

MINUTES OF REGULAR VILLAGE OF BELLEVILLE BOARD MEETING
HELD MONDAY, **FEBRUARY 7, 2011** 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: Ben O'Brien, Terry Kringle, Jim Schmitz, Gary Ziegler, Deb Kazmar and Bonnie Wilcox
3. Visitors: Jerry Ziegler, Herb Blaser, Dave Ace, Paul Ziehli, Bob Street, Mary Gehin, G. S. Donovan, Howard Ward, Mike & Jean Tretow, Deb Watterson, Rick Francois, Dave Eustice, and Brad Petersen-Post Messenger Recorder. Also present: Jeff Hrubby and Rob Montgomery, Montgomery Associates.
4. The Clerk stated that the meeting has been noticed as required by law.
5. Visitors Who Would Like to Speak Now – Mary Gehin: Received a letter of inspection and had questions about the process and floodplain process.
6. Visitors Who Would Like to Speak On an Agenda Item - None
7. **Consent Agenda: Trustee O'Brien made a motion to approve the consent agenda; seconded by Trustee Wilcox. Motion carried.**
 - a. Approval of Minutes (January 17, 2011)
 - b. Approval of Bills for January 2011
 - c. Approval of Operator's License Application for Steven J. Thelen (Town Mart)
8. Committee Reports - None
9. President's Report – President Kringle: Raise for Village officials will need to wait until a change is made under a new ordinance.
10. **Administrator/Clerk/Treasurer's Report** – Stewardship grants are frozen; this affects the award for Cosgrove land acquisition awarded in 2009. More details are coming. Meter reader is broken; bills were estimated this last billing.
11. **Unfinished Business:**
 - a. **Lake Restoration / West Lake Dredging Projects**
 - i. Projects / Schedule Update – No report.
 - ii. **Approval of Bids for West Lake Project** – Jeff Hrubby: A bid award recommendation letter was presented. Three bids were received; one bid was substantially lower than engineer's estimate, and two were substantially higher. The low bidder pulled out. They are recommending not awarding a contract at this time because of the high bids. Hrubby felt that the restrictions imposed by the schedule, and means and methods (because of permitting restrictions) of construction, were partly responsible for the high bids. They are recommending interviewing bidders and interested parties and then presenting options for

rebidding. The low base bid from Advance was \$400,000, and the engineers estimate was \$160,000.

Trustee Wilcox made a motion to not accept the bid estimates; seconded by Trustee Kazmar. The project is estimated to take 45 days, but depends on weather conditions (drier is better). Delay may necessitate that the dam remain open later (water would still start filling the lake). Anticipate obtaining the DNR permit March 10. The Army Corp of Engineers has a stepped permit process. They begin regulation when there is “fill” in a waterway. This definition is quite broad. The permit process can be lengthy depending on how much is done and how it is done. The intent is to have Montgomery talk to contractors to determine reasons for the expense. **Motion carried.**

- iii. **Project Change Orders – Change Order with Advance Construction for Berm Materials** – Question about inspection. Hraby: a person is on site inspecting, but not 40 hours of week because of cost concerns. The change order is a quantity issue. The mistake by the contractor has been rectified. Question about how to prevent erosion. Hraby: the sheer strength is pretty small and the berm is quite massive. There will also be vegetation on the berm to hold soil. The berm is made of breaker run; it is 55 feet at the base. The lake is mostly controlled by the dam. Question about why it was not excavated. Hraby - Original plans explored this option. Not excavating saved substantial costs. The sediment is 3-4 feet, and excavating would have greatly increased material costs. There is a height limit on the berm.

Hraby: the geogrid material used was to help create load-bearing systems on top of soft materials. The suppliers have used this technique in Louisiana and Alaska. Compaction rates were estimated at .75 feet; settling was about a foot more found than expected. It was hard to predetermine. The amount of the \$80,243.72 change order was determined by material tonnage (not labor). The portion that was overbuilt was deducted at contractor’s cost.

The berm was built six inches too high because the contractor used wrong drawings. Hraby did not feel that this contributed too much load toward settling. Consolidation is desired; it is just more than anticipated. Hraby said that unknown factors such as this is partly reason for including contingency dollars; material quantity was part of the unknown. The price was based on unit pricing.

Trustee Wilcox made a motion to approve the change order; seconded by Trustee Schmitz. Motion carried.

iv. Fundraising Priorities / Target Budgets

1. Appointment of Jim Schmitz to Fundraising Committee - **Trustee Kazmar made a motion to approve Trustee Schmitz’s appointment to the committee; seconded by Trustee Ziegler. Motion carried.**

- b. Belleville Logo Selection / Proposal for Implementation** –President Kringle said if the Village Board does not want to use the logo, we need direction. The possibilities; choose another design; drop the project, or advise on how to continue. The chosen logo would replace other logos. No motion was taken at last meeting. Logo items would be replaced as items need replacing. Community input was sought. Trustee Schmitz said that logos could also be used for new signage. Guest Deb Watterson: She was a chief marketing

officer and has done branding. The job was to communicate Belleville's story, i.e. what makes Belleville? Surveys and focus groups were done. The logo is only one aspect of this branding process. **Trustee Kazmar made a motion to adopt logo C for Village of Belleville; seconded by Trustee Schmitz. Motion carried.**

12. New Business:

- a. **Update on Highway Improvements - Construction Design in TIF 3 District Area** – the MSA engineers are working on obtaining approvals from DOT and Dane County for intersection design.
- b. **Purchase of Computer Server for Village Hall** – question about whether the memory was sufficient. Tabled.
- c. **Agreement with Baker Tilly to Audit TIF District #3 (“30 Percent Audit”)** – Trustee Ziegler made a motion to approve the proposal for the TIF #3 audit from Baker Tilly, paid with funds from the TIF; seconded by Trustee O'Brien. Motion carried. (Cost estimate was \$4-5,000).
- d. **Approval of Budget Amendment #3-2010**; Tabled.
- e. **Regional Transportation Authority Hearing / Comments** – Belleville is not in the RTA district. A public hearing is upcoming. This was a FYI item unless directed otherwise.

13. ADJOURN TO CLOSED SESSION for Discussion of Municipal Court Clerk Hiring per 19.85(1)(c) – The police chief, judge, and administrator met with the Village attorney to ensure compliance with the new laws regarding separation of court duties. Most items already comply. The judge has the responsibility to set the work hours and hire the court clerk. **Trustee Ziegler made a motion to go into closed session. Seconded by Trustee Kazmar. Motion carried on a roll call vote.**

14. RECONVENE TO OPEN SESSION for possible action on items discussed in closed session – **Trustee Schmitz made a motion to resume open session; seconded by Trustee O'Brien. Motion carried. Trustee O'Brien made a motion to approve the wage for the police clerk to be \$11 per hour and \$11.35 after six months probation; court clerk position would be \$12.32 to \$13.29 after six months probation. Seconded by Trustee Kazmar. Motion carried.** Judge has the authority to hire the court clerk and will make an offer. Judge will be involved in the hire for the deputy court clerk position.

15. Other Business: Election Day is February 15. Future meeting dates were noted.

16. Adjournment – Trustee Schmitz made a motion to adjourn; seconded by Trustee O'Brien. Motion passed unanimously. The meeting was adjourned by President Kringle at 9:03 PM.

By April Little, Administrator/Clerk/Treasurer

These minutes were approved by the Belleville Board of Trustees on February 21, 2011.