

**Board of Public Works
Meeting Minutes
January 11, 2021**

The Board of Public Works of the City of Broken Bow, Nebraska met in the regular session on Monday, January 11, 2021. 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, Gene Chapin, Butch Brunken, Dan Jacobson, and Chad Schall. Absent: None. 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 January 11, 2021. Said motion includes approval of the Minutes of the December 28, 2020 Board Meeting, and approval of Claims to Date. Roll Call: Voting aye: Smith, Jacobson and Schall. Nays: None. Motion carried.

Bow Locksmith, new keys, \$14.00; Broken Bow Municipal Utilities, postage, \$448.86; Carquest of Broken Bow, battery and brake fluid, \$119.28; City of Broken Bow, transfer and rent, \$45,285.82; City of Broken Bow, payroll reimbursement, \$30,269.01; Custer Public Power District, WWTP power, testing recloser, and locate fault, \$4,912.54; Grocery Kart, supplies, \$40.19; Invoice Cloud, credit card expenses, \$100.40; JEO Consulting Group Inc., engineering, \$4,430.75; Municipal Supply of NEBR., operating supplies - Water Dept., \$573.19; Nebraska State Bank, bond payments, \$50,670.00; One Call Concepts, Inc., locate expenses, \$40.32; Pracht's ACE Hardware, Inc., supplies, \$288.65; S&L Sanitary Services, trash fees billed, \$40.75; SAGE Payment Solutions, credit card fees, \$1,263.91; V-Bar Inc., gas for welder, \$116.97; Wenquist, Inc., supplies, \$53.48; WESCO Receivables Corp., line supplies, \$656.34; Total Bills: \$139,324.46

Approval of Claims – January 11, 2021

Electric Department	\$ 115,964.38
Water Department	7,842.21
Sewer Department	8,936.32
Power Plant	876.69
Billing	<u>5,704.86</u>
	\$ 139,324.46

Compliance Report: Water/Sewer Superintendent Craig Cranwell and Electric Superintendent Blake Waldow informed the Board that they had nothing to report and everything was good.

Discussion was held on the Utility Policies and Procedures. City Administrator Dan Knoell informed the Board about some changes that are needing to be made. They will discuss more at the next meeting.

Discussion was held on the 2022 Parts/Materials Budget wish list. Water/Sewer Superintendent Craig Cranwell and Electric Superintendent Blake Waldow each explained the items on their lists to the Board.

The following was discussed under Department Heads Updates:

Craig Cranwell, Water/Sewer Superintendent:

- Will be installing new pump for 5th Street
- Conference & Training
- Maintenance jetting on sewers

Blake Waldow, Electric Superintendent:

- Fixing Fiber
- Conference & Training
- Cutting Trees

No action was taken 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. The Board would like to have more research done and take action at the next meeting.

No action was taken on the Sludge Removal Bids. Engineer Dana Peterson with Front Water Engineering, LLC informed the Board on the bids that were received. The first bid was from Myers Construction, Inc., out of Broken Bow, Nebraska. The second bid was from Hodges Farms & Dredging, LLC from Lebo, Kansas. The Board would like more information before they take action on the Sludge Removal Bid.

Moved by Brunken, seconded by Schall, to adjourn the meeting at 1:44 p.m. Roll Call vote: Ayes: Brunken, Chapin, Smith, Jacobson and Schall. Nays: None. Motion Carried.

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

/s/Dan Jacobson, Chairman