

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA
HELD FEBRUARY 8, 2018**

THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, met in regular session on February 8, 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 – Shaw, Buman, Knipe and Zaruba. Member Wilson was absent.

General Manager (GM) David Hunter updated the Board on a claim settlement offer received for damages to a street light pole on Hwy. 73/75 in June of 2017. The BPW incurred \$1,488.73 in losses. The driver's coverage is not enough to cover the total losses and we are being offered a prorated settlement of \$400.47. The Board can accept this settlement or file a personal claim for the total amount of the losses we incurred. Following discussion, Member Buman motioned to accept the claim settlement as presented. Member Shaw seconded the motion. Roll call: those voting aye – Buman, Knipe, Zaruba and Shaw. Chairman Knipe declared the motion carried.

GM Hunter presented the 2017 Uncollected Funds List for Board review and approval. 2017 Uncollected Funds totaled \$2,621.51. These are accounts that have been turned over to the collection agency. Following discussion, Member Zaruba motioned to approve the Uncollected Funds list as presented. Member Buman seconded the motion. Roll call: those voting aye – Knipe, Zaruba, Shaw and Buman. Chairman Knipe declared the motion carried.

GM Hunter updated the Board on Labor Costs. These are the hourly labor costs used to bill customers or villages for work performed. Board approval is requested to increase the hourly labor rate to \$42.00 per hour. Following discussion, Member Zaruba motioned to approve the increased labor rate. Member Buman seconded the motion. Roll call: those voting aye – Zaruba, Shaw, Buman and Knipe. Chairman Knipe declared the motion carried.

GM Hunter presented an opportunity to join the Nebraska Community Energy Alliance (NCEA) and Electric Transportation Partners (ETP). Membership represents and promotes advanced technologies that may be able to bring electric car charging stations to Auburn. Following discussion, Member Buman motioned to approve this membership. Member Zaruba seconded the motion. Roll call: those voting aye – Zaruba, Shaw, Buman and Knipe. Chairman Knipe declared the motion carried.

GM Hunter presented the 2018 - 2020 IBEW Contract for Board review and approval. Following discussion, Member Zaruba motioned to approve this contract as presented. Member Shaw seconded the motion. Roll call: those voting aye – Shaw, Buman, Knipe and Zaruba. Chairman Knipe declared the motion carried.

GM Hunter presented the 2018-2020 Auburn BPW Wage Schedule for Board review and approval. Following discussion, Member Zaruba motioned to approve the 2018-2020 wage schedule as presented. Member Shaw seconded the motion. Roll call: those voting aye – Buman, Knipe, Zaruba and Shaw. Chairman Knipe declared the motion carried.

Accounting and Finance Manager (AFM) Wende Bergmeier presented the March 1st Newsletter for Board review and approval. Member Shaw motioned to approve the March 1st Newsletter. Member Zaruba seconded the motion. Roll call: those voting aye – Knipe, Zaruba, Shaw and Buman. Chairman Knipe declared the motion carried.

GM Hunter presented a DEQ Planning Grant for Sewer Line Camera Specs for Board review and approval. Quotes are needed from companies that do this type of work. Board approval is requested to advertise this spec for pricing. Following discussion, Member Buman motioned to approve this request. Member Zaruba seconded the motion. Roll call: those voting aye – Zaruba, Shaw, Buman and Knipe. Chairman Knipe declared the motion carried.

GM Hunter updated the Board on the Wastewater Bond refinancing. It appears that under current conditions, we are going to need to add some additional funding to realize the savings planned for. GM Hunter will bring this back to the Board next month for further discussion.

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 Zaruba seconded the motion. Roll call: those voting aye – Shaw, Buman, Knipe 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 #14.

- 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 \$656,000.00 to Checking from Revenue.

Checks written during the month of January:

AFLAC	568.52
Ameritas	14,429.58
ASB	500.00
BCBS	28,339.09
Black Hills Energy	200.84
DIRECT DEPOSIT TOTAL	77,709.42
Fleet Services	1,807.32
IBEW 1536	687.92
IRS	28,893.12
Mid-American Benefits	2,922.59
NDOR	34,578.48

NE Child Support	664.00
NEOPOST	100.00
NSF & Adjustment Items	264.07
Paymentech Fee	1,746.42
Standard Life	1,764.36
The Principal Group	766.79
Time Warner Cable	117.22
Verizon Wireless	185.23
Vision Care Direct	3.92
Windstream	696.83
XpressBillPay Fee	271.90

Approve the following claims submitted for payment:

A-1 Locksmith	43.00
American Recycling & Sanitation	16,107.23
Auburn Plumbing/Heating	25.05
B 103	171.00
Baird Holm	3,123.10

Beard's Salvage	38.24
BPW	25,637.26
Brook, Amanda	59.92
Brownville Concert Series	55.00
Brownville Village Theatre	100.00

Bulldog Auto Supply	130.93
Capital Business Systems	857.33
Capital One	2,112.21
Carpenter Paper	195.98
Caselle	1,205.00
Catlett Surveying	750.00
City of Auburn	13,584.86
Clark, Jelayne	1,200.00
County Publications	123.28
DHHS State of Nebraska	444.00
Dugan Business Forms	88.04
Dutton-Lainson	118.89
Eggers Brothers	115.71
Filter Care of Nebraska	15.20
First United Methodist Church	775.00
Fund, Wayne	5.04
Gatehouse Media	117.46
Glenn's Corner Market	89.18
Hawkins Inc	87.88
HOA Solutions	683.25
Hoak, Mike	426.00
Hunter Jr, David A	239.30
Husker Electric	251.60
Itron	1,571.34
KJ Whitehorse Bar & Grill	23.47
Kriz-Davis	511.86
Lawson Products	24.81
League Of Municipalities	445.00

Lincoln Winwater	1,090.47
Lynch's Hardware	17.78
Mike's Window Service	11.45
Municipal Supply of NE	2,394.62
Nemaha County Treasurer	436.56
NPPD	341,304.66
Olsson Associates	537.04
One Call Concepts	35.55
Palmer, Nathan	6.93
Paramount Linen & Uniform	1,669.25
Petty Cash	213.84
Sack Lumber	39.67
Shopko	87.26
Stutheit Implement	400.89
T & R Electric	734.00
The Cleaners	291.83
Thumann, Corey	157.23
Tincher Of Auburn	107.18
UPS	144.58
US Cellular	313.46
Utility Service Co	24,893.00
Village of Nemaha	3,573.04
Vision Care Direct	327.97
Water Engineering	392.83
Wesco Distribution	25.77

Following discussion, Member Zaruba motioned to approve the General Consent Items as presented. Member Buman seconded the motion. Roll call: those voting aye – Buman, Knipe, Zaruba and Shaw. 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 March 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 February 8, 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.