

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA
HELD AUGUST 9, 2018**

THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, met in regular session on August 9th, 2018 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 – Shaw, Knipe and Wilson. Members Buman and Zaruba were absent.

Bryan Mellage, Nemaha County District 2 Commissioner, updated the Board that the County Assessor's office is no longer using the GIS system but have moved to Vanguard Appraisals for property searches and information. Mr. Mellage assured the Board that the Vanguard system will communicate with the BPW GIS system as expected. The Board thanked Mr. Mellage for attending and sharing this information.

General Manager (GM) David Hunter presented the 2018-19 LARM Insurance Renewal proposal for property, liability and workers compensation insurance. Following discussion, Member Shaw motioned to renew this policy for a three-year term. Member Wilson seconded the motion. Roll call: those voting aye – Knipe, Wilson and Shaw. Chairman Knipe declared the motion carried.

Blake Zinn attended to address the Board and discuss options concerning the operation of the Auburn Country Club waste/irrigation pumps located at the BPW wastewater plant. GM Hunter indicated that the simplest and easiest process would be for the BPW to maintain the pumps and bill the Country Club for materials and labor. Following discussion, Mr. Zinn said he would take this information back to the Country Club Board for review and consideration.

GM Hunter updated the Board on options for cleaning out the WWTP Reed Beds. GM Hunter has identified a couple contractors to perform this work and requested Board approval to write a specification to obtain bids for this project. Following discussion, Member Wilson motioned to allow this request. Member Shaw seconded the motion. Roll call: those voting aye – Shaw, Knipe and Wilson. Chairman Knipe declared the motion carried.

GM Hunter updated the Board on his election to the Brownville/Nemaha Levee District #2 Board for a one-year term. This is due to the future of the well field property, northeast of Nemaha that is owned by the BPW. GM Hunter requested Board's approval to serve this term. This request was unanimously approved.

GM Hunter updated the Board on an early renewal option for the office copier/scanner/fax/printer lease that includes a monthly savings as well as enhanced features. Following discussion, Member Shaw motioned to renew this lease early. Member Wilson seconded the motion. Roll call: those voting aye – Knipe, Wilson and Shaw. Chairman Knipe declared the motion carried.

GM Hunter opened the discussion on personnel issues. At the hour of 5:52 p.m., Member Wilson motioned to go into closed session. Member Shaw seconded the motion. Roll call: those voting aye – Knipe, Wilson and Shaw. Chairman Knipe declared the motion carried. At the hour of 6:00 p.m.,

Member Shaw motioned to come out of closed session. Member Wilson seconded the motion. Roll call: those voting aye – Knipe, Wilson and Shaw. Chairman Knipe declared the motion carried.

Accounting and Finance Manager (AFM) Wende Bergmeier presented the standard financial reports to the Board and asked for questions regarding the same. Following discussion, Member Wilson motioned to accept the financial reports as presented. Member Shaw seconded the motion. Roll call: those voting aye – Wilson, Shaw 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) 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 July:

AFLAC	537.58
Ameritas	15,154.29
ASB	500.00
BCBS	19,092.42
Black Hills Energy	133.58
Coatney, Kiefer	1,684.15
DIRECT DEPOSIT TOTAL	74,415.43
Fleet Services	2,504.78
IBEW 1536	709.80
IRS	27,434.51
Mid-American Benefits Claims	2,672.60
NDOR W/H	4,424.82
NE Child Support	664.00

NE Department of Revenue	37,086.46
NEOPOST	156.54
NSF & Correction Items	1,033.40
Paymentech Fee	1,655.59
Standard Life	1,752.85
The Principal	801.95
Time Warner/Spectrum	117.22
United Parcel Service	134.56
Verizon Wireless	210.91
Windstream	697.15
XpressBillPay Fee	287.20

Approve the following claims submitted for payment:

American Recycling & Sanitation	16,082.22
Baird Holm	7,969.39
Beard's Salvage	92.34
BPW	15,367.59
Bohl Plumbing & Heating	4.36
Border States/Kriz-Davis	18,474.60
Brownville Lyceum	20.04
Bulldog Auto	616.90
Capital One	3,555.45
Caselle Inc	1,650.00
City of Auburn	10,841.85
CNA SURETY	273.70

Concrete Industries	384.36
Cox, Cassandra	24.31
Credit Information Services	100.65
DeLaCruz, Chelsea	139.03
DHHS State of Nebraska	968.00
Diamond Communication	1,940.83
Eggers Brothers	132.83
Fastenal	712.40
Glenn's Corner Market	505.63
Grainger	46.01
Hawkins	669.60
Hoak, Mike	426.00
Husker Electric	6,294.43

JEO Consulting Group	3,450.00
Lawson Products	237.63
Lincoln Winwater	250.28
Lynch's Hardware	27.23
McDaniel, Kara	200.86
Merz Ink	102.24
Metering and Tech Solutions	362.10
Midwest Farmers Cooperative	124.25
Mike's Window Service	11.45
Municipal Supply of NE	115.28
NE Water Resources Assoc	105.00
Nemaha Country Market	17.24
Nemaha County Clerk	50.00
Northern Safety Co	130.52
NPPD	270,008.94
OK Tire	20.00
Olsson Associates	7,538.86
Omaha Door & Window	508.50
One Call Concepts	133.23

Paramount Linen & Uniform	1,840.71
Petty Cash	96.68
Safety-Kleen Systems	389.96
Ace-Tex Enterprises	489.00
Scantron Technology Solutions	7,787.00
Shopko Stores	11.61
St of NE - Financial Services	222.15
Subsurface Solutions	432.34
The Cleaners	222.60
U S A Blue Book	63.10
US Cellular	323.09
Utility Equipment Company	434.94
Village of Nemaha	4,288.73
Vision Care Direct	291.25
Water Engineering	392.83
Wesco Distribution	5,106.15
Whisler, Kristin	46.54

Following discussion, Member Wilson motioned to approve the General Consent Items as presented. Member Shaw seconded the motion. Roll call: those voting aye – Shaw, 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 September 13, 2018 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 August 9, 2018 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, 2022.