

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA
HELD October 21, 2020**

THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, met in regular session on October 21, 2020 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 no guests were present.

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

General Manager David Hunter (GM Hunter) presented information provided by JK Engineering regarding the Peru water rate study. After discussion, Member Zaruba made a motion to provide a connection fee of \$565,000.00 to the Auburn water system and to provide water at a bulk rate of \$4.89 per thousand gallons. Member Shaw seconded the motion. Roll call: those voting aye – Knipe, Wilson, Zaruba and Shaw. Motion carried.

GM Hunter provided updates on the progress of Peru water connection. A projected timeline was discussed, and a drafted contract was available for review. The committee will continue to work with Peru to move the project forward. No action taken.

GM Hunter provided information on preparing the office for public access. Protective barriers are on order. After installation, the office will be open for public access. The public will be notified in the newsletter. No action taken.

GM Hunter reviewed budget information for Electric, Water and Wastewater departments. A new rate schedule will be provided at the December Board meeting for approval. This will reflect the rate changes approved in October. Member Zaruba made a motion to approve the budgets as presented. Member Wilson seconded the motion. Roll call: those voting aye – Zaruba, Shaw, Knipe, and Wilson. Motion carried.

GM Hunter requested an update to the pledge policy to reflect the required AA rating for non-Nebraska municipal bonds. Member Zaruba made a motion to update the pledge policy. Member Shaw seconded the motion. Roll call: those voting aye – Knipe, Wilson, Zaruba and Shaw. Motion carried.

GM Hunter noted that IBEW contract negotiations are in process. He has a list of requests from the Union representative and the negotiations committee will meet to discuss options. No further action taken.

GM Hunter requested approval to purchase Chamber Bucks for the employees to be given in November prior to the holiday season. Member Shaw made a motion to approve \$25.00 in Chamber Bucks per employee. Member Zaruba seconded the motion. Roll call: those voting aye – Wilson, Zaruba, Shaw and Knipe. Motion carried.

GM Hunter presented the annual Unclaimed Property report and requested approval to transfer Unclaimed Property to the Nebraska State Treasurer by November 1. Member Wilson made a motion to approve this request. Member Zaruba seconded the motion. Roll call: those voting aye – Zaruba, Shaw, Knipe, and Wilson. Motion carried.

Accounting and Finance Manager, Tamara Westhart presented the standard financial reports to the Board and asked for questions regarding the same. Member Shaw motioned to accept the financial reports as presented. Member Wilson seconded the motion. Roll call: those voting aye – Shaw, Knipe, Wilson and Zaruba. Motion carried.

Chairman Knipe asked for any objections or exceptions to the General Consent Items listed under Agenda Item #13

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) Approval of delinquent water and wastewater accounts.
- f) Transfer funds from E-W-WW Revenue funds into checking for expenses, plus the routine interdepartmental transfers in the amount of \$1,003.000.00
- g) Approve Free Service Report.

Checks written during the month of September

AKRS Equipment	82.25
All Needs Computer & Mailing	1,797.06
American Recycling	16,273.61
Auburn Family Health Center	175.00
B 103	171.00
BCom Solutions, LLC	269.99
Beard's Salvage	12.78
Blackburn Manufacturing	494.90
Board Of Public Works	14,179.65
BOPW - REBATE	2,800.00
Border States Industries	3,271.61
Capital Business Systems Inc	463.40
Capital One Spark Business	1,110.57
Carpenter Paper Company	65.71
Caselle Inc	1,828.00
Catlett Surveying Inc	250.00
City of Auburn	7,811.91
County Publications	206.58
Crescent Electric Supply	253.47
Crook-Nelson, Tracy	57.47
DHHS State of Nebraska	1,485.00
Doty, Christopher	67.83
Eggers Brothers Inc	52.98
Electric Transportation Partners	59,690.00
Environmental Systems	3,200.00
Frontier Cooperative	1,662.50
Glenn's Corner Market	133.42
Hawkins Inc	2,362.79
HireRight Solutions LLC	418.42
HOA Solutions Inc	19,891.00

Hoak, Mike	426.00
Husker Electric	695.87
JEO Consulting Group Inc	5,667.50
JK Energy Consulting, LLC	1,000.00
Lambert, John	179.40
LARM	171,110.00
Lincoln Winwater	648.77
MacQueen Equipment	172.27
Merz Ink	159.75
Metron-Farnier LLC	2,496.89
Mid America	1,168.78
Midwest Laboratories Inc	204.00
Mike's Window Service	12.78
NMPP	4,640.00
NPPD	209,816.74
NWRA	105.00
OK Tire	60.00
Olsson	8,967.83
Omaha Public Power District	28,844.81
One Call Concepts Inc	118.93
Paramount Linen & Uniform	2,014.35
Petty Cash	66.75
Quitmeyer, Faith	238.63
Sack Lumber Company	91.56
Sanitary Wiping Cloth	351.00
Scantron	2,615.24
St of NE - Financial Services	408.97
The Cleaners	85.20
The Eagles Nest	23.00
Thompson Transformer	17,037.00

US Cellular	292.18
Utility Service Co Inc	59,318.46
Village of Brownville	2,825.48
Village of Johnson	4,870.63

Village of Nemaha	5,683.84
Water Engineering Inc	392.83
Wesco Distribution Inc	147,484.06
WAPA	20,654.43

Following discussion, Member Zaruba motioned to approve the General Consent Items as presented. Member Shaw seconded the motion. Roll call: those voting aye – 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 November 18, 2020 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, 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 21, 2020 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.