

VILLAGE OF BROOKLYN

June 11, 2012

The Village Board meeting was called to order on June 11, 2012 at 6:32 pm by President Walsten. Trustees present were Steve Lust, Todd Klahn, Jessica Hawkey, Dorothy Frandy, Dean Van Den Eng. Others present were Clerk Strause, Police Chief Barger, Public Works Director Langer, Tara Bast, Pat & Lyle Hawkey, Darlene Nelson-Galloway & Todd Galloway, Steve & Anita Walker, and Michael Christopher.

All stood for the Pledge of Allegiance.

At 6:33, a public information hearing was conducted for **Chicken Keeping with the Proposed Ordinance Sec. 25.15** presented. Pat Hawkey stated she was OK with the proposed ordinance other than requiring a building permit with the building inspector to inspect the structure where the chickens are kept. She compared it to a dog kennel that does not require an inspection. Steve Walker asked if this ordinance is now in effect and was told this is only proposed at this time. Walker further stated he supports chickens and has no problem with four hen maximum. The ordinance calls for the entire structure to be built so that predators cannot get in. The proposed ordinance has been modeled after other communities in the area. Jessica Hawkey stated there have been no complaints in the communities she has talked to. If there are covenants recorded on a lot, the covenants take precedence over the ordinance. If the covenant is broken, it becomes a civil issue and not a Village issue. A letter submitted by Larry and Sue Bunce was read into the minutes voicing opposition to chicken keeping in the Village citing noise, litter, odor, disease, drawing wild animals as issues. Todd Galloway stated there are many wild animals currently living here as we live in the country. Walsten reported a call from a resident on Teddy St that also was against chickens. She felt many residents who opposed were not present because of covenants on lots in that area. The public informational hearing closed at 6:47 p.m. All residents left the meeting.

Public Comments: None were received.

Trustee Van Den Eng moved, second Klahn, carried to approve the minutes of 5-14-12 making a change on a motion made by Van Den Eng removing his first name and adding his last.

2011 Audit report was provided by Tara Bast, CPA, Johnson Block. An overview report was also presented and reviewed. GASB 54 has been implemented for this reporting year bringing new reporting categories. The unassigned fund balance is fairly healthy at 39%. Bast stated an unassigned fund balance at 15-25% is considered good. The Village's General Obligation debt is at \$490,721 with 88% capacity remaining. Debt limit is 5% of equalized value which is \$4,297,215. The net change in the fund balance for 2011 is \$59,085. The Special Revenue Fund, Debt Service Fund, Capital Projects Fund, and Tax Incremental District Fund remain stable comparing 2010 to 2011. Net Water Utility income for 2011 is \$108,632 and for Sewer Utility is \$158,734. Debt service cash flow for Water Utility is \$5,540 and for the Sewer Utility is (\$43,241). The overall financials of the Village is good as stated by Bast.

President Walsten reported on 2013 budget cycle with worksheets to be distributed July 5th. Walsten asked what direction does the Board want the community to go, what priorities do the Board have, what do the committees want to accomplish? She requested each committee put together their goals and the overall goals for the Board should reflect what their priorities are. On May 29th, Walsten met with Brett Frazier, Chair, Oregon Economic Development Commission, regarding economic development activity for the area. Information will be shared between the communities with those seeking relocation to this area. The scoreboard dedication was held on May 19th. Trustees Lust and Klahn and Mark Langer were present along with Walsten giving a certificate of appreciation to Pellitteri for donating the scoreboard to Legion Park.

Clerk Strause reported there were 656 voters at the June 5th recall election which is 82% of those registered in Dane County and 81% in Green County. The next election is Aug 14th, 2012 with a November election to follow.

PUBLIC WORKS: Nine commercial businesses are in need of a **cross connection inspection**. As this State law was adopted many years ago, the inspection process was never done for commercial entities. As discussed in committee, it was felt we needed to protect our drinking water and have the first round of inspections for commercial entities hired out and paid for by the Village. Owners are responsible for any repairs needed and also would be responsible for re-inspection every two years. The committee's recommendation is to **hire General Engineering** at a cost of \$945. Van Den Eng moved, second Klahn, carried to hire General Engineering at a cost of \$945 to inspect nine properties. Trustee McCallum abstained. Money to pay for this will be taken from the Water Utility. R&K, Evansville, was the lowest proposal for **sewer repair on Market Street at \$1975.00**. This cost does not include street restoration. Langer stated he will get prices on repairing the street from Tri County when they are here on July 9th to do Teddy St. Van Den Eng moved, second Klahn, carried to approve **hiring R&K** at the above price. Langer reported almost 50% of the infrastructure in the Village is 60 years old. Generally the water and sewer infrastructure is the same age. The committee met to discuss the **2.13 acres owned by Landmark** abutting the WWTP. The recommendation is to make an offer to purchase this lot for \$2,000 an acre + all costs. The Village could use this lot if the wastewater plant ever needs to expand or the Village builds other municipal offices in this area. If owned by the Village, destiny of that parcel would be controlled. Klahn moved, second Van Den Eng, carried to offer Landmark \$2,000 per acre in addition to paying all closing costs and fees. Trustee Hawkey voted Nay. A formal letter will be sent with this offer. Langer requested to seek prices for **installing sidewalk ramps at intersections on Bowman St**. Cost could range up to \$3700. Dependent on the cost, the project may have to wait until the 2013 budget. Langer will get three quotes for intersections as labeled C-D and E-F which would be paid by the Village. As yearly calibrations are required, B&M Technical Services reports that our **DR2 Spectrophotometer (testing for fluoride & phosphates) and chlorine tester are out of calibration** and unable to be repaired as the equipment is 30-40 years old and obsolete. There are no parts available and they recommend we do not waste any money on repairs. The calibration cannot be done to meet DNR specs. Klahn moved, second McCallum, carried to get pricing to replace this equipment which could cost as much as \$5400. Green County Highway will be here on Wednesday to start **crack sealing streets**. Notices will be posted on doors asking for all vehicles to be moved from the streets. June 18-21 Langer will be attending a **forestry conference at Green Lake**. **Emergency Management Damage assessment training** is next week. The independent report is back on **water meter testing for Kounty Korner**s with the meter found to be accurate.

At 7:51 pm, Attorney Michael Christopher arrived. Trustee Klahn left the building. Frandy moved, second Van Den Eng to **convene to closed session pursuant to WIS Stats. 19.85 (1)(g) conferring with legal counsel for the governmental body regarding zoning violations in residential districts**. The Board will reconvene to open session at approximately 8:20 p.m. The motion was unanimously carried by voice vote. At 8:40 p.m., Frandy moved, second McCallum to reconvene to open session, with motion unanimously carried by voice vote. Trustee Klahn was called to return to the meeting. Attorney Christopher left at 8:44 p.m. Trustee Klahn returned to the meeting at 8:46 p.m.

McCallum moved, second Van Den Eng, carried to move forward in sending notices to two property owners regarding **zoning violations with growing crops in residential districts** and direct Public Works Director, Mark Langer, to carry out the **public nuisance violation on property owned by Eric Grover (7 parcels)** implementing abatement per Chapter 22.06 and 22.07. Trustee Klahn abstained.

Committee Reports: Planning and Zoning will be conducting a public hearing on the revised Comprehensive Plan on 6-25-12 at 6:30 p.m. at the Community Bldg. **Ordinance committee** will be meeting on the 4th Thursday of each month at 7:30 p.m. following the Safety Committee meeting at 6 p.m. **EDC-wayfarer signs** will be given final approval this week. There is nothing new on lighting to report.

Recreation: Hawkey moved, second Van Den Eng, carried to approve **summer recreation hiring** as follows: Claire Cantwell, coordinator/director at \$12 ph for up to 30 hrs a week/7 weeks; Gabrielle Proto, recreation assistant at \$10.25 ph up to 16 hrs a week/6 weeks; Jack Hagstrom recreation assistant at \$10.25 ph up to 16 hrs a week/6 weeks. Van Den Eng moved, second Hawkey, carried to approve an **amplification permit for July 4th** in Legion Park. Van Den Eng moved, second Hawkey, carried to approve an **extension of park hours for July 4th** in Legion Park. Frandy reported this year's

fireworks show will be the best ever with a new pyrotechnical vendor, Dan Dean. A staging plan meeting will be held very soon. **Recreation Fun Run** held last Saturday made approximately \$500 and will help pay for the fireworks. More donations are needed as no tax dollars are budgeted for this show. **Emergency Management's** Damage Assessment class will be held next week in several locations. **Personnel**-No report. **Finance** reviewed the **sewer connection fees, sewer user fees**, and other revenues of the sewer utility with no recommendation for an increase at this time. The fee structure will continue to be monitored in particular for revenue as it relates to debt coverage ratio. **Recycling**- No meeting. **Website**-Frandy moved, second Hawkey, carried to accept the resignation of Steve Wagner from the committee and approve the appointment of Brit Springer. **Bluegrass**- No Meeting.

New Business: Walsten announced the good news that the Village has successfully survived the first round of cuts from the **CDBG grant application for economic assistance funds for infrastructure for a business park**. The full application (2nd round) would be due the end of July. The application will ask for \$261,000 of CDBG funds. Walsten presented a contract from **Vierbicher who would provide economic development services** two days a month for six months with an economic development strategic plan provided the Village at the end of the six months. The services would be provided by Errin Welty. EDC made the recommendation for approval of this contract with Vierbicher. The cost would be \$9200 with funds taken from the Planner account which has \$9070 including carryover funds from 2011 in the amount of \$4270. Frandy moved, second Van Den Eng, carried to approve this contract for Vierbicher's professional services.

Letter from **Louis Fahey requesting to be exempted from refuse/recycling charges** because he does not use these services was denied per motion by Hawkey, second Lust, carried. Contract with Pellitteri is for so many households and is in effect until 2015. It would be difficult to keep track of those that want the service and those that do not want the service. Van Den Eng moved, second Klahn, carried to approve President Walsten attending the **League of WI Municipality's Board of Director's meeting in Bayfield July 11-13th**. McCallum asked for future agendas from these meetings to view the topics. Walsten reported discussion is had on bills coming forward from the Legislature that affect municipalities (cities and Villages) and deciding what position the League will take on pending legislation. LOM agendas may not arrive in time before the next Board meeting. **Annual license renewals:** Van Den eng moved, second Klahn, carried to approve the following annual license renewals: COMBINATION CLASS B: FERMENTED MALT BEVERAGE & INTOXICATING LIQUORS: Stanley R. Slater, dba Kounty Korner, 108 Hotel Street; Arlene Elmer, dba Anchor Club, 112 Hotel Street; COMBINATION CLASS A: FERMENTED MALT BEVERAGE & INTOXICATING LIQUORS: Brooklyn Mini Mart, LLC, Nissin Rodriguez, agent, 355 N Rutland Ave ; CLASS B BEER AND CLASS C WINE: Scout Enterprise, LLC, dba: Country Place Café, agent Scott Zeitler, 233 Douglas Dr; OPERATOR LICENSE RENEWALS: Cheyenne Jones, Linda Dybala, Aimee LaDell-Sharp, Daniel Rodriguez, Gerald Elmer, Cyndi Jazdzewski, Terri Johnson; NON-INTOXICATING BEVERAGE LICENSE (soda) Country Place Café, Kounty Korner, Anchor Club, The Market Place, Brooklyn Mini Mart; CIGARETTE LICENSE: Anchor Club, Brooklyn Mini Mart, COIN OPERATED MACHINE LICENSE: Brooklyn Mini Mart -6, The Market Place -1, Kounty Korner -8, Anchor Club -8. Trustee McCallum abstained.

Unfinished Business: **Clerk's Office moving expense** so far is \$2991 with \$760 prepaid in 2011. Location of board meetings will be discussed at the next meeting. Walsten stated an **Open House** could be held later this summer or early fall inviting the residents to see the new Village Hall, and giving the Departments an opportunity to showcase what new changes are going on in all departments. This will be on the July agenda. **Ordinance for residential chicken keeping** will not go back to the Ordinance committee as changes prompted by the public informational hearing and Board discussion were edited into the ordinance. The one time building permit inspection fee and the annual permit fee of \$10 will be kept in the ordinance. There will not be another hearing with the ordinance placed on the July agenda for approval. **Municipal court**-Walsten stated the ad hoc meeting has not been held with Belleville officials.

The final draft of the **Hwy 14/92 flooding remediation intergovernmental agreement with DOT and the Town of Rutland** was again presented. Van Den eng moved, Klahn, carried to approve correcting several typos. Town of Rutland and DOT have already approved the contract.

Hawkey moved, second Frandy carried to approve the **consent agenda** as follows: Approve payment of June 2012 invoices as listed; Appointment of Nila Natzke to 2012-2013 Election Board.

Safety Committee: Chief Barger reported the Judge's computer hook up after the move is now complete as is the newly secured evidence and property room. The department assisted with the Fun Run last Saturday and offered some suggestions for next year. The new speed board is up and running. A grant has been submitted for \$3300 with the WI OJA for evidence room equipment, construction, and security camera. Policy # 205 Body Armor was presented. Hawkey moved, second Frandy, carried to approve this policy clarifying that full time officers and the Chief will be provided body armor by the department.

Van Den Eng moved, second Klahn, carried to adjourn at 9:44 p.m.

Carol A Strause, MMC, WCMC, CMTW