# BROKEN BOW UTILITIES BOARD OF PUBLIC WORKS AGENDA

#### February 22, 2021 @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 Meeting 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 February 22, 2021, which will include the following:
  - a. Approval of Minutes from February 8, 2021 Meeting
  - b. Approval of claims as Posted.
- E. Compliance information
- F. Discussion Items
  - a. Maintenance schedule (valve exercise and hydrant flushing)
- G. Department Head updates
- H. Discussion Items for Next Agenda
- I. 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 February 8, 2021

The Board of Public Works of the City of Broken Bow, Nebraska met in the regular session on Monday, February 8, 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: Dan Jacobson, Gene Chapin, Butch Brunken, and Chad Schall. Absent: Russ Smith. 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 Brunken, seconded by Schall, to approve the Consent Agenda for February 8, 2021. Said motion includes approval of the Minutes of the January 25, 2021 Board Meeting, and approval of Claims to Date. Roll Call: Voting aye: Jacobson, Brunken, Chapin, and Schall. Nays: None. Motion carried.

AG & Industrial Equipment, parts, \$207.92; Broken Bow Municipal Utilities, postage, \$483.16; Card Services-Orschlens Farm & Home, app, \$3.19; Carquest of Broken Bow, parts, \$50.46; City of 3roken Bow, transfer & rent, \$48,699.40; City of Broken Bow, Payroll Reimbursement, \$33,125.75; Culligan, supplies, WWTP, \$56.40; Custer Public Power District, Power for WWTP, \$3,080.72; Eakes Office Solutions, supplies, \$940.11; Electric Pump, pump 5th Street lift station, \$14,461.54; Great Plains Communications, internet, \$170.65; Hydro Optimization & Automation Solution, Scada repair, \$481.50; Invoice Cloud, credit card expenses, \$101.20; John Deere Financial, supplies, \$179.21; Nebraska State Bank, Wastewater bond, Water bond, Electric bond, \$50,670.00; One Call Concepts, Inc, locate expenses, \$13.84; Sage Payment Solutions, credit card fees, \$1,308.31; Sargent Drilling, supplies, \$77.04; Total Bills: \$154,110.40.

## Approval of Claims – February 8, 2021

Electric Department	\$ 112,702.21
Water Department	7,320.45
Sewer Department	24,482.20
Power Plant	1,185.57
Billing	8,419.97
	\$ 154,110.40

Discussion was held on the 2013 Camel Combo Truck. City Administrator Dan Knoell explained to the board the prospect and benefits of a new flusher truck for the Water Department.

Discussion was held on the letter of intent for AMI. Electric Superintendent Blake Waldow discussed the intent for possible meter upgrades in a 3-year time frame.

Moved by Schall, seconded by Brunken to approve the Annual-Daily Septic Disposal Application. Roll Call: vote: Ayes: Jacobson, Chapin, Schall, and Brunken. Nays: None. Motion Carried.

Moved by Brunken, seconded by Jacobson to approve the Annual-Daily Septic Disposal Permit. Roll Call: vote: Ayes: Jacobson, Chapin, Schall, and Brunken. Nays: None. Motion Carried.

Moved by Jacobson, seconded by Schall to approve Ordinance 1241, Establishing the Septic Tank Disposal Permit at a charge of \$40.00 per day or \$400.00 per year. Roll Call: vote: Ayes: Jacobson, Chapin, Schall, and Brunken. Nays: None. Motion Carried.

Moved by Chapin, seconded by Brunken to approve suspending the bids for the Sludge Removal. City Administrator Dan Knoell informed the board that at this time the sludge removal is not needed, they will readdress it at a later date. Roll Call: vote: Ayes: Jacobson, Chapin, Schall, and Brunken. Nays: None. Motion Carried.

The following was discussed under Department Heads Updates:

Craig Cranwell, Water/Sewer Superintendent:

- Sewer Jetting
- Vacuuming
- Snow Removal
- CDL Training

Blake Waldow, Electric Superintendent:

- Meter Training School
- Done with Cutting Trees on the North side
- Helping with Snow Removal

Moved by Brunken, seconded by Schall, to adjourn the meeting at 1:31 p.m. Roll Call vote: Ayes: Brunken, Chapin, Jacobson and Schall. Nays: None. Motion Carried.

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

/s/Dan Jacobson, Chairman

# Accounts Payable Detail Listing Broken Bow Municipal Utilities

	Vandt	Vendor Na	mo	Broken Bow Municipal I	Utilities			3. 2. 3
	Pay#	Post Date	Due Date	Amount Invoice	Date	PO#	Date	<u>Status</u>
7	<u>r aym</u>	Account#				<u> </u>	<u>Debit</u>	Credit
-	\$200 W. (400) M			LNS FARM & HOME		e. e	DODIC	Orean
	17646	2/22/2021	2/22/2021	269.66				Posted
	11010	1-147510	LILLILOLI	FR CLOTHING			269.66	0.00
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	17650	2/22/2021	2/22/2021	1,501.99				Posted
		2-243240		Repairs			589.02	0.00
		2-243230		Repairs			5.64	0.00
		3-343270		Repairs			129.18	0.00
		1-143500		Repairs			773.43	0.00
		1-143410		Supplies			4.72 1,501.99	0.00
		OFNITION	7 1811/			-	1,501.99	0.00
	17650	<b>CENTURY</b> 2/22/2021	2/22/2021	205.36				Dooted
	17652	5-545700	2/22/2021	Basic Phone Service- Offi	ice		140.70	Posted 0.00
		6-640300		Basic Phone Service			64.66	0.00
		0 0.0000		20.0.0 1 110110 2011100			205.36	0.00
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	17651	2/22/2021	3/15/2021	20,686.00				Posted
		2-249100		Pamida Bond			10,343.00	0.00
		3-349100		Pamida Bond			10,343.00	0.00
		and the man character are taken the character	OHM 15 000 15 100 17 100 15 100 15 100 15 100 15 100			1000 W	20,686.00	0.00
				ROLL REIMBURSEMENT				
	17653	2/22/2021	2/22/2021	32,542.80				Posted
		4-440100		Payroll Reimbursement			751.90	0.00
		4-445220 4-445210		Payroll Reimbursement Payroll Reimbursement			57.18 45.10	0.00 0.00
		5-545130		Payroll Reimbursement			5,302.81	0.00
		5-545220		Payroll Reimbursement			376.77	0.00
		5-545210		Payroll Reimbursement			95.46	0.00
		1-143100		Payroll Reimbursement			11,125.36	0.00
		1-145220		Payroll Reimbursement			813.57	0.00
		1-145210		Payroll Reimbursement			667.51	0.00
		2-240100 2-245220		Payroll Reimbursement Payroll Reimbursement			5,977.41 439.24	0.00
		2-245210		Payroll Reimbursement			236.92	0.00 0.00
		3-340100		Payroll Reimbursement			5,977.41	0.00
		3-345230		Payroll Reimbursement			439.24	0.00
		3-345210		Payroll Reimbursement			236.92	0.00
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	17641		2/22/2021	21.39				Posted
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	17662		2/22/2021	9,827.00	-11		0.007.00	Posted
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	47050		BROIDERY SHOP	40.00				D ( )
	1/656	2/22/2021 1-143410	2/22/2021	10.00 BB logo on FR coat			10.00	Posted
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	17660		ATER ENGINEERIN 2/22/2021	5,500.00				Dooted
	17000	3-345900	2/22/2021	WWTP Sludge Removal			5,500.00	Posted 0.00
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	17654	2/22/2021	2/22/2021	174.27				Posted
y.	501	1-143205		Repair			58.09	0.00
		2-243270		Repair			58.09	0.00
		4-440900		Repair			58.09	0.00
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-		GROCERY						
	17643	2/22/2021	2/22/2021	11.62				Posted
		3-341000		SUPPLIES			11.62	0.00

# Accounts Payable Detail Listing Broken Bow Municipal Utilities

					Broken Bow Municipal U	<b>Jtilities</b>			rage
		Vendor Na		_		_			
	Pay#		Due Date		ınt Invoice	<u>Date</u>	PO#	<u>Date</u>	<u>Status</u>
_		Account#			Description	ON MACHE BY SKIND		<u>Debit</u>	Credit
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	17640	2/22/2021	2/22/2021	1,300					Posted
		2-243365		65	TRAINING			650.00	0.00
		3-343365			TRAINING		-	650.00	0.00
Sam (c)								1,300.00	0.00
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	17658	2/22/2021	2/22/2021	89	.52			400.04	Posted
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	47040		AL ENERGY AGEN						<b>D</b>
	1/642	2/22/2021	2/22/2021					1 000 210 25	Posted
		1-140200			Power Purchases MEAN			1,089,310.25	0.00
			Chemical Supply						
	17647		2/22/2021	368		<del></del> 2.		470.00	Posted
		3-340500 3-341000			SODIUM HYPOCHLORITE SUPER SODZYME	=,		178.29	0.00
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	17010		HARDWARE						
	17649	2/22/2021	2/22/2021	75				75.07	Posted
		2-241000			SUPPLIES			75.67	0.00
			ALLEY LABORAT						
	17644	2/22/2021	2/22/2021	692				000.50	Posted
	# 1500 HOME IN	3-347500		t mention and the contract of the	Wastewater Testing		(e)	692.50	0.00
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	17645	2/22/2021	2/22/2021	66					Posted
		2-241000			SUPPLIES			. 15.60	0.00
		1-143410			Supplies		-	51.25 66.85	0.00
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	17663	2/22/2021	2/22/2021	29,691				0.40	Posted
		1-143700			Trash Fees Billed			9.12	0.00
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		4-441300			Trash Fees Billed			22.50	0.00 0.00
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	17659	2/22/2021	2/22/2021	5	95				Posted
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		3-343800			alarm system			1.98	0.00
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		3-343500			Gas & Oil For Trucks-Sew			199.02	0.00
		1-143500			Gas & Oil for Trucks-Election			190.76	0.00
		1-143205			Dump truck new tire/rim			706.20	0.00
							-	1,295.00	0.00
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	17655	2/22/2021	2/22/2021	362.	00				Posted
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	17657	2/22/2021	2/22/2021	3,594.	80				Posted
		1-143300			Supplies			3,594.80	0.00
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2/18/2021 4:52:22 PM

## **Accounts Payable Detail Listing**

Broken Bow Municipal Utilities

Vend# Vendor Name

**Due Date** Pay# Post Date Account#

Work Order

Amount Invoice

<u>Date</u> <u>PO#</u> **Date** 

<u>Status</u>

Debit

Credit

Page 3 of 3

1,197,786.06 24 Non-voided payables listed.

Description

Report Setup

AP - Accounts Payable Listing : Vendor Name Filter Options

Starting: 2/9/2021 Ending: 2/22/2021 Banks: All

Payable Status: Posted, Printed, ACH, Recorded, Voided All Vendors Selected

**Check Approval List** 

Broken Bow Municipal Utilities 2/18/2021 4:55:21 PM

2/18/2021 4:55:21	PM Broken Bow N	lunicipal Utilities		Page 1 of 1
Pay# Vend#	Vendor Name Invoice	<u>Description</u>	<b>Due Date</b>	<u>Amount</u>
17646	CARD SERVICES - ORSCHELNS FARM	FR CLOTHING	2/22/2021	269.66
350	CARQUEST OF BROKEN BOW	Repairs	2/22/2021	1,501.99
1 652	CENTURYLINK	BASIC PHONE SERVICE	2/22/2021	205.36
17651 transfer		Pamida Bond	2/22/2021	20,686.00
	CITY OF BROKEN BOW PAYROLL REI	Payroll Reimbursement	2/22/2021	32,542.80
17641	CRAIG CRANWELL	PROPANE	2/22/2021	21.39
17662	CUSTER TRANSFER STATION	transfer station fees collected	2/22/2021	9,827.00
17656	DEB'S EMBROIDERY SHOP	BB logo on FR coat	2/22/2021	10.00
17660	FRONT WATER ENGINEERING, LLC	WWTP Sludge Removal	2/22/2021	5,500.00
17654	GARRETT TIRES &TREADS	Repair	2/22/2021	174.27
17643	GROCERY KART	SUPPLIES	2/22/2021	11.62
17640	LEAGUE OF NEBR. MUNICIPALITIES	TRAINING	2/22/2021	1,300.00
17658	MEAD LUMBER CO	Supplies	2/22/2021	89.52
17642	MUNICIPAL ENERGY AGENCY OF NE	POWER PURCHASES	2/22/2021	1,089,310.25
17647	Municipal Chemical Supply	CHEMICALS	2/22/2021	368.29
17661	NMC, INC.	Repair	2/22/2021	183.69
17649	OBRIEN'S HARDWARE	SUPPLIES	2/22/2021	75.67
17644 WWTP	PLATTE VALLEY LABORATORIES, INC	LAB WORK	2/22/2021	692.50
17645	PRACHT'S ACE HARDWARE, INC.	SUPPLIES	2/22/2021	66.85
17663	S & L SANITARY SERVICES	trash fees billed & trash collections	2/22/2021	29,691.45
17659	Sensaphone	alarm system	2/22/2021	5.95
17648	TROTTER SERVICE	DIESEL FUEL	2/22/2021	1,295.00
17655	WEATHERCRAFT	Repair	2/22/2021	362.00
17657	WESCO RECEIVABLES CORP.	Supplies	2/22/2021	3,594.80

\$1,197,786.06

Report Selection: Check Approval List - By Vendor

Date Range Selection: Invoice Due Date

Starting Date: 2/9/2021 Ending Date: 2/22/2021

Total feet of sewer main 132,000 ft
2020 Johnson Service Jet & Vac 24,000 ft
City Jet & Vac 9,574 ft
Total 33,574 ft

Will need jet 33,000 ft yearly to stay on 4 year cycle

Last year we averaged 1,000 to 1,500 ft per day depending on amount of grit & debris found we also found that the east-west main trunk lines take longer due to grit build up

Estimate 2 months of time for 3 men to jet &vac 33,000 ft possibly longer depending on amount of grit & other unforeseen issues. This estimate based on use of current equipment

Water Main valves 331
Fire Hydrants 220

We have estimated 2 months time for 2 men to exercise valves, flush & flow test hydrants if no issues with valves & hydrants are found.

We are also estimating 2 weeks for full crew to replace air diffusers & grit removal for one SBR basin at WWTP

### **Craig Cranwell**

From:

netdmr-notification@epa.gov

Sent:

Friday, February 12, 2021 9:05 AM

To:

Craig Cranwell

Subject:

NetDMR COR Submission Received for: NE0027260

NetDMR has received the following 1 DMR(s) during the signing process.

CORs have been created for the following DMRs. These DMRs will be forwarded for further processing:

Permitted Facility Name: BROKEN BOW WASTEWATER TREATMENT FACILITY

Permit ID: NE0027260 Permitted Feature: INF Discharge: M - INFLUENT

Monitoring Period End Date: 01/31/21 Signing Status: SIGNED SUCCESSFULLY

Comment:

Attachments included in the COR: No

Thank you.

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Fig.	Name		Value 1	Value 2	Units	Value 1	Value 2	Value 3	Units		
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Freq. of Analysis > > > 01/07 Weekly Weekly 01/07 01/01 01/07 Daily # of Ex. Standard Units Milligrams per Liter PO BOX 567 RURAL-1 MISE SSE OF BROKEN BOW Units > > > ns mg/L mg/L > > <=45.0 7 Day Average <=9.0 Daily Maximum M - TREATED WASTEWATER Value 3 BROKEN BOW, NE 68822 BROKEN BOW, NE 68822 = < 7.3 - 1.0 = 6.2 308-872-6884 Quality or Concentration PO BOX 567 04/26/21 Cranwell > <=30.0 Monthly Average Value 2 1.0 A.4 > Permittee Address: Facility Location: DMR Due Date: > Last Name: Discharge: Telephone: >=6.5 Dally Minimum Major: Value 1 - < 7.1 Kilograms per Day > Degrees Fahrenheit Units > deg F ► kg/d > > > Req Mon Dally Maximum <=204.0 7 Day Average BROKEN BOW WASTEWATER TREATMENT FACILITY Value 2 Quantity or Loading > 59.0 = < 2.48 From 01/01/21 to 01/31/21 > > Req. <=136.0 Monthly Average Req. Req Mon Monthly Average 001 - External Outfall BROKEN BOW WWTF **NetDMR Validated** Wastewater Supt. Value 1 NE0027260 Smpl. = **~** 2.03 > 58.0 Craig Smpl. NODI NODI NODI NODI Smpl. Red. Cmml I Executive Officer Indicator (NODI) > > > Nitrogen, total [as N] Dates & Status Temperature, water deg. fahrenheit Solids, total suspended Name ed Feature: ing Period: Parameter nt Gross nt Gross at Gross :Idc me: H Ö

Smpl. Type GR <

GRAB

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GRAB

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COMP2

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ccranwell@cityofbrokenbow.org 02/12/21 9:14 CST

etDMR

		COMP24		
		Monthly COMP2		
Units		Milligrams per Liter		
Value 3		Req Mon Daily Maximum	>	
Value 2		Req Mon Monthly Average Req Mon Daily Maximum		
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Name	sewage Influent		>	

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craig cranwell

CCRANWELL@CITYOFBROKENBOW.ORG

ccranwell@cityofbrokenbow.org 02/12/21 9:01 CST

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NetDMR



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Header

ID:	NE0027260		Σ	Major:					
:00	BROKEN BOW WWTF		Pe	Permittee Address:	PO BOX 567 RURAL-1 MISE SSE OF BROKEN BOW	ROKEN BOW			
	BROKEN BOW WASTEWATER TREATMENT FACILITY	R TREATMENT FACILITY	5	Facility Location:	BROKEN BOW, NE 68822 PO BOX 567				
ed Feature:	INF - Influent Structure		ā	Discharge:	BROKEN BOW, NE 68822 M - INFLUENT				
Dates & Status ing Period:	From 01/01/21 to 01/31/21 <b>NetDMR Validated</b>		ā	DMR Due Date:	04/28/21				
al Executive Officer									
ime:	Craig		La	Last Name:	Cranwell				
	Wastewater Supt.		Te	Telephone:	308-872-6884				
Indicator (NODI)									
ODI:			-						
Parameter	NODI	Quantity or Loading		ηζ	Quality or Concentration			Freq. of	Smpl.
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<b>pH</b> Sewage Influent	Smpl.		= < 7.2		. 7.8	> ∩s	0	01/01	GR <
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>	NODI			>		, gazant	a e		
	Smpl.			= < 153.0	.0 = < 153.0	> 7/6m	0 = 0	01/30 🔇	<b>5</b> 4
Sewage Influent 0	Req.			Req Mon M	Req Mon Monthly Average Req Mon Daily Maximum	Milligrams per Liter	Σ	Monthly	COMP2
>	NODI			1	>	n varan	0 11 11		
Flow, in conduit or thru treatment plant Sewage Influent	Smpl. = <b>&lt;</b> 0.464	= <  0.673	WGD	-			.0	01/01	<b>&gt;</b>
G	Req. Req Mon Monthly Average	Req Mon Dally Maximum	Million Gallons per Day				<u> </u>	Dally	CALCTE
>	NODI	× 11.					* *		