

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA
HELD MAY 11, 2017**

THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, met in regular session on May 11, 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 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 introduced Joshua Randall and Stephanie Abbott from Hamilton and Associates, P.C. to present the BPW 2016 Financial Audit. Following the presentation, Chairman Knipe thanked Mr. Randall and Ms. Abbott for their good work and asked for questions from the Board. Chairman Knipe asked the Board to accept and approve the 2016 Financial Audit and auditor recommendations. Following discussion, Member Zaruba motioned to accept the 2016 Financial Audit and recommendations as presented. Member Buman seconded the motion. Roll call: those voting aye – Buman, Knipe, Wilson, Zaruba and Shaw. Chairman Knipe declared the motion carried.

GM Hunter presented the annual maintenance agreement from Gardner Denver Nash on the WWTP blowers. We have had this agreement since 2010 to maintain the blowers. Gardner Denver Nash will come out, inspect and replace one set of bearings, with an additional one-year warranty on the three blowers for the aeration basin. The cost of the agreement is \$5,975.75. Following discussion, Member Wilson motioned to renew the annual maintenance agreement with Gardner Denver Nash on the WWTP blowers. Member Shaw 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 IBEW/BPW Contract Negotiations. The Committee met with IBEW and employee representatives to begin discussions on the new 2018-2020 Union contract. We see that the driving force in the new Union negotiations will be a new health care provider and additional enhanced options in health care customer service.

GM Hunter updated the Board on the status of the Water Plant filter painting project. We are working with the painting contractor on a solution to the paint problems on the water filters. We had a different paint manufacturer's rep come in and look at the filters to help us understand why, after only a couple of days, we are seeing spot rusting. We will keep the Board updated as more information and answers are available to our questions. We are going to hold off on painting the other two filters and doing any repairs on Filter #1.

GM Hunter presented a couple options to the Board on a new sewer inspection camera system. When we purchased the Vac/Jet Truck, it came with a camera that we use to inspect the sewer mains. When we flush the mains, we camera the mains and maintain a record of the sewer condition. Our camera currently is inoperable and the unit that provides the video and records has burned out. Staff feels the best option uses an internal recorder and can transfer to any truck or flusher unit. This camera unit can give us the video we need for our maintenance inspections and a quick glance at other damages in the sewer line. Staff recommends the EnviroSight at a cost of \$15,474.00. Following discussion, Member Buman motioned to approve the purchase of the EnviroSight Sewer Camera. Member Zaruba

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

GM Hunter updated the Board on the future of metering with Smart Metering –The Next Generation in Metering. Our handheld units that read the meters are no longer supported. We need to look at options and have a direction on when we are going to replace, not only our handheld meter readers, but our meters. Technology in this area is moving fast and there are several options that include a complete auto read system that opens many other doors to a Smart Grid metering system. We are trying to determine, as meters need to be replaced, what type of meters will we replace them with, that keeps us moving forward to meet our long-range plans. Chairman Knipe encouraged GM Hunter to contact Verizon Wireless and schedule a presentation for the next Board meeting to hear about their program and how it works, utilizing cell tower system technology.

Chairman Knipe opened the discussion regarding a motion made at the April Board meeting concerning utility connection fees that was made outside of proper meeting protocol. Following discussion, Member Buman motioned to rescind the motion. Member Wilson seconded the motion. Roll call: those voting aye – Knipe, Wilson, Zaruba, Shaw and Buman. Chairman Knipe declared the motion carried.

Chairman Knipe opened the discussion regarding the utility connection fees. Member Buman motioned to approve the decrease in utility connection fees from \$60.00 to 20.00, effective June 1, 2017. Member Zaruba seconded the motion. Roll call: those voting aye – Wilson, Zaruba, Shaw, Buman and Knipe. Chairman Knipe declared the motion carried.

Accounting and Finance Manager (AFM) Wende Bergmeier presented a June 1 Newsletter for Board review and approval. Following discussion, Member Wilson motioned to accept the newsletter for publication. Member Shaw seconded the motion. Roll call: those voting aye – Zaruba, Shaw, Buman, Knipe and Wilson. 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 Shaw seconded the motion. Roll call: those voting aye – Shaw, Buman, 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 #14.

- 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 \$514,000.00 to Checking from Revenue.

Checks written during the month of April:

AFLAC	584.50
Ameritas	6,487.08
ASB	200.00
BCBS	20,828.61
Black Hills Energy	133.58
DIRECT DEPOSIT TOTAL	68,914.64
Fleet Services	1,897.14
Hasler	100.00
IBEW 1536	723.42

IRS	13,033.47
Mid-American Benefits	3,358.51
NE Dept of Rev	32,997.44
NE Child Support	332.00
NFS Items	429.43
Paymentech Fee	1,652.18
Standard Life	1,780.91
The Principal	856.15
Time Warner	37.24

Verizon Wireless	85.08
NE Dept of HHS VOID CK	-970.82
Windstream	667.41

XpressBillPay Fee	256.00
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Approve the following claims submitted for payment:

American Recycling & Sanitation	15,822.41
Ashley, Brandon	87.64
Auburn Plumbing/Heating/AC	37,525.09
B 103	152.00
Beard's Salvage	36.11
Blackburn Manufacturing	112.26
Bohl Plumbing & Heating	65.92
Bowman, Elizabeth	1.26
BPW	16,992.44
Bulldog Auto Supply	380.80
Capital Business Systems	268.61
Carpenter Paper Co	116.96
Caselle	5,915.00
City of Auburn	6,497.19
Concrete Industries	257.57
County Publications	244.96
Credit Information Svcs	44.50
D.J. Gongol & Assoc	1,423.67
DHHS St of NE	450.00
Diamond Communications	1,476.68
Dutton-Lainson Co	19.55
Eakes Office	164.29
Filter Care of NE	25.05
First Bank Card	891.92
Georges, Brandon	199.34
Gerdes, Alissa	152.79
Glenn's Corner Mkt	62.01
GPM	3,449.00
Grainger	504.13
Hall's Safety Equip	132.10
Hamilton Associates	9,450.00
Hamilton, Stephanie	187.99
Hawkins	1,941.27
HHS-State of NE	1,186.65
Hoak, Mike	426.00
Husker Electric	16,791.44
JEO Consulting Group	30,885.80
John Crane	343.70
Johnson Quik Stop	14.70
Kempkes, Kristy	221.38
Kriz-Davis Company	4,553.34
LifeGuard MD	306.00

Lynch's Hardware	54.59
McMaster-Carr Supply	111.97
Metron-Farrier LLC	1,253.06
Meyer Earp	37.28
Midwest Farmers Coop	246.17
Mike's Window	11.45
NDEQ - Fiscal Svcs	150.00
Nemaha Country Mkt	49.19
Northern Tool & Equiq	39.99
NPPD	189,759.76
OK Tire	10.00
Olsson Assoc	1,107.75
Omaha Door & Window	622.50
One Call Concepts	122.10
OPPD	12,001.46
Orscheln	432.83
Paramount Uniform	1,361.64
Petty Cash	55.18
Sack Lumber	160.37
Shopko	13.24
Sorinne, Brenda	5.77
Stahl, Kelly	123.05
Stanley, Jessica	56.71
Steffen Truck Equip	574.43
SW Commercial Products	121.04
The Cleaners	239.70
U S A Blue Book	276.28
United States Plastic	371.17
UPS	137.76
US Cellular	302.01
USA BlueBook	124.29
Utility Equip Co	279.11
Utility Service Co	24,894.00
Village of Nemaha	3,635.03
Vision Care Direct	398.06
WAPA	24,278.05
Water Engineering	392.83
Waters, Mike	431.00
WRK Systems	1,331.25

Following brief discussion, Member Zaruba motioned to approve the General Consent Items as presented. Member Buman seconded the motion. Roll call: those voting aye – Buman, Knipe, Wilson Zaruba and Shaw. 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 8, 2017 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 11, 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.