

## **Town of Brooklyn, Green County – January 8, 2018 Board of Supervisors Meeting Minutes (Approved by the Town Board)**

The Board of Supervisors meeting was called to order at 8:00PM on Monday, January 8, 2018 at the Town Hall. In attendance were Chairman Garth Langhammer, Supervisor Jeff McNeely, Treasurer Russell Cichy and Clerk Amy Ross. Absent was Supervisor Rex Tilley.

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

The Pledge of Allegiance was shared.

### **Public Comment**

- None

### **Minutes**

- Motion by McNeely to approve meeting minutes from 12/11/17 Regular meeting, second by Langhammer; motion carried.

### **Treasurer's report**

- Cichy reported beginning checking account balance of \$68,070.34, receipts \$738,593.12, disbursements \$17,507.58, ending checking account balance of \$789,155.88. Money Market account balance \$275,477.09.

### **Clerk's financial report**

- Ross reported both the Clerk and Treasurer agree on December 2017 reconciled accounts. Ending checking balance of \$789,155.88 and \$275,477.09 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 as presented, seconded by Langhammer; motion carried.
- Reviewed budget to actual.

### **Disbursements**

- Motion by McNeely to disburse \$1,000 to Attica Cemetery as originally requested, pay \$750 toward the Broadband Expansion Grant through Green County Development Corporation, authorize Capital Reserve transfers of \$15,000 from checking to the Money Market Equipment Reserve and \$15,000 from checking to the Money Market Public Safety Reserve per budget, second by Langhammer; motion carried.

### **Authorization to pay bills**

- Motion by Langhammer to pay the bills as presented in the amount of \$1,192,625.02, second by McNeely; motion carried.

### **Fire/EMS District**

- Meeting minutes filed for Albany, Belleville, Brooklyn and Evansville.
- Brooklyn
  - Brooklyn Fire and EMS Representative John Marx reported.
  - Officers elected at Decembers meeting.
  - The District purchased Water Rescue Equipment jointly with Oregon Fire Department for \$5,800. Equipment was paid for by the Association and a grant from Payne and Dolan, no tax dollars were spent.
  - Marx checked with the Village of Brooklyn to see if they charged the Fire District for water that is used to extinguish fires. The Village advised they do not charge.

## **Broadband**

- Broadband Representative John Marx reported.
- Marx is working with Bug Tussel on a grant for expansion in the Town of Brooklyn.
- Motion by McNeely to adopt Resolution # 01-08-2018 Broadband Expansion Grant, second by Langhammer; motion carried.

## **Recycling Committee**

- Recycling Committee Chairman Kevin Santulis reported.
- Committee recommends raising the Recycle Center Assistant wage from \$10 to \$12 per hour and a 2% increase for the Primary Attendant from \$12 per hour to \$12.30.
- Universal Recycling Technologies picked up e-waste in November.
- Santulis called Pellitteri on December 21<sup>st</sup> to confirm time for pick up after Christmas. He was assured by our representative that there would be no change in schedule. Due to miscommunication within Pellitteri, pickup of recycling bins was delayed until late morning on Saturday (December 30<sup>th</sup>), during customer hours. The attendants did need to scramble to find temporary storage for recyclables while they waited for the pickup.
- A suggestion was made to purchase a temporary storage facility that could be set up outside the facility to free up space on the floor of the main building. Estimated cost is \$200 for a 10' x 10' canvas structure with metal frame.
- Santulis requested permission for an annual burn at the center. Motion by Langhammer to approve an annual burn at the Recycle Center that is closely supervised, second by McNeely; motion carried.
- Committee requested the Board consider acquiring (2) two - 20 yard loads of crushed rock to repair ruts in the drive by the entrance and additional crushed rock around the bins to bring the yard level closer to the level of the concrete pads when weather permits.
- A citizen suggested a public bulletin board be available at the Recycling Center for people to post items for sale, services, etc. The consensus of the Committee is that this would not be practical. Attendants would need to monitor postings and the Center would need to provide cover for weather and access. They suggested the resident use an online service such as NextDoor.com.
- Cichy provided a 2017 financial report showing the Center did run a \$1,700 profit because Recycle Center Material sales were higher than budgeted. Cichy reminded the board that per State Statutes the Recycle Center cannot, consistently, be a revenue generator.
- Shared building proposal – Cichy provided an overview to the Board of a possible shared building proposal with the Brooklyn Sno-Hornets. This is in the discussion phase only. The Snohornets will discuss at their next meeting.

## **Highway Committee**

- Highway Committee Chairman Hans Herweijer reported coring reports are needed before the Highway Committee can begin talking with contractors and putting bids together for 2018 road work.
- Herweijer will work with Green County Highway Commissioner Chris Narveson to schedule a spring road tour.

## **Driveways, field roads**

- No driveways or field roads.
- Green County has removed requiring the Driveway Access Verification Form. Town of Brooklyn Driveway Ordinance requires the driveway be “substantially complete” prior to signing this form. Board members will review the current ordinance and return with suggestions next month.

### **Plan Commission**

- Planning Commission Chairman Jim Kramer recommended approval of (1) one Land Division for Tim and Kris Reilly on State Road 92 and Legler Road. Motion by McNeely to approve (1) one Land Division with (2) two additional splits still available plus the remainder for Tim and Kristine Reilly at W2248 State Road 92, second by Langhammer; motion carried.
- Planning Commission recommended approval of sale to adjoining land owners between Margaret Kauk and Carl Ihm on County Road E and King Road. Motion by McNeely to approve sale of land between adjoining land owners Margaret Kauk and Carl Ihm on County Road E and King Road, second by Langhammer; motion carried.
- Motion by McNeely to re-sign Jannie Willy Town Review of County Application Requiring Public Hearing referencing prior approval exceeding 90 days, second by Langhammer; motion carried.
- Kramer advised he has been notified by Green County Zoning that they will classify Dead Foot Arms as a shooting range and the County will require a Conditional Use Permit.

### **Informational**

- Langhammer advised the Board he signed the Gardiner Appraisal contract in December after the changes that were requested were written into the contract.
- Mortensen Road guardrail claim has not been paid. The Clerk advised an invoice was sent to the person who damaged the guardrail. The invoice was not paid. After contacting the Town's insurance agent, it was advised to send the invoice directly to the damaging party's insurance company. Clerk will follow up with the insurance company to determine status of the claim.
- Employee Performance review scheduled for 7:30PM on February 12<sup>th</sup>, 2018.
- Cichy questioned the status of the 80/20 bridge refund through Green County Highway Department. Clerk advised the County disperses payments once per year, anticipated disbursement in January. Clerk will follow up with County to see when refund will be received.
- SAFEbuilt has assigned a new Building Inspector, Ben Koch, to the Town.
- Spring Primary election scheduled for February 20<sup>th</sup>, 2018.

### **Adjournment**

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

Meeting adjourned at 9:46PM

Respectfully submitted  
Amy Ross, Clerk