

MINUTES OF SPECIAL VILLAGE OF BELLEVILLE BOARD MEETING
HELD MONDAY, **DECEMBER 17, 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: Tyler Kattre, Ben O’Brien, Howard Ward, Gary Ziegler, Daniel Rung, Deb Kazmar and Bonnie Wilcox.

Also present: Luann Alme, WPPA; Mike and Jean Tretow; Herb Blaser

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 Wilcox made a motion to approve the consent agenda as presented; seconded by Trustee Rung. Motion carried.*
 - a. Approval of Minutes - December 3, 2012
 - b. Approval of Bills for December 2012 to Date
 - c. Approval of Treasurer’s Reports for November 2012
 - d. Approval of Operator’s License Application for Ryan R. Kubly (J&M Bar)
7. Committee Reports – No discussion.
8. President’s Report – No discussion.
9. Administrator/Clerk/Treasurer’s Report – No discussion.

10. **Unfinished Business:**

- a. **Lake / Pedestrian Bridge Projects Update & Issues** – Herb Blaser asked about the pedestrian bridge; Jerry Butts replied that there is some concrete buckling. It will be repaired in the spring. Cattail harvesting permit has been received from the WI-DNR. There are some muskrats in the area; President Ward will look into trapping.
- b. **Approval of Budget Resolution #2-2012: Amendment of 2012 Adopted Budget** – *Trustee Wilcox made a motion to accept Budget Resolution 2-2012 as accepted; seconded by Trustee Kazmar. Motion carried with Trustee Ziegler opposed.* The resolution carries over 2012 budgeted funds to 2013, primarily for squad car purchase, police building and equipment upgrades, police uniforms and also reappropriates 2012-budgeted funds for tree removal and land annexation/CSM.
- c. **Approval of Budget Resolution #1-2013: Amendment of 2013 Adopted Budget (Carryovers)** – *Trustee Kattre made a motion to adopt Budget Resolution #1-2013; seconded by Trustee Ziegler. Motion carried.* This resolution amends the 2013 budget

to include funds carried over from the 2012 budget.

11. **New Business:**

- a. **Approval of Change Order #1 for Serv Us Street Project** - *Trustee Ziegler made a motion to approve Change Order #1 for Serv Us Street Project; seconded by Trustee Kattre. Motion carried.* The work was for an additional fire hydrant.
- b. **Approval of Final Solid Waste / Recycling Contract with Pellitteri** – Little suggested deleting one sentence that said Heritage Manor Apartments have private collection service, which is not correct. *Trustee Kattre made a motion to approve the Pellitteri contract amended, as described; seconded by Trustee Rung. Motion carried.*
- c. **Proposed Solid Waste Program Changes (Drop-Off)** – Trustee Ziegler said Public Works Committee made recommended changes to the dump site that are expected to save 70 hours of overtime. Pellitteri will provide additional service for a charge directly to residents.

Trustee Ziegler made a motion that effective January 1, Village dump site open hours will be April 1 – October 31, Mondays, 5-7 PM and third Saturday 9 -11 AM of each month for yard waste and waste oil drop off only; and that the changes be reviewed November of 2013 (all other wastes will be handled by Pellitteri for a charge); seconded by Trustee O'Brien. Jerry Butts said if more hours are needed, arrangements could be made at that time (i.e. November hours or more nights). Motion carried.

Trustee Ziegler made a motion to not have a fall clean up day in 2013; seconded by Trustee Wilcox. Motion carried with Trustee Kazmar objecting. Brush collection service will continue, however. Trustee Ziegler asked to offer the public service information updates via the Village web site.

- d. **Resolution 2012-12-02 to Accept Gift of Donated Land from Natural Heritage Land Trust** – President Ward said there will need to be an easement secured to link the new riverfront lands to Blaser Park for a path. *Trustee O'Brien made a motion to approve Resolution 2012-12-02; seconded by Trustee Kattre. Motion carried.*
- e. **Approval of Job Description Revisions for Police Department** – Trustee Kazmar: full time and part time positions would essentially have the same job description with minor changes. There will be one description. *Trustee Kazmar made a motion to make one job description for police officers and part time officers, as presented; seconded by Trustee Wilcox. Motion carried.*
- f. **Approval of Hiring Process for Police Department Officers** – Trustee Kazmar: She asked if there were objections to asking Dan Bolch to help with hiring process again. None heard. Also presented was a timeline for the hiring process.

12. **CLOSED SESSION:** *Trustee Ziegler made a motion to go into closed session; seconded by Trustee O'Brien. Motion passed unanimously on a roll call vote.*

- a. Per Wis. Stat. sec. 19.85(1)(e) to discuss draft union contract changes proposal to

WPPA

- b. To Discuss Police Department Staffing Per Wis. Stats. sec. 19.85(1)(c)
13. Resume Open Session – *Trustee Wilcox made a motion to resume open session; seconded by Trustee O'Brien. Motion carried. Resumed 8:23 PM.*
14. Discussion and Possible Action on Any Items Discussed in Closed Session –
- g. *Trustee Ziegler made a motion to approve the police union contract with WPPA as modified with final approval given by Village President and Administrator/Clerk/Treasurer; seconded by Trustee O'Brien. Motion carried.*
 - h. *Trustee Wilcox made a motion to amend the policy handbook's definition for "casual part-time employment" to include: "WRS and associated benefits shall be provided as required by law"; seconded by Trustee Rung. Motion carried.*
15. **Other Business:** Future meeting dates were noted.
16. **Adjournment** – *Trustee O'Brien made a motion to adjourn; seconded by Trustee Ziegler. Motion passed unanimously. The meeting was adjourned by President Ward at 8:28 PM.*

By April Little, Administrator/Clerk/Treasurer

These minutes were approved by the Belleville Board of Trustees January 7, 2013.