

**Board of Public Works
Meeting Minutes
August 26, 2019**

The Board of Public Works of the City of Broken Bow, Nebraska met in the regular session on Monday, August 26, 2019. 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: Gene Chapin, Dan Jacobson, Chad Schall, Travin Flynn, Butch Brunken, and Russ Smith. Absent: None. 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 Brunken, seconded by Jacobson, to approve the Consent Agenda for August 26, 2019. Said motion includes approval of the Minutes of the August 13 2019 Board Meeting and approval of Claims to Date. Roll call vote: Voting aye: Brunken, Schall, Jacobson, Flynn, Smith, and Chapin. Nays: None. Motion carried.

American Red Cross, CPR Classes, \$210.00; Centurylink, phone, \$57.03; City of Broken Bow Payroll Reimbursement, payroll, \$32,956.45; Cole Electric Company, lift station PLC failure, \$190.00; Custer Transfer Station, fees, \$9,875.00; Dultmeier Sales, tilting drum rack, \$513.60; Evan June, static voltage regulator for power plant, \$3,345.59; Gary's Super Foods, supplies, \$70.72; Harold K. Scholz Co., power plant engine repairs, \$2,573.00; Jeffres Sand and Gravel, gravel & pea rock, \$4,554.79; Lawson Products, Inc., 8" adk blk wr, \$84.12; Matheson Tri-Gas, Inc., welder, \$3,517.34; Municipal Energy Agency of NE, power purchases MEAN, \$561,108.21; Municipal Supply, of Nebr., pipe and supplies, \$26,116.30; Malloy Electric, power plant engine repairs, \$1,345.40; Nebraska Public Health Environmental Lab, water testing, \$1,095.00; Neofunds, postage, \$400.00; Platte Valley Laboratories, Inc., wastewater testing, \$652.50; Power Delivery Program, Inc., Blake Waldow Module #3, \$666.00; S & L Sanitary Services, collections, \$29,718.45; Sensaphone, alarm system, \$5.95; Titan Machinery-North Platte, skid steer lease, \$6,800.00; Trotter Fertilizer, fertilizer, \$6.00; Trotter Service, gas & oil, \$6.78; Total Bills = \$685,868.23.

Approval of Claims – August 26, 2019

Electric Department	\$	579,827.79
Water Department		46,649.62
Sewer Department		8,196.40
Power Plant		8,079.63

Billing	43,057.76
Fuel Station	<u>57.03</u>
	\$ 685,868.23

Travin Flynn requested that City Attorney Jason White explain the job responsibilities of the Board since there were a few new people. Jason explained that they are in charge of finances and projects. They decide what gets done. The Mayor supervises the employees. The Board can spend up to \$500,000 without the Council's approval. Some Board members asked if they can talk to the department heads, and they can talk to the department heads. Everyone needs to communicate.

Bids were presented for the boring on Hwy 2. There was only one bid from Myers Construction. Gene Chapin opened the bid. The bid was for the total of \$101,600.00 with \$56,000.00 for 6" diameter pipe and \$45,600.00 for 8" diameter pipe. The project must be completed by October 15, 2019

Moved by Jacobson, seconded by Schall, to accept the bid from Myers Construction for boring on Hwy 2 in the amount of \$101,600.00 that will be completed by October 15, 2019. Roll call vote: Voting aye: Jacobson, Chapin, Smith, Schall, and Brunken. Nays: Flynn. Motion carried.

The On Call for the Electric Department was discussed. Travin said that he had seen in the minutes that there was a six month trial period for the new guys to be on call with a secondary person on the weekends. It was getting close to the end of that period so he wanted to know how that was working. Jeremy stated that was stopped because there was a grievance that was filed that this was in violation of the union contract. The Board had approved to only pay on weekends, not weekdays. Russ wondered if the person on call can call another person for help if they need it. This is the current practice. Mayor Berghorst stated that the City adopted the APPA Safety manual in 2014, and it has to be followed. He stated that an apprentice lineman can't be out by himself. It was discussed that the current union contract doesn't specify anything more than a lineman. Jeremy stated that he had talked to Rich from MEAN. The common practice for municipalities is to have one person on call, and they fall under their own umbrella. Russ stated that it won't be safe for people to have to be on call every other week either. The question was asked of who determines if they are qualified. Dan said there has to be common sense when determining who is qualified. Not everyone picks up learning at the same pace, and even under supervision someone can get hurt. Butch feels that the book doesn't apply. He feels that one person going out and assessing the situation and then calling someone if they need help is the way on call should be handled. Travin asked if the book is a gray area. Mayor Berghorst said yes. Jeremy asked if the Mayor wanted two guys on call all the time, no matter what. Mayor Berghorst said yes. Gene stated that the Board needs copies of the book to see what it says, and then it can be discussed at the next meeting. Steph will make copies and get them to everyone.

The following was discussed under Department Heads Updates:

Jeremy Tarr, Electric Superintendent:

- Unit 2 at the power plant is fixed and passed the capability test.
- There were a couple outages.
- Jeremy attended MEAN meetings last week.
- They are working on the 7200 conversion.

Darren Marten, Water/Sewer Superintendent:

- They are working along Highway 2.

Moved by Jacobson, seconded by Brunken, to adjourn the meeting at 1:33 p.m. Roll call vote: Ayes: Chapin, Smith, Jacobson, Schall, Flynn, and Brunken. Nays: None. Motion carried.

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

/s/Gene Chapin, Chairman