



## BROOKLYN VILLAGE NEWS

July 19, 2011

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Village Board - Nadine Walsten, President  
Economic Development – Heather Kirkpatrick, Chair  
Finance – Dean Van Den Eng, 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 – Steve Lust, Chair

# CHECK OUT OUR NEW WEBSITE!

[www.brooklynwi.gov](http://www.brooklynwi.gov)

**-Sign up to receive our newsletter via e-mail**

**-Get the latest up to date info on Village events  
and retrieve Committee/Board agendas/minutes**

**-Pay your water bill or taxes online**

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## BROOKLYN VILLAGE BOARD MEETING MINUTES

July 11, 2011

The Village Board meeting was called to order on July 11, 2011 at 6:31 pm by President Walsten. Trustees present were Todd Klahn, Steve Lust, Mark Bruner, Jessica Hawkey, Dorothy Frandy, Dean Van Den Eng. Others present were Clerk Strause, Police Chief Barger, Public Works Director Langer, Pat Hawkey, Kyle Smith, Josh Straka.

Public comments: None received. Trustee Frandy moved, second Hawkey, carried to approve the minutes of 6-13-11.

President Walsten reported on attending a June 23 Thrive Economic Development Professionals meeting in Spring Green touring the Capital Glass factory. More in depth report will be given at EDC Thurs night.

Walsten also attended the League of Municipalities Board meeting in Lake Geneva, July 6-8, talking about the good and bad points of the 2011-2013 State budget. The Dane County and Green County fairs start July 20-24th.

Clerk Strause reported on AB 182, legislation which would eliminate the ability for municipal utilities to recoup utility bill losses through a landowner's property tax bill. This bill would be devastating if passed with little recourse to collect on delinquent accounts because small claims action and/or judgments are of little use and locating the renter is very difficult. Rep. Ringhand has stated she would vote against the bill if it comes before the full Assembly. Sen. Erpenbach has not replied.

Discussion on the **Hwy 92/14 flooding remediation plan** was moved up so that engineer, Josh Straka, could give his report. There will be an open house on Wednesday here in the Community Bldg regarding DOT's plan to address the flooding remediation issue on both sides of Hwy 92. Public Officials from the municipalities involved with the remediation plan met on June 27th. Public Works Director Langer and Straka were present for that meeting. The Village has not met with the Town of Rutland to work on a possible intergovernmental agreement. DOT has stated they would install the infrastructure only if the entities involved had a signed intergovernmental agreement. Without the agreement, the project will not be built. The Town of Rutland, Dane County Fish and Wildlife, the Village, and farmers/landowners in the area that would be able to connect to the system are all entities that would be responsible for maintenance of this drainage pipe being proposed by DOT. Before Hwy 92 was reconstructed, drainage was not a problem. In 2008, extensive flooding occurred from King Lake through Hwy 14 & 92 intersection, causing Hwy 14 closure. Water run off calculations have determined the Village is contributing only 5-10% to the King Lake problem. DOT's plan would install a solid pipe storm sewer infrastructure to convey water from the area, and will allow farmers to connect drain tiles to the pipe for drainage. With the infrastructure built in wetlands, access for maintenance to the manholes was questioned. A watershed study that was done shows a shallow drop in elevation to the marsh. Village will ask DOT if the infrastructure could be on the north side of the road in the right of way and be built with concrete pipe. Using the Village jetter for clean out was discussed vs. hiring a contractor with either being paid by all entities involved, proportionately. Straka will send questions, comments ahead of time to DOT before Wed meeting.

**PUBLIC WORKS:** An estimate on **electrical work for Legion Park** is at \$5095 which would be paid from the 2007 BAN and recommended by the PW committee. Buttchen Electric will do the work. Also ground fault outlets are not working in Legion Park with no weather protective covers. The outlets in the lower level of the Community Building need to be traced out to determine which outlets are on each breaker. Langer asked if 2-4 hours could be added to Buttchen's work order to make this determination. This information is needed so lessees who rent the building will know how many appliances can be plugged into each outlet and prevent electrical overload (breakers shut off). Langer reported two lights were added to the police garage. An outlet in the garage may be added when the previous building electrical work is done. Trustee Bruner moved, second Klahn carried to approve the electrical work as stated with a limit of \$6,000.

It will cost \$2500-3200 to have Green County Hwy Dept **chip the Village's brush pile**. Village budgets \$1300 each year and chips every other year. DNR will be contacted for the possibility of getting a burning permit. The fire dept could then be paid to burn the very large pile. PW Committee will review and make a decision based on cost.

Langer reported the Village of Kimberly has a **2001 International, Model 4700 dump truck** for sale with a minimum requested \$15,000 bid. They are hoping to get \$20,000-25,000 in the sealed bid process. Trustee

Bruner stated the Blue Book price is \$10,000, but retail price would be higher. The Village's truck has no salvage value but could be kept as a second unit until it needs major repair. Langer and Spilde will visit Kimberly to look at the truck and do a test drive. Bruner moved, second Van Den Eng, carried to offer by sealed bid \$15,500 contingent on satisfactory report after viewing.

Bruner moved, second Klahn, carried to **hire Water Well Solutions** to do annual well maintenance and inspection costing \$300-350 per well house. Work includes checking the gear drives and electric motor, repair grout seal at the top, record static water level, check for vibrations, sand testing, and general pump house inspection. The last item left on the DNR inspection list of things to do is a test spigot. Water Well Solutions will install one and leave material for the second one which PW employees will install.

**Narrow band radio capability** is mandated by 1-1-2013. Langer has contacted General Communications to get an estimate. Two current hand held radios are compatible while the remaining have to be replaced. Four mobile units, repeater, and hand helds could cost from \$8,000 to \$15,000. There may be some upcoming grants. Replacement may be coordinated with the police department and emergency management. Police and Public Works may be able to share a base radio/repeater.

**Utility Report:** Water: lead and copper testing will be done by end of this month, water meter installation will begin very soon, the water study will be done by the end of July; Sewer: still waiting for discharge grant, Madison Metro will start hauling sludge, the intent to apply form for a grant to replace our old pump for Village flooding problems has been submitted, DNR 's response on the CMAR report gave the Village an excellent grade. Langer complimented Spilde and Golz for doing a good job. Walsten asked for this report to be put on the Village's website.

Langer stated he now has his Grade One operator license. An open house to meet the new director will be held on Sunday, July 17th, from 1:30 to 4 pm at the Community Bldg. Langer has sent in the intent to apply for the Urban Forestry grant application. Depending on the work load, he will inform the Village Board if he needs help completing the application. Two terrace trees on Bowman Street will be removed next week costing about \$875 maximum with work to be done by Capital City and Public Works employees. Twenty-six lawn letters have been sent out after receiving several complaints. Property owners have five days to abate the nuisance.

With the recent rain, the lower level of the **Community Building** again had water come in from the inadequate landscaping and grading on the south side of the building. A concrete or steel tapered cap slanting to the south may prevent any more damage to the building and will be further investigated. **Another huge tree** fell down in the cemetery from this week's storm and will be cut up. Work was done preparing for the July 4th celebration in the park. **Currently there are no lawn meters** to be rented. New meters will be installed soon and the meter removed will be converted to a lawn meter so extras will be available to rent soon. Three people are on a waiting list.

**Police report:** The monthly report was reviewed. I.D. cards are close to being completed. Windows in the Police office cannot be opened, are deteriorating and need to be replaced. A bid for \$240 each/\$300 installed has been received. The window is large enough to be designated an emergency egress. Total cost would be \$900 for three windows. Funds should come from Public Works line item budget for Community Building. Hiring the part-time officer is almost complete, pending drug and alcohol testing results as no reports have been received. The Wisconsin Dept of Justice Crime Information Bureau pre-audit materials have been completed and returned, awaiting follow-up from the auditors.

**NEW BUSINESS:** Bruner moved, second Frandy, carried to approve a request by the Fire Dept to permanently install a **10 x 50' blacktop** area in Legion Park to be used during their Labor Day celebrations for **the children pedal tractor pulls**.

**Impact on the Oregon Senior Center services** was discussed due to withdrawal of funding by the Town of Dunn. A letter, identifying the Senior Center does not plan to raise participation costs in light the Town of Dunn's decision, was reviewed. Town of Dunn also contributes to other senior centers in McFarland and Stoughton. Village of Oregon finance committee met tonight regarding the impact on withdrawal and will be contacting President Walsten for input. Oregon will do a follow up on program/costs to remaining municipalities. The Board plans to continue its support of Senior Center services but will await final information on what decisions are made.

**Unfinished Business: Redistricting:** Bruner moved, second Frandy, carried to approve Resolution #2011-04 Ward Creation and Designation of Polling Place in the Village's portion of Dane County, District #31. Dane County has not approved their redistricting plan yet.

Another **lease offer has been made by Union Bank and Trust** for the Village to lease space for the Clerk's Office. The five year lease has a step increase starting at \$550 per month and ending at \$950 per month in the fifth year of the lease. The Village also needs to find space for the judge and court clerk that will be hired soon. A mandate by state law that was effective Jan 1, 2011 separates the police departments from court offices. Fire proof storage is also a concern. Van Den Eng moved, second Klahn, carried to counter offer for \$550 per month for 5 years. If the offer is not accepted, renting the lower level only for storage will be investigated. Renting space at the Brooklyn Community Bank for the judge and court clerk will also be researched. Two people are interested in the court clerk position. Trustee Bruner left at 9:02 pm.

**2007 BAN :** More costs will be available next month on items that may be paid with this fund.

**Changes to the Community Building Policy** were presented. Van Den Eng moved, second Frandy, carried to approve the amendments by adding the words "property owner and business owner" to the resident fee sections and changing the wording on #13 as follows: "Because this is an old building, please follow posted outlet appliance usage" removing language regarding wattage for each outlet.

**Urban Forestry Grant:** Walsten read Resolution #2011-05 authorizing PW Director Langer to make application on behalf of the Village for the Urban Forestry Grant to develop a municipal tree management plan and inventory of existing trees. Lust moved, second Hawkey, carried to approve the resolution. Langer is doubtful he has time to make this grant application without assistance from others. Walsten will explore if there are residents or other resource people who can assist with the grant application. It is due October 1.

**Consent Agenda:** Hawkey moved, second Frandy, carried to approve as follows: payment of July 2011 invoices; Operator license renewal for Sarah Michaelis; Acceptance of resignation of Marty Pilger from Planning and Zoning Commission; Appointment of John McNaughton to Planning and Zoning Commission; Fire/EMS Dept request for Class "B" temporary license for Sept 2-5, 2011 for Legion Park - a. Request to operate amplification equipment for Sept 2-5, 2011; b. Request to extend park hours for above.

**Committee Reports: Planning & Zoning-**continues to work on comp plan, reviewed bldg permits issued to date. **Ordinance-**will meet next week and will continue work on recodification. **Personnel-**Van Den Eng was elected chair. Committee will work on creating a grievance policy that is mandated by the state to be completed by Oct 1. Police department hiring form was reviewed. **EDC-**is working on material to be placed on the website to bring it up to date. **Recreation-**Frandy reported the fireworks event was successful with many attending. They collected over \$300 in donations from the fireworks event. They made \$70 in popcorn sales. Committee will start in Feb planning for the 2012 event seeking bids for fireworks. Bouncy house may not return as there was not enough help to supervise it and a child was hurt. Summer recreation program is going well. **Recycling-**Oregon Rotary Club is planning another electronics round up in October. **Website-**waiting for information from EDC to update page.

**Finance:** 2012 budget worksheets were distributed to department heads on 7-7-2011. All committees are directed to present their budgets at the August Board meeting in order to decide if the Village will need to go to a referendum to increase the levy more than "0" percent as mandated by the State. The Board would need to decide how much of an increase to offset costs. Sixty days time frame is needed if the Village would go with a referendum which would mean an October election. After the election, the Board would then have direction to complete the budget in October with the public hearing in November. The Clean Water Fund Loan #4 has been approved by the Dept of Administration with refinancing to occur near the end of the year so no payment would be made on the loan in 2011. Data sheets regarding the Village's estimated loss of revenue from the State, the employee's estimated contributions for pension to be made in 2011, and the employee's estimated contributions for pension and health insurance costs in 2012 were reviewed. Personnel committee will review data at their next meeting.

Van Den Eng moved, second Klahn, carried to adjourn at 9:38 p.m.

Carol A. Strause

MMC, WCMC, CMTW

## SENIOR POTLUCK LUNCH

Thursday, July 28<sup>th</sup>

Noon

Community Bldg. Kitchen (lower level)

Bring a dish to pass and enjoy good company!

**President's Letter**  
**July 17, 2011**

**Nadine S. Walsten**

Hello July!! I hate to complain about the weather but this is July heat and humidity at its worst! Fans just blow warm air at you—not much help!! I've been trying to make up for the lack of weeding and yard care I wasn't able to do last year because of my broken hip and the warm days haven't helped. I'm just now able to put down mulch (the free stuff from Public Works) and hopefully can stay ahead of the weeds and watering (didn't get a temporary water meter this year and am now starting to regret it) for the next few weeks. The Japanese beetles have found their way to my flower beds too, bringing up memories of knocking off potato bugs into soapy water from an acre of potatoes when I was a kid. But this is Wisconsin in July. Hopefully, the gardens and crops can survive this month.

Last month I informed you a community survey would be available on the website this month and sent to each household in July. Obviously we are having some trouble getting this up and running and sending out the mailer announcing upgrades to our website. I apologize for this—we are working out the glitches and hope to have the survey on the web site (Survey Monkey is the platform) very soon. Watch the LED entrance sign as well as for the mailer, Your opinions are extremely important as we work to improve our community.

Because of the uncertainty of our budgeting process, I have asked the committees and department heads to have their budgets as close to completion as possible by the August Finance Committee meeting. It does not appear we will be hit as hard as larger municipalities (i.e. millions vs. thousands) but we have to gather our data first to know where we stand,

Last month, I asked for volunteers to join the Recycling Committee. That request remains. In addition, we can access grants to assist us with management of our municipal trees (pruning, planning, removal, etc.) which is of increasing importance as we anticipate emerald ash borer and other tree infestations related to our warming winters. We need a proactive—not just reactive--plan to care for our trees responsibly. If you were like me, you moved to Brooklyn in part because of the large maples that lined Hwy 92 and still stand tall in our back yards and parks. But to keep our old, stately trees healthy and the value they bring to Brooklyn, we need a plan to care for them and that takes money. Mark Langer, Director, Public Works, is looking for residents who are willing to spend a few hours with him to draft a grant application to obtain funds for the development of a tree management plan. This grant application is not long, complicated or requiring extensive knowledge of tree management—this grant is to obtain funds for hiring a consultant to help the Village draft its own urban forest management plan. If you are “green” and wish to contribute a limited amount of your time to see this grant application completed, please contact me (455-1457) or Mark at Public Works (455-1842). This grant app is due 10/1/2011 so your response is needed now!!

Time to make some iced tea!

# PUBLIC WORKS DEPT

## WATER METER ALERT!!!

The Public Works Dept. sometimes experiences problems reading meters. Brush, shrubs and flowers can grow too tall and cover outside readers. Please look at your outside meter and trim the growth back if it can't be read. Thanks for your help!

## MOWING GRASS INTO THE STREETS

Do not mow grass into the streets. The grass is plugging up the storm water grates.

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# POLICE DEPT

### Calls-for-Service (CFS's) – 37

- Assist Village Departments – 12
- Assist Other Agency – 4
- Assist Citizen – 3
- Records Request – 3
- Animal – 2
- Thefts – 2
- Suspicious Activity – 3
- 911 Disconnect – 1

### Traffic Incidents – 6

- Traffic Incident – 26
- Traffic Citations – 7
- Traffic Warnings – 1

### Enforcement/General Activity – 17

- Drug charges – 2
- Domestic/Family – 5
- OAR/OAS – 1
- Ordinance Violations – 3
- Alarms – 1

**Total Calls – 76**

# VILLAGE CLERK'S OFFICE

Reminder: Second half of property taxes are due to the County by July 31<sup>st</sup>.



**The Village Clerk's Office will be closed August 24-26, 2011** for training. We will re-open on Monday, August 29<sup>th</sup>, at 7:00am. We apologize for the inconvenience. Utility payments can be mailed, paid at the Bank of Brooklyn, paid online, or put in the drop box outside the Community Building.

# BROOKLYN FIRE/EMS

The Brooklyn Fire and EMS 16<sup>th</sup> Annual Labor Day Celebration will be held Sept 2-September 4. Volunteers are needed in all areas. Volunteer times are set up in 1 hour increments – you can work as much as you like. Complimentary T-shirts showing your support of this event will be supplied prior to your shift. Please contact Kyle Smith (279-5707) or Phil Mortensen (455-4252) to schedule your time.





Brooklyn needs your help by being involved in our community by being a participant or an activity leader for the following activities:

- Community Bike Rides
- Walking/Jogging Groups
- Day of Caring
- Softball Leagues
- Community Clean Up Day
- Tennis Leagues
- Adult Fitness Classes
- Senior Fitness Classes
- Volleyball Leagues

If interested in helping with these events, please contact Steve or Tari Lust at 455-1326 or [tarim@charter.net](mailto:tarim@charter.net)

**Current Event:** June-August  
Community Bike Rides are every Wednesday night at Legion Park beginning at 6:30pm

**RECREATION COMMITTEE**  
The Brooklyn Recreation Committee needs new members. Have fun and make friends while making Brooklyn a better place to live. Contact Jill at [literary1@hotmail.com](mailto:literary1@hotmail.com) or 455-1591.

July Law of the Month:

**Drinking on Public ways Prohibited**

**Brooklyn Ordinance 23.17**  
23.17 Drinking on public ways prohibited.

(A) No person shall have in his possession any open can, bottle or other container containing malt beverages or intoxicating liquor or drink from the same on any public way, street, sidewalk, boulevard, parkway, safety zone, alley or parking lot, or on and/or in any motor vehicle parked on a public way, street, alley or parking lot.

(B) This section shall not apply at such times and in such places as may be specifically exempted temporarily from the provisions hereof from time to time by the village board. Failure to adhere to the above Ordinance could result in a citation and a penalty of up to \$235.00.

**WRITE ONE LESS CHECK  
EACH MONTH!**



Pay your water bill automatically on the 25<sup>th</sup> of each month. Contact Kim at 455-4201 ext. 10 for more information