

**Board of Public Works
Meeting Minutes
July 9, 2018**

The Board of Public Works of the City of Broken Bow, Nebraska met in the regular session on Monday, July 9, 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 12:32 p.m., with the following Board members present: Gene Chapin, Bill Blackburn, and Dan Jacobson. 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 Jacobson, seconded by Blackburn, to approve the Consent Agenda for July 9, 2018. Said motion includes approval of the Minutes of the June 25th, 2018 Board Meeting, approval of Claims to Date, and June's Treasurer's Report. Roll call vote: Voting aye: Jacobson, Blackburn, and Chapin. Nays: None. Motion carried.

Altec Industries, Inc., tools, \$2,149.69; American Public Power Assoc., safety manuals, \$169.60; Bow Locksmith, locks, \$108.95; Black Hills Energy, power plant gas, \$111.24; Broken Bow Housing Authority, Kesia Ducker overpayment, \$90.00; City of Broken Bow, transfer & rent, \$50,168.27; City of Broken Bow Payroll Reimbursement, payroll, \$33,766.11; Colonial Research Chemical Corp, supplies, \$1,852.08; Custer Public Power District, WWTP, \$6,038.76; Custer Transfer Station, fees, \$9,886.00; City of Broken Bow – Health Insurance, health insurance, \$16,604.54; Tom Eberle, reimburse cell phone, \$100.00; Electrical Engineering & Equipment, line supplies, \$651.41; FedEx Freight, WESCO shipping, \$173.05; Great Plains Communications, Inc., internet, \$116.95; Greg Krueger & Associates, Inc., envelopes, \$793.73; Grocery Kart, supplies, \$56.30; JEO, electrical mapping, \$5,488.75; John Deere Financial, supplies, \$1,180.11; Jean Bose, refund, \$1,603.21; Mailfinance, lease payment, \$593.38; Mead Lumber Co, supplies, \$658.53; Nebraska State Bank, bonds, \$49,744.00; One Call Concepts, locates, \$94.77; Panhandle Concrete Products, Inc., manholes, \$6,955.00; S & L Sanitary Services, fees, \$30,314.40; Sargent Drilling, well #5 & #6, \$2,332.52; Viaero Wireless, telephone, \$90.47; Wesco Receivables Corp., supplies, \$11,102.74; Western Area Power Admin., power purchase, \$22,159.32; Total Bills = \$255,153.88.

Approval of Claims – July 9, 2018

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|---------------------|----|------------|
| Electric Department | \$ | 161,810.42 |
| Water Department | | 12,819.33 |
| Sewer Department | | 25,187.53 |

| | |
|-------------|------------------|
| Power Plant | 3,676.59 |
| Billing | <u>51,660.01</u> |
| | \$ 255,153.88 |

Moved by Blackburn, seconded by Jacobson, to approve the reappointment of Gene Chapin for a three year term and the appointment of Chad Schall to fill the open board position ending 2020. Roll call vote: Voting aye: Jacobson and Blackburn. Nays: None. Abstain: Chapin. Motion carried.

Moved by Blackburn, seconded by Jacobson, to approve the new insufficient funds check/cash only customer policy with the change of the word will to may. Roll call vote: Voting aye: Jacobson, Blackburn, and Chapin. Nays: None. Motion carried.

Nancee Coufal reported that \$4,551.50 had been returned from Invoice Cloud for the overcharge of fees. She is still waiting on the utility rate information.

The Board received an update on the job posting and applications for the Electric Superintendent position.

The following was discussed under Department Heads Updates:

Doug Staab, Electric Superintendent:

- The basket truck sold on Big Iron.
- There were a couple outages last week.
- The poles are being tested.
- The power plant prove up date is July 17th.

Darren Marten, Water/Sewer Superintendent:

- They finished the water and sewer services at the RV Park.
- There are three new water services on Pawnee Lane and one new service by the Chief building that need to be put in.
- They are helping finish the library landscape.

Moved by Blackburn, seconded by Jacobson, to adjourn the meeting at 1:19 p.m. Roll call vote: Ayes: Blackburn, Jacobson, and Chapin. Nays: None. Motion carried.

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

/s/Gene Chapin, Chairman