

MINUTES OF REGULAR VILLAGE OF BELLEVILLE BOARD MEETING
HELD MONDAY, **FEBRUARY 4, 2013** AT
7:00 P.M. VILLAGE HALL - 24 WEST MAIN STREET

1. Call to order - The meeting was called to order by Village President Howard Ward at 7:00 PM.
2. Roll call by Clerk – Trustees present were: Tyler Kattre, Ben O’Brien, Howard Ward, Gary Ziegler, Daniel Rung, and Deb Kazmar. Excused: Bonnie Wilcox.
3. Michael Parkin, Sandy Van Kleeck, Herb Blaser, Mike & Jean Tretow, Terry Kringle, Justin Lee Frahm, and Brad Peterson-Post Messenger Recorder
4. The Clerk stated that the meeting has been noticed as required by law.
5. Visitors Who Would Like to Speak Now – None.
6. Visitors Who Would Like to Speak on an Agenda Item – No discussion.
7. **Consent Agenda:** *Trustee Ziegler made a motion to approve the consent agenda; seconded by Trustee O'Brien. Motion carried.*
 - a. Approval of Minutes - January 21, 2013
 - b. Approval of Bills for January 2013
 - c. Approval of Application for Temporary Class “B” / “Class B” Retailer’s License for Duppler-Smith Legion Post #460 for March 23, 2013
8. Committee Reports – No discussion.
9. President’s Report – No discussion.
10. **Administrator/Clerk/Treasurer’s Report** – Article featuring Belleville Public Library appeared in the *Capital Times*; Belleville’s library had the most checkouts per resident in Dane County at 29.49 per resident, and one of the highest in the state.
11. **Unfinished Business:**
 - a. Lake / Pedestrian Bridge Projects Update & Issues – No discussion.
 - b. **Hiring Process for Police Department Officers** – Trustee Kazmar: 47 officer candidates had taken the test and the Police Committee will review scores and applications.
12. **New Business:**
 - a. **Acceptance of DNR Acquisition and Development of Local Parks Grant (#S-ADLP3-13-1170) for Badger State Trail / Lake Belle View Connection** – Justin Frahm from JSD Engineering was present. He presented an updated concept plan and

estimates for a Badger State Trail / Community Park connection. The schematic creates a 10-foot wide path connection from Veterans Park, under the state Highway 69 Bridge, then adjacent to and behind the Public Works building and connects to the Badger State Trail. The connection is the goal. This plan eliminates retaining walls wherever possible but maintains accessibility in the sloping on the east side. This would be at-grade at the state trail connection.

The other major revision is eliminating the suspension structure under the state highway, which was estimated at \$80,000. This would be a concrete slab-on-grade solution. So the section would be 80-100 feet, and greatly reduce maintenance and replacement costs. In a 100-year storm event, the area would be under water. There might be some sediment or scouring. On the Veteran's Park side, it's a 3-1 slope with a retaining wall. DNR chapter 30 and Army Corp or Engineer permits would be needed, and the DOT would also need to coordinate its 2016 State Highway 69 project with this project. A 10-foot width path could allow snowmobile and multi-use access. There needs to be a 10-foot high clearance under the bridge. Slope is at 5 percent maximum.

There would be grading for the least impact on the Public Works building site, but it provides slope stabilization and integration. The area needed for the trail would be difficult to build upon. The line is held as tightly to the river's edge as possible but allows for future development of the parcel and makes it more attractive.

The project requires an updated topographic survey, utility information, wetland delineation, soils analysis, and a mitigation plan for shoreline restoration. Borings will be done. Improvement components include lighting, concrete marking and signage. These items and landscaping could be phased to reduce costs. The construction cost range is estimated at \$200-250,000. The total of both DNR grants is \$168,495 maximum, and is a 50/50 matching grant. There is a large contingency on top of the estimates because it is still in concept phase.

Community Development Authority approved moving forward with JSD Engineering and the project, and the Village could budget some funds in future years. It was proposed that the CDA could provide some matching funds, but funds will also be needed for other projects. The parcel also becomes more attractive to future developers as the shoreline work would be done. [See below.]

- b. **Acceptance of DNR Recreational Trails Act Grant (#RTA-573-13) for Badger State Trail / Lake Belle View Connection** – *Trustee Ziegler made a motion to accept both DNR trail grants; seconded by Trustee Rung. Motion carried.*
- c. **Acceptance of Task Order from JSD Professional Services for Design Work for Badger State Trail / Lake Belle View Connection** – The task order includes project coordination, meetings, engineering, permitting, final design, bidding / construction contract award, construction staking, and limited construction observation. *Trustee Kazmar made a motion to approve the task order with JSD Engineering, not to exceed \$34,000; seconded by Trustee Ziegler. Motion carried.*
- d. **Approval of Declaration of Easement with Dane County for Natural Heritage**

- Land Trust-Donated Parcels (Lot 1, CSM 13416 and North of Shamrock Hills, Phase 1).** Little said the parcels have now been purchased by Natural Heritage Land Trust, and they are waiting on an assignment of the Stewardship grant before a warranty deed to the Village can be done. Dane County also contributed funds to the purchase, and will be the state's agent to ensure the terms of the DNR grant regarding passive recreational usage are being followed. This is the reason for the easement. *Trustee Ziegler made a motion to approve the Declaration of Easement with Dane County; seconded by Trustee Rung. Motion carried.*
- e. **Approval of MSA Task Order #372053 for Green View Place Detention Pond Retrofit** – There will be cost savings by beginning this project in the colder months. *Trustee Ziegler made a motion to approve the task order with MSA not to exceed \$17,500, with funding from the stormwater utility budget; seconded by Trustee O'Brien. Motion carried.*
 - f. **Approval of Application for Dane County Environmental Grant for Trail Mowing Equipment and Education** – The 50/50 grant would be just under \$2000 and be used to purchase trail and brush mowing equipment, a chain saw and signage for the newly-acquired acreage. It could also be used on cattails and other park areas. *Trustee Ziegler made a motion to apply for a Dane County Environmental Council Grant; seconded by Trustee Kazmar. Motion carried.*
 - g. **Approval of Request for Proposal for Banking Services** – Finance and Personnel Committee recommended sending out an RFP for banking services, for a two-year term with an extension clause added. It will be emailed to local banks and posted online. President Ward said the Village should support doing business in Belleville, and we need to take money physically to a bank (sometimes daily). The RFP should help ensure the Village is getting the best rates available. No objections heard.
 - h. **Approval of Short-Term Borrowing for Capital Projects** – Tabled to March.

13. Other Business:

- a. Correspondence – A nice email was received from Rosemary Gall, complimenting Lakefest and the restoration project.
- b. Future meeting dates were noted.

14. **Adjournment** – *Trustee Kazmar made a motion to adjourn; seconded by Trustee O'Brien. Motion passed unanimously.* The meeting was adjourned by President Ward at 8:10 PM.

By April Little, Administrator/Clerk/Treasurer

These minutes were approved by the Belleville Board of Trustees on March 4, 2013.