

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA
HELD JANUARY 11, 2018**

THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, met in regular session on January, 11, 2018 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 guests present to address the Board.

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

General Manager (GM) David Hunter introduced Craig Jones and Cortland Silliman from First National Capital Markets. Craig and Cortland presented options for refinancing the current BPW Wastewater bonds in an effort to maximize interest savings and shorten the life of the bond issues. Following discussion, Member Zaruba motioned to approve the refinancing the Wastewater bonds with a \$1.5 million dollar buy down, contingent on the City Council's approval. Member Buman seconded the motion. Roll call: those voting aye – Buman, Knipe, Wilson and Zaruba. Chairman Knipe declared the motion carried.

GM Hunter updated the Board on the need to replace BPW meter reading equipment. Staff recommends replacing two handhelds with the next generation Itron MC3 drive-by system. Following discussion, Member Buman motioned to replace meter reading equipment. Member Wilson seconded the motion. Roll call: those voting aye – Knipe, Wilson, Buman and Zaruba. Chairman Knipe declared the motion carried.

GM Hunter presented the annual payment of Franchise Fees to the Villages. Following discussion, Member Zaruba motioned to approve these payments. Member Buman seconded the motion. Roll call: those voting aye – Wilson, Zaruba, Buman and Knipe. Chairman Knipe declared the motion carried.

GM Hunter presented a 2018 donation request from the Auburn Development Council (ADC) in the amount of \$1,000.00. Following discussion, Member Wilson motioned to approve this donation request. Member Zaruba seconded the motion. Roll call: those voting aye – Zaruba, Buman, Knipe and Wilson. Chairman Knipe declared the motion carried.

GM Hunter presented a 2018 donation request from the Auburn Chamber of Commerce in the amount of \$800.00. Following discussion, Member Zaruba motioned to approve this donation request. Member Buman seconded the motion. Roll call: those voting aye – Buman, Knipe, Wilson and Zaruba. Chairman Knipe declared the motion carried.

GM Hunter updated the Board on a URD bore on 17th – 23rd Streets between P & Q Streets. Board approval is requested to get a contractor lined up to install the conduit for a voltage conversion in the blind alley between P & Q Streets. Following discussion, Member Buman motioned to approve this request. Member Zaruba seconded the motion. Roll call: those voting aye – Buman, Knipe, Wilson and Zaruba. Chairman Knipe declared the motion carried.

GM Hunter updated the Board on maturing CD's. Board approval is requested to renew maturing CD's at the best available rates. Following discussion, Member Zaruba motioned to approve this request.

Member Buman seconded the motion. Roll call: those voting aye – Knipe, Wilson, Zaruba and Buman. Chairman Knipe declared the motion carried.

GM Hunter updated the Board on the need to do a required 5 year Water Reservoir/Clear Well cleaning and inspection. Board approval is requested to write a bid spec. to get quotes on a contractor to do this work. Following discussion, Member Zaruba motioned to approve this request. Member Buman seconded the motion. Roll call: those voting aye – Wilson, Zaruba, Buman and Knipe. Chairman Knipe declared the motion carried.

GM Hunter updated the Board on the Water Recharge Permit application public notice. Per State requirements, notice has been published in the Nebraska City Paper, Nemaha County Paper and the Omaha World Herald, once a week for three weeks. The public has until February 2, 2018 to make comments or objections on this application.

Chairman Knipe opened the discussion on IBEW Contract negotiations. At the hour of 6:10pm, Member Buman motioned to go into closed session to discuss IBEW Union Contract negotiations. Member Zaruba seconded the motion. Roll call: those voting aye – Buman, Knipe, Wilson and Zaruba. Chairman Knipe declared the motion carried. At the hour of 6:18pm, Member Buman motioned to come out of closed session. Member Wilson seconded the motion. Roll call: those voting aye – Buman, Knipe, Wilson and Zaruba. Chairman Knipe declared the motion carried.

Accounting and Finance Manager (AFM) Wende 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 – Buman, Knipe, Wilson and Zaruba. Chairman Knipe declared the motion carried

Chairman Knipe asked for any objections or exceptions to the General Consent Items listed under Agenda Item #15.

- 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) Transfer of \$557,000.00 to Checking from Revenue.

Checks written during the month of December:

AFLAC	568.52
Ameritas	13,648.84
ASB	500.00
BCBS	19,081.26
Black Hills Energy	133.58
DIRECT DEPOSIT TOTAL	67,546.42
Fleet Services	2,350.49
IBEW	685.82
IRS	28,532.77
Mid-American Benefits	1,422.48
NDOR	33,794.08

NE child Support	664.00
NEOPOST	100.00
NSF Items	498.96
Paymentech Fee	1,624.19
Standard Life	1,740.89
The Principal Group	745.00
Time Warner Cable	117.22
Verizon Wireless	166.45
Windstream	694.91
XpressBillPay Fee	271.00

Approve the following claims submitted for payment:

American Recycling & Sanitation	16,117.35
American Safety Utility	163.44
Auburn Development Council	1,000.00

Auburn Family Health	106.00
B 103	152.00
Baird Holm	1,651.50

Beard's Salvage	61.67
Bilco Company	57.50
Blackburn Manufacturing	342.66
Blankenship, Leigh Anne	289.42
BPW	22,686.29
Bulldog Auto Supply	239.85
Capital Business Systems	565.28
Capital One	1,356.80
Caselle	1,205.00
CCS	1,884.00
City of Auburn	9,299.21
Concrete Industries	282.36
Cooper, Kennedi	176.82
County Publications	204.27
Credit Information Services	80.10
DHHS St of NE	165.00
Diamond Communications	1,479.65
Dutton-Lainson	3,125.39
Eggers Brothers	82.44
First Wireless	404.33
Glenn's Corner Mkt	87.33
HD Supply White Cap	2,289.73
HireRight Solutions	96.42
HOA Solutions	639.00
Hoak, Mike	426.00
Husker Electric	2,715.76
Industrial Networking Solutions	803.82
Kalkwarf, Kenny	35.16
Kriz-Davis	2,006.73
McMaster-Carr Supply	65.85
Mechanical Sales	716.00
Meier, Kevin	300.00

Meyer Earp	882.99
Mid-American Signal	353.00
Mid-Continent Sales	3,186.12
Mid-Iowa Solid Waste Equip	412.61
Mike's Window Svc	11.45
Municipal Supply of NE	325.60
NE Dept of HHS	600.00
NPPD	309,917.52
Northern Safety	129.72
OK Tire	203.81
One Call Concepts	64.26
Orscheln	12.75
Paramount Linen & Uniform	1,347.10
Petty Cash	43.73
Quintanilla, Gamaliel	260.62
Sack Lumber	39.36
Sandy Brae Laboratories	76.00
Smith & Loveless	200.09
T & R Electric	1,835.00
The Cleaners	249.22
U S A Blue Book	196.03
UPS	117.94
US Cellular	157.89
Village of Brownville	10,830.43
Village Of Johnson	17,366.71
Village of Nemaha	9,855.98
Vision Care Direct	316.21
Water Engineering	785.66
Wesco Distribution	3,576.54

Following discussion, Member Wilson motioned to approve the General Consent Items as presented. Member Zaruba seconded the motion. Roll call: those voting aye – Knipe, Wilson, Zaruba and Buman. 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 8, 2018 at the hour of 5:30 p.m. at the Board of Public Works Board Room. Chairman Knipe declared the meeting adjourned.

Chairman

ATTEST:

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 11, 2018 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, 2018.