

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS  
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA  
HELD JUNE 12, 2019**

**THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA**, met in regular session on June 12, 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 – Shaw, Knipe, Wilson and Zaruba. Member Buman arrived at 11:34a.m.

Chairman Knipe called for the annual election of officers for 2019. Following discussion, Member Wilson motioned to leave the slate of officers as is for the upcoming business year. Member Shaw seconded the motion. Roll call: those voting aye – Knipe, Wilson, Zaruba and Shaw. Chairman Knipe declared the motion carried.

General Manager (GM) David Hunter presented the employee vision care renewal plan from Harry Koch. BPW currently pays the basic coverage (exam only) for the employees and their dependents who are enrolled in the BPW health care plan. The Principal Vision Care Plan option includes exam and materials (contacts/glasses) which is overall less expensive. Members agreed that it would be a good benefit for employees. Following discussion, Member Zaruba motioned to approve the Principal Vision Care Plan. Member Buman seconded the motion. Roll call: those voting aye – Knipe, Wilson, Zaruba, Shaw and Buman. Chairman Knipe declared the motion carried.

GM Hunter presented the Standard Life Insurance renewal. This agreement renews the employee life insurance policy and changes the renewal date to July 1 each year, the same as the health insurance policy. There is no cost increase associated with the change in renewal date. Following discussion, Member Zaruba motioned to approve the new Standard Life Insurance renewal. Member Buman seconded the motion. Roll call: those voting aye – Wilson, Zaruba, Shaw, Buman and Knipe. Chairman Knipe declared the motion carried.

GM Hunter presented the 2018 Budget Statement Reconciliation. The Wastewater Department exceeded its expenses by over 10%. This budget overage was due to the buydown and refinancing of the WWTP Bonds in 2018. Anytime expenses exceed 10% we are required to submit an over Budget Reconciliation to the state. Following discussion, Member Buman motioned to approve the 2018 Budget Reconciliation. Member Shaw seconded the motion. Roll call: those voting aye – Zaruba, Shaw, Buman, Knipe and Wilson. Chairman Knipe declared the motion carried.

GM Hunter presented the Auburn Development Council (ADC) annual donation request. In the past, BPW has donated \$1,000.00. This year the ADC is requesting \$2,000.00 for advertising and economic development. Members thought they would meet them in the middle with a \$1,500.00 donation. The members also agreed that if the ADC came up with a new project they would consider donating at that time. Following discussion, Member Buman motioned to approve a donation of \$1,500.00. Member Zaruba seconded the motion. Roll call: those voting aye – Shaw, Buman, Knipe, Wilson and Zaruba. Chairman Knipe declared the motion carried.

GM Hunter presented the FEMA flood/damage updates. JEO's total estimated cost of damages for original condition is \$317,000.00 and mitigation is \$1,010,000.00. This is the amount BPW will be requesting from FEMA for repairs and mitigation. BPW is working with FEMA to get an inspector onsite to review damages to return infrastructure to original condition. Also, FEMA only covers damages under the first flood condition we had. Any additional damages BPW incurred in the second flood event are not covered. Renee Critser from Nemaha Emergency Management was present and gave some additional information on FEMA flood/damage.

GM Hunter presented the Natural Resources Conservation Service (NRCS) letter of request for assistance. From what the BPW has learned in the FEMA process, any waterway restoration funding for mitigation request requires the involvement of the NRCS. The BPW projects are on Well 13 Road, Longs Creek and the Raw Water Line Little Nemaha River Crossing. Following discussion, Member Zaruba motioned to approve the NRCS letter of request to be signed. 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 Peru water study. Peru / JEO presented a 95% draft study to the Peru Community, of options for a water source. As the study is only a 95% draft it has only been presented, not yet formally discussed with the City of Peru. Board members voiced their concerns and the Peru water study will be on the agenda every month to keep the Board informed on the progress.

GM Hunter updated the Board on the 27<sup>th</sup> Street Lift Station. The recent rains and high water have increased the infiltration problems at this lift station. After the heavy rains on May 24, the pumps at this location could not keep up with flows. We are investigating a possible pump capacity problem. From reviewing the pump curves, we should be able to pump around 200 gpm but are only getting around 150 gpm. In any case, BPW knows they have sewer lines that are going to need a camera inspection and be lined. BPW will be putting together a plan to address this infiltration problem after we confirm if we truly have a pump capacity problem.

GM Hunter presented on the Accounting and Finance Manager's resignation. The process of filling this position has already started. We have worked out an arrangement with Wende to assist through this transition.

AFM Wende Bergmeier presented the standard financial reports to the Board and asked for questions regarding the same. Following discussion, Member Buman motioned to accept the financial reports as presented. Member Shaw 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 #15.

- 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 \$632,000.00 to Checking from Revenue.

Checks written during the month of May:

AFLAC	675.90
Ameritas	16,303.46
ASB	700.00
BCBS	17,502.80
Black Hills Energy	133.58
Chase Paymentech	1,824.01
DIRECT DEPOSIT TOTAL	83,370.76
Fleet Services	3,364.56
IBEW 1536	698.32
IRS	30,169.78
Mid-American Benefits	7,272.64
NDOR	31,200.00

NEOPOST	193.19
NSF Items	310.13
OPPD	13,604.19
Standard Life	1,776.67
The Principal Group	814.02
Time Warner/Spectrum	117.22
UPS	145.42
Verizon Wireless	251.27
WAPA	20,686.89
Windstream	704.18
Xpress Bill Pay	323.84

Approve the following claims submitted for payment:

American Recycling & Sanitation	15,985.23
Auburn Development Council	1,500.00
Auburn Discount Liq	690.00
B 103	171.00
County Publications	128.79
Baird Holm	13,625.05
Beard's Salvage	196.29
Blackburn Manufacturing	196.36
Board Of Public Works	14,979.02
Bulldog Auto Supply	880.85
Capital Business Systems	365.79
Caselle	1,866.00
City of Auburn	7,523.52
The Cleaners	222.59
Concrete Industries	197.03
Midwest Farmers Cooperative	195.00
Diamond Communications	1,958.49
DLT Solutions	631.51
Dutton-Lainson Company	1,002.18
Eggers Brothers	171.54
Electric Pump	622.80
Auburn Family Health Center	311.00
Think Safe	536.00
Capital One Spark Business	3,845.90
General Fire & Safety Equip.	492.50
Glenn's Corner Market	228.41
Hach Chemical Company	880.00
Hamilton Associates	875.00
Hawkins	1,209.38
DHHS State of Nebraska	271.00

DHHS Division of Public Health	260.00
HOA Solutions	311.25
Hoak, Mike	426.00
Husker Electric	47.40
Interstate All Battery Center	26.69
JEO Consulting Group	5,220.00
Johnson Quik Stop	18.69
Border States / Kriz-Davis Co	2,476.16
Lawson Products	75.08
LONM	770.00
McMaster-Carr Supply	25.10
McMann, Larry	40.00
Mellage Truck & Tractor	100.34
Metering & Technology Solutions	1,312.87
Metron-Farnier	1,099.64
Mid-Iowa Solid Waste Equip.	361.49
Mike's Window Service	12.78
Municipal Supply of NE	1,002.10
Nebraska Public Power District	202,616.82
NWRA	105.00
Village of Nemaha	4,041.56
Olsson	24,971.23
Omaha Door & Window	1,074.10
One Call Concepts	111.54
Paramount Linen & Uniform	1,319.52
Sack Lumber Company	378.14
NDEQ - Fiscal Services	124,036.72
Time Warner /Spectrum	52.10
U S A Blue Book	1,281.66
US Cellular	167.96

HireRight Solutions	200.76	Oestmann, Amy	152.94
Utility Equipment Company	305.23	Hopper, Douglas	145.38
Vermeer Equip of NE	217.93	Cooney, Chandra	100.00
Vision Care Direct	244.49	Rogge, Lynn	1,200.00
Scantron Technology Solutions	13,390.00	U.S. Postal Service	152.00
Water Engineering	392.83	KJ Whitehorse Bar & Grill	52.34
Wesco Distribution	1,440.73	Thresher, Elizabeth	40.00
WAPA	24,194.46	Johnson, Brad	40.00
Wilson Electric	95.00	MJS Market	68.20
Kiekel, Dustin	700.00	Conn Construction	6,700.00
Gonzales, Benedicto	120.41	Crescent Electric Supply	385.76
Girmus, Sydney	268.50		
Santana, Hezekiah	46.74		
Carnahan, Kyle	203.81		

Following discussion, Member Zaruba motioned to approve the General Consent Items as presented. Member Buman 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 Wednesday, July 10, 2019 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, 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 June 12, 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.