

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA
HELD JULY 13, 2017**

THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, met in regular session on July 13, 2017 at the regular meeting place of the Board at the hour of 5:30 p.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 – Buman, Knipe, Wilson and Zaruba. Member Shaw was absent.

General Manager (GM) David Hunter introduced Jon Mohr from Leggette, Brashears and Graham, Inc. (LBG) to update the Board on the status of the Drinking Water Protection Plan (DWPP). We have been informed that because of our new Wellhead Protection Area (WHPA), DEQ is requiring us to update the Contaminant Source Inventory (CSI) and our Wellhead Protection Plan (WHPP). The BPW WHPP needs to be approved by the DEQ in order to apply for Nonpoint Source grant funding to support any of the DWPP recommendations in the future. Board approval is requested for additional funding in the amount of \$6,000.00 for LBG to update the 2009 WHPP and submit it to the DEQ for approval. Following discussion, Member Zaruba motioned to approve this additional funding. Member Buman seconded the motion. Roll call: those voting aye – Buman, Knipe, Wilson and Zaruba. Chairman Knipe declared the motion carried.

GM Hunter introduced a Nemaha NRD Pilot Project and requested Board approval to participate in this project. This project would implement best management practices for the protection of water quality and/or quantity. This pilot project is similar to what we are currently undertaking with our Source Water Protection Plan and Well Head Protection Plans. Following discussion, Member Buman motioned to approve participation in this project. Member Zaruba seconded the motion. Roll call: those voting aye – Knipe, Wilson, Zaruba and Buman. Chairman Knipe declared the motion carried.

GM Hunter presented an updated Record Retention Schedule for Board review and approval. Following brief discussion, Member Buman motioned to approve the Record Retention Schedule as presented. Member Wilson seconded the motion. Roll call: those voting aye – Wilson, Zaruba, Buman and Knipe. Chairman Knipe declared the motion carried.

GM Hunter presented the annual LARM Insurance renewal for Board review and consideration. LARM Insurance includes Property, Liability and Workers Compensation Insurance. Following discussion, Member Wilson motioned to renew this policy for a three year term. Member Buman seconded the motion. Roll call: those voting aye – Zaruba, Buman, Knipe and Wilson. Chairman Knipe declared the motion carried.

GM Hunter presented the BPW Arc Flash Safety Policy for Board review and approval. Following discussion, Member Zaruba motioned to approve the BPW Arc Flash Safety Policy as presented. Member Wilson seconded the motion. Roll call: those voting aye – Buman, Knipe, Wilson and Zaruba. Chairman Knipe declared the motion carried.

GM Hunter presented two Electric Department CD's that need to be renewed in July and requested Board approval to renew these CD's at the best available rates. Following discussion, Member Buman

motioned to approve this request. Member Wilson seconded the motion. Roll call: those voting aye – Buman, Knipe, Wilson and Zaruba. Chairman Knipe declared the motion carried.

GM Hunter updated the Board on the splash pad water usage. Since the last meeting, we have installed a pressure regulator at the splash pad and set it for 50 psi. The peak usage now is 17,000 gallons per day, compared to the 44,000 gallons per day used previously. With this gpm usage, the lift station’s run time is also down. At the time of the report (07/04/2017), the splash pad has used 808,000 gallons.

AFM Bergmeier presented the standard financial reports to the Board and asked for questions regarding the same. Following discussion, Member Zaruba motioned to accept the financials as presented. Member Buman seconded the motion. Roll call: those voting aye – Wilson, Zaruba, Buman and Knipe. Chairman Knipe declared the motion carried.

Chairman Knipe asked for any objections or exceptions to the General Consent Items listed under Agenda Item #12.

- 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 \$645,000.00 to Checking from Revenue.

Checks written during the month of June:

2016 PCORI Fee	151.04
AFLAC	584.50
Ameritas	14,498.85
Annual ASB Safe Deposit Box Rent	30.00
ASB	400.00
ASB Svc Chg / Cr on July Stmt	5.00
BCBS	19,480.91
DIRECT DEPOSIT TOTAL	78,894.25
IBEW 1536	723.88

IRS	30,979.01
Mid-American Benefits Claims	4,717.41
NDOR W/H	4,582.85
Nebr.child Support	664.00
NSF - Items	1,051.62
Paymentech Fee	1,527.01
Principal Group	766.79
Standard Life	1,780.91
XpressBillPay Fee	257.20

Approve the following claims submitted for payment:

Alden, Rich	30.00
American Recycling & Sanitation	16,216.57
Arnold, Phillip	171.93
Auburn Family Health Center	200.00
Auburn Plumbing/Heating/AC	5,089.75
Auburn Towing Service	70.00
B 103	171.00
Baird Holm LLP	3,482.10
Beard's Salvage	248.38
Blazek, Kim	400.00
BPW	28,728.76
Bulldog Auto Supply	311.60
Capital Business Systems	442.80
Carpenter Paper Company	103.77
Caselle Inc	1,205.00
CCS Inc	8,466.75
City of Auburn	10,201.71

Concrete Industries Inc	240.80
County Publications	145.65
Davidson, Donna	177.58
Davison, Christopher	286.04
DHHS State of NE	597.00
Diamond Marketing Solutions	5,668.69
Dutton-Lainson Company	5,178.57
Eggers Brothers Inc	5.78
Fastenal	228.98
Filter Care of NE	7.95
First Bank Card Center	1,274.80
First Wireless Inc	512.81
Gardner Denver Inc	5,504.55
Glenn's Corner Market	201.01
Grainger	90.26
Hamilton Assoc	7,650.00
Hawkins	2,563.27

HireRight Solutions	66.04
Hoak, Mike	426.00
Hunter Jr, David A	60.00
Husker Electric	434.34
Interstate All Battery	84.00
Johnson Quik Stop	298.56
Jones, Ryan	30.00
Kriz-Davis	5,567.27
LakeTech Consulting	4,042.50
League Of Municipalities	9,800.00
Lynch's Hardware & Gifts	24.56
Mc2 Inc	2,103.14
McMaster-Carr Supply	41.59
McRoberts, Rhiannon	162.16
Metering and Tech Solutions	713.39
Meyer Earp	259.70
Midwest Farmers Coop	126.20
Midwest Svc&Sales	1,654.69
Mike's Window Svc	22.90
Municipal Supply of NE	2,499.04
NE Environmental Prod	15,474.00
Nemaha Country Market	35.65
Nemaha Truck Repair	2,275.96
Neverson, Jeffland	239.85
Northern Safety	289.34
NPPD	294,127.29

OK Tire	76.41
Olsson Assoc	5,066.15
Omaha Slings	622.70
One Call Concepts	113.64
OPPD	12,001.46
Orscheln	284.02
Paramount Uniform	1,361.64
Petty Cash	113.67
Quimby, Sean	38.11
Sack Lumber	115.82
Sensus USA	97.98
Shopko	51.08
Skarshaug Testing Lab	242.48
Solomon Corp	10,380.56
Stutheit Imp	11.59
The Cleaners	232.18
UPS	86.69
US Cellular	151.48
Utility Equip Co	341.07
Utility Service Co	18,068.88
Village of Nemaha	4,106.62
Vision Care Direct	330.08
WAPA	36,079.96
Water Engineering	392.83
Wesco Distribution	1,070.33

Following brief discussion, Member Zaruba motioned to approve the General Consent Items as presented. Member Wilson seconded the motion. Roll call: those voting aye – Zaruba, Buman, Knipe and Wilson. 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 August 10th, 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 July 13, 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.