

**Board of Public Works
Meeting Minutes
December 9, 2019**

The Board of Public Works of the City of Broken Bow, Nebraska met in the regular session on Monday, December 9, 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, Travin Flynn, Butch Brunken, Chad Schall, and Russ Smith. Absent: Dan Jacobson. 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 Schall, seconded by Smith, to approve the Consent Agenda for December 9, 2019. Said motion includes approval of the Minutes of the November 25, 2019 Board Meeting, approval of Claims to Date, and November Treasurer Report. Roll call vote: Voting aye: Brunken, Schall, Flynn, Smith, and Chapin. Nays: None. Motion carried.

Broken Bow Municipal Utilities, postage, \$469.79, bond transfer, \$49,803.00; Century Link, telephone, \$189.75; City of Broken Bow, transfer & rent, \$47,726.55; City of Broken Bow Payroll Reimbursement, payroll, \$33,400.46; Culligan, salt, \$45.00; Custer County Chief, publication, \$157.44; Custer Public Power District, Wire, \$227.94, power for WWTP, \$3,196.50; Chuck Cole, refund, \$501.64; City of Broken Bow – Health Insurance, \$16,108.02; Eakes Office Solutions, office supplies, \$2.77; Garrett Tires & Treads, tire repair, \$23.05; Great Plains Communications, Inc., internet, \$160.44; Grocery Kart, supplies, \$87.15; Gary's Super Foods, supplies, \$60.92; Holmes Plbg & Htg Supply Co, pipe, \$11.51; Hampton Inn – Kearney, Jeremy hotel, \$134.83; Invoice Cloud, credit card expenses, \$93.20; Mead Lumber, supplies, \$1,382.18; Nebraska Municipal Power Pool, software fee, \$1,587.88; Nebraska Public Health Environmental Lab, water testing, \$960.00; One Call Concepts, Inc., locate expense, \$37.63; Platte Valley Communications, radio repair, \$166.79; Postmaster, PO box fee, \$274.00, presort fee, \$235.00; Pracht's Ace Hardware, Inc., supplies, \$58.69; Railroad Management Company III, LLC, power line crossing, \$474.72; S & L Sanitary Services, trash fees, \$40.75; Sage Payment Solutions, credit card fees, \$1,179.55; Sensaphone, sentinel repair, \$50.00; Titan Machinery-North Platte, supplies, \$5.89; V-Bar Inc., acetylene & stake puller, \$95.47; Viaero Wireless, telephone, \$82.31; Wenquist, Inc., battery charger, \$80.24; Wesco Receivables Corp., light bulbs, \$12,091.00, line supplies, \$1,125.24; Western Area Power Admin., power purchases WAPA, \$19,452.90; Total Bills = \$191,780.20.

Approval of Claims – December 9, 2019
Electric Department \$ 152,092.13

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| Water Department | 13,111.82 |
| Sewer Department | 15,302.84 |
| Power Plant | 1,195.14 |
| Billing | 10,021.18 |
| Fuel Station | <u>57.09</u> |
| | \$ 191,780.20 |

The SCADA system was discussed. The system malfunctioned and turned on all of the wells at once. This caused three water main breaks. Olssons said that the system is outdated and needs to be replaced. Their estimate is \$80,000 to do a complete overhaul. The Board would like to see some pricing for a complete overhaul from Olssons and other companies.

Discussion was held regarding the policy of collecting the second and third deposits of customers if they are disconnected. Currently the policy is if someone is disconnected, we can collect up to two more deposits. This deposit must be paid within 10 days after disconnect. If the deposit isn't paid, the customer can be shut off for the payment. These deposits haven't been collected diligently so some Board members requested that the policy be changed to have the deposit collected before service can be reconnected. The Board would like to see the current policy enforced better in the office. If this doesn't work, they will look at changing the policy.

The following was discussed under Department Heads Updates:

Jeremy Tarr, Electric Superintendent:

- They are changing out the lights to LED along the highway.
- They will generate next week.
- They are going to start tree trimming and changing out some open secondary.

Darren Marten, Water/Sewer Superintendent:

- They are finishing up with the water main breaks.
- They will hook up some water services if weather permits.

Moved by Schall, seconded by Brunken, to adjourn the meeting at 1:06 p.m. Roll call vote: Ayes: Chapin, Smith, Schall, Flynn, and Brunken. Nays: None. Motion carried.

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

/s/Gene Chapin, Chairman