

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS  
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA  
HELD August 18, 2021**

**THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA**, met in regular session on August 18, 2021, 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: Member's 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 northeast wall.

Chairman Knipe acknowledged guest Crystal Dunekacke from the City of Auburn upon arrival.

GM Hunter provided the Board with information regarding the Windstream pole agreement. He noted that it had been an extended amount of time since the agreements had been updated and there had been many changes in regulations. GM Hunter recommended that BPW seek outside council to review the agreements. Member Grant made a motion to have the pole agreements reviewed by an attorney with expertise in this field. Member Shaw seconded the motion. Members voting aye – Knipe, Wilson Zaruba, Shaw, and Grant. Motion carried.

Chairman Knipe introduced the City of Auburn's new City Administrator/Economic Developer, Crystal Dunekacke. Crystal provided the Board with her experience and vision for the City of Auburn.

GM Hunter addressed the Board on the sewer lining project. Johnson Controls is scheduled to complete the camera inspection on August 30, 2021. The footage will be submitted to the engineers to request new bids. GM Hunter has researched SRF funds and has confirmed the camera fees are eligible costs. He also informed the Board that while jetting the lines at 16<sup>th</sup> and K, it was discovered that a contractor had bored through the line. They were contacted and took responsibility for the repair.

GM Hunter updated the Board on the transmission/line and substation projects. IES has completed the jobs and we are expecting the request for final payment. Work on the SCADA is still in process. A full load test has been scheduled.

GM Hunter noted the FEMA – 2019 Flood Repair work is complete. Seeding for the project is scheduled to be done in October. A request for payment in the amount of 17,754.19 has been submitted from Empire Construction. Retainage will be released once the seeding is complete. Member Grant made a motion to pay the request as submitted. Member Zaruba seconded the motion. Members voting aye – Shaw, Grant, Knipe, Wilson and Zaruba. Motion carried

GM Hunter requested the Board approve membership in the Kansas Municipal Utilities. He provided information on their training programs that will give employees access to additional educational opportunities. Member Zaruba made a motion to become a member of the Kansas Municipal Utilities. Member Shaw seconded the motion. Members voting aye – Grant, Knipe, Wilson, Zaruba and Shaw. Motion carried.

GM Hunter updated the Board on a price increase to our third-party billing services provided by Xpress Bill Pay. Member Grant provided information on the cost of processing checks versus electronic payment. The Board concluded that no action was needed to pursue alternative methods of payment.

GM Hunter provided information on the Net Metering Policy. Customers requesting information on solar energy, connecting into our system, and potential advantages and disadvantages is on the rise. Customers are entitled to avoided cost of electricity if excess energy is generated back into our transmission. Avoided cost and the formula used to calculate the benefit to customers was discussed.

GM Hunter updated the Board on the server replacement that was needed after the hard drive failed following the July meeting. The server was scheduled to be replaced in 2022, but due to the failure it was necessary to move forward. The transfer is complete with no issues. The backup server was in place to ensure that data history was not compromised.

GM Hunter informed the Board that they continue to work with JEO on the iron and manganese removal. He stated that although Peru is leasing the temporary maintenance site, they are responsible for repairs of equipment. Peru is working to get the equipment repaired. Peru has not contacted Board of Public Works regarding the water line project.

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

Chairman Knipe 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.
- d) Approve filing of Notices of Delinquency with the County Clerk.
- e) Transfer funds from E-W-WW Revenue funds into checking for expenses, plus the routine interdepartmental transfers in the amount of \$558,000.00
- f) Approve Free Service Report.

Checks written during the month of July.

AKRS Equipment	45.00
All Needs	842.99
American Recycling	18,056.82
AP Building Solutions	1,160.00
Auburn Design Shop LLC	58.05
Auburn Family Health Center	140.00
Auburn Plumbing/Heating	4.39
B 103	171.00
Beard's Salvage	194.00
Benefiel Truck Repair	79.66
Board Of Public Works	13,153.97
Border States Industries	1,652.65
Capital Business Systems, Inc	397.74
Capital One Spark Business	3,764.06
Caselle Inc	1,883.00
City of Auburn	10,053.12
CNA SURETY	273.70
Concrete Industries Inc	471.53
County Publications	336.15
Credit Information Services	66.45
DHHS State of Nebraska	174.00
Eggers Brothers Inc	211.54

Empire Construction	17,754.19
Farmers Co-op Association	26.29
First Wireless Inc	1,792.21
Glenn's Corner Market	163.01
Grainger Inc	13.17
Green Care Lawn Service	480.00
Hawkins Inc	1,600.78
HOA Solutions Inc	800.57
Hoak, Mike	426.00
JEO Consulting Group Inc	2,242.60
Kruse, Darrell	30.00
LARM	780.60
LONM	2,045.00
Leslie, Ruth	30.00
Lincoln Winwater	1,731.08
Lynch's Hardware & Gifts	37.90
Martin Marietta	818.36
McMaster-Carr Supply	93.49
Mid-American Benefits Inc	150.00
Mid-Iowa Solid Waste Equip.	3,205.08
Mike's Window Service	12.78
MJS Market	23.42

Municipal Supply of NE Inc	36.75
NPPD	244,294.33
Nemaha County Clerk	10.00
Olsson	42,268.76
OPPD	25,953.37
One Call Concepts Inc	177.70
Paramount Linen & Uniform	1,611.48
PAXXO (USA) Inc	1,048.19
Petty Cash	103.48
Sack Lumber Company	750.59
Scantron	6,480.00

Smiley, Tom	30.00
Solomon Corporation	6,322.68
US Cellular	283.01
Utility Equipment Company	25.18
Village of Brownville	7,375.45
Village of Nemaha	4,749.05
Volker Trucking	648.00
Water Engineering Inc	392.83
Wesco Distribution Inc	321.63
WAPA	33,673.87

Following discussion, Member Zaruba motioned to approve the General Consent Items as presented. Member Shaw 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, September 15, 2021, 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 August 18, 2021 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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Tamara L. Westhart, Notary Public in and for the State of Nebraska.  
My Commission Expires October 4, 2023.