

BROOKLYN VILLAGE BOARD MEETING MINUTES

JUNE 9, 2014

The Village Board meeting was called to order on June 9, 2014, at 6:33 p.m. by President Walsten with Trustees McCallum, Leavy, Hawkey, Frandy present. Trustees McNaughton and Klahn were absent. Others present were Clerk Strause, Public Works Director Langer, Chief Barger, Officer Wade Engelhart, Britt Springer, and members of the Veterans of Foreign Wars Post #10272-Aaron Ingham, Cal Gilbertson, Bill Zart. All stood for the Pledge of Allegiance.

Public comments-President Walsten stated she had one phone call from a resident upset because construction at the new Dollar General store started at 6 a.m. Upon contact with the onsite construction manager, he stated they are allowed to start work at 6 a.m. if inside the building which he indicated was the case.

Presentation of “**Police Officer of the Year Award**” - Commander Aaron Ingham, Commander of Veterans of Foreign Wars Post #10272, read a background bio of **Officer Wade Engelhart**, who was selected/recommended by Chief Barger for “Police Officer of the Year Award” honored by the Veterans of Foreign Wars Post #10272.

Trustee Frandy moved, second Hawkey, carried to approve the minutes of 5-12-14.

President Walsten presented the 2013 annual accomplishment report which can be discussed next month after being read. Maps of the Hwy 14 proposed reconstruction from Hwy 92 north to Hwy 138 were reviewed, project of which is planned for 2017 or 2018. A webinar on cloud technology trends is scheduled for June 17 at 2 p.m. for anyone who wishes to log in. Dane County Executive Parisi has issued a letter on the DaneCom initiative to ask DaneCom to reimburse Dane County for maintenance fees paid for a system that is not up and running. Parisi feels the money should be returned to municipalities that have been paying these costs.

Clerk Strause presented the April financials with revenue of \$104,929.76, expenses \$213,230.52 for a total end of month balance of \$1,608,399.79 for all funds. The League of Wisconsin Municipalities issued a 2013 insurance dividend check in the amount of \$2433 based on member premiums earned and experience modification rates. This is a 9.2% of our total 2013 premium cost. Strause also reported there is a new round of funding for CDBG funds for home rehabilitation and first-time homebuyers in Green County. Both programs are income eligible. Anyone interested in the program should contact the Clerk.

Public Works Committee did not meet for lack of a quorum. Trustee Hawkey stated members should contact the committee chair or employee if they are unable to attend so that others are aware there will be no meeting for lack of quorum. Director Langer requested the **redesignation of the Tree Board for this year’s Tree City Growth application**. Trustee Hawkey moved, second Frandy, carried to redesignate the Public Works Committee as the Village’s Tree Board. **Legion Park tractor pull electrical service** was discussed. The Fire Dept installed this electrical meter and paid all costs on it to be used during their

Labor Day weekend tractor pull. With the Fire Dept no longer organizing Labor Day weekend, they had the service disconnected. As the electrical was needed last weekend and will be needed again for Dairy Days, the meter needed to be reconnected. Alliant reconnected for no fee. The monthly cost is estimated at \$8-9, more when used for an event. Trustee Hawkey moved, second Frandy, to include the monthly fee in the Village's park expenses and if it becomes too much, have the entity using the electrical pay for it. Frandy moved, second McCallum, carried to amend the motion to state a private organization will be charged for the usage. Voting on the amendment and the original motion was carried. Langer presented a "**Street Sign Retro Reflectivity Standards Plan**" to comply with WI DOT standards. Hawkey moved, second Leavy, carried to approve the policy. As local Scout leaders have been in contact with Langer, possible **Boy Scout or Eagle Scout projects** were discussed. Langer suggested planting trees in the Business Complex berm, sprucing up the front of the Community Bldg, cleaning up the nature area in back of Mt Hope Cemetery, i.e., take dead brush out, take out invasive species, add more chips, possible benches. Trustee McCallum stated the Board has never voted on doing the nature area and maybe retention pond seeding and clean up could be a project. Trustee Leavy stated because of the serious invasive plants in the retention pond area, it would require chemicals to control which would then get into the water. Frandy moved, second Leavy, carried to have Langer stay in contact with the Scouts and have them put a project together for review by the Board. **Utility/PW reports**-Well #2 generator project not complete yet; Deputy Clerk Brewer is working with PW on meter route changes to save time during the monthly reading process; Spilde attended a phosphorus removal process demo on May 12th; annual lift station inspections are done; Tree City signs and street flags are up; pavilion at Legion Park is done; there were three burials in May; Langer asked if the Tree City sign locations are OK with it being recommended to have the east side sign moved to a separate post for greater visibility. Langer also stated with Dairy Days coming soon, the Public Works Dept will do whatever needs to be done to get ready.

Safety Committee-Chief Barger reported the **squad computer**, which was moved from the old squad, has been updated with Windows 7 and more memory but can't handle the new technology with frequent shut downs and loss of connection to systems. The new computer for Secretary Hardy is functioning well. Hardy's old computer is being used as somewhat of a server for the system. Students from UW Madison will be **conducting a traffic study on STH 92** on the east side of the Village with a focus on speed and the use of elongated signage added to the pavement. Barger was not sure how long this will take. DOT recommended this location because of the past Village request to lower speed limit which was denied. Officer Josh Cornell has been hired by NCIS. Officer Randy Burns has been hired full time in Belleville. Officer Neubert, who is full time in Oregon, cannot continue to work part-time here until she gets approval from their Oregon Village Board after a recent change in their policy. Barger stated he is in **need of two officers** in the near future. DaneCom is still not fully implemented. Barger and Officer Engelhart attended a June 4th meeting at the Dane County District Attorney's Office regarding the submission of reports. **Probation/Parole Search Policy #231** was presented for approval. McCallum moved, second Hawkey, carried to approve. **2013 Annual report** has been completed and presented. Barger reported he has a request from **two bicyclists (brothers) to camp overnight in Legion Park on July 10th**. There would be no campfire. Safety committee recommended approval. Frandy moved, second Hawkey, carried to approve. McCallum moved, second Frandy, carried to approve the

Safety **Committee minutes of March 4, 2014.** There are no changes from last year on the **June 14th Fun Run/walk** route as approved by the Safety Committee. The run/walk, sponsored by the Recreation Committee, will take a little over an hour and will begin and end in Legion Park. Leavy moved, second Frandy, carried to approve the route.

Trustee McCallum gave an itinerary of **Dairy Day events being held June 20-22.** A Friday night street dance on Hotel St. and introduction of queen candidates will kick off the weekend. Hotel St. will be closed between N Rutland and St Hwy 92. A car show will be held on Saturday from 10 a.m. to 2 p.m. on Hotel St. The west end of the street will be kept open until 11 a.m. for Union Bank & Trust traffic. Moo Tails begin at 6:30 pm at the Community Bldg with the Queen's banquet to follow at 7:30 p.m. The banquet is catered and costs \$12 each. Sunday the Fire/EMS will have a pancake breakfast and open house with fire engine rides from 7-11 a.m. The parade will begin at 11:30 a.m. at the corner of Kerch/Hotel St. Reviewing stand will be on Hotel St with the parade to end at Legion Park for the Queen/Princess crowning program. There will be an antique tractor pull at noon at Legion Park and American Legion hot dog & brat stand along with the Ag Chest's ice cream trailer. There will be a kiddie tractor pull at 3 pm. All weekend there will be geo caching of historical places, walking tour of historical homes, and Village wide garage sales. Friday and Saturday the Brooklyn Methodist Church will have concessions and bake sale at the Church. The Dairy Day cattle show begins at 9:30 a.m. on Saturday at the Green County Fairgrounds. Dairy Days is hosted by the Brooklyn Chamber of Commerce and the Green County Ag Chest.

Chief Barger requested approval to notify **New World/LERMS user group of the intent of the Brooklyn Police Dept to leave the consortium as of Jan 1, 2015** with a six month notification period required. Barger stated he wants to switch to a records management system that will do a better job for the department at a lower cost. CORE Technology proposal was submitted guaranteeing a fee over ten years of \$30,000. The current New World annual fee is \$3131.69. Core Technology offers 24/7 IT support, interfaces with the State's TRAC system, and will streamline operations. Cross Plains Police Department has already left the consortium. Barger stated other departments are also looking to switch to CORE with Blue Mounds, Mt. Horeb, and Belleville talking about pulling out of the consortium. Walsten stated the Finance Committee was concerned about the exit clause which states there is a \$13,500 fee for termination if not happy after one year. Barger stated if we miss the July 1st deadline, we are all done with switching to a new system in 2015. President Walsten reported she contacted Brian Redmond, IT, from McFarland PD who was not familiar with the six month notification and was not notified until Dec last year about Cross Plains leaving the consortium. Barger stated he was notified last June with the notices going to all Police Chiefs in Dane County in the consortium. There is no termination fee to leave New World. Walsten requested this be put on the July agenda to give more time to research with many questions yet to be answered. Trustee Hawkey stated Chief Barger is not requesting to leave New World but to give notice to the consortium that we may or may not leave. No contract with CORE Technology would be signed until discussed at budget time. Walsten questioned if CORE contract is not approved and we have notified the Village is leaving New World/LERMS, are we without RMS provider. Barger said the Village can notify it wishes to remain in the system. Barger stated there are no other options other than CORE at this time with twenty-one other agencies in WI

using CORE Technology but only Cross Plains in Dane County. McCallum called the question and moved to approve Barger notifying New World of the intent to leave the group by Jan 1, 2015. Hawkey seconded the motion. Walsten requested more time to research. Voting as follows: AYE: Hawkey, McCallum. NAY: Walsten, Frandy. Trustee Leavy abstained. Motion died. McCallum stated this issue has been in the minutes for several months and not just the last five days. Hawkey asked if there is something else Barger can do. Walsten stated she needs more time to consider the issue.

New Business-Trustee McCallum submitted a packet to the Board **requesting reimbursement of her attorney fees in the amount of \$2260 regarding an unverified removal complaint filed by a citizen on March 24, 2014.** President Walsten requested this subject be addressed at the July meeting when there is a full Board present. Frandy moved, second Leavy, carried to postpone until July 14th. Hawkey voted NAY and McCallum abstained.

Unfinished Business-Capital Improvement Plan-Two surveys are yet to be received. Clerk will put in spreadsheet form and Finance Committee will review before the July Board meeting. **Recodification**-Walsten stated there is nothing to add. Hawkey asked if all ordinances could be moved to Municipal Code so that the ordinances could be put on the website and available to the public as there is only one book current in the Clerk's Office. Walsten stated the recodification is discussed by the Committee of the Whole which is called to order by the President. **Municipal Court**-no info has been received from Belleville. **Community Building Policy Review Committee** has met and will finalize and update at the June 18th meeting, then will be brought back to the Board at the July 14th meeting. **Computer/IT upgrade planning** continues. A proposal from Custom Computer Systems, ICC, Madison, has offered a cost for Police Dept upgrades. This is the only written quote to date. Barger stated he needs his IT person to review the quote and felt the cost to be out of line. Hawkey suggested getting three quotes and take the issue to Finance. Langer reported the SCADA upgrade will be in 2015. Clerk's office needs either a laptop or desktop. Two other laptops are needed at PW. Walsten stated the purpose of getting a quote for all of the systems was to see if this effort may save dollars. Other quotes will be requested.

Consent Agenda-McCallum requested item #1 be removed from the consent agenda. Frandy moved, second Leavy, carried to approve items 2 thru 5 of the consent agenda removing item #1: Annual 2014-2015 Licenses as follows: COMBINATION "CLASS B": FERMENTED MALT BEVERAGE & INTOXICATING LIQUORS: Renewal- Arlene Elmer, dba Anchor Club, 112 Hotel Street, COMBINATION "CLASS B" RESERVE: FERMENTED MALT BEVERAGE & INTOXICATING LIQUORS: Renewal-Scout Enterprise, LLC, dba Country Place Café, Scott Zeitler, Agent, 233 Douglas Drive, COMBINATION "CLASS A": FERMENTED MALT BEVERAGE & INTOXICATING LIQUORS: Renewal- Brooklyn Mini Mart, LLC, Nissin Rodriguez, Agent, 355 N. Rutland Ave; OPERATOR LICENSE RENEWALS: Cynthia Jazdzewski, Gerald Elmer, Linda Dybala, Dani Maher, Tina Ast, Terri Johnson, Catrina DuBois, Tracey Sanner, Julie Bruner; NON-INTOXICATING BEVERAGE LICENSE (soda): Country Place Café, Anchor Club, Brooklyn Mini Mart, Dollar General; CIGARETTE LICENSE-Anchor Club, Brooklyn Mini Mart, Dollar General; COIN OPERATED MACHINE LICENSE-Brooklyn Mini Mart – 5, Anchor Club – 9; Approve Temporary Class "B"/"Class B" permit for Brooklyn Sno-Hornets in Legion Park June 22-23, 2014 for Green County Dairy Days festivities, Temporary Operator Licenses for above: Harlan Heller, Dale Arndt, Tyler Arndt, Randall Stone, Jeffrey Stone; Approve Amplification Permit for Chamber of Commerce June 20-22, to include Street Dance on

Hotel St. from 6-9pm on Friday, June 20, Car show in downtown Brooklyn on Saturday, June 21, and Tractor pull and Queen's Crowning in Legion Park on Sunday, June 22; request by Arlene Elmer –Anchor Club, to have a beer garden on Hotel St during Street Dance on Friday, June 20th.

Consent Agenda #1-McCallum asked what month the Dewitt Ross bill covers dealing with the removal petitions for Walsten and McCallum. Clerk Strause stated the charges are for April. McCallum stated the Board did not approve having our attorney review and draft an opinion on the Jessica Hawkey petition in memo form and charge \$1600; what the Board did approve was his attending the April meeting and requested a memo on the reason the process for handling these petitions had changed. This opinion was not received. McCallum questioned if approval came through Finance because it did not get approved by the Board continuing that the \$1600 was not authorized and the President cannot authorize. Walsten disagreed and stated there is a policy for contacting the attorney. She stated the discussion about the attorney fees in general should be on July agenda. McCallum moved, second Hawkey, carried to hold the \$1600 payment from the bill to be discussed next month.

Committee Reports-Planning and Zoning-continues its review to possibly change current "industrial district" zoning to something more appropriate for current use in that district with most property owners in agreement. Language needs to be drafted for this change. **Ordinance**-will be meeting tomorrow night. **FIRE-EMS**- no report. **EDC**-will meet Thurs night. May 14th Open House had only a few people in attendance. **Recreation**-Frandy moved, second Zach, carried to hire Sophia Neilson, summer recreation assistant at \$10.25 per hr for up to 16 hrs a week, and Lauren Godspeed, coordinator at \$11.25 per hr up to 30 hours a week pending reference and background checks. Clerk will get donation info to Britt for the July 4th and Fun Run banners. Frandy stated the park layout for July 4th will soon be ready for review. Frandy has left messages with the Oregon Explorers to help with parking for the July 4th event but there has been no reply. Barger will try to make contact. **Emergency Management**-Spilde is updating binders and is asking for all binders to be returned to him. Trustees are reminded that online NIMS training is required in order to seek Federal funding after a disaster. **Personnel**-Walsten moved, second Frandy, carried to approve the committee minutes of 4-14-14 minutes. Finance-Recycling-Website-No reports.

At 8:37 p.m., Walsten moved, second Hawkey, unanimously carried on voice vote to convene to closed session Pursuant to WI Stats. 19.85 (1)(b) to discuss police personnel issue.. Trustee Hawkey moved, second McCallum to reconvene to open session. Trustee McCallum moved, second Leavy, carried to adjourn at 8:55 p.m..

Carol A Strause, Clerk-Treas
MMC, WCMC, CMTW