

Village of Brownville

Board Meeting

March 11, 2025

The meeting was called to order at 6:00 p.m. Chairman Johnson announced that the Open Meetings Act was posted on the meeting room wall. Upon roll call the following board members answered present: Jill Lokke, Justin Wheeldon, Steve Woerth, Paul Fish, and Kim Johnson.

Chairman Johnson announced that the public comment session was open. Danny Robbins introduced himself to the public and said that he and his wife and daughter would be moving to Brownville this summer. A question was asked as to why 7th street was being closed South of 136.

Motion by Woerth, Second by Lokke to approve the consent agenda. All in favor. Motion carried.

Claims for Approval
3\11\2025

<u>Fund</u>	<u>Vendor</u>	<u>Amount</u>	<u>Description</u>
General	Kim Johnson	\$ 75.00	Board Stipend - Donating back to Village
General	Steven Woerth	\$ 50.00	Board Stipend - Donating back to Village
General	Jill Lokke	\$ 50.00	Board Stipend - Donating back to Village
General	Justin Wheeldon	\$ 50.00	Board Stipend - Donating back to Village
General	Paul Fish	\$ 50.00	Board Stipend - Donating back to Village
General	Apace	\$ 60.00	Cleaning Service 1/6, 1/13, 1/20, 1/27/2025
General	Auburn BOPW	\$ 873.39	Town Hall, Maintenance Bldg
General	Payton Mertes	\$ 174.10	Office Rental & Electrical February
General	Walentine O'Toole, LLP	\$ 1,322.00	Legal Fees
General	Shane Sailors	\$ 916.65	Clerk Wages -52.5 hrs. - \$1155.00 Gross
General	Nebraska Department of Revenue	\$ 81.64	Income tax withholding
General	Able Locksmiths	\$ 903.45	Duplicate Keys, Lock Combination Change, Padlocks and Labor
General	Progressive Business Technologies	\$ 60.00	Quarterly Base Charge for Toner, includes maintenance program
General	Progressive Business Technologies	\$ 725.00	Kyocera Copier
General	Intuit Quickbooks	\$ 17.50	Online Simple Start Subscription - auto pay
General	Auburn Newspapers	\$ 105.84	Publish January and February meeting minutes
General	American Legal Publishing	\$ 695.00	Nebraska Basic Code - Updated Books
General	Shane Sailors	\$ 443.00	Reimbursement for clerk institute tuition
General	US Postal Service	\$ 146.00	Stamps - 2 rolls \$73 each
General	Windstream/Kinetic	\$ 50.72	Internet and Phone - Village Office

Streets	Auburn BOPW	\$	416.88	Electric - Whiteway, Street Lights, 6th Street
Streets	Auburn BOPW	\$	152.59	Electric - Highway Lights, Bridge
Streets	Farmers Cooperative	\$	414.24	Gas & Diesel
Streets	Mike Sullwold	\$	1,015.00	Maintenance, Snow removal, De-Icing
Streets	NAPA Auto Parts	\$	47.98	Air Chuck and Pressure Gauge
Fire Dept	Auburn BOPW	\$	63.83	Electric - Fire Hall
Fire Dept	LifeGuard MD, Inc	\$	72.00	Defibrillation Pads
Sewer	Auburn BOPW	\$	279.36	Electric - Treatment Plant
Sewer	Auburn BOPW	\$	204.25	Billing Labor and Postage (split between water sewer acct.)
Sewer	Tracy Milke	\$	350.00	Wastewater Operator and Mileage
Water	Auburn BOPW	\$	137.97	Electric - Water Tower
Water	Auburn BOPW	\$	1,035.85	Billing for Water Service, Labor Reg-Water 1/30/25, 2/6/25 Replace frozen meters
Water	Tracy Milke	\$	402.28	Water Operator, Mileage, Chlorine, Postage
Water	Public Health Environmental Lab	\$	(30.00)	Water Testing - had credit of \$81.00, no check
Water	One Call Concepts	\$	(11.28)	Credit 17.06 Claim 11.28 - Continued Credit 5.78, no check issued
Water	Rural Water Dist #1	\$	1,141.00	Water Purchased - Feb
Water	Windstream/Kinetic	\$	63.83	Water Tower

Steve Woerth gave the parks report. He stated that the FEMA damage assessment was submitted and the bids for mowing were advertised.

Justin Wheeldon gave the streets report. He stated that bids for asphalt we being assessed. Seasonal restrictions were suggested for 1st St.

Paul Fish gave the water/wastewater report. He stated that Tracy Milke (water operator) had taken care of any water system problems and suggested a rate study be done.

Motion by Woerth, second by Wheeldon to initiate a rate study for the water billing. All in favor. Motion Carried.

Shane Sailors gave the clerks report. She stated that the new copier was installed and she would be attending clerk training.

Chairman Johnson stated that the Design Review Board had dissolved. She asked that anyone interested in being on this board to contact her or other board members.

The audit waiver for Fiscal Year 2024 was approved. Copies were provided for the public. Johnson stated that we need to update our internal review policy.

Johnson stated that the Nemaha County Comprehensive Plan public meeting will be held March 20, 2024 at 7:00 PM.

In old business the Riverfront Property sale was discussed. Motion by Woerth, second by Wheeldon to remove the property sale from the agenda until more information on a proposed new bridge could be obtained. All in favor. Motion carried. Buyer rescinded offer.

Paul Fish asked for volunteers to dismantle the frame work for the office in the maintenance building.

Motion by Fish, second by Lokke to get bids for the town hall office repairs and for new windows for the town hall. Steve Woerth will obtain these estimates. All in favor. Motion carried.

Motion by Woerth, second by Johnson to set the fees for use of the Town Hall at \$50 for the hall and \$75 for the hall and kitchen. A cleaning deposit of \$50 will be collected and returned upon a satisfactory inspect of the hall after use. All in favor. Motion carried.

Motion by Fish, second by Lokke to purchase a first aid kit for the Town Hall and table the defibulator purchase. All in favor. Motion carried. The clerk will check into CPR classes for those interested.

Motion by Woerth, second by Lokke to approve the building permit for Gregg and Kathleen Smith pending the need for a survey to be checked. All in favor. Motion carried.

Motion by Woerth, second by Lokke to move forward with the process to consider the closing of 7th Street south to the highway right of way. All in favor. Motion carried.

Motion by Fish, second by Wheeldon to approve closing Main Street from 1st Street to 7th for the July 4th festivities. All In favor. Motion carried.

Jaime Sullwold requested a donation to help with the July 4th activities. She also stated that Quilts of Valor will be presented and that if you know a deserving veteran to contact her. She also stated that individuals interested in sponsorship should contact her. It is \$75 for a t-shirt or banner or \$150 for both. Motion by Woerth, second by Wheeldon to donate \$200 from the special account for this purpose. All in favor. Motion carried.

Motion by Woerth, second by Lokke to have a dumpster delivered for town clean-up from April 25-28, 2025. All in favor. Motion carried.

Motion by Wheeldon to sell 1991 flat-bed truck for \$200 OBO, second by Woerth. All in Favor. Motion carried. Jaime Sullwold volunteered to sell the truck on Marketplace.

Motion by Woerth, second by Lokke to have clerk Sailors initiate research for funding for 3rd Street bridge. All in favor. Motion carried.

Motion by Woerth, second by Wheeldon to approve the resolution 03112025A for Auburn State Bank for clerk Sailors to have account access. All in favor. Motion carried.

Motion by Woerth, second by Lokke to table the Gazebo repair at Capitol Square Park. All in favor. Motion carried.

Motion by Wheeldon, second by Lokke to table the approval of the internal control policy. All in favor. Motion carried.

Motion by Woerth, second by Lokke to enter closed session at 7:43 PM. All in favor. Motion carried.

Motion by Wheeldon, second by Woerth to enter into regular session at 7:57 PM. Lokke abstained. Motion carried.

Chairman Johnson stated that no action was taken and that pending litigation was discussed.

Motion by Fish, second by Woerth to adjourn at 7:59PM. Lokke abstained. Motion carried.

Shane Sailors, Village Clerk