

Town of Brooklyn, Green County – May 8, 2017 Board of Supervisors Meeting Minutes (Approved by the Town Board)

The Board of Supervisors meeting was called to order at 8:00PM on Monday, May 8, 2017 at the Town Hall. In attendance were Chairman Garth Langhammer, Supervisors Jeff McNeely and Rex Tilley, Treasurer Russell Cichy and Clerk Amy Ross.

The clerk advised that the required meeting notice posting was completed.

Everyone stood for the Pledge of Allegiance.

Public Comment

- None

Minutes

- Motion by McNeely to accept meeting minutes from 04/10/2017 regular meeting and 04/19/2017 special meeting, second by Tilley; motion carried.

Treasurer's report

- Reported that both Clerk and Treasurer agree on April 2017 reconciled numbers. Beginning checking account balance of \$351,361.87, receipts \$36,302.01, disbursements \$61,832.30, ending checking account balance of \$325,831.58. Money Market account balance \$253,147.36.
- Delinquent Personal Property taxes – Cichy contacted the Town Assessor to remove Attica Garage from the Personal Property tax roll. The building the business was in has been sold and the owner of Attica Garage does not have a business in the Town of Brooklyn.

Clerk's financial report

- Clerk reconciled the April 2017 books with Treasurer for an ending checking balance of \$325,831.58 and \$253,147.36 in the Money Market account. This matches the Treasurer's report. Motion by McNeely to accept both the Treasurer's financial report and the Clerk's financial report reconciliation, seconded by Tilley; motion carried.
- Reviewed budget to actual.

Authorization to pay bills

- Motion by Tilley to pay the bills as presented in the amount of \$17,313.89 second by McNeely; motion carried.

Liquor license acquisition opportunity

- Tina Klitzke, Attica Inc., submitted a formal request for a Class B Liquor license if one were to become available. It's noted that, in 2015, when Attica Inc first opened for business, they requested a liquor license. However, the Town did not have a reserve license available at that time so none were available to issued. This formal request is duly noted.
- Cichy advised the Town Board that the State of Wisconsin "2015 Wisconsin Act 286", which became effective June 1, 2016, authorizes the transfer of up to three "Class B" liquor licenses from one municipality to a neighboring municipality, with certain conditions. Such transfer has the effect of decreasing the transferring municipality's quota and increasing the receiving municipality's quota. The following conditions apply to transfers of licenses under the Act:
 - The transferring municipality must be contiguous with or located within two miles of the receiving municipality.
 - A municipality may transfer no more than three "Class B" liquor license under this exception.
 - The transferring municipality must have issued at least one license itself before transferring a license to a neighboring municipality

- The Act requires a transferring municipality to establish a fee, in an amount not less than \$10,000, for initial issuance of a license transferred under the Act. The receiving municipality must remit the fee to the transferring municipality.
- Cichy expounded upon the idea of a liquor license transfer in that when the Town acquires a transferred liquor license, all of the Initial Issuance Fee must be remitted to the transferring municipality. The Town of Brooklyn retains none of that fee. Cichy proposed the Town establish a Class B Liquor License Municipal Transfer Request Agreement outlining the terms and conditions under which, by mutual agreement, the Town will seek to acquire a liquor license transfer from a neighboring municipality under the Act for issuance to the Applicant making such formal request.
- Cichy presented a draft Class B Liquor License Municipality Transfer Request Agreement. Motion by McNeely to direct the Chairman to consult Town attorney on the Class B Liquor License Municipality Transfer Request Agreement. Upon such Town Attorney review and provided the draft agreement remains substantially the same as presented the Chairman has authority to execute the agreement with Attica Inc, second by Tilley; motion carried.
- Cichy reported that based upon the Treasurer's inquiries, the Town of Oregon Board discussed the option of transferring a liquor license to the Town of Brooklyn and unanimously agreed on a selling price (initial issuance fee) of \$15,000. Further, while the statutes do not spell out a formal process or any real procedure to us to accomplish the transfer nor is the DOR keeping track of these transactions, the WTA Attorney suggests each party adopt a separate resolution. The municipality to transfer the license and set the fee for the license and the receiving municipality to accept the actual transfer and the fee paid so there is a paper trail to follow and keep track of this for future reference. Cichy presented a draft of such resolution for the Town of Brooklyn as the receiver of the transferred license. Such Resolution to be reviewed by Town Attorney. No action taken.

Official posting locations

- The official posting location at Attica Garage will be moved to the Attica Bar. Klitzke offered to move the current posting board to the new location.

Recycling Committee

- Kevin Santulis reported the committee recommends Russell Cichy to the Recycling Committee for 3 years. Motion by Langhammer to appoint Russell Cichy to the Recycling Committee for 3 years, second by McNeely; motion carried.
- Santulis recommended the Recycle Center stay open until 4PM the Saturday prior to Memorial Day. Summer hours will begin after Memorial Day.
- Recycle Center will be closed on Tuesday, July 4th for the holiday.
- Santulis will be attending an all-day E-cycling seminar hosted by the Town of Fitchburg. The DNR will discuss best practices and challenges for responsible units in recycling electronic equipment and other universal waste.
- The Committee has been researching commodity prices and practices that may affect the Recycling Center in the future.
- As part of public outreach, a battery recycling date with the Brooklyn 4H Mighty Mites is being planned.
- The Recycling Annual report has been filed. The Town of Brooklyn is the highest recipient of regular recycling grants in Green County.

Highway Committee

- Hans Herweijer, Highway Committee Chairman, reported 4 bids were received for the reconstruction of Benson Road. Highway Committee recommended awarding the Benson Road reconstruction project to Payne & Dolan in the amount of \$130,584.50 and Green County Highway Department for the shouldering work at \$11.65 per ton. Motion by McNeely to approve the Payne & Dolan bid for Benson Road reconstruction in the amount of \$130,584.50, second by Tilley; motion carried. Motion by McNeely to approve the Green County Highway Department bid for Benson Road shouldering work at \$11.65 per ton, second by Tilley; motion carried.

- Benson Road Bridge replacement – DNR permit has been issued, all permits are complete. Alliant Energy and Frontier have lines in the area and have been given notice.

Fire/EMS District

- Albany Volunteer Fire Department
 - Meeting minutes filed.
- Brooklyn Fire District
 - Representative John Marx reported all municipalities have signed the Brooklyn Fire and EMS Protection District Agreement.
 - Village of Brooklyn has rescinded Resolution 2016-11 withdrawing from the District upon the signing of the Restated Brooklyn Fire and EMS Protection District Agreement.
 - A letter was sent to Axley Brynelson, Village of Brooklyn Attorney, from the Brooklyn Fire and EMS Protection District in response to claims made against the District in a December 2016 letter.
 - Town of Oregon Chairman Wayne Ace requested a contribution towards attorney expenses for the contract negotiation.
 - Fire and EMS District Board meeting minutes filed.
- Evansville Fire District
 - Representative John Binversie reported there is general discussion to combine both Fire and EMS, they are currently separate.
 - Marx raised concern upon learning of a change to protocol that affects EMS service in the Town. When Evansville is out of service they used to call on Brooklyn to cover any call that came in from their service areas in the towns of Brooklyn and Union. Since Evansville EMS is based in Rock County they have restricted mutual aid to EMS services based in Rock County.
 - Fire District meeting minutes filed.
 - Draft Audited Financial Statements for 2016 received.

Broadband Commissioner

- Broadband Commissioner John Marx reported on current, planned and future services. Marx recommended budgeting for the \$750 as requested by Green County Leaders in next years' budget.

Driveways, field roads – permit applications if any; applications for return of deposit; if any; compliance issues, if any

- Motion by McNeely to approve field road construction for Luke Richardson on County Road E, second by Tilley; motion carried.
- Motion by McNeely to approve a driveway construction for Janice Schulz on Alpine Road, second by Tilley; motion carried.
- Motion by McNeely to sign the Driveway/Access Verification Certification for Dennis Schwenn on Horan Road, second by Tilley; motion carried.

Plan Commission

- Don & Darlene Bartelt Public Hearing cancelled, rescheduled for next month.

Chairman's Report -- Newly Elected Officials - New Duty Assignments

- Rex Tilley will analyze Patrolman time cards and Highway Equipment maintenance expenses.
- Jeff McNeely will review all new driveway applications.

Salt/Sand Shed consideration

- Cichy recommended forming a committee consisting of McNeely, Town Patrolman and Cichy to visit three different local municipalities and their sand/salt sheds. The committee would analyze the buildings and

form an opinion advising if a new sand/salt shed, facilitating a sand/salt mixture, would be cost effective for the Town.

Wisconsin Towns Association

- Tilley reported on the 2017 Town Officials Workshop he attended.
- Tilley and Cichy will attend the Turnout for Transportation Capitol Edition Wednesday, May 10th.

Board of Review – Open Book

- Ordinance # 5.21 Appointment of Citizen Alternates to the 2017 Board of Review presented. Motion by McNeely to adopt Ordinance # 5.21 Appointment of Citizen Alternates to the 2017 Board of Review, second Tilley; motion carried.

Informational items

- Breakfast on the Farm is on May 27th at the McNeely farm on Elmer Road. Green County Sherriff's office is aware of the event, there will be increased traffic. The Sheriff's Department will convert Elmer Road to a one-way road during this event.
- There was a motor vehicle accident on Mortensen Road that damaged a guardrail. Damages will be submitted to the insurance company of the vehicle owner.
- A charity bike ride "Bike the Barns" is being organized for Sunday, September 17th and will use several Town roads.

Adjournment

- Motion by McNeely to adjourn, second by Tilley; motion carried.

Meeting adjourned at 10:37PM.

Respectfully submitted
Amy Ross, Clerk