

**Board of Public Works
Meeting Minutes
June 22, 2020**

The Board of Public Works of the City of Broken Bow, Nebraska met in the regular session on Monday, June 22, 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.

Gene Chapin called the meeting to order at 12:30 p.m., with the following Board members present: Travin Flynn, Gene Chapin, Russ Smith, and Dan Jacobson. Absent: Chad Schall and Butch Brunken. Gene Chapin informed the Board that this was a meeting of the Board of Public Works and was subject to the open meeting laws of the State of Nebraska, a copy of which is posted.

Moved by Jacobson, seconded by Smith, to approve the Consent Agenda for June 22, 2020. Said motion includes approval of the Minutes of the June 8, 2020, Board Meeting, approval of the Minutes of the June 12, 2020, Special Meeting, and approval of Claims to Date. Roll call vote: Voting aye: Jacobson, Flynn, Smith, and Chapin. Nays: None. Motion carried.

A to Z Lawn Pro Landscaping, bareground treatment, \$700.00; Barco Municipal Products, Inc., mesh rollup, stacker base sign stand, \$639.16; Carquest of Broken Bow, supplies, \$104.80; Central Nebraska Bobcat, filters, \$295.15; CenturyLink, office phone service, \$58.49; City of Broken Bow Payroll Reimbursement, payroll, \$32,231.32, \$4,011.11; Cole Electric Company, service call, replace light socket, \$700.00; Colonial Research Chemical Corp., insecticide and supplies, boiler cleaner, \$1,771.93; Custer Transfer Station, transfer station fees collected; \$9,845.00; Ditch Witch Undercon, boring machine, \$393.66; Grocery Kart, supplies, \$39.02; Kansas Municipal Utilities, Trey and Blake training, \$1,900.00; Karl Arnold, refund – overpayment, \$130.11; Darren Marten, WWTP operator license renewal, \$150.00; Municipal Supply of Nebr., const. of water service mains, \$515.82; Matt Friend Truck Equipment, Inc., toolbox on electric truck, \$11,352.00; Municipal Chemical Supply, Super Sudzyme, \$190.00; Nebraska State Bank, Wastewater Bond, \$26,898.00, Water Bond \$10,850.00, Electric Bond \$12,249.00, Total \$49,997.00; NMC, Inc., fix control panel, \$1,107.43; O'Brien's Hardware, supplies, \$235.08; Platte Valley Laboratories, Inc., wastewater testing, \$1,370.00; Quadiant Finance USA, Inc., postage, \$400.00; Quadiant Leasing USA, Inc., quarterly lease on postage machine, \$593.38; S & L Sanitary Services, trash collections, \$29,628.70; Stephanie Wright, reimbursement for phone cases, \$26.14; T&S Signs, lettering on Electrical Dept. pickup, \$150.00; Trotter Service, gas, oil, and diesel for Trucks, \$5,744.25; Western Area Power Admin., power purchases WAPA, \$19,792.32. Total Bills = \$174,071.87.

Approval of Claims – June 22, 2020

Electric Department	\$	103,986.22
Water Department		9,329.29
Sewer Department		9,655.67
Power Plant		7,238.00
Billing		43,804.20
Fuel Station		<u>58.49</u>
	\$	174,071.87

Discussion was held on the sewer and water lines for duplexes and townhouses. Water/Sewer Superintendent Darren Marten said he would like to have apartments have their own shut offs. City Clerk/Treasurer Stephanie Wright and Marten will work together to write up wording for an amendment to show the Board at the next meeting.

Discussion was held on the Electric Superintendent job posting. The City will start advertising first within Nebraska. The ad will include that the position will require the Electric Superintendent to reside within 15 minutes of Broken Bow. This will be will need to take effect within 7 months of being hired.

Dan Jacobson was elected for Chairperson of the Board of Public Works.

The following was discussed under Department Heads Updates:

Casey Flynn, Electric Foreman:

- Finishing up the 7200 Conversion Project
- Power Plant Prove Up Tuesday and Wednesday.
- Working on getting Altec to come test the trucks.
- Getting bids and permits for O'Reilly's Auto Parts.
- Maintenance to Electric buildings and lots will be needed before winter.
- Need to get OCR replaced in the substation.

Darren Marten, Water/Sewer Superintendent:

- Figuring out the best time to work on the flowmeter that is tied in at the WWTP.
- Trying to get wells to run on pressure.
- Johnson jetted and vacuumed $\frac{1}{4}$ of the town, plan on doing another $\frac{1}{4}$ next year.
- Will smoke sewers again in the Fall.

Moved by Chapin, seconded by Smith, to adjourn the meeting at 1:28 p.m. Roll call vote: Ayes: Chapin, Jacobson, Smith, and Flynn. Nays: None. Motion carried.

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

/s/Dan Jacobson, Chairman