

BOARD OF PUBLIC WORKS

Auburn, Nebraska



Board Packet

October 21, 2026 at 11:30 a.m.

BPW Board Room

1600 O Street

Chairman – Michael Zaruba

Vice Chairman – David Grant

Secretary – Phil Shaw

Board Member – Chuck Knipe

Board Member – Kevin Reiman

**AGENDA FOR THE REGULAR MEETING OF THE
BOARD OF PUBLIC WORKS TO BE HELD OCTOBER 21, 2026, AT 11:30 AM
AT THE BPW BOARD ROOM, 1600 O STREET, AUBURN NE**

- 1) **Roll Call.**
- 2) **Announce** - The Open Meetings Act is posted on the northeast wall of the Board Room.
- 3) **Recognition of Guests** - Anyone wishing to be heard by the Board regarding items may speak at this time. We request that you limit your speaking time to ten minutes per meeting.
- 4) **Discussion / action – BPW 2027 PROPOSED BUDGET** – Request approval of the proposed BPW 2027 Budget and recommend submitting to City of Auburn Council for approval.
- 5) **Discussion / action - UNION NEGOTIATIONS** – Request approval of 2027-2029 union contract, updated job descriptions, and pay scales.
- 6) **Discussion – WATER SOURCE SUPPLY INFORMATION** – Update on the Longs Creek Water Supply project
- 7) **Discussion – GEN 1 REBUILD UPDATE** – Update on the Generator 1 rebuild schedule.
- 8) **Discussion – AFTER-HOURS DISPATCHING SERVICES** – Update on After-Hours Dispatch implementation.
- 9) **Discussion - UPDATE ON MAY 2026 STORM FEMA PROJECT** – Updates will be provided on the FEMA application for the May 2026 storm.
- 10) **Discussion / action – JK ENERGY CONSULTING RATE STUDY** – Update on discussions with John Krajewski regarding cost-of service rate study to be performed late 2026.
- 11) **Discussion / action - CD MATURING** - Request authorization to reach out to local institutions for bids on a CD maturing #21148. The current value is \$721,240.76.
- 12) **Discussion / action – UNCLAIMED PROPERTY** - Request approval to submit eight unclaimed checks for refunded security deposits in the amount of \$876.55.
- 13) **Discussion / action - EMPLOYEE HOLIDAY GIFT CERTIFICATES** - Request approval to purchase and distribute Chamber Bucks to employees in the amount of \$40.00. Total amount requested is \$1040.00.
- 14) **Discussion – MEALS ON WHEELS** – Update on employee participation in Meals on Wheels.
- 15) **Discussion – BPW 2026 ENERGY FEST** – Update on Energy Fest scheduled for October 28, 2027.
- 16) **Discussion – AUBURN CAREER COLLEGE EXPO** – Update on participation at the Auburn Career College Expo to be held November 10th, 2026, at the Auburn Public High School.
- 17) **Discussion / action – FINANCIALS:**
Investments: All things cash: reconciliations, pledging, CD's, allocations
- 18) **Discussion / action - GENERAL CONSENT ITEMS**
Approve previous meeting's minutes and dispense with reading of same.
 - a. Approve previous meeting minutes and dispense with reading of same.
 - b. Approve monthly compensation of management and employees as previously arranged by the Board.
 - c. Approve listing of checks written during month, claims submitted for payment, and recommended transfers.
 - d. Approved Free Service Reports.
 - e. Approve NOD's and Leins

19) REPORTS:

- a. Electric
- b. Power Plant
- c. Water/Wastewater
- d. Office

20) Adjourn to the next regular meeting of the Board to be held November 18, 2026, at 11:30 a.m. at the BPW Board Room.

BPW BOARD UPDATE

OCTOBER 19, 2026

BPW 2027 PROPOSED BUDGET – Request Board approval of the proposed BPW 2027 Budget and recommend submitting it to the City of Auburn Council for approval.

UNION NEGOTIATIONS – Request Board approval of union contract, updated job descriptions, and pay scales. We will present the updated personnel manual in November upon approval of the contract.

WATER SOURCE SUPPLY INFORMATION– Update on the Longs Creek Water Supply project.

GEN 1 REBUILD UPDATE – Update on the Generator 1 rebuild schedule.

AFTER-HOURS DISPATCHING SERVICES – Update on services, training, and follow-up meetings.

UPDATE ON MAY 2026 STORM FEMA PROJECT – GM will provide updates on FEMA application for May 2026 storm.

JK ENERGY CONSULTING RATE STUDY – Update on discussions with John Krajewski regarding cost-of-service rate study to be performed late 2026.

CD MATURING – CD #21148 is maturing on October 31st totaling \$721,240.76. We are requesting permission to reach out to local institutions for bids. The CD will be awarded to the highest bid received.

UNCLAIMED PROPERTY – We have eight unclaimed checks that will be returned to the State. The total amount to be submitted is \$876.55.

EMPLOYEE HOLIDAY GIFT CERTIFICATES - We are requesting approval to purchase Chamber Bucks for employee appreciation. In the past we have given each employee \$40.00. The total cost would be \$1040.00. These would be handed out prior to the Thanksgiving holiday.

MEALS ON WHEELS - BPW employees will participate in Meals on Wheels in November.

2026 ENERGY FEST – The Energy Fest is scheduled for October 28, 2026. Auburn and Johnson Brock fourth graders will be in attendance.

AUBURN CAREER COLLEGE EXPO – The BPW will be hosting a booth at the Auburn Career College Expo being held on November 10th from 6:30 pm – 8:00 pm at the Auburn High School.

ELECTRIC – Linemen continue to change out poles that are coming of age or rotten to ensure reliability of our system; and transferring overhead secondary services to URD. We sprayed the right of way and easements under overhead lines to manage tree growth to help with the reliability of our system.

POWER PLANT – We are continuing to work on the fuel lines for the new pump installation and preparing for the Energy Fest tours and the rebuild scheduled for November 2nd.

WATER/WASTEWATER – Crews continue to monitor wells and pumping levels daily. Pumping levels are holding ten feet above the screen and static levels are stable. Sewer maintenance is ongoing. The Longs Creek site has been winterized, and the site has been cleaned. Wastewater Plant maintenance includes ongoing cleanup. Two fire hydrants have been replaced at 20th and 22nd and P Street. UV unit # 2 has failed again after Trojan repaired with new parts.

OFFICE – Office Staff are busy working on Cost study reports and planning the Energy Fest. We hosted the Public Power Week during the first week in October. We had an Auburn high school student in the office to complete volunteer hours for National Honor Society. We have been working on Union Negotiations.

Total Customers this Month		Days of Month
Total Customer Minutes this Month		30

Outage Totals			
		This Month	This Month Last Year
Unscheduled Outages			
Long	# Outages	3	0
	# Customers Out	5	-
	# Minutes Out	927	-
	# Customer Minutes Out	1,749	-
	# Within City System	3	0
	# Supply to City Minutes	0	0
Short	# Outages (Blinks)	0	0
	# Customers Affected	0	-
	# Within City System	0	0
	# Supply to City Minutes	0	0
Scheduled Outages			
Long	# Outages	4	0
	# Customers Out	16	0
	# Minutes Out	265	0
	# Customer Minutes Out	850	0
	# Within City System	4	0
	# Supply to City Minutes	0	0
Short	# Outages (Blinks)	0	0
	# Customers Affected	0	0
	# Within City System	0	0
	# Supply to City Minutes	0	0
Totals			
Total Long Outages		7	0
Total Short Outages (Blinks)		0	0
Total Customers Out (Long)		21	-
Total Customers Affected (Short- Blinks)		0	-
Total Customer Minutes Out		2,599	-
Total Outages Within City System		7	0
Total Outages in Supply to City		0	0

Number of Outages (by Cause)					
Cause #	Description	Total This Month	This Month Last Year	Rolling AT	% AT
0	Supply to City	0	0	0	#####
1	Overhead Equipment Failure	2	0	0	#####
2	Underground Equipment Failure	0	0	0	#####
3	Weather	1	0	0	#####
4	Birds, Animals, Snakes, etc.	1	0	0	#####
5	Trees	0	0	0	#####
6	Foreign Interference	0	0	0	#####
7	Human	0	0	0	#####
8	Other	3	0	0	#####
9	Unknown	0	0	0	#####
Total		7	0	0	

12 Month Outage Statistics		
Index	As of This Month	As of This Month Last Year
ASAI (%)		0.0000
CAIDI (Long) (min)		0.00
SAIDI (Long) (min)		0.00
SAIFI (Long) (ints/tot cust)		0.00
SAIFI (Short) (ints/tot cust)		0.00

ASAI - Average Service Availability Index
(customer minutes available/total customer minutes, as a %)

CAIDI - Customer Average Interruption Duration Index
(average minutes interrupted per interrupted customer)

SAIDI - System Average Interruption Duration Index
(average minutes interrupted per customer for all customers)

SAIFI (Long) - System Average Interruption Frequency Index
(# of long interruptions per customer for all customers)

SAIFI (Short) - System Average Interruption Frequency Index
(# of short interruptions per customer for all customers)

S/U - Scheduled or Unscheduled

Ints - # of Interruptions

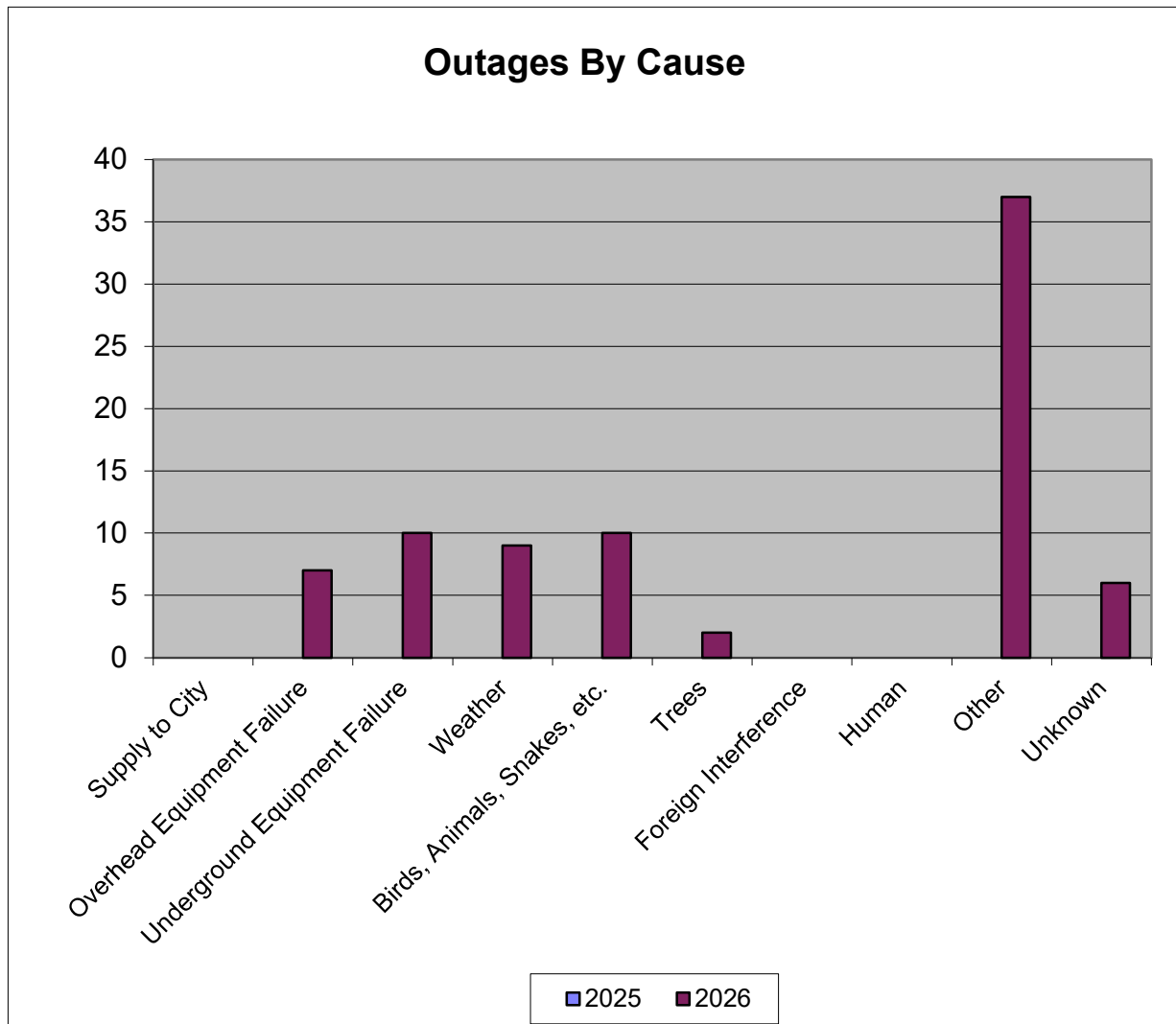
Long - >1 min; Short - <1 min

Cause # - see table on page 3

Outage Reasons

10/14/2026

Number of Outages (by Cause)	2025	2026	Increase
0 Supply to City	0	0	0%
1 Overhead Equipment Failure	0	7	7%
2 Underground Equipment Failure	0	10	10%
3 Weather	0	9	9%
4 Birds, Animals, Snakes, etc.	0	10	10%
5 Trees	0	2	2%
6 Foreign Interference	0	0	0%
7 Human	0	0	0%
8 Other	0	37	37%
9 Unknown	0	6	6%



**AUBURN
BOARD OF PUBLIC WORKS
2027 BUDGET**

ELECTRICAL DEPARTMENT 2027 PROPOSED BUDGET OVERVIEW

Wholesale Power Cost is the largest expense for the electrical department and BPW. In 2025 wholesale power cost was \$3,305,821, and we are estimating a 2026-year end wholesale power cost of \$3,406,000. We are projecting a 2027 wholesale power cost of \$3,650,000, wholesale power cost consists of NPPD, WAPA power cost and SPP transmission cost. Due to new generation projects, including the new Princeton Road Station, NPPD has announced a 10% increase in rates for 2027.

Due to extremely high temperatures during the first week of September, N.P.P.D. called on the BPW to run all our natural gas generation 4 hours daily for about a week. With our increased capacity payment amount, we are estimating a 2026-year end payment of \$948,000 and a 2027 estimated payment of \$950,000.

Weather has a tremendous impact on our electric revenue, so hot dry summers and cold winters drive our revenue upwards, and mild summers and winters drive our revenue downwards.

Lead time on materials has improved, however inflation has had a big impact on the cost of materials and equipment resulting in increased operating costs.

Major capital improvements include Generator #7 cooling tower repair - \$35,000, Roof replacement over the Power Plant Control Room, as well as the welding shop - \$55,000, Generator #7 engine room heaters - \$20,000, and the Hospital/Good Samaritan line underground - \$50,000.

ELECTRIC FUND**REVENUES****CAPACITY LEASE**

3-40-4710 Energy/Capacity - NPPD

TOTAL CAPACITY LEASE**SALES REVENUE**

3-41-4500 Residential Revenue

3-42-4500 General Service Revenue

3-43-4510 Street Lighting

3-44-4500 General Service Demand

3-45-4500 Industrial/Large Power

3-46-4500 Security /Outdoor Lighting

3-48-4500 Irrigation Service

TOTAL SALES REVENUE**OTHER REVENUE**

3-49-5500 Penalties

3-49-5600 Rent - Electric Property Line

3-49-5700 Other Electric Revenue

3-49-5710 Grant Revenue

3-49-5750 Connects/Reconnects

3-49-5799 Franchise Fee

TOTAL OTHER REVENUE**NON OPERATING REVENUE**

3-50-4500 Interest Income

3-50-4560 Sale Of Salvage

3-50-4565 Sale Of Materials

3-50-4576 Miscellaneous Income

TOTAL NON OPERATING REVENUE**TOTAL FUND REVENUE****EXPENSES**

2025 ACTUAL	2026 YTD 6/30/2026	2026 BUDGET AMOUNTS	2026 EST YEAREND	2027 BUDGET AMOUNTS
\$713,940	\$473,740	\$800,000	\$948,000	\$950,000
	\$473,740	\$800,000	\$948,000	\$950,000
\$2,604,439	\$1,237,885	\$2,685,000	\$2,602,000	\$2,715,000
\$1,883,672	\$872,052	\$1,885,000	\$1,850,000	\$1,916,000
\$19,262	\$9,804	\$22,750	\$20,000	\$23,000
\$819,629	\$388,257	\$840,000	\$800,000	\$828,000
\$288,940	\$133,833	\$310,000	\$290,000	\$300,150
\$21,047	\$10,696	\$21,750	\$21,500	\$22,000
\$38,874	\$5,322	\$41,250	\$40,000	\$45,000
\$5,675,863	\$2,657,849	\$5,805,750	\$5,623,500	\$5,849,150
\$27,623	\$12,253	\$31,000	\$26,500	\$31,000
\$29,849	\$32,741	\$33,000	\$32,741	\$35,000
\$41,104	\$10,034	\$25,000	\$23,000	\$25,000
\$0	\$497	\$0	\$497	\$0
\$25,216	\$10,576	\$26,000	\$24,000	\$26,000
\$193,413	\$96,084	\$165,000	\$192,168	\$198,000
\$317,205	\$162,185	\$280,000	\$298,906	\$315,000
\$334,953	\$158,397	\$310,000	\$316,800	\$325,000
\$1,703	\$0	\$1,000	\$1,800	\$2,000
\$27,885	\$5,075	\$20,000	\$15,000	\$20,000
\$2,345	\$559	\$1,500	\$1,200	\$1,500
\$366,886	\$164,031	\$332,500	\$334,800	\$348,500
\$6,359,954	\$3,457,805	\$7,218,250	\$7,205,206	\$7,462,650

Production

3-60-5010 Salaries & Wages
 3-60-5050 FICA Taxes
 3-60-5055 Pension
 3-60-5060 Health Insurance
 3-60-5065 Life & Disability Insurance
 3-60-5100 F Accrued Payroll Expense
 3-60-5900 Natural Gas - Fuel
 3-60-6000 Diesel Oil - Fuel
 3-60-6100 Operation Supplies/Expenses
 3-60-6300 Utilities
 3-60-6500 Plant Engine Maintenance
 3-60-6510 Building Maintenance
 3-60-6600 W.A.P.A. Wholesale Power
 3-60-6620 SPP Transmission
 3-60-6630 N.P.P.D. Wholesale Power

TOTAL PRODUCTION

Transmission

3-61-5010 Salaries & Wages
 3-61-5050 FICA Taxes
 3-61-5055 Pension
 3-61-5060 Health Insurance
 3-61-6675 Misc. Transmission Expenses

TOTAL TRANSMISSION

Distribution

3-62-5010 Salaries & Wages
 3-62-5050 FICA Taxes
 3-62-5055 Pension
 3-62-5060 Health Insurance
 3-62-5065 Life & Disability Insurance
 3-62-7050 Meter Expense
 3-62-7140 Maintenance Of Substation
 3-62-7150 Maintenance Of Transformers
 3-62-7200 Maintenance Of Overhead Lines

\$123,914	\$64,240	\$139,000	\$130,000	\$137,500
\$11,759	\$6,702	\$11,000	\$13,500	\$13,200
\$7,263	\$3,847	\$9,000	\$7,700	\$8,400
\$27,313	\$7,763	\$26,650	\$16,000	\$20,000
\$1,074	\$1,847	\$2,250	\$3,700	\$4,000
	\$0	\$0	\$0	\$0
\$0	\$0	\$7,500	\$0	\$9,000
\$0	\$0	\$8,000	\$0	\$10,000
\$1,954	\$778	\$3,000	\$2,800	\$3,500
\$88,861	\$45,651	\$98,000	\$95,000	\$102,000
\$154,729	\$106,526	\$160,000	\$170,000	\$185,000
\$121,802	\$51,822	\$160,000	\$150,000	\$170,000
\$400,001	\$210,806	\$412,000	\$421,000	\$415,000
\$466,966	\$242,349	\$450,000	\$485,000	\$485,000
\$2,438,854	\$1,153,255	\$2,710,000	\$2,500,000	\$2,750,000
\$3,844,490	\$1,895,586	\$4,196,400	\$3,994,700	\$4,312,600
\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0
\$650	\$1,425	\$0	\$1,425	\$0
\$650	\$1,425	\$0	\$1,425	\$0
\$114,197	\$66,988	\$140,000	\$139,000	\$154,300
\$12,681	\$6,675	\$15,000	\$14,100	\$15,500
\$6,057	\$3,616	\$8,000	\$7,850	\$8,500
\$41,014	\$27,186	\$36,000	\$55,000	\$60,000
\$1,558	\$904	\$2,250	\$2,000	\$2,500
\$1,231	\$0	\$1,000	\$1,000	\$1,000
\$3,953	\$1,186	\$5,500	\$3,200	\$5,000
\$0	\$26	\$6,500	\$300	\$6,500
\$170,017	\$154,080	\$180,000	\$200,000	\$200,000

3-62-7210 Maintenance Of URD Lines
 3-62-7250 Maint. Power Operated Equip.
 3-62-7280 Equipment Lease
 3-62-7300 Maintenance Of Street Lights

TOTAL DISTRIBUTION**Customer Accounting**

3-63-5010 Salaries & Wages
 3-63-5050 FICA Taxes
 3-63-5055 Pension
 3-63-5060 Health Insurance
 3-63-5065 Life & Disability Insurance
 3-63-7400 Meter Reading
 3-63-7500 Collection & Lien Fees
 3-63-7560 Credit & Debit Card Fees
 3-63-7600 Postage & Fees
 3-63-7800 Miscellaneous Supplies
 3-63-8000 Uncollectable Accounts
 3-63-8100 Sales Expense/Rebate Expense

TOTAL CUSTOMER ACCOUNTING**Administration & General**

3-65-5010 Salaries & Wages
 3-65-5011 Salaries & Wages - Commserv
 3-65-5020 City Free Services
 3-65-5050 FICA Taxes
 3-65-5055 Pension
 3-65-5060 Health Insurance
 3-65-5065 Life & Disability Insurance
 3-65-5800 Utilities
 3-65-8060 Telephone Expense
 3-65-8070 Supplies - General Office
 3-65-8080 Outside Services Employed
 3-65-8081 Meals During Travel
 3-65-8090 Insurance Package
 3-65-8130 Regulatory Commission Expense

\$64,593	\$38,001	\$200,000	\$110,000	\$180,000
\$3,727	\$1,670	\$4,000	\$4,000	\$4,500
\$1,651	\$1,700	\$1,750	\$1,700	\$1,700
\$10,814	\$8,683	\$2,500	\$12,000	\$12,000
\$431,493	\$310,715	\$602,500	\$550,150	\$651,500
\$89,602	\$38,458	\$92,000	\$80,000	\$84,000
\$6,610	\$2,822	\$7,000	\$5,900	\$6,200
\$4,566	\$1,398	\$5,250	\$2,900	\$3,500
\$12,769	\$7,268	\$12,000	\$15,200	\$15,800
\$1,050	\$491	\$1,250	\$1,100	\$1,250
\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$50	\$0	\$0
\$23,654	\$12,965	\$20,000	\$25,000	\$25,000
\$32,987	\$18,301	\$35,000	\$38,000	\$40,000
\$0	\$0	\$0	\$0	\$0
\$1,417	\$2,286	\$2,250	\$3,800	\$2,500
\$1,537	(\$30)	\$1,500	\$1,500	\$1,500
\$174,192	\$83,959	\$176,300	\$173,400	\$179,750
\$421,603	\$223,132	\$430,000	\$449,000	\$430,000
\$8,462	\$5,483	\$10,000	\$11,500	\$12,900
\$20,221	\$9,992	\$20,000	\$21,000	\$25,000
\$31,783	\$16,772	\$31,000	\$34,500	\$36,000
\$18,549	\$8,982	\$21,000	\$19,500	\$21,000
\$61,840	\$27,249	\$72,000	\$56,000	\$65,000
\$4,553	\$2,090	\$5,000	\$4,500	\$5,000
\$0	\$0	\$0	\$0	\$0
\$11,296	\$4,606	\$10,000	\$10,000	\$11,000
\$2,529	\$284	\$2,000	\$1,000	\$2,500
\$59,799	\$45,515	\$57,000	\$55,000	\$60,000
\$327	\$364	\$500	\$700	\$600
\$177,944	\$143,340	\$150,000	\$226,248	\$239,000
\$800	\$1,022	\$250	\$1,100	\$1,100

3-65-8140 Miscellaneous General Expense	\$49,263	\$20,330	\$34,000	\$39,000	\$40,000
3-65-8141 Safety Expense	\$13,573	\$6,054	\$13,500	\$13,000	\$13,500
3-65-8142 Training Expense	\$5,369	\$3,183	\$5,000	\$6,800	\$11,000
3-65-8144 Maintenance Comm. Equipment	\$21,966	\$16,249	\$32,000	\$28,000	\$30,000
3-65-8145 Pension Fund Expenses	\$0	\$0	\$250	\$0	\$0
3-65-8150 Advertising & Donations	\$884	\$1,192	\$1,500	\$2,000	\$2,000
3-65-8155 Purchased For Outside Sales	\$11,874	\$3,982	\$16,000	\$6,500	\$14,000
3-65-8160 Proceedings	\$953	\$410	\$1,000	\$900	\$1,000
3-65-8210 Transportation Expenses	\$48,048	\$33,430	\$41,500	\$66,000	\$70,000
3-65-8220 Office Equipment	\$7,307	\$1,045	\$3,000	\$2,800	\$4,000
3-65-8250 Mapping	\$4,105	\$0	\$1,000	\$0	\$1,000
3-65-8260 Maintenance - Office	\$2,673	\$422	\$3,000	\$1,000	\$3,000
3-65-8261 Maint. Serv.Center & Warehouse	\$20,543	\$10,154	\$25,000	\$20,000	\$25,000
3-65-8265 Janitor/Supplies-Gen. Office	\$1,195	\$900	\$1,000	\$1,800	\$2,000
3-65-8270 Repairs - Tools	\$5,771	\$3,983	\$7,500	\$8,000	\$9,000
3-65-8280 In Lieu Of Taxes - Auburn	\$149,498	\$77,911	\$140,000	\$156,000	\$160,680
3-65-8281 In Lieu Of Taxes - Brownville	\$13,126	\$6,053	\$13,000	\$13,000	\$14,000
3-65-8282 In Lieu Of Taxes - Johnson	\$19,671	\$9,167	\$18,000	\$18,500	\$19,200
3-65-8283 In Lieu Of Taxes - Nemaha	\$6,896	\$2,977	\$6,250	\$6,100	\$6,350
TOTAL ADMINISTRATION & GENERAL	\$1,202,421	\$686,273	\$1,171,250	\$1,279,448	\$1,334,830
Depreciation					
3-80-8142 Depreciation Of Electric Plant	\$441,509	\$235,666	\$475,000	\$471,332	\$500,000
TOTAL DEPRECIATION	\$441,509	\$235,666	\$475,000	\$471,332	\$500,000
Non Operating Expenses					
3-82-4660 Junked From Inventory/Assets	\$4,907	\$2,807	\$5,000	\$4,800	\$5,200
3-82-4850 Insurance - Loss On Claim	\$0	\$0	\$0	\$0	\$0
3-82-4900 Inventory Correction	\$13,153	\$0	\$500	\$2,000	\$2,000
TOTAL NON OPERATING EXPENSES	\$18,060	\$2,807	\$5,500	\$6,800	\$7,200
TOTAL FUND EXPENSES	\$6,112,815	\$3,216,431	\$6,626,950	\$6,477,255	\$6,985,880
NET REVENUE OVER EXPENSES	\$247,139	\$241,374	\$591,300	\$727,951	\$476,770

BUDGET SUMMARY ELECTRIC	2024 Actual	2025 Actual	2026 YTD 6/30/2026	2026 Budget	2026 Est. Year End	2027 Proposed Budget
Labor	\$719,484	\$749,316	\$392,818	\$801,000	\$798,000	\$805,800
Labor Benefits	\$220,286	\$250,439	\$125,612	\$264,900	\$259,450	\$285,850
City Services	\$43,708	\$28,683	\$15,475	\$30,000	\$32,500	\$37,900
Transportation	\$44,892	\$48,048	\$33,430	\$41,500	\$66,000	\$70,000
Utilities	\$91,614	\$100,157	\$50,257	\$108,000	\$105,000	\$113,000
Lube Oil & Fuel	\$0	\$0	\$0	\$15,500	\$0	\$19,000
Maintenance	\$627,943	\$577,243	\$389,719	\$780,500	\$701,300	\$824,000
Billing / Billing Supplies	\$52,705	\$61,549	\$34,300	\$61,800	\$71,100	\$72,500
Property Liability Insurance	\$176,508	\$177,944	\$143,340	\$150,000	\$226,248	\$239,000
Safety / Tools	\$33,580	\$30,756	\$11,082	\$25,000	\$23,800	\$27,500
Inventory / Inventory Adj	\$24,555	\$18,060	\$2,807	\$5,039	\$6,800	\$7,200
Depreciation	\$506,543	\$441,509	\$235,666	\$475,000	\$471,332	\$500,000
Debt & P&I	\$0	\$0	\$0	\$0	\$0	\$0
Outside Services	\$59,388	\$59,799	\$45,515	\$57,000	\$55,000	\$60,000
Payments to Villages	\$147,366	\$189,191	\$96,108	\$177,250	\$193,600	\$200,230
Advertising & Donations	\$1,061	\$884	\$1,192	\$1,500	\$2,000	\$2,000
Misc.	\$46,886	\$60,892	\$27,293	\$44,500	\$51,200	\$57,900
Outside Sales	\$95,689	\$11,874	\$3,982	\$16,000	\$6,500	\$14,000
Wholesale Power Cost	\$3,166,379	\$3,306,471	\$1,607,835	\$3,572,000	\$3,407,425	\$3,650,000

ELECTRIC DEPARTMENT FINANCIAL							
	<i>Final Numbers</i>	2024 Actual	2025 Actual	2026 6/30/26 Year to Date	2026 Budget	2026 Est. Year End	2027 Proposed Budget
	Revenue						
	Sales	\$5,550,462	\$5,675,863	\$2,657,849	\$5,805,750	\$5,623,500	\$5,849,150
	Penalties	\$32,822	\$27,623	\$12,253	\$31,000	\$26,500	\$31,000
	Other/Capacity Payments	\$713,940	\$713,940	\$473,740	\$800,000	\$948,000	\$950,000
	Interest	\$351,851	\$334,953	\$158,397	\$310,000	\$316,800	\$325,000
	Other electric revenue	\$116,113	\$41,104	\$10,034	\$25,000	\$23,000	\$25,000
	FEMA Storms/Flooding	\$0	\$0	\$0	\$0	\$0	\$0
	Other Non Operating Revenue	\$249,676	\$280,411	\$145,532	\$246,500	\$267,406	\$282,500
	Total Revenue	\$7,014,864	\$7,073,894	\$3,457,805	\$7,218,250	\$7,205,206	\$7,462,650
	Expenses						
	Power Plant	\$549,414	\$538,669	\$289,176	\$624,400	\$588,700	\$662,600
	Wholesale Power	\$3,166,379	\$3,305,821	\$1,606,410	\$3,572,000	\$3,406,000	\$3,650,000
	Distribution	\$431,240	\$431,493	\$310,715	\$602,500	\$550,150	\$651,500
	Customer Accounting & Collection	\$157,652	\$174,192	\$83,959	\$176,300	\$173,400	\$179,750
	Administrative & General	\$1,075,380	\$1,013,230	\$590,165	\$994,000	\$1,085,848	\$1,134,600
	Payments to City/Villages	\$147,366	\$189,191	\$96,108	\$177,250	\$193,600	\$200,230
	Depreciation	\$506,543	\$441,509	\$235,666	\$475,000	\$471,332	\$500,000
	Interest Expenses & Financial Charge						
	Principal/Bond Payment						
	Other Expenses & Transmission	\$24,555	\$18,710	\$4,232	\$5,500	\$8,225	\$7,200
	Total Expenses	\$6,058,529	\$6,112,815	\$3,216,431	\$6,626,950	\$6,477,255	\$6,985,880
	Year End Net	\$956,335	\$961,079	\$241,374	\$591,300	\$727,951	\$476,770
	Operating Expenses W/O Wholesale Power,						
	Depreciation & Franchise Fees	\$2,238,241	\$2,176,294	\$1,278,247	\$2,402,700	\$2,406,323	\$2,635,650
	Wholesale Power, Depreciation & Franchise Fees	\$3,820,288	\$3,936,521	\$1,938,184	\$4,224,250	\$4,070,932	\$4,350,230

ELECTRIC DEPARTMENT

2027

CAPITAL IMPROVEMENTS

ELECTRIC DEPARTMENT

Generator #7 cooling tower repair	\$35,000
Roof replacement Control Room and welding shop	\$55,000
Generator #7 engine room heaters	\$20,000
Hospital/Good Samaritan Line Underground	\$50,000
Total	\$160,000

TOTAL FUND REVENUE	\$7,462,650
TOTAL FUND EXPENSES	\$6,985,880

NET REVENUE OVER EXPENSES	\$476,770
CAPITAL EXPENDITURES	\$160,000

ELECTRIC FUND BALANCE	\$316,770
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WATER DEPARTMENT 2027 PROPOSED BUDGET OVERVIEW

The Water Department had a busy year in 2026, mainly with the Longs Creek Project. After all the setbacks, and the initial learning curve, we pumped approximately 4.5 million gallons out of Longs Creek from May through August. We are optimistic that next year's pumping season will be a smooth transition. Because of Longs Creek, and the significant rainfall early in the spring and summer, no water restrictions have been needed so far in 2026, putting our projected year end revenue estimate at \$1,475,514 and a 2027 projected revenue of \$1,506,800. High expenses continue to be an issue in the Water Department, rising costs, annual plant rental, as well as CO2 well treatment, putting our 2026-year end estimate expenses at \$1,858,224 and 2027 proposed expenses at \$1,897,380.

Well cleaning continues to be a large expense for the water department, even though Longs Creek took some burden off of the wells for the summer of 2026, we feel the CO2 is still a necessary annual treatment to maintain the integrity of the well field.

The water department currently has no budgeted capital improvements for 2027 but is still projecting a negative **\$390,580** for the year. A rate study will be looked into in late 2026.

WATER FUND

REVENUES

SALES REVENUE

5-41-4500 Residential Revenue
5-42-4500 General Service Revenue
TOTAL SALES REVENUE

OTHER REVENUE

5-49-4500 Fire Protection
5-49-4880 Fees, Taps & Permits
5-49-5500 Penalties
5-49-5600 Rent/Lease Receipts
5-49-5700 Other Water Revenue
5-49-5710 Grant Revenue
5-49-5740 Outside Services Provided
5-49-5750 Connects/Reconnects
TOTAL OTHER REVENUE

NON OPERATING REVENUE

5-50-4500 Interest Income
5-50-4560 Sale Of Salvage
5-50-4565 Sale Of Materials
TOTAL NON OPERATING REVENUE

TOTAL FUND REVENUE

EXPENSES

Production

5-60-5010 Salaries & Wages
5-60-5050 FICA Taxes
5-60-5055 Pension
5-60-5060 Health Insurance
5-60-5065 Life & Disability Insurance
5-60-5100 Accrued Payroll Expense
5-60-5800 Utilities
5-60-5850 Water Testing
5-60-5870 Maintenance Wells & Equipment
5-60-5880 Misc. Maintenance Expense

2025 Actual	2026 YTD 6/30/2026	2026 BUDGET AMOUNTS	2026 EST YEAREND	2027 BUDGET AMOUNTS
\$789,594	\$453,975	\$835,000	\$925,000	\$935,000
\$344,572	\$214,895	\$390,000	\$430,000	\$435,000
\$1,134,166	\$668,870	\$1,225,000	\$1,355,000	\$1,370,000
\$9,814	\$6,312	\$10,000	\$12,624	\$13,500
\$5,664	\$1,809	\$5,500	\$3,500	\$5,500
\$9,204	\$5,411	\$11,000	\$10,800	\$13,000
\$0	\$0	\$0	\$0	\$0
\$11,414	\$3,046	\$3,100	\$6,000	\$7,200
\$132,741	\$5,310	\$0	\$5,310	\$0
\$52,431	\$18,811	\$60,000	\$47,500	\$55,000
\$1,325	\$390	\$2,000	\$780	\$1,600
\$222,593	\$41,089	\$91,600	\$86,514	\$95,800
\$34,471	\$14,155	\$36,000	\$28,500	\$34,500
\$0	\$0	\$50	\$0	\$0
\$8,104	\$3,042	\$6,500	\$5,500	\$6,500
\$42,575	\$17,197	\$42,550	\$34,000	\$41,000
\$1,399,334	\$727,156	\$1,359,150	\$1,475,514	\$1,506,800
\$103,341	\$59,123	\$90,000	\$114,000	\$110,000
\$7,890	\$4,674	\$9,800	\$10,725	\$12,500
\$6,193	\$3,682	\$6,000	\$7,180	\$7,700
\$18,056	\$7,182	\$17,000	\$14,000	\$17,000
\$1,214	\$694	\$1,500	\$1,300	\$1,550
\$0	\$0		\$0	\$0
\$86,284	\$41,508	\$73,000	\$71,008	\$77,000
\$6,748	\$1,754	\$3,100	\$3,500	\$4,200
\$147,185	\$146,728	\$175,000	\$172,000	\$175,000
\$1,514	\$0	\$1,000	\$500	\$1,200

5-60-6100 Operation Supplies/Expenses
 5-60-6500 Filter Maintenance/WT Rent
 5-60-6510 Building Maintenance
 5-60-7250 Maint. Plant Equipment
TOTAL PRODUCTION

Distribution

5-62-5010 Salaries & Wages
 5-62-5050 FICA Taxes
 5-62-5055 Pension
 5-62-5060 Health Insurance
 5-62-5065 Life & Disability Insurance
 5-62-6600 Maintenance Water Services
 5-62-6650 Backflow Expenses
 5-62-7050 Meter Expense
 5-62-7150 Maintenance Fire Hydrants
 5-62-7200 Maintenance Water Mains
 5-62-7250 Maint. Power Operated Equip.
 5-62-7280 Equipment Lease
TOTAL DISTRIBUTION

Customer Accounting

5-63-5010 Salaries & Wages
 5-63-5050 FICA Taxes
 5-63-5055 Pension
 5-63-5060 Health Insurance
 5-63-5065 Life & Disability Insurance
 5-63-740 Meter Reading
 5-63-7550 Collections & Lien Fees
 5-63-7560 Credit & Debit Card Fees
 5-63-7600 Postage & Fees
 5-63-8000 Water Uncollectable Accounts
TOTAL CUSTOMER ACCOUNTING

Administrative & General

5-65-5010 Salaries & Wages
 5-65-5011 Salaries & Wages - CommServ
 5-65-5050 FICA Taxes
 5-65-5055 Pension
 5-65-5060 Health Insurance

\$8,450	\$6,886	\$8,000	\$8,400	\$11,000
\$0	\$80,000	\$600	\$260,000	\$260,000
\$38,374	\$14,384	\$30,000	\$25,000	\$36,000
\$4,934	\$4,934	\$5,000	\$6,900	\$5,000
\$430,183	\$371,549	\$420,000	\$694,513	\$718,150
\$73,795	\$35,156	\$55,000	\$71,250	\$75,000
\$5,655	\$2,656	\$4,100	\$5,350	\$6,200
\$4,464	\$1,668	\$3,500	\$3,852	\$4,300
\$14,534	\$7,828	\$10,000	\$15,250	\$16,000
\$608	\$375	\$750	\$790	\$900
\$41,177	\$11,562	\$28,000	\$21,000	\$25,000
\$193	\$215	\$500	\$450	\$600
\$2,068	\$2,367	\$1,250	\$3,200	\$3,500
\$1	\$3,104	\$2,000	\$5,240	\$5,500
\$9,042	\$2,366	\$12,000	\$6,200	\$11,000
\$796	\$793	\$1,000	\$1,200	\$1,500
\$1,651	\$1,700	\$1,750	\$1,700	\$1,700
\$153,984	\$69,790	\$119,850	\$135,482	\$151,200
\$29,863	\$14,743	\$26,500	\$29,486	\$31,500
\$2,213	\$1,093	\$2,100	\$2,345	\$2,600
\$1,547	\$618	\$1,650	\$1,300	\$1,650
\$3,781	\$2,154	\$3,250	\$4,308	\$4,800
\$352	\$182	\$500	\$365	\$500
\$0	\$0	\$0	\$0	\$0
\$40	\$20	\$50	\$40	\$50
\$7,061	\$3,870	\$6,500	\$7,740	\$8,200
\$9,856	\$5,391	\$9,750	\$10,800	\$11,500
\$695	\$2,051	\$500	\$3,300	\$3,500
\$55,408	\$30,122	\$50,800	\$59,684	\$64,300
\$158,793	\$82,690	\$175,000	\$192,000	\$167,500
\$1,542	\$0	\$500	\$0	\$500
\$12,028	\$6,279	\$13,500	\$15,100	\$14,500
\$7,762	\$3,791	\$9,100	\$9,700	\$9,100
\$26,466	\$10,792	\$30,000	\$29,100	\$30,000

5-65-5065 Life & Disability Insurance	\$1,649	\$807	\$2,000	\$1,950	\$2,100
5-65-5800 Utilities	\$219	\$112	\$250	\$220	\$270
5-65-8040 Office Salaries	\$0	\$0	\$0	\$0	\$0
5-65-8050 Board Member Fees	\$0	\$0	\$0	\$0	\$0
5-65-8060 Telephone Expense	\$3,327	\$1,252	\$4,000	\$3,000	\$4,000
5-65-8070 Office Supplies & Printing	\$1,579	\$1,032	\$2,000	\$2,000	\$2,500
5-65-8080 Outside Services Employed	\$37,763	\$17,822	\$35,000	\$26,000	\$15,000
5-65-8081 Meals During Travel	\$301	\$26	\$0	\$60	\$200
5-65-8090 Insurance	\$53,118	\$42,737	\$44,000	\$69,000	\$79,200
5-65-8140 Miscellaneous Expense	\$18,841	\$3,598	\$11,500	\$8,500	\$10,000
5-65-8141 Safety Expenses	\$3,538	\$1,434	\$3,000	\$3,000	\$3,500
5-65-812 Training Expenses	\$2,576	\$698	\$4,000	\$1,500	\$4,000
5-65-8144 Maint. Communication Equipment	\$7,439	\$3,603	\$11,000	\$8,125	\$10,000
5-65-8145 Pension Fund Expenses	\$0	\$0	\$50	\$0	\$0
5-65-8150 Advertising & Donations	\$115	\$61	\$500	\$325	\$500
5-65-8155 Purchased For Outside Sales	\$13,172	\$4,558	\$7,000	\$7,000	\$8,500
5-65-8210 Transportation Expense	\$17,654	\$6,019	\$13,000	\$12,850	\$16,000
5-65-8220 Maintenance - Office Equipment	\$2,237	\$377	\$750	\$750	\$1,100
5-65-8250 Mapping	\$1,175	\$0	\$200	\$0	\$250
5-65-8260 Maintenance - Office	\$246	\$125	\$250	\$250	\$500
5-65-8261 Maint. S.C. & Warehouse	\$5	\$11	\$50	\$50	\$100
5-65-8265 Janitor/Supplies-Gen. Office	\$325	\$206	\$300	\$325	\$400
5-65-8270 Repairs - Tools	\$1,355	\$1,233	\$1,000	\$2,000	\$2,000
5-65-8275 Source Water Protection	\$0	\$0	\$0	\$0	\$0
TOTAL ADMINISTRATION & GENERAL	\$373,225	\$189,263	\$367,950	\$392,805	\$381,720
Depreciation					
5-80-8142 Depreciation Of Water Plant	\$325,691	\$174,708	\$300,000	\$338,000	\$340,000
TOTAL DEPRECIATION	\$325,691	\$174,708	\$300,000	\$338,000	\$340,000
Other Expenditures					
5-82-4601 Principal Bond Payment	\$165,000	\$0	\$165,000	\$165,000	\$170,000
5-82-4605 Interest 2019 Bond Refinance	\$74,546	\$37,943	\$68,640	\$68,640	\$65,010
5-82-4660 Items Junked From Inventory	\$15,025	\$4,745	\$2,000	\$6,200	\$7,000
5-82-4900 Inventory Correction	(\$2,588)	\$0	\$0	(\$2,100)	0
TOTAL OTHER EXPENDITURES	\$251,983	\$42,688	\$235,640	\$237,740	\$242,010
TOTAL FUND EXPENSES	\$1,590,474	\$878,120	\$1,494,240	\$1,858,224	\$1,897,380
NET REVENUE OVER EXPENSES	(\$191,140)	(\$150,964)	(\$135,090)	(\$382,710)	(\$390,580)

BUDGET SUMMARY WATER	2024 Actual	2025 Actual	2026 YTD 6/30/2026	2026 Budget	2026 Est. Year End	2027 Proposed Budget
Labor	\$334,710	\$365,792	\$191,712	\$346,500	\$406,736	\$384,000
Labor Benefits	\$95,565	\$114,412	\$54,475	\$114,800	\$122,615	\$131,400
City Services	\$2,467	\$1,543	\$3,104	\$2,500	\$5,240	\$6,000
Transportation	\$11,758	\$17,654	\$6,019	\$13,000	\$12,850	\$16,000
Supplies Water Testing Chemicals	\$12,673	\$17,459	\$11,222	\$12,850	\$15,550	\$19,300
Utilities	\$80,828	\$89,830	\$1,364	\$77,250	\$74,228	\$81,270
Maintenance	\$213,904	\$252,949	\$184,883	\$264,550	\$501,975	\$526,400
Billing / Billing Supplies	\$19,341	\$19,346	\$12,425	\$19,300	\$24,205	\$26,250
Property Liability Insurance	\$52,892	\$53,118	\$42,737	\$44,000	\$69,000	\$79,200
Safety / Tools	\$15,138	\$7,469	\$3,365	\$5,000	\$6,500	\$9,500
Inventory / Inventory Adj	\$3,838	\$12,437	\$4,745	\$2,000	\$4,100	\$7,000
Depreciation	\$305,948	\$325,691	\$174,708	\$300,000	\$338,000	\$340,000
Debt P&I	\$240,220	\$239,546	\$37,943	\$233,640	\$233,640	\$235,010
Outside Services	\$17,841	\$37,763	\$17,822	\$35,000	\$26,000	\$15,000
Misc.	\$12,620	\$20,817	\$5,504	\$13,550	\$10,525	\$12,100

WATER DEPARTMENT FINANCIAL							
	<i>Final Numbers</i>	2024 Actual	2025 Actual	2026 6/30/26 Year to Date	2026 Budget	2026 Est. Year End	2027 Proposed Budget
	Revenue						
	Sales	\$1,160,743	\$1,134,166	\$668,870	\$1,225,000	\$1,355,000	\$1,370,000
	Penalties	\$11,270	\$9,204	\$5,411	\$11,000	\$10,800	\$13,000
	Other	\$65,614	\$80,648	\$30,368	\$80,600	\$5,500	\$6,500
	Interest	\$34,420	\$34,471	\$14,155	\$36,000	\$28,500	\$34,500
	Other Income	\$1,237	\$8,104	\$3,042	\$6,550	\$70,404	\$82,800
	Grant	\$0	\$132,741	\$5,310	\$0	\$5,310	\$0
	Total Revenue	\$1,273,284	\$1,399,334	\$727,156	\$1,359,150	\$1,475,514	\$1,506,800
	Expenses						
	Production & Procurement	\$363,593	\$430,183	\$371,549	\$419,900	\$694,513	\$718,150
	Distribution	\$135,486	\$153,984	\$69,790	\$119,850	\$135,482	\$151,200
	Customer Accounting	\$51,260	\$55,408	\$30,122	\$50,800	\$59,684	\$64,300
	Administrative & General	\$325,535	\$373,225	\$189,263	\$367,950	\$392,805	\$381,720
	Depreciation	\$305,948	\$325,691	\$174,708	\$300,000	\$338,000	\$340,000
	Interest Expenses & Financial Charge	\$75,220	\$74,546	\$37,943	\$68,640	\$68,640	\$65,010
	Principal / Bond Payment	\$165,000	\$165,000	\$0	\$165,000	\$165,000	\$170,000
	Other Expenses	\$3,838	\$12,437	\$4,745	\$2,000	\$4,100	\$7,000
	Total Expenses	\$1,425,880	\$1,590,474	\$878,120	\$1,494,140	\$1,858,224	\$1,897,380
	Operating Expenses Only	\$879,712	\$1,025,237	\$665,469	\$960,500	\$1,286,584	\$1,322,370
	Debt, Interest & Depreciation	\$546,168	\$565,237	\$212,651	\$533,640	\$571,640	\$575,010
	Total Operating Expenses W/O Principal	\$1,260,880	\$1,425,474	\$878,120	\$1,329,140	\$1,693,224	\$1,727,380
	Year End Net	(\$152,596)	(\$191,140)	(\$150,964)	(\$134,990)	(\$382,710)	(\$390,580)

WATER DEPARTMENT

2027

CAPITAL IMPROVEMENTS

We are not planning any capital improvements in the water department for 2027 at this time.

TOTAL FUND REVENUE	\$1,506,800
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TOTAL FUND EXPENSES	\$1,897,380
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TOTAL REVENUE OVER EXPENSES	\$390,580
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WATER FUND BALANCE	\$390,580
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WASTEWATER DEPARTMENT 2027 PROPOSED BUDGET OVERVIEW

The 2026-year end estimate for total revenue is trending a bit lower than the 2026 budgeted amount, with a projected amount of \$981,300. The 2027 projected amount for revenue is \$1,020,700.

The wastewater treatment plant is nearing 18 years of operation, and while it continues to operate well, we are experiencing some equipment repairs and failures simply because of the age of the equipment and the harsh environment that the equipment operates in. We would expect this trend to continue until a major upgrade to the plant is planned and completed.

The wastewater treatment plant has continued to operate in a manner that is keeping the BPW in compliance with all our NPDES permit levels and requirements.

Capital improvements for 2027 include upgrading and replacing 2 pumps at the 6th street lift station. Pump and control problems have been an ongoing issue for years at this location, causing down time and many after hour callouts. Estimated cost for the project is \$98,174.00.

WASTEWATER**REVENUES****SALES REVENUE**

7-41-4500 Residential Revenue

7-42-4500 General Service Revenue

TOTAL SALES REVENUE**OTHER REVENUE**

7-49-4900 SRF Advance

7-49-5500 Penalties

7-49-5700 Other Wastewater Revenue

7-49-5710 Grant Revenue

7-49-5740 Outside Services Provided

7-49-5750 Connects/Reconnects

TOTAL OTHER REVENUE**NON OPERATING REVENUE**

7-50-4500 Interest Income

7-50-4560 Sale Of Salvage

7-50-4565 Sale Of Materials

TOTAL NON OPERATING REVENUE**TOTAL FUND REVENUE****EXPENSES****Production**

7-60-5010 Salaries & Wages

7-60-5050 FICA Taxes

7-60-5055 Pension

7-60-5060 Health Insurance

7-60-5065 Life & Disability Insurance

7-60-5850 Lab Testing

7-60-5900 Utilities Plant

2025 ACTUAL	2026 YTD 6/30/2026	2026 BUDGET AMOUNTS	2026 EST YEAREND	2027 BUDGET AMOUNTS
\$573,755	\$293,538	\$615,000	\$589,000	\$615,000
\$325,478	\$165,691	\$330,000	\$332,000	\$340,000
\$899,233	\$459,229	\$945,000	\$921,000	\$955,000
\$0	\$0	0	\$0	0
\$7,267	\$3,709	\$8,000	\$7,100	\$8,000
\$1,572	\$2,383	\$2,250	\$2,900	\$2,600
\$0	\$0	\$0	\$0	\$0
\$12,356	\$35	\$8,000	\$6,000	\$7,000
\$1,130	\$410	\$1,250	\$900	\$1,200
\$22,325	\$6,537	\$19,500	\$16,900	\$18,800
\$56,933	\$21,486	\$47,000	\$43,000	\$47,500
\$0	\$0	\$0	\$0	\$0
\$358	\$276	\$100	\$400	\$400
\$57,291	\$21,762	\$47,100	\$43,400	\$47,900
\$978,849	\$487,528	\$1,011,600	\$981,300	\$1,021,700
\$77,216	\$37,129	\$63,000	\$75,000	\$78,500
\$5,684	\$2,699	\$4,700	\$5,410	\$5,600
\$4,607	\$2,228	\$3,800	\$4,500	\$4,900
\$15,287	\$7,197	\$11,500	\$14,400	\$15,200
\$893	\$448	\$850	\$950	\$1,050
\$2,481	\$1,561	\$3,500	\$3,300	\$3,600
\$45,715	\$25,946	\$43,000	\$52,000	\$53,500

7-60-6100 Operation Supplies/Expenses
 7-60-6500 Plant Maintenance
 7-60-6510 Building Maintenance
 7-60-5100 ↑ Accrued Payroll Expense

TOTAL PRODUCTION**Distribution**

7-62-5010 Salaries & Wages
 7-62-5050 FICA Taxes
 7-62-5055 Pension
 7-62-5060 Health Insurance
 7-62-5065 Life & Disability Insurance
 7-62-5870 Maintenance Collection System
 7-62-5900 Utilities - Lift Stations
 7-62-7250 Maint. Power Operated Equip.
 7-62-7280 Equipment Lease

TOTAL DISTRIBUTION**Customer Accounting**

7-63-5010 Salaries & Wages
 7-63-5050 FICA Taxes
 7-63-5055 Pension
 7-63-5060 Health Insurance
 7-63-5065 Life & Disability Insurance
 7-63-7550 Collection & Lien Fees
 7-63-7560 Credit & Debit Card Fees
 7-63-7600 Postage & Fees
 7-63-8000 Uncollectable Accounts

TOTAL CUSTOMER ACCOUNTING**Administration & General**

7-65-5010 Salaries & Wages
 7-65-5011 Salaries & Wages - Commserv
 7-65-5020 City Free Services

\$6,410	\$6,544	\$9,000	\$11,100	\$12,000
\$4,934	\$4,934	\$8,000	\$9,100	\$10,000
\$37,437	\$13,415	\$20,000	\$25,000	\$30,000
\$0	\$24	\$0	\$24	\$50
\$200,664	\$102,125	\$167,350	\$200,784	\$214,400
\$30,263	\$15,822	\$31,500	\$31,800	\$44,000
\$2,190	\$1,027	\$2,500	\$2,100	\$2,400
\$1,661	\$852	\$1,750	\$1,800	\$2,000
\$5,205	\$2,340	\$5,750	\$4,700	\$5,100
\$69	\$149	\$425	\$360	\$450
\$21,788	\$6,947	\$26,000	\$16,000	\$24,000
\$4,741	\$2,478	\$5,500	\$5,300	\$5,500
\$355	\$672	\$350	\$1,000	\$1,000
\$1,550	\$1,700	\$1,750	\$1,700	\$1,700
\$67,822	\$31,987	\$75,525	\$64,760	\$86,150
\$15,215	\$6,227	\$15,500	\$13,000	\$14,000
\$1,118	\$454	\$1,200	\$1,000	\$1,150
\$783	\$200	\$850	\$410	\$850
\$2,407	\$1,390	\$2,500	\$2,800	\$3,000
\$180	\$82	\$225	\$195	\$250
\$0	\$0	\$50	\$0	\$0
\$4,589	\$2,320	\$4,200	\$4,200	\$4,500
\$6,429	\$3,825	\$6,500	\$7,650	\$8,000
\$581	\$3,181	\$500	\$3,400	\$3,500
\$31,302	\$17,679	\$31,525	\$32,655	\$35,250
\$108,122	\$57,501	\$115,200	\$128,000	\$119,000
\$247	\$270	\$650	\$510	\$700
\$0	\$0	\$250	\$0	\$200

7-65-5050 FICA Taxes	\$8,184	\$4,367	\$9,000	\$10,025	\$9,500
7-65-5055 Pension	\$5,348	\$2,658	\$5,500	\$5,400	\$5,600
7-65-5060 Health Insurance	\$23,247	\$10,806	\$27,000	\$25,000	\$26,500
7-65-5065 Life & Disability Insurance	\$1,072	\$560	\$1,500	\$1,200	\$1,500
7-65-5800 Utilities	\$0	\$0	\$0	\$0	\$0
7-65-8060 Telephone Expense	\$4,271	\$1,454	\$4,200	\$3,100	\$4,000
7-65-8070 Office Supplies, Printing, Etc	\$987	\$136	\$1,100	\$500	\$600
7-65-8080 Outside Services Employed	\$10,387	\$8,492	\$15,000	\$12,000	\$12,000
7-65-8081 Meals During Travel	\$200	\$75	\$350	\$150	\$350
7-65-8090 Insurance	\$34,528	\$27,784	\$30,000	\$43,900	\$46,400
7-65-8140 Miscellaneous Expenses	\$6,124	\$1,524	\$5,750	\$4,800	\$5,500
7-65-8141 Safety Expenses	\$2,895	\$857	\$3,125	\$3,000	\$3,000
7-65-8142 Training Expenses	\$525	\$518	\$1,000	\$1,000	\$1,000
7-65-8144 Maint. Communication Equip.	\$6,173	\$2,902	\$9,000	\$6,000	\$8,000
7-65-8145 Pension Fund Expenses	\$0	\$0	\$50	\$0	\$0
7-65-8150 Advertising & Donations	\$106	\$40	\$125	\$100	\$150
7-65-8155 Purchased For Outside Sales	\$273	\$362	\$150	\$500	\$500
7-65-8210 Truck Expense	\$14,576	\$5,629	\$17,500	\$15,000	\$17,000
7-65-8220 Maintenance - Office Equip.	\$1,975	\$369	\$800	\$800	\$1,000
7-65-8250 Mapping	\$764	\$0	\$150	\$100	\$150
7-65-8260 Maintenance - Office	\$160	\$82	\$150	\$120	\$170
7-65-8261 Maint. S.C. & Warehouse	\$3	\$7	\$50	\$25	\$50
7-65-8265 Janitor/Supplies - Gen. Office	\$237	\$134	\$250	\$300	\$300
7-65-8270 Repairs - Tools	\$790	\$47	\$1,000	\$500	\$1,000
TOTAL ADMINISTRATION & GENERAL	\$231,194	\$126,574	\$248,850	\$262,030	\$264,170
Depreciation					
7-80-8142 Depreciation	\$302,063	\$162,087	\$280,000	\$325,000	\$325,000
TOTAL DEPRECIATION	\$302,063	\$162,087	\$280,000	\$325,000	\$325,000
Other Expenditures					
7-82-4600 Interest On Bonds	\$1,341	\$0	\$0	\$0	\$0
7-82-4601 Principal Bond Payment	\$0	\$0	\$0	\$0	\$0
7-82-4660 Junked From Inventory/Adj	\$0	\$0	\$0	\$0	\$0

7-22-201 SRF Loan #C318056

TOTAL OTHER EXPENDITURES

TOTAL FUND EXPENSES

NET REVENUE OVER EXPENSES

\$16,509	\$0	\$38,000	\$33,018	\$33,018
\$17,850	\$0	\$38,000	\$33,018	\$33,018
\$850,895	\$440,452	\$841,250	\$918,247	\$957,988
\$127,954	\$47,076	\$170,350	\$63,053	\$63,712

WASTEWATER

2027

BUDGET SUMMARY WASTEWATER	2024 Actual	2025 Actual	2026 YTD 6/30/2026	2026 Budget	2026 Est. Year End	2027 Proposed Budget
Labor	\$226,033	\$230,816	\$116,703	\$225,200	\$247,824	\$255,550
Labor Benefits	\$73,306	\$77,935	\$37,457	\$79,100	\$80,250	\$85,050
City Services	\$0	\$247	\$270	\$900	\$510	\$900
Transportation	\$46,489	\$14,576	\$5,629	\$17,500	\$15,000	\$17,000
Plant Supplies / Water Testing Chemicals	\$16,434	\$8,891	\$8,105	\$12,500	\$14,400	\$15,600
Utilities	\$49,522	\$54,727	\$29,878	\$52,700	\$60,400	\$63,000
Maintenance	\$73,080	\$72,825	\$29,352	\$64,350	\$58,069	\$74,270
Billing / Billing Supplies	\$11,436	\$12,692	\$9,502	\$12,475	\$15,850	\$16,750
Property Liability Insurance	\$34,448	\$34,528	\$27,784	\$30,000	\$43,900	\$46,400
Outside Services	\$11,846	\$10,387	\$8,492	\$15,000	\$12,000	\$12,000
Misc.	\$6,762	\$7,598	\$2,095	\$6,650	\$5,850	\$6,800
Safety / Tools	\$2,944	\$3,685	\$904	\$4,125	\$3,500	\$4,000
Inventory / Inventory Adj	\$0	\$0	\$0	\$0	\$0	\$0
Depreciation	\$284,923	\$302,063	\$162,087	\$280,000	\$325,000	\$325,000
Debt P&I	\$438,642	\$17,850	\$0	\$38,000	\$33,018	\$33,018

WASTEWATER DEPARTMENT FINANCIAL							
	<i>Final Numbers</i>	2024 Actual	2025 Actual	2026 6/30/26 Year to Date	2026 Budget	2026 Est. Year End	2027 Proposed Budget
	Revenue						
	Sales	\$892,325	\$899,233	\$459,229	\$945,000	\$921,000	\$955,000
	Penalties	\$8,706	\$7,267	\$3,709	\$8,000	\$7,100	\$8,000
	Other	\$391,994	\$15,416	\$3,104	\$11,600	\$10,200	\$11,200
	Interest	\$58,941	\$56,933	\$21,486	\$47,000	\$43,000	\$47,500
	Other Income	\$0	\$0	\$0	\$0	\$0	\$0
	Grant	\$0	\$0	\$0	\$0	\$0	\$0
	Total Revenue	\$1,351,966	\$978,849	\$487,528	\$1,011,600	\$981,300	\$1,021,700
	Expenses						
	Production & Procurement	\$209,923	\$200,664	\$102,125	\$167,350	\$200,784	\$214,400
	Distribution	\$65,105	\$67,822	\$31,987	\$75,525	\$64,760	\$86,150
	Customer Accounting	\$28,599	\$31,302	\$17,679	\$31,525	\$32,655	\$35,250
	Administrative & General	\$252,856	\$231,194	\$126,574	\$248,850	\$262,030	\$264,170
	Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0
	Depreciation	\$280,241	\$302,063	\$162,087	\$280,000	\$325,000	\$325,000
	Interest Expenses & Financial Charge	\$3,642	\$1,341	\$0	\$0	\$0	\$0
	Principal / Bond Payment / SRF Loan	\$435,000	\$16,509	\$0	\$38,000	\$33,018	\$33,018
	Total Expenses	\$1,275,366	\$850,895	\$440,452	\$841,250	\$918,247	\$957,988
	Operating Expense Only	\$556,483	\$530,982	\$278,365	\$523,250	\$560,229	\$599,970
	Debt, Interest & Depreciation Expenses	\$718,883	\$319,913	\$162,087	\$318,000	\$358,018	\$358,018
	Year End Net	\$76,600	\$127,954	\$47,076	\$170,350	\$63,053	\$63,712

WASTEWATER DEPARTMENT

2027

CAPITAL IMPROVEMENTS

Wastewater Department

6 th Street Lift Station Pump Replacement	\$98,174
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Total	\$98,174
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TOTAL FUND REVENUE	\$1,021,700
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TOTAL FUND EXPENSES	\$957,988
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TOTAL REVENUE OVER EXPENSES	\$63,712
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CAPITAL IMPROVEMENTS	\$98,174
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WASTEWATER FUND BALANCE	\$34,462
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AGREEMENT

between

AUBURN BOARD OF PUBLIC WORKS

and

LOCAL UNION #1536
OF THE
INTERNATIONAL BROTHERHOOD
OF ELECTRICAL WORKERS

January 1, 2024 – December 31, 2026

AGREEMENT BETWEEN AUBURN BOARD OF PUBLIC WORKS AND LOCAL 1536 OF THE INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS, AFL-CIO

This agreement executed as of the 1st day of January 20~~24~~, by and between the Auburn Board of Public Works, its successor assigns hereinafter referred to as the “BPW” and Local Union No. 1536 of the International Brotherhood of Electrical Workers affiliated with the AFL-CIO hereinafter referred to as the “Union”.

This Agreement made and entered into, when signed by the proper officers of the Auburn Board of Public Works and Local Union #1536 and approved by the President of the International Brotherhood of Electrical Workers, shall become operative as of the 1st day of January, and shall continue to and including the 31st day of December 20~~26~~, unless otherwise agreed. It shall continue in full force and effect from year to year thereafter, unless written notice is given by either party 120 days prior to expiration of this Agreement requesting that the Agreement be amended or canceled.

Thereafter either party shall be permitted to raise issues concerning wages, hours, terms, and conditions of employment, which are subject to negotiations under Industrial Relations Act, 40-801, et. seq. In the event neither party shall notify the other in writing of its desire to negotiate a new contract on or before 120 days prior to the end of this contract, it shall continue in full force and effect from year to year until a new contract is agreed upon. During the term of this Agreement, the parties by mutual consent may open negotiations requesting that the Agreement be amended.

ARTICLE 1

DECLARATION OF PURPOSE

The purpose of this Agreement is to ensure industrial peace by setting forth rates of pay, hours of work and conditions of employment to be observed between the parties. The parties recognize that only with mutual understanding, harmony, and cooperation among employees, and between employees and Employer, and with uninterrupted operation, it is possible to conduct the BPW’s business with the economy and efficiency indispensable to its existence and to the best interests of its employees.

It is mutually agreed and covenanted by the parties to this Agreement that their respective interest can best be served by a wholesome spirit of goodwill in building sound employee relations in the interests of the employee and the BPW alike. The BPW and the Union have a common and sympathetic interest in the efficiency and success of the BPW in performing its function in the

distribution of electricity, water, and sanitary sewer systems in urban and rural areas and in meeting effectively any particular problems which arise in such operation. The Union recognizes that its obligations are affected by the dominant purpose of the BPW making all its services widely available at low rates in the area which it serves. The BPW recognizes that it has an obligation for the welfare of the workers engaged as employees in this enterprise. The Union and the BPW further agree that in return for the basic rights of employment and working conditions covered by this Agreement, there is a need for a continuous and cooperative program to improve operating methods and productive performance which will provide for a corresponding compensation return, increasing employee satisfaction and enthusiasm, and reasonable financial stability for the BPW.

The following objectives are mutually agreed to and set forth with regard to wages and salaries:

- (a) We intend to establish salaries and wages that are adequate to attract and retain qualified personnel and stimulate their superior performance, growth, and development.
- (b) We intend to provide each person with a salary which compares fairly with what is paid for other positions having similar duties, difficulties, and responsibilities both within the BPW and in other comparable organizations as defined by the Industrial Relations Act.
- (c) We intend to assure both management and employees that performance would be appraised systematically, fairly, and that opportunities will be provided to permit all present employees to become highly trained and to grow and develop so that they can assume greater responsibility.
- (d) We intend to provide wages and salaries on a fair, systematic and predetermined basis so that the BPW can adequately determine budget requirements and do long-range planning.
- (e) The BPW and the Union agree that they will cooperate with each other to the end that this Agreement will be administered equally and equitably with respect to all employees and will not discriminate against any employee because of his/her race, creed, color, religion, sex, age, or national origin. They will further the principles of the Fair Employment Practices of the State of Nebraska.
- (f) For the purpose of facilitating the peaceful adjustment of differences that may arise from time to time and to promote harmony and efficiency so that the BPW, the Union and the customers of the BPW may mutually benefit, and in consideration of the respective promises of the parties hereto, this Agreement is hereby made and entered into.

The provisions of this Agreement apply only to employees within the bargaining unit concerning jobs within the bargaining unit. This contract gives no job preference or rights concerning employment outside the bargaining unit.

ARTICLE 2

RECOGNITION

Sec. 1: The BPW recognizes the Union as the exclusive bargaining agent for all permanent full-time and regular part-time employees of The Auburn Board of Public

Works including, but not limited to, those occupying the following classifications:
Payroll Clerk/Purchasing Agent; Assistant Purchasing Agent; Customer Service Specialist; Engineering Technician; IT/Engineer Technician; General Service Technician; General Service Technician-Power Plant Apprentice; Lead Line Technician; Line Technician; Line Technician Apprentice; Line Technician Supervisor; Mechanic/Relief Operator; Power Plant Operator; Utility Billing Clerk; Utility Management/Customer Administrator; Water/Wastewater Plant Operator; Water/Wastewater Technician, as found in case #1368 of the Nebraska Commission of Industrial Relations.

Sec. 2: The BPW recognizes the Union as the sole and exclusive representative for the purpose of collective bargaining with respect to hours, wages, and other conditions of employment for all employees covered by this Agreement.

Sec. 3: The BPW recognizes and shall not interfere with the right of its employees to become members of the Union. There shall be no discrimination, interference, restraint, or coercion by the BPW or any of its agents against any employee because of membership in the Union. The Union agrees not to intimidate or coerce employees into membership and also not to solicit union membership on employer's time. Neither the BPW nor the Union will willfully, orally or in writing, make untruthful statements concerning the other party or its representative.

Sec. 4: There is attached hereto and made a part hereof, a Schedule "A" which lists the position titles and rates of pay for each position covered by this Agreement.

Sec. 5: For the purpose of this Agreement, the following definitions shall apply:

- A. Introductory Employees: An Employee working during the orientation period which is six (6) months from the first day of work. After satisfactorily completing the introductory period, Introductory Employees will be considered full-time employees.
- B. Full-Time Employee: Regularly scheduled to work forty (40) hours per week.

- C. Part Time Employee: Regularly scheduled to work less than forty (40) hours per week.
- D. Temporary Employee: Employed with the expectation that employment will be for a short duration, such as on a seasonal or project basis.

ARTICLE 3

COMPLIANCE WITH THE LAW

Sec. 1: Nothing in this agreement shall be construed to require either party to the agreement to act in violation of any applicable State or Federal law or legal regulation, and in the event that any such conditions arises, it is agreed that this agreement shall be modified in respect to either or both parties to the extent necessary to comply with such law or regulation.

Sec. 2: If any provisions of the contract or the application of the same shall be held invalid, the legality of the other provisions of the contract shall not be affected thereby.

ARTICLE 4

CONDUCT OF UNION AFFAIRS

Sec. 1: All employees including Union officers and representatives shall not conduct any Union activity or Union business during working hours except as specifically authorized by the provisions of this Agreement.

Sec. 2: Stewards shall be selected by the Union and function on behalf of the employees in the bargaining unit.

Sec. 3: All stewards referred to in this Agreement shall be full-time employees of the BPW.

Sec. 4: Each steward shall report to his/her immediate non-bargaining unit supervisor or designated representative prior to the time of leaving his/her work to perform the duties of such steward as set forth herein. He/she shall also report on returning to his/her work assignment unless the prior consent of the steward's supervisor not to report has been secured.

Sec. 5: A Union member shall be released from their duties when requested by the Union to attend Union activities, the employee shall use vacation, comp. time or unpaid leave for work hours missed.

Sec. 6: The BPW shall furnish the Union with a suitable place for the posting of official Union Notices.

Sec. 7: A) Union Dues. The BPW upon receipt from the Union shall deduct the stated amount of dues from each employee's paycheck and forward that amount to the Union by the tenth

day of the month following the month in which the deduction occurred. The BPW shall provide the Union with a report stating from whom and the amount deducted upon request.

B) Indemnification. The Union shall indemnify the BPW and hold it harmless against any and all claims, demands, lawsuits, or other forms of liability that may arise out of or by reason of any action taken by the BPW for the purpose of complying with the provisions of this section of the agreement.

Sec. 8: The BPW shall allow the use of a meeting room for the employees to conduct monthly meetings.

ARTICLE 5

APPRENTICESHIP PROGRAM

The Apprenticeship Program utilizes any accredited four-year line technician program (“Program”) as a test of each apprentice lineman’s knowledge and skill. This program shall be registered with the Department of Labor. The BPW shall not require any journeymen linemen employed prior to the date of this agreement, unless at the employee’s request, to complete the Program to retain the position of journeyman lineman. However, all new Apprentice Line crew employees shall be required to satisfactorily complete the Program to progress to the status and pay of a journeyman lineman. In addition to the satisfactory completion of the Program, an apprentice must also demonstrate satisfactory work performance and skills to progress to the next pay level. This program shall be provided to the employee at no cost. ~~If an employee fails to successfully complete a module or resigns employee may be required to reimburse the BPW for module cost.~~

APPRENTICESHIP PROGRAM TUITION AND BOOK COST PAYBACK POLICY

Employees who participate in the apprenticeship program will be required to reimburse the company for tuition and book costs incurred, if the employee leaves the company based on the length of time in the program or after program completion, according to the schedule below.

Sec. 1:

Time Period	Repayment Percentage
0–12 months	100%
13–24 months	75%
25–36 months	50%
37 months - 48 months	25%
6 months after program completion	25%

Repayment will be calculated using the actual tuition and book costs incurred by the company on behalf of the employee, multiplied by the applicable repayment percentage.

Sec. 2: Examples

Example 1: One Quarter (3 Months)

- Tuition: \$300.00
- Books: \$500.00
- Total costs incurred: \$800.00
- Repayment percentage: 100%

Total repayment: \$800.00

Example 2: Five Quarters (15 Months)

- Tuition: $\$300.00 \times 5 \text{ quarters} = \$1,500.00$
- Books: \$500.00
- Total costs incurred: \$2,000.00
- Repayment percentage: 75%

Total repayment: \$1,500.00

Calculation: $\$2,000.00 \times 75\% = \$1,500.00$

Sec. 3: Repayment Calculation

The employee's repayment obligation will be determined by multiplying the total actual tuition and book costs paid by the company by the applicable repayment percentage based on the employee's time in the program and/or after completion, as defined by the company's policy.

Sec. 4: Repayment Waiver Exceptions

Repayment of apprenticeship tuition and book costs will be waived if the employee's employment ends for any of the following reasons:

- **Layoff or Lack of Work:** The employee is laid off or separated due to a reduction in force, lack of work, or elimination of the employee's position.
- **Disability:** The employee is unable to continue employment due to a qualifying disability.
- **Death:** The employee's employment ends due to their death. Any outstanding repayment obligation will be waived.
- **Retirement:** The employee retires from employment with the company.
- **Termination Without Just Cause:** The company terminates the employee's employment without just cause.
- **Failure to Provide Required Training:** The company fails to provide the required apprenticeship training opportunities necessary for the employee to progress through or complete the program.

Sec. 5: Tuition Repayment Terms

The employee may be granted up to twenty-four (24) months from the date of termination to repay any outstanding tuition reimbursement obligation upon resignation or termination owed to the employer. Repayment terms, including the repayment period and payment schedule, will be established by mutual agreement between the employee and the employer at the time of termination. If no repayment arrangement is established, the full outstanding balance will be due and payable upon termination, subject to applicable law.

ARTICLE 6

SAFETY COMMITTEE

TRAINING AND SAFETY. The Safety Committee exists to oversee the safety goals and plans of the BPW by making recommendations addressing safety and health hazards at each worksite. The Safety Committee shall consist of an equal number of bargaining unit employees (that shall serve in advisory status only) and management. The Union shall appoint the bargaining unit members to this committee.

ARTICLE 7

GRIEVANCE AND ARBITRATION PROCEDURE

Sec. 1: Should any employee or the union have a grievance arising from the interpretation of a specific provision of this Agreement, such matter shall be exclusively resolved in accordance with the provision provided herein. It is also agreed between the parties that the alleged violation of a specific provision of the Agreement, to be arbitrable, must have occurred during the term of this Agreement. It is also specifically agreed that this grievance procedure shall not be used to change any provision of this Agreement.

Sec. 2: Step 1: An employee believing he/she has a grievance shall notify and discuss the grievance with the supervisor or his/her designee within fifteen (15) calendar days after the occurrence of the grievance. The employee may be accompanied by a union steward if the employee desires. The supervisor shall then have fifteen (15) calendar days to give a written response to the grievance, and this response shall be given to the employee and Union Steward.

Step 2: A grievance not settled in Step 1 which the employee or the Union wishes to pursue further shall be placed in writing and signed by the employee or the Union within fifteen (15) calendar days from the supervisor's answer and filed with the General Manager of the BPW. If such action is taken by the employee, he/she shall give notice to the Business Manager of the Union. The written grievance shall specify the contract provision violated by the BPW's action that caused the violation and the remedy requested. The General Manager shall, within fifteen (15) calendar days after receiving the grievance, meet with the Business Manager of the Local or his Designee in an attempt to resolve the dispute. The Manager shall supply both the employee and the

Business Manager of the Union with his written response within ten (10) calendar days of this meeting.

Step 3: If the Union and the employee decline to accept the BPW's decision, and if the grievance remains unresolved, the employee or the union may within thirty (30) calendar days after receipt of the Manager's response, request that such grievance be submitted to binding arbitration.

Sec. 3: The time limits provided for in this Article shall be strictly followed. No grievance shall be valid unless filed or appealed within the time limits provided herein. Failure of the grieving party to meet the time limits provided for shall result in dismissal of the grievance. Failure of the other party to meet the time limits provided for shall result in settlement of the agreement according to the remedy sought by the grieving party. The parties may, however, by mutual Agreement and whenever it appears reasonable, extend the time limit at any step of the grievance procedure.

Sec. 4: ARBITRATION

Step 1: If Arbitration is requested by either party, an impartial Arbitrator shall be selected in the following manner. The Federal Mediation and Conciliation Service shall be requested to furnish a listing of five (5) available Arbitrators. From this listing, the BPW shall strike out two (2) names, and the Union shall strike out two (2) names. The remaining Arbitrator on the listing shall be designated to act as Arbitrator to the dispute.

Step 2: As soon as possible after the selection of the Arbitrator, the Arbitrator shall meet with the BPW and the Union to give consideration to the dispute. A final and binding decision, in writing, from the Arbitrator, shall be forwarded to both parties of the dispute as soon as reasonably possible after the final meeting concerning the dispute.

Sec. 5: EXPENSES OF ARBITRATION

Individual parties will be responsible for their own expenses incurred during arbitration.

ARTICLE 8

SENIORITY

Sec. 1. The BPW recognizes the principle of seniority. Seniority is an employee's most recent period of continuous employment with the BPW in the bargaining unit. The BPW will post a seniority list annually and provide the Union with a copy. Protests of errors in or admissions from seniority rosters must be made to the BPW within thirty (30) days from the date the seniority list is posted, or the seniority list shall be deemed correct for all purposes.

Sec. 2: Seniority is preference or priority by length of service when vacancies occur or new positions are created, the purpose of which is to provide declared policy of work security measured by length of service.

Sec. 3: It is recognized, however, that in the practical application of this principle of seniority, the necessary ability, experience, and physical fitness for the job must be considered.

Sec. 4: The seniority of an employee is determined by the length of service computed in years, months, and days from the date of the beginning of his/her last continuous employment.

Sec. 5: A newly hired employee shall be an introductory employee for the first six (6) months of his/her employment, and he/she will accrue no seniority during this period. Upon the completion of the introductory period, he/she shall be added to the seniority list as of the date of the last hire.

Sec. 6: Where two or more employees have the same seniority date, their order of seniority shall be determined by the flip of a coin.

ARTICLE 9 LAYOFF AND RECALL

Sec. 1: In instances of layoff and recall, the BPW shall layoff by low seniority.

Sec. 2: In the event of a restoration of the workforce, employees will be recalled in the reverse order in which they were laid off.

ARTICLE 10 JOB POSTING

Sec. 1: Job openings for bargaining unit positions other than entry-level positions shall be posted for a period of two (2) weeks. Employees interested in the position must submit an application for the position by the end of the posting period. Posting will be accomplished by posting on the bulletin board at the shop.

Sec. 2: The BPW will make reasonable efforts to notify employees who are on vacation or leave of absence during the entire posting period that a position has been posted.

Sec. 3: An employee who has been selected to fill a vacancy or a new job under the provisions of this Article shall be given a period (trial period) not to exceed ninety (90) days actually worked to prove his/her ability to perform the work. An employee who is awarded a new position will begin receiving the pay for the new position on his/her award date.

ARTICLE 11

DISCHARGE AND TERMINATION OF EMPLOYMENT

Sec. 1: If it becomes necessary to discharge an employee, he/she shall be informed in writing of the action and of his/her rights and privileges according to the following conditions:

1. The BPW reserves the right to discharge an Introductory Employee with or without cause, at any time up to the time that he/she has completed six (6) months of continuous service.
2. A Full-time Employee may be discharged only for just cause.

Sec. 2: Although it is desirable for the continuity of operation of the BPW to have as few changes of personnel as possible, it is recognized that changes may occur. Accordingly, the following policies apply:

1. LAY OFF OF EMPLOYEES- If, because of lack of work, it is necessary to lay off a Full-Time Employee, he/she shall be entitled to:
 - a. Two weeks notice or the cash equivalent.
 - b. The cash equivalent for any unused vacation leave accrued.
 - c. Priority in consideration for any subsequent vacancy for which he/she qualifies.
 - d. Credit for prior service for seniority and other length of service benefits upon subsequent re-employment.

ARTICLE 12

NO STRIKE AND LOCKOUT

Sec. 1: The BPW and the Union agree that the grievance and arbitration procedures provided in this Agreement are adequate to provide fair and final determination of all grievances arising under the terms of this contract.

Sec. 2: During the period of this Agreement there shall be no strikes, stoppages, slow-downs, picketing or other interference with the operations of the BPW, nor shall there be abstinence in whole or in part from the full, faithful and proper performance of the duties of

employment by concerting actions with others. (All of which are hereinafter referred to as strikes.)

Sec. 3: There shall be no lockouts during the term of this Agreement.

ARTICLE 13

HOLIDAYS

Employees receive ten ~~(10)~~ > 11 paid holidays per year, as follows:

New Year's Day	Thanksgiving Day
Good Friday	The Day after Thanksgiving Day
Memorial Day	Christmas Eve
Independence Day	Christmas Day
Labor Day	Designated Holiday ⁽¹⁾
Veterans Day	

- ⁽¹⁾At the December Board Meeting each year, the Board shall designate the extra Holiday for the following year; and
- If a holiday falls on a Saturday, the prior Friday will be off, or if on Sunday, then the following Monday. Holiday pay is based on an employee's regular working hours.

ARTICLE 14

VACATIONS

Employees are eligible to take paid **accrued** vacation after **completing** 90 days of employment. ~~The employee shall begin accruing vacation on their date of hire; however, they cannot use accrued vacation until after completing 90 days of employment.~~ In the event the employee leaves the employment of the BPW prior to 1 year of employment, the accrued unused vacation shall be forfeited and shall not be paid out to the employee. Available vacation is based on full-time work and is reduced proportionately for absences other than vacation time, paid sick leave, paid funeral leave, and holidays. Vacation is accrued as detailed below:

Years of Employment	Hours Earned Per Year	Maximum Vacation Hours
1-5 years	104 hours	128 hours
6-10 years	~~114 hours~~ > 128 hr	~~143 hours~~ > 152 hr
11-15 years	~~148 hours~~ > 152 hr	~~188 hours~~ > 192 hr
16-19 years	~~164 hours~~ > 168 hr	~~218 hours~~ > 224 hr
20-24 years	184 hours	248 hours
25 + years	+8 hours per year	248 hours

- **Accrued** vacation can be taken after **an employee has completed 90** days of employment. All vacation leave shall be approved by the employee's supervisor prior to being taken.
- Employees may continue to accrue vacation throughout the year, including when their accrued vacation balance exceeds the applicable maximum accrual cap. Any vacation balance in excess of the established maximum accrual cap at the end of the calendar year will be paid to the employee rather than forfeited.
- Employees may carry over unused vacation from one calendar year to the next, provided that the employee's accrued vacation balance does not exceed the applicable maximum accrual cap. Any vacation balance in excess of the maximum accrual cap will be subject to the year-end payout.
- At the end of each calendar year, the Company will review each employee's accrued, unused vacation balance. Any vacation hours that are in excess of the maximum accrual cap, based on years of employment will be paid to the employee in the next regularly scheduled payroll following year-end of the calendar year.
- The year-end pay will be calculated using the employee's applicable vacation pay rate in effect at the time of payment.
- ~~Employees may carry over any unused vacation from one year to the next, however, at no time shall the employee have more than the maximum hours in their vacation bank. Employees who reach the maximum are not eligible to earn any additional vacation until the vacation bank is used below the maximum.~~
- Any earned but unused **accrued** vacation time will be paid upon retirement or termination from employment.

~~Vacation exceeding maximum allotted time shall be paid to employee. (adding new time slot to bank for end of year)?~~

ARTICLE 15

SICK LEAVE

Employees earn 8 hours of sick leave for each full month worked (maximum 96 hours per year to be used as paid sick leave). Unused sick leave may be carried over each year up to a

maximum of 900 hours. To be eligible to use paid sick leave, employees must notify their supervisor prior to the beginning of their shift, of their need to use sick leave; and may be required, in the discretion of BPW management, to provide a physician's note prior to returning to work. Sick leave may be used only for the actual illness of the employee, or the employee's spouse, child, stepchild, child under their guardianship or parent.

Sick Leave Buyback

Upon resignation, retirement, or death, 25 % of all unused sick leave shall be paid to employees reaching the age of 62 or have been employed for 15 years.

ARTICLE 16

SPECIAL LEAVE PROVISIONS

Sec. 1: The BPW shall grant leave of absence with pay to Full-Time Employees for the following reasons and subject to the applied restrictions.

A. Funerals. The BPW shall grant up to three (3) days leave of absence because of death in the employees' family for the employee to make arrangements for and attend the funeral. Family members for whom funeral leave will be granted are as follows: spouse, children including stepchildren, parents or parents-in-law, grandparents, including in-laws, grandchildren, brothers including in-laws, sisters including in-laws.

A.1 All employees shall be granted 4 hours of Pallbearer leave per year.

B. Voting. Any employee eligible to vote at any election held within the State of Nebraska shall, on the day of such election be granted time to go to the polls if his/her duties on that day would otherwise prevent him/her from voting before or after regular working hours.

C. Jury Duty/Court Duty-

1. Each employee shall notify his/her supervisor and the General Manager of anticipated jury duty or subpoena.
2. An employee will be granted leave to perform jury duty or answer a subpoena and while on leave, will be paid his/her regular base salary. At completion of jury duty or subpoena, the employee shall pay or endorse his/her compensation check to the BPW and shall retain the payment he/she receives for expenses incurred.
3. If any employee elects to charge his/her time while attending jury duty or answering a subpoena to vacation, he/she may do so; however, in this instance, the employee will retain the checks for both compensation and expenses.

4. Employees who are dismissed from duties described above before the BPW's normal quitting time shall return to their respective place of work for the remainder of the day if practical.
 5. Court appearances, as a witness on BPW's business, will be counted as time worked. All other court appearances for personal business will be counted as vacation, limited to accumulated vacation leave.
- D. Election Duties- Whenever an employee is required to be absent from work to serve in such capacity, he/she will be allowed a leave of absence with pay, however, any compensation received for such duty shall be turned over to the BPW.
- E. Leave of Absence- A Full-Time employee may request a leave of absence without pay for personal reasons.
- F. Military Leave- Employees who perform and return from military service in the Armed Forces, the military reserves, or the National Guard, will receive compensation, benefits, reinstatement, and other rights as provided by the laws of the United States and the State of Nebraska.
- G. Faithful Service- Employees shall receive an amount of \$25.00 for each year worked on the first pay period after completion of 120 months of continuous employment. Each year thereafter, if employment is continuous, employees shall receive an additional \$25.00 for each year worked up to 420 months of continuous employment. Accrual of \$25.00/year shall cease after 420 months. (Example: After 10 years - \$250.00; 35 years - \$875.00; 40 years - \$875.00).

ARTICLE 17

ON THE JOB ACCIDENTS

Sec. 1: The BPW shall maintain insurance to comply with Nebraska Workers Compensation law as amended. The insurance coverage shall provide for hospital, surgical and other medical expenses.

Sec. 2: If there is an on-the-job injury and the employee receives worker's compensation payments for the lost wages, the BPW will voluntarily pay the difference between the compensation payments and the employee's regular base wages.

ARTICLE 18

EMPLOYEE INSURANCE AND RETIREMENT PROGRAMS

The BPW maintains the following Retirement and Insurance Programs for the benefit of its employees and encourages their participation. These plans are available to all Regular Full-Time Employees and where applicable, the Introductory Employees of the BPW, subject to the applicable waiting periods. The specifications and other details of each of these plans shall be made available to all covered employees upon request.

Sec. 1: INSURANCE BENEFITS

A. BUSINESS TRAVEL ACCIDENT PLAN

This plan provides benefits within certain limitations for employees while traveling on BPW's business. Protection may include payment for accidental death and dismemberment; see the specific plan for details. The BPW pays the entire cost of this protection.

B. MAJOR MEDICAL INSURANCE

1. This policy provides for payment of medical expenses and prescription drug costs for Introductory and Full-Time Employees and their dependents as defined in the policy.
2. The BPW shall offer two plans, a traditional plan, and a High-Deductible Health Plan.
3. Employees shall have the option to annually elect either the traditional health insurance plan with deductibles of up to \$1,500.00 for individual coverage and \$3,000.00 for family coverage, or a High-Deductible Health Plan (HDHP) meeting applicable federal requirements for Health Savings Account (HSA) eligibility

~~The employees shall have the choice of annually electing insurance coverage through the traditional plan (\$1200 > \$1500 individual/\$2400 > \$3000 family deductible) or the new HDHP (\$2400 individual/\$4800 family deductibles). > To follow minimum federal regulation for HAS eligibility.~~

4. The BPW will withhold and deposit funds into a Health Savings Account for Employees who elect to establish a HSA, if participating in the HDHP. The BPW shall also offer a Flex Spending plan.
5. The BPW shall provide 100% of the cost of the individual employee medical and prescription drug insurance premium for Full-Time and Introductory Employees, as established by the health insurance carrier on an annual basis under either plan.
6. The BPW shall pay the same percentage of the difference, between the cost of an individual premium and the family and/or dependent premium as agreed to and published in the employee handbook for medical and prescription drug insurance plans for all Introductory and Full-Time Employee coverage as established by the health insurance carrier on an annual basis. The Employee shall pay the remaining percentage of the premium through means of wage withholding.
7. In the event of an employee's retirement or death, the employee and/or his/her family may, at their expense, continue to be covered by this policy as long as they abide by and are qualified under the rules and guidelines of the plan.
8. These plans may be changed by mutual agreement by the parties.
9. If an otherwise eligible employee elects, during the employee's initial enrollment or during any subsequent annual open enrollment, to decline coverage under the BPW's group health insurance plan because the employee has obtained coverage elsewhere, the BPW will pay to the employee the Cash Value of the forgone coverage. For this purpose, "Cash Value" means 70% of the amount of the monthly employer contribution for Single coverage under the BPW's High-Deductible Health Plan. Further, the payment amount will be based on the actual individual age-based health insurance premium cost at an amount not to exceed

70% of this cost. The Cash Value will be paid to the employee for each full month in which the Employee remains employed by the BPW.

All Cash Value payments made to an employee pursuant to this policy will be considered taxable wages to the employee and will be subject to retirement contributions and all applicable federal and state income and employment tax withholdings.

Generally, if any employee declines coverage under the BPW's group health insurance plan, the employee will not be allowed to enroll in the plan until the plan's next open enrollment period. There are, however, certain changes in status events under the group health insurance plan that will qualify an employee to make a mid-year election to enroll in the plan. In the event one of these events occurs and an employee is permitted to enroll in the group health insurance plan midyear, such employee will not be entitled to any Cash Value under this policy for any month in which the employee is covered by the plan. For questions regarding whether or when an employee is eligible to elect coverage under the group health insurance plan outside of the employee's initial or annual open enrollment period, the employee should contact the Plan Administrator of the group health insurance plan.

C. BASIC TERM LIFE INSURANCE PLAN

The policy provides term life insurance for the employee and family. The coverage is one and one half (1.5) times base salary up to ~~\$100,000~~ > \$ 150,000 for the employee; spouse coverage is at \$15,000 and each child's coverage (up to age 19) shall be \$10,000. The BPW pays the entire costs of this coverage while this Agreement is in effect.

D. LONG TERM DISABILITY

The BPW shall provide all Full-Time and Introductory employees with a Long-Term Disability Income Plan for its employees. The plan provides for the payment of benefits in the event of the employee's disability, which extends beyond thirteen (13) weeks. The specific provisions of the Long-Term Disability Income Plan will be according to the specifications of the plan. Participation in this Plan is mandatory, with 100% of the cost paid for by the BPW. Current benefits are two-thirds of an employee's current rate of pay. Benefits herein may be coordinated

with the benefits authorized under Article 17, Sick Leave, and as provided by law.

E. RETIREMENT BENEFITS

The BPW shall provide a 414(h) Pension Plan for their employees.

1. The BPW shall contribute 6.0% of the employees' wage for the term of this agreement to a 414(h) plan with a required minimum employee contribution of ~~4%~~ > 6% of their wage.
2. The employee will be allowed to contribute in excess of the amounts stated above as long as the amount does not exceed the maximum allowed by law.
3. The BPW shall provide a 457(h) savings plan to the employees; however, this plan shall be 100% funded by the employee.
4. The employee cannot borrow from the 414(h) until age 62.

Pension Plan: Employees at least 18 years of age who perform at least one thousand (1,000) hours of service in the ~~12-month~~ > 6-month period commencing on the date of hire and anniversaries thereof, who make the required contributions, and meet other requirements detailed more fully in the Plan Document, are eligible to participate in the pension plan, and receive employer contributions in addition to their own contributions. Notification will be provided to each employee when they are eligible to join the pension plan, or before upon request. A "Plan Summary" will be provided to all participants of the plan and is available upon request to any interested party. Details concerning eligibility, voluntary contributions, vesting rights, tax liabilities, termination of employment, withdrawals from the fund and method of payment are covered in the Plan Summary. Any matter concerning administration of the plan should be determined with reference to all the rules, limitations and other terms of the complete plan document which is kept on file at the BPW Business Office.

F. DENTAL

The BPW shall make available group dental insurance to all employees and dependents that shall be paid for by the employee.

G. VISION INSURANCE

The BPW shall make available group vision insurance to all employees that will be paid for by the BPW. Additional coverage for spouse and dependents; employee will pay 35% of premium.

H. COVERAGE CHANGES

The BPW shall not make any changes or modifications to these benefits during the term of this Agreement, unless mutually agreed to by the BPW and the Union or unless required under applicable law.

ARTICLE 19 HOURS OF WORK

Sec. 1: The workweek shall consist of seven (7) consecutive days beginning at 12:01 a.m. on Monday and ending on the following Sunday at midnight.

Sec. 2: The regular workweek will be forty (40) hours per week, consisting of eight (8) consecutive hours worked during five (5) consecutive days, Monday through Friday. The following schedules shall apply:

- Normal Field & Dispatchers work hours shall be 7:30 AM to 4:00 PM
- Office staff shall be equally rotated to staff the office from 7:00 AM to 4:00 PM.
- Municipal Power Plant personnel may be required to work different hours to accommodate running the plant by mutual agreement.

Sec. 3: All changes to the scheduled workweek must be communicated to the employees not less than seven (7) days prior to making the change, unless mutually agreed or an emergency is declared. As defined: An Emergency is an unexpected dangerous or serious situation, such as a wastewater line or water main break, extensive power outage or any other utility situation affecting multiple customers, that happens suddenly or unexpectedly and needs immediate action.

Sec. 4: Employees will be granted a fifteen (15) minute break once between starting time and meal break and once between the meal break and quitting time. Employees shall be granted a half (½) hour meal break. Office staff shall be granted a one-hour meal break and may be granted a half (1/2) hour meal break by mutual agreement between the BPW and the employee.

Sec. 5: Employees will be paid in accordance with Schedule A of this Agreement for time spent traveling from headquarters to the job site, job site to job site, and job site to headquarters. Headquarters means the employee's regular established reporting place.

Sec. 6: For purposes of this contract, it is agreed that hours for which the Employee is paid will be treated as hours worked.

ARTICLE 20

OVERTIME, CALL BACK AND ON CALL

Sec. 1: All time worked by employees over 8 hours per day and 40 hours per work week shall be paid at the rate of time and one half(1.5), with the exception of BPW recognized Holidays and Easter Sunday (midnight – midnight), which shall be paid at two(2) times the employees base hourly rate of pay.

Employees shall be allowed to accrue comp time in lieu of payment for overtime hours worked. Comp time shall accrue at a rate of 1.5 hours for each hour of time worked and 2 hours for each hour worked on a BPW recognized Holiday and Easter Sunday. All comp time earned must be used within 90 days of the date earned or paid out to the employee. All time shall be computed on the nearest quarter hour. Management shall attempt to distribute overtime hours as equally as possible.

Employees may accrue a maximum of forty (40) hours of compensatory time. Once an employee reaches the maximum accrual, any additional overtime hours shall be paid in accordance with applicable overtime provisions unless the employee has reduced their compensatory time balance.

Employees shall also have the option to request payment of all or a portion of their accrued compensatory time at the end of each calendar year.

~~Employees shall be capped at 40 hr. of comp time. Employees shall have the option to cash out comp time at years end.~~

Sec. 2:

A minimum of two(2) hours pay at overtime rate shall be allowed to all employees who are called back to work after having been released from their regular day's work. The employee shall not be eligible to be paid for another minimum 2-hour call back prior to the expiration of the minimum 2-hour call back. If the call back is less than **one hour. (2) hours** before the start of their regular work hours, overtime will be for the actual time

worked. The Employee shall be paid from the time they are notified to come to work. Employees working past their normal release time will be paid for actual hours worked at overtime rates. Employees will not receive more than 2 hours of overtime in a 24-hour period for call outs that do not require them to physically assemble at BPW headquarters before resolving the call, unless otherwise approved by management.

Sec. 3: Employees shall not be required to take time off to avoid payment of overtime.

Sec. 4: ON CALL: Certain employees shall be assigned "On call" duty. On call is defined as being available for service work during all non-business hours. On call duty shall be alternated. Employees are on call for one-week intervals ("call week"). The call week is defined as from 4:00 P.M. on Monday until 4:00 P.M. the following Monday. Frequency of an employee being on call is determined by the number of employees who are trained to take call. A call schedule shall be posted on a monthly calendar at the Service Center and Power Plant Control Room.

In an emergency, all trained personnel shall be subject to call out. On call employees need to be within a reasonable response time of the Service Center when on call and shall be able to respond to the call promptly after they are notified. Employees who are on call are also required to be fit for duty. It is the responsibility of the employees who are on call to be able to be contacted by the dispatchers.

For an On-Call employee a reasonable response time would be ~~30 minutes~~ > 45 minutes from the time of the call-out until the employee arrives at the Service Center or the on-call location.

If employees are away from their home phone number, employees should contact the Dispatcher and notify them of the best way to be contacted. If the employees on call in a particular week are unavailable, all trained employees are subject to call out. If an employee who is scheduled to be on call wishes to trade call duty with another employee, the employee that is scheduled to be on call forfeits the call pay to the employee who did have on call duty. Trading call shall be allowed.

Sec. 5: ON CALL PAY: BPW employees who are required to pull call duty during a standard week will be compensated with 7 hours of overtime pay per week at 1hr per day. Employees required to pull call during a holiday will receive two hours/day per holiday. These overtime hours will be paid at 1.5 times their regular pay scale.

1. Employee(s) that are On-Call or will be On-Call on a Monday Holiday will both receive ~~one hour~~ > two hours of On-Call Pay for this day.

ARTICLE 21
SPECIAL PROVISIONS

Sec. 1: WORKING CONDITIONS:

- A. HAZARDOUS WEATHER- Employees shall not be required, except in the case of an emergency, to do outside work in hazardous weather conditions.
- B. MUTUAL AID- An employee who volunteers to work during an emergency on the property of another electric provider shall be compensated at the employee's established rate and all contract provisions apply.
- C. The BPW shall provide two qualified linemen when working in a Primary Compartment or on Primary Voltage.

Sec. 2: LICENSES AND FEES: The BPW shall pay the fees for all licenses required for its employees. The BPW shall pay the difference between the cost for a Commercial Drivers' License and a regular drivers' license.

Sec. 3: PICKETS: The BPW shall not require its employees covered hereunder to cross a picket line which is conducted for legal purposes and in a legal manner, except to provide essential services and repairs to equipment and materials owned and operated by the BPW and to maintain service to customers not directly involved in the dispute.

Sec 4: CONTRACTING WORK: The BPW agrees that none of the work covered in this Agreement shall be let to a contractor, the result of which causes a layoff of any regular full-time employee of the BPW.

Sec. 5: BUSINESS EXPENSE:

- A. When employees are required to work out of their territory and it is necessary to purchase meals or lodging while engaged in such work, they shall be reimbursed for actual expense.

- B. MEETINGS/TRAINING: Payment of expenses for employees attending training and/or educational functions or meetings as required by the BPW shall be as follows:
 - 1. Each employee shall be paid his/her regular wage while attending any BPW-related meeting or workshop. This wage shall be based on a regular eight (8) hour workday or as required by the Fair Labor Standards Act.
 - 2. Mileage to and from the meeting or educational function (if driving their personal vehicle) shall be reimbursed pursuant to Internal Revenue Service regulations.
 - 3. A room shall be provided by the BPW for each employee when overnight lodging is required by the nature of the meeting or function.
 - 4. When employees attend authorized meetings, the BPW shall reimburse for all meals accrued.

- C. Employees who are authorized or directed by management to respond to an emergency call, emergency service request, or other urgent work-related situations may be provided or reimbursed for reasonable meal expenses subject to company limits. Receipts must be approved by supervisor and submitted for reimbursement.

Meeting/School Expenses

All claims for reimbursement must be fully justified and must be submitted to the Finance Manager for approval. Employees will be required to provide a receipt for all expenses incurred.

Allowable Expenses - When an employee is away from home and on duty, they will be reimbursed for actual expenses incurred for reasonable travel accommodations,

certain meals, parking, tolls, telephone, and lodging. Employees must provide an actual itemized receipt for reimbursement.

- A. Lodging and Meals - Employees can only be reimbursed for actual meal expenses (including tax and tip which shall not exceed 15% of the meal cost). No reimbursement will be allowed for the cost of alcoholic beverages. Rather than impose a set amount for the meal expenses while away from home for meetings or schools, the Board asks the employees to be conscientious, so that no set dollar amount needs to be enforced. Many lodging facilities provide a special government rate, a reduction of the normal charges, to government employees. All employees must request the government rate for lodging, if applicable.
- B. Automobile Travel - When attending conferences, workshops or required to travel, BPW employees should use BPW vehicles. If a BPW vehicle is unavailable for travel, the person's private vehicle may be used, and mileage will be reimbursed at the current federal allowable rate.
- C. Telephone Calls - Employees are not allowed to charge long-distance telephone calls to the BPW for calls made of a personal nature, except as stated below. All long-distance calls that are to be paid by the BPW are those made pursuant to the employee conducting official BPW business. An employee traveling to a location outside the local calling area is allowed one (1) "safe arrival" call upon arriving at the destination. An employee who is in travel status for two (2) or more consecutive days in a week is allowed one (1) personal long-distance telephone call for each two (2) days of travel. Additionally, employees may properly be reimbursed for emergency calls approved by the Department Manager. An example of such is a call made when an employee calls home to inform someone that the travel period has been extended beyond original plans due to unforeseen reasons.

Sec. 6: EQUIPMENT:

The BPW shall furnish all tools and such protective equipment applicable to particular types of work such as leather gloves, rubber gloves, blankets, hoses, hard hats, cold weather clothing and other safety equipment, and it is the rule of the parties hereto that such equipment be used. The said items will remain the property of the BPW.

Sec. 7: EYEGLASSES:

- A. The BPW shall provide non-prescription and prescription safety glasses.

- B. The BPW shall pay the cost of required prescription safety and/or sunglasses plus the cost of Transitions® lenses (lenses that transition to sunglasses) every three (3) years. The BPW shall replace all safety glasses that are accidentally broken on the job or if the employee's prescription changes within the three (3) year period. Prescription glasses designed to wear for computer screens are included as required safety gear.

Sec. 8: BPW FOOTWEAR POLICY:

Appropriate foot protection shall be required for all BPW employees who are exposed to foot injuries from electrical hazards, hot, corrosive, poisonous substances, falling objects, slip and fall hazards, crushing or penetrating actions, which may cause injuries or who are required to work in abnormally wet locations.

The BPW will provide a monetary reimbursement allowance for the purchase of approved work boots once every eighteen (18) months.

- \$300.00 to line crew employees
- \$175.00 to other full-time employees in eligible job classifications.

1. Eligible employees identified in this policy are required to wear the required footwear while performing their duties. Failure to wear appropriate footwear may be grounds for disciplinary action, up to and including termination.

2. Footwear, which is defective or inappropriate to the extent that its ordinary use creates the possibility of foot injuries, shall not be worn.

3. Employees are to purchase personal protective footwear that is of either the American Standard for Personal Protection-Protective Footwear, American National Standards Institute (ANSI) Z41-1999 or the American Society for Testing and Materials (ASTM) F2412-05, Standard Test Methods for Foot Protection and ASTM F2413-05, Standard Specification for Performance Requirements for Foot Protection.

Foot hazardous activities can be described as, but are not limited to, the following:

- a. Electrical hazards.
- b. Hot, corrosive, and poisonous substances
- c. Falling objects (tools, valves, etc.)
- d. Crushing or penetrating actions
- e. Abnormally wet locations
- f. Rolling objects (pipes, material handling devices, etc.)
- g. Sharp materials at or near floor level

- h. Heavy debris that can be kicked (weights, stock, etc.)
- i. Slip and fall conditions.

APPROVED FOOTWEAR REQUIREMENTS:

Work-shoes/boots are considered Personal Protective Equipment (PPE) and must have the qualities noted in the Shoe Selection Guide, in order to be worn / reimbursed for work activities based upon trade / work duty hazards. Selected work shoes are to be based upon the minimum requirements of your trade / work duty hazards. All shoes selected must be certified by their manufacturer to meet the (ANSI) Z41.1, ASTM F2412-05 and ASTM F2413-05. Any exceptions must be approved / documented by your supervisor on a case-by-case basis.

SHOE SELECTION GUIDE -

	ANSI Z41 F I/75 C/75 Mt75PR Or	Non-Slip Sole General Work Shoe/Boot	Ankle Support At least 6 inches up to 12 inch high	Protective Type Steel / Composite Toe	Water Resistant Proof	Electrical Hazard Nonconductive sole
Water Department	X	X	X	Recommended	Recommended	Recommended
Power Plant Department	X	X	X	Recommended	Recommended	X
Electrical Department	X	X	X	Recommended	Recommended	X
Wastewater Department	X	X	X	Recommended	Recommended	Recommended

Employees need to provide a proof of purchase and verification that the boot meets the requirement for footwear for their Department.

Employee also agrees that if their employment terminates with the BPW they will be required to reimburse the BPW under the following terms:

- a) If employment is terminated within one year of the purchase date, the employee will reimburse the BPW 90% of the BPW's cost for the boots.

Sec. 9: UNIFORMS:

Office Dress Code:

The purpose of this policy shall be to maximize safe working conditions, reflect good appearance and to provide ease of recognition and/or identification for BPW employees

by the public. It is the BPW's intent that work attire should complement an environment that reflects an efficient, orderly, and professionally operated organization.

Office Area Employees will be expected to dress in business casual attire. Examples of acceptable business casual office attire will be:

- Pants / slacks: Dress or casual such as corduroys, khakis, Dockers, etc.
- Shirts / tops: Dress or casual such as button down, blouses, collared shirt, collared polo with or without the utility logo, sweaters.
- Dresses / skirts: Dress or casual worn at an appropriate length.
- Shoes: Safe, dress, or casual footwear appropriate for the work environment and that minimizes the potential for slips, trips, and falls. This includes consideration for slick soles, heels, weather conditions, etc.

Uniforms: Only full-time employees other than office and management are provided uniforms, jackets, and/or coveralls. Uniforms will be provided after an employee has successfully completed their orientation period. Every effort should be made to properly care for uniforms. Uniforms must be clean and neat, without holes, rips, or frays.

1. Employees who are provided uniforms by the BPW are expected to wear such uniforms during work hours unless otherwise exempted by their supervisor. This uniform, and any other related dressing accessories, are to be kept well maintained and may not be used for recreational or off-duty purposes.
2. BPW will provide laundry service for rental uniforms through an approved vendor(s). It will be the employees' responsibility to ensure the uniforms are turned in for weekly laundry service and to complete repair tags for uniforms that are in need of repairs.
3. Upon receipt of uniforms, employees must sign a statement which establishes that the uniforms remain the property of the approved vendor and must be returned upon termination of employment or transfer to an ineligible position. Should such articles not be returned, and it is determined that the employee is at fault, the replacement cost shall be billed to the employee who shall reimburse the BPW for the cost of the uniforms.
4. No employee shall affix, adorn, remove sleeves, or otherwise alter any BPW provided work clothing by adding patches, emblems, pins, etc. unless such items are issued and provided by the BPW.

All uniform and safety accessories and/or items issued by the BPW (i.e., hard hats, goggles, gloves, etc.) must be worn in accordance with the BPW Safety Policy and Procedures Manual

Sec. 10: MILEAGE REIMBURSEMENT:

When employees use their personal vehicles for BPW's business the BPW shall pay the current authorized mileage rate as determined by the current IRS regulations.

Sec. 11: FLAME RESISTANT CLOTHING

All Flame-resistant clothing shall be provided to (All employees exposed to secondary voltage and above), replaced and laundered by the BPW.

Sec. 12: INFLUENZA AND HEPATITIS 'B' VACCINATION

1. The BPW shall offer an annual influenza shot for all employees who elect to participate.
2. Employees who are required to work with or at any Wastewater Treatment Facility Plant, Equipment and/or System will be provided at their option, vaccination shots for Hepatitis B at the expense of the BPW.

Sec.13: PAYDAY

Employees shall be paid on the 15th day and the last working day of each month. If the 15th or last day falls on a weekend, employees shall be paid on the last preceding working day. Hours worked will be paid through the day preceding the date the payroll department enters the timesheets into the computer. Employee pay will be electronically deposited in their bank account. Employees may elect to have certain amounts deducted from their paychecks (i.e., utility bills, bank loans, insurance premiums, etc.) by notifying their supervisor or the office and completing the appropriate authorization forms.

Sec. 14: EMPLOYEE RESIDENCE

The residence (where the employee is actually living) of all employees, who are currently employed or who are hired after this date, must be no more than thirty (30) driving miles from the location where they report for work (this will include the Villages of Brownville, NE, Nemaha, NE. and Johnson, NE.) Employees presently residing in a location, which

does not fit this policy (due to a previous exception), must be governed by this policy, should they move from their present residence. Employees residing inside or outside the Auburn City limits will be expected to report for duty in all types of weather and must make appropriate arrangements during times of inclement weather to assure their ability to report for duty, as necessary. This policy supersedes all previous policies on the residence of employees.

Sec. 15: MEAL EXPENSE WHEN WORKING IN BROWNVILLE, NEMAHA, AND JOHNSON AREAS

The BPW has contacted eating establishments in Brownville, Nemaha and Johnson and they have agreed to have those employees sign tickets and bill the BPW once a month. In establishments where the BPW does not have an agreement, Employees will bring back their meal ticket for reimbursement.

Sec. 16: Terms and Conditions not mentioned.

The parties agree that any Term or Condition of Employment not mentioned in the Agreement and referenced in the Personnel Manual effective September 1, 2008, and revised in January 2021 shall remain in effect and unchanged unless negotiated with the Union. In the event the policies in the Personnel Manual conflict with the Collective Bargaining Agreement, the Agreement shall be supreme. Examples of, but not limited too, are FMLA, Discipline, Fitness for Duty, and E-mail policies.

Sec. 17 Water/Wastewater Stipend – effective 01/01/2024

A stipend in the amount of \$10,000.00 will be paid out to a Plant Operator that completes Grade II Water and Grade III Wastewater certifications after January 1, 2024. Operators that are qualified as a Plant Operator will be required to complete a minimum of 3-month training/rotation in each plant on an annual basis.

A signed stipend agreement will be entered into between Auburn Board of Public Works and any employee receiving the stipend. Retention of 24 months is required upon payout of the stipend. In the event that an employee terminates prior to the 24-month period a prorated payback of \$416.66 per month not completed is required.

Sec. 18 Water/Wastewater Certification Reimbursement Policy

Sec. 1: Course Failure and Exam Retakes

Employees taking Water/Wastewater certification courses required for licensure or advancement to another position within the company will be subject to the following terms.

If an employee fails or misses the required certification exam, the employee will be permitted one retake at the company's expense.

If the employee fails the exam a second time and elects to take the exam again, the employee will be responsible for all additional tuition, book, and related course expenses associated with subsequent attempts, unless otherwise approved by the company.

Sec. 2: Employee Resignation or Termination

Employees who voluntarily resign or are terminated within six (6) months following the date of the certification exam will be required to reimburse the company for the full cost of tuition and required books paid by the company for the applicable course, subject to the waiver exceptions outlined in Section 3.

Sec. 3: Repayment Waiver Exceptions

Repayment of Water/Wastewater certification tuition and required book costs will be waived if the employee's employment ends under any of the following circumstances:

- Layoff or Lack of Work: The employee is laid off or separated due to a reduction in force, lack of work, or elimination of the employee's position.
- Disability: The employee is unable to continue employment due to a qualifying disability.
- Death: The employee dies while employed by the company. Any outstanding repayment obligation will be waived.
- Retirement: The employee retires from employment with the company.
- Termination Without Just Cause: The company terminates the employee's employment without just cause.
- Failure to Provide Required Training: The company fails to provide the required training or training opportunities necessary for the employee to meet the applicable certification requirements.

When an exception applies, the employee will be released from the applicable repayment obligation, and any outstanding balance covered by the waiver will be forgiven.

Sec 4.: Tuition Repayment Terms

Employees who are required to reimburse the company under this policy may be granted up to six (6) months from the date of termination to repay the outstanding balance. Repayment terms and the payment schedule will be established by mutual agreement between the employee and the company at the time of termination.

If no repayment arrangement is established, the full outstanding balance will be due upon termination, subject to applicable law.

ARTICLE 22

RATE OF PAY

Sec. 1: The wages in effect during this Agreement are as set forth in Schedule A attached hereto.

ARTICLE 23

SIGNATURE

The parties hereto have caused the Agreement to be executed by their proper officers hereunto duly authorized and effective as of the 1st day of January 2027.

AUBURN BOARD OF PUBLIC WORKS

LOCAL 1536, I.B.E.W.

CHAIRMAN OF BOARD

BUSINESS MANAGER

GENERAL MANAGER

CUSTOMER SERVICE SPECIALIST

Description of Work

Acts as the key employee providing customer service to all utility customers. This position is responsible for answering the telephone, accepting utility customer payments, and assisting the new customer applying for new service with the BPW. This employee provides all welcome information for both the BPW and the Chamber of Commerce. This position also provides accounts payable functions for administration and coordinates the payment of utility department accounts payable with the Purchasing Agent.

Essential Job Functions

1. Ability to report to work and work the required number of hours.
2. Must be able to perform mathematical calculations, operate a variety of general office equipment including but not limited to computers and peripheral equipment, telephone system, and two-way radios.
3. Must be able to maintain efficient organization and be able to prioritize so that work can be done in a timely manner.
4. Capable of deep analytical thinking and able to solve problems creatively.
5. Excellent oral and written communications skills are required.
6. Ability to perform physical activities including - reaching, sufficient range of finger motion for keyboard entry, grasping, talking, hearing, stooping, kneeling, standing, walking, pushing, pulling, and repetitive motion.
7. Adequate eyesight and hearing are required (the minimum standard for use with work dealing with preparing and analyzing data and figures, accounting, transcription, computer data entry, extensive reading, visual inspection involving small defects on parts, use of measurement devices, etc.)
8. Ability to access all locations where equipment operation is required.
9. Ability to act calmly and take charge in emergency situations.
10. This position is subject to emergency response in the event of utility outages or emergencies.
11. Ability to perform CPR and administer first aid.
12. Possession of a valid driver's license; all employees except office staff must obtain a valid type A Nebraska Commercial Driver's License and any required endorsements within eighteen months of employment.
13. All employees hired are on a six-month probationary period.
14. The employee's residence must conform with the BPW residency requirement.

Duties and Examples of Work

Provides customer service in the business office, both on the telephone and in person. Works with the customers and other employees to obtain accurate billing information as well as property locations and dates/times for installing and removing meters. Provides and explains policy information to customers. Assists customers in identifying sources of high consumption. Provides conservation, rebate, and marketing information to customers. Receives cash and balances cash drawers, prepares daily cash deposits. Updates all payment information to the General Ledger System and third-party payment processors.

Handles the following accounts payable functions: sorting and coding invoices for payment, posting invoices and printing checks on computer, and preparing checks for mailing.

Reports problems immediately to their supervisor. Performs other duties as assigned.

Qualifications

At least one year of customer service experience is required. Formal education may be substituted for experience. Ability to establish and maintain an effective working relationship with employees and customers. Must be at least eighteen years old.

Education

Graduation from high school is required. Course work in general accounting and business practices, including computer courses, is desirable.

Immediate Supervisor

Under the direct supervision of the Accounting and Finance Manager.

UTILITY BILLING CLERK

Description of Work

Acts as the key employee in all aspects of customer accounting functions. Responsible for establishing and maintaining all utility customer account information. This position also coordinates the safety programs as established by the Board of Directors.

Essential Job Functions

1. Ability to report to work and work the required number of hours.
2. Must be able to perform mathematical calculations, operate a variety of general office equipment including but not limited to computers and peripheral equipment, telephone system, and two-way radios.
3. Must be able to maintain efficient organization and be able to prioritize so that work can be done in a timely manner.
4. Capable of deep analytical thinking and able to solve problems creatively.
5. Excellent oral and written communications skills are required.
6. Ability to perform physical activities including - reaching, sufficient range of finger motion for keyboard entry, grasping, talking, hearing, stooping, kneeling, standing, walking, pushing, pulling, and repetitive motion.
7. Adequate eyesight and hearing are required (the minimum standard for use with work dealing with preparing and analyzing data and figures, accounting, transcription, computer data entry, extensive reading, visual inspection involving small defects on parts, use of measurement devices, etc.)
8. Ability to access all locations where equipment operation is required.
9. Ability to act calmly and take charge in emergency situations.
10. This position is subject to emergency response in the event of utility outages or emergencies.
11. Ability to perform CPR and administer first aid.
12. Possession of a valid driver's license; all employees except office staff must obtain a valid type A Nebraska Commercial Driver's License and any required endorsements within eighteen months of employment.
13. All employees hired are on a six-month probationary period.
14. The employee's residence must conform with the BPW residency requirement.

Duties and Examples of Work

Works with customers and other employees to obtain accurate billing information as well as property locations and dates/times for installing and removing meters. Provides and explains policy information to customers. Assists customers in identifying sources of high consumption. Provides conservation, rebate, and marketing information to customers. Enters meter readings, meter/customer work orders. Prepares bills for mailing and export to third party payment processors. Enter rate changes, recalculates sewer use fees, reviews billing transactions for accuracy, prepare month end reports for management, accounts for non-sufficient fund transactions. Prepares equal pay calculations bi-yearly. Ensures the handheld meter reading devices are loaded and up to date to facilitate meter reading. Oversees collections on a daily basis concerning past due utility bills, disconnects, turning accounts over to the collection agency or small claims court, and reporting directly to Accounting and Finance Manager.

Reports problems immediately to their supervisor. Performs other duties as assigned.

Qualifications

At least three years of customer service and accounting experience is required. Formal education may be substituted for experience. Ability to establish and maintain an effective working relationship with employees and customers. Must be at least eighteen years old.

Education

Graduation from high school is required. Course work in general accounting and business practices, including computer courses, is desirable.

Immediate Supervisor

Under the direct supervision of the Accounting and Finance Manager.

UTILITY MANAGEMENT/CUSTOMER ADMINISTRATOR

Description of work:

Acts as the key employee in all aspects of customer utility billing and cash receipting functions. Responsible for establishing and maintaining all utility customer account information. Provides highly responsible administrative staff assistance related to customer billing and cash receipting.

Essential Job Functions

1. Ability to report to work and work the required number of hours.
2. Must be able to perform mathematical calculations, operate a variety of general office equipment including but not limited to computers and peripheral equipment, telephone system, and two-way radios.
3. Must be able to maintain efficient organization and be able to prioritize so that work can be done in a timely manner.
4. Capable of deep analytical thinking and able to solve problems creatively.
5. Excellent oral and written communications skills are required.
6. Ability to perform physical activities including - reaching, sufficient range of finger motion for keyboard entry, grasping, talking, hearing, stooping, kneeling, standing, walking, pushing, pulling, and repetitive motion.
7. Adequate eyesight and hearing are required (the minimum standard for use with work dealing with preparing and analyzing data and figures, accounting, transcription, computer data entry, extensive reading, visual inspection involving small defects on parts, use of measurement devices, etc.)
8. Ability to access all locations where equipment operation is required.
9. Ability to act calmly and take charge in emergency situations.
10. This position is subject to emergency response in the event of utility outages or emergencies.
11. Ability to perform CPR and administer first aid.
12. Possession of a valid driver's license; all employees except office staff must obtain a valid type A Nebraska Commercial Driver's License and any required endorsements within eighteen months of employment.
13. All employees hired are on a six-month probationary period.
14. The employee's residence must conform with the BPW residency requirement.

Duties and Examples of Work

Works with customers and other employees to obtain accurate billing information as well as property locations and dates/times for installing and removing meters. Provides and explains policy information to customers. Assists customers in identifying sources of high consumption. Provides conservation, rebate, and marketing information to customers. Enters meter readings, meter/customer work orders. Create ACH file monthly for transmittal to financial institution. Prepares bills for mailing and export to third party payment processors. Enters rate changes, recalculates sewer use fees, reviews billing transactions for accuracy, prepares month end reports for management, accounts for nonsufficient fund transactions. Prepares equal pay calculations bi-yearly. Ensures the handheld meter reading devices are loaded and up to date to facilitate meter reading. Oversees collections on a daily basis concerning past due utility bills, disconnects, turning accounts over to the collection

agency or small claims court, and reporting directly to Accounting and Finance Manager. Reports problems immediately to their supervisor.

Coordinates with General Manager and Accounting and Finance Manager (AFM), any customer billing related projects to include research, troubleshooting, working with software support to ensure that installation of necessary components are met. Provides assistance and training to customer service specialist as needed. Coordinates with GM and AFM the following: System upgrades, troubleshooting system issues, creating reports for third party requests, audits, village acquisition of billing services, rate structure changes in system and reports. Provides dual control for general ledger entries, reviews and provides sales tax information to AFM for accurate reporting and submission to the State of Nebraska. Oversees updates to the rate and fee packet and reviews for accuracy. Prepares and updates brochures and flyers related to utility customers as needed. Balances accounts, ensures compliance, and provides reports as required for government or third-party organizations such as, but not limited to, the Department of Health and Human Services (DHHS).

Performs other duties as assigned.

Qualifications

At least five years of customer service and accounting experience is required. Formal education may be substituted for experience. Ability to establish and maintain an effective working relationship with employees and customers. Must be at least eighteen years old.

Education

Graduation from high school is required. Course work in general accounting and business practices, including computer courses, is desirable.

Immediate Supervisor

Under the direct supervision of the Accounting and Finance Manager.

Description of Work

Works with the various departments of the utility for material acquisition. Maintains records and prepares reports regarding material, processes meter/work/service orders, accumulates the cost on work projects, maintains equipment/vehicle maintenance records. Serves as chief dispatcher and tracks and records employees' activities during their day.

Essential Job Functions

1. Ability to report to work and work the required number of hours.
2. Ability to lift forty pounds. Ability to lift ten pounds with each hand above the head with a fully extended arm.
3. Must be able to perform mathematical calculations, operate a variety of general office equipment including but not limited to computers and peripheral equipment, telephone system, and two-way radios.
4. Must be able to maintain efficient organization and be able to prioritize so that work can be done in a timely manner.
5. Capable of deep analytical thinking and able to solve problems creatively.
6. Excellent oral and written communications skills are required.
7. Ability to perform physical activities including - reaching, sufficient range of finger motion for keyboard entry, grasping, talking, hearing, stooping, kneeling, standing, walking, pushing, pulling, and repetitive motion.
8. Adequate eyesight and hearing are required (the minimum standard for use with work dealing with preparing and analyzing data and figures, accounting, transcription, computer data entry, extensive reading, visual inspection involving small defects on parts, use of measurement devices, etc.)
9. Ability to access all locations where equipment operation is required.
10. Ability to act calmly and take charge in emergency situations.
11. This position is subject to emergency response in the event of utility outages or emergencies.
12. Ability to perform CPR and administer first aid.
13. Possession of a valid driver's license.
14. All employees hired are on a six-month probationary period.
15. Possession of a valid driver's license; all employees except office staff must obtain a valid type A Nebraska Commercial Driver's License and any required endorsements within eighteen months of employment.
16. The employee's residence must conform with the BPW residency requirement.

Duties and Examples of Work

Initiates requisitions for inventory material; establishes reorder points and inventory levels for inventory material as determined by the department managers; maintains inventory activity and records; reconciles discrepancies between computer quantity and physical count; prepares monthly inventory reports and yearend inventory documents for auditor review; balances inventory monthly with the general ledger; audits and routes invoices of purchase orders for signatures; handles accounts payable coding and entry for invoices involving purchase orders or service center activity, as well as use tax calculation; works to resolve inventory problems or obtain product information; strives to help reduce cost of materials ordered and freight charges; reviews or researches product catalogs for requested materials or alternate bid materials; lifts incoming and outgoing objects weighing up to 40 pounds; operates vehicles/equipment (as listed in Qualifications below)

necessary to pick up and deliver materials & equipment and to place & remove inventory from trucks and warehouse shelves.

Assigns and/or initiates meter/service/work orders; allocates and maintains costs regarding service/work orders and projects; maintains project management database.

Answers telephone and performs dispatch duties; uses database software, two-way radios; reads a variety of printed materials and uses a variety of safety equipment.

Maintains meter and transformer records and provides the key interface between the utility outside operation and the customer accounting system. Acts as the utilities coordinator with the statewide one call underground location system. Also acts as the utilities central contact with customers for operations issues in the absence of the appropriate department manager.

Reports problems immediately to their supervisor. Performs other duties as assigned.

Environmental Conditions

The work is performed inside and/or outside and includes being exposed to mechanical hazards, chemical hazards, and oils.

Qualifications

Knowledge of general accounting and bookkeeping procedures and general office procedures, practices, and equipment; knowledge of purchasing and billing procedures; knowledge of transportation and freight systems; knowledge of inventory management and warehouse operations; knowledge of all safety rules as stated in the adopted safety manual. Skill in the accurate collection and recording of operational data; skill in compiling data from various sources to determine equipment compatibility; skill in troubleshooting computer malfunctions. Ability to learn general nomenclature and uses of materials and parts used in utility operation, construction and maintenance; ability to learn basic computer procedures used in organizing and maintaining records and reports; ability to operate computer hardware and software; ability to make decisions within established policies and procedures; ability to operate automobiles, pickup trucks, dump trucks, and vans to pick up and deliver materials and equipment; operates forklift/overhead crane to place and remove inventory from trucks and warehouse shelves. Must be at least eighteen years of age.

Education

High school diploma or GED; completion of college courses in accounting, bookkeeping, computer applications, or a related field or equivalent education; and one year of experience in materials management and/or inventory control.

Immediate Supervisor

Under the direct supervision of the Assistant Office Manager and the Accounting and Finance Manager.

Description of Work

Acts as the key employee serving as payroll clerk and purchasing agent.

Responsible for employee payroll and pension plan accounting. Responsible for customer deposit accounting and reconciliation. Interacts with customers, receiving cash, taking service orders, trouble calls, explaining utility bills and providing excellent customer service. Assists with general ledger and utility billing functions including accounts receivable and preparation of daily bank deposits.

Works with the various departments of the utility for material acquisition. Maintains records and prepares reports regarding material, processes meter/work/service orders, accumulates the cost on work projects, maintains equipment/vehicle maintenance records. Serves as dispatcher.

Essential Job Functions

1. Ability to report to work and work the required number of hours.
2. Must be able to perform mathematical calculations, operate a variety of general office equipment including but not limited to computers and peripheral equipment, telephone system, and two-way radios.
3. Must be able to maintain efficient organization and be able to prioritize so that work can be done in a timely manner.
4. Capable of deep analytical thinking and able to solve problems creatively.
5. Excellent oral and written communications skills are required.
6. Ability to perform physical activities including - reaching, sufficient range of finger motion for keyboard entry, grasping, talking, hearing, stooping, kneeling, standing, walking, pushing, pulling, and repetitive motion.
7. Adequate eyesight and hearing are required (the minimum standard for use with work dealing with preparing and analyzing data and figures, accounting, transcription, computer data entry, extensive reading, visual inspection involving small defects on parts, use of measurement devices, etc.)
8. Ability to access all locations where equipment operation is required.
9. Ability to act calmly in emergency situations.
10. This position is subject to emergency response in the event of utility outages or emergencies.
11. Ability to perform CPR and administer first aid.
12. Possession of a valid driver's license; all employees except office staff must obtain a valid type A Nebraska Commercial Driver's License and any required endorsements within eighteen months of employment.
13. All employees hired are on a six-month probationary period.
14. The employee's residence must conform with the BPW residency requirement.

Duties and Examples of Work

Prepares semi-monthly payroll (includes working with supervisors and management concerning proper over-time, shift differential pay, pay scale advancement, and cost allocation between all utilities). Prepares semi-monthly/monthly/quarterly/yearly payroll reports (including W2s). Responsible for recording pension contributions through payroll as well as receiving, recording, and issuing quarterly pension reports.

Responsible for maintaining customer deposit records (including good pay records, letters-of-credit information, etc.). Records material distribution and customer charges

(includes verifying proper cost accounting). Prepares monthly sales tax report applicable to customer sales / accounts receivable. Prepares monthly outage report. Prepares monthly free service report for the City of Auburn.

Works with customers and other employees to obtain accurate billing information as well as property locations and dates/times for installing and removing meters. Provides and explains policy information to customers. Assists customers in identifying sources of high consumption. Provides conservation, rebate, and marketing information to customers.

Initiates requisitions for inventory material; establishes reorder points and inventory levels for inventory material as determined by the department managers; maintains inventory activity and records; reconciles discrepancies between computer quantity and physical count; prepares monthly inventory reports and yearend inventory documents for auditor review; balances inventory monthly with the general ledger; audits and routes invoices of purchase orders for signatures; handles accounts payable coding and entry for invoices involving purchase orders or service center activity, as well as use tax calculation; works to resolve inventory problems or obtain product information; strives to help reduce cost of materials ordered and freight charges; reviews or researches product catalogs for requested materials or alternate bid materials; lifts incoming and outgoing objects weighing up to 40 pounds; operates vehicles/equipment (as listed in Qualifications below) necessary to pick up and deliver materials & equipment and to place & remove inventory from trucks and warehouse shelves.

Evaluate suppliers based on the price, quality, and speed of delivery of their products and services.

Assigns and/or initiates meter/service/work orders; allocates and maintains costs regarding service/work orders and projects; maintains project management database.

Answers telephone and performs dispatch duties; uses database software, two-way radios; reads a variety of printed materials and uses a variety of safety equipment.

Maintains meter and transformer records and provides the key interface between the utility outside operation and the customer accounting system. Acts as the utilities coordinator with the statewide one call underground location system. Also acts as the utilities central contact with customers for operations issues in the absence of the appropriate department manager.

Reports problems immediately to their supervisor. Performs other duties as assigned.

Environmental Conditions

The work is performed inside and/or outside and includes being exposed to mechanical hazards, chemical hazards, and oils.

Qualifications

Knowledge of advanced accounting and bookkeeping procedures and knowledge of purchasing and billing procedures; knowledge of transportation and freight systems; knowledge of inventory management and warehouse operations; knowledge of all safety rules as stated in the adopted safety manual. Skill in the accurate collection and recording of operational data, compiling data from various sources to determine equipment compatibility, and troubleshooting computer malfunctions. Ability to learn general nomenclature and uses of materials and parts used in utility operation, construction and maintenance; ability to learn basic computer procedures used in organizing and maintaining records and reports; ability to operate computer hardware and software;

ability to make decisions within established policies and procedures; ability to operate automobiles, pickup trucks, dump trucks, and vans to pick up and deliver materials and equipment; operates forklift/overhead crane to place and remove inventory from trucks and warehouse shelves.

Education and Training

Bachelor's degree in business administration or accounting or equivalent job experience in Purchasing or related field or an equivalent combination of education and experience required.

Immediate Supervisor

Under the direct supervision of the Accounting and Finance Manager and the General Manager.

GENERAL SERVICE TECHNICIAN

Description of Work

Reads electric and water meters and records volume used by residential and commercial consumers to obtain information used in preparing bills. Performs a variety of unskilled manual labor in the construction and maintenance of the electric, water, and sewer systems; this position may also be responsible for performing physical inventories and the maintenance of BPW properties.

Essential Job Functions

1. Good dexterity and the ability to use both hands above the head for extended periods and various other positions for line and hardware manipulation.
2. Performs routine maintenance and repairs of plant equipment and distribution, production, and collection system.
3. Performs reporting, recordkeeping, and mathematical calculations, and communicates with management, co-workers, and the public in English, orally, electronically, and in writing.
4. Uses hand tools, calculators, keyboards, and laboratory equipment, and manipulates machinery.
5. Handles materials which may require repetitive lifting of up to one hundred (100) pounds.
6. Climbs and works off ladders and aerial lifts while doing equipment maintenance.
7. Performs tasks while wearing appropriate personal protective equipment, such as safety shoes, goggles, gloves, aprons, etc.
8. Demonstrates a good work ethic, including a willingness to perform job place tasks and to assist co-workers without redundant directive.
9. Establishes and maintains effective, harmonious, cooperative, and productive working relationships with supervisors, co-workers, and the public.
10. Ability to operate a backhoe/loader and other heavy equipment.
11. Lift fifty (50) pounds to chest height.
12. Eyesight is adequate to accurately read gauges and dials.
13. Ability to report to work and work the required number of hours.
14. Must be able to maintain efficient organization and be able to prioritize so that work can be done in a timely manner.
15. Capable of deep analytical thinking and able to solve problems creatively.
16. Excellent oral and written communications skills are required.
17. Ability to access all locations where equipment operation is required.
18. Ability to act calmly and take charge in emergency situations.
19. Will be required to pull On Call Duty which may require employee to work evening, night, weekend, and/or holiday hours for Water / Wastewater, and Electrical Departments.
20. This position is subject to emergency response in the event of utility outages or emergencies.
21. Ability to perform CPR and administer first aid including pole top rescue techniques.
22. Possession of a valid driver's license; all employees except office staff must obtain a valid type A Nebraska Commercial Driver's License and any required endorsements within eighteen months of employment.
23. All employees hired are on a six-month probationary period.
24. The employee's residence must conform to the BPW residency requirement.

Duties and Examples of Work

Walks or drives truck over established route and takes readings of meter dials; records meter reading in handheld meter readers; notes readings which appear low or high and reports need for tests; inspects meters and connections for defects, damage, and unauthorized connections; reports the need for repairs when malfunctioning is observed for necessary action by servicing department; performs general maintenance.

Assists in backfill and tamping of trenches; removes excavation materials over broken water mains, sewer and services; assists in tapping water service lines and electrical underground installations; and performs connection and disconnection services for all utility customers; performs minor maintenance on water and electrical meters; drives maintenance truck; maintains all tools and equipment assigned to the truck; records meter number and meter reading when required; assists in the maintenance and construction of the distribution and collection systems.

Ability to catalog and inspect parts utilized in the utility industry for physical inventory purposes.

Ability to perform normal facility, property, and vehicle maintenance duties with limited supervision.

Reports problems immediately to their supervisor. Performs other duties as assigned.

Qualifications

General knowledge of the working of electric, water and electric systems is required; skill in operating appropriate test equipment and hand tools is required. Must be at least eighteen years old.

A pre-employment physical, Background Check and Drug Test will be required.

Education

Graduation from high school is required.

Immediate Supervisor

Under the direct supervision of supervisor(s) over duties being performed.

LINE TECHNICIAN - APPRENTICE

Description of Work

Under immediate supervision, performs limited work leading to the position of Line Technician. Responsible for assistance in performing tasks involving construction, maintenance and operation of the entire electrical transmission and distribution system as well as electrical wiring and equipment maintenance for all city facilities. Involves exposure to secondary and primary voltages.

Essential Job Functions

1. Must be able to climb and descend poles safely.
2. Good dexterity and the ability to use both hands above the head for extended periods and various other positions for line and hardware manipulation.
3. Ability to use all tools required for overhead and underground line work.
4. Performs routine maintenance and repairs of plant equipment and distribution, production, and collection system.
5. Performs reporting, recordkeeping, and mathematical calculations, and communicates with management, co-workers, and the public in English, orally, electronically, and in writing.
6. Uses hand tools, calculators, keyboards, and laboratory equipment, and manipulates machinery.
7. Handles materials which may require repetitive lifting of up to one hundred (100) pounds.
8. Climbs and works off ladders and aerial lifts while doing equipment maintenance.
9. Performs tasks while wearing appropriate personal protective equipment, such as safety shoes, goggles, gloves, aprons, etc.
10. Demonstrates a good work ethic, including a willingness to perform job place tasks and to assist co-workers without redundant directive.
11. Establishes and maintains effective, harmonious, cooperative, and productive working relationships with supervisors, co-workers, and the public.
12. Ability to operate a backhoe/loader and other heavy equipment.
13. Lift fifty (50) pounds to chest height.
14. Eyesight is adequate to accurately read gauges and dials.
15. Ability to report to work and work the required number of hours.
16. Must be able to maintain efficient organization and be able to prioritize so that work can be done in a timely manner.
17. Capable of deep analytical thinking and able to solve problems creatively.
18. Excellent oral and written communications skills are required.
19. Ability to access all locations where equipment operation is required.
20. Ability to act calmly and take charge in emergency situations.
21. Will be required to pull On Call Duty which may require employee to work evening, night, weekend, and/or holiday hours for Water / Wastewater, and Electrical Departments.
22. This position is subject to emergency response in the event of utility outages or emergencies.
23. Ability to perform CPR and administer first aid including pole top rescue techniques.
24. Possession of a valid driver's license; all employees except office staff must obtain a valid type A Nebraska Commercial Driver's License and any required endorsements within eighteen months of employment.

25. All employees hired to be on a six-month probationary period.
26. The employee's residence must conform to the BPW residency requirement.

Duties and Examples of Work

Learns methods, use of materials and tools for construction, maintenance and operation of electrical equipment used in both overhead and underground systems. Reports problems immediately to his/her supervisor.

Learn proper pole climbing techniques and learns to perform work confidently and safely at moderate heights. Learn elementary electrical theory and safety procedures. Learns proper use and care of personal protective equipment, tools, and power-operated equipment. Learns to work closely with others to perform specific tasks. Learns to work skillfully in all types of weather and working conditions.

Reports problems immediately to their supervisor. Performs other duties as assigned.

Qualifications

At least one year of construction or electrical experience is desired. Formal education may be substituted for experience. Ability to establish and maintain an effective working relationship with other employees and customers. Must be at least eighteen years old.

Education

Graduation from high school is required. Graduation from an accredited technical school Line Technician Program or course work in electrical theory is desirable. Apprentice will be required to complete an accredited Line Apprentice Program that is approved by the Board of Public Works.

Immediate Supervisor

Under the direct supervision of the Line Technician Supervisor or, in their absence, the Lead Line Technician.

LINE TECHNICIAN

Description of Work

Performs skills at the journeyman level with a high degree of responsibility involving construction, maintenance and operation of the entire electrical transmission and distribution system as well as electrical wiring and equipment maintenance for all city facilities. Requires frequent exposure to high voltage lines and equipment.

Essential Job Functions

1. Must be able to climb and descend poles safely.
2. Good dexterity and the ability to use both hands above the head for extended periods and various other positions for line and hardware manipulation.
3. Ability to use all tools required for overhead and underground line work.
4. Performs routine maintenance and repairs of plant equipment and distribution, production, and collection system.
5. Performs reporting, recordkeeping, and mathematical calculations, and communicates with management, co-workers, and the public in English, orally, electronically, and in writing.
6. Uses hand tools, calculators, keyboards, and laboratory equipment, and manipulates machinery.
7. Handles materials which may require repetitive lifting of up to one hundred (100) pounds.
8. Climbs and works off ladders and aerial lifts while doing equipment maintenance.
9. Performs tasks while wearing appropriate personal protective equipment, such as safety shoes, goggles, gloves, aprons, etc.
10. Demonstrates a good work ethic, including a willingness to perform job place tasks and to assist co-workers without redundant directive.
11. Establishes and maintains effective, harmonious, cooperative, and productive working relationships with supervisors, co-workers, and the public.
12. Ability to operate a backhoe/loader and other heavy equipment.
13. Lift fifty (50) pounds to chest height.
14. Eyesight is adequate to accurately read gauges and dials.
15. Ability to report to work and work the required number of hours.
16. Must be able to maintain efficient organization and be able to prioritize so that work can be done in a timely manner.
17. Capable of deep analytical thinking and able to solve problems creatively.
18. Excellent oral and written communications skills are required.
19. Ability to access all locations where equipment operation is required.
20. Ability to act calmly and take charge in emergency situations.
21. Will be required to pull On Call Duty which may require employee to work evening, night, weekend, and/or holiday hours for Water / Wastewater, and Electrical Departments.
22. This position is subject to emergency response in the event of utility outages or emergencies.
23. Ability to perform CPR and administer first aid including pole top rescue techniques.

24. Possession of a valid driver's license; all employees except office staff must obtain a valid type A Nebraska Commercial Driver's License and any required endorsements within eighteen months of employment.
25. All employees are hired to be on a six-month probationary period.
26. The employee's residence must conform to the BPW residency requirement.

Duties and Examples of Work

Continually strives to improve electric service, safety for the general public, and employee safety.

Skilled at the methods, use of material and tools for construction, maintenance and operation of electrical equipment used in both underground and overhead systems. Is skilled at pole climbing techniques and can perform work confidently and safely at all necessary heights. Very knowledgeable regarding electrical theory, safety procedures, and troubleshooting techniques. Skilled at the proper use, care, testing, and maintenance requirements of personal protective equipment, tools, and power operated equipment. Works well with others and is able to work skillfully in all types of weather and working conditions. Ability to take charge of any electrical problem during non-business hours to ascertain if the capabilities of the assembled resources are sufficient to safely take appropriate action or determine what other resources are necessary.

Conducts tail-gate sessions with less skilled personnel, in the absence of the Line Technician Supervisor or Lead Line Technician, before performing tasks to make certain each person knows his/her assignment and can execute it safely. Able to install instrument transformer metering safely. Ability to properly operate all substation, transmission, and special equipment such as circuit breakers, load tap changing transformers, switches, capacitors, reclosers, regulators, etc. Knowledgeable of the requirements of the National Electrical Safety Code.

Reports problems immediately to their supervisor. Performs other duties as assigned.

Qualifications

Must have achieved the highest Line Apprentice pay scale grade or have demonstrated equivalent experience. Ability to establish and maintain an effective working relationship with other employees and customers. Must be at least eighteen years old. Completion of accredited Line Apprentice Program approved by the Board of Public Works may be required.

Education

Graduation from high school is required. Graduation from an accredited technical school Line Technician Program or course work in electrical theory is desirable.

Immediate Supervisor

Under the direct supervision of the Line Technician Supervisor or, in their absence, the Lead Line Technician.

LEAD LINE TECHNICIAN

Description of Work

Performs skills at the journeyman level with a high degree of responsibility involving construction, maintenance and operation of the entire electrical transmission and distribution system as well as electrical wiring and equipment maintenance for all city facilities. Requires frequent exposure to high voltage lines and equipment.

Supervises employees assigned to assist him/her in jobs to ensure adequate productivity in a safe work environment.

Essential Job Functions

1. Must be able to climb and descend poles safely.
2. Good dexterity and the ability to use both hands above the head for extended periods and various other positions for line and hardware manipulation.
3. Ability to use all tools required for overhead and underground line work.
4. Performs routine maintenance and repairs of plant equipment and distribution, production, and collection system.
5. Performs reporting, recordkeeping, and mathematical calculations, and communicates with management, co-workers, and the public in English, orally, electronically, and in writing.
6. Uses hand tools, calculators, keyboards, and laboratory equipment, and manipulates machinery.
7. Handles materials which may require repetitive lifting of up to one hundred (100) pounds.
8. Climbs and works off ladders and aerial lifts while doing equipment maintenance.
9. Performs tasks while wearing appropriate personal protective equipment, such as safety shoes, goggles, gloves, aprons, etc.
10. Demonstrates a good work ethic, including a willingness to perform job place tasks and to assist co-workers without redundant directive.
11. Establishes and maintains effective, harmonious, cooperative, and productive working relationships with supervisors, co-workers, and the public.
12. Ability to operate a backhoe/loader and other heavy equipment.
13. Lift fifty (50) pounds to chest height.
14. Eyesight is adequate to accurately read gauges and dials.
15. Ability to report to work and work the required number of hours.
16. Must be able to maintain efficient organization and be able to prioritize so that work can be done in a timely manner.
17. Capable of deep analytical thinking and able to solve problems creatively.
18. Excellent oral and written communications skills are required.
19. Ability to access all locations where equipment operation is required.
20. Ability to act calmly and take charge in emergency situations.
21. Will be required to pull On Call Duty which may require employee to work evening, night, weekend, and/or holiday hours for Water / Wastewater, and Electrical Departments.

22. This position is subject to emergency response in the event of utility outages or emergencies.
23. Ability to perform CPR and administer first aid including pole top rescue techniques.
24. Possession of a valid driver's license; all employees except office staff must obtain a valid type A Nebraska Commercial Driver's License and any required endorsements within eighteen months of employment.
25. All employees hired to be on a six-month probationary period.
26. The employee's residence must conform to the BPW residency requirement.

Duties and Examples of Work

Continually strives to improve electric service, safety for the general public, employee safety, and productivity. Reports problems which cannot be immediately solved to his/her supervisor.

Skilled at the methods, use of material and tools for construction, maintenance and operation of electrical equipment used in both underground and overhead systems. Makes recommendations to the General Manager and Line Technician Supervisor for short-term and long-term changes or improvements regarding electric service, safety for the general public, employee safety, productivity, materials, tools, and equipment. Is skilled at pole climbing techniques and can perform work confidently and safely at all necessary heights. Very knowledgeable regarding electrical theory, safety procedures, and trouble-shooting techniques. Skilled at the proper use, care, testing, and maintenance requirements of personal protective equipment, tools, and power operated equipment. Works well with others and is able to work skillfully in all types of weather and working conditions. Ability to take charge of any electrical problem during non-business hours to ascertain if the capabilities of the assembled resources are sufficient to safely take appropriate action or determine what other resources are necessary.

Conducts tail-gate sessions with less skilled personnel before performing tasks to make certain each person knows his/her assignment and can execute it safely. Able to install and trouble shoot instrument transformer metering safely. Ability to properly operate and trouble shoot all substation, transmission, and special equipment such as circuit breakers, load tap changing transformers, switches, capacitors, reclosures, regulators, etc. Very knowledgeable of the requirements of the National Electrical Safety Code and NEC. Able to design minor overhead and underground line extensions.

Reports problems immediately to their supervisor. Performs other duties as assigned.

Qualifications

Must have achieved the highest Line Technician First Class pay scale grade or have demonstrated equivalent experience including at least ten years' experience as a Line Technician, where at least five years were at the First Class or Journeyman Level performing skilled duties at a level of at least 7000 Volts to ground. Ability to supervise others and to establish and maintain an effective working relationship with subordinates, other employees, and customers. Must be at least eighteen years.

Education

Graduation from high school is required. Graduation from an accredited technical school Line Technician Program or course work in electrical theory is desirable.

Immediate Supervisor

Under the direct supervision of the Line Technician Supervisor and the General Manager.

LINE TECHNICIAN – SUPERVISOR

Description of Work

Performs skills at the journeyman level with a high degree of responsibility involving construction, maintenance and operation of the entire electrical transmission and distribution system as well as electrical wiring and equipment maintenance for all city facilities. Requires frequent exposure to high voltage lines and equipment.

Supervises and trains the crew of Line Technicians to ensure adequate productivity in a safe work environment. When other Line Technician First Class personnel are working independently, they only supervise the crew for their own job.

Essential Job Functions

1. Must be able to climb and descend poles safely.
2. Good dexterity and the ability to use both hands above the head for extended periods and various other positions for line and hardware manipulation.
3. Ability to use all tools required for overhead and underground line work.
4. Performs routine maintenance and repairs of plant equipment and distribution, production, and collection system.
5. Performs reporting, recordkeeping, and mathematical calculations, and communicates with management, co-workers, and the public in English, orally, electronically, and in writing.
6. Uses hand tools, calculators, keyboards, and laboratory equipment, and manipulates machinery.
7. Handles materials which may require repetitive lifting of up to one hundred (100) pounds.
8. Climbs and works off ladders and aerial lifts while doing equipment maintenance.
9. Performs tasks while wearing appropriate personal protective equipment, such as safety shoes, goggles, gloves, aprons, etc.
10. Demonstrates a good work ethic, including a willingness to perform job place tasks and to assist co-workers without redundant directive.
11. Establishes and maintains effective, harmonious, cooperative, and productive working relationships with supervisors, co-workers, and the public.
12. Ability to operate a backhoe/loader and other heavy equipment.
13. Lift fifty (50) pounds to chest height.
14. Eyesight is adequate to accurately read gauges and dials.
15. Ability to report to work and work the required number of hours.
16. Must be able to maintain efficient organization and be able to prioritize so that work can be done in a timely manner.
17. Capable of deep analytical thinking and able to solve problems creatively.
18. Excellent oral and written communications skills are required.
19. Ability to access all locations where equipment operation is required.
20. Ability to act calmly and take charge in emergency situations.

21. Will be required to pull On Call Duty which may require employee to work evening, night, weekend, and/or holiday hours for Water / Wastewater, and Electrical Departments.
22. This position is subject to emergency response in the event of utility outages or emergencies.
23. Ability to perform CPR and administer first aid including pole top rescue techniques.
24. Possession of a valid driver's license; all employees except office staff must obtain a valid type A Nebraska Commercial Driver's License and any required endorsements within eighteen months of employment.
25. All employees hired to be on a six-month probationary period.
26. The employee's residence must conform to the BPW residency requirement.

Duties and Examples of Work

Continually strives to improve electric service, safety for the general public, employee safety, and productivity. Reports problems which cannot be immediately solved to his/her supervisor.

Skilled at the methods, use of material and tools for construction, maintenance and operation of electrical equipment used in both underground and overhead systems. Makes recommendations to the General Manager for short-term and long-term changes or improvements regarding electric service, safety for the general public, employee safety, productivity, materials, tools, and equipment. Is skilled at pole climbing techniques and can perform work confidently and safely at all necessary heights. Very knowledgeable regarding electrical theory, safety procedures, and trouble-shooting techniques. Skilled at the proper use, care, testing, and maintenance requirements of personal protective equipment, tools, and power operated equipment. Works well with others and is able to work skillfully in all types of weather and working conditions. Ability to take charge of any electrical problem during non-business hours to ascertain if the capabilities of the assembled resources are sufficient to safely take appropriate action or determine what other resources are necessary.

Conducts tail-gate sessions with less skilled personnel before performing tasks to make certain each person knows their assignment and can execute it safely. Able to install and trouble shoot instrument transformer metering safely. Ability to properly operate and trouble shoot all substation, transmission, and special equipment such as circuit breakers, load tap changing transformers, switches, capacitors, reclosers, regulators, etc. Very knowledgeable of the requirements of the National Electrical Safety Code and NEC. Able to design minor overhead and underground line extensions.

Reports problems immediately to their supervisor. Performs other duties as assigned.

Qualifications

Must have achieved the highest Line Technician First Class pay scale grade or have demonstrated equivalent experience including at least ten years' experience as a Line Technician, where at least five years were at the First Class or Journeyman Level performing skilled duties at a level of at least 7000 Volts to ground. Ability to supervise others and to establish and maintain an effective working relationship with subordinates, other employees, and customers. Must be at least eighteen years old.

Education

Graduation from high school is required. Graduation from an accredited technical school Line Technician Program or course work in electrical theory is desirable.

Immediate Supervisor

Under the direct supervision of the Electric Operations Manager.

ELECTRIC OPERATIONS SUPERVISOR

Description of Work

Performs skills with a high degree of responsibility involving electrical wiring, motors, controls, relays, voltage regulation, SCADA, and equipment maintenance for electric distribution, power plant, substation, water, and wastewater departments. Assists the Electric Operations Manager and Line Technicians crew, as necessary. Requires frequent exposure to high voltage lines and equipment.

Essential Job Functions

1. Performs routine maintenance and repairs of plant and substation equipment, distribution, production, and collection system.
2. Ability to act calmly and take charge in emergency situations.
3. Ability to interpret instrumentation readings and react accordingly.
4. Performs reporting, recordkeeping, and mathematical calculations, and communicates effectively with management, co-workers, and the public.
5. Must be able to maintain efficient organization and be able to prioritize to assure work is done in a timely manner.
6. Capable of analytical thinking and able to solve problems creatively and efficiently.
7. Ability to perform CPR and first aid.
8. Required to be On Call Duty which may require working evening, night, weekend, and/or holiday hours for Electrical, Water and Wastewater Departments.
9. Performs tasks while wearing appropriate personal protective equipment.
10. Responsible for training other employees to acquire necessary skill sets.
11. Excellent oral and written communication skills.
12. Must possess and maintain a valid Nebraska Commercial Driver's license with type A endorsement.
13. Must conform to the BPW residency requirement.
14. Performs other duties as assigned.

Duties and Examples of Work

Able to install and troubleshoot instrument transformer metering safely. Ability to properly and safely operate, test and troubleshoot all substation, transmission, and special equipment such as circuit breakers, relays, load tap changing transformers, switches, capacitors, reclosers, voltage regulators, etc. Very knowledgeable of the requirements of the National Electrical Safety Code (NESC) and the National Electrical Code (NEC).

Very knowledgeable regarding electrical theory, safety procedures, and troubleshooting techniques. Works well with others and is able to work skillfully in all types of weather and working conditions. Ability to take charge of any electrical problem during non-business hours and take appropriate action to resolve the issue. Reviews outage

reports, breaker and recloser operations, relay operations, voltage, and current readings, and take appropriate action. Responsible for the accuracy of all electric metering equipment through careful installation and regular testing. Makes recommendations to the Electric Operations Manager. Reports problems immediately to the Electric Operations Manager.

Qualifications

Must be a journeyman level Line Technician for at least five years. Ability to supervise others and to establish and maintain an effective working relationship with subordinates, other employees, and the public.

Education

Graduation from high school is required. Completion of an accredited Line worker Apprentice Program required. Graduation from an accredited technical school Line Technician Program or course work in electrical theory is desirable.

Immediate Supervisor

Under the direct supervision of the Electric Operations Manager

ENGINEERING TECHNICIAN

Description of Work

Develop and maintain a complete state-of-the-art mapping and Graphical Information System (GIS) for the entire Electric, Water and Wastewater Systems. Maintain, update, and improve the existing backbone utility maps for all three utilities. Develop engineering standards for the three utilities and perform engineering staking functions for all three utilities.

Essential Job Functions

1. Ability to report to work and work the required number of hours.
2. Must be able to maintain efficient organization and be able to prioritize so that work can be done in a timely manner.
3. Capable of deep analytical thinking and able to solve problems creatively.
4. Excellent oral and written communications skills are required.
5. Ability to perform physical activities including - reaching, sufficient range of finger motion for keyboard entry, grasping, talking, hearing, stooping, kneeling, standing, walking, pushing, pulling, and repetitive motion.
6. Adequate eyesight and hearing are required (the minimum standard for use with work dealing with preparing and analyzing data and figures, accounting, transcription, computer data entry, extensive reading, visual inspection involving small defects on parts, use of measurement devices, etc.)
7. Ability to access all locations where equipment operation is required.
8. Ability to act calmly and take charge in emergency situations.
9. Ability to work indoors and outdoors in extreme weather conditions and locations.
10. This position is subject to emergency response in the event of utility outages or emergencies.
11. Ability to perform CPR and administer first aid.
12. Possession of a valid driver's license; all employees except office staff must obtain a valid type A Nebraska Commercial Driver's License and any required endorsements within eighteen months of employment.

Duties and Examples of Work

Develop computerized maps for detailed areas showing the entire utility system to scale along with Board of Public Works water and electric service lines, buildings, etc. Using GIS, develop replacement systems for existing files such as transformers, valves, and fire hydrants. Implement methods to make all mapping GIS and construction drawings available to field personnel and provide training to personnel, as necessary. Organize and maintain a system of construction drawings for utility, city, road, and customer locations.

Complete Diggers Hotline locate requests for the entire utility system (Electric, Water, Wastewater, and villages as required).

Work with Departments to manage SCADA software and any necessary software for feeder relays, voltage regulators, capacitor controls, voltage regulators, etc. Maintain

variable frequency drives at all wells. Assist Water and Wastewater departments with issues with SCADA at the water and wastewater treatment plants.

Obtain utility easements from property owners, as necessary. Easements are then filed with the County Clerk's office at the Courthouse. Work with the General Manager and City Building Inspector to ensure that property owners are observing the utility easements.

Manage rebate program for heat pumps, water heaters, lighting, attic insulation, and other incentives. This includes educating dealers to ensure proper procedures are followed and paperwork is submitted completely and accurately. Also includes working with NPPD to ensure the program is up to date, and all refunds have been received.

Consult with Management and the Purchasing Agent to develop and maintain the best engineering standards for the utility.

Stake utility projects using surveying techniques when requested by management. Interface with customers, builders, electricians and plumbers regarding the approximate location and depths of utilities to facilitate construction projects.

Perform yearly thermal infrared inspection of Electrical Distribution System.

Work with outside parties on joint venture projects.

Assign addresses within the City Limits of Auburn. Work with the Office Staff and Emergency Management Director to obtain rural addresses.

Reports problems immediately to their supervisor. Performs other duties as assigned.

Qualifications

Must have general knowledge of utility operation and experience with computer equipment. Experience with computer aided drafting (CAD), GIS and complex computerized equipment such as plotters would be helpful.

Must be at least 18 years old.

Education

Graduation from high school and a technical school diploma or associate degree in CAD, surveying, computer networking, or electronic technology required.

Special Requirements

1. All employees hired are on a six-month probationary period.
2. Possession of a valid driver's license.
3. Subject to call.
4. Must have a telephone.
5. The employee's residence must conform to BPW policy.

Immediate Supervisor

Under the direct supervision of the General Manager.

IT SPECIALIST / ENGINEERING TECHNICIAN

Description of Work

Serve as Administrator for the BPW IT system, including working directly with the BPW 3rd party IT management company. Manages all computer assets and communications with central office servers. Administers wireless networks at central office, water, and wastewater facilities. Develop and maintain mapping and GIS for Electric, Water and Wastewater systems. Perform engineering staking functions including locates for all three utilities.

Essential Job Functions

1. Ability to report to work and work the required number of hours.
2. Must be able to maintain efficient organization and be able to prioritize so that work can be completed in a timely manner.
3. Capable of deep analytical thinking and able to solve problems creatively.
4. Excellent oral and written communication skills are essential.
5. Ability to perform physical activities including – reaching grasping, stooping, kneeling, standing, walking, pushing, pulling, lifting and repetitive motion.
6. Ability to act calmly, make decisions and take charge in emergency situations.
7. Ability to work indoors and outdoors in extreme weather conditions and locations.
8. This position is subject to emergency response in the event of utility outages or emergencies.
9. Possess and maintain a valid driver's license; with a type B Nebraska Commercial Driver's License and required endorsements within six months of employment.

Duties and Examples of Work

Manage all aspects of Information Technology (IT) at the BPW local level including but not limited to set up PC's and laptops connecting to BPW network, network and email accounts, SCADA systems for all utilities, spam server management, software installation and upgrades, maintain all UPS backup units, set up and troubleshoot radios for the BPW well radio network.

Acts as liaison with software and hardware vendors for problem resolution; assists in developing specifications for computer hardware and software purchases; ensures

legality of installed software; keeps current on developments and trends in computer systems.

Develop computerized maps for detailed areas showing the entire utility system to scale. Using GIS, develop replacement systems for existing files such as transformers, valves, and fire hydrants. Implement methods to make all mapping GIS and construction drawings available to field personnel and provide training, as necessary.

Complete Diggers Hotline (811) locate requests for the entire utility system (Electric, Water, Wastewater, and villages as required).

Obtain utility easements from property owners, as necessary. File easements with the County Clerk's office at the Courthouse.

Stake utility projects using surveying techniques when requested by management. Interface with customers, builders, electricians and plumbers regarding the approximate location and depths of utilities to facilitate construction projects.

Other duties as assigned.

Qualifications

Must have extensive knowledge of information technology processes and operations. General knowledge of utility operation and surveying.

Education

Graduation from high school and a technical school diploma or associate degree in information technology, computer networking or electronic technology, or any combination of education and experience that would provide the skills necessary to perform the job duties.

Special Requirements

1. All employees hired to be on a six-month probationary period.
2. Possess and maintain a valid driver's license.
3. Subject to call out.
4. Employee's residence must conform to BPW policy.

GENERAL SERVICE TECHNICIAN - POWER PLANT APPRENTICE

Description of Work

Under supervision, completely responsible for the safe and efficient operation of the utilities of the entire electric generating station as well as monitoring and control of the electric, water, and wastewater systems. Also assists with plant maintenance and providing dispatching duties during non-business hours. Shift work may be required.

Essential Job Functions

1. Becoming skilled in safe operation of all power plant electrical and mechanical equipment.
2. Able to access all plant locations where equipment operation is required.
3. Good dexterity and the ability to use both hands above the head for extended periods and various other positions for line and hardware manipulation.
4. Learn to perform routine maintenance and repairs of plant equipment and distribution, production, and collection system.
5. Learn to perform reporting, recordkeeping, and mathematical calculations, and communicates with management, co-workers, and the public in English, orally, electronically, and in writing.
6. Uses hand tools, calculators, keyboards, and laboratory equipment, and manipulates machinery.
7. Handles materials which may require repetitive lifting of up to one hundred (100) pounds.
8. Climbs and works off ladders and aerial lifts while doing equipment maintenance.
9. Performs tasks while wearing appropriate personal protective equipment, such as safety shoes, goggles, gloves, aprons, etc.
10. Demonstrates a good work ethic, including a willingness to perform job tasks and to assist co-workers without redundant directive.
11. Establishes and maintains effective, harmonious, cooperative, and productive working relationships with supervisors, co-workers, and the public.
12. Ability to operate a backhoe/loader and other heavy equipment.
13. Lift fifty (50) pounds to chest height.
14. Eyesight is adequate to accurately read gauges and dials.
15. Ability to report to work and work the required number of hours.
16. Must be able to maintain efficient organization and be able to prioritize so that work can be done in a timely manner.
17. Capable of deep analytical thinking and able to solve problems creatively.
18. Excellent oral and written communications skills are required.
19. Ability to act calmly and take charge in emergency situations.
20. Will be required to pull On Call Duty which may require employee to work evening, night, weekend, and/or holiday hours for Water / Wastewater, and Electrical Departments.

21. This position is subject to emergency response in the event of utility outages or emergencies.
22. Ability to perform CPR and administer first aid including pole top rescue techniques.
23. Possession of a valid driver's license; all employees except office staff must obtain a valid type B Nebraska Commercial Driver's License and any required endorsements within six months of employment.
24. All employees are hired to be on a six-month probationary period.
25. The employee's residence must conform to the BPW residency requirement.

Duties and Examples of Work

This position is an apprentice position designed to provide training to become a Power Plant Operator.

Continually strives to learn to maintain and improve plant operations and safety by observing instrumentation readings outside normal ranges, fluid leaks, abnormal vibrations, changes in sound, etc. Learning how to always know what equipment is available for power generation and learning to be able to bring the necessary equipment on-line in timely fashion to meet any anticipated load requirements.

Learning to prepare all reports required for a power plant facility including but not limited to daily reports to NPPD & OPPD, monthly reports to NPPD, OPPD, WAPA, and NDEQ.

Learning to operate the SCADA, open and close breakers, and lockout and reset reclosures.

Learning to perform daily inspections of the power plant facility. Learning to perform monthly inspections of all substations. Learning to perform monthly inspection of station power batteries. Learning to perform monthly start up and running of backup power generators at the Water Treatment Plant and Wastewater Treatment Plant.

Reports problems immediately to their supervisor. Performs other duties as assigned.

Qualifications

Must achieve a general knowledge of plant control systems, computer equipment, and electrical and mechanical equipment. Must have the ability to establish and maintain an effective working relationship with other employees. Must be able to obtain and maintain all licenses and certifications required to operate the power plant. Must be at least eighteen years old.

Education

Graduation from high school is required. Course work in auto mechanics, electrical or mechanical maintenance, electronic technology, or computer programming is desirable.

Immediate Supervisor

Under the direct supervision of the Electric Operations Manager.

POWER PLANT OPERATOR

Description of Work

Completely responsible for the safe and efficient operation of the utilities' entire electric generating station and substation facilities. Assists with all buildings, facilities, substation and power plant repairs and maintenance. Will need to provide dispatching duties during emergencies and non-business hours. Shift work may be required.

Essential Job Functions

1. Skilled in safe operation of all power plant electrical and mechanical equipment.
2. Able to access all plant locations where equipment operation or maintenance is required.
3. Good dexterity and the ability to use both hands above the head for extended periods and various other positions for line and hardware manipulation.
4. Performs routine maintenance and repairs of plant equipment and distribution, production, and collection system.
5. Performs reporting, recordkeeping, mathematical calculations, and communicates with management, co-workers, and the public in English, orally, electronically, and in writing.
6. Uses hand tools, calculators, keyboards, and laboratory equipment, and manipulates machinery.
7. Handles materials which may require repetitive lifting of up to one hundred (100) pounds.
8. Climbs and works off ladders, scaffolding and aerial lifts while doing maintenance.
9. Perform tasks while wearing appropriate personal protective equipment, such as hardhat, safety shoes, goggles, gloves, aprons, etc.
10. Demonstrates a good work ethic, including a willingness to perform job place tasks and to assist co-workers without redundant directive.
11. Establishes and maintains effective, harmonious, cooperative, and productive working relationships with supervisors, co-workers, and the public.
12. Ability to operate a backhoe/loader and other heavy equipment.
13. Lift fifty (50) pounds to chest height.
14. Eyesight is adequate to accurately read gauges and dials.
15. Ability to report to work and work the required number of hours.
16. Must be able to maintain efficient organization and be able to prioritize so that work can be done in a timely manner.
17. Capable of deep analytical thinking and able to solve problems creatively.
18. Excellent oral and written communications skills are required.
19. Ability to access all BPW locations where equipment operation or maintenance is required.
20. Ability to act calmly and take charge in emergency situations.

21. Will be required to pull On Call Duty which may require employee to work evening, night, weekend, and/or holiday hours for Water / Wastewater, and Electrical Departments.
22. This position is subject to emergency response in the event of utility outages or emergencies. Ability to perform CPR and administer first aid including pole top rescue techniques.
23. Possession of a valid driver's license; all employees except office staff must obtain a valid type A Nebraska Commercial Driver's License and any required endorsements within eighteen months of employment.
24. All employees hired are on a six-month probationary period.
25. The employee's residence must conform to the BPW residency requirement.

Duties and Examples of Work

Continually strives to maintain and improve plant operations and safety by observing instrumentation readings outside normal ranges, fluid leaks, abnormal vibrations, changes in sound, etc. Always knows what equipment is available for power generation and is able to bring the necessary equipment on-line in a timely fashion to meet any anticipated load requirements.

Ability to prepare all reports required for a power plant facility including but not limited to daily reports to NPPD & OPPD, monthly reports to NPPD, OPPD, WAPA, and NDEQ.

Ability to operate the SCADA, open and close breakers, and lockout and reset reclosures.

Performs daily inspections of the power plant facility. Performs monthly inspections of all substations. Performs monthly inspection of station power batteries. Performs monthly startup/running test and maintenance of backup power generators at other BPW facilities.

Reports problems immediately to their supervisor. Performs other duties as assigned.

Qualifications

Must have a general knowledge of power plant control systems, SCADA, computer equipment, electrical and mechanical equipment. Knowledge of electrical flow with the understanding of but not limited to, KW, KWHR, Amps, Voltage, Demand and Power Factor. Ability to establish and maintain an effective working relationship with other employees. Must be able to maintain a Method 9 Opacity Certification, Nebraska Fuel Tank Certification, and a Nebraska CDL License with required endorsements. Must be at least eighteen years old.

Education

Graduation from high school is required. Course work in auto/diesel mechanics, electrical or mechanical maintenance, power plant operation, electronic technology, or computer programming is desirable.

Immediate Supervisor

Under the direct supervision of the Electric Operations Manager.

May be assigned other duties or to other departments as needed.

MECHANIC/RELIEF OPERATOR

Description of Work

Primarily responsible for maintenance and repair of the entire generating station. Works diligently and safely to keep plant availability high and all equipment operating efficiently and safely. Acts as a Power Plant Operator and assumes those duties as assigned.

Essential Job Functions

1. Skilled in safe operation of all power plant electrical and mechanical equipment.
2. Able to access all plant locations where equipment operation is required.
3. Good dexterity and the ability to use both hands above the head for extended periods and various other positions for line and hardware manipulation.
4. Ability to use all tools required for overhead and underground line work production, and collection system.
5. Performs reporting, recordkeeping, and mathematical calculations, and communicates with management, co-workers, and the public in English, orally, electronically, and in writing.
6. Uses hand tools, calculators, keyboards, and laboratory equipment, and manipulate machinery.
7. Handles materials which may require repetitive lifting of up to one hundred (100) pounds.
8. Climbs and works off ladders and aerial lifts while doing equipment maintenance.
9. Performs tasks while wearing appropriate personal protective equipment, such as safety shoes, goggles, gloves, aprons, etc.
10. Demonstrates a good work ethic, including a willingness to perform job place tasks and to assist co-workers without redundant directive.
11. Establishes and maintains effective, harmonious, cooperative, and productive working relationships with supervisors, co-workers, and the public.
12. Ability to operate a backhoe/loader and other heavy equipment.
13. Lift fifty (50) pounds to chest height.
14. Eyesight is adequate to accurately read gauges and dials.
15. Ability to report to work and work the required number of hours.
16. Must be able to maintain efficient organization and be able to prioritize so that work can be done in a timely manner.
17. Capable of deep analytical thinking and able to solve problems creatively.
18. Excellent oral and written communications skills are required.
19. Ability to access all locations where equipment operation is required.
20. Ability to act calmly and take charge in emergency situations.
21. Will be required to pull On Call Duty which may require employee to work evening, night, weekend, and/or holiday hours for Water / Wastewater, and Electrical Departments.

22. This position is subject to emergency response in the event of utility outages or emergencies.
23. Ability to perform CPR and administer first aid including pole top rescue techniques.
24. Possession of a valid driver's license; all employees except office staff must obtain a valid type A Nebraska Commercial Driver's License and any required endorsements within eighteen months of employment.
25. All employees hired are on a six-month probationary period.
26. The employee's residence must conform to the BPW residency requirement.

Duties and Examples of Work

Works hand-in-hand with the Production Manager to develop a schedule and procedure for maintenance of all major mechanical and electrical equipment and carries out the maintenance schedule. Keeps detailed records of all maintenance and repair activities. Recommends to the Production Manager the need for major maintenance and overhaul activities. Inform Production Manager when equipment is unavailable and when it is returned to service.

Fabrication and welding of various items for all departments of the BPW. Determines materials needed to complete projects and requests any materials not currently available from the Purchasing Department. Accurately accounts for all items used in the completion of projects for job costing purposes. Maintains tools and equipment of the tool crib and makes recommendations regarding purchase and replacement of tools and equipment.

Reports problems immediately to their supervisor. Performs other duties as assigned.

Qualifications

Requires at least five years of responsible maintenance experience, preferably as a diesel engine mechanic. Proven skills at fabrication and welding. Formal education may be substituted for experience. Ability to establish and maintain an effective working relationship with other employees. Must be able to obtain a Method 9 Opacity Certification. Must be at least eighteen years old.

Education

Graduation from high school is required. Graduation from an accredited diesel engine technology program is desirable.

Immediate Supervisor

Under the direct supervision of the Electric Operations Manager.

WATER OPERATOR

Description of Work

Responsible for construction, maintenance and operation of the entire water production, treatment, storage, and distribution system; the sanitary sewer collection and lift station system; as well as plumbing for all City facilities and swimming pool maintenance. Also assists in construction, maintenance, and operation of the Wastewater Treatment Plant.

Essential Job Functions

1. Must be able to climb and descend ladders safely.
2. Good dexterity and the ability to use both hands in various positions including above the head. Ability to bend over and perform work near the feet for extended periods.
3. Ability to use all common hand tools required for water and sanitary sewer work.
4. Adequate eyesight and hearing and an excellent sense of smell are required.
5. Ability to act calmly in emergency situations.
6. Ability to quickly escape confined spaces or areas where chlorine gas is used or stored.
7. Ability to log and interpret instrumentation readings and clearly give and receive both oral and written instructions.
8. Ability to lift sixty pounds.
9. Must be able to perform mathematical calculations similar to those required to obtain a State of Nebraska Grade II Level Water Operator's Certificate.
10. Ability to correctly use a self-contained breathing apparatus.
11. Ability to drive an automobile.
12. Ability to perform first aid and CPR.

Duties and Examples of Work

Continually strives to improve water and sanitary sewer service to customers by maintaining and improving water quality and fire protection, identifying, and correcting backflow conditions, reducing water loss, reducing sewer inflow, and improving equipment availability. Employees must work diligently to improve the safety of the general public and fellow employees. Employees must report problems immediately to his/her supervisor.

Water operators will be assigned many of the duties of the General Service Technician. Skilled at the methods, use of materials, chemicals, and tools for construction, maintenance and operation of water and sanitary sewer systems. Very knowledgeable regarding safety procedures, proper use and care of personal protective equipment and

power operated equipment. Works well with others and is able to work skillfully in all types of weather and working conditions.

Ability to take charge of any water or sanitary sewer problem during non-business hours to ascertain if the abilities of the assembled resources are sufficient to safely take appropriate action or determine what other resources are necessary. Conducts tail-gate sessions with less skilled personnel in the absence of the Water/Wastewater Manager before performing tasks to make certain each person knows his/her assignment and can execute it safely.

Ability to properly operate all disinfection, filtering, aeration, pumping, storage, and other special equipment required in the operation of the Water Plant. Must have the ability to clean and disinfect any equipment as necessary before placing it in service. Routinely performs preventative maintenance to keep equipment downtime low. Immediately inform supervisor of any downward performance trends. Must achieve and maintain knowledge in regard to State of Nebraska regulations and American Water Works Association standards.

Perform other duties as assigned.

Qualifications

Have the ability to establish and maintain an effective working relationship with other employees and customers. The individual must be at least eighteen years old. Position will be based on level of license achieved. See table below.

Water / Wastewater License Requirements				
Water Operator I		Grade IV Water and Grade I Waste Water, CDL		
Water Operator II		Grade III Water and Grade II Wastewater, CDL		
Water Operator III		Grade II Water or Grade III Wastewater, CDL		

Education

Graduation from high school is required. Courses in advanced math and chemistry would be desirable. Certification

Special Requirements

1. All employees are hired to be on a six-month probationary period.
2. Possession of a valid driver's license.
3. Standby call is required.
4. Must have a telephone.
5. The employee's residence must conform to BPW policy.

Immediate Supervisor- Employee is under the direct supervision of the Water/Wastewater Manager.

WATER / WASTEWATER PLANT OPERATOR

Description of Work

The primary function of an employee in this class is to perform skilled operations duties in the operation and maintenance of the water treatment facility and /or the wastewater treatment facility, which would include but not limited to monitoring, operating, adjusting equipment, and maintenance duties. The employee will also be required to assist in the maintenance and repairs of the water and wastewater distribution system.

Essential Job Functions

1. Checks various operational parameters in the plant; reports process and equipment status to a Water Wastewater Manager, makes adjustments as directed.
2. The employee may perform tasks requiring the use of a respirator and/or self-contained breathing apparatus.
3. Collects samples and runs basic laboratory analyses.
4. Makes legible and correct entries in English in logs, charts, and records, both manually and by computer keyboard.
5. Performs routine maintenance and repairs of plant equipment and distribution, production, and collection system.
6. Calibrates and adjusts chemical feeders under the direction of a Water Wastewater Manager.
7. Performs reporting, recordkeeping, and mathematical calculations, and communicates with management, co-workers, and the public in English, orally, electronically, and in writing.
8. Detects and responds to odors and colors indicative of hazardous gases and laboratory test points.
9. Senses by touch and responds to mechanical problems as evidenced by vibration and/or temperature.
10. Detects and responds to alarms and indicators of equipment malfunctions in normal aural range.
11. Uses hand tools, calculators, keyboards, and laboratory equipment, and manipulates machinery.
12. Handles materials which may require repetitive lifting of up to one hundred (100) pounds.
13. Climbs and works off ladders and aerial lifts while doing equipment maintenance.
14. Climbs up and down stairs or ladders while carrying tools, samples and/or equipment weighing as much as thirty (30) pounds.
15. Enters manholes and other confined spaces involving potential biological, chemical, electrical, and/or physical hazards.

16. Performs tasks while wearing appropriate personal protective equipment, such as safety shoes, goggles, gloves, aprons, etc.
17. Demonstrates a good work ethic, including a willingness to perform job place tasks and to assist co-workers without redundant directive.
18. Establishes and maintains effective, harmonious, cooperative, and productive working relationships with supervisors, co-workers, and the public.
19. Ability to operate a backhoe/loader and other heavy equipment.
20. Lift fifty (50) pounds to chest height.
21. Raise and roll a standard manhole cover.
22. Detect colors used to indicate equipment status and test endpoints.
23. Eyesight is adequate to accurately read gauges and dials.
24. Ability to report to work and work the required number of hours.
25. Must be able to maintain efficient organization and be able to prioritize so that work can be done in a timely manner.
26. Capable of deep analytical thinking and able to solve problems creatively.
27. Excellent oral and written communications skills are required.
28. Ability to access all locations where equipment operation is required.
29. Ability to act calmly and take charge in emergency situations.
30. Will be required to pull On Call Duty which may require employee to work evening, night, weekend, and/or holiday hours for Water / Wastewater, and Electrical Departments.
31. This position is subject to emergency response in the event of utility outages or emergencies.
32. Ability to perform CPR and administer first aid including pole top rescue techniques.
33. Possession of a valid driver's license; all employees except office staff must obtain a valid type A Nebraska Commercial Driver's License and any required endorsements within eighteen months of employment.
34. All employees hired are on a six-month probationary period.
35. The employee's residence must conform to the BPW residency requirement.

Duties and Examples of Work

In addition to all the duties and the examples of work for the position of Water / Wastewater Technician, the Water / Wastewater Operator makes certain that the Water Treatment Plant and Wastewater Treatment Plant are operating within operational standards and consults with Water / Wastewater Manager on changes, repairs, or other areas of operation of the plants.

Takes all required samples required for the plants and maintains records of the tests and results. If unfavorable results occur, advise the Water / Wastewater Manager on necessary changes to achieve desired results.

Reports problems immediately to their supervisor. Performs other duties as assigned.

Qualifications

State of Nebraska Grade II Water Treatment Plant Operator and Grade III Wastewater Plant Certificate. Must be at least eighteen years old.

Education

Graduation from high school is required. Courses in advanced math and chemistry would be desirable.

Immediate Supervisor

Under the direct supervision of the Water/Wastewater Manager

WATER/WASTEWATER SUPERVISOR

Description of Work

Performs skills with a high degree of responsibility involving construction, maintenance and operation of the entire water production, treatment, storage and distribution system (including fire protection), and the wastewater treatment system, sanitary sewer collection, and lift station system.

Able to conduct testing and reporting of all the water and wastewater quality samples and operational records that are required by the NDWEE to meet the requirements to operate a class II water and class III wastewater system.

Ensures that customers are served by reliable and safe water and wastewater systems. Provides leadership to the department's employees. Makes recommendations regarding hiring, firing, and personnel decisions involving department positions. Assists the Water/Wastewater Manager and water/wastewater crews, as necessary.

Essential Job Functions

1. Skilled in the safe operation of all water and wastewater equipment.
2. Must be able to perform mathematical calculations, operate a variety of general office equipment including but not limited to computers and peripheral equipment, telephone system, and two-way radios.
3. Must be able to maintain efficient organization and be able to prioritize so that work is completed in a timely manner.
4. Capable of deep analytical thinking and able to solve problems creatively.
5. Excellent oral and written communication skills are required.
6. Demonstrates a good work ethic, including a willingness to perform job tasks and to assist co-workers.
7. Performs routine maintenance and repairs of plant equipment, distribution, production, and collection systems.
8. Ability to access all locations where equipment operation is required.
9. Ability to act calmly and take charge in emergency situations.
10. Required to pull On Call Duty which may require employee to work evening, night, weekend, and/or holiday hours for Water/Wastewater, and Electrical Departments.
11. This position is subject to emergency response in the event of utility outages or emergencies.

12. Ability to perform CPR and administer first aid.
13. Possession of a valid Nebraska driver's license; must obtain a valid type A Nebraska Commercial Driver's License and any required endorsements within eighteen months of employment.
14. The employee's residence must comply with the current BPW residency requirement.

Duties and Examples of Work

Continually strives to improve water and sanitary sewer service to customers by maintaining and improving water quality and fire protection, identifying, and correcting backflow conditions, reducing water loss, reducing sewer inflow, and improving equipment availability.

Skilled at the methods, use of materials, chemicals, and tools for construction, maintenance and operation of water and sanitary sewer systems. Very knowledgeable regarding safety procedures, proper use and care of personal protective equipment and power operated equipment. Ability to properly operate all disinfection, filtering, aeration, pumping, storage, and other special equipment required in the operation of the Water and Wastewater Plants.

Reviews all water and wastewater testing and operational data, makes changes as necessary to always keep sufficient water in storage for fire protection and general use which meets national standards, and continually delivers wastewater solids and biosolids the meet regulations. Responsible for continually attempting to reduce water loss and ensuring the accuracy of all water meters through regular maintenance. Works to maintain and improve fire protection for the entire City to make certain the water system is not a weak link in the insurance evaluation of the City's fire protection system. Makes recommendations regarding major equipment purchases and system improvements.

Performs other duties as assigned.

Qualifications

Requires at least five years of progressively responsible experience operating and maintaining a water/wastewater system.

Ability to supervise others and to establish and maintain an effective working relationship with subordinates, other employees, and customers. Must be at least twenty-one years of age. A Grade II Level Water Operator's Certificate, a Grade III Wastewater Operator's Certificate, and Backflow Certificate are required.

Education

Graduation from high school is required. Graduation from a technical school is desirable.

Immediate Supervisor

Under the direct supervision of the Water/Wastewater Manager

Wage Schedule for 2023 - 2026

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	1	2	3	4	5	6	7	8	9	10	Percent of Change		
											Year 1	Year 2	Year 3
2027-2029 Wage Scale											105.00%	105.00%	105.00%
Customer Service Specialist													
2026	\$20.66	\$21.21	\$21.77	\$22.36	\$22.96	\$23.57	\$24.20	\$24.84	\$25.51	\$26.18			
2027	\$21.70	\$22.28	\$22.86	\$23.48	\$24.11	\$24.76	\$25.42	\$26.09	\$26.79	\$27.49			
2028	\$22.79	\$23.40	\$24.01	\$24.66	\$25.32	\$26.00	\$26.70	\$27.40	\$28.13	\$28.87			
2029	\$23.93	\$24.57	\$25.22	\$25.90	\$26.59	\$27.30	\$28.04	\$28.77	\$29.54	\$30.32			
Utility Billing Clerk													
2026	\$22.63	\$23.25	\$23.89	\$24.54	\$25.22	\$25.90	\$26.60	\$27.33	\$28.06	\$28.84			
2027	\$23.77	\$24.42	\$25.09	\$25.78	\$26.49	\$27.20	\$27.94	\$28.70	\$29.47	\$30.29			
2028	\$24.96	\$25.65	\$26.35	\$27.07	\$27.82	\$28.56	\$29.34	\$30.14	\$30.95	\$31.81			
2029	\$26.21	\$26.94	\$27.67	\$28.43	\$29.22	\$29.99	\$30.81	\$31.65	\$32.50	\$33.41			
Utility Management/Customer Administrator													
2026	\$29.01	\$29.79	\$30.60	\$31.44	\$32.30	\$33.18	\$34.09	\$35.01	\$35.98	\$36.95			
2027	\$30.47	\$31.29	\$32.13	\$33.02	\$33.92	\$34.84	\$35.80	\$36.76	\$37.79	\$38.80			
2028	\$32.00	\$32.86	\$33.74	\$34.68	\$35.62	\$36.59	\$37.59	\$38.60	\$39.68	\$40.74			
2029	\$33.60	\$34.51	\$35.43	\$36.42	\$37.41	\$38.42	\$39.47	\$40.53	\$41.67	\$42.78			
Asst Purchasing Agent													
2026	\$22.88	\$23.50	\$24.13	\$24.77	\$25.45	\$26.12	\$26.82	\$27.54	\$28.27	\$29.03			
2027	\$24.03	\$24.68	\$25.34	\$26.01	\$26.73	\$27.43	\$28.16	\$28.92	\$29.69	\$30.48			
2028	\$25.24	\$25.92	\$26.61	\$27.32	\$28.07	\$28.81	\$29.57	\$30.37	\$31.18	\$32.01			
2029	\$26.51	\$27.22	\$27.95	\$28.69	\$29.48	\$30.26	\$31.05	\$31.89	\$32.74	\$33.62			
Payroll Clerk/Purchasing Agent													
2026	\$29.01	\$29.79	\$30.60	\$31.44	\$32.30	\$33.18	\$34.09	\$35.01	\$35.98	\$36.95			
2027	\$30.47	\$31.29	\$32.13	\$33.02	\$33.92	\$34.84	\$35.80	\$36.77	\$37.78	\$38.80			
2028	\$32.00	\$32.86	\$33.74	\$34.68	\$35.62	\$36.59	\$37.59	\$38.61	\$39.67	\$40.74			
2029	\$33.60	\$34.51	\$35.43	\$36.42	\$37.41	\$38.42	\$39.47	\$40.55	\$41.66	\$42.78			
General Service Technician CDL Required within 2 years													
2026	\$22.59	\$23.19	\$23.80	\$24.44	\$25.08	\$25.75	\$26.45	\$27.13	\$27.86	\$28.60			
2027	\$23.72	\$24.35	\$24.99	\$25.66	\$26.34	\$27.05	\$27.77	\$28.49	\$29.26	\$30.04			
2028	\$24.91	\$25.57	\$26.24	\$26.95	\$27.66	\$28.41	\$29.16	\$29.92	\$30.73	\$31.55			
2029	\$26.16	\$26.85	\$27.56	\$28.30	\$29.05	\$29.84	\$30.62	\$31.42	\$32.27	\$33.13			
Appr. Line Tech.													
2026	\$32.58	\$33.20	\$33.81	\$34.46	\$35.56								
2027	\$34.21	\$34.86	\$35.51	\$36.19	\$37.35								
2028	\$35.93	\$36.61	\$37.29	\$38.00	\$39.22								
2029	\$37.73	\$38.45	\$39.16	\$39.90	\$41.19								
Line Technician													
Graduation from Apprentices Program and possession of a CDL License to be eligible for hire:													
2026						\$36.70	\$37.87	\$39.10	\$40.36	\$41.66			
2027						\$43.50	\$44.28	\$45.08	\$45.89	\$46.72			
2028						\$45.68	\$46.50	\$47.34	\$48.19	\$49.06			
2029						\$47.97	\$48.83	\$49.71	\$50.60	\$51.52			
Lead Line Technician													
2026	\$43.14												
2027	\$48.94												
2028	\$51.39												
2029	\$53.96												
Line Technician Supervisor													
2026	\$46.05												
2027	\$51.94												
2028	\$54.54												
2029	\$57.27												

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	Electric Operations Supervisor									
2026										
2027	\$54.02									
2028	\$56.73									
2029	\$59.57									
	Engineering Technician									
2026	\$33.24	\$33.98	\$34.73	\$35.49	\$36.29	\$37.10	\$37.92	\$38.78	\$39.62	\$40.50
2027	\$34.91	\$35.68	\$36.48	\$37.26	\$38.11	\$38.96	\$39.83	\$40.72	\$41.60	\$42.53
2028	\$36.66	\$37.47	\$38.31	\$39.13	\$40.02	\$40.91	\$41.83	\$42.76	\$43.68	\$44.66
2029	\$38.50	\$39.35	\$40.23	\$41.09	\$42.03	\$42.96	\$43.93	\$44.90	\$45.87	\$46.90
	IT/Engineering Technician									
2026	\$35.09	\$36.14	\$37.22	\$38.33	\$39.48	\$40.67	\$41.89	\$43.14	\$44.44	\$45.77
2027	\$36.85	\$37.95	\$39.08	\$40.26	\$41.46	\$42.71	\$43.99	\$45.31	\$46.67	\$48.07
2028	\$38.70	\$39.85	\$41.04	\$42.28	\$43.54	\$44.85	\$46.19	\$47.58	\$49.01	\$50.48
2029	\$40.64	\$41.85	\$43.10	\$44.40	\$45.72	\$47.10	\$48.50	\$49.96	\$51.47	\$53.01
	Power Plant Operator									
2026	\$27.48	\$28.34	\$29.24	\$30.15	\$31.10	\$32.07	\$33.07	\$34.12	\$35.19	\$36.29
2027	\$28.86	\$29.76	\$30.71	\$31.66	\$32.66	\$33.68	\$34.72	\$35.83	\$36.96	\$38.11
2028	\$30.31	\$31.25	\$32.25	\$33.25	\$34.30	\$35.37	\$36.46	\$37.63	\$38.81	\$40.02
2029	\$31.83	\$32.82	\$33.87	\$34.92	\$36.02	\$37.14	\$38.29	\$39.52	\$40.76	\$42.03
	Power Plant Mechanic									
2026	\$32.89	\$33.69	\$34.52	\$35.36	\$36.23	\$37.11	\$38.01	\$38.94	\$39.89	\$40.88
2027	\$34.54	\$35.38	\$36.25	\$37.13	\$38.05	\$38.97	\$39.91	\$40.90	\$41.88	\$42.93
2028	\$36.27	\$37.15	\$38.07	\$38.99	\$39.96	\$40.92	\$41.91	\$42.95	\$43.98	\$45.08
2029	\$38.09	\$39.01	\$39.98	\$40.94	\$41.96	\$42.97	\$44.01	\$45.10	\$46.18	\$47.34
	Water Operator I ** See license requirements									
2026	\$26.07	\$26.72	\$27.38	\$28.06	\$28.76	\$29.48	\$30.20	\$30.97	\$31.74	\$32.52
2027	\$27.38	\$28.06	\$28.75	\$29.47	\$30.20	\$30.96	\$31.72	\$32.53	\$33.33	\$34.15
2028	\$28.75	\$29.47	\$30.19	\$30.95	\$31.71	\$32.51	\$33.31	\$34.16	\$35.00	\$35.86
2029	\$30.19	\$30.95	\$31.70	\$32.50	\$33.30	\$34.14	\$34.98	\$35.87	\$36.75	\$37.66
	Water Operator II ** See license requirements									
2026	\$26.88	\$27.54	\$28.20	\$28.88	\$29.58	\$30.30	\$31.03	\$31.79	\$32.54	\$33.34
2027	\$28.23	\$28.92	\$29.61	\$30.33	\$31.06	\$31.82	\$32.58	\$33.38	\$34.17	\$35.02
2028	\$29.65	\$30.37	\$31.10	\$31.85	\$32.62	\$33.42	\$34.21	\$35.05	\$35.88	\$36.78
2029	\$31.14	\$31.89	\$32.66	\$33.45	\$34.26	\$35.10	\$35.93	\$36.81	\$37.68	\$38.62
	Water Operator III ** See license requirements									
2026	\$27.41	\$28.09	\$28.79	\$29.50	\$30.24	\$31.00	\$31.78	\$32.57	\$33.39	\$34.21
2027	\$28.79	\$29.50	\$30.24	\$30.98	\$31.76	\$32.56	\$33.37	\$34.20	\$35.07	\$35.92
2028	\$30.23	\$30.98	\$31.76	\$32.53	\$33.35	\$34.19	\$35.04	\$35.91	\$36.83	\$37.72
2029	\$31.75	\$32.53	\$33.35	\$34.16	\$35.02	\$35.90	\$36.80	\$37.71	\$38.68	\$39.61
	Water / Waste Water Plant Operator ** See license requirements									
2026	\$31.03	\$31.80	\$32.57	\$33.35	\$34.16	\$34.99	\$35.84	\$36.70	\$37.59	\$38.51
2027	\$32.59	\$33.40	\$34.21	\$35.03	\$35.88	\$36.75	\$37.64	\$38.54	\$39.47	\$40.44
2028	\$34.22	\$35.07	\$35.93	\$36.79	\$37.68	\$38.59	\$39.53	\$40.47	\$41.45	\$42.47
2029	\$35.94	\$36.83	\$37.73	\$38.63	\$39.57	\$40.52	\$41.51	\$42.50	\$43.53	\$44.60
	Water/Wastewater Supervisor									
2026										
2027	\$42.06									
2028	\$44.17									
2029	\$46.38									

Wage Schedule for 2023 - 2026

Agenda Item #5

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Combined Financial Statements														
2026	YTD	Dec 2026	Nov 2026	Oct 2026	YTD	Sept 2026	Aug 2026	Jul 2026	Jun 2026	May 2026	Apr 2026	Mar 2026	Feb 2026	Jan 2026
Total Operating Rev	7,027,121	0	0	0	7,027,121	854,299	866,607	928,186	815,160	672,714	687,300	718,607	767,686	716,562
Total Other Revenue	304,751	0	0	0	304,751	35,976	7,949	41,922	32,529	31,517	28,827	29,986	31,714	64,331
Total Non Operating Rev	316,194	0	0	0	316,194	71,207	3,770	38,247	50,503	14,242	39,669	47,965	12,613	37,979
TOTAL REVENUE	7,648,066	0	0	0	7,648,066	961,482	878,327	1,008,354	898,193	718,473	755,796	796,557	812,013	818,872
Total Operating Exp	(4,529,178)	0	0	0	(4,529,178)	(639,992)	(452,994)	(575,489)	(514,002)	(364,900)	(600,929)	(463,671)	(453,876)	(463,324)
Total Admin & Gen Exp	(1,514,121)	0	0	0	(1,514,121)	(209,464)	(150,351)	(158,077)	(183,312)	(181,503)	(148,448)	(158,452)	(150,401)	(174,112)
Total Depreciation Exp	(764,188)	0	0	0	(764,188)	(95,892)	(95,835)	(96,436)	(96,480)	(69,543)	(95,101)	(31,836)	(93,370)	(89,694)
Total Non Operating Exp	(66,242)	0	0	0	(66,242)	(7,237)	(7,186)	(7,730)	(6,585)	(7,547)	(6,830)	(9,642)	(7,161)	(6,324)
TOTAL EXPENSES	(6,873,728)	0	0	0	(6,873,728)	(952,586)	(706,366)	(837,732)	(800,380)	(623,492)	(851,309)	(663,602)	(704,808)	(733,454)
NET INCOME	774,338	0	0	0	774,338	8,896	171,961	170,622	97,813	94,980	(95,512)	132,955	107,205	85,418
less W & WW P&I	273,091	0	0	0	273,091	31,296	31,296	31,296	31,296	31,296	31,296	31,296	31,296	22,723
Adjusted Net Income	501,247	0	0	0	501,247	(22,400)	140,665	139,326	66,517	63,684	(126,808)	101,659	75,909	62,695
2025	YTD	Dec 2025	Nov 2025	Oct 2025	YTD	Sept 2025	Aug 2025	Jul 2025	Jun 2025	May 2025	Apr 2025	Mar 2025	Feb 2025	Jan 2025
Total Operating Rev	8,661,033	795,602	619,524	692,738	6,553,169	693,290	770,479	834,474	735,750	620,684	621,983	653,072	788,792	834,645
Total Other Revenue	868,370	29,908	158,706	29,928	649,829	39,365	128,538	44,891	37,281	31,359	27,874	32,740	218,130	89,651
Total Non Operating Rev	464,358	49,336	13,240	39,679	362,103	56,974	23,554	40,282	53,600	27,020	46,189	52,644	16,778	45,061
TOTAL REVENUE	9,993,762	874,846	791,470	762,345	7,565,101	789,629	922,571	919,647	826,631	679,063	696,046	738,456	1,023,700	969,358
Total Operating Exp	(5,566,834)	(494,287)	(381,485)	(470,769)	(4,220,293)	(386,372)	(502,807)	(510,956)	(623,893)	(309,561)	(465,177)	(427,516)	(479,826)	(514,186)
Total Admin & Gen Exp	(1,802,592)	(172,150)	(149,337)	(149,366)	(1,331,739)	(180,761)	(128,394)	(147,936)	(147,641)	(131,738)	(162,957)	(137,145)	(150,856)	(144,311)
Total Depreciation Exp	(980,334)	(88,690)	(83,420)	(84,908)	(723,316)	(89,778)	(67,286)	(51,595)	(68,737)	(85,672)	(87,654)	(97,861)	(86,967)	(87,766)
Total Non Operating Exp	(92,568)	(6,528)	(6,413)	(8,193)	(71,434)	(8,221)	(8,018)	(8,338)	(8,608)	(8,264)	(10,276)	(8,025)	(5,881)	(5,802)
TOTAL EXPENSES	(8,442,328)	(761,655)	(620,655)	(713,236)	(6,346,782)	(665,132)	(706,505)	(718,825)	(848,879)	(535,235)	(726,064)	(670,547)	(723,530)	(752,065)
NET INCOME	1,551,436	113,191	170,815	49,109	1,218,321	124,497	216,065	200,822	(22,248)	143,831	(30,018)	67,909	300,171	217,292
less P&I Payment	505,897	21,154	21,154	112,160	351,429	35,662	35,663	35,663	35,663	35,663	35,663	35,663	51,163	50,626
Adjusted Net Income	1,045,539	92,037	149,661	(63,051)	866,892	88,835	180,402	165,159	(57,911)	108,168	(65,681)	32,246	249,008	166,666

Electric Department														
	YTD				YTD									
2026	12/31/2026	Dec 2026	Nov 2026	Oct 2026	9/30/2026	Sept 2026	Aug 2026	Jul 2026	Jun 2026	May 2026	Apr 2026	Mar 2026	Feb 2026	Jan 2026
Total Operating Rev	5,111,820	0	0	0	5,111,820	634,554	646,300	699,378	601,639	460,971	478,496	513,955	567,695	508,833
Total Other Revenue	238,937	0	0	0	238,937	23,729	26,247	26,775	24,199	19,254	19,474	19,602	22,025	57,632
Total Non Operating Rev	266,963	0	0	0	266,963	61,108	10,803	31,042	40,192	10,669	36,818	37,273	8,469	30,590
TOTAL REVENUE	5,617,720	0	0	0	5,617,720	719,391	683,350	757,195	666,029	490,895	534,788	570,830	598,189	597,055
Total Operating Exp	(3,333,265)	0	0	0	(3,333,265)	(277,853)	(369,986)	(490,846)	(422,909)	(287,665)	(370,632)	(376,096)	(372,108)	(365,170)
Total Admin & Gen Exp	(1,041,896)	0	0	0	(1,041,896)	(147,410)	(100,761)	(111,976)	(130,294)	(122,599)	(101,727)	(108,149)	(94,779)	(124,201)
Total Depreciation Exp	(314,440)	0	0	0	(314,440)	(39,387)	(39,387)	(40,022)	(40,032)	(40,032)	(38,901)	(2,084)	(37,895)	(36,699)
Total Non Operating Exp	(3,934)	0	0	0	(3,934)	(375)	(753)	(435)	(261)	(575)	(187)	(1,261)	(87)	0
TOTAL EXPENSES	(4,693,535)	0	0	0	(4,693,534)	(465,024)	(510,887)	(643,279)	(593,496)	(450,872)	(511,447)	(487,591)	(504,868)	(526,070)
NET INCOME	924,186	0	0	0	924,186	254,367	172,463	113,916	72,533	40,023	23,341	83,239	93,321	70,985
	YTD				YTD									
2025	12/31/2025	Dec 2025	Nov 2025	Oct 2025	9/30/2025	Sept 2025	Aug 2025	Jul 2025	Jun 2025	May 2025	Apr 2025	Mar 2025	Feb 2025	Jan 2025
Total Operating Rev	6,389,804	609,844	433,570	493,458	4,852,931	499,420	579,630	650,216	541,425	436,145	433,924	464,490	601,668	646,013
Total Other Revenue	317,205	22,625	17,949	22,263	254,367	22,026	37,041	25,167	26,660	21,026	18,306	24,411	24,779	54,952
Total Non Operating Rev	364,495	39,193	9,814	32,001	283,486	43,944	19,637	30,719	42,341	20,673	36,889	41,723	11,690	35,870
TOTAL REVENUE	7,071,504	671,663	461,333	547,722	5,390,784	565,390	636,308	706,102	610,426	477,844	489,119	530,624	638,137	736,835
Total Operating Exp	(4,371,683)	(399,019)	(301,165)	(381,151)	(3,290,348)	(298,049)	(393,243)	(420,958)	(420,227)	(227,565)	(380,024)	(341,656)	(396,729)	(411,897)
Total Admin & Gen Exp	(1,199,930)	(115,908)	(101,863)	(100,440)	(884,497)	(120,586)	(87,105)	(106,294)	(94,311)	(85,938)	(117,126)	(78,322)	(97,607)	(97,208)
Total Depreciation Exp	(403,478)	(36,859)	(36,690)	(36,663)	(293,266)	(36,536)	(36,530)	(12,159)	(26,722)	(34,461)	(36,461)	(36,999)	(36,699)	(36,699)
Total Non Operating Exp	(2,575)	(204)	(10)	(174)	(2,187)	(614)	0	(522)	(813)	0	0	(159)	(79)	0
TOTAL EXPENSES	(5,977,666)	(551,990)	(439,728)	(518,428)	(4,470,298)	(455,785)	(516,878)	(539,933)	(542,073)	(347,964)	(533,611)	(457,136)	(531,114)	(545,804)
NET INCOME	1,093,838	119,673	21,605	29,294	920,486	109,605	119,430	166,169	68,353	129,880	(44,492)	73,488	107,023	191,031

Water Department														
	YTD				YTD									
2026	12/31/2026	Dec 2026	Nov 2026	Oct 2026	9/30/2026	Sept 2026	Aug 2026	Jul 2026	Jun 2026	May 2026	Apr 2026	Mar 2026	Feb 2026	Jan 2026
Total Operating Rev	1,043,861	0	0	0	1,043,861	121,580	122,367	131,044	117,535	114,949	112,746	108,071	104,492	111,075
Total Other Revenue	65,565	0	0	0	65,565	8,127	4,869	11,480	6,360	9,349	6,509	6,807	7,282	4,782
Total Non Operating Rev	24,495	0	0	0	24,495	2,254	3,168	1,875	2,599	2,997	2,325	3,451	3,665	2,161
TOTAL REVENUE	1,133,921	0	0	0	1,133,921	131,961	130,405	144,399	126,494	127,295	121,581	118,330	115,439	118,019
Total Operating Exp	(769,394)	0	0	0	(769,394)	(310,913)	(39,299)	(29,107)	(45,741)	(38,214)	(179,004)	(42,570)	(38,061)	(46,485)
Total Admin & Gene Exp	(282,055)		0	0	(282,055)	(37,324)	(28,792)	(27,383)	(31,167)	(34,779)	(26,985)	(31,396)	(34,671)	(29,558)
Total Depreciation Exp	(233,368)	0	0	0	(233,368)	(29,330)	(29,330)	(29,330)	(29,364)	(29,379)	(29,238)	(2,790)	(28,544)	(26,063)
Total Non Operating Exp	(62,308)	0	0	0	(62,308)	(6,863)	(6,433)	(7,295)	(6,324)	(6,971)	(6,644)	(8,381)	(7,074)	(6,324)
TOTAL EXPENSES	(1,347,125)	0	0	0	(1,347,125)	(384,430)	(103,854)	(93,115)	(112,596)	(109,343)	(241,871)	(85,137)	(108,349)	(108,430)
NET INCOME	(213,204)	0	0	0	(213,205)	(252,469)	26,551	51,284	13,898	17,952	(120,290)	33,192	7,089	9,589
less P&I Accrual for NEDQ	248,323	0	0	0	248,323	28,544	28,544	28,544	28,544	28,544	28,544	28,544	28,544	19,971
Adjusted Net Income	(461,527)	0	0	0	(461,527)	(281,013)	(1,993)	22,740	(14,646)	(10,592)	(148,834)	4,648	(21,454)	(10,382)
						** Reclassified Longs creek rental to maintenance								
	YTD				YTD									
2025	12/31/2025	Dec 2025	Nov 2025	Oct 2025	9/30/2025	Sept 2025	Aug 2025	Jul 2025	Jun 2025	May 2025	Apr 2025	Mar 2025	Feb 2025	Jan 2025
Total Operating Rev	1,134,166	92,299	90,434	103,762	847,746	99,077	94,890	89,513	100,453	90,126	93,835	93,124	92,011	94,717
Total Other Revenue	222,593	5,471	138,322	4,543	74,256	10,014	6,049	16,678	7,067	6,717	5,151	5,407	9,218	7,956
Total Non Operating Rev	42,575	3,212	2,935	2,238	34,190	4,765	3,312	3,193	3,116	5,779	3,149	3,095	4,688	3,093
TOTAL REVENUE	1,399,333	100,982	231,691	110,543	956,192	113,856	104,251	109,384	110,636	102,622	102,135	101,626	105,917	105,766
Total Operating Exp	(643,459)	(37,373)	(38,848)	(43,616)	(520,756)	(42,533)	(52,975)	(45,466)	(162,382)	(41,576)	(37,588)	(41,122)	(41,484)	(55,630)
Total Admin & General Exp	(371,712)	(33,689)	(26,922)	(31,161)	(277,894)	(36,614)	(24,739)	(25,212)	(37,540)	(24,687)	(26,370)	(39,301)	(32,717)	(30,714)
Total Depreciation Exp	(297,376)	(27,339)	(27,049)	(27,049)	(215,939)	(27,060)	(6,438)	(16,063)	(22,802)	(27,006)	(26,988)	(36,657)	(26,063)	(26,862)
Total Non Operating Exp	(88,653)	(6,324)	(6,403)	(7,125)	(68,801)	(7,586)	(7,997)	(7,795)	(7,774)	(8,243)	(10,255)	(7,845)	(5,653)	(5,653)
TOTAL EXPENSES	(1,401,200)	(104,725)	(99,222)	(108,951)	(1,083,390)	(113,793)	(92,149)	(94,536)	(230,498)	(101,512)	(101,201)	(124,925)	(105,917)	(118,859)
NET INCOME	(1,947)	(3,743)	132,469	1,592	(127,198)	63	12,102	14,848	(119,862)	1,112	934	(23,299)	-	(13,093)
less P&I Accrual for NEDQ	224,499	18,402	18,402	18,402	169,293	18,402	18,402	18,402	18,402	18,402	18,402	18,402	20,508	19,971
Adjusted Net Income	(226,446)	(22,145)	114,067	(16,810)	(296,491)	(18,339)	(6,300)	(3,554)	(138,264)	(17,290)	(17,468)	(41,701)	(20,508)	(33,064)

Wastewater Department														
	YTD				YTD									
2026	12/31/2026	Dec 2026	Nov 2026	Oct 2026	9/30/2026	Sept 2026	Aug 2026	Jul 2026	Jun 2026	May 2026	Apr 2026	Mar 2026	Feb-26	Jan 2026
Total Operating Rev	693,734	0	0	0	693,734	78,335	78,176	77,995	76,242	77,022	76,282	76,867	75,824	76,991
Total Other Rev	12,288	0	0	0	12,288	2,791	1,318	1,642	1,003	1,332	695	1,900	943	665
Total Non Operating Rev	35,539	0	0	0	35,539	7,845	602	5,330	7,713	575	526	7,241	479	5,228
TOTAL REVENUE	741,561	0	0	0	741,560	88,970	80,096	84,967	84,958	78,930	77,502	86,008	77,246	82,884
Total Operating Exp	(237,223)	0	0	0	(237,223)	(32,750)	(20,519)	(34,291)	(24,062)	(18,104)	(29,602)	(24,042)	(22,707)	(31,146)
Total Admin & Gen Exp	(190,170)	0	0	0	(190,170)	(24,730)	(20,798)	(18,718)	(21,852)	(24,125)	(19,736)	(18,907)	(20,952)	(20,353)
Total Depreciation Exp	(216,381)	0	0	0	(216,381)	(27,176)	(27,118)	(27,084)	(27,084)	(131)	(26,962)	(26,962)	(26,932)	(26,932)
Total Non Operating Exp	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL EXPENSES	(643,774)	0	0	0	(643,774)	(84,656)	(68,435)	(80,093)	(72,998)	(42,360)	(76,300)	(69,911)	(70,590)	(78,431)
NET INCOME	97,787	0	0	0	97,786	4,314	11,661	4,874	11,960	36,570	1,202	16,097	6,655	4,453
less P&I Payment Accrual	24,768				24,768	2,752	2,752	2,752	2,752	2,752	2,752	2,752	2,752	2,752
Adjusted Net Income	73,019	0	0	0	73,018	1,562	8,909	2,122	9,208	33,818	(1,550)	13,345	3,903	1,701
	YTD				YTD									
2025	12/31/2025	Dec 2025	Nov 2025	Oct 2025	9/30/2025	Sept 2025	Aug 2025	Jul 2025	Jun 2025	May 2025	Apr 2025	Mar 2025	Feb 2025	Jan 2025
Total Operating Rev	899,233	73,747	75,796	75,752	673,938	75,020	76,030	74,988	74,009	74,518	74,376	75,601	75,304	74,091
Total Other Rev	307,435	499	679	1,563	304,694	5,700	83,268	911	1,629	1,552	2,367	1,455	182,823	24,990
Total Non Operating Rev	57,290	6,931	491	5,440	44,428	8,265	605	6,370	8,144	568	6,151	7,826	400	6,098
TOTAL REVENUE	1,263,958	81,177	76,966	82,754	1,023,060	88,985	159,903	82,269	83,782	76,638	82,894	84,882	258,527	105,179
Total Operating Exp	(299,069)	(37,089)	(20,459)	(25,152)	(216,369)	(24,867)	(35,320)	(22,665)	(19,557)	(18,715)	(26,051)	(23,481)	(20,609)	(25,104)
Total Admin & General Exp	(230,219)	(22,553)	(20,552)	(17,765)	(169,348)	(23,561)	(16,550)	(16,430)	(15,790)	(21,113)	(19,461)	(19,522)	(20,532)	(16,389)
Total Depreciation Exp	(279,480)	(24,492)	(19,681)	(21,196)	(214,111)	(26,182)	(24,318)	(23,373)	(19,213)	(24,205)	(24,205)	(24,205)	(24,205)	(24,205)
Total Non Operating Exp	(1,341)	0	0	(894)	(447)	(21)	(21)	(21)	(21)	(21)	(21)	(21)	(149)	(149)
TOTAL EXPENSES	(810,109)	(84,134)	(60,692)	(65,007)	(600,275)	(74,631)	(76,209)	(62,489)	(54,581)	(64,054)	(69,738)	(67,229)	(65,495)	(65,847)
NET INCOME	453,849	(2,957)	16,274	17,748	422,785	14,354	83,694	19,780	29,201	12,584	13,156	17,653	193,032	39,332
less P&I Payment Accrual	281,398	2,752	2,752	93,758	182,136	17,260	17,261	17,261	17,261	17,261	17,261	17,261	30,655	30,655
Adjusted Net Income	172,451	(5,709)	13,522	(76,010)	240,649	(2,906)	66,433	2,519	11,940	(4,677)	(4,105)	392	162,377	8,677

Garbage Department														
	YTD				YTD									
2026	12/31/2026	Dec 2026	Nov 2026	Oct 2026	9/30/2026	Sept 2026	Aug 2026	Jul 2026	Jun 2026	May 2026	Apr 2026	Mar 2026	Feb 2026	Jan 2026
Total Operating Rev	177,706	0	0	0	177,706	19,831	19,764	19,769	19,744	19,771	19,775	19,713	19,675	19,663
Total Other Revenue	14,208	0	0	0	14,208	1,330	1,763	2,025	968	1,581	2,150	1,676	1,464	1,251
Total Non Operating Rev	-	0	0	0	-	0	0	0	0	0	0	0	0	0
TOTAL REVENUE	191,914	0	0	0	191,914	21,160	21,527	21,794	20,712	21,353	21,925	21,390	21,139	20,914
Total Operating Exp	(189,296)	0	0	0	(189,296)	(18,477)	(23,190)	(21,245)	(21,290)	(20,917)	(21,691)	(20,963)	(20,999)	(20,523)
Total Admin & Gen Exp	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Depreciation Exp	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Non Operating Exp	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL EXPENSES	(189,296)	0	0	0	(189,296)	(18,477)	(23,190)	(21,245)	(21,290)	(20,917)	(21,691)	(20,963)	(20,999)	(20,523)
NET INCOME	2,618	0	0	0	2,618	283	738	549	(578)	435	234	427	139	391
less Principal Payment	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Adjusted Net Income	2,618	0	0	0	2,618	283	738	549	(578)	435	234	427	139	391
2025	YTD				YTD									
	12/31/2025	Dec 2025	Nov 2025	Oct 2025	9/30/2025	Sept 2025	Aug 2025	Jul 2025	Jun 2025	May 2025	Apr 2025	Mar 2025	Feb 2025	Jan 2025
Total Operating Rev	237,756	19,711	19,723	19,767	178,555	19,773	19,929	19,757	19,863	19,895	19,848	19,857	19,809	19,824
Total Other Revenue	21,136	1,313	1,756	1,559	16,508	1,625	2,180	2,135	1,925	2,064	2,049	1,467	1,310	1,753
Total Non Operating Rev	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL REVENUE	258,892	21,024	21,479	21,325	195,063	21,398	22,109	21,892	21,788	21,960	21,897	21,324	21,119	21,577
Total Operating Exp	(255,489)	(20,806)	(21,013)	(20,850)	(192,820)	(20,923)	(21,269)	(21,867)	(21,727)	(21,705)	(21,514)	(21,257)	(21,004)	(21,555)
Total Admin & Gen Exp	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Depreciation Exp	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Non Operating Exp	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL EXPENSES	(255,489)	(20,806)	(21,013)	(20,850)	(192,820)	(20,923)	(21,269)	(21,867)	(21,727)	(21,705)	(21,514)	(21,257)	(21,004)	(21,555)
NET INCOME	3,403	219	466	475	2,243	476	839	25	61	255	383	68	115	22
less Principal Payment											0	0	0	0
Adjusted Net Income	3,403	219	466	475	2,243	476	839	25	61	255	383	68	115	22

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book adjustments

Auburn State Bank (Checking Acct) (1)

September 30, 2026

Account: 1010202

Bank Account Number: 191494

Bank Statement Balance:	4,353,872.82	Book Balance Previous Month:	4,721,421.75
Outstanding Deposits:	4,670.33	Total Receipts:	844,494.32
Outstanding Checks:	26,191.16	Total Disbursements:	1,233,564.08
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	4,332,351.99	Book Balance:	4,332,351.99
		Proof (Bank balance less book balance):	.00

Outstanding Deposits Section

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount
1196	795.56	1201	1,292.60	1202	2,582.17		
Grand Totals:							4,670.33

Deposits cleared: 60 items Deposits Outstanding: 3 items

Outstanding Checks Section

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
1	191.29	1	25.00	2	62.26	3	115.96
4	128.48	5	23.62	6	53.68	9	32,009.03
1355	104.34	48866	129.70	48984	82.95	49141	40.25
49204	99.73	49207	228.22	49355	47.89	50109	157.55
50114	30.53	50331	142.68	50613	103.51	50744	21.74
50797	400.00	51089	254.44	51166	500.00	51202	378.00
51221	85.58	51241	500.00	51242	52.00	51254	9,467.13
51260	80.28	51261	121.58	71526102	27.63	73126111	518.49
73126112	109.39	83126103	18,377.71	83126105	1,784.59	93026104	780.05
93026106	20,922.92	93026108	1,201.40	93026109	969.38	93026110	262.82
Grand Totals:							26,191.16

Checks cleared: 99 items Checks Outstanding: 40 items

Bank Adjustments Section

Book Adjustments Section

Board of Public Works

Bank Reconciliation Report - by Bank Number

Page: 1

Oct 14, 2026 9:45AM

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book adjustments

Auburn State Bank-DESIGNATED FUNDS (MMG) (2)

September 30, 2026

Account: 1010204

Bank Account Number: 457285

Bank Statement Balance:	1,101,376.21	Book Balance Previous Month:	1,100,879.46
Outstanding Deposits:	.00	Total Receipts:	496.75
Outstanding Checks:	.00	Total Disbursements:	.00
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	1,101,376.21	Book Balance:	1,101,376.21
		Proof (Bank balance less book balance):	.00

Outstanding Deposits Section

Deposits cleared: 1 items Deposits Outstanding: 0 items

Checks cleared: 0 items Checks Outstanding: 0 items

Bank Adjustments Section

Book Adjustments Section

CD - I N V E S T M E N T S - S E P T E M B E R 2 0 2 6

GL	ISSUED/ RENEWED DATE	MATURITY DATE	NUM.	TERM	INT.	RATE	OWNER	BANK	ORIGINAL\$	CURRENT\$
ELECTRIC DEPARTMENT										
1200	03/24/25	03/24/27	1106849	12 MO	CMPQ	4.06%	Capitol Reserves	UBT	217,451.90	230,291.41
1200	05/29/26	05/29/29	1167833	36 MO	CMPQ	4.05%	Capitol Reserves	UBT	612,531.76	618,691.98
1200	07/09/26	07/09/28	1173272	24 MO	CMPQ	4.04%	Capitol Reserves	UBT	2,197,446.17	2,197,446.17
1200	09/23/26	09/23/28	1188784	24 MO	CMPQ	4.10%	Capitol Reserves	UBT	3,501,329.07	3,501,329.07
1200	10/31/25	10/31/26	21681	12 MO	CMPQ	4.00%	Capitol Reserves	ASB	671,599.51	721,240.76
TOTAL ELECTRIC INVESTMENTS										\$7,268,999.39
									3,501,329.07	
WATER DEPARTMENT										
1200	5/29/2026	05/29/29	1167847	36 MO	CMPQ	4.05%	Capitol Reserves	UBT	320,609.93	323,834.30
1200	7/9/2026	07/09/28	1173237	24 MO	CMPQ	4.04%	Capitol Reserves	UBT	254,552.75	254,552.75
1200	09/23/26	09/23/28	1188798	24 MO	CMPQ	4.10%	Capitol Reserves	UBT	283,734.72	283,734.72
TOTAL WATER INVESTMENTS										\$ 862,121.77
SEWER DEPARTMENT										
1200	07/09/26	07/09/28	1173265	24 MO	CMPQ	4.04%	Capitol Reserves	UBT	488,106.99	488,106.99
1200	09/23/26	09/23/28	1188777	24 MO	CMPQ	4.10%	Capitol Reserves	UBT	709,861.84	709,861.84
TOTAL W.W. INVESTMENTS										\$1,197,968.83
									709,861.84	
TOTAL INVESTMENTS										\$9,329,089.99

CMPQ = compound quarterly

CMPSA = compound semi-annually

CMPA = compound annually

INTEREST ALLOCATION								
AUBURN STATE BANK RECONCILIATION - Through 09/30/2026								
		Prior Months balance #457285 \$1,100,879.46	Allocation		Deposits/ Transfers	Increase/ Decrease in Designated Funds	Checks/ Transfers/ Adjustments	Ending Balance #457285 \$1,101,376.21
E.Prev.Bal.		\$839,913.08	76.3%					
\$378.99		\$378.99						
E. REV.%	76.3%	\$839,913.08	100.0%	interest rounding	\$378.99 -\$0.02		\$0.01 \$0.00	\$840,292.06
		\$839,913.08	100.0%			378.97		
		\$0.00						\$840,292.06
W Prev. Bal.		\$163,228.64	14.83%				\$0.00	
\$73.67		\$73.67						
W. REV.%	14.83%	\$163,228.64	100.0%	interest rounding	\$73.67			\$163,302.31
		\$163,228.64	100.00%			73.67		
		\$0.00						\$163,302.31
WW.Prev.Bal.		\$97,737.75	8.88%					
\$44.11		\$44.11		rounding			\$0.00	
WW. REV%	8.88%	\$97,737.75	100.0%	interest	\$44.11			\$97,781.85
		\$97,737.75	100.00%			44.11		
		\$0.00	100.00%					\$97,781.85
496.75		\$1,100,879.47 v				496.75		\$1,101,376.22
** adjusted for rounding								
						INTEREST		\$378.97
						INTEREST		73.67
						INTEREST		\$44.11
Total Interest								496.75

2026 Interest

Dec	
Nov	
Oct	
Sept	2,515.41
Aug	2,597.59
Jul	2,538.36
June	2,492.31
May	2,687.81
Apr	2,595.12
Mar	2,711.85
Feb	2,393.95
Jan	2,645.96
<u>23,178.36</u> YTD Interest	

2025 Interest

Dec	2,667.99
Nov	2,601.93
Oct	2,558.15
Sept	2,675.67
Aug	2,853.66
Jul	2,774.76
Jun	2,706.98
May	2,761.46
Apr	2,622.92
Mar	2,673.84
Feb	2,343.16
Jan	2,433.86
<u>29,006.39</u> YTD Interest	

PLEDGING ANALYSIS						
Auburn State Bank - September 2026 Pledge Analysis						
PLEDGE#	ISSUE DATE	ORIGINAL AMOUNT	MATURITY	SECURITY PLEDGED	RATING-SP/Moodys	9/30/2026
112128KN2	12/19/17	\$ 130,000.00	12/15/29	BROKEN BOW NEB GO	NR	\$ 118,684.85
187857GD3	11/27/23	\$ 900,000.00	04/01/40	CLINTON-MACOMB MI PUB LIBR	NR	\$ 693,516.78
3137BLEX2	9/1/2015	\$ 1,600,000.00	9/15/2045	FHLMC REMIC SERIES 4510	NR	\$ 604,905.62
3137H5FZ5	04/25/23	\$ 500,000.00	11/25/30	FHLMC REMIC Series K-J37	NR	\$ 460,259.45
3137FMCW0	08/07/19	\$ 2,000,000.00	05/25/29	FHMS KF63 A	NR	\$ 844,073.74
3140J2QH2	10/26/23	\$ 500,000.00	12/01/30	FNMA MBS BL9455	NR	\$ 426,901.33
3140LANP6	01/01/21	\$ 500,000.00	01/01/31	FNMA MBS BLLN MULTI 7+	NR	\$ 392,873.84
3140LBB85	12/21/23	\$ 500,000.00	02/01/36	FNMA MBS BLLN MULTI 7+	NR	\$ 337,233.65
3136AYEX7	09/01/17	\$ 500,000.00	09/25/35	FNMA REMIC TRUST 2017-83	NR	\$ 62,580.90
3136BLET3	09/18/23	\$ 500,000.00	12/25/46	FNR 2022-3EA	NR	\$ 242,112.74
34682EML4	03/01/19	\$ 330,000.00	09/01/36	FORT BEND CNTY TEX MUN UTIL	NR	\$ 285,330.90
3617LUUA4	06/27/22	\$ 1,100,000.00	02/20/70	GNMA HMBS	NR	\$ 83,382.08
38378BA74	08/01/12	\$ 875,000.00	11/16/51	GNMA REMIC TRUST 2012-100 AC	NR	\$ 61,151.89
38376RB70	04/09/20	\$ 1,150,000.00	10/20/66	GNMA REMIC TRUST 2016-H23	NR	\$ 101,873.76
38383PLB5	04/09/20	\$ 1,150,000.00	10/20/66	GNMA REMIC TRUST 2022-05	NR	\$ 628,920.07
414108KB5	05/15/20	\$ 375,000.00	08/15/36	HARRIS CO TX FRESH WTR SUPP	NR	\$ 277,042.65
564386TG5	02/20/24	\$ 595,000.00	02/15/31	MANSFIELD TEX INDPT SCH DIST	NR	\$ 511,812.22
564386TA8	08/20/24	\$ 105,000.00	02/15/31	MANSFIELD TEX INDPT SCH DIST	NR	\$ 92,767.90
682001GZ9	02/20/25	\$ 1,000,000.00	02/01/46	OMAHA PUB PWR DIST NEB ELEC REC	NR	\$ 986,370.80
83165BBH4	03/01/19	\$ 1,000,000.00	08/25/28	SBA PC VAR QTRLY ADJ	NR	\$ 74,054.38
784420AQ4	12/15/05	\$ 1,750,000.00	12/15/05	SLC STUDENT LN TR 2005-3	NR	\$ 925,877.47
78443VAG7	01/25/07	\$ 1,000,000.00	01/25/42	SLM STUDENT LOAN TR 2007-1	NR	\$ 454,923.38
78443FAF4	07/19/07	\$ 1,000,000.00	01/25/43	SLM STUDENT LOAN TR 2007-5	NR	\$ 314,859.25
878867AF7	04/15/20	\$ 600,000.00	11/01/34	TECUMSEH NE RFD BDS	NR	\$ 498,037.26
91282CBL4	08/16/23	\$ 450,000.00	02/15/31	UNITED STATES TREASURY	NR	\$ 382,113.28
91282CBS9	08/17/22	\$ 500,000.00	03/01/28	UNITED STATES TREASURY	NR	\$ 474,277.35
915899RK6	03/17/21	\$ 1,000,000.00	01/15/51	UPPER MERION PA AREA SCH DIST	NR	\$ 824,115.60
BOOK VALUE		\$21,610,000.00	MKT. VALUE			\$ 11,160,053.14

PLEDGING ANALYSIS (cont.)									
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AUBURN STATE BANK BALANCES - SEPTEMBER 2026		
Flexible Spending #443450		\$3,694.85
MMG # 457285	(T/D,Ins.,Rev.)	\$1,101,376.21
MMG #191494	E,W,WW Rev.	\$3,668,543.60
SNA #191460	E,W,WW Rev.	\$685,329.22
		\$5,458,943.88

AUBURN STATE BANK BALANCES - SEPTEMBER 2026		
Flexible Spending #443450		\$3,694.85
MMG # 457285	(T/D,Ins.,Rev.)	\$1,101,376.21
MMG #191494	E,W,WW Rev.	\$3,668,543.60
SNA #191460	E,W,WW Rev.	\$685,329.22
		\$5,458,943.88

AUBURN STATE BANK BALANCES - SEPTEMBER 2026		
Flexible Spending #443450		\$3,694.85
MMG # 457285	(T/D,Ins.,Rev.)	\$1,101,376.21
MMG #191494	E,W,WW Rev.	\$3,668,543.60
SNA #191460	E,W,WW Rev.	\$685,329.22
		\$5,458,943.88

Bank/CDs Total	\$6,180,184.64
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Bank/CDs Total	\$6,180,184.64
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RECAP:	Original Pledge	Market Value
F.D.I.C.	\$250,000.00	\$250,000.00
Pledges	<u>\$21,610,000.00</u>	<u>\$11,160,053.14</u>
Sub-total	\$21,860,000.00	\$11,410,053.14
Bank/CD x 1.02	\$6,303,788.33	\$6,303,788.33
Difference	\$15,556,211.67	\$5,106,264.81

Need additional pledge in the amount of = \$00.00

CD Totals All Institutions	\$9,329,089.99
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CD Totals All Institutions	\$9,329,089.99
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Union Bank & Trust Company - September 2026 Pledge Analysis

PLEDGE #	ISSUE DATE	AMOUNT	MATURITY	SECURITY PLEDGED	RATING- SP/Moodys	9/30/2026
91282CQG9	09/21/26	10,000,000.00	3/31/2031	UNITED STATES TREASURY NOTE		\$818,545.41
38381WT99	09/05/19	1,824,922.55	07/20/49	US TREASURER BILL	AAA	\$102,677.47
36179YAT1	12/27/23	4,761,666.35	07/20/53	GNMA PASS THRU POOL #MA9018M		\$454,877.30
3132XF6Z6	07/13/26	11,500,000.00	11/01/30	FHLMC FR WN1781		\$7,147,935.00
	BOOK VALUE	\$28,086,588.90			MKT. VALUE	\$8,524,035.18

BANK BALANCES SEPTEMBER 2026	
	\$5,458,943.88

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	\$5,458,943.88

Bank/CDs Total	\$8,607,849.23
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RECAP:	Original Pledge	Market Value
F.D.I.C.	\$250,000.00	\$250,000.00
Pledges	<u>\$28,086,588.90</u>	<u>\$8,524,035.18</u>
Sub-total	\$28,336,588.90	\$8,774,035.18
Bank/CDx1.02	\$8,780,006.21	\$8,780,006.21
Difference	\$19,556,582.69	-\$5,971.03

Need additional pledge in the amount of = \$0.00

Auburn State Bank C.D.'s - September 2026	
21681	\$721,240.76
	\$721,240.76

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21681	\$721,240.76
	\$721,240.76

Auburn State Bank C.D.'s - September 2026	
21681	\$721,240.76
	\$721,240.76

Union Bank C.D.'s - September 2026	
1167833	\$618,691.98
1167847	323,834.30
1106849	230,291.41
1173272	2,197,446.17
1173237	254,552.75
1173265	488,106.99
1178777	709,861.84
1178784	3,501,329.07
1178798	283,734.72
TOTAL	\$8,607,849.23

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City of Auburn
Board of Public Works

Check Register - For Board Claims - no signature line
Check Issue Dates: 10/1/2026 - 10/31/2026

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Report Criteria:
Report type: Summary

Check Issue Date	Check Number	Payee	Description	Amount
10/21/2026	51270	AKRS Equipment Solutions Inc.	GALLON BAR & CHAIN OIL	.00
10/21/2026	51271	American Recycling & Sanitation	CONTRACTED AMOUNT	20,011.68
10/21/2026	51272	Anderson, Aracelly	CLEANING	600.00
10/21/2026	51273	B 103	COOP AD	171.00
10/21/2026	51274	BCom Solutions, LLC	WORD PRESS	384.99
10/21/2026	51275	Bizco Technologies	PROOFPOINT	3,703.88
10/21/2026	51276	Board Of Public Works	AUBURN STREE LIGHTS	19,341.41
10/21/2026	51277	Border States Industries Inc	FUSE - S & C TYPE 1 AMP STD	4,754.05
10/21/2026	51278	Bulldog Auto Supply	RETURN - REPEL WIPER BLADES 17	20.43
10/21/2026	51279	Capital Business Systems, Inc	RICOH COPIER	404.17
10/21/2026	51280	Capital One Spark Business	SCOURING PAD	4,548.15
10/21/2026	51281	Carpenter Paper Company	PETSHIRT - T-SHIRT RAGS 50# BOX	112.89
10/21/2026	51282	CCI-ATX, LLC	07603060 CS - White Scrim 13x14 Flat Wipes	426.77
10/21/2026	51283	City of Auburn	FRANCHISE FEE	15,457.79
10/21/2026	51284	Concrete Industries Inc	SCREENED LESTONE BULK	26.36
10/21/2026	51285	County Publications	RENEWAL	428.71
10/21/2026	51286	Credit Information Services	CREDIT CHECKS	14.45
10/21/2026	51287	Dammast, Jeff	REBATE	30.00
10/21/2026	51288	DHHS State of Nebraska	COLIFORM BY COLILERT	91.00
10/21/2026	51289	Dutton-Lainson Company	WATER METER - ERT REMOTE ANTENNA	1,661.40
10/21/2026	51290	Eggers Brothers Inc	TAX CREDIT - INV 117260	305.16
10/21/2026	51291	Ehmke, Carol	REBATE	30.00
10/21/2026	51292	Electric Pump LLC	Parts & Labor to Repair Flygt 3085 Submersible Pump	42,588.96
10/21/2026	51293	Environmental Systems Research Institute	ArcGIS Online Mobile Worker User Type Annual Subs 1/4/27-	5,907.00
10/21/2026	51294	Filter Care of Nebraska	CLEAN FILTERS	126.95
10/21/2026	51295	Frontier Cooperative	ON TARGET & SUPERB HC	1,083.64
10/21/2026	51296	Gilbert Services	4 WHEEL ALIGNMENT - UNIT 33	142.46
10/21/2026	51297	Glenn's Corner Market	CLEANING SUPPLIES	13.71
10/21/2026	51298	Grainger Inc	8CF26 - Graduated Beaker 600ML Sterile 5/BX	107.67
10/21/2026	51299	Great Plains Lawn Care	LAWN CARE	1,350.00
10/21/2026	51300	Green Care Lawn Service	LAWN CARE	1,120.00
10/21/2026	51301	Hawkins Inc	CHLORINE & HYDROFLOURIDE ACID	893.51
10/21/2026	51302	HireRight Solutions LLC	BACKGROUND CHECK	987.06
10/21/2026	51303	HOA Solutions Inc	SDQ-ATV320-7.5KW-200/240V-3PH - VFD FOR WELL 5	1,437.75
10/21/2026	51304	Interstate All Battery Center	BATTERY - RECHARGEABLE 12V (F2)	211.26
10/21/2026	51305	Jackson Services Inc.	MATS	2,342.98
10/21/2026	51306	JK Energy Consulting, LLC	COST OF SERVICE RATE STUDY	2,000.00
10/21/2026	51307	Johnny's Tire & Battery	TIRE REPAIR	22.00
10/21/2026	51308	Johnson, Brad	REBATE	1,200.00
10/21/2026	51309	Kansas Municipal Utilities	LINEWORKER APPRENTICESHIP - GORACKE	600.00
10/21/2026	51310	Kruse, Darrell	REBATE	30.00
10/21/2026	51311	Lawson Products Inc	WASHER - FLAT SAE 1/2 IN	146.48
10/21/2026	51312	League Of Nebraska Municipalities	BACKFLOW - THEYE	80.00
10/21/2026	51313	Lincoln Winwater	PARTIAL ORDER - BLACK IRON FITTINGS - QUOTE # 0036	381.86
10/21/2026	51314	Lynch's Hardware & Gifts	AIR COND COVER	22.81
10/21/2026	51315	McMaster-Carr Supply Company	Air Filter Media Roll 10'Lx12"Wx1/2"Thick 60 Pores/Inch	73.58
10/21/2026	51316	Midwest Laboratories Inc	TESTING SUPPLIES	308.00
10/21/2026	51317	Miller & Associates Consulting Engineers	PROFESSIONAL SERVICES - AUG - SEP '26	1,430.00
10/21/2026	51318	Municipal Energy Agency of Nebraska	JOB TRAINING AND SAFETY	2,052.75
10/21/2026	51319	Municipal Supply of NE Inc	FORD GT-210 - 5/8" FLAT RUBBER GASKET EXP CONNE	230.68
10/21/2026	51320	Nebraska Public Health Environmental Lab	CBOB	114.00
10/21/2026	51321	Nemaha County Clerk	LEIN RELEASE	10.00
10/21/2026	51322	Nemaha County Sheriffs Office	BREATH TEST	25.00
10/21/2026	51323	One Call Concepts Inc	LOCATES	132.52
10/21/2026	51324	Outifi	RESPONSE MANAGEMENT SUBSCRIPTION	800.00

City of Auburn
Board of Public Works

Check Register - For Board Claims - no signature line
Check Issue Dates: 10/1/2026 - 10/31/2026

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Check Issue Date	Check Number	Payee	Description	Amount
10/21/2026	51325	Petty Cash	CONTAINER WATER PLANT	37.97
10/21/2026	51326	Pinpoint Auburn, Inc	PHONE SERVICE 10/01/26-10/31/2026	354.27
10/21/2026	51327	PIP Marketing Signs & Print	UTILITY BILL	2,498.21
10/21/2026	51328	Quill LLC	COPY PAPER & ELECTRONICS DUSTER	181.39
10/21/2026	51329	RESCO	ARRESTOR - LIGHTNING 10 KVA DIST WITH BRACKET	1,591.11
10/21/2026	51330	Rewound Power Motors	REPAIR 7.4hp FLYGT 3127.181-2667 PUMP - SN 3127.181-	4,357.76
10/21/2026	51331	Sack Lumber Company	3/4 CDX PLYWOOD 4X8 SE	224.17
10/21/2026	51332	T-Mobile	CELL SERVICE 8/21/2026-9/20/2026	437.32
10/21/2026	51333	Truck Center Companies	SEAT COVER CUSHION GREY VINYL	268.64
10/21/2026	51334	United States Postal Service	POSTAGE	8,622.17
10/21/2026	51335	Village of Brownville	WATER	8,870.17
10/21/2026	51336	Village of Nemaha	GARBAGE	5,559.57
10/21/2026	51337	Water Engineering Inc	MONTHLY AGREEMENT	462.36
10/21/2026	51338	Wesco Distribution Inc	Hastings 10-168 All Purpose Cleaner 1GAL	2,646.00
10/21/2026	51339	WesTech Engineering LLC	RETURN FREIGHT	52,312.80
10/21/2026	51340	Wheeler, Dennette	REBATE	900.00
10/21/2026	51341	Zoro Tools Inc	Gasola Soft-Set Thread Sealant with PTFE 1/2 Pint	390.17
10/21/2026	51346	AKRS Equipment Solutions Inc.	GALLON BAR & CHAIN OIL	120.27
10/21/2026	51347	Bulldog Auto Supply	SPARK PLUGS & WIRE KIT	149.26
Grand Totals:				230,480.53

Report Criteria:

Report type: Summary

Check Number	Check Issue Date	Payee	Amount
51342	10/21/2026	McLaughlin, Kristi	29.76
51343	10/21/2026	Murray, Emily	162.98
51344	10/21/2026	State of NE Financial Services	1,115.00
51345	10/21/2026	Wolff, Addison	106.73
Grand Totals:			1,414.47

CHECKS WRITTEN NEED RATIFIED	
AFLAC	234.16
Ameritas	9,046.91
ASB	550.00
Black Hills Energy	174.13
NSF Checks	1,322.38
Chase Paymentech	2,206.43
Constellation Energy	101.26
DIRECT DEPOSIT TOTAL	65,710.86
IBEW 1536	780.05
IRS	26,175.71
Medica	20,922.92
NDOR W/H	7,058.93
Ne Waste Red. & Recycling Fee	25.00
Nebraska Department of Revenue	32,188.79
NPPD	260,832.73
Point C	1,273.35
Quadient	100.00
Southwest Power Pool	40,862.56
Standard	2,817.60
United Parcel Service	60.10
Verizon Wireless	90.05
WAPA	43,984.60
WEX Fleet Universal	4,233.23
Xpress Bill Pay	1,133.78
	<u>521,885.53</u>

CLAIMS BY FUND	
ELECTRIC	60,752.01
WATER	60,326.65
WASTEWATER	76,470.10
VILLAGES	14,429.74
GARBAGE	19,916.50
	<u>231,895.00</u>

September Claims Transfer Request - ASB Money Market to Checking

Vendor Claims		231,895.00	Prior Month ACH Claims	521,885.53
Prior Month ACH Claims		521,885.53	AFLAC	234.16
Payroll		175,000.00	Ameritas	9,046.91
			ASB	550.00
			Black Hills Energy	174.13
	Payments	<u>928,780.53</u>	NSF Checks	1,322.38
			Chase Paymentech	2,206.43
			Constellation Energy	101.26
Bank Balance Checking	9/30/2026	685,329.22	DIRECT DEPOSIT TOTAL	65,710.86
O/S Checks & ACH		28,191.16	IBEW 1536	780.05
O/S Deposits - 191460		4,670.33	IRS	26,175.71
		<u>661,808.39</u>	Medica	20,922.92
			NDOR W/H	7,058.93
			Ne Waste Red. & Recycling Fee	25.00
Payments - Balance		(266,972.14)	Nebraska Department of Revenue	32,188.79
			NPPD	260,832.73
Operational Transfer Request		321,000.00	Point C	1,273.35
			Quadient	100.00
Estimated Ending Balance		54,027.86	Southwest Power Pool	40,862.56
			Standard	2,817.60
			United Parcel Service	60.10
			Verizon Wireless	90.05
			WAPA	43,984.60
			WEX Fleet Universal	4,233.23
			Xpress Bill Pay	1,133.78

**Cost of Unbilled
Services Provided to the City of Auburn
2026**

Month	Labor	Equipment	Materials	Street Lights Utility Bill	Total
January	3,861.41	1,440.00	0.00	1,959.23	7,260.64
February	5,444.34	1,800.00	0.00	1,771.82	9,016.16
March	3,279.44	1,895.00	0.00	1,732.39	6,906.83
April	9,070.15	3,835.00	0.00	1,657.59	14,562.74
May	269.94	375.00	0.00	1,347.09	1,992.03
June	1,328.05	80.00	0.00	1,335.93	2,743.98
July	8,345.40	1,935.00	2,330.29	1,388.60	13,999.29
August	644.22	400.00	1,150.82	1,397.93	3,592.97
September	884.51	80.00	0.00	1,539.08	2,503.59
October					0.00
November					0.00
December					0.00
Grand Totals	\$33,127.46	\$11,840.00	\$3,481.11	\$14,129.66	\$62,578.23

City of Auburn
Board of Public Works

Task and Activity Report - Task Hours for Board Meetings
Report Dates: 9/1/2026 - 9/30/2026

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Activity Code	Activity Description	Task Number	Task Title	Date	Hours
	Total Activity: 100 Regular:				3,063.00
	Total Activity: 200 Overtime:				193.00
	Total Activity: 300 Vacation:				334.25
	Total Activity: 401 Sick:				139.25
	Total Activity: 701 Holiday:				200.00
	Total Activity: 703 Holiday-Double:				2.00
	Total Activity: 812 Nemaha - Regular:				23.00
	Total Activity: 813 Nemaha - Overtime:				4.00
	Total Activity: 814 Brownville - Regular:				1.00
	Total Activity: 901 Comp Time Used:				43.50
	Total Activity: 902 Comp Time Earned:				32.25
	Total Activity: 1000 Military Leave - paid:				8.00
	Grand Totals:				4,043.25

**Village of Brownville
2026 Costs Incurred and Billed**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Labor for Billing	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00				3150.00
Billing Charge per Bill	58.50	58.00	58.50	58.50	58.50	58.50	57.00	58.00	57.50				523.00
Verizon SCADA													0.00
Shipping Samples													0.00
Mileage													0.00
Materials													0.00
Credit													0.00
Water Meters									419.92				419.92
Meals													0.00
Labor - Electric REG	280.00												280.00
Labor - Elec OT													0.00
Labor- Water REG									70.00				70.00
Labor- WW REG													0.00
Labor- Admin REG													0.00
Labor - Water OT													0.00
Labor - WW OT													0.00
Labor - HOLDBL													0.00
Equipment	160.00												160.00
Monthly Totals	848.50	408.00	408.50	408.50	408.50	408.50	407.00	408.00	897.42	0.00	0.00	0.00	4,602.92

**Village of Johnson
2026 Costs Incurred and Billed**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Shipping Samples													0.00
Mileage													0.00
Materials													0.00
Water Meters													0.00
Meals													0.00
Labor - Electric REG													0.00
Labor- Water REG													0.00
Labor- WW REG													0.00
Labor- Admin REG													0.00
Labor - Water OT													0.00
Labor - WW OT													0.00
Labor - HOLDBL													0.00
Equipment													0.00
Monthly Totals	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**Village of Nemaha
2026 Costs Incurred and Billed**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Labor for Billing	280.00	280.00	280.00	280.00	280.00	280.00	280.00	280.00	280.00				2520.00
Billing Charge per Bill	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00				450.00
Verizon SCADA	40.01	40.01	40.01	40.01	40.01	40.01	40.01	40.01	40.01				
Shipping Samples		826.31					18.01	15.20					859.52
Mileage	220.04	454.14	181.90	142.90	160.08	185.60	265.86	163.49	187.92				1,961.93
Materials			2,101.63	61.81		505.98	68.56	186.15	449.37				3,373.50
Water Meters									485.68				485.68
Meals													0.00
Misc													
Labor - Elec REG													
Labor- Water REG	1085.00	2,345.00	1,085.00	1,470.00	910.00	840.00	1,400.00	997.50	2,135.00				12,267.50
Labor- WW REG				35.00				105.00					140.00
Labor- Admin REG													0.00
Labor - Water OT				420.00				210.00	420.00				1,050.00
Labor - WW OT													0.00
Labor - HOLDBL													0.00
Equipment													0.00
Monthly Totals	1,675.05	3,995.46	3,738.54	2,499.72	1,440.09	1,901.59	2,122.44	2,047.35	4,047.98	0.00	0.00	0.00	23,108.13

**City of Peru
2026 Costs Incurred and Billed**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Verizon SCADA	50.04	50.04	50.04	50.04	50.04	50.04	50.03	50.04	50.04				450.35
Shipping Samples													0.00
Mileage	37.70	17.40						40.60					95.70
Materials													0.00
Water Meters													0.00
Bulk Water													0.00
Meals													0.00
Finance Fees													
Labor- Water REG	280.00	70.00											350.00
Labor- WW REG							105.00	315.00					420.00
Labor- Admin REG													0.00
Labor - Water OT/CTE							210.00						210.00
Labor - WW OT								105.00					105.00
Labor - HOLDBL													0.00
Equipment								525.00					525.00
Monthly Totals	367.74	137.44	50.04	50.04	50.04	50.04	365.03	1,035.64	50.04	0.00	0.00	0.00	2,156.05