

## **BROOKLYN VILLAGE NEWS**

### **November 16, 2010**

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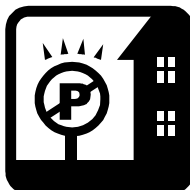
Village Board - Nadine Walsten, President  
Economic Develop. - Heather Kirkpatrick-Chair  
Finance - Vacant, Chair  
Ordinance - Steve Lust, Chair

Personnel - Dean Van Den Eng, Chair  
Planning/Zoning - Nadine Walsten, Chair  
Public Works - Mark Bruner, Chair  
Recreation - Jill Van Den Eng, Chair  
Safety - Todd Klahn, Chair

## **Winter Parking Enforcement**

Winter off-street parking is in effect from November 15, 2010 through April 15, 2011. Ordinance 32.08 indicates that there is no on-street parking from 1:00 a.m. to 7:00 a.m. on all Village streets except the 100 block of Hotel St. where it is 3:00 a.m. to 7:00 p.m. Vehicles remaining on the street in violation of this ordinance will be cited with a fine of \$30.00.

J.F. "Harry" Barger  
Police Chief  
Brooklyn Police Department



## BROOKLYN VILLAGE BOARD MEETING MINUTES

November 8, 2010

The Village Board meeting was called to order on November 8, 2010, at 6:33 pm by President Walsten. Trustees present were Todd Klahn, Steve Lust, Mark Bruner, David Natzke, Dean Van Den Eng. Trustee Belter was absent. Others present were Clerk Strause, PW Director Anderson, Police Chief Barger, Dorothy Frandy, and Diane Newlin.

A **PUBLIC HEARING** at 6:30 p.m. was conducted for the **2011 Budgets** for the General Fund, Special Revenue Fund, Cemetery Fund, Debt Service Fund, Capital Project Fund, Water Utility, Sewer Utility, and TID Fund. There were no comments from the audience and the hearing was closed at 6:31 p.m. with motion by Trustee Bruner, second Klahn, carried.

There were no public comments offered. President Walsten stated she had one resident at her listening session that covered a wide range of topics stating he enjoys living in Brooklyn.

Trustee Van Den Eng moved, second Klahn, carried to approve the Oct 11 minutes changing a word used two times in the Bluegrass paragraph from "venue" to "genre". Trustee Natzke moved, second Lust, carried to approve the Oct 18<sup>th</sup> minutes changing two words in the Recreation Committee report regarding membership to "seven members" (removing the word "six") with the committee in need of "two members" (removing the word "three"). Bruner moved, second Klahn, carried to approve the minutes from Oct 19, 2010.

**Oregon Youth Center's** new director, Diane Newlin, presented attendance statistics and activity events and gave an overall synopsis of the center which is open all summer and open when there is no school. The center is free for all kids to attend and participate. Partial funding comes from United Way of Dane County. If some participating municipalities drop funding to the center, programs would need to be cut. The Village's cost annually has been \$3800 and would continue in 2011.

A letter of **resignation from Trustee Belter** was regretfully accepted with motion by Trustee Klahn, second Natzke, carried. A Certificate of Appreciation for his years of service was read and will be presented to him at a later time. President Walsten recommended the **appointment of Dorothy Frandy** to complete Belter's term until April 2011. Frandy, a realtor, is an eight year resident with an interest in Village business and direction of the Village. She is a volunteer with previous experience as a town treasurer. Frandy has also expressed interest in running for a trustee position in April. Trustee Natzke moved, second Bruner, carried to appoint Frandy to fill the unexpired term of Trustee Belter. Walsten gave the Oath of Office to Frandy and welcomed her to the Board.

Because Trustee Bruner requested to leave early, the Public Works Committee report was moved up on the agenda. Trustee Bruner reported there was an **error on the tuckpointing bid (\$11,695)** from last month as there was a typo on the second page of the bid document which indicated the bid did not include caulking. With caulking in the bid, Crowley's cost is now \$14,420 which is still \$4,000 lower than the next bid. Bruner moved to accept Crowley's corrected bid at \$14,420, second Klahn, carried. PW Committee approved a **Community Building key policy** which would allow the Finance, Public Works, and Safety chairpersons to have a key or any other trustee as approved by the Board. There would be no security deposit required but the Trustee would need to sign a security form. The Board Member (BM) key would allow access to common areas of the building. President Walsten stated she would like some items added to the policy to deal with consequences for not returning the key and that the Trustee would be liable for any court costs if they fail to pay the fees charged with rekeying the building if a key is lost or not returned. It was also felt the same policy should add the Village President, even though that key is different than the one issued to Trustees. The Board sent the Key Policy back to Public Works further revisions reflecting the above considerations. Three prices were received for **Mt. Hope Cemetery lawn mowing for 2011**. The lowest bid is Cutting Edge at \$245 per mowing. Cutting Edge is the current contractor at the cemetery. Trustee Bruner moved, second Klahn, carried to retain Cutting Edge for 2011. Construction on N. Rutland (MM) is complete. Walsten will need to send a letter to Dane Cnty Hwy accepting the transfer of jurisdiction which was agreed to after the construction was complete. Anderson stated he has an agreement with Dane county on plowing this area. Dane County will plow to Douglas Drive. Trustee Bruner left at 7:25 p.m.

Walsten reported on **Dane County's Resolution 88 for Emergency Radio Interoperability System**, (VHF with 800 megahertz bridging) has met the needed 70% participation target from Dane Cnty municipalities, excluding the City of Madison. A letter dated Nov 4<sup>th</sup> from DCCVA lists the municipalities approving or

opposing the resolution. The **Hwy 14/92 drainage issue** has reached the point where the Town of Rutland Board will meet on Dec 7th and a joint meeting with the Village will possibly be held the following week. The joint board meeting is necessary to discuss an agreement for paying maintenance on a stormwater system DOT will install in the area. On October 19, the Hwy 14/92 flooding remediation group met and discussed the plan for a drain pipe to remove stormwater from the Village, township and property owners in the area. A second **Village President listening session** will be held Wed night. The Douglas Drive/North Kerch to Easy St neighborhood has been invited. In two weeks, another neighborhood session will be held. Walsten reported that the visioning process results for Oregon's outreach and planning committee is posted on their website and encouraged Trustees to take a look at it. Walsten also stated she has been appointed to League of Municipalities Board of Directors. That Board meets three times a year and this will allow her to attend the League Conferences at no cost.

Clerk Strause reported on the **Nov 2 election** with 501 voters, 67% turnout along with 74 registrations the day of election. There are 744 eligible voters in the Village. **The nomination process** for Village offices opens on Dec 1st and closes on Jan 4, 2011 at 5 p.m. Papers can be picked up in the Clerk's Office on Dec 1st. **Non-candidacy papers** for those not seeking re-election need to be filed by Dec 27th at 5pm. Offices that are up for the April 2011 election are Village President, three Trustee positions at large, and a Municipal Judge.

**NEW BUSINESS**-Chris and Steve Eager, **Union Bank and Trust**, contacted President Walsten regarding the Village possibly **leasing a portion of the Bank building** for the Clerk's Office. They will be remodeling the building and would provide us space for offices, a conference room, vault, and fire proof area for storage at a cost ranging from \$500-\$1000 a month including utilities. Other office space may be looked at. The present Clerk's office could become the Police Department or Municipal Judge office. Board members will do a tour soon and felt negotiations should proceed further. Remodeling the lower level of the Community Building for the Police Department close to the squad car garage was discussed.

Purchasing conference room chairs and tables was discussed. Trustee Van Den Eng was unable to bring a sample chair to the meeting but stated he would be able to get a good discount from American TV for counsel chairs. President Walsten reported Deputy Clerk Brewer and Walsten last week viewed the used furniture storage area at American Family Insurance. They did not have any tables but did have 7-8 chairs that possibly could be donated to the Village if a letter of request is submitted to them. Consensus was to delay discussion until a possible UBT lease is worked out.

Consideration of **combining Brooklyn's Municipal Court with a neighboring municipality** was discussed. The Village's current Judge is most likely not seeking re-election. Electing a new judge, usually a lay person with no legal background, would require extensive training as well as the need to hire a new court clerk. A new law effective 1/1/11 requires the Judge's office to be disconnected from law enforcement and have policy and procedures where court business is conducted separate from the police dept. Because of the impact of this law, increased complexity and training needed for municipal judgeships, and the lack of legal professionals available for this office, this may be the time to subcontract with another court system in another municipality and combine court systems. President Walsten contacted Judge Beth Cox, of the Village of Oregon and Town of Oregon Municipal Court, who was amenable to having another municipality joining the system. The Oregon Village administrator didn't think it was a problem, however, the Court doesn't have experience with two counties. Belleville works with Green and Dane. The Belleville Village Administrator is open to a combined system, however, no contact with the Village President was made. Walsten and Strause will get legal opinions from Dept of Justice and League of Municipalities on the timing of abandoning a court system or subcontracting with another municipality. The costs of the options need to be delineated.

**UNFINISHED BUSINESS:** Discussion continued on the use of the remaining 2007 BAN funds in the amount of \$215,123. The BAN needs to be refinanced in 2012. Costs for tuckpointing the Community Building and painting the lower level have been approved to be taken from this balance. Other possibilities could be the cost for leasing the Bank for office space, attorney costs for a lease agreement and equipment that may be needed in the move, attorney costs associated with contracting with another municipality for a joint court system, costs for changes to the court system, comprehensive plan revision which is being updated, economic development issues, i.e., amending the TID or writing a new one, attorney or consultant fees associated with the TID, fixing the front of the Community Building, a new entrance sign for front of the Bank if leased, new sign in front of the Community building, new sign for the south side of Village on St Hwy 104 similar to ones on the east and west side of the Village.

Other possible items to be paid by the BAN are repair to the baseball diamond costing about \$1500; repair lighting at diamond with no cost received but estimated at \$1500-\$2000; replacing a rusted electrical box for \$200; resurfacing basketball court \$2,000; replacing the two furnaces in the lower level of the Community Building as recommended by Focus on Energy; replacing the sidewalk around the Community Building priced at \$5126 from the North doors to the corner, \$6773 for west side sidewalk, ramp \$3741, and new railing at \$2275. The existing ramp is weathered but in fairly good condition, edges are chipped. Trustee Klahn stated that maybe a 6" fascia with rebar could be done rather than completely replaced, paint the rails, and add new corner post, paint the front doors, and add new lighting in the front of the building. What projects will be done and how much balance to pay on the loan reducing the amount of interest payment in 2011 before the refinancing in 2012 will be discussed further at the Dec meeting. Restitution funds could be used for the Bank lease agreement.

**2011 Budget discussion** continued. Finance committee reviewed several accounts possibly to be lowered. Trustee Van Den Eng stated he did not feel the Village should use the allowable levy in addition to the increased debt service which results in a 6.34% levy increase over last year. \$22,016 would need to be cut to stay within a 3% levy increase, based on the growth factor. Budget reductions are as follows:

patrol truck -\$17,534.80	squad car -\$4,000 (to be purchased in 2012)	
Village Hall utilities - \$-500	Village Hall supplies -\$250	Police gas -\$500
tree removal replacement -\$500	street sweeping -\$1250	Cemetery flag pole -\$300
fireworks - \$2500	summer rec wages -\$750	park wages -\$1,000

Addition to budget: Attorney fees +\$5,000.

Trustee Van Deng moved, second Klahn, carried to **approve all budgets as presented with above reductions and additions and Resolution #2010-16 adopting the 2010 Tax Levy Payable 2011** at \$638,147.20 before exempt computer aid calculations. This levy would be 2.46% increase over last year.

Trustee Klahn moved, second Van Den Eng, carried to postpone **Village historian volunteer position** description.

Trustee Natzke requested item #3 be removed from the consent agenda. Van Den Eng moved, second Klahn, carried to approve the consent agenda which includes **payment of October bills** totaling \$51,464.89 and **closing the Clerk's office on Friday, Nov 26th. Resolution 2010-14 Employee Wage and Fringe Benefits** for 2011 freezing wages and freezing the Village's portion of the 2010 monthly base rate of \$1216.30 for health insurance with the employee to pay the difference through payroll deduction in 2011 was approved per motion by Van Den Eng, second Klahn, carried. Trustee Natzke voted NAY.

**Planning and Zoning**-Approved by the Commission, Chapter 48-18(5)(b) Telecommunication Regulations Ordinance was presented and approved per motion by Van Den Eng, second Klahn, carried. **Ordinance and ad hoc committees** did not meet.

**Safety**-Chief Barger stated there would be a news release on winter parking in the newsletter; statistics report was reviewed; router and switch box was replaced having computer problems - now working with IT staff to get operational; next committee meeting will discuss \$658 balance in budget to be used to fund part time staff to set up New World data input. Barger explained department Policies #202 and 206. Trustee Klahn moved, second Van Den Eng to adopt policy directives #202 Off-Duty Conduct/Powers of Arrest and policy # 206 Traffic Stop Data Collection as presented by the Police Department.

**Personnel**- Met with employees Barger and Strause for their annual employee reviews. Anderson did not have an annual review at this time as the committee is meeting monthly with him working on performance expectations. **EDC** will be hosting an open house Tues night Nov 9th for local businesses with seventy-one invitations sent out. An economic development strategic plan must be done in 2011. **Recreation Committee** still has concerns on what money is theirs to pay for park trees and holiday lights. The ice rink will be set up on Saturday. The 2011 music series will be held on Sunday afternoons in Smithfield Park. Forty-six surveys were filled out by residents last week giving the committee much information on programs needed and wanted.

**Emergency Preparedness Committee** met this morning to continue to work on the Village's plan. The final draft is targeted to be complete by the January Board meeting. **Finance Committee** reviewed bills and discussed budget items.

Trustee Klahn moved, second Van Den Eng, carried to adjourn at 10:05 p.m.

Carol A. Strause, MMC

**President's Letter  
November, 2010**

**Nadine S. Walsten**

Last night I heard the fall ritual of two Great Horned owls calling to each other; one somewhere south by Holt Road and the other in the little patch of thick woods on the south side of the Mt. Hope Cemetery.\* When I first moved here in July, 1993, there were majestic maples in the terrace in front of my house, and one of the owls was in these trees while his compatriot was in the cemetery; they spoke clearly and so near you knew they were probably looking down on you as they “who-who-hoo’d” to each other, over and over again. Fall in Brooklyn, to me, will always be the crystal clear night sky, constellations and meteor showers overhead, with the owls greeting the first signs of winter. Add the smell of leaves or burning wood, coupled with the feeling of accomplishment as I put away my tools after finishing the last preparations for winter, and my heart says “I’ve come home.”

\*(This little patch of woods is probably one of Brooklyn’s best kept secrets: our own bird sanctuary where warblers, finches, cardinals, juncos, to name a few, and more wildlife, live quietly under our noses.)

On November 9<sup>th</sup>, the Economic Development Committee had its first Open House for local business owners and entrepreneurs. There were 6 presenters who discussed financing for small business owners from private and public sectors, followed by a discussion where several businesses identified they need more space so they can expand; space which the EDC is currently trying to find. It is the goal of these Open Houses to meet our local business owners, identify how the EDC can partner with them to meet their goals, and establish ongoing communication throughout between EDC and our business community. The presenters from the Dane County Economic Development office and Community Development Block Grant program also shared the resources available from their offices to assist the Village in meeting its economic development plans. It was a wonderful evening!

We have completed the budget process and cut a bare bones budget even further which will keep the increase in the local levy to 2.46% with a total budget increase of 1.06%. Hopefully the budget for 2012 will be better but I’ve said it before and I’ll say it again, until we expand our commercial base, we will continue to lose the battle against keeping our taxes under control.

Tim Belter, a trustee for the last several years, has resigned due to increased work responsibilities. Dorothy Selje-Frandy, a realtor and 8 year resident, has accepted an appointment to fill out Tim’s term. Thanks Tim for your service and we’re grateful you are able to stay on the EDC Committee! Welcome Dorothy! You will be a great asset to the Board!



Sat. December 4<sup>th</sup> – 7 pm

Community Building Gym  
(102 N. Rutland Ave.)

Bring a blanket, bean bag, lawn chair with a blanket to put under your chair to preserve the floor to sit on. Refreshments will be sold. Due to licensing restrictions, we cannot advertise the name of the movie. To find out what's playing, please call 455-4201 ext. 44

Can you guess what the  
December movie is?  
(here is a clue)

Just when you thought it couldn't get any cooler, your favorite prehistoric pals are back. This time, the herd discovers a lost world of ferociously funny dinosaurs, including a cranky T-Rex who's got a score to settle.

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## ***SENIOR CHRISTMAS POTLUCK LUNCH***

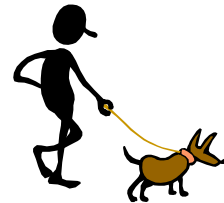
Noon – December 2<sup>nd</sup>  
Brooklyn Community Building  
Bingo after lunch –  
(Bring a small gift to pass).

## **TAX COLLECTION HOURS FOR YOUR CONVENIENCE**

The Clerk's office will be open on one Saturday in January for tax collection purposes to better serve your needs. On Saturday, January 29<sup>th</sup> we will be open from 8:00am – 12:00pm. For any questions on the tax collection process, please call the Clerk's office @ 455-4201.

## **2011 PET LICENSE FEES**

**Dog license fees for 2011 remain the same as last year. The cost is \$12.00 per spayed or neutered dog and \$17.00 per unaltered dog. Cat license fees remain the same at \$5.00. Licenses for 2011 can be obtained from the Village Clerk's office beginning the week of December 13<sup>th</sup>. Current rabies vaccination information needs to be provided to obtain license. If you have any questions, please call the Clerk's office at 455-4201.**



The Public Works Department will be closed from 11 am. on Thurs., Dec. 23<sup>rd</sup> to 7 am. Mon., Dec. 27<sup>th</sup> and 11 am on Dec. 30<sup>th</sup> to 7 am. Jan. 3<sup>rd</sup>.



The Clerk's office will be closed on Fri., Nov. 26<sup>th</sup>. The office will also be closed from noon on Thurs., Dec. 23<sup>rd</sup> to 7 am. Mon., Dec. 27<sup>th</sup> and noon on Fri., 12/31 to 7 am. Mon., Jan. 3<sup>rd</sup>.



## LEAF PICKUP

Last pickup will be on Tuesday, November. 30<sup>th</sup>. Leaves can be taken to the compost pile at the Sewer Plant on S. Rutland Ave.  
**\*NO BURNING LEAVES IN THE VILLAGE!!!**

## BROOKLYN POLICE DEPT

Activity for October

Theft	1
Traffic Incidents	2
Traffic Citations	5
Traffic Warnings	3
Misc Comp/Arrests	3
Assists	19
Financial	2
Disturbance/Disorderly	2
Open Records	5
911 Disconnect	2
OAR/OAS	3
Suspicious activity	1
<b>Total</b>	<b>48</b>



## WRITE ONE LESS CHECK EACH MONTH!!!

Pay your water bill automatically on the 25<sup>th</sup> of each month. For more info, contact Kim at 455-4201 ext. 10.



## Brooklyn Area Chamber Annual Santa Day

Saturday, December 11<sup>th</sup>, 1 – 4 pm

Brooklyn Community Building

\*Pictures with Santa. Free gift from Santa

\*Free refreshments

\*PLEASE donate to the Brooklyn Food Pantry!

\*KIDS-Come and shop for grandparents, parents, and siblings for free! Free gift wrapping too! Cookies, candy and treats for sale by Methodist Church.

\*Free, three craft projects

\*Members' display/sales booths

455-1627 or

[info@brooklynwisconsin.com](mailto:info@brooklynwisconsin.com)

**No parking on Village streets from**

**1 am to 7 am until April 15<sup>th</sup>**