

**Village of Belleville
Public Works and Parks Committee Meeting
June 25, 2012
Minutes**

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

Absent:

Guests: Kevin Lord (MSA), Justin Frahm (JSD Professional Services, Inc.), Herb Blaser, Rick Francois, Pat Boersma

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

Approval of Minutes – Motion by Ben O'Brien, seconded by Gary Ziegler to approve the June 5, 2012 and June 18, 2012 Public Works and Parks Committee Meeting 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 – Herb Blaser, Rick Francois and Pat

Public Works Director Report – Jerry Butts did not have a prepared report.

Jerry did report that the tree that was reported as dead at the June 5, 2012 Public Works and Parks Committee meeting is actually alive.

Jerry also reported that he has purchased, after consultation with Gary Ziegler, a 450 gallon tank to use for watering purposes. The tank and accessories cost approximately \$500.00 and will come out of the 2012 budget

Engineers Report – See discussion at agenda items below.

Old Business

Stormwater Utility – Kevin Lord reported that he continues to talk with Federal Industries regarding their Stormwater pond. Kevin reported that Federal Industries is willing to talk with the Village regarding the Project, however, they want more details regarding the Project. Kevin will prepare a Task Order for plans for the Project that could be used for further discussions with Federal Industries.

Clean Fill (Land for Sand Pit or Other Options for Disposal) – Tabled to a future Public Works and Parks Committee meeting.

Meter Hardware/Software/Meter Replacement – Jerry Butts reported that he will be ordering the additional meters that he needs to complete the installations. Jerry will also be working with the Village Hall 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.

Lake Restoration Project/River Dredging Project/Community Park Restoration Update – Gary Ziegler distributed a copy of an e-mail received from Siggi Sigmarsson, Montgomery Associates Resource Solutions, LLC (MARS), which provided the following update:

Maintenance and Monitoring – Maintenance on the vegetation in the habitat islands and on the berm took place in late May. The contractor will be periodically doing maintenance this Summer which will include herbicide application on invasive species and moving noxious weeds where needed. Later this Summer we will be conducting a wetland habitat assessment to determine diversity and health of the habitat areas as required by the US Army Corps of Engineers permit.

West Lake Dredging Project – The contractor came on June 15, 2012 and completed the punch list items. Their work is now complete. The weather has been very dry and the Village should consider a watering approach for the restored area on the North Grant Street property.

The Public Works and Parks Committee discussed the opening of the Community Park. The Community Park will open completely on July 1, 2012. The gates by the parking lot will close each night at 10:00 p.m. and open at 6:00 a.m. each morning.

The Public Works Department will rope off the grass areas by the diamond and shelter to prevent parking on the grass for the foreseeable future.

Review Tree Ordinance, Tree Grant Applications and Discuss Tree Board – See discussion under New Business Item # 5 Urban Forestry Grant.

Far West Side Planning (Includes Bell West, Baker’s Woods and Shamrock Hills Subdivisions)– Kevin Lord reported that there is nothing new to report..

Comprehensive Outdoor Recreation Plan – Gary Ziegler reported that the Comprehensive Outdoor Recreation Plan was approved by the Village Board at their May 7, 2012 meeting. This item should be removed from the agenda.

Wayfinding Signs – Gary Ziegler reported that the Wayfinding Signs have been included in the PARC Grant the Village has awarded.

Library Elevator – Jerry Butts reported that the Library Elevator repairs have been completed.

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

Old Library Maintenance Improvements/2012 Accessibility Improvements – Gary Ziegler reported the following:

The Old Library Maintenance Improvements has started. Joe Daniels feels that work needs to be done on the dormers and has forwarded a Change Order to the Village.. The Public Works and Parks Committee will make a recommendation to the Village Board at this meeting on the Change Order.

The 2012 Accessibility Improvements Project is underway.

The Asbestos Removal Project is completed.

Pedestrian Bridge – Justin Frahm reported that two (2) bids were received for the Pedestrian Bridge Project. Justin distributed several documents related to the bids. The Bid results were as follows:

Concrete Structures- Janesville, WI	
Lump Sum	\$158,400.00
Lump Sum – Alternate 1 (Landscaping)	\$9,700.00
Lump Sum – Alternate 2 (Concrete Design)	\$5,000.00 (Maximum)
Total of Lump Sum and Alternatives	\$183,300.00

Western Contractors Inc. – New Berlin, WI	
Lump Sum	\$133,340.00
Lump Sum – Alternate 1 (Landscaping)	\$10,000.00
Lump Sum – Alternate 2 (Concrete Design)	\$17,000.00
Total of Lump Sum and Alternatives	\$160,340.00

The Quotation from Custom Manufacturing, Inc, for the manufacturing, delivery and installation of the bridge is \$153,800.00.

The Total Project Costs, not including Alternate 1 and Alternate 2 are as follows:

Concrete Structures	\$312,200.00
Western Contractors Inc.	\$287,141.00

The Total Project Costs, including Alternate 1 and Alternate 2 are as follows:

Concrete Structures	\$337,100.00
Western Contractors Inc.	\$314,140.00

The Preliminary Opinion of Probable Construction Costs from JSD Professional Services, Inc date 6/14/12 was as follows:

Lump Sum	\$282,672.70 (without 10% Contingency)
Lump Sum	\$310,939.97 (with 10% Contingency)
Alternate 1	\$8,850.00
Alternate 2	\$3,840.00

Justin discussed the fact that the landscaping could be done at a later date, however, he thought that the concrete formliners and concrete color should be done at this time. Justin did state that he thought both bids for the concrete work were high and that he could talk to the successful bidder regarding their bid and see about getting the price lowered.

Motion by Ben O'Brien, seconded by Gary Ziegler to recommend to the Village Board that the Village award contracts as follows for the Pedestrian Bridge contract with funds to come from the Dane County PARC Grant and fundraising money:

**Western Contractors in the amount of \$133,340.00 for the prep work;
 Custom Manufacturing Inc. in the amount of \$153,800.00 for the manufacturing, delivery and installation of the bridge; and
 Western Contractors in the amount to be determined for Alternate 2, contingent upon updated cost estimates for the Alternative from JSD Professional Services, Inc.**

Motion carried.

The Public Works and Parks Committee agreed that we could probably receive better bids from local contractors for Alternative 1. There was also discussion regarding the plans from the Fundraising Committee as to if and how and where they were going to recognize donors and how those decisions should play into the landscaping design. Gary Ziegler will talk to Rick Francois about this.

Justin reported that the Project should be completed by the September 2, 2012 deadline provided there are no delays in awarding of the contracts, permits being issued by the DNR (Justin was told the permit will be issued July 2, 2012) or weather delays.

Lights in Sugar River Park – Jerry Butts reported that he has talked with Alliant Energy about e phase power for the lights. Alliant will donate the work for the new lights if the Village agrees to the power being provided above ground. If the Village wants the power provided underground, the Village will have to pay

for the work.

Fee Schedule – Gary Ziegler distributed a DRAFR Fee Schedule dated 6/25/12 for the Public Works and Parks Committee to review. Tabled to a future Public Works and Parks Committee meeting.

Seasonal Public Works Position – Jerry Butts reported that the background check on Brent Pence done by the Belleville Police Department was clear. Jerry reported that Brent started working for the Village today (6/25/12).

2012 Street/Sidewalk Repairs – Jerry Butts distributed a list of the Village Streets he would like to seal coat this year.

Jerry reported that the Town of Montrose would like to seal coat Remy Road from Highway 92 to CTH D. Jerry agrees that Remy Road needs to be seal coated. The Town of Montrose owns the East half of Remy Road and the Village of Belleville owns the West half of Remy Road.

The total costs for the seal coating, including the Village portion of Remy Road, is \$21,098.00.

Jerry reported that he has \$55,000.00 in his budgets for street/sidewalk repairs for 2012 (\$25,000.00 in account # 100-00-53500-000-000 and \$30,000.00 in account 500-00-53420-810-000).

Motion by Ben O'Brien, seconded by Gary Ziegler to approve the 2012 Street Repairs with funding to come from the budget. Motion carried.

Jerry would like to spend the remainder of the 2012 funds repairing/replacing sidewalks. Jerry would like to repair/replace the sidewalks on Main Street. Jerry would also like to replace the trees that were planted on Main Street as they are causing the majority of the problems with the sidewalks on Main Street. Jerry would also like to consider replacing the decorative bricks on Main Street. The Public Works and Parks Committee invited the Main Street Business District property owners to the June 25, 2012 meeting to do a walking tour of Main Street and to discuss the options regarding the sidewalks/decorative bricks/trees.

Jerry will develop a list of other sidewalks in the Village that need to be repaired/replaced.

Serv Us Street/North Park Street Stormwater Project – Kevin Lord distributed a REVISED Engineers Opinion of Probable Project Costs and Plans for the Serv US Street/North Park Street Project. Both documents include the additional items that Jerry Butts and Kevin would like to add to the Project.

The cost breakdown for the Project is as follows:

Lump Sum (Serv Us Street Stormwater	\$71,990.50 (No Contingency/No CRS)
Alternate 1 (Utility Improvements	\$52,655.00 (No Contingency/No CRS)
Alternate 2 (Grant Street Inlet Improvements)	\$6,075.50 (No Contingency/No CRS)
Total Project Cost	\$130,721.00 (No Contingency/No CRS)

Jerry and Kevin would like to bid the Project this year. The Serv us Street Improvemnts are in the 2012 Stormwater Utility Budget. The Alternate 2 Project could be paid for from the Stormwater Utility Budget. The Alternate 1 Project would need to be paid for from borrowing. Jerry and Kevin both feel that both Alternate Projects should be done at this time, especially the Alternate 1 Project as the work needs to be done and doing it while the road is torn up for the Stormwater Utility work makes the most sense, rather that doing it at a later date and having to excavate the same area again later.

Motion by Ben O'Brien, seconded by Gary Ziegler to recommend to the Village Board that the Project be sent to bid with Alternate 1 and Alternate 2 included. Motion carried.

The Village Board could decide when the bids are received which portions of the Project they want to do

at this time.

Kevin reported that this Project (all three portions) would be substantially completed by 10/19/12.

Urban Forestry Grant – The Village of Belleville received a 2011 Urban Forestry Grant in the amount of \$26,691.50. The Grant calls for the removal of 75 trees and the planting of 51 trees.

Jerry Butts is still in the process of updating the tree inventory for any trees that have been removed and with any trees are have been planted.

The Public Works and Parks Committee will develop a list of trees to be removed and planted using the Urban Forestry Grant money and money in the 2012 budget.

New Business

Parks Use Requests - The following Park Use Requests have been received:

Belleville Bobcat Youth Football, Inc. – The Belleville Bobcat Youth Football, Inc., would like to use both the Sugar River Park (practices) and the Community Park (games) starting August 7, 2012 thru October 20, 2012. **Motion by Ben O'Brien, seconded by Gary Ziegler to approve the Parks Use Request by Belleville Bobcat Youth Football, Inc. as requested. The Public Works and Parks Committee would prefer the Community Park be used for games ONLY this year). Motion carried.**

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.

Main Street Business District Tour – The Public Works and Parks Committee members along with Jerry Butts, Kevin Lord (MSA), Justin Frahm (JSD Professional Services Inc), Herb Blaser, Rick Francois and Pat Boersma toured the Main Street Business District to view the condition of the sidewalks, decorative bricks and trees.

Recommendations from Main Street Business District Tour – The Public Works and Parks Committee invited the Main Street Business District property owners on a tour to view the condition of the sidewalks, decorative bricks and trees.

There is a lot of sidewalk that needs to be replaced for various reasons. Jerry Butts will develop a list of the sidewalk to be replaced for review at the July 23, 2012 Public Works and Parks Committee meeting.

The decorative bricks that were installed in 1990 are in various stages of disrepair. Some of the bricks have been replaced with black top already. Further discussion on how to proceed with the repair/replacement of the decorative bricks needs will take place at the July 23, 2012 Public Works and Parks Committee meeting.

The trees on Main Street also generated much discussion. All of the trees in question are Ash trees which means they will have to be removed at some time in the future due ti the Emerald Ash Borer Disease. If the trees were removed, it is the intention of the Public Works and Parks Committee to replace them. Jerry Butts will contact Jeff Roe, WIDNR, to get his opinion on what type of trees should be used as replacement trees.

Change Order for Old Library Maintenance Improvements – Jerry Butts reported that Joe Daniels Construction Company, Inc. (Joe Daniels) has stated that the dormers on the Old Library roof are in need of repair/replacement at this time. Gary Ziegler distributed a Proposal from Joe Daniels dated 6/14/12 to

repair the dormers. Jerry feels that the dormers should be repaired/replaced at this time because they could continue to rot and allow water to get into the building. The Proposal is for \$10,295.00. **Motion by Ben O'Brien, seconded by Gary Ziegler to recommend to the Village Board approval of the Proposal by Joe Daniels Construction Company, Inc. in the amount of \$10,295.00 to repair/replace the dormers on the Old Library with funds to come from borrowing. Motion carried.**

Gary Ziegler reported that James Campbell had requested a driveway cut out in the Library Park to be used for the Car Show during the Community Picnic. Jerry Butts suggested that the cars could enter from the bike trail or the sidewalk by the drinking fountain. No action was taken at this time as the item was not on the agenda.

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

Monday, July 23, 2012 – 6:00 p.m. – Village Hall
Monday, August 6, 2012 – 6:00 p.m. – Village Hall

Motion by Ben O'Brien, seconded by Gary Ziegler to adjourn (9:03 p.m.). Motion carried.

Respectfully submitted,

Gary J. Ziegler, Chair
Public Works and Parks Committee