

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA
HELD NOVEMBER 8, 2018**

THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, met in regular session on November 8th, 2018 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, Buman, Knipe, Wilson and Zaruba.

Lonnie Haynes addressed the Board regarding an unpaid account balance of \$647.90 on his 613 Central Avenue property. This property was in Mr. Haynes's name rather than the tenant. Mr. Haynes explained that his tenant moved out unexpectedly and requested that the Board waive the bill that the tenant left behind. Member Zaruba proposed that a clear-cut policy be established that addresses tenant and landlord responsibilities. Following discussion, Member Shaw motioned to waive the account balance in question. Member Wilson seconded the motion. Roll call: those voting aye – Buman, Knipe, Wilson, Zaruba and Shaw. Chairman Knipe declared the motion carried.

GM Hunter updated the Board on the Nebraska Municipal Power Pool (NMPP) Safety Meeting Group. NMPP is reorganizing and will hold future safety meetings at the NMPP office in Lincoln. NMPP is updating agreements with a new annual cost of \$500.00. The BPW Safety Committee would like to continue this relationship. Following discussion, Member Shaw motioned to continue the BPW relationship with the NMPP Safety Meeting Group. Member Buman seconded the motion. Roll call: those voting aye – Knipe, Wilson, Zaruba, Shaw and Buman. Chairman Knipe declared the motion carried.

GM Hunter presented the 2019 Electric, Water and Wastewater Rate and Miscellaneous Fee packet for Board review and approval. Following discussion, Member Buman motioned to approve the 2019 Electric, Water and Wastewater Rate and Miscellaneous Fee packet as presented. Member Wilson seconded the motion. Roll call: those voting aye – Wilson, Zaruba, Shaw, Buman and Knipe. Chairman Knipe declared the motion carried.

GM Hunter requested Board approval to begin planning the 2019 Employee Appreciation Dinner. This event will be held in January 2019. Following discussion, Member Buman motioned to approve this request. Member Zaruba seconded the motion. Roll call: those voting aye – Zaruba, Shaw, Buman, Knipe and Wilson. Chairman Knipe declared the motion carried.

GM Hunter requested Board approval to change-out the Courthouse Street lighting with LED fixtures. Following discussion, Member Shaw motioned to approve this request. Member Wilson seconded the motion. Roll call: those voting aye – Shaw, Buman, Knipe, Wilson and Zaruba. Chairman Knipe declared the motion carried.

GM Hunter updated the Board on the status of the 2019 BPW Health Insurance proposals. As of this meeting, we have not received any proposals on Health Insurance for 2019. We should have something to present at the December Board meeting.

Accounting and Finance Manager (AFM) Wende Bergmeier presented the December 1 newsletter for Board review and approval. Member Buman motioned to approve this request. Member Shaw seconded the motion. Roll call: those voting aye – Knipe, Wilson, Zaruba, Shaw and Buman. Chairman Knipe declared the motion carried

GM Hunter informed the Board that BPW Lineman Miles Smith has resigned his position as of November 19th.

AFM Bergmeier 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 Wilson seconded the motion. Roll call: those voting aye – Zaruba, Shaw, Buman, Knipe and Wilson. Chairman Knipe declared the motion carried.

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

- 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) Approve filing of Notices of Delinquency with the County Clerk.
- f) Transfer of \$928,000.00 to Checking from Revenue.

Checks written during the month of October:

AFLAC	675.90
Ameritas	15,548.13
ASB	500.00
BCBS	17,988.02
Black Hills Energy	136.52
Constellation Energy	690.16
DIRECT DEPOSIT TOTAL	77,320.11
Fleet Services	2,252.43
FNCM WWTP Bond Payment	199,170.76
IBEW 1536	709.80
IRS	28,567.45
Mid-American Benefits	2,166.57
NDOR	28,600.93

NDOR W/H	4,640.20
NE Child Support-electronic	664.00
Nemaha County Treasurer	7,610.00
NEOPOST	100.00
NSF & Adjustments	824.74
Paymentech Fee	1,994.69
Standard Life	1,752.85
The Principal Group	801.95
Time Warner / Spectrum	117.22
UPS	208.05
Verizon Wireless	279.21
Windstream	695.63
XpressBillPay	289.00

Approve the following claims submitted for payment:

Altec Industries	2,773.80
American Recycling & Sanitation	16,035.60
American Water Works Assoc.	309.00
Auburn Chamber of Commerce	450.00
Baird Holm	7,408.80
BCom Solutions	269.99
Beard's Salvage	281.36
Blackburn Manufacturing	657.43
Bohl Plumbing & Heating	5.03

Border States Ind / Kriz-Davis	2,790.02
BPW	16,370.51
Brownville Lyceum	343.82
Bulldog Auto Supply	399.81
Capital Business Systems	486.90
Caselle	1,841.00
City of Auburn	7,367.28
County Publications	509.62
DHHS State of Nebraska	1,622.00

Dutton-Lainson	2,124.68
Eggers Brothers Inc	15.29
First Wireless	1,849.92
Glenn's Corner Market	101.55
Grainger Inc	327.33
Hach Chemical Company	298.94
Hall's Safety Equipment	1,126.30
Hawkins Inc	294.60
HireRight Solutions	32.34
HOA Solutions	431.25
Hoak, Mike	426.00
Husker Electric	800.74
JEO Consulting Group	3,699.50
Lawson Products Inc	414.70
Lincoln Winwater	8,550.72
Lynch's Hardware & Gifts	17.65
McMaster-Carr Supply	64.97
Merchant Job Training & Safety	550.00
Mid-Continent Sales	1,784.69
Mike's Window Service	11.45
MJS Market	21.84
Nemaha Natural Resources Dist.	69.42

NPPD	212,520.64
OK Tire	39.53
Olsson Associates	11,631.10
One Call Concepts	111.00
Paramount Linen & Uniform	1,901.10
Pelican Meat Processing	26.45
Petty Cash	31.06
Sack Lumber Company	154.58
Scantron Technology	360.00
Stutheit Implement	209.03
T & R Electric	19,680.00
The Cleaners	304.60
US Cellular	162.47
Vanguard Industries	967.44
Vessco Inc	1,782.97
Village of Nemaha	4,094.30
Vision Care Direct	291.25
Water Engineering	392.83
Wesco Distribution	1,117.29
Westrum Leak Detection	2,100.00

Following discussion, Member Wilson motioned to approve the General Consent Items as presented. Member Shaw seconded the motion. Roll call: those voting aye – Shaw, Buman, Knipe, Wilson and Zaruba. 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 December 13, 2018 at the hour of 5:30 p.m. at the Board of Public Works Board Room. Chairman Knipe declared the meeting adjourned.

ATTEST:

Chairman

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 November 8, 2018 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, 2022.