

MINUTES OF SPECIAL VILLAGE OF BELLEVILLE BOARD MEETING
HELD MONDAY, AUGUST 15, 2011 AT
7:00 P.M. VILLAGE HALL - 24 WEST MAIN STREET

Note: The Village Board met at the Belleville UW-Clinic at 21 S. Vine Street for a facility tour at approximately 6:15 PM. No policy actions were taken during the tour.

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, Jim Schmitz, Gary Ziegler, Deb Kazmar and Bonnie Wilcox

Visitors: Jean Tretow, Lance Williston, Dave Eustice, Michael Parkin, Herb Blaser, Terry Kringle, Rick Francois, Brad Peterson of Belleville Recorder, and Village Attorney Matt Dregne
3. The Clerk stated that the meeting has been noticed as required by law.
4. Visitors Who Would Like to Speak Now - None
5. Visitors Who Would Like to Speak On an Agenda Item - None
6. **Consent Agenda: Trustee Ziegler made a motion to approve the consent agenda (as follows); seconded by Trustee Kazmar. Motion carried.**
 - a. Approval of Minutes (August 1, 2011)
 - b. Approval of Bills for August 2011 To Date
 - c. Approval of July 2011 Treasurer’s Report
7. Committee Reports – No discussion.
8. **President’s Report** – President Ward: he would like to see discussion 10-15 minutes or less; committees should make recommendations on agenda items as pertinent.
9. **Administrator/Clerk/Treasurer’s Report** – Little is gone all next week. Ordinance book has been distributed for review. Let us know of any switches of who will be reviewing chapters or questions. A lake monitoring and monitoring equipment grant for \$3502.50 has been awarded by DNR. Volunteer time provides the match.
10. **Unfinished Business:**
 - a. **Lake Restoration / West Lake Dredging Projects Update** – Community Park is seeded and asphalt was installed. September bidding is expected for the river

dredging.

- b. **Liaise Committee Update** – Terry Kringle would like to have authorization from the Village Board on what projects to address, and to make official contacts. They would like to collect and organize information. Anything that could come from the committee should be a recommendation to Village Board. He clarified that is all public interests, and all committees have more than enough work. This committee is to assist other committees. No objections were heard by board.

- c. **First Amendment to Agreement to Undertake Development in Tax Increment District No. 3 (Bell West Development – West Side Neighborhood)** – Matt Dregne gave an overview of how the TIF functions. This amendment would clarify that appraisals done by a mutually acceptable appraiser would be acceptable for determining value. The Village would review and need to accept the appraised value and determine whether it is sufficient to release a lien on a given lot. Amounts due would then be reallocated to the other lots. The lien would be released without direct payment.

The developers also requested that they be allowed to escrow an amount for any shortfall to bring it up to the requirement that the fair market value of the remaining property in the Bell West TID be more than 1½ times the amount of total unpaid special assessments levied against parcels to be released and all other parcels there. They also asked that any tax increment dollars be used to reimburse these expenses. In the original agreement regarding allocation of TIF increment money: first obligation is special assessment installment payments; then Village administration expenses, then developer administration costs defined as those reimbursed to Village under a predevelopment agreement. Fourth in line is municipal revenue obligations after funds are available (“developer incentives”). This would be fifth in line. The board directed Dregne to revise the agreement to allow these payments to be fifth in line and it will be brought back in September.

- d. **Major Elevator Repair at Belleville Library** – Dane County CDBG may allow the Village to switch some grant monies with another currently approved project (which includes library bathrooms and front door replacement). Elevator repair was proposed earlier as a fourth phase application. Worst-case scenario, this could delay the library bathroom rebuild to 2013 or another comparable, approved second phase project. President Ward said his contact thought the estimate was high and recommended bidding. He asked Otis to break it down into parts and labor. There are no funds available right now to pay for this project. Public Works will look at funding at their meeting.
- e. **Stormwater Utilities Update** – If all goes well with entering new accounts, September 8 is the cutoff to upload and activate all accounts. Charges would then be added on September’s mailed bills.
- f. **Future Use of UW Clinic Building at 21 S. Vine Street / Appraisal** – President Ward said next step is to ask for an offer and possibly counter offer. Little said that an

option to purchase was set up 20 years ago on the property that must be considered.

11. **New Business:**

- a. **Consideration of a Revised Cost Recovery Agreement with Bell West** – [Discussed with item 10c] An earlier draft of this agreement was approved. However, after Village Board approval, Bell West’s attorney requested some changes to the agreement. Dregne said this agreement would allow for Village reimbursement of costs for the lien release and reallocation process. Under section 2, the developer would need to make a deposit to secure payment. Their attorney asked to reconsider this, as the Village could simply refuse to release the lien if the developer does not make their payments. Other changes requested include expanding the number of lots in Bell West to which the agreement applied. A similar approach could be used for Baker’s Woods in the future.

Trustee Ziegler made a motion to approve the Cost Recovery Agreement as modified to delete section 2, and insert into the TIF amendment that costs must be reimbursed to Village before a lien is released; seconded by Trustee O'Brien. Motion carried with Trustee Wilcox abstaining.

- b. **Discussion of Resolutions to Amend Installment Payments Schedules for Bell West and Baker’s Woods Developments (TIF 3 and Non-TIF)** – The purpose of the resolutions is to make some small adjustments to follow actual costs. When the Village levied the special assessments, they allowed payment over time. But the schedule did not specify the due date, and it was not broken down on a lot by lot basis. The resolutions would correct this.
- c. **Proposed Ordinance 2011-08-01: An Ordinance to Amend Sections of 2-1-5, Wards and Polling Places of the Municipal Code of the Village of Belleville to Adopt Ward Plan and to Combine Municipal Wards for Voting Purposes** – Little said the ordinance was necessitated by the 2010 Census and redistricting. Five wards will be reduced back to three, each with less than 1000 population. The ward for Green County (#3) was approved previously. *Trustee Ziegler made a motion to approve Ordinance 2011-08-01; seconded by Trustee Kazmar. Motion carried.*

12. **ADJOURN TO CLOSED SESSION for Discussion with Village attorney of options for working with the Baker’s Woods developers to address unpaid fees per 19.85(1)(g) and 19.85(1)(e)** – *Trustee Kazmar made a motion to go into closed session; seconded by Trustee Kattre. Motion passed unanimously on a roll call vote.*

13. **RECONVENE TO OPEN SESSION for possible action on items discussed in closed session** – *Trustee Kazmar made a motion to go into open session; seconded by Trustee Ziegler. Motion carried.*

14. **OTHER BUSINESS**

- a. Announcements - Offices are closed Monday, September 5 for Labor Day.

- b. Future meeting dates were noted.
- c. Questions / Referral – Public question about Public Works staff moving picnic tables for Community Picnic. It was noted that the event provides a direct benefit for the Village, parks could be torn up by non-Village movers, and breakage and liability are also concerns. President Ward gave the go ahead for Village crews to move tables.

15. **Adjournment** – *Trustee Kazmar made a motion to adjourn; seconded by Trustee Schmitz. Motion passed unanimously. The meeting was adjourned by President Ward at 9:14 PM.*

By April Little, Administrator/Clerk/Treasurer

These minutes were approved by the Belleville Board of Trustees on September 6, 2011.