

**Board of Public Works
Meeting Minutes
April 13, 2020**

The Board of Public Works of the City of Broken Bow, Nebraska met in the regular session on Monday, April 13, 2020 via teleconference. Notice of the meeting was given in advance thereof as required by law. Availability of the agenda and related materials was communicated in advance to the members of the Board of Public Works, the Electric Superintendent and the Water/Sewer Superintendent. All proceedings hereafter shown were taken while the meeting was open to the attendance of the public.

Gene Chapin called the meeting to order at 12:30 p.m., with the following Board members present: Travin Flynn, Gene Chapin, Butch Brunken, Dan Jacobson, Chad Schall, and Russ Smith. Absent: None. Gene Chapin informed the Board that this was a meeting of the Board of Public Works and was subject to the open meeting laws of the State of Nebraska.

Moved by Brunken, seconded by Schall, to approve the Consent Agenda for April 13, 2020. Said motion includes approval of the Minutes of the March 9, 2020 Board Meeting, Minutes of the March 31, 2020 Special Meeting, approval of Claims to Date, February Treasurer Report, and March Treasurer Report. Roll call vote: Voting aye: Brunken, Chapin, Schall, Jacobson, Flynn, and Smith. Nays: None. Motion carried.

Awards & More, logos, \$160.00; Barco Municipal Utilities, red marking paint, \$263.78; Broken Bow Municipal Utilities, postage, \$490.48; Black Hills Energy, power plant gas, \$88.63; Card Services – Orschelns Farm & Home, supplies, \$2,285.88; Carquest of Broken Bow, supplies, \$297.52, \$224.72; CenturyLink, telephone, \$194.08, \$188.74; City of Broken Bow, transfer & rent, \$47,463.97; City of Broken Bow Payroll Reimbursement, payroll, \$37,029.24, \$400.00, \$31,043.86; Custer County Chief, publication, \$143.26, \$173.44; Custer Public Power District, power for WWTP, \$3,008.92; Custer Transfer Station, fees collected, \$9,783.00; Casey Flynn, boot allowance, \$116.89; City of Broken Bow – Health Insurance, \$13,209.25; Custer Electric and Irrigation, transformer, \$64.65; Ditch Witch Undercon, supplies, \$1,568.34; Eakes Office Solutions, supplies, \$234.27, \$76.46; Great Plains Communications, Inc, internet, \$159.67; Greg Krueger & Associates, Inc., work orders, \$565.35; Grocery Kart, supplies, \$26.81; Hilti Inc., tools, \$946.95; Invoice Cloud, credit card expenses, \$95.20; JEO, engineering, \$1,450.00, \$408.75; John Deere Financial, supplies, \$227.49; James Zlomke, CDL testing, \$1,220.00; Jamie Mashino, refund, \$93.37; Jeffres Sand and Gravel, red rock, \$1,419.95; League of Nebr. Municipalities, conferences, \$1,240.00; Mark Wells, CDL, \$29.72, Darren Marten, CDL, \$15.89; Mead Lumber Co, supplies, \$163.60; Mike's Small Engine Repair, chain saw parts, \$386.79; Municipal Energy Agency of NE, power purchases, \$562,243.58; Municipal Supply, of Nebr., operating supplies, \$400.27; Midwest Laboratories, Inc., supplies, \$115,91, testing, \$693.09; Mt. Custer Truck Sales, equipment, \$115.00; Municipal Chemical Supply, sodium hypochlorite, \$534.87; Nebraska Municipal Power Pool, dues, \$1,858.01, application,

\$1,000.00; Nebraska Public Health Environmental Lab, water testing, \$64.00; Nebraska State Bank, bonds, \$49,997.00; Obrien's Hardware, supplies, \$169.86; One Call Concepts, Inc., locate expense, \$41.52; Plains Equipment Group, parts, \$114.28; Platte Valley Laboratories, Inc., wastewater testing, \$692.50; Pracht's Ace Hardware, supplies, \$37.37; Power Solutions, repairs, \$185.10; Quadiant Finance USA, Inc., postage, \$400.00; Quadiant Leasing USA, Inc., quarterly lease postage machine, \$593.38; S & L Sanitary, trash collections, \$29,485.70. trash fees, \$59.00; Sage Payment Solutions, credit card fees, \$1,332.17; Sargent Drilling, well efficiency testing & repair, \$3,001.43; Doug Staab, contract labor, \$50.00, \$375.00; Sensaphone, alarm system, \$5.95; Stuart C Irby Co, light pole replacement & supplies, \$3,814.32; Trotter Fertilizer, weigh backhoe, \$6.00; Trotter Service, fuel, \$707.50; Viaero Wireless, telephone, \$80.96; Weathercraft, door repair, \$815.50; Wenquist, Inc., supplies, \$588.99; Wesco Receivables Corp., line supplies, \$496.48; Western Area Power Admin., power purchases, \$19,337.28; Total Bills = \$836,370.94.

Approval of Claims – April 13, 2020

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|---------------------|----|-------------------|
| Electric Department | \$ | 732,851.26 |
| Water Department | | 24,455.19 |
| Sewer Department | | 22,281.29 |
| Power Plant | | 2,517.10 |
| Billing | | 54,098.94 |
| Fuel Station | | 167.16 |
| | \$ | <u>836,370.94</u> |

Discussion of the ACE funds will continue at the next meeting.

Jeremy presented the Board with the substation demand report.

Moved by Jacobson, seconded by Flynn, to approve COVID-19 Payment Arrangement Plan application with the addition of an application deadline of May 15, 2020 and that all accounts must be paid in full by July 1, 2020. Landlords will be notified, and a copy of the application will be included with the disconnect notice that is sent to customers. Roll call vote: Voting aye: Jacobson, Flynn, Chapin, Brunken, Schall, and Smith. Nays: None. Motion carried.

The following was discussed under Department Heads Updates:

Jeremy Tarr, Electric Superintendent:

- There was an outage on Cherry last week.
- They are done trimming trees.
- They are fixing some street lights.
- They plan to start summer projects.

Darren Marten, Water/Sewer Superintendent:

- They are working on the water services on the highway.
- There have been a few glitches at the wastewater treatment plant, but they are working on them.

Moved by Brunken, seconded by Schall, to adjourn the meeting at 1:17 p.m. Roll call vote: Ayes: Chapin, Schall, Smith, Jacobson, Brunken, and Flynn. Nays: None. Motion carried.

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

/s/Gene Chapin, Chairman