

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS  
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA  
HELD AUGUST 14, 2019**

**THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA**, met in regular session on August 14, 2019 at the regular meeting place of the Board 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 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, Buman, Knipe, Wilson and Zaruba.

GM Hunter presented on the Q street repair work cost to a customer. The customer had received a full copy of the project cost. The customer was present to address the Board on their costs and if any forgiveness of the proposed costs could be reviewed. Following discussion, member Zaruba motioned to have customer pay \$4,500 for their portion of the costs. Member Shaw seconded the motion. Roll call: those voting aye – Buman, Knipe, Wilson, Zaruba and Shaw. Chairman Knipe declared the motion carried.

GM Hunter presented on the 2020 LARM insurance renewal. LARM insurance renewal cost is increasing 12% for the next year due to higher costs in overall insurance claim increases. Following discussion, member Buman motioned to approve the insurance renewal. Member Shaw seconded the motion. Roll call: those voting aye – Knipe, Wilson, Zaruba, Shaw and Buman. Chairman Knipe declared the motion carried.

GM Hunter presented on the IES contract. The start date and the end date have been changed for this project by a month. Following discussion, member Zaruba motioned to approve the changes. Member Buman seconded the motion. Roll call: those voting aye – Wilson, Zaruba, Shaw, Buman and Knipe. Chairman Knipe declared the motion carried.

GM Hunter presented on selling the old unit #12 bucket truck. Following discussion, member Wilson motioned to approve the sale of old unit #12 bucket truck. Member Shaw seconded the motion. Roll call: those voting aye – Zaruba, Shaw, Buman, Knipe and Wilson. Chairman Knipe declared the motion carried.

GM Hunter presented on the FEMA flood/damage updates. BPW needs to hire an engineering firm for the work that needs done due to the flood damages. FEMA requires that a selection process must be used in obtaining professional services. Member Buman motioned to go into a closed session at 11:45am to discuss the selection for an engineering firm and member Shaw seconded the motion. At 12:15pm member Buman motioned to come out of closed session and member Zaruba seconded the motion. Following discussion, member Zaruba motioned to hire Olsson as the engineering firm for FEMA flood damages. Member Wilson seconded the motion. Roll call: those voting aye – Shaw, Buman, Knipe, Wilson and Zaruba. Chairman Knipe declared the motion carried.

GM Hunter presented on the 2019 Energy Fest. Board approved request to host the 2019 Energy Fest in October.

GM Hunter presented on the wastewater/water rate study. Following discussion, member Buman motioned to approve GM Hunter to send out proposals to qualified firms. Member Zaruba seconded the motion. Roll call: those voting aye – Knipe, Wilson, Zaruba, Shaw and Buman. Chairman Knipe declared the motion carried.

GM Hunter updated the Board on the Peru water supply. The new temporary plant was put online Aug 25. The City of Peru boil alert has been lifted.

GM Hunter updated on the test well on the Oestmann property. Three test holes will be drilled this month on the well. Once test pumping and water quality sampling is done, BPW will know if this location is feasible for a new well.

GM Hunter updated the Board on the finance manager position. Tamara Westhart is the new finance manager. Tamara’s first day will be Aug 15<sup>th</sup>.

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

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

- 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.
- e) Approve filing of Notices of Delinquency with the County Clerk.
- f) Transfer of \$701,000.00 to Checking from Revenue.

Checks written during the month of July:

AFLAC	675.90
Ameritas	16,148.89
ASB	700.00
BCBS	19,296.85
Black Hills Energy	133.58
Chase Paymentech	1,791.45
DIRECT DEPOSIT TOTAL	82,579.89
Fleet Services	2,344.37
IBEW 1536	701.72
IRS	29,733.21
Mid-American Benefits	835.43
NDEQ - Fiscal Services	150.00
NDOR W/H	33,922.19
NSF Items	286.55
Standard Life	1,764.49
The Principal Group	1,409.14
Time Warner/Spectrum	117.22
Verizon Wireless	394.18

Windstream	694.72
Xpress Bill Pay	342.54

Approve the following claims submitted for payment:

Altec	430.45
American Recycling	15999.14
B 103	171.00
CNA SURETY	273.70
County Publications	289.89
Baird Holm	4874.50
Baldwin Pole	41189.95
Beard's Salvage	45.54
BPW	13818.48
Capital Business	365.790
Carpenter Paper	67.52
Caselle	1866.00
Catholic Social Services	100.00
CCS	3484.00
City of Auburn	11338.91
The Cleaners	279.04
Concrete Industries	485.91
Midwest Farmers	62.50
Diamond Communication	1523.75
Eggers Brothers	864.74
Credit Information Services	28.50
Farmers Co-op	52.01
Capital One Spark Business	3434.12
Gillispie, William	40.00
Gibbs, Charles	40.00
Glenn's	385.81
Grainger	14.25
Hach	55.04
Hawkins	512.00
DHHS	320.00
Hilti	98.09
Hoak, Mike	426.00
Husker Electric	41.54
Interstate All Battery Center	60.35
Border States	308.38
Lincoln Winwater	365.77
Brownville Lyceum	51.79

Lynch's	25.50
McMaster-Carr Supply	66.28
Merchant Job Training	550.00
Mike's Window Service	12.78
Municipal Supply	47.82
NPPD	299737.38
NE On-Site Waste Water	135.00
Nemaha County Clerk	10.00
Village of Nemaha	4245.40
OK Tire	185.53
Olsson	52068.76
OPPD	13292.54
Paramount Linen	1926.54
Petty Cash	56.65
South Auburn Church	270.00
Stutheit	135.53
T & R Electric	2130.00
U S A Blue Book	107.50
US Cellular	165.11
HireRight Solutions	64.68
Water Engineering	392.83
Wesco Distribution	38426.84
WAPA	32367.87
Holmes, Tristan	189.00
Ressequeie, Teresa	149.01
David, Ryan Davis	184.49
Cote, Lexie	88.13
Gonzalez, Jose	251.15
Clark, James M	40.00
Remmers, Helen	40.00
Mitchell, Eric	1200.00
McCoppin, Angie	59.62
Betts, Bruce	218.62
KJ Whitehorse	185.50
Peaker Services	1714.43
Barker, Troy	75.00
Baumhover, Loras	44.45

Triana, Pedro	274.80
MJS Market	147.22
Martin Marietta	1583.50

Crescent Electric	75.60
Becker, Kelly	168.31
Wright, Keith	800.00

Following discussion, member Buman motioned to approve the General Consent Items as presented. Member Wilson seconded the motion. Roll call: those voting aye – Knipe, Wilson, Zaruba, Shaw and Buman. 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 Wednesday, September 11, 2019 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, 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 14, 2019 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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Wende S. Bergmeier, Notary Public in and for the State of Nebraska.  
My Commission Expires July 25, 2022.