

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA
HELD March 17, 2021**

THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, met in regular session on March 17, 2021 at the regular meeting place of the Board 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 information about open meetings is posted on the north wall of the Board Room.

Chairman Knipe acknowledged guests from Auburn Development Council (ADC), Kim Beger and Leslie Clark and David Swanson from the Nemaha County Herald.

Chairman Knipe recognized David Swanson who informed the Board that Peru held a townhall meeting and shared that an article that addressed the water line would be posted on the Peru Facebook page.

Chairman Knipe introduced Kim Beger and Leslie Clark from ADC, Beger provided information on a grant from NPPD that would provide funding to prepare a 24 acre-site owned by the City of Auburn, to be “Site Ready for Marketing”. Member Wilson made a motion to provide a letter of support for the ADC. Member Grant seconded the motion. Those voting aye – Grant, Knipe, Zaruba, Shaw and Wilson. Motion carried.

GM Hunter updated the Board on the office remodel bid process. A bid in the amount \$14,978.82 was received from LaVigne Construction, in addition to the original \$22,000.00 estimate received from Jobs Construction. The bid requested that the contractor recycle existing light fixtures. The Board requested that GM Hunter research the cost to replace lighting. GM Hunter will get the information and provide at the next Board meeting. After discussion, Member Zaruba made a motion to accept the bid from LaVigne Construction. Member Shaw seconded the motion. Those voting aye – Knipe, Wilson, Zaruba, Shaw and Grant. Motion carried.

GM Hunter presented information on the Long-Term Disability and Life Insurance quotes provided by our insurance broker, USI. Two of the four quotes submitted, provided BPW with the required coverages. One of which was from Guardian who provided a quote of \$9,861.48, a savings of \$3,598.52 over the current provider. Member Zaruba made a motion to accept the quote from Guardian. Member Grant seconded the motion. Those voting aye – Wilson, Zaruba, Shaw, Grant, and Knipe. Motion carried.

GM Hunter presented the Allocation of Cash Reserves to the Board. Member Grant made a motion to accept the allocation. Member Shaw seconded the motion. Those voting aye – Zaruba, Shaw, Grant, Knipe, and Wilson. Motion carried.

GM Hunter provided an update on transfer of wire funds for interest accrued on the Series 2021, 2018 Bond refinance. Funds were wired in the amount of \$18,896.60 to cover the interest owed at closing. Member Wilson made a motion to approve the wiring of accrued interest. Member Zaruba seconded the motion. Those voting aye – Shaw, Grant, Knipe, Wilson and Zaruba. Motion carried.

GM Hunter requested guidance on opening the office to the public. After discussion, noting safety protocols have been implemented, the Board granted permission to open the office to the public. No future action.

GM Hunter updated the Board on the Transmission Line/Substation projects. There is an estimated 4-6 weeks to completion. IES has requested a progress payment in the amount of \$224,606.87. Member

Zaruba made a motion to submit payment to IES. Member Grant seconded the motion. Those voting aye – Knipe, Wilson, Zaruba, Shaw and Grant. Motion carried.

Harold K. Scholz has requested a progress payment in the amount of \$454,800.34. Member Wilson made a motion to submit payment to Harold K. Scholz. Member Shaw seconded the motion. Those voting aye – Wilson, Zaruba, Shaw Grant and Knipe. Motion carried.

GM Hunter provided information on progress of the Peru water line. Disinfection chemicals are being researched and a route has been laid out for approximately 58,000 feet of pipe. A decision has been made not to utilize the BPW’s old booster house, but to build a new station that would meet code requirements. It is estimated that it will be a year before construction begins. No further action.

GM Hunter requested permission to file Notice of Delinquency’s (NOD) for outstanding accounts, and to file a release of NOD for an account balance that has been collected with the Nemaha County Courthouse. Member Zaruba made a motion to file NOD’s and a release on properties at the Courthouse. Member Grant seconded the motion. Those voting aye – Zaruba, Shaw, Grant, Knipe, and Wilson. Motion carried.

Accounting and Finance Manager presented the standard financial reports to the Board. Member Zaruba made a motion to accept the financial reports as presented. Member Wilson seconded the motion. Roll call: those voting aye – Zaruba, Shaw, Grant, Knipe, and Wilson. Motion carried.

Member Shaw excused himself from the meeting at 12:05 p.m.

Chairman Knipe asked for any objections or exceptions to the General Consent Items listed under Agenda Item #14.

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) Approval of delinquent water and wastewater accounts.
- d) Approve filing of Notices of Delinquency with the County Clerk.
- e) Transfer funds from E-W-WW Revenue funds into checking for expenses, plus the routine interdepartmental transfers in the amount of \$1,125,000.00
- f) Approve Free Service Report.

Checks written during the month of February.

All Needs	856.66
Altec Industries Inc	36.15
American Recycling	16,227.74
Auburn Automotive Inc.	134.22
Auburn Family Health	105.00
B 103	152.00
Beard's Salvage	60.50
Black Hills Energy	133.58
Blackburn Manufacturing	504.12
Blacketer, Nathan	58.55
Board Of Public Works	46,279.99
Border States Industries	523.23
Capital Business Systems, Inc	397.74
Capital One Spark Business	3,242.37
Caselle Inc	1,883.00
Chase Paymentech	2,175.01

City of Auburn	12,220.33
Collection Associates	71.89
County Publications	105.57
Crescent Electric Supply Co	1,966.47
DHHS State of Nebraska	354.00
Eggers Brothers Inc	1,048.87
Emshoff, Alyssa Nicole	13.38
Eric Benjamin	75.00
Foster, Estate of Joshua	19.32
Frontier Cooperative	631.06
Glenn's Corner Market	83.37
Grainger Inc	26.07
Hamilton Associates PC	2,450.00
Harold K Scholz Company	454,800.34
Hoak, Mike	426.00
IES Commercial Inc	224,606.87

JEO Consulting Group Inc	1,610.70
Johnny's Tire & Battery	899.04
Lincoln Winwater	581.03
Lynch's Hardware & Gifts	127.94
McMaster-Carr Supply	69.34
Mid-American Benefits Inc	733.20
Mike's Window Service	12.78
NE Department of Revenue	29,630.26
NPPD	238,815.51
Northern Tool	489.98
Olsson	28,658.99
Omaha Public Power District	25,954.85
One Call Concepts Inc	34.49
Paramount Linen & Uniform	1,611.48
Petro Choice	247.79
Petty Cash	215.04
Putscher, Bryan	191.40
Quadient	100.00
RESCO	814.73

Sack Lumber Company	13.38
Scantron	1,360.00
Southwest Power Pool	10,904.61
Stephon, Rocha	167.75
Sullivan, Joseph	203.55
The Cleaners	42.60
United Parcel Service	33.08
US Cellular	283.01
VanDyke, Anakin Guy	245.54
Verizon Wireless	408.27
Village of Brownville	6,842.29
Village of Nemaha	3,718.90
Water Engineering Inc	392.83
Wesco Distribution Inc	716.76
WAPA	26,081.42
WEX Fleet Universal	1,597.09
Wiles, Darcy	268.50
Windstream	673.10
Xpress Bill Pay	401.08

Following discussion, Member Grant motioned to approve the General Consent Items as presented. Member Zaruba seconded the motion. Roll call: those voting aye – Grant, Knipe, Wilson, and Zaruba. 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 Wednesday, April 21, 2021 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 17, 2021 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.