

**BROKEN BOW UTILITIES  
BOARD OF PUBLIC WORKS AGENDA  
February 28, 2023 @12:30 P.M.  
City 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 28, 2023, which will include the following:

- a. Approval of Minutes from February 14, 2023, Meeting
- b. Approval of Claims as Posted

**E. Discussion Items**

- a. Introduction of Scott Adams
- b. Pole Usage Contract
- c. Electric truck repairs

**F. Department Head Updates**

**G. Items for Next Agenda**

**H. 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 14, 2023**

The Board of Public Works of the City of Broken Bow, Nebraska met in regular session on Tuesday, February 14, 2023. 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 and the Electric Superintendent. All proceedings hereafter shown were taken while the meeting was open to the attendance of the public.

Chad Schall called the meeting to order at 12:31 p.m., with the following Board members present: Russ Smith, Jay Gormley, and Chad Schall. Absent: None. Chad Schall 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 Gormley, to approve the Consent Agenda for February 14, 2023. Said motion includes approval of the Minutes of the January 10, 2023, Board Meeting, approval of Claims to Date, approval of December 2022 Treasurer's report, and approval of January 2023 Treasurer's report. Roll Call vote: Voting aye: Smith, Gormley, and Schall. Nays: None. Motion carried.

BROKEN BOW MUNICIPAL UTILITIES - 698.29, BLACK HILLS ENERGY - 496.56, CARD SERVICES - ORSCHELNS FARM & HOME - 2866.67, CARQUEST OF BROKEN BOW - 240.55, CENTURYLINK - 206.75, CITY OF BROKEN BOW - 56827.02, CITY OF BROKEN BOW PAYROLL REIMBURSEMENT - 36095.54, CULLIGAN - 66.00, CUSTER PUBLIC POWER DISTRICT - 2920.21, CITY OF BROKEN BOW - HEALTH INSURANCE - 20195.87, EAKES OFFICE SOLUTIONS - 108.45, EMMANUEL ASASUWA - 311.95, EZ IT SOLUTIONS - 1950.00, GREAT PLAINS COMMUNICATIONS, INC - 282.70, INVOICE CLOUD - 253.20, JOHN DEERE FINANCIAL - 501.77, LUKE MYERS - 15.37, MEAD LUMBER CO - 354.07, MUNICIPAL SUPPLY, OF NEBR. - 160.73, MC2 INC. - 1678.25, NEBR. DEPT. OF ENVIRONMENT AND ENERGY - 160.00, NEBRASKA PUBLIC HEALTH ENVIRONMENTAL LAB - 188.00, NEBRASKA STATE BANK - 49139.00, OBRIEN'S HARDWARE - 9.33, ONE CALL CONCEPTS, INC - 4.80, PLATTE VALLEY LABORATORIES, INC. - 572.50, RT ACE - 505.12, S & L SANITARY SERVICES - 47.50, SAGE PAYMENT SOLUTIONS - 2087.91, SENSAPHONE - 6.95, STUART C IRBY CO - 3072.50, VERIZON WIRELESS - 85.86, WENQUIST, INC. - 114.46, WESTERN AREA POWER ADMIN. - 25891.30, TOTAL - 208115.18

Electric Department	\$ 158,189.91
Water Department	14,720.12
Sewer Department	16,360.00
Power Plant	5,511.26
Billing	13,269.65
Fuel	<u>64.24</u>
	\$ 208,115.18

Blake Waldow, Electrical Superintendent discussed the pole contract we have with Great Plains. Looking into redoing contract for all companies wanting to use our poles for their lines.

The following was discussed under Department Head Updates:

Blake Waldow, Electric Superintendent:

- Working on inside projects.
- Continuing cutting trees.
- KMU training.
- Generate Units 4 & 5.

Ryan Jones, Water/Sewer:

- Water/Sewer Supervisor position is open.
- Finishing insulation in east shop.
- Cleaned at the lift station.
- Replaced fiber to the well house.
- Overhauled tanks on the Ditch Witch Vacuum.
- Jetted sewers on Sioux Lane and North 12<sup>th</sup> Avenue.

Moved by Smith, seconded by Gormley to adjourn the meeting at 1:11 p.m. Roll Call vote:  
Voting aye: Gormley, Smith, and Schall. Nays: None. Motion Carried.

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

\_\_\_\_\_  
/s/ Chad Schall, Chairman

<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>Black Hills Energy</b>										
19044	2/28/2023	2/28/2023		134.90						Posted
	4-440800				power plant gas				134.90	0.00
<b>PAYROLL CITY OF BROKEN BOW PAYROLL REIMBURSEMENT</b>										
19045	2/28/2023	2/28/2023		39,623.53						Posted
	4-440100				Payroll Reimbursement				820.00	0.00
	4-445220				Payroll Reimbursement				62.38	0.00
	4-445210				Payroll Reimbursement				49.20	0.00
	5-545130				Payroll Reimbursement				7,830.25	0.00
	5-545220				Payroll Reimbursement				575.45	0.00
	5-545210				Payroll Reimbursement				342.24	0.00
	1-143100				Payroll Reimbursement				13,572.57	0.00
	1-145220				Payroll Reimbursement				1,012.33	0.00
	1-145210				Payroll Reimbursement				532.19	0.00
	2-240100				Payroll Reimbursement				6,633.02	0.00
	2-245220				Payroll Reimbursement				479.83	0.00
	2-245210				Payroll Reimbursement				300.61	0.00
	3-340100				Payroll Reimbursement				6,633.02	0.00
	3-345230				Payroll Reimbursement				479.83	0.00
	3-345210				Payroll Reimbursement				300.61	0.00
									39,623.53	0.00
<b>CUSTER TRANSFER STATION</b>										
19063	2/28/2023	2/28/2023		9,958.00						Posted
	5-540200				transfer station fees collected				9,958.00	0.00
<b>DITCH WITCH UNDERCON</b>										
19046	2/28/2023	2/28/2023		1,221.91						Posted
	1-143410				VAC ANTIFREEZE TANK				150.90	0.00
	2-243260				WATER HOLDING TANK FOR VAC				1,071.01	0.00
									1,221.91	0.00
<b>DUTTON-LAINSON COMPANY</b>										
19047	2/28/2023	2/28/2023		7,033.92						Posted
	1-149600				NEW TRANSFORMERS 37.5				7,033.92	0.00
<b>GREG KRUEGER &amp; ASSOCIATES, INC.</b>										
19048	2/28/2023	2/28/2023		445.66						Posted
	5-545400				UTILITY CHECKS				445.66	0.00
<b>HILTI INC.</b>										
19049	2/28/2023	2/28/2023		1,689.53						Posted
	2-241000				NEW BATTERIES				1,689.53	0.00
<b>JEO Consulting Group Inc.</b>										
19050	2/28/2023	2/28/2023		20,842.50						Posted
	2-249990				GIS MAPPING				11,130.00	0.00
	3-349990				HWY 2 SEWER PROJECT				5,870.00	0.00
	1-149990				DOWNTOWN PROJECT				3,110.00	0.00
	1-147400				5TH SUB & DOWNTOWN LIGHTS				732.50	0.00
									20,842.50	0.00
<b>John Lewis</b>										
19051	2/28/2023	2/28/2023		61.49						Posted
	1-145410				CDL RENEWAL				61.49	0.00
<b>MUNICIPAL ENERGY AGENCY OF NE</b>										
19052	2/28/2023	2/28/2023		639,372.47						Posted
	1-140200				Power Purchases MEAN				639,372.47	0.00
<b>NEBR. DEPT. OF ENVIRONMENT AND ENERGY</b>										
19053	2/28/2023	2/28/2023		300.00						Posted
	3-343365				WASTE WATER EXAM FOR JEFF & ERIL				300.00	0.00
<b>NEBRASKA MUNICIPAL POWER POOL</b>										
19054	2/28/2023	2/28/2023		400.00						Posted
	4-441520				POWER PLANT COMPLIANCE				400.00	0.00
<b>NEBRASKA PUBLIC HEALTH ENVIRONMENTAL LAB</b>										
19055	2/28/2023	2/28/2023		68.00						Posted
	2-247500				Water Testing				68.00	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>Description</u>			<u>Debit</u>	<u>Credit</u>
<b>Quadient Finance USA, Inc. (continued)</b>										
19056	2/28/2023	2/28/2023	400.00							Posted
	5-545500		POSTAGE						400.00	0.00
<b>RAILROAD MANAGEMENT COMPANY III, LLC</b>										
19057	2/28/2023	2/28/2023	631.85							Posted
	1-147400		RAILROAD OH WIRE LICENSE						631.85	0.00
<b>RANCHLAND FORD</b>										
19058	2/28/2023	2/28/2023	763.76							Posted
	2-243270		FUEL PUMP FOR 2005 F-250						763.76	0.00
<b>S &amp; L SANITARY SERVICES</b>										
19064	2/28/2023	2/28/2023	33,845.15							Posted
	5-540200		trash collections						33,845.15	0.00
<b>SANDHILLS CUSTOM CREATIONS</b>										
19059	2/28/2023	2/28/2023	12.00							Posted
	1-147510		FR CLOTHING						12.00	0.00
<b>TROTTER SERVICE</b>										
19060	2/28/2023	2/28/2023	28,808.10							Posted
	1-143205		POWERTRAN FLUID						264.83	0.00
	1-143500		FUEL						468.98	0.00
	1-143500		FUEL						1.33	0.00
	6-640100		FUEL PURCHASES						26,544.96	0.00
	1-143205		DUMP TRUCK TIRES						912.00	0.00
	2-243270		NEW TIRES FOR CHEVY 1500 2018						616.00	0.00
									<u>28,808.10</u>	<u>0.00</u>
<b>TROTTERS WHOA &amp; GO WEST</b>										
19061	2/28/2023	2/28/2023	457.48							Posted
	2-243500		#1 DIESEL FOR EQUIPMENT						457.48	0.00
<b>V-BAR Inc.</b>										
19062	2/28/2023	2/28/2023	399.60							Posted
	1-143410		CHANNEL PIECES & OXYGEN						399.60	0.00
					<u>786,469.85</u>	21 Non-voided payables listed.				

## Report Setup

AP - Accounts Payable Listing : Vendor Name

## Filter Options

Starting: 2/15/2023

Ending: 2/28/2023

Banks: All

Payable Status: Posted, Printed, ACH, Recorded, Voided

All Vendors Selected

# Check Approval List - GL Account

2/22/2023 12:17:53 PM

Broken Bow Municipal Utilities

Page 1 of 1

<u>Vendor Name</u>	<u>Invoice</u>	<u>Invoice Description</u>	<u>Account Description</u>	<u>Amount</u>
<b>ELECTRIC</b>				
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	SALARIES-DISTRIBUTI	13,572.57
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE PENSION F	532.19
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE SOCIAL SE	1,012.33
DITCH WITCH UNDERCON		VAC ANTIFREEZE TANK, WATER HOLDIN	SUPPLIES AND MAINTI	150.90
DUTTON-LAINSON COMPANY		NEW TRANSFORMERS	NEW TRANSFORMERS	7,033.92
JEO Consulting Group Inc.		GIS MAPPING & HWY 2 SEWER PROJEC	ENGINEERING/LEGAL	732.50
JEO Consulting Group Inc.		GIS MAPPING & HWY 2 SEWER PROJEC	SPECIAL PROJECTS C	3,110.00
John Lewis		CDL RENEWAL	MEMBERSHIPS & DUE:	61.49
MUNICIPAL ENERGY AGENCY OF NE		POWER PURCHASES MEAN	POWER PURCHASES-I	639,372.47
RAILROAD MANAGEMENT COMPANY I		LEGAL EXPENSES	ENGINEERING/LEGAL	631.85
SANDHILLS CUSTOM CREATIONS		FR CLOTHING/JOHN SWEATSHIRT EMBF	SAFETY- ELECTRIC	12.00
TROTTER SERVICE		TRUCK MAINTENANCE/FUEL	MAINTENANCE-TRUCK	264.83
TROTTER SERVICE		TRUCK MAINTENANCE/FUEL	MAINTENANCE-TRUCK	912.00
TROTTER SERVICE		TRUCK MAINTENANCE/FUEL	GAS & OIL FOR TRUCK	468.98
TROTTER SERVICE		TRUCK MAINTENANCE/FUEL	GAS & OIL FOR TRUCK	1.33
V-BAR Inc.		SUPPLIES & MAINTENANCE	SUPPLIES AND MAINTI	399.60
			Total ELECTRIC	\$668,268.96
<b>WATER</b>				
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	WATER SALARIES	6,633.02
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE PENSION F	300.61
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE SOCIAL SE	479.83
DITCH WITCH UNDERCON		VAC ANTIFREEZE TANK, WATER HOLDIN	MAINTENANCE - BORII	1,071.01
HILTI INC.		NEW BATTERIES	OPERATING SUPPLIES	1,689.53
JEO Consulting Group Inc.		GIS MAPPING & HWY 2 SEWER PROJEC	SPECIAL PROJECTS C	11,130.00
NEBRASKA PUBLIC HEALTH ENVIRON		WATER TESTING	WATER TESTING	68.00
RANCHLAND FORD		FUEL PUMP FOR 2005 F-250	MAINTENANCE TRUCK	763.76
TROTTER SERVICE		TRUCK MAINTENANCE/FUEL	MAINTENANCE TRUCK	616.00
TROTTERS WHOA & GO WEST		#1 DIESEL FOR EQUIPMENT	GAS & OIL FOR TRUCK	457.48
			Total WATER	\$23,209.24
<b>SEWER</b>				
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	SEWER SALARIES	6,633.02
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE PENSION F	300.61
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE SOCIAL SE	479.83
JEO Consulting Group Inc.		GIS MAPPING & HWY 2 SEWER PROJEC	SPECIAL PROJECTS C	5,870.00
NEBR. DEPT. OF ENVIRONMENT AND		WASTE WATER EXAM FOR JEFF & ERIK	CONFERENCE REGIST	300.00
			Total SEWER	\$13,583.46
<b>POWER PLANT</b>				
Black Hills Energy		POWER PLANT GAS	NATURAL GAS USED	134.90
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	POWER PLANT SALAR	820.00
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE PENSION F	49.20
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE SOCIAL SE	62.38
NEBRASKA MUNICIPAL POWER POOL		POWER PLANT COMPLIANCE	POWER PLANT COMPI	400.00
			Total POWER PLANT	\$1,466.48
<b>BILLING</b>				
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	OFFICE SALARIES	7,830.25
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE PENSION F	342.24
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE SOCIAL SE	575.45
CUSTER TRANSFER STATION		TRANSFER STATION FEES COLLECTED	TRASH/TSA FEES	9,958.00
GREG KRUEGER & ASSOCIATES, INC.		UTILITY CHECKS	OFFICE SUPPLIES	445.66
Quadient Finance USA, Inc.		POSTAGE	POSTAGE	400.00
S & L SANITARY SERVICES		TRASH FEES	TRASH/TSA FEES	33,845.15
			Total BILLING	\$53,396.75
<b>FUEL STATION</b>				
TROTTER SERVICE		TRUCK MAINTENANCE/FUEL	FUEL PURCHASES	26,544.96
			Total FUEL STATION	\$26,544.96
				<u>\$786,469.85</u>

Report Selection: Check Approval List - GL Account  
Date Range Selection: Invoice Due Date  
Starting Date: 2/15/2023  
Ending Date: 2/28/2023