the Village will withdraw, funding to come from borrowing; seconded by Trustee O'Brien. This would apply to the road within the Village limits only (School Street to Main). An agreement will be written up by Dane County. Motion passed unanimously.
- f. **Proposed MSA Task Order 372036 – Remy Road Fahey Property Fill Study** – Trustee Ziegler said the property in discussion sits across from the current wastewater treatment plant. The Village's current spot for fill is closed; need a spot for fill or possible Public Works site or possible park. The study will be to see how much area is usable. Trustee Ziegler made a motion to enter into an agreement with MSA not to exceed \$2450 for Remy Road / Fahey site study, with funds from Public Works general engineering budget; seconded by Trustee LaFay. Motion passed unanimously.
- g. **Recommendations for Appointment to Special Police Committee (per Sec. 61.65**

12. ADJOURN TO CLOSED SESSION for discussion of Sale of Village Property per Wis. Stats. 19.85(1)(e) – Trustee Ziegler made a motion to go into closed session; seconded by Trustee Wilcox. Motion passed unanimously on a roll call vote. Closed session held. Trustee Wilcox made a motion to go back into open session; seconded by Trustee O'Brien. Motion passed unanimously.
13. RECONVENE TO OPEN SESSION for possible action on items discussed in closed session – Trustee Ziegler made a motion to approve Dutch-Patchin's amended offer to purchase Village-owned land; seconded by Trustee Kazmar. Motion passed unanimously.
14. **Other Business:**

Announcements – Census forms are now out. There is a bowling tournament to benefit the lake project. Sewer interceptor starts tomorrow.

Future meeting dates were noted.
15. **Adjournment** – Trustee Kazmar made a motion to adjourn; seconded by Trustee Wilcox. Motion passed unanimously. The meeting was adjourned by President Kringle at 8:42 PM.

*By April Little, Administrator/Clerk/Treasurer
Approved by the Belleville Board of Trustees on April 5, 2010.*