

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA
HELD NOVEMBER 15, 2023**

THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, met in regular session on November 15, 2023, 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 – Grant, Knipe, Wilson and Zaruba. Absent – Shaw.

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 no guests were present.

General Manager Luhring approached the Board with a request to amend a motion approved to provide employees with \$25.00 in Chamber Bucks to \$40.00 for holiday gifts. Member Grant made a motion to amend the previous motion and approve \$40.00 in Chamber Bucks for each employee. Member Zaruba seconded the motion. Members voting aye – Grant, Knipe, Wilson, and Zaruba. Motion carried.

General Manager Luhring (GM Luhring) extended an invitation on behalf of NPPD for Board members to tour the NPPD plant. After discussion, members agreed to accept the invitation and hold a special meeting in the future to allow members to attend as a group. No action taken.

GM Luhring updated the Board on the engine catalyst re-certification that is in process, noting two engines had passed and two were in the process of being tested. He also informed them that adjustments were made on Unit #4 repairing some prior issues. No action taken.

GM Luhring Informed the Board that the City of Auburn has approved the 2024 Budget. No action taken.

Water/Wastewater Manager Slater provided updates on the AWWA conference that he recently attended. Auburn BPW placed runner up in the Best Tasting Water contest. Slater also competed with other operators in the Top Ops Contest, and the team placed first, qualifying to compete at Nationals in Anaheim in 2024. No action taken.

GM Luhring provided the Board with the employees request to schedule July 5th as the 2024 floating holiday. Member Grant made a motion to approve the holiday as requested. Member Zaruba seconded the motion. Members voting aye – Grant, Knipe, Wilson and Zaruba. Motion carried.

GM Luhring requested permission to host the 2023 employee appreciation dinner in January 2024. Member Zaruba made a motion to approve hosting the dinner as requested. Member Wilson seconded the motion. Members voting aye – Knipe, Wilson, Zaruba, and Grant. Motion carried.

GM Luhring asked to submit RFPs for the 2024 mowing season. After discussion, Member Zaruba made a motion to submit with the option of having a multiyear contract. Member Grant seconded the motion. Members voting aye – Wilson, Zaruba, Grant, and Knipe.

GM Luhring requested approval to wire funds for payment of the Water Bond in the amount of \$118,746.25, due December 15, 2023. Member Grant made a motion to wire the payment as requested. Member Wilson seconded the motion. Members voting aye –Zaruba, Grant, Knipe, and Wilson. Motion carried.

Water/Wastewater Manager Slater provided updates on the Peru water line, noting a backflow assembly device needs to be added and the SCADA installation is nearing completion. Water samples have passed inspection. The estimated time to start pushing water is two to four weeks. No action taken.

GM Luhring updated the Board on the IBEW negotiation process. The next meeting for committee members will be held November 29th. No action taken.

GM Luhring accepted the Board’s request to extend the Interim GM employment agreement for Auburn BPW. Member Zaruba made a motion to accept the extension of the agreement to December 31, 2024. Member Grant seconded the motion. Members voting aye – Knipe, Wilson, Zaruba, and Grant. Motion accepted.

GM Luhring requested authorization to request bids for a custodial contract noting the current custodian has submitted a termination date of December 31, 2023. After discussion, Member Grant made a motion to move forward with the bid process. Member Wilson seconded the motion. Members voting aye – Wilson, Zaruba, Knipe, and Grant. Motion carried.

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

AFM Westhart asked for any objections or exceptions to the General Consent Items listed under Agenda Item #18.

Approve the previous meeting 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 \$.00, due to duplicate bond request in prior month.
- d) Approve Free Services Report.
- e) Approve NODs as presented.

Checks written during the month of October.

Airstream	585.00
AKRS	124.22
Altec Industries Inc	296.20
American Recycling	20,306.68
American Water Works	358.00
Auburn Chamber of Commerce	920.00
Auburn Family Health	112.00
B 103	171.00
BCom Solutions, LLC	379.99
Beard's Salvage	75.51
Becker, Timothy	400.00
Board Of Public Works	18,196.15
Border States Industries	296.96
Bridgewater, Levi	36.02
Bulldog Auto Supply	142.20
Capital Business Systems	374.35
Capital One Spark Business	2,411.59
Caselle Inc	1,940.00
City of Auburn	14,881.99
Collins, Keith	268.19
County Publications	477.63
Credit Information Services	124.50

DHHS State of Nebraska	1,238.00
Digi-Key 4103111	132.03
Dorsch, Connie	200.62
Dumpster Express	469.00
Eggers Brothers Inc	153.60
Filter Care of Nebraska	13.25
Ford, Trenton	57.81
Glenn's Corner Market	270.44
Green Care Lawn Service	460.00
Hach Chemical Company	1,783.90
Hawkins Inc	2,282.19
HDR Engineering Inc	2,391.74
HireRight Solutions LLC	87.33
HTM Sales Inc	5,904.17
Humphrey, Jack	30.00
Husker Electric	1,131.74
Jackson Services Inc.	1,835.77
Kansas Municipal Utilities	1,800.00
Kidwell Inc	195.00
Lawson Products Inc	124.29
Lincoln Winwater	387.40
Lynch's Hardware & Gifts	32.24

Mailfeld, Jada	225.95
Martel, Richard	37.49
Martin, Patricia	179.89
McPhillips, Madison	140.78
Mike's Window Service	30.88
Mott, Kristine	286.82
Mumgaard, Thomas	117.69
Municipal Supply of NE Inc	27,718.61
NDEE	460.00
Nebraska Rural Water	150.00
Norvell, Susan	30.00
Olsson	6,069.20
One Call Concepts Inc	120.82
Petty Cash	471.43
Pinpoint Auburn, Inc	433.53
PIP Marketing Signs & Print	792.32

Rewound Power Motors	1,656.41
Rhodus, Cady	426.00
Roybal, Melissa	60.24
Sack Lumber Company	579.84
Slater, Harley A	288.28
Smith & Loveless Inc	4,547.18
State of NE - DHHS	1,079.80
US Cellular	850.40
Utility Equipment Company	155.11
Village of Brownville	7,221.82
Village of Nemaha	4,381.15
WAPA	25,170.87
Water Engineering Inc	432.11
Wesco Distribution Inc	1,169.38
Zoro Tools Inc	133.10

Following discussion Member Grant made a motion to approve the General Consent Items as presented. Member Zaruba seconded the motion. Members voting aye – Grant, Knipe, Wilson, and Zaruba. Motion carried.

Reports: Electric, Power Plant, Water/Wastewater, Office.

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, December 20, 2023, 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 November 15, 2023 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, 2027.