

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS  
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA  
HELD OCTOBER 16, 2019**

**THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA**, met in regular session on October 16, 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 guests; Craig Jones and Austin Partridge from First National Capital Markets (FNCM).

Chairman Knipe called the meeting to order. Roll call: Members present – Shaw, Buman, Knipe, and Zaruba. Absent - Wilson

General Manager David Hunter (GM) presented a proposal from FNCM to refinance the WP SRF Loan to Market Bonds. Craig Jones from FNCM was available to answer questions. Refinancing would drop our current interest from 3.3% to 2.58%, an approximate savings of \$291,043.17. The new bond would be for 20 years with an option to accelerate payment after 5 years. The City Council met and has approved to refinance if the Board elects to. Member Zaruba motioned to approve refinancing of the SRF 30-year loan and replace with the 20-year Market Bonds. Member Buman seconded the motion. Roll call: those voting aye – Buman, Knipe, Zaruba and Shaw. Chairman Knipe declared the motion carried.

GM Hunter presented the 2020 Electric, Water and Wastewater Budgets for Board review and approval. Following discussion, Member Buman motioned to approve the 2020 Electric Budget as presented. Member Buman seconded the motion. Roll call: those voting aye – Knipe, Zaruba, Shaw and Buman. Chairman Knipe declared the motion carried. Member Zaruba motioned to approve the 2020 Water Budget as presented. Member Shaw seconded the motion. Roll call: those voting aye –Buman, Knipe, Zaruba and Shaw. Chairman Knipe declared the motion carried. Member Zaruba motioned to approve the 2020 Wastewater Budget as presented. Member Buman seconded the motion. Roll call: those voting aye – Zaruba, Shaw, Buman and Knipe. Chairman Knipe declared the motion carried.

GM Hunter requested updates of the GIS contract renewal be tabled. He would like time to gather additional information. Member Zaruba made a motion to table renewal of the GIS contract. Member Shaw seconded. Roll call: those voting aye – Zaruba, Shaw, Buman and Knipe.

GM Hunter presented information regarding a proposal from CRG Financial to purchase the Windstream bankruptcy. The Staff recommends no action as the balance is minimal and it is possible they will make full payment. No action taken.

Board Members Knipe and Buman updated the Board on a recent meeting with City of Peru Officials where Peru made a request to the BPW to possibly supply the City of Peru with water. All members were in favor of investigating the feasibility of providing water to Peru. The committee will update the Board as this moves forward.

GM Hunter provided information regarding the Water/Wastewater Rate Study request for proposals (RFP). Two quotes were received. Following discussion, it was decided to resubmit the RFP to see if additional quotes would be submitted.

GM Hunter requested Board approval to hold the annual BPW Pig-Out Fest just prior to the Christmas holiday. Member Zaruba motioned to approve this request. Member Shaw seconded the motion. Roll call: those voting aye – Zaruba, Shaw, Buman and Knipe. Chairman Knipe declared the motion carried.

GM Hunter provided updated information regarding life insurance coverage for those over age limits. The policy has been amended to include all employees with no change in rates. No further action needed.

GM Hunter provided updates on NITS transmission. OPPD and NPPD are working on moving forward so SPP can move forward. No further action taken.

Accounting and Finance Manager (AFM) Tamara Westhart 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 Zaruba seconded the motion. Roll call: those voting aye – Buman, Knipe, 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 #14.

- 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 \$846,000.00 to Checking from Revenue.

Checks written during the month of September:

AFLAC	782.38
Ameritas	13,594.25
ASB	500.00
BCBS	18,399.83
Black Hills Energy	201.13
Chase Paymentech	1,611.54
Constellation Energy	1,491.92
DIRECT DEPOSIT TOTAL	80,375.82
Fleet Services	3,018.15
IBEW 1536	701.72
IRS	27,976.78
Mid-American Benefits	364.32

NDOR W/H	4,626.31
Ne Waste Reduction and Recycling	25.00
Nebraska Department of Revenue	34,644.26
NEOPOST	100.00
NSF	343.35
Standard Life	1,759.12
The Principal	1,163.44
Time Warner Cable	117.24
United Parcel Service	58.90
Verizon Wireless	335.50
Windstream	702.50

Approve the following claims submitted for payment:

A-1 Cellular	130.67
Altec Industries Inc	440.21
American Recycling & Sanitation	16193.03
B 103	152.00
BCom Solutions, LLC	269.99
County Publications	214.14
Baird Holm LLP	3321.69
Beard's Salvage	48.31
Blackburn Manufacturing	181.82
Board of Public Works	14661.70
Bohl Plumbing & Heating Inc	55.25
Butler County Landfill Inc	27.26
Capital Business Systems Inc	397.18
Carpenter Paper Company	68.37
Caselle Inc	1866.00
Catlett Surveying Inc	300.00
CCS Inc	1439.00
City of Auburn	8826.22
The Cleaners	231.11
Concrete Industries Inc	567.65
Cornhusker International	59.99
Diamond Communication	1567.52
Dutton-Lainson Company	11923.74

Eggers Brothers Inc	454.35
Endries International	55.36
Credit Information Services	47.50
Capital One Spark Business	3020.10
General Fire & Safety Equipment	92.00
Glenn's Corner Market	335.11
Grainger Inc	155.78
Hach Chemical Company	46.54
DHHS State of Nebraska	963.00
HOA Solutions Inc	479.25
Hoak, Mike	426.00
Husker Electric	3201.28
Kidwell Inc	781.25
Border States / Kriz-Davis Co	4537.59
Lawson Products Inc	111.36
LARM	168388.76
LONM	45.00
Lincoln Winwater	367.08
Brownville Lyceum LLC	252.57
Lynch's Hardware & Gifts	59.96
McMaster-Carr Supply Company	128.73
Mechanical Sales Inc	1223.00
Meyer-Earp Auto Center LLC	199.48

Mid-Iowa Solid Waste Equipment	2074.51
Mid-Continent Sales	162.00
Mid Continent Testing Lab	162.00
Midwest Laboratories Inc	307.10
Mike's Window Service	51.12
Municipal Supply of NE Inc	1676.72
NPPD	278537.77
NE On-Site Waste Water Assoc.	185.00
Needles I	253.20
Village of Nemaha	3943.17
Northern Safety Co Inc	28.54
Olsson	36061.12
Oldfield, Tony	40.00
Omaha Public Power District	13292.54
One Call Concepts Inc	106.15
Paramount Linen & Uniform	1547.72
Penfield, Tyler	217.37
Petty Cash	86.94
Schweitzer Engineering	6006.60
Sack Lumber Company	10.70
Skarshaug Testing Lab	761.10
Stahl, Kelly	599.40

St of NE - Financial Services	822.41
NDEQ	150.00
U S A Blue Book	668.01
US Cellular	243.04
HireRight Solutions LLC	250.00
Utility Service Co Inc	50,216.89
Vessco Inc	765.35
Water Engineering Inc	392.83
Wesco Distribution Inc	2484.12
WAPA	20654.43
Hunter Jr, David A	31.00
Radley, Natisha	17.81
Freeman, Stone	24.14
Pulec, Tina	236.87
LifeGuard MD, Inc.	1932.80
KJ Whitehorse Bar & Grill	25.57
MJS Market	38.12
Crescent Electric Supply	2737.90
Woerth, Steve	2400.00
Auto Air & Repair	352.43
Midwest Custom Coatings	2400.00
Johnson, Ashton	269.58

Following discussion, member Shaw motioned to approve the General Consent Items as presented. Member Buman seconded the motion. Roll call: those voting aye – Buman, Wilson and Shaw. Co-Chairman Wilson 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, November 20, 2019 at the hour of 11:30 a.m. at the Board of Public Works Board Room. Co-Chairman Wilson 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 October 16, 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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Tamara L. Westhart, Notary Public in and for the State of Nebraska.  
My Commission Expires October 4, 2023.