

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA
HELD December 15, 2021**

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

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. The 2022 electric, water and wastewater budgets were approved by the City of Auburn council at the December 13, 2021 meeting. The budgets will be submitted to the State of Nebraska. No further action.

GM Hunter provided information on the Wink Overhead Line and requested permission to replace with underground service. The line is 2,027 feet in length and crosses private property, making it difficult to access. Member Wilson made a motion to proceed with the upgrade at a cost of approximately \$24,000.00. Member Shaw seconded the motion. Members voting aye – Knipe, Wilson, and Shaw. Motion carried.

GM Hunter presented information regarding rust issues on the wastewater plant clarifiers. A quote from McGill Restoration for \$62,830.00 to blast and recoat both clarifiers was available for review. A 10% discount would be applied if the work is completed during the winter months. After discussion, the Board requested RFPs for additional pricing options. No further action.

GM Hunter provided the 2022 floating holiday dates requested by BPW employees. Member Shaw made a motion to approve a half day for April 15, 2022, and a half day for December 23, 2022, making both days a full day off. Member Wilson seconded the motion. Members voting aye – Shaw, Knipe, and Wilson. Motion carried.

GM Hunter updated the Board on Uniform RFP's that have been opened and are being reviewed. Samples have been requested and are on order. An update will be provided at the next meeting. No further action.

Chairman Knipe requested a motion to enter closed session at 11:45 a.m. Member Shaw made a motion to enter closed session. Members voting aye – Knipe, Wilson, and Shaw. Motion carried.

Member Shaw made a motion to end closed session at 12:24 p.m. Member Wilson seconded the motion. Members voting aye – Knipe, Wilson, and Shaw. Motion carried.

Member Shaw made a motion to increase GM Hunter's wage by 3% for cost of living, with current salary being \$107,312.81. Member Wilson seconded the motion. Members voting aye – Wilson, Shaw, and Knipe. Motion carried.

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

Chairman Knipe asked for any objections or exceptions to the General Consent Items listed under Agenda Item #12.

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 \$143,000.00.
- e) Approve Free Services Report.

Checks written during the month of November

AKRS Equipment	190.95
All Needs Mailing Services	1,515.65
Altec Industries Inc	4,313.99
American Recycling	16,264.90
B 103	171.00
Beard's Salvage	8.36
Blackburn Manufacturing	137.02
Board Of Public Works	15,284.77
Border States Industries Inc	8,955.97
Bulldog Auto Supply	168.52
Capital Business Systems	417.97
Capital One Spark Business	2,073.79
Carpenter Paper Company	33.02
Caselle Inc	1,883.00
City of Auburn	6,652.28
County Publications	240.99
Credit Information Services	54.75
DHHS State of Nebraska	190.00
Eggers Brothers Inc	538.60
Filter Care of Nebraska	104.45
Frenzel, Craig	30.00
Glenn's Corner Market	80.01
Green Care Lawn Service	240.00
Hach Chemical Company	206.70
HOA Solutions Inc.	3,951.15
Hoak, Mike	426.00
JEO Consulting Group Inc	3,534.60
Joe, Wendy	800.00
Johnny's Tire & Battery	815.94
LONM	490.00

Lincoln Winwater	3,340.95
Lynch's Hardware & Gifts	39.53
McMaster-Carr Supply Co.	175.49
Mellage Truck & Tractor Inc	309.06
Mid America	192.14
Mid-Iowa Solid Waste Equip.	144.38
Mike's Window Service	25.56
Nebraska State Fire Marshall	240.00
Needles I Upholstery & Carpet	89.68
Olsson	1,377.52
Omaha Door & Window	498.69
Omaha Public Power District	26,703.82
One Call Concepts Inc	72.63
Paramount Linen	2,056.00
Petty Cash	271.43
RESCO	692.25
Sack Lumber Company	396.26
Safety-Kleen Systems Inc	389.96
Scantron	480.00
US Cellular	438.14
Vessco Inc	50.26
Village of Brownville	7,406.53
Village of Nemaha	8,274.40
Water Engineering Inc	392.83
Wesco Distribution Inc	5,426.71
WAPA	24,645.85
Westhart, Tamara	150.00
Zoro Tools Inc	106.47

Following discussion, Member Wilson motioned to approve the General Consent Items as presented. Member Shaw seconded the motion. Members voting aye – Knipe, Wilson 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, January 19, 2022, 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 December 15, 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.