

# Village of Brooklyn

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## Special Village Board Minutes August 20<sup>th</sup> 2012

The Special Village Board meeting was called to order by President Walsten on August 20, 2012 at 6:36 p.m. at the former Clerk's Office. Trustees Van Den Eng, Lust, Hawkey, Frandy and Klahn were present. Trustee McCallum was absent. Others present were Josh Straka, Michael Christopher, Heather Kirkpatrick, and Public Works Director Mark Langer.

Frandy moved, Klahn seconded to appoint Trustee Van Den Eng as the recorder. Motion carried unanimously.

A Preliminary Site Plan for Lot 29 of the Brookhaven Estates, The First Addition was reviewed. The plan was modified from its original version and now includes two single family units with detached garages, each on half the lot, for Habitat for Humanity. The revised plan has been recommended for approval by the Planning and Zoning Commission. Hawkey moved, Klahn seconded to approve Site Plan/CSM for Habitat for Humanity. No vote was taken as the Board then discussed whether the detached garages on each half are far enough away from the center boundary, currently planned to be 6'. Klahn removed his second and Hawkey amended her motion with Klahn seconding to approve Site Plan/CSM for Habitat for Humanity as presented as long as the 6' side yard setback conforms to current Ordinances. Motion carried unanimously.

President Walsten spoke about the custom in other communities to help offset some of the costs associated with building a Habitat for Humanity home such as inspection or sewer connection fees. Hawkey moved, Klahn seconded to waive the sewer connection fee of \$3,215 for the Habitat for Humanity homes. Motion carried unanimously.

President Walsten stated the need to approve an official name for the business park development so that it is referred to as the same on all applications that the Village is undertaking such as the CARPC and TID applications. After discussing several possibilities, Frandy moved, Klahn seconded to name it the "Brooklyn Business Complex". Motion carried with Lust voting nay.

The Board reviewed aerial photos of the land that the new Brooklyn Business Complex will be located on. Walsten stated that the Board needs to decide the boundaries of the 10 acres that it intends to make an offer to purchase on after an appraisal can be completed. Klahn moved, Van Den Eng seconded to

approve the 10 acre parcel that includes the buildings that abut the West boundary of George's Pond (as seen on exhibit A). Motion carried unanimously.

The Board reviewed other aerial photos of the land for the new Brooklyn Business Complex and debated what acreage, of the 100 acre parcel, should be included for the purposes of the Capital Area Regional Planning Commission (CARPC) application for an Urban Service Amendment, TID application and annexation proposal. The advantages of including more acres right away in each of these was weighed against the complications and potential hang-ups that could delay the project. Van Den Eng moved, Klahn seconded to include the 50 acres delineated and labeled as Phase 1 and Phase 2 on exhibit B for the CARPC application. Motion carried unanimously.

Walsten walked everyone through the timeline to get the TID approved and asked what area should be included. Van Den Eng moved, Klahn seconded to include the 50 acres delineated and labeled as Phase 1 and Phase 2 on exhibit B for the TID application. Motion carried unanimously.

The amount of land to seek for annexation was debated. Attorney Michael Christopher walked the Board through the process and the timeline. Walsten made note of the importance of working together in a positive fashion with the Town of Rutland which the land is currently part of. Everyone agreed that it would be best to work cooperatively. Frandy moved, Van Den Eng seconded to proceed with annexation of the 50 acres delineated and labeled as Phase 1 and Phase 2 on exhibit B. Motion carried unanimously.

The Board revisited the appraisal process. Frandy moved, Van Den Eng seconded to approve hiring D.L. Evans Company, Inc. to appraise as one parcel the 50 acres delineated and labeled as Phase 1 and Phase 2 on exhibit B for an amount not to exceed \$4,500. Motion carried with Hawkey voting nay.

A Technical Services Agreement with Strand Associates relating to engineering services regarding the CARPC and Community Development Block Grant (CDBG) application support was reviewed. The work is needed to complete the requirements of the CDBG and funding was approved at the August 13<sup>th</sup> Board meeting. Van Den Eng moved, Frandy seconded to approve Task Order #12-02 with Strand Associates totaling \$29,500. Motion carried with Hawkey voting nay.

A Professional Services Agreement with Vierbicher relating to services regarding the CARPC application support was reviewed. The work is needed to complete the requirements of the CDBG and funding was approved at the August 13<sup>th</sup> Board meeting. Van Den Eng moved, Klahn seconded to approve project # 12117760 task 4 with Vierbicher totaling \$5,000. Motion carried with Hawkey voting nay.

A Professional Services Agreement with Vierbicher relating to services regarding the TID #2 creation was reviewed. The work is needed to complete the requirements of the CDBG and funding was approved at the August 13<sup>th</sup> Board meeting. Van Den Eng moved, Frandy seconded to approve project # 12117760 task 3 with Vierbicher totaling \$11,500 with edits to typos. Motion carried with Hawkey voting nay.

Frandy moved, second Klahn to adjourn at 8:33 p.m. Motion carried unanimously.