

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA
HELD DECEMBER 17, 2025**

THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, met in regular session on December 17, 2025, at 1600 O Street at 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 –Shaw, Grant, Knipe, and Zaruba. Member absent – Wilson.

Chairman Knipe announced that this was an open meeting, and a copy of the Open Meetings Act is available on the northeast wall in the Board room.

Chairman Knipe acknowledged Kevin Schlange, property owner who wishes to address the Board.

Kevin Schlange addressed the Board regarding water hook ups in two locations. After discussion, it was agreed that BPW would be able to provide a water service to a new home being constructed West of Auburn near Needles I. The second location, on 727 Road, will need to be researched to determine if we have sufficient water supply in the area.

Chairman Knipe opened Public Hearing at 11:36 a.m. for public comments on potential water rate increases for Auburn customers. GM Luhring provided information on the options that were provided by JK Energy Consulting. Board members provided additional information. Kevin Schlange provided comment that rate increases may be difficult to absorb by some customers, splitting the rate increase might help the transition. Crystal Dunekacke noted that she is grateful for BPW and that increases in rates are not uncommon at this time. With no additional requests for comment, Chairman Knipe closed the public hearing at 11:45 a.m.

GM Luhring reviewed the Water Rate Study prepared by JK Energy Consulting, recommending an 18% increase to the base monthly revenue. Two options were presented. A single rate increase in 2026 of 18% or 9% for years 2026 AND 2027 totaling 18%. Member Zaruba made a motion to approve Resolution 2025-2, with the option to move forward with an 18% increase in the base fee effective January 1, 2026. Member Grant seconded. Members voting aye – Knipe, Zaruba, Shaw, and Grant. Motion carried.

GM Luhring presented IT bids from Prime Secure with a monthly cost of \$5,888.91 and Bizco with a monthly cost of \$2440.50, noting terms were comparable. Member Grant made a motion to approve an agreement with Bizco after the 60-day notice provided to the current provider Secur-Serv. Member Shaw seconded the motion. Members voting aye – Zaruba, Shaw, Grant, and Knipe. Motion carried.

GM Luhring requested approval of the 2026 BPW Rates and Fees Packet to include the adopted Resolution 2025-2 water rates effective January 1, 2025. Member Grant made a motion to accept the rate packet as presented. Member Zaruba seconded the motion. Members voting aye – Zaruba, Shaw, Grant, and Knipe. Motion carried.

GM Luhring provided updates on the UV equipment project noting that advertising for bids is out and due January 13, 2026. No action taken.

GM Luhring presented four items designated as surplus and requested approval to advertise for sealed bids. Member Grant made a motion to accept bids for surplus as requested. Member Zaruba seconded the motion. Members voting aye – Grant, Knipe, Zaruba, and Shaw. Motion carried.

GM Luhring reviewed the Drought Contingency Plan and requested direction to review and bring the protocol up to date. After direction, the management team will provide a rough draft to the Board for review. No action taken.

GM Luhring request approval of a Crime Insurance Policy for 2026 in the amount of \$1613.00. Member Zaruba made a motion to accept the policy as presented. Member Shaw seconded the motion. Members voting aye – Zaruba, Shaw, Grant, and Knipe. Motion carried.

GM Luhring noted the annual Employee Pig Out will be held December 18, 2025. No action taken.

GM Luhring requested approval to purchase Chamber Bucks in the amount of \$270.00 for employee longevity awards to be presented at the Employee Appreciation Dinner. Member Grant made a motion to approve the purchase of the Chamber Bucks. Member Zaruba seconded the motion. Members voting aye – Shaw, Grant, Knipe, and Zaruba. Motion carried.

GM Luhring noted that the Employee Appreciation Dinner will be held on January 9, 2025, at the Arbor Manor. Board members were in agreement that meals will not exceed \$34.95 per person. No action taken.

GM Luhring requested to approve July 6th as the floating holiday for 2026. Member Grant made a motion to approve the holiday as requested. Member Shaw seconded the motion. Members voting aye – Knipe, Zaruba, Shaw, and Grant.

GM Luhring requested closed session for the purpose of discussing personnel matters. Member Grant made a motion to enter closed session at 12:20 p.m. Member Shaw seconded the motion. Members voting aye – Zaruba, Shaw, Grant, and Knipe. Motion carried.

Member Zaruba made a motion to exit closed session at 12:43 p.m. Member Grant seconded the motion. Members voting aye – Shaw, Grant, Knipe, and Zaruba. Motion carried.

Member Grant made a motion to approve salaries for managers as follows; Kevin Kuhlmann, Electric Manager - \$110,543.00, Alan Slater, Water/Wastewater Manager - \$94,095.00 and Tamara Westhart, Accounting and Finance Manager - \$88,000.00. Member Zaruba seconded the motion. Members voting aye – Grant, Knipe, Zaruba, and Shaw. 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 Shaw seconded the motion. Members voting aye – Shaw, Grant, Knipe, and Zaruba. Motion carried.

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

- a) Approve the previous meeting 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, recommended transfers and claims submitted for payment during the month.
- d) Transfer funds from E-W-WW Revenue funds into the checking fund for expenses plus the routine interdepartmental transfers in the amount of \$810,000.00.
- e) Approve the City Free Services Report.
- f) Approve NOD's and Liens.

Checks written during the month of November.

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|------------------------|-----------|
| Altec Industries Inc | 246.20 |
| American Recycling | 20,468.51 |
| Anderson, Aracelly | 600.00 |
| Auburn Auto Center | 23.50 |
| Auburn Chamber | 270.00 |
| Auburn Design Shop LLC | 29.82 |
| B103 | 152.00 |
| Becker, Timothy | 1,200.00 |

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| Bennet's Auto Body | 70.00 |
| Board Of Public Works | 19,630.20 |
| Border States Industries Inc | 941.02 |
| Breuer, David | 30.00 |
| Bulldog Auto Supply | 104.87 |
| Capital Business Systems, | 547.05 |
| Capital One Spark | 7,919.83 |
| Caselle Inc | 2,267.00 |

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| City of Auburn | 13,457.68 |
| County Publications | 598.50 |
| Credit Information Services | 121.05 |
| Darnell's Custom Windows | 8,500.00 |
| DHHS State of Nebraska | 1,145.00 |
| Doss, Jeremy | 103.51 |
| Eggers Brothers Inc | 66.35 |
| Electric Pump LLC | 149,250.00 |
| Frieden Electric Company | 1,597.50 |
| Glenn's Corner Market | 30.74 |
| Grainger Inc | 166.66 |
| Hach Chemical Company | 375.34 |
| Harold K Scholz Company | 25,498.69 |
| Hawkins Inc | 676.29 |
| Henning, Gylane | 84.55 |
| Hilti Incorporated | 162.33 |
| House, Denise | 258.32 |
| Husker Electric | 624.04 |
| Jackson Services Inc. | 2,240.58 |
| Jamison, Misty | 8.15 |
| Johansen Drainage & Tile | 21,870.00 |
| Johnny's Tire & Battery | 974.55 |
| Kan Equipment Inc. | 276.07 |
| LARM | 968.43 |
| Lincoln Winwater | 228.98 |
| Lynch's Hardware & Gifts | 70.13 |

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| Merz Ink | 74.69 |
| Meyer-Earp Auto Center | 46,670.00 |
| Midwest Electric | 10,639.35 |
| Miller & Associates | 12,221.15 |
| NE State Fire Marshall | 270.00 |
| NDWEE | 16,509.48 |
| Nemaha County Treasurer | 3,289.83 |
| Northern Tool | 2,243.49 |
| Omaha Winwater Works | 253.21 |
| One Call Concepts Inc | 103.83 |
| Petty Cash | 175.00 |
| Pieters Construction Inc. | 450.00 |
| Pinpoint Auburn, Inc | 434.48 |
| PIP Marketing Signs & Print | 1,993.24 |
| RESCO | 5,131.84 |
| Rulo Transportation LLC | 14,400.00 |
| Sack Lumber Company | 159.60 |
| SECUR-SERV | 1,922.22 |
| Truck Center Companies | 2.83 |
| US Cellular | 1,601.83 |
| Village of Brownville | 12,599.53 |
| Village of Nemaha | 5,488.16 |
| Volker, Duane | 2,346.08 |
| Water Engineering Inc | 432.11 |
| Wesco Distribution Inc | 1,712.52 |

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

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

There being no further business coming before the Board, and by unanimous approval the Board adjourned to the next regular Board meeting to be held Wednesday, January 21, 2026, 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 17, 2025 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.