



MAY 2020 VILLAGE NEWS

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
102 N. Rutland Avenue
Email: police@brooklynwi.gov

Public Works Dept. - 455-1842
Fax - 455-1501
102 Windy Lane
Email: publicworks@brooklynwi.gov

OPEN BOOK

Telephone Open Book Discussions are scheduled for

Thursday, May 28th, 4:00 - 6:00 pm.

Online appointment scheduling is available.

To set up an appointment please log on to www.accurateassessor.com and click the online APPOINTMENTS link on top of the screen, then choose your location (Brooklyn), choose your Telephone Open Book date and time, then enter your personal information including the phone number you wish to be contacted at.

An assessor will call you within 15 minutes of your scheduled time. If you do not have Internet access, please call **Accurate Appraisal at 1-800-770-3927** to schedule a telephone discussion.

Property information and the assessment roll book are available online at www.accurateassessor.com or by Appointment at the Clerk's Office.

BOARD OF REVIEW – Tues., June 16th 6p-8p

CONGRATULATIONS!

Class of

2020



Congratulations on your
accomplishments and we wish you luck

Brooklyn Village Board Meeting Minutes March 9, 2020

The March 9, 2020, Village Board meeting of the Village of Brooklyn was called to order at 6:30 p.m. at the Brooklyn Village Hall by President Brit Springer. Trustees present were Pat Hawkey, Kyle Smith, Sue McCallum, Dan Olson, and Heather Kirkpatrick. Trustee Todd Klahn was absent. Also present were Maynard Stoehr, Jan Hartwig, Officer Greg Kosharek, Officer Randy Burns, Travis Anderson and Troy Larson from Strand Associates, Public Works Director Leif Spilde, Chief Wade Engelhart and Clerk-Treasurer Linda Kuhlman. All present stood for the Pledge of Allegiance. No public comments.

Smith made a motion to approve the February 24 minutes. McCallum seconded. Motion carried.

Maynard Stoehr from Oregon Brooklyn Optimist Club - In February they nationally recognize law enforcement. Chief Engelhart sent in a letter to the Optimist Club nominating Jan Hartwig, the Brooklyn Police secretary. Stoehr presented a plaque recognizing Jan Hartwig as Police Secretary of the Year for Brooklyn and also a framed copy of the Optimist Creed.

Smith made a motion to approve the special event permit for Memorial Day weekend for CATP. Olson seconded. Motion carried.

Smith made a motion to approve the sound amplification permit for Memorial Day weekend for CATP. Olson seconded. Motion carried.

Springer stated the ball diamonds schedule was settled between the two organizations. Hawkey stated there should be a written agreement with Oregon Youth Softball group for use of the fields. **Kirkpatrick made a motion to postpone the park rental policy and rental agreement until the next meeting.** Olson seconded. Motion carried.

President's report – March 14 from 11 a.m. to 1 p.m., the president is holding a Chat with the President in the lower level of the community building. Residents are welcome to come and ask questions and discuss anything. She would prefer that if people have complaints, that they bring them to the Village with some ideas for solutions. No action will be taken at that meeting. She would like to remind everyone that as a board, they have to be aware of how they say things on social media and be better about how to respond or don't respond at all.

Safety – Total calls in February of 88 and with Green and Dane, 110. Green came in 3 times and Dane 19

times. 2 open records requests. Assisted Dane County Sheriff 5 times. Assisted Oregon with an OWI. Assisted PW with water main break. 7 parking citations issued – 3 winter parking. 40 traffic stops, 7 citations issued. No cases to DA. Two ordinance violations – dog and cat bites. Burning complaint with no action taken. Community policing – Officer Burns joined the Chamber for their Business Fair and also the Methodist Church for community lunch. Police Department received a \$325 donation previously from the VFW for ballistic helmets and have now received an additional \$325 donation towards the helmets from the American Legion. Last Tuesday had interviews for part-time officer. Had five applicants but three called in and cancelled due to illness. Panel interviewed two and recommended one candidate to move on. Chief Engelhart conducted the chief's interview on Saturday. He's a good candidate. Chief would like to go ahead with background checks and psychological and medical. Chief is trying to reschedule the cancellations. One has rescheduled for March 24. McCallum nothing is on the agenda. Smith would like to get background information on the candidate.

Kirkpatrick made a motion to approve the amendment to Chapter 7.8, Payroll Deductions, of the Employee Manual. Olson seconded. Motion carried.

Smith made a motion at 6:57 p.m. to convene into closed session Pursuant to WI Stats 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Hawkey seconded. Ayes – Hawkey, Smith, McCallum, Olson, Kirkpatrick and Springer.

Hawkey made a motion at 7:26 to reconvene to open session. Kirkpatrick seconded. **Kirkpatrick made a motion to have Strand develop and submit a draft plan to the DNR as well as develop and submit draft agreements with landowners for Water Quality Trading.** Olson seconded. Motion carried.

Strand Task Order – Travis Anderson explained that one comment from DNR on the initial trade was we had two years on getting to the limit, but it will be an accelerated date now. We put \$10,000 for phosphorus in the budget, but with DNR requesting an accelerated timeline on limits, additional support to get everything running was discussed and also rolling that into the loan to get principal forgiveness. Anderson stated with construction coming to end in late spring and after startup processes are complete, they'll work on optimization of the new system.

Larson explained our facility is a little over 10 years old, and there are a number of things that will be different than operated in the past, so they need to spend a window of time training on the best way to operate it. Hawkey stated the task order says the estimated amount is \$10,000 with an estimated completion date of June 30, 2021. Anderson stated the vast majority will happen sooner than that.

Hawkey made a motion to approve the Strand Amendment No. 3 to Task Order No. 17-02 in the amount of \$10,000. Olson seconded.

Motion carried. **McCallum made a motion that the \$10,000 task order be added to current CWF loan.** Kirkpatrick seconded. Motion carried.

Public Works Report – WWTP addition –

Anderson stated the BPR tank is basically complete. They are finishing installing the mixers in the tank. It's nearly ready for operation. The chemical phosphorus building and pumping system is installed. The garage addition is enclosed, the roof is on, and they're working on siding. A lot of the interior work is underway. Change orders have been relatively low on the project, around 1%. The project is on schedule for substantial and final completion dates. They have a progress meeting on Thursday. Spilde stated had a **broken water main** on S. Rutland. The frost depth is monitored all year and never got deep enough, so **residents didn't have to run water this winter.**

Emergency Management – had its first meeting in 3-5 years. They will try to meet twice per year. Spilde is updating the manual and will finish it after the election. He took a class through Green County. Will hold first aid Stop the Bleed training on March 24th for staff including the police, PW, town employees and clerks and board members are welcome. It will be 9 a.m. – 11 am. or noon. **Streets** -- plowed 7 times since last year. They are within two plowings of a normal year. The 1-1/2 ton truck is on order, and will take 90-145 days. Had a power outage on 2-12. Village employee was bit by dog while hanging disconnect notices. Employee is doing fine. Dog is going through proper procedures with animal control. PW patched streets and they're working with the township. Smithfield area when it was seal coated last year had some excess gravel and then it snowed in October so it couldn't be swept after seal coating or when normally done in November. It is bad, and PW will work with the Bobcat dealer, who will let us use a bucket sweeper as long as we want, and then they will sweep the terrace areas. They're waiting until ground gets a little harder and the snow is gone. CATP would like to donate gravel for the park project. Spilde will bring it back to board before they bid it out. Dumpster Days will be May 8-17. There is a conflict on Monday night, so it will close at 6. The hours will be posted. Spilde would like to tear down the small shed in front of PW. **Smith made a motion to tear down the red shed in front of PW.** Kirkpatrick seconded. Motion carried. **Smith made a motion to run an**

ad for summer help, if needed. Kirkpatrick seconded. Motion carried.

Kuhlman explained that the board made a change to the emergency management committee last year to include the Assistant PW Director on the committee, but there is one more paragraph in the ordinances that needs to reflect that change. Springer read Ordinance 2-542 (7), Emergency Management Committee, change into the record. **Hawkey made a motion to accept the change to Ordinance 2-542(7).** Smith seconded. Motion carried.

Springer read Resolution 2020-01, 2020 Arbor Day Proclamation into the record. **Smith made a motion to approve Resolution 2020-01, Arbor Day Proclamation.** Kirkpatrick seconded. Motion carried.

Smith made a motion to approve CWF Disbursement #7 for the WWTP project. Kirkpatrick seconded. Motion carried.

Olson and Kirkpatrick reviewed the bills. **Olson made a motion to approve the bills as presented.** Kirkpatrick seconded. Motion carried.

Springer stated the new complaint form is not ready. **Smith made a motion to postpone action on complaint form and policy.** Kirkpatrick seconded. Motion carried.

Clerk's report – February financials – Total deposits for February were \$398,085.46, which included \$109,068.29 for tax collection and \$133,271.15 from the CWF loan. Total withdrawals were \$612,769.35, which included \$373,125.27 in tax settlements with the counties and school districts. This leaves a total in all accounts of \$1,950,089.56 at the end of February. Other financials were handed out. There is a GCDC meeting on March 19, if any of the board is interested in attending. The state announced the MLS grant recipients, and we did not receive a grant. We are preparing for the election on April 7.

Media Committee – A Social Media Policy was adopted in 2017, but the committee is looking through policies and best practices from other communities to refine our policy. The committee will come up with a policy for how to handle social media as a board member or employee and how to respond or not respond. Hawkey would like the Village Facebook page be a group for only village residents. Springer stated they'd have to look into whether that's possible. We can save Facebook pages for record retention. The committee discussed having a police department fan page.

Recreation Committee – had movie night on March 7. There are lots of people showing up to classes. The Dime a Dip is May 7. The same summer

rec coordinator is coming back this year. Ballet has started. There are a number of vendors for September 7 art fair. Kirkpatrick would like to see time for Dime A Dip extended until 7 p.m., if possible. Hawkey stated sometimes they run out of food by 6 p.m. They are looking for volunteers. They talked about doing Dime a Dip and a taco bar for a separate price. They would like to put on the agenda a request to paint the tennis courts for pickleball.

Smith made a motion at 8:06 p.m. to adjourn.
Springer seconded. Motion carried.

Linda Kuhlman, WCMC
Clerk-Treasurer

~~~~~

## Brooklyn Village Board Meeting Minutes March 16, 2020

The March 16, 2020, Village Board meeting of the Village of Brooklyn was called to order at 6:30 p.m. at the Brooklyn Village Hall by President Brit Springer. Trustees present were Todd Klahn, Pat Hawkey, Dan Olson, and Heather Kirkpatrick. Trustees Sue McCallum and Kyle Smith appeared by phone. Also present were Dan Marshall, Deputy Clerk-Treasurer Vicki Olson and Clerk-Treasurer Linda Kuhlman. All present stood for the Pledge of Allegiance. No public comments.

Springer thanked everyone for coming. Springer read the signed Village of Brooklyn Declaration of Emergency into the record. **Kirkpatrick made a motion to ratify the Declaration of Emergency.** Smith seconded. Motion carried.

Discussion on when and if employees need to self-quarantine and how will they get paid. Kirkpatrick suggested creating a second category of sick leave for a public health emergency, where employees would get an extra 14 days of paid sick leave if they have to be isolated. Klahn asked if they should show symptoms. Kirkpatrick suggested two things – give public health emergency sick leave, and if someone has gone to a hotspot or traveled, they need to self-isolate. Klahn suggested saying can't travel outside of the state from now forward. Kirkpatrick agreed. Klahn is okay with the 14 days, but if someone chooses to go out of state and then has to be isolated, that would be on their own vacation or sick time. McCallum agrees it's important to set parameters. Each department head would have to sign off on an employee under them taking time in this situation and any department head is signed off by the president and the board is kept in the loop.

Kirkpatrick made a motion to create a category for paid sick leave per CDC guidelines only to be used in time of public health emergency and that time would be subject to approval by employee's supervisor, and for anyone exposed to someone who tested positive for the contagion and if they show symptoms of the contagion and have to be tested, they would self-isolate. Discussion on what to do if showing symptoms, traveling, when tested. Kirkpatrick withdrew the prior motion and restated the **motion to create a category of paid sick leave for employees to be used only during a time of public health emergency pending approval by their supervisor, during which the employee would self-isolate per CDC guidelines for the specific contagion.** Hawkey seconded. Motion carried.

Springer stated Spilde asked if there's a way for employees to alternate days or work different days, so they do not inadvertently get everyone sick at the same time. Discussion on how it would work and if employees could work from home. Discussion on election procedures. Hawkey suggested hiring someone to come in and clean booths and tables, etc., in between voters. Board discussed social distancing measures. Meetings will be held regularly online or phone in, following open meeting laws. Bills will be scanned in electronically and emailed to trustees to review.

Community building was discussed, along with how to hold recreation exercise classes. Hawkey suggested closing the community building and leave it up to Hardy on how to handle recreation classes. Smith suggested closing parks as well. **All events and reservations for using the Community Building and parks will be cancelled and the community building will be closed until June 1.** Dumpster Days and villagewide garage sales will be cancelled also. The Village will follow all isolation methods and protocols recommended by the CDC.

**Hawkey made a motion to hire two people at \$8/hour to hire clean for the election.** Olson seconded. Motion carried.

**Smith made a motion at 7:48 p.m. to adjourn.**  
Klahn seconded. Motion carried.

Linda Kuhlman, WCMC  
Clerk-Treasurer

~~~~~

Brooklyn Village Board Meeting Minutes March 23, 2020 (via online and telephone)

The March 23, 2020, Village Board meeting of the Village of Brooklyn was called to order at 6:30 p.m. at the Brooklyn Village Hall by President Brit Springer. Trustees present were Todd Klahn, Pat Hawkey, Dan Olson, Heather Kirkpatrick, Sue McCallum and Kyle Smith. Also present were Public Works Director Leif Spilde, Chief Engelhart and Clerk-Treasurer Linda Kuhlman. No public comments.

Employees – discussed working alternative weeks with Public Works employees. Chief Engelhart has been in contact with Officer Burns, and they will alternate their schedules to not overlap. Smith asked how they will be paid. McCallum suggested through the emergency bill. McCallum suggested alternating in clerk's office and PW, and if each take two weeks, that goes out 4 weeks. Discussion on alternating schedules and working from home. Spilde joins the call. He is looking for direction from the board but would like to limit staff so if one gets sick, not all four of them do. They would have no personal contact with residents, would ride in separate vehicles. He stated the job site for the plant addition hasn't been shut down. Construction projects were exempt from not having to go to work, but he's unsure what it's going to be by tomorrow. Strand recommends letting them tell us if they will continue to work or not. Chief Engelhart commented they're still taking calls, but non-life threatening are by phone or email. They are only going on calls that are life threatening or domestic. EMS calls, they will hold back unless EMS needs assistance. Smith asked if the community building is ready for the election. Spilde stated the basement is stripped and they start putting wax on tomorrow, and in two days it will be done, and if don't do gym, can add the steps and entryway and get that done in same time frame. If stagger a week off and a week on, he would suggest splitting Brian and him up, so he and Curt work together and Brian and Brandon work together. Spilde will work from home when not in the office. Springer asked if he wants to alternate weeks. Spilde said they all want to work, but according to the CDC, if one of them gets sick, then anyone in contact is quarantined for 14 days, so then they wouldn't have anyone to work. Smith suggested board restrict Spilde from running fire and EMS, because hypothetically, the risk is greater to get the virus that way, and as head of Village's EM. and leaving the sewer plant out, it's a wise choice to do at this moment. Spilde said he's not responding to EMS if it's a possible coronavirus call. There is a high risk of exposure on EMS calls, so if the boards want to limit him not to run EMS, he will. Discussion on clerk's office, one work one week and one work next week, same with PW 2 on and 2 off. The police department has two separate cars and their own computers and they're not working same shift. The part-time officer is not working, and

the clerical staff is on restricted duty at her full-time job.

Discussion on whether to quarantine employee who traveled out of state recently. Kirkpatrick made a motion that anyone who has a high likelihood of having come into contact with someone who has a likelihood for being positive of Covid-19, would self-isolate per CDC guidelines. They could return if they test negative or when the isolation period ends per guidelines. Klahn seconded. Hawkey thinks the motion is vague, because if public works is on the street, how do you tell who is or isn't infecting them, or if the police department goes on a call. Kirkpatrick withdrew her prior motion and amended her motion to say **anyone who has traveled to a known hot spot and returns home will then self-isolate per CDC guidelines. If they test negative during that time, they can return to work before the isolation period would have ended.** Klahn seconded. Discussion on what is a hot spot, what dates are being used to determine when there was a hot spot. Smith suggested putting a definition in the motion. Motion was reread. Springer aye; McCallum aye; Kirkpatrick aye; Klahn aye; Hawkey no; Smith no; Olson aye. Motion carries. Hawkey suggested putting some responsibility on to the PW director and clerk and chief to determine what's going to happen with employees. Smith made a motion to close the village down, because the board already did.

McCallum made a motion that starting Thursday of this week, Public Works will work 2 on and 2 off for alternating weeks and starting at least Thursday the clerk's office will work 1 on and 1 off for a week and both time frames will extend for the next month. Hawkey suggested adding that all employees, even though not coming to work, will be on call. McCallum **amended her motion to add all employees will be on call.** Olson seconded. Kirkpatrick asked if they will be paid during this time. McCallum said yes. McCallum **amended her motion to add during the time they are off, they will be paid their normal wage.** Olson seconded. Hawkey stated Olson shouldn't second. Kirkpatrick seconded. Springer aye; Kirkpatrick aye; McCallum aye; Hawkey aye; Smith no; Klahn no; Olson abstained. Motion carries.

Hawkey made a motion that Spilde take a leave of absence from fire/EMS for the next month and the board will reevaluate at the time. McCallum seconded. Springer aye; Kirkpatrick aye; McCallum aye; Hawkey aye; Smith no; Klahn no; Olson aye. Motion carries. Hawkey stated Spilde is too important to the village right now. Spilde understands.

Springer would like to review the prior motion on travel so we don't effectively shut down the village. Hawkey suggested negating the prior motion and make

it specific. **Kirkpatrick made a motion to rescind her prior motion.** Springer seconded. Springer aye; Kirkpatrick aye; McCallum aye; Hawkey aye; Smith aye; Klahn aye; Olson aye. Motion carries.

Kirkpatrick made a motion that the employee that the village board suspects has been recently exposed to Covid-19 will self-isolate per CDC guidelines as of March 19, 2020. If they test negative for Covid-19, they can return to work prior to the expiration of the self-isolation period. Springer seconded. Springer aye; Kirkpatrick aye; McCallum aye; Hawkey no; Smith no; Klahn aye; Olson aye. Motion carries.

Springer made a motion to have parks closed to the public, not just to events. Kirkpatrick suggesting amending the motion for reason, because we don't have resources to continually clean the equipment during this epidemic, and the virus can live for up to 3 days on sealed surfaces such as metal and plastic. Springer withdrew her motion and restated it to say, due to sanitary reasons as well as the potential that the coronavirus can live up to three days on certain materials, the village close the parks to not only gatherings but the general public. Olson said people should be able to walk through the green spaces. Springer stated it's due to the liability. PW can't be cleaning the parks. Olson understands, but they're not doing it in state or county parks. Smith stated they want people to go to the parks and the trail systems. He suggested putting caution tape around the equipment. Hawkey suggested putting fences up around the equipment and leave the rest of the park open and don't open the bathrooms. She is not in favor of closing the parks. Spilde stated that mental health is a big issue and he likes Smith's idea of caution tape. Kirkpatrick would like to see snow fencing. Hawkey suggested a motion to secure the playground equipment with tape or snow fence, and if have to revise, can revise, but barricade around the equipment and shelters to block access but the parks will remain open. Springer's motion died for lack of second. **Hawkey made a motion to lock down or block access to all structures in every park but leave the parks open to foot traffic.** Springer seconded. Springer aye; Kirkpatrick aye; McCallum aye; Hawkey aye; Smith no; Klahn aye; Olson aye. Motion carries.

Engelhart stated curfews were brought up at the Dane County Chiefs' meeting, and there is an issue dealing with kids congregating in parks, and several chiefs suggested looking at enacting a temporary shortening of the curfew. He suggested staying with the two different levels and changing the current 10 p.m. to 7 p.m. and the other one change 11 p.m. to 8 p.m. **McCallum made a motion to temporarily change curfew hours for 15-year-olds from 7 pm to 5 am 8 days a week and 16 to 17-year-olds from 8 pm to 5 am 7 days per week.** Kirkpatrick seconded. Smith asked if we will be able to enforce.

Chief said they will enforce it as much as possible. Olson asked if the curfew change is just during this time. McCallum **amended her motion to add temporary during the current pandemic.** Olson seconded the amendment. Springer aye; Kirkpatrick aye; McCallum aye; Hawkey no; Smith no; Klahn aye; Olson aye. Motion carries.

Hawkey made a motion to create online payments to be used by the Recreation Committee. Springer seconded. Hawkey amended her motion to create an online payment mechanism for Recreation for accepting payments. Kuhlman stated the village has two different systems for accepting payments. Hawkey rescinded her motion and asked it be reviewed more by the clerk to see if it will work.

Springer stated GotoMeeting online meeting site is free until June 23 and it's what we're currently using. After that we would have to pay. **Springer made a motion to sign the agreement of 90 days free version of GotoMeeting software.** McCallum seconded. Kyle opposed. Motion carries.

McCallum made a motion to approve bills as presented and as reviewed by Springer and Olson. Olson seconded. Motion carried.

McCallum made a motion at 9:07 p.m. to adjourn. Klahn seconded. Motion carried.

Linda Kuhlman, WCMC, Clerk-Treasurer

~~~~~

## **Brooklyn Village Board Meeting Minutes March 25, 2020 (via online and telephone)**

The March 25, 2020, Village Board meeting of the Village of Brooklyn was called to order at 6:30 p.m. at the Brooklyn Village Hall by President Brit Springer. Trustees present were Todd Klahn, Pat Hawkey, Dan Olson, Heather Kirkpatrick, Sue McCallum, Kyle Smith. Also present was Clerk-Treasurer Linda Kuhlman.  
No public comments.

**Springer made a motion at 6:31 p.m. to convene into closed session Pursuant to WI Stats 19.85(1)(f) considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par (b) applies, which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or**

**data, or involved in such problems or investigations (EM).** Smith seconded. AYES – Springer, Kirkpatrick, McCallum, Hawkey, Smith, Klahn, Olson. NOES – none.

**Hawkey made a motion at 7:18 to reconvene to open session.** Klahn seconded. AYES – Springer, Kirkpatrick, McCallum, Hawkey, Smith, Klahn, Olson. NOES – none.

**Hawkey made a motion at 7:19 p.m. to adjourn.** Klahn seconded. Motion carried.

Linda Kuhlman, WCMC  
Clerk-Treasurer

~~~~~

Brooklyn Village Board Meeting Minutes April 27, 2020 (via online and telephone)

The April 27, 2020, Village Board meeting of the Village of Brooklyn was called to order at 6:30 p.m. via online video and telephone conference by President Brit Springer. Trustees present via online and telephone were Pat Hawkey, Dan Olson, Sean Brennum and Kyle Smith. Trustees Heather Kirkpatrick and Todd Klahn were not present. Also present via online or telephone were Michael and Alice Seeliger, Vicki Olson, Public Works Director Leif Spilde, Chief Wade Engelhart, and Clerk-Treasurer Linda Kuhlman. No public comments.

Hawkey thanked Sue McCallum for serving on the board. **Motion by Olson to approve minutes from March 9, 16, 23 and 25 village board meetings.** Smith seconded. Motion carried. Brennum abstained.

Springer stated **PZ Commission recommended approval of the Conditional Use Permit for 100 Railroad Street** for warehousing and storage as submitted by Michael and Alice Seeliger with the conditions upon the following: 1. submittal of landscaping plan showing aesthetic improvements, landscaping, green spaces, repainting, stone accents, etc., within 30 days of the closing; 2. updated site plan showing no exterior storage and area for vehicle storage along northwest area of existing lot, approximately 3 cars/implements; 3. hours of operation to be 8 am to 7 pm for deliveries Monday through Friday, with no weekends; 4. if a change in exterior lighting is proposed, such as added lights, a lighting plan is required to be submitted to the Village and reviewed by the Zoning Administrator prior to building permit approval; 5. that the fence would be owned and maintained by Seeligers as new owners of 100 Railroad Street as part of the conditional use. Hawkey asked if there were any comments from neighbors. Springer stated there was a letter from the Dehlingers who wanted to make sure the new owners

of 100 Railroad Street know they will own and maintain the fence. **Hawkey made a motion to approve the CUP for 100 Railroad Street with the conditions as stated by the PZ Commission.** Olson seconded. Motion carried. Alice Seeliger stated they met with Dehlingers, and she expressed her concern about owning the fence on somebody else's property, and in the course of speaking they agreed that they'll meet and entertain the idea that they will deed over the property on which the fence stands or they will give the fence to them; otherwise, there might be confusion in the future. They will work it out with Dehlingers. Springer is okay with that. No other comments. Seeliger stated they're closing on Wednesday and will get further plans within 30 days of Wednesday and will work with the clerk's office on permits. The board thanked the Seeligers.

President's report – Springer thanked outgoing board member Sue McCallum for her continued village support of over 30 years. She welcomed Sean Brennum to the board and is looking forward to working with him. In the packet was motorcade information for the school teachers to do a motorcade through town, but it has been postponed. She thinks it will be a great moral booster. It is a motorcade for the school district to show their support to the kids in the community. Hawkey asked why it's required to have board action if fire/EMS didn't. Springer said they don't, but it was just to tell people what's going on. Springer said the state is continuing to see increase in cases of coronavirus, and the Governor has extended his order until May 25; although, there might be a court ruling by the end of the week on whether it will stay in place. We have cloth masks for all employees, as well as disposable masks. Spilde stated everyone has gloves, masks, sanitizer and wipes, and the village is in good state right now.

Safety Report – Chief Engelhart stated in March there were 78 calls, and with traffic 83. With the Dane and Green County calls, there were 100 total cases. Green came into the village 3 times and Dane 19 times. 4 open record requests. Assisted fire/EMS once. 5 department assists, one with Dane County Sheriff, 2 assists with Oregon PD and 2 assists with Green County Sheriff. No parking issues in March. 30 traffic incidents. 4 citations from OWI to operating after revocation. 2 verbal warnings. No cases to the DA. 6 ordinance violations or complaints. Had a complaint of an ATV on the roadway in the Marcie Drive/Cedar Street area coming from the railroad tracks. Police Department will keep eye on that. Assisted school and fire department with a lockdown at school. All training for law enforcement officers has been cancelled. The training and standards board is making adjustments for officer certification for the year. PD is putting together an outdoor range to see if we can use that range to keep certified. They're working on the next fiscal year to see what officers will be doing for certifications, along with instructor

certifications. It will possibly be pushed out until 2021. Had 12 informational cases that involved vehicle break-ins; five had items taken. The PD found several pieces of property and the owner has been contacted. The part-time officer that was interviewed and in the process of having a background check conducted, failed the background check. If any board member would like to discuss, Chief Engelhart would be more than happy to discuss the reasons why. Smith asked the chief to reach out to him about personnel stuff and what we're doing for part-time officers. Engelhart agreed. We rescheduled one of two candidates that called in sick during initial interview process and interviewed that candidate on April 21st by videoconference. Chief thought it would turn out well, but before sending out for background check, he reached out to one of the candidate's references and determined the candidate wouldn't pass the background check. If anyone wants to discuss that, he will give some background as to the reasons why. We have nobody else on the list right now. Our current part-timer is not working because of CIB restrictions, and most others wouldn't be able to work right now anyway.

Officer Burns has been working on the speed board. Chief stated Trustee Olson reached out for information about the data that they can pull from it. Chief Engelhart is in the process of verifying the data. They are planning another deployment for the speed board tomorrow and will leave it up until May 2nd. He wants to compare data from both deployments, and then once he verifies the data, he'll provide the information to the board. It can show by hour, the speed, volume, etc. He sent Olson a short summary that shows April 14-18 when it was on S. Rutland. The total volume was 7,708 vehicles with an average of just under 1,550 vehicles per day. He would like to give credit to Officer Burns for updating the software and working with the company to get the speed board set up. If anyone has any questions, please reach out to him.

PW/Utilities/EM Report – Spilde reviewed his report from 4/13/2020. Water tower painting – the DNR has not passed the permit yet, but it should happen soon. It's considered essential work under COVID restrictions. He's hoping to see a schedule in the next few weeks. They have a plan in place to accommodate when we need to shut the tower off between 2-3 weeks. They flushed dead ends. DNR and EPA made changes regarding lead and copper sampling requirements. Every site needs to get detailed information on the laterals and pipes in the house. DNR said it was to be done between July 1 and September 30, but as of right now it is suspended because they do not want people to enter houses. The WWTP project is close to being finished. They are starting the process for operation startup tomorrow and making sure new equipment is communicating with SCADA properly. The garage is pretty much done. Still working with the Klahns on the phosphorus trade. They're very close and are working

with management plans and getting those details worked out. Plant had some issues with samplers and calibrated equipment. Effluent quality - had some type of upset at plant. It met limits but we had a WET test scheduled, and so it was delayed until the end of May. We did some lab work and was told it's a big deal right now in small communities with things like disinfectants going down the drains. Due to COVID, all DNR tests are suspended, so anyone with renewal of a license has been suspended, but there are online opportunities. Golz's license is due in September and he's doing some online stuff so it shouldn't affect his license.

Emergency Management – Spilde is sending situational reports every week. We have an open grant with FEMA for COVID-19 expenses. We're continuing to add expenses to it, which are minimal. The last number they were talking about as a threshold is about \$3,800, and we're right in the ballpark but it depends on how they perceive wages. Smith said it's the same thing he's hearing but keep documenting it. Spilde state Vicki Olson put together a spreadsheet to log time. As far as the village and EM and COVID, he's in contact with department heads and the president daily and thinks we're in a pretty good spot with equipment and everything. He stated that Springer has been working with the economic side and working with small businesses. Springer added that she appreciates all the hard work he's been putting in over the last few weeks.

Spilde stated due to some issues with plowing snow, they're moving a fence at end of Pine Street. They cleaned up the cemetery and had 4 graves. They did a little extra sweeping this spring regarding the Smithfield seal coating, so hopefully that's resolved. Now that the weather is better, when PW is out and communicating with people that are out and wanting to talk, they are being cautious and wearing masks. PW is closed to eliminate public contact. The community building was ready for the election and it has been closed. They're accepting bids on sealcoating, which are due May 9, so he will report at the May 11th meeting. The mowing season has started, and they received two applications for summer help. They will do interviews, and he will make a recommendation on May 11.

Springer stated at the last board meeting the departments went on alternating weeks off, so they were not all working together. She asked the board if they want the departments to continue with that or go back to regular setup. Smith stated as long as they keep distancing themselves and sanitizing. At some point we have to ramp back up to normal, just doesn't know if it's now. Springer feels because they have masks and other safety measures, she's okay if they want to all work together like they used to, but they have to do social distancing protocols. Smith asked if anybody is concerned about coming back to work.

Spilde thinks they would like to have some normalcy and they ready to come back. They're all concerned, but they will follow social distancing protocols and will have only one person in a vehicle and use masks in public. Olson doesn't have a problem as long as social distancing and limit one per truck. Spilde stated that if someone sees two in truck, understand that it might be necessary due to the circumstances, but they will use common sense. Engelhart stated Officer Burns has been coming in to do briefings occasionally, but they have plenty of N95 masks and have been fit tested, and they have plenty of PPE equipment. He's working to get a couple more gowns. They each using their own squads. There have been no issues and it's business as normal. They've plateaued out on calls. Dane County is working on a location for first responders who are not COVID positive but who want to stay at a separate location from their family during working days. Kuhlman stated the bank lobby is still locked, so all residents have to call to do business with the clerk's office, and the clerks meet them at the door. The clerks' desks are far enough from each other. Vicki Olson also had no problems with going back to work. Hawkey see no issues with them starting back full time. **Smith made a motion to end the alternating shifts for all departments effective tomorrow. Hawkey seconded.** Motion carried. Olson abstained.

Spilde and Engelhart left the call. Kuhlman explained that it was brought up by some other clerks and mentioned in the League calls regarding lowering **alcohol licensing fees** this year or granting them back some of the fees. She said that there is a mixed reaction from clerks around the state. Some have said their bars are still doing good business. It would not affect the two retail stores in the village, as they were able to remain open. Smith said we do not have a whole lot of bars. Hawkey said it would be a nod to them to keep businesses in the village and would show we care they're here. Springer agrees with Hawkey. Smith suggested waiting to see who renews and possibly doing something at that time. Brennum likes that idea. Smith said it shows we're appreciative but allows us to figure out how long this will go on, and then can decide. Send out the letters and the board will discuss it in June.

Springer reviewed committee assignments. EM no one changed, but if president is not able to attend, do we need a backup person. Kuhlman stated there's a succession list in the EM binder. Fire/EMS will be Springer. EDC, Brennum is interested in joining. Media and Recreation have no changes. Personnel committee, Springer wants to pull herself off. In the ordinance it states the president is on the committee, but in talking with our lawyer, it's more of a conflict since the president is supervisor over department heads. She would nominate Brennum and we would have to change the ordinance. Hawkey suggested talking with Klahn also. She has no

problem with Brennum, but Klahn has experience on that committee and being on the board. Smith has no preference. Springer said she will speak with Klahn and then we can make a decision and change the ordinance all at once at the next meeting. Smith agreed. Brennum added that if Klahn has experience, he thinks he should do it, but he is open to filling that seat as well. Smith appreciates the interest. PZ Commission will add Olson to replace McCallum and all other members want to remain on. Zoning Board of Appeals, all were due up for renewal this year and all want to remain on. Stormwater Commission hasn't met since she's been president, but McCallum needs to be pulled off. Is there anyone who wants to be on that commission. Olson said he would do it and Smith said he wouldn't care either. Smith doesn't know if they meet or will meet since that project completed and until they do Highway 14 again. Council on Aging will leave McCallum because she expressed an interest and there were no objections. Hawkey commented that when they changed the fire/EMS rep years ago it was discussed that it would cycle every year so all board members have a chance to sit on the board. Springer said she had spoken to a trustee because of that, but the person she spoke with was not interested. Is there someone interested? Smith agrees with getting people to rotate through but thinks it's a good idea for Springer to continue to serve so she understands what's going on. He thinks there are things that need to be resolved and thinks she's best to do it. Hawkey wondered if Kirkpatrick wanted to do it, because she's going to be working with them anyway on the plan, and it would give her more abilities to speak for the village. Smith agreed. Hawkey has no problem with Springer staying on but would like to discuss it every year. Springer will ask Kirkpatrick. **Hawkey made a motion to accept the committee assignments minus the personnel committee and fire/EMS and wait for those two until the next meeting.** Smith seconded. Motion carried.

Springer and Olson reviewed the bills. **Springer made a motion to approve bills as presented.** Olson seconded. Motion carried.

Clerk's Report – Financial reports for March were given to the board. There were total deposits of \$244,963.70, of which \$167,863.30 was CWF loan proceeds. Total withdrawals were \$270,573.16, including payment to Joe Daniels as part of the WWTP project. Total at the end of March in all accounts was \$1,924,480.10. GCDC agenda and minutes were given to the board. Their next virtual meeting will be May 21. We've been getting updates on the Highway 14 project. Highway 138 is closed under the bridge at Highway 14. You can access it if you're going north on Highway 14, but not going south. They are also working north of Highway 138 to the Beltline. The Wisconsin Elections Commission requested information on how much was spent from each

municipality, because they will be receiving some grant money, so we might be reimbursed for some of our expenses. Kuhlman will be comparing over the next few months this year's budget with last year to watch for signs of reduced revenues due to COVID-19. Kuhlman has been secretary of the Municipal Treasurer's Association of Wisconsin for the last year and will be sworn in as Vice President for the next year on Wednesday. Kuhlman asked if the board would consider giving the election workers something extra for working the election in April. Jan, Helen and Cindy worked over 13 hours with no real break, and Hawkey helped for several hours as well. Jan and Helen get \$8/hour and Cindy, because she works for the state, did not take pay, neither did Hawkey. Hawkey votes to give them a bonus. It was a lot of work and very confusing. Hawkey said she would give the other two \$25 each. Smith said to double it and give them \$50 each. Hawkey suggested giving Cindy a nice thank you note from Springer, as well as the other two. Kuhlman thanked Hawkey as well for helping that day. **Hawkey made a motion to give \$50 to the election workers.** Olson seconded. Motion carried.

Committee reports – Recreation – Hawkey said they had a virtual meeting. The biggest concern is when to start activities. They want to hold summer rec, so they're continuing to monitor and hopefully will still have it. Smith asked if we have instructors for summer rec or do we need to find someone. Hawkey said the instructor from last year is coming back and we will need a student helper, so it is covered. They do get quite a few children, so they don't want to cancel it. Springer stated she also spoke with Hardy and she may be bringing to Recreation some ideas for virtual events.

Smith made a motion at 7:38 p.m. to adjourn. Hawkey seconded. Motion carried.

Linda Kuhlman, WCMC
Clerk-Treasurer



Temporary Change to Curfew Hours

Due to the current COVID-19 state of emergency, the Village Board along with the Police Department has enacted a temporary change in curfew hours in the Village of Brooklyn. No person 15 years of age or under shall be in a public place in the village between the hours of 7 p.m. and 5 a.m., and no person 16 or 17 years of age shall be in a public place in the village between the hours of 8 p.m. and 5 a.m. Stay safe, take care, and we will get through this together.

**Brooklyn Village Board and
Brooklyn Police Dept.**



Clerk's Office is OPEN

**Please call 608-455-4201 to
set up an appointment.**

May 2020 News from Your Senior Center

By Rachel Brickner

In the middle of all of the gloomy news out there, the Senior Center has some **GOOD NEWS** to share!

In mid-April we started a new meal program in partnership with Dane County and Ziggy's restaurant on South Main Street in Oregon. The new program allows people 60 and over to pick up meals at Ziggy's regardless of where the senior lives.

On Wednesdays and Fridays between 11:30 AM and 12:30 PM, come to the Senior Center parking lot to pick up a meal ticket. Please use the parking lot entrance nearest the Masonic Lodge. Staff will talk with you in the parking lot and complete the necessary paperwork.

You will be given a ticket that you will take to Ziggy's parking lot and show to Ziggy's staff through your car window. Your food will then be delivered to your car.

You will have a choice of three different meals, and you can receive up to two meals each day—one for lunch and one for later. (As always, you must be at least 60 years of age to participate in this meal program, or the spouse of a participant who is 60 or over.)

This is a donation-based program, but no money will be collected on-site. Anyone wishing to make a donation can mail a check to the Oregon Area Senior Center, 219 Park Street, Oregon WI 53575. Ziggy's is paid for the meals and a tip, so we ask that you not pay them or tip them.

If you have any questions about this meal program, please call the Senior Center at 835-5801.

Make sure you come to the Senior Center parking lot for your meal ticket! If you go to Ziggy's without your ticket, you will not receive any meals. The meal tickets are what ensure that Ziggy's gets paid.

We look forward to seeing you again (from a safe social distance of course)!

~~~~~



## Spread the Word

### Impact in Your Community

School lunches. Plans for highways. Support for firefighters and families in need. Census results affect your community every day.

# May Law of the Month

# Police Department

Sec. 6-9. - Animals running at large.

(a) No person having in his possession or ownership any animal or fowl shall allow the same to run at large within the village. The owner of any animal, whether licensed or unlicensed, shall keep his animal tied or enclosed in a proper enclosure so as not to allow said animal to interfere with the passing public or neighbors. Any animal running at large shall be seized and impounded by an animal control or law enforcement officer.

(b) A dog or cat shall not be considered to be running at large if it is on a leash and under control of a person physically able to control it or is trained and in the immediate company of a person to which it immediately responds and obeys (e.g., a dog playing a game of fetch in a field, or walking alongside its owner or a member of the owner's immediate family) if such person is over the age of 12 years.

(c) Owner's liability for damage caused by dogs, penalties. The provisions of Wis. Stats. § 174.02, relating to the owner's liability for damage caused by dog or cats together with the penalties therein set forth are hereby adopted and incorporated herein.

Brooklyn Police Department

## Monthly Activity Report

| Calls for Service              | April     | Jan – Apr. |
|--------------------------------|-----------|------------|
| Burglaries                     | 0         | 0          |
| Thefts                         | 0         | 7          |
| Suspicious Activity            | 1         | 13         |
| Animal                         | 2         | 5          |
| Damage to Property             | 1         | 4          |
| 911 Disconnect/Misdial         | 2         | 3          |
| Open Records Request           | 2         | 9          |
| Assist Citizen                 | 4         | 15         |
| Assist Fire Department/EMS     | 0         | 5          |
| Assist other agencies          | 4         | 23         |
| Assist Village Departments     | 0         | 2          |
|                                |           |            |
| Traffic Incident               |           |            |
| Total Traffic Crashes          | 0         | 0          |
| Traffic Incident               | 5         | 135        |
| Traffic Citations              | 0         | 18         |
| Traffic Warnings               | 0         | 9          |
|                                |           |            |
| Enforc. /Gen. Activity         |           |            |
| Misc. Comp/Arrests             | 0         | 2          |
| Drug Charges/Comp              | 1         | 3          |
| Referral to District Atty      | 0         | 0          |
| Phone/Internet/Social Media    | 0         | 0          |
| Domestic / Family / Assaults   | 2         | 4          |
| Disturbance/Disorderly/Threats | 2         | 7          |
| Financial/Fraud                | 1         | 1          |
| Missing Person/Check Welfare   | 2         | 5          |
| Municipal Ord. Comp/Violation  | 5         | 15         |
| Alarms                         | 0         | 1          |
| Juvenile Offenses/Comp         | 1         | 7          |
| Found Property                 | 0         | 3          |
| Community Policing             | 6         | 15         |
| Parking Citations/Comp         | 1         | 29         |
| Court Orders/Warrants          | 0         | 1          |
|                                |           |            |
| <b>Total Calls:</b>            | <b>42</b> | <b>341</b> |





To the Community:

On behalf of the members of the Brooklyn Police Department I would like to say "Thank You" to the residents and the community who have shown tremendous patience in recent weeks. We are moving forward during this most difficult time. Your patience and support have been much appreciated.

At a time that our nation is inundated with many unknowns, we as a community have stuck together. My compliments to the citizens of Brooklyn for allowing this to occur.

During National Police Week this week, please recognize your officers in their humanity behind the badge. Your police officers go out every shift and, often at risk to themselves, they provide a valuable service to this community. They want to make a living and they want to make a difference. They love their families and they want to go home to them at the end of their watch. They are grateful for their blessings, understanding that not all share in those blessings; they want to learn, and they want to provide you with the best service that they can.

We are determined that every person and every neighborhood in our Village should feel valued and protected. We can only come to an understanding through frequent, open, and honest discussions. The more that we interact the more we will get to know and see each other.

Please continue to keep our officers and all our residents in your thoughts as we navigate these unprecedented times so that we can all find peace, safety, and tranquility. We are all in this together.

Respectfully,

Chief Wade R. Engelhart  
Brooklyn Police Department



## **POLICE WEEK - MAY 10 – 16, 2020**



## **PUBLIC WORKS WEEK – MAY 17 – 23, 2020**





## Dumpsters Days

### Village Residents Only

#### **Bring ID Proof.**

Fri. Sept. 11<sup>th</sup> - 2 pm – 7 pm

Sat. Sept. 12<sup>th</sup> - 10 am – 4 pm

Sun. Sept. 13<sup>th</sup> - 10 am – 2 pm

Mon. Sept. 14<sup>th</sup> thru Fri. Sept 18<sup>th</sup> - 2pm – 7 pm

Sat. Sept. 19<sup>th</sup> - 10 am – 4 pm

Sun. Sept. 20<sup>th</sup> - 10 am – 2 pm

Dumpsters will be located at the Treatment Plant – Windy Lane

(South end of Village on Hwy 104)

***All Get Fit in person exercise classes (ie. PiYo, Karate, WERQ & Yoga) are postponed/cancelled. We will be returning in June. Stay tuned for more details.***



***We are offering PiYo Live & Yoga via Zoom (online). For more information on how to participate - contact Stacey (608-455-4201 or [recreation@brooklynwi.gov](mailto:recreation@brooklynwi.gov))***

***follow us on Facebook at  
<https://www.facebook.com/BrooklynRecWI/>***

## **Message from the Brooklyn Fire & EMS:**

*Brooklyn Fire and EMS would like to thank everyone for their support during these difficult times. We appreciate your adherence to State and County guidelines during this pandemic. We want everyone to know that it is an honor for us to provide emergency services to the residents of our community. And we look forward to a time when things can return to something normal.*

*March and April is commonly the beginning of the Spring wild land fire season. Small brush piles, or campfires in a controlled burn pit or ring are allowed, as long as there is no exposure threat, and someone tends to the fire at all times. If you plan to have an outside controlled burn, please inform us of it at our web page [brooklynfireems.org](http://brooklynfireems.org). There you will find a controlled burn messaging link. It is very quick and easy to do and helps us to know where outside fires will be occurring. Please remember that you are responsible to confirm, and follow all burning regulations for the municipality that you are in.*

*Thank you.*



### **Brooklyn Fire/EMS Department**

**Interested in becoming a Firefighter, First Responder,  
Emergency Medical Technician (EMT), or Ambulance Driver.**

**Contact the Fire Chief and/or EMS Director at**

**608-455-3812.**



# June 2020

| Sunday                                       | Monday                            | Tuesday                               | Wednesday                 | Thursday | Friday | Saturday |
|----------------------------------------------|-----------------------------------|---------------------------------------|---------------------------|----------|--------|----------|
| *\$5/tire purchase sticker at clerk's office | 1                                 | 2<br>*Tires, Oil & Batteries          | 3<br>Garbage              | 4        | 5      | 6        |
| 7                                            | 8<br>Village Board Mtg<br>630 pm  | 9<br>Brush Pick Up                    | 10<br>Garbage & Recycling | 11       | 12     | 13       |
| 14                                           | 15                                | 16<br>Board of Review<br>6 pm to 8 pm | 17<br>Garbage             | 18       | 19     | 20       |
| 21                                           | 22<br>Village Board Mtg<br>630 pm | 23                                    | 24<br>Garbage & Recycling | 25       | 26     | 27       |
| 28                                           | 29                                | 30                                    |                           |          |        |          |
|                                              |                                   |                                       |                           |          |        |          |