BOARD OF TRUSTEES – REGULAR MEETING MINUTES

October 13, 2026

Meeting called to order:	6:02 p.m.	**Adjourned:**	9:56 p.m.
Chairperson:	Justin Brahmsteadt	**Clerk/Treasurer:**	Michelle Lowther
Location:	Gresham Village Office	**Open Meetings Act:**	Available

ATTENDANCE

Trustees Present: Justin Brahmsteadt, Colton Luettel, Conner Luettel, Kim Sheehan, Theo Prusia
Village Staff Present: Michelle Lowther, J.T. Welch
Guests / Visitors: Drew Graham**,** Katie Beck, Ted Beck, Wendy Wait, Cindy Avery, Grant Grossnicklaus and attorney, Steve Dey, John Tonniges, Susie Tonniges, Adelle Tonniges, Karri Noble, Jerry Carter, and members of the public.

Call to Order.
The regular meeting of the Village of Gresham Board of Trustees was called to order by Chairperson Justin Brahmsteadt at 6:02 p.m. Chairperson Brahmsteadt announced that a current copy of the Nebraska Open Meetings Act was available to the public in the public meeting binder.
Notice of the October 13, 2026, regular meeting was posted on [date] at York State Bank–Gresham Branch, the Gresham Post Office, and the Village Office, in accordance with the Board's previously designated method of providing reasonable advance publicized notice.

Public Comments

Cindy Avery expressed concern about frequently suspending the three-reading rule for ordinances. She suggested that significant matters receive three readings to allow residents additional opportunities to respond.

Resolutions and Motions

Motion by Brahmsteadt, seconded by Conner Luettel, to separate claims from the consent agenda.

Roll Call: Justin Brahmsteadt; yes, Colton Luettel; yes, Conner Luettel; yes, Kim Sheehan; yes, Theo Prusia; yes. **Motion Carried.**

Motion by Sheehan, seconded by Brahmsteadt, to approve the remaining consent agenda.

Roll Call: Justin Brahmsteadt; yes, Colton Luettel; yes, Conner Luettel; yes, Kim Sheehan; yes, Theo Prusia; yes. **Motion Carried.**

Motion by Conner Luettel, seconded by Brahmsteadt, to approve claims.

Roll Call: Justin Brahmsteadt; yes, Colton Luettel; abstain, Conner Luettel; yes, Kim Sheehan; yes, Prusia; yes. **Motion Carried.**

Motion by Colton Luettel, seconded by Brahmsteadt, to grant a six-month extension, with review at the April 2027 meeting.

Roll Call: Justin Brahmsteadt; yes, Colton Luettel; yes, Conner Luettel; yes, Kim Sheehan; yes, Prusia; yes. **Motion Carried.**

Motion by Brahmsteadt, seconded by Sheehan, to reverse the Program Administrator's determination regarding Parcel 930127285, adopt Findings 1 through 12 as presented by the Village Attorney, and direct the Village Attorney to prepare a written decision consistent with those findings.

Roll Call: Justin Brahmsteadt; yes, Colton Luettel; yes, Conner Luettel; yes, Kim Sheehan; yes, Prusia; yes. **Motion Carried.**

Motion by Brahmsteadt, seconded by Colton Luettel, to continue the appeal to the November meeting and direct the Program Administrator to obtain additional information.

Roll Call: Justin Brahmsteadt; yes, Colton Luettel; yes, Conner Luettel; yes, Kim Sheehan; yes, Prusia; yes. **Motion Carried.**

Motion by Brahmsteadt, seconded by Conner Luettel, to continue the appeal to the November meeting pending receipt of the inspection report and consideration of the building permit application.

Roll Call: Justin Brahmsteadt; yes, Colton Luettel; yes, Conner Luettel; yes, Kim Sheehan; yes, Prusia; yes. **Motion Carried.**

Motion by Brahmsteadt, seconded by Colton Luettel, to table discussion on PID 930127919 to a later date to obtain additional information.

Roll Call: Justin Brahmsteadt; yes, Colton Luettel; yes, Conner Luettel; yes, Kim Sheehan; yes, Prusia; yes. **Motion Carried.**

Motion by Brahmsteadt, seconded by Prusia, to authorize the Clerk to obtain additional information and discuss potential purchase terms with the property owner, with any proposed purchase agreement and price to be presented to the Board for separate approval.

Roll Call: Justin Brahmsteadt; yes, Colton Luettel; yes, Conner Luettel; yes, Kim Sheehan; yes, Prusia; yes. **Motion Carried.**

Motion by Sheehan, seconded by Brahmsteadt, to approve the building permit application for interior removal of lath and plaster, installation of drywall, and replacement of windows at 315 Post Street, subject to compliance with applicable Village ordinances and building code requirements.

Roll Call: Justin Brahmsteadt; yes, Colton Luettel; yes, Conner Luettel; yes, Kim Sheehan; yes, Prusia; yes. **Motion Carried.**

Motion by Sheehan, seconded by Brahmsteadt, to approve the building permit application for completed cement work and exterior painting at 375 Elm St. subject to compliance with applicable Village ordinances and building code requirements.

Roll Call: Justin Brahmsteadt; yes, Colton Luettel; abstained, Conner Luettel; yes, Kim Sheehan; yes, Prusia; yes. **Motion Carried.**

Motion by Conner Luettel, seconded by Brahmsteadt, to approve the building permit application for repair of water damage to the porch and restoration of the porch to its original design at 150 Rose Street, subject to compliance with applicable Village ordinances and building code requirements.

Roll Call: Justin Brahmsteadt; yes, Colton Luettel; yes, Conner Luettel; yes, Kim Sheehan; yes, Prusia; yes. **Motion Carried.**

Motion by Sheehan, seconded by Colton Luettel, to approve the building permit application for roof replacement at 505 May Street, subject to compliance with applicable Village ordinances.

Roll Call: Justin Brahmsteadt; yes, Colton Luettel; yes, Conner Luettel; yes, Kim Sheehan; yes, Prusia; yes. **Motion Carried.**

Motion by Colton Luettel, seconded by Brahmsteadt, to approve removal of dead or dying pine trees along the north property line at 315 Ella Street at the property owner's expense.

Roll Call: Justin Brahmsteadt; yes, Colton Luettel; yes, Conner Luettel; yes, Kim Sheehan; yes, Prusia; yes. **Motion Carried.**

Motion by Brahmsteadt, seconded by Conner Luettel, to approve tree removal, including stump removal, within the right-of-way at 535 May Street at the property owner's expense.

Roll Call: Justin Brahmsteadt; yes, Colton Luettel; yes, Conner Luettel; yes, Kim Sheehan; yes, Prusia; yes. **Motion Carried.**

Motion by Brahmsteadt, seconded by Colton Luettel, to find the complaint unfounded and direct the Village Attorney to provide the complainant with a written response containing the findings.

Roll Call: Justin Brahmsteadt; yes, Colton Luettel; yes, Conner Luettel; yes, Kim Sheehan; abstain, Theo Prusia; yes. **Motion Carried.**

Motion by Colton Luettel, seconded by Brahmsteadt, to contact TLS to remove and replace the bridge at 600 Pine Street.

Roll Call: Justin Brahmsteadt; yes, Colton Luettel; yes, Conner Luettel; yes, Kim Sheehan; yes, Prusia; abstain. **Motion Carried**

Motion by Brahmsteadt, seconded by Colton Luettel, to approve Option 2, with preference for the 4.15% certificate of deposit rate if available.

Roll Call: Justin Brahmsteadt; yes, Colton Luettel; yes, Conner Luettel; yes, Kim Sheehan; yes, Prusia; yes. **Motion Carried**

Motion by Colton Luettel, seconded by Brahmsteadt, to approve Resolution 2026-13 concerning a lien for abatement costs at 205 Rose Street.

Roll Call: Justin Brahmsteadt; yes, Colton Luettel; yes, Conner Luettel; yes, Kim Sheehan; yes, Prusia; yes. **Motion Carried**

Discussion

Vacant Registration - Adelle Tonniges listed on the agenda elected not to present questions. No action was taken.

100 Post St. - The Board discussed the potential purchase of property at 100 Post Street from Edwin Najera.

Building Permit 525 May St. - The inspection report from R.O. Youker has not been received. No action was taken. The application will be reconsidered at the November meeting, pending receipt of the report.

Complaint Concerning 345 Elm Street - The Board reviewed a complaint concerning operations at 345 Elm Street. Discussion included the 2024 zoning change, applicable Village ordinances, and allegations of improper discharge into the lagoon. The information reviewed did not substantiate improper discharge. The Village Attorney recommended contacting the engineer regarding monitoring or reassessment based on current operations.

Village Lot Program — Parcel 930126947 - The Board discussed a potential purchase through the Village Lot Program involving Parcel 930126947. The Clerk was directed to update the application form and return the matter for consideration at the November meeting. No formal action was taken.

SENDD Housing Program — Parcel 930127390 - The Board discussed possible acquisition of Parcel 930127390 through a SENDD housing program, including program requirements, acquisition options, and next steps. The Clerk was directed to advise SENDD of the procedures required to proceed. No formal action was taken.

Gymnasium Improvements and Stored Property - The Board reviewed proposed improvements presented by Steve Dey. Discussion included determining ownership of items stored under the stage, obtaining dumpster pricing for cleanup, addressing broken windows on the north side of the building, and revisiting the contents in January.

A proposal to allow the Community Club 60 days to remove its property before the Village conducts a walkthrough was discussed. No action was taken.

Community Center Maintenance - Community Club representatives discussed leaking east windows, resulting wall and carpet damage, roof leaks near seams and vents, possible roof sealant, and pest control needs. Cleaning supplies and housekeeping needs were also discussed. Wendy Wait and Cindy Avery will work with the GCC Housekeeper on housekeeping expectations. The Clerk was directed to contact Tillotson Construction for a quote. No formal action was taken.

Complaint Procedures and Fee Schedule - The Board discussed developing a written complaint policy, including designation of individuals responsible for reviewing complaints, determining appropriate follow-up, and identifying matters requiring Board consideration. The Board also discussed amendments allowing applicable fees to be established by resolution. No action was taken.

Village Shop Building and Insurance Proceeds - The Board discussed replacement of the damaged Village shop building and available insurance proceeds. Approximately $51,000 has been received, with approximately $17,000 in additional proceeds potentially available upon rebuilding and submission of supporting invoices, for a total of approximately $68,000. The Board requested that the insurer be advised that the Village is seeking bids and that additional information be obtained regarding applicable deadlines. No formal action was taken.

Village Development – The board discussed the property that SENDD is interested in as well as noting that there are still two properties available. 1 next to the Gilbert lot and one next to the Presbyterian Church.

Nuisance Properties and Pending Cases

The Board discussed the following properties and cases:

- 525 May Street: Awaiting the inspection report. No action was taken.
- 355 Ella Street: The case had been dismissed because the original conditions had been addressed.
- 400 Plum Street: The Village Attorney recommended dismissal because the cited conditions had been addressed.
- 210 Alice Street: Alley and zoning concerns remained. Trial is scheduled for October 23, 2026.
- 105 Post Street: Concerns remained regarding the yard, shed, house, and unfinished porch. A hearing is scheduled for October 23, 2026.

Clerk was directed by the attorney to attend hearings.

Certificate of Deposit and Money Market Funds - The Board reviewed options for funds held in a certificate of deposit. Option 1 was to leave funds as is. Option 2 proposed placing $83,000 in a three-month certificate of deposit at 4.15%, if available, and approximately $30,000 in a money market account at 3.75% for miscellaneous CDBG invoices.

Maintenance Report

The Board discussed obtaining park fertilizer from Miller Seed and purchasing a spreader. The Clerk was directed to purchase a pull-behind spreader.

The Clerk was also directed to purchase a "No Trespassing" sign at 605 Elm Street because vehicles had been entering the property following demolition of the house. Maintenance will post.

Clerk's Report

The Clerk reported that records confirming replacement of service lines with PVC had not been located. Chris Miller suggested waiting until the March water conference in Kearney for further information. Possible access to a hydrovac machine through nearby communities was also discussed.

A report was provided regarding low water pressure at a resident's property, plumbing inspections, and work to clear the service line. Black poly pipe was reportedly observed.

The Board discussed recreational vehicle parking surfaces and the number of recreational vehicles permitted on residential property. The Village Attorney was directed to draft a proposal limiting recreational vehicles to one per residence

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Final Adjournment

Motion by Kim Sheehan to adjourn. Second by Justin Brahmsteadt.
Roll Call: Justin Brahmsteadt; yes, Colton Luettel; yes, Conner Luettel; yes, Kim Sheehan; yes, Theo Prusia; yes. **Motion Carried.**

Meeting adjourned at 9:56 p.m.

Claims

ASAP Express, water test delivery, $40.00; CL Industries, shed repair and two lagoon discharge lids, $2,005.63; Card Services, office and maintenance supplies/fees, $843.44; Centennial Public Schools, 2026 liquor and tobacco fees, $500.00; Central Valley Ag, gas/fuel, $194.02; City of Stromsburg, mosquito spraying, $288.65; Cuba Construction, cleanup at 605 Ella Street, $8,675.00; Derek Eastman, water deposit refund, $56.00; Great American Financial, Xerox contract, $125.76; JR's Water Sewer Service, water main repair at 730 Beech Street, $2,600.00; Joni Willmot, GCC housekeeping September, $100.00; Juan Reyes, water deposit refund, $36.96; Kinetic, internet, $231.27; Kubota Credit Corp., U.S.A., Kubota lease, $1,578.99; Lee Enterprises, publications, $188.16; Mierau & Co., financial statement, $270.00; Miller & Associates, zoning/CAD drafting, $280.00; NE Public Health and Environmental Lab, water tests, $15.00; One Call Concepts, diggers notices, $44.24; Perennial Public Power District, electricity for Village facilities and streetlights, $1,354.24; Pieper's Inc., Sewer Repair Rose St. $1,420.00; Staples Office Supply, Supplies $34.38; Svehla Law Offices, Professional Fees, $2,822.00; Viaero Wireless, maintenance phone, $59.62; York County Sheriff's Office, Serve Notices $100.00; Internal Revenue Service, July FICA/Medicare, $1,281.65; Internal Revenue Service, July federal withholding tax, $512.00; NE Department of Revenue, July state withholding tax, $250.24; NE Department of Revenue, July sales tax return, $263.05; Internal Revenue Service, FICA/Medicare, $1,228.47; Internal Revenue Service, federal withholding tax, $598.00; NE Department of Revenue, state withholding tax, $284.02; NE Department of Revenue, sales tax return, $254.51; Street Fund, transfer, $550.00; Payroll, $6,461.53.

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Michelle Lowther,
Villager Clerk/Treasurer

Justin Brahmsteadt,
Chairperson