

**CITY OF BROKEN BOW
CITY COUNCIL AGENDA
November 14, 2023 @ 6:00 PM
Municipal Auditorium
314 South 10th Avenue, Broken Bow NE**

Meeting Procedure

The Public may address specific agenda items at the pleasure of the Mayor. Please come to the podium, state your name and address, and limit your remarks to five minutes or less. Out of respect to City employees, we request that any complaints or criticisms of employees not be aired in a public meeting. Concerns about employees should be brought to the attention of the City Administrator or Mayor. An individual in violation will be declared out of order. Individuals who have appropriate items for City Council consideration should complete the Request for Future Agenda Items.

A. Call to Order

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

C. Roll Call

D. Pledge of Allegiance

E. Consent Agenda: Council will have consideration of approving the consent agenda items for November 14, 2023, which will include the following:

- a. Approval of Minutes of October 24, 2023, Council Meeting
- b. Approval of Bills as Posted
- c. Approval of Broken Bow Volunteer Fire Department Roster

F. New Business:

- a. **Eagle Crest 2nd Subdivision Final Plans and Specifications** – Council will have consideration of reviewing and approving the final plans and specifications for Eagle Crest 2nd Subdivision.
- b. **Authorization to Advertise for Bids** - Council will have consideration of approving to authorize JEO Consulting Group, Inc to advertise for bids for Eagle Crest Subdivision.
- c. **Street Superintendent Appointment** – Council will have consideration of reappointing Steven Parr from JEO Consulting Group, Inc., License S-859, Class A, as the Street Superintendent from January 1, 2024 – December 31, 2024.



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- d. Resolution 2023-17, Authorizing the Signing of the Year-End Certification of City Street Superintendent** – Council will have consideration of approving Resolution 2023-17.
- e. City Engineer Appointment** – Council will have consideration of appointing JEO Consulting Group, Inc. as the City Engineer for the year 2024.
- f. Park Board Appointments** – Council will have consideration of approving the appointments of Ryan Wistisen and Kelly Fortado to the Broken Bow Park Board for a term ending February of 2027.
- g. West Ward City Councilmember Appointment** – Council will have consideration of approving new West Ward Councilmember with a term ending November 2024.

G. Adjourn Sine Die:

- a. Oath of Office** – City Attorney Jason White will Administer the Oath of Office to the newly appointed West Ward Councilmember.

H. Call to Order

I. Roll Call

J. Mayor and Council Comments

K. Adjournment

***The Next City Council Meeting Will Be on Tuesday, November 28, 2023
@ 6:00 pm in the Broken Bow Municipal Auditorium***



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Upcoming Events:

- ❖ **November 17th – CITY OFFICES CLOSED AT 4:00 PM**
- ❖ **November 23rd – CITY OFFICES CLOSED IN OBSERVANCE OF THANKSGIVING**
- ❖ **November 24th – CITY OFFICES CLOSED IN OBSERVANCE OF THANKSGIVING**
- ❖ **November 27th – Festival of Lights**
- ❖ **November 28^h – Board of Public Works @ 12:30 pm in the Broken Bow Municipal Auditorium**
- ❖ **November 28th – City Council Meeting @ 6:00 pm in the Broken Bow Municipal Auditorium**

The Council will review the above matters and take such action as they deem appropriate. The Council may enter into closed session to discuss any matter on this agenda when it is determined by the Council that it is clearly necessary for protection of the public interest or the prevention of needless injury to the reputation of any individual and if such individual has not requested a public meeting, or as otherwise allowed by law. Any closed session shall be limited to the subject matter for which the closed session was classed. If the motion to close passes, immediately prior to the closed session the Mayor shall restate on the record the limitation of the subject matter of the closed session.

**Broken Bow City Council
Meeting Minutes
October 24, 2023**

The Broken Bow City Council met in regular session on Tuesday, October 24, 2023, in the Broken Bow Municipal Auditorium. Notice of the meeting was given in advance thereof as required by publication in the Custer County Chief on October 19, 2023. Availability of the agenda and related materials was communicated in the advanced notice to the Mayor and all members of the Council, as well as shared with various media outlets. All proceedings hereafter shown were taken while the meeting was open to the attendance of the public.

Mayor Rod Sonnichsen called the meeting to order at 6:00 pm, with the following Councilmembers present: Chris Myers, Paul Holland, and Russ Smith. Absent: None. Mayor Sonnichsen announced the availability of the open meetings law, followed by reciting of the Pledge of Allegiance.

Mayor Sonnichsen read the format for submitting requests for future agenda items.

Moved by Smith, seconded by Holland to approve the consent agenda for October 24, 2023. Said motion includes approval of the Minutes of the October 10, 2023, Council Meeting, and Bills to Date. Roll call vote: Voting aye: Smith, Holland, and Myers. Nays: None. Motion carried.

In other Communications, Broken Bow Public Schools Superintendent Darren Tobey addressed the Mayor and Council on the potential School Bond. Tobey highlighted four areas of concern in their current school that include safety, agriculture, automotive, woods, fine arts, and the science rooms. Mayor Sonnichsen stated that this affects all citizens and encourages everyone to take a look at the school.

AFLAC, PRE TAX, \$489.71; AFLAC POST TAX, \$76.32; BT XPRSS, TRANSMISSION JACK RENTAL, \$100.00; BEAVER BEARING CO ALBION, MERRY-GO-ROUND, \$492.86; BLACK HILLS ENERGY, \$199.00; BOB'S TRUCK REPAIR, FUEL TANK VALVES, \$54.16; CARD SERVICES, TABLETS & BANDAGES, \$1,034.76; TRAINING & SAFETY/GROUND MAINTENANCE, \$1,389.94; SUPPLIES, POSTAGE, \$423.88; EMI EXPENSES, FUEL, OFFICE SUPPLIES, \$815.54; CARQUEST OF BROKEN BOW, MAINT REPAIR EQUIPMENT, \$558.31; CECIL BURT INC., WINDOW REPAIR BLUE BUILDING, \$43.60; CENGAGE LEARNING, GALE, DATABASES, CHILTON LIBRARY, \$334.10; CENTRAL NE MEDICAL CLINIC, DRUG TEST, \$323.00; CITY FLEX BENEFIT PLAN, SELECT FLEX UNREIMBURSED M/D/V, \$145.00; CITY OF BROKEN BOW HEALTH INSURANCE, \$3,551.30; CITY OF BROKEN BOW PENSION FUND, RETIREMENT LOAN PAYMENT, \$1,902.28; 414H

RETIREMENT, \$8,626.66; 457 RETIREMENT, \$802.83; COLONIAL INSURANCE, PRE TAX, \$381.18; COLONIAL LIFE POST TAX, \$305.79; CRIMINAL ADDICTION INC., TRAINING (405-407), \$500.00; CUSTER COUNTY CHIEF, PUBLICATIONS, HELP WANTED, \$1,388.69; DAVE DUNKEL, BOOTS, \$160.49; EFTPS ONLINE PAYMENT, MEDICARE, \$2,618.30; FEDERAL, \$7,124.09; FICA, \$11,195.46; EAKES OFFICE PRODUCTS, SUPPLIES, \$35.35; COPIER LEASE, SUPPLIES, \$7,575.00; EGGLESTON OIL, DIESEL, \$50.02; FAIRFIELD INN & SUITES, VARIANCE FILING FEE, \$659.70; FAMILY HERITAGE, FAMILY HERITAGE, \$25.50; \$51.00; FRONTIER FAMILY PHARMACY, SUPPLIES, \$16.08; FYR-TEK, MAINT REPAIR, \$4,218.70; GREAT PLAINS COMMUNICATIONS, TELEPHONE, INTERNET 6 MONTHS OF SERVICE, \$893.88; HOMETOWN LEASING, TOOL CAT LEASE, \$6,500.00; INGRAM LIBRARY SERVICES, MATERIALS, \$2,250.68; ISLAND SUPPLY WELDING CO., OXYGEN, \$64.55; JEO, EAGLE CREST SUBDIVISION WATER & SANITARY EXTENSIONS, \$13,720.00; JACOB HOLCOMB, CUSTER COUNTY PAMIDA LOT SPLIT, \$10.00; JENNIFER WATERHOUSE, MILEAGE REIMBURSEMENT, \$104.80; KANDI PETERS, MILEAGE REIMBURSEMENT, \$104.80; LIBRARY JOURNAL, MATERIALS, \$99.00; MATHESON TRI-GAS INC, ARGON REFILL, \$189.80; MEAD LUMBER, \$1,677.54; MELHAM MEDICAL CENTER, TB TEST, \$89.03; MT. CUSTER TRUCK SALES, TRUCK PARTS, \$465.85; NEBRASKA CHILD SUPPORT PAYMENT CENTER, CHILD SUPPORT-NE, \$433.39; NEBRASKA LIBRARY COMMISSION, NEBRASKA OVERDRIVE, \$500.00; O'REILLY AUTO PARTS, WIPER BLADES, \$29.98; POWER SOLUTIONS, REPAIRS TO ENGINE 32, \$472.59; PRESTO X COMPANY, MONTHLY SERVICE, \$65.90; PREVENTION, MATERIALS, \$48.00; RT ACE, EQUIPMENT PURCHASE REPAIR, GROUND MAINT, \$817.85; RANCHLAND FORD, OIL CHANGE, 2023 740, \$67.92; RYAN BOWLAND, BOOTS, \$106.99; SPORTS ILLUSTRATED, MATERIALS, \$68.00; STATE INCOME TAX WH NE ONLINE PAYMENT, STATE, \$3,677.40; STEVE SCOTT, POSTAGE, FUEL, HEADLIGHT, MEALS, \$73.52; TX CHILD SUPPORT SDU, CHILD SUPPORT TX, \$69.23; TASTE OF HOME, MATERIALS, \$45.80; THE NEW YORKER, MATERIALS, \$169.99; TROTTER SERVICE, FUEL, \$50.42; FUEL TANK, TUBE, CLUTCH KIT, \$4,789.00; TROTTER'S WHOA & GO, FUEL, \$184.37; VAN DIEST SUPPLY CO, HERBECIDES, \$1,404.50; VERIZON WIRELESS, TELEPHONE, \$324.67; WENQUIST INC., EQUIPMENT REPAIR, \$827.56; BI-WEEKLY PAYROLL, \$64,674.74; TOTAL: \$162,740.35.

Moved by Myers, seconded by Holland to elect Councilmember Russ Smith as City Council President. Roll Call vote: Voting aye: Myers, Holland, and Smith. Nays: None. Motion carried.

Moved by Smith, seconded by Myers, to approve Resolution 2023-15, Appointment to MEAN Board of Directors. Said Resolution approves Electrical Superintendent Blake Waldow to serve as Director to the MEAN Board of

Directors and City Administrator David Schmidt to serve as the Alternative Director. Roll Call vote: Voting aye: Smith, Myers, and Holland. Nays: None. Motion carried.

Moved by Holland, seconded by Smith, to open a public hearing at 6:11 pm regarding Resolution 2023-16, One- and Six-Year Plan. Roll Call vote: Voting aye: Holland, Smith, and Myers. Nays: None. Motion carried. Discussion was held. Administrator Schmidt stated there were no changes made to the proposal. Schmidt noted the updated prices for these projects and stated the Memorial Drive update was the most recently completed project. Moved by Myers, seconded by Smith, to close a public hearing at 6:13 pm. Roll Call vote: Voting aye: Myers, Smith, and Holland. Nays: None. Motion carried. Moved by Myers, seconded by Smith to approve Resolution 2023-16, One- and Six-Year Plan. Roll Call vote: Voting aye: Myers, Smith, and Holland. Nays: None. Motion Carried.

Moved by Holland, seconded by Myers, to open a public hearing at 6:14 pm regarding Ordinance 1274, No Parking. Roll Call vote: Voting aye: Holland, Smith, and Myers. Nays: None. Motion carried. Discussion was held. Administrator Schmidt stated the no parking would be on the east side of South 19th Avenue between South E and South G. Schmidt noted that there was already no parking on the west side of this street. The Mayor stated with only having one way in and out for our Emergency Services, having no parking on both sides of the street will ensure them to have had much room as possible. Moved by Myers, seconded by Holland, to close a public hearing at 6:17 pm. Roll Call vote: Voting aye: Myers, Holland, and Smith. Nays: None. Motion carried.

After discussing the matter, Councilmember Holland introduced Ordinance No. 1274 entitled "AN ORDINANCE PROVIDING THAT PARKING ON THE EAST SIDE OF SOUTH 19TH AVENUE BETWEEN SOUTH E STREET AND SOUTH G STREET, IN THE CITY OF BROKEN BOW, CUSTER COUNTY, NEBRASKA IS PROHIBITED, PROVIDING FOR PUBLICATION AND EFFECTED DATE AND REPEALING ALL ORDINANCES IN CONFLICT WITH THIS ORDINANCE." and moved that the statutory rule requiring reading on three different days be suspended. Councilmember Smith seconded the motion. The Mayor stated the motion and instructed the Clerk to call the roll. The Clerk called the roll, and the following was the vote: Ayes: Holland, Smith, and Myers. Nays: None. Motion carried. The motion to suspend the rules was adopted by three-fourths of the Council and the statutory rule was declared suspended for consideration of said Ordinance. Said Ordinance was then read by title and thereafter Councilmember Smith moved for final passage of the Ordinance, which motion was seconded by Councilmember Holland. The Mayor asked the question, "Shall Ordinance No. 1274 be passed and adopted?" Upon roll call vote, the vote was as follows: Ayes: Smith, Holland, and Myers. Nays: None. Motion carried. The passage and adoption of said Ordinance having been concurred by a majority

of all members of the Council, the Mayor declared the Ordinance adopted.

Chief of Police Steve Scott presented the official pinning of Police Captain Christopher Anderson. Chief Scott stated that Captain Anderson started in law enforcement 14 years ago and has been serving with the City of Broken Bow Police Department since 2019.

Moved by Myers, seconded by Smith, to accept the appointment of Officer David Baltz to the Broken Bow Police Department. Roll Call vote: Voting aye: Myers, Smith, and Holland. Nays: None. Abstain: None. Motion carried.

City Attorney Jason White administered the Police Officer Oath to Officer David Baltz.

In the Mayor and Council Comments, Mayor Sonnichsen congratulated Captain Anderson and Officer Baltz. Mayor Sonnichsen informed the community that the Handi Bus is now up and running.

Moved by Myers, seconded by Holland, to adjourn the City Council Meeting at 6:26 pm. Roll Call vote: Voting aye: Myers, Holland, and Smith. Nays: None. Motion carried.

Rodney W. Sonnichsen, Mayor

ATTEST:

Kandi K Peters, City Clerk

Accounts Payable Detail Listing

City of Broken Bow

<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>
Adren Uhlig										
34705	11/14/2023	11/14/2023			300.00	Inv# 1				Posted
	06-3311.00					Spraying around Fire Hall			300.00	0.00
Aflac										
34666	10/25/2023	10/25/2023			489.71					Posted
	01-1501.00					PRE TAX AFLAC			489.71	0.00
34667	10/25/2023	10/25/2023			76.32					Posted
	01-1501.00					AFLAC POST TAX			76.32	0.00
34681	11/14/2023	11/14/2023			67.02	Dave Schmidt Oct				Posted
	01-1501.00					Dave Aflac			67.02	0.00
34730	11/8/2023	11/8/2023			489.71					Posted
	01-1501.00					PRE TAX AFLAC			489.71	0.00
34731	11/8/2023	11/8/2023			76.32					Posted
	01-1501.00					AFLAC POST TAX			76.32	0.00
Bon Tool Co.										
34716	11/14/2023	11/14/2023			498.17					Posted
	08-3311.00					cleaning supplies			249.08	0.00
	09-3311.00					cleaning supplies			249.09	0.00
									498.17	0.00
Bound Tree Medical										
34712	11/14/2023	11/14/2023			58.15	Acct# 112634				Posted
	05-3338.00					EMS Supplies			58.15	0.00
Box Butte County Sheriff										
34683	11/14/2023	11/14/2023			1,150.00	Inv# 01				Posted
	04-3414.00					Pepper ball guns/ supplies			1,150.00	0.00
Broken Bow Airport Authority										
34695	11/14/2023	11/14/2023			2,166.66					Posted
	01-3409.00					Oct Monthly Payment			1,083.33	0.00
	01-3409.00					Nov Monthly Payment			1,083.33	0.00
									2,166.66	0.00
Broken Bow Chamber of Commerce										
34708	11/14/2023	11/14/2023			2,515.00					Posted
	05-3334.00					ambulance incentive			2,515.00	0.00
Broken Bow Fire Department										
34707	11/14/2023	11/14/2023			3,000.00					Posted
	01-3222.00					Fireworks Display			3,000.00	0.00
Broken Bow Municipal Utilities										
34682	11/14/2023	11/14/2023			4,229.72	Oct Utilities				Posted
	01-3213.00					General - Radio/Weather Station Tower			25.58	0.00
	02-3220.00					Pub Bldg - Utilities/Trash			730.05	0.00
	04-3220.00					Police - Utilities/Trash Removal			327.86	0.00
	04-3315.00					Police -Dog Pound Utilities			54.27	0.00
	07-3220.00					Library - Utilities/Trash Removal			776.04	0.00
	08-3220.00					Street - Utilities/Trash			345.34	0.00
	09-3220.00					Parks - Utilities/Trash Removal			160.40	0.00
	09-3220.00					Parks - Shop Utilities/Trash Removal			1,551.58	0.00
	10-3220.00					Swim Pool - Utilities/Trash Removal			219.40	0.00
	11-3220.00					Tree Dump - Utilities			39.20	0.00
									4,229.72	0.00
Broken Bow Rural Fire Board										
34709	11/14/2023	11/14/2023			910.00	Inv# 88				Posted
	05-3221.00					Internet			82.83	0.00
	05-3220.00					Gas			307.33	0.00
	08-3220.00					Gas			307.33	0.00
	06-3311.00					Fire Protection Inspector			125.00	0.00
	06-3221.00					Internet			82.83	0.00
	06-3209.00					Meeting notice			4.68	0.00
									910.00	0.00

Capital One

City of Broken Bow

<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>	
Capital One (continued)									
34684	11/14/2023	11/14/2023	977.55	Oct Credit Card					Posted
	04-3205.00			Meals POAN 401			40.62	0.00	
	04-3223.00			Halloween candy			55.53	0.00	
	04-3311.00			Paint Supplies			64.43	0.00	
	04-3223.00			Halloween Supplys			52.40	0.00	
	04-3410.00			Desk/warranty for new office			354.98	0.00	
	04-3310.00			repair 2023 windshield 407			409.59	0.00	
							977.55	0.00	
Carquest of Broken Bow									
34711	11/14/2023	11/14/2023	89.92	Cust# 11465					Posted
	05-3310.00			wiper blades for 99-1 and 99-2			89.92	0.00	
Carroll Construction Supply									
34714	11/14/2023	11/14/2023	46.50						Posted
	08-3310.00			Shop Supplies			46.50	0.00	
City Flex Benefit Plan									
34668	10/25/2023	10/25/2023	145.00						Posted
	01-1501.00			SELECT FLEX-UNREIMBURSED M/D/V			145.00	0.00	
34732	11/8/2023	11/8/2023	145.00						Posted
	01-1501.00			SELECT FLEX-UNREIMBURSED M/D/V			145.00	0.00	
City of Broken Bow - Health Insurance									
34679	10/25/2023	10/25/2023	3,551.30						Posted
	01-1501.00			HEALTH INSURANCE			3,551.30	0.00	
34743	11/8/2023	11/8/2023	3,705.60						Posted
	01-1501.00			HEALTH INSURANCE			3,705.60	0.00	
City of Broken Bow Pension Fund									
34669	10/25/2023	10/25/2023	1,902.28						Posted
	01-1513.00			RETIREMENT LOAN PAYMENT			1,902.28	0.00	
34670	10/25/2023	10/25/2023	9,324.74						Posted
	01-1502.00			414H RETIREMENT			9,324.74	0.00	
34671	10/25/2023	10/25/2023	857.83						Posted
	01-1502.00			457 RETIREMENT			857.83	0.00	
34733	11/8/2023	11/8/2023	1,902.28						Posted
	01-1513.00			RETIREMENT LOAN PAYMENT			1,902.28	0.00	
34734	11/8/2023	11/8/2023	9,654.16						Posted
	01-1502.00			414H RETIREMENT			9,654.16	0.00	
34735	11/8/2023	11/8/2023	823.84						Posted
	01-1502.00			457 RETIREMENT			823.84	0.00	
Cole Electric Company									
34687	11/14/2023	11/14/2023	2,100.00	Inv# 2023-204					Posted
	02-3311.00			Council Chambers Remodel			2,100.00	0.00	
Colonial Insurance									
34664	10/25/2023	10/25/2023	381.18						Posted
	01-1501.00			COLONIAL LIFE PRE TAX			381.18	0.00	
34665	10/25/2023	10/25/2023	305.79						Posted
	01-1501.00			COLONIAL LIFE POST TAX			305.79	0.00	
34685	11/14/2023	11/14/2023	66.24						Posted
	01-1501.00			Employee October Life Insurance			66.24	0.00	
34686	11/14/2023	11/14/2023	470.64	Dave Ins					Posted
	01-1501.00			Dave Schmidt Insurance			470.64	0.00	
34728	11/8/2023	11/8/2023	381.18						Posted
	01-1501.00			COLONIAL LIFE PRE TAX			381.18	0.00	
34729	11/8/2023	11/8/2023	305.79						Posted
	01-1501.00			COLONIAL LIFE POST TAX			305.79	0.00	
Credit Management Services									
34678	10/25/2023	10/25/2023	155.94						Posted
	01-1504.00			WAGE GARNISHMENT - Plaintiff			155.94	0.00	
34742	11/8/2023	11/8/2023	1.96						Posted
	01-1504.00			WAGE GARNISHMENT - Plaintiff			1.96	0.00	
Custer County Chief									

Accounts Payable Detail Listing

City of Broken Bow

<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>	
Custer County Chief (continued)									
34745	11/14/2023	11/14/2023	777.33					Posted	
	01-3209.00						447.33	0.00	
	08-3222.00						165.00	0.00	
	09-3209.00						165.00	0.00	
							777.33	0.00	
34746	11/14/2023	11/14/2023	90.00					Posted	
	01-3209.00			1 year sub			45.00	0.00	
	04-3209.00			1 year sub			45.00	0.00	
							90.00	0.00	
Custer County Construction Inc.									
34688	11/14/2023	11/14/2023	20,000.00	Inv# 434				Posted	
	02-3311.00			Council Chamber Remodel			20,000.00	0.00	
Custer County Treasurer									
34694	11/14/2023	11/14/2023	29,310.26					Posted	
	01-3217.00			Oct Communications Interlocal Payment			14,655.13	0.00	
	01-3217.00			Nov Communications Interlocal Payment			14,655.13	0.00	
							29,310.26	0.00	
Custer Public Power									
34704	11/14/2023	11/14/2023	99.20					Posted	
	11-3220.00			CD Cell Power			99.20	0.00	
EFTPS Online Payment									
34674	10/25/2023	10/25/2023	2,712.20					Posted	
	01-1500.00			MEDICARE			2,712.20	0.00	
34675	10/25/2023	10/25/2023	7,297.45					Posted	
	01-1500.00			FEDERAL MARRIED			4,400.29	0.00	
	01-1500.00			FEDERAL SINGLE			1,948.91	0.00	
	01-1500.00			Federal Head of Household			337.73	0.00	
	01-1500.00			2020 Federal Single			265.90	0.00	
	01-1500.00			2020 Federal Married			344.62	0.00	
							7,297.45	0.00	
34676	10/25/2023	10/25/2023	11,596.92					Posted	
	01-1500.00			SOCIAL SECURITY			11,596.92	0.00	
34738	11/8/2023	11/8/2023	2,749.12					Posted	
	01-1500.00			MEDICARE			2,749.12	0.00	
34739	11/8/2023	11/8/2023	7,298.94					Posted	
	01-1500.00			FEDERAL MARRIED			4,323.83	0.00	
	01-1500.00			FEDERAL SINGLE			1,958.61	0.00	
	01-1500.00			Federal Head of Household			348.54	0.00	
	01-1500.00			2020 Federal Single			265.90	0.00	
	01-1500.00			2020 Federal Married			402.06	0.00	
							7,298.94	0.00	
34740	11/8/2023	11/8/2023	11,754.72					Posted	
	01-1500.00			SOCIAL SECURITY			11,754.72	0.00	
EZ IT Solutions									
34690	11/14/2023	11/14/2023	2,677.50					Posted	
	01-3438.00			IT Services			446.25	0.00	
	04-3438.00			IT Services			446.25	0.00	
	05-3438.00			IT Services			223.12	0.00	
	06-3438.00			IT Services			223.13	0.00	
	07-3438.00			IT Services			446.25	0.00	
	08-3438.00			IT Services			446.25	0.00	
	09-3438.00			IT Services			446.25	0.00	
							2,677.50	0.00	
34693	11/14/2023	11/14/2023	399.70					Posted	
	04-3438.00			Microsoft Office license cards			154.70	0.00	
	08-3438.00			Cards			5.00	0.00	
	02-3438.00			Access Point PoE Switch			240.00	0.00	
							399.70	0.00	
Eakes Office Products									
34691	11/14/2023	11/14/2023	55.00	Inv# 3096211023				Posted	
	04-3216.00			admin fees			55.00	0.00	

Accounts Payable Detail Listing

City of Broken Bow

<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>
Eakes Office Products (continued)										
34692	11/14/2023	11/14/2023			404.40					Posted
	07-3216.00					Printer Lease			404.40	0.00
34752	11/14/2023	11/14/2023			304.32					Posted
	01-3216.00					copier lease			116.69	0.00
	01-3216.00					copier lease			89.97	0.00
	01-3216.00					copier lease			55.00	0.00
	01-3223.00					folders			11.60	0.00
	01-3223.00					supplies, markers, pens, microban			31.06	0.00
									304.32	0.00
Eggleston Oil										
34715	11/14/2023	11/14/2023			2,474.14	Inv# 121344, 1213				Posted
	08-3310.00					Tires			2,474.14	0.00
Family Heritage										
34672	10/25/2023	10/25/2023			25.50					Posted
	01-1501.00					FAMILY HERITAGE			25.50	0.00
34736	11/8/2023	11/8/2023			25.50					Posted
	01-1501.00					FAMILY HERITAGE			25.50	0.00
Great Plains Communications										
34689	11/14/2023	11/14/2023			70.95					Posted
	08-3221.00					Internet			35.47	0.00
	09-3221.00					Internet			35.48	0.00
									70.95	0.00
Grocery Kart										
34753	11/14/2023	11/14/2023			204.36					Posted
	01-3223.00					Halloween Candy			199.35	0.00
	09-3311.00					cleaning supplies			5.01	0.00
									204.36	0.00
Hire Right Solutions										
34698	11/14/2023	11/14/2023			105.50	Inv# P1199068				Posted
	03-3222.00					Drug Screening			105.50	0.00
Julie Toline										
34700	11/14/2023	11/14/2023			65.00					Posted
	04-3205.00					CPR Class			65.00	0.00
Kirkpatrick Cleaning Solutions										
34696	11/14/2023	11/14/2023			1,000.00	Inv# 13048,13072,				Posted
	02-3419.01					Nov Cleaning			676.00	0.00
	02-3419.01					Auditorium Cleaning After Event			324.00	0.00
									1,000.00	0.00
Mead Lumber										
34747	11/14/2023	11/14/2023			908.51					Posted
	04-3311.00					wall base			113.41	0.00
	08-3425.00					form material			317.83	0.00
	09-3339.00					melham sign repair			477.27	0.00
									908.51	0.00
1 Nebraska Child Support Payment Center										
34673	10/25/2023	10/25/2023			433.39					Posted
	01-1503.00					CHILD SUPPORT-NE			433.39	0.00
34737	11/8/2023	11/8/2023			433.39					Posted
	01-1503.00					CHILD SUPPORT-NE			433.39	0.00
Paper Tiger Shredding										
34697	11/14/2023	11/14/2023			40.00	Inv# 189048				Posted
	01-3222.00					paper shredding			40.00	0.00
Platte Valley Glass										
34717	11/14/2023	11/14/2023			5,000.00	Inv#				Posted
	02-3311.00					council chamber remodel new door install			5,000.00	0.00
Police Officers Assn of Nebr										
34699	11/14/2023	11/14/2023			120.00					Posted
	04-3208.00					membership dues			120.00	0.00

Accounts Payable Detail Listing

City of Broken Bow

<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>
Presto X Company (continued)										
34751	11/14/2023	11/14/2023			196.33					Posted
	02-3311.00					Pest Service			142.33	0.00
	07-3311.00					monthly service			54.00	0.00
									196.33	0.00
RT Ace										
34748	11/14/2023	11/14/2023			106.98					Posted
	02-3223.00					power cord/table			106.98	0.00
34749	11/14/2023	11/14/2023			184.28					Posted
	04-3223.00					mouse traps			12.99	0.00
	04-3311.00					paint, wall plates, paint supplies			171.29	0.00
									184.28	0.00
34750	11/14/2023	11/14/2023			308.43					Posted
	08-3310.00					maint repair equip			126.43	0.00
	09-3339.00					maint repair grounds			182.00	0.00
									308.43	0.00
Rod's Body & Paint, Inc										
34723	11/14/2023	11/14/2023			3,407.65					Posted
	01-3207.00					repairs for 2023 grey exp			3,407.65	0.00
S&L Sanitary Service										
34718	11/14/2023	11/14/2023			54.30					Posted
	09-3219.00					trash removal			54.30	0.00
Sandhills Custom Creations										
34722	11/14/2023	11/14/2023			167.96	Inv# 2710				Posted
	01-3212.00					Employee Appreciation Plaque			167.96	0.00
Sandra Manning										
34719	11/14/2023	11/14/2023			119.00	Inv# 240226				Posted
	04-3312.00					Sew on Patches for Uniform			119.00	0.00
Sandry Fire Supply LLC										
34706	11/14/2023	11/14/2023			10,645.00	Inv# 031031				Posted
	05-2406.00					TNT Combo Tool w/ batteries			10,645.00	0.00
Sara J. Hulinsky										
34720	11/14/2023	11/14/2023			837.00	Inv# 11-7-23				Posted
	07-3419.01					cleaning service			837.00	0.00
34721	11/14/2023	11/14/2023			837.00					Posted
	07-3419.01					cleaning service			837.00	0.00
Sargent Pipe Co										
34701	11/14/2023	11/14/2023			3,328.33	Inv# 0064104-IN				Posted
	09-3339.00					Merry Go Round Repairs			3,328.33	0.00
Schaper and White Law Firm										
34724	11/14/2023	11/14/2023			3,000.00	Statement# 2071				Posted
	01-3214.00					legal fees			3,000.00	0.00
State Income Tax WH NE Online Payment										
34677	10/25/2023	10/25/2023			3,781.51					Posted
	01-1500.00					STATE MARRIED			2,636.88	0.00
	01-1500.00					STATE SINGLE			1,144.63	0.00
									3,781.51	0.00
34741	11/8/2023	11/8/2023			3,826.37					Posted
	01-1500.00					STATE MARRIED			2,676.99	0.00
	01-1500.00					STATE SINGLE			1,149.38	0.00
									3,826.37	0.00
TX Child Support SDU										
34680	10/25/2023	10/25/2023			69.23					Posted
	01-1503.00					CHILD SUPPORT-TX			69.23	0.00
34744	11/8/2023	11/8/2023			69.23					Posted
	01-1503.00					CHILD SUPPORT-TX			69.23	0.00
The Garden Center										
34702	11/14/2023	11/14/2023			425.00	1286				Posted
	09-3353.00					Trees and Shrubs			425.00	0.00

Accounts Payable Detail Listing

City of Broken Bow

<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>
Trotter's Whoa & Go (continued)										
34725	11/14/2023	11/14/2023			931.78	Acct: BBHAN				Posted
	03-3225.00					Fuel			141.50	0.00
	06-3225.00					Fuel			130.81	0.00
	08-3225.00					Fuel clear#2 #2607			659.47	0.00
									<u>931.78</u>	<u>0.00</u>
Universal Insurance										
34726	11/14/2023	11/14/2023			157.00					Posted
	01-3207.00					08-01-2023 08-01-24 Policy Changes			157.00	0.00
Van Diest Supply Co										
34713	11/14/2023	11/14/2023			1,376.94	Inv# 74386, 85123				Posted
	09-3339.00					Weed Spray			1,376.94	0.00
Wenquist Inc.										
34703	11/14/2023	11/14/2023			31.69	Acct# 1192				Posted
	09-3310.00					Equip Repair			31.69	0.00
34710	11/14/2023	11/14/2023			35.48					Posted
	06-3310.00					Chuck, plug			35.48	0.00
					<u>195,651.29</u>	89 Non-voided payables listed.				

Report Setup

AP - Accounts Payable Listing : Vendor Name

Filter Options

Starting: 10/25/2023

Ending: 11/14/2023

Banks: All

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

All Vendors Selected

Bi-weekly Payroll \$66,826.65
 Bi-weekly Payroll \$67,979.31

Check Approval List - GL Account

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City of Broken Bow

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<u>Vendor Name</u>	<u>Invoice</u>	<u>Invoice Description</u>	<u>Account Description</u>	<u>Amount</u>
General				
Aflac		PRE TAX AFLAC	Health/Life/Acc Insuranc	489.71
Aflac		AFLAC POST TAX	Health/Life/Acc Insuranc	76.32
Aflac		PRE TAX AFLAC	Health/Life/Acc Insuranc	489.71
Aflac		AFLAC POST TAX	Health/Life/Acc Insuranc	76.32
Aflac	Dave Sch	Dave Aflac	Health/Life/Acc Insuranc	67.02
Broken Bow Airport Authority		Oct, Nov Interlocal Agreement	Airport Payment	1,083.33
Broken Bow Airport Authority		Oct, Nov Interlocal Agreement	Airport Payment	1,083.33
Broken Bow Fire Department		Fireworks Display	Miscellaneous Expense	3,000.00
Broken Bow Municipal Utilities	Oct Utilitie		Weather Station Expens	25.58
City Flex Benefit Plan		SELECT FLEX-UNREIMBURSED M/D/V	Health/Life/Acc Insuranc	145.00
City Flex Benefit Plan		SELECT FLEX-UNREIMBURSED M/D/V	Health/Life/Acc Insuranc	145.00
City of Broken Bow - Health Insurance		HEALTH INS	Health/Life/Acc Insuranc	3,551.30
City of Broken Bow - Health Insurance		HEALTH INS	Health/Life/Acc Insuranc	3,705.60
City of Broken Bow Pension Fund		414H RETIREMENT	Pension	9,324.74
City of Broken Bow Pension Fund		457 RETIREMENT	Pension	857.83
City of Broken Bow Pension Fund		414H RETIREMENT	Pension	9,654.16
City of Broken Bow Pension Fund		457 RETIREMENT	Pension	823.84
City of Broken Bow Pension Fund		RETIREMENT LOAN PAYMENT	Loan Payment	1,902.28
City of Broken Bow Pension Fund		RETIREMENT LOAN PAYMENT	Loan Payment	1,902.28
Colonial Insurance		COLONIAL LIFE PRE TAX	Health/Life/Acc Insuranc	381.18
Colonial Insurance		COLONIAL LIFE POST TAX	Health/Life/Acc Insuranc	305.79
Colonial Insurance		Employee October Life Insurance	Health/Life/Acc Insuranc	66.24
Colonial Insurance		COLONIAL LIFE PRE TAX	Health/Life/Acc Insuranc	381.18
Colonial Insurance		COLONIAL LIFE POST TAX	Health/Life/Acc Insuranc	305.79
Colonial Insurance	Dave Ins	Dave Schmidt Insurance	Health/Life/Acc Insuranc	470.64
Credit Management Services		WAGE GARNISHMENT - Plaintiff	Wage Garnishment	155.94
Credit Management Services		WAGE GARNISHMENT - Plaintiff	Wage Garnishment	1.96
Custer County Chief			Printing & Publication	447.33
Custer County Chief		1 year sub	Printing & Publication	45.00
Custer County Treasurer		communications interlocal	Radio Communications	14,655.13
Custer County Treasurer		communications interlocal	Radio Communications	14,655.13
EFTPS Online Payment		MEDICARE	Payroll Taxes	2,712.20
EFTPS Online Payment		FEDERAL	Payroll Taxes	4,400.29
EFTPS Online Payment		FEDERAL	Payroll Taxes	1,948.91
EFTPS Online Payment		FEDERAL	Payroll Taxes	337.73
EFTPS Online Payment		FEDERAL	Payroll Taxes	265.90
EFTPS Online Payment		FEDERAL	Payroll Taxes	344.62
EFTPS Online Payment		FICA	Payroll Taxes	11,596.92
EFTPS Online Payment		MEDICARE	Payroll Taxes	2,749.12
EFTPS Online Payment		FEDERAL	Payroll Taxes	4,323.83
EFTPS Online Payment		FEDERAL	Payroll Taxes	1,958.61
EFTPS Online Payment		FEDERAL	Payroll Taxes	348.54
EFTPS Online Payment		FEDERAL	Payroll Taxes	265.90
EFTPS Online Payment		FEDERAL	Payroll Taxes	402.06
EFTPS Online Payment		FICA	Payroll Taxes	11,754.72
EZ IT Solutions		IT Services	IT Expense	446.25
Eakes Office Products		Copier/Maint Expense	Copier Maint/Expense	116.69
Eakes Office Products		Copier/Maint Expense	Copier Maint/Expense	89.97
Eakes Office Products		Copier/Maint Expense	Copier Maint/Expense	55.00
Eakes Office Products		Copier/Maint Expense	Supplies & Postage	11.60
Eakes Office Products		Copier/Maint Expense	Supplies & Postage	31.06
Family Heritage		FAMILY HERITAGE	Health/Life/Acc Insuranc	25.50
Family Heritage		FAMILY HERITAGE	Health/Life/Acc Insuranc	25.50
Grocery Kart			Supplies & Postage	199.35
Nebraska Child Support Payment Center		CHILD SUPPORT-NE	Child Support	433.39
Nebraska Child Support Payment Center		CHILD SUPPORT-NE	Child Support	433.39
Paper Tiger Shredding	Inv# 1890	paper shredding	Miscellaneous Expense	40.00
Rod's Body & Paint, Inc		repairs for 2023 grey exp	Bonds & WorkmansCorr	3,407.65
Sandhills Custom Creations	Inv# 2710	Employee Appreciation Plaque	City Promotions	167.96
Schaper and White Law Firm	Statemeni		Legal Fees	3,000.00
State Income Tax WH NE Online Paymei		STATE	Payroll Taxes	2,636.88
State Income Tax WH NE Online Paymei		STATE	Payroll Taxes	1,144.63
State Income Tax WH NE Online Paymei		STATE	Payroll Taxes	2,676.99
State Income Tax WH NE Online Paymei		STATE	Payroll Taxes	1,149.38
TX Child Support SDU		CHILD SUPPORT-TX	Child Support	69.23
TX Child Support SDU		CHILD SUPPORT-TX	Child Support	69.23

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City of Broken Bow

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<u>Vendor Name</u>	<u>Invoice</u>	<u>Invoice Description</u>	<u>Account Description</u>	<u>Amount</u>
General				
Universal Insurance	08-01-2023	08-01-24 Policy Changes	Bonds & WorkmansCorr	157.00
			Total General	<u>\$130,070.66</u>
Municipal Building				
Broken Bow Municipal Utilities	Oct Utilitie		Utilities	730.05
Cole Electric Company	Inv# 2023	Council Chambers Remodel	Maintenance & Repair B	2,100.00
Custer County Construction Inc.	Inv# 434	Council Chamber Remodel	Maintenance & Repair B	20,000.00
EZ IT Solutions		IT Services	IT Expense	240.00
Kirkpatrick Cleaning Solutions	Inv# 1304	trash liners and paper towels	Contracted Services	676.00
Kirkpatrick Cleaning Solutions	Inv# 1304	trash liners and paper towels	Contracted Services	324.00
Platte Valley Glass	Inv#	council chamber remodel	Maintenance & Repair B	5,000.00
Presto X Company		pest control	Maintenance & Repair B	142.33
RT Ace		Supplies	Supplies & Postage	106.98
			Total Municipal Building	<u>\$29,319.36</u>
Handi Bus				
Hire Right Solutions	Inv# P119	Drug Screening	Miscellaneous Expense	105.50
Trotter's Whoa & Go	Acct: BBH	fuel	Gas and Oil	141.50
			Total Handi Bus	<u>\$247.00</u>
Police				
Box Butte County Sheriff	Inv# 01	Pepper ball guns/ supplies	Guns	1,150.00
Broken Bow Municipal Utilities	Oct Utilitie		Utilities	327.86
Broken Bow Municipal Utilities	Oct Utilitie		Dog Care	54.27
Capital One	Oct Credit	Halloween supplies, repairs maint equipmer	Training & Meeting Expe	40.62
Capital One	Oct Credit	Halloween supplies, repairs maint equipmer	Supplies & Postage	55.53
Capital One	Oct Credit	Halloween supplies, repairs maint equipmer	Supplies & Postage	52.40
Capital One	Oct Credit	Halloween supplies, repairs maint equipmer	Maint/Repair Equipment	409.59
Capital One	Oct Credit	Halloween supplies, repairs maint equipmer	Maintenance & Repair B	64.43
Capital One	Oct Credit	Halloween supplies, repairs maint equipmer	Equipment Purchases	354.98
Custer County Chief		1 year sub	Printing & Publication	45.00
EZ IT Solutions		IT Services	IT Expense	446.25
EZ IT Solutions		IT Services	IT Expense	154.70
Eakes Office Products	Inv# 3096	Admin Fees	Copier Maint/Expense	55.00
Julie Toline		CPR Class	Training & Meeting Expe	65.00
Mead Lumber			Maintenance & Repair B	113.41
Police Officers Assn of Nebr		membership dues	Association Dues	120.00
RT Ace		supplies/maint repair building	Supplies & Postage	12.99
RT Ace		supplies/maint repair building	Maintenance & Repair B	171.29
Sandra Manning	Inv# 2402	Sew on Patches for Uniform	Uniforms	119.00
			Total Police	<u>\$3,812.32</u>
Rescue Unit				
Bound Tree Medical	Acct# 112	EMS Supplies	Ambulance Supplies	58.15
Broken Bow Chamber of Commerce		ambulance incentive	Ambulance Driver Incen	2,515.00
Broken Bow Rural Fire Board	Inv# 88	Gas, Electric, Internet	Utilities	307.33
Broken Bow Rural Fire Board	Inv# 88	Gas, Electric, Internet	Telephone/Internet	82.83
Carquest of Broken Bow	Cust# 114		Maint/Repair Equipment	89.92
EZ IT Solutions		IT Services	IT Expense	223.12
Sandry Fire Supply LLC	Inv# 0310	TNT Combo Tool w/ batteries	Gifts/Donations/Memoriz	10,645.00
			Total Rescue Unit	<u>\$13,921.35</u>
Fire				
Adren Uhlig	Inv# 1	Spraying around Fire Hall	Maintenance & Repair B	300.00
Broken Bow Rural Fire Board	Inv# 88	Gas, Electric, Internet	Printing & Publication	4.68
Broken Bow Rural Fire Board	Inv# 88	Gas, Electric, Internet	Utilities	307.33
Broken Bow Rural Fire Board	Inv# 88	Gas, Electric, Internet	Telephone/Internet	82.83
Broken Bow Rural Fire Board	Inv# 88	Gas, Electric, Internet	Maintenance & Repair B	125.00
EZ IT Solutions		IT Services	IT Expense	223.13
Trotter's Whoa & Go	Acct: BBH	fuel	Gas and Oil	130.81
Wenquist Inc.		Chuck, plug	Maint/Repair Equipment	35.48
			Total Fire	<u>\$1,209.26</u>
Library				
Broken Bow Municipal Utilities	Oct Utilitie		Utilities	776.04
EZ IT Solutions		IT Services	IT Expense	446.25
Eakes Office Products		Printer Lease	Copier Maint/Expense	404.40
Presto X Company		pest control	Maintenance & Repair B	54.00
Sara J. Hulinsky		cleaning service	Contracted Services	837.00
Sara J. Hulinsky	Inv# 11-7-	cleaning service	Contracted Services	837.00
			Total Library	<u>\$3,354.69</u>

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City of Broken Bow

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<u>Vendor Name</u>	<u>Invoice</u>	<u>Invoice Description</u>	<u>Account Description</u>	<u>Amount</u>
Street				
Bon Tool Co.		shop materials	Maintenance & Repair B	249.08
Broken Bow Municipal Utilities	Oct Utilitie		Utilities	345.34
Carroll Construction Supply		Shop Supplies	Maint/Repair Equipment	46.50
Custer County Chief			Miscellaneous Expense	165.00
EZ IT Solutions		IT Services	IT Expense	446.25
EZ IT Solutions		IT Services	IT Expense	5.00
Eggleston Oil	Inv# 1213	Tires	Maint/Repair Equipment	2,474.14
Great Plains Communications			Telephone/Internet	35.47
Mead Lumber			Street Construction	317.83
RT Ace		grounds and equip maint	Maint/Repair Equipment	126.43
Trotter's Whoa & Go	Acct: BBH	fuel	Gas and Oil	659.47
			Total Street	\$4,870.51
Park				
Bon Tool Co.		shop materials	Maintenance & Repair B	249.09
Broken Bow Municipal Utilities	Oct Utilitie		Utilities	160.40
Broken Bow Municipal Utilities	Oct Utilitie		Utilities	1,551.58
Custer County Chief			Printing & Publication	165.00
EZ IT Solutions		IT Services	IT Expense	446.25
Great Plains Communications			Telephone/Internet	35.48
Grocery Kart			Maintenance & Repair B	5.01
Mead Lumber			Maintenance/Repair Grc	477.27
RT Ace		grounds and equip maint	Maintenance/Repair Grc	182.00
S&L Sanitary Service		Trash Removal	Trash Removal	54.30
Sargent Pipe Co	Inv# 0064	Merry Go Round Repairs	Maintenance/Repair Grc	3,328.33
The Garden Center	1286	Trees and Shrubs	Trees & Shrubs	425.00
Van Diest Supply Co	Inv# 7438	Weed Spray	Maintenance/Repair Grc	1,376.94
Wenquist Inc.	Acct# 119	Equip Repair	Maint/Repair Equipment	31.69
			Total Park	\$8,488.34
Swimming Pool				
Broken Bow Municipal Utilities	Oct Utilitie		Utilities	219.40
			Total Swimming Pool	\$219.40
Sanitation				
Broken Bow Municipal Utilities	Oct Utilitie		Utilities	39.20
Custer Public Power		CD Cell Power	Utilities	99.20
			Total Sanitation	\$138.40
				<u>\$195,651.29</u>

Report Selection: Check Approval List - GL Account
 Date Range Selection: GL Posting Date
 Starting Date: 10/25/2023
 Ending Date: 11/14/2023
 Banks:
 Bank Acct#:
 Include Printed Checks: ☒

Bi-weekly Payroll \$66,826.65
 Bi-weekly Payroll \$67,979.31



Broken Bow Volunteer Fire Department

1848 South G Street., Broken Bow, NE 68822

Phone: 308-872-1253 • Fax: 308-767-2651

Andy Holland, Emergency Service Director

Dustin Watson Fire Chief

Official Roster

Effective on November 14, 2023, City

- | | |
|-------------------|----------------------------------|
| 1. Gene Chapin | 18. Troy Mack |
| 2. Ron Price | 19. Kelvin Kreitman |
| 3. Kem Oatman | 20. Cody Neville |
| 4. Paul Holland | 21. Bill Hendricks |
| 5. Dave Linn | 22. David Baltz |
| 6. Doug Staab | 23. JD White |
| 7. Andy Holland | 24. Reed Schaefer |
| 8. Ryan Anderson | 25. Billy Doles |
| 9. Jason Baum | 26. Josh Page |
| 10. Dustin Watson | 27. Chad Hempstead |
| 11. Nick Coble | 28. Chris Henderson |
| 12. Jeff Pflaster | 29. Nicholas Gady |
| 13. Lance Oatman | 30. Chris Anderson |
| 14. Joe Franssen | 31. Gage Douglas Garnas |
| 15. Zeke Atchison | 32. Bryan Miller |
| 16. Andy Taylor | 33. Dylon Baum NEW MEMBER |
| 17. Pat Zulkoski | 34. |
| | 35. |

New Members in RED



November 1, 2023

City of Broken Bow
Mayor and City Council
PO Box 504
Broken Bow, Nebraska 68822

RE: City of Broken Bow 2024 Street Superintendent Appointment Request

Dear Mayor and City Council:

I am requesting to be appointed as the Street Superintendent for 2024. Attached is the scope of services for the street superintendent appointment. If you decide to appoint me, please ensure the motion is worded in your minutes: "We appoint Steve Parr from JEO Consulting Group, Inc. as our Street Superintendent." I appreciate the opportunity to work on your behalf.

I would appreciate you notifying me of your action on this request, so my records are up-to-date. Please take a few minutes to complete the form below. Then, please return the form in the enclosed envelope, or email it to Lori Kitt at lkitt@jeo.com.

Please include a copy of your meeting minutes that states the approved appointment and the completed contact update form for our records.

If you have any questions about this letter or the attached information, or if you want further information, don't hesitate to contact me. I appreciate your consideration.

Sincerely,

Steve Parr
License Number: S-859 | Class A
JEO Consulting Group, Inc.

Office: 402.443.7485 | **Mobile:** 402.443.8003 | **Email:** sparr@jeo.com



2024 STREET SUPERINTENDENT APPOINTMENT REQUEST

The City of Broken Bow has appointed Steve Parr as the Street Superintendent:
☐ Yes ☐ No

Notes:

Form Completed By (please print name)

Date

****Please include a copy of your meeting minutes.***



Scope of Services

Appointed Street Superintendent

Listed below are the services that would be performed annually as the appointed Street Superintendent.

One and Six Year Plan

- Receive input on the One and Six Year plan.
- Prepare a cost opinion for One Year projects.
- Prepare One and Six Year plan documents (location map and project summary).
- Furnish One and Six Year plan documents.
- Assist with questions.

Lane Mile Report

- Update Lane Mile Report.
- Municipality to furnish annexation documents (description and plat) of new annexation areas.

Fee

- The compensation to JEO for providing these services would be the incentive payment the municipality receives for appointing a Class A Street Superintendent.

JEO will invoice annually in December for the year the JEO employee is appointed the street superintendent. Payment is due upon receipt. Invoices unpaid after 30 days will accrue interest at 12% per annum. Payments will be credited first to interest, then principal.

Do not recreate or revise this document. Revisions and recreations will not be accepted. Failure to complete and return the necessary documents per instructions will result in your municipality not receiving an Incentive Payment for Calendar Year 2023. Documents include the original Signing Resolution, Year-End Certification(s), and a copy of documentation of the appointment(s) of the City Street Superintendent(s). These must be received at the NDOT by December 31, 2023.

RESOLUTION
SIGNING OF THE
YEAR-END CERTIFICATION OF CITY STREET SUPERINTENDENT
2023

Resolution No. 2023-17

Whereas: State of Nebraska Statutes, sections 39-2302, and 39-2511 through 39-2515 details the requirements that must be met in order for a municipality to qualify for an annual Incentive Payment; and

Whereas: The State of Nebraska Department of Transportation (NDOT) requires that each incorporated municipality must annually certify (by December 31st of each year) the appointment(s) of the City Street Superintendent(s) to the NDOT using the Year-End Certification of City Street Superintendent form; and

Whereas: The NDOT requires that each certification shall also include a copy of the documentation of the city street superintendent's appointment, i.e., meeting minutes; showing the appointment of the City Street Superintendent by their name as it appears on their License (if applicable), their License Number (if applicable), and Class of License (if applicable), and type of appointment, i.e., employed, contract (consultant, or interlocal agreement with another incorporated municipality and/or county), and the beginning date of the appointment; and

Whereas: The NDOT also requires that such Year-End Certification of City Street Superintendent form shall be signed by the Mayor or Village Board Chairperson and shall include a copy a resolution of the governing body authorizing the signing of the Year-End Certification of City Street Superintendent form by the Mayor or Village Board Chairperson.

Be it resolved that the Mayor ☒ Village Board Chairperson ☐ of City of Broken Bow
(Check one box) (Print Name of Municipality)
is hereby authorized to sign the attached Year-End Certification of City Street Superintendent completed form(s).

Adopted this 14th day of November, 2023 at Broken Bow, Nebraska.
(Date) (Month)

City Council/Village Board Members

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

City Council/Village Board Member _____
Moved the adoption of said resolution
Member _____ Seconded the Motion
Roll Call _____ Yes _____ No _____ Abstained _____ Absent
Resolution adopted, signed, and billed as adopted.

Attest:

(Signature of Clerk)

Do not recreate or revise this document. Revisions and recreations will not be accepted. Copying this form is acceptable; see (3) below. Failure to complete and return the necessary documents per instructions will result in your municipality not receiving an Incentive Payment for Calendar Year 2023. Documents include the original Signing Resolution, Year-End Certification(s), and a copy of documentation of the appointment(s) of the City Street Superintendent(s). These must be received at the NDOT by December 31, 2023.

Year-End Certification of City Street Superintendent For Determining Incentive Payment in Calendar Year 2023

Separate forms may be needed to account for the entire year, see (3) below

This Form Covers the Following Period: January ^(Month), 2023 to December ^(Month), 2023
1st ^(Day) to 31st ^(Day)

*(1)(a) The municipality of the City of Broken Bow certifies that: Steven A. Parr
(Print name of City or Village) (Print name of Superintendent as it appears on license card if applicable)
was the appointed City Street Superintendent during the above period. **IF A NAME IS NOT ENTERED ABOVE (NO APPOINTED CITY STREET SUPERINTENDENT FOR THIS PERIOD), SKIP TO (2) BELOW.**

(b) the superintending services of the above listed individual were provided by: (Check one box)

- ☐ Employment with this Municipality ☒ Contract (consultant) with this Municipality ☐ Contract (interlocal agreement) between this Municipality and the following listed Municipality(ies) and/or County(ies)

(c) and the above listed individual **assisted** in the following: *Reference Neb. Rev. Stat. §39-2512*

1. Developing and annually updating a long-range plan based on needs and coordinated with adjacent local governmental units,
2. Developing an annual program for design, construction, and maintenance,
3. Developing an annual budget based on programmed projects and activities,
4. Submitting such plans, programs, and budgets to the local governing body for approval; and
5. Implementing the capital improvements and maintenance activities provided in the approved plans, programs, and budgets,

(d) the above listed individual also served as (Check all boxes that apply) city engineer ☐ village engineer ☐
public works director ☐ city manager ☐ city administrator ☐ street commissioner ☐

(e) If the above listed individual is a Licensed City Street Superintendent, enter their Superintendent's License Number S- 859
and Class of License A, and/or (A or B)

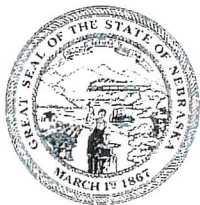
(f) If the above listed individual is a Licensed Engineer in Nebraska, enter their Engineer's License Number E- _____

(2) _____
Signature of Mayor ☒ Village Board Chairperson ☐
(Check one box)

*(3) If during the calendar year your municipality (a) did not have an appointed City Street Superintendent for any portion(s) of the year; or (b) had one or more appointed City Street Superintendent(s) that were not licensed for any portion(s) of the year; or (c) had one or more appointed licensed City Street Superintendent(s) for any portion(s) of the year, please complete a separate Year-End Certification form for each period. **Copy this form as needed to account for these separate periods.**

(4) The payment amount will be computed based on (a) your most recent Federal Census as certified by the Tax Commissioner; (b) the number of full calendar months served by the appointed City Street Superintendent who is licensed or exempted from licensure under the Superintendents Act; (c) class of license, A or B if applicable; and (d) if the appointed City Street Superintendent assisted with the required duties in (1)(c) above. *Reference Neb. Rev. Stat. §§39-2302 and 39-2511 through 39-2515.*

(5) **Failure to return by December 31, 2023, the Year-End Certification(s), Signing Resolution, and a copy of documentation of the appointment(s) of the superintendent(s) per the instructions will result in your municipality not receiving an Incentive Payment.**



Return the completed original resolution and certification(s), and a copy of the documentation of appointment(s) by December 31, 2023 to:

Highway Local Liaison Coordinator
Boards-Liaison Services Section
Local Assistance Division
Nebraska Department of Transportation
PO Box 94759
Lincoln NE 68509-4759



November 1, 2023

City of Broken Bow
Mayor and City Council
314 So. 10th Avenue
Broken Bow, NE 68822

RE: 2024 City Engineer Appointment Request

Dear Mayor and City Council:

I ask that you appoint JEO Consulting Group, Inc. as the city engineer for 2024. We appreciate your confidence in JEO in the past, and we sincerely hope to continue our relationship.

JEO has provided services to the city in the past, and our staff has accumulated extensive "institutional knowledge" about your city and its infrastructure. This is extremely important as it provides the background information needed to evaluate what actions to take. Additionally, this knowledge often allows JEO staff to respond to questions about the city and its infrastructure without extensive investigation and research, reducing the time and cost involved in addressing routine matters.

Below is what you can expect from JEO as your city engineer. When a fee is involved for services, as noted in items two through four below, JEO will notify you before beginning work.

- **IDENTIFYING AND PRIORITIZING INFRASTRUCTURE PROJECTS:**

If requested, JEO will attend a council or committee meeting to identify and prioritize infrastructure projects in the city. This planning may include prioritizing capital and infrastructure improvements, summary reviews of new permits and their potential impact, information on new regulations, recommendations on future planning, and input on potential funding sources. This does not entail detailed studies or evaluations but can be a valuable first step in assessing potential infrastructure projects' needs, priorities, and feasibility. There is no charge for JEO to attend this meeting or prepare and follow up on the meeting.

- **APPLYING AND SECURING FUNDING:** JEO will assist in applying for and securing funding, such as CDBG, USDA-RD, DWSRF, and CWSRF for potential infrastructure projects, as well as more non-traditional funding from both public and private sources. Additionally, JEO will provide the information necessary to complete the reporting requirements of any funding the city may secure. JEO has staff devoted to assisting municipalities in locating the funding that makes projects a reality. In some cases, having an appointed city engineer can expedite moving a project forward when grant and loan funding is involved. There may be a fee for some of these services, and we would be happy to discuss this with you.

- **ROUTINE INFRASTRUCTURE OPERATION AND MAINTENANCE:** JEO will respond to questions about the routine operation and maintenance of the city infrastructure based on our prior knowledge of these facilities/systems. There is typically no charge for this service. However, in some instances a fee may be involved, such as site visits or research.

- **COST OPINIONS:** Throughout the year, JEO will provide additional assistance with identifying, prioritizing, and providing rough cost opinions for potential infrastructure projects. Depending on some factors, such as the effort required to complete the requested task, there may be a fee involved for this service. However, as noted above,

JEO's extensive institutional knowledge about the city and its infrastructure will provide this service efficiently and effectively.

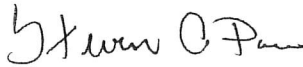
When requested, JEO will provide a scope of services and fees for specific projects that the city would desire to pursue.

JEO does not request a contract to serve as the city engineer, and the city is under no obligation to hire JEO for any project. Furthermore, we do not require a retainer to serve as the city engineer. Instead, we strive to assist you in efficiently and effectively dealing with routine matters, so we will be the first firm considered by the city when you need consulting services for a project. In other words, all we request is the opportunity to earn your business.

We would appreciate you notifying us of your action on this request to keep our records up to date. Please take a few minutes to complete the form below. Then, please return the form in the enclosed envelope, or email it to Lori Kitt at lkitt@jeo.com. Please include a copy of your meeting minutes stating the engineering appointment.

If you have questions about this letter or want further information, don't hesitate to contact me. Thank you for your consideration.

Sincerely,



Steven A. Parr
Principal
JEO Consulting Group, Inc.

Mobile: 402.443.8003 | **Email:** sparr@jeo.com



2024 ENGINEER APPOINTMENT REQUEST

The City of Broken Bow has appointed JEO Consulting Group, Inc. as the city engineer:

_____ Yes _____ No

Notes: _____

Form Completed By (please print name)

Date

****Please include a copy of your meeting minutes.***



N E B R A S K A

Rooted. But Not Standing Still.

Application for Appointment

The purpose of this form is to obtain general information for use in the nomination and confirmation process for appointments by the Mayor and to assist the Mayor in making inquiries concerning the qualifications of applicants for appointment. If you have recently prepared a biography or resume, please attach it to this form.

Please complete this form and return it to: City Clerk, PO Box 504, Broken Bow, NE 68822. Fax (308) 872-6885

Name: KELLY FORTADO

Home Address: 841 MEMORIAL DR

Home Telephone: 903.366.1082

Email Address (Optional): kellyfortado723@gmail.com

Employer: BD

Business Telephone: 308.872.3638

Are you a qualified elector of Broken Bow? YES

Why do you want to serve on this board?

TO HELP SERVE MY COMMUNITY

Do you have any conflict of interests in serving on this board? (if yes, please explain)

☐ Yes ☒ No

Please mark the Boards and Commissions you are interested in serving on:

☐ City Council ☒ Park Board ☐ Planning Commission

☐ Library Board ☐ Board of Adjustment ☐ Housing Authority

☐ Board of Public Works ☐ Community Redevelopment Association (CRA)



Application for Appointment

The purpose of this form is to obtain general information for use in the nomination and confirmation process for appointments by the Mayor and to assist the Mayor in making inquiries concerning the qualifications of applicants for appointment. If you have recently prepared a biography or resume, please attach it to this form.

Please complete this form and return it to: City Clerk, PO Box 504, Broken Bow, NE 68822. Fax (308) 872-6885

Name: Ryan Wistisen

Home Address: 941 N. 10th Ave

Home Telephone: 307-259-0447

Email Address (Optional): rwistise@gmail.com

Employer: BD

Business Telephone: 402-218-6125

Are you a qualified elector of Broken Bow? yes

Why do you want to serve on this board?

I would like to get more involved with the community and I believe I would bring good ideas to the board

Do you have any conflict of interests in serving on this board? (if yes, please explain)

☐ Yes ☒ No

Please mark the Boards and Commissions you are interested in serving on:

☐ City Council ☒ Park Board ☐ Planning Commission

☐ Library Board ☐ Board of Adjustment ☐ Housing Authority

☐ Board of Public Works ☐ Community Redevelopment Association (CRA)