

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA
HELD July 19, 2023**

THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, met in regular session on July 19, 2023, 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 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: Rich and Jane Andrew

Chairman Knipe opened the floor for Jane Andrew to speak on agenda item as requested. Jane presented information regarding a proposed wastewater easement contract and the need to add an easement for electric utility services that is also needed on the same property, requesting both be handled at the same time.

Chairman Knipe called for action on the Sewer Line Lining project easement. After discussion, Member Grant made a motion to authorize a survey to determine the value of an electrical easement on the same property and to gather additional information as needed. Member Zaruba seconded the motion. Members voting aye – Knipe, Wilson, Zaruba, Shaw and Grant. Motion carried.

Accounting and Finance Manager Westhart (AFM) requested approval to contract with HDR for a Project Manager on the Sewer Line Lining Project for \$38,900.00. After discussion, Member Zaruba made a motion to approve the contract as presented. Member Wilson seconded the motion. Members voting aye – Wilson, Zaruba, Shaw, Grant, and Knipe. Motion carried.

GM Luhring provided an update on the CD renewal that was granted to Auburn State Bank as high bid. No action.

GM Luhring presented the LARM insurance renewal rates and requested approval of Resolution 2023-2024 which renews the commercial insurance policy for 3 years with a 5% discount at a cost of \$250,844.00. Member Grant made a motion to accept the renewal resolution as presented. Member Shaw seconded the motion. Members voting aye – Shaw, Grant, Knipe, Wilson and Zaruba. Motion carried.

GM Luhring requested approval to change the email security program at zero cost. He noted the current program has not been a good fit for our needs. Member Shaw made a motion to change programs as requested. Member Wilson seconded the motion. Members voting aye – Grant, Knipe, Wilson, Zaruba and Shaw.

GM Luhring provided an update that the LRE electromagnetic flyover has been completed. LRE is in the process of completing a report and will present at a future meeting. No action

GM Luhring requested approval to enter into an agreement with Black Hills Energy to install cathodic protection needed on gas lines. Testing has determined that the anodes are no longer providing protection from corrosion. A proposal has been submitted for \$1,423.74. Member Wilson made a motion to accept the agreement. Member Grant seconded the motion. Members voting aye – Wilson, Zaruba, Shaw, Grant, and Knipe. Motion carried.

GM Luhring updated the Board on the progress of the catalyst recertification process, noting that the company had issues with equipment, so the testing was delayed one day. Fuel was used during that time and NPPD will be updated on fuel usage. No action.

GM Luhring requested approval to purchase a new capacitor bank for the northwest feeder. The current setup is causing line loss and is known to reduce transformer life. Two options were presented. After discussion, Member Zaruba made a motion to proceed with option 2 which will include new material for

\$7,000.00. Member Grant seconded the motion. Members voting aye - Shaw, Grant Knipe, Wilson, and Shaw. Motion carried.

Water/Wastewater Manager Slater provided updates on the Peru water line. The projected date to bring the service online is now December 2023, due to delays in materials acquisition. No action.

GM Luhring requested approval to purchase four variable frequency drives (VFD). Two are to replace drives that are down in wells; two drives will be placed in inventory for emergencies. Member Grant made a motion to purchase VFD's as presented. Member Shaw seconded the motion. Members voting aye – Knipe, Zaruba, Shaw, Grant, and Knipe. Motion carried.

GM Luhring presented a quote for \$17,463.00 from Layne Christensen for repairs on Booster Pump #2 at the reservoir. In addition, a VFD needs to be replaced at a cost of \$3,204.00. Member Zaruba made a motion to accept both quotes as presented. Member Wilson seconded the motion. Members voting aye – Wilson, Zaruba, Shaw, Grant, and Knipe. Motion carried.

Water/Wastewater Manager Slater provided updates on the Drought Emergency Contingency Plan, noting the recent rains brought levels back to acceptable standards. No action.

GM Luhring requested approval to approve authorized signers for financial accounts at Auburn State Bank. Member Zaruba made a motion to approve the signers as proposed. Member Shaw seconded the motion. Members voting aye – Grant, Knipe, Wilson, Zaruba, and Shaw. Motion carried.

GM Luhring presented a request to provide employees compensation for appreciation during the recent General Manager transition. After discussion, the Board decided no compensation would be provided. No action.

AFM Westhart presented the standard financial reports to the Board. Member Grant made a motion to accept the financial reports as presented. Member Shaw seconded the motion. Members voting aye – Knipe, Wilson Zaruba, Shaw, and Grant. 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 \$705,000.00
- d) Approve Free Services Report.
- e) Approve liens/NODs.
- f) Quarterly Franchise Fees.

Checks written during the month of June

A-1 Cellular	239.83
Allison, Pam	30.00
American Recycling	20,070.93
Auburn Family Health	252.00
Auburn Plumbing/Heating	32.20
Austin, Nancy	30.00
B 103	171.00
Beard's Salvage	276.16
Black Hills Energy	644.31
Board Of Public Works	18,260.93
Border States	13,743.81
Bratcher, Donna	30.00
Bulldog Auto Supply	800.40
Capital Business	362.64

Capital One	4,531.76
Caselle Inc	1,940.00
City of Auburn	18,534.59
Concrete Industries Inc	268.80
Coulter, Mike	30.00
County Publications	241.11
Credit Information Services	87.15
DHHS State of Nebraska	229.00
Eggers Brothers Inc	54.44
First Wireless Inc	2,294.21
Gabelmann, Michael	93.44
Glenn's Corner Market	342.75
Great Plains Appraisal, Inc.	4,400.00
Green Care Lawn Service	920.00

Green, Adrien	286.76
Hauff, MaxAnn	242.65
Haverkamp Bros. Inc	300.00
Hawkins Inc	5,770.61
Hawley, James	225.56
HireRight Solutions LLC	253.49
Husker Electric	295.24
Iowa Pump Works	1,501.95
Jackson Services Inc.	1,978.84
Joe, Anthony	700.00
Johnny's Tire & Battery	151.15
Kansas Municipal Utilities	325.00
LRE Water	5,163.00
Lynch's Hardware & Gifts	85.45
Municipal Supply of NE Inc	1,557.16
Myers, Ed	30.00
Nanninga, Rod	269.39
NE Power Review Board	742.81
Needles I	10.55
NPPD	1,092.80
Olsson	1,057.54
One Call Concepts Inc	241.12
Pieters Construction Inc.	8,000.00

Pinpoint Auburn, Inc	432.18
PIP Marketing Signs & Print	2,959.28
Rewound Power Motors	2,856.29
Rhodus, Cady	426.00
Rodriguez, Edgar	500.00
Sack Lumber Company	221.25
SECUR-SERV	747.89
Smiley, Tom	30.00
State of NE - DHHS	783.34
Subsurface Solutions	10,109.41
Summit Fire Protection	810.00
United States Plastic Corp.	65.09
US Cellular	600.04
Village of Brownville	10,060.56
Village Of Johnson	4,019.59
Village of Nemaha	5,888.75
WAPA	37,212.31
Water Engineering Inc	432.11
Wellman, Lois	30.00
Wesco Distribution Inc	4,977.81
Westhart, Tamara	115.00
Zoro Tools Inc	483.94

Following discussion Member Zaruba made a motion to approve the General Consent Items as presented. Member Grant seconded the motion. Members voting aye – Grant, Knipe, Wilson, Zaruba, and Shaw. Motion carried.

Reports: Electric, Power Plant, Water/Wastewater Department, 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, August 16, 2023, at the hour of 11:30 a.m. at the Board of Public Works Board Room. Chairman Knipe declared the meeting adjourned.

ATTEST:

Chairman

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 July 19, 2023 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.

Tamara L. Westhart, Notary Public in and for the State of Nebraska.
My Commission Expires October 4, 2023.