

VILLAGE BOARD MEETING
AUGUST 10, 2009

Village Board meeting was called to order on 8-10-09 at 6:38 pm in the lower level of the Brooklyn Community Building by Village President Nadine Walsten. Trustees present: Helen McCord, Wendy Layton, Tim Belter, Todd Klahn. Trustee McCallum arrived at 7:05 p.m. Trustee Mark Bruner was absent. Others present: Carol Strause, Clerk, Public Works Director, Bob Anderson, Police Chief, Harry Barger, Josh Straka, Village engineer. No comments from the public were offered.

PUBLIC HEARING 6:38 pm – Village Ordinance 0.010 Outstanding Unpaid Forfeitures. Hearing was called to order by President Walsten. No comments oral or written comments were available for testimony. McCord moved, second Layton, carried to close the public hearing at 6:39 pm.

Trustee Klahn moved, second McCord, carried to approve the July 13, 2009 minutes as written.

President Walsten introduced her goal of increased energy conservation in the Village. In previous municipal conferences, Walsten reported that controlling energy costs through energy conservation was identified as essential to continue to provide basic services. Walsten introduced Brett Hulsey, President of **Better Environmental Solutions**, to present energy efficiency ideas and block grant deadlines. The Board previously voted down solar panels for the wastewater treatment plant; because the payback was approximately 25 years and not in the best interest of the Village at this time. Hulsey stated a 15-20% energy savings in one year could be seen just by changing lighting in base line areas. The Village needs to create an energy conservation plan and Focus on Energy could assist with a free energy assessment. Energy Efficiency and Conservation Block Grants (EECBG) are part of the federal stimulus energy package and should become available this month for competitive applications. This funding does not have a match requirement, although a local commitment to contribute local municipal funds and partnering with other entities (i.e. school district, fire district, etc.) strengthens the likelihood of receiving the grant. Energy efficient projects that have a shorter term pay back include lighting, identification of heat/air conditioning loss, HVAC retrofits which would have computer controlled zones for each room, solar application for hot water where there is high usage, insulation, etc. He demonstrated a new energy efficient bulb for outdoor lighting which has 100,000 hours usage capacity. Hulsey recommended the Village sign up for a Focus on Energy free assessment as soon as possible. Applications will be available soon for the second round of grant dollars. A local commitment of matching funds was encouraged when applying for a grant.

President Walsten reported on receiving **\$2100 from the Wisconsin Arts Board for the 2010 Bluegrass Festival**. Budget and Finance workshops by the Local Government Center at UW Extension will be held at Mineral Point Sept 1st or Johnson Creek on Sept 10th. The sessions cost \$55 each. Workshops will offer basics of budgeting, changes in laws that affect public projects over \$25,000 and bidding procedures, levy limits, land use, and financing projects. Any Trustee wanting to attend should contact the Clerk. The Village's website still has many needs. Not all Trustee pictures have been taken; each committee's purpose/goals need to be listed. Walsten encouraged Trustees to review their area to see what is needed and have the site brought up to date. Website chair, Janeen Podgorski, has been entering a lot of data to the website. Walsten also addressed the length of the last two Board meetings. She pointed out that when committee's have made recommendations for passage, the Board members have questioned in lengthy detail the reason for the recommendation which is redoing the committee's work. This process takes up considerable time during the regular meeting. Each committee needs to do their homework, present their findings and recommendation and the Board needs to accept or reject the committee recommendation and move on with the Agenda. All members should make a concerted effort to stay on track.

Clerk Strause, chair of Green County Housing Partnership, reported on the recent award of \$1,099,267 to SWCAP for **Homeless Prevention and Rapid Re-Housing Funds** to be used in Grant, Green, Lafayette, Iowa, and Richland Counties. These funds are only available to renters or homeless families to assist with expenses. Applicants would have to contact Green County Human Services first for funding. If denied by that agency, referral would then be to SWCAP who administers the grant program. More information will be put in the newsletter. **Weather radios** should be purchased soon from the Clerk's office as they will be redistributed to other agencies that are sold out.

Unfinished Business: Update on Village and private business agreements: Board last month ordered the **summer music series** sponsored by the Recreation Committee to be moved from a private business location to a public location. The summer music series was moved to Legion Park. Good comments have been received with several in attendance. Trustee McCord stated the series was successful enough to continue next year. The first session in the park shelter was very small. Event time may change next year from the current 6-8 pm. EDC's focus is to identify and reach out to home based businesses that are unknown to the committee and community to be able to work together. Pres. Walsten stated she has received criticism and support for moving the music series to the park. Walsten reported that business owners outside the Village believe the local businesses should reconsider their decision to encourage the music series to be moved as any event that brings people downtown is good for all downtown businesses. There were also many people that believe the complaint about the ad on the LED sign and on water bills was inappropriate. Trustee McCallum stated she had concerns that the local businesses named in the article in the Oregon Observer would be looked upon negatively. Attorneys for the Village have filed an amendment on the **Judgment against Stu Grover** adding Grover Builders to correct the original judgment that was filed in 2007.

The revised **Community Center Policy** was presented. Updates include providing proof of residency and identification, increasing the per hour rate for PW employees to clean the building if needed, charging \$10 for each table and ten chairs in addition to building rental, creating a check list of building condition upon and after rental, requiring the Lessee to pay the fees and pick up the keys, requiring security on each level of the building if alcohol is served for any number of people, vacating the building by midnight, and separating the rental contract for signatures from the liability waiver. Concerns over cost to the locals by paying extra for tables and chairs and requiring security for smaller gatherings serving alcohol was discussed. Law enforcement for violations of the contract was also discussed. Trustee Klahn moved, second McCord to approve the policy as revised and presented. Walsten stated she did not support parts of the policy wanting a policy that is fair, but oriented to protecting the building while making the building rentable. Clerk stated all signed contracts will abide by the prior policy. There have been serious problems in the past when alcohol was served. Limiting the attendance number to fifty before requiring security is a possibility. Preventative measures need to be taken. Non-residents are taking advantage of the local residents who rent the building. Trustees McCord and Klahn withdrew their motion. Clerk read changes made. Trustee Klahn moved, second McCord to approve the policy with the changes which include specific instructions on a check list for the building (does not include an exemption for security for groups less than fifty people). Motion carried with President Walsten and Trustee Layton voting NAY.

Trustee Layton moved, second Klahn, carried to approve all items on the **consent agenda**: Approval of invoices for payment totaling \$238,411; Permission for Brooklyn Fire and EMS to extend closing times for Legion Park until 1 a.m. from 9-4 to 9-7-09, permission to operate public address and/or sound amplification equipment from 9-4 to 9-7-09, temporary Class "B" picnic license from 9-4 to 9-7-09, temporary operator licenses from 9-4 to 9-7-09 for Philip Mortensen, Sandra Mortensen, Steven Boettcher, John Beranek, Scott Helm

New Business: Possible **energy conservation projects** will be sent back to Public Works Committee. PW Director, Anderson, will contact Focus on Energy tomorrow for a free energy assessment. Trustee McCord moved, second Layton, carried to approve **Village Ordinance 0.010 Outstanding Unpaid Forfeitures**. Pres. Walsten contacted Jeff Trumpy today to discuss his request to have the Village sign off on his 15.5 parcel on North Holt Rd which he had surveyed, divided, mapped, and will be dedicating, and selling to Klondike farms. Zoning is Agriculture and is not changing, only ownership. Trustee McCord moved, second Belter, carried to approve Trumpy's request. Trustee Klahn abstained.

Complete count committee for the 2010 Census was discussed. Trustee McCallum moved, second Klahn, carried to postpone discussion until Sept. Volunteers are needed for this committee and can contact the Clerk's Office if interested.

Committee Reports: Public Works: Anderson gave an **update on construction** which is almost complete. Driveway asphalt and fencing will be done soon. Black dirt has been put back with seeding to be done in Sept. Treatment plant made DNR limits while switching the plant from the old to the new system. A grease

problem has been identified. Public works will need to address the **grease problem** with residents and businesses. Lift stations were cleaned; and two weeks later, there was major grease accumulation. It is urgent to initiate an education program in the community. C.D. Smith's pay request this month is for \$75,742.50. Fund balance for construction was reviewed. Contractor retainage will be paid after substantial completion and the Board accepts the project from the contractor. Josh Straka, Strand Engineering, asked if the Aug 2008 and Jan 2009 **rate increases** were initiated. Clerk Strause acknowledged the two rate increases but it is questionable whether the user charge system will cover all costs. The next rate increase is scheduled for Jan 2010. Straka stated construction costs are very close to the bid. Strand will be printing brochures for the WWTP open house, Sunday, Sept 27th from 2-4 pm. Future committee **meeting time** will change starting at 6 pm. at the WWTP.

Planning and Zoning: Developer cost recovery agreement was submitted for approval. The first meeting the developer has with Planning and Zoning is at no cost for pre-preliminary discussion. This agreement will protect the Village from paying costs that are developer related before a preliminary plat has been filed. An escrow account of \$500 will be required to be maintained to pay expenses up front. Outstanding bills need to be paid within thirty days of invoice. A sentence "must be paid prior to final approval of the project" will be removed. Some projects are never approved. Trustee Klahn moved, second McCord, carried to approve the agreement as corrected.

Ordinance: Belter stated **tree planting programs** in other communities are being looked at. The Committee will meet on Sept 10th because of Labor Day weekend. **Safety: Code of Ethics** was presented. Walsten moved, second Klahn, carried to approve the Code of Ethics for the department policy and procedure manual. Chief Barger handed out the monthly statistical report and copies of a policy tracking system he is initiating. **Village Ordinance, Chapter 35**, bicycles, play vehicles, in-line skates and skis was presented. There will be an optional program to register bikes as desired. Trustee McCord moved, second Layton, carried to approve the Ordinance as presented taking out the fee schedule which will be in the Code of Fees section. Chapter 35 will be in the next newsletter. Chief Barger reported on a long term capital outlay plan over the next five-six years. He will be working on this during the budget cycle. Open house welcoming Chief Barger was very nice and the Chief thanked Pres. Walsten for putting it together. Anderson reported J&K Lock will start tomorrow changing locks on all Village doors including pad locks. A new key system will be used.

Fire/EMS: No report. **Personnel:** Village **Ordinance 3.17(h)** was presented increasing membership for the EDC Committee. Walsten recommended removing wording "updating the local business brochure" from the committee's mission. Trustee McCallum stated it was a directive by the Board a long time ago for the committee and should be in the committee's description in the personnel manual if not in the Ordinance. Trustee McCord moved, second Klahn, carried to approve Ordinance 3.17(h) removing the brochure wording. **EDC:** Trustee McCallum moved, second Layton, carried to pledge \$50 annually for dues for three years to **Thrive**. Thrive provides an eight county regional effort for economic development. It was felt important to be on their mailing list. **Recreation:** McCord reported this is the last week of summer recreation which has been well attended and successful. Summer music program is gaining momentum and well liked. Benefit of having this event downtown should be thought about for next year. **Bluegrass Festival:** Weather was a factor for the 2009 event. Wisconsin Arts Board Grant, ticket and camping sales, and T shirt sales had total revenue of \$16,929 with expenses of \$14780.59 leaving a balance of \$2149.41. Public Works wages not shown were questioned for cost accounting. **July 4th:** No report. **Recycling:** No report. **Finance:** Belter reported the-missions and goals for 2010 will target maintaining financial stability of the Village, keeping the budget within 2% levy limits, and keep debt manageable.

Klahn moved, second McCord, carried to adjourn at 9:55 pm.

Carol A. Strause,
CMC/WCMC/CMTW