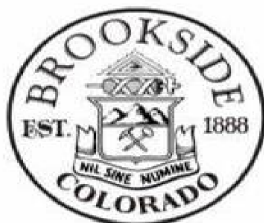


Town Of Brookside Town Hall



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TOWN OF BROOKSIDE Regular Town Board Meeting May 14, 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 Dave Boden, and Kim DiOrio; Mayor Arlin Bolkema; Town Clerk Shelby Mehring. 0 citizens attended.

Approval of Minutes, Agenda and LOEs: Trustee DiOrio made the motion to accept the minutes from the April 9 meeting. Trustee Grooms Second the Motion. The Motion passed with five AYES. Trustee Schutte made the motion to accept the agenda. Trustee Boden second the motion. The motion passed with five AYES. Trustee Schutte made the motion to accept the General fund LOE trustee DiOrio second the motion. The motion passed with five 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- 2@ 2 months & 1@3months; \$494.00 past due invoices. The board instructed the clerk to call the one bill due for shut off.

Community Center: Month of April: 3 rentals scheduled; one completed. Needed to be corrected there were 5 for the month of May and 3 of them where complete and there are 3 rentals pending.

Volunteer Hours Recorded: Jana Schutte 1H, Arlin Bolkema 7H

Upcoming Meetings:

- Board workshop: Tuesday, May 28, 2024 @ 7:00 PM
 - Finish up land use code, Employee handbook, and discussing signs for mini grant possibility
- Board Meeting: Tuesday, June11, 2024 @ 7:00 PM

Old Business:

1. **Mini Grant Street Signs-** To correctly find if we have the matching funds in our general account, we need a material list to move any further. The Bord divided up the town to come up with the list. There will be more discussion at the workshop meeting on May 28.
2. **Version Wireless Tower-** No further Communication was made. Upon pursuing Information for the true owner ship of who owns the property that the water tank sits on it was founded to be owned by the town of Brookside.
3. **Trailor obstructing the roadway-** Mayor Bolkema spoke with the owner and will continue to monitor.

New Business:

1. **UbMax Program Up Date to Gworks-** UbMax is the billing system the office uses. Gworks reached out to the office to discuss upgrading to their new platform. The platform will be more user friendly for the community and replace multiple steps in the billing and receiving payment process. The board is in favor of switching but is waiting on the price.
2. **New Summer Schedule for office-** with summer out for kids the clerk asked to change hours to 9am-4pm Tuesday & Thursday and one additional day depending on when she needs to be at the office 9am-4pm.
3. **Bid for water line to be moved-** The board wanted to move a water meter on pinion to widen the road. There was a bid submitted to the board from Ray Lippis Excavating for \$32,056.90. There are three different projects quoted on the bid; relocate meter pit- \$6856.00; Build up road on pinion- 14,560.90; Pinion road grading & road base- 10640.00. Trustee Grooms made the motion to approve relocating of the meter pit for \$6856.00 Trustee DiOrio second the motion. The motion passed with five Ayes
4. **Battery Backup-** There isn't a power protection on the main computer the IT suggested to purchase the APC UPS for the computer. Clerk is to order on the is 94.99

Reminder that the Fire Hydrant needs to be flushed

Adjournment: Trustee Schutte Motion to adjourn, 2nd by Trustee Boden , Motion passed with five AYES at 7:58 PM.

Respectfully submitted by, Shelby Mehring, Town Clerk