

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA
HELD MARCH 15, 2023**

THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, met in regular session on March 15, 2023, 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, Wilson, and Zaruba.

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 guests: Brent Peterson, HDR Project Engineer and Angelo Ligouri, City Attorney.

Chairman Knipe noted that Jane Andrew was not present to address board regarding her requested agenda item. No further action.

GM Hunter reviewed the Brownville Historical Society's request to donate electricity charges to the Southeast Nebraska Welcome Center that is being developed with grant funding. After discussion, the agenda item died for lack of a motion.

Chairman Knipe stated the Board will enter closed session per the Nebraska Open Meetings Act. The purpose was to discuss potential litigation regarding easements for the Sewer Line Lining Project. Member Zaruba made motion to enter closed session at 11:36 a.m. Member Shaw seconded the motion. Members voting aye – Shaw, Grant, Knipe, Wilson and Zaruba. Motion carried.

Member Grant made a motion to exit closed session at 12:01 p.m. Member Zaruba seconded the motion. Members voting aye – Grant, Knipe, Wilson, Zaruba, and Shaw. Motion carried.

GM Hunter introduced Brent Peterson, HDR Project Engineer for the Sewer Line Lining Project. The single bid received from Municipal Pipe Tool Company was reviewed. It was noted, the total bid of \$624,017.00 was split into two phases. Phase I - \$371,636.00 and Phase II - \$252,381.00. Peterson made a recommendation to move forward with the project. After discussion, Member Zaruba made a motion to move forward with both phases as presented, requesting a start date after August 1, 2023. Member Wilson seconded the motion. Members voting aye – Wilson, Zaruba, Shaw, Grant, and Knipe. Motion carried.

GM Hunter requested approval to transfer funds for the Series 2021 Wastewater Bond interest payment in the amount of \$3,177.50. Payment due date is April 1, 2023. Member Grant made a motion to transfer funds and make payment as requested. Member Shaw seconded the motion. Members voting aye – Zaruba, Shaw, Grant, Knipe, and Wilson. Motion carried.

GM Hunter provide information from the reservoir/clear well inspection that was recently completed. Concerns with rust and barnacles on the intake pipe and minor leaks in the wall were addressed. GM Hunter requested permission to hire professional services to review the issues, provide recommendations for options to make repairs and determine a time frame that the issues should be addressed. The Board requested GM Hunter contact companies for cost estimates to complete and evaluate concerns. No further action.

GM Hunter updated the Board on the Peru Water Line. He noted that the majority of the pipe has been installed and they have started the building structure that will connect the line to the Auburn Water Plant. BPW is meeting with entities to determine operation procedures. No further action.

Chairman Knipe stated the Board will enter closed session per the Nebraska Open Meetings Act. The purpose to discuss the IBEW contract for employee benefits and wages. Member Grant made motion to enter closed session at 12:26 p.m. Member Zaruba seconded the motion. Members voting aye – Knipe, Wilson, Zaruba, Shaw, and Grant. Motion carried.

Member Zaruba made a motion to exit closed session at 12:31 p.m. Member Grant seconded the motion. Members voting aye – Knipe, Wilson, Zaruba, Shaw, and Grant. Motion carried.

Chairman Knipe stated the Board will enter closed session per the Nebraska Open Meetings Act. The purpose to discuss personnel. Member Zaruba made motion to enter closed session at 12:32 p.m. Member Shaw seconded the motion. Members voting aye – Grant, Knipe, Wilson, Zaruba and Shaw. Motion carried.

Member Zaruba made a motion to exit closed session at 1:29 p.m. Member Grant seconded the motion. Members voting aye – Zaruba, Shaw, Grant, Knipe, and Wilson. 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 Shaw seconded the motion. Members voting aye – Shaw, Grant, Knipe, Wilson, and Zaruba. Motion carried.

AFM Westhart asked for any objections or exceptions to the General Consent Items listed under Agenda Item #13.

Approve the previous meeting’s 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 \$494,000.00.
- d) Approve Free Services Report.

Checks written during the month of February.

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| AKRS Equipment | 80.69 |
| American Recycling | 20,309.65 |
| Aramark Uniform | 288.28 |
| Auburn Auto Center | 4,908.24 |
| Auburn Family Health | 151.00 |
| B 103 | 152.00 |
| Beard's Salvage | 47.18 |
| Blackburn Manufacturing | 858.85 |
| Board Of Public Works | 22,416.08 |
| Border States | 10,281.54 |
| Bulldog Auto Supply | 193.79 |
| Capital Business Systems | 404.62 |
| Capital One | 6,691.32 |
| Caselle Inc | 1,940.00 |
| City of Auburn | 16,612.62 |
| County Publications | 160.00 |
| Credit Information Services | 49.80 |
| DHHS State of Nebraska | 202.00 |
| 3 M | 134.54 |
| Eggers Brothers Inc | 82.08 |
| El Portal | 718.33 |
| Farmers Union Coop | 30.59 |
| Filter Care | 179.00 |

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| Frontier Cooperative | 242.82 |
| Glenn's Corner Market | 156.59 |
| Grainger Inc | 698.37 |
| Hamilton Associates | 1,935.00 |
| Hawkins Inc | 391.77 |
| HDR Engineering Inc | 1,986.36 |
| HOA Solutions Inc | 4,102.40 |
| Husker Electric | 830.64 |
| Inland Potable Services | 5,900.00 |
| Jackson Services Inc. | 1,459.89 |
| Johnny's Tire & Battery | 676.68 |
| LARM | 483.03 |
| LifeGuard MD, Inc. | 721.87 |
| Lincoln Winwater | 2,906.05 |
| Lynch's Hardware & Gifts | 17.17 |
| McMaster-Carr Supply | 366.96 |
| Merz Ink | 404.19 |
| Metering and Technology | 1,275.38 |
| Meyer-Earp Auto | 78.02 |
| Midwest Laboratories Inc | 220.00 |
| Mike's Window Service | 43.14 |
| Municipal Supply of NE | 67.12 |
| NDEE | 125.00 |

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| Nemaha County Clerk | 30.00 |
| Nichols, Teresa | 300.00 |
| One Call Concepts Inc | 185.12 |
| Paper Tiger Shredding | 406.80 |
| Petty Cash | 141.92 |
| Pinpoint Auburn, Inc | 533.03 |
| Pioneer Industrial | 1,178.77 |
| PIP Marketing | 5,104.42 |
| Rhodus, Cady | 426.00 |
| Sack Lumber Company | 356.34 |
| Safety-Kleen Systems Inc | 404.98 |

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| Smith & Loveless Inc | 217.87 |
| Sunbelt Solomon Services | 9,724.38 |
| US Postal Service | 4,000.00 |
| US Cellular | 669.40 |
| Village of Brownville | 7,589.37 |
| Village of Nemaha | 3,833.77 |
| Water Engineering Inc | 432.11 |
| WAPA | 30,381.22 |
| Westhart, Tamara | 369.71 |
| Zoro Tools Inc | 388.87 |

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

Reports: Electric, Power Plant, Water / Wastewater Department, 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 Wednesday, April,19, 2023, 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 March 15, 2023 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, 2023.