

**BROKEN BOW UTILITIES
BOARD OF PUBLIC WORKS AGENDA
November 26, 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 November 26, 2024, which will include the following:

- a. Approval of Minutes of November 12, 2024, Meeting
- b. Approval of Claims as Posted

E. Discussion Items

- a. Electrical Services agreement between Broken Bow and Arnold

F. New Business

- a. Cancelling 2nd meeting in December 2024- Board will have consideration of cancelling the Board of Public Works meeting that is to be held on December 24, 2024.
- b. Approval of paying claims for December 24, 2024.
- c. Approval of Wesco to test 40-50 CT sites.

G. Department Head Updates

H. Items for Next Agenda

I. Adjournment

**Board of Public Works
Meeting Minutes
November 12, 2024**

The Board of Public Works of the City of Broken Bow, Nebraska met in regular session on Tuesday, November 12, 2024, at the Broken Bow Municipal Building. Notice of the meeting was given in advance thereof as required by publication in the Custer County Chief, the designated method for giving notice. Availability of the agenda and related materials was communicated in advance to the members of the Board of Public Works, the Electric Superintendent, and the Water/Sewer 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, Jay Gormley, Scott Adams, and Jarrod Conner. Absent: None. Chad Schall informed the Board of Public Works this was an open meeting of the Board of Public Works and was subject to the open meeting laws of the State of Nebraska, a copy of which is posted.

Moved by Adams, seconded by Conner to approve the Consent Agenda for November 12, 2024. Said motion includes approval of the Minutes of October 22, 2024, Board Meeting, and approval of Claims to Date. Roll Call vote: Voting aye: Schall, Adams, Gormley, and Conner. Nays: None. Motion carried.

Beaver Bearing Company - \$327.62, Broken Bow Municipal Utilities - \$1,307.11, Black Hills Energy - \$763.25, Border States Electric - \$105.46, Card Services – Orscheln's Farm & Home \$2,549.63, \$2,234.87, Carquest Of Broken Bow - \$71.02, CenturyLink - \$139.21, City Of Broken Bow - \$46,005.17, City Of Broken Bow Payroll Reimbursement -\$53,751.95, \$54,258.91, Colonial Research Chemical Corp. - \$1,926.00, Custer Public Power District - \$9,116.10, City Of Broken Bow - Health Insurance - \$22,813.35, Dylon Baum - \$160.49, Eakes Office Solutions- \$295.22, EZ It Solutions - \$2,765.00, Federal Surplus Property - \$11,400.00, Great Plains Communications, Inc - \$747.28, Grocery Kart - \$49.50, Hometown Leasing – \$8,560.00, Invoice Cloud - \$316.40, Lawson Products, Inc. - \$90.48, Mead Lumber Co - \$258.96, \$619.37, Miller & Associates Consulting Engineers - \$240.00, Municipal Supply, Of Nebr. \$1,472.19, Nebraska Public Health Environmental Lab - \$1,707.75, Nebraska State Bank \$47,685.00, NMC Exchange LLC- \$511.02, Obrien's Hardware - \$16.04, One Call Concepts, Inc - \$441.30, Paulsen, Inc. - \$9,279.22, Powermanager - \$4,640.96, \$800.00, R & S Radiator - \$836.53, Railroad Management Company Iii, LLC - \$417.05, Rt Ace - \$395.85, \$220.14, S & L Sanitary Services - \$55.50, Sage Payment Solutions - \$2,831.36, Sandhills Custom Creations - \$148.50, \$199.90, Stuart C Irby Co - \$9,756.26, Verizon Wireless - \$230.42, Wenquist, Inc. - \$44.91, Wesco Receivables Corp. - \$40,743.32, Western Area Power Admin. \$29,829.75, Total - \$373,135.32

Electric Department	\$234,867.08
Water Department	\$52,992.00
Sewer Department	\$45,906.14
Power Plant	\$5,993.40
Billing	\$33,362.96
Fuel Station	<u>\$13.74</u>
Total	\$373.135.32

Moved by Schall, seconded by Conner to approve the rate increase for water and sewer rates. Roll Call vote: Voting aye: Schall, Gormley, Adams and Conner. Nays: None. Motion carried.

The following were discussed under Department Head Updates:

Blake Waldow, Electric Superintendent:

- Working on 7th and 8th and D to E pulling wires and setting transformers.
- Fixing concrete by the Post Office and Lynn's Appliance.
- Fixing streetlights on Westridge.
- Sent rental truck back-ours will be back in a couple of weeks.
- Will be fixing the bay doors on the shop.
- Working on an agreement with Arnold.
- Ran engines 4 and 5 at the power plant.
- Fuel station has a new program and is ready to go waiting for new pump.

Ryan Jones, Water/Sewer Superintendent:

- Putting a pit in on North C Street.
- Maps are not working right to locate water/sewer lines.
- Sent out notices for the lead and copper.
- Exercising valves.
- Cleaning the exhaust fans at the well houses and doing maintenance.

Moved by Schall, seconded by Conner to adjourn the meeting at 1:36 pm. Roll Call vote: Voting aye: Adams, Gormley, Schall, and Conner. Nays: None. Motion Carried.

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

/s/ Chad Schall, Chairman

Broken Bow Municipal Utilities

<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>
4 County Heating & Air, LLC								
20358	11/26/2024	11/26/2024	✓ 27.82					Posted
	2-241000			OPERATING SUPPLIES			27.82	0.00
ARROW SEED COMPANY, INC.								
20343	11/26/2024	11/26/2024	✓ 101.64					Posted
	1-143410			SUPPLIES & MAINTENANCE			101.64	0.00
CENTRAL NEBRASKA BOBCAT								
20357	11/26/2024	11/26/2024	✓ 13,642.50					Posted
	1-149700			EQUIPMENT-LINE DEPARTMENT			13,642.50	0.00
20359	11/26/2024	11/26/2024	✓ 281.71					Posted
	2-241600			MAINTENANCE-BACKHOE			281.71	0.00
CENTURYLINK								
20344	11/26/2024	11/26/2024	✓ 72.05					Posted
	6-640300			Basic Phone Service- Office			72.05	0.00
PAYROLL CITY OF BROKEN BOW PAYROLL REIMBURSEMENT								
20345	11/26/2024	11/26/2024	✓ 54,819.99					Posted
	4-440100			Payroll Reimbursement			930.04	0.00
	4-445220			Payroll Reimbursement			70.80	0.00
	4-445210			Payroll Reimbursement			55.81	0.00
	5-545130			Payroll Reimbursement			8,395.08	0.00
	5-545220			Payroll Reimbursement			619.78	0.00
	5-545210			Payroll Reimbursement			434.87	0.00
	1-143100			Payroll Reimbursement			20,579.45	0.00
	1-145220			Payroll Reimbursement			1,494.95	0.00
	1-145210			Payroll Reimbursement			1,234.77	0.00
	2-240100			Payroll Reimbursement			9,442.22	0.00
	2-245220			Payroll Reimbursement			687.00	0.00
	2-245210			Payroll Reimbursement			373.00	0.00
	3-340100			Payroll Reimbursement			9,442.22	0.00
	3-345230			Payroll Reimbursement			687.00	0.00
	3-345210			Payroll Reimbursement			373.00	0.00
							54,819.99	0.00
CUSTER TRANSFER STATION								
20360	11/26/2024	11/26/2024	✓ 13,338.00					Posted
	5-540200			TRASH FEES COLLECTED			13,338.00	0.00
EAKES OFFICE SOLUTIONS								
20346	11/26/2024	11/26/2024	✓ 172.22					Posted
	5-545400			office supplies			172.22	0.00
EXLINE, INC.								
20367	11/26/2024	11/26/2024	✓ 9,174.23					Posted
	4-440360			MAINTENANCE-POWER PLANT			9,174.23	0.00
HOMETOWN LEASING								
20361	11/26/2024	11/26/2024	✓ 8,560.00					Posted
	2-249700			E55 LEASE			8,560.00	0.00
LAWSON PRODUCTS, INC.								
20347	11/26/2024	11/26/2024	✓ 102.72					Posted
	1-143410			SUPPLIES & MAINTENANCE			102.72	0.00
MIDWEST PETROLEUM EQUIPMENT LLC								
20349	11/26/2024	11/26/2024	✓ 7,354.00					Posted
	6-640400			EQUIPMENT PURCHASE			7,354.00	0.00
MUNICIPAL ENERGY AGENCY OF NE								
20362	11/26/2024	11/26/2024	✓ 559,329.17					Posted
	1-140200			Power Purchases MEAN			559,329.17	0.00
Midwest Alarm Systems								
20348	11/26/2024	11/26/2024	✓ 178.50					Posted
	1-143410			FIRE EXT. TEST AND REFILL			178.50	0.00
NEBR. DEPT. OF ENVIRONMENT AND ENERGY								

Accounts Payable Detail Listing

Broken Bow Municipal Utilities

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>
NEBR. DEPT. OF ENVIRONMENT AND ENERGY (continued)								
20366	11/26/2024	11/26/2024	241,677.93					Posted
	2-249100			WATER BOND			62,454.46	0.00
	3-349100			SEWER BOND			179,223.47	0.00
							241,677.93	0.00
NEBRASKA PUBLIC HEALTH ENVIRONMENTAL LAB								
20363	11/26/2024	11/26/2024	277.00					Posted
	2-247500			Water Testing			277.00	0.00
PAULSEN, INC.								
20350	11/26/2024	11/26/2024	1,669.48					Posted
	1-143900			MAINTENANCE-BUILDING			467.06	0.00
	2-243300			MAINTENANCE-WATER MAINS			735.36	0.00
	2-241300			MAINTENANCE-BUILDING & GROUNDS			467.06	0.00
							1,669.48	0.00
WWTP PLATTE VALLEY LABORATORIES, INC.								
20351	11/26/2024	11/26/2024	1,042.50					Posted
	3-347500			Wastewater Testing			1,042.50	0.00
Quadient Finance USA, Inc.								
20352	11/26/2024	11/26/2024	500.00					Posted
	5-545500			POSTAGE			500.00	0.00
S & L SANITARY SERVICES								
20364	11/26/2024	11/26/2024	36,676.40					Posted
	5-540200			trash collections			36,676.40	0.00
SARGENT PIPE COMPANY, INC.								
20353	11/26/2024	11/26/2024	834.63					Posted
	1-149990			SPECIAL PROJECT COSTS			834.63	0.00
Sensaphone								
20354	11/26/2024	11/26/2024	5.40					Posted
	2-243800			alarm system			2.70	0.00
	3-343800			alarm system			2.70	0.00
							5.40	0.00
T & R ELECTRIC, INC.								
20355	11/26/2024	11/26/2024	13,376.00					Posted
	1-149600			NEW TRANSFORMERS			13,376.00	0.00
TROTTER SERVICE								
20356	11/26/2024	11/26/2024	3,676.49					Posted
	1-143205			MAINTENANCE-TRUCKS			2,320.55	0.00
	1-143500			GAS & OIL FOR TRUCKS			1,050.99	0.00
	6-640200			MAINTENANCE-FUEL STATION			304.95	0.00
							3,676.49	0.00
20365	11/26/2024	11/26/2024	1,181.71					Posted
	2-243500			Gas & Oil For Trucks- Water Dept			590.50	0.00
	3-343500			Gas & Oil For Trucks-Sewer Dept			591.21	0.00
							1,181.71	0.00

968,072.09 25 Non-voided payables listed.

Report Setup

AP - Accounts Payable Listing : Vendor Name

Filter Options

Starting: 11/13/2024

Ending: 11/26/2024

Banks: All

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

All Vendors Selected

Check Approval List - GL Account

11/21/2024 1:45:22 PM

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				
ARROW SEED COMPANY, INC.		HOMBRE BLOCKS	SUPPLIES AND MAINTI	101.64
CENTRAL NEBRASKA BOBCAT		EZ SPOT POLE CLAW	EQUIPMENT - LINE DEI	13,642.50
CITY OF BROKEN BOW PAYROLL REIM			SALARIES-DISTRIBUTI	20,579.45
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE PENSION E	1,234.77
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE SOCIAL SE	1,494.95
LAWSON PRODUCTS, INC.		BOLTS	SUPPLIES AND MAINTI	102.72
MUNICIPAL ENERGY AGENCY OF NE			POWER PURCHASES-I	559,329.17
Midwest Alarm Systems			SUPPLIES AND MAINTI	178.50
PAULSEN, INC.		CONCRETE FOR GENERATOR PADS ANI	MAINTENANCE BUILDI	467.06
SARGENT PIPE COMPANY, INC.		LUG PLATES	SPECIAL PROJECTS C	834.63
T & R ELECTRIC, INC.		DOWNTOWN TX PROJECT	NEW TRANSFORMERS	13,376.00
TROTTER SERVICE		TRUCK MAINTENANCE, FUEL, MAINT-FU	MAINTENANCE-TRUCK	2,320.55
TROTTER SERVICE		TRUCK MAINTENANCE, FUEL, MAINT-FU	GAS & OIL FOR TRUCK	1,050.99
			Total ELECTRIC	\$614,712.93
WATER				
4 County Heating & Air, LLC		PARTS	OPERATING SUPPLIES	27.82
CENTRAL NEBRASKA BOBCAT		E50 REPAIRS	MAINTENANCE - BACK	281.71
CITY OF BROKEN BOW PAYROLL REIM			WATER SALARIES	9,442.22
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE PENSION E	373.00
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE SOCIAL SE	687.00
HOMETOWN LEASING		E55 LEASE	LEASED/PURCHASED	8,560.00
NEBR. DEPT. OF ENVIRONMENT AND		WATER & SEWER BONDS	BONDS & NOTES	62,454.46
NEBRASKA PUBLIC HEALTH ENVIRON			WATER TESTING	277.00
PAULSEN, INC.		CONCRETE FOR GENERATOR PADS ANI	MAINTENANCE-BUILDI	467.06
PAULSEN, INC.		CONCRETE FOR GENERATOR PADS ANI	MAINTENANCE - WATE	735.36
Sensaphone		alarm system	MAINTENANCE-SCADA	2.70
TROTTER SERVICE		FUEL	GAS & OIL FOR TRUCK	590.50
			Total WATER	\$83,898.83
SEWER				
CITY OF BROKEN BOW PAYROLL REIM			SEWER SALARIES	9,442.22
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE PENSION E	373.00
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE SOCIAL SE	687.00
NEBR. DEPT. OF ENVIRONMENT AND		WATER & SEWER BONDS	BONDS & NOTES	179,223.47
PLATTE VALLEY LABORATORIES, INC.			WASTE WATER TESTII	1,042.50
Sensaphone		alarm system	MAINTENANCE SCADA	2.70
TROTTER SERVICE		FUEL	GAS & OIL FOR TRUCK	591.21
			Total SEWER	\$191,362.10
POWER PLANT				
CITY OF BROKEN BOW PAYROLL REIM			POWER PLANT SALAR	930.04
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE PENSION E	55.81
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE SOCIAL SE	70.80
EXLINE, INC.		ENGINE 2 MAINTENANCE	MAINTENANCE - POWE	9,174.23
			Total POWER PLANT	\$10,230.88
BILLING				
CITY OF BROKEN BOW PAYROLL REIM			OFFICE SALARIES	8,395.08
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE PENSION E	434.87
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE SOCIAL SE	619.78
CUSTER TRANSFER STATION		TRASH FEES COLLECTED	TRASH/TSA FEES	13,338.00
EAKES OFFICE SOLUTIONS		FILE FOLDERS, BINDERS, PAPER, CALEI	OFFICE SUPPLIES	172.22
Quadient Finance USA, Inc.		POSTAGE	POSTAGE	500.00
S & L SANITARY SERVICES		TRASH FEES	TRASH/TSA FEES	36,676.40
			Total BILLING	\$60,136.35
FUEL STATION				
CENTURYLINK		FUEL STATION	TELEPHONE/INTERNE	72.05
MIDWEST PETROLEUM EQUIPMENT L		FUELING ISLAND SETUP	EQUIPMENT PURCHAS	7,354.00
TROTTER SERVICE		TRUCK MAINTENANCE, FUEL, MAINT-FU	MAINTENANCE-FUEL S	304.95
			Total FUEL STATION	\$7,731.00

Check Approval List - GL Account

11/21/2024 1:45:22 PM

Broken Bow Municipal Utilities

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Vendor Name

Invoice

Invoice Description

Account Description

Amount

\$968,072.09

Report Selection: Check Approval List - GL Account

Date Range Selection: Invoice Due Date

Starting Date: 11/13/2024

Ending Date: 11/26/2024

Banks: All

Bank Acct#:

Include Printed Checks: ☒