

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

The Board of Trustees of the Village of Brainard held a regular meeting on July 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 copy of the current Open Meeting Act was on display for public inspection.

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

Absent: Scott Foral

Staff Present: Utilities Supt. Alan Kovar and Clerk- Treasurer Robin Sullivan

Guest: Swimming Pool Manager Payton Robley, Brian Foral

New Business: Liquor License Request for 103 S Madison Street

Ernest Kabourek made the motion, seconded by Kevin Behne to approve that Keith and Lori Ratkovec move forward and obtain a liquor license from the State of Nebraska for an establishment to be located at 103 S Madison Street.

Voting aye: Behne, Fortik, Havlovic, Kabourek

Voting nay: none

Absent: Foral

The motion carried

Moravec & Associates, CPA, P.C. contract agreement:

Dave Havlovic made the motion, seconded by Ernest Kabourek to approve a contract agreement from Moravec & Associates, CPA, P.C. to prepare the Village of Brainard's 2017-2018 budget documents.

Voting aye: Behne, Fortik, Havlovic, Kabourek

Voting nay: none

Absent: Foral

The motion carried

Schumacher, Smejkal, Brockhaus & Herley, P.C. contract agreement:

Kevin Behne made the motion, seconded by Dave Havlovic to approve a contract agreement from Schumacher, Smejkal, Brockhaus & Herley, P.C. to perform the Village of Brainard's 2016-2017 fiscal year audit.

Voting aye: Behne, Fortik, Havlovic, Kabourek
Voting nay: none
Absent: Foral
The motion carried

Code Book Review:

The Board discussed details of chapter 4 (vehicles and traffic regulations) in the municipal code book draft. The Board would continue with Chapter 5 (business regulations) at the August 21, 2017 Board Meeting.

Review of Minutes:

Ernest Kabourek made the motion, seconded by Kevin Behne to approve the June 2017 Board meeting minutes as presented.

Voting aye: Behne, Fortik, Havlovic, Kabourek
Voting nay: none
Absent: Foral
The motion carried

Consideration of Claims:

Kevin Behne made the motion, seconded by Ernest Kabourek to approve the claims as presented and to include the monthly NPPD claim.

Voting aye: Behne, Fortik, Havlovic, Kabourek
Voting nay: none
Absent: Foral
The motion carried

Committee Reports:

Pool: Pool Manager Payton Robley provided a written pool report for the board to review. It was discussed that the midnight swim had been scheduled on Friday August 4, 2017 from 8PM to 12AM. Payton reported that the pool had an average daily attendance of 47 people and 18 children had signed up for the seconded session of swim lessons. Payton recommended that a new rope be purchased for next pool season. It was reported that the pool would be closing for the season on August 14, 2017.

Electric, Sewer, Water:

Utility Supt. Alan Kovar reported that the new Cecelia Street lift station pump had been installed and a backup pump had been ordered. It was reported that Spark Electric would be needing to shut down the electric for a portion of the town to work on the electric upgrade project. Spark Electric would notify the village when this work was to be scheduled.

Parks, Pools, Streets, Trees:

It was reported that the pool vacuum cord had been replaced and a separate outlet had been installed for the vacuum. Other items repaired at the pool were: the pump control box, the gate to the baby pool, and security lights. Clerk Sullivan reported that the new volleyball net had been installed at Evergreen Park and a group had been meeting there weekly for games. It was discussed looking into some kind of umbrella or shade canopy for the pool. The Board discussed doing some work around the horse shoe pits and incorporating a new game to this area. The Board discussed areas in town that had storm water drainage problems and options that could improve these areas.

Employee Reports:

Clerk – Treasurer Robin Sullivan provided a written report along with the monthly financial statements for the Board to review. Clerk Sullivan reported that the new utility billing program had been working well. Clerk Sullivan reported that customers had been using the pay port option for utility payments.

Utilities Supt. Alan Kovar reported he had been working on collecting quarterly/yearly water samples, cutting down the dead evergreen tree north of the pool, continuous mowing, and performing normal duties. Alan reported the DHHS Sanitary Survey had been completed on the water system and he would be working on the emergency response plan for the water system. Alan discussed the survey results and recommendations for maintenance on the water system. Alan reported that the cross connection survey for each property owner would be required to be completed by September. Alan discussed he had been checking into broom attachments for the skid steer.

Ernest Kabourek made the motion, seconded by Dave Havlovic that Utilities Supt. Alan Kovar move forward and purchase a broom attachment for the skid steer.

Voting aye: Behne, Fortik, Havlovic, Kabourek

Voting nay: none

Absent: Foral

The motion carried

Ernest Kabourek made the motion, seconded by Kevin Behne to adjourn the meeting at 9:30PM.

Voting aye: Behne, Fortik, Havlovic, Kabourek

Voting nay: none

Absent: Foral

The motion carried

