

**Board of Public Works
Meeting Minutes
November 25, 2019**

The Board of Public Works of the City of Broken Bow, Nebraska met in the regular session on Monday, November 25, 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, Dan Jacobson, Travin Flynn, Butch Brunken, Chad Schall, and Russ Smith. Absent: None. 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 Brunken, to approve the Consent Agenda for November 25, 2019. Said motion includes approval of the Minutes of the November 12, 2019 Board Meeting and approval of Claims to Date. Roll call vote: Voting aye: Brunken, Schall, Jacobson, Flynn, Smith, and Chapin. Nays: None. Motion carried.

Jeff Berghorst, boot allowance, \$200.00; Broken Bow Municipal Utilities, bond transfer, \$49,803.00; Black Hills Energy, power plant gas, \$292.58; City of Broken Bow, transfer & rent, \$43,846.48; City of Broken Bow Payroll Reimbursement, payroll, \$33,364.34; Colonial Research Chemical Corp., total kill, \$1,078.56; Custer Transfer Station, fees collected, \$9,817.00; Deb's Embroidery Shop, logos, \$20.00; EMC Insurance Companies, nozzle, \$1058.28; Greg Krueger & Associates, Inc., checks, \$417.32; Holcomb Mechanical, power plant, \$240.00; John Deere Financial, supplies, \$384.94; Jeremy Tarr, mileage & meal, \$139.32; Municipal Energy Agency of NE, power purchases, \$532,362.04; Municipal Supply, of Nebr., operating supplies, \$3,728.89; Myers Construction Inc., 6" bore Hwy 2, \$53,900.00; Marten Heating and Cooling, temperature switch, \$398.28; Midwest Laboratories, Inc., wastewater testing, \$55.91; Nebr. Dept. of Environment and Energy, loan payment, \$244,911.32; Neofunds, postage, \$400.00; Obrien's Hardware, supplies, \$31.48; Paulsen, Inc., concrete, \$3,685.89; Platte Valley Laboratories, Inc., wastewater testing, \$1,227.50; Ranchland Ford, transmission leak, \$340.83; S & L Sanitary Services, trash collections, \$29,558.20; Sage Payment Solutions, credit card fees, \$1,011.79; Sensaphone, alarm system, \$5.95; Stuart C Irby Co, line supplies, \$1,813.65; Titan Machinery-North Platte, mount, \$937.00; Trotter Service, fuel, \$347.45; USA Blue Book, supplies, \$39.90; V-Bar Inc., acetylene, \$86.86; Total Bills = \$1,015,504.76.

Approval of Claims – November 25, 2019

Electric Department	\$	643,992.90
Water Department		135,132.23

Sewer Department	189,964.30
Power Plant	1,746.48
Billing	<u>44,668.85</u>
	\$ 1,015,504.76

Nancee updated the Board on delinquent accounts.

Darren informed the Board that he has one employee that is leaving so he is posting in house per the union, and then he will advertise for the position.

Moved by Jacobson, seconded by Schall, to approve Resolution 2019-29, Utility Assessment for 1423 South G Street. Roll call vote: Voting aye: Jacobson, Flynn, Chapin, Brunken, Schall, and Smith. Nays: None. Motion carried.

Moved by Jacobson, seconded by Schall, to approve Resolution 2019-30, Utility Assessment for 1422 South F Street. Roll call vote: Voting aye: Flynn, Chapin, Brunken, Schall, Smith, and Jacobson. Nays: None. Motion carried.

The following was discussed under Department Heads Updates:

Jeremy Tarr, Electric Superintendent:

- Jeremy went to MEAN & ACE meetings last week.
- They helped put out Christmas lights.
- They replaced several poles with the backyard machine.
- They are finishing up the pole rack & cleaning an area for snow.
- The issue at the substation will most likely require an upgrade to fix.

Darren Marten, Water/Sewer Superintendent:

- They have been working on Christmas lights.
- The south side of Hwy 2 passed the tests.

Moved by Chapin, seconded by Schall, to enter into closed session at 12:51 pm regarding potential litigation to include the Board, Council President Rod Sonnichsen, City Attorney Jason White, City Clerk Stephanie Wright, City Treasurer Nancee Coufal, and Chris Miller from Miller & Associates. Roll call vote: Ayes: Chapin, Smith, Jacobson, Flynn, Schall, and Brunken. Nays: None. Motion carried.

Moved by Schall, seconded by Jacobson, to exit closed session at 1:13 pm regarding potential litigation. Roll call vote: Ayes: Chapin, Schall, Smith, Jacobson, Flynn, and Brunken. Nays: None. Motion carried.

Moved by Chapin, seconded by Brunken, to approve the scope of services with Miller & Associates for engineering work at the wastewater treatment plant. Roll call vote: Ayes: Smith, Schall, Jacobson, Flynn, Brunken, and Chapin. Nays: None. Motion carried.

Moved by Schall, seconded by Flynn, to adjourn the meeting at 1:14 p.m. Roll call vote:
Ayes: Chapin, Smith, Jacobson, Schall, Flynn, and Brunken. Nays: None. Motion carried.

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

/s/Gene Chapin, Chairman