

MINUTES OF PUBLIC HEARING AND SPECIAL
VILLAGE OF BELLEVILLE BOARD MEETING
HELD MONDAY, **FEBRUARY 21, 2011** AT
7:00 P.M. VILLAGE HALL - 24 WEST MAIN STREET

PUBLIC HEARING

1. Call Public Hearing to Order / Roll Call - The hearing was called to order by Village President Terry Kringle at 7:00 PM.

Roll call by Clerk – Trustees present were: Ben O’Brien, Terry Kringle, Jim Schmitz, Gary Ziegler, Deb Kazmar and Bonnie Wilcox

Visitors: Mike Tretow, Herb Blaser, G. S. Donovan, Rick Francois, and Michael Parkin. Also present: Jeff Hruby, Montgomery Associates

2. **Public Hearing on Proposed Ordinance 2011-02-01: Amendments to Title 10, Chapter 6, Land Division Regulation Ordinance** – Planning Commission approved a shorter change to Title 10 at this time, to section 10-6-1. More extensive changes to Title 10 will be forthcoming, in order to make it conform to changes to Chapter 236, Wis. Stats. and make the platting process steps clearer. No comments from public.
3. Adjourn Public Hearing – Trustee Ziegler made a motion to adjourn the public hearing; seconded by Trustee Kazmar. Motion carried. Hearing adjourned 7:08 PM.

SPECIAL MEETING

1. Called to order at 7:09 PM
2. Roll call by Clerk – As above.
3. Posting of Open Meeting Notice – The agenda was posted as required by law.
4. Visitors Who Would Like to Speak Now
5. Visitors Who Would Like to Speak On an Agenda Item
6. **Consent Agenda: Trustee Ziegler made a motion to approve; seconded by Trustee O'Brien. Motion carried.**
 - a. Approval of Minutes (February 7, 2011)
 - b. Approval of Bills for February 2011 To Date
 - c. Approval of January 2011 Treasurer’s Report (Detailed utility report not included).
7. Committee Reports – No discussion.
8. **President’s Report** – Emergency Management chairman Dan Edge has resigned. Economic Development Committee is working on a special Belleville supplement for *In Business* magazine. There would be no cost (paid via advertising). Upcoming agenda item: legal action may be needed for closure of a private driveway entrance off Highway 69/92.

9. Administrator/Clerk/Treasurer's Report – A class from Beloit College is visiting Belleville's lake project this spring for educational purposes.

10. **Unfinished Business:**

a. Lake Restoration / West Lake Dredging Projects

- i. **Projects / Schedule Update** – Jeff Hruby: construction is on schedule. Deep dredging near the park is underway. They expect to meet the April 1 deadline for dredging.
- ii. **Project Change Orders** –
 1. **Extension of Work Hours Request from Contractor** – The contractor is asking that if it is too warm in the day, they can work when it is cooler in the evening instead. It may be 10 PM – 7 AM and involve the use of lights. Most work is now in Community Park and habitat fill areas and away from most residences. **Trustee Wilcox made a motion to extend the lake dredging work hours beyond the normal workdays if the weather changes; seconded by Trustee Kazmar.** Emphasis was added that this would be allowed only if absolutely necessary. **Motion carried.**
- iii. **Dredge Material Stockpiling** – Hruby: Material dredged now would be beneficial if park grading is approved and also for embankment fill. It would be 4000 cubic yards of material. We don't have DNR approval yet. There would be significant cost savings to use this material. It is a granular material that would help provide better drainage. They would like to work with the Village on where to put materials and other details. Material stockpiled in the park now will be used for topsoil on the berm. Waiting for DNR approval to use the material as fill for the embankment. Hruby will work with Jerry Butts and others as needed. No objections were heard.
- iv. **West Lake Dredging – Consideration to Rebid Project** – Hruby: Montgomery has interviewed potential bidders. Schedule and access were big impediments to bidding for the project. More might bid if the Village modifies an application for an individual permit from the Army Corp of Engineers and modify the schedule to dredge the end of July or through winter of 2011-12. Dam gates would need to be open (may be able to refill the lake temporarily, or to have it open somewhat). They will need to examine fishery impacts. Hruby thought winter would provide the best bids. Could do summer 2011 as an alternate bid. Some park restoration would be needed. Park usage should not be lost for an additional year. Cannot close gates in the winter because of animal habitat impact. **Trustee Ziegler made a motion to allow Montgomery to proceed with necessary permit applications for West Lake dredging for summer 2011 or winter 2011-12 construction; seconded by Trustee Wilcox. Motion carried.**

- b. **Purchase of Computer Server for Village Hall** – More information from the Village's IT advisor on the system's power was provided. **Trustee Ziegler made a motion to purchase a new server with funds from carryover up to \$4500;**

seconded by Trustee O'Brien. Motion carried.

- c. **Approval of Budget Amendment #3-2010** – Village auditors requested one amendment to reflect an insurance fund payment for gazebo construction that will “cross years,” and the other entry designated grant funds for police training. **Trustee O'Brien made a motion to approve Budget Amendment 3-2010; seconded by Trustee Schmitz. Motion passed unanimously on a roll call vote.**

11. New Business:

- a. **Proposed Ordinance 2011-02-01: Amendment to Code Book Title 10, Chapter 6, Land Division Regulation Ordinance** – Trustee Ziegler made a motion to approve Ordinance 2011-02-01 to amend section 10-6-1 (only); seconded by Trustee Schmitz. Motion carried.
- b. **Amendments to Landscape Guidelines Recommended by Plan Commission** – President Kringle said that the last two new developments found the landscaping guidelines to be overly restrictive. Plan Commission approved exceptions in those cases, but felt that some guidelines updates were needed. The higher number of parking lot islands interfered with snowplowing operations. **Trustee Ziegler made a motion to approve the off-street parking changes to the landscaping guidelines; seconded by Trustee O'Brien.** Michael Parkin offered some suggestions to the guidelines. Paragraph 2 (curbed island requirements), second sentence: “six vehicles” should change to “five or more”. Paragraph 4 (minimum dimensions for planted areas), last sentence: remove “with trees” and insert “...as measured from the back of curb to back of curb,” and delete last sentence. These amendment suggestions were accepted. **Motion carried.**
- c. **Amendments to Village-Wide Design Guidelines Recommended by Plan Commission** – President Kringle said the guidelines worked well for downtown, but not necessarily with properties outside of downtown so it will require some modifications. Section 3.1 specifies the size of the islands: it was suggested to change from five feet to four foot, to match the landscaping guidelines. Also deletes size requirement for when trees are planted. Deleted additional landscape island language. Section 7.3: deleted sloped roofs requirements. In 8.5, language was added specifying the types of businesses that will require glass (i.e. retail trade). **Trustee Ziegler made a motion to approve the design guidelines as amended and recommended by Plan Commission. Seconded by Trustee O'Brien. Motion carried.**
- d. **Approval of Resolution 2011-02-01: Resolution of Village of Belleville Requesting Partners for Recreation and Conservation (PARC) Grant Program Funds From Dane County for Lake / Community Park Restoration** – Trustee Schmitz made a motion to approve Resolution 2011-02-01; seconded by Trustee Wilcox. Motion carried.
- e. **Appointment to Economic Development Committee** – Trustee Kazmar made a motion to approve the recommendation for Randi McLeod from Belleville Community Bank; seconded by Trustee Wilcox. Motion carried.
- f. **Approval of Village of Belleville Job Descriptions** – For Court Clerk – a couple

- minor changes were suggested to clarify phone answering, plus some minor grammatical changes. The municipal judge approves the court and deputy court clerk descriptions. **Trustee Kazmar made a motion to approve the police clerk, court clerk and deputy clerk job descriptions, with the understanding that the Judge has technical approval of deputy and court clerk descriptions; seconded by Trustee Wilcox. Motion carried.**
- g. **Governor's Budget Repair Bill / Impact** – A draft letter in opposition to Governor Scott Walker's budget bill was presented, arguing to maintain local control over employee wages and benefits. Trustee Wilcox made a motion to send letter with corrections as noted to governor and all legislators; seconded by Trustee Ziegler. Motion carried.
12. **ADJOURN TO CLOSED SESSION** for: Police Union Contract Policy Negotiations per 19.85(1)(e) and Consideration to Authorize Legal Counsel to take Legal Action Against James Olson, John Baker, J&J Property Development Inc. and/or Related Entities to Enforce Payment Obligations Under Far West Side Pre-Development Agreement per 19.85(1)(g) – **Trustee O'Brien made a motion to adjourn to closed session; seconded by Trustee Schmitz. Motion passed unanimously on a roll call vote. Adjourned to closed session 8:27 PM.**
13. **RECONVENE TO OPEN SESSION** for possible action on items discussed in closed session – **Trustee Kazmar made a motion to return to open session; seconded by Trustee Wilcox. Motion carried.** Discussed union contract and possible legal action to obtain payments owed from developers.
14. **Other Business:** Future meeting dates were noted.
Questions and Items for Referral – Trustee Ziegler: meter reader for currently-installed meters has died. Public Works is trying to fix it. Utility bills need to be estimated in the interim. New meter installation is being stepped up. We have budgeted two 580-hour Public Works positions. We could hire the employee back from last year without advertising early if he is interested to help with the project. We may contact other previously interviewed candidates to see if they are interested if needed. Recommendation will come back to Village Board on March 7. Goal is to install all new meters by end of June.
15. **Adjournment** – Trustee O'Brien made a motion to adjourn; seconded by Trustee Schmitz. Motion passed unanimously. The meeting was adjourned by President Kringle at 9:36 PM.

By April Little, Administrator/Clerk/Treasurer

These minutes were approved by the Belleville Board of Trustees on March 7, 2011.