

BROOKLYN VILLAGE NEWS

August 17, 2017

Clerk's Office - 455-4201
Fax - 455-1385
PO Box 189 210 Commercial St
Email: clerk@brooklynwi.gov

Police Department - 455-2131
Fax – 455-1799
Email: police@brooklynwi.gov

Public Works Dept. - 455-1842
Fax: 608-455-1501



Brooklyn Recreation would like to thank all that participated, attended and volunteered at our 1st Annual Brooklyn Night Out - you all made the event a HUGE SUCCESS!

We are looking forward to the 2nd Annual Brooklyn Night Out!

Brooklyn Village Board Meeting Minutes
July 10, 2017

The July 10, 2017 Village Board meeting of the Village of Brooklyn was called to order at 6:33 p.m. at the Brooklyn Village Hall by President Clayton Schulz. Trustees present were Todd Klahn, Bruce Crubaugh, Brittany Springer, Heather Kirkpatrick and Sue McCallum. Absent was Russell Cazier. Others present were Chief Barger, Mark Langer, Sheri Arndt, Kevin Ripp, Cindy Jazdzewski, Dale Arndt and Deputy Clerk-Treasurer Vicki Olson. All present stood for the Pledge of Allegiance.

Public Comments— Kevin Ripp from Aquafix – Currently, we are in the process of interviewing builders. It will be a year from now when we will be moving in. This will be a state of the art facility and we want to make the biological science products that change the world. Right next to our lab in Madison is a company owned by Jim & Linda Graham. They are one of the top ten algae researchers in the world. I would like to share a system (distributed handout to the Board) where they took three tote tanks and they cut them in half and grew algae in them that removed phosphate. The tote tanks you can get for free and the algae is free and they did this in Madison in a 100,000 gallon a day flow rate. It's local. They can do this in the winter and summer. If you get to a point in your process in picking this, they would be interested in talking with you. Kirkpatrick & Ripp discussed this back and forth. Let us know and we can schedule them for a future meeting. Langer - Is this DNR approved? Ripp – Yeah. Langer – The DNR has approved the use of these tubs cut in half? I agree this sounds great, but it needs to be DNR approved. They are the ones who control our permit. Kirkpatrick asked Langer to start an email chain on this. Langer would start some emails tomorrow asking for these people's contacts and information, copying in Ripp. Ripp – I understand that would be fine, you have to talk with the DNR. If the DNR signs off on it, all you need is these tanks.

Cindy Jazdzewski – Did the Anchor Club apply for a permit to have a street dance with a DJ on a Saturday? Board members said that Cazier had mentioned it previously, but no application has been applied for. Schulz stated it requires a permit to be submitted. Jazdzewski said they are looking to block off the street on a Saturday night from 7 pm to 10 pm. Kirkpatrick stated the time limit is whatever the board approves. Jazdzewski said they're looking at the third Saturday of August. Schulz told her someone needs to take responsibility for the event and they need to complete the permit which can be found online or a copy can be obtained from the clerk's office and turn it in no later than Thursday of next week to get it on the agenda for July 24th.

Schulz made a motion to approve minutes of 6-26-17. McCallum seconded. Motion carried. Klahn abstained.

President's report – Approached about a **softball league (Independent League)** that would like to use the park from the end of summer through the fall. They have agreed to work around the Youth Softball League who currently has the park Sunday through Thursday. Details to follow up at next board meeting.

Clerk's report – **League Mutual Insurance 2017-2018 Safety Grant for \$500** -- this grant will cover worker safety items (items not included are items that OSHA approves). Crubaugh to check in with Cheri Crubaugh to see if she would help with this grant. We have a whole year to work on it. The application is due on June 30, 2018. Grant Program information is in packets. **Foundation Program Grant** –This is another safety grant, quarterly award cycle. Add to discuss at next board meeting. Would this work for the public awareness drill – send copy to Mark and Leif.

Public Works – Alley - The recommendation from the last board meeting was to expand this project to include 18 to 20-foot long parking stalls. To do that we need to take down the trees, remove all stumps, grade it further to the south without going over the lines where Combs said our lines are and put a little

gravel in and pave it a little farther. There are going to be some additional costs and we have the money in the street budget. Shouldn't go over the street budget. Met Dan from Green County discussed with him about how much blacktop was being put down. When all said and done it is going to be around 3 compacted inches but in two lifts. First, they will mill off the ends by the sidewalks and the one manhole. The driving lanes will total 24 feet wide. The parking stalls will be along the south property line. There is one more issue. Once this is done, they (the tenants and others) will not be able to park by those apartments and businesses on the north side of the road unless you are going to allow them to park in the street or in the alley where the traffic goes. Kirkpatrick – Is the landlord aware of this? Langer – Yes, letters have been sent making them aware of the paving project, but not the no parking. **McCallum made motion to approve removal of all the trees on the south side of the alley project and include in that motion not to exceed Public Works street budget to include additional paving where the trees will be removed, and to restrict to no parking on the north side of the driving lanes of the alley.** Motion seconded by Klahn. Motion carried. McCallum – Do we have the easement or what is the status of that? Langer – Goble agreed to pay for his portion of the work and an email was forwarded to Linda to follow up on the paperwork with the attorney.

Utilities Report – All valves have been exercised some lateral valves were fixed. They appear to have been broken by contractors at some time. Spilde and Strand are working on getting some items for the permit application due this fall. **Emergency Management Report** - Website updates. **Public Works Report** - Surplus items are at Wisconsin Surplus but some of the electronics were not accepted, so they were taken to an electronics recycling center. Ash tree on Railroad St. is gone. Alliant took down with Public Works help. We had one burial. A few trees came down during the storm on the 14th (one at Legion and one in the cemetery).

Safety – DaneCom Update - Up and running, still working through communication issues. Issue with the wisccom connection, working on repairing. Legacy channels have been taken down. The one way for us to help with the issues is to look at adding a repeater mechanism to our squad. Cost estimate of those are from \$6,000 to \$8,000. This is not an all fix. There still will be some limitations. Chief Barger to check into the latest systems and bring back for further review. **Spillman RMS transition update** – Training will be starting this month through November. These trainings will be web based and locally. Still trying to figure out some of the changes with the TraCS system. Going to check with the City of Madison to see if they would consider maintaining our system for a little while until we get our system up and completely running. Reasoning is we have to rebuild our TraCS System which will be time-consuming. He will check into options and bring back updates. **Motion made by McCallum for Officer Engelhart to attend the 12th Annual Badger TraCS Users Conference in Lake Delton on October 4th at a cost of \$40.** Motion seconded by Crubaugh. Motion carried.

New Business - Schulz, Klahn and Kirkpatrick reviewed the bills. **Klahn made motion to accept the bills as presented.** Kirkpatrick seconded. Motion carried. SnoHornets are requesting to make improvements to the tractor pulling track in the park by installing concrete barriers. Review of documents handed out. D. Arndt stated that the plan is to add an additional barrier for safety on the inside of the guard rails. The SnoHornets will buy them as they can afford them and start installing on the north side of the track where people sit, then do the south side of the track. **Klahn made motion to allow the SnoHornets to place the concrete barriers on the inside of the guard rails at the track.** Schulz seconded the motion. Motion carried.

Operator's License for Rebecca Beranek for a new hire at Mobil – **Schulz made a motion to approve the operator's license for Rebecca Beranek.** Seconded by Klahn. Motion carried. **Review of Local Spark Grant due August 4th.** WEA Insurance Trust along with League of WI Municipalities is in a joint initiative to celebrate and support ideas in WI that brighten our communities. Clerk to forward information to the Recreation Committee and to the Brooklyn PTO for their Playground Campaign.

Old Business -Community Building Doors Update – We are currently waiting for a quote from J & K for the Community Building doors and Police Department doors with an intercom system. Previous minutes state that the plan was to wait until budget time. Bring quote to next meeting to discuss and make a decision.

Committee Reports - Ad Hoc Audit Committee – McCallum reviewed the minutes of their last meeting and gave an overview of items that they are looking into and some of the issues. Also, they are reviewing the fund balance ~~policy~~ (corrected per McCallum at 7-24 meeting). We will be bringing back at future board meetings our recommendations. Kirkpatrick asked to add to the next agenda a review of the Media Committee minutes from 6/8/17 and the TID 1 and 2 minutes from 6/29/17.

Klahn made a motion to adjourn. Motion seconded by Schulz. Motion carried.
Meeting adjourned at 7:44 p.m.

Vicki Olson
Deputy Clerk-Treasurer

Brooklyn Village Board Meeting Minutes July 24, 2017

The July 24, 2017 Village Board meeting of the Village of Brooklyn was called to order at 6:30 p.m. at the Brooklyn Village Hall by President Clayton Schulz. Trustees present were Todd Klahn, Russell Cazier, Brittany Springer, Heather Kirkpatrick and Sue McCallum. Trustee Crubaugh arrived late. Others present were Jerry Elmer, Linda Dybala, Chief Barger, Mark Langer and Clerk-Treasurer Linda Kuhlman. All present stood for the Pledge of Allegiance. No public comments.

Schulz asked to move Anchor Club's event permit up on the agenda. There was no disagreement. The event is a 70th Anniversary for Anchor Club to be held on August 19, 2017 from 7:30 p.m. to 11:30 p.m. outside of the building, either in the alley if it's paved or in front on Hotel Street. The rain date is August 26. They will serve beer in a fenced area and also have live music. **Klahn made a motion to approve the Anchor Club's event permit.** Kirkpatrick seconded. Motion carried. Cazier abstained. **Schulz made a motion to amend the Combination Class B beer and intoxicating liquor license to Anchor Club to include in the licensed premises description an area outside and immediately adjacent, in front or rear, of 112 Hotel Street on August 19, 2017 from 7:30 p.m. to 11:30 p.m. and revert to original licensed premises immediately thereafter.** Klahn seconded. Motion carried. Cazier abstained.

Everyone took time to read the minutes from July 10, 2017. **Klahn made a motion to approve the minutes of 7-10-17.** Springer seconded. McCallum made a correction to the last paragraph under Committee Reports, Ad Hoc Audit Committee, second sentence that says, "also reviewing fund balance policy," should read "the fund balance," not policy. Motion carried. Cazier abstained.

President's report – Schulz stated he's going to be talking to residents adjacent to the Business Complex to get their opinion on the vegetative barrier/fencing. One resident he's spoken with is in favor of the barrier. He's gotten mixed signals from different sources, so he's talking to residents in next couple days. Klahn asked wasn't that the plan. Kirkpatrick said yes, but Stahl said a resident told him they were okay as is, so the decision was postponed until next meeting of PZ to finalize. Cazier said he talked to someone that would like vegetation. Kirkpatrick stated the original founder of Winterland Nursery told her the business has been sold to McKay Nursery, but the current owner will stay for another two years. So, if we want trees, we should get them sooner rather than later.

Clerk's report – The **June financial reports** were handed out. Total deposits for the month of June were \$141,757.48 and total withdrawals were \$210,173.31, for a total in all accounts on June 30, 2017 of \$1,508,320.21. Kuhlman stated she attended the **UW-Green Bay Clerks and Treasurers Institute** in mid-July. It was a very full week of classes, very informative. She stated the Village needs to start next year paying the election workers through payroll but no W2s need to be sent, nor taxes taken out unless they are paid over \$600. Kirkpatrick stated we need to let the workers know no taxes will be taken out. Kuhlman went to many classes including records management, PSC and a media class and all were informative. Numerous Village policies need to be developed or reviewed. Kuhlman received a scholarship from WMCA for the Institute in the amount of \$695. **Small Community Forums** – McCallum asked to go. Kuhlman stated if anyone else is interested, please let the clerk's office know and they will get you registered. McCallum stated she thought it would be a good discussion with other small communities and she'd like to hear what they've done for their successes. **Local Officials Meeting** regarding the bridge improvements along Highway 14 is being held on July 28, 2017, if anyone is interested. Spilde had informed the clerk that he will attend on behalf of the Village and Fire Department, if no one else is able to attend. Springer stated she might be able to attend. Other handouts regarding Broadband USA services, Legislative update on court decision regarding homeowners not allowing assessors into their homes, and Youth Center quarterly update were reviewed. McCallum provided the information on the Broadband USA. She thought the EDC might be interested. Kirkpatrick stated that during one of the TID meetings they were talking with Oregon School District representative about the fiberoptic pipeline to the school. They've had to fix it a few times recently. They're discussing a coalition of communities interested in fiberoptic and is it something we could do as a regional group that could be more cost effective. It's worth having the conversation. McCallum pointed out under Community Grants, they have some after school grants targeting minority populations. She thought recreation committee might be interested.

Public Works – **alley trees** are down; they will get stumps ground up and guardrail out. Green County might be done paving by July 19th but can't guarantee it. Digger's Hotline has been called so Jim's can grind stumps this week. No bad reports but one minor issue that was dealt with. Kuhlman stated one homeowner to the south of the alley complained because she thought trees were on her property, but it was checked and they weren't. She was upset about the trees coming down. Attorney is still working on straightening out deeds. Springer asked about the renters parking in stalls. Langer said a letter was sent per request of the Board to residents stating when paving is done, they'll no longer be able to park in the east-west driving lanes, but there will be parking stalls on south side. In his opinion, they're grandfathered in. Klahn stated there's not many other options; that's where they park.

WWTP – WPDES permit from 2013 is coming due for renewal. New permit will be reapplied for this fall and new one will start in March of '18. The process has gone through all phases in the permit that were requirements by the DNR. There are procedures to follow and certain things needed to be done and sent in to DNR. We need to turn in our application by September 30, and in that is everything we initiated Strand to follow through on with design and plan, including WQT and chemical removal and biological removal and documentation and sampling done over the years. Strand will be here August 14 to go over the permit and with recommendation on sewer fees. At the last board meeting, Kevin Ripp was here and explained about the phosphorus system he is involved with. Langer was asked by the board to start an email chain to explore this system. Langer stated he did but hasn't heard back. Kirkpatrick suggested following up with him and give him the timeline. Langer said Spilde has contacted the Grahams several times in the past 12-18 months and invited them to do a test and invited them to come and talk, but they haven't responded. Langer said they're happy to look at new things and experimental things, but only if have funds to do it and if the Board wants to proceed further. Village has looked at algae and knows what it does, but we are on a timeline of two months to turn in the application. Kirkpatrick said we need to push them and see if we can utilize work they did at Nine Springs. The first thing we need to understand is the cost estimate relative to what we're doing now. Langer disagreed and said the first thing we need to

know is will it work and then if you have enough money to pay for it. But if it doesn't work and it's not approved by DNR and EPA, what do you do. Kirkpatrick said according to the writeup, it looks like it works, so the question is where are they at. Ripp was going to reach out to his contacts at DNR. She has contact information for Nancy Mistele as well. She thinks this will probably be approved, but will it happen in time and can we get an extension. Langer said he will reach out again tomorrow. McCallum asked if we get the permit, the people don't come forward and the permit is the same as before, can we add that we're exploring emerging technologies in the permit. Langer said yes. He doesn't want to speak for the DNR, but thinks they will have no problem with us looking at anything after the permit is issued. But whatever we do in the permit are the things that were done in the last five years and that has to be followed. He doesn't think they will have any issue looking further, so it doesn't have to stop. Klahn said we'll have initial costs of setup. Kirkpatrick said, right, we're trying to avoid that, so if we can get this in some way so we're not having to go forward and back up and spend the money twice. She said to remind Ripp and make him aware of situation.

Sewer Connection Fees – I&I, storm water is getting into the sanitary sewer. The treatment plant was built for 100,000 gallons a day and average is 65,000-70,000 per day, but lately it's pushing 200,000, so something is wrong. They discovered a leak at the lift station on Main Street, and McCann's will fix it. It was found when videotaping earlier in the year. Now that groundwater table is coming up, pipes are in the ground and as water comes up in the groundwater, it's finding the leaks in pipes. They would request spending money out of the sewer connection fees to televise more area. It's \$1.50 per foot and they would like to do a minimum of 2,000, 2,500 feet about up to 5,000 over the next two years. So, it would be a cost of about \$3,000-3,500 to televise, and Public Works would like approval then to also do any emergency repairs they find. Langer's concern is the plant runs on a certain amount of material and water, and if it starts flooding with clearwater, it could screw up the process. So far, it's okay. McCallum stated we have \$106,000 in the sewer connection fee fund. She said to throw it all at it. She's not saying the whole amount, but enough to get the work done. Langer said if there's an issue, they could spend between \$10,000 and \$20,000. It might include putting in a liner, but he doesn't know costs. Schulz said access to connection fee account is appropriate. Kirkpatrick stated there's clearly a need and we have the money. She asked what's most cost effective. If PW needs to do 3,000 feet, do it. Langer said we could probably do 5,000, so we'll look at 2,500 this year and at budget time talk about maybe 2,500 next year. Langer said they might be able to pinpoint more of it by watching the lift station flow and watching manholes. McCallum said we don't have to wait for budget. She doesn't want this expense to be part of the sewer budget. **McCallum made a motion to approve Public Works televising 2,500 lineal feet of sanitary sewer main, and if they find severe emergency repairs, fix them, and take the money out of the sewer connection fee fund.** Kirkpatrick seconded. Klahn stated they should use it appropriately. Kirkpatrick is not worried. Motion carried.

McCallum stated she would like to have the department heads turn in their budgets by end of August and review the capital projects list created last year and list other ideas and get it to the audit review committee.

Safety – Spillman is moving ahead. There's a conference call on August 1 to finalize everything coming up, but don't expect any changes. Officer Engelhart and Chief Barger will be attending the **WebEOC training** with Spilde. **DOT grant money** came in. Chief Barger purchased PowerFlare traffic control lights with the grant. He also ordered new wireless microphones for their radios with the grant money.

Schulz made a motion at 7:11 p.m. to Convene into Closed Session Pursuant to WI Stats 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee. Klahn seconded. AYES – Schulz, Klahn, Cazier, McCallum, Kirkpatrick, Springer. NOES – none.

McCallum made a motion at 7:29 p.m. to reconvene to Open Session. Cazier seconded. AYES – Schulz, Klahn, Cazier, McCallum, Kirkpatrick and Springer. NOES – none. Crubaugh arrived at 7:29 p.m.

Springer and Schulz reviewed the bills and found no issues. **Schulz made a motion to approve the bills as presented.** Klahn seconded. Motion carried. Schulz stated the SnoHornets have applied for a Temporary Class "B"/"Class B" retailer's license for September 1 – 4, ending at 2 a.m. **Cazier made a motion to approve the Temporary Class "B"/"Class B" retailer's license for the SnoHornets.** Klahn seconded. Motion carried. Schulz stated that earlier in the meeting the board approved Anchor Club's event and also amended their liquor license to allow service of beer outside the walls of the establishment.

Kirkpatrick made a motion to approve the CDBG amended agreement. McCallum seconded. Motion carried. Kirkpatrick stated in the future she'd like the full agreement in the packets to compare. Kuhlman stated she sent out RFPs for zoning administrator and only received one response. Would the board like to proceed with the one response or send it out again. McCallum suggested trying the clerk listserv to get names. **Kirkpatrick made a motion to authorize a new RFP for zoning administrator.** Klahn seconded. Motion carried.

McCallum stated she will be unable to attend the August 16 Fire/EMS District meeting. She will be out of town. She stated this is the budget meeting. The district will make a decision and then send it to all communities. Klahn volunteered to attend the meeting. **Kirkpatrick made a motion to approve Klahn as an alternative to attend the August 16 Fire/EMS District Meeting as the Village's representative.** Cazier seconded. Motion carried. McCallum will forward information on the agenda when she receives it.

Schulz stated there is no quote yet on **community building locks.** **Foundation Grant** programs – Kirkpatrick said we need to talk to Spilde about the grant for the safety exercise. Kuhlman stated she knows he's been speaking with the representative at Green County to get the tabletop exercise but nothing is finalized yet. Cazier left at 7:40 p.m.

Planning & Zoning Commission Update – Schulz stated there was discussion on establishing a timeline for when a developer wants to have approvals. They discussed having items two weeks before the meeting so members can review them. Kuhlman stated that Roth's office would like an additional week to review and provide their feedback. Kirkpatrick stated Village should write a policy for receiving documents. McCallum would like to make a motion to adopt a timeline for people walking in the door right now so the clerk's office can have some direction. The policy might have more in it. Kirkpatrick suggested a timeline of 30 calendar days. **Kirkpatrick made a motion that all matters coming before Planning & Zoning Commission need to have documentation received 30 days prior to meeting; if not, the matter will not be discussed until such time documents are received 30 days prior to next meeting.** McCallum seconded. Motion carried.

Schulz stated there is a conflict of interest between our attorney and John DeWitt. Kuhlman stated Attorney Bruce Harms, an attorney at Axley Brynelson, is involved with John DeWitt on his project in Brooklyn. Harms is not doing any legal work for the project but is involved on the financial side. Our attorney, also with Axley Brynelson, said the firm would like both parties to sign a waiver for our attorney to work on the Developer's Agreement. McCallum said no. Kirkpatrick said she doesn't think Mike Hahn would act in an unprofessional manner. Mike Hahn, our attorney, also stated he's looked briefly at the Developer's Agreement and we have two options -- we can work from the redlined version of the prior Brooklyn Commons agreements or he has a current, boilerplate agreement that is more comprehensive and specific. Kirkpatrick said she's dealt with Hahn before and is comfortable with him. Klahn is in favor of using the boilerplate agreement. Kirkpatrick would like a more comprehensive agreement. She said there

are two issues – do we want to continue to use Mike Hahn in this matter, and if so, do we want to go forward with a different agreement. Klahn said if use boilerplate agreement, he doesn't have issues coming up that Hahn would misrepresent us. Crubaugh said he's done a good job in the past. Kirkpatrick has no concerns. He's very professional. McCallum asked whose marks are in red and whose are in blue on the draft agreement. Kuhlman stated the red marks came from John DeWitt and the blue marks are from Straka, and Straka wanted to mention that maybe DeWitt shouldn't put the final layer of asphalt down until the rest of the phase gets completed. Klahn agrees with that statement; it's good practice. **Crubaugh made a motion to sign the waiver for Michael Hahn with Axley Brynelson.** Kirkpatrick seconded. Motion carried. McCallum opposed. **Kirkpatrick made a motion to ask Attorney Hann to have a new agreement drawn up based on the existing template they have in their possession.** Klahn seconded. McCallum said it should incorporate current laws regarding bond amounts, etc. Kirkpatrick said correct, that's one reason Hahn has suggested upgrading the agreement. Motion carried. McCallum abstained.

Media Committee -- Springer handed out a **mission statement and goals**. McCallum is concerned about the wording. In her mind media committee is communicating what the board is doing. When she sees marketing and branding, it's not communicating to people what we do. We're not marketing. Schulz stated we're marketing to prospective residents. McCallum said the purpose is to disseminate information. Springer said branding is more about being consistent. McCallum said she has seen the branding process, she's seen the logo for the Village and Business Complex over the years. That's not what she would like committee to do. She would like committee to disseminate what we're doing. Springer said the committee will not redo branding, but will consolidate and come up with streamlined sense of all different parts and pieces; refining what have. Crubaugh stated he sees the media committee as two-fold, dissemination of information as media releases, information on what we're doing in the community, and on the back side promoting the community, the businesses and what we have to offer. Springer stated partially. It's about having specific policies and tools to make everything cohesive. McCallum said marketing is not part of this. Kirkpatrick thinks we are marketing ourselves. Schulz agrees, businesses and population is how we grow and develop. Kirkpatrick said every social media post is a marketing tactic. Schulz likes the idea and is inclined to agree, we are marketing ourselves. Social media is where it's at. Kirkpatrick stated other communities do it. We want to try to manage communications so they're in a consistent and respectful way. The community is intending to partner with all stake holders. McCallum thinks it should say create effective information strategies. Klahn said isn't marketing information. McCallum thinks the primary responsibility should be to disseminate information. It's going in a direction that it wasn't intended when started. The whole reason was to disseminate information consistently. She said a government doesn't market. Crubaugh doesn't agree. **Schulz made a motion to approve the mission statement and goals by the media committee.** Kirkpatrick seconded. Motion carried. McCallum opposed. Springer asked if we have to approve the committee as a standing committee. McCallum stated it changes the ordinances, so we need a motion to change the ordinances. **Kirkpatrick made a motion to postpone action on the committee until the next meeting.** Schulz seconded. Motion carried.

TID meetings update – Kirkpatrick stated we met with the representative of Oregon School District for both TID 1 and TID 2 boards. Discussed status of two TIDs, which are quite different. TID 2, the Business Complex, is moving along and well organized and will be receiving monies shortly. TID 1, mostly in Green County, is a different situation, and in the past the board has talked about turning it into a blighted TID. Now that the BBC is in good condition, maybe we can talk about what to do with this other one. It covers the downtown also. It's a challenging situation. There weren't a lot of questions. MATC wasn't available, neither were the two county reps due to conflicts.

Audit Committee – McCallum said budgets should be done by end of August by department heads. **Water Impact Fees** – McCallum stated Kuhlman did research and found out because previous board refinanced the water tower debt and didn't use water impact fees, we have to pay them back. Water impact fees

were developed when the Village built water tower in order to pay for it, so capacity will allow us to infill all the lots on the north side of the village. All empty lots were taken into consideration, but most of it was on the north side. It was put into a segregated fund to pay for the water tower, and at some point the water tower loan was rolled over and they didn't use the money to pay it off. Kuhlman talked to the attorneys, they did an investigation, and we have to pay it back. McCallum suggested making contact with the state agency in charge and get permission at the state level. Crubaugh asked what amount we're talking about. Kuhlman stated it's 87 properties, the bulk of which is Brooklyn Commons Phases I and II, some properties on Douglas, one on Market Street and the Fire Department. It's a total of \$104,145, which is about \$1,080 per current homeowner. McCallum said her other thought was to ask homeowners to contribute it back to the village. Kirkpatrick said it's not a bad idea, especially if we can put it back towards the sewer and water bills. Kirkpatrick suggested the person to ask is Nancy Mistele at the Department of Administration, Office of Business Development. McCallum suggested to also send the letter to our state representative and state senator and outline what happened and ask the question what can they do for us. Kirkpatrick said maybe we're not the only ones this has happened to. The question becomes is that the right timeline and why is there a timeline on it. Crubaugh asked if there's a certain timeline to pay this off. Kuhlman said no. She stated when ordinance was first done in 2002, there was no timeline for using the funds, but in 2007 the Legislature changed the Statutes and made this timeline retroactive. Schulz agreed we should make an effort to contact proper channels to aid us. **McCallum made a motion to draft a letter to Nancy Mistele at the Department of Administration, our state representative and state senator outlining our issue with water impact fees and asking for guidance and mediation or an exception.** Kirkpatrick seconded. Kirkpatrick said for a small community like us, this is a big problem and she's guessing we're not the only ones. Motion carried.

McCallum stated the committee suggested **taking out some line items in budget that don't have an expenditure.** McCallum said it's fireworks, for example. Kuhlman stated it's mostly the municipal court expenses. Kirkpatrick said she would like to see a list. Kuhlman said the items will become inactive, but will not be deleted. They need to be there for reference purposes. Kirkpatrick asked for a list to be made for review at the next meeting. **McCallum stated the committee is recommending using the refunded cash from Fire/EMS to pay off the loan for our portion of the tender.** Kuhlman stated the loan was for \$34,000 and the amount received from Fire/EMS was \$24,552.71. The first payment is due March of 2018. Kirkpatrick asked from a cash management perspective, what are the other short-term bills due now versus a year from now. We'll still have the money in the general fund. McCallum said the reason the committee decided this is, the lifespan of the tender is not that long, so we're agreed with keeping loan on building because it depreciates over a longer period of time. New residents will add to tax base to pay building off. McCallum would like the tender loan gone. Kuhlman stated the loan can only be paid off between January 1 and August 31, with 30-day written notice. McCallum suggested paying off January 1 and taking money from overage on last year's undesignated funds. Discussion regarding undesignated versus designated/assigned fund balance. McCallum suggested taking remaining amount that doesn't cover tender loan from fund balance from 2016 and recommended applying it to loan. Klahn doesn't want to make a decision until we get the number for the fund balance. He said the idea is fine but wants hard numbers. McCallum was just relaying thoughts and recommendation from the committee. Klahn wants to know the carryover. Kirkpatrick suggested waiting to see what the overall carryover balance looks like and what is left. Crubaugh agrees.

Park Fees – McCallum explained that fees are collected from developers. The committee suggested using the park fees to fix up the bathrooms in Legion Park. Everyone agrees. Kirkpatrick asked what they had in mind. McCallum and Schulz said to check with Langer on what is needed. Kuhlman said there's about \$7,194 in the fund. Kirkpatrick stated when development occurs either a park needs to be built, if there isn't one there, or fees are paid based on a ratio. Kirkpatrick suggested waiting until we get a number.

Sewer connection fees and Equipment Replacement Fund - McCallum said we're trying to drive down expenses of sewer utility to eliminate 1% gap that is causing us potentially to raise rates. So, we should look at reducing expenses in the sewer utility. Kuhlman stated it can spend money on items listed in Replacement Fund and then have three years to build the fund back up. Kirkpatrick asked how much is left on sewer loans. Kuhlman said she will get those figures for the next meeting. McCallum said sewer connection fee should be used to keep sewer expenses down. McCallum said if we see a project, we should use the connection fees. Kuhlman stated there is \$106,953 in the sewer connection fund. Klahn asked if there's a time limit on those funds. Kuhlman said no, she has not found any time limit. McCallum said sewer connection fees were started at same time as water impact fees, because building out the north side of town was to generate \$229,000, which was to finish second aeration in old treatment plant because it was only half built, but then the decision was to replace the whole thing.

Klahn made a motion to adjourn at 8:37 p.m. Kirkpatrick seconded. Motion carried.

Linda Kuhlman
Clerk-Treasurer



ELECTION WORKERS NEEDED FOR 2018

CONTACT THE VILLAGE CLERKS OFFICE FOR MORE DETAILS.

Can I be excused from my regular job to be a poll worker?

Wisconsin law requires every employer to grant an unpaid leave of absence to each employee who is appointed to serve as an election official, if the employee who serves as an election official provides his or her employer with at least 7 days' notice. The leave is for the entire 24-hour period of each election day in which the employee serves in his or her official capacity as an election official. Upon request of any employer municipal clerks must verify appointments.

How do state employees become poll workers?

Wisconsin Statutes provide that state employees appointed by a municipal clerk to serve as election officials must be granted leave without loss of pay or benefits for the entire 24-hour period of each election day in which the employee is serving as an election official. Employees must provide at least seven days' notice of the need for leave.

State employees may certify to the municipality that they choose not to be paid as poll workers. Alternatively, those state employees who receive pay as election officials must certify in writing to the (state) payroll office the amount of compensation received. The agency must deduct that amount from the employee's pay earned for scheduled work hours during the 24-hour period of the election day.

State employees who "volunteer" but are not appointed to be poll workers must take vacation or leave without pay if authorized by supervisory staff.

<http://elections.wi.gov/elections-voting/voters/become-a-poll-worker>

**Sorry We're
CLOSED**

The Clerk's Office & Public Works Department will be closed on Monday, September 4th in recognition of Labor Day. We will re-open on Tuesday, September 5th.



Please remember to update your phone numbers with the Clerk's Office (608-455-4201 ext 1). Thank you.

COMMUNITY VEGETABLE STAND

Methodist Church Parking Lot

Anyone can donate excess garden produce that they may have on hand. Anyone can take produce from the stand that they can use.



Brooklyn Elementary PTO

Bucky Book Pre-Sale

2017 Bucky Book orders begin today!



Cost: \$35

Check out our website for more information

www.bkepto.com

All proceeds benefit the Brooklyn Elementary PTO

Hydrant flushing
will take place
Sept. 11-22



Garbage & Recycling
Pick up will be on
Thursday, Sept. 7th
because of the holiday.



Water Leaks in your home

Did you receive an abnormally high-water bill? Do you keep hearing water running and you can't put your finger on it? If the answer to either one of these questions is yes, then you might have a water leak.

Step 1 – Make sure all your faucets are off – remember to check the ones outside as well.

Step 2 – Find your water meter. It is usually in the laundry room or utility closet. Check close to the hot water tank if you are having problems locating it.

Step 3 – With all known sources of water off, does your meter show that water is being used. You might want to right the number down and then come back in 15-30 minutes without using any water and see if it has changed. If it has, your leak probably has gone up.

Step 4 – Start to look for your leak. The most common water leak is due to the toilet. The second most common leak is faucets.

To calculate the water loss or for more information - go to <http://www.awwa.org/> or their [drip calculator](#)

Drip Calculator

<http://www.awwa.org/resources-tools/public-affairs/public-information/dripcalculator.aspx>

Brush Pickup

2nd Tuesday of each month

Place brush in the terrace, parallel to the curb & in separate piles. Be sure to keep piles away from electrical/telephone equipment.

All cut ends need to be placed in the same direction.



Please remember to keep your lawns and weeds mowed.

According to Village Ordinances 24.56 regarding noxious weeds and/or 24.57 regarding the length of lawn.

NO mowing into the streets.

Per Village Ordinance Section 24-93 (c) Regulation of dumping - *Protection of street, public places and water.*

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MADISON, WI 53725
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PELLITTERI.COM



Information on Mattresses, Box Springs Waterproof Storage Bags

May 2017

Residents that would like a mattress or box spring picked up from the curb are required to first put them in a **waterproof plastic or vinyl storage/disposal bag**.

Cotton mattress protectors are not acceptable, it needs to be waterproof.

Most places that sell moving materials and stores that sell bedsheets sell the storage bags. They are typically marketed as a storage bag for when you're moving, or as a protector against allergens. Average costs range from \$10-\$20, depending on where they're purchased.

Examples of vinyl/waterproof storage bags:

- In-store at Wal-Mart (in Monona, Mainstays brand, "Waterproof zippered vinyl mattress protector", \$12)
- In-store at U-Haul (west Madison, storage bag, \$8)
- Online:
 - * Amazon.com (Linenspa brand, "mattress storage bag with double adhesive", \$11)
 - * Target
 - * Bed Bath & Beyond
 - * Menard's

Did you know...

Your water can become contaminated if connections to your plumbing system are not properly protected!

The purpose of the local Cross-Connection Control Program, as required by State Plumbing Code and Regulations, is to ensure that everyone in the community has safe, clean drinking water.

Public Health & Safety....

To avoid contamination, backflow preventers are required by state plumbing codes wherever there is an actual or potential hazard for a cross-connection. The Wisconsin Department of Natural Resources requires all public water suppliers to maintain an on-going Cross-Connection Control Program involving public education, onsite inspections, and possible corrective actions by building owners if required.

More Information

WI Department of Commerce
www.commerce.state.wi.us/

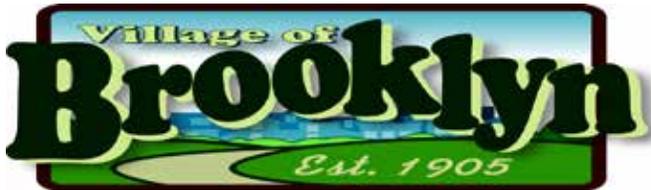


WI Department of Natural Resources
www.dnr.wi.gov



Environmental Protection Agency (EPA)
www.epa.gov

Cross-Connection Control / Backflow Prevention
www.hydrodesignsinc.com/wiccc.html



210 Commercial St.
P.O. Box 189
Brooklyn, WI 53521
(608) 455-1842
www.brooklynwi.gov

WI-KBRCCC-20110414
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Drinking Water Information



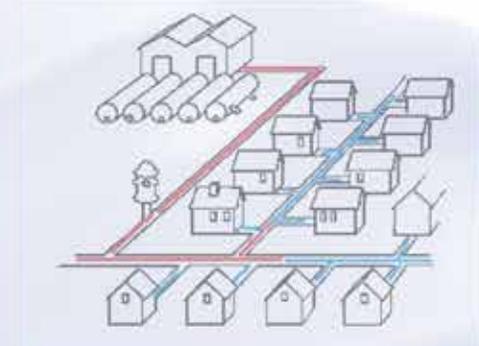
publicworks@brooklynwi.gov

Village of Brooklyn
210 Commercial St.
P.O. Box 189
Brooklyn, WI 53521
(608) 455-1842



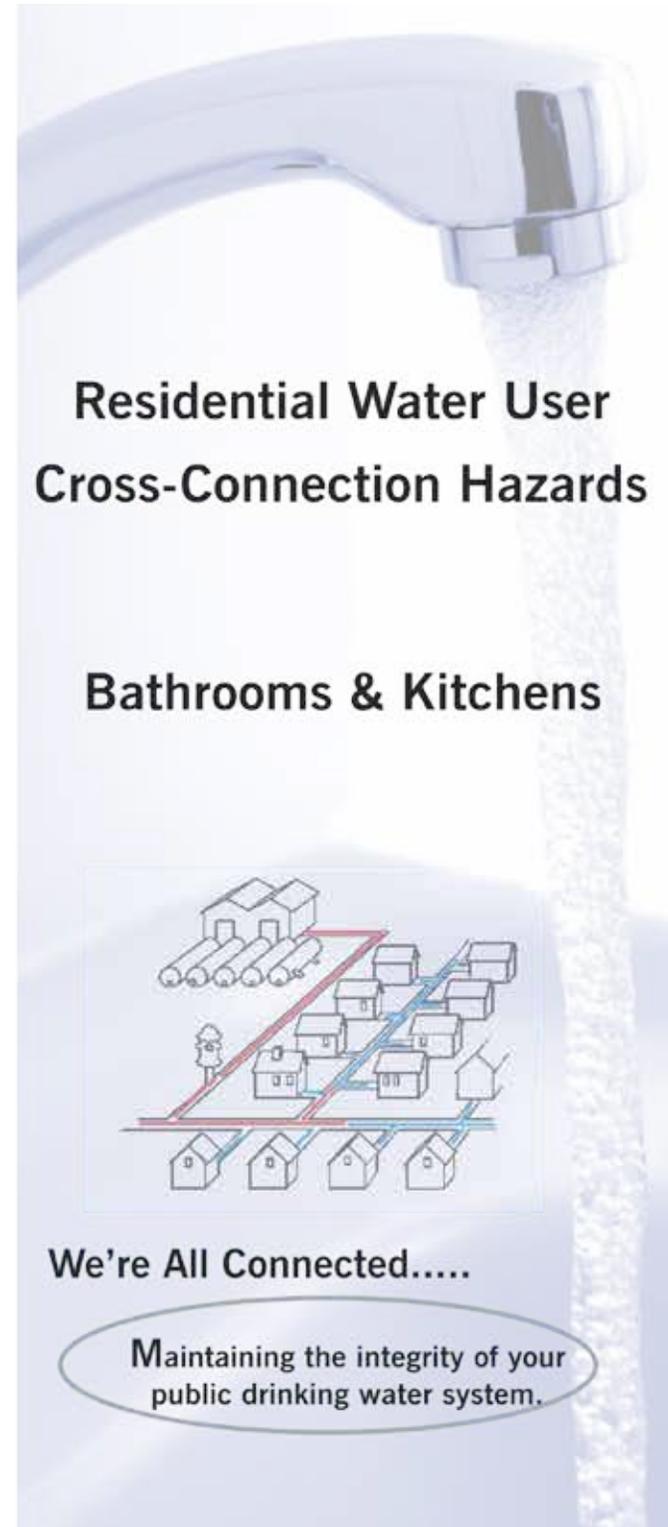
Residential Water User Cross-Connection Hazards

Bathrooms & Kitchens



We're All Connected.....

Maintaining the integrity of your
public drinking water system.



What is a Cross-Connection?

A cross-connection is an actual or potential connection between the safe drinking water (potable) supply and a source of contamination or pollution. State plumbing codes require approved backflow prevention methods to be installed at every point of potable water connection and use. Cross-Connections must be properly protected or eliminated.

How does contamination occur?

When you turn on your faucet, you expect the water to be as safe as when it left the treatment plant. However, certain hydraulic conditions left unprotected within your plumbing system may allow hazardous substances to contaminate your own drinking water or even the public water supply.

Water normally flows in one direction. However, under certain conditions, water can actually flow backwards; this is known as Backflow. There are two situations that can cause water to flow backward: back siphonage and backpressure.

Backsiphonage

May occur due to a loss of pressure in the municipal water system during a fire fighting emergency, a water main break or system repair. This creates a siphon in your plumbing system which can draw water out of a sink or bucket and back into your water or the public water system.

Backpressure

May be created when a source of pressure (such as a boiler) creates a pressure greater than the pressure supplied from the public water system. This may cause contaminated water to be pushed into your plumbing system through an unprotected cross-connection.

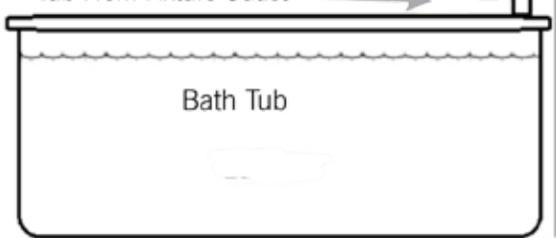
In the Bathroom - Hand Held Shower Fixture

The hand held shower fixture is compliant if:

- When shower head is hanging freely, it is at least 1" above top of the flood level rim of the receptor (tub)
- Complies with **ASSE#1014**
- Has the **ASME code 112.18.1** stamped on the handle



1" Minimum AIR GAP Above Tub From Fixture Outlet



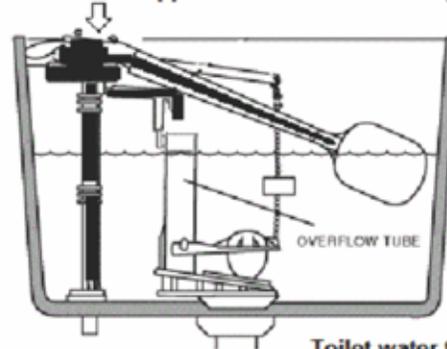
Bath Tub

In the Bathroom - Toilet Tanks

There are many unapproved toilet tank fill valve products sold at common retailers which do not meet the state plumbing code requirements for backflow prevention.

- Look for the **ASSE #1002** Standard symbol on the device and packaging
- Replace any unapproved devices with an **ASSE #1002** approved anti siphon ball-cock assembly.
- Average cost is typically \$12 to \$22 at home improvement stores
- Verify overflow tube is one inch below critical level (CL) marking on the device

ASSE #1002 Approved Ball Cock Assembly



Toilet water tank

Insights to protect your drinking water

Do...

- Keep the ends of hoses clear of all possible contaminants.
- Make sure dishwashers are installed with a proper "air gap" device.
- Verify and install a simple hose bibb vacuum breaker on all threaded faucets around your home.
- Make sure water treatment devices such as water softeners have the proper "air gap", which is a minimum of one inch above any drain.

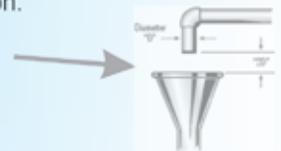
Hose bibb Vacuum Breaker



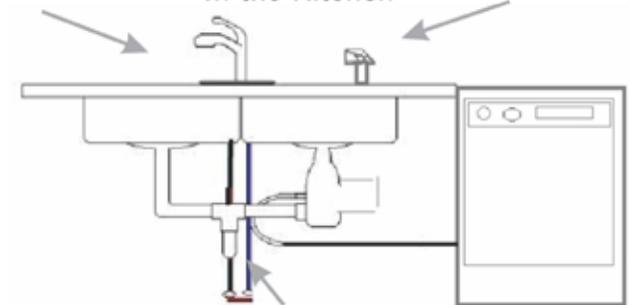
Don't...

- Submerge hoses in buckets, pools, tubs, sinks or ponds.
- Use spray attachments without a backflow prevention device.
- Connect waste pipes from water softeners or other treatment systems directly to the sewer or submerged drain pipe. Always be sure there is a one inch "air gap" separation.

Air Gap



In the Kitchen



Hoses and water treatment devices may create a potential backflow hazard if not properly isolated with backflow prevention methods.

Aug. 2017 News from Your Senior Center

By Rachel Brickner

Every month the Senior Center publishes a 16-page newsletter called the Rome Corners Reporter, which is full of information for seniors. In addition to letting people know what is going on at the Senior Center, there are articles about important subjects, such as: keeping yourself safe from the latest scams, why you should evaluate your Part D plan each year during Medicare Open Enrollment; and how to receive services if you are in need of them.

To receive the Newsletter, there are a number of options. The Newsletter is available online through the Village of Oregon website. It can be emailed to seniors who provide us with an email address. The Newsletter is available for pickup at a number of area businesses as well as at the Senior Center. Finally, the Newsletter can be mailed to anyone who pays us for the cost of the postage (\$6.00 per year).

The Newsletter contains the menu for the month's meals, which are still provided to those over 60 on a donation basis. They do require a reservation by noon the business day before the meal, but that is easily done by making a quick call to the Senior Center. The Newsletter is the easiest way to find out what is going on locally for seniors, and is readily available at no cost. If you do not already receive the Rome Corners Reporter, contact us about getting your own copy. You could learn something valuable in its pages.

COMMUNITY POTLUCK

August 24th at Noon

Brooklyn Methodist Church

Bring a dish to pass – table service and beverages are provided.

All ages welcome.



Police Department

LAW of the Month

Sec. 20-15. Drinking on public ways prohibited.

(a) No person shall have in his possession any open can, bottle or other container containing malt beverages or intoxicating liquor or drink from the same on any public way, street, sidewalk, boulevard, parkway, safety zone, alley or parking lot, or on and/or in any motor vehicle parked on a public way, street, alley or parking lot.

(b) This section shall not apply at such times and in such places as may be specifically exempted temporarily from the provisions of this section by the village board.

Brooklyn Police Department

Police Dept. 2017 Monthly Activity Report



2017 Monthly Activity Report	Jul
Calls for Service	18
Burglaries	0
Thefts	1
Suspicious Activity	1
Animal	2
Damage to Property	2
911 Disconnect/Mis-Dial	2
Open Records Request	2
Assist Citizen	4
Assist Fire Department/EMS	1
Assist other agencies	2
Assist Village Departments	1
Traffic Incident	
Total Traffic Crashes	0
Traffic Incident	17
Traffic Citations	5
Traffic Warnings	1
Enforc./Gen. Activity	
Misc Comp/Arrests	1
Drug Charges/Comp	0
Referral to District Atty	0
Phone/Internet/Social Media	0
Domestic / Family / Assaults	2
Disturbance/Disorderly/Threats	0
Financial/Fraud	1
Missing Person/Check Welfare	3
Municipal Ord. Comp/Violation	5
Alarms	2
Juvenile Offenses/Comp	2
Found Property	0
Community Policing	1
Parking Citations/Comp	0
Court Orders/Warrants	0
Total Calls:	58

School Zone Driving Safety Tips

- Be on the lookout for school zone signals and ALWAYS obey the speed limits.
- When entering a school zone, be sure to slow down and obey all traffic laws.
- Always stop for school busses that are loading or unloading children.
- Watch out for school crossing guards and obey their signals.
- Be aware of and watch out for children near schools, bus stops, sidewalks, in the streets, in school parking lots, etc.
- Never pass other vehicles while driving in a school zone.
- Never change lanes while driving in a school zone.
- Never make U-Turns while driving in a school zone.
- Never text while driving in a school zone.
- Avoid using a cell phone, unless it is completely hands-free, while driving in a school zone.
- Unless licensed to do so, never use handicap or emergency vehicle lanes or spaces to drop off or pick up children at school.

All Classes are held at the Brooklyn Community Building

**GET FIT CLASSES
will be returning
in the FALL**



**Keep an eye
on the
Brooklyn Recreation
website for upcoming
class information**

**Lunch at UB&T
Friday Sept. 1st
Serving starts at 11:30**



Kick off the Brooklyn Labor Day Fest
with a yummy lunch on us!

Barbeque pork sandwiches, homemade
potato salad, pickles, chips, cookies
and drinks.



Sign up for a chance to win a
\$50 Restaurant Gift Card.

UB&T

Union Bank & Trust Company
—BROOKLYN—

Still Growing Together

210 Commercial St. in Brooklyn
(608) 455-2311 www.ub-t.com



LABOR DAY VOLUNTEERS NEEDED!!!

The Brooklyn Labor Day Executive Committee is looking for community members who would like to volunteer to work over Labor Day weekend.

If interested in helping out, please contact Steve Clark at 608-843-9546 or

Sheri Arndt at 608-455-3131 after 6pm. Thank you

Hope to see everyone at Legion Park over Labor Day!



Brooklyn's Fall Arts & Crafts Fair

Is Saturday, September 2nd
Brooklyn Elementary School | 9-3pm

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



Admission:

**Donate \$1 or more to Brooklyn Recreation
and/or Bring a non perishable food item
to donate to the
Oregon/Brooklyn Food Pantry**



& Luncheon!

Hosted by the
Methodist
Church
(located in the cafeteria)



Brooklyn Recreation Committee
is part of The Village of Brooklyn
PO Box 189, 210 Commercial Street,
Brooklyn, WI 53521

www.brooklynwi.gov
www.brooklynrecreation.org
[www.Facebook.com/BrooklynRecWI](https://www.facebook.com/BrooklynRecWI)
[www.Twitter.com/BrooklynRecWI](https://www.twitter.com/BrooklynRecWI)

Brooklyn Labor Day



TRUCK & TRACTOR PULL

Brooklyn Legion Park

Sponsored by:
Brooklyn & Oregon Snowmobile Clubs
& Monona Bank - Brooklyn

FRI-SAT-SUN

FREE ADMISSION & PARKING

15 minutes south of Madison off Hwy 14

BEER & FOOD TENT - ALL 3 DAYS

Absolutely No Carry in Beverage or Food

Friday, September 1st

6pm - Steak Sandwiches - Oregon/Brooklyn VFW

6pm - CATP Antique Tractor Pull Tractorpullers.org

7:30pm - The Ghost in the Room

Saturday, September 2nd

10am - Farm Tractor & Amateur 4wd Truck Pull

-Kids Pedal Tractor Pulls During Intermissions

11am - Chicken BBQ (Oregon Masonic Lodge #151)

1pm - P.I. Motorsports - ProFarm, Super Farm & Hot Farm
2.5 Diesel P.I. Motorsports

3pm - Tri County Mini Rods (Supercharged Tractors)

7:30pm-11:30pm - Music By: Thirsty Jones

Sunday, September 3rd

8-11am - Pancake Breakfast

- Sponsored By The Monona Bank - Brooklyn

-Featuring "Big Jakes Pancakes"

10am - Farm Tractor & Amateur 4wd Truck Pull

-Kids Pedal Tractor Pulls During Intermissions

10am - South Central Wis. Tractor Pullers (All Classes)

12pm - Bean Bag Toss Tournament

(See website for pre-registration)

2pm - P.I. Motorsports - Super Stock Trucks

Hot Open Diesel Class

7:30-11:30pm - Music By: Super Tuesday

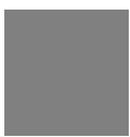
Miller
Lite

LIKE US ON FACEBOOK

MORE INFO AT WWW.OREGONSNOBLAZERS.COM OR WWW.BROOKLYNSNOHORNETS.COM



September 2017

Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
					1 UB & T – 1130 a Kick off Brooklyn Labor Day Fest with Lunch Truck & Tractor Pulls – Legion Park	2 Fall Arts & Craft Fair – BYN Elementary School Truck & Tractor Pulls – Legion Park
3 Truck & Tractor Pulls – Legion Park	4 Public Works & Clerk's Office Closed Labor Day 	5 Tire, Oil & Battery Pick up 	6	7  Garbage & Recycling Recreation Meeting 6:30 pm	8	9
10	11 Village Board Meeting 630 pm	12 Brush Pick Up	13 Garbage	14 EDC Meeting 630 pm	15	16
17	18 Brooklyn Area Chamber Meeting 6 pm	19	20 Garbage & Recycling	21 Media Committee Meeting 630 pm	22 Fall Begins 	23
24	25 Village Board Meeting 630 pm	26	27 Garbage	28 Community Potluck Noon – Methodist Church	29	30

notes

Clerk's Office Hours – Monday – Friday, 7 a.m. to 5 p.m.

Check out our Village website at www.brooklynwi.gov

Facebook: [brooklynvillagewi](https://www.facebook.com/brooklynvillagewi) Twitter: [@BrooklynWIGov](https://twitter.com/BrooklynWIGov)

