

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA
HELD OCTOBER 12, 2017**

THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, met in regular session on October 12, 2017 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, Wilson and Zaruba. Member Buman was absent.

General Manager (GM) David Hunter introduced Kevin Booker, Executive Director of the Nebraska State Electric Division to address the Board on its responsibility and liability in providing electric services to area properties. Mr. Booker provided the Board with a copy of the Nebraska State Electrical Act and State Electrical Board Rules. Kevin Booker introduced Rick Paulson, also from the State Electric Division. Mr. Booker pointed out to the Board that State Statute: 81-2133 states that, until the State Electric Division inspects a job the utility is responsible and liable. Specifically stated, *“Upon inspection and approval by any certified inspector, all liability upon any supplier of electrical service for subsequent damage or loss arising from any installation shall be terminated, except for any acts of gross negligence by such supplier”*. Source: Laws 1975, LB 525, § 33; R.S.1943, (1976), § 81-5,103. Mr. Booker indicated that in the near future an inspector will be residing in Auburn and inspectors will be better trained. Following discussion and questions, the Board thanked Mr. Booker and Mr. Paulson for attending the meeting.

GM Hunter updated the Board on the Wellhead Protection Area Map as part of our Source Water Protection Plan (SWPP) and the Wellhead Protection Plan (WHPP). GM Hunter pointed out that as our water source being under the influence of surface water, we needed to include additional area that has the runoff from local streams. Board approval is requested on this Wellhead Protection Area Map. Following discussion, Member Zaruba motioned to approve the Wellhead Protection Area Map as presented. Member Shaw seconded the motion. Roll call: those voting aye – Knipe, Wilson, Zaruba and Shaw. Chairman Knipe declared the motion carried.

GM Hunter requested Board approval to hold the annual Pig-Out Fest on December 21, 2017 at 11:30 a.m. Following discussion, Member Shaw motioned to approve this event. Member Zaruba seconded the motion. Roll call: those voting aye – Wilson, Zaruba, Shaw and Knipe. Chairman Knipe declared the motion carried.

GM Hunter opened the discussion on the Electric System and Power Plant upgrades. Strategies discussed included breaking this project down into smaller pieces over a longer time frame. Following lengthy discussion, Board Members unanimously decided to table a decision on this project in order to do further research over the next month, before making a decision on this major project. Due to scheduling conflicts, Member Zaruba motioned to move the November Board meeting to Tuesday, November 7 at the regular time and place. Member Wilson seconded the motion. Roll call: those voting aye – Zaruba, Shaw, Knipe and Wilson. Chairman Knipe declared the motion carried.

GM Hunter presented the 2018 Budgets for Board review and approval. Following discussion, Member Zaruba motioned to approve the 2018 Budgets as presented. Member Wilson seconded the motion. Roll call: those voting aye – Shaw, Knipe, Wilson and Zaruba. Chairman Knipe declared the motion carried.

GM Hunter presented the BPW Website Privacy Policy for Board review and approval. Following discussion, Member Zaruba motioned to approve the BPW Website Privacy Policy as presented. Member Shaw seconded the motion. Roll call: those voting aye – Knipe, Wilson, Zaruba and Shaw. Chairman Knipe declared the motion carried.

GM Hunter presented one Wastewater Department CD maturing this month and requested Board approval to renew at the best available rate. Following discussion, Member Zaruba motioned to approve this request. Member Wilson seconded the motion. Roll call: those voting aye – Knipe, Wilson, Zaruba and Shaw. Chairman Knipe declared the motion carried.

GM Hunter requested Board approval to purchase Chamber Bucks to distribute to the employees during the holidays again this year. The total cost would be \$500.00. The certificates are distributed during the second pay period in November. Following discussion, Member Zaruba motioned to continue this annual tradition. Member Shaw seconded the motion. Roll call: those voting aye – Wilson, Zaruba, Shaw and Knipe. Chairman Knipe declared the motion carried.

AFM 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 Zaruba seconded the motion. Roll call: those voting aye – Shaw, Knipe, Wilson and Zaruba. 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 to T&D.
- e) Transfer of \$564,000.00 to Checking from Revenue.

Checks written during the month of September:

AFLAC	568.44	NDOR W/H	4,175.75
Ameritas Pension	6,736.08	NEWasteReduct&RecyclForm94	25.00
Ameritas WWTP Bond	393,741.25	NEChild Support-electronic	332.00
ASB	200.00	Nebraska Department of Revenue	33,748.68
BCBS	19,480.91	NFS/Closed Acct Items	1,195.07
Black Hills Energy	217.51	Paymentech Fee	1,855.16
Constellation Energy	1,005.04	Standard Life	1,780.91
DIRECT DEPOSIT TOTAL	74,340.68	The Principal Group	766.79
Fleet Services	2,270.59	Time Warner Cable	117.28
Hasler	100.00	Verizon Wireless	85.08
IBEW1536	726.69	Windstream	691.09
IRS	13,664.15	WRK Systems	7,821.79
Mid-American Benefits	3,233.18	XpressBillPay	272.20

Approve the following claims submitted for payment:

Altec Industries Inc	2,071.61	Auburn Family Health Center	105.00
American Recycling&Sanitation	15,925.91	B 103	152.00

Baird Holm	1,853.10
BCom Solutions	1,110.00
Beard's Salvage	262.35
BPW	17,373.86
BTE Corp	350.00
Bulldog Auto	456.02
Capital One Spark	2,062.56
Carpenter, Joshua	144.97
Caselle	1,205.00
Cash, Justin	38.05
City of Auburn	8,525.04
Concrete Ind	1,216.77
Core & Main	751.77
County Publications	211.90
Credit Information Svc	44.50
Crop Production Svc	108.84
DHHS St of NE	182.00
Diamond Communications	1,506.34
Donnelly, Dylan	139.42
Dutton-Lainson	2,836.24
Eakes Office Plus	95.64
Eggers Brothers	80.92
Eide, Carly	160.97
Filter Care of NE	30.35
Glenn's Corner Mkt	201.74
Haase, Cory	155.47
Hamilton Assoc	275.00
Hawkins	921.92
HireRight Solutions	349.74
Hoak, Mike	426.00
Husker Electric	1,154.74
Jeanneret, Rachel	141.95
Johnson Service Co	22,060.00
KJ Whitehorse	65.82
Kriz-Davis	4,722.61

Lincoln Winwater	1,972.60
Lynch's Hardware	14.67
McCormack, Dakota	190.07
McMaster-Carr	163.64
Midwest Laboratories	163.50
Mike's Window	11.45
Municipal Pipe Svcs	452.63
Municipal Supply of NE	1,416.59
Nemaha Country Mkt	16.24
Nemaha County Clerk	100.00
Nemaha Nat Resources Dist.	379.44
NHHS-Div of Public Health	57.50
NPPD	289,060.33
Olsson Associates	2,621.88
One Call Concepts	107.31
Orscheln	9.00
Paramount Linen & Uniform	1,384.60
Payne, Trevor	274.98
Petty Cash	0.52
Sack Lumber	1,037.23
Sargent Drilling	2,909.58
Smith & Loveless	510.30
The Cleaners	265.20
USA Blue Book	48.27
UPS	126.20
US Cellular	150.24
Utility Service Co	24,894.00
Village of Nemaha	3,805.08
Vision Care Direct	324.05
WAPA	24,242.79
Water Engineering	392.83
Wesco Distribution	500.20
WRK Systems	8,936.60

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. 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 November 7, 2017 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 October 12, 2017 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, 2018.