

VILLAGE OF BROOKLYN

March 12, 2012

The Village Board meeting was called to order on March 12, 2012 at 6:35 pm by President Walsten. Trustees present were Steve Lust, Mark Bruner, Todd Klahn, Jessica Hawkey, Dorothy Frandy, Dean Van Den Eng. Others present were Clerk Strause, Police Chief Barger, Public Works Director Langer, Lyle & Pat Hawkey, Kyle Smith, Todd Galloway, Darlene Nelson Galloway, Traci Schaefer, Sue McCallum.

Public Comments: Pat Hawkey, Kyle Smith, Todd Galloway and Darlene Nelson Galloway all appeared to offer support for **keeping chickens** and requesting a Village ordinance to allow this. Hawkey stated some in the Village already have them and state chickens are not fowl as they are "domesticated poultry". Village ordinance does not allow the keeping of fowl. As other municipalities are adopting ordinances to allow for the keeping of chickens, Hawkey asked how to get this done as people really want chickens. An ordinance would establish how many could be kept, environment to be kept in, and health standards to be maintained. The Board's clarification on the definition of fowl is felt to include any domesticated feathered animals, i.e., ducks, turkeys, chickens.

Trustee Lust moved, second Frandy, carried to approve the minutes of February 13, 2012.

President Walsten reminded Trustees of the New Officials workshop on May 11 in Madison which is not just for new trustees as important information can be learned every year. The League's regional dinner meeting is on May 3rd in Barneveld. Anyone interested in attending should contact the clerk to make reservations. Walsten attended Ehler's Public Finance Seminar in Wis Dells, Feb 16-17 giving her report to the finance committee on the seminars attended, i.e. risk assessment, economic development grants and funding sources, and general session. Materials are available to review upon request. Feb 23rd was the Dane County CDBG hearing accepting projects that organizations and municipalities are needing assistance on. AB182 hearing was held on 2/28 by the Assembly Committee on Energy & Utilities. This bill would prohibit municipalities placing delinquent water bills on the tax roll. The amendment to this bill made some changes but still would be a burden on municipalities. Clerk Strause has been in contact with Rep Ringhand who stated she would register as opposed to the bill during the hearing.

Clerk Strause reported on the photo ID law which last week had a temporary injunction and today a permanent injunction that now will prohibit the law for future elections. This will probably be tied up in the court system for a long time and may change at a later date. Elections laws continuously change making it difficult to keep up with training of officials and printing of brochures to help the public understand the process. The Feb 21 primary had 236 voters with no provisional and no late absentees. There was no need for the local municipal Board of Canvass to meet under the new law which went into effect the day of the election, Feb 21st. Strause wanted to publicly thank Pat Hawkey for donating her election training time and time spent working the polls on Feb 21st.

Consent Agenda: Van Den Eng moved, second Frandy, carried to approve item #1 payment of March invoices, and #3 Approve Clerk/Treasurer Strause and Deputy Clerk/Treasurer Brewer's attendance at the WMCA conference in Middleton on August 22-24 and the fall Treasurer's Conference in Stevens Point on September 27-28 with the office being closed. Klahn moved, second Bruner, carried to approve temporary operator licenses for Robert Zurfluh, Perry Jorgensen, Mark Stephens for the Brooklyn SnoHornets Snowmobile Club, March 24-25, 2012, annual dance, at the Community Bldg. Bruner moved, second Lust, carried to deny a temporary operator license for Brian Zurfluh as his application was filled out incorrectly with information not noted.

Public Works report: Director Langer reported that Utility Supt, **Leif Spilde has been nominated by WRWA for the District 2 operator of the year** award. The Public Works Committee approved Spilde attending the Annual Technical Conference in Green Bay March 28th where the award will be announced. Klahn moved, second Frandy, carried to have Mark Bruner **replace the lower level fire door and frame** not to exceed \$200. Trustee Bruner abstained.

The door has been stored in the garage for several years. Langer reported he would be **advertising for the seasonal laborer position** on the LED, website, and once in the Observer which was approved by the committee. Langer suggested a starting wage of \$7.50 per hr with an increase to \$8 per hr if warranted. Applications would be due by April 6th. Klahn moved, second Frandy, carried to have the PW committee review the applications with the top three referred to the Personnel committee to interview and make a recommendation to the Board to hire.

At 7 pm, President Walsten called to order the **PUBLIC HEARING for SPECIAL ASSESSMENTS for Curb & Gutter Improvements on Teddy Street** at the following addresses: 107 Teddy St, 111 Teddy St, 119 Teddy St, 125 Teddy St. Resolution 2012-03 Preliminary Declaring Intent to Levy Special Assessments Under Municipal Police Power Pursuant to Section 66.97 WIS Stats. was presented. Traci Schaefer asked about the project and process on cost, interest, and number of years for repayment. Langer explained the project to improve the street from curb to curb replacing curb and gutter that is in poor condition, creating a street crown to improve drainage. The project should last 15-20 years. There are four C&G properties and the Village has one intersection to be replaced. Landscaping is a part of the project and about one foot behind the C&G will be reseeded. Actual cost and footage will be sent to each of the four property owners once the bids are accepted and actual footage is determined. The Board will approve a final resolution which will identify the interest rate and number of annual installments. Bruner moved, second Klahn, carried to close the public hearing at 7:10 p.m. Trustee Bruner moved, second Klahn, carried to approve Resolution 2012-03 Preliminary Declaring Intent to Levy Special Assessments Under Municipal Police Power Pursuant to Section 66.97 WIS Stats on Teddy Street (residences as previously listed).

Board returned to the agenda and continued Public Works Committee Report. Trustee Bruner moved, second Van Den Eng, carried to approve the committee's recommendation to **sell a grinder (Muffin Monster)** for \$300 to Crane Engineering. Bruner moved, second Klahn, carried to take **items 1-8 to Wisconsin Surplus Auction**. Item #9, **two pumps removed from the Kerch St lift station** will be advertised in the League of Municipalities per motion by Van Den Eng, second Klahn, carried. These pumps are no longer designed to work in any of the Village's lift stations.

Langer reported the CDBG grants right now are more like loans with some grant dollars. He will continue to seek out grants for road projects. The **Safe Routes to Schools application** comes out the end of this month. The Village has been denied two times before for construction costs. Past history shows planning grants are more likely to be funded for the SRTS program. Strand Engineering offers a price of \$1000-2000 to do a SRTS planning grant with Langer's help. Strand was paid \$1000 before for an infrastructure grant application. Trustee Van Den Eng moved, second Klahn, carried to hire Strand not to exceed \$1500 to apply for SRTS planning grant. PW committee approved repair to the **International truck**. The second to last snow storm transmission issues developed with an estimated \$2000 for repairs for a torque converter and pressure plate. Once the truck is replaced in the future, the truck would be kept as back up or set a reserve minimum and advertise to sell. If the Bobcat is sold, these funds could be used toward a patrol truck. The **radios and license for the narrow band radio system** have arrived. Plans for a **ribbon cutting ceremony for the new Legion Park scoreboard donated by Pellitteri Waste System** are being worked on. Langer reported **toxins (most likely toxic chemicals) are being dumped into the sewer system** causing major processing issues. A paragraph regarding dumping toxins in the system will be added to the cross connection letter that is being sent out to commercial users. Langer also reported that he and Spilde have visited a few commercial entities to explain the problems at the plant and answer any questions they may have.

New Business: Clerk Strause stated the **2008 sewer BAN interest payment due April 25th** along with the CWF#4 refinancing issue no longer needs to be discussed as a possible refinancing of the interest payment is no longer an option on the loan. Trustee Van Den Eng moved, second Klahn, carried to lay this issue on the table. **Resolution 2012-04 Designating 2011 funds to be carried over to 2012** was moved by Bruner, second Klahn with motion withdrawn. Questioned was the 2011 Planner surplus funds of \$4270 to be moved to 2012 while the 2011 Zoning Consultant expense from General Engineering for updating the Village's Comprehensive Plan as discussed at the December meeting had a bill submitted over the 2011 budgeted amount. Clerk Strause stated the minutes would be

reviewed to clear this up. It was felt to be specified in the discussion to use certain funds from planning. Trustee Klahn moved to approve the Resolution excluding the \$4270 for the Planner account with the new total of \$6856 to be moved to the 2012 expense accounts. Motion was second by Van Den Eng, carried.

An **ordinance for chicken keeping** was discussed. Walsten stated there is a website, urbanchickens.org, to learn more about residential chicken keeping and the history of the whole movement to bring chickens to urban settings. The website has resources listed and a model ordinance to look at. Madison and Stoughton have approved ordinances to allow for this. The subject is controversial and a public informational hearing could be held. Conditions would be controlled by the ordinance. Some Trustees are not in favor of having chickens next door but are willing to review a possible ordinance. Copies from other communities will be looked at. Frandy moved, second Hawkey, carried to approve referring this to the Ordinance Committee.

Unfinished Business: Clerk Strause gave an update on the **moving process to Union Bank & Trust** estimated to be April 12-13th. Van Den Eng moved, second Klahn, carried to tentatively set the move date for April 12-13th and to have the office closed during that time. One portable radio will be used in the Clerk's Office until it is decided what radio equipment needs to be moved or replaced. A request by the Clerk to American Family for office furniture is pending their approval. Local access channel equipment will not be moved and the possibility of live streaming to a community channel was discussed. A list of surplus items will be made and possibly this can be taken to Wis. Surplus Auction with the Public Works items. Location to hold Board meetings was discussed as some felt the Board Room at the Bank would be too crowded and the meetings should be kept at the Community Bldg. Clarification on employee parking will be addressed. The current Clerk's Office will be used for committee meetings and Police Dept meetings while the current supply room may be converted for use for the Judge's office.

Concealed Carry Ordinance has been reviewed by the Ordinance and Safety committees. Ordinance will review again and bring to the Board for approval at the April meeting. Walsten contacted the Belleville Village President who is interested in possibly having a **joint Municipal Court**. Their election in April will elect a new judge. Walsten stated they are asking for a proposal to bring to their Board meeting which is tentatively set for March 19th in Belleville. Judge Glasier has not returned Walsten's calls to discuss this. DOT attorneys will be meeting this Thurs to **review the joint agreement between the Village and Town of Rutland on the Hwy 14/92 drainage**. An **amendment added to the DaneCom agreement** was approved per motion by Bruner, second Van Den Eng, carried. The amendment was needed because of legal challenges by a few non-participating municipalities.

Committee Reports: Safety-The **new radar unit** will be installed tomorrow provided by a \$1300 DOT grant reimbursement. Safety and Personnel committees have been involved in the hiring process for part-time officer Patrick Reese. Trustee Van Den Eng moved, second Klahn, carried to approve the Safety Committee's recommendation to **hire Patrick Reese** contingent on medical, psychological testing and his availability. Chief Barger reported there are **repeater concerns and communication issues relative to Dane County towers** and would like to hold off on this discussion until after the DaneCom meeting this week, working out logistics and cost. Barger presented Policy 115, Records Retention to the Board. This policy is pending review by the State Historical Society and is based on records destruction. Safety will again review and bring back to Board for final approval. Barger reported on the monthly calls for service, upgrading a hiring process for the department that will soon go to the committee, completing staff evaluations, air card use, presentations to 4th graders in the school district, and upgrading the records management system.

Planning and Zoning-Chapter 47 Land Division as amended was presented. Rob Roth, General Engineering, assisted with the creation. Trustee Van Den Eng moved, second Frandy, carried to approve Chapter 47 as recommended by the Commission with corrections changing the Nov 2 date to March 12th. **Ordinance committee** continues working on Chapter 2 and will now be working on an ordinance for chicken keeping. **Fire-EMS** dinner was last week and was well attended; however, there were no Village representatives there. No information was received on this dinner.

EDC-Lighting to be discussed again for the Community Bldg. Wayfarer signage is still being worked on with changes made due to the Clerk's Office moving. **Recreation**-There has not been a meeting. Frandy moved, second Van Den Eng, carried to postpone the fireworks contract to the next meeting.

Personnel- A Trustee Handbook was presented which will be a guide for new Trustees explaining the role, duties, and responsibilities but will also be a guide for current Trustees explaining the new code of conduct , code of ethics, Open Meetings Law and instructions on parliamentary procedure. Each year, the new Board will review this handbook so that all participants will operate with the same code of conduct. Walsten stated she is inserting in Appendix B Parliamentary Procedure and Open Meeting Law a definition for "Committee of the Whole. Frandy moved, second Van Den Eng, carried to approve the Trustee Handbook with corrections.

Finance-No report. Ad Hoc-Recycling will have some new members for the committee. Website- No report.

Bruner moved, second Klahn, carried to adjourn at 8:49 p.m.