# BROKEN BOW UTILITIES BOARD OF PUBLIC WORKS AGENDA February 27, 2024 @ 12:30 P.M. City Hall 314 South 10<sup>th</sup> Avenue, Broken Bow, NE

- A. Call to Order
- **B. Open Meeting Law:** A current copy of the Open Meeting Act is posted and is available for review by all citizens in attendance.
- C. Roll Call
- **D. Consent Agenda** The Board will review and may or may not approve the consent agenda items for February 27, 2024, which will include the following:
  - a. Approval of Minutes from February 13, 2024, Meeting
  - b. Approval of Claims as Posted
- E. Discussion Items
  - a. Update on school power.
- F. Department Head Updates
- G. Items for Next Agenda
- H. Adjournment

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

### Board of Public Works Meeting Minutes February 13, 2024

The Board of Public Works of the City of Broken Bow, Nebraska met in regular session on Tuesday, February 13, 2024. 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 12:30 pm., with the following Board members present: Chad Schall, Scott Adams, Jarrod Conner, and Jay Gormley. Absent: Jeff Withrow. 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 Adams, seconded by Gormley to approve the Consent Agenda for February 13, 2024. Said motion includes approval of the Minutes of the January 23, 2024, Board Meeting, and approval of Claims to Date. Roll Call vote: Voting aye: Schall, Conner, Adams, and Gormley. Nays: None. Motion carried.

AKRS EQUIPMENT - \$342.65, BEAVER BEARING COMPANY - \$1.35, BROKEN BOW MUNICIPAL UTILITIES - \$685.01, BLACK HILLS ENERGY - \$700.76, BORDER STATES INDUSTRIES INC - \$2,000.59, CARQUEST OF BROKEN BOW - \$398.95, CENTURYLINK - \$221.14, CITY OF BROKEN BOW - \$50,879.49, CITY OF BROKEN BOW PAYROLL REIMBURSEMENT - \$46,295.06, COLONIAL RESEARCH CHEMICAL CORP. - \$1,850.06, CULLIGAN - \$122.50, CUSTER PUBLIC POWER DISTRICT - \$3,032.08, EZ IT SOLUTIONS - \$2,765.00, GREAT PLAINS COMMUNICATIONS, INC - \$283.71, GROCERY KART - \$59.51, HOTSY EQUIPMENT CO. - \$50.32, HYDRO OPTIMIZATION & AUTOMATION SOLUTION - \$600.00, INVOICE CLOUD - \$296.00, LEAGUE OF NEBR. MUNICIPALITIES - \$130.00, MEAD LUMBER CO - \$2,021.34, \$579.33, MIKE'S SMALL ENGINE REPAIR - \$55.00, MUNICIPAL ENERGY AGENCY OF NE - \$900.00, MUNICIPAL SUPPLY, OF NEBR. - \$1,304.20, MACQUEEN EQUIPMENT - \$12,546.80, NEBRASKA STATE BANK - \$47,685.00, OBRIEN'S HARDWARE - \$595.15, ONE CALL CONCEPTS, INC - \$29.94, POWERMANAGER - \$582.50, RT ACE - \$1,628.09, S & L SANITARY SERVICES - \$47.50, SAGE PAYMENT SOLUTIONS - \$2,361.72, SEILER INSTRUMENT & MFG. CO., INC. - \$1,504.61, SENSAPHONE - \$6.95, TROTTERS WHOA & GO WEST - \$88.41, WENQUIST, INC. - \$1,024.90, \$216.24, WESCO RECEIVABLES CORP. - \$12,557.53, WESTERN AREA POWER ADMIN. - \$25,891.30, TOTAL - \$222,340.69

Electric Department	\$ 164,634.79
Water Department	22,154.85
Sewer Department	18,115.13
Power Plant	3,473.30
Billing	13,891.08
Fuel Station	71.54
Total	\$222,340.69

Ryan Jones updated the board on the jet truck repairs. The new panel was installed, tested, and is working properly. Still waiting on parts for the emission valves.

Blake Waldow received a second opinion for the repairs on Evan's pickup. The computer was reset and working fine. Will be getting quotes for new tires.

The bidding for the H-Structure project was completed on Wednesday February 7, 2024. It was moved by Schall, seconded by Adams to approve the bid for General Excavating. Roll Call vote: Voting aye: Schall, Adams, Gormley, and Conner. Nays: None. Motion carried.

The following was discussed under Department Head Updates:

#### Blake Waldow, Electric Superintendent:

- Have underground and conduit for the H-project.
- Have the transformers for the H-project.
- Cutting trees on North 9th street.
- Altec came and did repairs to trucks.
- · Working on adding to the GIS maps
- Getting 2 heads repaired at the power plant.
- Working on getting the fuel station back up and running.

#### Ryan Jones, Water/Sewer Superintendent:

- Had a main break on Highway 2 that took 18 hours to find and repair.
- Working on the lead and copper inventory for the EPA.
- Working on the quarter of sewer jetting.
- Heat is now working in the shop.
- Fixed and did maintenance on equipment during the cold spell.

Moved by Schall, seconded by Conner to adjourn the meeting at 1:17 pm. Roll Call vote: Voting aye: Schall, Adams, Conner, and Gormley. Nays: None. Motion Carried.

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

/s/ Chad Schall, Chairman

# Accounts Payable Detail Listing Broken Bow Municipal Utilities

<u>Venda</u>	# <mark>Vendor Na</mark>	<u>me</u>	Dienon Den mannelpan etimoe		
Pay#	Post Date	Due Date	Amount Invoice Date PO#	<u>Date</u>	<u>Status</u>
	Account#	Work Or	der Description	Debit	Credit
	CARD SE	RVICES - ORSCHI	ELNS FARM & HOME		
19744	2/27/2024	2/27/2024	4,324.51		Posted
	3-341300		MAINTENANCE BUILDING & GROUNDS	3,678.48	0.00
	2-243365		CONFERENCE REGISTRATION	420.00	0.00
	2-243360		MEALS/MILEAGE	120.74	0.00
	2-243280		OFFICE SUPPLIES-WATER	105.29	0.00
				4,324.51	0.00
19761	2/27/2024	2/27/2024	4,005.96		Posted
	1-143360		MILEAGE/MEALS/HOTEL	458.55	0.00
	3-341300		MAINTENANCE-BUILDING/GROUNDS	2,120.65	0.00
	1-143700		MAINTENANCE-BUILDING/GROUNDS	1,244.92	0.00
	1-143390		MAINTENANCE-OFFICE EQUIPMENT	181.84	0.00
				4,005.96	0.00
PAYROLL			YROLL REIMBURSEMENT		
19745	2/27/2024	2/27/2024	44,878.60		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 1-145220		Payroll Reimbursement Payroll Reimbursement	17,859.92 1,289.92	0.00 0.00
	1-145220		Payroll Reimbursement	1,071.57	0.00
	2-240100		Payroll Reimbursement	6,550.50	0.00
	2-245220		Payroll Reimbursement	468.09	0.00
	2-245210		Payroll Reimbursement	337.93	0.00
	3-340100		Payroll Reimbursement	6,550.50	0.00
	3-345230		Payroll Reimbursement	468.08	0.00
	3-345210		Payroll Reimbursement	337.93	0.00
			•	44,878.60	0.00
	COLONIA	L RESEARCH CH	EMICAL CORP.		
19759	2/27/2024	2/27/2024	65.89		Posted
	4-441510		SHOP SUPPLIES	65.89	0.00
	CUSTER (	COUNTY CHIEF			
19747	2/27/2024	2/27/2024	255.93		Posted
101-11	5-545800	LILIILULT	Publish Minutes & Mtg, Notices	189.93	0.00
	2-243370		PRINTING/PUBLISHING	33.00	0.00
	3-343370		ADVERTISING/SEWER DEPT	33.00	0.00
				255.93	0.00
	CUSTER	TRANSFER STATI	ION		
19748	2/27/2024	2/27/2024	9,865.00		Posted
13740	5-540200	212112024	transfer station fees collected	9,865.00	0.00
		oken Bow - Health		0,000.00	0.00
19746	2/27/2024	2/27/2024			Posted
19740	1-145200	2/2//2024	10,053.43 health insurance	4,390.92	0.00
	2-245200		health insurance	1,849.14	0.00
	3-345200		health insurance	1,849.14	0.00
	5-545200		health insurance	1,733.35	0.00
	4-445200		health insurance	230.88	0.00
			Towns Thomas	10,053.43	0.00
- · - ·	Ganda Su	nor Foods		,	
19762	2/27/2024	per Foods 2/27/2024	27.98		Posted
18/02	1-143410	414114044	OFFICE SUPPLIES	27.98	0.00
		MALL PLONE DE		21.30	0.00
40755		MALL ENGINE RE			Destad
19757		2/27/2024	68.00	60.00	Posted
	1-143410		SUPPLIES & MAINTENANCE	68.00	0.00
MUNICIPAL ENERGY AGENCY OF NE					
19766	2/27/2024	2/27/2024	634,600.85	0010000	Posted
	1-140200		Power Purchases MEAN	634,600.85	0.00

# Accounts Payable Detail Listing Broken Bow Municipal Utilities

	<u> </u>				
Pay#	Post Date	<u>Due Date</u>	Amount Invoice Date		
	Account	<u> </u>	ork Order <u>Description</u>	<u>Debit</u>	<u>Credit</u>
10-10	NEBRASH	(A PASTURE	DOOR (continued)		
19749		2/27/2024	102.96 OFFICE SUPPLIES	400.00	Posted
·	5-545400			102.96	0.00
40705			EALTH ENVIRONMENTAL LAB		D41
19765	2/27/2024		60.00 Water Testing	60.00	Posted 0.00
	Z-Z47500		Water Testing		0.00
40764	NMC, INC 2/27/2024		000 77		Dontod
19704			282.77 MAINTENANCE LIETSTATION	282.77	Posted 0.00
· <del>- ·</del>	DAT DOM		MAINTENANCE-LIFTSTATION		0.00
10762	PAT POW		945 00		Dooted
19703	1-143205	2/2//2024	815.00 MAINTENANCE TRUCKS	815.00	Posted 0.00
			MAINTENANCE TRUCKS		0.00
10750	PAULSEN	I, ING.	4 704 40		Dootod
19750	2-243300	2/2//2024	1,794.10 MAINTENANCE-WATER MAIN	1,794.10	Posted 0.00
					0.00
	2/27/2024		ORATORIES, INC.		Posted
19751	3-347500	2/2/12024	472.50 Wastewater Testing	472.50	0.00
· <del></del>			Vastowator rosting		0.00
10752	2/27/2024	2/27/2024	<b>400.00</b> POSTAGE		Posted
10102	5-545500	2/2//2024	POSTAGE	400.00	0.00
		NITARY SERV			0.00
10754	2/27/2024		33,225.90		Posted
10104	5-540200		trash collections	33,225.90	0.00
			CREATIONS		0.00
19760	2/27/2024		25.99		Posted
10100	1-143370	2/21/2021	ADVERTISING-LINE DEPARTME	NT 25.99	0.00
· <del>- ·</del> - · - ·	Sensapho	ne		<del></del>	
19753	2/27/2024		6.95		Posted
	2-243800		alarm system	3.48	0.00
	3-343800		alarm system	3.47	0.00
				6.95	0.00
	TROTTER	SERVICE			
19755	2/27/2024	2/27/2024	2,513.81		Posted
	2-243500		Gas & Oil For Trucks- Water Dept		0.00
	3-343500		Gas & Oil For Trucks-Sewer Dept		0.00
40750	0/07/0004	0/07/0004	4.045.44	2,513.81	0.00
19758	2/27/2024 1-143500	2/27/2024	1,215.41 Gas & Oil Trucks- Elec Dept	1,010.41	Posted 0.00
	1-143205		MAINTENANCE/TRUCKS	205.00	0.00
	1-1-102.00		WARTERVANCE, TROOKS	1,215.41	0.00
	VEDIZON	WIRELESS			0.00
19756	2/27/2024	2/27/2024	321.91		Posted
10100	1-145700		Monthly Cell Phones - P Plant & L	ine Dept 136.69	0.00
	1-145700		Monthly Cell Phones -TABLET	47.42	0.00
	2-245700		Monthly Cell Phones -WATER	21.48	0.00
	2-245700		Monthly Cell Phones -TABLET	23.71	0.00
	3-345700		Monthly Cell Phones -SEWER	21.48	0.00
	3-345700		Monthly Cell Phones -TABLET	23.71	0.00
	4-445700		Monthly Cell Phones -TABLET	47.42 321.91	0.00
				32.1.91	0.00

2/22/2024 2:17:27 PM

### **Accounts Payable Detail Listing**

**Broken Bow Municipal Utilities** 

**Vend# Vendor Name** 

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

Amount Invoice Work Order

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

<u>Date</u> <u>Status</u> <u>Debit</u> Credit

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749,383.45 23 Non-voided payables listed.

Report Setup

AP - Accounts Payable Listing : Vendor Name Filter Options

Starting: 2/14/2024 Ending: 2/27/2024

Banks: All

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

# **Check Approval List - GL Account**

	OHECK	Approval List - OL Account		
2/22/2024 2:17:46 PM		Broken Bow Municipal Utilities		Page 1 of 2
<u>Vendor Name</u>	Invoice	Invoice Description	<b>Account Description</b>	<u>Amount</u>
ELECTRIC				
CARD SERVICES - ORSCHELNS FARM	1	FUEL/HOTEL/HEATERS/OFFICE	MEALS/MILEAGE/HOTE	458.55
CARD SERVICES - ORSCHELNS FARM		FUEL/HOTEL/HEATERS/OFFICE	MAINT, OFFICE EQUIP	181.84
CARD SERVICES - ORSCHELNS FARM		FUEL/HOTEL/HEATERS/OFFICE	MAINT-BUILDINGS & G	1,244.92
CITY OF BROKEN BOW PAYROLL REII	1		SALARIES-DISTRIBUTI	17,859.92
CITY OF BROKEN BOW PAYROLL REI	1		EMPLOYEE PENSION E	1,071.57
CITY OF BROKEN BOW PAYROLL REII	1		EMPLOYEE SOCIAL SE	1,289.92
City of Broken Bow - Health Insurance		health insurance	EMPLOYEE HEALTH IN	4,390.92
Gary's Super Foods		COFFEE	SUPPLIES AND MAINTI	27.98
MIKE'S SMALL ENGINE REPAIR		CHAIN SAW REPAIR	SUPPLIES AND MAINTI	68.00
MUNICIPAL ENERGY AGENCY OF NE PAT POWERS		POWER PURCHASES TRUCK 68	POWER PURCHASES-I	634,600.85 815.00
SANDHILLS CUSTOM CREATIONS		PICKUP DECAL	MAINTENANCE-TRUCK ADVERTISING- LINE DI	25.99
TROTTER SERVICE			MAINTENANCE-TRUCK	205.00
TROTTER SERVICE		GAS & OIL/DUMP TRUCK MAINTENANCE		1,010.41
VERIZON WIRELESS		CELL PHONES & TABLETS	TELEPHONE	136.69
VERIZON WIRELESS		CELL PHONES & TABLETS	TELEPHONE	47.42
			Total ELECTRIC	\$663,434.98
WATER				•
CARD SERVICES - ORSCHELNS FARM	1	EAST BUILDING, OFFICE SUPPLIES, TRA	OFFICE SUPPLIES- W/	105.29
CARD SERVICES - ORSCHELNS FARM		EAST BUILDING, OFFICE SUPPLIES, TRA		120.74
CARD SERVICES - ORSCHELNS FARM	1	EAST BUILDING, OFFICE SUPPLIES, TRA	CONFERENCE REGIST	420.00
CITY OF BROKEN BOW PAYROLL REI	1		WATER SALARIES	6,550.50
CITY OF BROKEN BOW PAYROLL REI			EMPLOYEE PENSION E	337.93
CITY OF BROKEN BOW PAYROLL REI	1		EMPLOYEE SOCIAL SE	468.09
CUSTER COUNTY CHIEF		PUBLISHING	PRINTING/PUBLISHING	33.00
City of Broken Bow - Health Insurance	ı	health insurance	EMPLOYEE HEALTH IN	1,849.14
NEBRASKA PUBLIC HEALTH ENVIRON	1	WATER TESTING	WATER TESTING	60.00 1,794.10
PAULSEN, INC. Sensaphone		CONCRETE FOR HWY 2 alarm system	MAINTENANCE - WATE MAINTENANCE-SCADA	3.48
TROTTER SERVICE		FUEL	GAS & OIL FOR TRUCK	1,422.73
VERIZON WIRELESS		CELL PHONES & TABLETS	TELEPHONE	21.48
VERIZON WIRELESS		CELL PHONES & TABLETS	TELEPHONE	23.71
			Total WATER	\$13,210.19
SEWER				
CARD SERVICES - ORSCHELNS FARM	1	EAST BUILDING, OFFICE SUPPLIES, TRA	MAINTENANCE-BUILDI	3,678.48
CARD SERVICES - ORSCHELNS FARM		FUEL/HOTEL/HEATERS/OFFICE	MAINTENANCE-BUILDI	2,120.65
CITY OF BROKEN BOW PAYROLL REII			SEWER SALARIES	6,550.50
CITY OF BROKEN BOW PAYROLL REII			EMPLOYEE PENSION E	337.93
CITY OF BROKEN BOW PAYROLL REII CUSTER COUNTY CHIEF	ľ	DUDI ICUINO	EMPLOYEE SOCIAL SE	468.08
City of Broken Bow - Health Insurance		PUBLISHING health insurance	ADVERTISING- SEWEF EMPLOYEE HEALTH IN	33.00 1,849.14
NMC, INC.		PARTS FOR LIFTSTATION GENERATOR'S		282.77
PLATTE VALLEY LABORATORIES, INC		WASTEWATER TESTING	WASTE WATER TESTII	472.50
Sensaphone		alarm system	MAINTENANCE SCADA	3.47
TROTTER SERVICE		FUEL	GAS & OIL FOR TRUCK	1,091.08
VERIZON WIRELESS		CELL PHONES & TABLETS	TELEPHONE	21.48
VERIZON WIRELESS		CELL PHONES & TABLETS	TELEPHONE	23.71
			Total SEWER	\$16,932.79
POWER PLANT				
CITY OF BROKEN BOW PAYROLL REII			POWER PLANT SALAR	877.50
CITY OF BROKEN BOW PAYROLL REI			EMPLOYEE PENSION E	52.65
CITY OF BROKEN BOW PAYROLL REII		SOAP	EMPLOYEE SOCIAL SE	66.78 65.89
COLONIAL RESEARCH CHEMICAL CO City of Broken Bow - Health Insurance	I	health insurance	SHOP SUPPLIES- POW EMPLOYEE HEALTH IN	230.88
VERIZON WIRELESS		CELL PHONES & TABLETS	TELEPHONE	47.42
TENEDIT WINCELOO		OLLE I HORLO & INDILIO	Total POWER PLANT	\$1,341.12
DILLING			TOTAL CHENT	Ψ.,Ο

### **BILLING**

# **Check Approval List - GL Account**

2/22/2024 2:17:46 PM		Broken Bow Municipal Utilities		Page 2 of 2
<u>Vendor Name</u>	<u>Invoice</u>	Invoice Description	<b>Account Description</b>	<u>Amount</u>
BILLING				
CITY OF BROKEN BOW PAYROLL REI	1		OFFICE SALARIES	8,047.48
CITY OF BROKEN BOW PAYROLL REI	}		EMPLOYEE PENSION E	307.33
CITY OF BROKEN BOW PAYROLL REI	1		EMPLOYEE SOCIAL SE	592.42
CUSTER COUNTY CHIEF		PUBLISHING	ADVERTISING	189.93
CUSTER TRANSFER STATION		FEES COLLECTED	TRASH/TSA FEES	9,865.00
City of Broken Bow - Health Insurance		health insurance	EMPLOYEE HEALTH IN	1,733.35
NEBRASKA PASTURE DOOR		KATIE SHIRT & JACKET	OFFICE SUPPLIES	102.96
Quadient Finance USA, Inc.		POSTAGE	POSTAGE	400.00
S & L SANITARY SERVICES		TRASH FEES	TRASH/TSA FEES	33,225.90
			Total BILLING	\$54,464.37
			•	\$749,383.45

Report Selection: Check Approval List - GL Account Date Range Selection: GL Posting Date

Starting Date: 2/14/2024
Ending Date: 2/27/2024

Banks: All

Bank Acct#:

Include Printed Checks: