

The Village of Brainard
January 18, 2012
Board Meeting Minutes

The Board of Trustees of the Village of Brainard held a regular meeting on January 18, 2012 at 7:00P.M. at the City Hall. Board Members present were: Kevin Behne, Greg Havlovic, Scott Foral, and Chairman Elaine Fortik. Also in attendance were Village Utilities Supt. Jason Bohac and Clerk – Treasurer Robin Sullivan. Visitors included: Alan Snyder, Tom Pesek, Brian Foral, and Dave Henke of JEO Consulting Group. Notice of the meeting and agenda were transmitted to all members of the Board of Trustees. The meeting notice and agenda were posted at the City Hall bulletin board, community bulletin board, and the Brainard Post Office. This method is designated by the public body. Copies of the posting and agenda are attached to the minutes. The minutes are subject to Board approval and correction.

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

New Business: Village Lagoon System Update:

Mr. Dave Henke of JEO Consulting Group visited with the Board of Trustees on current information he had received about the Village obtaining possible funding through The State of Nebraska Revolving Fund. Mr. Henke reported that the Village would need to work on final documentation requested from NDEQ. Clerk Sullivan reported she had been in contact with two Villages that had just recently utilized NDEQ funding for new lagoon facilities and had received positive feedback about this process. Board Member Scott Foral reported he had made contact with First Nebraska Bank about utilizing the local bank as a temporary funding option while NDEQ or Ameritas would be finalizing the Village of Brainard's funding package. The Board of Trustees agreed to move forward and prepare all reports that NDEQ would need for their funding process. The Board also discussed the Village would move forward and propose the Resolution of Necessity per requirement of Ameritas Investment Corporation to utilize their funding, as a possible resource with this project in the future.

JEO Consulting Group Agreement for services for the 2012 Waste Water Lagoon Improvements.

The Board of Trustees reviewed JEO Consulting Groups standard agreement for services for the engineering of the 2012 Waste Water Lagoon Improvements. Kevin Behne made the motion, seconded by Scott Foral to approve the JEO Consulting Groups standard agreement for services.

Voting aye: Behne, Havlovic, Foral, Fortik

Voting nay: none

The motion carried

Fire Department Street Closing Request:

Brainard Volunteer Fire and Rescue Member Mr. Alan Snyder requested that ½ block of Washington St. be closed from the alley west of the Fire Hall to Lincoln Street from 3P.M. on July 6, 2012 to 3A.M. on July 7, 2012 for the annual Fireman’s Street Dance.

Greg Havlovic made the motion, seconded by Kevin Behne to grant approval to the Brainard Volunteer Fire and Rescue Dept. to obtain a liquor license from the State of Nebraska and to close east Washington St. from the alley west of the Fire Hall to Lincoln St. from 3P.M. Friday July 6, 2012 to 3A.M. Saturday July 7, 2012 for the annual Fireman’s Street Dance.

Voting aye: Fortik, Foral, Havlovic, Behne

Voting nay: none

The motion carried

Authorization for Brainard Volunteer Ambulance Service:

Clerk Sullivan reported that EMS Billing Service had requested documentation that the Brainard Volunteer Ambulance Service had Board permission to bill for ambulance services under the Village of Brainard tax authority.

Scott Foral made the motion, seconded by Greg Havlovic to grant approval to the Brainard Volunteer Ambulance Service to bill for ambulance services under the Village of Brainard tax authority.

Voting aye: Fortik, Foral, Havlovic, Behne

Voting nay: none

The motion carried

Utility Rate Increase:

The Board of Trustees reviewed the current sewer and electrical rates. It was reported that NPPD would be imposing the annual electrical rate increase to The Village of Brainard in the next month or so. The Board also reviewed the current sewer rates and found it necessary to enact a sewer rate increase immediately for the next billing cycle to bring the rates in line to sustain the financial obligation to pay for a waste water improvement project and also to provide adequate financial security for monthly operating cost. The Board reviewed the dollar amount that would be needed to fund the project, a current interest rate of 3.5%, a 20 year loan, and the amount of sewer customers, to arrive at a sewer monthly charge of \$40.00.

Utility Supt. Jason Bohac also reported that after reviewing all high demand meter accounts he had found that the Klein Center and the Holy Trinity Church had not been charged a demand rate. It was discussed that these two service location are clearly a high usage system and do effect the demand rates that are set by NPPD and charged to the Village. The Board of Trustees reviewed electrical codes and determined that the Klein Center and Holy Trinity Church should be charged a demand rate, as per Village of Brainard’s electrical code.

Utilities Supt. Work Agreement:

The Board reviewed the 2012 Utilities Supt. Work Agreement for Jason Bohac. Greg Havlovic made the motion, seconded by Kevin Behne to approve the 2012 Utilities Supt. Work Agreement for Jason Bohac.

Voting aye: Fortik, Foral, Havlovic, Behne

Voting nay: none

The motion carried

Recommendation to fill vacant position on the Village Board:

Chairman Elaine Fortik reported to the Board of Trustees that she had visited with several individuals about filling the vacant position on the Board of Trustees. After careful consideration Chairman Elaine Fortik recommended that Mr. Todd Yindrick fill the vacant Board position and serve as a Village of Brainard Board Trustee.

Greg Havlovic made the motion, seconded by Kevin Behne to except Chairman Fortik's recommendation that Mr. Todd Yindrick serve on the Village Board of Trustees.

Voting aye: Behne, Fortik, Foral, Havlovic

Voting nay: none

The motion carried

Review of Minutes:

The Board of Trustees reviewed the December 19, 2011 Regular Meeting Minutes.

Greg Havlovic made the motion, seconded by Scott Foral to approve the December 19, 2011 minutes.

Voting aye: Behne, Havlovic, Foral, Fortik

Voting nay: none

The motion carried

The Board of Trustees reviewed the December 19, 2011 Reorganization Meeting Minutes.

Greg Havlovic made the motion, seconded by Kevin Behne to approve the December 19, 2011 Reorganization Meeting Minutes.

Voting aye: Behne, Havlovic, Foral, Fortik

Voting nay: none

The motion carried

The Board of Trustees reviewed the January 11, 2012 Special Meeting Minutes. Kevin Behne made the motion, seconded by Scott Foral to approve the January 11, 2012 Special Meeting Minutes.

Voting aye: Behne, Havlovic, Foral, Fortik

Voting nay: none

The motion carried

Review of Claims:

The Board reviewed in detail the January 2012 claims to be paid. Scott Foral made the motion, seconded by Kevin Behne that the January 2012 claims be paid.

Voting aye: Behne, Havlovic, Fortik, Foral

Voting nay: none

The motion carried

Ordinance No. 265

Clerk Sullivan read out loud Ordinance No. 265, Ordinance setting wage and salary for Utilities Supt. Jason Bohac and Clerk Treasurer Robin Sullivan.

Greg Havlovic made the motion, seconded by Scott Foral to approve Ordinance No. 265.

Voting aye: Behne, Havlovic, Foral, Fortik

Voting nay: none

The motion carried

Greg Havlovic made the motion, seconded by Scott Foral to suspend the three day reading of Ordinance No. 265.

Voting aye: Behne, Fortik, Havlovic, Foral

Voting nay: none

The motion carried

Communication: Board Member Scott Foral reported to the Board that he had received correspondence from Brainard’s Volunteer Fire Chief John Bongers that the Fire Districts in Butler County had been discussing the idea of possibly redistricting the fire district lines in Butler County. It was reported that the reason for redistricting the lines would be to shorten emergency response time.

Chairman Elaine Fortik presented an informational letter that she had prepared for the Board of Trustees to review. The letter contained information in regards to the Village of Brainard’s waste water facility improvements and an explanation of a sewer rate increase. Chairman Elaine Fortik reported that Mr. John Trecek from Ameritas Investment Corporation had reviewed the letter also. The informational letter would be sent out to all utility customers.

Chairman Elaine Fortik reported she had contacted Sandy Schommer in regards to the two egress windows at Joel Schommer’s home, that were encroaching on to the utility easement area in the Foral’s Addition. Chairman Elaine Fortik report she would continue to communicate with the parties involved in this issue.

Standing Committees:

Water, Sewer, Electrical: The Board discussed that the area north of the school was very dark in the evenings. (School activity entrance area) The Board discussed the possibility of installing a street light on the pole located on the east side of the alley along Adams Street. (back yard of Jelinek house). The Board asked Utilities Supt. Jason Bohac to install the light fixture when weather permits.

Parks, Streets, Pool, Trees: The Board of Trustees reviewed a bid from Lavicky Tree Removal for the bid amount of \$5,000.00 to remove the large cottonwood in Evergreen Park. The bid included to drop the tree, chip, cut and haul the tree away to the Village tree pile. The Board also discussed the large tree limb that had come down at Ernie Kabourek's and that Lavicky Tree Removal had also helped with this project.

Greg Havlovic made the motion, seconded by Elaine Fortik to approve the bid presented by Lavicky Tree Removal to take down the large cottonwood tree in Evergreen Park as per bid amount of \$5,000.00 and that proper liability insurance provided.

Voting aye: Behne, Havlovic, Foral, Fortik

Voting nay: none

The motion carried

Employee Reports: Utility Supt. Jason Bohac reported that there had been some recent damage to the roof at the maintenance building. Utility Supt. Jason Bohac also reported that the Village had received correspondence from The Department of Health and Human Services that the Dept. of Health had returned the Village of Brainard's public water system to compliance. This action had been taken due to the fact that the running average selenium level in well 5 had not exceeded the maximum contaminant level for four consecutive quarters.

Clerk Sullivan reported the Village audit had been completed.

The Village of Brainard Board of Trustees reviewed the monthly financial statements. Clerk Sullivan reported that she would be reorganizing the back safe area and trying to make room for more document storage. The Board discussed making some structure improvements to the City Hall building.

Chairman Elaine Fortik adjourned the meeting at 11:30P.M.