

VILLAGE OF BELLEVILLE
SPECIAL MEETING of the VILLAGE BOARD
Monday, January 21, 2013 at 7:00 P.M.
Village Hall - 24 West Main Street

AGENDA

1. Call Meeting to Order
2. Roll call by Clerk
3. Posting of Open Meeting Notice
4. Visitors Who Would Like to Speak Now
5. Visitors Who Would Like to Speak On an Agenda Item
6. **Consent Agenda:**
 - a. Approval of Minutes - January 7, 2013
 - b. Approval of Bills for January 2013 to Date
 - c. Approval of Treasurer's Reports for December 2012
 - d. Approval of Fourth Quarter Treasurer's Report for 2012
 - e. Approval of Operator's License Application for Jennifer M. Olson
7. Committee Reports
8. President's Report –
9. Administrator/Clerk/Treasurer's Report –

**ACTION REQUIRING A VOTE MAY BE TAKEN ON
ANY OF THE FOLLOWING ITEMS**

10. Unfinished Business:

- a. Lake / Pedestrian Bridge Projects Update & Issues
- b. Hiring Process for Police Department Officers
- c. Natural Heritage Land Trust Parcels Acquisition: Stewardship Grant Issue / Hunting Access

11. New Business:

- a. Proposed Ordinance #2013-01-01: An Ordinance to Amend the Code of the Village of Belleville, Chapter 395, Section 3 thereof, Entitled Firearms, Explosives and Other Missiles
- b. Proposed State/Municipal Agreement for a Highway Improvement Project – STH 69 from STH 92 to CTH D

- c. Proposed Amendment to Police Chief Job Description

12. Other Business:

- a. Correspondence
- b. Announcements –
- c. Future Meeting Dates
- d. Questions and Items for Referral

13. Adjournment

-By Howard Ward, Village President

The Village of Belleville complies with the Americans with Disabilities Act (ADA):

If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please contact the person below at least two business days prior to the meeting.

Si necesita un interprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuniquese al numero de telefono que figura a continuacion dos dias habiles como minimo antes de la reunion.

Contact: April Little, Village Administrator, 24 W. Main Street
608.424.3341
alittle@villageofbelleville.com

Final agenda will be posted by 4 p.m. Friday preceding the meeting at these locations:
Union Bank & Trust Co (UB&T), Sugar River Bank, Village Hall, Library, Village of Belleville Web site.

GENERAL FUND CHECKING

ALL Checks

Posted From: 1/01/2013 From Account:
Thru: 1/15/2013 Thru Account:

Check Nbr	Check Date	Payee	Amount
V871	1/09/2013	ANDERSON, DONNA	430.22
V872	1/09/2013	BEIERSDORF, VICTORIA L.	581.54
V873	1/09/2013	BIGLER, JULIE L.	28.29
V874	1/09/2013	EICHELKRAUT, WILLIAM B.	1,271.39
V875	1/09/2013	HENDRICKSON, DARLENE M.	381.50
V876	1/09/2013	LEHMANN, BRONNA B.	355.02
V877	1/09/2013	LIEN, TRACY	182.85
V878	1/09/2013	LITTLE, APRIL A. W.	1,476.53
V879	1/09/2013	MARTIN, JEREMY A	414.95
V880	1/09/2013	VEENEMAN, MICHELLE	173.48
15310	1/09/2013	BUTTS, JERRY D.	1,241.94
15311	1/09/2013	CHRISTENSEN, JEAN M.	676.17
15312	1/09/2013	DIEDERICH, FREDERICK H.	227.49
15313	1/09/2013	FREEMAN, DEBRA	158.29
15314	1/09/2013	HELLER, MOLLY K	58.31
15315	1/09/2013	HULTINE, MOLLY M.	795.98
15316	1/09/2013	O'CONNOR, THOMAS P.	475.26
15317	1/09/2013	PAULI, DAVID J.	340.28
15318	1/09/2013	PELTON, TERESA A.	254.29
15319	1/09/2013	SOLBERG, SHEREE	120.63
15320	1/09/2013	YOUNG, TERESA M	37.48
19797	1/02/2013	BAER INSURANCE	16,887.00
19798	1/08/2013	*** Test Check ***	0.00
19799	1/08/2013	BELLEVILLE MUNICIPAL WATER DEPT (2)	94.67
19800	1/08/2013	CINTAS CORPORATION	341.63
19801	1/08/2013	CITGO	2,377.91
19802	1/08/2013	CITGO (2)	929.40
19803	1/08/2013	DIGGERS HOTLINE, INC.	40.70
19804	1/08/2013	ENGELHART INC	41.69
19805	1/08/2013	ENVIRONMENTAL CONSULTING & TESTING	550.00
19806	1/08/2013	FRONTIER (2)	223.50
19807	1/08/2013	GENERAL ENGINEERING COMPANY	130.00
19808	1/08/2013	GORDON FLESCH CO., INC.	131.87

GENERAL FUND CHECKING

ALL Checks

Posted From: 1/01/2013 From Account:
Thru: 1/15/2013 Thru Account:

Check Nbr	Check Date	Payee	Amount
19809	1/08/2013	HAROLD'S EXCAVATING CO.	580.00
19810	1/08/2013	INGRAM LIBRARY SERVICES	36.10
19811	1/08/2013	J. MAUEL & ASSOCIATES	200.00
19812	1/08/2013	L.W. ALLEN, INC.	1,400.67
19813	1/08/2013	MADISON METROPOLITAN SEWERAGE DISTRICT	3,662.63
19814	1/08/2013	MIDWEST TAPE	12.12
19815	1/08/2013	NEWS PUBLISHING COMPANY, INC.	866.43
19816	1/08/2013	PURCHASE POWER	107.99
19817	1/08/2013	*** Test Check ***	0.00
19818	1/08/2013	2013 WPLF WINTER CONFERENCE	135.00
19819	1/08/2013	AFLAC	472.90
19820	1/08/2013	ALLIANT ENERGY/WP&L (3)	2,457.15
19821	1/08/2013	BELLEVILLE EMBROIDERY	26.00
19822	1/08/2013	CHARTER COMMUNICATIONS	271.25
19823	1/08/2013	CHARTER COMMUNICATIONS	133.91
19824	1/08/2013	DANE COUNTY CITIES & VILLAGES ASSOCIATION	810.00
19825	1/08/2013	ISAAK WELSH	2,970.70
19826	1/08/2013	LEAGUE OF WISCONSIN MUNICIPALITIES	838.81
19827	1/08/2013	NORTH SHORE BANK,FSB	250.00
19828	1/08/2013	NORTH SHORE BANK,FSB	10,958.80
19829	1/08/2013	PELLITTERI	10,429.90
19830	1/08/2013	PURE WATERS, LLC	29.00
19831	1/08/2013	RIVERSIDE MANUFACTURING COMPANY	88.57
19832	1/08/2013	SUGAR RIVER BANK	200.00
19833	1/08/2013	THE MINNESOTA LIFE INSURANCE COMPANY	425.64
19834	1/08/2013	THE MONROE TIMES	192.00
19835	1/08/2013	TOWN OF MONTROSE	76.57
19836	1/08/2013	UNIVERSITY OF WISCONSIN	415.00
19837	1/08/2013	UPPER SUGAR RIVER WATERSHED ASSOCIATION	1,163.00
19838	1/08/2013	VILLAGE OF BELLEVILLE	2,040.50
19839	1/08/2013	WISCONSIN CHIEFS OF POLICE ASSOCIATION, INC.	100.00
19840	1/08/2013	WISCONSIN DEPARTMENT OF REVENUE	612.06
19841	1/08/2013	WISCONSIN MUNICIPAL CLERKS ASSOCIATION	100.00

1/17/2013 8:18 AM

Reprint Check Register - Quick Report - ALL

Page: 3
ACCT

GENERAL FUND CHECKING

ALL Checks

Posted From: 1/01/2013 From Account:
Thru: 1/15/2013 Thru Account:

Check Nbr	Check Date	Payee	Amount
19842	1/08/2013	WISCONSIN PROFESSIONAL POLICE ASSOCIATION, INC	79.50
19843	1/08/2013	WORKHORSE SOFTWARE SERVICES, INC	3,075.00
19844	1/11/2013	BELLEVILLE SCHOOL DISTRICT	669,071.88
19845	1/11/2013	DANE COUNTY TREASURER (2)	156,754.08
19846	1/11/2013	GREEN COUNTY TREASURER	94,293.29
19847	1/11/2013	MADISON AREA TECHNICAL COLLEGE DISTRICT	119,180.69
19848	1/11/2013	BURRESON'S FOODS	692.45
19849	1/11/2013	CARTER & GRUENEWALD CO., INC.	31.40
19850	1/11/2013	CATE MACHINE AND WELDING, INC.	33.63
19851	1/11/2013	GREEN COUNTY HIGHWAY COMMISSION	594.44
19852	1/11/2013	HYDRITE CHEMICAL CO	1,342.45
19853	1/11/2013	L.W. ALLEN, INC.	635.84
19854	1/11/2013	LANDMARK SERVICES COOPERATIVE	294.94
19855	1/11/2013	WJZ CLEANING, LLC	271.85
ACHJANDENT	1/04/2013	DENTAL INSURANCE	1,713.03
ACHFEBHEALTH	1/15/2013	HEALTH INSURANCE	15,535.60
Grand Total			1,137,093.03

1/17/2013 8:18 AM

Reprint Check Register - Quick Report - ALL

Page: 4
ACCT

GENERAL FUND CHECKING

ALL Checks

Posted From: 1/01/2013 From Account:
Thru: 1/15/2013 Thru Account:

	Amount
Total Expenditure from Fund # 100 - GENERAL FUND	1,092,617.52
Total Expenditure from Fund # 550 - WASTE MANAGEMENT	10,585.65
Total Expenditure from Fund # 600 - WATER & SEWER	25,083.80
Total Expenditure from Fund # 650 - STORM WATER UTILITY	1,007.20
Total Expenditure from Fund # 900 - LIBRARY	6,976.20
Total Expenditure from Fund # 950 - CEMETERY FUND	822.66
Total Expenditure from all Funds	1,137,093.03

DECEMBER 2012 TREASURER'S REPORT

Account Balances:	CHECKING	SAVINGS	CD ACCOUNTS	TOTALS
General Fund (100)	\$519,009.00	\$1,719,772.70		\$2,238,781.70
Debt Services (300)	\$106,144.08	\$0.00		\$106,144.08
Debt Service Reserve Funds	\$186,636.54			\$186,636.54
Capital Projects (500)	-\$65,321.34	\$0.00		(\$65,321.34)
TIF 3 (510)	-\$351,299.50	\$50,658.21		(\$300,641.29)
TIF 4 (520)	-\$14,860.74	\$0.00		(\$14,860.74)
TIF 5 (530)	-\$16,127.08	\$0.00		(\$16,127.08)
Waste Management (550)	-\$76,456.22	\$0.00		(\$76,456.22)
Water/Sewer (600)	\$741,650.70	\$538,775.31		\$1,280,426.01
Stormwater (650)	-\$64,451.69	\$0.00		(\$64,451.69)
CDA (720)	\$13,162.78	\$362,721.47		\$375,884.25
Lake Restoration (800)	-\$98,210.34	\$0.00		(\$98,210.34)
Library (900)	\$30,888.42	\$0.00	\$67,970.00	\$98,858.42
Cemetery (950)	\$27,165.49	\$24,800.68		\$51,966.17
	\$937,930.10	\$2,696,728.37	\$67,970.00	\$3,702,628.47

Prior Month End Balance		Debits	Credits
Expenditures:	\$1,176,414.02	\$348,196.28	
Payroll		\$79,686.24	
Receipts:			\$188,639.63
Nov/Dec Interest			\$758.97
Month End Balance	\$937,930.10		

WATER AND SEWER TREASURERS REPORT

2012 as of DECEMBER 31, 2012	Earned
Savings	206.53
Checking INTEREST	117.38
Total Distributed to Checking Accounts	323.91

WATER	PREVIOUS BALANCE	DECEMBER MONTH	CURRENT BALANCE
DESIGNATED FOR PROJECTS			
2009 Water Main Project R00372027.0	26,458.65	0.00	26,458.65
2010 Hwy 92 project 2010 borrow 325000 net 310,062	51,848.60	0.00	51,848.60
SUB TOTAL	78,307.25	0.00	78,307.25
Reserve	34,885.43	0.00	34,885.43
Prior undesignated \$173,708.58 & cash \$22,400.20	29,532.30	0.00	29,532.30
	64,417.73	0.00	64,417.73
GENERAL OPERATION			
2012 Revenue	189,882.08	14,842.13	204,724.21
2012 Expense	-209,353.82	-97,181.71	-306,535.53
2012 Public Fire Protect Rev	94,605.61	8,030.62	102,636.23
Miscellaneous Revenue	11,761.04	1,237.50	12,998.54
Prepaid expenses for 2013		-902.09	
Internal Transfer Designated Projects	0.00	0.00	0.00
cash	286,669.02	0.00	286,669.02
SUB TOTAL WORKING CASH	373,563.93	-73,973.55	299,590.38
INTEREST	1,221.71	0.00	1,221.71
TOTAL WATER	517,510.62	-73,973.55	443,537.07

<u>SEWER</u>	<u>PREVIOUS BALANCE</u>	<u>DECEMBER MONTH</u>	<u>CURRENT BALANCE</u>
DESIGNATED FOR PROJECTS			
2010 Hwy 92 project village 2010 borrow 79,952	20,893.09	0.00	20,893.09
SUB TOTAL	20,893.09	0.00	20,893.09
WWTP R&R	161,631.58	0.00	161,631.58
Reserve	105,444.80	0.00	105,444.80
Future Clean Water Debt	368,912.78	0.00	368,912.78
TOTAL	474,357.58	0.00	474,357.58
GENERAL OPERATIONS			
2012 Billing Revenue	720,950.17	59,610.84	780,561.01
2012 Expense	-245,533.18	-39,784.78	-285,317.96
Monthly Payment to Clean Water Acct (-55,000)	-605,000.00	-55,000.00	-660,000.00
Transfer to/from (Tax Roll moved to Deferred Revenue)	7,996.03	0.00	7,996.03
cash	-125,665.72	0.00	-125,665.72
SUB TOTAL WORKING CASH	-247,252.70	-35,173.94	-282,426.64
Deduct Meter Revenue	2,975.00	0.00	2,975.00
Miscellaneous Revenue	4,143.64	37.50	4,181.14
Miscellaneous Expense (Sewer Adjustment Refund)	-159.48	-63.02	-222.50
Connection Fee (new home)	776.00	0.00	776.00
Remaining 2011 C Water 401457.43 & CONNECTION 4563.06	406,311.29	0.00	406,311.29
Monthly Deposit to Clean Water Acct (55,000)	605,000.00	55,000.00	660,000.00
Clean Water Debt Payment	-612,089.11	0.00	-612,089.11
TOTAL CLEANWATER	399,222.18	55,000.00	454,222.18
INTEREST	1,911.03	0.00	1,911.03
repaid expenses for 2013	0.00	-1,733.43	-1,733.43
TOTAL SEWER	818,497.92	18,067.11	836,565.03

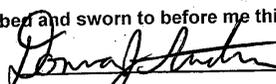
TOTALS			
WATER	517,510.62	-73,973.55	443,537.07
SEWER	818,497.92	18,067.11	836,565.03
BANK STATEMENTS	1,336,008.54	-55,906.44	1,280,102.10
Jerry's Petty Cash	25.00	0.00	25.00
BALANCE SHEET	1,336,033.54	-55,906.44	1,280,127.10

<u>DECEMBER INTERST JE</u>	<u>DEBIT</u>	<u>CREDIT</u>
600-00-11101-000-000 CASH	323.91	
600-10-48110-419-000 WATER		125.47
600-20-48110-419-000 SEWER		198.44

**APPLICATION FOR LICENSE TO SERVE FERMENTED MALT BEVERAGES AND
INTOXICATING LIQUORS for the VILLAGE OF BELLEVILLE**
BELLEVILLE, WISCONSIN 53508

TO THE BOARD OF THE VILLAGE OF BELLEVILLE, WISCONSIN:
I hereby apply for a license to serve, from date hereof to June 30, 20 13, inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitations imposed by WI Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the sale of such beverages and liquors be granted to me.

NOTICE: THIS APPLICATION SHALL BE DENIED IF ALL SECTIONS ARE NOT COMPLETED TRUTHFULLY AND WITH NO OMISSIONS. THE LICENSE SHALL NOT BE GRANTED FOR A MINIMUM OF 5 DAYS AFTER RECEIPT OF APPLICATION IN VILLAGE OFFICE.

Name of Applicant _____	
Address: _____	
I am _____ years of age.	Date of Birth _____ Driver's License # _____
<input type="checkbox"/> RENEWAL OPERATOR'S LICENSE - \$25.00 Two Year License (Exempt from Beverage Training Course)	
<input checked="" type="checkbox"/> NEW OPERATOR'S LICENSE - \$30.00 Two Year License	
Have you completed the Responsible Beverage Course? <input checked="" type="checkbox"/> YES - Year Completed <u>12/8/12</u> (Copy of certificate attached) <input type="checkbox"/> NO - I have held a license within the last two years (Copy of license attached) <input type="checkbox"/> NO - I am registered to take class on _____ <input type="checkbox"/> I would like a PROVISIONAL LICENSE (\$15.00) until I am able to complete the course.	
THIS BOX MUST BE COMPLETED BY ALL APPLICANTS	
1. Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any municipality? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> (Circle one)	
2. Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any municipality? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
If you answered yes above, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. If more room is needed, continue on reverse side of this form.	
Nature of Offense: _____	
Date of Conviction/Trial Date: _____	Name of Court: _____
State of Wisconsin County of Dane	DONNA J ANDERSON STATE OF WISCONSIN NOTARY PUBLIC <small>(Signature must be Notarized)</small>
being first duly sworn on oath says that he/she is the person who made and signed the foregoing application and that all statements made by the applicant are true.	
Subscribed and sworn to before me this <u>3rd</u> day of <u>January</u> , 20 <u>13</u>  Notary Public. My commission expires: <u>7/3/2016</u>	
OFFICE USE ONLY Approved by Police: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No By: <u>WBE</u> Date: <u>1-9-13</u> Village Board Approved on: _____ Date Paid: <u>1-3-13</u> By: _____ Revised for use 3/16/09 vb	

**Village of Belleville
Public Works and Parks Committee Meeting
November 27, 2012
Minutes**

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

Absent:

Guests: Kevin Lord (MSA), Tim Bolhuis (Pellitteri Waste Systems)

Meeting Called to Order by Gary Ziegler at 6:01 p.m.

Approval of Minutes – Motion by Daniel Rung, seconded by Ben O'Brien to approve the October 29, 2012 and November 5, 2012 Public Works and Parks Committee meetings minutes. 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 – Tim Bolhuis was present to discuss the Garbage/Recycling Contract.

Public Works Director Report – See attached report.

Engineers Report – See discussion at agenda items below.

Old Business

Meter Hardware/Software/Meter Replacement – Jerry Butts reported that there are five (5) meters remaining to be installed (4 Residential, 1 Commercial). Jerry will be working with Donna Anderson to send letters to the property owners that have not responded to the previous requests to install new meters.

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

Far West Side Planning (Includes Bell West, Baker's Woods and Shamrock Hills Subdivisions) - Kevin Lord reported that the streets that have been blacktopped in the Bell West subdivision need to have the final paving done by 9/15/13. Kevin has drafted a letter to send to Francois/Fox, however, he is waiting for some additional information from April Little regarding wording in the Bell West Agreement regarding funding for the work in the event the Village has to pay for the work to be done.

Parks Projects Recommendations – Tabled to a future Public Works and Parks Committee meeting.

Fee Schedule – Tabled to a future Public Works and Parks Committee meeting.

Welcome to Belleville Signs – Gary Ziegler will talk to Andy Ziehli, CDA Chairperson, about what has been discussed by the Public Works and Parks Committee as the CDA will be taking over this Project.

2012 Street/Sidewalk Repairs – Jerry Butts reported that he will not be doing any other street/sidewalk repairs in 2012. Any funds that are not expended will be asked to be carry over funds for 2013 for additional work or for the Main Street Sidewalk Project.

Serv Us Street/North Park Street Stormwater Project – Kevin Lord reported that the Project is mostly done as of November 26, 2012 except for final site restoration which will be completed in Spring, 2013.

Kevin distributed copies of Change Order # 1 and a Certificate of Substantial Completion for the Project.

The Change order is in the amount of \$9,819.00 and is for the installation of an additional hydrant that was discovered after the Project was started. **Motion by Ben O'Brien, seconded by Daniel Rung to recommend to the Village Board payment of Change Order # 1 in the amount of \$9,819.00 with funding to come from the borrow for the Project. Motion carried.**

Kevin reported that MSA has signed the Certificate of Substantial Completion and that the Village should sign the document and forward it to Corex Excavation and Construction LLC.

Kevin also distributed a document with the Revise Utilities Breakdown with the Change Order costs included.

Urban Forestry Grant/Tree Removal/Tree Planting – Jerry Butts reported that the Terrace Tree/Stump Removal portion of the Project has started and is progressing well and needs to be done by December 21, 2012. The Park Tree/Stump Removal portion of the Project will start after January 1, 2013 and will be done by March 31, 2013.

Jerry reported that tree planting will be done in Spring, 2013. The Public Works and Parks Committee will need to develop a Request for Proposal (RFP) for tree trimming in 2013.

Jerry thought the Village should apply for another Urban Forestry Grant in 2013. Jerry will talk to April Little regarding the process.

Main Street Sidewalk, Decorative Brick and Tree Recommendations – This Project was not funded in the 2013 Budget or the next borrow, however, the PROJECT will continue to be pushed with the Village Board as it will soon be a matter of liability to the Village if the sidewalks are not repaired.

Garbage/Recycling Contract – Gary Ziegler reported that he met with Jerry Butts and Tim Bolhuis (Pellitteri Waste Systems) prior to the Public Works and Parks Committee to discuss the PROPOSED Contract with Pellitteri Waste Systems. The contract has been reviewed by April Little and Village Legal Counsel also. The Public Works and Parks Committee reviewed the PROPOSED changes to the contract. **Motion by Ben O'Brien, seconded by Daniel Rung to recommend approval of the contract with Pellitteri Waste Systems as amended. Motion carried.**

The Public Works and Parks Committee discussed the future of the Village dump. Pellitteri Waste Systems will haul away, for a cost, the materials that the Village currently charges citizens to dispose of at the Dump. **Motion by Ben O'Brien, seconded by Daniel Rung to recommend to the Village Board that the Village no longer operate the dump and that the Yard Waste Drop Off be operated from April thru October of each year on Monday nights from 5:00 p.m. to 7:00 p.m. (no overtime costs) and the third Saturday of each month from 9:00 a.m. to 11:00 a.m. (2 hours overtime costs). Motion carried.**

The Public Works and Parks Committee also recommends to the Village Board the elimination of the Fall Clean Up Day.

2013 Budget – Tabled to a future Public Works and Parks Committee meeting.

Capital Improvement Plan - Tabled to a future Public Works and Parks Committee meeting.

Forms Review - The Village Hall staff is still in the process of revising the Village forms. Tabled to a future Public Works and Parks Committee meeting.

Gehin Property Easement – Kevin Lord and Gary Ziegler reported that no additional work has been done on this item.

Public Works Department Job Descriptions/Succession Planning/Reorganization - Gary Ziegler distributed copies of the current Public Works Department Job Descriptions and the information from the Succession Planning study that was done previously. The Public Works and Parks Committee will meet on January 10, 2013 to start the Job Description review and determine a hiring process for the Public Works Director position.

Badger State Trail/Pedestrian Bridge Link – Tabled to a future Public Works and Parks Committee meeting.

Community Park/Pedestrian Bridge/Lake/River Issues – Jerry Butts reported that he has not had an opportunity to meet yet with Justin Frahm and the contractor regarding the cement that has heaved at the South entrance of the Pedestrian Bridge. The meeting will take place in the next week or so and a temporary fix will occur until it can be permanently repaired in the Spring

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

Property Maintenance Ordinance Enforcement – Gary Ziegler will talk with April Little about how to proceed with this Project in 2013/

New Business

Parks Use Requests - The following Park Use Requests have been received:
No request were received.

Utility Bill Adjustment Request – The following Utility Bill Adjustment Requests have been received:
No requests were received.

Stormwater Utility Credit Requests – The following Stormwater Utility Credit Request have been received:
No requests were received.

Sewer Use Adjustment Policy Review – Gary Ziegler distributed copies of the current Sewer Use Adjustment Policy. The Public Works and Parks Committee reviewed the current policy and suggested several changes. **Motion by Ben O'Brien, seconded by Daniel Rung to recommend to the Village Board the Sewer Use Adjustment Policy as amended. Motion carried.**

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

Thursday, January 10, 2013 – 6:00 p.m. – Village Hall
Monday, January 28, 2013 – 6:00 p.m. – Village Hall

Motion by Daniel Rung, seconded by Gary Ziegler to adjourn (8:28 p.m.). Motion carried.

Respectfully submitted,

Gary J. Ziegler, Chair
Public Works and Parks Committee

Village of Belleville
ORDINANCE NO. 2013-__-__

ORDINANCE AMENDING SECTION 395-3
OF THE MUNICIPAL CODE OF THE VILLAGE OF BELLEVILLE

The Village Board of the Village of Belleville does ordain as follows:

Section 1. Section 395-3.B. of the Municipal Code of the Village of Belleville is amended to read as follows:

B. Discharge of firearms and other weapons regulated. Except as provided in Section 395-3.C., no person, except a law enforcement officer in the performance of an official duty, shall fire or discharge any firearm, rifle, spring gun, air gun or pneumatic pellet gun, or bow and arrow of any description in his or her possession or under his or her control within the Village of Belleville. *Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II).*

Section 2. Section 395-3.C. of the Municipal Code of the Village of Belleville is amended to read as follows:

C. Hunting prohibited. Hunting within the Village of Belleville is prohibited, with the following exceptions:

(1) On all lands acquired using State of Wisconsin Knowles-Nelson Stewardship Program funds, archery hunting is allowed according to applicable state regulations.

(2) On lands acquired after January 1, 2013 using State of Wisconsin Knowles-Nelson Stewardship Program funds, shotgun-only hunting is allowed according to applicable state regulations, including, but not limited to, Section NR 10.09 of the Wisconsin Administrative Code, once a Village permit is obtained from the Village Administrator. The form of the permit and fee charged to obtain the permit shall be established by the Village Finance and Personnel Committee, and may be amended from time to time. For purposes of this Section, "shotgun-only hunting" means:

(a) For hunting deer, use of the following firearms loaded with a single slug or ball: muzzle-loader, shotgun, or handgun.

(b) For hunting other game, use of the following firearms loaded with a single slug or ball: muzzle-loader or shotgun.

Section 3. Effective Date. This ordinance shall take effect and be in force from and after its passage and publication as provided by law.

Adopted at a regular meeting of the Village Board this ____ day of _____ 2013.

By Howard Ward, Village President

ATTEST:

April Little, Village Clerk/Treasurer

Vote: Yes - No - Publication: //2013

Municipality No.: 13-106		Village of Belleville		2012 Building Permit Applications		2012 Building Permit Applications	
Date	Permit #	Class	Address	Owner/Contractor	Est. Cost	Description	Fee
1/12/2012	12-01-13-106	130	516 SUGAR AVE	STEWART RELVEA	\$1,000.00	WATER SOFTENER	\$0.00
1/12/2012	12-02-13-106	131	244 NORTHSORE DR	SHARON MANION	\$1,000.00	ELECTRIC	\$67.50
1/19/2012	12-03-13-106	125	206 FOURTH ST	LISA KOETH	\$6,000.00	ALTERATIONS-ADMIN. ONLY	\$0.00
1/19/2012	12-04-13-106	122	5 N. HARRISON ST	GLADYS YAEGER	\$3,500.00	HVAC	\$60.00
1/19/2012	12-05-13-106	434	536 SUGAR AVE	DAVID MYERS	\$5,000.00	BASEMENT FINISH	\$82.50
1/26/2012	12-06-13-106	131	5 N HARRISON ST	GLADYS YAEGER	\$1,000.00	ELECTRIC	\$67.50
						Total Month Permit Fees January	\$277.50
2/2/2012	12-007-13-106	434	27 W PEARL ST	WILLIE WILD	\$4,000.00	WINDOWS-ADMINISTRATIVE ONLY	\$0.00
2/9/2012	12-008-13-106	434	102 N PARK ST	ANTHONY & TRACEY GEHIN	\$10,000.00	REMODEL	\$82.50
2/9/2012	12-009-13-106	434	330 E SCHOOL ST	KELSEY DURST	\$7,500.00	REMODEL	\$82.50
2/9/2012	12-010-13-106	434	121 E SCHOOL ST	CHAD & CINDY GENSCHAW	\$20,000.00	REMODEL	\$82.50
2/16/2012	12-011-13-106	126	27 W PEARL ST	WILLIE WILD	\$11,000.00	RE-ROOF-ADMINISTRATIVE ONLY	\$0.00
2/23/2012	12-012-13-106	434	44 RIVER ST	ANN-MARIE CAIN	\$7,900.00	REMODEL	\$75.00
						Total Month Permit Fees February	\$322.50
3/1/2012	12-013-13-106	131	448 MITCHELL ST	DONALD SPARBY	\$800.00	ELECTRIC	\$67.50
3/1/2012	12-014-13-106	434	121 E PEARL ST	JARED WELLS	\$4,000.00	REMODEL	\$82.50
3/9/2012	12-015-13-106	131	1107 RIVER ST	DULUTH TRADING CO	\$0.00	COMMERCIAL ELECTRIC	\$107.50
3/15/2012	12-016-13-106	125	106 4TH ST	SCOTT MAURER	\$5,000.00	SIDING-ADMINISTRATIVE ONLY	\$0.00
3/20/2012	12-017-13-106	320	1107 RIVER ST	STEVE SCHLECT	\$720,000.00	COMMERCIAL ADDITION	\$1,690.78
3/22/2012	12-018-13-106	434	420 PARKWAY AVE	PHILIP SMITH	\$3,000.00	BASEMENT FINISH	\$82.50
3/22/2012	12-019-13-106	123	116 GREEN VIEW DR	RENEE OVERLAND	\$3,690.00	FENCE	\$66.50
3/29/2012	12-020-13-106	434	2 W MAIN ST	ROBERT OLSON	\$1,700.00	REMODEL-ADMINISTRATIVE ONLY	\$0.00
3/29/2012	12-021-13-106	125	235 W CHURCH ST	JESSICA KRIER	\$11,000.00	SIDING-ADMINISTRATIVE ONLY	\$0.00
3/29/2012	12-022-13-106	434	436 BOWLAVARD AVE	ISMAEL ARAUJO	\$900.00	ADDITION	\$67.50
3/29/2012	12-023-13-106	127	27 W MAIN ST	BOARDMAN CLARK LLC	\$700.00	SIGN	\$67.50
3/29/2012	12-024-13-106	128	14 EAST AVE	DAVID & NANCY BERGEY	\$1,500.00	SHED	\$107.50
3/29/2012	12-025-13-106	434	126 ALBERT CIRCLE	BRANDON SCHMITZ	\$0.00	ADDITION	\$67.50
3/26/2012	12-Z-01-13-106	97	116 GREEN VIEW DR	RENEE OVERLAND	\$3,690.00	FENCE-ZONING	\$10.00
3/29/2012	12-Z-02-13-106	97	436 BOWLAVARD AVE	ISMAEL ARAUJO	\$900.00	ADDITION-ZONING	\$10.00
3/30/2012	12-Z-03-13-106	97	126 ALBERT CIRCLE	BRANDON SCHMITZ	\$0.00	ADDITION-ZONING	\$10.00
						Total Month Permit Fees March	\$2,437.28
4/5/2012	12-026-13-106	319	338 HARRISON ST	ST FRANCIS OF ASSISI CHURCH	\$5,000.00	COMMERCIAL HVAC	\$67.50
4/5/2012	12-027-13-106	434	545 SUGAR AVE	BRETT WEISS	\$6,000.00	REMODEL	\$82.50
4/12/2012	12-028-13-106	123	436 PARKWAY AVE	CHRISTINE BRAGER	\$4,195.00	FENCE	\$59.00
4/12/2012	12-029-13-106	131	125 N PARK	DOROTHY FISHER TRUST	\$2,000.00	ELECTRIC	\$70.00
4/12/2012	12-030-13-106	125	416 W PEARL	PETE & COLLEEN RIGGENBERG	\$17,000.00	SIDING-ADMINISTRATIVE ONLY	\$0.00
4/12/2012	12-031-13-106	126	806 WELCH STREET	GREG YOUNGGREN	\$7,705.00	RE-ROOF-ADMINISTRATIVE ONLY	\$0.00
4/12/2012	12-032-13-106	126	805 BUTTS COURT	TODD BAHR	\$8,210.00	RE-ROOF-ADMINISTRATIVE ONLY	\$0.00
4/12/2012	12-033-13-106	126	218 KARL AVENUE	BRAD McCULLUH	\$8,891.00	RE-ROOF-ADMINISTRATIVE ONLY	\$0.00

4/19/2012	12-034-13-106	123	1025 WELCH LN	LANCE WILLISTON	\$4,500.00	FENCE	\$60.00	\$66.00
4/26/2012	12-035-13-106	434	366 SUGAR AVENUE	NAOMI OLAYO	\$1,000.00	BASEMENT FINISH	\$85.00	\$92.50
4/26/2012	12-036-13-106	126	514 KARI STREET	JASON & STACY FREY	\$3,800.00	RE-ROOF-ADMINISTRATIVE ONLY	\$0.00	\$25.00
4/12/2012	12-Z-04-13-106	97	436 PARKWAY AVE	CHRISTINE BRAGER	\$4,195.00	FENCE--ZONING	\$10.00	\$11.00
4/19/2012	12-Z-05-13-106	97	1025 WELCH ST	LANCE WILLISTON	\$4,500.00	FENCE--ZONING	\$10.00	\$11.00
						Total Month Permit Fees April	\$444.00	\$611.00
5/11/2012	12-037-13-106	131	221 N GRANT ST	BRAD WALTERS	\$1,900.00	ELECTRIC	\$70.00	\$76.00
5/10/2012	12-038-13-106	126	816 WELSH ST	ELAINE GERBER	\$7,500.00	RE-ROOF-ADMINISTRATIVE ONLY	\$0.00	\$25.00
5/10/2012	12-039-13-106	434	106 E PEARL ST	WILLIAM ELSNER	\$8,600.00	PORCH REPAIR	\$70.00	\$76.00
5/10/2012	12-040-13-106	131	130 S VINE ST	VILLAGE OF BELLEVILLE	\$1,000.00	COMMERCIAL ELECTRIC	\$110.00	\$120.00
5/9/2012	12-041-13-106	124	126 ALBERT CIR	BRANDON SCHMITZ	\$2,000.00	POOL	\$70.00	\$76.00
5/19/2012	12-042-13-106	126	105 PARKWAY AVE	TIM HOEKSEMA	\$4,800.00	RE-ROOF-ADMINISTRATIVE ONLY	\$0.00	\$25.00
5/17/2012	12-043-13-106	320	171 COUNTRYSIDE DR	SCOTT ARGALL	\$75,000.00	COMMERCIAL ADDITION	\$178.96	\$199.00
5/24/2012	12-044-13-106	126	690 PRISK ST	DAVID PAULI	\$9,500.00	RE-ROOF-ADMINISTRATIVE ONLY	\$0.00	\$25.00
5/24/2012	12-045-13-106	126	221 GREEN ST	STEVE & SANDRA VINEY	\$3,000.00	RE-ROOF-ADMINISTRATIVE ONLY	\$0.00	\$25.00
5/24/2012	12-046-13-106	434	316 VORNDRAN DR	MARK & LAURA WESTPHAL	\$14,000.00	BASEMENT FINISH	\$85.00	\$92.50
5/24/2012	12-047-13-106	98	55 BOWLAVARD AV	CRISTEN & CRISTEN LLC	\$0.00	ALTERATIONS	\$150.00	\$165.00
5/31/2012	12-048-13-106	123	664 SUGAR AVE	SHEILA JOURDAN	\$2,388.00	FENCE	\$60.00	\$66.00
5/31/2012	12-049-13-106	126	204 EAST AVE	ROB HEITZ	\$7,200.00	RE-ROOF-ADMINISTRATIVE ONLY	\$0.00	\$25.00
5/31/2012	12-050-13-106	323	31 E MAIN ST	VILLAGE OF BELLEVILLE	\$4,850.00	COMMERCIAL ADDITION	\$0.00	\$0.00
5/17/2012	12-Z-06-13-106	97	171 COUNTRYSIDE DR	SCOTT ARGALL	\$75,000.00	COMMERCIAL ADDITION--ZONING	\$75.00	\$82.50
5/31/2012	12-Z-07-13-106	97	664 SUGAR AVE	SHEILA JOURDAN	\$2,388.00	FENCE--ZONING	\$10.00	\$11.00
						Total Month Permit Fees May	\$1,139.81	\$1,373.35
6/7/2012	12-052-13-106	126	106 NORTH SHORE DR	DALE SEEFROOD	\$7,500.00	RE-ROOF-ADMINISTRATIVE ONLY	\$0.00	\$25.00
6/7/2012	12-053-13-106	131	566 W CHURCH	CINDY SIES	\$700.00	ELECTRIC	\$70.00	\$76.00
6/7/2012	12-054-13-106	123	448 MITCHELL ST	DONALD SPARBY	\$1,060.00	FENCE	\$70.00	\$77.00
6/13/2012	12-055-13-106	127	1019 RIVER ST	SHINGLE TIME	\$2,100.00	SIGN	\$100.00	\$110.00
6/13/2012	12-056-13-106	126	125 BELLE AVE	THOMAS HAWES	\$11,600.00	RE-ROOF-ADMINISTRATIVE ONLY	\$0.00	\$25.00
6/13/2012	12-057-13-106	123	205 GREEN VIEW DR	SUSAN LEWIS	\$2,650.00	FENCE	\$60.00	\$66.00
6/13/2012	12-058-13-106	125	136 3RD AVE	JAMES LAMBOLEY	\$10,000.00	ALTERATIONS	\$70.00	\$76.00
6/21/2012	12-059-13-106	122	326 BELLE AVE	CHRISTINE FARRENS	\$2,136.00	HVAC	\$60.00	\$66.00
6/21/2012	12-060-13-106	120	336 PARKWAY AVE	LYLE ROBECK	\$1,000.00	DECK	\$70.00	\$76.00
6/21/2012	12-061-13-106	434	305 SUGAR AVE	DAN & SARAH KNIPFER	\$20,000.00	BASEMENT FINISH	\$87.50	\$94.50
6/28/2012	12-062-13-106	122	319 KARL AVE	LINDA LARSON	\$3,000.00	HVAC	\$70.00	\$76.00
6/28/2012	12-063-13-106	131	140 RIVER ST	JAMES MAYRONE	\$1,000.00	ELECTRIC	\$70.00	\$76.00
6/13/2012	12-Z-09-13-106	97	1019 RIVER ST	SHINGLE TIME	\$2,100.00	SIGN--ZONING	\$10.00	\$11.00
6/13/2012	12-Z-10-13-106	97	205 GREEN VIEW DR	SUSAN LEWIS	\$2,650.00	FENCE--ZONING	\$10.00	\$11.00
						Total Month Permit Fees June	\$747.50	\$865.50
7/5/2012	12-064-13-106	123	121 E PEARL STREET	JARED WELLS	\$1,500.00	FENCE	\$60.00	\$66.00
7/5/2012	12-065-13-106	123	119 W CHURCH STREET	DAVID JEVNE	\$700.00	FENCE	\$60.00	\$66.00
7/5/2012	12-066-13-106	100	55 BOWLAVARD AVE	CHRISTEN & CHRISTEN LLP	\$0.00	COMMERCIAL EARLY START	\$10.00	\$120.00
7/12/2012	12-067-13-106	126	578 ACE STREET	RUDY WEBER	\$5,500.00	RE-ROOF-ADMINISTRATIVE ONLY	\$0.00	\$25.00

7/19/2012	12-068-13-106	328	55 BELLEVILLE BLVD SO	CHRISTEN & CHRISTEN LLP	\$642,000.00	COMMERCIAL BUILDING	\$2,928.00	\$4,152.50
7/19/2012	12-069-13-106	122	120 GREEN ST	DOUG VINNEY	\$0.00	HVAC	\$70.00	\$76.00
7/26/2012	12-070-13-106	122	100 N GRANT STREET	BILL HOESLY	\$9,753.00	HVAC	\$70.00	\$76.00
7/5/2012	12-Z-11-13-106	97	121 E PEARL STREET	JARED WELLS	\$1,500.00	ZONING--FENCE	\$10.00	\$11.00
7/5/2012	12-Z-12-13-106	97	119 W CHURCH STREET	DAVID JEVNE	\$700.00	ZONING--FENCE	\$10.00	\$11.00
						Total Month Permit Fees July	\$3,318.00	\$4,603.50
8/2/2012	12-071-13-106	126	536 SUGAR AVE	DAVID MYERS	\$1,000.00	RE-ROOF	\$0.00	\$25.00
8/9/2012	12-072-13-106	131	100 N GRANT ST	BILL HOESLY	\$850.00	ELECTRIC	\$70.00	\$76.00
8/9/2012	12-073-13-106	126	236 WEST CHURCH ST	BILL CLARK	\$7,930.00	RE-ROOF-ADMINISTRATIVE ONLY	\$0.00	\$25.00
8/16/2012	12-074-13-106	434	136 BOWLAVARD AVE	TONY & ALEDA MARINO	\$26,743.00	3 SEASON PATIO ROOM	\$116.50	\$66.00
8/16/2012	12-075-13-106	122	568 QUEEN ST	LORI RONSPIEZ	\$3,000.00	FURNANCE & AC INSTALL	\$60.00	\$66.00
8/16/2012	12-076-13-106	127	55 BOWLAVARD AVE	CHRISTEN & CHRISTEN LLP	\$30,000.00	SIGN	\$60.00	\$66.00
8/23/2012	12-077-13-106	126	524 KARI STREET	RITA MILLER	\$5,000.00	RE-ROOF-ADMINISTRATIVE ONLY	\$0.00	\$25.00
8/23/2012	12-078-13-106	131	330 EAST CHURCH ST	STEVE & JOSHUA CAITE	\$2,000.00	ELECTRIC	\$85.00	\$92.50
8/23/2012	12-079-13-106	126	115 BELL AVENUE	LINDA MCDERMOTT	\$5,000.00	RE-ROOF-ADMINISTRATIVE ONLY	\$0.00	\$25.00
8/23/2012	12-080-13-106	126	657 VILLAGE DRIVE	SUE HARRY	\$7,500.00	RE-ROOF-ADMINISTRATIVE ONLY	\$0.00	\$25.00
8/30/2012	12-081-13-106	123	242 WEST CHURCH ST	MIKE STORCK	\$3,000.00	FENCE	\$60.00	\$66.00
8/16/2012	12-Z-14-13-106	97	136 BOWLAVARD AVE	TONY & ALEDA MARINO	\$0.00	ZONING--SUNROOM	\$50.00	\$55.00
8/30/2012	12-Z-15-13-106	97	55 BOWLAVARD AVE	CHRISTEN & CHRISTEN LLP	\$0.00	ZONING--SIGN	\$100.00	\$110.00
8/30/2012	12-Z-16-13-106	97	242 WEST CHURCH ST	MIKE STORCK	\$0.00	ZONING--FENCE	\$10.00	\$11.00
						Total Month Permit Fees August	\$611.50	\$794.00
9/6/2012	12-082-13-106	434	435 VORNDRAN DR	CHAD & JULIE KOCH	\$12,000.00	ALTERATIONS	\$85.00	\$92.50
9/6/2012	12-083-13-106	434	579 QUEEN ST	JONATHAN BRAUER	\$10,000.00	REPAIRS-ADMINISTRATIVE ONLY	\$0.00	\$25.00
9/27/2012	12-084-13-106	434	27 WEST PEARL STREET	WILLIE & LINDA WILD	\$3,000.00	PLUMBING	\$70.00	\$76.00
9/27/2012	12-085-13-106	327	170 COUNTRYSIDE DR	DULUTH TRADING COMPANY	\$80,000.00	COMMERCIAL REMODEL	\$260.85	\$284.35
						Total Month Permit Fees September	\$415.85	\$477.85
10/6/2012	12-086-13-106	438	106 4TH ST	SCOTT & SUSAN MAURER	\$40,000.00	GARAGE	\$115.00	\$200.75
10/18/2012	12-087-13-106	130	47 RIVER STREET	BOB TWOREC	\$2,500.00	PLUMBING	\$70.00	\$76.00
10/18/2012	12-088-13-106	126	131 WEST MAIN STREET	PATRICK BURKE	\$10,000.00	RE-ROOF-ADMINISTRATIVE ONLY	\$0.00	\$25.00
10/18/2012	12-089-13-106	126	227 W CHURCH STREET	EZRA BIRCHALL	\$20,000.00	RE-ROOF-ADMINISTRATIVE ONLY	\$0.00	\$25.00
10/25/2012	12-090-13-106	126	532 W CHURCH STREET	LEE POTRATZ	\$0.00	ROOF/SIDING-ADMIN. ONLY	\$0.00	\$25.00
10/25/2012	12-091-13-106	122	520 PRISK STREET	JOHN BECKER	\$3,000.00	HVAC	\$70.00	\$76.00
10/4/2012	12-Z-17-13-106	97	106 4TH STREET	SCOTT & SUSAN MAURER	\$0.00	ZONING--GARAGE	\$10.00	\$11.00
						Total Month Permit Fees October	\$265.00	\$438.75
12/6/2012	12-092-13-106							
12/20/2012	12-093-13-106	434	1016 WELCH ST	RICHARD SANDERS	\$3,200.00	BASEMENT WINDOWS	\$0.00	\$25.00
12/20/2012	12-094-13-106	131	1205 WELCH ST	JOE MARTINELLI	\$1,528.00	FURNACE	\$60.00	\$66.00
12/20/2012	12-095-13-106	126	319 S PARK ST	JJ KELLY BOWEN	\$1,000.00	ELECTRIC	\$70.00	\$76.00
						RE-ROOF--ADMINISTRATIVE ONLY	\$0.00	\$50.00
						Total Month Permit Fees December	\$130.00	\$217.00
						Total Permit Fees YTD	\$10,109.94	\$12,907.18

General Engineering Company
P.O. Box 340
916 Silver Lake Drive
Portage, WI 53901



Engineers • Consultants • Inspectors

608-745-4070 (Office)
608-745-5763 (Fax)
gec@generalengineering.net
www.generalengineering.net

Village of Belleville
Attn: April Little, Clerk
24 West Main Street
P.O. Box 79
Belleville, WI 53508

RE: Monthly Building Inspectors Report

Dear Ms. Little:

Please find enclosed the Building Inspector's Report for the permit activity that has been completed for your municipality. Our intentions are to have a continually up-dated report, which will include the entire calendar year up through the last full month for your review and perusal at your monthly municipal meeting.

I head our building inspection department and will be the initial contact to resolve complaints, disputes, etc. Routine business will be completed during scheduled office hours. Building inspector mobile numbers are listed below.

Kelly Green (608) 697-7771

In the event that there is ever a conflict that is not resolved quickly by our building inspection department or somehow we have failed to properly complete any of our tasks as a building inspector for your municipality; please contact me personally. I will follow-up and get back to you with an answer.

Thank you for the opportunity to work with you.

Sincerely,

GENERAL ENGINEERING COMPANY

Mark E. Jankowski / BKF

Mark E. Jankowski
Director of Inspection Services

MEJ/bkf

Enclosures



Consulting Engineering • Construction Management • Building/Structural Design • Environmental Services
Grant Procurement & Administration • Land Surveying • Zoning Administration • Building Inspection • GIS Services



Date: Nov. 16, 2012

**STATE/MUNICIPAL AGREEMENT
FOR A
HIGHWAY IMPROVEMENT PROJECT**

I.D.: 1690-05-01/71
Title: New Glarus - Verona
Limits: STH 92 to CTH D
Highway: STH 69 Length: .31 Miles
County: Dane

The signatory village of, Belleville, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and effect the highway or street improvement hereinafter described.

The authority for the Municipality to enter into this agreement with the State is provided by Section 86.25(1), (2), and (3) of the Statutes.

NEEDS AND ESTIMATE SUMMARY:

Existing Facility – The existing concrete pavement is cracked and patched numerous times. Curb and gutter is in poor condition in spot locations.

Proposed Improvement – This is a reconstruction, preservation project that includes replacing pavement and curb and gutter, pavement marking, and new permanent signs, and adding bike lanes. Adding guard rail with EAT's on the west side of STH 69 alongside Lake Belle View. Upgrading sidewalks, a crosswalk and making all curb ramps ADA compliant. Increasing the turning radius at the intersection of STH 92 and STH 69 will also be included. The project is programmed for construction in 2016.

Non-participating Items – Parking lanes, any and all water and sanitary work.

PHASE		ESTIMATED COST				
		Total Est. Cost	Federal/State Funds	%	Municipal Funds	%
Design Engineering Plan Development:						
· Project 1690-05-01		\$127,974	\$127,974	100	\$0	0
Roadway Construction:						
· Project 1690-05-71						
· Roadway Items	(0010)	\$474,778	\$474,778	100	\$0	0
· Non-participating (Parking)	(0020)	\$29,095	\$0	0	\$29,095	100
· Structure B-13-0337	(0030)	\$339,287	\$339,287	100	\$0	0
· CSS (Community Sensitive Solution)	(0040)	\$10,000	\$10,000	MAX	-	BAL
Roadway Construction Total		\$853,160	\$824,065		\$29,095	
Total Cost Distribution		\$981,134	\$952,039		\$29,095	

Note: The dollar amounts shown in the above table are estimates unless explicitly identified as maximum amounts. Final share of costs are dependent upon bid prices, actual installed quantities and engineering/delivery costs. All estimates are 2012 dollars and have an estimated engineering/delivery cost of 15% added.

Community Sensitive Solution (CSS) funding is optional Federal/State funding available to the Municipality for enhancing construction projects by integrating them into the community. CSS items must be approved by the State and shall be attributable to LET bid items through a State project. Federal/State CSS funding is capped at \$10,000. All CSS costs (including delivery) exceeding \$10,000 are the responsibility of the Municipality.

TERMS AND CONDITIONS:

1. The initiation and accomplishment of the improvement will be subject to the applicable Federal and State regulations.
2. The Municipality will pay to the State all costs incurred by the State in connection with the improvement which exceeds Federal/State financing commitments or are ineligible for Federal/State financing. Local participation shall be limited to the items and percentages set forth in the Estimate Summary that show Municipal funding participation, except with respect to any change orders requested or approved by the Municipality.
3. Funding of each project phase (design engineering, real estate, construction, and other) is subject to inclusion in an approved program. Federal aid and/or State transportation fund financing will be limited to participation in the costs of the following items as specified in the Estimate Summary:
 - (a) Design engineering (excluding water/sanitary) and State review services.
 - (b) Excluding parking lanes: the grading, base, pavement, curb & gutter and WisDOT standard roadway bridges.
 - (c) Storm sewer mains, laterals, manholes, inlets, catch basins and connections for surface water drainage of the improvement; including replacement and/or adjustments of existing storm sewer manhole covers and inlet grates as needed.
 - (d) Construction engineering incidental to inspection and supervision of actual construction work, except for inspection, staking and testing of sanitary sewer and water main.
 - (e) Signing and pavement marking, including detour routes.
 - (f) Construction or replacement of sidewalks.
 - (g) Replacement of driveways in kind.
 - (h) New installations, alterations or salvage-and-replacing of street lighting and traffic signals or devices necessitated by roadway construction.
4. If applicable, work necessary to complete the improvement to be financed entirely by the Municipality includes the following items:
 - (a) New installations of or alteration of Municipal owned sanitary sewers and connections, water, gas, electric, telephone, telegraph, fire hydrants, fire or police alarm facilities, parking meters, and similar utilities.
 - (b) Construction inspection, staking and material testing & acceptance for construction of sanitary sewer and water main.
 - (c) Adjustments of sanitary sewer manhole covers and water valve covers.

- (d) Replacement or installation of signs and pavement markings not necessary for the safe and efficient movement of traffic (e.g., no parking signs, curb markings and crosswalk sign beacons).
 - (e) Parking lanes
 - (f) Street lighting work not necessitated by roadway construction.
5. As the work progresses, the Municipality will be billed and agrees to pay for work completed which is not chargeable to Federal/State funds. Upon completion of the project, a final audit will be made to determine the final division of costs and the Municipality agrees to pay any required reimbursement to the State.
 6. If the Municipality should withdraw from the project, it will reimburse the State for any costs incurred by the State on behalf of the Municipality.
 7. The work will be administered by the State and may include items not eligible for Federal/State participation.
 8. The Municipality will at its own cost and expense:
 - (a) Continue to maintain all portions of the project that lie within its jurisdiction for such maintenance through statutory requirements, in a manner satisfactory to the State, and make ample provision for such maintenance each year. This agreement does not change the current areas of maintenance responsibility.
 - (b) Maintain features outside the travel way. This includes but is not limited to parking lanes, curb & gutter, sidewalks, multi-use paths, drainage facilities (including storm sewers), CSS/Enhancement/aesthetic items and snow/ice removal from parking lanes, sidewalks and multi-use paths.
 - (c) Prohibit angle parking.
 - (d) Regulate or prohibit all parking at locations where and when the pavement area usually occupied by parked vehicles will be needed to carry active traffic in the street.
 - (f) In cooperation with the State; jointly assume general responsibility for all public information and public relations for the project and make appropriate announcements to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within and around the projects.
 - (g) Use the WisDOT Utility Accommodation Policy unless the Municipality adopts a policy which has equal or more restrictive controls.
 - (h) Provide complete plans, specifications and estimates for sanitary sewer and water main work. The Municipality assumes full responsibility for the design, installation, inspection, testing and operation of the sanitary sewer and water system. This relieves the State and all of its employees from the liability for all suits, actions or claims resulting from the sanitary sewer and water system construction.
 - (i) Maintain and accept responsibility for the energy, operation, maintenance, repair and replacement of the lighting system.
 - (j) Maintain all State-approved CSS/Enhancement/aesthetic funded items.

- (k) Maintain signs and pavement markings not necessary for the safe and efficient movement of traffic (no parking signs, crosswalk pavement markings not at signalized intersections, etc).
9. Basis for local participation.
- (a) Design Engineering (1690-05-01)
 - All design engineering costs necessitated by the street or road construction are 100% eligible for Federal/State funding.
 - (b) Roadway Construction (1690-05-71)
 - i. Sidewalk: Replacement of sidewalk necessitated by roadway construction is 100% eligible for Federal/State funding. Costs of new continuous standard sidewalk constructed alongside the STH to WisDOT standards, and installed at the time of project construction are 100% eligible for Federal/State funding. The Municipality may request decorative sidewalk in place of standard sidewalk, however the State will only participate in 100% of the standard sidewalk costs. The decorative sidewalk items are eligible for CSS funding.
 - ii. Lighting: Replacement or salvaged street lighting necessitated by roadway construction is 100% eligible for Federal/State funding. New continuous street lighting designed to accepted WisDOT standards and installed at time of construction is 50% eligible for Federal/State funding. The Municipality may request decorative lighting in place of standard lighting; however the State will only participate in 50% of the standard lighting cost. The decorative lighting items are eligible for CSS funding. All future maintenance and operation costs of the continuous street lighting are the responsibility of the Municipality.
 - iii. CSS: The CSS funding is 100% Federal/State with a maximum of \$10,000. The Municipality will be responsible for 100% of the costs of the aesthetic items over the Federal/State maximum. All CSS related aesthetic treatments must be finalized 6 months prior to the PS&E date of 8/1/2015.
 - iv. Structure: B-13-0337 (Sugar River Bridge) concrete overlay construction is 100% eligible for Federal/State funding.
 - (c) Non-participating Construction (1690-05-71)
 - i. Parking: In accordance with Wisconsin Statutes 86.32(4) and WisDOT policy, the Municipality is required to pay the construction cost of that part of the state trunk highway on which parking is permitted. The Municipality will pay 100% of the cost for parking (estimated at \$29,095) at time of construction.
 - ii. The Municipality shall pay 100% of the cost of installing or adjusting water and sanitary sewer systems including manhole and valve adjustments. These costs are not eligible for Federal/State funding.
10. In order to guarantee the Municipality's foregoing agreements to pay the State, the Municipality, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold the required reimbursement amount as determined by the State from any moneys otherwise due and payable by the State to the Municipality.

Village of Belleville Job Description
Police Chief

draft 1/21/13

This position is responsible for the administration of activities of the Belleville Police Department. The main and most significant duty is the management and operation of the department. This will include hiring and disciplining personnel consistent with any applicable collective bargaining agreement and Village policies, and overall responsibility for scheduling.

Work involves the responsibility for the efficient operation of the police department through planning, organizing, and directing its activities. This position also assures that law and order are maintained; that laws and ordinances are enforced; measures are implemented to prevent crimes and to protect lives and property; and affirmative action guidelines are met. Work involves consulting with other public safety officials in determining overall plans and policies to be followed in conducting police operations. Supervision is exercised over all employees of the department. Work is performed with latitude in interpreting and applying policies, rules, and regulations. Work is performed under the administrative direction of the Village Board through the Police Committee and the Administrator. The chief will fulfill all responsibilities in accordance with acceptable law enforcement practices and within the scope described in village ordinance, state statutes, village and department administrative policies.

Major Duties and Responsibilities

Design, write, implement, and evaluate department policy and procedures.

Design and implement work methods and procedures to be followed by members of the department.

Evaluate department personnel as prescribed by village and department policy and procedures manuals. This includes riding with the officers on patrol at intervals during the year.

Evaluate working conditions and take necessary steps to improve law enforcement operations.

Maintain acceptable activity in the enforcement of traffic and safety regulations within state statutes and village ordinances.

Supervise departmental personnel in all areas of law enforcement responsibilities.

Implement crime prevention and criminal detection programs.

Prepare an annual budget within the needs of the department and work with the village administrator, the police committee, and the village board.

Approve the departments' bills and payroll for payment.

Plan or conduct training programs necessary to maintain the minimum training requirements of the Village of Belleville or Wisconsin Law Enforcement Standards Board.

Maintain reports gathered by speed boards and other equipment. Conduct research as requested by the Village Board.

Compile and submit all reports mandated by local, county, state, and federal agencies.

Cooperate with county, state, and federal offices where their activities and the activities of the department are involved.

Establish and maintain favorable and working relationships with the public.

Expected to perform patrol or officer duties as needed. The chief position is a "working chief."

Other duties as required by the Village Board.

Required Knowledge, Ability, and Skill

Extensive knowledge of the principles and practices of modern law enforcement administration and methods.

Thorough knowledge of the standards by which the quality of law enforcement services is evaluated.

Thorough knowledge of the use of law enforcement records and their applications to police administration and future planning.

Ability to plan, delegate, and supervise the work of subordinates performing various operations connected with law enforcement.

Develop proper training and instructional procedures for those employed and maintain a high level of discipline and morale.

Ability to establish and maintain effective working relations with local officials; county, state and federal authorities; civic leaders; and the general public.

Ability to prepare and present oral and written information and material relating to the activities of the department.

Minimum Education, Experience, and Training

Minimum of an Associate's Degree in law enforcement or a related field is preferred or equivalent in years of experience, education, and training.

Certification as a police officer by the Wisconsin Law Enforcement Standards Board.

Have a valid driver's license or the ability to obtain a valid Wisconsin license.

Law enforcement related experience to include investigation, administration, supervision, and training.

Certification in CPR/CCR required. EMT license is preferred.

Minimum of 8 years of full-time police experience.

Supervisory experience required.

Residency within 20 minutes of the Village is required.

Ability to be NIMS (National Incident Management System) certified within one year of completion of probation.