

**BROKEN BOW UTILITIES
BOARD OF PUBLIC WORKS AGENDA
January 9, 2024 @ 12:30 P.M.
City Hall
314 South 10th Avenue, Broken Bow, NE**

A. Call to Order

B. Open Meeting Law: A current copy of the Open Meeting Act is posted and is available for review by all citizens in attendance.

C. Roll Call

D. Consent Agenda – The Board will review and may or may not approve the consent agenda items for January 9, 2024, which will include the following:

- a. Approval of Minutes from December 12, 2023, Meeting
- b. Approval of Claims as Posted

E. Discussion Items

- a. Grid Resiliency Project-Preliminary discussion
- b. Value Support Plan Funding

F. Department Head Updates

G. Items for Next Agenda

H. Adjournment

The Broken Bow Board of Public Works reserves the right to enter closed session to discuss any item on the agenda pursuant to law.

**Board of Public Works
Meeting Minutes
December 12, 2023**

The Board of Public Works of the City of Broken Bow, Nebraska met in regular session on Tuesday, December 12, 2023. Notice of the meeting was given in advance thereof as required by law. Availability of the agenda and related materials was communicated in advance to the members of the Board of Public Works and the Electric Superintendent. All proceedings hereafter shown were taken while the meeting was open to the attendance of the public.

Chad Schall called the meeting to order at 12:32 pm., with the following Board members present: Chad Schall, Jeff Withrow, Jarrod Conner, and Jay Gormley. Absent: Scott Adams. Chad Schall informed the Board of Public Works this was an open meeting of the Board of Public Works and was subject to the open meeting laws of the State of Nebraska, a copy of which is posted.

Moved by Withrow, seconded by Schall to approve the Consent Agenda for November 28, 2023. Said motion includes approval of the corrected Minutes of the November 14, 2023, Board Meeting, approval of the November 28, 2023, board meeting, and approval of Claims to Date. Roll Call vote: Voting aye: Schall, Conner, Withrow, and Gormley. Nays: None. Motion carried.

BROKEN BOW MUNICIPAL UTILITIES - POSTAGE - \$636.23, CARQUEST OF BROKEN BOW - TRUCK MAINTENANCE/POWER PLANT - \$88.66, CENTRAL NEBRASKA BOBCAT - PARTS FOR SKIDSTEER - \$139.08, CHANEILLE SCHMIT - REFUND ON ACCOUNT - \$22.97, CITY OF BROKEN BOW - TRANSFER/RENT - \$43,998.12, CITY OF BROKEN BOW PAYROLL REIMBURSEMENT - \$47,488.38, CUSTER PUBLIC POWER DISTRICT - POWER FOR WWTP - \$2,751.71, EAKES OFFICE SOLUTIONS - PRINTER INK/PAPER - \$299.53, EZ IT SOLUTIONS - IT SERVICES - \$2,765.00, ELECTRIC PUMP - PART FOR THELMA LIFT STATION - \$657.93, ERIK JENSEN - BOOTS - \$300.00, GREAT PLAINS COMMUNICATIONS, INC - INTERNET AND TELEPHONE - \$282.83, GROCERY KART - SHOP SUPPLIES - \$496.78, INVOICE CLOUD - CREDIT CARD EXPENSE - \$292.00, MEAD LUMBER CO - EAST BUILDING/SUPPLIES - \$3,101.69, MID-AMERICAN RESEARCH CHEM. CR - MAINTENANCE OFFICE/SUPPLIES - \$1,186.85, MIKE'S SMALL ENGINE REPAIR - CHAINSAW REPAIR - \$343.09, MUNICIPAL SUPPLY, OF NEBR. - NEW METER READER - \$8,870.30, NEBR. DEPT. OF ENVIRONMENT AND ENERGY - WATER/SEWER PROJECT LOAN PAYMENT - \$242,354.57, NEBRASKA STATE BANK - BOND TRANSFERS - \$47,685.00, ONE CALL CONCEPTS, INC - LOCATE EXPENSE - \$36.00, POSTMASTER - PERMIT FEE RENEWAL/PO BOX RENEWAL - \$658.00, RAILROAD MANAGEMENT COMPANY III, LLC - SEWER CROSSING FEE, LEGAL EXPENSES - \$1,074.18, RT ACE - SUPPLIES, TOOLS - \$735.04, S & L SANITARY SERVICES - TRASH FEES - \$47.50, SAGE PAYMENT SOLUTIONS - CREDIT CARD FEES - \$2,316.43, V-BAR INC. - WELDING WIRE - \$154.44, WENQUIST, INC. - TRUCK MAINTENANCE/POWER PLANT MAINTENANCE - \$906.22, WESTERN AREA POWER ADMIN. - POWER PURCHASES - \$23,651.30, TOTAL - \$432,939.83

Electric Department	\$ 138,608.97
Water Department	81,043.85
Sewer Department	192,546.79
Power Plant	6,363.42
Billing	<u>14,386.80</u>
Total	\$432,939.83

The following was discussed under Department Head Updates:

Blake Waldow, Electric Superintendent:

- Training with KMU for journey man qualifications.
- Getting bids and feedback for the downtown project.
- December 21, 2023, will have a power outage to change a transformer and transfer lines.
- Power Plant pickup needs repairs.
- Custer will provide a waiver for the Eagle Crest project.

Ryan Jones, Water/Sewer Superintendent:

- Repaired water main on South G Street.
- Will be getting an easement for the sewer main project.
- Jetting of sewer mains when weather permits.

Moved by Schall, seconded by Conner to adjourn the meeting at 12:52 pm. Roll Call vote: Voting aye: Schall, Withrow, Conner and Gormley. Nays: None. Motion Carried.

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

/s/ Chad Schall, Chairman

Broken Bow Municipal Utilities

<u>Vend#</u>	<u>Vendor Name</u>	<u>Pay#</u>	<u>Post Date</u>	<u>Due Date</u>	<u>Amount 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>
ALTEC INDUSTRIES, INC.									
19674	1/9/2024	1/9/2024		4,288.91					Posted
	1-143205				MAINTENANCE TRUCKS			4,288.91	0.00
BEAVER BEARING COMPANY									
19676	1/9/2024	1/9/2024		199.16					Posted
	2-241000				OPERATING SUPPLIES			199.16	0.00
special office	BROKEN BOW MUNICIPAL UTILITIES								
19654	1/9/2024	1/9/2024		718.37					Posted
	2-243290				postage			31.85	0.00
	3-343290				postage			109.30	0.00
	5-545500				postage			577.22	0.00
								718.37	0.00
Black Hills Energy									
19653	1/9/2024	1/9/2024		27.52					Posted
	4-440800				power plant gas			27.52	0.00
transfer	CITY OF BROKEN BOW								
19655	1/9/2024	1/9/2024		45,916.42					Posted
	1-149200				Transfer to City's General Fund			45,516.42	0.00
	5-546100				Monthly Office Rent			400.00	0.00
								45,916.42	0.00
PAYROLL	CITY OF BROKEN BOW PAYROLL REIMBURSEMENT								
19657	1/9/2024	1/9/2024		46,557.20					Posted
	4-440100				Payroll Reimbursement			877.50	0.00
	4-445220				Payroll Reimbursement			66.78	0.00
	4-445210				Payroll Reimbursement			52.65	0.00
	5-545130				Payroll Reimbursement			8,047.48	0.00
	5-545220				Payroll Reimbursement			592.42	0.00
	5-545210				Payroll Reimbursement			307.33	0.00
	1-143100				Payroll Reimbursement			17,871.02	0.00
	1-145220				Payroll Reimbursement			1,290.78	0.00
	1-145210				Payroll Reimbursement			765.49	0.00
	2-240100				Payroll Reimbursement			7,359.03	0.00
	2-245220				Payroll Reimbursement			567.41	0.00
	2-245210				Payroll Reimbursement			416.44	0.00
	3-340100				Payroll Reimbursement			7,359.03	0.00
	3-345230				Payroll Reimbursement			567.40	0.00
	3-345210				Payroll Reimbursement			416.44	0.00
								46,557.20	0.00
CUSTER PUBLIC POWER DISTRICT									
19658	1/9/2024	1/9/2024		2,818.78					Posted
	3-340900				Power for Wastewater Treatment Plant			2,753.33	0.00
	3-340900				POWER FOR WWTP			65.45	0.00
								2,818.78	0.00
City of Broken Bow - Health Insurance									
19656	1/9/2024	1/9/2024		6,727.53					Posted
	1-145200				health insurance			2,662.84	0.00
	2-245200				health insurance			1,331.63	0.00
	3-345200				health insurance			1,331.63	0.00
	5-545200				health insurance			140.02	0.00
	4-445200				health insurance			1,261.41	0.00
								6,727.53	0.00
EAKES OFFICE SOLUTIONS									
19659	1/9/2024	1/9/2024		479.82					Posted
	5-545400				office supplies			479.82	0.00
EZ IT Solutions									
19661	1/9/2024	1/9/2024		2,765.00					Posted
	1-149991				IT SERVICES			553.00	0.00
	2-249991				IT SERVICES			553.00	0.00
	3-349991				IT SERVICES			553.00	0.00
	4-449991				IT SERVICES			553.00	0.00
	5-549991				IT SERVICES			553.00	0.00
								2,765.00	0.00

Broken Bow Municipal Utilities

<u>Vend#</u>	<u>Vendor Name</u>	<u>Pay#</u>	<u>Post Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Invoice</u>	<u>Date</u>	<u>PO#</u>	<u>Date</u>	<u>Status</u>
	<u>Account#</u>					<u>Description</u>			<u>Debit</u>	<u>Credit</u>
	Electric Pump (continued)									
19660	1/9/2024	1/9/2024			35,979.49					Posted
	3-340510					MAINTENANCE-LIFTSTATION			35,979.49	0.00
	GREAT PLAINS COMMUNICATIONS, INC									
19675	1/9/2024	1/9/2024			281.95					Posted
	4-440360					P Plant Internet Service			42.88	0.00
	1-143800					1/4 Internet Expense			27.99	0.00
	2-243800					1/4 Internet Expense			27.99	0.00
	3-343800					1/4 Internet Expense			27.99	0.00
	5-547200					Internet Expense- Credit card connection			83.10	0.00
	4-445700					P Plant Telephone			72.00	0.00
									281.95	0.00
	INVOICE CLOUD									
19672	1/9/2024	1/9/2024			294.00					Posted
	5-547200					Credit Card Expenses			294.00	0.00
	Kansas Municipal Utilities									
19666	1/9/2024	1/9/2024			1,400.00					Posted
	1-145600					KMU TRAINING			1,400.00	0.00
	NEBRASKA STATE BANK									
19662	1/9/2024	1/9/2024			47,685.00					Posted
	1-110670					Wastewater Bond- Monthly Savings Depos			25,797.00	0.00
	1-110680					Water Bond- Monthly Savings Deposit			10,471.00	0.00
	1-110610					Electric Bond Fund			11,417.00	0.00
									47,685.00	0.00
	ONE CALL CONCEPTS, INC									
19663	1/9/2024	1/9/2024			37.44					Posted
	1-143320					1- Month of Locate Expenses			37.44	0.00
	PLATTE VALLEY COMMUNICATIONS									
19667	1/9/2024	1/9/2024			3,484.03					Posted
	1-143800					MAINT-COMMUNICATIONS EQUIPMENT			2,439.39	0.00
	1-143800					MAINT-COMMUNICATIONS EQUIPMENT			1,044.64	0.00
									3,484.03	0.00
	RT Ace									
19668	1/9/2024	1/9/2024			302.08					Posted
	1-143410					SUPPLIES & MAINTENANCE			172.24	0.00
	2-241000					OPERATING SUPPLIES			129.84	0.00
									302.08	0.00
	RYAN JONES									
19664	1/9/2024	1/9/2024			300.00					Posted
	3-349700					SAFTEY-SEWER DEPARTMENT			300.00	0.00
	SAGE PAYMENT SOLUTIONS									
19665	1/9/2024	1/9/2024			1,895.73					Posted
	5-547200					Credit card fees			1,895.73	0.00
	V-BAR Inc.									
19669	1/9/2024	1/9/2024			144.73					Posted
	1-143410					SUPPLIES & MAINTENANCE			144.73	0.00
	WENQUIST, INC.									
19670	1/9/2024	1/9/2024			2,835.16					Posted
	1-143205					MAINTENANCE-DIGGER TRUCK			1,008.53	0.00
	2-243270					MAINTENANCE-TRUCKS			69.55	0.00
	3-340500					MAINTENANCE-WWTP			1,594.28	0.00
	4-440360					MAINTENANCE-POWER PLANT			162.80	0.00
									2,835.16	0.00
	WESCO RECEIVABLES CORP.									
19671	1/9/2024	1/9/2024			115,802.45					Posted
	1-143300					LINE SUPPLIES			9,028.22	0.00
	1-149600					NEW TRANSFORMERS			106,774.23	0.00
									115,802.45	0.00

Accounts Payable Detail Listing

Broken Bow Municipal Utilities

<u>Vend#</u>	<u>Vendor Name</u>								
<u>Pay#</u>	<u>Post Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Invoice</u>	<u>Date</u>	<u>PO#</u>	<u>Date</u>	<u>Status</u>	
	<u>Account#</u>	<u>Work Order</u>		<u>Description</u>			<u>Debit</u>	<u>Credit</u>	
WESTERN AREA POWER ADMIN. (continued)									
19673	1/9/2024	1/9/2024	22,813.97						Posted
	1-140220			Power Purchases WAPA			22,813.97		0.00
			343,754.74	24 Non-voided payables listed.					

Report Setup

AP - Accounts Payable Listing : Vendor Name

Filter Options

Starting: 12/27/2023

Ending: 1/9/2024

Banks: All

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

All Vendors Selected

Check Approval List - GL Account

1/4/2024 11:17:04 AM

Broken Bow Municipal Utilities

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<u>Vendor Name</u>	<u>Invoice</u>	<u>Invoice Description</u>	<u>Account Description</u>	<u>Amount</u>
ELECTRIC				
ALTEC INDUSTRIES, INC.		DIELECTRIC TESTING/TRUCKS 68,69,71	MAINTENANCE-TRUCK	4,288.91
CITY OF BROKEN BOW		TRANSFER/RENT	IN LIEU OF TAX PAYME	45,516.42
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	SALARIES-DISTRIBUTI	17,871.02
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE PENSION F	765.49
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE SOCIAL SE	1,290.78
City of Broken Bow - Health Insurance		health insurance	EMPLOYEE HEALTH IN	2,662.84
EZ IT Solutions		IT SERVICES, BADGE FOR WATER/SEWI	IT Expense	553.00
GREAT PLAINS COMMUNICATIONS, IN		internet and telephone	MAINT-COMMUNICATI	27.99
Kansas Municipal Utilities		BAUM/BOOKS, TUITION/BAUM/BROWN/L	KMU TRAINING	1,400.00
NEBRASKA STATE BANK		bond transfers	ELECTRIC BOND FUN	11,417.00
NEBRASKA STATE BANK		bond transfers	WASTEWATER PLANT	25,797.00
NEBRASKA STATE BANK		bond transfers	WATER DEPARTMENT	10,471.00
ONE CALL CONCEPTS, INC		LOCATE EXPENSE	UNDERGROUND LOCA	37.44
PLATTE VALLEY COMMUNICATIONS		RADIOS FOR BUCKET TRUCK/PICKUPS	MAINT-COMMUNICATI	2,439.39
PLATTE VALLEY COMMUNICATIONS		RADIOS FOR BUCKET TRUCK/PICKUPS	MAINT-COMMUNICATI	1,044.64
RT Ace		SUPPLIES	SUPPLIES AND MAINTI	172.24
V-BAR Inc.		WELDING SUPPLIES	SUPPLIES AND MAINTI	144.73
WENQUIST, INC.		TRUCK REPAIRS/MAINTENANCE POWER	MAINTENANCE-TRUCK	1,008.53
WESCO RECEIVABLES CORP.		LINE SUPPLIES/NEW TRANSFORMERS	LINE MATERIALS & SU	9,028.22
WESCO RECEIVABLES CORP.		LINE SUPPLIES/NEW TRANSFORMERS	NEW TRANSFORMERS	106,774.23
WESTERN AREA POWER ADMIN.		POWER PURCHASES	POWER PURCHASED-'	22,813.97
		Total ELECTRIC		\$265,524.84
WATER				
BEAVER BEARING COMPANY		O-RING FOR VAC/HYDRALIC HOSES	OPERATING SUPPLIES	199.16
BROKEN BOW MUNICIPAL UTILITIES		POSTAGE	POSTAGE- WATER DE	31.85
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	WATER SALARIES	7,359.03
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE PENSION F	416.44
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE SOCIAL SE	567.41
City of Broken Bow - Health Insurance		health insurance	EMPLOYEE HEALTH IN	1,331.63
EZ IT Solutions		IT SERVICES, BADGE FOR WATER/SEWI	IT Expense	553.00
GREAT PLAINS COMMUNICATIONS, IN		internet and telephone	MAINTENANCE-SCADA	27.99
RT Ace		SUPPLIES	OPERATING SUPPLIES	129.84
WENQUIST, INC.		TRUCK REPAIRS/MAINTENANCE POWER	MAINTENANCE TRUCK	69.55
		Total WATER		\$10,685.90
SEWER				
BROKEN BOW MUNICIPAL UTILITIES		POSTAGE	POSTAGE- SEWER DE	109.30
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	SEWER SALARIES	7,359.03
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE PENSION F	416.44
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE SOCIAL SE	567.40
CUSTER PUBLIC POWER DISTRICT		POWER FOR WWTP	UTILITIES	2,753.33
CUSTER PUBLIC POWER DISTRICT		POWER FOR WWTP	UTILITIES	65.45
City of Broken Bow - Health Insurance		health insurance	EMPLOYEE HEALTH IN	1,331.63
EZ IT Solutions		IT SERVICES, BADGE FOR WATER/SEWI	IT Expense	553.00
Electric Pump		NEW PUMP FOR THELMA LIFTSTATION	MAINTENANCE - LIFT	35,979.49
GREAT PLAINS COMMUNICATIONS, IN		internet and telephone	MAINTENANCE SCADA	27.99
RYAN JONES		BOOT REIMBURSEMENT	SAFETY- SEWER DEPT	300.00
WENQUIST, INC.		TRUCK REPAIRS/MAINTENANCE POWER	MAINTENANCE - WAST	1,594.28
		Total SEWER		\$51,057.34
POWER PLANT				
Black Hills Energy		POWER PLANT GAS	NATURAL GAS USED	27.52
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	POWER PLANT SALAR	877.50
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE PENSION F	52.65
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE SOCIAL SE	66.78
City of Broken Bow - Health Insurance		health insurance	EMPLOYEE HEALTH IN	1,261.41
EZ IT Solutions		IT SERVICES, BADGE FOR WATER/SEWI	IT Expense	553.00
GREAT PLAINS COMMUNICATIONS, IN		internet and telephone	MAINTENANCE - POWE	42.88
GREAT PLAINS COMMUNICATIONS, IN		internet and telephone	TELEPHONE	72.00
WENQUIST, INC.		TRUCK REPAIRS/MAINTENANCE POWER	MAINTENANCE - POWE	162.80
		Total POWER PLANT		\$3,116.54
BILLING				

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1/4/2024 11:17:04 AM

Broken Bow Municipal Utilities

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<u>Vendor Name</u>	<u>Invoice</u>	<u>Invoice Description</u>	<u>Account Description</u>	<u>Amount</u>
BILLING				
BROKEN BOW MUNICIPAL UTILITIES		POSTAGE	POSTAGE	577.22
CITY OF BROKEN BOW		TRANSFER/RENT	OFFICE RENT	400.00
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	OFFICE SALARIES	8,047.48
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE PENSION F	307.33
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE SOCIAL SE	592.42
City of Broken Bow - Health Insurance		health insurance	EMPLOYEE HEALTH IN	140.02
EAKES OFFICE SOLUTIONS		PAPER, BINDERS, ENVELOPES	OFFICE SUPPLIES	479.82
EZ IT Solutions		IT SERVICES, BADGE FOR WATER/SEWI	IT Expense	553.00
GREAT PLAINS COMMUNICATIONS, IN		internet and telephone	CREDIT CARD/BILL PA	83.10
INVOICE CLOUD		CREDIT CARD EXPENSE	CREDIT CARD/BILL PA	294.00
SAGE PAYMENT SOLUTIONS		CREDIT CARD FEES	CREDIT CARD/BILL PA	1,895.73
			Total BILLING	\$13,370.12
				<u>\$343,754.74</u>

Report Selection: Check Approval List - GL Account

Date Range Selection: GL Posting Date

Starting Date: 12/27/2023

Ending Date: 1/9/2024

Banks: All

Bank Acct#:

Include Printed Checks: ☒