

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS  
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA  
HELD JUNE 19, 2024**

**THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA**, met in regular session on June 19, 2024, at 1600 O Street 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 called the meeting to order. Roll call: Members present – Shaw, Grant, Knipe, Wilson, and Zaruba.

Chairman Knipe called for election of officers. Member Grant made a motion to elect Member Knipe as Chairman, Member Wilson as Vice Chairman, and Member Zaruba as Secretary. After discussion, Members voting aye – Grant, Knipe, Wilson, Zaruba, and Shaw. Motion carried.

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: Katy Billings, City of Auburn Board Member and Crystal Dunekacke, City of Auburn Administrator/Economic Developer.

Chairman Knipe opened the floor to public comment. No comments were presented to the Board.

GM Luhring presented a request from the property owner at 1022 Q Street requesting financial assistance from the Board of Public Works to hook up to city sewer due to a failed inspection. After discussion, the Board reviewed Auburn City Ordinance 53.2 which states buildings with sewer available must connect and septic tanks must be abandoned, cleaned and filled properly. The Board determined responsibility for connection belongs to the property owner. No action taken.

GM Luhring provided an update on certificate of deposit (CD) renewals. They were renewed with Union Bank and Trust who submitted a high bid of 5.05% with a twelve-month term. No action taken.

GM Luhring requested authorization to request bids from local institutions for five CD's that will mature in July. Member Zaruba made a motion to request bids and award CD's currently valued at \$2,664,470.37 to the highest bidder. Member Wilson seconded the motion. Members voting aye – Shaw, Grant, Knipe, Wilson, and Zaruba. Motion carried.

GM Luhring provided information on a Caselle conference in Salt Lake City, Utah. GM Luhring requested approval for two office staff members to attend at a cost of \$595.00 per person plus travel expenses. After discussion, Member Zaruba made a motion to approve the request as presented. Member Wilson seconded the motion. Members voting nay – Grant and Knipe. Members voting aye – Zaruba, Wilson, and Shaw. Motion carried.

GM Luhring requested permission to attend the NPPD annual customer meeting in Norfolk, NE. Member Wilson made a motion to approve the request as presented. Member Shaw seconded the motion. Members voting aye – Knipe, Wilson, Zaruba, Shaw, and Grant. Motion carried.

GM Luhring presented a request from the City of Auburn to provide water connection to a property owner in exchange for land tied to the Westgate addition. City of Auburn Council Member, Katy Billings and the City Administrator/Economic Developer, Crystal Dunekacke noted the property owners are sacrificing property and the utility service runs adjacent to the property. After discussion, Member Zaruba made a motion to provide services as requested. Member Shaw seconded the motion. Members voting aye – Wilson, Zaruba, Shaw, Grant, and Knipe. Motion carried.

GM Luhring provided a cost breakdown for electrical infrastructure that will be provided by the Board of Public Works for the Westgate addition. City Administrator/Economic Developer, Crystal Dunekacke fielded questions from Board members noting service will be provided to 34 lots and also street lighting. Cost for the electric portion of the project is estimated to be \$197,900.00 and will take approximately one month to complete. GM Luhring requested approval to move forward with the purchase of materials. Member Shaw made a motion to purchase materials needed for the project. Member Zaruba seconded the motion. Members voting aye – Zaruba, Shaw, Grant, Knipe, and Wilson. Motion carried.

GM Luhring informed the Board that an aeration basin valve has broken and needs to be replaced. Due to the location of the valve, permission is requested to work with an engineer to determine the best solution and to request proposals that may be needed to complete the work. After discussion, the Board granted GM Luhring permission to move forward as requested. No action taken.

GM Luhring updated the Board regarding the high school transformer replacement project noting the work is scheduled for June 20<sup>th</sup> and will eliminate the last large transformer enclosure in our system. No action taken.

GM Luhring noted the contractor providing point repairs for the sewer lining and rehabilitation project is scheduled to begin work the week of June 24<sup>th</sup>. They plan to start in the Dollar Tree parking lot. No action taken.

GM Luhring provided information on the Power Plant generation capacity test required by NPPD, noting the test went extremely well. Prior issues have been corrected and production exceeded expectations with no detonation issues. No action taken.

GM Luhring informed the Board that the Power Plant engine plate cooler for Generator 4 is onsite and is ready to be installed. No disassembly will be required to move the unit. No action taken.

GM Luhring updated the Board on progress of the CO2 well cleaning project. The contractor is projected to start June 20 and will clean each well as the weather allows. Some work will be completed in-house after the contractor is finished. No action taken.

GM Luhring noted that the Omega Morgan company has unloaded their first barge of equipment in Brownville. Electric crews have been working to move lines to accommodate the movement of this equipment across Highway 136. This is projected to happen in October. No action taken.

Water/Wastewater Manager Slater updated the Board on the Peru water line. A new meter was installed in the Peru booster house and the contractor is still working to troubleshoot issues. No chemicals have been needed as the testing of water samples in Peru are in normal limits. This project is considered complete for the Board of Public Works. No action taken.

AFM Westhart presented the standard financial reports to the Board. Member Grant made a motion to accept the financial reports as presented. Member Wilson seconded the motion. Members voting aye – Grant, Knipe, Wilson, Zaruba, and Shaw. Motion carried.

AFM Westhart asked for any objections or exceptions to the General Consent Items listed under Agenda Item #21.

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 \$447,000.00.
- d) Approve Free Services Report.

Checks written during the month of May.

Airstream	35.90
AKRS Equipment	200.44
American Recycling	20,821.69
Anderson, Tatiana	2.54
Auburn Auto Center	1,659.94
B 103	171.00
Board Of Public Works	17,164.84
Border States Industries	15,557.55
Bulldog Auto Supply	555.92
Capital Business Systems	764.51
Capital One Spark	2,062.78
Carr, Holly	30.00
Caselle Inc	2,018.00
City of Auburn	7,406.78
Clinton, Terry Jr.	68.47
Concrete Industries Inc	47.71
County Publications	303.86
Credit Information Services	67.25
DHHS State of Nebraska	574.00
Dutton-Lainson Company	1,207.17
Eggers Brothers Inc	122.15
Filter Care of Nebraska	162.60
Glenn's Corner Market	23.89
Grainger Inc	315.36
Great Plains Lawn Care	1,660.00
Green Care Lawn Service	1,120.00
Hach Chemical Company	3,245.95
Hawkins Inc	1,900.35
HOA Solutions Inc	650.00
Husker Electric	7,847.11
Jackson Services Inc.	818.04
JK Energy Consulting, LLC	1,800.00
Joe, Anthony	30.00
Kroese, Donald	30.00
Ligouri Law Office	2,444.00
Lincoln Winwater	1,054.02
LRE Water	2,433.02
Lunsford, Jordan	47.89
Lynch's Hardware & Gifts	125.67
Magnant, Robert	199.67
Martinez, Cristian	148.96

McMaster-Carr Supply	368.86
Merz Ink	500.00
Meyer-Earp Auto Center LLC	226.89
Mike's Window Service	46.32
Morrissey, Teresa	1,350.00
Municipal Supply of NE Inc	1,761.55
NDEE	125.00
Nemaha County Clerk	50.00
NMPP	1,258.00
Northeast Community College	357.00
NWRA	105.00
Omega Morgan - Houston	23,750.00
One Call Concepts Inc	210.58
Paul Mueller Company	29,369.99
Petro Choice	398.59
Petty Cash	390.38
Pinpoint Auburn, Inc	433.08
PIP Marketing Signs & Print	2,158.00
Pollardwater Co Inc	791.02
Rivera, Elmer J	221.59
Rohrs, Dave	30.00
Sack Lumber Company	518.92
Santana Diepa, Itza	93.46
Schnitzer, Elizabeth	268.08
SECUR-SERV	1,580.78
Sommers, Lois	163.31
T & R Electric Incorporated	24,443.44
Tony Hector Backhoe	380.00
U.S. Postal Service	196.00
US Cellular	858.47
Village of Brownville	7,755.31
Village of Nemaha	4,472.03
WAPA	29,350.66
Water Engineering Inc	432.11
Wemhoff, Kristie	30.00
Wesco Distribution Inc	1,789.20
Westhart, Tamara	105.55
Zoro Tools Inc	922.07
Zuhlke, Ryan	74.79

Following discussion Member Grant made a motion to approve the General Consent Items as presented. Member Wilson seconded the motion. Members voting aye – Knipe, Wilson, Zaruba and Grant. 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, July 17, 2024, at the hour of 11:30 a.m. at the Board of Public Works Board Room. Chairman Knipe declared the meeting adjourned.

ATTEST:

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Chairman

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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 June 19, 2024 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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L. Westhart, Notary Public in and for the State of Nebraska.  
Commission Expires October 4, 2027.

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