

**Board of Public Works
Meeting Minutes
September 9, 2019**

The Board of Public Works of the City of Broken Bow, Nebraska met in the regular session on Monday, September 9, 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, Chad Schall, Travin Flynn, Butch Brunken, 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 Jacobson, seconded by Brunken, to approve the Consent Agenda for September 9, 2019. Said motion includes approval of the Minutes of the August 26 2019 Board Meeting, approval of Claims to Date, and August Treasurer's Report. Roll call vote: Voting aye: Brunken, Schall, Jacobson, Flynn, Smith, and Chapin. Nays: None. Motion carried.

Arrow Seed Company, Inc., tempo, \$64.19; Baxter Welding, fix boring bit, \$34.78; Broken Bow Municipal Utilities, postage, \$938.44, bond transfers, \$49,997.00; Black Hills Energy, power plant gas, \$272.80; Card Services – Orschelns Farm & Home, static voltage regulator, \$3,345.59; Central I.T., supplies, \$500.71; Centurylink, phone, \$129.09; City of Broken Bow, transfer & rent, \$52,291.92; City of Broken Bow Payroll Reimbursement, payroll, \$33,362.66; Custer Public Power District, WWTP power, \$5,816.21; City of Broken Bow – Health Insurance, \$16,771.79; Eakes Office Solutions, supplies, \$103.33; Evans Feed Co, Inc., twine, \$24.08; Exline, Inc., supplies, \$437.54; Front Water Engineering, LLC, Hwy 2 water main, \$450.00; Great Plains Communications, Inc., internet, \$160.40; Grocery Kart, supplies, \$47.88; Holmes Plbg & Htg Supply Co., recor seal, \$46.91; Hampton Inn South – Heritage Park, hotel for Jeremy, \$89.00, Invoice Cloud, credit card, \$89.20; JEO, line rehab, \$532.50, drinking water protection, \$8,401.00; John Deere Financial, supplies, \$487.56; Jeremy Tarr, boot allowance, \$192.59; League of Nebr. Municipalities, dues, \$2,098.00; Mead Lumber Co, supplies, \$609.31; NMC Exchange LLC, generator repairs, \$680.00; One Call Concepts, Inc., locate expense, \$76.42; Plains Equipment Group, parts, \$16.72; Power Delivery Program, Inc., module 3 - Trey, \$666.00; Shopko, refund, \$1,686.30; Stuart C Irby Co, LED roadway, \$494.34; Titan Machinery-North Platte, lease, \$5,009.70; V-Bar Inc., supplies, \$488.69; Viaero Wireless, telephone, \$81.64; Wesco Receivables Corp.,

Sub-T project & line supplies, \$37,319.62; Western Area Power Admin., power purchases WAPA, \$24,311.55; Total Bills = \$248,125.46.

Approval of Claims – September 9, 2019

Electric Department	\$	189,698.32
Water Department		27,726.57
Sewer Department		18,237.40
Power Plant		5,280.20
Billing		<u>7,182.97</u>
	\$	248,125.46

The On Call for the Electric Department was discussed. Jeremy presented a recap of how the discussion of on call for the electric department started. He showed the definition of qualified person and sections within Section 507 from the APPA Safety Manual where it states that two people don't need to be present. Mayor Berghorst stated that he feels for safety reasons two people need to be on call. Several Board members stated that they feel the way we are doing on call (one person on call) works and if that person on call feels like he needs someone else, he will call another person. Mick Clark, IBEW 1597 representative, stated that Broken Bow is part of the local chapter and they have discussed this issue. He stated that they are not saying that the current practice is unsafe or wrong, just that they were concerned about having someone that is CPR certified and certified with a bucket truck there. If the water/sewer person on call has the bucket truck training and is CPR certified, that should be fine. All of the City employees are CPR certified. The Board decided that to the best of their knowledge they are following the APPA manual. There is confusion about the job classifications so research will be done to see how that can be clarified.

Moved by Jacobson, seconded by Brunken, to continue with having one person on call for the electric department, and if the person needs help, he will contact another person to come help. Roll call vote: Voting aye: Jacobson, Flynn, Chapin, Smith, Schall, and Brunken. Nays: None. Motion carried.

The following was discussed under Department Heads Updates:

Jeremy Tarr, Electric Superintendent:

- The contractors are finishing up the conversion project.
- Jeremy attended a NMPP meeting last week.
- There was an outage with a blown fuse last week.

Darren Marten, Water/Sewer Superintendent:

- They had a breakdown at the wastewater treatment plant.
- There was a water main break on Saturday by the old Master Cleaners building.
- Myers Construction plans to start boring on the north side of Hwy 2 on September 23rd & 24th, 2019.

Moved by Smith, seconded by Jacobson, to adjourn the meeting at 2:03 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