

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

The Board of Public Works of the City of Broken Bow, Nebraska met in the regular session on Monday, July 13, 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 Foreman and the Water/Sewer Superintendent. All proceedings hereafter shown were taken while the meeting was open to the attendance of the public.

Dan Jacobson called the meeting to order at 12:30 p.m., with the following Board members present: Gene Chapin, Russ Smith, Travin Flynn, Chad Schall, and Dan Jacobson. Absent: Butch Brunken. Dan Jacobson 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 Smith, seconded by Schall, to approve the Consent Agenda for July 13, 2020. Said motion includes approval of the Minutes of the June 22, 2020, Board Meeting, approval of the June Treasurer Report, and approval of Claims to Date. Roll call vote: Voting aye: Schall, Jacobson, Flynn, Smith, and Chapin. Nays: None. Motion carried.

4 County Heating & Air, LLC, transformer, \$28.76; Ann Dee Tucker, refund, \$121.51; Baxter Welding, LLC, trash dumpster repair; \$207.59; Broken Bow Municipal Utilities, postage, \$520.42; Black Hills Energy, power plant gas, \$106.72; Carquest of Broken Bow, parts & supplies, \$250.01; CenturyLink, phone service, \$190.55; City of Broken Bow, 40% of Pamida Bond, \$20,686.00; City of Broken Bow, transfer and rent, \$41,597.93; City of Broken Bow Payroll Reimbursement, payroll, \$30,414.09, \$29,525.11; CNH Industrial Retail Accounts, #3 of 3 backhoe payment, \$34,907.57; Custer County Chief, publications & help wanted, \$1,123.33; Custer Public Power District, power for WWTP, \$5,639.71; City of Broken Bow, Health Insurance, \$14,078.10; Ditch Witch Undercon, parts & labor, \$3,816.76; Dell Done Wright Sprinklers, repaired sprinklers at the Church of Christ, \$80.00; Grainger, cam & groove adapter, \$89.03; Great Plains Communications, Inc., internet, \$126.23; Grocery Kart, supplies, \$127.48; Invoice Cloud, credit card expenses, \$97.60; JEO, drinking water protection plan, \$1,727.50; John Deere Financial, hardware & supplies, \$380.26; Johnson Service Company, clean & vac sewer mains, \$27,422.60; Jeff Berghorst, boot allowance, \$96.32; Lincoln Journal Star, help wanted Electrical Superintendent, \$799.75; Markham Construction, concrete, \$5,746.00; Mead Lumber Co., supplies, \$149.15; Municipal Supply, of Nebr., operating supplies, \$2,184.91; Myers Construction Inc., 10" Mag Meter McCromete, flag adapt., \$9,601.14; Nebraska Power Review Board, annual assessment, \$1,293.80; Nebraska Public Health Environmental Lab, water testing, \$187.00; Nebraska State Bank, Wastewater Bond, Water Bond , Electric Bond, \$49,997.00; O'Briens's Hardware, supplies, \$251.85; One Call Concepts, 1 month of locate expenses, \$91.45; Platte Valley Laboratories, Inc., wastewater testing,

\$1,370.00; Pracht's Ace Hardware, Inc., hardware & supplies, \$41.49; Pollardwater, supplies, \$132.36; Quadient Leasing USA, Inc., property tax recovery, \$85.45; S & L Sanitary Services, trash fees billed, \$22.50; Sage Payment Solutions, credit card fees, \$1,204.70; Sensaphone, alarm system, \$5.95; T & S Signs, lettering on trucks & backhoe, \$210.00; Taylor Heating & Cooling, LLC, air filter, \$24.00; Titan Machinery Productivity Plus Acct., bobcat, T76, Skidsteer-Track lease, \$5,500.00; The Grand Island Independent, help wanted Electrical Superintendent, \$274.75; USA Blue Book, supplies, \$325.14; Verizon Wireless, phone service, \$132.08; Viera Wireless, telephone, \$1.46; Wenquist, Inc., parts & supplies, \$104.79; Wesco Receivables Corp., line supplies, \$8,465.43; Western Area Power Admin., Power Purchases WAPA, \$22,159.32; Total Bills = \$323,722.65.

Approval of Claims – July 13, 2020

Electric Department	\$	200,165.58
Water Department		38,032.86
Sewer Department		70,375.79
Power Plant		2,588.51
Billing		12,500.59
Fuel Station		<u>59.32</u>
	\$	323,722.65

Discussion was held on the Wastewater Treatment Plant. Chris Miller, with Miller and Associates Consulting Engineers gave an update by phone. The Plant is running good, and they are setting up training for everyone. The next report is due to the EPA by January 1, 2021.

Discussion was held on the Power Plant Operator position. There are concerns that the employee in this position is being pulled in too many directions and has too many bosses. The Board wants to make sure that the employee is giving adequate time to each department that is paying him. The Board would like to get more information and meet with the employee at the next Board of Public Works meeting.

Discussion was held on Hillcrest Lift Station. There are two lots at Woodcrest that are being sold for a house. The Board wants to make sure the lift station can handle the extra load and wants to know how many houses can be there.

MEAN called to let the Board know that Gene Chapin is the current representative for MEAN. They can have an alternate if the Board would like one.

The Board reviewed the budget, and the budget workshop will be held the 1st part of August.

Moved by Schall, seconded by Flynn, to approve Ordinance 1226, Water Main Direct Connections and forward it to Council for approval. Roll call vote: Voting aye: Jacobson, Flynn, Chapin, Schall, and Smith. Nays: None. Motion carried.

The following was discussed under Department Heads Updates:

Casey Flynn, Electric Foreman:

- They are working on storm damage. There were 5 poles down.
- There were 2 outages from the storm.
- The concrete is completed at the shop.
- Blake and Trey are going to Burwell for training.
- Training at CPPD

Darren Marten, Water/Sewer Superintendent:

- The new flowmeter is in at the treatment plant.
- They put a sewer line in at Melham so the red bathroom can be hooked to the City sewer.
- The automatic valve came in and they are getting it installed.
- They are finishing up HWY 2 and taking out some old valves.

Moved by Schall, seconded by Chapin, to adjourn the meeting at 1:38 p.m. Roll call vote: Ayes: Chapin, Jacobson, Smith, Schall, and Flynn. Nays: None. Motion carried.

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

/s/Dan Jacobson, Chairman