

VILLAGE BOARD MEETING
JULY 13, 2009

Village Board meeting was called to order on 7-13-09 at 6:35 pm in the lower level of the Brooklyn Community Building by Village President Nadine Walsten. Trustees present: Helen McCord, Mark Bruner, Wendy Layton, Tim Belter. Trustee Klahn arrived at 7 pm. Trustee McCallum arrived at 7:05 p.m. Others present: Carol Strause, Clerk, Public Works Director, Bob Anderson, Police Chief, Harry Barger, Paul Douglas and Jerry Elmer. No comments from the public were offered.

Trustee Bruner moved, second McCord, carried to approve the 6-8-2009 minutes with the following corrections: Public Works report: eighth line in paragraph should read "Village attorney advised against Village setting precedent of pumping the pond as that can create liability for the Village now and into the future. The Douglas Drive/Kerch St. division was approved only for a 100 year flood but current water levels related to a 500 year flood".

President Walsten gave an update on the need to complete mission statements and goals for performance and outcome based budgeting. She also informed the Board that the Hansons were notified of the Board's decision to not purchase the Pride Printing lot at this time. For individuals who are considering starting their own business, currently own a business, or inventors who wish to attend the Inventors and Entrepreneurs Club in Monroe, they should contact Susan Wetherington at 328-9452 for more information. This is open to any business person or inventor who wishes to attend.

Clerk Strause gave a report on the first of a series of meetings the Government Accountability Board (GAB) is having around the state regarding a proposal for early voting procedures. Current proposals would cost more than \$7,000 in extra wages for every municipality to allow **early voting** to open twenty days before an election with thirteen hours each day for two poll workers. One of the poll workers would have to be a chief inspector. This cost does not account for new software and equipment that would also be needed. Small municipalities attending the meeting voiced their concern this cost would be impossible to fund with another hardship of finding poll workers to work those hours. Most agreed they did not need anything more than streamlining the absentee voting process. Central districts were also discussed as a possibility to combine polling places. Strause urged Trustees to contact their legislative representatives to voice their concerns over this unfunded proposal. When the State budget was signed, the landfill tipping fee increased \$7.10 per ton. This will have an impact on each household of \$.48 per month. (On 7/14/09 this rate increase was clarified by Pellitteri. July 1st households will have an additional \$.28 and October 1st another \$.20 added each month.) Estimated **shared revenue** for 2010 will see a decrease of \$6,733 or 4% with data provided by the Joint Committee on Finance.

Unfinished business: Employee picnic will be held on Aug 9 at 3 pm at Smithfield Park. Village will provide the meat. President Walsten will make arrangements.

Clerk Strause updated the Board on the **Stuart Grover judgment** that remains unpaid after the sale of property on Juniper Street. Because the expense of \$5095.42 from 2007 was not filed as a lien on the property and was filed in error as a judgment only against Stuart Grover, the Village was unable to collect from the sale of properties owned by Grover Builders. Clerk requested permission to amend the judgment to include Grover Builders. Trustee Bruner moved, second Klahn to amend the judgment requesting attorneys Dewitt Ross & Stevens to file the amendment gratis.

Consent Agenda: Trustee McCord moved, second Bruner, carried to approve items 2&3 approving Personnel Committee minutes of March 25th and April 13th and an operator license for Tammy Hutchins. President Walsten moved, second Klahn, carried to approve payment of all bills as presented excluding payment to three bands for the summer music series as this will be discussed later. Bills total \$144,786.20. Trustee Bruner abstained from voting.

New Business: President Walsten reported on the **summer music series** that the Recreation Committee planned for this year and included in their budget. Their original goal was to have these events in the park but felt there would not be enough draw to get a large crowd. The decision of the committee was thought the best location would be in the center of the Village, that it would be better attended, and be more successful. Initial plan was to be centrally located at Caribbean Coffee & Cream where there is high visibility. Walsten explained to Chair Podgorski that the Village does not have a policy for this type of financial agreement. Caribbean Coffee offered the committee \$300 toward their music series. Complaints from local businesses on the free advertising for Caribbean Coffee & Cream were heard from Paul Douglas and Jerry Elmer. Walsten stated the Recreation Committee is working on a positive relationship with businesses in the Village. The Recreation Committee will be contacting all businesses in the Village offering an opportunity to sponsor and support the music series allowing a band in an outdoor setting at their place of business when sponsoring the event or at a separate location with a sign for sponsorship. The committee's objective for the music series is to address the quality of life issues in the Village and have residents meet and connect with one another. A policy is needed for participation of committees with private business.

Trustee McCallum questioned the schedule for the bands, website says once a month. Bands are scheduled for July 12, July 23, Aug 6, Aug 20, Sept 3, and Sept 17th is open mike night. Committee has budgeted \$1,000 for this series. Caribbean Coffee has offered \$300 toward this cost. Paul Douglas stated it "isn't right to have the music series at a local business, what is good for one is good for another" and questioned if the Board gave approval. Trustee Bruner stated the budget item for this series was approved with the specifics delegated to the Rec committee. Jerry Elmer stated there were four advertisement situations (water bill, LED sign, newsletter, posters) for Caribbean Coffee and had concerns over advertising for a private business, requesting to be treated fair. He felt the music should be relocated to the park. Trustee Bruner stated the purpose of the advertising was not to promote Caribbean's business but rather to advertise the music series and its location. "It was not the Village's intent to show preference for a particular business but was an unfortunate side effect which will be corrected." Trustee Layton suggested moving the remaining bands to another location. Legion Park, Village Hall or the gazebo was suggested. Trustee McCord moved, second Bruner, carried to refer this back to the Recreation Committee to find a public location for the remaining music series with signs during the event showcasing the business that sponsors the band. Walsten pointed out that the owner of Caribbean Coffee and Cream has historically been a sponsor of Village activities not for personal financial gain but to participate in promoting the Village generally.

Bruner stated the band for the July 12th appearance cost \$250 with Caribbean Coffee donating \$300 that more than offsets the cost. Compensation was suggested to the businesses who have not sponsored a band, but Walsten commented that Caribbean Coffee has given well over \$600 between Village events for sponsorship (and a number of businesses have contributed to the Bluegrass Festival) to promote the Village. Caribbean Coffee has not recouped their contributions with extra business. Trustee Layton expressed the Village needs to consider how much an individual has benefited or profited and how much harm has been done when there has been an opportunity for businesses to participate and make contributions.

Trustee Bruner moved, second McCord, carried to pay all three bands with checks held for two bands until after their performance. Finance Committee will create a policy for private business agreements. The policy statement will allow committee members and Trustees to communicate with businesses proactively.

Reports: Public Works: Last Tues. the wastewater processes was switched over to the **new plant**. The water lateral to new building is finished, the new manhole is in. All underground work is done except for going out to the road and capping off the old water line. Electrical is all done. Clear water has been

running through the new system for the past two weeks. Depending on the cost, the old (1940) generator at the plant may be moved to well #1 for emergency storm situations. Bruner moved, second Layton, carried to approve **payment to C.D. Smith** in the amount of \$45,219.08.

Hazard Mitigation Plan was presented detailing our community profile, hazard identification, and risk assessment. Board needs to approve this tonight. Village only needs to do one mitigation worksheet. Our Emergency Plan needs to be updated especially resource list. The mitigation action is getting everyone trained for the plan. Implementing agencies need to be named in the plan. Plan is needed for FEMA funding. Dane County will be reviewing the plan with comments placed in their comprehensive plan. Changes will be made on the critical facility summary/essential infrastructure and hazard vulnerability specifics. Bruner moved, second Klahn, carried to approve the plan with changes as discussed.

Village Personnel will be meeting in Fitchburg on July 22 for an enforcement conference requested by DNR for three violations in the past year on **required water testing**. Testing requirements and plan outlining how this will be prevented in the future will be discussed. Anderson stated testing requirement schedule will be posted on a new wall calendar that will be a reminder for timely testing.

An **amendment to the U.S.Cellular contract** was presented. U.S. Cellular needs an area 9' x 40' to put a generator and propane tank on Village property next to the cell tower. The amendment will lessen the contract by two years of Village payments as one-half of the cost for construction of the tower are deducted from the amount that U.S.Cellular owes the Village in monthly rent. U.S. Cellular currently pays the Village \$652.19 each month. On November 1, 2011, they will pay the Village \$1304.38. Village has control of the tower and can put three more antennas on the tower. All rent will come to the Village after completion of payments on the tower. Bruner moved, second Klahn, carried to approve the First Amendment to Tower and Ground Space Lease Agreement.

Planning and Zoning: By January 1st the Village's **comprehensive plan** needs to be revised and updated with a public hearing. Trustee Klahn moved, second McCord, carried to postpone the review of the cost recovery form. Trustee Bruner moved, second Klahn, carried to set the hearing date for the **Outstanding Unpaid Forfeiture Ordinance** for August 10th.

Ordinance: Belter reported on a discrepancy of "No Parking" signs on Division St by the school. Public Works will take a look at the area and correct verbiage. A Tree Ordinance is being discussed. Public Nuisance Ordinance will be reviewed.

Safety: Committee met for the first time with Chief Barger. Barger handed out a monthly statistics report listing activities of the department. Two bike rides will be coming through the Village on Aug 2 and Aug 8th. Work schedule was discussed. An open house to meet the new Police Chief, Harry Barger, will be held on August 2 from 2-4 pm at the Community Building. President Walsten will make the arrangements.

Chief Barger reported on an incident Saturday night from a private event **rental of the Community Bldg.** Barger stated the policy needs to be revised to protect the Village from having a repeat of the damage that was done. A large party was also held the previous Saturday night. Public Works spent most of Monday morning scrubbing floors in the whole building. When the key was returned, the individual stated they did not use lower level except for the kitchen. Chief Barger who happened to be in the Clerk's Office when the key was returned stated he witnessed lots of activity in the lower level. Barger had to also call in Public Works as the sewer line was plugged and water was backing up onto the floor. Anderson called McCann Roto Rooter to clean out the sewer line on Saturday night. Chief Barger further stated he is unable to use his office when this type of activity goes on as activity including the music is too loud in the office to be able to work. He also felt anyone wishing to make contact with police, would find it difficult

as many people were standing at the entrance to the building. Damage was done to a neighbor's playground equipment, toys, and fire pit. There were numerous boundary violations. The Security Deposit of \$500 will not be returned. How to address this issue without penalizing the majority of the residents using the building was discussed. Trustee Layton cautioned the Board to put together neutral policies representing all ethnic backgrounds. Chief Barger stated the reality is the issues and happenings of today. Walsten stated the problem is not to discriminate but to protect the Village property as Brooklyn is one of the few municipalities that has a community building usable for large parties. Whether to prohibit alcohol was briefly discussed and the policy is referred back to the Department heads and Village President for revisions. Chief Barger also pointed out that during the day when the recreation program is in operation and at night when groups play basketball, the noise interferes with work being done in the office which is due to the location of the PD.

Fire/EMS: no report. **Personnel:** Committee will be meeting 7/15 and 7/22. A closed session will be held on 7/22 to meet with department heads and look at employee reviews. Any other employee wanting to meet with the committee should contact the Clerk for a schedule. All employee reviews are due to the Clerk's Office by Friday, 7/17. Police Chief will have a six month review. **EDC-**Entrance signs on St. Hwy 92 and west and east have been installed thanks to Mark Bruner. EDC will meet Thurs night. Committee has requested to increase membership to have no more than nine members so that three groups of three each can be assigned work tasks. Bruner moved, second McCord, carried to add wording to the personnel manual and Ordinance that states "no more than nine members". Trustee McCallum questioned the budget and payment to extra members suggesting this wait until 2010 due to budget restraints. McCord stated funds not used in other accounts could be used to pay the extra committee expense which is not more than \$250 for the rest of the year. The three groups of members will be assigned to establishing a CDA, establishing business park, and current EDC initiatives.

Recreation: Skate park equipment will be finished tomorrow. Summer rec has 35-40 youth participating. Final report for **Bluegrass** will be available next month. **July 4th** – There was a good attendance for the fireworks with the rest of the day very slow. It was felt there was not enough advertising. Weather was not good in the morning but improved by evening. There were no beer sales. Revenues and expenses were less with no final report available yet. **Recycling** – Meeting will need to be rescheduled from July 16th.

Finance: Currently five free copies are given to residents each visit. Recommendation from the Finance Committee is to **charge \$.25 per page** (black and white only) unless it is your own personal Village record, i.e. tax bill/water bill. Trustee Bruner moved, second Klahn carried to approve this recommendation. Trustee McCallum voted Nay. **Seasonal sewer consumption credits** were discussed. An estimated \$16,000 is lost in revenue from this. There is no policy written allowing for the credits and a policy needs to be written allowing the credit after researching the true financial impact this credit has on the Village. If credits are no longer allowed, a sewer deduct meter could be used for outside usage from filling pools, watering lawns, whatever does not go down the sewer. This will be reviewed for next year's summer billing. Clerk presented the 2010 Budget time table and budget worksheets.

Trustee Bruner moved, second Layton, carried to adjourn at 10:10pm.

Carol A. Strause
CMC/WCMC/CMTW