

**Board of Public Works**  
**Meeting Minutes**  
**January 8<sup>th</sup>, 2018**

The Board of Public Works of the City of Broken Bow, Nebraska met in the regular session on Monday, January 8, 2018. 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 12:33 p.m., with the following Board members present: Gene Chapin, Bill Blackburn, and Jess Taylor. Absent: Butch Brunken and Wes Province. 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 January 8, 2018. Said motion includes approval of the Minutes of the December 26, 2017 Board Meeting, approval of Claims to Date, and December Treasurer’s Report. Roll call vote: Voting aye: Taylor, Blackburn, and Chapin. Nays: None. Motion carried.

Beaver Bearing Company, couplers, 370.67; Broken Bow Municipal Utilities, fees, postage, 274.40, 507.49; Cardmember Service, alarm system, 330.95; City of Broken Bow, transfer & rent, 48,201.66; City of Broken Bow Payroll Reimbursement, payroll, 29,536.42; Custer Public Power District, WWTP, 2,973.50; City of Broken Bow – Health Insurance, insurance, 16,510.90; Dana F. Cole & Company,, LLP, audit expense, 655.00; Deb’s Embroidery Shop, logos, 40.00; Great Plains Communications, Inc., internet, 116.95; Grocery Kart, supplies, 179.71; Invoice Cloud, credit card, 200.95; JEO, distribution upgrade, 3,498.75; John Deere Financial, supplies, 382.87; Lawson Products, Inc., tools, 40.59; Mead Lumber, supplies, 536.85; Mike’s Small Engine Repair, repairs, 180.00; Municipal Energy Agency of NE, power purchase, RITA, 563,244.11, 3,727.60; Myers Construction, north 18<sup>th</sup> bore, 20,247.50; Nebraska State Bank, bond, 149,232.00; One Call Concepts, Inc., monthly fee, 29.58; Ryan Jones, water operator license, 115.00; Sargent Pipe Company, Inc., pipe & supplies, 847.42; USA Blue Book, supplies, 299.70; Viaero Wireless, telephone, 90.56; Wesco Receivable Corp., line supplies, 6,553.53; Western Area Power Admin., power, 22,026.08; Total Bills = \$870,950.74.

Approval of Claims – January 8, 2018

Electric Department	\$	813,175.06
Water Department		12,902.48
Sewer Department		34,415.85
Power Plan		34.95
Billing		<u>10,422.40</u>
	\$	870,950.74

The distribution project will hopefully be completed and wrapped up by the next meeting.

Moved by Taylor, seconded by Blackburn, to approve the application for payment no. 1 to Watts Electric Company (Watts) in the amount of \$227,036.39 for the '2017 Distribution Upgrade' project. Roll call vote: Voting aye: Taylor, Blackburn, and Chapin. Nays: None. Motion carried.

Doug is going to call some references about USIC. He has a few reservations and wants to wait and see if they will get a local person. They have been behind on other locates so he wants to wait.

Darren explained that Off Broadway doesn't have a high-low meter and that might affect the usage reading. A new meter can be put in to see if that would change what the meter reads. Nancee explained how sewer rates are calculated. Gene wants to look at the rates and possibly upgrade the Off Broadway meter.

The following was discussed under Department Heads Updates:

Doug Staab, Electric Superintendent:

- Doug's crew helped upgrade the transformer at the hospital.
- They refed the overhead feeder for Nebraska State Bank. They are now underground.
- There were a couple small outages due to the cold.
- The line upgrade is complete and the feeders are energized.

Darren Marten, Water/Sewer Superintendent:

- There was a water main break by Tim Wright's.
- They are helping with the Library move this week.
- Whiskey Barrel's sewer line is frozen.

Moved by Taylor, seconded by Blackburn, to adjourn the meeting at 1:12p.m. Roll call vote: Ayes: Taylor, Blackburn, and Chapin. Nays: None. Motion carried.

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

---

/s/Gene Chapin, Chairman