

Town of Brooklyn, Green County – August 13, 2018 Board of Supervisors Meeting Minutes (Not yet approved by the Town Board)

The Board of Supervisors meeting was called to order at 8:00PM on Monday, August 13, 2018 at the Town Hall. In attendance were Chairman Garth Langhammer, Supervisors Jeff McNeely and Rex Tilley, Treasurer Russell Cichy and Clerk Jeannie Welsh.

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

The Pledge of Allegiance was shared.

Public Comment

- None

Minutes

- Minutes of July 09, 2018 Regular meeting were reviewed. Motion by McNeely to approve meeting minutes from Regular meeting of July09, 2018, second by Tilley; motion carried.

Treasurer's report

- Treasurer Cichy reported beginning checking account balance of \$193,072.64, receipts \$33,612.75, disbursements \$39,369.06, ending checking account balance of \$187,316.33. Money Market account balance \$329,009.37. Interest earned of \$656.53.
- The Town received a letter from the Board of Commissioners of Public Lands that our BCPL loan has been approved. The Town has 4 months from the date of approval to draw funds.
- The invoice for the paving of Brooklyn-Albany Road has been received and is due September 30, 2018. Requesting to draw funds in September in appropriate time to pay the Tri-County bill at the next Town Board meeting in September. Since this loan was previously approved to be used for this project, the clerk and treasurer were instructed to go ahead and submit the draw in September, prior to the next Regular Town Board meeting.

Clerk's financial report

- Clerk Welsh reported both Checking and Money Market bank statements for July 2018 are reconciled and agree with financial reports for that period. Clerk and Treasurer reports agree with July 2018 reconciled accounts. Motion by Tilley to accept both the Treasurer's financial report and the Clerk's financial report of reconciliation of revenue and expenses as presented, seconded by McNeely; motion carried.
- Reviewed budget to actual.

Authorization to pay bills

- Motion by McNeely to pay the bills as presented in the amount of \$27,731.15. Seconded by Tilley; motion carried.
- It was suggested that a copy of the invoice from Tri-County Paving be given to Hans, for the Highway Committee to review, compare with the contract to be certain the invoice amount corresponds with what was originally submitted on the contract and approve the invoice for payment. A copy of the invoice was given to Hans.

Special Resolution Regarding Fixing the Roads

- The purpose of this resolution is meant to be shared with the Governor and State Legislatures encouraging them to develop some sort of sustainable solution to help fix the State, County and local Community roads.
- McNeely made a motion to adopt Resolution # 08-13-2018 **Make Wisconsin Roads Great Again!** Second by Tilley; motion carried.

Broadband - Tower Proposal

- Bug Tussell representative, Samantha Mueller presented details from the engineering study done at the Recycle Center location. Results from that study determined that the optimum height for a tower at that location would be 300ft.; the reason being it would allow their service to reach more customers.
- Mueller presented "Fresno Zone" (line of sight) maps to show the difference in service between the different sized towers, the advantages of a 300ft tower and how it could provide more coverage to more people in the town.
- Langhammer requested a list of more locations that already have a 300ft tower, so it would be possible to get a better visual idea of what a tower of that height looks like.
- Mueller gave a timeline of what would happen should the Board wish to proceed. She requested to get a lease drawn up by their attorneys to bring to the next meeting for Board review.
- Langhammer expressed that she could bring any paperwork she wished to have prepared to the next meeting, however the Board would want to do more research and call a Special Meeting or Public Hearing to address this further; but wanted to keep the process moving.

Fire/EMS District

- Meeting minutes filed for Albany, and Evansville.

Brooklyn – John Marx reported:

- District Board meeting this Wednesday night. They will have draft budgets for both Fire and EMS to look at. John will email this information to Jeannie on Thursday for her to distribute to the rest of the Board to look at.
- The Joint Municipal Board meeting will be Wednesday, September 12, 2018 at 6:00p.m. at the Brooklyn Fire Station. They will be reviewing and discussing the annual budget at that time.
- McNeely mentioned that a company by the name of Compeer Financial was currently awarding \$3,000 grants for emergency departments for equipment (not trucks or buildings) and the application period was August 01 – August 31, 2018. John Marx took the information down.

Recycling Committee

- There was a DNR Closed Landfill Inspection last week at the Recycle Center closed landfill site. A summary was provided, and these actions were requested;
 1. The landfill cap is fine
 2. All trees & woody vegetation within the parameter posts to be cut down.
 3. Landfill cap needs to be mowed no less than one time per year. Prefer Spring and Fall as not to interfere with ground nesting birds.
- A sign, identifying closed landfill, with license# and no illegal dumping to be posted at the Recycle Center. Treasurer Cichy will submit a letter of response to the DNR.
- Brian will get the landfill cap mowed and excess vegetation cut. Cichy will meet with Brian to help locate the posts.
- Treasurer Cichy will order the sign and get it posted.

Highway Committee

- Langhammer reported that he had met with the attorney for the Town regarding the Warranty Claim against Fahrner Asphalt Sealers. The attorney recommended we prepare a letter to Fahrner requesting they address our dissatisfaction with the work done in 2017.
- A letter was prepared and distributed to the Board to review before being sent. The purpose of the letter is to reinforce the dissatisfaction with the quality of workmanship and formally demand Fahrner invoke their warranty and respond to our request to correct the situation.

Highway Committee (continued)

- McNeely made a motion to send the letter to Fahrner Asphalt Sealers, LLC regarding chip sealing and Warranty Claim that Town of Brooklyn invokes a Warranty Claim against Fahrner Asphalt Sealers, LLC; Seconded by Tilley; motion carried.
- Brooklyn-Albany Road construction has been completed. Culverts have been replaced and repaving has been done. Still finishing shoulder work.
- Legler Rd. culvert has not been done yet but has still been scheduled for this year.
- Traffic counters have been out on various Town roads.

2019 Budget Process Discussion

- Discussion regarding the allowable levy limits for 2019 and upcoming budget process were discussed in preparation for the 2019 budget.
- A first draft will be laid out to discuss at the next regular board meeting and a 2019 budget meeting schedule will be established.

Delinquent Personal Property Taxes Collection Process

- There is one property owner with delinquent Personal Property taxes. As in the past, the Treasurer will send a letter notifying the property owner they have the right to protest at the next regularly scheduled Board meeting. If they do not respond, it gets sent to collection.

Friends of Town of Brooklyn Parks

- Weeding and trimming has been done. Someone even stopped and complimented on how nice the Liberty Pole Hill Park looks.
- Veterans Memorial – Talking about flying flags all the time. The Legion is discussing adding another monument because they are running out of space for names.
- It was mentioned maybe within 5 years the Legion would like to have it completely turned over to the Town of Brooklyn. They were told when the time comes, contact the Town a couple weeks in advance so they can get on the Agenda.

Driveways, field roads

- Reilly on Hwy 92 is totally complete. Motion by McNeely to refund \$1,500 deposit to Tim and Kristine Reilly. Second by Tilley; motion carried.

Plan Commission

- Kathryn Kauk Estate, one division in section 33 on Brooklyn-Albany Road. There are 230 acres and they are dividing 24 acres off. This will be the first division of six available splits.
- McNeely moved to grant one division for Kathryn Kauk Estate on Brooklyn-Albany Road, leaving five more divisions plus the remainder. Tilley seconded; motion carried.
- Request from Planning Commission to approve re-zoning of a section of Bernard and Kris Byrne parcel on King Rd. rezoning from AG to Commercial, which allows them to apply for a CUP to have a wedding venue in their barn with restrictions. Per Byrne's re-zoning request, Town of Brooklyn held a public hearing on Monday, 08-13-18 resulting in the following advisory restrictions: no music after 12:00 midnight and the clients must supply their own liquor and their own insurance. Byrne's have their own liability insurance as well.
- Langhammer made a motion to approve allowing Byrnes to change AG zoning to Commercial for the purpose of applying for a wedding venue in their barn on King Road and has full approval of the Planning Commission. Seconded by Tilley; motion carried.
- Legler Rd. land division (split) issue. There is nothing left to split. Jim called property owner and left voicemail to come discuss at meeting. The landowner did not respond. Kramer gave copies of documented history of land to Chairman Langhammer to take to attorney for the Town to discuss.

Freidig/Legler Land/Hwy 92 Parcel Issues Discussion

- Tabled until Chairman Langhammer has an opportunity to meet with the Town Attorney next week.

Chairman Report

- A WTA Article was distributed to the Board members regarding the posting/publishing requirements surrounding bidding practices.
- As outlined in the article, the Town is not required to publish Bid Requests in the newspapers to be a Class II notice. Posting such notice for two consecutive weeks is an allowable alternative. It can be posted twice.
- The Town can actively solicit bids. It was suggested the Highway Committee develop a list of contractors and actively solicit these contractors for bids. Hans said he has a list.

Alpine Road complaint update

- A meeting with Green County Zoning in Monroe on August 03, 2018 with Chairman Langhammer, Treasurer Cichy, Town Attorney Lance McNaughton, Green County Attorney, Green County Zoning and Green County Sheriff regarding what scope of authority the Town has to enable it to address the gun range shooting concerns of the neighbors on Alpine and Mortenson Road.
- Langhammer requested Attorney McNaughton draft a letter that could be distributed to the public; those neighbors who gave their names and email addresses at the June 11, 2018 Board meeting. The purpose of the letter is to inform the public as to what action the Town has taken to address their concerns. The letter also informs the citizens who they are to contact and what steps to take for any future complaints.
- McNeely made a motion to accept the attorney's letter regarding the Alpine Road Shooting Range for distribution. Second by Tilley.
- The Clerk was instructed to email the letter to the neighbors from the list, as well as Herb Hansen and copy attorney Lance McNaughton.

Town Hall Air Conditioning

- Langhammer was unable to locate any used air conditioners from his sources.
- Even though it is getting toward the end of the season, air conditioning is needed at the Town Hall.
- Two window units are to be purchased. A small one for the office area and a larger one for the main Hall.
- Cost is minimal enough it is not necessary for a vote. Clerk was instructed to go ahead with the purchase.

Informational items

- Discussion regarding items for the upcoming annual Newsletter. Items suggested were; describing the upcoming referendum for clerk "appointed" vs. "elected" position, Snow wash/mailbox issue, Bug Tussell cell tower, road improvements. More discussion about this at the next meeting.

Adjournment

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

Meeting adjourned at 10:20PM.

Respectfully submitted
Jeannie Welsh, Clerk