

**Board of Public Works  
Meeting Minutes  
May 14<sup>th</sup>, 2018**

The Board of Public Works of the City of Broken Bow, Nebraska met in the regular session on Monday, May 14, 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, Butch Brunken, and Dan Jacobson. Absent: Jess Taylor. 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 May 14, 2018. Said motion includes approval of the Minutes of the April 23<sup>rd</sup>, 2018 Board Meeting, approval of Claims to Date, and April's Treasurer's Report. Roll call vote: Voting aye: Brunken, Jacobson, Blackburn, and Chapin. Nays: None. Motion carried.

Altec Industries, Inc., equipment/tools, \$490.78; Baxter Welding, LLC, welding wire, \$64.50; Black Hills Energy, power plant gas, \$648.21; CDW Government, Inc., server parts, \$99.62; Central Nebraska Medical Clinic, drug testing, \$55.00; CenturyLink, phone, \$193.04; City of Broken Bow, transfer & rent, \$50,039.24; City of Broken Bow Payroll Reimbursement, payroll, \$29,143.96; Custer County Chief, publication, \$80.10; Custer Public Power District, WWTP, \$3,115.82; Custer Transfer Station, fees, \$9,886.00; Casey Flynn, mats, \$40.64; City of Broken Bow – Health Insurance, insurance, \$15,478.16; Eakes Office Solutions, office supplies, \$259.82; Garrett Tires & Treads, tire repair, \$13.08; Grainger, supplies, \$254.66; Great Plains Communications, Inc., internet, \$116.95; Grocery Kart, supplies, \$80.31; Granite Telecommunications, power plant phone, \$151.40; Hire Right Solutions, Inc., drug testing, \$45.26; Invoice Cloud, credit card fees, \$180.60; John Deere Financial, supplies, \$217.59; KBear Country, lineman appreciation, \$75.00; Matheson Tri-Gas, Inc., oxygen, \$105.71; Mead Lumber Co, supplies, \$400.22; Mid-Plains Community College, CPR Training, \$65.00; Mike's Small Engine Repair, chainsaw, \$185.73; Municipal Energy Agency of NE, RITA, \$3,727.60; Municipal Supply, of Nebr., supplies, \$3,069.86; Nebraska Public Health Environmental Lab, water testing, \$890.00; NMC Exchange LLC, filters, \$203.37; Nationwide, Katie's Bond, \$100.00; Obrien's Hardware, supplies, \$326.04; Olsson Associates Engineering, SCADA, \$2,053.46; One Call Concepts, locates, \$68.67; Platte Valley Laboratories, Inc., wastewater testing, \$615.00; Pracht's Ace Hardware, supplies, \$189.03; Power Delivery Program, Inc., Wurm testing, \$15.00; S & L Sanitary Services, collections, \$30,321.40, fees, \$40.75; Sage Payment Solutions, credit card

fees, \$1,774.41; Doug Staab, sweatshirts, SCADA, \$688.44; Trotter Service, repairs, \$52.49; USA Blue Book, supplies, \$598.78; Viaero Wireless, telephone, \$90.47; Weathercraft, door repairs, \$475.00; Wenquist, Inc., supplies, \$1,109.45; Wesco Receivables Corp., supplies, \$5,555.97; Western Area Power Admin., power purchase, \$18,662.49; Total Bills = \$182,114.08.

Approval of Claims – May 14, 2018

Electric Department	\$	90,629.35
Water Department		17,918.81
Sewer Department		19,291.48
Power Plan		2,114.35
Billing		52,108.97
Fuel Station		<u>51.12</u>
	\$	182,114.08

City Administrator Brent Clark told the Board that he is going to start posting for Doug Staab's job.

Nancee Coufal, Finance Director, has found some errors on the credit card statement and will explain more options at the next meeting.

Moved by Blackburn, seconded by Jacobson, to approve Ordinance 1181, Water Tap Fees. Roll call vote: Ayes: Jacobson, Blackburn, Brunken, and Chapin. Nays: None. Motion carried.

Moved by Brunken, seconded by Jacobson, to postpone Ordinance 1182, Tree Trimming until May 29<sup>th</sup>, 2018. Roll call vote: Ayes: Jacobson, Blackburn, Brunken, and Chapin. Nays: None. Motion carried.

The next meeting date will be Tuesday, May 29<sup>th</sup>, 2018 at 12:30 p.m. because of Memorial Day.

The following was discussed under Department Heads Updates:

Doug Staab, Electric Superintendent:

- There was one outage on South N Street.
- The SCADA system has been updated.
- They are cutting trees on the north side of town.
- A new groundman has been hired.
- Doug is going to the MEAN and ACE meetings.
- The poles for the street light extension should be here next week.
- They are assisting at the Fairgrounds with the new sign.

Darren Marten, Water/Sewer Superintendent:

- The airport was hooked up to City water last week. Water meters have been installed for commercial haulers.

- They are continuing with the water main on South 13<sup>th</sup> Avenue.
- Next week they will be helping with the sprinklers at the Library.
- They plan to work on the Highway 2 project this summer.
- They poured concrete from a winter water break.

Moved by Jacobson, seconded by Brunken, to adjourn the meeting at 1:08 p.m. Roll call vote: Ayes: Jacobson, Blackburn, Brunken, and Chapin. Nays: None. Motion carried.

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

---

/s/Gene Chapin, Chairman