

**Board of Public Works  
Meeting Minutes  
March 9, 2020**

The Board of Public Works of the City of Broken Bow, Nebraska met in the regular session on Monday, March 9, 2020. 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.

Chad Schall called the meeting to order at 12:32 p.m., with the following Board members present: Travin Flynn, Dan Jacobson, Chad Schall, and Russ Smith. Absent: Butch Brunken and Gene Chapin. Chad Schall informed the Board that this was a meeting of the Board of Public Works and was subject to the open meeting laws of the State of Nebraska, a copy of which is posted.

Moved by Jacobson, seconded by Schall, to approve the Consent Agenda for March 9, 2020. Said motion includes approval of the Minutes of the February 24, 2020 Board Meeting and approval of Claims to Date. Roll call vote: Voting aye: Schall, Jacobson, Flynn, and Smith. Nays: None. Motion carried.

Beaver Bearing Company, gasket, \$22.84; Broken Bow Municipal Utilities, postage, \$481.54; Black Hills Energy, power plant gas, \$555.28; Card Services – Orschelns Farm & Home, hotel & supplies, \$491.26; City of Broken Bow, transfer & rent, \$52,373.81; City of Broken Bow Payroll Reimbursement, payroll, \$28,596.63, \$29,783.05; Cole Electric Company, look at flow meter, \$190.00; Craig Cranwell, CDL, \$60.98; Custer County Treasurer, license Electric pickup, \$2,303.52; Custer Public Power District, power for WWTP, \$3,284.18; City of Broken Bow – Health Insurance, \$13,846.17; Department of Health & Human Services, deposit refund, \$117.81; Front Water Engineering, LLC, sludge disposal reporting, \$410.00; Great Plains Communications, Inc, internet, \$165.88; Grocery Kart, supplies, \$55.95; Invoice Cloud, credit card expenses, \$94.40; John Deere Financial, supplies, \$239.62; Keller America Inc., freight, \$25.71; League of Nebr. Municipalities, conference, \$200.00; Mead Lumber Co, supplies, \$616.61; Miller & Associates Consulting Engineers, professional services, \$7,397.00; Municipal Supply, of Nebr., operating supplies, \$3,610.65; Midwest Laboratories, Inc., supplies, \$55.91; Nebraska State Bank, bonds, \$49,997.00; One Call Concepts, Inc., locate expense, \$20.36; Pracht's Ace Hardware, supplies, \$80.81; Ryan Jones, CDL, \$59.50; S & L Sanitary, trash fees, \$22.50; Sage Payment Solutions, credit card fees, \$1,056.09; Stuart C Irby Co, lights for power plant, \$3,468.24; Titan Machinery-North Platte, auger drive, \$4,795.34; USA Blue Book, supplies, \$821.01; V-Bar Inc., ball, \$70.51; Viaero Wireless, telephone, \$80.96; Weathercraft, garage door work, \$1,249.50; Wenquist, Inc., supplies, \$329.02; Wesco Receivables Corp., line supplies, \$422.10; Western Area Power Admin., power purchases, \$19,892.19; Total Bills = \$227,343.93.

Approval of Claims – March 9, 2020

Electric Department	\$	167,186.01
Water Department		19,742.40
Sewer Department		27,080.71
Power Plant		5,119.67
Billing		8,189.43
Fuel Station		<u>25.71</u>
	\$	227,343.93

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

Jeremy presented the Mutual Aid Contract so that the Board could see what was in the contract.

Jeremy presented the summer project plan for the electric department.

Chris Miller reported that he has been working at the plant. The capacity is fine. He is trying to find a model and is working on the report to the EPA. He is working on a chart to help at the plant.

Moved by Jacobson, seconded by Flynn, to approve the Broken Bow Municipal Utility Billing Rates. Roll call vote: Voting aye: Jacobson, Flynn, Schall, and Smith. Nays: None. Motion carried.

The following was discussed under Department Heads Updates:

Jeremy Tarr, Electric Superintendent:

- The LED lights in the power plant are all installed.
- They are trimming trees on the north side of town.
- They will continue with their meter audit.
- They are prepping for summer projects.
- Jeremy is trying to get in contact with CenturyLink about pole usage.

Darren Marten, Water/Sewer Superintendent:

- The diffusers at the treatment plant need to be replaced and cost \$10,000.
- The decant seals are leaking and need changed with a cost of \$17,000.
- The UV light hours are up, and the bulbs will need replaced. They cost \$10,000 per bank, and there are three banks.

Stephanie asked for some clarification with disconnect fees and collecting the second and third deposits. She needed clarification on the collection amounts if one person has three meters that are being disconnected for non-payment. Previously the person has been charged one disconnect fee and one additional deposit in total for all three meters. The Board said to collect a disconnect fee for each meter and the additional deposit for each meter. Stephanie also wanted to make sure that storage units should be charged \$250 for a deposit since they are rentals. The Board said that \$250 is what should be charged, and the additional deposits should also be \$250.

Moved by Schall, seconded by Flynn, to adjourn the meeting at 1:34 p.m. Roll call vote: Ayes: Schall, Smith, Jacobson, and Flynn. Nays: None. Motion carried.

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

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/s/Gene Chapin, Chairman