

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA
HELD JANUARY 10, 2019**

THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, met in regular session on January 10th, 2019 at the regular meeting place of the Board at the hour of 5:30 p.m. This meeting was held in open session as required by Chapter 84, Article 14 of Nebraska State Statutes.

Chairman Knipe announced that this was an open meeting and information about open meetings is posted on the north wall of the Board Room.

Chairman Knipe acknowledged that there were no guests present to address the Board.

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

General Manager (GM) David Hunter updated the Board on the WAPA and OPPD transmission contracts. This contract will expire in December 2020. New contract are managed through SPP. GM Hunter requested Board approval to submit an application to become an SPP NITS customer. Dave Levy from Baird Holm will help us as he is familiar with this process. Following discussion, Member Buman motioned to proceed with the SPP NITS application. Member Zaruba seconded the motion. Roll call: those voting aye – Buman, Knipe, Wilson, Zaruba and Shaw. Chairman Knipe declared the motion carried.

GM Hunter updated the Board on a rate increase from XpressBillPay, our credit card processor. Following discussion, Member Wilson motioned to approve the XpressBillPay rate increase. Member Zaruba seconded the motion. Roll call: those voting aye – Knipe, Wilson, Zaruba, Shaw and Buman. Chairman Knipe declared the motion carried.

GM Hunter presented the 2019 Energy Efficiency Rebate Program and outlined changes to the program. Following discussion, Member Zaruba motioned to approve this program as presented. Member Buman seconded the motion. Roll call: those voting aye – Wilson, Zaruba, Shaw, Buman and Knipe. Chairman Knipe declared the motion carried.

GM Hunter requested Board approval to accept an amendment to the JEO Aquifer Recharge Assessment Project. With the recent abnormal precipitation and high local aquifer levels, our original scope of this project needs to change its focus to the Long's Creek area and the borrow pit property. The purpose of performing the Long's Creek Wetland Restoration and Stream Assessment Project is to investigate the potential to restore the borrow pit into a functional wetland area for water quality, recharge, and outdoor educational possibilities. This amendment to the JEO Project will add an additional \$5,500.00 to our original project cost. Following discussion, Member Buman motioned to accept the amendment to the JEO Aquifer Recharge Assessment Project. Member Shaw seconded the motion. Roll call: those voting aye – Zaruba, Shaw, Buman, Knipe and Wilson. Chairman Knipe declared the motion carried.

GM Hunter presented the annual Villages Franchise Fee payments and a request to change these payments to quarterly. Member Zaruba motioned to approve payment of franchise fees to villages and change payment schedule to quarterly. Member Buman seconded the motion. Roll call: those voting aye – Shaw, Buman, Knipe, Wilson and Zaruba. Chairman Knipe declared the motion carried.

GM Hunter presented an annual donation request from the Auburn Development Council for economic development in the amount of \$1,000.00. Member Shaw motioned to approve this donation request. Member Wilson seconded the motion. Roll call: those voting aye – Buman, Knipe, Wilson, Zaruba and Shaw. Chairman Knipe declared the motion carried.

GM Hunter presented an annual donation request from the Auburn Chamber of Commerce for economic development in the amount of \$800.00. Member Zaruba motioned to approve this donation request. Member Buman seconded the motion. Roll call: those voting aye – Knipe, Wilson, Zaruba, Shaw and Buman. Chairman Knipe declared the motion carried.

GM Hunter updated the Windstream Pole Lease Agreement. Windstream has property on BPW poles. The current agreement is outdated, vague and needs to be updated to ensure cooperation on pole change-out jobs. Following discussion, Board instructed GM Hunter to proceed with additional communications to Windstream regarding Pole Lease Agreements.

GM Hunter requested Board approval to replace a Power Plant water softener that has failed. The softened water is used for the cooling of the engines and to help prevent rusting. The cost of a new unit is \$7,000.00. Following discussion, Member Zaruba motioned to approve this request. Member Buman seconded the motion. Roll call: those voting aye – Zaruba, Shaw, Buman, Knipe and Wilson. Chairman Knipe declared the motion carried.

GM Hunter requested Board approval to purchase a Thermal Camera. The BPW Thermal Program detects hot spots on lines, transformers and inside our operations plants. Following discussion, Member Wilson motioned to approve this purchase. Member Zaruba seconded the motion. Roll call: those voting aye – Shaw, Buman, Knipe, Wilson and Zaruba. Chairman Knipe declared the motion carried.

GM Hunter requested Board approval to renew the Village of Nemaha billing agreement. The only change will be increasing the monthly fee to help cover increased mailing costs. Following discussion, Member Zaruba motioned to approve this agreement. Member Buman seconded the motion. Roll call: those voting aye – Buman, Knipe, Wilson, Zaruba and Shaw. Chairman Knipe declared the motion carried.

GM Hunter opened a discussion on the 2020 Health Insurance renewal. GM Hunter requested a committee be appointed to review current health care and begin negotiations for the 2020 Health Insurance package. Member Zaruba and Knipe volunteered to serve on this committee.

Chairman Knipe opened discussions on a General Manager evaluation and wages. Following discussion, Member Zaruba motioned to increase General Manager, David Hunter's salary to \$98,280.00 annually, representing an increase of 4%, effective January 1, 2019. Member Shaw seconded the motion. Roll call: those voting aye – Buman, Knipe, Wilson, Zaruba and Shaw. Chairman Knipe declared the motion carried.

AFM Bergmeier presented the standard financial reports to the Board and asked for questions regarding the same. Following discussion, Member Buman motioned to accept the financial reports as presented. Member Wilson seconded the motion. Roll call: those voting aye – Zaruba, Shaw, Buman, Knipe and Wilson. Chairman Knipe declared the motion carried.

Chairman Knipe asked for any objections or exceptions to the General Consent Items listed under Agenda Item #18.

- a) Approve the previous meeting's minutes and dispense with the reading of the same.
- b) Approve monthly compensation of officers, management and employees as previously fixed by the Board.
- c) Approve, ratify and allow the following checks written/transfers during the month.
- d) Transfer funds from E-W-WW Revenue funds into checking for expenses, plus the routine interdepartmental transfers to T&D.
- e) Approve filing of Notices of Delinquency with the County Clerk.

f) Transfer of \$533,000.00 to Checking from Revenue.

Checks written during the month of December:

AFLAC	675.90
Ameritas	14,822.19
ASB	500.00
BCBS	17,674.64
Black Hills Energy	142.36
Constellation Energy	1,934.47
DIRECT DEPOSIT TOTAL	71,287.42
Fleet Services	1,954.89
IBEW 1536	654.26
IRS	25,730.69
Mid-American Benefits	1,124.64

NDOR W/H	34,808.16
NEOPOST	100.00
NSF Items	750.36
Paymentech Fee	1,620.78
Standard Life	1,685.30
The Principal Group	802.01
Time Warner/Spectrum	117.22
United Parcel Service	109.77
Verizon Wireless	250.83
Windstream	698.41
XpressBillPay Fee	301.75

Approve the following claims submitted for payment:

A-1 Cellular	232.60
A-1 Locksmith	98.00
Altec Industries	125.08
American Recycling & Sanitation	16,090.38
Auburn Automotive	258.20
Auburn Chamber Of Commerce	800.00
Auburn Towing Service	124.00
B 103	152.00
Beard's Salvage	157.33
Border States / Kriz-Davis	10,391.14
BPW	18,318.40
BTE Corporation	2,750.00
Bulldog Auto Supply	412.90
Capital Business Systems	415.06
Capital One Spark Business	2,366.53
Caselle	1,841.00
City of Auburn	10,152.68
County Publications	74.60
Credit Information Services	54.90
DHHS State of Nebraska	268.00
Diamond Communication	1,893.76
Dugan Business Forms	96.82
Eggers Brothers	119.16
First Wireless	316.85
Frenzel, Craig	30.00
Gilbert Services	139.93
Glenn's Corner Market	107.34
HOA Solutions	888.47
Hoak, Mike	426.00
Horne, Juanita	23.75
Husker Electric	140.06
Industrial Networking	56.17
JEO Consulting Group	1,020.50

Jerry's Electric	2,300.00
Lawson Products	39.66
Lynch's Hardware	41.50
Martin, Charles	145.13
McMaster-Carr Supply	69.78
Mike's Window Service	22.90
Morris, Stacy	33.12
Municipal Supply of NE	194.42
Nemaha County Clerk	20.00
Nemaha Truck Repair	691.25
NPPD	253,695.50
OK Tire	980.46
One Call Concepts	37.53
Paramount Linen & Uniform	1,324.72
Petro Choice	213.03
Petty Cash	37.26
Sack Lumber Company	488.78
Sargent Drilling	1,786.01
Schlender, Cameron	128.79
Shopko	86.01
St of NE - Financial Services	380.00
Stutheit Implement	63.30
T & R Electric Incorporated	3,900.00
The Cleaners	246.02
U S A Blue Book	168.80
US Cellular	333.43
Village of Brownville	12,228.74
Village Of Johnson	18,337.92
Village of Nemaha	10,842.81
Vision Care Direct	287.33
Water Engineering	392.83
Wesco Distribution	950.50

Following discussion, Member Zaruba motioned to approve the General Consent Items as presented. Member Buman seconded the motion. Roll call: those voting aye – Shaw, Buman, Knipe, Wilson and Zaruba. Chairman Knipe declared the motion carried.

Reports: Water / Wastewater Department, Electric Department, Power Plant, Office and other.

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 February 14, 2019 at the hour of 5:30 p.m. at the Board of Public Works Board Room. Chairman Knipe declared the meeting adjourned.

ATTEST:

Chairman

Secretary

CERTIFICATE

I, Wende S. Bergmeier, 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 10, 2019 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.

Wende S. Bergmeier, Notary Public in and for the State of Nebraska.
My Commission Expires July 25, 2022.