



**CITY OF BROKEN BOW
CITY COUNCIL AGENDA
December 12, 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

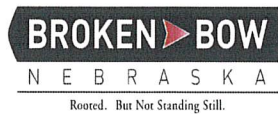
D. Pledge of Allegiance

E. Consent Agenda: Council will have consideration of approving the consent agenda items for December 12th, 2023, which will include the following:

- a. Approval of Minutes of November 28, 2023, Council Meeting
- b. Approval of Bills as Posted
- c. Approval of Broken Bow Volunteer Fire Department Roster

F. New Business:

- a. **Broken Bow Township Interlocal Agreement** – Council will have consideration of approving the Interlocal Agreement between the City of Broken Bow and the Broken Bow Township for shared equipment and services.
- b. **Consideration of partnering with Vacanti Consulting Services-** Council will have consideration of approving a partnership between the City of Broken Bow and Vacanti Consulting Services.



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December 12, 2023 @ 6:00 PM
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Mayor and Council Comments

G. Adjournment

***The Next City Council Meeting Will Be on Tuesday, January 9th, 2023
@ 6:00 pm in the Broken Bow Municipal Auditorium***

Upcoming Events:

- ❖ ***December 22nd – City Offices Closed @ Noon in Observance of Christmas Eve***
- ❖ ***December 25th – City Offices Closed in Observance of Christmas Day***
- ❖ ***December 29th – City Offices Closed @ Noon in Observance of New Years Eve***
- ❖ ***January 1st – City Offices Closed in Observance of New Years Day***

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
November 28, 2023**

The Broken Bow City Council met in regular session on Tuesday, November 28, 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 November 23, 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: Russ Smith, Luke Wassom, and Chris Myers. Absent: Paul Holland. 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 Myers to excuse the absence of Councilmember Holland. Roll call vote: Voting aye: Smith, Wassom, and Myers. Nays: None. Motion carried.

Moved by Myers, seconded by Smith to approve the consent agenda for November 28, 2023. Said motion includes approval of the Minutes of the November 14, 2023, Council Meeting, and Bills to Date. Roll call vote: Voting aye: Smith, Wassom, and Myers. Nays: None. Motion carried.

AFLAC, PRE TAX AFLAC, \$489.71; AFLAC POST TAX, \$76.32; AXON ENTERPRISE INC, TASER PAYMENT, \$4,320.00; BLACK HILLS ENERGY, \$250.34; BOW FAMILY FURNITURE, CARPET NEW OFFICE, \$359.59; CARD SERVICES, EQUIPMENT PURCHASES, \$617.57, TOOLS, STREET CONSTRUCTION, MAINT OF BUILDING, GROUNDS, AND EQUIPMENT, \$1127.46, OFFICE SUPPLIES/ FUEL, \$544.82; CENTRAL PLAINS LIBRARY SYSTEM, TRAINING KIM AND MEGAN, \$50.00; CENTURY LINK, \$1,525.44; CITY FLEX BENEFIT PLAN, SELECT FLEX-UNREIMBURSED M/D/V, \$145.00; CITY OF BROKEN BOW, HEALTH INSURANCE, \$3,705.60; CITY OF BROKEN BOW PENSION FUND, RETIREMENT LOAN PAYMENT, \$1,669.36; 414H RETIREMENT, \$9,486.98; 457 RETIREMENT, \$840.33; COLONIAL INSURANCE, COLONIAL LIFE PRE TAX, \$381.18; COLONIAL LIFE POST TAX, \$306.71, DEMCO, SUPPLIES, FILAMENT TAPE, BOOK JACKETS, \$101.17; EFTPS ONLINE PAYMENT, 1ST QTR TAXES, \$384.43; MEDICARE, \$2,718.94; FEDERAL, \$7,285.05; FICA, \$11,625.74; EZ IT SOLUTIONS,

DESKTOP (401) AND SWITCH, \$1,216.00; EAKES OFFICE PRODUCTS, COPIER MAINT/EXPENSE AND SUPPLIES, \$402.79; FAMILY HANDYMAN, MATERIALS, \$56.57; FAMILY HERITAGE \$51.00; FAMILY HERITAGE, \$25.50; GREG KRUEGER & ASSOCATES, SUPPLIES, \$431.39; HEARTLAND CLERK'S ASSOCIATION, SHIRTS, ANNUAL MEMBERSHIP DUES, \$72.00; INGRAM LIBRARY SERVICES-MATERIALS, \$2,180.01; INTERSTATE ALL BATTERY CENTER, 6 STREAM LIGHT BATTERY, \$140.25; KELLIE CROWELL, TRAINING, \$600.00; KIM BLACKBURN, TRAVEL AND MEETING, \$83.19; KULLY PIPE & STEEL, EQUIPMENT REPAIR/GROUNDS MAINT, \$2,988.82, MEGAN SVOBODA, TRAVEL & MEETING, \$146.72; MELHAM WELLNESS CENTER, EMPLOYEE MEMBERSHIPS, \$3,973.00; MYERS CONSTRUCTION CO, ROAD STREET CONSTRUCTION, \$647.84; NEBRASKA LIFE MAGAZINE, MATERIALS, \$52.00; NMC EXCHANGE LLC, EQUIP REPAIR, \$678.09; NE CHILD SUPPORT CENTER, CHILD SUPPORT, \$433.39; NEBRASKA LAND MAGAZINE, MATERIALS, \$44.00; RT ACE, VELCRO STRAP, \$4.99; RANCHLAND FORD, OIL CHANGE, \$63.50; STATE INCOME TAX WH NE, ONLINE PAYMENT, STATE, \$3,799.40; STEVE SCOTT, FUEL REIMBURSEMENT 407 AND SUPPLIES, \$94.61; TX CHILD SUPPORT SDU, CHILD SUPPORT, TX, \$69.23; TROTTER SERVICE, FUEL, \$2,229.91; DIESEL, \$60.26; FUEL, \$227.07; TROTTER'S WHOA & GO, DIESEL, UNLEADED, \$178.21; FUEL, \$184.95; UNITECH, MAINT GROUNDS, \$440.00; VERIZON WIRELESS, TELEPHONE, \$227.37; TELEPHONE, \$497.76; BI-WEEKLY PAYROLL, \$67,359.89; TOTAL: \$137,671.45.

In other Communications, Broken Bow Fire Chief Dustin Watson and Electric Superintendent Blake Waldow addressed the Mayor and Council regarding winter fire safety. Chief Watson discussed safe practices for using heaters and fireplaces and highlighted the importance of smoke alarms and evacuation plans. Waldo continued the discussion by focusing on eliminating potential electrical hazards, having backup plans for outages, and encouraging citizens to report any instances of tree limbs rubbing on power lines. Mayor Sonnichsen thanked the media for their help in spreading the word about winter fire safety.

Moved by Smith, seconded by Wassom to accept the 2023-2024 snow removal bid from Myers Construction. Roll Call vote: Voting aye: Smith and Wassom. Nays: None. Abstain Myers. Motion carried.

Moved by Myers, seconded by Wassom, to approve cancelling the City Council Meeting that was to be held December 26, 2023. Roll Call vote: Voting aye: Smith, Wassom, and Myers. Nays: None. Motion carried.

Moved by Smith, seconded by Myers, to approve Resolution 2023-18. Said resolution approves the authorization of paying the regular bills that would have been paid at the December 26, 2023, City Council Meeting. Roll Call vote: Voting aye: Smith, Wassom, and Myers. Nays: None. Motion carried.

In the Mayor and Council Comments, Mayor Sonnichsen thanked the Chamber for organizing a successful Festival of Lights event that drew large crowds. He also acknowledged that December 29, 2023, is Kandi Peters's last day and wanted to publicly thank her for everything she has done for the City during her time as City Clerk.

Moved by Myers, seconded by Wassom, to adjourn the City Council Meeting at 6:14 pm. Roll Call vote: Voting aye: Smith, Wassom, and Myers. Nays: None. Motion carried.

Rodney W. Sonnichsen, Mayor

ATTEST:

Jennifer Waterhouse, Treasurer

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Ck# 2836 Printed

City of Broken Bow

<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)								
34820	12/12/2023	12/12/2023	2,468.45					Posted
	04-3414.10			Ammo			1,784.96	0.00
	04-3312.00			boots			111.23	0.00
	04-3411.00			adap. display			69.96	0.00
	04-3223.00			wreath			24.14	0.00
	04-3411.00			monitors			451.47	0.00
	04-3223.00			batteries			26.69	0.00
							2,468.45	0.00
Carquest of Broken Bow								
34827	12/12/2023	12/12/2023	16.32	Inv# 270901, 2711				Posted
	09-3310.00			Equipment Repair			16.32	0.00
Carroll Construction Supply								
34826	12/12/2023	12/12/2023	1,252.45	Inv# LI137255				Posted
	08-3410.00			Equipment Purchase			1,252.45	0.00
City Flex Benefit Plan								
34861	12/6/2023	12/6/2023	145.00					Posted
	01-1501.00			SELECT FLEX-UNREIMBURSED M/D/V			145.00	0.00
City of Broken Bow - Health Insurance								
34871	12/6/2023	12/6/2023	4,014.20					Posted
	01-1501.00			HEALTH INSURANCE			4,014.20	0.00
City of Broken Bow Pension Fund								
34862	12/6/2023	12/6/2023	1,677.20					Posted
	01-1513.00			RETIREMENT LOAN PAYMENT			1,677.20	0.00
34863	12/6/2023	12/6/2023	9,693.00					Posted
	01-1502.00			414H RETIREMENT			9,693.00	0.00
34864	12/6/2023	12/6/2023	831.74					Posted
	01-1502.00			457 RETIREMENT			831.74	0.00
Colonial Insurance								
34810	12/12/2023	12/12/2023	535.96	NOV 2023				Posted
	01-1501.00			Dave Schmidt Nov Insurance			470.64	0.00
	01-1501.00			Employee Life Nov Insurance			65.32	0.00
							535.96	0.00
34857	12/6/2023	12/6/2023	381.18					Posted
	01-1501.00			COLONIAL LIFE PRE TAX			381.18	0.00
34858	12/6/2023	12/6/2023	306.71					Posted
	01-1501.00			COLONIAL LIFE POST TAX			306.71	0.00
Custer County Hiway Dept.								
34825	12/12/2023	12/12/2023	842.40	Inv#1123-16				Posted
	08-3345.00			road materials			842.40	0.00
Custer Public Power								
34821	12/12/2023	12/12/2023	53.08					Posted
	11-3220.00			CD Cell Power			53.08	0.00
EFTPS Online Payment								
34867	12/6/2023	12/6/2023	2,768.80					Posted
	01-1500.00			MEDICARE			2,768.80	0.00
34868	12/6/2023	12/6/2023	7,463.65					Posted
	01-1500.00			FEDERAL MARRIED			4,364.41	0.00
	01-1500.00			FEDERAL SINGLE			2,092.95	0.00
	01-1500.00			Federal Head of Household			375.67	0.00
	01-1500.00			2020 Federal Single			265.90	0.00
	01-1500.00			2020 Federal Married			360.72	0.00
							7,463.65	0.00
34869	12/6/2023	12/6/2023	11,838.90					Posted
	01-1500.00			SOCIAL SECURITY			11,838.90	0.00
EZ IT Solutions								

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>
EZ IT Solutions (continued)										
34823	12/12/2023	12/12/2023			2,765.00	Inv# 7228				Posted
	01-3438.00					IT Services			460.83	0.00
	04-3438.00					IT Services			460.84	0.00
	05-3438.00					IT Services			230.42	0.00
	06-3438.00					IT Services			230.42	0.00
	07-3438.00					IT Services			460.83	0.00
	08-3438.00					IT Services			460.83	0.00
	09-3438.00					IT Services			460.83	0.00
									2,765.00	0.00
Eakes Office Products										
34873	12/12/2023	12/12/2023			439.63					Posted
	01-3223.00					Envelopes			157.09	0.00
	01-3223.00					paper			89.99	0.00
	02-3310.00					name plates			54.40	0.00
	01-3223.00					index supplies			43.27	0.00
	01-3223.00					supplies			94.88	0.00
									439.63	0.00
Eggleston Oil										
34828	12/12/2023	12/12/2023			1,881.90					Posted
	08-3225.00					Fuel			1,881.90	0.00
Family Heritage										
34865	12/6/2023	12/6/2023			25.50					Posted
	01-1501.00					FAMILY HERITAGE			25.50	0.00
Freedom Munitions										
34824	12/12/2023	12/12/2023			699.14	Inv# 1032488				Posted
	04-3414.10					Ammo			699.14	0.00
Frontwater Engineering										
34829	12/12/2023	12/12/2023			225.00	Inv# 1469				Posted
	08-3425.00					Files and Records from DOT			225.00	0.00
Great Plains Communications										
34830	12/12/2023	12/12/2023			70.95					Posted
	08-3221.00					Internet			35.48	0.00
	09-3221.00					Internet			35.47	0.00
									70.95	0.00
Grocery Kart										
34874	12/12/2023	12/12/2023			156.30					Posted
	03-3223.00					Cleaning supplies			156.30	0.00
Hometown Leasing										
34818	12/12/2023	12/12/2023			233.30					Posted
	04-3218.00								233.30	0.00
JEO										
34831	12/12/2023	12/12/2023			372.50	Inv#146353				Posted
	12-4200.00					Mud Creek Levee Restoration			372.50	0.00
34832	12/12/2023	12/12/2023			4,000.00	146500				Posted
	12-4200.00					Street superintendent			4,000.00	0.00
34833	12/12/2023	12/12/2023			2,768.75	Inv# 146349				Posted
	12-4200.00					flood plain assistance			2,768.75	0.00
Kirkpatrick Cleaning Solutions										
34835	12/12/2023	12/12/2023			676.00					Posted
	02-3419.01					December Janitorial Service			676.00	0.00
Kully Pipe & Steel										
34834	12/12/2023	12/12/2023			2,988.82	Inv#800736, 80073				Posted
	08-1333.00					Maint repair building			2,988.82	0.00
MacQueen Equipment										
34836	12/12/2023	12/12/2023			481.16					Posted
	03-3313.00					Maint Repair Equip			481.16	0.00
Matt Friend										
34837	12/12/2023	12/12/2023			8,100.00	Cust# 0025228				Posted
	08-3413.00					Salt Spreader			8,100.00	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>
	Melham Wellness Center (continued)									
34812	12/12/2023	12/12/2023	137.00							Ck# 2837 Printed
	01-3205.03					EMPLOYEE MEMBERSHIP- KEEZER			137.00	0.00
	Michael Todd & Co									
34838	12/12/2023	12/12/2023	355.46	Inv#212337						Posted
	08-3310.00					Diamond Concrete Blades			355.46	0.00
	1 Nebraska Child Support Payment Center									
34866	12/6/2023	12/6/2023	433.39							Posted
	01-1503.00					CHILD SUPPORT-NE			433.39	0.00
	Platte Valley Communications									
34839	12/12/2023	12/12/2023	550.00	Ref# 102300039						Posted
	01-3217.00					FCC License Renewal			550.00	0.00
	Police Chief Assn of Nebraska									
34843	12/12/2023	12/12/2023	60.00	Membership Renew						Posted
	04-3206.00					Membership Renewal			60.00	0.00
	Police Officers Assn of Nebr									
34842	12/12/2023	12/12/2023	96.00	Inv# 5387						Posted
	04-3209.00					2023 Handbook			96.00	0.00
	RT Ace									
34844	12/12/2023	12/12/2023	6.59							Posted
	04-3223.00					Bronze hook			6.59	0.00
34845	12/12/2023	12/12/2023	1,133.77							Posted
	08-3425.00					shop tools			927.15	0.00
	09-3339.00					maint repair grounds			206.62	0.00
									1,133.77	0.00
34846	12/12/2023	12/12/2023	2.34	Ambulance						Posted
	05-3310.00					Bolt			2.34	0.00
34847	12/12/2023	12/12/2023	105.69	Fire						Posted
	06-3311.00					concrete leveler			39.96	0.00
	06-3225.00					50.1 fuel			13.99	0.00
	05-3223.01					insect killer			11.99	0.00
	06-3410.00					supplies			39.75	0.00
									105.69	0.00
	Ranchland Ford									
34849	12/12/2023	12/12/2023	132.58	Police						Posted
	04-3225.00					Oil Change (256)			66.58	0.00
	04-3225.00					Oil Change (349)			66.00	0.00
									132.58	0.00
	Rion									
34848	12/12/2023	12/12/2023	2,458.53							Posted
	08-3310.00					Equipment Repair			2,458.53	0.00
	S&L Sanitary Service									
34814	12/12/2023	12/12/2023	54.30							Posted
	09-3219.00					trash around the square			54.30	0.00
	Schaper and White Law Firm									
34840	12/12/2023	12/12/2023	3,000.00	Inv# 2092						Posted
	01-3214.00					legal fees			3,000.00	0.00
	Stable Productions Exotic Animal Ranch									
34850	12/12/2023	12/12/2023	1,500.00	11-27-23						Posted
	01-3212.00					Reindeer and Sleigh			1,500.00	0.00
	State Income Tax WH NE Online Payment									
34870	12/6/2023	12/6/2023	3,898.78							Posted
	01-1500.00					STATE MARRIED			2,671.45	0.00
	01-1500.00					STATE SINGLE			1,227.33	0.00
									3,898.78	0.00
	TX Child Support SDU									
34872	12/6/2023	12/6/2023	69.23							Posted
	01-1503.00					CHILD SUPPORT-TX			69.23	0.00

Accounts Payable Detail Listing

City of Broken Bow

Vend# Vendor Name

<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>
Titan Machinery-Lexington (continued)								
34851	12/12/2023	12/12/2023	377.05	Cust# BP0111987				Posted
	08-3310.00			Battery			377.05	0.00
Verizon Wireless								
34855	12/12/2023	12/12/2023	315.61					Posted
	04-3221.00			Police Internet for Ipads			315.61	0.00
Wenquist Inc.								
34852	12/12/2023	12/12/2023	121.72					Posted
	08-3310.00			Equipment Repair			121.72	0.00
34853	12/12/2023	12/12/2023	65.23					Posted
	06-3225.00			Fuel Treatment, Sea Foam			65.23	0.00
			110,373.27	66 Non-voided payables listed.				

Report Setup

AP - Accounts Payable Listing : Vendor Name

Filter Options

Starting: 11/29/2023

Ending: 12/12/2023

Banks: All

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

All Vendors Selected

B.-weekly Payroll

\$68,567.74

Check Approval List - GL Account

12/8/2023 8:34:13 AM

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	Nov 2023	Dave Schmidt Nov Aflac	Health/Life/Acc Insuranc	67.02
Broken Bow Area Rotary	INV 0132	Truckers Against Trafficking	Education and Training	453.69
Broken Bow Municipal Utilities			Weather Station Expens	25.58
Broken Bow Postmaster		PO Box Fee	Supplies & Postage	186.00
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	4,014.20
City of Broken Bow Pension Fund		414H RETIREMENT	Pension	9,693.00
City of Broken Bow Pension Fund		457 RETIREMENT	Pension	831.74
City of Broken Bow Pension Fund		RETIREMENT LOAN PAYMENT	Loan Payment	1,677.20
Colonial Insurance		COLONIAL LIFE PRE TAX	Health/Life/Acc Insuranc	381.18
Colonial Insurance		COLONIAL LIFE POST TAX	Health/Life/Acc Insuranc	306.71
Colonial Insurance	NOV 2023	November 2023 Insurance	Health/Life/Acc Insuranc	470.64
Colonial Insurance	NOV 2023	November 2023 Insurance	Health/Life/Acc Insuranc	65.32
EFTPS Online Payment		MEDICARE	Payroll Taxes	2,768.80
EFTPS Online Payment		FEDERAL	Payroll Taxes	4,364.41
EFTPS Online Payment		FEDERAL	Payroll Taxes	2,092.95
EFTPS Online Payment		FEDERAL	Payroll Taxes	375.67
EFTPS Online Payment		FEDERAL	Payroll Taxes	265.90
EFTPS Online Payment		FEDERAL	Payroll Taxes	364.72
EFTPS Online Payment		FICA	Payroll Taxes	11,838.90
EZ IT Solutions	Inv# 7228	IT Services	IT Expense	460.83
Eakes Office Products		Supplies	Supplies & Postage	157.09
Eakes Office Products		Supplies	Supplies & Postage	89.99
Eakes Office Products		Supplies	Supplies & Postage	43.27
Eakes Office Products		Supplies	Supplies & Postage	94.88
Family Heritage		FAMILY HERITAGE	Health/Life/Acc Insuranc	25.50
Melham Wellness Center			Employee Expenses	137.00
Nebraska Child Support Payment Center		CHILD SUPPORT-NE	Child Support	433.39
Platte Valley Communications	Ref# 1023	FCC License Renewal	Radio Communications	550.00
Schaper and White Law Firm	Inv# 2092	Legal Fees	Legal Fees	3,000.00
Stable Productions Exotic Animal Ranch	11-27-23	Reindeer and Sleigh	City Promotions	1,500.00
State Income Tax WH NE Online Paymei		STATE	Payroll Taxes	2,671.45
State Income Tax WH NE Online Paymei		STATE	Payroll Taxes	1,227.33
TX Child Support SDU		CHILD SUPPORT-TX	Child Support	69.23
			Total General	\$51,414.62
Municipal Building				
Bow Family Furniture	Inv# 7460	Council Chamber Renovation	Maintenance & Repair B	257.72
Broken Bow Municipal Utilities			Utilities	447.81
Eakes Office Products		Supplies	Maint/Repair Equipment	54.40
Kirkpatrick Cleaning Solutions		December Janitorial Service	Contracted Services	676.00
			Total Municipal Building	\$1,435.93
Handi Bus				
Grocery Kart		Supplies	Supplies & Postage	156.30
			Total Handi Bus	\$156.30
Police				
Broken Bow Municipal Utilities			Utilities	311.30
Broken Bow Municipal Utilities			Dog Care	96.14
Capital One			Supplies & Postage	24.14
Capital One			Supplies & Postage	26.69
Capital One			Uniforms	111.23
Capital One			Computers	69.96
Capital One			Computers	451.47
Capital One			Ammunition	1,784.96
EZ IT Solutions	Inv# 7228	IT Services	IT Expense	460.84
Freedom Munitions	Inv# 1032	Ammo	Ammunition	699.14
Hometown Leasing		copier lease	Copier Maint/Expense	233.30
Police Chief Assn of Nebraska	Members	Membership Renewal	Association Dues	60.00
Police Officers Assn of Nebr	Inv# 5387	2023 Handbook	Printing & Publication	96.00
RT Ace		Bronze hook	Supplies & Postage	6.59
Ranchland Ford	Police	Oil Change	Gas and Oil	66.58
Ranchland Ford	Police	Oil Change	Gas and Oil	66.00
Verizon Wireless		telephone	Telephone/Internet	315.61
			Total Police	\$4,879.95

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>
Rescue Unit				
Bound Tree Medical	Inv# 8516	ems supplies	Ambulance Supplies	189.96
Broken Bow Chamber of Commerce		ambulance incentive	Ambulance Driver Incentive	1,780.00
Broken Bow Rural Fire Board		Utilities, Internet, Norton	Utilities	174.30
Broken Bow Rural Fire Board		Utilities, Internet, Norton	Telephone/Internet	41.59
Broken Bow Rural Fire Board		Utilities, Internet, Norton	Telephone/Internet	36.92
EZ IT Solutions	Inv# 7228	IT Services	IT Expense	230.42
RT Ace	Ambulance	Bolt	Maint/Repair Equipment	2.34
RT Ace	Fire	Supplies, Fuel,	Building Cleaning Supplies	11.99
			Total Rescue Unit	\$2,467.52
Fire				
Broken Bow Rural Fire Board		Utilities, Internet, Norton	Utilities	174.31
Broken Bow Rural Fire Board		Utilities, Internet, Norton	Telephone/Internet	41.58
Broken Bow Rural Fire Board		Utilities, Internet, Norton	Telephone/Internet	36.93
EZ IT Solutions	Inv# 7228	IT Services	IT Expense	230.42
RT Ace	Fire	Supplies, Fuel,	Gas and Oil	13.99
RT Ace	Fire	Supplies, Fuel,	Maintenance & Repair B	39.96
RT Ace	Fire	Supplies, Fuel,	Equipment Purchases	39.75
Wenquist Inc.		Fuel Treatment, Sea Foam	Gas and Oil	65.23
			Total Fire	\$642.17
Library				
Broken Bow Municipal Utilities			Utilities	905.16
EZ IT Solutions	Inv# 7228	IT Services	IT Expense	460.83
			Total Library	\$1,365.99
Street				
Baxter Welding	Inv# 1511	Truck Repair	Maint/Repair Equipment	6,000.00
Beaver Bearing Co Albion	Inv# 6134	Hydrolic Hoses	Maint/Repair Equipment	235.13
Broken Bow Municipal Utilities			Utilities	1,041.42
Bruning State Bank		JD Tractor Loan	Trucks/Loader	9,429.65
Carroll Construction Supply	Inv# 11137	Equipment Purchase	Equipment Purchases	1,252.45
Custer County Hiway Dept.	Inv#1123-	road materials	Road Materials	842.40
EZ IT Solutions	Inv# 7228	IT Services	IT Expense	460.83
Eggleston Oil		Fuel	Gas and Oil	1,881.90
Frontwater Engineering	Inv# 1469	Files and Records from DOT	Street Construction	225.00
Great Plains Communications			Telephone/Internet	35.48
MacQueen Equipment		Maint Repair Equip	Maint/Repair Equipment	481.16
Matt Friend	Cust# 002	Salt Spreader	Equipment Purchases	8,100.00
Michael Todd & Co	Inv#2123-	Maint Equip Diamond Blades Concrete	Maint/Repair Equipment	355.46
RT Ace		Shop Tools Maint Grounds	Street Construction	927.15
Rion		Equipment Repair	Maint/Repair Equipment	2,458.53
Titan Machinery-Lexington	Cust# BPI	Battery	Maint/Repair Equipment	377.05
Wenquist Inc.		Equipment Repair	Maint/Repair Equipment	121.72
			Total Street	\$34,225.33
Park				
Broken Bow Municipal Utilities			Utilities	508.78
Broken Bow Municipal Utilities			Utilities	2,042.02
Carquest of Broken Bow	Inv# 2709	Equipment Repair	Maint/Repair Equipment	16.32
EZ IT Solutions	Inv# 7228	IT Services	IT Expense	460.83
Great Plains Communications			Telephone/Internet	35.47
Kully Pipe & Steel	Inv#8007-	Maint repair building	Maintenance/Repair Grc	2,988.82
RT Ace		Shop Tools Maint Grounds	Maintenance/Repair Grc	206.62
S&L Sanitary Service			Trash Removal	54.30
			Total Park	\$6,313.16
Swimming Pool				
Broken Bow Municipal Utilities			Utilities	204.34
			Total Swimming Pool	\$204.34
Sanitation				
Broken Bow Municipal Utilities			Utilities	73.63
Custer Public Power		CD Cell Power	Utilities	53.08
			Total Sanitation	\$126.71
ST Infra/Capital				
JEO	146500	Street superintendent	Sales Tax Infra Projects	4,000.00
JEO	Inv# 1463	Flood plain assistance	Sales Tax Infra Projects	2,768.75
JEO	Inv#1463-	Mud Creek Levee Restoration	Sales Tax Infra Projects	372.50
			Total ST Infra/Capital	\$7,141.25

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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>
				\$110,373.27

Report Selection: Check Approval List - GL Account
Date Range Selection: GL Posting Date
Starting Date: 11/29/2023
Ending Date: 12/12/2023
Banks:
Bank Acct#:
Include Printed Checks: ☒

B. - weekly Payroll
\$68,567.74



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 December 12, 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. Dylan Baum |
| 17. Pat Zulkoski | 34. Daniel Stoll NEW MEMBER |
| | 35. |

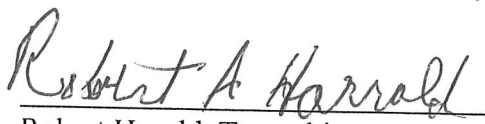
New Members in RED

INTERLOCAL COOPERATIVE AGREEMENT

This agreement is made and entered into on the ____ day of _____, 2023 by and between the City of Broken Bow, Nebraska, a municipal corporation, party of the first part, hereinafter referred to as the City, and the Broken Bow Township, party of the second part, hereinafter referred to as the Township, witnesseth, that pursuant to the provisions of the Interlocal Cooperation Act, Article VIII, of Chapter 13, R.R.S., 1943, the parties hereto agree that:

1. Each of the parties to this agreement is a public agency as defined in Section 13-803, R.R.S., 1943 and each party hereto is authorized by a duly enacted resolution of its governing body either before signing or by future ratification to enter into this agreement.
2. The parties agree that each party upon request may borrow from time to time the equipment of the other party. Each party agrees to furnish fuel, operators, and any other parts etc. incident to their use of each other's equipment. Further, the parties agree that any repairs, accidents, or other expenses incident to the use of the equipment shall be at the liability and expense of the user of the equipment.
3. The Parties further agree to reimburse each other for any and all expenses incident to their use of the equipment.
4. The Parties find that it is to their mutual advantage to enter into a cooperative undertaking to provide shared services, such as road work and snow removal, to The Township to aid in road maintenance.
5. The Parties agree that this agreement shall remain in effect from the execution of this agreement or until either party gives 30 days written notice to the other to terminate the agreement.

This agreement entered into this 14 day of November, 2023.


Robert Harold, Township

Rod Sonnichsen, Mayor

Bringing Quality Service When Needed

Nebraska communities are fortunate to be served by dedicated public servants who successfully handle a myriad of duties on a daily basis. But there are times when it would be helpful to bring in someone with a specific area of expertise or experience to work with staff and elected officials on a challenging issue or project.

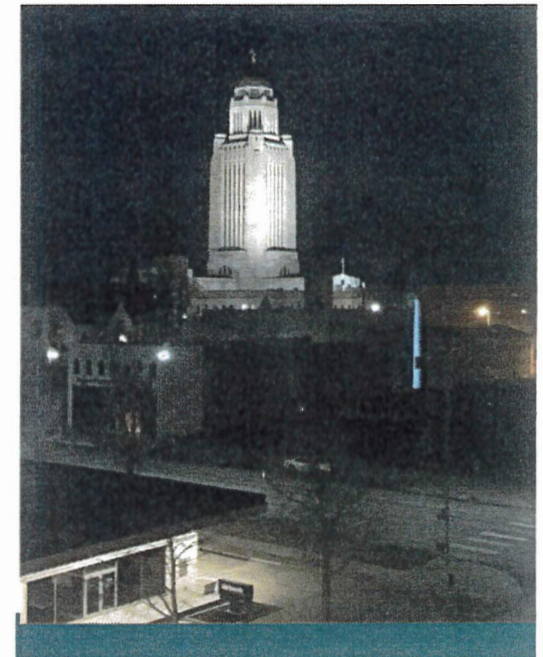
When that time comes, Vacanti Municipal Consulting Service is ready to go to work to help you successfully complete the job affordably and on schedule.

Contact me, and let's talk about what your town needs and how I can help you make it happen.

Vacanti Muni Consulting
3122 So. 145th Street
Omaha, NE. 68144

Vacanti Municipal Consulting Service

Providing consulting services, project and fundraising assistance, and temporary staffing for Nebraska communities.





Al Vacanti

Al Vacanti entered public service in 2005 as city manager of Chadron, Nebraska, and served as a city administrator/clerk/treasurer of Scribner and Wisner, Nebraska from 2008 to 2019. Prior to that, he practiced law for over 20 years in Omaha and in western Nebraska.

Vacanti earned a Bachelor's degree in Business Administration and Juris Doctor from Creighton University. In 2009 he returned to school at the University of Nebraska-Omaha where he earned a Masters of Public Administration in 2012.

Vacanti earned the status of ICMA-CM credentialed manager and a Master Municipal Clerk. He served on the Smaller Cities Legislative Committee through the League of Nebraska Municipalities, and was President of the Nebraska City/County Management Association (NCMA) in 2019.

"Your service is the greatest. I can't imagine any town doing well without you."

- Everyone who has met me.

Experience

Accomplishments & projects include:

- Downtown Revitalization project
- 2 major water projects over \$3 million each
- Passage of local option sales tax
- \$1.2 million auditorium remodel, including CCCFF & grants
- \$1 million parks upgrades, with more than 90% funded by grants & donations
- Street lights at a total net cost of less than \$40,000
- 10 years of budget preparation
- 9 years on the Smaller Cities Legislative Committee
- Updating & drafting of employee manuals and job descriptions
- Implementing effective transfer of knowledge for succession planning
- Presenter at NCMA, IIMC and League of Municipalities Conferences, and the Nebraska Municipal Clerks Institute

Services for Your Community

- Interim administrator or clerk
- Project supervision
- Grant writing
- Budget preparation & assistance
- Strategic planning facilitator
- Key employee recruitment
- Orientation of elected officials
- Draft or update employee manuals & job descriptions

Nebraska Municipal Experience

Al Vacanti has served the following Nebraska communities:

- Chadron – 2005-2006
- Scribner – 2008-2014
- Wisner – 2014-2019

Contact Us

Vacanti Municipal Consulting Service
3122 So. 145th Street
Omaha, NE. 68144
(308) 430-3904
alvacanti@hotmail.com

Facebook

Vacanti Municipal Consulting
Services

CONSULTANT AGREEMENT

THIS AGREEMENT, entered into between Vacanti Municipal Consulting Services, LLC (hereinafter referred to as "Consultant") and the City of Broken Bow, Nebraska (hereinafter referred to as "City").

WHEREAS, the City seeks to engage the services of Consultant to assist the City on matters as set out in the **Scope of Services** below; and

WHEREAS, the Consultant agrees to provide services to the City under the terms set of this agreement.

IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES as follows:

Section 1: Scope of Services. The City desires to engage the Consultant to provide administrative support and consulting services for the City Administrator, City Clerk, and City Treasurer, with primary duties as follows:

- ❖ To provide an additional staffing presence in the Broken Bow City Office from 8:00 AM to 5:00 PM on the Mondays and Tuesdays of each week, and from 8:00 AM to 3:00 PM on Wednesdays of each week during the term of this agreement, with a one-hour break for lunch on each day;
- ❖ During the weeks of December 25-29, 2023 and January 1-5, 2024, Consultant will work the above hours on the Wednesdays, Thursdays and Fridays of said weeks;
- ❖ To use his best efforts to effectively assist the City Treasurer in the performance the normal duties of the position on a daily basis during the term of this agreement;
- ❖ To work cooperatively with the City Treasurer in anticipation of the annual city audit during the term of this agreement;
- ❖ To work with the Deputy City Clerk to prepare or assist in the preparation of notices, agendas, packets, and the recording and preparation of formal minutes related to regular and special city council meetings scheduled and held during the term of this agreement;
- ❖ When appropriate, to provide the Broken Bow City Administrator with sufficient and pertinent data and information to help the Broken Bow mayor and city council make informed decisions on issues that may arise and require action during the term of this agreement;
- ❖ To perform other duties reasonably expected of the permanent Broken Bow City Administrator, City Treasurer and City Clerk, respectively; and
- ❖ As may be requested, to assist the City Administrator, Mayor and City Council in their search for a permanent city clerk, with said duties to include assisting the Broken Bow City Administrator in the review and revision where necessary of the current job description of said position as may be requested by the Mayor and City Council, to prepare a posting and placement of each position advertisement with select media approved by the Broken Bow City Council, and to prepare interview questions and a scoring matrix to be used by the persons conducting interviews of selected candidates for each respective position.

Section 2: Term. The term of this agreement shall begin on December 13, 2023 and continue through March 15, 2024.

Section 3: Compensation. The parties agree that the Consultant will receive compensation at the rate of Two Thousand Seven Hundred and Fifty Dollars (\$2,750.00) per week, commencing with the week of December 11, 2023, and continuing for each additional week thereafter until completion of services under the terms of this agreement.

Consultant shall deliver to City a monthly statement for services performed by Consultant on behalf of City, and any expenses incurred under Section 4, below. Upon receipt of said statement, the City shall promptly remit payment for such hours of work performed at the rate set out above and expenses incurred during said month.

Section 4: Reimbursement of Expenses. The City will provide 3 nights' lodging per week for Consultant during the term of this agreement. Consultant will be responsible for his weekly round-trip travel expenses between Omaha and Broken Bow and for meals during the term of this agreement.

In the event that outside travel is required while serving on behalf of the City, the City will also reimburse the Consultant for reasonable travel expenses incurred by Consultant for travel as requested and approved by the City in the furtherance of Consultant's services to City under this agreement. Mileage shall be paid at the IRS mileage rate at the time when travel is made, on a round-trip basis. Meals shall be reimbursed at the rate of up to \$45.00 per full day. Lodging expenses, if any, shall be approved by the City prior to travel.

Printing, copying, postage and other incurred expenses relating directly to Consultant's work under the Scope of Services shall be reimbursed upon receipt of a statement by the City from the Consultant.

Section 5: Non-Exclusivity. It is understood and accepted by the City that Consultant may be retained by other local governmental entities for similar or other services during the term of this agreement, and that circumstances may arise in which the end product developed by the Consultant for the City may be in direct competition with the end product developed by the Consultant for another local governmental entity.

Section 6: Mutual Cooperation. The City and Consultant agree that they will mutually cooperate with each other and use their best efforts to maximize the results of Consultant's services on behalf of the City throughout the term of this agreement.

Section 7: Termination of Agreement. In the event that either party desires for any or no reason to terminate this Agreement prior to March 15, 2024, said party shall notify the other party by giving 7 days written notice in the manner set forth in Section 8, below, stating the intention to terminate and the effective date of termination (which shall be at least 7 days after such notice). Upon notice, services shall continue to be performed to the effective date of termination, and Consultant shall be paid for services rendered through and including the date of termination.

Section 8: Notices. All notices or other communications shall be sufficiently given and shall be deemed given when hand delivered or mailed by certified mail, postage prepaid, to the City and Consultant at the following addresses:

If to City: City of Broken Bow
P. O. Box 504
Broken Bow, NE. 68822

If to Consultant: Al Vacanti
Vacanti Municipal Consulting Services, LLC
701 Grant Street
Scribner, NE. 68057

All notices either hand delivered or given by certified mail as aforesaid shall be deemed duly given as of the date they are either hand delivered or so mailed. Any of the foregoing parties may designate any further or different addresses to which subsequent notices or other communications shall be sent by giving written notice to the other party.

Section 9: Amendments, Supplements and Modifications. This Consultant Agreement may not be amended, supplemented, or modified except in writing and signed by a duly authorized representative of each party to this agreement.

Section 10: Severability. In the event that any provision of this Consultant Agreement shall be held to be illegal, invalid, or unenforceable by any court of competent jurisdiction, such holding shall not invalidate, render unenforceable or otherwise affect any other provision hereof.

Section 11: Binding Effect. This Consultant Agreement shall inure to the benefit of and be binding upon the City and Consultant.

Section 12: Execution in Counterparts. This Consultant Agreement may be executed in several counterparts, each of which shall be deemed to be an original and all of which shall constitute but one and the same instrument.

Section 13: Governing Law and Regulations. This Consultant Agreement shall be governed by and construed in accordance with the laws of the State of Nebraska.

ACCEPTED AND APPROVED on this _____ day of December, 2023.

City of Broken Bow, Nebraska

Vacanti Municipal Consulting Services, LLC

Rod Sonnichsen – Mayor

Al Vacanti