

**Village Board Meeting Minutes
December 8, 2025**

On December 8, 2025, President Mike Brusberg called the Village Board meeting of the Village of Brooklyn to order at 6:30 p.m. Trustees present were Mike Gehrman, David Berland, and Todd Klahn. Trustees Christian Allen, Dan Olson, and Jacob Bachim were absent. Also present was Clerk-Treasurer Linda Kuhlman. Pledge of Allegiance. No public comments.

President's report – Brusberg thanked the board and staff for the patience shown with him throughout the year. He appreciates the diligence shown and engagement in meetings. He thinks fostering a debate culture has been healthy. We've had some big accomplishments over the year, and acclimated Klahn and Bachim back to the board. We've had the Hotel Street project, the Highway 92 construction with how to limit the effect on the business holders. We've been challenged with the work on the business complex and weaving our way around that. We try to have the least possible impact from a budget standpoint, but sometimes costs seem to only go one way. We did our best sharpening the pencil with the 2026 budget. The outcome is very reasonable for the tax base and community. We'll continue to show that discipline in future years. There might be some years that have to go up and other years we can bring it down. Thanks to the staff, and the effort with which they serve our community on a daily basis. He'd also like to say thank you to fire and EMS. The level of community service within their jobs and community events brings good community feelings and comradery. Thank you for everything the board does and benefits you provide the community.

Klahn made a motion to approve minutes from November 24. Gehrman seconded. Motion carried.

Hotel Street shoveling – Brusberg said we've had a lot of discussion last year on the level of shoveling on Hotel Street. We did a refresh of the ordinance last year. We had some people reaching out with concerns, and we reminded folks of what's expected within the ordinance. Notices have been provided to a couple of spots. The ordinance reads in part, "The property owners on the 100 block of Hotel Street must remove all snow on the concrete surface from the back of the curb line to the edge of sidewalk closes to building." We have to keep in mind on Hotel Street, because of the way the sidewalk is laid, there is also private property that has concrete surface that runs from the sidewalk to the building. That private property doesn't need to be cleared unless it becomes a problem with icing over. It's something we'll continuously watch and make sure it doesn't become a nuisance. We can't require that it be shoveled. If they want to clear that to the building, that's fine. If they want to talk to their neighbors to clear it, they can do that too. The ordinance is written through the sidewalk and the portion to the street. Kuhlman said we had an inquiry about whether we can require, because it's commercial, owners to clear all the way to the building. Gehrman said it would be similar to a resident having to clean the sidewalk people walk on, but the sidewalk to the front door doesn't need to. Kuhlman said other communities' ordinances are written the same as ours, but the layout of their buildings is different and don't necessarily have space between the building and the sidewalk. Brusberg said public works will keep watching it.

Kuhlman stated we made some changes to the recycling ordinance required by the DNR. The changes were approved by the DNR. **Klahn made a motion to approve Ordinance Chapter 26 Solid Waste Article II Recycling.** Brusberg seconded. Motion carried.

Kuhlman stated the DNR also requires a compliance assurance plan, which we did, and it was also approved by the DNR. **Klahn made a motion to approve the Recycling Compliance Assurance Plan.** Gehrman seconded. Motion carried.

Brusberg made a motion to approve the 2026-2027 election inspectors as proposed. Klahn seconded. Motion carried.

Klahn made a motion to approve employees carrying over up to 40 hours of vacation time. Gehrmann seconded. Motion carried.

Board reviewed the bills. **Brusberg made a motion to approve the bills as presented.** Klahn seconded. Motion carried.

Public Works Report – Board has the update. The sanitary inspection was held a couple weeks ago, and the DNR inspector sent an email praising public works. It read. “I would like to highlight the fantastic work that Leif and the Waterworks team are doing. He submits required reports to the Department in an incredibly timely manner and materials are always thoroughly and accurately completed. At the survey, all materials and records were very well organized and available. Brooklyn is one of the most well-run systems that I regulate.” Gehrmann suggested that would be good to put in the newsletter, because it’s hard to find employees that dedicated. Gehrmann asked about the sculpture. Kuhlman said they are working with the person who is storing it. It might be spring before it gets installed.

Clerk’s report –Kuhlman reported board has financials for November. Total deposits of \$272,069.39, and \$179,958.07 of that was shared revenue from state aids. Withdrawals were \$151,501.94. Ending balance of \$2,604,537.20. Dane County tax bills were sent last week. Green County should be sent by the end of the week. We haven’t had anyone else take papers for the election. Chamber’s Santa Day and Methodist Church regifiting was last Saturday. We had about 24 kids, which was a good turnout. Fire/EMS started their light parade at the gazebo, and we had Santa do the tree/gazebo lighting. That went well. Hopefully, we can do that every year. Kuhlman asked if they want to do a board meeting at the end of the month, because it would be Christmas week. Brusberg said unless something important comes up, we can cancel it. Discussion on setting up closing date for business park sale of land. The board agreed to do the bills at the end of the month through email because there will be no second meeting. Dane County has a new tax receipt program, and when we input the tax payment, it will show up on Access Dane the next day.

Planning & Zoning Commission – Brusberg stated they received an update on 104 Hotel Street. Max Gartzke is looking to have potato chip manufacturing there. They provided him with some takeaways, and the board needs to look at wording in ordinance for bakeries. Recommendation would be to send to the ordinance committee for review and approval. The recommendation is to change the wording to “Retail bakeries, including those which produce some or all of the products sold on the premises, and would include establishments which manufacture bakery products primarily for sale through outlets located elsewhere or through home service delivery by specific approval of planning and zoning commission. “ This would allow the use of manufacturing for sale elsewhere. So they’re recommending the ordinance committee look at that change. Gartzke will also need to file a CUP to clean up language for the use of the premises, because it’s a mixed use with a combination of residential and commercial. They reviewed a list of things to look for constructionwise. His intention is to do small batches to see if there’s something to it. **Berland made a motion to send the ordinance change to the ordinance committee for review.** Gehrmann seconded. Motion carried.

Brusberg also stated they reviewed a conditional use permit application from Michael and Alice Seelinger for small engine repair shop and storage. The recommendation after review and discussion is to approve the conditional use permit for that parcel. **Klahn made a motion to approve the conditional use permit.** Gehrmann seconded. Gehrmann asked about when they can start and end their small engine repair hours. Brusberg said it was talked about normal business hours. **Klahn amended his motion to add the approval of operation during normal business hours.** Gehrmann seconded amendment. Motion carried.

Klahn made a motion at 7:09 p.m. to adjourn. Gehrmann seconded. Motion carried.

Linda Kuhlman, WCPC, CMTW
Clerk-Treasurer