

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA
HELD November 17, 2021**

THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, met in regular session on November 17, 2021, 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: Member's present – Grant, Knipe, Wilson and Zaruba. Member 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 there were no guests.

GM Hunter provided an update on the 2022 Budgets. Due to a printing error, the budget will be presented at the City of Auburn council meeting for approval December 13, 2021. No further action.

GM Hunter presented information on the 2022 Lead and Copper Rule that has been initiated by the Environmental Protection Agency (EPA). Utility companies will be responsible to ensure water service lines that contain lead or galvanized pipe are identified. Auburn Board of Public Works (BPW) and customers will be required to replace identified service lines. The final rule, expected on December 16, 2021, will provide clarification on who is responsible for replacement of the lines. The Board will be updated as information is provided. No further action.

GM Hunter has been notified that the City of Auburn has closed the alley behind the Palmer House Motel, to accommodate for a new business that will be on the property. Electric service will need to be relocated and the sewer service has several items that will need to be addressed. It is projected that a manhole will need to be elevated and several taps will likely need to be capped. In addition, a section of the sewer line will need to be replaced or bored and lined. GM Hunter requested permission to include this section in the 2022 sewer line project. After discussion, the Board agreed to include this section in the project. No further action.

GM Hunter approached the Board with information on the condition of electric poles and research on service life of utility poles based on their age. He expressed concern that our current rate of replacement may not be able to keep up with the rate of deterioration. GM Hunter requested permission to contact Olsson about quoting estimated cost of identifying scope and developing bid specs on an accelerated maintenance program. Member Zaruba made a motion allowing GM Hunter to pursue the quote. Member Wilson seconded the motion. Members voting aye – Zaruba, Grant, Knipe, and Wilson. Motion carried.

GM Hunter requested permission to request bids for 2022 mowing of the electrical department, pole yard, south substation, fuel yard and Power Plant. He noted it was cost efficient to outsource these areas. Member Grant made a motion to request bids for a 2022 mowing contract. Member Zaruba seconded the motion. Members voting aye – Grant, Knipe, Wilson, and Zaruba. Motion carried.

GM Hunter noted the Water Bond payment is due in December and requested permission to transfer funds to support the payment of \$80,000.00 in principal and \$41,546.25 interest. Member Wilson made a motion to transfer additional funds for the Water Bond payment in the amount of \$121,546.25. Member Zaruba seconded the motion. Members voting aye – Grant, Knipe Wilson, and Zaruba. Motion carried.

GM Hunter requested permission to allow for planning of the employee appreciation dinner. After discussion, Member Zaruba made a motion to approve the employee appreciation dinner to be held

January or February 2022. Member Grant seconded the motion. Members voting aye – Knipe, Wilson, Zaruba, and Grant. Motion carried.

Chairman Knipe requested a motion to enter closed session at 11:53 a.m. Member Grant made a motion to enter closed session. Members voting aye – Wilson, Zaruba, Grant, and Knipe. Motion carried.

Member Zaruba made a motion to end closed session at 12:51 p.m. Member Grant seconded the motion. Members voting aye – Wilson, Zaruba, Grant and Knipe. Motion carried.

Member Zaruba made a motion to allow GM Hunter authorization to hire four employees to cover projected changes in personnel. Member Wilson seconded the motion. Member voting aye – Knipe, Wilson, Zaruba, 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 Grant seconded the motion. Members voting aye – Zaruba, Grant, Knipe, and Wilson. 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) Transfer funds from E-W-WW Revenue funds into checking for expenses, plus the routine interdepartmental transfers in the amount of \$463,000.00.
- e) Approve Free Services Report.

Checks written during the month of October:

A-1 Cellular	967.68
AKRS Equipment	16.88
American Recycling & Sanitation	17,001.24
American Underground Supply	10.32
American Water Works Assoc	338.00
B 103	152.00
Big Red Sawmill & Firewood	83.08
Blackburn Manufacturing	144.09
Board Of Public Works	13,734.05
Border States Industries Inc	5,228.25
Capital Business Systems, Inc	417.97
Capital One Spark Business	2,008.69
Caselle Inc	1,883.00
CCS Inc	4,383.00
City of Auburn	6,566.21
Concrete Industries Inc	339.20
County Publications	424.50
Credit Information Services	43.80
Crescent Electric	1,535.81
DHHS State of Nebraska	254.00
Dutton-Lainson Company	653.60
Eggers Brothers Inc	925.09

Empire Construction	17,754.19
Envirodyne Systems Inc	2,718.00
First Wireless Inc	288.40
Glenn's Corner Market	144.99
Grainger Inc	221.01
Green Care Lawn Service	360.00
Hawkins Inc	657.64
Hoak, Mike	426.00
Husker Electric	8,266.36
Itron Inc	297.27
JEO Consulting Group Inc	6,829.30
Johnny's Tire & Battery	317.51
Lavigne Construction Inc	4,864.39
Layne Christensen Co Inc	1,575.00
Lincoln Winwater	789.17
Lynch's Hardware & Gifts	56.05
MacQueen Equipment	490.78
McMaster-Carr Supply Company	209.51
Metron-Farnier LLC	1,172.27
Mike's Window Service	12.78
NDEE	690.00
NMPP	4,640.00

Nemaha County Clerk	10.00
Olsson	2,494.36
OPPD	27,366.82
One Call Concepts Inc	92.75
Paramount Linen	1,644.80
RESCO	924.84
Sack Lumber Company	54.32
Safety-Kleen Systems	843.24
Scantron	6,955.81
Solomon Corporation	296.86

St of NE - Financial Services	300.00
The Cleaners	42.40
USPS	4,000.00
US Cellular	381.03
Village of Brownville	7,435.17
Village of Nemaha	3,950.23
Vrtiska, Eric	30.00
Water Engineering Inc	392.83
WAPA	21,613.37
Zoro Tools Inc	140.80

Following discussion, Member Grant motioned to approve the General Consent Items as presented. Member Wilson seconded the motion. Members voting aye – Grant, Knipe, Wilson and Zaruba. 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, December 15, 2021, 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 17, 2021 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.