



TOWN OF BROOKSIDE Regular Town Board Meeting
February 13, 2024, 7:00 PM

Call to Order, Roll Call and Pledge: Mayor Arlin Bolkema opened the meeting at 7:00 P.M. The Pledge of Allegiance was said. Present: Board Members John Grooms, Jana Schutte and Kim DiOrio; Mayor Arlin Bolkema; Town Clerk Shelby Mehring. 1 citizens attended.

Approval of Minutes, Agenda and LOEs: Trustee Grooms made the motion to accept the Minutes from January 9 meeting. Trustee DiOrio Second the Motion. The Motion passed with four AYES. Trustee Schutte made the motion to accept the agenda. Trustee DiOrio second the motion with the addition of leash law for the park. The motion passed with four AYES. Trustee DiOrio made the motion to accept the General fund LOE trustee Schutte second the motion. The motion passed with four AYES. Trustee Schutte made the motion to accept the Water fund LOE Trustee DiOrio second the motion. The motion passed with four AYES.

Water Enterprise Report: 3@1 month & 2@2 months total of \$553.10 past due.

Community Center: Month of February: 6 rentals; 2 are completed. Had discussed allowing community center renters to be allowed in the day before their rental date. The consensus of the board was not to allow them to have extra time in the building.

Volunteer Hours Recorded: John Grooms: 20 hours equipment maintenance.

Upcoming Meetings:

- Board Work Session: Tuesday, March 26, 2024 @ 7:00 PM
 - Board work Session topic will be Land use code
- Board Meeting: Tuesday, April 10, 2024 @ 7:00 PM

Old Business:

1. **ARPPA funds-** Clerk supplied only document for the ARPPA fund. There were a few more items to add to the document and more information that needs to be located. Consensus of the board was to keep on old business.

New Business:

1. **Community Bill water Transfer-** Consensus of the board is to transfer twice a year Bill January to June paid after issuance of June bill. July to December after issuance of December bill.
2. **RV Living-** Board decided to Have the Clerk write a letter to the owner with our code sighted in the letter and have this letter be a warning to rectify the situation and Arlin is going to deliver the letter.
3. **Community center rental deposit with card reader-** Discussion on changing the payment process for the community center rental with card reader. The consensus of the board was to gather more information on the fees for the card reader and place on old business.
4. **Fire Extinguishers-** The fire extinguisher tags are full and need to be serviced. The board decided to contact the Fire department life safety officer and have them come and check them.
5. **Emergency phone number- Consensus** of the board was to put Arlin's personal Number and Clerk Shelby's personal number on a sign on the door.
6. **Time off request-** Clerk Shelby Mehring asked to have Thursday March 14th off to do a personal education class and will be out of town March 13 and 14. The board agreed to the request as long as proper notice is posted on the door.
7. **Leash Law sign-** Trustee DiOrio asked if we could purchase a few signs for leash law. The board decided on 3 metal signs that had leash law and clean up dog waste at the price of 11.95 each. They will be placed visibly by all 3 entrance of the park.
8. **Streetlight-** Scott and Colarelli streetlight has been repaired

Adjournment: Trustee Schutte Motion to adjourn, 2nd by Grooms, Motion passed with four AYES at 7:40PM.

Respectfully submitted by, Shelby Mehring, Town Clerk