

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA
HELD SEPTEMBER 21, 2022**

THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, met in regular session on September 21, 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 there were no guests present.

GM Hunter discussed the possibility of purchasing one of the two work pickups budgeted for 2022. He noted the difficulty getting used vehicles and requested permission to order a new pickup. After discussion, the Board granted permission to move forward with ordering a new pickup from the local dealer. No further action.

GM Hunter reminded the Board that it is time to host the 2022 annual Energy Fest for Auburn and Johnson Brock fourth grade students and requested permission to move forward with planning. Member Zaruba made a motion to host the event. Member Shaw seconded the motion. Members voting aye – Knipe, Wilson, Zaruba, Shaw, and Grant. Motion carried.

GM Hunter requested authorization to transfer and wire funds for the 2021 Series WWTP Bond Payment. The payment includes a principal payment of \$425,000.00 and interest in the amount of \$4,133.75, for a combined payment of \$429,133.75. Member Wilson made a motion to accept the proposal. Member Grant seconded the motion. Members voting aye – Wilson, Zaruba, Shaw, Grant, and Knipe. Motion carried.

GM Hunter updated the Board on concerns with the Nebraska LIHEAP Program. He noted that guaranteed payments have been denied after BPW has delayed shut offs. This causes issues for staff trying to collect funds on delinquent accounts. The Board determined the number of times this has been a problem is minimal and at this time no action will be taken.

GM Hunter provided information on attempts to find a remedy for the shallow buried cable at 647 Road underground. OPPD has been contacted about the possibility of adding the customer to their line which is nearby. He has received no response from the inquiry. Currently the shallow areas are being reburied. It is believed that the line will eventually have more issues and need to be replaced. Power is restored at this time. No further action.

GM Hunter has researched a valve wrench that would assist the water department when working on frozen water valves. The current wrench does not have enough torque to open several valves. Authorization is requested to purchase the new wrench at a cost of approximately \$8,000.00. Member Zaruba made a motion to purchase the new piece of equipment, not to exceed \$8,000.00. Member Shaw seconded the motion. Members voting aye – Grant, Knipe, Wilson, Zaruba and Shaw. Motion carried.

GM Hunter reviewed the draft residential trash collection agreement that addresses the billing for the City of Auburn garbage contract. He noted we currently send a lump sum for services. This we be changed to include a \$1.00 fee per customer fee for billing. This new fee will be included in the amount contracted by the City of Auburn. Permission is requested to sign the contract and move forward with the changes. Member Grant made a motion to accept the draft with changes to correct termination dates on page three. Member Zaruba seconded the motion. Members voting aye – Knipe, Wilson, Zaruba, Shaw and Grant. Motion carried.

GM Hunter presented a request from the Auburn Chamber of Commerce regarding changing City banners throughout the year. Currently twenty banners are changed out twice a year. The new request will result in fifty-five banners being changed out five times a year. After discussion, the Board would like to discuss with the Chamber the possibility of lowering the hanging equipment on the poles, which would allow city workers

the ability to assist with the labor portion of changing out the banners. It would also allow equipment other than bucket trucks to be used for a portion of the banners.

GM Hunter requested permission to write off the Shopko account due to bankruptcy. The amount on the account is \$9,097.98 and is considered uncollectible. Member Zaruba made a motion to write off the account in the amount presented. Member Grant seconded the motion. Members voting aye – Zaruba, Shaw, Grant, Knipe, and Wilson. Motion carried.

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

AFM Westhart asked for any objections or exceptions to the General Consent Items listed under Agenda Item #14.

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) Transfer funds from E-W-WW Revenue funds into checking for expenses, plus the routine interdepartmental transfers in the amount of \$1,407,000.00.
- d) Approve Free Services Report.
- e) NOD release

Checks written during the month of August

A-1 Cellular	223.30
Ace-Tex Enterprises	378.60
All Needs Computer	2,801.06
American Recycling	16,282.37
Aramark Uniform	1,876.63
Auburn Auto Center	103.37
Auburn Family Health	105.00
Aue, Franklin	30.00
Auxier, Buck	161.09
B 103	171.00
Baird Holm LLP	3,304.27
Barco Municipal Products	1,538.40
Beard's Salvage	42.28
Blackburn Manufacturing	464.86
Board Of Public Works	16,300.51
Border States Industries Inc	18,236.81
Breuer, David	30.00
Bulldog Auto Supply	548.64
Capital Business Systems, Inc	417.97
Capital One Spark Business	1,459.15
Caselle Inc	1,940.00
City of Auburn	14,080.82
Concrete Industries Inc	81.00
Coulter, Dean & Cathy	30.00
County Publications	184.95
Credit Information Services	131.45
DHHS State of Nebraska	794.00
Donnelly, Dylan	139.42
Dutton-Lainson Company	3,537.18
Eggers Brothers Inc	251.21
ESRI	3,200.00

Filter Care of Nebraska	40.30
First Wireless Inc	334.09
Frontier Cooperative	122.50
Glenn's Corner Market	476.42
Grainger Inc	1,345.43
Great Plains Lawn Care	1,010.00
Hamilton Associates PC	13,270.00
Hawkins Inc	2,216.22
Hector, Tony	550.00
HireRight Solutions LLC	202.13
HOA Solutions Inc	1,452.98
Hoak, Cady	426.00
Husker Electric	670.84
JEO Consulting Group Inc	2,215.00
Kansas Municipal Utilities	2,400.00
Koperski, Jr Steven William	4,000.00
Layne Christensen Co Inc	16,111.67
LARM	211,625.00
LONM	2,045.00
Lincoln Winwater	2,355.15
Lynch's Hardware & Gifts	51.92
McMaster-Carr Supply	19.36
Mellage Truck & Tractor Inc	773.69
Metron-Farnier LLC	850.02
Mid Continent Testing Lab	288.00
Municipal Supply of NE Inc	500.20
Nebraska Rural Water	225.00
Noa, Adam	4,000.00
Northern Tool & Equipment	104.00
Norvell, Susan	30.00
Olsson	13,600.00

Omaha Public Power District	26,465.43
One Call Concepts Inc	111.61
PIP Marketing Signs & Print	742.69
Pollard water Co Inc	399.41
RESCO	1,055.00
Sack Lumber Company	191.95
Scantron Technology	554.00
Shires, Sheldon	300.00
Thompson Transformer	9,000.00

US Cellular	85.08
Village of Brownville	7,594.15
Village of Nemaha	4,282.13
Water Engineering Inc	392.83
Wellman, Darrell	30.00
Wesco Distribution Inc	6,805.44
WAPA	33,076.72
Willco Inc	1,740.00
Zoro Tools Inc	480.69

Following discussion Member Zaruba made a motion to approve the General Consent Items as presented. Member Wilson seconded the motion. Members voting aye – Grant, Knipe, Wilson, Zaruba, and Shaw. 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, October 19, 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 September 21, 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.

Tamara L. Westhart, Notary Public in and for the State of Nebraska.
My Commission Expires October 4, 2023.