

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA
HELD July 20, 2022**

THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, met in regular session on July 20, 2022, 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 guest: Paul Hamilton from Hamilton Associates.

Chairman Knipe noted that Ryan Gobber was not present to address the Board regarding his irrigation well application. No further action.

Chairman Knipe introduced Paul Hamilton from Hamilton and Associates. Mr. Hamilton presented the 2021 audit. Following discussion Member Grant made a motion to accept the audit as presented. Member Wilson seconded the motion. Members voting aye – Knipe, Wilson Shaw, Grant, and Knipe. Motion carried.

GM Hunter presented the League Insurance Government Health Team (LIGHT) Interlocal Agreement which is required for participation in the newly developed member health plan. After review, Member Zaruba made a motion to enter into agreement with LIGHT. Member Shaw seconded the motion. Members voting aye – Wilson, Zaruba, Shaw, Grant, and Knipe. Motion carried.

GM Hunter updated the Board on the status of the Aramark Uniform contract. It was noted that Aramark has agreed to release BPW from the current contract that was purchased from Paramount Linen. BPW will provide a 30-day notice to terminate. Approval is requested to enter into contract with Jackson Services Inc., who was selected the new provider during the RFP process. After discussion, Member Grant made a motion to terminate services with Aramark Uniform and to approve the Jackson Services contract. Member Shaw seconded the motion. Members voting aye – Zaruba, Shaw, Grant, Knipe, and Wilson. Motion carried.

GM Hunter presented the LARM Property Liability Renewal. The quoted premium is \$222,763.00, a 22% increase over the prior year. A 3-year commitment would result in 6% savings, reducing the premium to \$211,625.00. After discussion, Member Wilson made a motion to approve a 3-year renewal for the LARM Property Liability insurance. Member Grant seconded the motion. Members voting aye – Shaw, Grant, Knipe, Wilson and Zaruba. Motion carried.

GM Hunter requested permission to change out approximately 100 HPS lights that remain in residential areas. After discussion, Member Grant made a motion to convert the HPS fixtures to LED's. Member Zaruba seconded the motion. Members voting aye – Grant, Knipe, Wilson, Zaruba and Shaw. Motion carried.

GM Hunter presented tuck point proposals for the Power Plant. Member Wilson made a motion to reject the tuck point bids as presented. Member Shaw seconded the motion. Members voting aye – Wilson, Zaruba, Shaw, Grant, and Knipe. Motion carried. Discussion regarding advantages of using spray foam for the 250 square foot area were discussed. Member Zaruba made a motion to spray foam the brick needing repair at a cost not to exceed \$5,000.00. Member Wilson seconded the motion. Members voting aye – Knipe, Wilson, Zaruba, Shaw, and Grant. Motion carried.

GM Hunter informed the Board that our current contract with our audit firm has ended. He included an RFP in the packet for review and requested input on searching for a new audit firm. After discussion, the Board would like Hamilton and Associates to submit a proposal to be presented to the Board. No further action.

GM Hunter updated the Board on the Peru Water Line, noting that the projected start date for construction is now the fall of 2023. No further action.

GM Hunter provided information on State Revolving Funds (SRF) that are available for 0%. It was noted that there may be grant funds available for the sewer line lining project in October, so it may be beneficial to delay funding with SRF funds until we have confirmation on the grant availability. After discussion, the Board decided to delay funding the project until after grant information is confirmed. No further action.

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

AFM Westhart asked for any objections or exceptions to the General Consent Items listed under Agenda Item #15.

Approve the previous meeting’s 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) Approval of delinquent water and wastewater accounts (NOD's).
- d) Transfer funds from E-W-WW Revenue funds into checking for expenses, plus the routine interdepartmental transfers in the amount of \$392,000.00.
- e) Approve Free Services Report.

Checks written during the month of June

All Needs Computer	4,152.63
American Recycling	16,114.20
Aramark Uniform	1,996.00
Arms, Donald	300.00
Auburn Auto Center	12.50
Auburn Family Health Center	322.00
B 103	171.00
Baker, Brittney	32.55
Board Of Public Works	15,363.86
Border States Industries Inc	9,759.56
Bulldog Auto Supply	465.47
Burianek, Hannah	226.57
Capital Business Systems, Inc	602.34
Capital One Spark Business	3,284.44
Caselle Inc	1,940.00
Chase, Tammy	150.24
City of Auburn	13,236.48
Concrete Industries Inc	213.00
County Publications	302.97
Credit Information Services	83.65

DHHS	1,294.99
DHHS State of Nebraska	952.25
Dutton-Lainson Company	2,072.94
Eggers Brothers Inc	1,168.76
Farmers Union Cooperative	355.13
Filter Care of Nebraska	12.35
First Wireless Inc	143.78
Friedly Oil, LLC	905.19
General Fire & Safety Equip	3,405.10
Gilbert Services	15.16
Glenn's Corner Market	300.25
Grainger Inc	60.80
Grant, Teresa	103.34
Great Plains Lawn Care	1,360.00
Hach Chemical Company	550.69
Hawkins Inc	2,320.07
Herr, Rachel	148.09
HireRight Solutions LLC	231.90
HOA Solutions Inc	1,400.25
Hoak, Mike	426.00

Husker Electric	42.49
JEO Consulting Group Inc	1,353.75
Lawson Products Inc	373.03
Layne Christensen Co Inc	42,079.00
Lincoln Winwater	93.72
Lynch's Hardware & Gifts	30.71
Mellage Truck & Tractor Inc	113.79
Merz Ink	42.43
Metron-Farnier LLC	11,600.09
Meyer-Earp Auto Center LLC	389.56
Midwest Custom Coatings	3,000.00
Mike's Window Service	43.14
Moore, Terry	182.70
Municipal Supply of NE Inc	155.27
NE Power Review Board	738.54
NWRA	105.00
Nichols, Brian	167.70
Northern Safety Co Inc	467.63
OPPD	26,466.74
One Call Concepts Inc	139.78
Peaker Services Inc.	1,329.61
Petty Cash	339.51

Primrose Oil Company, Inc.	2,391.44
Sack Lumber Company	182.93
Scantron Technology	1,432.13
Smiley, Tom	30.00
Smith & Loveless Inc	448.99
ST of NE - DHHS	610.00
St of NE - Financial Services	2,180.00
Stewart Title Company	300.00
US Cellular	552.79
Vessco Inc	890.73
Village of Brownville	9,798.90
Village Of Johnson	3,902.57
Village of Nemaha	6,057.27
Vrtiska, Eric	219.80
Water Engineering Inc	392.83
Wesco Distribution Inc	1,775.40
WAPA	31,908.96
Westhart, Tamara	100.99
Wilson Electric	140.00
Woodruff, Timothy	1,200.00
Wredt, Tyler	30.00
Zoro Tools Inc	118.16

Following discussion Member Wilson made a motion to approve the General Consent Items as presented. Member Grant seconded the motion. Members voting aye – Knipe, Wilson, Zaruba, Shaw, and Grant. 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, August 17, 2022, at the hour of 11:30 a.m. at the Board of Public Works Board Room. Chairman Wilson 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 20, 2022 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.