

## BROOKLYN VILLAGE NEWS

### July 16, 2012

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Email: clerk@brooklynwi.gov

Police Department - 455-2131  
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Public Works Dept. - 455-1842  
Fax - 455-1501  
102 Windy Lane  
Email: publicworks@brooklynwi.gov

Municipal Court - 455-1168  
Email: brooklynjudge@charter.net

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 – Todd Klahn, Chair  
Recreation – Jill Van Den Eng, Chair  
Safety – Steve Lust, Chair

## **BROOKLYN BURNING BAN!!**



**Currently in effective (as of 7/3/12) per the Brooklyn Fire/EMS  
Protection District.  
See inside for more details.**

# BROOKLYN VILLAGE BOARD MEETING MINUTES

July 9, 2012

The Village Board meeting was called to order on July 9, 2012 at 6:35 pm by President Walsten. Trustees present were Steve Lust, Dorothy Frandy, Dean Van Den Eng. Absent were Trustees Klahn and Hawkey. Others present were Clerk Strause, Chief Barger, Public Works Director Langer, and Ashley and Zach Dalke.

All stood for the Pledge of Allegiance.

**Public Comments:** Ashley and Zach Dalke will be moving to the Village soon and wanted to express their support for allowing chickens that will provide fresh food, have an educational value, are wonderful pets and companions, and are environmentally friendly. Both stated they felt the proposed ordinance was well written addressing concerns of odor and possible rodents. They felt it important to discuss raising chickens with their new neighbors and would like to work with the community and neighborhood to allow chickens when they move in.

Trustee Van Den Eng moved, second Frandy to approve the minutes of 6-11-12 adding the word "felt" in the third paragraph, "She felt many residents who opposed were not present because of covenants on lots in that area".

On 6-26, President Walsten met with the Oregon Senior Center committee to address writing a new contract and a new funding formula. On 6-18, Chief Barger and Walsten attended an Emergency Management Damage Assessment training discussing Dane County's drafted policy & procedure for a uniform process and reporting to communicate between local municipalities and their agency. As the process was mainly for flooding, Barger stated the county will incorporate other disasters, i.e., winter storm issues and tornadoes. An Economic Development Professional meeting was held on 6-12 in the new Monroe Clinic Hospital which is a highly energy efficient building. This group held a work session prioritizing economic development goals for the Thrive area. Walsten included in the Trustee packets the agenda for the League of Municipalities Board of Directors meeting to be held later this week in Bayfield. It is at this time the workshops for the annual October conference are chosen. The list of topics chosen for the conference shows the value of our League membership and opportunities for training.

Clerk Strause thanked the Village board for the employee lunch at the Country Café. Because of last minute difficulties, the employees were not able to all go together as planned.

**Public Works Report:** Mark Langer, PW director, was congratulated on his completion of the **Community Tree Management Institute** held at Green Lake. Langer stated the resources, hands on training, and the people he met during the training sessions was very valuable. Hands on work was conducted in the parks in Stevens Point which included a discussion on EAB and treatment. Langer reported on a **Focus on Energy grant** that is available for renewable energy resources. The Village could make application for a **65-70' solar panel at the WWTP** valued at \$75,000. The cost to the Village would be \$2,000 for writing the grant, and if awarded, \$10,000 to have engineering create a design to hook up the panel. The approximate payback is \$1500-2000 a year. The application is due August 29. The solar panel longevity is 15-20 years. We would need to have insurance on the panel and pay for regular maintenance. There are no guarantees that we would get the grant and do not need to have it engineered before making the application. Langer will get more information and report back to the PW committee. **Reflective park signs** and three proposals were submitted. There are twelve signs for park hours and recycling with the lowest proposal from Wisconsin Sign for \$444. Van Den Eng moved, second Lust, carried to approve this purchase. Crack sealing has been done by Green County Highway Dept. Teddy St work will probably start next week and will be done by the following Friday. R&K has not arrived yet to work on Market St. Public Works has been watering trees in terraces that are looking stressed from the drought. Langer received two prices for a DR3900 Spectrophotometer with the lowest from Hach for \$3799 + shipping which is expected around \$70. The Village's current equipment is very old and not able to get parts for repairs. DNR requires this equipment for testing fluoride & phosphates. Van Den Eng moved, second McCallum, carried to purchase the **Spectrophotometer from Hach** \$3799+ shipping. A list was viewed of non-compliant properties because of the length of lawns. All have been billed. Langer reported RFQ's are due July 16th for intersection ramps on Bowman and Second Streets. The proposals will be in two sections along with other miscellaneous projects. Langer thanked the Board on behalf of the PW employees for the luncheon at Country Café. Graffiti on Bowman St. was covered up by Green Co Hwy when they were here crack sealing. Tree inventory work is continuing. Walsten stated one report for the forestry grant is due July 16<sup>th</sup>. Cross connection inspections are set up for July 17-18 for some commercial businesses. Many residents have request sewer exempt meters. More will be put together when meters are available. The former Clerk's Office room will be ready by end of week after the carpets are cleaned. Committees will be using this room for meetings along with the police department when feasible.

**New Business:** The **revised 2012 Village Comprehensive Plan** was introduced. Planning and Zoning recommended (after public hearing) approval. Frandy moved, second Lust to approve the revised 2012 Comp Plan. Van Den Eng stated he would be abstaining as he did not have time to read the entire report which is very long having received it in the weekend packet. Trustee McCallum stated there are many inconsistencies in the zoning map and wants to see those corrections as this plan is a big change from the 2005 plan. In particular the downtown area is not even listed as being in the TIF district. There is also no mention in the plan how to utilize the TIF tool. Lust withdrew his second. Frandy made a motion to postpone further discussion until the August Board meeting. Motion was second by McCallum and carried.

Walsten reported on the work being done to create a new **apportionment formula for the Oregon Area Senior Center**. The current formula is based on population. The Town of Dunn has been removed from the contract with them still offering a \$15,000 donation annually. If the formula is based on 50% population and 50% use, the Village's share would be reduced by \$5,052. Work will continue on rewriting the contract that was originally written in 1995. Past budgets did not include any money to be set aside for capital replacement of equipment.

**Safety Committee report:** Chief Barger reported he applied for a Criminal Justice JAG Smaller Police Agency grant to cover costs for constructing the property evidence room but was turned down; however he did receive tentative approval for \$1700 for a new camera security system for the office and for a refrigerator for the evidence room. Barger has also applied to US DOT Vest Grant program for vest replacement for Officer Cornell. Officer Neubert's review is completed finding she is in good standing with the department. Part time patrol officer applicant Reese will not be coming here to work having accepted an offer elsewhere. Officer Cornell worked during the fun run and has suggestions for next year which will be forwarded to the Recreation Committee. The department will not be involved in the Dane County OWI Task Force as we can't currently commit to the number of operational times. The Space Needs study from the past will be reviewed. Public Works has updated the sign post for the speed board. The annual MS bike ride will be coming through Brooklyn on Aug 5<sup>th</sup>. **Policy #115, Records Retention**, was presented in final draft. The committee recommended approval with no changes since it was presented last March. Approval has now been received from the WI Board of Records Committee. Van Den Eng moved, second Frandy, carried to approve this policy.

**Goals and direction setting** for committees and the Board for 2013 should be emphasized in committees. Goals from last year should be reviewed and budget requests prioritized. The Board should be thinking about priorities for 2013 and set goals with budgets reflecting where we want the Village to go.

**Utilization of the Community Building** space or transition of Village Hall to Community Building was discussed. Revenues from 2007-2012 were reviewed and have decreased so far this year. Promoting the air conditioned lower level was discussed. Walsten stated the building needs to have it's purpose identified as it was designed for community gatherings. The building rental policy will be revisited. Frandy stated the building should pay for itself with any surplus funds used to revamp the kitchen area. Consensus was to have a Committee of the Whole review the policy at the next Board meeting. Past users may be contacted to see what needs to be improved or what was good about renting the building.

**Unfinished Business:** Since last month, there were no additional expenses from the Clerk's Office moving to the Union Bank & Trust building. The **location for Village Board meetings** was again discussed. Walsten stated the new Clerk's Office is called the Village Hall and meetings are expected to be held at the Village Hall. Clerk Strause has to currently carry over the laptop and all paperwork for a meeting in addition to not having access to a copy machine during the meeting. Security is also an issue when returning everything after a meeting late at night to the bank building. Walsten stated the Public Works Committee meets at the WWTP so that the director can be next to his office and the Safety Committee meets in the Community Building where the Chief is close to his office. However, the Clerk is expected to relocate for a meeting and not have access to her office making it inconvenient and problematic. Trustee McCallum felt the Clerk's Office move was transitional and the meeting location should not be changed until a permanent move has been chosen. Van Den Eng stated it would be confusing to residents to change the location. Clerk Strause requested a trial period to have the Board meetings at the new location. Trustee Frandy moved to have a trial period from August through October for having Village Board meetings at the new Village Hall, 210 Commercial St. Motion was second by Lust and carried with Trustees Van Den Eng and McCallum voting Nay. An open house at the new Village Hall will be held October 8th from 5 to 6:30 pm with an invitation to attendees to stay for the Village Board meeting starting at 6:30 pm.

The Chicken Keeping Ordinance was again presented for approval. Trustee Lust stated he had concerns because the Board has not heard from anyone in the newer neighborhoods and maybe a conditional use should be required to allow chickens. Walsten felt the newer neighborhood residents feel their covenants will control this. Trustee Frandy moved, second McCallum, carried to approve the ordinance with changes in fees to be inserted as discussed at the last meeting. Trustees Lust and Van Den Eng voted Nay.

**Municipal Court-update-**Walsten will be meeting soon with Belleville officials and their new judge.

After approval by the Board last month of the **Hwy 14/92 flooding remedial intergovernmental agreement**, the attorney for DOT now wants a line removed from the agreement that controls the weir position. The line to be removed is "The drainage elevation (weir position) shall generally be determined by WisDOT, provided that in the case of imminent threat of flooding of private or public property or other emergency, the Village or Town may make temporary adjustments to the weir". Van Den Eng moved, second Frandy, carried to amend the agreement and strike the sentence as recommended by the DOT attorney.

Update on **zoning violations in residential districts:** A request was received from Lloyd & Ruth Klahn for an extension of time until Sept 10, 2012, to pursue alternative means of accessing their property on N Kerch St, Lot 15. Currently there is wheat on the property and it is assessed as ag land for 2012. Zoning remains residential. Violations could accrue daily as ag use is not allowed in a residentially zoned district. The goal is to bring the parcel into compliance to the ordinance as residentially zoned property. Trustee Van Den Eng moved, second Lust, carried to

grant the extension to Sept 10, 2012 to bring the lot into compliance and remedy the situation. There has been no response from Eric Grover on his seven lots on N Rutland that are also in violation of the zoning code.

At 8:50 p.m., Trustee Lust moved, second Frandy, carried by unanimous voice vote to convene to **Closed Session** pursuant to Wis. Stats 19.85 (1)(e) **to negotiate the possible purchase of property**. McCallum moved, second Van Den Eng, carried to reconvene to open session at 9:10 p.m.

Van Den Eng moved, second Lust, carried to **postpone discussion on the proposal to purchase Landmark property** located at the entrance to the WWTP.

Walsten read an email from Josh Straka, Strand Engineering, regarding their **cost of \$2,000 to assist with the completion of the CDBG grant application**. The Village was approved in the first round application process and now must complete another application to apply for up to \$261,000 for a business park. Walsten reported that if we do not get the grant, the \$2,000 cost would probably require a budget amendment as it was not budgeted. Frandy moved, second Van Den Eng, carried to approve a not to exceed amount of \$2,000 for engineering.

Van Den Eng moved, second Frandy, carried to approve the Consent Agenda as follows: Approve payment of July 2012 invoices as listed; Operator licenses for Julie Bruner, Sarah Michaelis, Dani Maher; Approval of Jessica Hawkey as Chief Election Inspector.

**Committee reports: Planning & Zoning-** Habitat for Humanity will be changing their site plan on Second St. to two single family lots instead of a multi family with PDD overlay. The lot would be split into two lots. They will be back requesting a rezone when they have families to apply. There is no board action required at this time. **Ordinance** continues to work on Chapter 2 and starting chapter 22. Planning and Zoning needs to finish Chapter 48. Cemetery Ordinance needs to be reviewed by Clerk & Public Works Director, and the Fire & EMS departments need to review Chapter 19. Having a monthly statistical report from Fire/EMS would be helpful. The Village's representative, Roland Arndt, has not been to a board meeting for some time. **EDC-**There is no update on exterior lighting. Wayfarer signs are up and look great. **Emergency Management-** The Community Building was open last week 24/7 July 3-7 because of the extreme heat with one resident using the facility for a few hours to keep cool. The Fire Dept. provided air mattresses if needed, ice, beverages were provided also. We will continue to work with the senior center to identify people at risk for heat stroke. A No Burning Ban was issued on 7/3 by Fire Chief/Village President. Initially, it was questionable if citations could be issued by the Police Dept without Board action, however, it was decided the Village ordinance and reference to State statute gave the PD authority to do so. There continues to be a "No burn" ban in effect which is posted on our LED sign..

At 9:30 p.m., Van Den Eng moved, second Frandy, unanimously carried by voice vote to convene to Closed Session pursuant to Wis. Stats 19.85 (1)(c) to deliberate **compensation for Mark Langer, Director, Public Works**

**Department**. Frandy moved, second McCallum, carried to reconvene to open session at 9:45 p.m. Van Den Eng moved, second Frandy, carried to approve \$25.75 per hr for Mark Langer.

**Finance:** Currently there is a \$100 per lot charged for **abatement of a nuisance on private property**. In some instances, costs to abate the situation are more than \$100. Van Den Eng moved, second Frandy, carried to charge a minimum \$100 per lot or actual cost of enforcement whichever is greater. **Recycling** meeting will be very soon.

**Website-**Met June 26th. Placing more information on the website on renting the Community Building and the fact that the lower level is now air conditioned was discussed. Bluegrass-no report.

Frandy moved, second McCallum, carried to adjourn at 9:51 p.m.

Carol A Strause, MMC, WCMC, CMTW

## SENIOR POTLUCK LUNCH

Thursday, July 26<sup>th</sup>

Noon

Community Bldg. Kitchen (lower level)

Bring a dish to pass and enjoy good company!



# President's Letter

## July 9, 2012

**Nadine S. Walsten**

From June President's letter: "The flowers on my deck are starting to take aim on jumping out of the terra cotta pots, the wrens are nonstop chatter and spring seems to have quietly moved into a wonderful summer--few bugs, not steamy and just the right temperature." Sadly, no longer true...

### Highlights:

- On July 3, the Fire Chief/myself as Co-chair of Emergency Management Committee (in absence of our EM Director Spilde) declared an emergency no burning ban for the Village. This requires no outdoor fires, outdoor smoking and, in anticipation of July 4<sup>th</sup>, no fireworks/sparklers. BBQ's can be used if in non-combustible areas such as cement apron, drive way, etc. The point being that flame or sparks can set fire to grass or tinder-box dry debris, go out of control and set fire to buildings (like your neighbor's house), etc. Our ordinance authorizes our PD to issue citations for violating this ban.
- Because of the extreme heat, a heat advisory was also issued and the Community Building opened up 24/7 from July 3-7 for use as a cooling shelter. The lower level is air conditioned. We provided air mattresses, beverages, and ice with tables and comfortable chairs. If the extreme heat returns, and you or someone you know, needs and wishes to use this shelter, it will be reopened for a 24/7 availability. Persons wishing to utilize this facility will need to bring their own food, entertainment, etc. We encourage anyone who is looking for a place to stay cool to consider using this shelter. It is your tax money so take advantage of this benefit of living in this community.
- The July 4<sup>th</sup> Fireworks celebration hosted by the Recreation Committee, although hampered by the extreme heat, orchestrated a wonderful event before the fireworks and, thanks to Dan Dean and the Fire Department, put on a great fireworks show! The breeze prevented a few shells from being exploded at the end because the sparks would have fallen outside the wetted area, but as someone who loves fireworks, this was a great show! Thank you, thank you to Dan and the Brooklyn Fire Dept for making it possible to have such a great show and keep the park, visitors and surrounding area safe at the same time. And thanks to all of you for observing the no fireworks ban at the Park and throughout the Village.
- After review of the **proposed chicken keeping ordinance again this month, the Board passed this ordinance Monday night.** Support for this ordinance from previous residents plus two more additional residents who spoke in favor of the ordinance Monday night and only two emails received in opposition, indicated such an ordinance would be appropriate. Covenants in neighborhoods preventing keeping of fowl, chickens would supercede this ordinance but would require a civil action between neighbors to address unwanted chickens. The building inspector will inspect the initial coop and run to assess it will meet the requirements of this ordinance, which will hopefully prevent future complaints or concerns.
- The full application for the Community Development Block Grant is being worked on and our engineering firm was approved to write the engineering section for \$2000.
- Announcement of a Focus on Energy Grant for a solar panel for the Wastewater Treatment Plant was presented. The award would be a \$75,000 solar panel (65-70' long) at no cost to the Village except the \$2000 grant writing fee and an additional \$10,000, if the Village received the award, for designing the installation. Public Works Committee will look at this later this month.
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Don't hesitate to give me a call if I can be of help. I can be reached at 455-1457 or [president@brooklynwi.gov](mailto:president@brooklynwi.gov) for your questions, concerns and ideas.

# 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.

# POLICE DEPT

### Calls-for-Service (CFS's) – 29

- Assist Village Departments – 6
- Assist Citizen – 3
- Records Request – 12
- Animal – 4
- Suspicious Activity – 2
- Damage property – 2

### Traffic Incidents – 31

- Traffic Incident – 12
- Traffic Citations – 9
- Traffic Warnings – 9
- Traffic crashes – 1

### Enforcement/General Activity – 7

- Drug charges – 1
- Misc Comp arrests – 4
- Financial/Fraud – 2

### Total Calls – 67

### **\*\*NOTICE\*\***

Village Board meetings will be held at the Village Hall (210 Commercial St) for the months of August, September, & October.

# 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 22-24, 2012** for training. We will re-open on Monday, August 27<sup>th</sup>, at 7:00am. We apologize for the inconvenience. Utility payments can be mailed, paid online, or put in the drop box outside the Community Building. There is also a payment box inside Union Bank & Trust by the Clerk's office door.

# BROOKLYN FIRE/EMS

The Brooklyn Fire and EMS 17<sup>th</sup> Annual Labor Day Celebration will be held Aug 31-September 2. 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 Roseanne Meixelsperger (455-8440) or Phil Mortensen (455-4252) to schedule your time.



**IMPORTANT MESSAGE**  
**BROOKLYN VOLUNTEER**  
**FIRE PROTECTION**  
**DISTRICT**

With the extreme heat and dry conditions, the Brooklyn Fire and EMS Protection District has banned all burn permits, outside burning, and any fireworks until the extreme dry conditions improve. This ban is in effect immediately (as of 7/3/12). The ban covers all of the Brooklyn Fire and EMS Protection District, which includes all of the Village of Brooklyn, portions of the Town of Brooklyn, Town of Oregon, Town of Rutland and Town of Union. When the dry conditions improve, the ban will be lifted. If you have any questions, contact the Brooklyn Fire and EMS department at 455-3812 and leave a message and someone will contact you.



**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. 1 for more information

***News from Your Senior Center***

Taking good care of your feet is important for everyone, but can become more difficult as we age. A variety of factors can make taking proper care of your feet challenging, from mobility issues to vision changes. The Oregon Area Senior Center can help with this basic need.

Foot care is provided at the Senior Center on the first and fourth Wednesdays of each month. The cost is \$15.00, and the service is provided by staff from the Stoughton Hospital. Foot care for diabetics is provided at the Senior Center on the first Monday morning of each month. The cost is \$28.00 and the service is provided by Home Health United. All of these foot care opportunities are open to the public, regardless of your age or where you live.

To schedule an appointment for foot care, please call the Senior Center at 835-5801. If you would like to take advantage of this service, but need transportation in order to do so, please call the Center and ask to speak with Rachel.

**THANK YOU!!!**

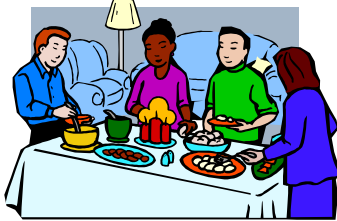
Thank you to all those who came and contributed to Brooklyn's 4<sup>th</sup> of July celebration. A special thanks to the following contributors:

*\*Dan Dean, Brooklyn Fire/EMS  
UB&T, Brooklyn Police, Anchor Club,  
Brooklyn Public Wks, Wizard  
Productions, Treasures Ltd, Brooklyn  
Community Bank, Senior Lunch Bunch,  
Lyle Wanless, Mortensen Auto Repair,  
Brooklyn Recreation*



**NEED A "COOL" PLACE FOR  
YOUR NEXT  
EVENT/GATHERING?**

The Brooklyn Community Building is a great place to have your next party or gathering...and the lower level is *air-conditioned*! For more info on how to rent the Community Building, contact the Clerk's office at 455-4201 or visit our website [www.brooklynwi.gov](http://www.brooklynwi.gov) for a link to the Community Center Policy under "Frequently Asked Questions".



**ELECTION NOTICE**

There will be a *partisan* primary election on Tuesday, August 14<sup>th</sup>. Polls will be open at the Community Building from 7am-8pm. U.S. Senate, Congressional District, State, and County offices will be on the ballot.

**COOLING CENTER**

The Village of Brooklyn Community Building is available as a "cooling center" during these times of excessive heat. If there has been a heat advisory issued, the building will be open 24 hours. There are tables and chairs in the lower level as well as a few air mattresses for overnight guests. Drinks will also be provided as well as card games, radio, etc. Guests are responsible for bringing their own food. Please watch the LED sign and website for announcements. If you know of anyone that can benefit from this, please let them know or have them contact the Clerk's office for more info at 455-4201.

**JULY LAW OF THE MONTH**

19.03-18 - Open fires and open flame.

(a) No person shall kindle or start a fire in the open air, within the village, except in approved burning areas or as otherwise provided in this chapter.

(b) Wood or other non-explosive fuel may be burned for the purpose of cooking or preparing foods, only under constant supervision, not nearer than ten (10) feet to any building, in a substantial burner built of metal, concrete or brick, as approved by the fire chief. A campfire style fire may be made as long as the site is ringed with stones of sufficient size and quantity to contain the fire. It must be attended at all times.

The site must be inspected by the fire chief before its first use only. The stone border may not be made under any overhead wire, may be not more than four (4) feet in diameter, and at no point closer than twenty (20) feet from any building. At his discretion, the fire chief may require greater distances. Only wood may be burned, and may be stacked in a pile no larger than three (3) feet high. In special cases, such as after a severe storm, the fire chief may use his discretion in implementing temporary burning rules, by permit, on a case by case basis.

(c) At no time shall the smoke or heat created by such burning be an annoyance or discomfort to the neighborhood or the traveling public.

(d) No open flame candles or other open flame fixtures shall be used in any public building or structure, except within duly constituted church or lodge buildings or structures. Unattended open flame candles or other open flame fixtures shall not be used in seated areas of any public assembly rooms or buildings.

(e) No unguarded open flame candles or open fixtures shall be used for lighting or decorative purposes in any buildings or structures used for public amusement, recreation or dining purposes.