

MINUTES OF REGULAR VILLAGE OF BELLEVILLE BOARD MEETING
HELD MONDAY, NOVEMBER 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 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
3. Visitors: Tim Sager, Jean Christensen-Library, Jean Tretow, Jim Root, Brad Peterson-Recorder, Linda K. Kahl-ADA, Debbie Bongard-ADA, and Jill Wennesheimer-ADA
4. The Clerk stated that the meeting has been noticed as required by law.
5. Visitors Who Would Like to Speak Now – Tim Sager: his group applied for use of old library to collect signatures. It was approved.
6. Visitors Who Would Like to Speak On an Agenda Item
7. **Consent Agenda:** *Trustee Kazmar made a motion to approve the consent agenda minus item f; seconded by Trustee Wilcox. Motion carried.*
 - a. Approval of Minutes - October 17, 2011
 - b. Approval of Bills for October 2011
 - c. Approval of Treasurer’s Report for October 2011
 - d. Approval of Operator’s License Application for Becky M. Daniels (Town Mart)
 - e. Approval of Operator’s License Application for Stephanie M. Sommers (Town Mart)
 - f. *Codification – Editorial Analysis Committee Recommendations*
8. Committee Reports - No discussion.
9. President’s Report – Engineer said the river side dredging will begin soon.
10. Administrator/Clerk/Treasurer’s Report – No discussion.

11. **Unfinished Business:**

a. Lake Restoration / West Lake Dredging Projects Update

- i. **Disposal of Dredging Materials** – President Ward suggested going directly to the contractor to work out who should receive dredged materials from the river dredging project. Village might be interested in obtaining some materials.
- ii. **Restoration Project: NES Contract Change Order / Advance** – Advance Construction was to do final grading and restoration work. However, Advance is having some difficulties with its subcontractor. It was proposed that the long-term restoration contractor, NES Ecological Services, pick up this part of

the contract as a change order and Advance's contract will close out. It may produce a savings of about \$2058. However, some unexpectedly wet conditions were encountered on the site. Therefore, MARS will adjust the numbers and the timetable for this work and bring it back before the Village Board.

- iii. **Other** – Dredging on the river side should begin in November. A meeting was held with DNR and ACOE to explore location of the pedestrian bridge. More information will be forthcoming for the next Village Board.
- b. **Stormwater Utilities Update** – Hoping for November or December implementation.
- c. **Proposed Budget 2012** – Little said that dental numbers were updated to actual increases (budgeted at 5 percent increase; actual will be 6.5 percent. Other changes to the draft included: 1) Village's senior program portion of the budget dropped by \$2664; 2) addition of \$756 to police and Public Works for DaneCom radio operations and maintenance; and 3) reduction in capital for police car funding [see 12d].
- d. **Proposed Pedestrian Bridge over Sugar River / Location** – The board will further consider bridge location on November 21.

12. New Business:

- a. **Recommendations from ADA Committee** - Jill Wennesheimer had three recommendations from the Committee : 1) Post an ADA notice in blue paper in all facilities including park entrances or shelters in blue paper, laminated. President Ward suggested putting in a more permanent facility for this and other notices. 2) The committee is recommending standardized language on the bottom of all committee meeting notices. Trustee Wilcox suggested increasing the font and dropping the italics.

The committee agreed with ordinance changes. However, they propose that they continue to consider the Village in "transition," and leave the transition plan as a working document. 3) The committee recommends adding appendix A and B as updates rather than completely dispose of the original transition plan document.

Trustee O'Brien made a motion to adopt the three recommendations [listed above] from the ADA Committee; seconded by Trustee Wilcox. Motion carried.

Wennesheimer: Regarding the recommended projects for the Dane County CDBG facilities grant, a few projects like the library staircase railing and exterior ramps could be done as community service projects. She had suggested installing Braille on the elevator buttons. The handrail in the elevator may possibly be not compliant. President Ward suggested including an alternate bid to lower the rail and buttons. Exterior ramps could be set aside as alternate bid or alternate time. Could consider removing the paper towel holder and recessing the fountain a bit. Possibly have Public Works install locks to save labor costs. Library could cover costs for book drop location (about \$1500). Put in hand rail and ramps as alternates to the bid. The suggestions will be forwarded to Dane County for final approval.

The committee also wishes to continue distributing information at EMS open houses

in the future.

- b. **Approval of Agreement with John Baker to Provide Reserve Funds for B-Bonds** – *Trustee Kattre made a motion to approve the agreement with John Baker; seconded by Trustee Ziegler. Motion carried with Trustee Wilcox abstaining.* Little noted that Baker has agreed to the document and has made the required payment.
- c. **Proposed Ordinance 2011-11-01: Ordinance Creating the Position, Duties, and Responsibilities of the “Office of the Village Administrator” as Title 2 Chapter 3 Section 21 of the Municipal Code of the Village of Belleville** – *Trustee Wilcox made a motion to adopt Ordinance 2011-11-01; seconded by Trustee Ziegler. Motion carried.* The ordinance formally incorporates the Administrator part of the Administrator/Clerk/Treasurer position.
- d. **Recommendation from Police Committee to Purchase Squad Car** – Roger Hillenbrand: a new squad car is budgeted in 2011 and 2012. The new 2012 models are being built differently. Kaiser has old 2011 models available. The new model would require purchasing expensive new equipment. A 2011 model would save these costs. The bid is \$23,299. The 2011 budget contains \$13,500; fund balance would finance the remainder until January 2012, when the budget would be reimbursed. *Trustee Ziegler made a motion to approve the purchase of the squad car with fund balance to be reimbursed for 2013; seconded by Trustee Kazmar. Motion carried.* The 2012 proposed capital budget for a police car was then reduced by \$1400.
- e. **Proposed Intergovernmental Agreement between Dane County and Other Municipalities within Dane County Creating a County-Wide Interoperable VHF-Based Emergency Radio System Known as “DaneCom” (Introduction)** – Dane County is requesting communities sign an intergovernmental agreement regarding the radios. However, Dane County Cities and Villages Association had some concerns about the agreement language. Trustee Ziegler thought a few more communities may sign on in the future. The board requested clarification of suggested changes.
- f. **Approval of Resolution 2011-11-01: Resolution Authorizing Appointment of School Crossing Guards (Requested by Belleville School District)** – Hillenbrand said that the crossing guards have no legal authority to stop traffic. The school board asked for this from all nearby communities so that the school can appoint their guards with authority. Then, if a person does not yield to their request to stop, the information can be given to police to issue a citation. *Trustee Ziegler made a motion to approve Resolution 2011-11-01; seconded by Trustee O'Brien. Motion carried.*

- 13. **ADJOURN TO CLOSED SESSION: For Discussion of Police Union Contract Negotiation Strategy and Discussion of Option to Purchase Former Belleville Clinic Property per WI Stats 19.85(1)(e)** – *Trustee Ziegler made a motion to enter into closed session; seconded by Trustee Wilcox. Motion passed unanimously on a roll call vote.*
- 14. **RECONVENE TO OPEN SESSION for possible action on items discussed in closed session** – *Trustee O'Brien made a motion to go into open session; seconded by Trustee Kattre. Motion carried.*

Trustee Ziegler made a motion to accept the police contract agreement with the WPPA for 2012; seconded by Trustee Wilcox. Motion carried.

No formal action on whether to purchase the clinic building and house. A phone call will be made to the president of the Madison Family Medicine Residency Corporation for further discussion.

15. Other Business:

- a. Announcements – Offices closed November 24 & 25. There will be different hours for the library.
- b. Future meeting dates were noted.

16. Adjournment – *Trustee Kazmar made a motion to adjourn; seconded by Trustee Wilcox. Motion passed unanimously.* The meeting was adjourned by President Ward at 9:28 PM.

By April Little, Administrator/Clerk/Treasurer

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