

**Board of Public Works
Meeting Minutes
December 28, 2020**

The Board of Public Works of the City of Broken Bow, Nebraska met in the regular session on Monday, December 28, 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.

Dan Jacobson called the meeting to order at 12:30 p.m., with the following Board members present: Russ Smith, Dan Jacobson, and Chad Schall. Absent: Gene Chapin and Butch Brunken. Dan Jacobson informed the Board of Public Works this was an open 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 Schall, Seconded by Smith, to approve the Consent Agenda for December 28, 2020. Said motion includes approval of the Minutes of the November 23, 2020 Board Meeting, and approval of Claims to Date. Roll Call: Voting aye: Smith, Jacobson and Schall. Nays: None. Motion carried.

Broken Bow Municipal Utilities, postage, \$528.70; Black Hills Energy, Power Plant Gas, \$412.30; Blake Waldow, boot allowance, \$300.00; Card Services-Orschelns Farm & Home, safety apparel, \$236.39, Carquest of Broken Bow, maintenance on trucks and generator, \$707.01; Central Nebraska Diesel, truck repair, \$1,895.33; Centurylink, basic phone service, \$199.61; City of Broken Bow, transfer and rent, \$45,403.91; City of Broken Bow Payroll Reimbursement, \$31,563.49; \$37,064.74; \$29,016.16; Custer County Chief, publications, \$273.42; Custer Public Power District, WWTP Electricity, \$2,949.82; Custer Transfer Station, transfer fees collected, \$9,828.00; City of Broken Bow, Health Insurance, \$14,361.35; Cooper Machinery Services, power plant engine repair, \$5,914.19; Deb's Embroidery Shop, Logos on shirts, \$50.00; Eakes Office Solutions, supplies, \$108.76; Great Plains Communications, internet, \$160.15; Invoice Cloud, credit card expenses, \$98.80; John Deere Financial, water supplies, \$38.47; Jeff Berghorst, boot allowance, \$300.00; Mead Lumber Co., supplies, \$130.22; Nebraska Municipal Power Pool, software fee, \$1,587.88; Nebraska Public Health Environmental Lab, water testing, \$940.00; Nebraska State Bank, bond payments, \$50,670.00; Obrien's Hardware, light for sewer truck, \$41.38; One Call Concepts, Inc., locate expense, \$28.06; Paulsen, Inc., concrete, sand & gravel, \$581.42; Platte Valley Laboratories, Inc., wastewater testing, \$850.00; Post Master, PO Box Fee and Presort Fee, \$514.00; Pracht's Ace Hardware, Inc., supplies, \$82.33; Quadient Finance USA, Inc., postage, \$1,200.00; Quadient Leasing USA, Inc., postage, \$593.38; Ryan Jones, boot allowance, \$241.01; Reilee Leverington, CDL Permit, \$14.50; S&L Sanitation, trash fees billed and transfer station fees collected, \$40.75, \$29,599.70; SAGE Payment Solutions, credit card fees, \$1,178.46; Sargent Drilling, Domestic Well-WWTP, \$2,071.93; Sensaphone, alarm system, \$5.95; USA Blue Book, WWTP supplies,

\$1,474.30; Wenquist, Inc., WWTP blower belts and lift station bulbs, \$1,383.14; WESCO Receivables Corp. \$461.60; Western Area Power Admin., power purchases WAPA, \$19,452.90; Total Bills: \$294,553.51

Approval of Claims – December 28, 2020

Electric Department	\$ 161,231.94
Water Department	25,940.28
Sewer Department	33,685.20
Power Plant	9,347.40
Billing	64,288.21
Fuel Station	<u>60.48</u>
	\$ 294,553.51

Compliance Report: Water/Sewer Superintendent Craig Cranwell informed the Board that sampling is in compliance and the error was corrected from prior month. Blake Waldow had nothing to report.

Discussion was held on the Sludge Removal Process. Water/Sewer Superintendent Craig Cranwell informed the Board that the bids are in progress and will be available at the next meeting.

Discussion was held on the possibility of charging septic tank businesses a set rate fee for dumping at the Wastewater Treatment Plant. Currently there are no fees or restrictions in place for septic companies. Water/Sewer Superintendent Craig Cranwell will update Board of possible set prices.

The following was discussed under Department Heads Updates:

Craig Cranwell, Water/Sewer Superintendent:

- Wastewater Treatment Plant is going well, working on figuring out how to get the blowers out if needed.
- Repaired leak at the Police Station.
- Waiting on parts to finish repairing the fire hydrant by UPS.
- Waiting on the pumps to be delivered.
- The replacement pumps will be stored in the Water Department shop.

Blake Waldow, Electric Superintendent:

- Finishing up the Substation Project.
- Will be cutting trees.
- Substation Controllers: Need to verify how many received and completed.
- Discussed valve replacement at Power Plant.

Moved by Schall, Seconded by Smith, to approve moving the Board of Public Works bi-monthly meetings to the Monday before City Council meetings. Roll Call vote: Voting aye: Jacobson, Schall and Smith. Nays: None. Motion Carried

Moved by Schall, seconded by Smith, to adjourn the meeting at 1:18 p.m. Roll Call
vote: Ayes: Smith, Jacobson and Schall. Nays: None. Motion Carried

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

/s/Dan Jacobson, Chairman