

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS  
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA  
HELD APRIL 10, 2019**

**THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA**, met in regular session on April 10, 2019 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 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 – Knipe, Wilson and Zaruba. Members Buman and Shaw were absent.

General Manager (GM) David Hunter introduced Leslie Clark and Bill Hunter, representatives from the Nemaha County Leadership Group. Clark and Hunter outlined the Honey Bees in the Heartland public art project and requested support from the Board. Following the presentation, Chairman Knipe thanked Clark and Hunter for attending and indicated that the BPW is in full support of this public art project, but due to municipal utility regulations, the BPW is unable to provide monetary support to this project.

GM Hunter introduced Liz Larson from Hamilton and Associates who presented the 2018 Financial Audit. Ms. Larson reviewed the audit findings with the Board. Following discussion, Member Zaruba motioned to accept the 2018 Financial Audit as presented. Member Wilson seconded the motion. Roll call: those voting aye – Knipe, Wilson and Zaruba. Chairman Knipe declared the motion carried.

GM Hunter presented a three-year audit proposal from Hamilton and Associates for the 2019-2021 financial years. Hamilton and Associates have been doing the BPW audit for the last nine years and is the preferred audit firm as they have the expertise in completing a single audit if needed. Following discussion, Member Zaruba motioned to renew audit services with Hamilton and Associates for the 2019-2021 financial audits. Member Wilson seconded the motion. Roll call: those voting aye – Wilson, Zaruba and Knipe. Chairman Knipe declared the motion carried.

GM Hunter updated the Board on the BPW's Water Department winning the Best Tasting Water competition at the Nebraska Rural Water Association Conference last month. This is the second best tasting water award achieved by the BPW Water Department. With this win, the BPW will compete in a National Water Taste Testing Contest later this fall at the Annual Rural Water Conference in New York.

GM Hunter updated the Board on the BPW's 20-year membership in the League Association of Risk Management (LARM) insurance pool. At the March LARM Board meeting, GM Hunter was presented a plaque in appreciation of BPW's long standing membership and support.

GM Hunter updated the Board on the Oestmann test well property. We have been working with the landowner of property just east of the Nemaha River to drill a test well. A test well will help determine if this site would be a good location for a new well. The property owner would like to lease the land to the BPW for one year at a cost of \$1,000.00 instead of signing an easement agreement. This will be a better arrangement for the BPW as it provides more flexibility to get a contractor onto the property to get the work done. Following discussion, Member Zaruba motioned to allow GM Hunter to draft a lease agreement for this property at a cost of \$1,000.00 for one year. Member Wilson seconded the motion. Roll call: those voting aye – Knipe, Wilson and Zaruba. Chairman Knipe declared the motion carried.

GM Hunter updated the Board on the Southwest Power Pool (SPP) / Western Area Power Administration (WAPA) Transmission. The BPW is now a member of SPP, effective April 1, 2019. Membership is required as part of the process to have the SPP review our Point to Point (PTP) transmission with Omaha Public Power District (OPPD). SPP will now start a review of our PTP and let us know what our options are for moving the OPPD PTP to the SPP Network Integration Transmission Services (NITS).

GM Hunter updated the Board on the preparations for the April 23, BPW 80<sup>th</sup> Anniversary Celebration. Hours will be from 10:00 a.m. – 2:00 p.m. We will provide tours of the Power, Water and Wastewater Plants, have an electrical demonstration, a couple of short speeches from Jim Grant and Chuck Knipe and lunch will be served from 11:00 a.m. till 1:00 p.m. We will have the NPPD electric car on hand and will be displaying numerous old pictures and a photo slide show.

GM Hunter updated the Board on a LEAN on LARM Safety Grant the BPW received. The BPW Safety Committee would like to use the LEAN on LARM Safety Grant funds to purchase two First Responder Kits and Stop the Bleed supplies. The Committee would like to donate the First Responder Kits to the Senior Center and the Auburn Library. Following discussion, Member Zaruba motioned to approve this request. Member Wilson seconded the motion. Roll call: those voting aye – Zaruba, Knipe and Wilson. Chairman Knipe declared the motion carried.

GM Hunter updated the Board on the Water Recharge Permit application status. GM Hunter attended the deposition of the BPW's expert witness. Overall, the deposition went well. Barring any unforeseen items, the next step will be a hearing during the week of May 20<sup>th</sup>. Baird Holm will be working with staff in preparation for the hearing. Omaha Municipal Utility District (MUD) and Lincoln Electric System (LES) are supporting our permit application. To date, total expenses incurred in the Recharge Permit Application are \$129,803.00. This amount includes all expenses since we started this process in 2014.

GM Hunter updated the Board on the status of the Peru water system. On an average, Peru is receiving around 10 loads of water per day or 80,000 gallons. Currently, the lift station is back in service with minimal damage. We have also started discharging the lagoons to a more normal level. The water plant building experienced flooding higher inside than we expected. We cannot enter the building until Hazmat inspects and completes cleaning due to the water treatment chemicals in the building. We are working on getting a temporary water treatment plant in to operate until permanent repairs can be made. We anticipate that a temporary water treatment plant will be needed for up to a year. The BPW will continue advising on Peru's water quality as the BPW will be operating the temporary water treatment plant.

GM Hunter updated the Board on the condition of the BPW's John Deere mower. During an annual inspection of the lawnmower, crews discovered several maintenance issues that will cost over \$2,000.00 to repair. The mower was originally purchased in 1994. GM Hunter requested the Board's permission to investigate options to rent a demo mower for the 2019 season and then write up specifications for a replacement unit for the 2020 season. The Board unanimously approved this request.

GM Hunter updated the Board on the status of the BC/BS July 1, 2019 renewal. Harry Koch Company provided renewal rates today and we can expect an approximate 6% increase in premiums with a July 1 renewal date. However, if we retain a January 1 renewal date, we can expect to see a 12%+ premium increase. Following discussion, Member Zaruba motioned to move the health care coverage renewal to July 1 from January 1 each year. Member Wilson seconded the motion. Roll call: those voting aye – Zaruba, Knipe and Wilson. Chairman Knipe declared the motion carried.

GM Hunter updated the Board on the status of the Windstream Pole Lease Agreement. This has been a very slow process, but we have made contact with Windstream on the pole lease agreement and are trying to get them to do an inventory of their pole attachments. We also waived a Pole Loading

Calculation Request on new fiber they need to install. This is with the understanding that they would get this information to us within 30 days after we approved their attachment request. They have failed to meet the agreed upon date of February 1, 2019. They have also failed to pay their 2019 pole lease agreement balance. Since Windstream has filed bankruptcy, we can terminate the current pole lease agreement. GM Hunter requested Board approval to contact legal counsel for advice on terminating the Windstream Pole Lease Agreement.

Accounting and Finance Manager (AFM) Wende Bergmeier presented the standard financial reports to the Board and asked for questions regarding the same. Following discussion, Member Zaruba motioned to accept the financial reports as presented. Member Wilson seconded the motion. Roll call: those voting aye – Knipe, Wilson 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 #19.

- 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.
- e) Approve filing of Notices of Delinquency with the County Clerk.
- f) Transfer of \$569,000.00 to Checking from Revenue.

Checks written during the month of March:

AFLAC	675.90
Ameritas	15,348.31
ASB	700.00
BCBS	17,502.76
Black Hills Energy	133.58
Chase Paymentech	1,944.80
DIRECT DEPOSIT TOTAL	76,966.53
Fleet Services	2,149.52
IBEW 1536	625.92
IRS	27,119.49
Mid-American Benefits	2,688.27

NDOR	38,914.17
NEOPOST	100.00
NSF ITEMS	595.09
Standard Life	1,785.12
The Principal Group	768.11
Time Warner/Spectrum	117.22
United Parcel Service	133.85
Verizon Wireless	250.04
Windstream	706.27
Xpress Bill Pay	325.88

Approve the following claims submitted for payment:

Airstream Heating & Cooling	63.90
American Recycling & Sanitation	16,063.36
Askildson, Stephanie	261.05
Auburn Automotive	108.90
Auburn Family Health Center	70.00
B 103	152.00
Beard's Salvage	244.00
Bohl Plumbing & Heating	5.68
Border States Ind/Kriz-Davis	4,427.96
BPW	19,107.44
Bulldog Auto Supply	15.98
Capital Business Systems	392.49
Capital One Spark Business	3,449.30

Caselle Inc	3,732.00
CCS Inc	637.00
City of Auburn	10,010.71
County Publications	97.83
Credit Information Services	66.50
DHHS State of Nebraska	232.00
Diamond Communication	1,903.32
Eggers Brothers	323.45
Glenn's Corner Market	111.50
Hach Chemical Company	456.00
Hahn, Neal	100.00
Hamilton Associates	2,560.00
HHS-State of NE	1,281.80

HireRight Solutions	142.80
HOA Solutions	576.00
Hoak, Mike	426.00
JEO Consulting Group	2,080.75
Johnson Quik Stop	45.00
Kalamaja, James	102.50
KJ Whitehorse	64.95
Lawson Products	85.07
Lincoln Winwater	387.66
Lynch's Hardware	82.06
Manufacturers Edge	1,489.46
McMaster-Carr Supply	224.02
Midwest Farmers Coop	60.00
MJS Market	20.79
Municipal Supply of NE	169.10
Nebraska Rural Water	25.00
Nebtech Calibration	146.19
Nemaha County Clerk	20.00
NMC Exchange	2,967.83
NMPP	1,819.40
Northern Safety Co	150.42
NPPD	287,407.47

OK Tire	243.08
Olsson	20,145.35
One Call Concepts	45.92
Paramount Linen & Uniform	1,306.74
Petty Cash	36.46
Sack Lumber Company	191.70
Solomon Corporation	1,772.11
Strobel, Dana	212.07
Stutheit Implement	29.96
Superior Sales & Service	113.07
Terracon	89.48
The Cleaners	205.56
US Cellular	175.03
Vermeer Equip of NE	217.93
Village of Brownville	4,023.33
Village of Johnson	5,298.99
Village of Nemaha	5,604.54
Vision Care Direct	250.76
Wesco Distribution	1,499.52
Zumpano, Anthony II	211.37

Following discussion, Member Zaruba motioned to approve the General Consent Items as presented. Member Wilson seconded the motion. Roll call: those voting aye – Knipe, Wilson and Zaruba. 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 Wednesday, May 8, 2019 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, 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 April 10, 2019 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.

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Wende S. Bergmeier, Notary Public in and for the State of Nebraska.  
My Commission Expires July 25, 2022.

