

MINUTES OF REGULAR VILLAGE OF BELLEVILLE BOARD MEETING
HELD MONDAY, **FEBRUARY 6, 2012** 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: Ben O’Brien, Howard Ward, Gary Ziegler and Bonnie Wilcox. Excused: Jim Schmitz, Tyler Kattre and Deb Kazmar

Visitors: Herb Blaser, Jim Root, Mike Tretow, Terry Kringle, Rick Francois, Justin Lee Frahm-JSD Professional Services, Brad Peterson-Recorder, Jill Wennesheimer-ADA and Michael Parkin

3. The Clerk stated that the meeting has been noticed as required by law.
4. Visitors Who Would Like to Speak Now – No discussion.
5. Visitors Who Would Like to Speak On an Agenda Item – No discussion.
6. **Consent Agenda:** *Trustee Ziegler made a motion to approve the consent agenda (as follows); seconded by Trustee O'Brien. Motion carried.*
 - a. Approval of Minutes - January 16, 2012
 - b. Approval of Bills for January 2012
 - c. Approval of Treasurer’s Reports for December 2011 – Utility
 - d. Approval of Library Park Use Permit for Belleville Chamber of Commerce for Saturdays, May 5 to Labor Day 2012
7. Committee Reports – Memo received regarding Emergency Management Committee recommendations on training needs.
8. President’s Report – No discussion.
9. Administrator/Clerk/Treasurer’s Report – No discussion.

10. **Unfinished Business:**

- a. **Lake Restoration / West Lake Dredging Projects Update** – River dredging is complete; North Grant Street storm sewer work will be done in spring. Conservancy easement and dam emergency plan work are being finalized. The Sugar River’s level then should be brought up some; needs to stay down at least a foot because of storm sewer work. President Ward and April Little will meet with the National Heritage Land Trust regarding acquisition of more wetlands. Question about fishing in new lake; it cannot be strictly prohibited by the Village.
- b. **Public Works Recommendation for Bridge Design** – Trustee Ziegler said 7-8 people attended the meeting, where JSD gave a presentation on design options. Public Works Committee is recommending option 2 for the design, including earthwork on

the south side and a concrete abutment on the north side, with a wood top. Price estimate is \$284-300,000. JSD will work on PARC grant due in April; awards are in June. Frahm said the structure could be designed at this point; the next step would be civil engineering and working with DNR on permitting and structural engineering for the concrete abutment. This design time would take a bit of time. Alternatively, it could wait until a grant is awarded to do this engineering work. The advantage to going forward is to get more detailed cost estimates, with 5-10 percent contingency. They would like to be cautiously optimistic.

Trustee Ziegler made a motion to have JSD Engineering go forward with design option 2, with earthwork on south side and concrete span on north side and timber decking with I-beam supports; seconded by Trustee Wilcox. Motion carried. Funds would be from in-kind donations from JSD Engineering. Will discuss further at the next meeting lake project funding status and fundraising priorities.

- c. **Appointment of Chairperson and Member(s) to Community Development Authority** – Tabled.
- d. **Administrator/Clerk/Treasurer’s Office Staffing / Job Descriptions and Hiring Process Update** – So far, 21 applications have been received; numerous inquiries have also been received.

11. **New Business:**

- a. **Approval to Proceed with Eagle Scout Project to Expand Nature Trail** – Looking at a Dane County grant for \$2500 to help with construction materials. Some people in the community have offered to help oversee the construction work proposed by an Eagle Scout candidate, which would extend the trail west from the northern area of the lake berm. *Trustee Ziegler made a motion to proceed with the Eagle Scout project to extend the nature trails; seconded by Trustee Wilcox. Motion carried.*
- b. **Approval to Bid out Project for ADA/CDBG Facility Improvements Projects** – Trustee Ziegler said that Public Works Committee has reviewed the specifications for accessibility improvements at the library, police department and public works. *Trustee Ziegler made a motion to proceed with the ADA improvement projects; seconded by Trustee O'Brien. Motion carried.*
- c. **Approval to Bid out Project for “Old” Library Maintenance** – MSA developed a project manual for the work and restoration at the former historic library. Information was submitted to the Wisconsin Historical Society for review. *Trustee Ziegler made a motion to bid out work for maintenance improvements at the old library; seconded by Trustee Wilcox. Motion carried.*
- d. **Approval of MSA Task Order for Asbestos Testing in Public Facilities** – Trustee Ziegler: the Fire Department is included in the proposal because of the shared wall with the police building. No one present had any knowledge of previously performed asbestos testing. *Trustee Ziegler made a motion to have MSA to proceed with asbestos testing Option 4 to include the police department, library and fire station, not to exceed \$1950, seconded by Trustee O'Brien. Motion carried.*

12. ADJOURN TO CLOSED SESSION – Discussion of Clerk’s Office Staffing per 19.85(1)(c)
– Not held.

13. **Other Business:**

- a. **Correspondence** – Letters received from Dane County Regarding DaneCom, and from Wisconsin Department of Justice Regarding Open Meetings – Trustee Ziegler: Dane County said that the requirements for municipal participation have been met to go forward. One village and three towns did not participate. The project might be delayed until 2013 as they are filing an extension with FCC. The Department of Justice letter clarified that state law does not require the Village to publish meeting notices, only to post (although the Village publishes as often as possible). The Village’s ordinance will be clarified to more clearly conform to state law.
- b. **Announcements** – Certificate of Appreciation for Mary H. Austin will be given; her retirement party is February 8.
- c. Future meeting dates were noted.

14. **Adjournment** – *Trustee Wilcox made a motion to adjourn; seconded by Trustee O’Brien. Motion passed unanimously. The meeting was adjourned by President Ward at 8:05 PM.*

By April Little, Administrator/Clerk/Treasurer

These minutes were approved by the Belleville Board of Trustees on February 6, 2012.