

## **BROOKLYN VILLAGE NEWS**

### **October 12, 2017**

Clerk's Office - 455-4201  
Fax – 608-455-1385  
PO Box 189 210 Commercial St  
Email: [clerk@brooklynwi.gov](mailto:clerk@brooklynwi.gov)

Police Department - 455-2131  
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102 Windy Lane  
Email: [publicworks@brooklynwi.gov](mailto:publicworks@brooklynwi.gov)

## **TRICK-OR-TREATING** **HOURS**

**When:** Tuesday, October 31<sup>st</sup>  
**Time:** 4:30pm – 7:00pm



**Trick or Treating  
Location for Brooklyn EMS  
will be located at Juniper &  
Marcie Dr.**



**The Village of  
Brooklyn wishes  
you a very safe and  
Happy Halloween! For important  
safety tips, please see more  
information from Brooklyn Acting  
Police Chief on page 15.**



## PUBLIC MEETING

Regarding Police Department  
Wednesday, November 8<sup>th</sup>, 2017  
6:30 pm

Brooklyn Community Building – Lower Level  
102 N. Rutland Avenue

**Check at end of month for a survey link on the  
Village website &/or Facebook page.**

**Brooklyn Village Board Meeting Minutes**  
**September 11, 2017**

The September 11, 2017 Village Board meeting of the Village of Brooklyn was called to order at 6:30 p.m. at the Brooklyn Village Hall by President Clayton Schulz. Trustees present were Todd Klahn, Bruce Crubaugh, Brittany Springer, Sue McCallum and Heather Kirkpatrick. Russell Cazier was absent. Others present were Greg Kosharek, Acting Chief Engelhart, Mark Langer and Clerk-Treasurer Linda Kuhlman. All present stood for the Pledge of Allegiance.

**Public Comments -- Nicole Holtzen** – she and her husband own Custom Caliber Cabinets at 109 Hotel Street. They spoke years ago with Nadine Walsten about expansion into Business Complex. The building they're in now is for sale and they want to expand. It's in the TIF district. She would like to get information on what's available to help with the building. McCallum explained the TIF was created to encompass residential and business but there's been no TID increase since it was created. Last year it had \$107 increment. There's no money for any kind of loan. The Village could in the future borrow money and the TID will pay back as increment increased. Holtzen wanted to ask because she knows Evansville has the Main Street program to help with signage and etc. McCallum said Village has nothing like that to offer. Holtzen asked about expansion into Phase II in Business Complex. McCallum said nothing is planned right now.

**James Hynes** on S. Kerch Street reported there's a dog in neighborhood that has attacked another dog. Neighbors warned him about the dog. He says Dane County Animal control can't do anything, because the people have an invisible fence. Hynes looked at the ordinance, and it says "kills, wounds or worries any domestic animal." He wants to know what can be done. Tierney Mace said the dog is not muzzled and it has attacked a little dog. Mace would like it muzzled or a fence around their property. She's worried about children who don't know not to go onto their lawn. What can be done about an aggressive dog in its own yard with an invisible fence. They're here for information. McCallum asked Acting Chief Engelhart what happened with a similar situation with dogs on Second Street or Fourth Street. Acting Chief Engelhart stated Village has to be notified. Nobody has contacted us. Dane County did not advise the Village of the call. He will talk to the owner and let them know they're responsible for their dog. Mace asked what happens if two dogs entered the other yard. Her dog was attacked when it ran into the other yard. Her dog did okay. Mace would like a fence around their property. Kirkpatrick said there's no documentation, so we can't act. We need documentation first. Hynes said they followed what Dane County sheriffs told them. It happened August 25. McCallum said to work with our police department and document and discuss it. Kirkpatrick said if the dog is in its yard and others go into its yard, it may be defending. Hynes said he's more concerned about kids in the neighborhood, young kids. Mace also stated it's not muzzled when walking. She's heard numerous people say the dog is dangerous. Kirkpatrick said to talk with Engelhart. Engelhart said he will get the information, talk to the owners and assess the situation and work with everyone involved. McCallum said to always report to local police. Schulz thanked them for coming in.

**McCallum made a motion to approve the 8-28-17 minutes.** Springer second. Motion carried.

**President's Report** – someone asked Schulz why the Village doesn't have **alternate side parking**. He spoke with Clerk Kuhlman, who said it's been discussed in the past. Langer said it's been discussed with Board and Public Works and the decision was made to put spots in town to park. It seems to work, and they've had about 1-2 questions in about 3-4 years. Schulz was told Village can plow pretty much overnight if nobody is parking. Langer said yes, among other issues. McCallum asked if the alley could be alternative parking spots. Langer said it's an idea. He suggested asking the person who inquired if parking in the alley would solve his problem. There are some stalls there.

**Clerk's Report – Financials for August** were handed out. Deposits in August were \$252,667.08, which includes \$175,489.99 in final tax payments. Withdrawals were \$115,317.28, which includes a loan payment of \$11,007.80. For a total balance in all accounts of \$1,660,211.91. We heard back from Nancy Mistele from the State regarding **the impact fees**. DNR responded and quoted the statute. Mistele said she will follow up on a legislative angle and get back to me. I will follow up next week. Kuhlman handed out an **article regarding Orfordville raising their sewer rates**. Due to their plant upgrades, they are considering an approximate 60% raise in rates. It is still a lower rate than ours, but it's a significant raise.

**Legislative update** – Joint Finance Committee is recommending budget changes to the state, which will be voted on Wednesday. Personal property tax will be changing what gets taxed and then local municipalities will get the difference in state aid; repeal of the soda water license and \$5 fee, which will impact us by about \$20; LRIP program will be a smaller increase from the Governor's proposed increase of \$7 million down to \$5 million; limiting the authority of political subdivisions to place limits on quarries, it gives cities and villages basically no rights and reduces the rights of towns and counties. The League has a memo to the Legislature that they are asking people to sign on to against this part of the bill. Also, the state Health Insurance has been decided; they are losing about six companies throughout the state. Our options are not changing. The state amounts are not going up and local will possibly go up by 3.3%. However, last year they said it was going up and our insurance did not.

**Public Works – Dumpster Days will be 9-29, 9-30 and 10-1.** Langer has someone who volunteered to run it who used to be a village employee. He doesn't want to get paid. Langer would like to try it and give the person a gift certificate, if it's okay with the board, whatever we would have paid someone. The board was okay with that.

**Highway 104 update** – at the last meeting Langer stated he was told by someone at county that the State will pave yet this year. He found out the thickness of the lift is 1-1/2 inch impacted. He talked to the county commissioner and county is going to pave S. Rutland this fall, mid-October. He's trying to come up with manhole riser rims. It will cost about \$4,000 for casting riser rims. The other issue is in five years they will mill and put three-inch compacted lift. It's in state plans but plans change. His suggestion is to plan for five years, because we already have issues with underground utilities, and we should budget to get that done and plan for that. Klahn said it's important to get done even if it costs a little more. McCallum asked what underground is needed. Langer said water and sanitary sewer, also stormwater should be upgraded as long as we're digging. Kirkpatrick added to put in pipe for fiber in the future. Langer will bring back under capital for budget. Langer suggested to finish it with curb and gutter and sidewalks and street lights. Kirkpatrick thinks it needs sidewalks. Klahn suggested working with Alliant, because it would be nice to lay lines. Langer said there might be an issue with the railroad crossing and Railroad Street. **WPDES permit application** will be turned in by September 30. Langer is trying to get Strand here to talk about phosphorus. The DNR has not responded yet, so they're hoping to get an answer before Strand comes in. Strand will come to an October meeting.

**Utility report** – McCanns hasn't made it yet but Langer thinks this week or next week. Lift station and Railroad Street liner not done yet. Should be done this month. Spilde may give presentation at WWTP conference. Emergency Management meeting will be on Wednesday at 9 a.m. to discuss tabletop exercise. **PW report** – street lines and crosswalks painted, street sweeping done, alley done, sweepings hauled to landfill. It costs about \$75/ton, so might bump up sweeping budget. They had a local contractor take all the waste oil, so it didn't cost anything but we didn't make anything. Had one cremation. Public Works helped with Labor Day. Kirkpatrick asked how the first couple days of school had been and if kids are using the new flags. Langer said he's seen flags moved, but has not seen anyone use them. Engelhart said he's been out morning and afternoon at the school, and all parking issues have shifted towards Fourth Street. Might have to put no parking signs at the bend. For the most part it's been good. Kids are using flags a lot, teachers are giving them flags and now kids are using themselves. Should put another up on opposite side of Second Street. He has talked to Langer about this. Talked to the school, gave them an update on police department, and will work it out and adjust being there in mornings or afternoons. The flow has been good and the no parking zone has been great. Langer said the problem is at least out of the narrow section of Division Street. Engelhart had an opportunity to explain the parking to someone who had just moved to Village. Engelhart said an email was sent to us on where more flags are needed.

**Schulz made a motion at 7:13 p.m. to convene into closed session pursuant to WI Statutes 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee.** Klahn seconded. AYES – Klahn, Crubaugh, McCallum, Kirkpatrick, Springer and Schulz. NOES – none. Motion carried. **Kirkpatrick made a motion at 7:27 p.m. to come out of closed session.** Schulz seconded. AYES – Klahn, Crubaugh, McCallum, Kirkpatrick, Springer and Schulz. NOES – none. **Schulz made a motion to increase wages for Chad Klahn 25 cents, as well as extend his probationary period for an additional three months.** Kirkpatrick seconded. Motion carried. Klahn abstained.

**Safety – Spillman** had issues last week with PSN numbers. It's been straightened out with the state. Will need 10-12 PSN numbers. Training is coming up at end of month. The police secretary will not be included in that yet. May

have a part-timer in to training with administration portion. **Labor Day Tractor pulls** – After Action Report is almost done. The event in general went pretty good. It built from Friday, to Saturday and Sunday was extremely busy. Beer tent was wall to wall. Police Department had some issues, but nothing they couldn't handle. They were working with Sheri Arndt and had great communication. **Sunday he contacted Dane and Green Counties so when Chief Barger called 1042 off shift, Engelhart had the counties give him a send-off.** Barger was taken aback by the recognition. From the time Barger left on Sunday, they ran straight through until 3:45 a.m. – domestics, motorcycle accident at park and had to detox an individual, but for the most part it went well. Have some items to work on in the After Action Report and he will meet with snowmobile clubs.

**Part-time staffing and clerical help** - even if we put out an ad now, we're looking at November to get the applications in. With interviews, background checks and Spillman training, probably looking at end of December, beginning of '18 before hiring. He had an officer call last week who worked here before and left in good standing. The person took a lieutenant position in Green County. He asked if we had part-time positions, because he's interested. He sent an application and is already Spillman certified. He would be a good hire because he can help out with training. He's ready to go any time. Could be an option. Clerical staff can do up to 10 hours a week max if need to with flexibility. She is state certified in open records requests and asked if she could do it here, so she is starting to do that. Won't work 10 hours every week, but is willing to take on more if needed.

**Expectations of Engelhart as Acting Chief** – the board has told him their expectations previously, but he would like to ask all board members to email him one thing they'd like to see from him and the department, because if he doesn't know what they want, the lines of communication won't flow. Springer would like to spend some time on a shift to see what is going on and what the police department does. Engelhart said okay.

**Goals for department** – goals are almost always connected to a financial aspect. In the past the day log was handwritten, but now they're doing electronic day logs in the squad. The template was created by Officer Kosharek. One big goal is communication. Biggest question he's asked is where is police department. He would like to get the department out there and communicate with the community. Acting Chief Engelhart wants to develop a welcome letter to residents. It's been written and approved in the past, but every time he wants to send it out, there's a change. He would like to start this now. He has started to revamp the house check program and wants to get a form on the website, so residents can fill it out and drop it at the clerk's office or police department. The next step would be a letter welcoming them back to village, so someone would need to oversee when they get back. He would like to get police department more involved in the Village, more involved with school. He already eats lunch with kids at school occasionally. With Brooklyn Night Out, Green County and Dane County have things and Brooklyn can't compete with that, but we can on a smaller scale. He's looked at things to do in the future. He's built a cornhole game and he has an extra badge like the one on the squad that he is looking at develop that on the game. He'd like to get more involved with Brooklyn Night Out. Springer said that's a good thing and if have any more ideas on Brooklyn Night Out, talk to Stacey and talk to Media Committee. McCallum agree there's nothing that tells people the police department is there. We should have a sign out front.

**Strategic plan was developed by Barger.** The squad is getting older and it's out of warranty. They took the Crown Vic out of storage for Labor Day. It didn't go back in garage next to hall. Still needs a radio if they're going to use it. The spotlight is rusted. He's hoping to utilize it on the street to sit around the Village and hopefully slow someone down. He put the speed board out on S. Rutland coming into town. Still training with South Central Training Group and they're trying to bring on New Glarus and Town of Madison. Kosharek is a trainer and hopes to get his training continued and do more. The facility, he would love to see a new police department. Is it financially feasible, he doesn't know. It's been in the same building as when he was in high school and looks the same. He thinks we need to move forward, but how is the question. He worked with DPW to get the old squad in lower garage at the community building. Personnel goes back to goals -- bring RMS up without flaws; hiring a police chief, whether he or someone else; and getting another full-time officer hired. Working on what to get with \$4,000 grant. Engelhart went through rest of strategic plan. Kirkpatrick said it is a good draft plan, but she'd like to see more detail with goals, timeline, financial tie, and just fill in details. McCallum would like him to stop working on the strategic plan right now because it's more detailed than any other department. She'd like him out there right now covering patrols, because he's doing everything on his own. There's a very detailed narrative for the budget and she thinks his efforts

should be placed somewhere else, and he can come back to this later. Kirkpatrick said it's a good start, but not quite there yet. Would like the strategic plan for 2017-2018 in more detail and the future in less detail. Schulz asked

what more Kirkpatrick is looking for. Kirkpatrick gave an example of the vehicles under primary vehicle, can the Crown Vic be used for travel to meetings, give more numbers on squad costs, RMS costs. She said under page 7 under full-time staff and part-time staff – EDC did a survey and saw during school year after 8 a.m. village is more empty, very few folks in Village. So when do calls come in, correlate activity in village and when needs folks someone here. Ideally 24-7 but maybe not feasible. She's looking for studies, what kind of calls have come in and when occur, time of day and seasonal cycle for it. How many part-time officers do we really have and how many will commit hours to us. Discussion continued on strategic plan with Kirkpatrick, Klahn and Springer stating the more information, the better when making the decision on the department. Schulz agreed with McCallum, that it needs to be done but there are more important things right now. Schulz suggested Kirkpatrick make notations in writing and give it Engelhart for guidance. Kirkpatrick asked for an electronic copy and she will make notations and get it back to Engelhart. An electronic copy will be sent to all board members for their input.

Klahn suggested **sending a letter out to residents and ask them what they want** for a police department. Schulz stated he's not a proponent to outsourcing the police department. He's a believer in keeping local. Board reviewed a draft letter and McCallum suggested adding to the heading, property owners, residents, school, business owners, etc. or Dear Community Member. The board also decided to not put a date in yet because they're waiting for the Dane County information, so change language in letter to read a date yet this year. The board told the clerk to send out the letter.

**Chief's Report** – Engelhart will keep the form for all the numbers in the future. He gave a verbal report of the police calls over the last month.

**Schulz made a motion to postpone wage raises discussion.** Klahn second. Motion carried. Bills were reviewed by McCallum and Schulz. **Schulz made a motion to approve the bills as presented.** McCallum seconded. Motion carried.

Kuhlman explained Deputy Clerk Olson was informed at a conference that municipalities can elect to post at two locations and on the website instead of three physical locations. So the Resolution is to post notices at the Post Office and Village Hall. **McCallum made a motion to approve Resolution 2017-08 to change Village of Brooklyn Notice Posting Locations.** Schulz second. Resolution was read into the record. Springer asked why not posting at Community Building. Whenever there's an event there, she looks there. Kuhlman explained it's not a convenient place to post at the Community Building. Kirkpatrick said it doesn't limit to two places; can always post in three. Motion carried. Kuhlman explained the fee schedule change for \$400 fee for a special meeting was approved at a prior meeting, and can be approved by Resolution instead of ordinance change. **McCallum made a motion to accept Resolution 2017-09, Change to Fee Schedule.** Schulz seconded. Motion carried. Kuhlman explained that the language to change the Recreation Committee description was approved at a meeting in May but didn't go through the official ordinance procedures. **Schulz made a motion to amend the Village Ordinance Section 2-542(3).** Kirkpatrick seconded. Motion carried. Kuhlman explained that the Planning & Zoning Commission and Village Board voted at a prior meeting to change the speed limit on N. Rutland from Marcie Drive north and from Village limits south to Marcie Drive to 25 miles per hour, due to the new duplexes. **Schulz made a motion to approve the speed limit change in Ordinance 32-48.** Klahn seconded. Motion carried.

Budget discussion was postponed to next meeting. Kuhlman said since the second RFP for zoning administrator has not been completed, we are still using Roth. His prices are going up \$5 per hour and he would like us to sign a new contract accepting those fees. Kirkpatrick said that is not unreasonable. **Schulz made a motion to approve the rate increase from \$90 to \$95 per hours for Roth Professional Solutions.** Springer seconded. Motion carried. At the last meeting there was discussion by Acting Chief Engelhart and Public Works Director Langer regarding asking Green County to stripe Highway 104/S. Rutland Avenue as no passing, and the board discussed sending a letter as well. **McCallum made a motion to send a letter requesting Green County to stripe Highway 104 as no passing.** Schulz seconded. Motion carried.

Springer reported that the **Recreation Committee** has not met yet this month. The Craft Fair was good. Next year will be better because the location was switched within last month or two before fair. The school was nice for a location. This was faster and smoother cleanup.

**Fire/EMS District** – McCallum reported that she received the **number of runs from the EMS**. 2014 was 201; 2015 was 166; 2016 was 177; and to date is 118. In talking with Evelyn Schulz and Dan Dean, they always figure about 150-200 per year. These numbers came from their log book. The sheet the board members received came from the billing service. The chart shows the billing insurance claims. There's a big difference with Medicaid and Medicare. McCallum reported there were 60 out of service hours so far this year. Klahn asked what is the definition of out of service. Crubaugh stated no staff on call. So if call comes in, the pager will go off for anybody, but will dispatch another community immediately. Klahn asked how many hours there is nobody in building but still in service waiting for somebody to get there. Schulz said often, but it's 4 minutes or less for someone to get there. If dispatch receives no response in 1 minute, they call another agency. Crubaugh said very rarely is somebody at the building, unless it's someone out of district that stays there. Out of service means no one signed up at all. **Carryover funds for EMS and Fire**, board went over the sheets. McCallum asked why aren't fire and EMS having input on what to use the money for. They should have a plan for the money. She will make the suggestion to discuss at the next district meeting. Kirkpatrick said they should discuss how much to keep and how much to turn back to municipalities. McCallum reported they are **training a person to back up the district secretary**. One of EMS staff is learning the job at no additional cost. She works when she's on duty and has time, so she's paid to be there on duty, but will get extra pay for learning the audit, and so any time district secretary is gone, they will have coverage. **The Service Award Program was discussed**, and there will be a discussion on the **buyback program** at the district meeting. There was discussion about splitting cost with district out of association fees. Departments will go back 10 years at \$100 per year. The program can't be sponsored by district. It needs to be one of the municipalities. McCallum also stated the District wants the municipalities' input on whether district has authority make **budget line item adjustments** as long as overall budget dollar amount doesn't change.

**Schulz made a motion to adjourn at 9:45 p.m.** Klahn seconded. Motion carried.

Linda Kuhlman  
Clerk-Treasurer

### Brooklyn Village Board Meeting Minutes September 25, 2017

The September 25, 2017 Village Board meeting of the Village of Brooklyn was called to order at 6:30 p.m. at the Brooklyn Village Hall by President Clayton Schulz. Trustees present were Todd Klahn, Brittany Springer, Sue McCallum. Heather Kirkpatrick and Bruce Crubaugh were absent. Russell Cazier arrived late. Others present were Oregon Senior Center representative Rachel Brickner, Mike Brusberg, Greg Kosharek, Randy Burns, Acting Chief Engelhart, and Clerk-Treasurer Linda Kuhlman. Mark Langer was excused absent. All present stood for the Pledge of Allegiance.

**Public Comments – Rachel Brickner, Oregon Senior Center Director** – introduced herself and thanked the board for the support in the past and hope it will continue in the coming year. She handed out copies of the most recent newsletter and a snapshot of what Village of Brooklyn residents use at the Center. Klahn asked if Village data is actually just Village residents. Brickner stated it is only Village residents. They have a lot of different funding sources -- from municipalities, county and state. The Council on Aging raises additional funds and Sandy Mortenson is the Village representative. Those Council on Aging funds go towards activities held at the Center. She will be happy to answer any questions tonight or at any time. If there are things they can do to provide the board with information, she'd be happy to do that. McCallum asked about the congregate meals. Brickner explained they are meals at the Center. Thursdays at Ziggy's in Oregon they have a meal for seniors and ask them to pay only a donation if they can. Thank you for your time and consideration.

**Mike Brusberg** – regarding letter about police service, it spoke of two options. As part of having service in Brooklyn, is extended hours part of the consideration, to possibly 24/7? Is contracting with Village of Oregon an option? Acting Chief Engelhart stated it depends on what the decision is. He would like to see more staff in the future. He

can't answer to Dane County or Village of Oregon. Brusberg is partial to having the service in Brooklyn, because they know the area and have a relationship with school and fire/EMS. Klahn said contracting would be hiring a specific Dane County officer that works Brooklyn only. Schulz said it is very early in the process. Brusberg is partial to having service in the Village. Considering what happened with fire/EMS, the timing looks funny, especially with the media. Schulz said it's early on and it's a review of operations of law enforcement. There's nothing wrong, no negative connotations. Brusberg asked about budgetary issues. Board assured him there wasn't. Klahn said we can't control the timing. Brusberg stated he has more benefits than he just stated, but will talk to those at the meeting. Springer said this time the board wants to get ahead of the issue and let residents be involved, unlike the fire/EMS issue. Brusberg has had about half-dozen residents near him ask about it.

**Klahn made a motion to approve the 9-11-17 board minutes.** Schulz seconded. Motion carried.

**Klahn made a motion to approve the 9-13-17 Joint Municipality minutes.** Schulz seconded. Motion carried.

**President's Report** – Tammy Arndt contacted the Village regarding donating a memorial bench for Jacqueline Boetcher that they will place in Legion Park. The family will work with Langer and Spilde on location, and it will probably be next spring before they can get it installed. It will be a 4-6 foot bench.

**Clerk's Report** – The clerk would like to attend a State & Local Government Records Management Conference for 1 day in Madison on October 19. It's \$60. It's sponsored by the State Records Management Division. **McCallum made a motion to approve Clerk Kuhlman going to the records training.** Schulz seconded. Motion carried. Kuhlman stated there are WMCA and MTAW District meetings coming up on November 8 in Blanchardville and November 16 in Wisconsin Dells that either she or Deputy Clerk Olson would like to attend. They are one day each. **McCallum made a motion to approve the clerk or deputy attending the clerk and treasurer meetings in November.** Schulz seconded. Motion carried. Kuhlman stated the clerk's office will be closed on Friday, September 29 due to conferences.

Kuhlman stated Stacey Hardy, Langer and she cleaned out the storage room on the stage in the community building for use of the American Legion. There were a lot of items and trash that was thrown out. While cleaning they found T-shirts from the Bluegrass Festival and she was wondering if the board wanted to sell them or keep them or any other ideas. Springer suggested they would make good paint smocks for Summer Rec. Schulz suggested keeping one for the village. Springer suggested maybe the Historical Society would want one. Schulz suggested selling the rest. McCallum said give them to Goodwill. **Schulz made a motion to keep one, ask Recreation Department if they would like them and donate the rest of the T-shirts to Goodwill.** Klahn seconded motion. Motion carried. Trustee Cazier arrived.

Earlier in the year the board was given documents regarding the **UniverCity program**. It's a program that uses students at the University of Wisconsin to do research on projects in the Village. At the time it was \$25,000 to participate and the deadline was immediate. Now the Green County Development Corporation has been contacted about Green County municipalities participating but getting at least 5 communities and/or school systems to participate at only \$5,000 or less each and still using University students. Kuhlman will pass the information on to Kirkpatrick for the EDC to discuss. Kuhlman has spoken with the Wisconsin court administrator's office to get a checklist of items needed to establish a **municipal court**. There is a resolution and ordinance changes that need to be made, along with establishing a location for judge and clerk, electing a judge, hiring a clerk and setting up computers and software. It is possible to get the process established for the spring election. The **Oregon Youth Center** sent a letter asking for support and included data regarding Village students using the center. **Legislative updates** – included is a copy of the letter from League of Wisconsin Municipalities that we signed regarding the phosphorus issue, along with responses. State passed budget – repealed a portion of personal property taxes, and the portions repealed will be given in state aid, but that won't take effect until next year. Did not approve quarry bill that would have limited municipality regulations over quarries. Repealed soda water license fee. DaneComm update was handed out. The Town of Rutland is making a comprehensive plan amendment.

**Public Works** – Langer was absent so Kuhlman reported that the contract is up for renewal with Cutting Edge Lawn Care for mowing the cemetery. Their bid for the next three years is \$295 per mowing for each year, which is less than quotes received from other companies in 2012. **Schulz made a motion to renew the Cutting Edge Lawn Care contract for another three years at \$295 per mowing.** Klahn seconded. Motion carried. Kuhlman reported that the **25 mile per hour speed limit signs** on N. Rutland were installed. The County will be placing the reduced speed ahead

sign later this week. Public Works would like to trade in the Skag mower, as they do every year. There is \$1,500 in the budget; however, they went over in hours this year due to the rain so the total amount will be \$1,950. There is \$250 left over from last year and Langer will find the remaining \$200 in the budget. **Klahn made a motion to approve trading the mower for \$1,950.** Schulz seconded. Motion carried. Public Works would like to crackseal Cemetery Drive this year. The bid from Green County Highway Department is \$1,750. There are enough cemetery

funds from this year and prior years, so Public Works is requesting to use about \$770 from prior years' fund balance to cover the cost. He would also like to fog seal Cemetery Drive next year and will put that in budget for 2018.

**Klahn made a motion to approve Green County crackfilling Cemetery Drive this year using 2017 cemetery funds and \$770 from reserve cemetery funds.** Schulz seconded. Motion carried. At the last meeting Langer told the board that the State would be **repaving Highway 104.** **Shortly after that he was informed that they will be doing a total reconstruction on Highway 104 next year,** which means the Village will need to do the water/sewer/storm sewer next year. There will be a meeting on October 3 between the County and State that Langer and Josh Straka from Strand are trying to attend to get more information. McCallum would like somebody from state to come here. Discussion. Klahn suggested waiting until after the October 3 meeting. McCallum said our answer should be no, or State/County pays for it all. It will be brought back to the next board meeting.

**Safety – Spillman update** is still going well. PSN numbers came in today and were sent to county. Computer ready to go. Officers are on LMS, learning system modules, and most are working on them. Officers will be coming in when not working to do the training in the office and also on their own time. They can log in from anywhere directly through Spillman. The next three days Engelhart will be at Oregon PD for admin training for Spillman. Our current connection with TraCS is being supported by Madison PD. Dane County is not interested in supporting TraCS and Oregon PD is not feasible either. Our computer techs are working on setting up the TraCS program at the Village. They will start next week to get data into the server and build it up and coordinate with City of Madison to download data. **Labor Day After Action** report copies were distributed. Sheri Arndt contacted Engelhart to attend their October 2 meeting and review the report with the snowmobile clubs. The big issue is parking for law enforcement and EMS. It's now over by the ball diamond, and so they'll talk about changing that location to over by the vendors. Engelhart stated they were fantastic to work with and communication was fabulous. He'll bring back info from that meeting. Engelhart is asking to hire Officer Curtis Quinn as a part-time officer. This was discussed at the last meeting. His resume is available for review. Schulz asked where he's working now. Engelhart said he's with Green County. He was here for awhile and left in good standing. His training is with the sheriff's department, and he's trained on Spillman. Springer asked if he's going through promotions like past part-time officers Village has had or is he free to work. Engelhart said he resigned last time because of promotions, but he now has a handle on it and wants to come back to work. McCallum asked what the recommendation is for wages. Engelhart said part-timers normally start at \$18, go through probationary period and then go to \$20. Klahn said he was at \$20 at the time he left. Schulz thought it would be appropriate to start at \$20. Klahn and Springer agreed. Engelhart mentioned that if Village does that, they need to talk about Kosharek's wages, because he started at a certain wage, and after his evaluation, his raise fell through the cracks, and it should be addressed at a later board meeting. Klahn said to put that on the next agenda. McCallum asked what the recommendation is for number of hours. Engelhart said whatever he's available. Kosharek has been working 2-5 hours per shift. Quinn is coming from Monroe so he'll want to put in a 6-8 hour shift. **Schulz made a motion to hire part-time Officer Curtis Quinn at \$20 based on previous employment with Village.** Klahn seconded. Motion carried.

Engelhart stated the \$4,000 grant from state goes into effect in October. The **squad camera** is having problems. Digital Ally was contacted, the company the current camera was purchased from. They aren't selling new anymore. He received a quote from Watchguard and L3 Technologies. Belleville PD uses L3. Watchguard quoted \$4,900 but he could possibly get them to lower that price. L3 gave a price of \$4,600 and knows he can get them down lower. He would like to meet with the clerk and see if can find more in the budget. It will cost \$400-500 to take out and re-install. The L3 system is wireless. He would like to take the money allocated from grant and see where the budget is at and purchase the camera. If he can do that, he'd like to move forward. Lantech services L3 so they're familiar with it. Klahn suggested coming to one of the next meetings with more information. **Policy update on Use of Force** – at training last week they were told the standards are changing regarding use of deadly force. They're changing one word and so he will be changing our policy for that one word. Training and Standards is changing their policy. We don't have to but it's recommended. The reason for the change is to be consistent with 7<sup>th</sup> Circuit Court case law and consistent with new jury instructions given in court. They're not changing training methods or how to verbalize. McCallum asked what the changed word is. Engelhart stated the old version said "the intentional use of a firearm or

other instrument, the use of which would result in high probability of death," and the new version is "the intentional use of a firearm or other instrument that creates a high probability of death or bodily harm."

**New Business** – Moved up two items on the agenda – the public meeting date to discuss the police department and the Dane County contracting information. Schulz asked if anyone had a date in mind. **Schulz made a motion to hold the public meeting regarding police department on Wednesday, November 8, 2017 at 6:30 p.m. at the Community**

**Building.** Cazier seconded. Motion carried. The Dane County contracting information was discussed. Kuhlman stated Cpt. Tuescher said the wages are based on an average deputy – some get paid more and some get paid less. He included a description of the indirect costs, along with some graphs. They are willing to come to our public meeting or to have another meeting with the board to answer additional questions. McCallum had asked for data from calls to Dane County. What they provided is not what she wanted. Schulz would like to request they send a more comprehensive list of stats, what kind of calls for past three years. Klahn would like to have them at the meeting to give rundown for public on November 8. Brusberg asked when looking at dispersion of who takes what calls and breakdown by time, what percentage of what was taken by Dane County and during what time. Klahn suggested getting questions to the clerk to send to county. Burns asked what the Village is looking to get from County. Schulz stated it's early on and board is reviewing operations of police department because of the change in leadership. McCallum said what County sent is 37-1/2 hours per week, one officer, so looking at patrol. Burns said you won't get community policing like a village like this needs. Klahn said they offer a community officer. We would hire an officer but community officer would come in more. Other item per Klahn is they run under different standards as far as if a problem, employee discrepancy. Most larger communities or units have special divisions that deal with officer/employee discrepancies or problems. We're not equipped to deal with that. We can hire an attorney to represent us, but to deal with if an officer goes rogue, we're stuck. We don't have discipline or training to go through. McCallum stated that's not her opinion. Klahn said this is an opportunity to lay out all options, have community come in and discuss options and get their opinions and will go with community opinion. Brusberg said after having sat through fire/EMS meetings, please provide factual information/data and not subjective information. Otherwise, it could get heated quickly. His neighborhood loves having local police department and his kids, ages 4 and 6, both knew Chief Barger by name and he thinks that's telling and he'd like to see that continue. Springer said the meeting is to display both options in a factual manner, so everyone can make an informative opinion. She would like to keep a police department here but open to see what options are. Schulz said board picked the date for meeting and will ask Dane County for more information. Burns asked how much time people will have to speak. McCallum said 5 minutes. Schulz said if there are a lot of people that want to talk, they might have to limit it. Brusberg suggested sending some information in advance. Klahn said to forward specific requests to clerk to send to Dane County and email out next Monday.

Kuhlman explained that in reviewing the Pellitteri contract for another matter, she found that for the five-year contract period the rates are to be raised for garbage/recycle pickup every year. They were not raised at the beginning of this year. It was at \$12.35 in 2016, and in 2017 it was to be \$12.60 and in 2018 it will go up to \$12.85, in 2019 it will be \$13.10 and in 2020 it will be \$13.35. She asked if we should raise to the 2017 rate now or wait until 2018. **McCallum made a motion to increase base rate for Pellitteri to the contracted 2018 price in 2018.** Schulz seconded. Motion carried.

A few meetings earlier the board was given the Village of Brooklyn Annex to the Dane County Natural Hazard Mitigation Plan for review. Dane County has received approvals and now needs each municipality to approve a resolution adopting their own annex to the plan. The majority of our annex was written by Spilde. McCallum made a motion to adopt Resolution 2017-10 to Adopt the Village of Brooklyn Annex to the Dane County Natural Hazard Mitigation Plan. Klahn seconded. Motion carried.

Clerk's office was asked by Greg Stahl if the **Business Complex sign** was going to be removed now that all lots are sold. McCallum and Schulz suggested relocating. Klahn agreed we should take it off Stahl's lot but it's a good idea to leave it up for advertising of next phases. Springer said the Media Committee suggested putting a Sold Out sign over phase 1. **Klahn suggested Langer find a spot on Village property.**

Halloween Trick or Treat hours were discussed. Engelhart stated usually the hours are 4:30 to 7:00, and there are a few stragglers after that. **Klahn made a motion for Trick or Treat hours to be from 4:30 to 7 p.m. on October 31.**

Engelhart asked if it's ever been considered to have Trick or Treat hours on Sunday of Halloween week. There's a lot of communities to the north that will have hours from noon-3 or 1-4 to get away from nighttime. Brusberg said a lot of communities in Milwaukee do that. Schulz seconded the motion. Motion carried.

**Small Community Forums** – McCallum said the Village will be getting information in the future from the meeting. It was spearheaded by a lot of organizations. Crubaugh went to it also. Four business people from Village of Cambridge spoke. Each explained how they got to where they were. Then the participants broke out into different

sessions. They will send forward comments. It was a very good meeting. Discussions were ideas of how can we bring people to come and experience your municipality and enhance the community for people who are here.

**Schulz made a motion at 8:11 p.m. to convene into closed session pursuant to Wis Stats 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee.** Cazier seconded. AYES – Cazier, Klahn, McCallum, Springer and Schulz. NOES – none.

**Schulz made a motion to reconvene to open session at 8:45 p.m.** Klahn seconded. AYES – Cazier, Klahn, McCallum, Springer and Schulz. NOES – none.

**Schulz made a motion to give Officer Kosharek a raise from \$18 to \$20 as a part-time employee effective next payroll.** Klahn seconded. Motion carried. **Cazier made a motion to approve the three health insurance options (Dean, Quartz or GHC) available for employees with the Village paying 88% of the premium and the employees can choose whichever company they wish.** Klahn seconded. Motion carried. **Schulz made a motion to increase wages of all eligible full-time village employees by 50 cents effective January 1, 2018.** Springer seconded. Motion carried. **Schulz made a motion to approve the vacation carryover from 2017 to 2018 for Village employees Langer, Spilde, Golz and Engelhart up to 40 hours.** McCallum seconded. Motion carried. **Cazier made a motion to give a \$100 gift card to Stacey Hardy in appreciation for all her hard work on the Recreation Committee.** Klahn seconded. Motion carried.

**Board went through the budgets for 2018.** Each department reported their requested increases/decreases. McCallum stated recommendations from audit committee on using fund balance, which include \$10,811.02 unassigned funds to be used in conjunction with the fire/EMS refund to pay off the fire tender loan in January and \$11,794 from the police squad outlay account to be used for the new police Records Management System. The clerk will put amounts into the budget and bring it back to the next meeting.

**Community Building locks** – Action Lock came in at a cost of about \$4,200 but their electronic lock system is different than the others. It can only be changed at the lock itself. McCallum suggested getting a price for rekeying the building instead of a new electronic system. Klahn said the Public Works Department has stated they're not putting in a lot of extra work, so doesn't feel the electronic system is needed, but would like to see the intercom system for the police department. The clerk will come to the next meeting with a quote.

McCallum suggested we look at **using the \$260,000 from the fund balance.** Discussion on different options. There's a lot of small items on Public Works project list that could be completed. She would ask the Recreation Committee look at options for their savings. Klahn made a recommendation on using fund balance for a new plow truck 550 on the Public Works capital project list. He has used one. His other suggestion is to fill in the cement holes in the fiberglass building with sand and add double the length to put a storage building there. Kuhlman asked if another long-term project could be building onto the public works garage and add a police garage and office for the police department and clerk's office.

**Fire/EMS District** – discussion on the buyback coming out of District's reserve money for this program. Klahn said if we get in the program, should do the buyback. **McCallum made a motion to support the Fire/EMS District participating in the fire and EMS buyback program with funds to come out of District fund balance.** Klahn seconded. EMS will pay half from the EMS fundraising. Schulz said some members are not eligible. Motion carried. Schulz abstained.

**Rec Committee** – Springer reported the committee changed the date of meetings to the first Wednesday of the month. The first free movie night is on October 7.

**Media Committee** – the committee came up with ordinance language for the committee. It was read into record. **Schulz made a motion to approve the Media Committee description language to be included in the Ordinances.** Klahn seconded. Motion carried.

**Schulz made a motion to adjourn at 10:20 p.m.** Klahn seconded. Motion carried.

Linda Kuhlman  
Clerk-Treasurer



## **ELECTION WORKERS NEEDED FOR 2018**



**CONTACT THE VILLAGE CLERK'S OFFICE FOR MORE DETAILS 455-4201.**

## **UTILITY BILLING INFO**



\*Make sure that your written amount on your check matches the number written inside of the box on your check. If these amounts are different, the bank only takes what is on the written line.

**\*Delinquent utility amounts will be placed as a special charge on your tax bill. Payments should be made by 11/1/17 to avoid a 10% penalty. Delinquent amounts not paid will be placed on the tax roll.**

# PUBLIC WORKS DEPT

# POLICE DEPT

## Monthly Activity Report



Only loose leaves will be collected. All pumpkins, sticks, grass, rocks and other debris must be kept out of leaf piles.

Do not pile leaves around trees, posts, hydrants or mailboxes.

Leaves should be raked off the grass and into the street or at the curb line.

Please contact the Public Works Department at 608-455-1842 with questions.



**\* \* \* REMINDER \* \* \***

**Parking regulations:**

**Between the hours of 1 am and 7 am, Nov. 15-April 15, on-street parking is only allowed on the north side of Sunrise Dr, the west side of N Kerch St north of Douglas Dr, the north side of Marcie Dr west of Pine St, and the north side of Daisy Lane west of Fourth St. On-street parking from 1am-7am during these months on any other street in the Village is prohibited. \*(100 Block of Hotel St is 3am-7am)**

2017 Monthly Activity Report	Sept
<b>Calls for Service</b>	
Burglaries	0
Thefts	2
Suspicious Activity	2
Animal	1
Damage to Property	2
911 Disconnect/Mis-Dial	0
Open Records Request	4
Assist Citizen	5
Assist Fire Department/EMS	1
Assist other agencies	5
Assist Village Departments	2
<b>Traffic Incident</b>	
Total Traffic Crashes	1
Traffic Incident	22
Traffic Citations	0
Traffic Warnings	5
<b>Enforc. /Gen. Activity</b>	
Misc. Comp/Arrests	1
Drug Charges/Comp	0
Referral to District Atty	1
Phone/Internet/Social Media	0
Domestic / Family / Assaults	2
Disturbance/Disorderly/Threats	2
Financial/Fraud	2
Missing Person/Check Welfare	1
Municipal Ord. Comp/Violation	3
Alarms	0
Juvenile Offenses/Comp	1
Found Property	0
Community Policing	3
Parking Citations/Comp	6
Court Orders/Warrants	0
<b>Total Calls:</b>	<b>74</b>

# Law of the Month

## PARKING, STOPPING, AND STANDING

### Sec. 32-82. Parking restrictions.

(a) *Parking on the terrace is prohibited.* No person shall park a vehicle upon any portion of a street between the curb line and the cement or traveled portion of the sidewalk, commonly known as the terrace.

(b) *Public buildings.* No person shall park a vehicle on any street adjacent to the entrance to a school, church, theater, hotel, hospital or other place of public assemblage during any period prohibited by an official traffic sign.

(c) *Traffic control signals.* No person shall park a vehicle closer than 30 feet from any corner of any intersection or closer than 30 feet to a stop sign or traffic control signal located immediately adjacent to the traveled portion of a street.

(d) *Bridges.* No person shall park a vehicle upon any bridge or other elevated structure upon a street.

(e) *Use of streets for advertising purposes is prohibited.* No person shall operate or park a vehicle upon any street for the primary purpose of advertising.

(f) *Street and public property storage prohibited.* No person shall park a vehicle on any street or public property for more than 48 consecutive hours.

(g) *Use of parking spaces.* On streets where, official signs or marks have been placed on or adjacent to the roadway indicating individual parking spaces, whether or not parking meters are also erected on such highways, vehicles shall be parked within the spaces so indicated. No person shall park, stop or leave standing more than one vehicle in any such space.

(h) *Successive offenses.* No person shall park any vehicle on any street for longer than the period permitted as designated by an official traffic sign. Where parking is limited to a specified period of time by an official traffic

sign, each successive, like period that a vehicle remains parked in violation of the restriction shall constitute a separate violation.

**Brooklyn Police Department**

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Have a Safe & Happy  
Halloween!





## Safety Tips

The Village of Brooklyn officially recognizes “Trick or Treating” to take place on Halloween afternoon and evening from 4:30 p.m. to 7:00 p.m. The “trick” for parents is to help their children find the “treat” in a safe Halloween so we have some suggested safety tips below.

We do think of Halloween as a time for treats and fun; however, on a more serious and important note; the National Safety Council says that roughly four times as many children aged 5-14 are killed while walking on Halloween evening compared with other evenings of the year, and falls are a leading cause of injuries among children on Halloween. Most Halloween-related injuries can be prevented if parents closely supervise school-aged children during trick-or-treat activities.

The National Safety Council suggests the following for children out on Halloween:

- ü Go only to well-lit houses and remain on porches or front steps rather than entering houses
- ü Travel in small groups while being accompanied by a responsible adult
- ü Bring treats home before eating anything so parents can inspect them
- ü Fruits should be washed before eating
- ü When in doubt, throw it out
- ü Use flashlights, stay on sidewalks and avoid crossing yards
- ü Cross streets at the corner only and stay together before crossing
- ü Do not cross between parked cars

- ü Walk and don't run
- ü Treat bags or sacks should be light colored and have reflective trim for visibility
- ü Wear bright, reflective and flame retardant clothing
- ü Costumes should not hang below the ankles to avoid tripping and falling
- ü Costume accessories like swords should be made out of cardboard or flexible materials
- ü Use face painting instead of masks as masks can obstruct a child's view
- ü Avoid hats that will slide over eyes
- ü Avoid wearing long baggy or loose costumes
- ü Be reminded to look left, right and left again before crossing the street
- ü Discuss route and return time before venturing out
- ü Feed children a good meal before leaving to help avoid eating treats before inspection
- ü Dress for the weather

The Brooklyn Police always urge children to avoid accepting things from strangers so we urge parents to explain to their children that Halloween is a special night and that accepting treats from strangers is acceptable. Parents should explain safety matters with children and what they should do in certain situations. Children will react more appropriately when armed with information rather than being scared or frightened into action.

**Wade Engelhart**  
**Acting Chief of Police**  
**Brooklyn Police Department**

# Fire & EMS

## How Does Mutual Aid Work?

Mutual aid is an agreement among Fire and EMS Departments to lend assistance across jurisdictions. There are a variety of situations where mutual aid is requested. In large incidents, like barn fires and multiple vehicle accidents, mutual aid is often requested because the department doesn't have the personnel or other resources. These emergencies can often use all of a small department's resources for hours and mutual aid will often have the neighboring department have a unit come to the station of the department at the incident so response times can be reduced if another incident occurs. Mutual aid will also be requested when the department has multiple emergencies at the same time and doesn't have the resources to respond to all of them. Mutual aid is a tool many small communities utilize because of the amount of personnel and equipment available and is a key component in responding to all emergencies when needed.

An event in September is a great example of how mutual aid in communities like Brooklyn are essential and valued. A barn fire occurred late in the night. Mutual Aid was called to have additional personnel and equipment to fight the fire. Brooklyn Fire and EMS were on scene at the fire for over 16 hours until it was deemed safe. During the time Brooklyn Fire and EMS were on scene at the fire, units from Stoughton Fire and EMS were sent to the Brooklyn Fire Station to cover any additional calls that came in, which on this day included an automobile accident. It was with the assistance from all the area communities' mutual aid that all emergencies were covered.

## CHILI FEED



Thursday, October 19th

4:00-7:00PM

Cost: \$5.00

Brooklyn Community  
United Methodist Church  
201 Church St, Brooklyn

Chili, with all the fixings, hot dogs, assorted cheese/breads/crackers, homemade desserts, milk, coffee, soda.

**Help support our Brooklyn Elementary**  
All funds raised from the dinner are given to the special needs fund to help kids/families in our community.

Come enjoy good old-fashioned conversation with your neighbors! Come meet the Brooklyn Dairy Queen.

## COMMUNITY POTLUCK

Brooklyn Methodist Church  
October 26, 2017 at Noon  
Nov. & Dec will be combined on the 1<sup>st</sup>  
Thursday of December (12/7/2017).

Bring a dish to pass – table service and beverages are provided.  
All ages welcome.

## Oct. 2017 News from Your Senior Center

By Rachel Brickner



### THANKSGIVING FOR ALL

#### Pellitteri ThanksGIVING Back Program (Food Drive)

The Village of Brooklyn has once again paired up with Pellitteri Waste Systems to help collect food for the ThanksGIVING Back Program.

Non-perishable food items are being collected through November 28<sup>th</sup> to help those less fortunate.

There is a collection box at the Village Clerk's office.

All donations are going to The Oregon/Brooklyn Food Pantry.



#### Prepare to "Fall Back" by Checking & Changing your Batteries in your Home Fire and Carbon Monoxide Detectors

**Daylight Saving Time ends  
Sunday, November 5, 2017**

Taking good care of ourselves can become more difficult as we age. One challenge that many seniors have trouble with is taking care of their feet, especially cutting their nails. In order to cut your own toenails, you need a significant amount of joint flexibility, hand strength and visual acuity. Maintaining all of those abilities throughout one's life is a huge challenge, and one that few people will achieve.

That is why it is important for seniors to seek out professionals who can help them care properly for their feet. Each month at the Senior Center we have three opportunities for people to receive foot care from trained providers. Twice each month foot care is available to people who are not diabetic by staff from Stoughton Hospital. The cost is \$20, and the service is offered the first and fourth Wednesday morning of each month.

Foot care for people with diabetes is offered by Home Health United on the first Monday morning of each month. The cost is \$28.

Appointments are required for foot care, and can be made by calling 835-5801. If you need transportation for foot care, please let the receptionist know when you call, so that we can work on arrangements for you. Transportation options are based on county of residence, so if you need a ride you will want to let us know whether you are a resident of Dane, Green or Rock County.

Taking care of your feet is important. Make an appointment and come in and enjoy the feeling that pampered feet can give you.



Flu Season Has Arrived: Are You Protected? The flu got an early start in Wisconsin this year. In September alone, there were already 19 confirmed cases of Influenza with 8 people who had been hospitalized. With the flu already here, it is recommended that people get their flu shot as soon as possible for their own protection and to protect those in our community who cannot get immunized due to young age or weakened immune systems. When most people in our community get immunized, the flu cannot spread and people stay healthy. Everyone 6 months and older should get a flu shot now. The full protection from the flu shot takes up to 2 weeks to set in, so getting vaccinated before flu season is in full swing gives you the best protection and protects you all flu season. Supplies of the vaccine are plentiful and available through health care providers and many pharmacies. Public Health Madison & Dane County offers free flu shots by appointment for adults and children without health insurance, and for children with Medical Assistance. To schedule an appointment, call (608) 266-4821. The flu is not a stomach bug, and is much worse than a bad cold. It causes high fever, cough, sore throat, body aches and oftentimes many days of missed work or school. Young children, pregnant women, people 65 years and older and people with certain medical conditions like asthma, diabetes, or heart disease are particularly vulnerable to the flu. While the shot is the

best protection against the flu, there are other ways to stay healthy and prevent the spread of flu:

- Wash hands often, and for at least 20 seconds, with soap and water. Use alcohol based hand rub if soap and water aren't available.
- Avoid touching the eyes, nose or mouth. Germs from touching a contaminated surface can enter the body in these areas.
- Cover the mouth and nose when coughing or sneezing.
- Avoid close contact with people who are sick.
- Frequently disinfect surfaces at home, work or school that are touched regularly.
- Manage stress, exercise, stay hydrated, eat well, and get plenty of sleep.
- Stay home when sick and take flu antiviral drugs if prescribed by a doctor



## Cybersecurity Awareness Month begins

MADISON, Wis. - We lead internet-connected, digital lives. From our homes to work, computers, notebooks, smart phones and other devices have made our lives easier. This has also made us vulnerable to cyber attackers. That's why Governor Scott Walker has designated October as Wisconsin's Cybersecurity Awareness Month.

"Cyber is part of our daily lives and impacts our entire economy and society," said Maj. Gen. Don Dunbar, Wisconsin's adjutant general and Homeland Security Advisor. "We need to understand cyber hygiene on a personal and organizational level, and practice it or accept the consequences of bad cyber actors intent on crime, theft, damage to reputations, and destabilization of routine operations."

"Simply performing basic cyber hygiene on a continual basis can dramatically reduce your chances of intrusions and attacks from impacting you, said David Cagigal, chief information officer with the Wisconsin Department of Administration's Division of Enterprise Technology.

Good cyber hygiene comes down to count, control, patch and repeat. These tips can help protect you from cyber attacks.

**COUNT:** Know what's connected to your network  
. Identify authorized and unauthorized devices along with lost or stolen assets. You need to begin with an inventory.

. Knowing what IT assets you own will allow you to better manage your IT infrastructure and its security.

. Every piece of equipment has vulnerabilities and exposes you to risk. How you handle the risk will depend on what the equipment is and what purpose it has.

. You can't protect what you don't know exist.

**CONTROL:** Protecting your systems by properly managing accounts and limiting user and administrator privileges to only what they need to do their job.

. Properly controlling access to business information and systems reduces the risk of accidents, unauthorized access/use and security breaches.

. Failure to properly manage access can result in compromise and loss, damage or unauthorized disclosure of sensitive and private information.

. Special care must be taken with "privileged accounts" used by system administrators, since they have the ability to create accounts and change or by-pass security settings.

. Controlling access using good processes, including the use of strong passwords reduces the risk of accounts being compromised and used for unauthorized purposes.

**PATCH:** Protecting your systems by keeping current!

. Patch and vulnerability management is a security practice designed to proactively prevent the exploitation of IT vulnerabilities that exist within an organization.

. The expected result is to reduce the time and money spent dealing with vulnerabilities and exploitation of those vulnerabilities.

. Proactively managing vulnerabilities of systems will reduce or eliminate the potential for exploitation and involve considerably less time and effort than responding after an attack has occurred.

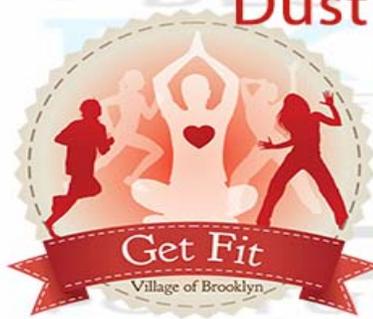
**REPEAT:** Why is this step important?

. Reviewing your list will insure that each cycle of each individual priority has been appropriately met and that nothing falls through the cracks in your Cyber Hygiene.

Each week this October, ReadyWisconsin will highlight efforts to keep everyone in Wisconsin safe from cybercrime. Visit

<http://readywisconsin.wi.gov> for more information. You can also follow us on Twitter, Facebook, and Instagram.

These and many other topics will be discussed at Wisconsin's 5th Annual Governor's Cybersecurity Summit, Monday, Oct. 16 at the Gordon Event Center, UW-Madison. Learn more about the Summit and register online at <http://cybersummit.wisconsin.gov>.



Dust off your shoes.....Get Fit is back!

Monday (6:00pm) - Cize

Wednesday (6:00pm) - Yoga

Thursday (6:00pm) - DVD Class

Pre-Ballet | Ballet

Fall Session

Nov. 7th - Dec. 12th

Cost is \$30

Pre-Ballet - 5:30pm

Ballet - 6:00pm

registration form can be found online at  
[www.brooklynrecreation.org/ballet/](http://www.brooklynrecreation.org/ballet/)  
or email Stacey at  
[recreation@brooklynwi.gov](mailto:recreation@brooklynwi.gov)

All classes are held at the Brooklyn  
Community Building.

It all started with a single session.

The next FREE  
Family Movie  
Night is

Saturday, November 18th



check our website for more information.

[www.brooklynrecreation.org/events/movie-night](http://www.brooklynrecreation.org/events/movie-night)

6:30pm | Brooklyn Community Building  
Doors open at 6:00pm

# November 2017



Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
	<b>Pellitteri ThanksGIVING Back Program (Food Drive)</b> <b>Drop Off at Clerks Office Until Nov. 28<sup>th</sup> (All donations go to Oregon/Brooklyn Food Pantry)</b>		<b>1</b> RECYCLING Get Fit – 6 pm Recreation Meeting	<b>2</b> Get Fit – 6 pm	<b>3</b>	<b>4</b>
<b>5</b> Daylight Savings Time 	<b>6</b> Get Fit – 6 pm	<b>7</b> Tire, Oil, Battery Pick up Ballet 5:30p –7p	<b>8</b> Police Public Mtg – 630 pm Com Bldg Get Fit – 6 pm	<b>9</b> Get Fit – 6 pm EDC Meeting 630 p	<b>10</b>	<b>11</b>
<b>12</b>	<b>13</b> Get Fit – 6 pm Budget Hearing Board Meeting – 6:30 pm	<b>14</b> Brush/Leaf Pick Up Ballet 5:30p –7p	<b>15</b> RECYCLING Get Fit – 6 pm	<b>16</b> Get Fit – 6 pm Media Mtg 630 p	<b>17</b>	<b>18</b> Movie Night – 630 pm
<b>19</b>	<b>20</b> Get Fit – 6 pm Chamber Mtg 630 p	<b>21</b> Planning & Zoning Mtg 630p Ballet 5:30p –7p	<b>22</b> Get Fit – 6 pm	<b>23</b> Clerk/PW office closed  <b>THANKSGIVING</b>	<b>24</b> Clerk/PW office closed	<b>25</b>
<b>26</b>	<b>27</b> Get Fit – 6 pm Board Meeting – 6:30 pm	<b>28</b> Ballet 5:30p –7p	<b>29</b> RECYCLING Get Fit – 6 pm	<b>30</b> Get Fit 6p 		

**notes**

Clerk's Office Hours – Monday – Thursday, 7 a.m. to 5 p.m.

Check out our Village website at [www.brooklynwi.gov](http://www.brooklynwi.gov)

Facebook: [brooklynvillagewi](https://www.facebook.com/brooklynvillagewi) Twitter: [@BrooklynWIGov](https://twitter.com/BrooklynWIGov)