

**The Village of Brainard
Board of Trustees Meeting Minutes
April 17, 2017**

The Board of Trustees of the Village of Brainard held a regular meeting on April 17, 2017 at 7:00P.M. at the City Hall. The meeting notice and agenda were posted in three public places: City Hall, the community bulletin board, and the Brainard Post Office. The agenda is kept current at the City Clerk's office and available for public inspection. This method is designated by the public body.

Chairman Elaine Fortik called the meeting to order with the recitation of the Pledge of Allegiance and the reading of the agenda. Chairman Fortik announced that a copy of the current Open Meetings Act was on display for public inspection.

Roll Call: Trustees Present: Kevin Behne, Scott Foral, Elaine Fortik, Dave Havlovic, Ernest Kabourek

Staff Present: Clerk/Treasurer Robin Sullivan, Utilities Supt. Alan Kovar

Guests: Brian Foral, Tom Havranek of Wilbert Memorial, Dean Kriz, Tom Pesek, Greg and Megan Kozisek, and Brandon Stolze.

New Business: American Legion Post 273 Memorial Project

Tom Pesek visited with the Board about the placement of the memorial in Evergreen Park. Tom stated that the memorial would be placed 35 feet south of the north fence. Tom mentioned the possibility of a flag pole and sitting benches to be placed in the area also. Tom Havranek of Wilbert Memorial gave an over view of the company and details on the granite and foundation needed for this project. It was discussed that an area around the memorial would be concrete as to serve as an area for benches and a clean approach. The shape of the concrete apron was undecided and still being considered. Tom reported that the project would cost an estimated \$26,000 and would take two to three years to raise funds. It was suggested that the north fence remain to keep vehicles from driving into this area. It was discussed the possibility of a sidewalk to the memorial from the west parking area. Tom Pesek reported that the Legion's insurance would cover the memorial in Evergreen Park. The Board of Trustees discussed that the project would be a nice addition to the community.

Scott Foral made the motion, seconded by the Ernest Kabourek to move forward and contact Village Attorney Loren Lindahl to prepare a draft ordinance stating terms and conditions for the memorial project to be placed in Evergreen Park.

Voting aye: Behne, Foral, Fortik, Havlovic, Kabourek

Voting nay: none

The motion carried

Greg Kozisek building permit request.

The Board reviewed an application for 60'X40' storage building to be located at 2010 31 Road, rural Brainard. The Board reviewed a sketch of the proposed building.

Kevin Behne made the motion, seconded by Dave Havlovic to approve the building permit as presented.

Voting aye: Behne, Foral, Fortik, Havlovic, Kabourek

Voting nay: none

The motion carried

General Building Permit Questions:

Brandon Stolze visited with the Board about a possible addition to his home at 116 West Jackson Street. The Board reviewed Brainard's zoning guidelines and the application process with Brandon.

Review of Chapter 1 – Brainard Code Book

The Board reviewed Chapter 1 and would continue with Chapter 2 at the May 15, 2017 board meeting.

Review of Minutes:

Ernest Kabourek made the motion, seconded by Dave Havlovic to approve the March 20, 2017 board meeting minutes as presented.

Voting aye: Behne, Foral, Fortik, Havlovic, Kabourek

Voting nay: none

The motion carried

Consideration of Claims:

Utility Supt. Alan Kovar reported that an item ordered from Fastenal had been returned reducing this claim amount to \$126.73.

Ernest Kabourek made the motion, seconded by Kevin Behne to pay the claims with the one correction mentioned.

Voting aye: Behne, Foral, Fortik, Havlovic, Kabourek

Voting nay: none

The motion carried

Electric, Sewer, Water:

It was reported that project 3 of the electrical phase upgrade had been completed. Alan reported a selenium sample had been taken at the ball field well but did not have the results. Clerk Sullivan reported that the new billing program had been used for the March billing. Clerk Sullivan reported she had received a few calls from customer complaining of high electrical usage charges. Clerk Sullivan reported that the readings were evaluated and re-read and no problems were found. Clerk Sullivan reported she had made the decision not to charge late

fees due to the bills being sent out late. The Board discussed looking into the electronic reading for Brainard's electrical system. It was stated that Butler Public Power District had been contacted about Brainard's interest in this and Butler Public Power was working on cost estimates for this project.

Alan reported that some of the hardware/rails that holds the Cecelia Street lift station pump in place had deteriorated over time and had caused the pump to come loose. Alan reported the rails had been repaired and pump reset. Alan would work towards replacing all the hardware in the Cecelia Lift Station to prevent future problems. The Board asked Alan to go ahead and order a second pump to have on hand for emergencies.

Streets, Parks, Pools, Trees:

Utilities Supt. Alan Kovar reported he had met with Topkote to go over street maintenance that would be done. It was suggested that North Lincoln Street be double armor coated, Logan Street would have some cutting and patch work done, and a few additional smaller spots around town be repaired. Alan reported he had done concrete patching on some of the broken curbs.

Pool Committee reported that CPR training for the guards had been set for May 3, 2017. Clerk Sullivan reported she had been working on swim lessons details. Alan reported that Culligan had been out to install the water softener system for the pool.

Employee reports:

Clerk Sullivan provided a written monthly report and the financial statements for the board to review. Clerk Sullivan reported that the credit/debit component had been installed for utility payments. Clerk Sullivan reported she had checked at First Nebraska Bank and all accounts had appropriate pledges. Sullivan reported working with the new utility billing program, reviewing the code book draft, putting together information for insurance quotes, working on normal pool preparations, and doing normal duties.

Ernest Kabourek made the motion, seconded by Dave Havlovic to adjourn the meeting at 10:40P.M.

Voting aye: Behne, Foral, Fortik, Havlovic, Kabourek

Voting nay: none

The motion carried