

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA
HELD FEBRUARY 9, 2017**

THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, met in regular session on February 9th, 2017 at the regular meeting place of the Board at the hour of 6:00 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 was posted on the north wall of the Council Chamber by the entrance.

Chairman Knipe acknowledged that there were guests present to address the Board.

Chairman Knipe called the meeting to order and requested an additional roll call: Members present – Shaw, Buman, Knipe, Wilson and Zaruba.

Carla Mason addressed the Board regarding her concerns about customer service towards landlords over the past 10 years. Her concerns stem from recent disconnects to rental properties that she manages. Following discussion, the Board agreed to have BPW staff implement a specific landlord notification to be mailed when their rental property is delinquent and subject to utility shutoff.

General Manager (GM) David Hunter presented the annual list of uncollected accounts for Board review and approval. Member Buman motioned to approve the list of uncollected accounts. Member Wilson seconded the motion. Roll call: those voting aye – Knipe, Wilson, Zaruba, Shaw and Buman. Chairman Knipe declared the motion carried.

GM Hunter presented a concern from Rhonda and Brian Clark regarding a 2014 line extension to a property outside the city limits of Johnson. Due to the Clark's not being in attendance to address the Board with their concerns, the issue died without a motion.

GM Hunter presented a Water/Wastewater Operator Agreement request from the Village of Brock. Following discussion, Member Zaruba motioned to enter into a one-year agreement with the Village of Brock to provide a Water/Wastewater Operator with an automatic agreement renewal. Member Buman seconded the motion. Roll call: those voting aye – Zaruba, Shaw, Buman, Knipe and Wilson. Chairman Knipe declared the motion carried.

GM Hunter presented a proposal to have HOA connect the 6th Street Lift Station to the SCADA System, similar to how the Magnolia and the 27th Street Lift Station are connected. We budgeted for two lift stations for \$30,000.00 and the estimate from HOA for the 6th Street Lift Station is just over \$12,000.00. Following discussion, Member Buman motioned to move forward with connecting the lift stations to the SCADA System as requested. Member Wilson seconded the motion. Roll call: those voting aye – Shaw, Buman, Knipe, Wilson and Zaruba. Chairman Knipe declared the motion carried.

GM Hunter opened a discussion regarding changing the time and location of the BPW monthly Board meetings. Following discussion, Member Zaruba motioned to move the BPW Board meetings back to the BPW Board Meeting Room at 5:30pm on the second Thursday of each month. Member Shaw seconded the motion. Roll call: those voting aye – Buman, Knipe, Wilson, Zaruba and Shaw. Chairman Knipe declared the motion carried.

GM Hunter presented a need for participants to sit on the Source Water Protection Plan Committee. Following discussion, Members Knipe and Shaw volunteered to work with GM Hunter to review a pool

of potential participants and reach out to find three participants from local agriculture and two nonpolitical participants.

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

Chairman Knipe asked for any objections or exceptions to the General Consent Items listed under Agenda Item #12.

- 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 \$570,000.00 to Checking from Revenue.

Checks written during the month of January:

2017 Flex Spending	19,712.00
AFLAC	584.50
Ameritas	6,681.00
ASB	60.00
BCBS	16,016.17
Black Hills Energy	133.58
Cypress Medical	2,756.40
DIRECT DEPOSIT TOTAL	74,487.15
Fleet Services	1,764.85
Hasler	100.00
IBEW 1536	740.47
IRS	13,897.17

Mid-American Benefits	3,251.79
NDOR	32,181.52
NDOR W/H	4,221.79
NE Child Support	332.00
NSF CKS	501.14
Paymentech Fee	1,620.10
Standard Life	1,635.01
The Principal Group	599.40
Time Warner	107.24
Verizon Wireless	85.08
Windstream	656.58
XpressBillPay Fee	249.10

Approve the following claims submitted for payment

American Recycling & Sanitation	15,639.34
Arbor Manor	1,105.05
Auburn Development Council	1,000.00
Auburn Family Health Center	411.00
Auburn Plumbing	4.24
B 103	171.00
Ballantine	193.54
Beard's Salvage	123.33
Bohl Plumbing	38.86
BPW	23,406.89
Brownville Village Theatre	100.00
Bulldog Auto Supply	1,927.54
Capital Business Systems	268.61

Carpenter Paper	146.95
Caselle Inc	1,205.00
City of Auburn	10,631.07
County Publications	42.68
Credit Information Services	80.10
D.R. Thomas	348.27
DHHS State of Nebraska	334.00
Diamond Marketing	1,894.54
Eakes Office	92.07
Eggers Brothers	315.94
First Bank Card Center	2,416.06
G & P Development Landfill	118.13
General Fire & Safety Equip	2,290.55

Glenn's Corner Mkt	172.45
Hawkins Inc	108.22
HireRight	33.70
HOA Solutions	1,601.11
Hoak, Mike	426.00
Huckleberrys	19.39
Husker Electric	5,407.98
Interstate All Battery	924.00
Itron Inc	2,448.64
Kriz-Davis Company	5,259.47
Lynch's Hardware	30.82
Marc	686.54
McGill Restoration	5,540.00
McMaster-Carr Supply	178.52
Metering and Tech Solutions	681.21
Mid-American Benefits	307.50
Mid-Iowa Solid Waste Equip Co	278.85
Midwest Systems/Breaker Express	33.21
Mike's Window Svc	11.45
Municipal Supply of NE	3,017.81
Nemaha County Clerk	52.00
Nemaha Truck Repair	1,189.51
Northern Safety	90.53
NPPD	304,723.29
OK Tire	227.44

Olsson Associates	1,612.36
Omaha Door	523.00
One Call Concepts Inc	28.35
Orscheln	156.12
Paramount Linen&Uniform	1,702.05
Petty Cash	31.91
Sack Lumber	39.18
Slater, Harley A	238.00
Striggow, Randy	480.00
Stutheit Implement	35.34
Sunmart	59.12
T & R Electric Incorp	2,487.00
THairapy	128.14
Tincher Of Auburn	1,024.42
UPS	72.05
US Cellular	148.25
Utility Equipment Co	93.72
Vessco Inc	645.82
Village of Nemaha	3,605.89
Vision Care Direct	271.65
WAPA	31,653.38
Water Engineering	392.83
Waters, Mike	410.00
Willco Inc	299.00
Wynn, Troy	20.00

Following a brief discussion, Member Buman motioned to approve the General Consent Items as presented. Member Zaruba seconded the motion. Roll call: those voting aye – Zaruba, Shaw, Buman, Knipe and Wilson. 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 09, 2017 at the hour of 5:30 p.m. at 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 9th, 2017 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.