

**Board of Public Works  
Meeting Minutes  
June 11<sup>th</sup>, 2018**

The Board of Public Works of the City of Broken Bow, Nebraska met in the regular session on Monday, June 11, 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 12:31 p.m., with the following Board members present: Gene Chapin, Bill Blackburn, and Butch Brunken. Absent: Jess Taylor and 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 Brunken, seconded by Blackburn, to approve the Consent Agenda for June 11, 2018. Said motion includes approval of the Minutes of the May 29<sup>th</sup>, 2018 Board Meeting, approval of Claims to Date, and May's Treasurer's Report. Roll call vote: Voting aye: Brunken, Blackburn, and Chapin. Nays: None. Motion carried.

Barco Municipal Products, Inc., red paint, \$237.28; Carquest of Broken Bow, truck parts, \$308.20; CDW Government, Inc., SCADA Server, \$940.68; City of Broken Bow, transfer & rent, \$43,148.55; City of Broken Bow Payroll Reimbursement, payroll, \$32,859.86; Cole Electric, WWTP repairs, \$630.00; Colonial Research Chemical Corp, supplies, \$185.57; Craig Cranwell, boots, \$100.00; Culligan, salt, \$52.50; Custer Public Power District, WWTP, \$3,646.72; Deb's Embroidery Shop, logos, \$50.00; Dutton-Lainson Company, line supplies, \$1,243.34; Eakes Office Solutions, office supplies, \$302.36; Electrical Engineering & Equipment, line supplies, \$3,328.00; Great Plains Communications, Inc., internet, \$116.95; Grocery Kart, supplies, \$69.86; Mead Lumber Co, supplies, \$86.42; Nebraska State Bank, bonds, \$49,744.00; One Call Concepts, locates, \$114.06; Pracht's Ace Hardware, supplies, \$152.64; Power Delivery Program, Inc., Houser module 1, \$616.00; R & S Radiator, radiator, \$409.41; Railroad Management Company III, LLC, power line crossing, \$214.01; S & L Sanitary Services, fees, \$40.75; Schmick's Market, supplies, \$81.91; Shirts, Signs, Mugs & More, shirts, \$395.25; Titan Machinery-North Platte, parts, \$35.53; Viaero Wireless, telephone, \$90.47; Wenquist, Inc., parts, \$416.35; Wesco Receivables Corp., supplies, \$1,057.55; Western Area Power Admin., power purchase, \$19,792.32; Total Bills = \$160,466.54.

Approval of Claims – June 11, 2018

Electric Department	\$	130,738.54
Water Department		8,742.47
Sewer Department		12,255.05

Power Plant	2,431.79
Billing	<u>6,298.69</u>
	\$ 160,466.54

Nancee Coufal, Finance Director, explained that she found in error with the credit cards that will result in a refund of \$4,600. She is still working on getting the correct utility rate.

The following was discussed under Department Heads Updates:

Doug Staab, Electric Superintendent:

- The tree ordinance is going to Council.
- There was one outage at Schmicks.
- The SCADA system has been updated.
- They have been working on North B Street.

Darren Marten, Water/Sewer Superintendent:

- They finished Phase 1 at the Library.
- There was an inspection at the Wastewater Treatment Plant, and there are some non-compliance issues that will need to be fixed.
- They plan to work on a water main between North 5<sup>th</sup> Avenue and North 6<sup>th</sup> Avenue on Memorial Drive.

Moved by Brunken, seconded by Blackburn, to enter closed session at 12:55 p.m. for purpose of discussing litigation. City representatives that shall remain present during the closed session include the Board of Public Works members, City Administrator Brent Clark, City Clerk Stephanie Wright, and Electric Superintendent Doug Staab. Roll call vote: Voting aye: Brunken, Blackburn, and Chapin. Nays: None. Motion carried.

Moved by Chapin, seconded by Brunken, to exit out of closed session at 1:19 p.m. from the purpose of discussing litigation. Roll call vote: Voting aye: Brunken, Blackburn, and Chapin. Nays: None. Motion carried.

Moved by Chapin, seconded by Brunken, to adjourn the meeting at 1:20 p.m. Roll call vote: Ayes: Blackburn, Brunken, and Chapin. Nays: None. Motion carried.

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

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/s/Gene Chapin, Chairman