

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA
HELD MAY 10, 2018**

THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, met in regular session on May 10th, 2018 at the regular meeting place of the Board at the hour of 5:30 p.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 – Shaw, Buman, Knipe, Wilson and Zaruba.

In the absence of General Manager (GM) David Hunter, Chairman Knipe moderated the meeting.

Chairman Knipe introduced Bill Hunter, Auburn Economic Development Consultant. Mr. Hunter gave the Board a brief introduction and an update on his plans for economic development of Auburn and Nemaha County.

Board approval and signature is requested on a Wire Transfer Authorization form required by Auburn State Bank for staff to make wire transfers and sign wire transfer forms. Following discussion, Member Zaruba motioned to sign the authorization as presented. Member Wilson seconded the motion. Roll call: those voting aye – Knipe, Wilson, Zaruba, Shaw and Buman. Chairman Knipe declared the motion carried.

Board approval is requested to transfer additional funds to support the NDEQ/SRF Water Department Loan Payment due on June 15 payment. This payment is for \$124,665.83. Following this payment, our loan balance will be \$3,702,008.90. Following discussion, Member Buman motioned to approve this request. Member Shaw seconded the motion. Roll call: those voting aye – Wilson, Zaruba, Shaw, Buman and Knipe. Chairman Knipe declared the motion carried.

Board approval is requested to renew a maturing CD at the best available rate. Following discussion, Member Zaruba motioned to approve this request. Member Buman seconded the motion. Roll call: those voting aye – Zaruba, Shaw, Buman, Knipe and Wilson. Chairman Knipe declared the motion carried.

Accounting and Finance Manager (AFM) Wende Bergmeier updated the Board on the planning progress for the 80th Anniversary of the BPW and 55th Anniversary of the Water and Wastewater Departments to be held in April 2019.

AFM 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 Buman seconded the motion. Roll call: those voting aye – Buman, Knipe, Wilson, Zaruba and Shaw. Chairman Knipe declared the motion carried.

Chairman Knipe asked for any objections or exceptions to the General Consent Items listed under Agenda Item #10.

- 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 \$625,000.00 to Checking from Revenue.

Checks written during the month of April:

AFLAC	537.58
Ameritas/Pension	14,732.95
ASB	500.00
BCBS	22,395.12
Black Hills Energy	210.85
Constellation Energy	894.18
DIRECT DEPOSIT TOTAL	73,178.41
Fleet Services	2,031.17
FNCM - Bond Issue Costs	1,666,957.71
IBEW 1536	709.20
IRS	26,080.07
Mid-American Benefits HRA	4,528.37

Nebr.child Support-electronic	664.00
Nebraska Dept of Revenue	35,463.36
NEOPOST	100.00
NSF & Adj. Items	210.89
Paymentech Fee	1,967.70
Standard Life	1,757.87
The Principal Group	824.82
Time Warner/Spectrum Business	117.22
Verizon Wireless	171.40
Windstream	695.27
WRK Systems Inc	7,205.00
XpressBillPay Fee	289.90

Approve the following claims submitted for payment:

A-1 Locksmith	96.75
Altec Industries	645.00
American Recycling & Sanitation	15,813.09
B 103	152.00
Baird Holm	8,574.24
Beard's Salvage	119.87
Blackburn Manufacturing	300.44
BPW	18,850.13
Border States/Kriz-Davis	6,195.26
Brownville Lyceum	22.17
Bulldog Auto Supply	656.27
Capital Business Systems	284.58
Capital One Spark Business	1,833.60
Caselle	11,460.00
CCS	28,600.00
City of Auburn	8,309.87
CNA SURETY	40.00
Concrete Industries Inc	974.35
County Publications	300.99
Credit Information Services	87.35
D.J. Gongol & Associates	2,998.00
DHHS State of Nebraska	310.00
Dutton-Lainson	689.95
Eggers Brothers	4,600.88
Filter Care of Nebraska	30.35
First National Bank	219.61
Freeman, Margaret	63.73

General Fire & Safety Equipment	2,705.55
Glenn's Corner Market	148.88
Hacor	39.85
Hawkins	1,913.00
HOA Solutions	905.23
Hoak, Mike	426.00
Husker Electric	1,823.31
Itron	102.14
Jones, Thomas	158.05
KJ Whitehorse Bar & Grill	45.06
LARM	3,550.22
Lincoln Winlectric	530.40
Lincoln Winwater	110.87
Lynch's Hardware	37.66
McGill Restoration	24,108.16
McMaster-Carr Supply	383.94
Merchant Job Training & Safety	550.00
Metering & Technology Solutions	9,709.44
Mike's Window Service	11.45
Mowery, Jarod	149.30
Municipal Supply of NE	1,707.86
Nebraska Rural Water	200.00
Nemaha Country Market	16.19
Nemaha County Clerk	10.00
Northern Tool & Equipment	39.99
NPPD	242,665.03
OK Tire	108.03

Olsson Associates	18,663.79
One Call Concepts	111.93
Paramount Linen & Uniform	1,432.40
Petty Cash	69.99
Pieters Construction	900.00
Pollardwater	144.40
Sack Lumber Company	238.25
Safety-Kleen Systems	562.60
Scott, Max	600.00
Scott-Hill, Brandie	148.35
Skarshaug Testing Laboratory	540.98
Smothers, Anna	134.89
Subsurface Solutions	96.80

The Cleaners	239.63
U S A Blue Book	314.57
United Parcel Service	210.37
US Cellular	157.46
Utility Equipment Co	65.49
Village of Nemaha	3,738.76
Vision Care Direct	302.10
Water Engineering	392.83
Wesco Distribution	2,068.76
Winn Rack	915.74
WRK Systems Inc	2,395.00

Following discussion, Member Wilson motioned to approve the General Consent Items as presented. Member Shaw seconded the motion. Roll call: those voting aye – Knipe, Wilson, Zaruba, Shaw and Buman. 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 June 14, 2018 at the hour of 5:30 p.m. at the 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 May 10, 2018 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.