

**Board of Public Works
Meeting Minutes
September 14, 2020**

The Board of Public Works of the City of Broken Bow, Nebraska met in the regular session on Monday, September 14, 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, Butch Brunken, Dan Jacobson, Chad Schall, Russ Smith and Travin Flynn. Absent: None. 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 Chapin, seconded by Brunken, to approve the Consent Agenda for September 14, 2020. Said motion includes approval of the Minutes of the August 24, 2020 Board Meeting and approval of Claims to Date. Roll call vote: Voting aye: Brunken, Schall, Jacobson, Flynn, Smith, and Chapin. Nays: None. Motion carried.

Altec Industries, Inc., truck repairs, \$2,696.33; Broken Bow Municipal Utilities, postage, \$497.36; Black Hills Energy, power plant gas, \$99.93; Carquest of Broken Bow, supplies, \$129.26; Central I.T., LLC, computer repair, \$47.08; CenturyLink, basic phone service, \$235.88; City of Broken Bow, transfer & rent, \$43,272.68; City of Broken Bow Payroll Reimbursement, \$30,832.58; Cole Electric Company, WWTP Repairs, \$500.00; Custer County Chief, door hangers, \$197.95; Custer Public Power, power for WWTP & locate, \$6,075.75, \$301.00; Ditch Witch Undercon, parts, \$613.06; Eakes Office Solutions, office supplies, \$123.07; Garrett Tires & Treads, forklift repair, \$46.80; Great Plains Communications, Inc., internet, \$159.48; Greg Krueger & Associates, Inc., envelopes, \$904.39; Grocery Kart, supplies, \$34.40, Gary's Super Foods, supplies, \$41.76; Hire Right Solutions, Inc., random drug/alcohol testing, \$43.89; Invoice Cloud, credit card expenses, \$99.60; John Deere Financial, supplies, \$204.62; Jeffres Sand and Gravel, class A rock, \$1,239.84; Joshua Durlinger, refund, \$33.55; Kansas Municipal Utilities, Trey & Blake Training, \$600.00; League of Nebr. Municipalities, dues, \$2,098.00; Mead Lumber Co., supplies, \$476.81; Miller & Associates Consulting Engineers, professional services-WWTP evaluation, \$220.00; Municipal Energy Agency of NE, power purchases MEAN, \$507,234.08; Municipal Supply of Nebr., operating supplies, \$45,600.68; Nebr Dept of Revenue, waster reduction fee, \$25.00; Nebraska State Bank, bonds, \$49,997.00; Obrien's Hardware, supplies, \$170.83; One Call Concepts, Inc., 1-month locate expenses, \$68.83; Paulsen, Inc., sand and gravel, \$276.86; Platte Valley Laboratories, Inc., wastewater testing, \$1,370.00; Pracht's Ace Hardware, Inc., supplies, \$370.89; S & L Sanitary Services, trash fees billed, \$40.75;

SAGE Payment Solutions, credit card fees, \$1,350.68; Sargent Drilling, 100# pressure transducer, \$597.91; Sensaphone, alarm system, \$5.95; USA Blue Book, supplies, \$401.72; Wenquist, Inc., supplies, \$63.76; WESCO Receivables, Corp., line supplies, \$8,575.36; Western Area Power Admin., power purchases WAPA, \$24,311.55; Total Bills = \$732,286.92

Approval of Claims – September 14, 2020

Electric Department	\$	650,938.39
Water Department		55,947.27
Sewer Department		16,190.57
Power Plant		1,035.31
Billing		8,115.79
Fuel Station		<u>59.59</u>
	\$	732,286.92

Discussion was held on the Hillcrest Lift Station Capacity. CEDC Director Andrew Ambriz explained the potential of Woodcrest to have 24-28 more lots. Water/Sewer Superintendent Darren Marten stated that there is plenty of capacity to add more homes.

Discussion was held on truck hours. Electric Foreman Casey Flynn and Water/Sewer Superintendent Darren Marten both informed the Board of the vehicles in their departments and the hours on each vehicle.

Discussion was held on the SCADA System Proposals. City Administrator Dan Knoell, Water/Sewer Superintendent Darren Marten, and Power Plant Operator Evan June toured some sites in Kearney and Holdrege to check out the SCADA Systems. Knoell and Marten both recommended HOA to install the SCADA system. BOPW Chairman Dan Jacobson asked if they thought there would be a way to cut the cost of the HOA proposal. They will talk more with HOA to find out about pricing.

Discussion was held on the AMI Meters. It is cost prohibitive at this time to change to AMI Meters.

Discussion was held on the spending limits. Currently Department Heads have a \$5000 limit with no restrictions. City Administrator Dan Knoell proposed for that to change to \$1,000 biweekly without approval, and anything \$1,000 to \$50,000 would need to be approved by The City Administrator. Anything over \$50,000 needs approved by Council. The limit for ordinary operating expenses for the Board of Public Works would stay at \$500,000. Anything outside of ordinary operating expenses, like trucks, would go through Council. Equipment repairs will be approved by the City Administrator.

Moved by Schall, seconded by Jacobson, to approve Ordinance 1232 - Water Rates. Roll call vote: Voting aye: Jacobson, Flynn, Chapin, Brunken, Schall, and Smith. Nays: None. Motion carried.

Moved by Brunken, seconded by Flynn, to approve Ordinance 1233 – Sewer Rates. Roll call vote: Voting aye: Smith, Schall, Brunken, Chapin, Flynn, and Jacobson. Nays: None. Motion carried.

The following was discussed under Department Heads Updates:

Casey Flynn, Electric Foreman:

- Finishing up phase identification.
- The truck is coming back from St. Joseph, MO.

Darren Marten, Water/Sewer Superintendent:

- North B has the first 400 feet of water lines replaced.
- Viaero hit water lines that we marked wrong.

Moved by Brunken, seconded by Chapin, to enter closed session at 1:29 p.m. for the purpose of discussing the collective bargaining agreement. The City representatives that shall remain present during the closed session including the Mayor and the Board of Public Works, City Council Member Dave Schmidt, City Clerk/Treasurer Stephanie Wright, City Administrator Dan Knoell, and City Attorney Jason Wright. Roll call vote: Voting aye: Flynn, Smith, Jacobsen, Brunken, Chapin, and Schall. Nays: None. Motion carried.

Moved by Brunken, seconded by Smith, to exit closed session at 1:58 p.m. from the purpose of discussing potential litigation. Roll call vote: Voting aye: Schall, Chapin, Brunken, Jacobsen, Smith, and Flynn. Nays: None. Motion carried.

Moved by Chapin, seconded by Flynn, to adjourn the meeting at 1:59 p.m. Roll call vote: Ayes: Chapin, Smith, Jacobson, Schall, Flynn, and Brunken. Nays: None. Motion carried.

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

/s/Dan Jacobson, Chairman