

CITY OF BROKEN BOW
CITY COUNCIL AGENDA
March 13th, 2018 @ 12:00 NOON
City Hall Council Chambers
314 South 10th Avenue, Broken Bow, NE

A. Call to Order

B. Roll Call

C. Pledge of Allegiance

D. Open Meeting Law: A current copy of the Open Meetings Act is posted on the North wall in the rear of the Council Chambers and is available for review by all citizens in attendance.

E. Submittal of Requests for Future Items: Individuals who have appropriate items for City Council consideration should complete the Request for Future Agenda Items form located on the table by the door. If the issue can be handled administratively without Council action, notification will be provided. If the item is scheduled for a meeting or study session, notification of the date will be given.

F. Consent Agenda: The Mayor & Council will review and may or may not approve the consent agenda items for March 13th, 2018, which will include the following:

- a. Approval of Minutes of February 23rd, 2018 Council Meeting [Hyperlink](#)
- b. Approval of Bills as Posted [Hyperlink](#)
- c. Approval of Fireworks Application from Ka-Boomer's Enterprises, Inc. [Hyperlink](#)
- d. Approval of Updated Fire Department Roster [Hyperlink](#)

G. Other Communications:

- a. Discussion of Ordinance on who can put items on the agenda
- b. JEO Project Status Update [Hyperlink](#)

H. New Business:

- a. **Street Closure** – May or may not vote to approve the closure of portions of South D Street & South 9th Avenue, adjacent to the downtown City square for the Hear Nebraska Good Living Tour on June 9, 2018. [Hyperlink](#)
- b. **SDL Application** – May or may not vote to approve the SDL Application from Broken Bow Legends Neighborhood Grill for June 9, 2018 from Noon to 1:00 a.m. [Hyperlink](#)
- c. **Return to Work Program** – May or may not vote to approve the Return to Work Program. [Hyperlink](#)
- d. **Library Change Order Number 4** – May or may not vote to approve Change Order Number 4 for the Library Project. [Hyperlink](#)

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- e. **Public Hearing – Ordinance 1179, Amended Wage Ordinance** – May or may not vote to open a public hearing regarding Ordinance 1179, Wage Ordinance. [Hyperlink](#)
- f. **Waive Three Readings Ordinance 1179, Amended Wage Ordinance** – May or may not vote to waive the three readings of Ordinance 1179, Wage Ordinance. [Hyperlink](#)
- g. **Ordinance 1179, Amended Wage Ordinance** – May or may not vote to approve Ordinance 1179. [Hyperlink](#)
- h. **Resolution 2018-20 – Comp Plan & Zoning Regulations** – May or may not vote to approve payment #18 to JEO Consulting Group Inc. in the amount of \$750.00 for work completed on the Broken Bow Comprehensive Plan and Zoning/Subdivision Regulations through February 16, 2018. [Hyperlink](#)
- i. **Resolution 2018-21 – Flood Risk Reduction** – May or may not vote to approve payment #4 to JEO Consulting Group Inc. in the amount of \$6,879.00 for work completed on the Broken Bow Flood Risk Reduction through February 16, 2018. [Hyperlink](#)
- j. **Resolution 2018-22 – Chief Construction** – May or may not vote to approve payment #11 to Chief Construction Company in the amount of \$5,512.46 for work completed on the Broken Bow Library Renovation. [Hyperlink](#)

I. Comments by Mayor and Council Members Concerning City Departments.

J. Adjournment

Upcoming Events

- ❖ **March 26th** – Board of Public Works Meeting at 12:30 p.m. @ Municipal Bldg.
- ❖ **April 2nd** – Park Board Meeting at 5:10 p.m. @ Municipal Building
- ❖ **April 4th** – Planning Commission Meeting at 12:00 p.m. @ Municipal Building

The next City Council Meeting will be on Tuesday, March 27th, 2018 @ 12:00 pm.

The Council will review the above matters and take such action as they deem appropriate. The Council may enter into closed session to discuss any matter on this agenda when it is determined by the council that it is clearly necessary for protection of the public interest or the prevention of needless injury to the reputation of any individual and if such individual has not requested a public meeting, or as otherwise allowed by law. Any closed session shall be limited to the subject matter for which the closed session was classed. If the motion to close passes, immediately prior to the closed session the Mayor shall restate on the record the limitation of the subject matter of the closed session.

**Broken Bow City Council
Meeting Minutes
February 23, 2018**

The Broken Bow City Council met in regular session on Friday, February 23, 2018. Notice of the meeting was given in advance thereof as required by law by posting in three public places. Availability of the agenda and related materials was communicated in the advanced notice to the Mayor and all members of the Council, as well as, shared with various media outlets. All proceedings hereafter shown were taken while the meeting was open to the attendance of the public.

Mayor Cecil Burt called the meeting to order at 12:01 P.M., with the following Councilmembers present: Sonnichsen, Myers, and Holcomb. Absent: Neth. Following the pledge of allegiance, Mayor Burt announced the availability of the open meetings law.

Moved by Myers, seconded by Holcomb, to excuse Neal Neth's absence. Roll call vote: Voting aye: Sonnichsen, Myers, and Holcomb. Nays: None. Motion carried.

Mayor Burt read the format for submitting requests for future agenda items.

Moved by Sonnichsen, seconded by Holcomb, to approve the consent agenda for February 23, 2018. Said motion includes approval of Minutes of the February 13th, 2018 Council Meeting, Bills to Date, and January Treasurer's Report. Roll call vote: Voting aye: Holcomb, Sonnichsen, and Myers. Nays: None. Motion carried.

Aflac, insurance, \$891.94; \$182.88; Beaver Bearing Co Albion, swivel, \$10.73; Bound Tree Medical, EMS Supplies, \$73.56; Broken Bow Airport Authority, monthly payment, \$1,083.33; Cardmember Services, supplies, \$861.26; Central I.T., LLC, supplies, \$660.79; Century Link, phone, \$85.49; Chalk Spinner LLC, materials, \$261.75; City Flex Benefit plan, flex, \$130.21; City of Broken Bow – Health Insurance, insurance, \$3,610.68; City of Broken Bow Pension Fund, pension, \$2,215.81, \$7,128.06; Custer County Chief, publications, \$311.09; Custer County Treasurer, interlocal payment, \$13,184.14; Demco, supplies, \$3,063.93; Dollar General – Regions 410526, supplies, \$4.66; EBSCO, materials, \$327.61; EFTPS Online Payment, payroll, \$1,949.06, \$5,446.58, \$8,334.06; Family Heritage, \$56.00; Geared 4 Sports, volleyball net, \$1,635.00; Great Plains Communications, telephone, \$2,803.63, \$730.00; Holcomb Mechanical, switches, \$113.82; Hometown Leasing, copier lease, \$200.17; Ingram Library Services, materials, \$1,156.94; K. Joan Birnie, supplies, \$160.29; KDSI, email hosting, \$60.00; Lynes, refrigerators & microwaves, \$784.00; Matheson Tri-Gas Inc, argon, \$44.72; Matt Friend, supplies, \$2,048.06; Mead Lumber, supplies, \$572.98; Med Tech Resource, nebulizers, \$91.43; Michael Burnett, meal, \$8.24; Moore Pet, dog pound, \$1,839.92; Myers Construction Co, snow removal, \$1,425.00; NE Department of Health and Human Services, pool license, \$40.00; NMC Exchange LLC, supplies, \$58.39; NMVCA, workshop, \$175.00; Nebraska Child Support Payment Center, child support, \$169.65; Nebraska Library Association, membership, \$225.00; Nebraska Life Publishing Inc., materials, \$44.00; Nebraska State Bank, loan, \$25,017.26; Northern Safety Co., Inc., supplies, \$249.88; OCLC Inc., materials, \$128.93; OSA/Computers Plus, supplies, \$895.18; Omaha State Bank, HSA, \$462.50; Penguin Random House, materials, \$282.75; Presto X Company, pest service, \$47.00; Pristine Cleaning, LLC, cleaning, \$375.00; Ranchland Ford, ambulance service, \$648.21; Recorded Books, Inc., recorded book, \$467.23; Redbook, materials, \$12.00; Sonia Castaneda, translation services, \$87.50; State Income Tax WH NE Online Payment, payroll, \$2,385.96; Steve Scott, postage, \$28.89; Sublime Artistry, website hosting, \$87.00; Trotter Service, fuel, \$1,195.44, \$1,763.44; US Bank Equipment Finance, copier lease, \$303.97; Verizon Wireless, data, \$30.02; Bi-Weekly Payroll, payroll, \$48,139.23; Total Bills = \$146,867.25.

Moved by Holcomb, seconded by Sonnichsen, to accept the State Bid for a new police vehicle. Roll call vote: Voting aye: Holcomb, Sonnichsen, and Myers. Nays: None. Motion carried.

Moved by Sonnichsen, seconded by Holcomb, to approve the appointment of Daniel Jacobson to the Board of Public Works for a term ending June 2019 and the reappointment of Nancy Ferguson, Susie Rose, and Darrell Sybrant to the Library for a four year term ending February 2022. Roll call vote: Voting aye: Holcomb, Sonnichsen, and Myers. Nays: None. Motion carried.

Moved by Holcomb, seconded by Myers, to approve Resolution 2018-19. Said resolution approves the Recommendation of Acceptance for the Library Renovations. Roll vote: Voting aye: Sonnichsen, Myers, and Holcomb. Nays: None. Motion carried.

Moved by Holcomb, seconded by Sonnichsen, to table the playground equipment at Indian Hills. Roll vote: Voting aye: Myers, Holcomb, and Sonnichsen. Nays: None. Motion carried.

Mayor Burt opened the floor for comments from the Mayor and Councilmembers concerning City Departments. Councilmembers Myers and Holcomb commended all the departments on a good job moving snow.

Moved by Sonnichsen, seconded by Myers, to enter into closed session at 12:23 p.m. for the purpose of discussing strategy with respect to collective bargaining. The City representatives that shall remain present during the closed session including the Mayor and City Council are City Attorney Jason White, City Administrator Brent Clark, City Clerk Stephanie Wright, and Police Chief Steve Scott. Roll call vote: Voting aye: Sonnichsen, Myers, and Holcomb. Nays: None. Motion carried.

Moved by Sonnichsen, seconded by Myers, to exit out of closed session at 12:35 p.m. from the purpose of discussing strategy with respect to collective bargaining. Roll call vote: Voting aye: Holcomb, Myers, and Sonnichsen. Nays: None. Motion carried.

Moved by Sonnichsen, seconded by Holcomb, to adjourn the City Council Meeting at 12:36 p.m. Roll call vote: Voting aye: Sonnichsen, Myers, and Holcomb. Nays: None. Motion carried.

Cecil Burt, Mayor

ATTEST:

Stephanie M. Wright, City Clerk

<u>Vend#</u>	<u>Vendor Name</u>	<u>Pay#</u>	<u>Post Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Invoice</u>	<u>Date</u>	<u>PO#</u>	<u>Date</u>	<u>Status</u>
	<u>Account#</u>					<u>Description</u>			<u>Debit</u>	<u>Credit</u>
Aflac										
25718	2/28/2018	2/28/2018			287.86					Ck# 615 Printed
	01-1501.00					BBHA			287.91	0.00
	01-1501.00					rounding			0.00	0.05
									287.91	0.05
25724	3/7/2018	3/7/2018			874.26					Posted
	01-1501.00					PRE TAX AFLAC			874.26	0.00
25725	3/7/2018	3/7/2018			158.70					Posted
	01-1501.00					AFLAC POST TAX			158.70	0.00
Axon Enterprise Inc.										
25794	3/13/2018	3/13/2018			182.00					Posted
	04-3414.00					taser supplies			182.00	0.00
Barco										
25762	3/13/2018	3/13/2018			130.92					Posted
	09-3339.00					thin ice signs			130.92	0.00
Baxter Welding										
25766	3/13/2018	3/13/2018			270.00					Posted
	09-3339.00					sandblast sand			270.00	0.00
Beaver Bearing Co Albion										
25745	3/13/2018	3/13/2018			86.04					Posted
	08-3310.00					supplies			86.04	0.00
Black Hills Energy										
25722	3/1/2018	3/1/2018			2,694.22					Ck# 620 Printed
	06-3220.00					Utilities-Gas			691.36	0.00
	04-3220.00					Utilities-Gas			271.82	0.00
	07-3220.00					Utilities-Gas			651.17	0.00
	02-3220.00					Utilities-Gas			1,079.87	0.00
									2,694.22	0.00
Bound Tree Medical										
25774	3/13/2018	3/13/2018			504.88					Posted
	05-3338.00					king airway and CPR pads			504.88	0.00
Bow Family Furniture										
25779	3/13/2018	3/13/2018			396.49					Posted
	09-3311.00					carpet tile and covebase			396.49	0.00
Broken Bow Airport Authority										
25768	3/13/2018	3/13/2018			1,083.33					Posted
	01-3409.00					Monthly Payment			1,083.33	0.00
Broken Bow Chamber of Commerce										
25776	3/13/2018	3/13/2018			795.00					Posted
	05-3334.00					ambulance incentive			795.00	0.00
Broken Bow Municipal Utilities										
25764	3/13/2018	3/13/2018			8,638.36					Posted
	01-3213.00					General - Radio/Weather Station Tower			25.39	0.00
	08-3220.00					Street - Shop Utilities/Trash Removal			2,664.75	0.00
	06-3220.00					Fire - Utilities/Trash Removal			550.16	0.00
	04-3220.00					Police - Utilities/Trash Removal			111.45	0.00
	04-3315.00					Police - Dog Pound Utilities			180.90	0.00
	09-3220.00					Park - Utilities/Trash Removal			1,328.02	0.00
	09-3220.00					Park - Shop Utilities/Trash Removal			1,142.04	0.00
	07-3220.00					Library - Utilities/Trash Removal			1,524.61	0.00
	02-3220.00					Pub Bldg - Utiliites/Trash Removal			836.54	0.00
	11-3360.00					Tree Dump - Utilities			36.29	0.00
	10-3220.00					Swim Pool - Utilities/Trash Removal			238.21	0.00
									8,638.36	0.00
Capitol One Bank										
25792	3/13/2018	3/13/2018			314.95					Posted
	04-3221.00					website fee			9.95	0.00
	04-3223.00					test kit			111.00	0.00
	04-3223.00					batteries			194.00	0.00
									314.95	0.00

Vendor#	Vendor Name								
Pay#	Post Date	Due Date	Amount	Invoice	Date	PO#	Debit	Credit	Status
	Account#	Work Order		Description					
Card Services (continued)									
25737	3/7/2018	3/7/2018	22.97						Ck# 625 Printed
	09-3339.00			wire grinding wheels			22.97		0.00
25738	3/8/2018	3/8/2018	23.98						Ck# 626 Printed
	08-3310.00			supplies			23.98		0.00
Carquest of Broken Bow									
25743	3/13/2018	3/13/2018	340.43						Posted
	08-3310.00			parts and supplies			114.80		0.00
	06-3410.00			parts and supplies			37.20		0.00
	04-3310.00			parts and supplies			127.54		0.00
	09-3310.00			parts and supplies			60.89		0.00
							340.43		0.00
Cecil Burt									
25783	3/13/2018	3/13/2018	225.27						Posted
	01-3205.00			conference travel expense			225.27		0.00
Century Link									
25740	3/13/2018	3/13/2018	549.96						Posted
	08-3221.00			Street - Basic & Long Distance			32.99		0.00
	04-3221.00			Police - Basic & Long Distance			193.80		0.00
	10-3221.00			Swim Pool - Basic & Credit Card			59.44		0.00
	09-3221.00			Park - Basic & Long Distance			32.98		0.00
	03-3221.00			Handi Bus - Basic & Long Distance			54.58		0.00
	01-3221.00			General -Basic & Long Distance Office			176.17		0.00
							549.96		0.00
City Flex Benefit Plan									
25719	2/28/2018	2/28/2018	100.00						Ck# 616 Printed
	01-1501.00			BBHA Flex			100.00		0.00
25726	3/7/2018	3/7/2018	130.21						Posted
	01-1501.00			SELECT FLEX-UNREIMBURSED M/D/V			130.21		0.00
City of Broken Bow - Health Insurance									
25720	2/28/2018	2/28/2018	28,074.68						Ck# 617 Printed
	01-1501.00			BBHA Health Insurance			5,228.06		0.00
	01-3104.00			Health Insurance			3,090.78		0.00
	08-3104.00			Health Insurance			5,356.15		0.00
	06-3104.00			Health Insurance			721.17		0.00
	04-3104.00			Health Insurance			7,416.56		0.00
	05-3104.00			Health Insurance			721.17		0.00
	09-3104.00			Health Insurance			2,297.67		0.00
	07-3104.00			Health Insurance			1,626.98		0.00
	03-3104.00			Health Insurance			1,616.14		0.00
							28,074.68		0.00
25736	3/7/2018	3/7/2018	3,205.28						Posted
	01-1501.00			HEALTH INSURANCE			3,205.28		0.00
City of Broken Bow Pension Fund									
25721	2/28/2018	2/28/2018	1,275.52						Ck# 619 Printed
	01-1502.00			Liability - BBHA			1,275.52		0.00
25727	3/7/2018	3/7/2018	2,215.81						Posted
	01-1513.00			RETIREMENT LOAN PAYMENT			2,215.81		0.00
25728	3/7/2018	3/7/2018	7,026.38						Posted
	01-1502.00			RETIREMENT NEW			7,026.38		0.00
Colonial Research Chem Corp									
25761	3/13/2018	3/13/2018	43.00						Posted
	10-3339.00			toilet bowl cleaner			43.00		0.00
Custer County Chief									
25739	3/13/2018	3/13/2018	1,213.21						Posted
	01-3209.00			publication			361.46		0.00
	01-3212.00			Progress ad			262.75		0.00
	10-3209.00			job postings			295.00		0.00
	09-3209.00			job postings			294.00		0.00
							1,213.21		0.00

Accounts Payable Detail Listing

City of Broken Bow

<u>Vend#</u>	<u>Vendor Name</u>	<u>Pay#</u>	<u>Post Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Invoice</u>	<u>Date</u>	<u>PO#</u>	<u>Date</u>	<u>Status</u>
	<u>Account#</u>					<u>Description</u>			<u>Debit</u>	<u>Credit</u>
Custer County Treasurer (continued)										
25767	3/13/2018	3/13/2018		13,184.14						Posted
	01-3217.00					Communications Interlocal Payment			13,184.14	0.00
Custer Public Power										
25723	3/1/2018	3/1/2018		127.22						Ck# 621 Printed
	11-3416.00					CD Cell Power			127.22	0.00
Darren Marten										
25756	3/13/2018	3/13/2018		69.86						Posted
	09-3410.00					trash can supplies			69.86	0.00
Deere Credit Inc.										
25788	3/13/2018	3/13/2018		216.51						Posted
	09-3410.00					mower lease			216.51	0.00
EFTPS Online Payment										
25732	3/7/2018	3/7/2018		1,993.34						Ck# 622 Printed
	01-1500.00					MEDICARE			1,993.34	0.00
25733	3/7/2018	3/7/2018		5,217.24						Ck# 622 Printed
	01-1500.00					FEDERAL MARRIED			3,063.12	0.00
	01-1500.00					FEDERAL SINGLE			2,154.12	0.00
									5,217.24	0.00
25734	3/7/2018	3/7/2018		8,523.18						Ck# 622 Printed
	01-1500.00					SOCIAL SECURITY			8,523.18	0.00
Eakes Office Products										
25780	3/13/2018	3/13/2018		193.23						Posted
	01-3223.00					supplies and copies			50.99	0.00
	04-3216.00					supplies and copies			142.24	0.00
									193.23	0.00
Evans Feed Co.										
25746	3/13/2018	3/13/2018		166.60						Posted
	08-3345.00					salt			166.60	0.00
Family Heritage										
25729	3/7/2018	3/7/2018		56.00						Posted
	01-1501.00					FAMILY HERITAGE			56.00	0.00
Fixed Right Auto Body										
25781	3/13/2018	3/13/2018		972.45						Posted
	12-4200.00					Megan Svoboda damage to truck			972.45	0.00
Garrett Tires & Treads										
25753	3/13/2018	3/13/2018		75.15						Posted
	03-3310.00					Handi Bus Service			75.15	0.00
Gateway Motors Inc										
25795	3/13/2018	3/13/2018		59.07						Posted
	04-3225.00					oil change 401 unit			59.07	0.00
Great Plains Communications										
25787	3/13/2018	3/13/2018		70.95						Posted
	08-3221.00					Internet			35.48	0.00
	09-3221.00					Internet			35.47	0.00
									70.95	0.00
Holcomb Pharmacy										
25773	3/13/2018	3/13/2018		55.49						Posted
	05-3338.00					glucose and test strips			55.49	0.00
Island Supply Welding Co.										
25758	3/13/2018	3/13/2018		205.38						Posted
	05-3338.00					oxygen			205.38	0.00
Jeff Roach										
25754	3/13/2018	3/13/2018		31.00						Posted
	08-3206.00					CDL			31.00	0.00
Lawson Products										
25742	3/13/2018	3/13/2018		126.04						Posted
	08-3310.00					nuts, bolts, washers and connectors			126.04	0.00

<u>Vend#</u>	<u>Vendor Name</u>	<u>Pay#</u>	<u>Post Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Invoice</u>	<u>Date</u>	<u>PO#</u>	<u>Date</u>	<u>Status</u>
	<u>Account#</u>					<u>Description</u>			<u>Debit</u>	<u>Credit</u>
	Marriott Cornhusker Hotel (continued)									
25778	3/13/2018	3/13/2018	880.00							Posted
	01-3205.00					mid winter conference hotel rooms			880.00	0.00
	Matheson Tri-Gas Inc									
25759	3/13/2018	3/13/2018	76.33							Posted
	05-3338.00					oxygen			76.33	0.00
	Mead Lumber									
25757	3/13/2018	3/13/2018	942.87							Posted
	09-3311.00					paint and supplies for Melham Bathroom			317.61	0.00
	11-3416.00					tree dump building supplies			625.26	0.00
									942.87	0.00
	Mid Plains Community College									
25771	3/13/2018	3/13/2018	416.00							Posted
	05-3313.00					Bitterman EMT Class			416.00	0.00
	Myers Construction Co									
25747	3/13/2018	3/13/2018	2,172.50							Posted
	08-3222.10					snow removal			2,172.50	0.00
	NANCEE COUFAL									
25784	3/13/2018	3/13/2018	239.47							Posted
	01-3205.00					mid winter conference mileage and expens			239.47	0.00
	NMC Exchange LLC									
25744	3/13/2018	3/13/2018	1,396.64							Posted
	08-3310.00					500 hr 938K Service			979.14	0.00
	08-3310.00					Cat Loader fuel system repair			417.50	0.00
									1,396.64	0.00
1	Nebraska Child Support Payment Center									
25731	3/7/2018	3/7/2018	169.65							Ck# 624 Printed
	01-1503.00					CHILD SUPPORT-NE			169.65	0.00
	Nebraska Environmental Products									
25748	3/13/2018	3/13/2018	833.13							Posted
	08-3310.00					parts			833.13	0.00
	Nebraska Land Surveying									
25782	3/13/2018	3/13/2018	709.31							Posted
	12-4200.00					South 19th replat			709.31	0.00
	O'Brien's True Value									
25752	3/13/2018	3/13/2018	882.75							Posted
	08-3310.00					supplies and hardware			299.70	0.00
	09-3339.00					supplies and hardware			583.05	0.00
									882.75	0.00
	Office Net									
25790	3/13/2018	3/13/2018	430.51							Posted
	01-3216.00					copies			430.51	0.00
	Omaha State Bank									
25730	3/7/2018	3/7/2018	462.50							Posted
	01-1501.00					HSA			462.50	0.00
	Physio Control Inc.									
25770	3/13/2018	3/13/2018	1,514.64							Posted
	05-3410.00					maintenance agreement and data plan for			1,514.64	0.00
	Plains Equipment Group									
25763	3/13/2018	3/13/2018	1,357.00							Posted
	09-3310.00					filters, oil and 1445 repair			1,357.00	0.00
	Prachts Ace Hardware									
25749	3/13/2018	3/13/2018	990.62							Posted
	06-3223.00					hardware and supplies			26.96	0.00
	09-3339.00					hardware and supplies			345.66	0.00
	09-3311.00					hardware and supplies			310.00	0.00
	11-3416.00					hardware and supplies			308.00	0.00
									990.62	0.00

<u>Vend#</u>	<u>Vendor Name</u>	<u>Post Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Invoice</u>	<u>Date</u>	<u>PO#</u>	<u>Date</u>	<u>Status</u>
<u>Pay#</u>	<u>Account#</u>	<u>Work Order</u>	<u>Description</u>	<u>Debit</u>	<u>Credit</u>				
Pristine Cleaning, LLC (continued)									
25789	3/13/2018	3/13/2018	375.00						Posted
	02-3419.01		Cleaning Service	375.00	0.00				
Randy Schweitzer									
25796	3/13/2018	3/13/2018	286.97						Posted
	09-3410.00		supplies for trash cans	286.97	0.00				
Ron Ripp Construction									
25751	3/13/2018	3/13/2018	430.00						Posted
	08-3311.00		tension spring repair	430.00	0.00				
S&L Sanitary Service									
25791	3/13/2018	3/13/2018	49.30						Posted
	09-3219.00		trash around the square	49.30	0.00				
Schmicks Market									
25777	3/13/2018	3/13/2018	29.92						Posted
	05-3310.00		supplies	8.79	0.00				
	05-3223.01		supplies	15.67	0.00				
	02-3223.00		supplies	5.46	0.00				
				29.92	0.00				
Shirts, Signs, Mugs & More									
25786	3/13/2018	3/13/2018	30.95						Posted
	01-3212.00		plaque Wes Province	30.95	0.00				
State Income Tax WH NE Online Payment									
25735	3/7/2018	3/7/2018	2,299.61						Ck# 623 Printed
	01-1500.00		STATE MARRIED	1,424.30	0.00				
	01-1500.00		STATE SINGLE	875.31	0.00				
				2,299.61	0.00				
Stephanie Wright									
25785	3/13/2018	3/13/2018	27.16						Posted
	01-3205.00		conference expense	27.16	0.00				
Sterling West									
25765	3/13/2018	3/13/2018	1,669.31						Posted
	09-3339.00		2 picnic tables for east shelter	1,669.31	0.00				
Stryker Medical									
25775	3/13/2018	3/13/2018	216.96						Posted
	05-3410.00		hook and restraint kit for power cot	216.96	0.00				
The Angela Foundation Inc.									
25717	2/24/2018	2/24/2018	600.00						Ck# 614 Printed
	12-4200.01		February 2018 Rent	600.00	0.00				
The Diamonds Groundskeeper									
25769	3/13/2018	3/13/2018	200.00						Posted
	09-3339.00		fieldmaster teeth	200.00	0.00				
US Bank Equipment Finance									
25755	3/13/2018	3/13/2018	303.97						Posted
	01-3216.00		Copier Lease	303.97	0.00				
V-Bar Sales & Service									
25741	3/13/2018	3/13/2018	141.24						Posted
	08-3101.00		pipe, square tube, iron	141.24	0.00				
Verizon Wireless									
25793	3/13/2018	3/13/2018	132.54						Posted
	04-3221.00		Police Internet for lpads	132.54	0.00				
Viaero Wireless									
25760	3/13/2018	3/13/2018	280.99						Posted
	08-3221.00		telephone	39.11	0.00				
	06-3221.00		telephone	19.56	0.00				
	05-3221.00		telephone	134.47	0.00				
	09-3221.00		telephone	39.11	0.00				
	03-3221.00		telephone	48.74	0.00				
				280.99	0.00				

Accounts Payable Detail Listing

City of Broken Bow

Vend# Vendor Name

<u>Pay#</u>	<u>Post Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Invoice</u>	<u>Date</u>	<u>PO#</u>	<u>Date</u>	<u>Status</u>
	<u>Account#</u>	<u>Work Order</u>		<u>Description</u>			<u>Debit</u>	<u>Credit</u>
Village Uniform (continued)								
25772	3/13/2018	3/13/2018	97.97					Posted
	02-3223.01			rugs			81.04	0.00
	05-3332.00			laundry			16.93	0.00
							97.97	0.00
Wenquist Inc.								
25750	3/13/2018	3/13/2018	667.32					Posted
	08-3310.00			parts			634.64	0.00
	04-3310.00			parts			32.68	0.00
							667.32	0.00
			113,519.69	80 Non-voided payables listed.				

Report Setup

AP - Accounts Payable Listing : Vendor Name

Filter Options

Starting: 2/24/2018

Ending: 3/13/2018

Banks: All

Payable Status: Posted, Printed, ACH, Recorded, Voided

All Vendors Selected

Payroll

49,938.42

Check Approval List - GL Account

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City of Broken Bow

Page 1 of 3

<u>Vendor Name</u>	<u>Invoice</u>	<u>Invoice Description</u>	<u>Account Description</u>	<u>Amount</u>
General				
Aflac	BBHA	Health/Life/Acc Insuranc		(\$0.05)
Aflac	BBHA	Health/Life/Acc Insuranc		\$287.91
Aflac	PRE TAX AFLAC	Health/Life/Acc Insuranc		\$874.26
Aflac	AFLAC POST TAX	Health/Life/Acc Insuranc		\$158.70
Broken Bow Airport Authority	monthly payment	Airport Monthly Payment		\$1,083.33
Broken Bow Municipal Utilities	utilities	Weather Station Expens		\$25.39
Cecil Burt	conference travel expense	Travel & Meeting Expens		\$225.27
Century Link	telephone	Telephone/Internet		\$176.17
City Flex Benefit Plan	SELECT FLEX-UNREIMBURSED M/D/V	Health/Life/Acc Insuranc		\$130.21
City Flex Benefit Plan	BBHA Flex	Health/Life/Acc Insuranc		\$100.00
City of Broken Bow - Health Insurance	HEALTH INS	Health/Life/Acc Insuranc		\$3,205.28
City of Broken Bow - Health Insurance		Health/Life/Acc Insuranc		\$5,228.06
City of Broken Bow - Health Insurance		Health Insurance		\$3,090.78
City of Broken Bow Pension Fund	RETIREMENT NEW	Pension		\$7,026.38
City of Broken Bow Pension Fund	BBHA Pension	Pension		\$1,275.52
City of Broken Bow Pension Fund	RETIREMENT LOAN PAYMENT	Loan Payment		\$2,215.81
Custer County Chief	publication and job postings	Printing & Publication		\$361.46
Custer County Chief	publication and job postings	City Promotions		\$262.75
Custer County Treasurer	communication interlocal	Radio Communications		\$13,184.14
EFTPS Online Payment	MEDICARE	Payroll Taxes		\$1,993.34
EFTPS Online Payment	FEDERAL	Payroll Taxes		\$3,063.12
EFTPS Online Payment	FEDERAL	Payroll Taxes		\$2,154.12
EFTPS Online Payment	FICA	Payroll Taxes		\$8,523.18
Eakes Office Products	supplies and copies	Supplies & Postage		\$50.99
Family Heritage	FAMILY HERITAGE	Health/Life/Acc Insuranc		\$56.00
Marriott Cornhusker Hotel	mid winter conference hotel rooms	Travel & Meeting Expens		\$880.00
NANCEE COUFAL	mid winter conference mileage and expense	Travel & Meeting Expens		\$239.47
Nebraska Child Support Payment Center	CHILD SUPPORT-NE	Child Support		\$169.65
Office Net	copies	Copier Maint/Expense		\$430.51
Omaha State Bank	HSA	Health/Life/Acc Insuranc		\$462.50
Shirts, Signs, Mugs & More	plaque Wes Province	City Promotions		\$30.95
State Income Tax WH NE Online Paymei	STATE	Payroll Taxes		\$1,424.30
State Income Tax WH NE Online Paymei	STATE	Payroll Taxes		\$875.31
Stephanie Wright	conference expense	Travel & Meeting Expens		\$27.16
US Bank Equipment Finance	copier lease	Copier Maint/Expense		\$303.97
		Total General		\$59,595.94
Municipal Building				
Black Hills Energy	Gas	Utilities		\$1,079.87
Broken Bow Municipal Utilities	utilities	Utilities		\$836.54
Pristine Cleaning, LLC	cleaning service	Contracted Services		\$375.00
Schmicks Market	supplies	Supplies & Postage		\$5.46
Village Uniform	laundry and rugs	Building Cleaning Suppli		\$81.04
		Total Municipal Building		\$2,377.91
Handi Bus				
Century Link	telephone	Telephone/Internet		\$54.58
City of Broken Bow - Health Insurance		Health Insurance		\$1,616.14
Garrett Tires & Treads	Handi Bus Service	Maint/Repair Equipment		\$75.15
Viaero Wireless	telephone	Telephone/Internet		\$48.74
		Total Handi Bus		\$1,794.61
Police				
Axon Enterprise Inc.	taser supplies	Guns		\$182.00
Black Hills Energy	Gas	Utilities		\$271.82
Broken Bow Municipal Utilities	utilities	Utilities		\$111.45
Broken Bow Municipal Utilities	utilities	Dog Care		\$180.90
Capitol One Bank	website fee, batteries, test kits	Telephone/Internet		\$9.95
Capitol One Bank	website fee, batteries, test kits	Supplies & Postage		\$111.00
Capitol One Bank	website fee, batteries, test kits	Supplies & Postage		\$194.00
Carquest of Broken Bow	parts and supplies	Maint/Repair Equipment		\$127.54
Century Link	telephone	Telephone/Internet		\$193.80
City of Broken Bow - Health Insurance		Health Insurance		\$7,416.56
Eakes Office Products	supplies and copies	Copier Maint/Expense		\$142.24
Gateway Motors Inc	oil change 401 unit	Gas and Oil		\$59.07
Verizon Wireless	internet for Ipads	Telephone/Internet		\$132.54
Wenquist Inc.	parts	Maint/Repair Equipment		\$32.68
		Total Police		\$9,165.55

Check Approval List - GL Account

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City of Broken Bow

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<u>Vendor Name</u>	<u>Invoice</u>	<u>Invoice Description</u>	<u>Account Description</u>	<u>Amount</u>
Rescue Unit				
Bound Tree Medical		king airway and CPR pads	Ambulance Supplies	\$504.88
Broken Bow Chamber of Commerce		ambulance incentive	Ambulance Driver Incent	\$795.00
City of Broken Bow - Health Insurance			Health Insurance	\$721.17
Holcomb Pharmacy		glucose and test strips	Ambulance Supplies	\$55.49
Island Supply Welding Co.		oxygen	Ambulance Supplies	\$205.38
Matheson Tri-Gas Inc		oxygen	Ambulance Supplies	\$76.33
Mid Plains Community College		Bitterman EMT Class	Training	\$416.00
Physio Control Inc.		maintenance agreement and data plan for 1	Equipment Purchases	\$1,514.64
Schmicks Market		supplies	Building Cleaning Suppli	\$15.67
Schmicks Market		supplies	Maint/Repair Equipment	\$8.79
Stryker Medical		hook and restraint kit for power cot	Equipment Purchases	\$216.96
Viaero Wireless		telephone	Telephone/Internet	\$134.47
Village Uniform		laundry and rugs	Laundry	\$16.93
			Total Rescue Unit	\$4,681.71
Fire				
Black Hills Energy		Gas	Utilities	\$691.36
Broken Bow Municipal Utilities		utilities	Utilities	\$550.16
Carquest of Broken Bow		parts and supplies	Equipment Purchases	\$37.20
City of Broken Bow - Health Insurance			Health Insurance	\$721.17
Prachts Ace Hardware		hardware and supplies	Supplies & Postage	\$26.96
Viaero Wireless		telephone	Telephone/Internet	\$19.56
			Total Fire	\$2,046.41
Library				
Black Hills Energy		Gas	Utilities	\$651.17
Broken Bow Municipal Utilities		utilities	Utilities	\$1,524.61
City of Broken Bow - Health Insurance			Health Insurance	\$1,626.98
			Total Library	\$3,802.76
Street				
Beaver Bearing Co Albion		supplies	Maint/Repair Equipment	\$86.04
Broken Bow Municipal Utilities		utilities	Utilities	\$2,664.75
Card Services		supplies	Maint/Repair Equipment	\$23.98
Carquest of Broken Bow		parts and supplies	Maint/Repair Equipment	\$114.80
Century Link		telephone	Telephone/Internet	\$32.99
City of Broken Bow - Health Insurance			Health Insurance	\$5,356.15
Evans Feed Co.		salt	Road Materials	\$166.60
Great Plains Communications		internet	Telephone/Internet	\$35.48
Jeff Roach		CDL	Association Dues	\$31.00
Lawson Products		nuts, bolts, washers and connectors	Maint/Repair Equipment	\$126.04
Myers Construction Co		snow removal	Snow Removal	\$2,172.50
NMC Exchange LLC		500 hr 938K Service, and repairs	Maint/Repair Equipment	\$417.50
NMC Exchange LLC		500 hr 938K Service, and repairs	Maint/Repair Equipment	\$979.14
Nebraska Environmental Products		parts	Maint/Repair Equipment	\$833.13
Obrien's True Value		supplies and hardware	Maint/Repair Equipment	\$299.70
Ron Ripp Construction		tension spring repair	Maintenance & Repair B	\$430.00
V-Bar Sales & Service		pipe, square tube, iron	Salaries	\$141.24
Viaero Wireless		telephone	Telephone/Internet	\$39.11
Wenquist Inc.		parts	Maint/Repair Equipment	\$634.64
			Total Street	\$14,584.79
Park				

Check Approval List - GL Account

3/8/2018 10:51:56 AM

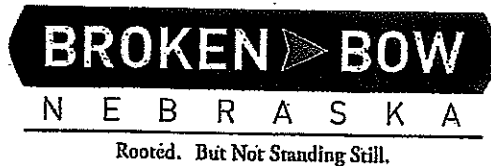
City of Broken Bow

Page 3 of 3

<u>Vendor Name</u>	<u>Invoice</u>	<u>Invoice Description</u>	<u>Account Description</u>	<u>Amount</u>
Park				
Barco		thin ice signs	Maintenance/Repair Gro	\$130.92
Baxter Welding		sandblast sand	Maintenance/Repair Gro	\$270.00
Bow Family Furniture		carpet tile and covebase	Maintenance & Repair B	\$396.49
Broken Bow Municipal Utilities		utilities	Utilities	\$1,328.02
Broken Bow Municipal Utilities		utilities	Utilities	\$1,142.04
Card Services		wire grinding wheels	Maintenance/Repair Gro	\$22.97
Carquest of Broken Bow		parts and supplies	Maint/Repair Equipment	\$60.89
Century Link		telephone	Telephone/Internet	\$32.98
City of Broken Bow - Health Insurance			Health Insurance	\$2,297.67
Custer County Chief		publication and job postings	Printing & Publication	\$294.00
Darren Marten		trash can supplies	Equipment Purchases	\$69.86
Deere Credit Inc.		mower lease	Equipment Purchases	\$216.51
Great Plains Communications		internet	Telephone/Internet	\$35.47
Mead Lumber		lumber and supplies	Maintenance & Repair B	\$317.61
Obrien's True Value		supplies and hardware	Maintenance/Repair Gro	\$583.05
Plains Equipment Group		filters, oil and 1445 repair	Maint/Repair Equipment	\$1,357.00
Prachts Ace Hardware		hardware and supplies	Maintenance & Repair B	\$310.00
Prachts Ace Hardware		hardware and supplies	Maintenance/Repair Gro	\$345.66
Randy Schweitzer		supplies for trash cans	Equipment Purchases	\$286.97
S&L Sanitary Service		trash around square	Trash Removal	\$49.30
Sterling West		2 picnic tables for east shelter	Maintenance/Repair Gro	\$1,669.31
The Diamonds Groundskeeper		fieldmaster teeth	Maintenance/Repair Gro	\$200.00
Viaero Wireless		telephone	Telephone/Internet	\$39.11
			Total Park	\$11,455.83
Swimming Pool				
Broken Bow Municipal Utilities		utilities	Utilities	\$238.21
Century Link		telephone	Telephone/Internet	\$59.44
Colonial Research Chem Corp		toilet bowl cleaner	Maintenance/Repair Gro	\$43.00
Custer County Chief		publication and job postings	Printing & Publication	\$295.00
			Total Swimming Pool	\$635.65
Sanitation				
Broken Bow Municipal Utilities		utilities	Sanitation Contract	\$36.29
Custer Public Power		CD Cell Power	Land & Buildings	\$127.22
Mead Lumber		lumber and supplies	Land & Buildings	\$625.26
Prachts Ace Hardware		hardware and supplies	Land & Buildings	\$308.00
			Total Sanitation	\$1,096.77
ST Infra/Capital				
Fixed Right Auto Body		Megan Svoboda damage to truck	Sales Tax Infra Projects	\$972.45
Nebraska Land Surveying		South 19th replat	Sales Tax Infra Projects	\$709.31
The Angela Foundation Inc.		February 2018 Rent	Library	\$600.00
			Total ST Infra/Capital	\$2,281.76
				\$113,519.69

Report Selection: Check Approval List - GL Account
 Date Range Selection: GL Posting Date
 Starting Date: 2/24/2018
 Ending Date: 3/13/2018

Payroll 49,938.42



City of Broken Bow, Nebraska
Application to Sell Fireworks

Name of Applicant/Organization Ka-Boomer's Enterprises, Inc.

Permanent Address of Applicant or Organization PO Box 86
847 Highway 77
Wahoo, NE 68066

Daytime/Evening Phone 402-443-4593

Contact Person Richard Ludvik

Address of Contact Person PO Box 86
Wahoo, NE 68066

Phone Numbers for Contact Person 402-443-4593

Street Address or Legal Description of Premises for Firework Stand:
723 East South "E" Street
Pleasure Lanes Bowling Alley

Description of Proposed Firework Stand (ie: tent, building, trailer, etc.)
Semi-Trailer with 2 Entry and exits

How will the fireworks be secured during hours stand is not open for business?
Trailer will be locked at night.

Where will the fireworks inventory be stored?
Inside the trailer.

When will your inventory arrive? June 22nd or 23rd

Please attach the following to the application:

1. Map or sketch showing the location of the fireworks stand in relation to the boundaries of the premises and any other building on the premises.
2. Letter of permission from the owner of the property on which proposed fireworks stand will be located.
3. Copy of the Certificate of Insurance
4. Copy of State of Nebraska License for Sale of Fireworks
- N/A 5. Copy of Certificate of Flame Resistance for tent stands

The undersigned hereby agrees to conduct the sale of fireworks within the City of Broken Bow strictly in accordance with all laws of the State of Nebraska and Ordinances of the City of Broken Bow.

Signature of Applicant

Richard Lunkin 2-13-2018

Police Chief Comments:

Police Chief

Date

Fire Chief Comments:

Fire Chief

Date

Returned to City Clerk on 2-15, 2018

Brought before the Broken Bow City Council on _____, 20____

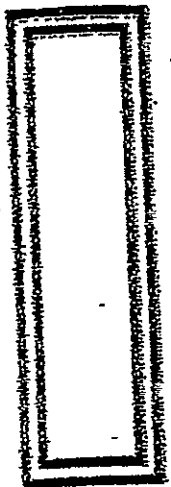
Fee Paid: Date 2-15-2018 \$ 310.00 Cash ☐ Check # 6621

City Council: ☐ Approve ☐ Deny Date _____

Trailer will be located
on NE corner of parking lot

Pleasure Lanes
Bowling Alley

Trailer



723 East South "E" Street

South "E" Street

NEBRASKA STATE FIRE MARSHAL

246 South 14th Street
Lincoln, NE 68508-1804

LICENSE FOR SALE OF FIREWORKS

Permissible fireworks may be sold at retail commencing 12:01 AM June 25 and ending 11:59 PM July 4 OR 12:01 AM December 29 and ending 11:59 PM December 31 and must be purchased from a licensed distributor or jobber. A jobber may not sell retail. Invoice copies for all fireworks must be kept available for inspection and must show the license number of the distributor or jobber. Fireworks may not be sold outside the city limits of an incorporated town or village. Violations of State Fire Marshal regulations may result in immediate revocation of this license.

LICENSE GOOD ONLY FOR CALENDAR YEAR IN WHICH ISSUED

This copy signed, dated and numbered by the STATE FIRE MARSHAL constitutes issuance of a LICENSE pursuant to the provisions of Nebraska Revised Statute 28-1246 (1994 Supp.). Such license shall be displayed at licensee's place of business.

DATE RECEIVED:

January 17, 2018 10:12 AM

TYPE OF LICENSE AND FEE:

Retail Permit (July) - \$25.00

LOCATION OF OUTLET FOR RETAIL SALE OF FIREWORKS:

723 East South E St
Broken Bow
Trailer in parking lot

COUNTY:

Custer

STORAGE LOCATION:

DISTRIBUTOR(S)/JOBBER(S):

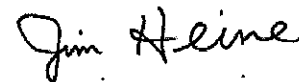
Ka-Boomers Enterprises, Inc. (2018-RP-26993012-17)

SALES TAX NUMBER:

15671981

DATE ISSUED:

January 16, 2018 01:52 PM



STATE FIRE MARSHAL

LICENSE HOLDER:

Ka-Boomers Enterprises, Inc.

LICENSE NUMBER:

2018-RP-27030188-27-03



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/15/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ryder-Rosacker-McCue & Huston 509 W. Koenig St. PO Box 1228 Grand Island NE 68802	CONTACT NAME: Taml Towne/ Jeanne Prince PHONE (A/C, No., Ext.): (308) 382-2330 FAX (A/C, No.): (308) 382-7109 E-MAIL: ADDRESS: PRODUCER CUSTOMER ID #: 4866
INSURED Ka-Boomers Enterprises Inc. DBA: Ka-Boomers Fireworks PO Box 86 Wahoo NE 68086	INSURER(S) AFFORDING COVERAGE INSURER A: Scottsdale Insurance Company NAIC #: 41297 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY		CPS1322744	01-15-18	01-15-19	EACH OCCURRENCE \$ 5,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person) \$ 5,000
						PERSONAL & ADV INJURY \$ 5,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					GENERAL AGGREGATE \$ 5,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					PRODUCTS - COMP/OP AGG \$ 5,000,000
	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$
	ANY AUTO					BODILY INJURY (Per person) \$
	ALL OWNED AUTOS					BODILY INJURY (Per accident) \$
	SCHEDULED AUTOS					PROPERTY DAMAGE (Per accident) \$
	HIRED AUTOS					\$
	NON-OWNED AUTOS					\$
	UMBRELLA LIAB	<input type="checkbox"/> OCCUR				EACH OCCURRENCE \$
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE				AGGREGATE \$
	DEDUCTIBLE					\$
	RETENTION \$					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					WC STATU- TORY LIMITS <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N	N/A			E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Location: 723 East South E Street

Additional insureds when required by written contract per Form GLS-150s: City of Broken Bow

CERTIFICATE HOLDER

CANCELLATION

Russell's Entertainment dba Pleasure Lanes
723 East South E Street
Broken Bow, NE 68822

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

<KW>

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Ka-Boomers Enterprises, Inc

P.O. Box 86
Wahoo, NE 68066
(402) 443-4593 Phone
(402) 443-4614 Fax

2018 Property Lease Agreement

The following license agreement is for a short term license only for the purpose of operating a retail fireworks stand owned and managed by Ka-Boomers Enterprises, Inc., on privately owned property.

Ka-Boomers Enterprises, Inc. agrees to the following terms of contract with the current property owners(s)

Name Pleasure Lanes
Address 723 East South E Street, Broken Bow, NE 68822
Phone 308-872-2886 Cell: 308-870-1048 Fax: _____
Email: _____

(Make any changes in the area provided)

1. To pay lease fee in the amount of \$ 400.00 on the property located at 723 East South E St., Broken Bow, NE. Rent payable to said owner per approval of said premises by City Council or County Board. Ka-Boomer's will be given first option the following year upon performance satisfaction in current selling year as witnessed by landowner. If said City Council, County Board, or State in which you are located decides to Ban the sale of Fireworks due to weather/dry conditions and making it unable for Ka-Boomer's to make use of said property, 100% of lease amount would be returned to Ka-Boomer's, Inc. If a ban should occur during said period of lease then a pro-rated lease amount will be returned to Ka-Boomer's based on the amount of days not used by Ka-Boomer's, Inc.
2. The date of lease will be from June 25th through and including July 4th, 2018. We will start setting up area 2-3 days in advance. Trailers will be removed as soon as possible or as agreed upon at the time of the lease. Landowner will supply electrical outlet when possible. Rental fee and insurance will be received by land owner no later than two weeks prior to setting up fireworks stand. **Gift certificates for free fireworks will be sent to owner with payment.**
3. These premises will be left in similar condition as prior to beginning retail operations. Ka-Boomers will repair promptly any damage resulting to the premises as a result of Ka-Boomers activities. All trash will be picked up and removed from the property upon or before departure.
4. Ka-Boomers Enterprises, Inc. will provide to owner of property a premise liability insurance policy in the amount of \$ 5,000,000 in case of any injury occurring on property two weeks prior to date of Lease.
5. Ka-Boomers Enterprises Inc., will protect and maintain said property through and including dates of this license agreement. The location will be supervised by an adult. Fireworks will not be allowed to be discharged on property. Signs will also be posted as not to allow the lighting of fireworks on property.
6. Waiver. To the extent permitted by law, Licensor (land owner), its agents and employees, shall not be liable for, and licensee waives all claims for damage or loss to persons or property sustained by licensee or any persons claiming through Licensee resulting from any accident or occurrence in or upon the Licensee Area.
7. Indemnification. Licensee shall indemnify Licensor, its agents and employees, from and against any and all liability, liens, claims, damages, expenses, fines, penalties, suits, proceedings, action and causes of action arising or related in any way to Licensee's use of the Licensed Area and adjacent area, Licensee's activities in the Area, or any damage, loss or theft of any property of Licensee.
8. Contract void if before mentioned property is sold/leased providing Ka-Boomer's with a 60 day notice prior to lease date.
* * * * *

I, Rich Ludvik, agent for Ka-Boomers Enterprises, Inc. do hereby agree to these terms

Signed Richard Ludvik Date 2-1-2018

I, current land owner (representative for land owner), do hereby agree to these terms. (Please print legibly for payment)

Signed Lisa M Russell Date 2-10-2018

Print Name LISA M RUSSELL

Rent payment will be made to: _____ If Individual: Social Security # _____

If Payable to Business; FED. ID # _____ AND Type of Business (S-corp, LLC, Etc.) _____

PLEASE PRINT LEGIBLE

Return to Agenda



Broken Bow Volunteer Fire Department

116 South 11th Ave., Broken Bow, NE 68822

Phone: 308-872-6424 • Fax: 308-872-2173

Andy Holland, Coordinator

Kem Oatman Fire Chief

Official Roster

Effective on January 9, 2018 CITY

- | | | |
|---------------------|---------------------|-------------------|
| 1. Gary Cranwell | 2. Gene Chapin | 3. Ron Price |
| 4. Kem Oatman | 5. Les Manning | 6. Paul Holland |
| 7. Robert Harrold | 8. Dave Linn | 9. Doug Staab |
| 10. Andy Holland | 11. Ryan Anderson | 12. Jason Buam |
| 13. Jess Taylor | 14. Dustin Spanel | 15. Kris Evans |
| 16. David Schmidt | 17. Dustin Watson | 18. Nick Coble |
| 19. Jeff Pflaster | 20. Lance Oatman | 21. Joe Franssen |
| 22. Zeke Atchison | 23. Andy Taylor | 24. Pat Zulkoski |
| 25. Cameron Collins | 26. Troy Mack | 27. Clint Maynard |
| 28. Thomas Mooney | 29. Kelvin Kreitman | 30. Lance Sommers |
| 31. | 32. | 33. |

Starting April 3rd 2018

Fire Chief Jason Baum

1 Asst. Chief Kem Oatman

2 Asst. Chief Kris Evans

Fire Captains

Lance Oatman Joe Franssen

Dustin Watson

President David Schmidt

Vice President Jess Taylor

Secretary Zeke Atchison

Treasurer Ryan Anderson

JEO Project Status Report

To: City of Broken Bow: Brent Clark, City Administrator

Date: **March 7, 2018**

Report Prepared By: Steve Parr



JEO #	Project	Funding Source #	Status	JEO Action	City Action	Schedule
160942*	Downtown Improvements	Local	Project completed	Schedule a meeting w/Bud Clark on potential warranty items.	Meet w/Ryan Kavan	1-year warranty period expires on August 22, 2018
111076*	Comprehensive Plan	Local/NIFA	Project completed	Review with Planning Commission and City Council	Schedule Public Hearings	March/April 2018
120249*	Library Addition and Renovation	Local	Project completed	Prepare project closeout documents	Approve project closeout documents	
141430*	Update Blight Areas	Local	Preparing documents	Preparing legal descriptions and will forward to City	Schedule Public Hearings	March/April 2018
161982	Master Trails Plan	Local	Project revised	None	Adopt Plan	
16055*	Electrical Distribution Upgrade	Local	Project completed	None	None	1-year warranty period expires on February 26, 2019
171495*	Flood Risk Reduction Project	Local/NRD	Received formal SWIF letter of intent approval from USACOE; prepared draft tie-back levee Emergency Action Plan (EAP)	Submit draft tie-back levee EAP to City	Review and comment on draft EAP	Revise EAP and finalize; submit to USACOE in March 2018
170078*	South 19 th Street Improvements	Local	Design	Schedule a design review meeting w/City	Attend meeting	

Note: Items in **Red** are new from previous report.





REQUEST FOR FUTURE AGENDA ITEM

If you have a specific topic that you would like the City Council to discuss at a future meeting, please list your name, address, telephone number, and the specific topic. The item will be reviewed and possibly scheduled for a future meeting, or forwarded to City staff for appropriate action.

Name: _____

Address: _____

Telephone #: _____

Date of Request: _____

Description of Topic: _____

Please return to the City Clerk at City Hall, by email (clerk@cityofbrokenbow.org), or by fax (308-872-6885).

NEBRASKA LIQUOR CONTROL COMMISSION
301 CENTENNIAL MALL SOUTH
PO BOX 95046
LINCOLN, NE 68509-5046
PHONE: (402) 471-2571
FAX: (402) 471-2814
Website: www.lcc.nebraska.gov

**Special Designated License
Local Recommendation Form**

Broken Bow Legends Neighborhood Grill

Name of Retail Liquor Licensee or Non-Profit Organization

835 South D

Licensee Business Address or Non-Profit Business Address

118868

Retail License Number or Non-Profit Federal ID # (Form #201 must be submitted as attachment)

Event Location: **South D street**

Event Date & Time: **June 9 noon to 1 am**

Alternate Date/Location: **none**

Description of area to be licensed in length & width: **80** x **136**

Indoor: ☐ Outdoor: ☒ (must include Form # 109 as attachment)

Type of Event: **Band** Estimated # of attendees: **200**

Event Supervisor: **William Butler**
(Please print)

Contact Phone Number: **308 870 0010**

Contact Email: **brokenbowbill@yahoo.com**

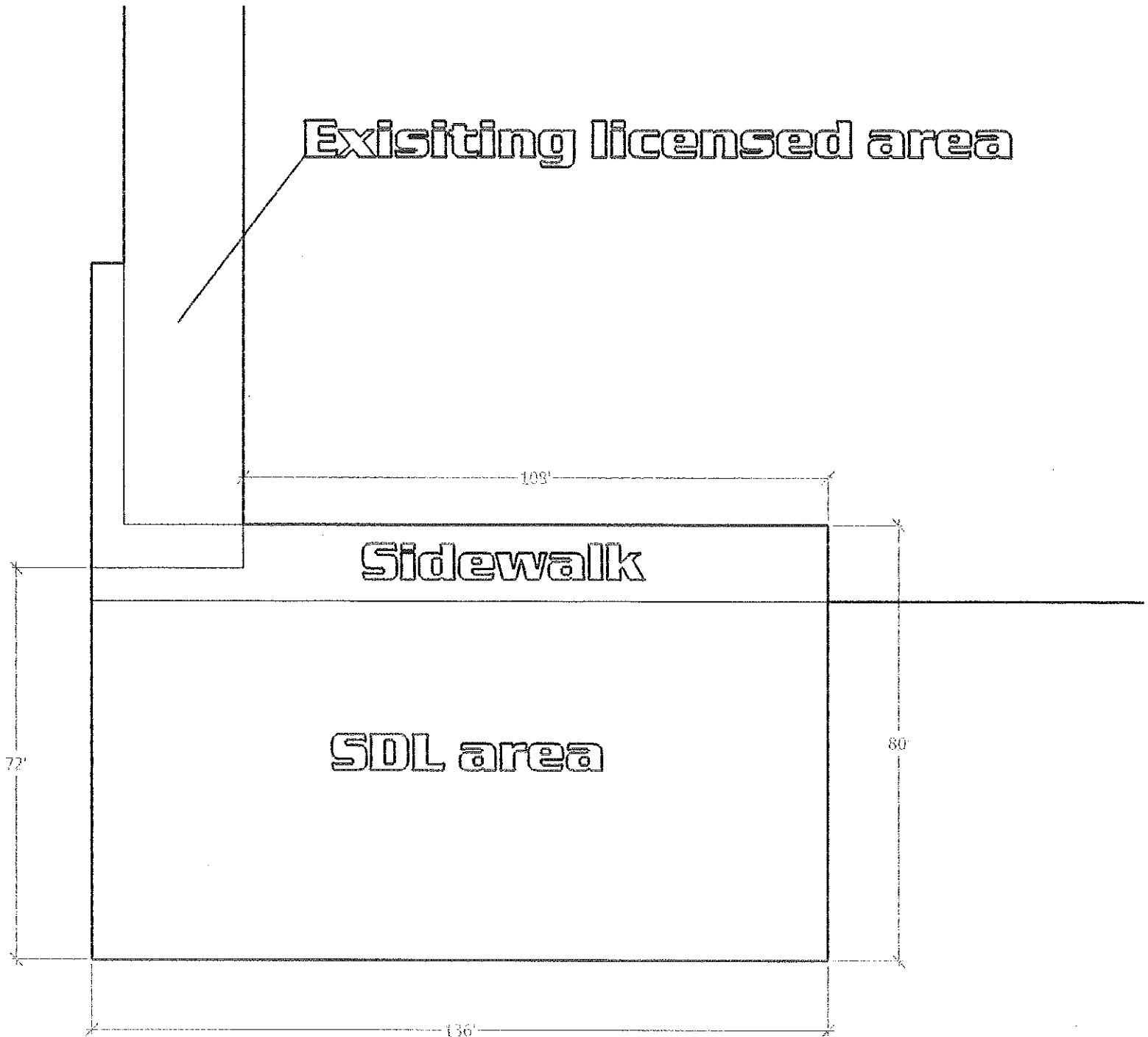
Local governing completes below:

City/County approving event: _____

Local Governing Body Authorized Signature

Date

Exisiting licensed area





City of Broken Bow Return to Work Program

Policy Statement

The City of Broken Bow is committed to providing a safe and healthy working environment for all employees. As part of this commitment, we shall make every reasonable effort to provide suitable temporary employment to any employee unable to perform his or her job duties as a result of a workplace injury or illness. This may include a modification to the employee's original position or providing an alternative position, depending on the employee's medical restrictions, providing that this does not create an undue hardship to the City of Broken Bow. This program applies to all employees with work-related injuries and/or illnesses.

Only work that is considered meaningful and productive shall be considered for use in the return to work program. Employees placed on a return to work plan will be expected to provide feedback in order to improve the program. All employees, regardless of injury or illness, will be considered for placement through the return to work program.

Medical Provider

City of Broken Bow's preferred medical provider is Central Nebraska Medical Clinic. All employees injured at work will fill out the Nebraska Form 50 and choose to either go to Central Nebraska Medical Clinic or their own doctor that they or their family has seen previously, for treatment.

All providers will have access to copies of all of our job descriptions, if they need them to determine work restrictions.

Transitional Work

City of Broken Bow has identified a list of preplanned transitional work for common work restrictions. This list can be found in **Appendix C**. We will work with the medical provider's prescribed restrictions to find transitional work for all injured employees. The work may consist of modified, alternative or a combination.

Written Job Descriptions

City of Broken Bow has written job descriptions for all positions with detailed information on physical demands and essential tasks. All job descriptions are shared with the medical providers so they can provide input regarding the transitional work the injured employees can perform.

Program Responsibilities

Management. The management of the City of Broken Bow is committed to our overall safety program, including our return to work initiatives. Management supports the Return to Work Program and the City Clerk by pledging financial and leadership support. Management will effectively communicate with employees about the program on a regular basis.

Program Administrator. The City Clerk is the primary contact for the Return to Work Program, who will:

- Ensure prompt, quality medical care is available and offered to injured employees.
- Identify transitional work for injured employees and record in **Appendix C**.
- Follow all the steps outlined in **Appendix F** when an employee is injured.
- Maintain all return to work records and communications in a folder separate from the employee's HR folder.
- Train supervisors and employees on the program annually or when employees are assigned to a new role or responsibility. Training will be documented in the Training Record located in **Appendix K**.
- Review the Return to Work Program annually and make any needed changes or updates.
- Record injured employee's transitional work hours in **Appendix I** and send to EMC Insurance Companies.

Supervisors. Our supervisors play an active role in the success of our Return to Work Program. Supervisors will:

- Assist in identifying transitional work options.
- Follow all the steps outlined in **Appendix G** when an employee is injured.
- Assign employees with job-related restrictions to transitional work within their prescribed restrictions. *(Under no circumstance should an employee be assigned to work that exceeds the medical provider's restrictions.)*
- Ensure all employees with job-related restrictions are adhering to their restrictions and company policies, including punctuality, attendance, and job performance.

Injured Employees. Every effort will be made to assist the injured employee in returning to his or her regular position as soon as it is medically safe to do so. To assist in this effort, employees must do the following:

- Follow all the steps outlined in **Appendix H** if injured on the job.
- Attend all scheduled medical, therapy and other related appointments, and follow all medical advice.
- Provide their supervisors and the City Clerk with information about their work restrictions or changes to work restrictions (this includes release to full duty with no continuing restrictions).
- Only perform work activities within the restrictions – both on and off the job. If problems develop, even for work within the current restrictions, employees must notify their supervisor immediately.
- Perform assigned transitional work. Note: the injured employee may or may not be working the same position or even in the same department.
- Follow all policies regarding punctuality, attendance, and job performance.

Permanent Job Modifications

In the event an injury results in permanent medical restrictions, we will work with our insurance carrier to determine the best course of action. In some cases, this may include reasonable accommodations made to the worker's regular job or the placement of the employee in a position that is suitable to his or her permanent restrictions.

Training

All employees including new hires will be trained annually on the City of Broken Bow's Return to Work Program. Training will include the following topics:

- Purpose and detail of the Return to Work Program
- How to fill out necessary return to work forms
- The step-by-step process to follow when an injury occurs
- Where to go for treatment if injured on the job
- How to report any work restrictions prescribed by their physician
- How to report any difficulties with performing transitional work duties

All training will be documented in **Appendix K**.

Periodic Program Review

At least annually, the City Clerk will conduct a program review to assess the progress and success of the program. (**Appendix J**)

Revision History

Revision 2018-1

Appendix A – Employee Work Injury Report

You, the injured employee, are responsible for answering all questions on the Employee's Work Injury Report accurately and in detail. This completed report should be given to the City Clerk within 24 hours of your work-related injury.

Employee Work Injury Report

Personal Information

Name _____ Social Security Number _____
Address _____ Birth Date _____ Sex M ☐ F ☐
City, State _____ Zip _____ Telephone _____
Married ☐ Single ☐ Number of Dependents _____ Home/School _____
Family Physician _____ Telephone Number _____
Are you currently entitled to Medicare Benefits? Yes ☐ No ☐ Medicare # (HICN) _____
Have you applied for Medicare or SSDI? Yes ☐ No ☐ Pending ☐ Rejected ☐

Employment Information

Job Title _____ Employment Date _____
Salary/Hourly Rate _____ Hours Worked Per Day _____
Building Location _____ Time Work Day Begins _____

Injury/Illness

Date of Injury _____ Time of Accident _____
Where in the facility/job site did this injury occur? _____
What were you doing when injured? _____
How did the injury occur? _____

Describe the injury or illness in detail and indicate the part of the body affected. (Designate right or left if appropriate)

Any previous similar injury? If yes, explain. _____
Was this injury witnessed? If so, by whom? _____
Did you lose time from work? Yes ☐ No ☐ Date(s) missed _____
Have you returned? Yes ☐ No ☐ If yes, what was the date? _____

Treatment

Medical Facility _____
Diagnosis/Care Prescribed _____

Contact

When you return to work, you must call the City Clerk at 308-872-5831

Employee Name (PRINTED) _____ Date _____
Employee's Signature _____

Appendix B – Work-Related Injury/Illness Report

Date of Service: _____
 Patient Name: _____
 Employer: _____

PLEASE FAX IMMEDIATELY TO BOTH:

City Fax: (308) 872-6885

Universal Insurance Fax: (308-872-2941)

Notified: ☐ Yes ☐ No

Diagnosis:	Is condition work related? <input type="checkbox"/> Yes <input type="checkbox"/> No																	
Treatment Plan:																		
Medication(s):																		
Date of most recent examination by this office: <u> </u> / <u> </u> / <u> </u> . The next scheduled visit is: <input type="checkbox"/> as needed OR <u> </u> / <u> </u> / <u> </u> .																		
Month/Day/Year																		
1.	<input type="checkbox"/> Recommended his/her return to work with no limitations on <u> </u> Date <u> </u>																	
2.	<input type="checkbox"/> He/She may return to work on <u> </u> with the following limitations: Date <u> </u>																	
DEGREE	LIMITATIONS																	
<input type="checkbox"/> Sedentary Work. Lifting 10 pounds maximum and occasionally lifting and/or carrying such articles as docket, ledgers and small tools. Although a sedentary job is defined as one which involves sitting, a certain amount of walking and standing is often necessary in carrying out job duties. Jobs are sedentary if walking and standing are required only occasionally and other sedentary criteria are met. <input type="checkbox"/> Light Work. Lifting 20 pounds maximum with frequent lifting and/or carrying of objects weighing up to 10 pounds. Even though the weight lifted may be only a negligible amount, a job is in this category when it requires walking or standing to a significant degree or when it involves sitting most of the time with a degree of pushing and pulling of arm and/or leg controls. <input type="checkbox"/> Medium Work. Lifting 50 pounds maximum with frequent lifting and/or carrying objects weighing up to 25 pounds. <input type="checkbox"/> Heavy Work. Lifting 100 pounds maximum with frequent lifting and/or carrying of objects weighing up to 25 pounds. <input type="checkbox"/> Very Heavy Work. Lifting objects in excess of 100 pounds with frequent lifting and/or carrying of objects weighing 50 pounds or more.	1. In an 8 hour work day, patient may: a. Stand/walk <input type="checkbox"/> None <input type="checkbox"/> 4-6 Hours <input type="checkbox"/> 1-4 Hours <input type="checkbox"/> 6-8 Hours b. Sit <input type="checkbox"/> 1-3 Hours <input type="checkbox"/> 3-5 Hours <input type="checkbox"/> 5-8 Hours c. Drive <input type="checkbox"/> 1-3 Hours <input type="checkbox"/> 3-5 Hours <input type="checkbox"/> 5-8 Hours 2. Patient may use hands for repetitive: <input type="checkbox"/> Single grasping <input type="checkbox"/> Pushing and pulling <input type="checkbox"/> Fine manipulation 3. Patient may use feet for repetitive movement as in operating foot controls: <input type="checkbox"/> Yes <input type="checkbox"/> No 4. Patient is able to: <table border="0"> <tr> <td></td> <td><u>Frequently</u></td> <td><u>Occasionally</u></td> <td><u>Not at all</u></td> </tr> <tr> <td>a. Bend</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>b. Squat</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>c. Climb</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table>			<u>Frequently</u>	<u>Occasionally</u>	<u>Not at all</u>	a. Bend	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	b. Squat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	c. Climb	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<u>Frequently</u>	<u>Occasionally</u>	<u>Not at all</u>															
a. Bend	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>															
b. Squat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>															
c. Climb	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>															

OTHER INSTRUCTIONS AND/OR LIMITATIONS:

3. ☐ These restrictions are in effect until or until patient is reevaluated.

Date

4. ☐ He/She is totally incapacitated at this time. Patient will be reevaluated on .

Date

THIS TREATMENT HAS BEEN DISCUSSED WITH THE EMPLOYEE

Treating Facility Name

Please Print

Physician's
Signature:

Phone
No:

Appendix C – Transitional Work List

The following list outlines preplanned opportunities for transitional work. Tasks selected for an injured employee must be consistent with their work restrictions provided by the medical provider. Additional tasks that may be appropriate for this list should be sent to for approval. Prior to work beginning, the injured employee's supervisor and will ensure the selected tasks are within the physician's prescribed restrictions. The treating physician will be consulted to verify the tasks are appropriately matched to the worker's current abilities.

Frequency Abbreviation	Number of Repetitions During Shift	Percentage of Time
Rare to Occasional (R/O)	0-20	33%
Frequent (F)	20-100	33-66%
Constant (C)	>100	66-100%

Department	Job	Requirements							
		Lift/ Carry (lbs.)	Stand/ Walk	Sit	Drive	Grip	Bend	Squat	Climb
Community Development & Zoning	Sort, organize and file documents	10	F	F	R/O	F	F	F	R/O
	Sort "rolled plans" in zoning office and vault	10	F	F	R/O	F	F	F	R/O
Utilities	Truck maintenance	10	F	R/O	R/O	F	F	F	R/O
	Clean Windows	5	C	R/O	R/O	F	F	F	F
	Update SDS	5	R/O	F	R/O	R/O	R/O	R/O	R/O
	Sweep Shop Floors	5	C	R/O	R/O	F	F	F	R/O
	Inventory	20	F	F	R/O	F	F	F	F
	Organize parts in shop	20	F	R/O	R/O	F	F	F	R/O
Public Services	Clean up around different building sites	30	C	R/O	R/O	F	F	F	F
	Sweep floors	10	C	R/O	R/O	F	F	F	R/O
	Painting where needed	20	C	R/O	F	F	F	F	F
	Clean vehicles	10	C	R/O	R/O	F	F	F	F
	Organize parts in shop	20	F	R/O	R/O	F	F	F	R/O
	Inventory	20	F	F	R/O	F	F	F	F
	Update SDS	5	R/O	F	R/O	R/O	R/O	R/O	R/O
	Mowing	20	R/O	C	C	F	R/O	R/O	R/O
Library	Tape & clean children's books	5	R/O	C	R/O	F	F	R/O	R/O

	Shelve books	10	C	R/O	R/O	F	F	F	R/O
	Dust shelving & books	5	C	R/O	R/O	C	F	F	R/O
	Bleach toys & furniture	5	F	R/O	R/O	C	F	F	R/O
	Organize magazines & newspapers	5	F	R/O	R/O	C	F	F	R/O
	Clean windows	5	C	R/O	R/O	C	F	F	F
	Cutting for projects for children's crafts	5	R/O	C	R/O	F	R/O	R/O	R/O
	Shelve DVD's	5	F	R/O	R/O	F	F	F	R/O
	Pick up trash outside	20	C	R/O	R/O	F	F	F	R/O
	Shred	5	R/O	C	R/O	F	R/O	R/O	R/O
	Vacuum floors & furniture	20	C	R/O	R/O	F	F	R/O	R/O
	Clean cobwebs from ceilings and corners	5	C	R/O	R/O	F	F	R/O	F
	Empty & take out garbage	20	F	R/O	R/O	F	F	F	R/O
	Take recycling to the recycling location	20	F	R/O	F	F	F	F	R/O
Administration	Help make packets for meetings	5	R/O	F	R/O	F	R/O	R/O	R/O
	Shredding	5	R/O	F	R/O	F	R/O	R/O	R/O
	Clean windows	5	C	R/O	R/O	C	F	F	F
	File loose paperwork	5	F	R/O	R/O	F	F	R/O	R/O
	Vacuum	20	C	R/O	R/O	F	F	R/O	R/O
	Create documents for projects with instruction (if skills apply)	5	R/O	F	R/O	R/O	R/O	R/O	R/O
	Clean break room	5	C	R/O	R/O	C	F	F	R/O
	Clean cobwebs from ceilings and corners	5	C	R/O	R/O	F	F	R/O	F
	Purge old files and/or documents	10	F	F	R/O	F	F	F	R/O
	Clean entry (outside & inside)	10	C	R/O	R/O	C	F	F	F
	Clean lighting fixtures	5	C	R/O	R/O	C	F	R/O	F
	Dusting	5	C	R/O	R/O	C	F	F	R/O
	Clean bathrooms	10	C	R/O	R/O	C	F	F	R/O

	Clean kitchen	10	C	R/O	R/O	C	F	F	R/O
Police	Building maintenance	10	C	R/O	R/O	C	F	F	R/O
	Clean vehicles	5	C	R/O	R/O	C	F	F	R/O
	Shredding	5	R/O	C	R/O	F	R/O	R/O	R/O
	File reports	5	C	R/O	R/O	F	F	R/O	R/O
Fire	Equipment maintenance	10	F	R/O	R/O	F	F	F	R/O
	Shredding	5	R/O	C	R/O	F	R/O	R/O	R/O
	Wash & clean bays	5	C	R/O	R/O	C	F	F	R/O
	Wash & clean trucks	5	C	R/O	R/O	C	F	F	F
	Clean inside trucks	5	C	R/O	R/O	C	F	F	R/O
	Update Safety Data Sheets (SDS)	5	R/O	F	R/O	R/O	R/O	R/O	R/O
	Check Fire Extinguishers	10	R/O	R/O	R/O	C	R/O	R/O	R/O
	Inventory	20	F	F	R/O	F	F	F	F
	File Reports	5	C	R/O	R/O	F	F	R/O	R/O
	Maintain Fire Hydrants	10	F	R/O	F	F	F	F	R/O
	Manage Recycling	10	F	R/O	F	F	F	R/O	R/O

Appendix D – Transitional Job Letter

Date:

City of Broken Bow
314 South 10th Avenue
Broken Bow, NE 68822

Dear _____

We are pleased to offer you temporary transitional work as part of our Return To Work Program while you are recovering from your injury. It is our goal that this temporary assignment will aid in your transition back into full work activities. Your doctor has released you to perform certain work activities, which we have available for you:

Start Date: time and date

Planned Work Schedule and Location: hours/days worked and Location

Supervisor Name: name of supervisor

Job Title/Tasks: tasks approved by treating physician

Wage Rate:

Details of Applicable Lodging/Meals/Transportation Compensation:

Please complete the following sections on the next page: 1) acknowledgement of receipt of this letter and 2) acceptance/refusal of the temporary transitional job offer. If you refuse the temporary transitional work offer, you must fill out the reason why in the space provided. Please sign and return both pages of this letter to me by date and retain a copy for your records.

If we do not receive this acknowledgment form from you by date, or if you refuse the temporary transitional work that has been offered to you, your rights to further workers' compensation benefits may be affected. Please let me know if you have any questions or concerns.

Sincerely,

Stephanie Wright, City Clerk
308-872-5831

Acknowledgement of Receipt of This Letter:

My signature below acknowledges receipt of this letter and offer of temporary transitional work:

Your Signature _____ Printed Your Name _____

Date _____

Acceptance/Refusal of the Temporary Transitional Job Offer:

By checking the appropriate box below, I accept or refuse this temporary transitional work offer:

☐ Accept

☐ Refuse (you must fill out the reason why in the space provided):

Your Signature _____ Print Your Name _____

Date _____

Please sign and return both pages of this letter to me by **date and retain a copy for your records.*

Appendix E – Letter to Treating Physician

314 South 10th Avenue
Broken Bow, NE 68822

<Date>

Dear <treating physician name>:

<Employee name> is employed by the City of Broken Bow as a <job title>. He/she was injured on <date>.

The City of Broken Bow has a Return to Work Program that is designed to safely return our injured employees to work as soon as possible.

If <employee name> is unable to return to work in his/her original position and capacity, we will make every effort to provide modified or alternative work for him/her. Enclosed you will find a copy of <employee name's> job description, which outlines the employee's essential job functions, and a work-related injury/illness report. Please fill out the work-related injury/illness report so we will have a better understanding of <employee name's> work restrictions. We will ensure that any modified or alternative positions meet all of your prescribed medical restrictions. Please fax the work-related injury/illness report back to our office at 308-872-6885.

Please contact me if you have any questions at 308-872-5831. We appreciate your participation in our efforts to return our employees to a safe, productive workplace.

Sincerely,

Stephanie Wright
City Clerk

Appendix F – Program Administrator Checklist

Follow the steps below when an employee is injured.

- ☐ Fill out the First Report of Injury and send to Universal Insurance.
- ☐ Contact the medical provider and collect the Work-Related Injury/Illness Report with the doctor's signature.
- ☐ Review the Work-Related Injury/Illness Report from the medical provider with the injured employee's supervisor and find transitional work within his/her work restrictions using the following priority:
 - Regular Work.** If the medical restrictions do not exceed the injured employee's regular job requirements, the employee can return to his or her usual job. If not, evaluate modified work options.
 - Modified Work.** If the medical restrictions do exceed the injured employee's regular job requirements, determine if changes can be made to the job to accommodate the employee. For example, an employee with a 20 pound lifting restriction will not be able to complete a job requiring him or her to lift a 30 pound box. We will attempt to work around this restriction through the use of controls such as hoists, or by having another employee perform the lifting task in the interim.
 - Alternate Work.** If job changes are not feasible, determine if other jobs are available within the facility that fall within the employee's restrictions. This may include jobs such as quality assurance inspections or non-routine jobs like filing papers or painting.
- ☐ Send the injured employee a Written Transitional Job Offer outlining the duties of the transitional position, start date, hours, and work tasks.
- ☐ Receive signed copy of the Written Transitional Job Offer from the employee.
- ☐ Send a copy of the signed Written Transitional Job Offer to EMC Insurance Companies.
- ☐ File a copy of the signed Written Transitional Job Offer in a folder separate from the employee's HR folder.
- ☐ After employee returns to work, check in with him/her daily and remind him/her to only work within the prescribed restrictions.
- ☐ Log all the employee's transitional work hours in the Transitional Work Log.
- ☐ Send Transitional Work Log to EMC Insurance Companies.
- ☐ Contact EMC Insurance Companies regarding any changes to the employee's work restrictions or if he/she is not adhering to the prescribed restrictions.
- ☐ If restrictions change, update the employee's transitional work assignment.
- ☐ Send employee a new Written Transitional Job Offer if transitional work changes.

NOTE: An employee may be disqualified from receiving workers' compensation benefits if he/she refuses to return to work after a physician has cleared him/her for work. If a situation like this arises, contact your insurance claims adjuster for guidance.

Appendix G – Supervisor Checklist

When an employee is injured, follow the steps below.

- ☐ Ensure the employee fills out a Nebraska Form 50
- ☐ Ensure the employee fills out the Employee Work-Injury Report as soon as possible.
- ☐ Make sure he/she has the following forms and direct him/her to give the forms to the treating physician.
 - ☐ Work-Related Injury/Illness Report
 - ☐ Copy of employee's job description
- ☐ Assist in assigning employees with job-related restrictions to transitional work within their prescribed restrictions. *(Under no circumstance should an employee be assigned to work that exceeds the medical provider's restrictions.)*
- ☐ Contact employee and ask if he/she has received, reviewed, signed and returned the Written Transitional Job Offer.
- ☐ Ensure all employees with job-related restrictions are adhering to their restrictions
- ☐ Once the employee has returned to work, report any issues he/she has completing the transitional work to the City Clerk.
- ☐ Assist in logging the employee's transitional work hours in the Transitional Work Log.

Appendix H – Employee Checklist

- ☐ Fill out a Nebraska Form 50
- ☐ Fill out the Employee Work-Injury Report as soon as possible.
- ☐ For non-emergency medical treatment and follow-up care go to the select/preferred medical provider with the following documents:
 - ☐ Work-Related Injury/Illness Report
 - ☐ Copy of your job description
 - ☐ Letter to Treating Physician
- ☐ Receive a Written Transitional Job Offer from the City of Broken Bow.
- ☐ Review the Written Transitional Job Offer, sign and return to the City Clerk.
- ☐ Return to work on the agreed upon date.
- ☐ Perform assigned transitional work. Note: you may or may not be working the same position or even in the same department.
- ☐ Report any issues you have completing your transitional work to your supervisor and HR.
- ☐ Report all transitional work hours to the program administrator and your supervisor.
- ☐ Attend all scheduled medical, therapy and other related appointments, and follow all medical advice.
- ☐ Provide your supervisor and program administrator with information about your work restrictions or changes to your existing restrictions after each provider visit (including release to full duty).
- ☐ Return to regular work when approved by the medical provider
- ☐ Follow Human Resources policies including punctuality, attendance and job performance
- ☐ Only perform work activities within the restrictions – both on and off the job.

NOTE: *You may be disqualified from receiving workers' compensation benefits if you refuse to return to work after a physician has cleared you for work.*

Appendix I – Transitional Work Log

Fill out this log each day accounting for all the transitional work performed by the injured employee. Weekly send a copy to EMC Insurance Companies and retain a copy in a folder separate from the employee's HR file.

Date:	
Employee Name:	
Supervisor Name:	
Hourly Wage	

Date	Start/Stop Time	Transitional Work Performed	Issues With Work

Appendix J – Annual Program Evaluation Report

Date of Evaluation:	Evaluated By (list all present):
Written Program Reviewed: Yes No	
Comments on Written Program:	
The following specific procedures have been reviewed:	
The following specific procedures were modified:	
The following specific procedures were added:	
A review of the accident reports and injury and illness reports were made: Yes No	
The following additional expense(s) resulted from failure to use correct return to work procedures:	
Comments:	

Appendix K – Training Record for the Return to Work Program

The following individuals received training on the Return to Work Program.

Print Name	Sign Name

The undersigned conducted training in accordance with our Return to Work Program.

Print Instructor's Name	
Instructor's Signature	
Instructor's Title	
Date of Training	



AIA® Document G701™ – 2017

Change Order

PROJECT: *(Name and address)*
Broken Bow Library Addition and
Renovation
626 S D St, Broken Bow, NE 68822

CONTRACT INFORMATION:
Contract For: General Construction

Date: February 24, 2017

CHANGE ORDER INFORMATION:
Change Order Number: 004

Date: 02/20/2018

OWNER: *(Name and address)*
City of Broken Bow
314 South 10th Ave
P.O. Box 504
Broken Bow, NE 68822

ARCHITECT: *(Name and address)*
JEO Architecture, Inc.
2700 Fletcher Avenue
Lincoln, Nebraska 68504

CONTRACTOR: *(Name and address)*
Chief Construction Co.
3935 Westgate Road
Grand Island, NE 68803

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Deduct for Sodding: (\$5,548.12)
Deduct for Termite Control: (\$1,620.05)
Deduct for Cabinet Drawers: (\$750.00)
Deduct for Fire Dampers: (\$863.00)
Total DEDUCTS: (\$8,781.17)

Add for Switching of Door Operators: \$1,421.64
Add for Relocating Thermostat: \$420.20
Add for Roof Curb Extensions: \$695.00
Total ADDS: \$2,536.84

Total CO #004 Deduct: (\$6,244.33)

The original Contract Sum was	\$	1,460,813.00
The net change by previously authorized Change Orders	\$	25,306.18
The Contract Sum prior to this Change Order was	\$	1,486,119.18
The Contract Sum will be decreased by this Change Order in the amount of	\$	6,244.33
The new Contract Sum including this Change Order will be	\$	1,479,874.85

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be December 31st, 2017

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

JEO Architecture, Inc.
ARCHITECT *(Firm name)*

Chief Construction Co.
CONTRACTOR *(Firm name)*

City of Broken Bow
OWNER *(Firm name)*

SIGNATURE

SIGNATURE

SIGNATURE

Jarred Meyer, Associate AIA/LEED AP
BD+C, Associate AIA
PRINTED NAME AND TITLE

Lynn Johnson, Project Manager
PRINTED NAME AND TITLE

Cecil Burt, Mayor
PRINTED NAME AND TITLE

03/01/2018
DATE

03/01/2018
DATE

DATE



3935 Westgate Road
P.O. Box 2078
Grand Island, NE 68802-2078
308.389.7222

February 1, 2018

Mr. Marvin Larson
JEO Architecture, Inc.
2700 Fletcher Avenue
Lincoln, NE 68504

Project: Broken Bow Library Addition and Renovation

Following is breakdown of the electrical cost to install flexible conduit in door jamb for wiring of electric strike crash bar and install wiring for lighted switch for door operators in Door #101A, 115 & 117.

1	Central Nebraska Electric Quote	\$2,562.00
2	Chief Construction Cost Split	(\$1,281.00)
3	Insurance and Bonds	\$11.40
4	P & O	\$129.24
5	Total	\$1,421.64

Respectfully Submitted,

Lynn Johnson
Project Manager
Chief Construction Company



3935 Westgate Road
P.O. Box 2078
Grand Island, NE 68802-2078
308.389.7222

February 1, 2018

Mr. Marvin Larson
JEO Architecture, Inc.
2700 Fletcher Avenue
Lincoln, NE 68504

Project: Broken Bow Library Addition and Renovation

Following are breakdowns for the deducts regarding the sodding and termite control that were deleted from our contract.

Deducts Breakdown

1	Deduct sodding per schedule of values	(\$5,548.12)
2	Deduct termite control per schedule of values	(\$1,620.05)
3	Total	(\$7,168.17)

Respectfully Submitted,

Lynn Johnson
Project Manager
Chief Construction Company



3935 Westgate Road
P.O. Box 2078
Grand Island, NE 68802-2078
308.389.7222

February 1, 2018

Mr. Jarred Meyer
JEO Architecture, Inc.
2700 Fletcher Avenue
Lincoln, NE 68504

Project: Broken Bow Library Addition and Renovation

Following is breakdown of the electrical cost to move the thermostat in Office 107

1	Central Nebraska Electric	\$382.00
2	P & O	\$38.20
3	Total	\$420.2

Respectfully Submitted,

Lynn Johnson
Project Manager
Chief Construction Company

Johnson, Lynn

From: Dennis <dennis@creativegi.com>
Sent: Monday, January 8, 2018 9:09 AM
To: Johnson, Lynn
Subject: Broken Bow

Lynn, You can take a deduct of \$750.00 off our contract to leave the drawers as they are. Thanks

Johnson, Lynn

From: Scot Holcomb <holcombmechanical@hotmail.com>
Sent: Wednesday, January 31, 2018 11:21 AM
To: Johnson, Lynn
Subject: BB Library

Lynn,

The deduct on the cost of the fire dampers was \$563.00 and while we are emailing, did the engineer ever say anything about what they wanted to do with the snow blowing into the intake hoods. We did get a price for 2' extensions on the 3 curb extensions for them and the cost of those was \$695.00, but there will have to be something figured out on the exhaust fans also.

Thanks,

\$300.00 labor credit

Angie (Neville) Bickford
Office Manager
Holcomb Mechanical

STATE OF NEBRASKA*STATE FIRE MARSHAL
246 SOUTH 14TH STREET
LINCOLN, NE 68508-1804

Page 1 of 1

Facility Name BROKEN BOW PUBLIC LIBRARY		Fee Sheet Number:	
Operator & Phone number CITY OF BROKEN BOW		Occupant Street Address 626 SOUTH D	
Owner / Address / Phone number/Email BROKEN BOW PUBLIC LIBRARY 626 SOUTH D BROKEN BOW, NEBRASKA 68822		City / Town BROKEN BOW	
		County CUSTER	
Occupant load 274		How Occupied PLACE OF ASSEMBLY	
		Date of Inspection 12/13/2017	Fee Card <input type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A
ORDER			

Contact person/number : JARRED 402-435-3080
Initial inspection : DECEMBER 13, 2017
Revisit inspection : JANUARY 2, 2018
Hours of operation : 0800-2000
Plan review numbers : M01046-17 M07102-17

The above facility, providing reasonable safety to life in case of fire, is approved at this time.

All items must be corrected to comply with the laws of the State of Nebraska and with rules and regulations adopted by the State Fire Marshal as mandated by section 81-502 to 81-541.01

It is the duty of the owner or person in charge of the above-named facility to immediately take measures to bring the facility into compliance with state regulations. **ALL CORRECTIONS SHALL BE MADE AND ALL ITEMS CORRECTED ON OR BEFORE.** _____

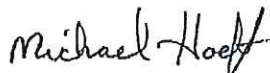
If you have questions on this Order, contact Deputy Hoeft by phone at 308-530-9493 or by Email at mike.hoeft@nebraska.gov

Witness my signature at North Platte

Nebraska this 2nd day of January 2018

By: Michael Hoeft

Deputy State Fire Marshal # 8733



ORDINANCE NO. 1179

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF BROKEN BOW, NEBRASKA, AMENDING THE SALARIES OF OFFICERS AND EMPLOYEES; PAY PLAN FOR ALL CALSSIFICATIONS WITHIN THE CITY; AND MONTHLY SALARY OR HOURLY WAGE RANGES FOR EACH INDIVIDUAL CLASSIFICATION.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF BROKEN BOW, NEBRASKA THAT the following salaries of officers and employees, pay plan for all classifications within the city, and monthly salary or hourly wage ranges for each individual classification be established:

**2017-2018
Pay Scale Table**

IBEW Employees	Union Contract
Sanitation Employees	\$9 - \$15 per hour
Pool Manager	\$12 - \$20 per hour
Pool Assistant Manager	\$9 - \$15 per hour
Lifeguards	\$9 - \$11 per hour
Seasonal Employees	\$9 - \$15 per hour
City Clerk	\$3,293 - \$4,334 per month
City Treasurer	\$4,507 - \$5,285 per month
Police Officers	\$17.95 - \$24.15 per hour
Police Sergeant	\$20.29 - \$26.65 per hour
Police Chief	\$4,853 - \$6,317 per month
Police Captain	\$4,333 - \$5,230 per month
Police Secretary	\$2,080 - \$2,968 per month
Police Sign On	\$1,000 - \$1,500 once
Street Superintendent	\$3,987 - \$5,552 per month
Electric Superintendent	\$5,027 - \$5,904 per month
Library Director	\$3,293 - \$4,783 per month
Water/Sewer/Park Superintendent	\$5,027 - \$6,426 per month
City Administrator	\$6,667 - \$10,000 per month
City Attorney	\$175 per hour
Mayor per Ordinance 1169	\$3,350 per year
Council per Ordinance 1169	\$2,100 per year

This ordinance shall repeal all ordinances, resolutions, and parts or portions thereof, which conflict herewith. This ordinance shall be published as required by law and shall become effective March 13, 2018.

Passed and adopted this 13th day of March, 2018.

Cecil Burt, Mayor

ATTEST:

Stephanie M. Wright, City Clerk

RESOLUTION 2018-20

**RESOLUTION AUTHORIZING PAYMENT #18 TO
JEO CONSULTING GROUP, INC.**

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF BROKEN BOW, NEBRASKA:

WHEREAS, JEO Consulting Group, Inc. has submitted Pay Request No. 18 for work performed for 100% Implementation and 100% completed work of Project Management on the Broken Bow Comprehensive Plan and Zoning/Subdivision Regulations completed through February 16, 2018.

WHEREAS, JEO Consulting Group, Inc. is entitled to Payment in the amount of \$750.00 for the Broken Bow Comprehensive Plan and Zoning/Subdivision Regulations.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of Broken Bow, Nebraska: authorizing the City to sign all necessary documentation for payment and pay JEO Consulting Group, Inc. \$750.00.

PASSED AND APPROVED this 13th day of March, 2018.

Cecil Burt, Mayor

ATTEST:

Stephanie M. Wright, City Clerk

(S E A L)



ENGINEERING ■ ARCHITECTURE ■ SURVEYING ■ PLANNING

Invoice

February 22, 2018

Project No: R111076.00

Invoice No: 101412

Invoice Amount: 750.00

City of Broken Bow
PO Box 504
314 So. 10th Avenue
Broken Bow, NE 68822

Project Manager Jeffrey Ray

Project R111076.00 Broken Bow Comprehensive Plan and Zoning/Subdivision Regulations

Professional Services through February 16, 2018

- See Attached Progress Report

	Contract Amount	Percent Complete	Billed-to-Date	Previous Billing	Current Billing
Lump Sum Phase(s)					
Set-up and Kick-off	\$750.00	100 %	\$750.00	\$750.00	0.00
Profile	\$7,750.00	100 %	\$7,750.00	\$7,750.00	0.00
Envision	\$10,250.00	100 %	\$10,250.00	\$10,250.00	0.00
Achieve	\$7,750.00	100 %	\$7,750.00	\$7,750.00	0.00
Implementation	\$6,250.00	100 %	\$6,250.00	\$5,625.00	\$625.00
Zoning and Subdivision Update	\$7,800.00	100 %	\$7,800.00	\$7,800.00	0.00
Final Document and Public Hearings	\$1,800.00	75 %	\$1,350.00	\$1,350.00	0.00
Project Management	\$2,500.00	100 %	\$2,500.00	\$2,375.00	\$125.00
Total	\$44,850.00		\$44,400.00	\$43,650.00	\$750.00
Total Amount Due Upon Receipt					\$750.00

JEO CONSULTING GROUP INC ■ JEO ARCHITECTURE INC

142 W. 11th Street | PO Box 207 | Wahoo, Nebraska 68066-0207 | p: 402.443.4661 | f: 402.443.3508

www.jeo.com



Project Progress Report

DATE | February 23, 2018

PROJECT | Broken Bow Comprehensive Plan and Zoning Regulations

JEO PROJECT NO. | 111076.00

LOCATION | Broken Bow, NE

Report Prepared By | Jeff Ray

Reviewed By |

Period of Report Through | February 16, 2018

Summary of Progress:

- Planning Commission comments incorporated in zoning regulations
- QA/QC review of zoning regulations

Planned Events for the Next Period:

- Facilitation of Planning Commission and City Council Public Hearings for adoption

Action Items:

- Schedule and publicize public hearings

Project Schedule:

- Project Delayed for extra Planning Commission review adoption

Estimated Date of Completion: March 2018

Information needed from the OWNER:

none

Questions/Conflicts:

Next Meeting Date & Time: TBD

Please contact Kevin Andersen at (402) 392 - 9938 or kevinsandersen@gmail.com if you have any questions or concerns regarding this progress report.

RESOLUTION 2018-21

**RESOLUTION AUTHORIZING PAYMENT #4 TO
JEO CONSULTING GROUP, INC.**

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF BROKEN BOW, NEBRASKA:

WHEREAS, JEO Consulting Group, Inc. has submitted Pay Request No. 4 for work performed for 80% completed work of Task 3 – Railroad Levee EAP and Task 1 – SWIF Development through February 16, 2018; and

WHEREAS, JEO Consulting Group, Inc. is entitled to a payment of \$6,879.00 for the Broken Bow Flood Risk Reduction.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of Broken Bow, Nebraska: to authorize the City to sign all necessary documentation for payment and pay JEO Consulting Group, Inc. \$6,879.00.

PASSED AND APPROVED this 13th day of March, 2018.

Cecil Burt, Mayor

ATTEST:

Stephanie M. Wright, City Clerk

(S E A L)



ENGINEERING ■ ARCHITECTURE ■ SURVEYING ■ PLANNING

Invoice

February 22, 2018

Project No: R171495.00

Invoice No: 101406

Invoice Amount: 6,879.00

City of Broken Bow
PO Box 504
314 So. 10th Avenue
Broken Bow, NE 68822

Project Manager Joshua Johnson

Project R171495.00 Broken Bow Flood Risk Reduction

Professional Services through February 16, 2018

Refer to attached Progress Report

	Contract Amount	Percent Complete	Billed-to-Date	Previous Billing	Current Billing
Lump Sum Phase(s)					
Task 2 - Levee ROW Determination	\$8,500.00	100 %	\$8,500.00	\$8,500.00	0.00
Task 3 - Railroad Levee EAP	\$7,500.00	80 %	\$5,986.00	\$965.00	\$5,021.00
Task 4 - Programmatic Recommendations	\$10,000.00	0 %	0.00	0.00	0.00
Hourly to a Maximum Phase(s)					
Task 1 -SWIF Development	\$55,000.00		\$12,818.00	\$10,960.00	\$1,858.00
Total	\$81,000.00		\$27,304.00	\$20,425.00	\$6,879.00
Total Amount Due Upon Receipt					\$6,879.00

E-mail invoice to: hclark@cityofbrokenbow.org

E-mail invoice to: clerk@cityofbrokenbow.org

JEO CONSULTING GROUP INC ■ JEO ARCHITECTURE INC

142 W. 11th Street | PO Box 207 | Wahoo, Nebraska 68066-0207 | p: 402.443.4661 | f: 402.443.3508

www.jeo.com



Monthly Progress Report

PROJECT | Broken Bow Flood Risk Reduction Project SWIF-EPP

JEO PROJECT NO. | 171495.00

DATE PREPARED | February 21, 2018

1. Work Completed During Current Period (February 2018)

- Continued development of railroad tie-back levee EAP
- Site visit and progress meeting

2. Planned Work for Next Period (March 2018)

- Submit draft railroad tie-back levee EAP
- Receive acceptance by the USACE of LOI and approval of SWIF effort
- Provide ROW/Levee station marker drawing

3. Project Schedule

- Project schedule is being developed, contingent upon USACE feedback from the LOI regarding the SWIF

4. Information Needed from the City

- None

5. Next Meeting(s)

- TBD

RESOLUTION 2018-22

**RESOLUTION AUTHORIZING PAYMENT #11 TO
CHIEF CONSTRUCTION COMPANY**

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF BROKEN BOW, NEBRASKA:

WHEREAS, Chief Construction Company has submitted Application for Payment No. 11 for the Broken Bow Library Project in the amount of \$5,512.46 for materials and labor through February 28, 2018.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of Broken Bow, Nebraska: authorizing the City to sign all necessary documentation for payment and to pay Chief Construction Company the amount of \$5,512.46 for Payment No. 11.

PASSED AND APPROVED this 13th day of March, 2018.

Cecil Burt, Mayor

ATTEST:

Stephanie M. Wright, City Clerk

(S E A L)

PAYMENT APPLICATION

Customer # 00913483

TO: CITY OF BROKEN BOW
314 South 10th Ave
PO BOX 504
Broken Bow NE 68822

PROJECT NAME AND LOCATION: Broken Bow Library DIV20
626 South D Street
Broken Bow NE 68822

APPLICATION # 11

Distribution to:

PERIOD THRU: 03/31/2018

Owner Project #:

DATE OF CONTRACT: 3/15/2017

___ OWNER
___ ARCHITECT
___ CONTRACTOR

FROM: Chief Construction
3935 Westgate Road
PO Box 2078
Grand Island NE 68802

ARCHITECT: JEO ARCHITECTURE INC
11717 Burt Street
Suite 210
Omaha NE 68154-1510

CONTRACTOR'S SUMMARY OF WORK

Application is made for payment as shown below.
Continuation Page is attached

1. CONTRACT AMOUNT	1,460,813.00
2. SUM OF ALL CHANGE ORDERS	19,061.85
3. CURRENT CONTRACT AMOUNT (Line 1 + 2)	1,479,874.85
4. TOTAL COMPLETED AND STORED (Column G on Continuation Page)	1,479,874.85
5. RETAINAGE:	
A. 10% Of Completed Work (Columns D+ E on Continuation Page)	147,987.55
B. 0% of Material Stored (Column F on Continuation Page)	0.00
Total Retainage (Line 5a + 5b or Column I on Continuation Page)	147,987.55
6. TOTAL COMPLETED AND STORED LESS RETAINAGE: (Line 4 minus Line 5 Total)	1,331,887.30
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT:	1,326,374.84
8. CURRENT PAYMENT DUE:	5,512.46
9. BALANCE TO FINISH: Line 3 - Line 6	147,987.55

SUMMARY OF CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	25306.18	0.00
Total approved this month	0.00	-6244.33
TOTALS	25306.18	-6244.33
NET CHANGES	19,061.85	

Contractor's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) the Work has been performed as required in the Contract Documents, (2) all sums previously paid to Contractor under the Contract have been used to pay Contractor's costs for labor, materials and other obligations under the Contract for Work previously paid for, and (3) Contractor is legally entitled to this payment.

CONTRACTOR: Chief Construction

By: Cindy Sexton Cost Date: 3-2-18
Acct

State of: Nebraska

County of: Hall

Subscribed and sworn to before me this 2nd day of March 2018

Notary Public: Ted Mieth

My Commission Expires: August 7, 2020

State of Nebraska - General Notary
TED MIETH
My Commission Expires
August 7, 2020

ARCHITECT'S CERTIFICATION

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the CERTIFIED AMOUNT.

CERTIFIED AMOUNT:5,512.46

(If the certified amount is different from the payment due, you should attach an explanation.
Initial all the figures that changed to match the certified amount.)

ARCHITECT: JEO ARCHITECTURE INC

By: _____ Date: _____

Neither this Application nor payment applied for herein is assignable or negotiable. Payment shall be made only to Contractor, and is without prejudice to any rights of Owner or Contractor under the Contract Documents or otherwise.

PAYMENT APPLICATION DETAILS

Customer: CITY OF BROKEN BOW
Project: Broken Bow Library DIV20

Application Number: 11
For Period Ending: 03/31/2018

A	B	C	D	E	F	G	H	I
Item Number - Description	Scheduled Value	Work Completed		Materials Presently Stored	Completed and Stored To Date	Total %	Balance To Finish	Retainage Value
		From Previous Application	This Period Value					
01	Gen Requirements	127,184.46	127184.46	0.00	0.00	127184.46	100.00	12,718.47
02	Existing Conditions	66,228.39	66228.39	0.00	0.00	66228.39	100.00	6,622.84
03	Concrete	160,709.43	160709.43	0.00	0.00	160709.43	100.00	16,070.95
04	Masonry	85,824.15	85824.15	0.00	0.00	85824.15	100.00	8,582.42
05	Metals	111,114.32	111114.32	0.00	0.00	111114.32	100.00	11,111.43
06	Wood and Plastics	32,655.30	32655.30	0.00	0.00	32655.30	100.00	3,265.53
07	Thermal & Moisture Protection	46,604.22	46604.22	0.00	0.00	46604.22	100.00	4,660.43
08	Openings	129,040.68	129040.68	0.00	0.00	129040.68	100.00	12,904.06
09	Finishes	258,119.57	258119.57	0.00	0.00	258119.57	100.00	25,811.95
10	Specialties	22,441.04	20887.57	1,553.47	0.00	22441.04	100.00	2,244.11
12	Furnishings	48,073.04	45175.40	2,897.64	0.00	48073.04	100.00	4,807.30
22	Plumbing	82,112.20	82112.20	0.00	0.00	82112.20	100.00	8,211.23
23	HVAC	92,696.46	92864.46	168.00	0.00	92696.46	100.00	9,269.65
26	Electrical	165,862.43	164020.59	1,841.84	0.00	165862.43	100.00	16,586.26
31	Earthwork	49,849.87	49849.87	0.00	0.00	49849.87	100.00	4,984.99

PAYMENT APPLICATION DETAILS

Customer: CITY OF BROKEN BOW
Project: Broken Bow Library DIV20

Application Number: 11
For Period Ending: 03/31/2018

A	B	C	D	E	F	G	H	I
		Work Completed			Materials	Completed		
Item Number - Description		Scheduled Value	From Previous Application	This Period Value	Presently Stored	and Stored To Date	Total %	Retainage Value
32	Exterior Improvements	1,359.29	1359.29	0.00	0.00	1359.29	100.00	135.93
TOTAL:		1,479,874.85	1,473,749.90	6,124.95	0.00	1479874.85	100.00	147,987.55