

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS  
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA  
HELD DECEMBER 21, 2022**

**THE BOARD OF PUBLIC WORKS (BPW) OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA**, met in regular session on December 21, 2022, 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 – Shaw, Grant, Knipe, Wilson, and Zaruba.

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 the following guests: Natisha Winkelman and Terry Vice.

GM Hunter presented the 2023 Rate and Fee packet for approval. Member Zaruba made a motion to accept the packet as presented. Member Wilson seconded the motion. Members voting aye – Grant, Knipe, Wilson, Zaruba and Shaw. Motion carried.

GM Hunter provided information on proposals received to complete water reservoir disinfection and basin wet well cleaning. The following bids were submitted: Fin Folk Underwater Base - \$8,552.00 base inspection and cleaning and \$400.00 per hour for cleaning and repairs. Complete Restoration - \$73,994.00, and Inland Potable Services - \$5,900.00 base inspection and cleaning and \$369.00 per hour for cleaning and repairs. Member Grant made a motion to accept Inland Potable Services with the lowest bid to complete the work. Member Shaw seconded the motion. Members voting aye – Knipe, Wilson, Zaruba, Shaw and Grant. Motion carried.

GM Hunter reviewed the Scantron quote to upgrade the server operating system and replace two hard drives. Member Zaruba made a motion to complete upgrades at the quoted price of \$5,041.20. Member Grant seconded the motion. Members voting aye – Wilson, Zaruba, Shaw, Grant, and Knipe. Motion carried.

GM Hunter presented a request from the Auburn Chamber of Commerce in the amount of \$1,000.00 for economic development. Legislature allows the BPW to contribute to a local organization such as the Chamber; if the money is directed to a project in which the BPW itself has authority to engage. Member Wilson made a motion to provide a donation in the amount requested. Member Shaw seconded the motion. Members voting aye – Zaruba, Shaw, Grant, Knipe, and Wilson. Motion carried.

GM Hunter updated the Board that the Village of Brownville has notified BPW that water operator services have been terminated effective December 14, 2022. Water and Wastewater Manager Alan Slater provided all documents and schedules in addition to oil and filters that were purchased by Brownville. Keys for facilities were turned over December 15, 2022, to a member of the Brownville Council. No further action.

Chairman Knipe requested a motion to move into closed sessions for litigation and personnel issues. Member Zaruba made a motion to enter closed session at 11:40 a.m. Member Wilson seconded the motion. Members voting aye – Wilson, Zaruba, Shaw, Grant, and Knipe. Motion carried.

Member Grant made a motion to end closed session at 12:15 p.m. Member Shaw seconded the motion. Members voting aye – Zaruba, Shaw, Grant, Knipe, and Wilson. Motion carried.

Member Wilson made a motion to increase GM Hunter's wage to \$111,000.00 for cost of living, an increase of 3.44 percent. Member Zaruba seconded the motion. Members voting aye – Shaw, Grant, Knipe, Wilson and Zaruba. 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 – Grant, Knipe, Wilson, Shaw and Zaruba. Motion carried.

AFM Westhart 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) Transfer funds from E-W-WW Revenue funds into checking for expenses, plus the routine interdepartmental transfers in the amount of \$482,000.00.
- d) Approve Free Services Report.

Checks written during the month of November

AKRS	235.91
All Needs	2,895.90
American Highway Products	56.59
American Recycling	19,946.77
Auburn Family Health	151.00
B 103	171.00
Babish, Hailey	270.54
Baird Holm LLP	233.75
Beard's Salvage	997.85
Becker, Kelly	190.38
Board Of Public Works	17,414.06
Border States Industries	26,829.61
Bridgmon, Harry	700.00
Bulldog Auto Supply	326.90
Capital Business	569.63
Capital One	1,564.38
Caselle Inc	1,940.00
Catlett Surveying Inc	500.00
ChargePoint, Inc.	690.00
City of Auburn	9,581.16
Clopton, Rich	30.00
County Publications	293.28
Credit Information Services	35.85
DHHS State of Nebraska	444.00
Dutton-Lainson Company	3,382.86
Eberly, John	1.50
Eggers Brothers Inc	870.62
Electric Pump	8,316.12
Farmers Union	20.83
Filter Care of Nebraska	61.95
Glenn's Corner Market	131.54
Grainger Inc	719.50
Hach Chemical Company	1,474.91
Hawkins Inc	390.83
Helms, Sara	272.07
Hoak, Cady	426.00

Husker Electric	2,807.88
Jackson Services Inc.	1,419.99
Johnny's Tire & Battery	45.00
Kansas Municipal Utilities	800.00
Kilburg Equipment	879.34
Kuser, Peggy	1,200.00
Lewis Implement Co	48.77
Lincoln Winwater	1,996.56
Lynch's Hardware & Gifts	88.30
Matheson Tri-Gas Inc	112.86
Metering and Technology	2,060.62
Metron-Farnier LLC	8,930.03
Mid-Iowa Solid Waste Equip	307.05
Midwest Laboratories Inc	101.00
Mike's Window Service	28.76
Municipal Supply of NE Inc	106.50
NPPD	1,494.92
Nebraska State Fire Marshall	240.00
Nemaha County Clerk	30.00
Nemaha County Treasurer	209.58
Noa, Adam	600.00
Noble, William	290.81
Norris Public Power	1,127.50
Northern Tool & Equipment	179.99
Omaha Public Power District	26,488.15
Petty Cash	285.46
Pinpoint Auburn, Inc	129.98
PIP Marketing Signs & Print	147.94
Reid, Patricia	108.41
Sack Lumber Company	188.12
Scantron Technology Solutions	24,600.99
ST of NE - DHHS Accounting	445.97
U S A Blue Book	3,978.49
United States Plastic Corp.	152.98
US Cellular	1,347.96
Vermeer Equipment of NE	1,376.60

Village of Brownville	7,321.79
Village of Nemaha	4,232.27
Water Engineering Inc	392.83

Wesco Distribution Inc	87.44
WAPA	24,645.85
Wright, Allie	33.74

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

Reports: Electric, Power Plant, Water / Wastewater Department, 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 18, 2023, at the hour of 11:30 a.m. at the Board of Public Works Board Room. Chairman Knipe declared the meeting adjourned.

ATTEST:

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Chairman

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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 21, 2022 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.

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Tamara L. Westhart, Notary Public in and for the State of Nebraska.  
My Commission Expires October 4, 2023.