

**The Village of Brainard
Board of Trustees Board Meeting Minutes
February 19, 2018**

The Board of Trustees of the Village of Brainard held a regular meeting on February 19, 2018 at 7:00P.M. at the City Hall. The meeting notice and agenda were posted at 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 present: Kevin Behne, Scott Foral, Elaine Fortik, Dave Havlovic, Ernest Kabourek
Staff present: Utility Supt. Alan Kovar Clerk – Treasurer Robin Sullivan
Guests Included: Dan Osborne, Rick Meyers, Brian Foral, Dean Kriz, Tom Pesek

New Business:

Chairman Elaine Fortik opened the One and Six Year Street Plan public hearing at 7:00P.M. The plan was available for public inspection. The Board continued with agenda items while the hearing was open.

Topkote Street Maintenance:

Dan Osborne of Topkote Inc. presented a cost proposal. Details included: blow and seal cracks at \$.41 per linear foot and armor coat using village furnished aggregate at \$1.28 per square yard. Dan mentioned he would be able to crack seal March 12th and armor coat in May. Dan mentioned crack sealing the street north of the school for sure and would contact Alan to review and set up a plan on which additional streets to work on.

Ernest Kabourek made the motion, seconded by Scott Foral to approve the cost proposal from Topkote Inc. to do general crack sealing and amor coating of village streets.

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

Voting nay: none

The motion carried

American Legion Post No. 273 Veteran's Memorial Project:

The Board of Trustees and the American Legion Post No. 273 representatives Dean Kriz and Tom Pesek reviewed the land lease agreement for the placement of the Veteran's Memorial in Evergreen Park.

Kevin Behne made the motion, seconded by Dave Havlovic to move forward and approve the land lease agreement between the Village of Brainard and Brainard American Legion Post No. 273 for the placement of the Veteran's Memorial in Evergreen Park.

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

Voting nay: none

The motion carried

Tom Pesek shared with the Board that the sidewalk to the memorial would be approximately 90' X 6' and that the shape of the pad around the memorial had yet to be determined but would be roughly 25'X25' in size. This work would be the responsibility of the legion.

Close Public Hearing:

Ernest Kabourek made the motion, seconded by Scott Foral to close the public hearing at 7:45P.M. for the 2018 One and Six Year Street Plan.

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

Voting nay: none

The motion carried

One and Six Year Street Plan Resolution:

Kevin Behne made the motion, seconded by Ernest Kabourek to approve the Resolution adopting the 2018 One and Six Year Street Plan.

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

Voting nay: none

The motion carried

Brainard Community Survey:

Board Member and Brainard Economic Development Committee member Kevin Behne asked that the Board consider having the village cover the cost to mail the survey. It was mentioned that the Village had provided funding for cost associated for mailing the survey in the past years. Kevin mentioned the Economic Development Committee would be meeting March 7, 2018 to review questions that would be on the survey.

Dave Havlovic made the motion, seconded by Scott Foral to provide \$150.00 to the Brainard Economic Development Committee towards the cost associated in mailing the survey.

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

Voting nay: none

The motion carried

Review of Minutes:

Dave Havlovic made the motion, seconded by Ernest Kabourek to approve the January 2018 minutes as presented.

Voting aye: Behne, Fortik, Havlovic, Kabourek

Abstained: Foral

Voting nay: none

The motion carried

Consideration of Claims:

Kevin Behne made the motion, seconded by Scott Foral to approve the claims to be paid as presented.

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

Voting nay: none

The motion carried

Board Committee Reports:

Electric, Sewer, Water

Utility Supt. Alan Kovar reported he had made an adjustment in the electrical panel to keep the motor from kicking out at the Cecelia Street Lift Station and had also pulled a bad stop float out. Clerk Sullivan reported on putting together a committee to research new Christmas lighting for the down town area.

Parks, Pool, Streets, Trees:

It was reported that Neal Kirkman had finished the restoration of the playground horses. Clerk Sullivan reported she would be taking pool applications through the end of February and setting up interviews for some time in April. The Board discussed checking into having a professional service paint the outside of the pool bathhouse and researching a shade canopy options. Utility Supt. Alan Kovar reported he would be trimming trees in the spring. The Board discussed snow and ice removal in front of the school. Utility Supt. Kovar suggested no parking by staff directly in front of the school to allow him to continuously clear this area when needed. It was suggested this area be only a temporality –pickup area. It was discussed that the school will be contacted about this matter.

Employee Reports:

Utility Supt. Alan Kovar reported that the Village would not be cost sharing with the Butler County Road Dept. for the sand/salt mix. Alan asked the Board to consider what should be done to the top cell of the old lagoon system. Alan reported of general repairs on vehicle equipment.

Clerk – Treasurer Robin Sullivan provided a written monthly report for the board to review. The Board reviewed the financial monthly statements. Clerk Sullivan reported that a Special Meeting had been scheduled on February 21, 2018 to review the code book draft with Joe McNally.

Additional Business:

The Board discussed the late meter reading that had occurred and how to determine for the proper winter water usage to calculate for the yearly sewer usage charge.

Ernest Kabourek made the motion, seconded by Dave Havlovic to adjourn the meeting at 10:25P.M.

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

Voting nay: none

The motion carried