

VILLAGE BOARD MEETING  
OCTOBER 12, 2009

Village Board meeting was called to order on 10-12-09 at 6:36 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, Mark Bruner. Others present: Carol Strause, Clerk, Public Works Director, Bob Anderson, Police Chief, Harry Barger, Jan Wille, David Natzke, Tara Parisi, Traci Schaefer, and Roland Arndt.

There were no public comments received. Trustee Bruner moved, second McCord, carried to approve the Sept 14, 2009 minutes.

President Walsten reported on attending an information session for the Dane County Regional Transit Authority (RTA). The Authority's decision will address transportation issues for all municipalities in Dane County. The RTA has the authority to purchase trains to create rail line to run from Sun Prairie to Middleton to address traffic congestion in downtown Madison. Many models using bus service to provide commuter options were presented where private sub-contractors would provide bus service to area communities. RTA will ultimately be looking at commuter rail for Madison and communities on existing rail lines. There is a possibility of a future one percent sales tax to fund the RTA. A representative from the Village is needed to attend the Dane County Cities & Villages Assoc, of which we are a member, in order to have an opportunity to voice our concerns on the RTA and other county items effecting municipalities. Their meetings are the second Wed of the month in various locations in the county. Walsten attended an Economic Development Professionals meeting on 10-8 which is very educational and provides a great deal of networking opportunity for businesses and developers wanting to relocate or develop. This group covers an eight county region.

Clerk Strause reported on a coalition that is starting in Green County for Homelessness Prevention. Many service organizations and concerned individuals met on 10-7 to discuss the need for housing to assist individuals and families with their needs that have become greater during the past year. AB 466 that has been introduced in the Assembly would exempt full service restaurants from the state imposed liquor license quota. Strause announced that she has received word from the IIMC (International Institute of Municipal Clerks) that she has achieved the Master Municipal Clerk (MMC) designation. There are 1700 municipalities in Wisconsin with twenty-nine clerks having this designation.

The **2010 Village newsletter** will see changes. For the next three month's the cover page will explain what residents need to do to continue reading the monthly newsletter. The newsletter will be linked to the Village's website at [www.brooklynwi.gov](http://www.brooklynwi.gov) for viewing. Residents wanting it emailed to them should send an email to [kimbrewer1@verizon.net](mailto:kimbrewer1@verizon.net). Those wishing to continue getting the newsletter in the mail should contact the Clerk's Office at 455-4201 ext 10 to be placed on an updated mailing list. As of January 1, 2010, the newsletter will only be mailed to those that have called the office. This change will save paper and postage providing media electronically. The newsletter budget has been lowered by \$2,000.

Trustee Bruner moved, second Klahn, carried to postpone approval of the **historian job description**. Pres. Walsten will be meeting with Sharon George to add the historian function of the cemetery to the job description.

**Village's Mission Statement and Goals for Budget 2010** was read. Trustee Layton moved, second Klahn, carried to postpone for clarity and possible separation of mission statement and budget goals. Public Works statement will be sent back to committee for review.

**Business park development:** The feasibility study that was approved to be done by Vierbicher has been started with information gathered for costs. EDC will be meeting on Thurs and will discuss some of the data

to be collected in terms of revenue generation for a business park. Some initial information on costs for infrastructure and land acquisition will be discussed. EDC will also be reviewing the Village and Private Business Collaboration Guidelines.

Trustee Bruner moved, second Klahn, to approve the **consent agenda paying bills** totaling \$94,168.57. Questioned was a request for payment to Brooklyn 4H for \$100 for park clean up after the Bluegrass festival. Pres. Walsten stated this is a donation for services provided. Their community project is beautification; plantings in the sidewalk planters and flowerbed by Wastewater Treatment Plant. A concern for setting precedence for some type of donation to a non-profit group was discussed. Walsten stated the distinction is that the Village is hiring them for clean up after Bluegrass Festival. Motion carried to pay the bills as presented.

Roland Arndt, **Fire/EMS** representative, reported the budget meeting is Wed and asked what the Board is expecting. Trustee Belter asked what equipment is needed. Arndt talked about the new radio program for the county, timelines, and where the department needs to be financially when it goes into service. Their annual radio service agreement budget cannot handle what Dane County is proposing. Radio purchase was to be in 2011 but the date is now uncertain. Deadline for all Dane County to be switched to the new system is 12/31/2012. The whole intent was to simplify the entire radio system and be able to communicate with three counties. Pres Walsten asked if there has been any talk about raising run charges. Arndt stated it was brought up last spring and he requested the EMS director to do a study for on-call pay. On-call pay was realigned for run charges with no changes in the budget last year. It was questioned if volunteers leave for other communities with higher pay after training is completed here. Arndt stated some that have left were partially trained before they came here. The call volume is greater in larger communities and some feel they can use their expertise more in the field they were trained for.

**Amplification permit for Caribbean Coffee & Cream** was reviewed. Permit was granted for June 11 thru Nov 29th from 2-9 pm. approved on June 9, 2009. During the summer, there have been some complaints in terms of the sound level being too high on Sunday afternoons. Pres. Walsten spoke to Kristi Schmidt, manager, asking her to attend the meeting. Jan Wille, 103 N Rutland, said she has no problem with the music but the amplifiers need to be moved away from the building as the sound is bouncing off the building and into her living room and upstairs further stating she cannot hear her own TV. Tara Parisi, a renter at 103 N. Rutland, stated she also does not have a problem with the music, only the noise level that makes it difficult to study on Sunday afternoon. Traci Schaefer reported she does not hear the music at her sister's house east of the business. The area is zoned for business in the downtown commercial area. Next door neighbors have not complained on the sound level. Schaefer felt it was a nice opportunity for the community and would like to see that it continue. Pres Walsten reported she interviewed Kristi and fourteen houses on Hotel and Lincoln Streets talking to nine people that were home. Out of those, two were grateful and enjoyed the music, two had no problems with the music but preferred the music be on Sat afternoon, two said half of the music was too loud and irritating, and three did not have complaints on the music but did complain about the noise coming from the bars late at night when the doors were open. Kristi reported to Walsten she was concerned when the phone call came in complaining to her employee. The employee was extremely upset and felt that she had been verbally abused and was in tears. Kristi said the decision was made to not answer follow up phone calls. Walsten stated there are a number of issues here—noise as a nuisance vs. private business owners' right to support a business. The Sheriff's deputy who handled the complaint of loud music reported he did not feel the music was loud enough to be an issue. Trustee Layton, who had called the Sheriff's Department with a noise complaint, stated the deputy did not come upstairs to her apartment to operate a decibel meter. Layton said there was no verbal abuse to the employee telling her she needed to comply with regulations of the ordinances. Wille stated she wanted it on the record she never called the business or the Sheriff. Trustee Klahn said he is in favor of the music program to benefit the business and the Village. "There has to be a way to control the acoustics to neighbors." McCord likes the idea of the summer music program and wants to see it continue to bring people to the Village but need to

figure out a better way to control the sound. Bruner stated he enjoyed the music series and would like to see it continue as this is for adults and children for two hours on Sunday afternoons. Layton abstained because of a conflict of interest. Belter stated he did not attend any of the series but for the most part, the consensus is the events have been a good thing but feels loud music needs to be addressed. Decibel testing was suggested but felt it should be at the owner's expense. Chief Barger said the Village does have decibel metering equipment and could take a reading when the music was playing. There is a difference of perception on sound and where it amplifies. Half of the neighbors are OK with the music and the other half report it as too loud but also have problems with bars that open doors with loud noise until midnight or 1 a.m. every night. There has been plenty of positive feedback from Cheryl's business sending a message that Brooklyn is putting together a revitalization of downtown area. Walsten stated she would like to get decibel information and reach a compromise with the owner and manager. Walsten read a letter from Tammy Wichik to go on record supporting the music series. Walsten will meet with Cheryl, Kristi, and anyone who wants to join the meeting showing Board support to continue with the music. Testing should be done this fall.

**Village logo wear** was styled by Clerk Strause. Heartland Graphics will embroider the logo for \$7.50 in quantity of six articles. Anderson will get prices for decals for Village vehicles along with costs for uniforms to have the logo. Stationary also will have logo when reordered. EDC's wayfarer sign samples were presented with the plan to have them placed when entering the Village from all directions.

**Property record information from assessment records** being provided via the internet was discussed. All assessment records are public. Three options provided through Village Assessor, Ron Jacobson, would offer basic level of information with a simple summary of the assessment file at no cost to anyone. A second option would provide detailed information on the buildings, a photo file, and house sketch at a cost to the Village of \$15 per thousand parcels each month for this service. A third option would combine option one and two at a cost of \$1.00 per report to those requesting the information. Record data would be provided by AssessorData.org. There would be no cost to the Village. Trustee Klahn moved, second McCord, carried to go with option three only if the building floor plan is excluded from the data and if this is not possible to go with option one.

Wednesday, Oct 14th, Monday, Oct 19, and if needed, Tuesday, Oct 20 were dates set for **budget meetings** starting at 6:30 pm.

**Public Works:** Anderson reported Larry Benson, DNR, visited the plant for the first time and was impressed. There will be a contractor's meeting tomorrow morning at 9 am to discuss the punch list items remaining to be done. About fifty people attended the open house with the tour of the plant received very well. Anderson met with Jennifer from **Focus on Energy**, Pres Walsten, and Brett Hulsey for a tour of Village buildings and items that possibly could get grant funds for energy projects. Jennifer will offer a report soon for recommendations. **Emerald Ash Borer (EAB)** was discussed at length. Public Works has recommended pulling all ash trees on Hwy 92 and replace with another tree along with removing larger ash trees in Smithfield Park. Recommendation from Jeff Roe, DNR forester, and Whitney Tree Service is to start pulling trees on Hwy 92 while they are still small and before the EAB hits the area as being the most cost effective. Walsten asked if anyone has walked through Smithfield Park before deciding to remove the ash trees. There are a lot of ash trees and removing all these trees will turn the area into a wide open bare area. Anderson will get the ash trees identified and estimated there were five to six trees in the southeast corner of Smithfield Park. Walsten reported there is a spray that has been developed that is 80-85% effective and asked if this is a possibility. Anderson reported that we may need to spray every year to maintain these trees with no guarantee to protect the trees. Ash trees in the terrace on Hwy 92 will also be identified. It is less expensive to pull out the smaller trees than to hire someone to come in and cut down, chip, and haul away. Klahn stated the intent is to do some work each year until the project is completed to stay within the annual budget. A replacement plan will also be needed to go along with removal. This project may take seven years to complete. Walsten requested someone from DNR attend the next meeting to discuss EAB.

Trustee Bruner asked what is the responsibility of the committee versus the responsibility of the Board; stating the committee did much research on this issue and made a recommendation to the Board. Walsten stated she did not have enough information to vote one way or the other, noting the Committee didn't know the actual number of ash trees in Smithfield Park. Bruner stated if the committee was not comfortable with the information we would not have made a recommendation, you have every right to vote no if you disagree with it. Klahn said the plan is to remove and replace three-five trees along Hwy 92 this year using the \$3,000 in the 2009 budget and 2010 do another half dozen. Residents will be notified where a tree is being removed. Public Works decided to take a proactive approach rather than reactive approach to replace a few each year. EAB information will be in the next newsletter. Ash trees are to be marked before the Oct 19<sup>th</sup> meeting on Hwy 92 and Smithfield Park so that Board members can see how many trees will be removed. Ash tree on S Kerch, Hilltop Ct., and Hilltop Circle will also be marked. Before the ground freezes and starting at the east end of Hwy 92, four trees will be removed. Balance of the removal/replanting program will be put on Nov agenda.

Anderson reported on a letter from Brooklyn **Fire/EMS which thanked Public Works employees** for getting the park ready for their Labor Day event. **A leak in a pipe at bottom of the water tower** occurred over the weekend. The leak cannot be isolated and Lane Tank Company will be coming in tomorrow to do repairs. Tower will have to be drained for the repair, valve replaced, and tower refilled.

**Planning and Zoning Committee** will be having a special meeting tomorrow night regarding a conditional use request for a drive thru lane at the Sunrise Plaza. A hearing date will be set for this request. Nov 5<sup>th</sup> meeting will continue discussion on the sign ordinance and comprehensive plan revision. **Ordinance committee** met with follow up discussion on Tree City status. Trustee Klahn moved, second Bruner, carried to appoint Pres. Walsten to the Ordinance committee as they are one member short with the resignation of Trustee McCallum and she has been involved with Codification.

**Safety:** Chief Barger handed out the monthly reports and reviewed his preliminary budget. The 2010 budget will offer coverage seven days a week with the Chief working three days, a permanent part time deputy working three days and a part time deputy working one day a week. Three options were presented to the committee with this option being recommended for coverage. Budget emphasis is on staffing for every evening and to provide consistency. One employee is close to the 600 hours this year and will be working less. Barger will put Halloween safety issues in the newsletter along with trick or treat designated times. Barger has been informed that one of Wisconsin's cost saving measures is to allow early release of some prison inmates; all communities will be affected as new residents will be moving in.

**Personnel** committee will be meeting on 10/28. Committee's wage and fringe benefits recommendation for employees for 2010 offers an overall 4% increase, however the increase in health insurance premiums with the difference is included. The Village will continue to offer full coverage of the lowest premium which is Unity for 2010. The employee pays the difference between this plan and any other plan of their choice. The Unity plan has increased \$91.30/month with an annual premium increase to \$1095 per employee for 2010. When the insurance premium is deducted from the 4%, the average increase in salary was 1.34%. Approval of this recommendation will be on the next agenda.

**EDC:** Walsten moved, second Belter, carried to appoint Dave Fahey or his representative from the Brooklyn Community Bank to the committee. Entrance signs now have block installed with shrubs to be planted this week. Jay Gould, Winterland Nursery donated the plants, Messner Landscaping donated the labor to build the block border; the Village paid for the block.

**Recreation:** McCord moved, second Layton, carried to accept the resignation of Heidi Fisher from the committee. Recreation's mission statement is to provide recreational activities and equipment for people of all ages in the Brooklyn community.

**Bluegrass:** Walsten reported she now has volunteers that are interested in joining the committee to replace others that have resigned. **July 4<sup>th</sup>** – No report. Recreation committee's agenda will discuss what

partnership may occur with both the July 4th and Bluegrass committees. **Recycling:** Cleanup days went well. Two people were turned away without proper I.D. Four dumpsters were filled. Brochures were sent out for "On the Curb" and for the electronics recycling event that was a joint effort between the Village of Brooklyn and the Oregon Rotary Club. Dane County Recycling Center will take some name brand flat panel TV's at no charge.

**Finance:** Bank of Brooklyn has requested release of \$1.5 million of collateral that secures our deposits. New collateral would be needed when Nov shared revenue and Dec tax monies arrive. Belter moved, second Klahn, carried to approve the release of \$300,000 of DeKalb Kane IL, \$200,000 Jackson WI, and \$800,000 American Express securities per the Bank of Brooklyn's request. Belter moved, second Layton, carried to postpone discussion on seasonal sewer consumption credits and sewer rates for 2010.

Bruner moved, second Layton, carried to adjourn at 10:10 p.m.

Carol A. Strause,  
MMC, WCMC, CMTW