

**BROKEN BOW UTILITES  
BOARD OF PUBLIC WORKS AGENDA  
November 9, 2020 @ 12:30 P.M.  
Municipal Auditorium  
314 South 10<sup>th</sup> Avenue, Broken Bow, NE**

**A. Call to Order**

**B. Open Meeting Law:** A current copy of the Open Meetings Act is posted and is available for review by all citizens in attendance.

**C. Roll Call**

**D. Consent Agenda** - The Board will review and may or may not approve the consent agenda items for November 9, 2020, which will include the following:

- a. Approval of the Minutes from the October 26, 2020 Meeting
- b. Approval of Claims as Posted

**E. Compliance Information**

**F. Discussion**

- a. Union Wage Discussions
- b. Prices/Bids for Water/Sewer Department

**G. Action Items**

- a. Sludge Removal Bid Packet
- b. COVID-19 Payment Arrangement

**H. Reports:**

- a. Department Heads Update

**I. Discuss Items for Next Agenda**

**J. Adjournment**

*The Broken Bow Board of Public Works reserves the right to enter closed session to discuss any item on the agenda pursuant to law.*

**Board of Public Works  
Meeting Minutes  
October 26, 2020**

The Board of Public Works of the City of Broken Bow, Nebraska met in the regular session on Monday, October 26, 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, and Russ Smith. 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 October 26, 2020. Said motion includes approval of the Minutes of the October 13, 2020 Board Meeting, approval of Claims to Date, and approval of September Treasurer Report. Roll call vote: Voting aye: Brunken, Schall, Jacobson, Smith, and Chapin. Nays: None. Motion carried.

Altec Industries, Inc., truck testing & repair, \$1,030.46; Black Hills Energy, power plant gas, \$391.45; Central District Health Department, water testing, \$37.00; City of Broken Bow Payroll Reimbursement, \$30,498.23; Custer Transfer Station, fees collected, \$9,829.00; Deb's Embroidery Shop, utilities logo, \$9.50; Gary's Super Foods, water, \$9.36; John Deere Financial, fogger, pliers, \$45.98; Lawson Products, Inc., lens cleaner, \$33.50; Nebraska Public Health Environmental Lab, water testing, \$434.00; Paulsen, Inc., concrete, \$359.93; Quadient Finance USA, Inc., postage, \$439.00; S & L Sanitary Services, trash collections, \$29,633.20; Trotter Service, bulk unleaded, \$16,005.60; Total Bills = \$88,756.21

Approval of Claims – October 26, 2020

|                     |    |                  |
|---------------------|----|------------------|
| Electric Department | \$ | 13,233.49        |
| Water Department    |    | 7,287.61         |
| Sewer Department    |    | 6,456.66         |
| Power Plant         |    | 1,245.64         |
| Billing             |    | 44,527.21        |
| Fuel Station        |    | <u>16,005.60</u> |
|                     | \$ | 88,756.21        |

Discussion was held on the 2021 sludge removal. The Board will vote on approving the bid specs at the next meeting.

Moved by Smith, seconded by Brunken to approve sending the recommendation to the City Council for approval of hiring HOA to install the new SCADA system. Roll call vote: Voting aye: Jacobson, Chapin, Brunken, Schall, and Smith. Nays: None. Motion carried.

The following was discussed under Department Heads Updates:  
Casey Flynn, Electric Foreman:

- Trying to get Reclosures programmed-JEO helping
- 1 primary fault, and 2-3 secondary faults in the last 2 weeks
- Getting SCADA meters back online
- Electrical Safety Training
- Generate Wednesday

Craig Cranwell, Water/Sewer Superintendent:

- North B Project is done for the season
- Confined Spaces Training is November 4<sup>th</sup>
- WWTP Training November 9<sup>th</sup> and 10<sup>th</sup>
- Getting quotes for backup equipment

Moved by Chapin, seconded by Schall, to adjourn the meeting at 1:04 p.m. Roll call vote: Ayes: Chapin, Smith, Jacobson, Schall, and Brunken. Nays: None. Motion carried.

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

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/s/Dan Jacobson, Chairman

# Accounts Payable Detail Listing

Broken Bow Municipal Utilities

| <u>Vend#</u>  | <u>Vendor Name</u> | <u>Pay#</u> | <u>Post Date</u> | <u>Due Date</u>   | <u>Amount</u> | <u>Invoice</u>                       | <u>Date</u> | <u>PO#</u> | <u>Date</u>  | <u>Status</u>  |
|---|--------------------|-------------|------------------|-------------------|---------------|--------------------------------------|-------------|------------|--------------|----------------|
|   |                    |             | <u>Account#</u>  | <u>Work Order</u> |               | <u>Description</u>                   |             |            | <u>Debit</u> | <u>Credit</u>  |
| <b>4 County Heating &amp; Air, LLC</b>                  |                    |             |                  |                   |               |                                      |             |            |              |                |
| 17444   |                    | 11/9/2020   | 11/9/2020        |                   | 90.83         |                                      |             |            |              | Posted         |
|   |                    |             | 4-441300         |                   |               | boiler repair                        |             |            | 90.83        | 0.00           |
| special office <b>BROKEN BOW MUNICIPAL UTILITIES</b>    |                    |             |                  |                   |               |                                      |             |            |              |                |
| 17459   |                    | 11/9/2020   | 11/9/2020        |                   | 481.90        |                                      |             |            |              | Posted         |
|   |                    |             | 2-243290         |                   |               | postage                              |             |            | 40.75        | 0.00           |
|   |                    |             | 3-343290         |                   |               | postage                              |             |            | 29.90        | 0.00           |
|   |                    |             | 5-545500         |                   |               | postage                              |             |            | 411.25       | 0.00           |
|   |                    |             |                  |                   |               |                                      |             |            | 481.90       | 0.00           |
| <b>CARQUEST OF BROKEN BOW</b>                           |                    |             |                  |                   |               |                                      |             |            |              |                |
| 17469   |                    | 11/9/2020   | 11/9/2020        |                   | 73.09         |                                      |             |            |              | Posted         |
|   |                    |             | 1-143205         |                   |               | Truck Maintenance                    |             |            | 28.81        | 0.00           |
|   |                    |             | 1-143500         |                   |               | gas and oil for trucks               |             |            | 44.28        | 0.00           |
|   |                    |             |                  |                   |               |                                      |             |            | 73.09        | 0.00           |
| <b>CENTURYLINK</b>                                      |                    |             |                  |                   |               |                                      |             |            |              |                |
| 17472   |                    | 11/9/2020   | 11/9/2020        |                   | 136.57        |                                      |             |            |              | Posted         |
|   |                    |             | 5-545700         |                   |               | Basic Phone Service- Office          |             |            | 136.57       | 0.00           |
| transfer <b>CITY OF BROKEN BOW</b>                      |                    |             |                  |                   |               |                                      |             |            |              |                |
| 17460   |                    | 11/9/2020   | 11/9/2020        |                   | 41,319.09     |                                      |             |            |              | Posted         |
|   |                    |             | 1-149200         |                   |               | Transfer to City's General Fund      |             |            | 40,919.09    | 0.00           |
|   |                    |             | 5-546100         |                   |               | Monthly Office Rent                  |             |            | 400.00       | 0.00           |
|   |                    |             |                  |                   |               |                                      |             |            | 41,319.09    | 0.00           |
| <b>PAYROLL CITY OF BROKEN BOW PAYROLL REIMBURSEMENT</b> |                    |             |                  |                   |               |                                      |             |            |              |                |
| 17441   |                    | 10/27/2020  | 10/27/2020       |                   | 32,336.12     |                                      |             |            |              | Ck# 61 Printed |
|   |                    |             | 4-440100         |                   |               | Payroll Reimbursement                |             |            | 751.90       | 0.00           |
|   |                    |             | 4-445220         |                   |               | Payroll Reimbursement                |             |            | 57.18        | 0.00           |
|   |                    |             | 4-445210         |                   |               | Payroll Reimbursement                |             |            | 45.11        | 0.00           |
|   |                    |             | 5-545130         |                   |               | Payroll Reimbursement                |             |            | 4,158.80     | 0.00           |
|   |                    |             | 5-545220         |                   |               | Payroll Reimbursement                |             |            | 296.14       | 0.00           |
|   |                    |             | 5-545210         |                   |               | Payroll Reimbursement                |             |            | 171.07       | 0.00           |
|   |                    |             | 1-143100         |                   |               | Payroll Reimbursement                |             |            | 11,865.54    | 0.00           |
|   |                    |             | 1-145220         |                   |               | Payroll Reimbursement                |             |            | 870.19       | 0.00           |
|   |                    |             | 1-145210         |                   |               | Payroll Reimbursement                |             |            | 711.93       | 0.00           |
|   |                    |             | 2-240100         |                   |               | Payroll Reimbursement                |             |            | 5,926.50     | 0.00           |
|   |                    |             | 2-245220         |                   |               | Payroll Reimbursement                |             |            | 422.04       | 0.00           |
|   |                    |             | 2-245210         |                   |               | Payroll Reimbursement                |             |            | 355.60       | 0.00           |
|   |                    |             | 3-340100         |                   |               | Payroll Reimbursement                |             |            | 5,926.50     | 0.00           |
|   |                    |             | 3-345230         |                   |               | Payroll Reimbursement                |             |            | 422.04       | 0.00           |
|   |                    |             | 3-345210         |                   |               | Payroll Reimbursement                |             |            | 355.58       | 0.00           |
|   |                    |             |                  |                   |               |                                      |             |            | 32,336.12    | 0.00           |
| <b>CULLIGAN</b>   |                    |             |                  |                   |               |                                      |             |            |              |                |
| 17455   |                    | 11/9/2020   | 11/9/2020        |                   | 47.00         |                                      |             |            |              | Posted         |
|   |                    |             | 3-340500         |                   |               | salt-WWTP                            |             |            | 47.00        | 0.00           |
| <b>ION POWER CUSTER PUBLIC POWER DISTRICT</b>           |                    |             |                  |                   |               |                                      |             |            |              |                |
| 17463   |                    | 11/9/2020   | 11/9/2020        |                   | 3,137.73      |                                      |             |            |              | Posted         |
|   |                    |             | 3-340900         |                   |               | Power for Wastewater Treatment Plant |             |            | 3,137.73     | 0.00           |
| 17471   |                    | 11/9/2020   | 11/9/2020        |                   | 703.50        |                                      |             |            |              | Posted         |
|   |                    |             | 1-143320         |                   |               | locate expenses                      |             |            | 703.50       | 0.00           |
| <b>City of Broken Bow - Health Insurance</b>            |                    |             |                  |                   |               |                                      |             |            |              |                |
| 17442   |                    | 10/30/2020  | 10/30/2020       |                   | 15,013.06     |                                      |             |            |              | Ck# 62 Printed |
|   |                    |             | 1-145200         |                   |               | health insurance                     |             |            | 4,671.70     | 0.00           |
|   |                    |             | 2-245200         |                   |               | health insurance                     |             |            | 3,390.69     | 0.00           |
|   |                    |             | 3-345200         |                   |               | health insurance                     |             |            | 3,390.69     | 0.00           |
|   |                    |             | 5-545200         |                   |               | health insurance                     |             |            | 3,310.93     | 0.00           |
|   |                    |             | 4-445200         |                   |               | health insurance                     |             |            | 249.05       | 0.00           |
|   |                    |             |                  |                   |               |                                      |             |            | 15,013.06    | 0.00           |
| <b>DEB'S EMBROIDERY SHOP</b>                            |                    |             |                  |                   |               |                                      |             |            |              |                |
| 17449   |                    | 11/9/2020   | 11/9/2020        |                   | 473.94        |                                      |             |            |              | Posted         |
|   |                    |             | 2-241000         |                   |               | Employee Sweatshirts                 |             |            | 473.94       | 0.00           |

# Accounts Payable Detail Listing

Broken Bow Municipal Utilities

| <b>Vend# Vendor Name</b>                 |                 | <b>Pay#</b> | <b>Post Date</b> | <b>Due Date</b> | <b>Amount</b> | <b>Invoice</b>                           | <b>Date</b> | <b>PO#</b> | <b>Date</b>  | <b>Status</b> |
|--|-----------------|-------------|------------------|-----------------|---------------|--|-------------|------------|--------------|---------------|
|  | <u>Account#</u> |             |                  |                 |               | <u>Description</u>                       |             |            | <u>Debit</u> | <u>Credit</u> |
| <b>DEB'S EMBROIDERY SHOP (continued)</b> |                 |             |                  |                 |               |  |             |            |              |               |
| 17475                                    | 11/9/2020       | 11/9/2020   |                  | 99.00           |               |  |             |            |              | Posted        |
|  | 1-143410        |             |                  |                 |               | Hats & Logos-Evan                        |             |            | 3.00         | 0.00          |
|  | 1-143410        |             |                  |                 |               | Hats & Logos                             |             |            | 45.00        | 0.00          |
|  | 2-241000        |             |                  |                 |               | Hats & Logos-Evan                        |             |            | 3.00         | 0.00          |
|  | 2-241000        |             |                  |                 |               | Hats & Logos                             |             |            | 22.50        | 0.00          |
|  | 3-341000        |             |                  |                 |               | Hats & Logos-Evan                        |             |            | 3.00         | 0.00          |
|  | 3-341000        |             |                  |                 |               | Hats & Logos                             |             |            | 22.50        | 0.00          |
|  |                 |             |                  |                 |               |  |             |            | 99.00        | 0.00          |
| <b>DITCH WITCH UNDERCON</b>              |                 |             |                  |                 |               |  |             |            |              |               |
| 17445                                    | 11/9/2020       | 11/9/2020   |                  | 7,356.25        |               |  |             |            |              | Posted        |
|  | 1-149700        |             |                  |                 |               | 1/2 Boring Machine Repair                |             |            | 7,356.25     | 0.00          |
| <b>EAKES OFFICE SOLUTIONS</b>            |                 |             |                  |                 |               |  |             |            |              |               |
| 17466                                    | 11/9/2020       | 11/9/2020   |                  | 110.35          |               |  |             |            |              | Posted        |
|  | 5-545400        |             |                  |                 |               | office supplies                          |             |            | 83.97        | 0.00          |
|  | 2-243280        |             |                  |                 |               | office supplies                          |             |            | 13.19        | 0.00          |
|  | 3-343350        |             |                  |                 |               | office supplies                          |             |            | 13.19        | 0.00          |
|  |                 |             |                  |                 |               |  |             |            | 110.35       | 0.00          |
| <b>GARRETT TIRES &amp; TREADS</b>        |                 |             |                  |                 |               |  |             |            |              |               |
| 17476                                    | 11/9/2020       | 11/9/2020   |                  | 14.30           |               |  |             |            |              | Posted        |
|  | 3-343260        |             |                  |                 |               | Tire Repair                              |             |            | 14.30        | 0.00          |
| <b>GREAT PLAINS COMMUNICATIONS, INC</b>  |                 |             |                  |                 |               |  |             |            |              |               |
| 17454                                    | 11/9/2020       | 11/9/2020   |                  | 159.73          |               |  |             |            |              | Posted        |
|  | 4-440360        |             |                  |                 |               | P Plant Internet Service                 |             |            | 34.95        | 0.00          |
|  | 1-143800        |             |                  |                 |               | 1/4 Internet Expense                     |             |            | 14.00        | 0.00          |
|  | 2-243800        |             |                  |                 |               | 1/4 Internet Expense                     |             |            | 13.50        | 0.00          |
|  | 3-343800        |             |                  |                 |               | 1/4 Internet Expense                     |             |            | 13.50        | 0.00          |
|  | 5-547200        |             |                  |                 |               | Internet Expense- Credit card connection |             |            | 41.00        | 0.00          |
|  | 4-445700        |             |                  |                 |               | Power Plant Telephone                    |             |            | 42.78        | 0.00          |
|  |                 |             |                  |                 |               |  |             |            | 159.73       | 0.00          |
| <b>GROCERY KART</b>                      |                 |             |                  |                 |               |  |             |            |              |               |
| 17458                                    | 11/9/2020       | 11/9/2020   |                  | 29.12           |               |  |             |            |              | Posted        |
|  | 2-241000        |             |                  |                 |               | supplies                                 |             |            | 29.12        | 0.00          |
| <b>HILTI INC.</b>                        |                 |             |                  |                 |               |  |             |            |              |               |
| 17468                                    | 11/9/2020       | 11/9/2020   |                  | 427.99          |               |  |             |            |              | Posted        |
|  | 2-241000        |             |                  |                 |               | tools                                    |             |            | 427.99       | 0.00          |
| <b>INVOICE CLOUD</b>                     |                 |             |                  |                 |               |  |             |            |              |               |
| 17467                                    | 11/9/2020       | 11/9/2020   |                  | 100.00          |               |  |             |            |              | Posted        |
|  | 5-547200        |             |                  |                 |               | Credit Card Expenses                     |             |            | 100.00       | 0.00          |
| <b>IOWA PUMP WORKS, INC.</b>             |                 |             |                  |                 |               |  |             |            |              |               |
| 17470                                    | 11/9/2020       | 11/9/2020   |                  | 15,124.95       |               |  |             |            |              | Posted        |
|  | 3-340510        |             |                  |                 |               | Thelma St. Lift Station                  |             |            | 15,124.95    | 0.00          |
| <b>JEO Consulting Group Inc.</b>         |                 |             |                  |                 |               |  |             |            |              |               |
| 17464                                    | 11/9/2020       | 11/9/2020   |                  | 1,056.00        |               |  |             |            |              | Posted        |
|  | 2-247400        |             |                  |                 |               | Water Protection Plan                    |             |            | 1,056.00     | 0.00          |
| <b>MEAD LUMBER CO</b>                    |                 |             |                  |                 |               |  |             |            |              |               |
| 17478                                    | 11/9/2020       | 11/9/2020   |                  | 32.60           |               |  |             |            |              | Posted        |
|  | 1-143300        |             |                  |                 |               | supplies                                 |             |            | 32.60        | 0.00          |
| <b>MUNICIPAL ENERGY AGENCY OF NE</b>     |                 |             |                  |                 |               |  |             |            |              |               |
| 17450                                    | 11/9/2020       | 11/9/2020   |                  | 501,195.26      |               |  |             |            |              | Posted        |
|  | 1-140200        |             |                  |                 |               | Power Purchases MEAN                     |             |            | 501,195.26   | 0.00          |
| <b>MUNICIPAL SUPPLY, OF NEBR.</b>        |                 |             |                  |                 |               |  |             |            |              |               |
| Mtrs 17448                               | 11/9/2020       | 11/9/2020   |                  | 2,354.00        |               |  |             |            |              | Posted        |
|  | 2-249500        |             |                  |                 |               | Water Meter 900                          |             |            | 2,354.00     | 0.00          |
| <b>NEBRASKA STATE BANK</b>               |                 |             |                  |                 |               |  |             |            |              |               |
| 17462                                    | 11/9/2020       | 11/9/2020   |                  | 50,670.00       |               |  |             |            |              | Posted        |
|  | 1-110670        |             |                  |                 |               | Wastewater Bond- Monthly Savings Depos   |             |            | 27,053.00    | 0.00          |
|  | 1-110680        |             |                  |                 |               | Water Bond- Monthly Savings Deposit      |             |            | 10,704.00    | 0.00          |
|  | 1-110610        |             |                  |                 |               | Electric Bond Fund                       |             |            | 12,913.00    | 0.00          |
|  |                 |             |                  |                 |               |  |             |            | 50,670.00    | 0.00          |

# Accounts Payable Detail Listing

Broken Bow Municipal Utilities

| <u>Vend#</u>                                | <u>Vendor Name</u> | <u>Pay#</u> | <u>Post Date</u> | <u>Due Date</u>   | <u>Amount</u> | <u>Invoice</u>              | <u>Date</u> | <u>PO#</u> | <u>Date</u>  | <u>Status</u> |
|---|--------------------|-------------|------------------|-------------------|---------------|-----------------------------|-------------|------------|--------------|---------------|
|   |                    |             | <u>Account#</u>  | <u>Work Order</u> |               | <u>Description</u>          |             |            | <u>Debit</u> | <u>Credit</u> |
| <b>ONE CALL CONCEPTS, INC (continued)</b>   |                    |             |                  |                   |               |                             |             |            |              |               |
| 17451                                       |                    | 11/9/2020   | 11/9/2020        |                   | 44.96         |                             |             |            |              | Posted        |
|   |                    |             | 1-143320         |                   |               | 1- Month of Locate Expenses |             |            | 44.96        | 0.00          |
| <b>PRACTH'S ACE HARDWARE, INC.</b>          |                    |             |                  |                   |               |                             |             |            |              |               |
| 17465                                       |                    | 11/9/2020   | 11/9/2020        |                   | 62.83         |                             |             |            |              | Posted        |
|   |                    |             | 1-143300         |                   |               | electrical cord and wire    |             |            | 39.16        | 0.00          |
|   |                    |             | 1-143410         |                   |               | chain saw files             |             |            | 23.67        | 0.00          |
|   |                    |             |                  |                   |               |                             |             |            | 62.83        | 0.00          |
| 17479                                       |                    | 11/9/2020   | 11/9/2020        |                   | 464.68        |                             |             |            |              | Posted        |
|   |                    |             | 1-143300         |                   |               | supplies                    |             |            | 442.66       | 0.00          |
|   |                    |             | 2-241000         |                   |               | supplies                    |             |            | 17.11        | 0.00          |
|   |                    |             | 4-441300         |                   |               | supplies                    |             |            | 4.91         | 0.00          |
|   |                    |             |                  |                   |               |                             |             |            | 464.68       | 0.00          |
| <b>RAILROAD MANAGEMENT COMPANY III, LLC</b> |                    |             |                  |                   |               |                             |             |            |              |               |
| 17447                                       |                    | 11/9/2020   | 11/9/2020        |                   | 284.85        |                             |             |            |              | Posted        |
|   |                    |             | 3-341000         |                   |               | 8" Sewer Pipeline crossing  |             |            | 284.85       | 0.00          |
| <b>S &amp; L SANITARY SERVICES</b>          |                    |             |                  |                   |               |                             |             |            |              |               |
| 17474                                       |                    | 11/9/2020   | 11/9/2020        |                   | 40.75         |                             |             |            |              | Posted        |
|   |                    |             | 1-143700         |                   |               | Trash Fees Billed           |             |            | 9.12         | 0.00          |
|   |                    |             | 2-243700         |                   |               | Trash Fees Billed           |             |            | 4.56         | 0.00          |
|   |                    |             | 3-341300         |                   |               | Trash Fees Billed           |             |            | 4.57         | 0.00          |
|   |                    |             | 4-441300         |                   |               | Trash Fees Billed           |             |            | 22.50        | 0.00          |
|   |                    |             |                  |                   |               |                             |             |            | 40.75        | 0.00          |
| <b>SAGE PAYMENT SOLUTIONS</b>               |                    |             |                  |                   |               |                             |             |            |              |               |
| 17461                                       |                    | 11/9/2020   | 11/9/2020        |                   | 1,265.88      |                             |             |            |              | Posted        |
|   |                    |             | 5-547200         |                   |               | Credit card fees            |             |            | 1,265.88     | 0.00          |
| <b>SARGENT DRILLING</b>                     |                    |             |                  |                   |               |                             |             |            |              |               |
| 17446                                       |                    | 11/9/2020   | 11/9/2020        |                   | 1,635.24      |                             |             |            |              | Posted        |
|   |                    |             | 2-240400         |                   |               | Well #13 & #16 Repair       |             |            | 1,635.24     | 0.00          |
| <b>Sensaphone</b>                           |                    |             |                  |                   |               |                             |             |            |              |               |
| 17452                                       |                    | 11/9/2020   | 11/9/2020        |                   | 5.95          |                             |             |            |              | Posted        |
|   |                    |             | 1-143800         |                   |               | alarm system                |             |            | 1.99         | 0.00          |
|   |                    |             | 2-243800         |                   |               | alarm system                |             |            | 1.98         | 0.00          |
|   |                    |             | 3-343800         |                   |               | alarm system                |             |            | 1.98         | 0.00          |
|   |                    |             |                  |                   |               |                             |             |            | 5.95         | 0.00          |
| <b>USA BLUE BOOK</b>                        |                    |             |                  |                   |               |                             |             |            |              |               |
| 17443                                       |                    | 11/9/2020   | 11/9/2020        |                   | 249.87        |                             |             |            |              | Posted        |
|   |                    |             | 2-241000         |                   |               | hydrant diffuser            |             |            | 147.95       | 0.00          |
|   |                    |             | 3-341000         |                   |               | WWTP sample bucket          |             |            | 101.92       | 0.00          |
|   |                    |             |                  |                   |               |                             |             |            | 249.87       | 0.00          |
| 17456                                       |                    | 11/9/2020   | 11/9/2020        |                   | 3,431.83      |                             |             |            |              | Posted        |
|   |                    |             | 3-349700         |                   |               | tri-pod & wench for manhole |             |            | 3,431.83     | 0.00          |
| <b>V-BAR Inc.</b>                           |                    |             |                  |                   |               |                             |             |            |              |               |
| 17457                                       |                    | 11/9/2020   | 11/9/2020        |                   | 393.84        |                             |             |            |              | Posted        |
|   |                    |             | 1-143900         |                   |               | parts & repairs             |             |            | 143.84       | 0.00          |
|   |                    |             | 1-143205         |                   |               | parts & repairs             |             |            | 250.00       | 0.00          |
|   |                    |             |                  |                   |               |                             |             |            | 393.84       | 0.00          |
| <b>WESCO RECEIVABLES CORP.</b>              |                    |             |                  |                   |               |                             |             |            |              |               |
| 17477                                       |                    | 11/9/2020   | 11/9/2020        |                   | 10,103.67     |                             |             |            |              | Posted        |
|   |                    |             | 1-143300         |                   |               | line supplies               |             |            | 10,103.67    | 0.00          |
| <b>WESTERN AREA POWER ADMIN.</b>            |                    |             |                  |                   |               |                             |             |            |              |               |
| 17453                                       |                    | 11/9/2020   | 11/9/2020        |                   | 24,542.70     |                             |             |            |              | Posted        |
|   |                    |             | 1-140220         |                   |               | Power Purchases WAPA        |             |            | 24,542.70    | 0.00          |

# Accounts Payable Detail Listing

Broken Bow Municipal Utilities

**Vend# Vendor Name**

| <u>Pay#</u>     | <u>Post Date</u>  | <u>Due Date</u>    | <u>Amount</u> | <u>Invoice</u>                 | <u>Date</u> | <u>PO#</u> | <u>Date</u> | <u>Status</u> |
|-----------------|-------------------|--------------------|---------------|--------------------------------|-------------|------------|-------------|---------------|
| <u>Account#</u> | <u>Work Order</u> | <u>Description</u> | <u>Debit</u>  | <u>Credit</u>                  |             |            |             |               |
|                 |                   |                    | 715,069.43    | 38 Non-voided payables listed. |             |            |             |               |

Report Setup  
AP - Accounts Payable Listing : Vendor Name  
Filter Options  
Starting: 10/27/2020  
Ending: 11/9/2020  
Banks: All  
Payable Status: Posted, Printed, ACH, Recorded, Voided  
All Vendors Selected

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Broken Bow Municipal Utilities

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| <u>Vendor Name</u>                    | <u>Invoice</u> | <u>Invoice Description</u>           | <u>Account Description</u> | <u>Amount</u> |
|---------------------------------------|----------------|--------------------------------------|----------------------------|---------------|
| <b>ELECTRIC</b>                       |                |                                      |                            |               |
| CARQUEST OF BROKEN BOW                |                | Truck Maintenance                    | MAINTENANCE-TRUCK          | 28.81         |
| CARQUEST OF BROKEN BOW                |                | Truck Maintenance                    | GAS & OIL FOR TRUCK        | 44.28         |
| CITY OF BROKEN BOW                    |                | Transfer & Rent                      | IN LIEU OF TAX PAYME       | 40,919.09     |
| CITY OF BROKEN BOW PAYROLL REIM       |                | payroll reimbursement                | SALARIES-DISTRIBUTI        | 11,865.54     |
| CITY OF BROKEN BOW PAYROLL REIM       |                | payroll reimbursement                | EMPLOYEE PENSION F         | 711.93        |
| CITY OF BROKEN BOW PAYROLL REIM       |                | payroll reimbursement                | EMPLOYEE SOCIAL SE         | 870.19        |
| CUSTER PUBLIC POWER DISTRICT          |                | locate expenses                      | UNDERGROUND LOCA           | 703.50        |
| City of Broken Bow - Health Insurance |                | health insurance                     | EMPLOYEE HEALTH IN         | 4,671.70      |
| DEB'S EMBROIDERY SHOP                 |                | Hats & Logos                         | SUPPLIES AND MAINTI        | 3.00          |
| DEB'S EMBROIDERY SHOP                 |                | Hats & Logos                         | SUPPLIES AND MAINTI        | 45.00         |
| DITCH WITCH UNDERCON                  |                | 1/2 Boring Machine Repair            | EQUIPMENT - LINE DEI       | 7,356.25      |
| GREAT PLAINS COMMUNICATIONS, IN       |                | internet and telephone               | MAINT-COMMUNICATI          | 14.00         |
| MEAD LUMBER CO                        |                | supplies                             | LINE MATERIALS & SU        | 32.60         |
| MUNICIPAL ENERGY AGENCY OF NE         |                | Power Purchases MEAN                 | POWER PURCHASES-I          | 501,195.26    |
| NEBRASKA STATE BANK                   |                | bond transfers                       | ELECTRIC BOND FUNI         | 12,913.00     |
| NEBRASKA STATE BANK                   |                | bond transfers                       | WASTEWATER PLANT           | 27,053.00     |
| NEBRASKA STATE BANK                   |                | bond transfers                       | WATER DEPARTMENT           | 10,704.00     |
| ONE CALL CONCEPTS, INC                |                | Locate Expense                       | UNDERGROUND LOCA           | 44.96         |
| PRACHT'S ACE HARDWARE, INC.           |                | wire and program OCR                 | LINE MATERIALS & SU        | 39.16         |
| PRACHT'S ACE HARDWARE, INC.           |                | supplies                             | LINE MATERIALS & SU        | 442.66        |
| PRACHT'S ACE HARDWARE, INC.           |                | wire and program OCR                 | SUPPLIES AND MAINTI        | 23.67         |
| S & L SANITARY SERVICES               |                | Trash Fees Billed                    | MAINT-BUILDINGS & G        | 9.12          |
| Sensaphone                            |                | alarm system                         | MAINT-COMMUNICATI          | 1.99          |
| V-BAR Inc.                            |                | parts & repairs                      | MAINTENANCE-TRUCK          | 250.00        |
| V-BAR Inc.                            |                | parts & repairs                      | MAINTENANCE BUILDI         | 143.84        |
| WESCO RECEIVABLES CORP.               |                | line supplies                        | LINE MATERIALS & SU        | 10,103.67     |
| WESTERN AREA POWER ADMIN.             |                | power purchases WAPA                 | POWER PURCHASED-I          | 24,542.70     |
|                                       |                |                                      | Total ELECTRIC             | \$654,732.92  |
| <b>WATER</b>                          |                |                                      |                            |               |
| BROKEN BOW MUNICIPAL UTILITIES        |                | postage                              | POSTAGE- WATER DE          | 40.75         |
| CITY OF BROKEN BOW PAYROLL REIM       |                | payroll reimbursement                | WATER SALARIES             | 5,926.50      |
| CITY OF BROKEN BOW PAYROLL REIM       |                | payroll reimbursement                | EMPLOYEE PENSION F         | 355.60        |
| CITY OF BROKEN BOW PAYROLL REIM       |                | payroll reimbursement                | EMPLOYEE SOCIAL SE         | 422.04        |
| City of Broken Bow - Health Insurance |                | health insurance                     | EMPLOYEE HEALTH IN         | 3,390.69      |
| DEB'S EMBROIDERY SHOP                 |                | Employee Sweatshirts                 | OPERATING SUPPLIES         | 473.94        |
| DEB'S EMBROIDERY SHOP                 |                | Hats & Logos                         | OPERATING SUPPLIES         | 3.00          |
| DEB'S EMBROIDERY SHOP                 |                | Hats & Logos                         | OPERATING SUPPLIES         | 22.50         |
| EAKES OFFICE SOLUTIONS                |                | office supplies                      | OFFICE SUPPLIES- W/        | 13.19         |
| GREAT PLAINS COMMUNICATIONS, IN       |                | internet and telephone               | MAINTENANCE-SCADA          | 13.50         |
| GROCERY KART                          |                | supplies                             | OPERATING SUPPLIES         | 29.12         |
| HILTI INC.                            |                | tools                                | OPERATING SUPPLIES         | 427.99        |
| JEO Consulting Group Inc.             |                | Water Protection Plan                | ENGINEERING EXPENI         | 1,056.00      |
| MUNICIPAL SUPPLY, OF NEBR.            |                | Water Meter 900                      | NEW WATER METERS           | 2,354.00      |
| PRACHT'S ACE HARDWARE, INC.           |                | supplies                             | OPERATING SUPPLIES         | 17.11         |
| S & L SANITARY SERVICES               |                | Trash Fees Billed                    | MAINT-BLDG & GRDS \        | 4.56          |
| SARGENT DRILLING                      |                | Well #13 & #16 Repair                | MAINTENANCE - WELL         | 1,635.24      |
| Sensaphone                            |                | alarm system                         | MAINTENANCE-SCADA          | 1.98          |
| USA BLUE BOOK                         |                | hydrant diffuser, WWTP sample bucket | OPERATING SUPPLIES         | 147.95        |
|                                       |                |                                      | Total WATER                | \$16,335.66   |
| <b>SEWER</b>                          |                |                                      |                            |               |

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Broken Bow Municipal Utilities

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| <u>Vendor Name</u>                    | <u>Invoice</u> | <u>Invoice Description</u>           | <u>Account Description</u> | <u>Amount</u> |
|---------------------------------------|----------------|--------------------------------------|----------------------------|---------------|
| <b>SEWER</b>                          |                |                                      |                            |               |
| BROKEN BOW MUNICIPAL UTILITIES        |                | postage                              | POSTAGE- SEWER DE          | 29.90         |
| CITY OF BROKEN BOW PAYROLL REIM       |                | payroll reimbursement                | SEWER SALARIES             | 5,926.50      |
| CITY OF BROKEN BOW PAYROLL REIM       |                | payroll reimbursement                | EMPLOYEE PENSION F         | 355.58        |
| CITY OF BROKEN BOW PAYROLL REIM       |                | payroll reimbursement                | EMPLOYEE SOCIAL SE         | 422.04        |
| CULLIGAN                              |                | salt-WWTP                            | MAINTENANCE - WAST         | 47.00         |
| CUSTER PUBLIC POWER DISTRICT          |                | Power for WWTP                       | UTILITIES                  | 3,137.73      |
| City of Broken Bow - Health Insurance |                | health insurance                     | EMPLOYEE HEALTH IN         | 3,390.69      |
| DEB'S EMBROIDERY SHOP                 |                | Hats & Logos                         | OPERATING SUPPLIES         | 3.00          |
| DEB'S EMBROIDERY SHOP                 |                | Hats & Logos                         | OPERATING SUPPLIES         | 22.50         |
| EAKES OFFICE SOLUTIONS                |                | office supplies                      | OFFICE MAINTENANCE         | 13.19         |
| GARRETT TIRES & TREADS                |                | Tire Repair                          | MAINTENANCE-TRUCK          | 14.30         |
| GREAT PLAINS COMMUNICATIONS, IN       |                | internet and telephone               | MAINTENANCE SKADA          | 13.50         |
| IOWA PUMP WORKS, INC.                 |                | Thelma St. Lift Station              | MAINTENANCE - LIFT S       | 15,124.95     |
| RAILROAD MANAGEMENT COMPANY I         |                | 8" Sewer Pipeline crossing           | OPERATING SUPPLIES         | 284.85        |
| S & L SANITARY SERVICES               |                | Trash Fees Billed                    | MAINTENANCE-BUILDI         | 4.57          |
| Sensaphone                            |                | alarm system                         | MAINTENANCE SKADA          | 1.98          |
| USA BLUE BOOK                         |                | hydrant diffuser, WWTP sample bucket | OPERATING SUPPLIES         | 101.92        |
| USA BLUE BOOK                         |                | tri-pod & wench for manhole          | SAFETY- SEWER DEPT         | 3,431.83      |
|                                       |                |                                      | Total SEWER                | \$32,326.03   |
| <b>POWER PLANT</b>                    |                |                                      |                            |               |
| 4 County Heating & Air, LLC           |                | boiler repair                        | MAINTENANCE-BUILDI         | 90.83         |
| CITY OF BROKEN BOW PAYROLL REIM       |                | payroll reimbursement                | POWER PLANT SALAR          | 751.90        |
| CITY OF BROKEN BOW PAYROLL REIM       |                | payroll reimbursement                | EMPLOYEE PENSION F         | 45.11         |
| CITY OF BROKEN BOW PAYROLL REIM       |                | payroll reimbursement                | EMPLOYEE SOCIAL SE         | 57.18         |
| City of Broken Bow - Health Insurance |                | health insurance                     | EMPLOYEE HEALTH IN         | 249.05        |
| GREAT PLAINS COMMUNICATIONS, IN       |                | internet and telephone               | MAINTENANCE - POWE         | 34.95         |
| GREAT PLAINS COMMUNICATIONS, IN       |                | internet and telephone               | TELEPHONE                  | 42.78         |
| PRACHT'S ACE HARDWARE, INC.           |                | supplies                             | MAINTENANCE-BUILDI         | 4.91          |
| S & L SANITARY SERVICES               |                | Trash Fees Billed                    | MAINTENANCE-BUILDI         | 22.50         |
|                                       |                |                                      | Total POWER PLANT          | \$1,299.21    |
| <b>BILLING</b>                        |                |                                      |                            |               |
| BROKEN BOW MUNICIPAL UTILITIES        |                | postage                              | POSTAGE                    | 411.25        |
| CENTURYLINK                           |                | basic phone service                  | TELEPHONE                  | 136.57        |
| CITY OF BROKEN BOW                    |                | Transfer & Rent                      | OFFICE RENT                | 400.00        |
| CITY OF BROKEN BOW PAYROLL REIM       |                | payroll reimbursement                | OFFICE SALARIES            | 4,158.80      |
| CITY OF BROKEN BOW PAYROLL REIM       |                | payroll reimbursement                | EMPLOYEE PENSION F         | 171.07        |
| CITY OF BROKEN BOW PAYROLL REIM       |                | payroll reimbursement                | EMPLOYEE SOCIAL SE         | 296.14        |
| City of Broken Bow - Health Insurance |                | health insurance                     | EMPLOYEE HEALTH IN         | 3,310.93      |
| EAKES OFFICE SOLUTIONS                |                | office supplies                      | OFFICE SUPPLIES            | 83.97         |
| GREAT PLAINS COMMUNICATIONS, IN       |                | internet and telephone               | CREDIT CARD/BILL PA        | 41.00         |
| INVOICE CLOUD                         |                | credit card expenses                 | CREDIT CARD/BILL PA        | 100.00        |
| SAGE PAYMENT SOLUTIONS                |                | Credit Card Fees                     | CREDIT CARD/BILL PA        | 1,265.88      |
|                                       |                |                                      | Total BILLING              | \$10,375.61   |
|                                       |                |                                      |                            | \$715,069.43  |

Report Selection: Check Approval List - GL Account  
 Date Range Selection: GL Posting Date  
 Starting Date: 10/27/2020  
 Ending Date: 11/9/2020

**Broken Bow Municipal Utilities  
Invoices for Extra Work**

| <u>Date</u> | <u>Billed To</u>                  | <u>Amount</u> | <u>Department</u> |
|-------------|-----------------------------------|---------------|-------------------|
| 2/24/2020   | Gene Chapin                       | \$136.00      | Electric          |
| 2/24/2020   | Tony Sanchez                      | \$150.00      | Electric          |
| 2/24/2020   | Josh Dalby                        | \$3,196.00    | Electric          |
| 2/24/2020   | Village of Arnold                 | \$5,400.00    | Electric          |
| 3/13/2020   | Custer Public Power               | \$1,623.75    | Electric          |
| 3/16/2020   | Stan Koch & Sons                  | \$676.50      | Water             |
| 4/15/2020   | Broken Bow Housing Authority      | \$450.00      | Sewer             |
| 6/11/2020   | Contract Cleaners of America      | \$3.64        | Water             |
| 6/21/2020   | Dan Jacobson                      | \$562.00      | Electric          |
| 6/21/2020   | Village of Ansley                 | \$609.90      | Electric          |
| 7/27/2020   | Custer County Courthouse          | \$302.50      | Electric          |
| 7/27/2020   | Jeff Wardyn                       | \$40.00       | Electric          |
| 7/27/2020   | Bob June                          | \$605.00      | Electric          |
| 7/27/2020   | Brent Custer                      | \$490.00      | Electric          |
| 7/27/2020   | Great Plains Communications       | \$1,230.00    | Electric          |
| 7/27/2020   | Broken Bow Parks Department       | \$174.90      | Electric          |
| 7/28/2020   | DR&G Services LLC                 | \$25.50       | Water             |
| 8/26/2020   | Rick Maas                         | \$316.00      | Electric          |
| 8/26/2020   | Christen Electric                 | \$45.00       | Electric          |
| 10/2/2020   | Central Nebraska Electric         | \$130.00      | Electric          |
| 10/2/2020   | Kent Sloggett                     | \$60.00       | Electric          |
| 10/2/2020   | Christen Electric                 | \$49.00       | Electric          |
| 10/2/2020   | Village of Arnold                 | \$140.00      | Electric          |
| 10/6/2020   | Brad Kaelin                       | \$805.00      | Electric          |
| 10/23/2020  | Rick Maas                         | \$322.00      | Electric          |
| 10/23/2020  | Timothy Schaaf                    | \$310.00      | Electric          |
| 10/23/2020  | Becton Dickinson Infusion Therapy | \$9,600.00    | Electric          |
|             | Total Thru October                | \$27,452.69   |                   |

**PAYMENT ARRANGEMENT PLAN  
Request for Suspension of Utility Disconnect  
COVID-19 Emergency Response**

**Customer Name:** \_\_\_\_\_ **Account #** \_\_\_\_\_ **Telephone No.** \_\_\_\_\_

The City of Broken Bow understands that COVID-19 is having an unprecedented disruptive effect on customer's ability to pay monthly bills. Thus, the City will not disconnect any customer for 45 days (subject to extension) under the following conditions:

The customer subject to the disconnection submits in writing a request to suspend the utility disconnection because of financial disruption to the customer's personal or business income from COVID-19. The customer shall indicate briefly the nature of the disruption such as:

**Job loss or layoff due to COVID-19 repercussions on employer**

**Loss of income due to reduction in hours by employer due to COVID-19 conditions**

**Inability to work based on self-quarantine or ordered quarantine due to COVID-19 exposure**

**Quarantine due to COVID-19 infection**

**Quarantine to care for family member exposed to or infected with COVID-19**

**Inability to work because no daycare is available**

**Other COVID-19 related reasons**

I, the undersigned customer of the Broken Bow Municipal Utilities understand that this Agreement is the result of the COVID-19 Emergency and allows for an extension of time for payment of utility bills to avoid disconnect; that I willingly commit to a payment plan for the unpaid utility bills; that I understand that the last day to apply for an extension is December 31, 2020; that I understand that my outstanding balance must be paid by March 1, 2021; that I understand providing false information to a public utility is a violation of Neb. Rev. Stat. 28-901 and 28-909 and is punishable as a class 1 misdemeanor subject to one-year imprisonment or a fine of \$1,000.00; that failure to pay in accordance with the agreed terms or notify Broken Bow Municipal Utilities of the inability to pay in accordance with the agreed terms could result in disconnect; that full payment of all amounts due will be my ultimate responsibility when the COVID-19 Emergency is declared over.

**Payment Amount:** \_\_\_\_\_ **Payment Frequency:** \_\_\_\_\_

**Customer Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Clerk's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Date Sent a copy to Landlord** \_\_\_\_\_

*This policy was adopted by the City of Broken Bow Board of Public Works on November 9, 2020.*