

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA
HELD JANUARY 15, 2025**

THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, met in regular session on January 15, 2025, at 1600 O Street at the hour of 11:30 a.m. This meeting was held in open session as required by Chapter 84, Article 14 of Nebraska State Statutes.

Chairman Knipe called the meeting to order. Roll call: Members present – Shaw, Grant, Knipe, and Zaruba. Member absent – Wilson

Chairman Knipe announced that this was an open meeting, and a copy of the Open Meetings Act is posted on the northeast wall of the Board room.

Chairman Knipe acknowledged the following guest: Jerry Larsen representing property owner at 1105 13th Street.

Jerry Larsen approached the Board with a request to forgive an outstanding balance on property owned by Lavern Fass at 1105 13th Street. Minimums have accrued since March 2024. After discussion, the Board agreed to follow BPW's policy that requires property owners with access to water and wastewater services to pay minimum fees. No action taken.

GM Luhring and Water/Wastewater Manager Slater updated the Board on the Drought Contingency Stage 3 Emergency Watch protocol. The wells are currently maintaining their levels, but four remain at five feet or less above the screen level. The emergency status will remain in place until all wells rebound above five feet. We have purchased test equipment that provides a higher level of accuracy in reading the levels. No action taken.

Chairman Knipe noted that discussion needs to be held regarding minimum billings for lots that have buildings. It was determined that no action would be taken until all Board members are available to decide how to move forward. Item tabled.

GM Luhring provided updates on the Westgate addition, noting that dirt work continues, and construction of water and wastewater lines is expected to begin as weather allows. No action taken.

GM Luhring requested authorization to purchase Chamber Bucks for the employee service awards that will be presented at the employee appreciation dinner. Member Grant made a motion to approve the purchase as presented. Member Zaruba seconded the motion. Members voting aye – Shaw, Grant, Knipe, and Zaruba. Motion carried.

GM Luhring requested authorization to transfer funds in the amount of \$5,694.90 to pre-fund the Flexible Spending Account. Employees reimburse the account through payroll withholding. Member Zaruba made a motion to approve the transfer as requested. Member Grant seconded the motion. Members voting aye – Grant, Knipe, Zaruba, and Shaw. Motion carried.

GM Luhring informed the Board that the 2025 utility rates have been updated, noting increases as follows: Electric rates – 3%, Water rates – 5%, and Wastewater rates – 3%. No action taken.

GM Luhring updated the Board on the NPPD Capacity Purchase Agreement. He noted a redline contract should be available in March for review. A generator in the Power Plant that needs repairs was discussed and it has been confirmed with NPPD that the unit can run on diesel instead of natural gas per the current contract. Repairs will be included in the 2026 budget. No action taken.

GM Luhring and Water/Wastewater Manager Slater provided information on a Letter of Non-Compliance received from Nebraska Department of Environmental Energy regarding the Village of Nemaha's lead and copper water samples. Samples that were shipped out were not received, and timing of the notification from the State did not allow for resampling prior to the deadline, resulting in a compliance issue. Resampling will be scheduled, and the samples will be driven to the State lab to ensure receipt. No action taken.

GM Luhring presented an invoice from Auburn Plumbing and Heating for repairs on the HVAC unit for the Switchgear room and requested input on payment. Luhring noted the unit installed in 2019 required repairs annually. The system was replaced in 2024 after concerns that it would fail to properly cool the switchgear, valued at over \$200,000.00. After discussion, Member Grant made a motion to pay the original invoice of \$557.03. Member Zaruba seconded the motion. Members voting aye – Shaw, Grant, Knipe, and Zaruba. Motion carried.

GM Luhring expressed appreciation to the Board for allowing him to attend the LONM Utilities Section annual conference. No action taken.

GM Luhring requested approval to pursue further action of uncollected accounts in the amount of \$2,216.28, submitted to Collections Associates to pursue further action. Member Zaruba made a motion to approve as requested. Member Shaw seconded the motion. Members voting aye – Knipe, Zaruba, Shaw, and Grant. Motion carried.

AFM Westhart presented the standard financial reports to the Board. Member Grant made a motion to accept the financial reports as presented. Member Zaruba seconded the motion. Members voting aye – Zaruba, Shaw, Grant, and Knipe. Motion carried.

AFM Westhart asked for any objections or exceptions to the General Consent Items listed under Agenda Item #17.

Approve the previous meeting minutes and dispense with the reading of the same.

- a) Approve monthly compensation of officers, management, and employees as previously fixed by the Board.
- b) Approve, ratify, and allow the following checks, recommended transfers and claims submitted for payment during the month.
- c) Transfer funds from E-W-WW Revenue funds into checking for expenses plus the routine interdepartmental transfers in the amount of \$521,000.00.
- d) Approve Free Services Report.

Checks written during the month of December.

AKRS	136.54
American Recycling	20,563.06
Auburn Chamber	1,240.00
Auburn Family Health	175.00
AWWA	375.00
B 103	171.00
Beard, Jim	30.00
Beard's Salvage	38.34
Board Of Public Works	25,363.90
Border States	9,135.83
Bulldog Auto Supply	298.59
Capital Business	2,281.23
Capital One	1,840.43
Caselle Inc	2,018.00
City of Auburn	8,781.06
Clapper, Allen	211.27

Consolidated Plastics	99.50
CopyCat Printing & Signs	212.80
County Publications	1,044.60
Credit Information Services	80.70
DHHS State of Nebraska	205.00
Farley, John	151.39
Filter Care of Nebraska	10.60
Gardner Denver Inc	12,871.59
Glenn's Corner Market	91.32
Grainger Inc	296.78
Hach Chemical Company	763.20
Hawkins Inc	397.86
HDR Engineering	746.28
HireRight Solutions LLC	212.23
Husker Electric	566.28
Interstate All Battery Center	35.91

Jackson Services Inc.	3,312.85
Jackson, Austin	158.52
Johnny's Tire & Battery	1,714.64
Johnson, Jacy	30.00
Kansas Municipal Utilities	750.00
Lincoln Winwater	1,179.85
LONM	65.00
Lynch's Hardware & Gifts	11.96
McMaster-Carr Supply	160.32
Mechanical Sales Inc	906.00
Mellen & Associates Inc.	700.00
Mike's Window Service	30.88
Morrissey, Teresa	600.00
Municipal Pipe Tool	21,780.00
Municipal Supply of NE Inc	1,006.03

One Call Concepts Inc	109.53
Pinpoint Auburn, Inc	434.08
PIP Marketing Signs & Print	3,278.40
Sack Lumber Company	183.53
Tucker, Hallie	30.00
US Cellular	760.59
Village of Brownville	10,605.82
Village Of Johnson	4,500.40
Village of Nemaha	6,430.66
WAPA	31,685.35
Water Engineering Inc	432.11
Wesco Distribution Inc	4,877.70
Witte, Allen	278.00
Wuori, Peyton	152.33
Zoro Tools Inc	398.89

Following discussion Member Grant made a motion to approve the General Consent Items as presented. Member Shaw seconded the motion. Members voting aye – Shaw, Grant, Knipe, and Zaruba. Motion carried.

Reports: Electric, Power Plant, Water/Wastewater, Office.

There being no further business to come before the Board, by unanimous approval the Board adjourned to the next regular Board meeting to be held Wednesday, February 19, 2025, at the hour of 11:30 a.m. at the Board of Public Works Board Room. Chairman Knipe declared the meeting adjourned.

ATTEST:

Chairman

Secretary

CERTIFICATE

I, Tamara L Westhart, Notary Public for the State of Nebraska, do hereby certify the attached and foregoing minutes is a true, correct and conformed copy of proceedings had and done by the Board of Public Works at their January 15, 2025 meeting; all of the subjects acted upon in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and available for public inspection at the Office of the Board; such subjects were contained in the agenda for at least twenty-four hours prior to said meeting; at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public; the said minutes were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body, all in accordance with Chapter 84, Article 14 of Nebraska Statutes.

Tamara L. Westhart, Notary Public in and for the State of Nebraska.
My Commission Expires October 4, 2027.