

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA
HELD APRIL 13, 2017**

THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, met in regular session on April 13th, 2017 at the regular meeting place of the Board at the hour of 5:30p.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 Board Room.

Chairman Knipe acknowledged that there were no 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.

General Manager (GM) David Hunter updated the Board on a manhole that was bored through by A-1 Fiber. We are working with A-1 Fiber to get their conduit removed. Once this work is completed, it is recommended to have this manhole lined. The liner will seal all the voids in the bricks and give it more structural strength. Estimated cost to line a manhole is just under \$5,000.00, which we will bill to A-1 Fiber. Cost to replace a manhole is around \$11,000.00. While the contractor is here to do the work, we would like to have work completed on four other manholes in bad condition, up to a maximum expense of \$20,000.00. Following discussion, Member Shaw motioned to move forward with lining the four worst manholes, up to a cost of \$20,000.00. Member Buman seconded the motion. Roll call: those voting aye – Buman, Knipe, Wilson, Zaruba and Shaw. Chairman Knipe declared the motion carried.

GM Hunter updated the Board on the Itron/MVRS Interface Software and the handheld units that we use to read the meters. These units are no longer repairable or supported by Itron. We have been looking at options for replacing/updating this system that was originally purchased in 2008 when we converted from meter books to handheld meter reading. The first step is a software conversion that will cost \$1,200.00. Once the software is in place, we will figure out which direction we will take to replace the handheld units. Following discussion, Member Wilson motioned to move forward with the software conversion. Member Buman seconded the motion. Roll call: those voting aye – Knipe, Wilson, Zaruba, Shaw and Buman. Chairman Knipe declared the motion carried.

GM Hunter updated the Board on the Landlord Agreements that will be used plus the new agreement for landlords that wish to be notified if their property may be disconnected for non-payment. Paper/postcard notification costs were proposed at \$2.00 each or \$24.00 per year/per property. Following discussion, Board Members decided that the Landlord Notification issue has gone full circle and that BPW staff has been adequately notifying landlords and no additional mailing is necessary. However, through this process, staff has reviewed the current landlord agreements and feels that this would be a good time to update all agreements. Member Wilson turned the conversation to the cost of the BPW utility connection fees in relation to other local connection fees. During this discussion, Member Wilson felt that the BPW connections fees should be lowered to be more in-line with local area connection fees. Member Wilson motioned to change BPW connection fees to \$20.00. Member Zaruba seconded the motion. Roll call: those voting aye – Wilson, Zaruba, Shaw, Buman and Knipe. Chairman Knipe declared the motion carried.

AFM Bergmeier presented the standard financial reports to the Board and asked for questions regarding the same. Following discussion, Member Buman motioned to accept the financials as

presented. Member Zaruba seconded the motion. Roll call: those voting aye – Zaruba, Shaw, Buman, Knipe and Wilson. Chairman Knipe declared the motion carried. Chairman Knipe asked for any objections or exceptions to the General Consent Items listed under Agenda Item #8.

- 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 \$659,000.00 to Checking from Revenue.

Checks written during the month of March:

AFLAC	584.50
Ameritas	14,215.37
ASB	400.00
BCBS Insurance Premium	19,485.28
Black Hills Energy	133.58
DIRECT DEPOSIT TOTAL	77,447.55
Fleet Services	1,730.07
IBEW 1536	722.64
IRS	30,364.74
Mid-American Benefits	23,521.80
NE Child Support	664.00

NE Dept of Rev	48,251.52
NSF ITEMS	709.96
Paymentech Fee	1,669.64
Standard Life Ins	1,892.12
The Principal Group	721.96
Time Warner	107.24
Verizon Wireless	85.08
Windstream	666.66
WWTP Bond Payment	58,726.25
XpressBillPay Fee	260.80

Approve the following claims submitted for payment:

American Recycling & Sanitation	15,866.76
Ameritas Life Ins	1,760.00
Ariens	7,025.00
B 103	171.00
County Publications	469.60
Baird Holm LLP	2,088.00
Beard's Salvage	71.97
BPW	22,253.37
Bulldog Auto Supply	639.03
Capital Business	506.69
Caselle Inc	1,205.00
CCS Inc	10,500.00
City of Auburn	8,915.20
The Cleaners	190.65
Concrete Industries	240.26
Constantine, John	100.00
Crown Line Plastics	277.41
Diamond Communications	3,865.96
Dutton-Lainson	4,630.91

Eakes Office	182.86
Eggers Brothers	90.25
Credit Information	26.70
Auburn Family Health	176.00
Farmers Co-op	78.40
Farmers Union Coop	181.77
First Bank Card	913.05
G & P Development	130.44
Glenn's Corner Mkt	112.33
Grainger	396.61
Hach Chemical	499.49
Hawkins	295.64
DHHS	243.00
Hoak, Mike	426.00
HuskerElectric	3,029.47
Interstate Battery	90.00
Johnson Quik Stop	14.56
Kriz-Davis	7,390.28
Lawson Products	68.17

LakeTech Consulting	15,100.00
League Of Municipalities	80.00
Lynch's Hardware	41.88
Mid-Continent Sales	237.67
Mike's Window Svc	11.45
Municipal Pipe Svc	9,000.00
Municipal Supply of NE	3,701.02
Nebtech Calibration	147.81
NMPP	1,451.10
NPPD	253,138.25
NE Rural Water	750.00
Needles I	83.35
Nemaha County Clerk	30.00
Village of Nemaha	3,937.10
Nemaha Truck Repair	1,468.51
Northern Safety	192.79
Olsson Associates	3,535.97
Omaha Door&Window	328.20
OPPD	12,001.46
One Call Concepts	80.85
Orscheln	559.45
Paramount Linen&Uniform	1,361.64
Petty Cash	81.93
Sack Lumber	54.45
Safety-Kleen Systems	401.50
Shopko	113.39
Skarshaug Testing Lab	429.20

Solomon Corp	28,755.00
Merz Ink	164.19
HHS-State of NE	970.82
Sunmart	18.76
Tincher Of Auburn	317.06
US Cellular	150.86
HireRight	98.38
UPS	149.41
Utility Equipment	203.06
Vision Care Direct	324.85
WRK Systems Inc	226.20
Water Engineering	392.83
WAPA	27,966.78
Willco	1,676.31
Case Home Finance	199.42
Leiker, John Jr	124.15
Lotter, Dillon	186.35
Whaley, Andy	162.05
Moser, Derrick	141.68
Smith, Charles	166.21
Moore, Tina	165.79
Able, Seairla	149.60
Fannie Mae	215.83
United Rentals	725.00
LifeGuard	390.86

Following brief discussion, Member Zaruba motioned to approve the General Consent Items as presented. Member Buman seconded the motion. Roll call: those voting aye – Shaw, Buman, 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 May 11th, 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 April 13th, 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.