

BROOKLYN VILLAGE NEWS

October 17, 2013

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Village Board - Nadine Walsten, President
Economic Develop. – Heather Kirkpatrick, Chair
Finance – John McNaughton, Chair
Ordinance – John McNaughton, Chair

Personnel – Nadine Walsten, Chair
Planning/Zoning – Nadine Walsten, Chair
Public Works – Todd Klahn, Chair
Recreation – Stacey Hardy, Chair
Safety – Steve Lust, Chair

OPEN HOUSE!

For Brooklyn & Oregon Area Businesses

Thursday, October 24 6:30pm

(6:30 PM Networking, 7:00 PM Speaker)

SPEAKER: Michael Fazlo

**"THE AFFORDABLE CARE ACT:
Opportunities for Small Companies,
Employees and the Uninsured"**

WHERE: Community Building, (Lower Level) 102 N. Rutland, Brooklyn, WI 53521

Sponsored by: Brooklyn Economic Development Committee

**BROOKLYN VILLAGE BOARD MEETING MINUTES
OCTOBER 14, 2013**

The Village Board meeting was called to order by President Walsten on October 14, 2013 at 6:30 p.m. Trustees Lust, Frandy, McNaughton, Clark-Hansen, McCallum were present. Trustee Klahn was absent. Others present were Clerk Strause, PW Director Langer, Chief Barger, Heather Kirkpatrick, Brittany Springer, Joe Parisi, Josh Wescott. The Pledge of Allegiance was recited by all.

Joe Parisi, Dane County Executive, introduced himself and his Chief of Staff, Josh Wescott. Parisi stated he presented the County budget to the County Board a few weeks ago for review with the budget to be done in early November. Twenty sirens in the county will be replaced next year. He encouraged the Board to contact his office with questions as many County resources are already available and his staff can help connect the Village to these resources. Jerry Bollig, Dane county supervisor for our district is handling the Anderson County Park and he encouraged contacting him to meet with the Board about this new County Park for this area. The Dept of Economic Development and Workforce Development was created six months ago to assist communities and businesses to take a proactive approach to economic development. The phosphorous issue was brought up by PWks Director Langer and Parisi referred him to County staff which specialize in Adaptive Management techniques which creates barriers that prevent phosphorous from entering Allen Creek. President Walsten asked if there would be funds for the Village to connect to the bike path being planned between Oregon and Madison. Parisi stated there is 50% funding available through a grant application process for like projects. With Lycon moving to Oregon, the railroad is being activated between Oregon and Madison. It is hoped that rail cars will not be stored between Oregon and Brooklyn creating an eyesore. Parisi encouraged Village officials to contact his office for any assistance or contact information.

No public comments were received. A resident contacted President Walsten regarding youth in the park after school and on weekends being disruptive to other youth making it difficult for other youth to enjoy the park. Others have encountered this same situation and the issue needs to be addressed. Skate Board park equipment is being moved around raising questions of safety. The email was passed to Police Chief Barger and Mark Langer, Public Works Director.

Lust moved, second Frandy, carried to approve the Village Board minutes of 9-9-13. Trustees McCallum and Clark-Hansen abstained.

President Walsten reported on attending the Oregon Chamber of Commerce meeting on 9-19 at Deer Park Monastery, Oregon; on 9-25 attended the Dane County Cities and Villages meeting; spoke to two 4th grade classes at Brooklyn Elementary on local government on 9-20; and also attended on 9-30 a Madison Regional Economic Partnership meeting. There will be an EDC open house on Oct 24th at 6:30 pm at the Community Building. Seventy-five invitations have been sent. An SBA speaker will be speaking on the Affordable Health Care Act and small business.

Clerk Strause gave the August financial report with expenses of \$140,158, revenue of \$234,660, and end of month balance of \$1,277,007. Strause reported the **2014 Village revaluation** has begun. All property owners will be receiving a letter about the process and the 2009 WIS Act 68 "Trespassing and Revaluation Notice".

PUBLIC WORKS REPORT: PW Director Langer reported attending a **MSLIT** (road) program meeting last week at the Green County Hwy Dept. The Village has received funds from this program the last two years that were used on Teddy St and Holt Rd. No funds will be allocated to Brooklyn the next two years having applied for Hotel St. An update on the **Business Complex** reported the sewer main is all in the street with no laterals installed yet. Water main installation was started today and is almost to the property line. Completion of the water main will be this week. A change order has been issued for a sewer manhole. Detention ponds are done and seeded. The contractor is working on a compaction issue on the west side of the complex. They are planning to rework portions of it to meet 95% compaction average for the property. Per the Public Works Committee meeting in September recommending the Board rescind their motion to purchase a back-up generator for the Community Building because of budget allocations, Trustee Clark-Hansen moved, second Frandy, carried to rescind the previous Board motion in September to purchase a **back-up generator for the Community Building** and add \$1500 to the cost of a portable generator. The Community Bldg will need to be supplied by a portable generator shared with lift stations and wells during an emergency. The **leaking roof at the Community Bldg**. has been repaired by a local contractor. The damage done in the Police Dept from the leak is being paid by the insurance company. More insulation is needed and Langer reported he is getting a quote to spend up to an additional \$1000 for insulation. **New heaters and new exhaust fans for the Community Bldg bathrooms** are ready to be installed; however, the cost to remove and replace the glass block windows will cost \$1500. Trustee Frandy moved, second McNaughton, carried to disregard window closure-tile replacement and go with just heaters and new exhaust fans. The **chemical feed building heater at the WWTP**

went bad twice last winter because of roof failure. A new roof would cost \$5500 +shipping+installation. Crane Eng. got price down to \$4-5,000. Warranty on the roof had just expired. A new heater was put in and a rubber roof installed for a total cost of \$1800. **Fall dumpster days** collected 3.72 tons of metal and 16.55 tons of refuse from 212 vehicles. Six vehicles were turned away as they were not residents. Last year 1.71 tons of metal and 8.71 tons of refuse was collected. Noted report items: Spilde has been working with Strand on **DNR's Phosphorus planning requirements** per the new permit. DNR has approved Allen Creek's Phosphorus sampling plan initiated by the Village. Additional DNR requirements are coming on Capacity, Management, Operation and Maintenance (CMOM). Langer said this will add to WWTP work load and budgets. Sprint is upgrading their system on the water tower. Money is being placed in reserve to wash and paint the water tower in a few years. Generators at Wis. Surplus are not getting very high bids yet.

SAFETY REPORT – Chief Barger stated Halloween **Trick or Treat** will be on Oct 31st from 4-7:30. Barger announced DOT has awarded a **\$4,000 traffic grant** that may be used for a larger speed board or possibly used to replace the current data terminal in the new squad with 25% Village cost. Barger reported working on agreements with Dane County putting together a **CAPMAR Plan** (Capital Area Mutual Aid Response). This plan is centered around an emergency “when a shooter is in the Village” and it is essential to get trained staff here quickly for containment of a situation. Agreements may be ready by December.

FIRE/EMS-Village's representative, Roland Arndt, presented fire and EMS budgets. The Fire Dept budget is increased 2.43% at \$79,151 with department reserve funds (\$22,900) used to keep the budget lower. Reorganization of both Fire and EMS departments has created some challenges for volunteers that spend many hours for training and responding when called. Meager salaries for the fire chief, firemen, and regular vehicle repair costs were not included in past budgets. Firemen only receive minimum wage when called out. No one receives on call pay. EMS budget is \$26,673 which is an 11.23% increase. The EMS budget is based on population which is increased from \$19 to \$21 per capita. Reserve funds were also used to lower the EMS budget. Salary changes were a part of the EMS budget. Trustee Lust requested to be on the next Fire/EMS agenda in November to gather input in the draft special event policy being created by the Safety Committee.

NEW BUSINESS: Designating the use for the old squad car was discussed. Walsten asked the Board to make a decision as there is confusion about whether the reason to keep the old squad was only for meeting attendance by the PD and other employees and/or to outfit as a second squad. She noted that there was no discussion or decision found in the minutes and because of the costs, it is important for the Board to ask if the Village of this size needs two squads. Currently public works employees use the car to go to meetings. Chief Barger gave his justification for keeping the vehicle and gradually work to outfit it for a backup squad. If the new squad is down for repairs/maintenance, a back-up squad can be used. If the new squad crashed, it could be weeks before the squad is repaired. Walsten questioned the likelihood of needing a backup squad for the reasons stated as a new squad should not be out of service for extensive repairs; she reported the number of patrolling hours is less than in the past making the need for a second squad doubtful and questioned the justification for spending over \$10,000 to outfit a squad that was deemed unfit because of age and frequent repairs a year ago. When other employees use the old squad, it is not available for coverage in the community. Barger feels the most critical piece to be installed is a mobile data terminal at \$5800. The car would be completely unmarked. Barger is working on grant dollars to purchase a mobile data terminal which would then cost the Village \$1275. Trustee McCallum stated she understood the squad car replacement fund is on a seven year plan with long range planning to use this old squad for all departments and as a second squad back up. This will be further discussed as 2014 budget work continues. **Judge Sandra Glasier resigned** effective 9-23-2013. The District 5 Circuit Court Administrator will be providing us with substitute judges until the joint court agreement with the Village of Belleville is finalized. **Pay request #1 to Krause Excavating, Inc** for \$87,850.02 for Business Complex infrastructure was approved upon motion by Trustee Frandy, second McNaughton, carried. Frandy moved, second McNaughton, carried to approve the “**Conceptual Meeting Process**” is an informational piece that was inadvertently not approved when Site Plan Review application packet was approved previously. This document is a guide for prospective developers when presenting a plan for development to the Planning Commission. Three proposals were received for a Business Complex loan. Frandy moved, second McNaughton, carried to approve the Finance Committee's recommendation to accept **General Obligation financing from Union Bank & Trust for a 10 year loan at 2.53% for \$550,000**. TID expenses to date were reviewed. The CDBG grant for \$261,000 will be applied to the loan once the CDBG funds are received. This will be a TID #2 loan with the eventual tax increment to pay the principal and interest on the note. A draft land lease for cropping Business Complex land not being used was presented. George

Farms, LLC, indicated they probably would not be able to plant a winter crop yet this year. Frandy moved, second McCallum, carried to postpone discussion until the next meeting.

UNFINISHED BUSINESS- McCallum moved, second Frandy, carried to appoint Edie Grossen as the Methodist Church Rep on the Community Building Policy Review Ad hoc Committee. A draft **municipal court agreement with the Village of Belleville** was presented. Belleville's court does not handle parking citations unless contested. Frandy moved, second McNaughton, carried to clarify item #2 regarding parking citations and send to our attorney for review. Clerk Strause reported the **2012 jail assessments and reports** to the state and both counties is now complete with payments included in this month's bills. Temporary Court Clerk, Michelle Brewer, is now working on 2013 reports. Walsten and McNaughton met last week and organized ordinances that are complete and those that need work yet during the recodification process. **Senior Center intergovernmental meeting** will be held on Oct 22 at 6:45 p.m. in the Town of Oregon with representatives from Town of Oregon, Town of Rutland, Villages of Oregon and Brooklyn. Budget will be approved and is expected to increase by 7%. Some employees have retired and new personnel at the Senior Center need health insurance.

CONSENT AGENDA-Frandy moved, second Clark-Hansen, carried to approve the consent agenda: payment of October 2013 invoices and an **operator license for Sarah Michaelis**.

COMMITTEE REPORTS: Planning and Zoning will meet next Monday night for one hour starting at 5:30 p.m. **Ordinance & Fire/EMS-**reported already. EDC-Britt Springer requested support from the Village to **apply for a GEM grant for e-zine Small Towns Wisconsin marketing plan**. Springer will be writing the grant; however, the Village would be the sponsor as this e-zine will feature Brooklyn and 3 other small towns and will be published four times/year. Springer will feature articles on community economic development, historical information and items which showcase the featured communities. No advertising would be in these articles and it would only be available online. Trustee Clark-Hansen moved, second Frandy, carried to approve the Village sponsoring the GEM grant application. President Walsten reported on a **registry of local businesses** that has been created. Seventy five invitations have been sent for an **open house the Village will be having on Oct 24th at the Community Bldg. with a guest speaker talking about the Affordable Care Act and opportunities for small business**. Amanda Shippee is the winner of **the street naming contest, i.e., "Prosperity Place"**. A letter has been sent acknowledging the winning name. She will be presented with an actual street sign with this name and also a photo that will be taken when the signs are done. **Recreation-**Frandy reported Zumba is going well with room for more attendees. Also the **craft show for Nov 9th** could use more crafters. Local ads are being published again. **Emergency Management** will be updating the website with more info. There were no **recycling or website** committee reports.

Personnel meeting last week looked at the cost of health insurance and COLA which is projected at 2% for 2014. The Committee's recommendation is to offer **employees a 1.5% wage increase and continue to pay all health insurance premiums under the 88% rule**. All employees are continuing with Unity Health Ins in 2014. Frandy moved, second Clark-Hansen to approve the committee's recommendation for wage and fringe for 2014 as stated in Resolution #2013-10. Frandy moved, second McNaughton, carried to approve the Personnel Committee minutes of 6-20-13 due to Trustee Klahn not being at that meeting and former Trustee Van Den Eng no longer on the Board.

Finance: Special Village Board budget meetings will be held on Oct 21 and if needed on Oct 23 next week. Frandy moved, second McCallum, carried to set the date for a **public hearing for the 2014 budgets on Nov 11th at 6:30 pm**. Clerk Strause explained the levy limit formula including debt costs. New this year is any increase in fees has to reduce the levy limit. Full debt levy has not been taken the past three years in order to keep the levy lower. Debt payment schedule with balances was presented for review. Expenditure Restraint will be discussed at the next budget meeting. Frandy moved, second Clark-Hansen, carried to approve the finance minutes of 7-3-13 because of a lack of members present and the loss of Van Den Eng to the Board. Frandy moved, second McCallum, carried to adjourn at 9:40 pm.



BUDGET HEARING

NOVEMBER 11TH-6:30PM-VILLAGE HALL

**WATCH WEBSITE FOR MORE DETAILS-WWW.BROOKLYNWI.GOV
DETAILED BUDGET REPORT CAN BE VIEWED AT THE CLERK'S OFFICE
STARTING OCTOBER 25th.**

President's Letter
October, 2013
Nadine S. Walsten

Congratulations to Brooklyn, your home town!! We did it!! On the morning of September 27, 2013, about 30 people attended the ground breaking ceremony we held to officially name our new business park, the Brooklyn Business Complex. To celebrate the occasion we were honored with the presence of several dignitaries, community businesses, neighbors, and local government officials and staff. Some of those in attendance were: Senator Jon Erpenbach, our State Senator, Janet Paraino, representing Representative Mark Pocan, Washington, DC, Dave Phillips, Economic Development Director for Dane County, Gene Dalhoff, Madison Regional Economic Partnership, an 8 county organization of which we are members, and Chela O'Connor, Dane County Community Development Commission. Local businesses were represented by Dave Fahey, Brooklyn Community Bank, Michele Miller and Jill Uhe, Union Bank & Trust, and several local and area business owners. Our consultants, Errin Welty, Economic Development and Josh Straka, Village Engineer, shared in the pleasure of seeing the park construction actually being under way along with several members of our Planning Commission, Economic Development Committee and Village Board who were able to attend. Refreshments were served and promotional materials were available highlighting the features of the park.

If you have driven by the site on Highway 92, you are probably impressed at the extent of the grading, the change in the landscape and the presence of such large equipment and construction activity. I was taken aback but as I see the retention pond being finished with top soil and seeding mats, I can see that the land will be returned to a well groomed state very soon. (Expected date of construction completion is mid-November.) A berm will be put in place along the west edge to eventually mitigate the sight of the park from the neighbors on South Kerch. Plantings will go in next spring. The development of this park has substantial upfront cost, however, with a TIF district contract in place, all of our eligible expenses will be reimbursed by the increased tax collection from new businesses in the Complex. I don't expect this to happen overnight but we are on a deadline to bring in almost 30 jobs to meet our CDBG funding conditions, and if that goal is met, we should be paying off this initial debt ahead of schedule. This is an investment in Brooklyn's future and I am grateful and proud our leaders have recognized the importance of this step. Yes—there is financial risk but if we avoid another recession, we should benefit from the increasing economic growth in the country and have a chance at a better quality of life, improved home value and a brake on increasing taxes. To do nothing is not an option.

Last night at Village Board, County Executive Parisi attended, and we had a very informative discussion, learning about what County services and resources are available to address issues we have regarding phosphorous removal, the potential for creating a bike trail between Brooklyn and Oregon, future economic development goals to name a few topics. The County is especially pleased to be developing a new County Park on Hwy A, the Anderson Park which will be a great natural resource in this area.

I'm still looking for "friends" for the President Facebook page. Village Presidents and Mayors throughout the state are having dialogues with constituents on Facebook and Twitter. If you are missing the newsletter, our website and Facebook pages are designed to overcome our information gap. Until I get 25 friends, my Facebook page is <https://www.facebook.com/pages/Brooklyn-Village-President/477635552284242>.

I look forward to hearing from you!

Enjoy October—I always thought it was God's apology for November.



SATURDAY
November 9th | 9am-5pm

Local Crafters, Artisans
& Direct Home Businesses
from the local area will be present
Great idea for the Holiday shopping!

We will have a **RAFFLE!**

**Crafters WANTED, extended the deadline www.brooklynrecreation.org | 608-541-8306*

BROOKLYN POLICE DEPT

***** REMINDER *****

Parking regulations: Between the hours of 1am and 7am, Nov. 15-April 15, on-street parking is only allowed on the north side of Sunrise Dr, the west side of N Kerch St north of Douglas Dr, the north side of Marcie Dr west of Pine St, and the north side of Daisy Lane west of Fourth St. On-street parking from 1am-7am during these months on any other street in the Village is prohibited. *(100 Block of Hotel St is 3am-7am)

TRICK-OR-TREATING HOURS

When: Thursday, October 31st
Time: 4:00pm - 7:30pm



The Village of Brooklyn wishes you a very safe and Happy Halloween! For important safety tips, please see the last page of this newsletter.

PUBLIC WORKS DEPT

Leaf pickup will begin as demand requires. Residents are asked to rake leaves into the street gutter with NO twigs or other debris mixed in.

POLICE DEPARTMENT
September Activity Report

Alarms	1
Parking citations	3
Animal	3
Damage property	4
Open records request	3
Assists	20
Traffic incident	24
Traffic citations	27
Traffic warnings	18
Traffic crashes	1
Misc Comp/arrests	3
Domestic/family	1
Financial	1
Total calls:	109



News From Your Senior Center By Rachel Brickner

Are you one of the more than 80% of people over age 65 overpaying for your *Medicare Part D* insurance policy? Recent studies show that less than 20% percent of seniors are enrolled in the most cost effective prescription drug coverage for them. How do you know if your plan is the least expensive one you can enroll in? Between Oct. 15 and Dec. 7 of each year, seniors can explore their options and determine which company's plan is cheapest for their particular combination of prescriptions. Medicare's website allows us to search through all of the available plans and determine which is the most cost effective for you. If you are computer savvy and want to explore it yourself, go to www.medicare.gov. For anyone who needs help with that process, the outreach workers here at the Senior Center are trained to use that website, and can provide you with information on which Part D plans are most cost effective for you.

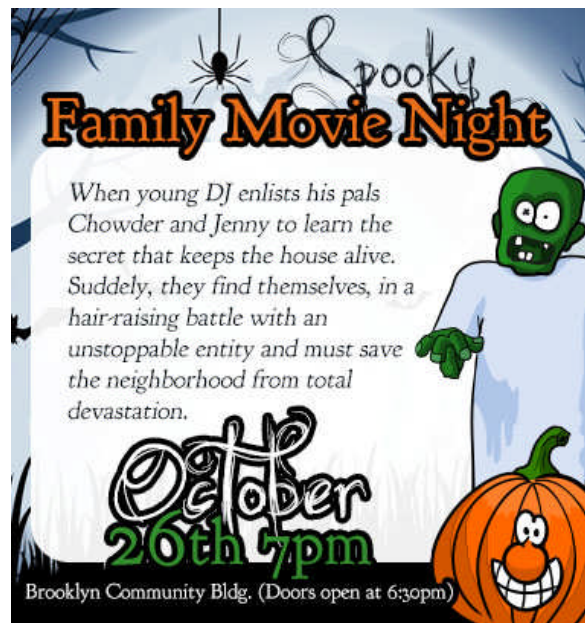
Prescription drug plans are not a one-size-fits-all experience. The plan premiums are based on your actual prescriptions, and the price agreements that each insurance company makes with each pharmaceutical company and each pharmacy. Those agreements change from year to year, so the company that was least expensive last year won't necessarily be least expensive next year. The plan that is cheapest for your spouse or your neighbor is not necessarily going to be the least expensive for you unless you are on the exact same doses of the same medications and use the same pharmacy.

Please call us at the Senior Center at 835-5801, and make an appointment to review your Medicare Part D options.

Everyone in the community should be aware of the Senior Center's largest annual fundraiser, the *Fifth Annual Public Auction*, set for Nov. 2. Doors open at 9:00, with bidding to begin at 9:30. To view auction items, visit the Senior Center's Facebook page, or stop in the Senior Center to see the pictures that are posted on our bulletin board. In addition to the auction, there will be a pie sale and a dollar table. Please come join us—there will be something for everyone!



The Clerk's Office and Public Works Dept. will be closed on Thursday, November 28th for Thanksgiving Day and Friday, November 29th.



****SENIOR LUNCH****

Thurs., Oct. 24th - Noon

Please note that there will be **NO** senior lunch in **November** due to Thanksgiving.

There will be a special senior lunch on **Thursday, Dec. 5th** at noon in the Brooklyn Community Building.

Dust those sneakers off,



Return of **ZUMBA** is here!
Classes Going on now till Oct 30th
(that is our last session)

Brooklyn Community Building
REGISTER TODAY @ www.brooklynrecreation.org

2014 Village of Brooklyn Revaluation

The Village of Brooklyn has contracted with Jacobson Appraisals, Inc. to perform a complete revaluation of the village for the 2014 assessment year. The last complete revaluation of the village was completed in 2005. The appraisers completing the work are Ron Jacobson and John Strehmel. They will carry photo identification. The revaluation includes checking the exterior measurements of all buildings and interior inspections of buildings as needed. Property owners will be notified by mail when the assessor will be working in their neighborhood. Exterior inspections will be completed during daytime hours. Interior inspections will be completed during the daytime when possible or during the early evening. If a property owner is not available for a notified appointment time it is important for them to contact the assessor to reschedule the appointment. The revaluation work will start in October, 2013 and is projected to be completed by July, 2014. Notices of Assessment will be mailed to property owners at the completion of the project.

Trespassing and Revaluation Notice **2009 Wisconsin Act 68**

2009 Wisconsin Act 68 partially exempts an assessor and an assessor's staff from liability for trespassing, creating immunity from civil liability, and changing the notice requirements relating to the revaluation of property by an assessor.

The trespass law entitles the assessor to enter a property once during an assessment cycle unless the property owner authorizes additional visits. The entry must be on a weekday during daylight hours, or at another time as agreed upon with the property owner. The assessor's visit must not be more than one hour. The assessor must not open doors, enter through open doors, or look into windows of structures. If the property owner or occupant is not present, the assessor must leave a notice on the principal building providing the owner information on how to contact them. The assessor may not enter the premises if they have received a notice from the property owner or occupant denying them entry. The assessor must leave if the property owner or occupant asks them to leave.



Brooklyn Police Department Halloween Safety Tips

The Village of Brooklyn officially recognizes “Trick or Treating” to take place on Halloween afternoon and evening from 4:00 p.m. to 7:30 p.m. The “trick” for parents is to help their children find the “treat” in a safe Halloween so we have some suggested safety tips below.

We do think of Halloween as a time for treats and fun; however, on a more serious and important note, the National Safety Council says that roughly four times as many children aged 5-14 are killed while walking on Halloween evening compared with other evenings of the year, and falls are a leading cause of injuries among children on Halloween. Most Halloween-related injuries can be prevented if parents closely supervise school-aged children during trick-or-treat activities.

The National Safety Council suggests the following for children out on Halloween:

- ✓ Go only to well-lit houses and remain on porches or front steps rather than entering houses
- ✓ Travel in small groups while being accompanied by a responsible adult
- ✓ Bring treats home before eating anything so parents can inspect them
- ✓ Fruits should be washed before eating
- ✓ When in doubt, throw it out
- ✓ Use flashlights, stay on sidewalks and avoid crossing yards
- ✓ Cross streets at the corner only and stay together before crossing
- ✓ Do not cross between parked cars
- ✓ Walk and don't run
- ✓ Treat bags or sacks should be light colored and have reflective trim for visibility
- ✓ Wear bright, reflective and flame retardant clothing
- ✓ Costumes should not hang below the ankles to avoid tripping and falling
- ✓ Costume accessories like swords should be made out of cardboard or flexible materials
- ✓ Use face painting instead of masks as masks can obstruct a child's view
- ✓ Avoid hats that will slide over eyes
- ✓ Avoid wearing long baggy or loose costumes
- ✓ Be reminded to look left, right and left again before crossing the street
- ✓ Discuss route and return time before venturing out
- ✓ Feed children a good meal before leaving to help avoid eating treats before inspection
- ✓ Dress for the weather

The Brooklyn Police always urge children to avoid accepting things from strangers so we urge parents to explain to their children that Halloween is a special night and that accepting treats from strangers is acceptable. Parents should explain safety matters with children and what they should do in certain situations. Children will react more appropriately when armed with information rather than being scared or frightened into action.

J.F. “Harry” Barger
Chief of Police
Brooklyn Police Department