

VILLAGE OF BROOKLYN

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, Sue McCallum. Absent were Trustees Klahn and Hawkey. Others present were Clerk Strause, Chief Barger, Public Works Director Langer, and Ashley and Zach Leavy.

All stood for the Pledge of Allegiance.

Public Comments: Ashley and Zach Leavy 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

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 16th. 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 5th. **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 was no additional business from the Clerk's Office moving to the Union

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 and felt the meeting room was too small to accommodate a large group. 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