

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA
HELD APRIL 16, 2025**

THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, met in regular session on April 16, 2025, at 1600 O Street at 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: Sandy Korby – Owner of Flower Farmer, Joel Kelsay, and Brian Lavigne - Lavigne Construction.

Chairman Knipe introduced Sandy Korby owner of Flower Farmer. Korby provided information about floral business and submitted detailed information on water conservation efforts that she has implemented for her flower farm. She requested permission to water her crops for one hour each week if needed. After discussion, the Board authorized the additional water for her crops requested. No action taken.

Chairman Knipe introduced Joel Kelsay property owner of 610 10th Street. Kelsay requested the Board's consideration to reimburse costs for sewer installation at this property. After discussion, the Board requested more information and tabled the item for the May 21st Board meeting. No action taken.

GM Luhring requested permission to proceed with the budgeted office kitchen upgrade for \$13,728.16. After discussion, Member Zaruba made a motion to approve the upgrade as presented. Member Shaw seconded the motion. Members voting aye – Wilson, Zaruba, Shaw, Grant, and Knipe. Motion carried.

GM Luhring provided updates on the Westgate addition, noting that four water tie ins are complete. The electrical department will install cable sleeves so that electrical lines can be pulled in after street construction is complete. The project is currently on schedule. No action taken.

GM Luhring provided information on the Drought Contingency Stage 3 Emergency, noting that wells have rebounded slightly. Luhring noted that crews continue to be diligent with leaks and customers are notified that water conservation is essential to maintaining reservoir levels. Questions were raised about the cost of trucking; it is explained that there is substantial cost to bringing water in from outside sources. It was noted that BPW will work with customers as needed for special circumstances. No action taken.

GM Luhring updated the Board on progress of the water source supply project. Nebraska City Utilities will work with JEO to study feasibility of connecting to their utilities for supplemental water. He also recommended that we contact Miller Associates to review and possibly update plans to pull water from the Missouri River. The Board also discussed the possibility of a shorter-term project and would like to reconsider potential extraction from the Little Nemaha River. The Board subcommittee and Miller will review this option to determine if it is practical. No action taken.

GM Luhring presented the Guardian Life Insurance renewal information for employee benefits, noting that the rates remain the same. Member Grant made a motion to accept the renewal request as presented. Member Zaruba seconded the motion. Members voting aye – Knipe, Wilson, Zaruba, Shaw, and Grant. Motion carried.

GM Luhring requested direction for renewing CDs if bids submitted result in a tie. The Board determined that the institution holding the largest amount of pledges would be awarded the bid. No action taken.

GM Luhring noted the BPW pledge policy for funds held in institutions is being updated by Attorney Ligouri. The policy will be presented at the May 21, 2025, Board meeting. No action taken.

GM Luhring presented a net metering/interconnection policy that includes service greater than 25 KW. The approval process includes an application, fee payment, a requirement for a generation meter. Member Grant made a motion to replace the current policy with the new policy as presented. Member Shaw seconded the motion. Members voting aye – Shaw, Grant, Knipe, Wilson, and Zaruba. Motion carried.

GM Luhring requested approval of a recruitment search agreement with Insight. The agreement requires a \$7,000.00 downpayment. After discussion, Member Zaruba made a motion to approve the agreement as presented. Member Wilson seconded the motion. Members voting aye – Grant, Knipe, Wilson, Zaruba, and Shaw. Motion carried.

GM Luhring requested closed session to discuss damages to property at 1621 16th street in Auburn due to potential litigation. Member Zaruba made a motion to enter closed session at 12:35 p.m. to discuss the damages. Member Grant seconded the motion. Members voting aye – Grant, Knipe, Wilson, Zaruba, and Shaw. Motion carried.

Member Grant made a motion to exit closed session at 12:43 p.m. Member Shaw seconded the motion. Members voting aye – Shaw, Grant, Knipe, Wilson, and Zaruba. Motion carried.

Member Grant made a motion to approve payment for damages exceeding insurance reimbursement at 1621 16th Street. Member Shaw seconded the motion. Members voting aye – Knipe, Wilson, Zaruba, Shaw, and Grant. 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 Zaruba seconded the motion. Members voting aye –Knipe, Wilson, Zaruba, Shaw, and Grant.

AFM Westhart asked for any objections or exceptions to the General Consent Items listed under Agenda Item #17.

Approve the previous meeting 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 \$576,000.00.
- d) Approve Free Services Report.

Checks written during the month of March.

AKRS Equipment Solutions	127.76
American Recycling	20,495.56
Ameritas Life Insurance Corp	250.00
Anderson, Aracelly	675.00
Auburn Family Health Center	105.00
B 103	152.00
Beard's Salvage	233.17
Board Of Public Works	21,180.53
Booker, Curt	30.00
Border States Industries Inc	43,918.22

Bulldog Auto Supply	316.23
Capital Business Systems	388.20
Capital One Spark Business	3,237.36
Caselle Inc	2,018.00
City of Auburn	11,355.49
Core & Main	412.23
County Publications	860.60
Credit Information Services	161.40
DHHS State of Nebraska	326.00
Dutton-Lainson Company	7,688.42

Eggers Brothers Inc	673.71
Filter Care of Nebraska	97.15
Glenn's Corner Market	78.40
Hach Chemical Company	362.99
Hamilton Associates PC	12,500.00
Hawkins Inc	787.61
Helms Automotive	374.16
HireRight Solutions LLC	129.15
HOA Solutions Inc	372.75
J Harlen Co	26.95
Jackson Services Inc.	2,026.26
Johnny's Tire & Battery	68.00
Kan Equipment Inc.	1,639.80
Kansas Municipal Utilities	600.00
Lincoln Child Advocacy	300.00
Lincoln Winwater	491.23
Lynch's Hardware & Gifts	110.28
MacQueen Equipment	254.98
Metering and Technology	70.58
Meyer-Earp Auto Center LLC	300.26
Mid America Testing	2,209.07
Nebraska Rural Water	890.00
Nemaha County Sheriff	25.00

NMC Exchange LLC	5,642.50
Omaha Door & Window	2,922.16
One Call Concepts Inc	223.49
Petty Cash	335.22
Pinpoint Auburn, Inc	434.13
PIP Marketing Signs & Print	2,117.95
Sack Lumber Company	71.39
Sayler, Kyle	916.84
SECUR-SERV	579.98
Servpro	5,602.40
Sikyta, Tammy	87.15
Smith, Michael	231.40
Stern Oil Company, Inc.	652.70
Summit Fire Protection	78.55
Sunbelt Solomon Services	4,433.53
US Cellular	1,517.79
Village of Brownville	11,496.62
Village Of Johnson	5,175.93
Village of Nemaha	6,305.41
WAPA	31,131.50
Water Engineering Inc	432.11
Wilson, Kinga	7,000.00
Zoro Tools Inc	1,284.79

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

Reports: Electric, Power Plant, Water/Wastewater, Office.

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, May 21, 2025, 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 April 16, 2025 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, 2027.