

**Board of Public Works
Meeting Minutes
April 25, 2016**

The Board of Public Works of the City of Broken Bow, Nebraska met in the regular session on Monday, April 25th, 2016. Notice of the meeting was given in advance thereof as required by law. Availability of the agenda and related materials was communicated in advance to the members of the Board of Public Works, the Electric Superintendent and the Water/Sewer Superintendent. All proceedings hereafter shown were taken while the meeting was open to the attendance of the public.

Gene Chapin called the meeting to order at 12:30 p.m., with the following Board members present: Bill Blackburn, Gene Chapin, Wes Province, and Jess Taylor. Absent: Butch Brunken. Gene Chapin informed the Board that this was a meeting of the Board of Public Works and was subject to the open meeting laws of the State of Nebraska, a copy of which is posted at the back of the City Council room.

Moved by Blackburn, seconded by Taylor, to approve the Consent Agenda for April 25th, 2016. Said motion includes approval of the Minutes of the April 11th, 2016 Board Meeting and approval of Claims to Date. Roll call vote: Voting aye: Chapin, Blackburn, Province, and Taylor. Nays: None. Motion carried.

A to Z Lawn Pro \$2,000.00; Allied Insurance \$100.00; Broken Bow Municipal Utilities \$624.74; C & I Equipment LLC \$217.04; Carquest of Broken Bow \$138.22; Central District Health Department \$93.00; Central Nebraska Electric Inc. \$4,072.55; City of Broken Bow Payroll Reimbursement \$30,871.73; Cole Electric Company \$770.00; Culligan \$35.00; Custer County Chief \$15.65; Custer Transfer Station \$9,385.40; Tom Eberle \$150.00; Energy Pioneer Solutions \$837.57; Fastenal Company \$763.74; Front Water Engineering \$20,780.00; Hilti Inc. \$1,571.40; Iowa Pump Works, Inc. \$1,845.69; Kully Pipe & Steel Supply \$109.92; LCL Truck Equipment Inc \$95.83; Municipal Energy Agency of NE \$5,397.57; Municipal Supply, Inc. \$38,760.08; Myers Construction Inc. \$16,625.00; Mc2 Inc. \$201.20; Nebr. Dept of Environmental Quality \$150.00; Nebraska Public Health Environmental Lab \$274.00; Obrien’s Hardware \$1,374.14; Paulsen, Inc. \$1,386.57; Platte Valley Communications \$1,624.47; Platte Valley Laboratories, Inc. \$765.00; S & L Sanitary Services \$30,449.10; Sage Payment Solutions \$759.64; Sunbelt Rentals, Inc. \$121.05; Tallgrass Interstate GT, LLC \$2,423.05; Tital Machinery-North Platte \$97.51; Trotters Whoa & Go West \$23.46; Wesco Receivables Corp. \$3,130.82; Total Bills = \$178,040.14.

Approval of Claims – April 25th, 2016

Electric Department	\$	18,540.58
Water Department		90,602.06
Sewer Department		16,862.50
Power Plant		3,749.35
Billing		<u>48,285.65</u>
	\$	<u>178,040.14</u>

Jeff Oeltjen from Dana Cole presented the audit report for the year ending September 30, 2015. There were no significant findings in the audit report. The item that might need to be looked at is how the electrical department is not really keeping up with expenses.

Doug reported that as the audit shows it is necessary to look at the rates in the electrical department. Andrew Ross from MEAN will be at the meeting on May 9th to discuss what the rate increase will need to be in October or if the rates will need to be increased before then. Nancee made a spreadsheet with how much the cost of power has increased. These costs have steadily increased over the last few years.

Doug told the Board that the Christmas wreaths that have been used in the square are not all functioning properly and will not be used again because there will be new poles with banner brackets. Doug asked that the wreaths be declared surplus property so that they can either be sold or disposed. Moved by Blackburn, seconded by Province, to declare to the Christmas wreaths surplus property. Roll call vote: Voting aye: Chapin, Blackburn, Province, and Taylor. Nays: None. Motion carried.

The following was discussed under Department Heads Updates:

Doug Staab, Electric Superintendent:

- Doug reported that the Berean Church wiring is complete. There is temporary power at their location.
- The crew is currently working at Cherokee Lane doing clean up.
- Doug also reported that Casey Flynn started today as the new Line Foreman.

Darren Marten, Water/Sewer Superintendent:

- Darren reported that Myers Construction bored a 10" main from 6th Avenue to 8th Avenue, and his crew is working on doing the hookups and tie-ins.
- Dana is getting the permits from the state for work from 5th Avenue to 1st Avenue.
- The test hole is being drilled at well #17 today.
- Darren is leasing a boring machine for a month to put in the water mains this summer. They will bore approximately 3,000 feet of water main with the machine.

At the next meeting on May 9th, 2016, Adam Ross, the rate person from MEAN, will present the electrical rate findings and Doug will bring Casey Flynn the new Line Foreman to introduce him to the Board.

Moved by Province, seconded by Taylor to adjourn the meeting at 1:28 p.m. Roll call vote: Ayes: Blackburn, Taylor, Province, and Chapin. Nays: None. Motion carried.

BOARD OF PUBLIC WORKS OF THE
CITY OF BROKEN BOW, NEBRASKA

/s/Gene Chapin, Chairman