

NOVEMBER 2021 VILLAGE NEWS

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Locations to find the Village News and Events:

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TRAFFIC SAFETY CONCERNS IN DANE COUNTY

We Want Your Views About Your Community

- First: Fill out a survey.
 - To gather information about general traffic safety issues AND specific locations where you have observed hazards on local roadways.
Indicate your place of residence.

Area 9

Village of McFarland
Village of Oregon, Village of Brooklyn
Towns of Dunn, Rutland and Oregon

[Click here for survey.](#)

- Second: Attend a Listening Session.
 - To review community concerns and prioritize issues for further discussion.
Look for further details about date and location.

This is a project of the Dane County Traffic Safety Commission



Sec. 32-87 Winter parking.

(a) Except as provided in subsections (b) and (c) of this section, when an ice event or snowfall of at least one inch occurs, no on-street parking will be allowed on any street in the village between the hours of 1:00 a.m. and 7:00 a.m. from December 1 through March 31. If snow removal is necessary between 7:00 a.m. and 1:00 a.m., the police department will require vehicles parked thereon to be moved as needed.

(b) When an ice event or snowfall of at least one inch occurs, no on-street parking will be allowed on Hotel Street between Commercial Street (Hwy. 92) and North Rutland Avenue (Hwy. MM) between the hours of 3:00 a.m. and 7:00 a.m. from December 1 through March 31. If snow removal is necessary from 7:00 a.m. to 3:00 a.m., the police department will require vehicles parked thereon to be moved as needed.

(c) Section 32-82 is adopted by reference.

(d) Any vehicle parked in violation of subsection (a) or (b) of this section be may be ticketed \$30 and/or towed.

Adopted by the Board of Trustees of the Village of Brooklyn, Wisconsin, this
11th day of January, 2021.



Brooklyn Village Board Meeting Minutes October 11, 2021

The October 11, 2021, Village Board meeting of the Village of Brooklyn was called to order at 6:30 p.m. at the Brooklyn Community Building and via Zoom by President Mark Bruner. Trustees present were Dan Olson, Brandon Arndt, Kyle Smith, Mike Brusberg, Sean Brennum and Jacob Bachim. Also present were Sue McCallum, Public Works Director Leif Spilde and Clerk-Treasurer Linda Kuhlman. Pledge of Allegiance.

Public comments – Kuhlman stated she received phone calls from Jan Michaelis and Helen McCord thanking the board for the election bonus. Board also received a note from Pat Hawkey thanking the board for the bonus but donating it back to the recreation department. The board thanked her for the donation.

President's report – Bruner received a request to place an ad in the Firefighters of Wisconsin publication as an appreciation to fire and EMS departments. He would like to include it. **Bruner made a motion to approve \$250 to place ad in PFFW trade publication.** Smith seconded. Smith asked if he had an idea of what to put. Bruner said he is limited to 50 words, and it would be something like on behalf of the village board we appreciate what the Brooklyn Fire and EMS do for us and the surrounding area, but he hasn't written it out yet. Smith asked that we include the board and residents thank them. Motion carried.

Council on Aging – McCallum reported that the last meeting was held Wednesday September 15. They would like to know, especially going into budget season, is there anything the board would like to take back to the Council on Aging or Senior Center. She gives a report to the council at the meetings about Brooklyn. The next meeting is November 17. They had their annual volunteer appreciation party on September 17. They continue to deal with changes and challenges. Dane County provides transportation for various programs and had two companies doing the service, but they lost one. Senior Center was assured by the county they will not lose the services that they're being provided. They talked about the new building project. The building committee is meeting monthly. They were presented a guideline from engineers, and the earliest for a new Senior Center is 2025. The executive assistant is working 8:30-4:30 Monday through Friday. They have an intern as part of their educational process working 12 hours per week while school is in session. They are looking at their budget and meeting with Towns of Oregon and Rutland and Village of Oregon on October 1. They were expecting an increase in their budget. They are requesting money from case managers to have cell phones, and are looking for full-time hours for the assistant, which was planned in previous budgets. They had an increase in monies for adult day care program. It's going well and they are seeing a continuing need. She's been trying to give them more information of what's happening in Brooklyn for the senior newsletter. Please pass on information to her. Board thanked her for the report, and Bruner thanked her for what she does as our delegate.

Smith made a motion to approve the minutes for September 27 with the change on the last paragraph that there's a comma in the middle of the word which. Brennum seconded. Motion carried.

Public Works/Utilities/EM Report – Spilde stated they had a water lateral break at 216 Church Street on the resident's side. He went to WWOA conference and received good information. They are offering DNR testing again and will now be online for more opportunities to take exams. They are preparing for sludge hauling season with samples. Wastewater system is seeing price increasing so they're looking for best pricing. BPR chemical is in place to start chemically treating. Bruner asked how the limits have been. Spilde said current is 7.9 mg per liter. In the new permit, the new limit will be .075 and we will trade to .8. They are close to .8 and made a few changes recently to make the sludge thicker but are still under the 7.9.

He is upgrading everyone's Emergency Management plans. He sits on Green County Local Emergency Planning for the county, and at the federal level debris management is a hot topic. Green County formed a committee to address that, and he will be on that committee. He is taking a FEMA class in New Glarus November 10, 11 and 12. It is free. Someone in the village has to have the training. Tree City USA is finished and will be submitted. DOT WISLR is finished. They have a meeting next Tuesday with the DNR

arborist to meet about trees in cemetery. Information on dumpster days, 47.94 tons total trash and metal. Metal credit was better in the fall than spring.

Public Works vehicles – Spilde stated we get a good price on purchasing with the municipal discount, and used vehicles are selling very good right now. In the first few years, we have the possibility of breaking even. Town of Dunn has done it for 10-15 years and it's worked well. Bruner questioned what is the availability on the trucks. Spilde said right now the state honored 70% of the price and most dealerships meet the state price. Bruner asked which half-ton are they offering. Spilde said all three manufacturers are offering it. 2021 price for a 1/2 ton 4x4 Chevy is \$29,000. This is the most expensive of the three. Lower maintenance because they're not changing tires or repairs. Bruner said the 3/4 ton has a plow, will those be transferable. Spilde said the toolboxes are not. They are looking at the 2016 1/2 ton now and replace the 3/4 ton in a few years. Spilde said the plow package is included in the price on the 3/4 ton that he gave. Discussion on accessories and pricing. Kuhlman explained carrying funds over from one year to the next. Smith asked about depreciation, and Kuhlman said she would look into that. Smith asked about replacing the snowplow and thinks we should replace that before the other trucks. Spilde thinks we need a big truck. He's started looking for used trucks and can't find one right now. He will start looking for prices but thinks it will take a few years. We have three plows and also the 3/4 ton can plow smaller quantities. Unless they're hauling items, they don't use the yellow truck. It is saved for snow plowing. If the board wants, he can start to aggressively look at getting one. Bachim said pricing is about \$80,000-100,000 for a new one. Spilde said if we start talking trade in with these two plus the 2021 1-1/2 ton, because the other truck is separate, if we did this, we could trade a different truck in every year in a cycle. Brusberg thinks it's worth doing it now. Smith stated if you do every year with the state contract, you will get dinged by DOA. Spilde will talk to Tom Bowers regarding the state purchasing. **Bruner made a motion to postpone until the next meeting so they can discuss at finance tomorrow night what's in funds and how to allocate.** Brusberg seconded. Smith asked if we should postpone until final budget numbers and come back to that meeting. Motion carried.

CMAR report – DNR sent their responses. Every item they talked about was addressed before they submitted it. Bruner said congratulations and job well done to staff. Board agreed.

Clerk's report – Financials for September were handed out. There were \$97,561.93 in deposits and \$109,193.97 in withdrawals. That leaves a final balance of \$1,919,458.14 in all accounts. The monthly cash and investments under the general fund balance is in a negative because we did a journal entry showing the general fund loaned money to the TID. The finance committee will talk about the TID paying back the general fund. **Dane County** extended their mask order until early November. The **League of Wisconsin Municipalities** is giving out grants for parks and recreation to all of their clients. We do not know the amount yet, but the minimum is \$500. The **local 4H** is looking to use the community building parking lot for their new member meeting and they need photos. She would like to use the back couple of parking stalls for that purpose. There is nothing else going on in the building that day, so Kuhlman said it was okay. We received a draft of the **ad to be placed for hiring the new fire chief.** Brusberg stated there is a fire/EMS district meeting on the 20th. He volunteered to be part of the interviewing panel and asked for board members to think of questions they would like asked. He suggested they have two phases to the interview process. Kuhlman went through a few items that **the Legislature** is looking at. The **current population from the 2020 Census is 1,524;** 1,026 in Dane County and 498 in Green County. She has been talking to the insurance company and our IT computer companies about **cyber insurance.** She is waiting for a quote. She has also talked with Town Web about pricing for **updating the website** and is waiting for a quote. Bruner asked if we can replace just the new numbers on the population signs. Kuhlman said yes.

Brooklyn Commons development is substantially completed. We can reduce the letters of credit down to an amount to hold back for completion of the road next spring. Kuhlman stated we would release \$645,155 and retaining \$38,000 for a period of one year to cover the last layer of asphalt on the streets, and we do have lien waivers from the contractors. **Smith made a motion to accept Resolution 2021-16 Reducing Letters of Credit for the Brooklyn Commons development.** Brennum seconded. Motion carried.

Village credit cards – Kuhlman explained that Bank of America shredded our check in September because they changed their policy, which they didn't inform us, and a check has to be sent for each credit card. We resent the check and then they applied it to one card instead of all, so we've had several instances where they have shut off our cards because they say we haven't paid. We would like to change credit card companies to one of the local banks. Discussion by the board on which bank and how much for each card. **Smith made a motion to approve Resolution 2021-17 for new credit cards with total credit limit of \$25,000; \$5,000 for clerk, deputy clerk, public works director and assistant public works director, and \$2,500 each of two additional public works employees from Monona Bank.** Bachim seconded. Motion carried.

Kuhlman explained that Dane County has narrowed their redistricting maps down to one that the County Board will be voting on Thursday, October 21. Brooklyn needs to split into two wards. Wards have to be between 300 and 1,000 people, and after the 2020 census the Dane County side of the Village has 1,026 people. The Business Park needs to be a separate ward because it's in a different legislative district than the rest of the village, so she split the Dane County side into Wards 1 and 4. Bruner asked if Wards 1 and 4 will be able to vote at the same table. Kuhlman explained that the Dane County side of the village will have the same county supervisory district, the same state and federal districts and we don't differentiate for the trustees, so all ballots will be the same for both wards in Dane County. **Smith made a motion to approve Resolution 2021-18 Dane County Creation of Wards, dependent on the county's outcome of the creation.** Brennum seconded. Motion carried.

Kuhlman **added four bills** since the bills were sent out Friday – Custofom's 3rd installment for \$11,886, and there will be a final after Meyer has finished the masonry work. Bruner asked how the coloring looks, and Olson and Bachim stated it looks good. There were also invoices from Strand for \$481.86 phosphorus related work reimbursed by the CWF loan; Roth \$1,992.20 mostly for ordinance work; and unemployment insurance for \$370, which is the last one. Total for bills is \$39,041.71. Olson and Arndt reviewed the bills and saw no issues. **Brusberg made a motion to approve the bills.** Olson seconded. Motion carried.

Personnel Commission – Brennum is chairperson. They discussed performance evaluations, and all went well. They discussed possible action on employment manual and evaluation form. A big part is Spilde and Kuhlman haven't been evaluated. They will bring a proposal to do a skip evaluation of them to include for Spilde, his employees and Kuhlman by Bruner and for Kuhlman it would be Olson and Spilde evaluating by Bruner. That's their proposal to the board. Brusberg said it sounds good. Brennum said they thought it was the fairest way because the board and the committee changes possibly every year. Smith didn't think it was fair for board or committee to evaluate since they don't see them regularly. Bruner believes in the past, reviews for clerk were done by finance and review for PW director was by the PW Committee. Brennum said they discussed that, but they have had no evaluations. Bruner asked about the guidelines for evaluations. Smith said they would use the same sheet that is filled out for employees, but they would do it as supervisors. Brusberg asked if there is a manager goal. Smith said that would have to be outlined. Arndt, Smith and Brennum are the Personnel Committee. Bruner said to put the item on for next board meeting

2022 budgets were discussed. Brusberg asked if we're at about \$90,000 overage right now. Kuhlman said yes, but that will go down because we received email today that Dane County is proposing a 3% raise for employees, so our contract amount will go up about \$5,000. She put x's next to items that can't really be changed in the budget, and she highlighted the changes and put arrows if they increased or decreased. She would like the board to discuss the economic development line item for about \$3,700, which is Green County Development Corporation annual fee. Zoning department expenses were bumped up in 2021 year to account for the comprehensive plan. That will be on zoning commission meeting about updating the comp plan. Vierbicher said it could be a couple meetings to do basic changes for as low as \$5,000, but if we want more in-depth updating, price will increase. We will carry over the \$8,000 from 2021 to 2022. We have about \$100,000 unallocated funds this year. Smith asked if we still pay for gas for police department. Kuhlman said she wasn't sure what to leave in for other expenses for police department. Went through those items. Telephone might go down because we're going to cancel the fax number. Bruner asked about why general funds has to pay hydrant rental. Kuhlman said that the village has to pay public fire protection fees to the water utility. She knows of other communities that charge a public fire protection fee on the

utility bill that goes to their water account. Brusberg asked about tree trimming account. Spilde said one or two big trees can be about \$4,000 to take down. Brusberg suggested taking it down to \$3,000. Also will take public works shop/office supplies down another \$500. Bachim asked about the fire/EMS amounts and asked if it's budgeted correctly due to hiring the fire chief. Kuhlman said that can't be changed because it was agreed upon at the joint meeting. If they go over, it will come out of unallocated funds. Discussion about getting a log from deputy on how many miles are put on the cruiser versus idling. Discussion regarding Dane County Sheriff's contract and adding additional officer. Discussion on Senior Center, Youth Center and GCDC expenses. Decided to not change Senior Center or Youth Center. Discussion of funds for the comprehensive plan. Discussion on public works budget, sewer and water budgets. Discussion of using ARPA funds from revenue loss. Discussion levy and mill rate in the coming years. Discussion of contracting more deputy hours during summer hours. Bruner stated he wants \$5,000 in the budget for fireworks. Board decided to not renew GCDC next year. Board decided to put \$4,000 into the zoning account for comp plan for 2022.

Smith made a motion at 8:50 p.m. to adjourn. Bachim seconded. Motion carried.

Linda Kuhlman, WCMC, CMTW
Clerk-Treasurer

Brooklyn Village Board Meeting Minutes October 25, 2021

The October 25, 2021, Village Board meeting of the Village of Brooklyn was called to order at 6:30 p.m. at the Brooklyn Community Building and via Zoom by President Mark Bruner. Trustees present were Dan Olson, Brandon Arndt, Mike Brusberg, Sean Brennum and Jacob Bachim. Kyle Smith was absent. Also present were Deputy Grumke and Clerk-Treasurer Linda Kuhlman. Pledge of Allegiance. There were no public comments.

President's report - Bruner reported that Josh Kaurich is having a listening session on November 9 at Main Street Music to express concerns and suggestions for the Brooklyn area. If any board members are available to make it, it would be good. We will post a quorum notice. He would like to put on the record that if anybody wishes to comment on anything, there is time allotted at the start of meetings that anybody can come in and say what they want to say. You don't have to be a resident of the village or need an appointment. Everyone is welcome to speak.

October 11 meeting minutes - Bruner had a correction. The minutes state Smith made a motion at 6:50 p.m. to adjourn the meeting. It should have been 8:50 pm. **Brennum made a motion to approve the minutes with the correction.** Brusberg seconded. Motion carried. (Zoom cut out)

Clerk's Report – Kuhlman approved the redistricting for Dane County. The Legislature has possible redistricting maps on their site, and it looks like the village is all together on every map. GCDC meeting information was in the packet. They are having a breakfast meeting on November 9. We have had some complaints of speeding. Kuhlman has spoken with Deputy Grumke about those areas to focus on while patrolling. She's had some requests about looking into crossing guards, so she's gathering information. It will be the village's responsibility to pay for those. She had a request also about putting pedestrian flags on W. Main Street. She is working with DOT on what is needed. Brusberg asked about volunteers for crossing guards. Olson said we have in the past. Kuhlman stated Deputy Clerk Olson received her Wisconsin Certified Municipal Clerk designation last week, and she would request the 70-cent raise that was discussed for her go into effect. **Brusberg made a motion to have the raise go into effect for Deputy Clerk Olson.** Bachim seconded. Motion carried. Olson abstained. The board congratulated Deputy Clerk Olson.

Bills - Kuhlman stated there are three changes to the check register. She updated figures on mileage for Spilde and Roberts, as the per mile amount was two years old, and there was a two-cent difference on the fire department invoice. Olson and Brusberg reviewed the bills. **Brusberg made a motion to approve the bills as presented.** Olson seconded. Motion carried.

Finance Committee – Brusberg reported the committee met on October 12. They talked about making a recommendation on a payback schedule from TID 2 to the general fund, talked about the 2022 budget, talked about auditor, zoning administrator and assessor, talked about how to track the ARPA funds. TID 2 recommendation to the board is a 10-year payback schedule with an interest rate that directly aligns with the rate on the loan. It would be a 10-year schedule with payback in 2031 with an interest rate of 2.53%. **Brennum made a motion to approve Resolution 2021-19 Interest rate due general fund from TID 2.** Bachim seconded. Motion carried. **Brennum made a motion to adopt Resolution 2021-20 TID 2 repayment schedule to general fund.** Arndt seconded. Motion carried. We've been using Johnson Block as auditor and are pleased with their performance and would like to continue to use in future, but we're looking to negotiate a new contract. **Bachim made a motion to continue to contract with Johnson Block auditors.** Olson seconded. Motion carried. Accurate Appraisal contract ends next year, and we're pleased with their performance and are looking to negotiate a short-term contract with them. Kuhlman reported the reason for a short-term contract is that our assessment ratio is low, and if it stays low for more than a few years, we need to do a revaluation. **Brennum made a motion to negotiate a short-term 2-3 year contract with Accurate Appraisal.** Bachim seconded. Motion carried. We've contracted with Rob Roth in the past, and we're looking to get a bid from General Engineering to see what the potential is. **Brennum made a motion to request a bid from General**

Engineering for zoning. Arndt seconded. Motion carried. Brusberg and Kuhlman explained the assigned fund balance schedule. These are accounts for items that the village carries leftover money from year to year. We'd like to remove the copier and merge police squad as one, and add accounts for village miscellaneous projects, fireworks donations, Village Hall building fund, comprehensive planning fund, ARPA funds, radio read meters and phosphorus chemicals. **Brusberg made a motion to approve the updates to the assigned fund balance schedule.** Brennum seconded. Motion carried.

2022 budgets – Brusberg explained that the lease payments from SBCP are currently split 60-40 in terms of dollars coming into capital and utilities. If you look at the utilities expense, it is closer to 50%, so we're looking to switch to split 50-50, 50% capital and 50% utilities. **Brennum made a motion to do a 50-50 split for SBCP lease payments.** Bachim seconded. Motion carried. The updated budget board members received today reflects that change. Finance talked about the amounts we have and can we cover equipment costs. We will have **Captain Jan Tetzlaff from Dane County Sheriff's Office come next month to talk** about having more shifts with deputies. We're not able to get to the point to fund \$130,000 for another full-time officer. Tetzlaff will be coming November 8. Brusberg said we're looking at additional coverage mainly from June-September or May-September. It equates to about \$60,000 to get more coverage with two extra shifts per week. We want to ask if Dane County can flex like that. Discussion on the purchasing policy for trading in trucks and looking to purchase new. **Brennum made a motion to postpone the decision on the purchasing policy and truck trade-in program.** Arndt seconded. Brusberg said they will bring back in December. **Brennum amended his motion to include postponing ordering of new truck as well.** Arndt amended his second and suggested discussing it at the next meeting. Bruner stated there is a motion and second to postpone until the next meeting the purchasing policy, ordering the pickup and finding a replacement for the dump truck. Motion carried.

Recreation Committee – Arndt reported their meeting was October 14th. They discussed Get Fit. There are no changes. They are still doing yoga. Pickleball will start in the gym in November. Everything went well with the craft fair. Food truck nights, they discussed maybe getting a porta-potty and purchasing banners to use for the future. Movie night had a Halloween bash this last weekend. He saw a post on Facebook that it went well. Most of their discussion was on park equipment. They discussed doing the sand option for the playgrounds and rototilling it regularly, and they discussed potential new equipment. Their homework is to come up with a couple fundraising ideas to get the ball rolling on that. Brusberg asked if the rototilling suggested was discussed with Spilde and Public Works. Kuhlman said they did discuss it. Arndt said it was discussed between sand and rubber but rubber was a lot of money. Brusberg asked if they understand there is not unlimited funds for playground equipment to be utilized from ARPA dollars. Arndt said they were talking about donations within the community for fundraising, like a five-year plan. Kuhlman mentioned to look at grants. Olson said Muscoda has a great setup by the

campground. Arndt said they will discuss more at the next meeting with recreation events and ways to fundraise. **Brennum made a motion to approve the Recreation Committee minutes of July 8 and 29.** Olson seconded. Motion carried.

Fire/EMS District Commission – Brusberg stated they had a meeting last week Wednesday. On the agenda there was a letter from Oregon Chief Linzmeier. There was quite a bit of discussion, and they will have Linzmeier and the Oregon Fire District president come to the next meeting on November 17 at 6:30 p.m. with more information. Everyone is more than welcome to attend. There should be some good dialogue. The fire chief job is posted and as of October 20 they have received five applications. It is open through November 5. It's been posted at the fire district, Post Office, Rock, Dane and Green County fire chief boards, Wisconsin jobs and Indeed, State Firefighters Association and State Fire Chief's Association. Brennum asked if there was any discussion on extending the deadline for the applications considering the letter from the Oregon fire chief. Brusberg said yes, but they felt it best to continue forward, and regardless of what happens, they will still need a lead, and a merger would have to take time. Brennum asked with time would you hire a full-time chief and merge and have two chiefs. Bruner said basically the one here would be full-time but more or less an assistant fire chief. Brusberg said they wanted to continue to move forward. On November 10 they are having a special meeting of the district board to review applications. The Ford Explorer they purchased is getting lettering and signage for Brooklyn Fire and EMS. It's not

inexpensive but will be covered by what was agreed earlier to buy the vehicle and outfit it. They spent \$11,500 and the commission gave the okay to spend up to \$15,000. So they will stay under the \$15,000 with the signage. They repurposed a radio for it. The police vehicle had blue and red lights, and they disconnected the blue. Bachim said they re-lensed them to red. Brusberg said they talked about the air dryer system but were struggling to find someone to do the work. They found someone to do that, a new member of the district. Brusberg said the members will do it themselves. On the EMS side, two of the LTEs accepted full-time offers so they're recruiting again. He's hopeful with the new member because he's a full-time Janesville paramedic and will cover days here when he's not working in Janesville. They are posting the role at Madison College. Wicik said thanks to the clerks for supplying population sheets. Brusberg volunteered to be on the interview panel for the new chief. There will be two phases, but he's not sure what they will look like. They will talk about that on the 10th. Commission discussed and voted on the resolution to join WRS for the new full-time employee. Kuhlman added the application said it was only new employees going forward. Brusberg said they will have to make sure no one hits the hours mark. They will talk about it at the member meetings. As part of the district secretary and treasurer's report, there is a line item for unallocated funds on the EMS side. There is nothing on fire right now. Brennum suggested they add one even though it's a zero item. Brusberg said they have not done that, but he will bring it up again.

Planning & Zoning Commission – Bruner reported they finally worked their way through all the zoning ordinances. There are copies in the packets. We need to set a public hearing for these changes. Who is available for meeting on November 22. Looks like there will be a quorum. We will set up a public hearing for November 22 for the zoning ordinances. After that we can vote to approve changes. Thank you to everyone who has worked on it. Brusberg asked for a Cliff's Note version of these ordinance changes. Bruner said they did a lot as far as conditional uses in various zoning districts, what would fit and what would require a CUP, they discussed home occupation, home businesses, talked about right of way. With the 5g technology coming out for cell phones, they don't use normal on towers but use the types installed in the right of way, and there are zoning requirements for that. They discussed excavations in streets and the technicalities of that. Olson said a lot of verbiage needed to be updated. **Bruner made a motion to approve the Planning & Zoning Commission minutes from August 16.** Brennum seconded. Motion carried. They discussed the comprehensive plan was finalized in 2012 and a lot of it is out of date. They felt it was a good idea to bring it up to date as far as land uses, future plans, make population and other statistic changes. We have approximately \$8,000 in budget and the Commission is asking for an additional \$8,000 to update. **Bruner made a motion to add \$8,000 to the 2022 budget to update the comprehensive plan.** Olson seconded. Brusberg stated the draft budget we have reflects that under the planner line. Motion carried.

Kuhlman mentioned the **2022 budget** is in good shape. We have the budget public hearing on November 8 and should have everything finalized on November 22.

Reviews of department heads – Bruner said at the last meeting we came to the consensus that employees and the other department heads would review their department head and it would go to Bruner and he would write a review of the two department heads. **Brennum made a motion for Bruner to do a skip evaluation on both Spilde and Kuhlman.** Arndt seconded. Motion carried.

Bruner stated the next item is to **convene into closed session pursuant to WI Stats 19.85(1)(e) Deliberating or negotiating the purchasing of public properties or the investing of public funds and conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Business Complex).** **Bachim made the motion at 7:30 p.m. to go into closed session.** Brennum seconded. AYES – Brennum, Bachim, Bruner, Brusberg, Olson and Arndt. NOES – none.

Brennum made a motion at 7:56 p.m. to reconvene into open session. Bachim seconded. AYES – Brennum, Bachim, Bruner, Brusberg, Olson and Arndt. NOES – none.

Brennum made a motion to approve the offer to purchase phase 2 in Business Complex made in closed session. Bachim seconded. Bruner restated there is a motion to make an offer on 34.35 acres of land in phase 2 of the business park. Motion carried.

Olson made a motion at 7:57 p.m. to adjourn. Bachim seconded. Motion carried.

Linda Kuhlman, WCMC, CMTW
Clerk-Treasurer

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**Brooklyn Village Board Special Meeting Minutes  
November 1, 2021**

The November 1, 2021, Special Village Board meeting of the Village of Brooklyn was called to order at 6:30 p.m. at the Brooklyn Community Building by President Mark Bruner. Trustees present were Dan Olson, Brandon Arndt, Kyle Smith, Mike Brusberg, Sean Brennum and Jacob Bachim. Also present were Kevin Visel and Clerk-Treasurer Linda Kuhlman. Pledge of Allegiance.

**Smith made a motion at 6:31 p.m. to convene into closed session pursuant to WI Stats 19.85(1)(e) Deliberating or negotiating the purchasing of public properties or the investing of public funds and conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Business Complex).** Brennum seconded. AYES – Smith, Brennum, Bachim, Bruner, Olson, Brusberg, Arndt. NOES – none.

**Smith made a motion at 7:00 p.m. to reconvene into open session.** Brennum seconded. AYES – Smith. Brennum, Bachim, Bruner, Olson, Brusberg, Arndt. NOES – none.

**Brennum made a motion to approve the motions made in closed session.** Smith seconded. Motion carried.

**Brennum made a motion at 7:01 p.m. to adjourn.** Smith seconded. Motion carried.

Linda Kuhlman, WCMC, CMTW  
Clerk-Treasurer



**Clerk's Office and Public Works Dept.**

**will be closed on**

**Thursday, November 25**

**&**

**Friday, November 26**

## **Extension Dane County – UW-Madison Food Safety Tips for your Holiday Meal**



When you think “Thanksgiving”, what comes to mind? Turkey! According to the U.S. Department of Agriculture (USDA), more than 46 million turkeys are cooked and eaten in the United States at Thanksgiving. That number represents one-sixth of all the turkeys sold in the U.S. each year. There are a few tips that will ensure that your holiday meal is safe and delicious. “Thawing and cooking are the two challenges any holiday cook will face,” according to Barbara Ingham, extension food safety specialist with the University of Wisconsin, Division of Extension. When thawing the turkey in the refrigerator, the USDA recommends allowing 24 hours for every four to five pounds of meat. For example, a 16 to 20-pound turkey would need at least three or four days to thaw. Some newer, more efficient refrigerators can add a day or two to that time. Turkeys can also be thawed in the microwave, or in a sink filled with cold water—just change the water every 30 minutes. It’s also possible to cook a turkey directly from the frozen state, adds Ingham.

In addition to the challenge of thawing a turkey, consumers struggle with other questions such as knowing when a turkey is sufficiently cooked, and how to handle leftovers, says Deb Neubauer, Dane County Extension Educator.

Neubauer, recommends cooking your Thanksgiving turkey to an internal temperature of 165°F, as measured with a food thermometer. Check the temperature several places, the thickest part of the breast, the inner thigh, and the wing. Check the temperature of stuffing too. All turkey meat, including any that remains pink, is safe as soon as all parts reach 165°F, notes Neubauer. Once thoroughly cooked, proper cooling and handling of leftover is a key food safety step. “Refrigerate leftovers within two hours,” notes Ingham. Cut turkey into smaller pieces and place in shallow containers for quick cooling in the refrigerator. Place leftover sauces, dressing, and any side dishes in the refrigerator within two hours as well. Use leftovers within four days or freeze for longer storage.

Ingham likes to joke that she often refers to leftovers as “planned overs,” with family and guests sometimes preferring meal items reheated or eaten cold the next day.

**Dessert is a part of many holiday meals and Neubauer notes that** pumpkin pie, custard pie and cheesecake must also be handled safely. Bake these festive desserts to a safe minimum internal temperature

of 160°F. Once cool, refrigerate until the big meal.

Neubauer notes that pumpkin or cream pie that you purchase from the market or grocery are also safest stored in the refrigerator once you bring them home.

*The Dane County Extension office is available to help answer your holiday meal preparation questions. For last minute questions, refer to these holiday hotlines.*

#### USDA Meat and Poultry Hotline

- **Phone:** 1-888-674-6854 9 am – 5 pm weekdays (Central) 7 am – 1 pm Thanksgiving Day
- **Email:** [mph hotline.fsis@usda.gov](mailto:mph hotline.fsis@usda.gov)

- **Chat Ask USDA!** (English/Spanish) [Ask.USDA.gov](https://ask.usda.gov) [regunteleaKaren.gov](https://regunteleaKaren.gov) Live chat during hotline hours

#### Butterball Turkey Talk-Line

- **Phone:** 800-288-8372 or text 844-877-3456
- **Online:** <https://www.butterball.com/online-turkey-talk-line>
- **Even help from Alexa-enabled devices!**

#### Jennie-O Turkey Hotline

- **Phone:** 800-887-5397 or text work Turkey to 73876
- **Live chat:** <https://www.jennieo.com/hotline/>
- **Social Media**

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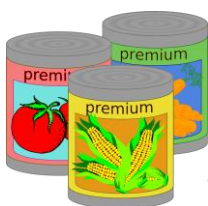
Help Us Fill Area Food Pantry Shelves!

Please help us in supporting our local food banks during this holiday season. You can submit monetary donations directly to Second Harvest Foodbank online at:

www.pellitteri.com/thanksgiving



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### NON-PERISABLE FOOD DONATIONS

The Village of Brooklyn will also be taking in non-perishable food items. All items donated will be delivered directly to the Oregon Food Pantry. To donate, drop off your items in the collection box at the Village Clerk's Office, Monday through Friday from 7 am to 5 pm.

Thank you for your support!

## Brooklyn Fire & EMS



It's that time of the year again! Our annual Fire and EMS Thanksgiving basket giveaway. This year we are giving away 2 Thanksgiving baskets (each has a value of \$75.00). If you or someone you know is in need or deserving of these baskets, we would love to hear about you/them. To nominate yourself or someone else all you have to do is go to our website [brooklynfireems.org](http://brooklynfireems.org) and scroll to the bottom of the home page to find the entry form. The only restriction to entry is that the winner has to live within the Brooklyn Fire/EMS district.



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## Pickleball is back at the Community Building

Monday through Friday from 8 am to 5 pm

Call the Clerk's Office for scheduling information

608-455-4201.





## Current Get Fit Class Schedule

Wednesday - 6:00pm  
**YOGA SLOW FLOW**



### **ELECTION WORKERS NEEDED**

**CONTACT THE CLERK'S OFFICE AT  
608-455-4201  
WITH QUESTIONS  
OR TO SIGN UP**

## 2021 Tax Payments



Clerk's Office will be closed on Fri., Dec 24, 2021 & Fri., Dec. 31, 2021. All payments placed in the drop box before 7 am on Jan. 3, 2022, will be applied as a 2021 payment.

If you have any questions, please contact the Clerk's office (608-455-4201).



# **November 2021**

## **Senior Center News**

### **By Rachel Brickner**

An up-to-date Health Care Power of Attorney is something every adult should have. If an adult person is ever unable to make his or her own health care decisions, a Health Care Power of Attorney guides medical personnel to the person that should be making decisions on the person's behalf.

The staff at the Senior Center can help people fill out and execute Powers of Attorney for Health Care.

Put very simply, the Power of Attorney for Health Care, or POA-HC as it is known, allows a person to designate who they want to make medical decisions for them if they ever can't make decisions for themselves. It also allows a person to record some of their wishes for future medical decisions, such as whether they would want to be placed on a ventilator, or would want to receive nutrition through a stomach tube, etc.

Over the course of my career, I have worked with people who were reluctant to complete POA-HC forms because they thought the form gave the person the right to "put them" in a nursing home. These people thought that if there was no Power of Attorney, no one would have that authority and they would never end up in a nursing home.

Unfortunately, that is not the case. If a person needs skilled nursing care, and no one has the designated legal authority to make that decision, then the matter ends up in court for a judge to decide. That can end up being costly and traumatic for the family.

Another common misperception about POA-HC is that once a person has completed one, the person designated has immediate authority to make decisions. That is not the case. The person named

as the POA-HC agent has no authority until the person creating the document and naming the agent is no longer able to make decisions for him or herself. Even then, it takes two doctors to certify that the person can no longer make decisions for themselves. Only after that happens does the designated agent start to make decisions for the person.

Having documents in order in case the day ever comes when a person cannot make decisions for him or herself is a gift to that person's loved ones. There are plenty of stressors involved in changed health status, so avoiding questions about who can or should make decisions can be a relief to the family, and very helpful for medical personnel.

If you would like assistance with completing or legally executing a POA-HC, please reach out to the Senior Center about this free service. Staff can help with providing copies of the form, with filling out the form, and with having it properly and legally executed. Please call the Senior Center at 608-835-5801 for further information, or to make an appointment to complete, a POA-HC. Every adult should have one, and they should be updated if the designated agent changes (due to death, divorce, distance, etc.).

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**Click on link below to
read the
[November 2021 Senior
Center Newsletter](#)**



THREE TRUSTEE POSITIONS AVAILABLE



Three Trustee Positions are up for election in the spring.

If you are interested in running for any of these positions, please obtain nomination papers online or at the Village Clerk's Office after December 1st.

The final day for filing nomination papers is 5 pm on January 4, 2021. If a primary is necessary, it will be held in February.

BROOKLYN RECREATION HOLIDAY LIGHT CONTEST



Discover places you never knew existed right in your own neighborhood. Or if new to our “Little Village That Could”, locate new and interesting locations. This interactive game is fun for the whole family. Find out about the best places in or around the village with Brooklyn1905Tour. Just go to www.geocaching.com and search for Brooklyn 1905 Tour, Multi-Cache #1-#8. Then email us the answers, and we'll send you a Chamber geocache coin and basket.



SAVE THE DATE...

Join Us

Saturday, Dec 4th - 5pm
at Brooklyn Community Bldg.

Tree Lighting Ceremony!

Enjoy:

Fun Family surprises & Hot Chocolate!

Free Family Movie Night (Double the Fun!)

Kick off to our Holiday Lights Contest

Schedule:

5:00pm - Doors Open

5:15pm - Short Kids Film

5:45pm - Cookie Decorating
& Crafts

6:15pm - Tree Lighting

6:30pm - Free Family Movie

Optional Wear:

Your Best

Holiday Ugly
Sweater!

Hosted by **Brooklyn Recreation**
www.brooklynrecreation.org



Collection Calendar

Wednesdays

Your area will be picked up on non-holiday Wednesdays. Refuse will be collected weekly. Recycling will be collected every other week.



Refuse Pick-up Only.



Recycling and Refuse Pick-up.

For scheduling the pick-up of items too large to fit into your cart, please call Pellitteri Waste Systems at (608) 257-4285, or visit www.pellitteri.com to contact us via email.

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DECEMBER '22						
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Please see reverse side for the updated recycling list. To sign up for email alerts regarding service changes, please email info@pellitteri.com.



Residential

COLLECTION INFORMATION

RECYCLING *Information – All recyclables should be placed in your recycling cart*

EXPANDED *Paper* RECYCLING

- Cardboard (empty)
- Catalogs, magazines & phone books
- Cereal & cracker boxes (empty)
- Computer & office paper
- Envelopes & junk mail
- Holiday gift wrapping paper (no foils)
- Newspapers
- Paper cups (no plastic lids or straws)
- Paper egg cartons
- Paper grocery bags
- Paper milk and juice cartons or boxes
- Pizza boxes (no food or grease)
- Shredded paper (place in clear or transparent plastic bag and tie shut; a full bag should be the size of a basketball)

RECYCLABLE *Plastic & Glass*

- All plastic bottles (no motor oils or gasoline)
- Plastic containers/cups #1–7, including #1 clamshell
- Glass bottles & jars (clear, blue, brown or green translucent glass)

RECYCLABLE *Metal*

- Aerosol cans (empty)
- Aluminum cans & aluminum pie plates
- Metal pots & pans
- Small metal appliances (toasters, blenders, etc.) – nothing larger than a basketball
- Small metal plumbing fixtures, faucets, valves
- Tin & steel cans

NON-RECYCLABLE *Items:*

- Batteries
- Brake rotors / drums
- Construction waste
- Deli containers – except #1 plastic
- Electronics
- Frozen food or microwave dinner plates
- Glassware & ceramics
- Metal items heavier than 10 pounds
- Mirrors & windows
- Motor oil & gasoline containers
- Plastic film, wrap & Styrofoam
- Propane tanks
- Recyclable containers containing liquids or food
- Misc.: Carpet, clothing, diapers, fishing line, food, hoses, ropes & shoes

RECYCLING *Tips*

- Containers containing food or liquids, construction waste or electronics CANNOT be placed in the recycling cart.
- Should you choose to bag recyclables you place into the cart, please use clear or transparent bags and leave open – do not tie or seal. Clear bags can be purchased at most grocery and hardware stores.
- Do not flatten or crush plastic or metal items. Do not place smaller items inside larger containers. All items should be loose and empty. Remove all food waste, plastic, Styrofoam & packing peanuts.
- Flatten cardboard boxes and cereal boxes to make room in the recycling cart.
- Your recycling cart will not be picked up if it contains trash, yard waste or prohibited items.
- Check out www.pellitteri.com for twenty 1-minute recycling tip videos and a 7-minute video showing what happens to your recyclables. Call (608) 257-4285 if you have any remaining questions.
- Coming soon: A searchable recycling database, sign up for service reminders and notifications, a mobile app, and more!

December

2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		**\$5.00/Tires Contact Clerk's Office 608-455-4201	1 Garbage Yoga 6p	2 Bookmobile 515-630p at the Gazebo	3	4 Rec Tree Lighting & Movie Night
5	6 	7 ** Tires, Oil & Batteries	8 Garbage & Recycling Yoga 6p	9 Rec Committee Mtg 530p Bookmobile 515-630p at the Gazebo	10	11
12	13 Finance Mtg 5p Village Board Mtg 630 p	14	15 Garbage Yoga 6p	16 Planning & Zoning Mtg 630p Bookmobile 515-630p at the Gazebo	17	18
19	20	21 Winter Begins 	22 Garbage & Recycling Yoga 6p	23 Bookmobile 515-630p at the Gazebo	24 Clerk's Office & Public Works Closed	25 
26 	27 Village Board Mt 630 p	28	29 Garbage Yoga 6p	30 Bookmobile 515-630p at the Gazebo	31 Clerk's Office & Public Works Closed	