

BROOKLYN VILLAGE NEWS April 14th, 2016

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BROOKLYN VILLAGE BOARD MEETING MINUTES March 28, 2016

The March 28, 2016 Village Board meeting of the Village of Brooklyn was called to order at 6:36 pm at the Village Hall by President Pat Hawkey. Trustees present were Kyle Smith, Russell Cazier, Todd Klahn and Heather Kirkpatrick. Trustees Sue McCallum and Zach Leavy were absent. Others present were Deputy Clerk Kuhlman and Chief Harry Barger. All stood for the Pledge of Allegiance.

Hawkey made a motion to approve minutes of March 14, 2016. Smith seconded. Motion carried.

President Hawkey – All trustees received a letter from Oregon Senior Center. The Board will revisit the Senior Center later in the year.

Deputy Clerk Kuhlman reported that the Village received a letter sent to Attorney Kraemer from the League of Wisconsin Municipalities Mutual Insurance company denying worker's compensation benefits to Robert Anderson. The website is in the final stages of being updated.

PUBLIC WORKS: Village has been awarded the Arbor Day Foundation **2015 Tree City USA and a USA Tree City Growth Award.** The **2015 Consumer Confidence Report** is completed and has been posted in the Village, on the Village website and printed in the March newsletter.

SAFETY: Hawkey made a motion to approve Safety Committee minutes of 2-4-16 and 2-22-16. Klahn seconded. Motion carried. Chief Barger stated Village received a letter regarding the **Best Dam Bike Tour** coming through the Village again this year. President Hawkey will sign and return the letter acknowledging awareness of the event.

At 6:42 pm Hawkey made a **motion to convene to closed session** pursuant to WI Stats 19.85(1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility to discuss; employee evaluations. Cazier seconded. Motion carried. Hawkey made motion, Cazier seconded, **motion carried to reconvene to open session** at 7:05 pm.

Hawkey made a **motion to re-announce part-time police officer position** to get more applicants to apply. Cazier seconded. Motion carried. Chief Barger stated he's working on getting **court appearances established with the Circuit Courts**; hopes to be finished by mid-April. Has been getting municipal ordinance information sent in and will have to update parking ordinance to change to municipal ordinance citation. Once everything is set up, parking citations will have to be paid at the counties. There will be two court dates, one at each County plus juvenile court for each County. Kirkpatrick asked what the average citation count is per month. Chief Barger stated 8-12. Chief Barger will keep the Board informed of the progress.

Chief Barger discussed the **in-service training group Brooklyn PD** works with. In 2017 Cottage Grove wants to conduct their own internal in-service, so Brooklyn will be doing in-service group with Blue Mounds and Belleville. The **Co-Citizen Academy** starts April 6. Trustee Cazier is signing up, Deputy Clerk Kuhlman is signed up. Each class will be approximately three hours from 6 pm to 9 pm, if they get enough people signed up. Chief Barger stated there will be 21 hours invested by Brooklyn PD. He will be present one session under MATC's employment. Officer Engelhart's hours will be incorporated into his normal shift.

Chief Barger handed out informational documents entitled **Critical Issues in Policing Services, Use of Force: Taking Policing to a Higher Standard and Special Community/Police Task Force Recommendations Regarding Police 'Use of Force'**. Discussion by Chief Barger on these documents. It is a huge issue in law enforcement right now. Hawkey stated there is an existing Village policy on use of force. Chief Barger feels it's adequate as is. Contact him if anyone has any questions.

Since Trustee McCallum is not present, she will update the board on the **Memorial Day activities** at the next meeting. No review of current budget status. Chief Barger handed out work schedules, statistic sheets for previous

month. Discussion regarding police budgets and possibly moving items into different categories. Discussion regarding work schedules. Hawkey discussed a memo from Chief Barger to the Clerk's office regarding asking the Clerk's office to deny residents paying parking citations without a copy of the citation, but now with going to the counties it's a moot point.

Police Chief's Report – Wisconsin Bureau of Justice is holding training sessions regarding Uniform Crime Reporting (UCR) and the WI Incident Based Reporting System (WIBRS). Chief Barger and Officer Engelhart would like to attend both sessions to be prepared for possible new system in 2017. Smith **made a motion to send Officer Engelhart and Chief Barger to the training in Madison on April 27 and 28** and both will be paid while at training. Hawkey seconded. Hawkey stated the Clerk's Office will be closed also on April 27 and 28 for a conference. Motion carried. Chief Barger and Officer Engelhart finished CPR. Fire/EMS stated there may be extra money to purchase an AED for the squad. Chief Barger is working on new policy regarding criminal trespass on property and escorting people off premises. Discussion regarding Public Works and Safety reporting information to Board since there are no committees. Chief Barger stated there will be nothing in April due to his being at conferences. If there are any issues, Trustee McCallum or Officer Engelhart will present information. The **hiring process will begin and applications will be due April 14th of 15th.**

NEW BUSINESS: Hawkey made **motion to approve Resolution 2016-03, Refinancing Fire/EMS building loan at Brooklyn Community Bank Loan #1002355 to Board of Commissioners of Public Lands of Wisconsin**. Trustees read the resolution to borrow money and levy a tax. Discussion regarding refinancing. Smith seconded. Roll call vote taken – Smith, aye; Klahn, aye; Cazier, aye; Kirkpatrick, aye; Hawkey, aye. Motion carried.

UNFINISHED BUSINESS: Received **quote from Computer Know How on archive/backup services** for all employee/trustee emails. Discussion followed. Klahn made a **motion to postpone** until further information is obtained. Hawkey seconded. Discussion regarding pricing and scope of work. Cazier will contact Computer Know How for further information. Motion carried.

Discussion on Employee Handbook changes. Smith made a **motion to approve the additional 16 hours of holidays, so Christmas Eve full day, New Year's Eve full day and day after Thanksgiving as a holiday paid**. Hawkey seconded. Discussion followed. Klahn discussed needing to be open on New Year's Eve for taxes. Hawkey clarified that even though there are certain hours the Clerk's office is currently closed, they are open on certain days for absentee voting and may be negotiable to be open New Year's Eve for tax payments. Kirkpatrick and Klahn opposed. Motion carried.

Discussion regarding changes in language including reporting to committees. Hawkey made a motion to approve the rest of the changes in the Employee Handbook. Klahn seconded. Kirkpatrick had question regarding page 13, 2.13 overtime pay, line c, 96 hours. Hawkey stated that is per State Administrative Code per Clerk. Kirkpatrick stated to amend language and add per State Administrative Code. Hawkey amended the **motion to approve entire document and on page 13 under overtime pay for the police department include the statement per State Administrative Code**. Klahn seconded. Motion carried.

Amended **Lighthouse contract** was distributed. Kirkpatrick discussed new language in Addendum A. Kirkpatrick would like the first paragraph of Addendum A to read "If the Village enters into a contract to purchase or an option to purchase Phase II and Phase III while this listing contract is in force, we will roll the marketing and sale of either/or of those two phases into this agreement. "Kirkpatrick would like to add the following language to Addendum A, Number 9, "Any changes in this plan need to be approved by the Village prior to implementation." Discussion followed. Kirkpatrick would also like to change Addendum A, Number 9, to state "As of the execution of this contract dated April 15, 2016, the marketing plan consists of." Hawkey made a **motion to approve the contract with changes that Trustee Kirkpatrick requested**. Klahn seconded. Motion carried.

Planning & Zoning Commission: Hawkey attended the Dane County Zoning and Land Regulation Committee meeting regarding Dane County CUP 2334. Dale Arndt was also present. Hawkey related information that Dale Arndt is concerned that it was reported at the meeting that the berm is 10 feet and it's higher than that. There is

another meeting scheduled in April. Because there was no quorum of the Planning & Zoning Commission, Hawkey is making a **motion to approve the zero-lot line request of Symdons,** 309-311 Douglas Drive, based on the original information received. Planning & Zoning had a question about firewall, which will be inspected this week; whether it needed to go through a variance, which the zoning inspector said it did not; and all the contingencies have been met for the property, pending passing the building inspection. Heather seconded. Motion carried. Nothing from Recreation Committee or Economic Development Committee.

Smith made a motion to adjourn at 7:43. Cazier seconded. Motion carried. Linda Kuhlman

April 11, 2016

The April 11, 2016 Village Board meeting of the Village of Brooklyn was called to order at 6:30 pm at the Village Hall by President Pat Hawkey. Trustees present were Kyle Smith, Russell Cazier, Todd Klahn, Sue McCallum, and Heather Kirkpatrick. Trustee Zach Leavy was absent. Others present were Bruce and Cheryl Crubaugh, Clerk Strause, PW Director Langer, Sandy Mortensen. All stood for the Pledge of Allegiance. There were no public comments.

President Hawkey moved, second Kirkpatrick, carried to approve the minutes of 3-28-16. Trustee McCallum abstained.

President Hawkey reported on the GCDC annual dinner in Monroe on May 4th and the League of Municipalities workshop on May 20th. Anyone wanting to attend either should contact the clerk for registration. Hawkey stated she would hand out at the end of the meeting the Trustee Handbook with changes to be on the 4/25 agenda. Also an updated animal ordinance, that was discussed last year, will be brought back for review at the 4/25 meeting. The Employee Manual, as approved at the last meeting, has been updated and copies made for all Trustees and departments.

Clerk Strause reported on the April 5th election with 65% voting in Green County (177) and 61% voting in Dane County (352) for a total of 529 voters. There are two more elections left this year. There has been an **unemployment claim made by Teresa Pelton,** court clerk for the Joint Belleville/Brooklyn Municipal Court. The dates are for March-May 2015 for an amount earned of \$562.96 during this time before the joint court process began. **The joint court is done April 30, 2016.**

PUBLIC WORKS REPORT: Hawkey moved, second Klahn, carried to approve the **yearly skid steer trade with Carter & Gruenewald.** Hawkey moved, second Smith, carried, to approve the **yearly tool cat trade with Bobcat of Janesville**.

Multidischarger variance status for phosphorus compliance is still being looked at having been submitted to EPA trying to get a variance. Utility and PW reports were reviewed. Boy Scouts will be sent a Thank You for the great job done cleaning up the parks.

FINANCE REPORT: Finance reports including budget reports were reviewed. Because there are no monthly committee meetings, quarterly committee budget reports will be distributed. Hawkey moved, second Kirkpatrick, carried to approve payment of all bills as presented. Board members are urged to review the bills either before or during the meeting. Clerk Strause

gave an update on the **Board of Commissioners of Public Lands Loan to refinance the Fire/EMS building loan** currently at the Brooklyn Community Bank. The Towns of Brooklyn and Rutland and the Village are all refinancing this loan for payoff May 1st.

Hawkey moved, second Klahn, carried to move up on the agenda the Oaths of Office. President Hawkey gave the **Oaths to newly elected Trustees Bruce Crubaugh, Russell Cazier, and Sue McCallum**. Their two year terms begin April 19th.

At 6:48 p.m., Hawkey moved, second Klahn, unanimously carried to convene to closed session pursuant to WI Stats 19.85 (1)(c) to discuss wages for Deputy Clerk-Treas, Linda Kuhlman. Trustee Klahn moved, second Smith, unanimously carried to reconvene to open session at 6:53 p.m. Klahn moved, second Smith, carried **to pay Deputy** Clerk-Treas, Linda Kuhlman \$17 per hr retroactive to April 1, 2016 and pay \$20 per hr starting August 1st when she will become the Clerk-Treas. with the retirement of Carol Strause.

UNFINISHED BUSINESS: Trustee Cazier reported on an email from CKH regarding **archiving** with CKH not able to directly sell the government pricing plans. The Village would need to purchase directly from Microsoft. The quote from CDW has authorization to work directly with Microsoft for archiving. Cazier will contact CDW to get a price to come to the Village to set up and confirm that all will be backed up. CDW is a larger organization and final costs will be at the 4/25 meeting. Hawkey moved to table, second Klahn, carried. **Special events policy/application** will continue to be reviewed after feedback from the SnoHornets. Trustee McCallum stated she filled out the application in 5 minutes for Memorial Day and there is no need for further review. The policy/application is meant to let the Village & employees know what event is taking place and the needs of the group responsible for the event. It also requires temporary operator applicants to take a bartender serving course. McCallum continued there were problems from last year's Labor Day weekend with over serving to some attendees, no one in charge, beer consumed outside the fenced area and other issues that were addressed in Chief Barger's "After Action Report". Hawkey requested a copy of the report and moved to table until the 4/25 meeting, second by Klahn, carried.

Discussion continued on the **Oregon Senior Center contract** which expires 12/2016. The Oregon Observer newspaper article, letter from senior center director from last month, and a note from a local resident were all copied for board members. Village of Oregon is moving forward with new one year contracts without the Village in their calculations. The Village gave notice in January that we may not continue with a contract for future years because of budget restraints. If there is money left in the budget, the Village could possibly give a donation to center like the Town of Dunn has done the past few years. Many senior programs/services will continue for our residents as they are county/State subsidized. Five residents are on the food program. County services vs municipal services are not clearly defined. The Oregon Senior Center is for Dane County residents while Green County residents need to be in touch with Green County Human Services. Hawkey moved, second Cazier, carried to discuss further at budget time.

Reviewing the temporary **hours for the Clerk's office** was done. There have been no complaints on being closed on Fridays. The office has been open **Monday thru Thurs from 7 a.m. to 5 p.m.** while the Clerk was on medical leave. Hawkey moved, second Klahn, carried to keep the current schedule Monday thru Thurs unless there are complaints that need further review. Trustee Smith voted NAY.

Clerk Strause reported on the **hiring ad for a Deputy Clerk-Treas**. The ad has been posted on the following websites: Village, League of Municipalities, WMCA, WRWA, Job Center, Green County Clerks, Dane County Clerks. WIJobs will be added. Strause asked if the Oregon Observer and the WI State Journal should again be used. The cost last time was \$753.20 for both. Consensus was not to publish. Trustee Smith has agreed to chair the applicant review team which will be the same as last time with Officer Engelhart, Utility Supt, Spilde, and Clerk Strause. An independent interview committee will be appointed at the 4/25 meeting.

COMMITTEE REPORTS: Planning and Zoning had no meeting for lack of a quorum. **Recreation** is doing inventory on existing playground equipment. **EDC** will meet in May. President Hawkey stated any **Ordinances**, new or updates, should be given to the Clerk to make copies for all board members and will be handed out at the next meeting which will give a two week review time and be placed on the following agenda as a starting point.

Klahn moved, second Smith, carried to adjourn at 7:25 p.m.

Carol Strause, MMC, WCMC, CMTW



<u>Village Wide</u> <u>Garage Sales</u>

Friday April 29 Saturday April 30 Optional: Sunday May 1 8am – 4pm ****

NEW this year in the Brooklyn Community Building Joint Non-Profits Sales, organized by the Brooklyn Area Historical Society.

> brooklynhistory@msn.com 608-455-1503

WATCH for the Oregon Observer's ad for advertising with them. An opportunity to buy a small ad within a larger feature ad in the Oregon Observer and Great Dane. They do this for all the village wide garage sales in their area, 835-6677



EVERYONE LIKES A LITTLE GREEN... LET'S SHARE SOME

A Garden Swap will be held on April 30 as part of the Brooklyn Garage Sale weekend.

Dig up and share your perennials from 9 to 11 on Saturday morning at the lower level of the Community Building.

The Garden Swap is in conjunction with the Brooklyn Area Historical Society Joint Non-Profits Sales.

<u>Spring Clean Up</u> <u>Dumpster</u> (Change from Feb newsletter)

Fri. April 22nd - 2 pm - 7 pm Sat. April 23rd - 10 am - 4 pm Sun. April 24th - 10 am - 2 pm Mon thru Fri - 2 pm - 7 pm (Apr 25th - 29th) Sat. April 30th - 10 am - 4 pm Sun. May 1st - 10 am - 2 pm Dumpster will be located at the Treatment Plant - Windy Lane (S. end of Village on Hwy 104)

Public Works

Brush Pickup Has Begun (2nd Tuesday of each month)

Please place brush in the terrace at the curb, staying away from any electrical/telephone equipment. All cut ends need to be placed in the same direction-parallel to curb.

Note: Leaves/grass are NOT picked up in the spring. You can bring them to the compost pile at the Wastewater Treatment Plant on S. Rutland.



Hydrant Flushing Week of April 18

Street Sweeping Thursday, April 21

Please have vehicles off streets at 6:00 a.m. until sweeper goes by



Please **NO** mowing into the streets over the next few months



CLERK'S OFFICE

OPEN BOOK & BOARD OF REVIEW

Open book will be held on May 2nd from 5-7 pm at the Village Hall (210 Commercial St). If you have any questions regarding your property assessment, take this opportunity to talk with the Village Assessor.

Board of Review will be held on May 19th from 5pm-adjournment at the Village Hall (210 Commercial St). (*You must make an appointment.*)

Clerk's Office will be closed April 21-22 and 28-29 due to conferences.



As of May 1, we will be accepting credit cards in the office for any payment

Clerk's office hours are now permanently Monday – Thursday 7 a.m. to 5 p.m.

Police Department

Law of the Month April 2016 – Motorcycle riders are required to have a motorcycle license

Many motorcyclists are eagerly *anticipating the start of the riding season* this spring. As they prepare their motorcycles and equipment, riders also need to get trained and get licensed.

A regular Class D driver license for operating automobiles and light trucks is not sufficient for motorcycle operation. Motorcycle riders must also have a Class M motorcycle license. Riders who do not have a valid motorcycle license may receive a citation costing \$200 per violation.

About 35 percent of motorcyclists' fatalities from 2003 to 2013 involved riders who had not completed the safety training or skills test required to obtain a motorcycle license.

"Too many people continue to ride without a motorcycle license," "It's a serious problem especially for those who have not ridden a motorcycle for several years and are beginning to ride again. Riding a motorcycle requires more physical skill and mental concentration than driving a car, so riders need to get trained and get licensed for their safety and the safety of others on the road."

Obtaining a motorcycle license is not complicated. Motorcyclists must pass a written test and a road test at a DMV customer service center. Motorcyclists who successfully complete one of the following Wisconsin Motorcycle Safety Program courses do not have to take the road test at the DMV to get their license:

- (BRC) Basic Rider Course for Motorcycles
- (SBRC) Basic Rider Course for Scooters
- (3WBRC) Basic Rider Course for Three-Wheel Motorcycles (trikes)
- (BRC2) Basic Rider Course 2 (for intermediate or advanced level riders)

Enjoy the summer and remember to ride safe

Brooklyn Police Department

Activity for March

Thefts	0
Suspicious activity	0
Misc comp/arrests	0
Traffic Incidents	18
Assists	5
Traffic citations	3
Traffic warnings	6
Traffic crashes	1
Parking violation	12
Open Records request	1
Animal	0
Domestic/family	0
Damage Property	1
911 Disconnect	1
Financial/Fraud	2
Disorderly/Disturbance	2
Juvenile Offenses/Comp	2
Muni. Ord. Comp/Violation	6
Drug Charges	1
Found Property	<u>1</u>
Total	62

April 2016 News from Your Senior Center By Rachel Brickner

Spring is a good time to make an investment in yourself, and this year the Oregon Area Senior Center is teaming up with the Fitchburg Senior Center to bring local seniors a wonderful opportunity.

The Aging Mastery Program,

developed by the National Council on Aging, encourages mastery—developing behaviors across many dimensions that will lead to improved health, stronger financial security and overall well-being. It increases participants' knowledge in the following areas: exercise, sleep, healthy eating and hydration, financial fitness, medication management, advance planning, healthy relationships, fall prevention and community incentives.

This ten week program begins April 27, and meets each Wednesday, at the Fitchburg Senior Center, from 1:30-3:30 p.m. There is a \$25 cost for this program, but scholarships and transportation will be available. You must sign up by April 20 by calling the Fitchburg Senior Center at 270-4290, or by emailing

<u>Jill.Mchone@fitchburgwi.gov</u>. If you have any questions about the program, you can call Alison at the Oregon Area Senior Center as well, at 835-5801. This program will be repeated later in the year at the Oregon Area Senior Center.

On April 28 at 1:00 we will be welcoming **Johnny Cash fans** to a musical tribute in his honor performed by another man in black, Johnny Dough. The program is free, but please reserve your spot by calling 835-5801.

May 6 will see the Senior Center host its eighth annual **Brat Bash**. Live music,

brats and hot dogs fresh off the grill will be available as the Center welcomes everyone to this popular spring fundraiser. Food will be available starting at 10, and music begins at noon. We hope to see you here!



SENIOR POTLUCK LUNCH

A community potluck lunch will be held on Thursday, April 28th, 2015 in the Community Building kitchen at Noon. Bring a dish to pass and enjoy some good company and conversation!







Watch for more details in next month's newsletter



Oregon Community Band Salute to America Concert Tuesday, May 31 @ Legion Park

The American Legion members will present the Flags prior to the Patriotic Music Ceremony.

The Concert starts at 7 pm with food available at 6 pm provided by the Brooklyn American Legion and the Brooklyn Veteran's Memorial Committee.

Hopefully there will be a nice turnout and this can turn into an annual event in Brooklyn. Please join us for music in the park and remember to bring your chairs.

This is the first Community Band concert of the season with 6 more Tuesday night concerts scheduled in Oregon at the Triangle Band Shelter.



Brooklyn Area Chamber of Commerce, 2nd Annual Memorial Weekend "All Wheels Show"

Saturday, May 28, 2016 9:00 a.m. – 4:00 p.m. Brooklyn Legion Park

** Registration fee is \$5; first 40 entrants will receive a dash plaque "Best of Show" in 4 categories; motorcycle, car, truck, tractor. Voting will be done by spectators and participants Green County Cruise following.

** Flea Market from 9am – 4pm, register for a \$20 booth

** "Community Antique Tractor Pullers" starting at noon

Questions: hello@brooklynacoc.org

Car Show: Rich Walford 608-455-1713 Susan McCallum 608-455-1503

Motorcycles: Pat Lentz 608-921-7872

Tractor Show: Susan McCallum 608-455-1503

Flea Market: Patti Lentz 608-455-2265

Tractor Pull: Mike Hawkey 608-516-8146





May 2016

Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
1 Village Garage Sales Dumpsters 10a-2p	2 OPEN BOOK – 5 TO 7 PM	3 Tire,oil,battery pickup	4 RECYCLING Zumba-6:30p	5 DIME A DIP 4:30 pm @ Comm Bldg. Recreation mtg-7pm Yin Yoga – 7:30 pm	6	7 Yoga Up [®] – 9:30 am FREE Movie Night 7pm
8	9 Yoga Bliss-6:30pm	10 Brush pickup Pre-Ballet 6:00 Ballet 6:45 pm	11 Zumba-6:30pm	12 Yin Yoga – 7:30 pm	13	14 Yoga Up® − 9:30 am
15	16 Village Board Mtg 6:30pm Yoga Bliss-6:30pm	17 Pre-Ballet 6:00 Ballet 6:45 pm	18 RECYCLING Zumba-6:30pm	19 BOARD OF REVIEW 5:00 pm Yin Yoga – 7:30 pm	20	21 Yoga Up® – 9:30 am
22	23 Yoga Bliss-6:30pm	24 Pre-Ballet 6:00 Ballet 6:45 pm	25 Zumba-6:30pm	26 Yin Yoga – 7:30 pm	27	28 Chamber Tractor Pull/Car Show Yoga Up® – 9:30 am
29 Veterans Memorial Dedication	30 Yoga Bliss-6:30pm	31 Oregon Comm. Band @ Legion Park Pre-Ballet 6:00 Ballet 6:45 pm				

notes

Check out our Village website at www.brooklynwi.gov

Facebook: brooklynvillagewi Twitter: @BrooklynWlgov