

BROKEN BOW UTILITIES

March 3, 2025 @ 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 March 3, 2025, which will include the following:

- a. Approval of Minutes of February 11, 2025, Meeting
- b. Approval of Claims as Posted

E. Discussion Items

F. Action Item

G. Department Head Updates

H. Items for Next Agenda

I. 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 11, 2025**

The Board of Public Works of the City of Broken Bow, Nebraska met in regular session on Tuesday, February 11, 2025, 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 12:30 pm. with the following Board members present: Chad Schall, Jay Gormley, and Jarrod Conner. 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 Gormley, seconded by Schall to approve the Consent Agenda for February 11, 2025. Said motion includes approval of the Minutes of January 28, 2025, Board Meeting, and approval of Claims to Date. Roll Call vote: Voting aye: Conner, Schall, and Gormley. Nays: None. Motion carried.

Scott Adams entered at 12:35 pm.

Broken Bow Municipal Utilities - \$1,133.48, Black Hills Energy - \$492.10, Card Services Orscheln's Farm & Home - \$257.11, \$516.09, \$865.28, \$4,373.55, Carquest Of Broken Bow \$121.95, Central District Health Department - \$56.00, City Of Broken Bow - \$51,940.26, City Of Broken Bow Payroll Reimbursement - \$52,012.52, Culligan - \$38.25, Custer Public Power District - \$3,629.98, City Of Broken Bow - Health Insurance - \$30,292.27, EZ It Solutions - \$2,852.50, \$2,040.00, Great Plains Communications, Inc - \$332.96, Hydro Optimization & Automation Solution - \$600.00, Invoice Cloud - \$324.40, Lawson Products, Inc. - \$447.83, Mead Lumber Co - \$583.13, \$298.34, Mike's Small Engine Repair - \$250.00, Nebraska Public Health Environmental Lab - \$139.50, Nebraska State Bank - \$47,685.00, One Call Concepts, Inc \$39.36, Rt Ace - \$888.49, S & L Sanitary Services - \$79.50, Sage Payment Solutions - \$2,547.90, Sandhills Custom Creations - \$538.71, Sargent Drilling - \$305.59, Trojan Technologies Group Ulc - \$10,158.70, Trotter Service - \$1,013.29, Usa Blue Book - \$276.91, V-Bar Inc. - \$72.00, Verizon Wireless - \$230.42, Weathercraft - \$694.00, Wenquist, Inc. \$96.24, Wesco Receivables Corp. - \$17,497.30, Western Area Power Admin. - \$27,847.70, Total - \$263,568.61

Electric Department	\$181,071.22
Water Department	\$26,982.18
Sewer Department	\$32,794.34
Power Plant	\$2,714.08
Billing	\$19,840.18
Fuel Station	<u>\$166.61</u>
Total	\$263,568.61

Water/Sewer Superintendent Ryan Jones discussed with the board the updates on the Highway 2 sewer project.

Moved by Schall, Seconded by Adams to approve the purchase of a new Digger Truck. Roll Call Vote: Voting aye: Shall, Adams, Conner, and Gormley. Nays: None. Motion carried.

Moved by Schall, Seconded by Conner to approve Change order number 1. Roll Call Vote: Voting aye: Schall, Conner, Gormley, and Adams. Nays: None. Motion carried.

Moved by Adams, Seconded by Conner to approve Change order number 2. Roll Call Vote: Voting aye: Adams, Conner, Gormley, and Shall. Nays: None. Motion carried.

Moved by Adams, Seconded by Conner to approve payment application number 3. Roll Call Vote: Voting aye: Adams, Conner, Shall, and Gormley. Nays: None. Motion carried.

The following were discussed under Department Head Updates:

Blake Waldow, Electric Superintendent:

- A 3-phase cabinet was hit at Tractor Supply.
- Hired a journey man lineman, he will start March 12, 2025.
- Cutting trees on the south side of town.
- Streetlights around the school have been fixed.
- Took some generators to Kearney for repairs.
- Planning Spring and Summer projects.
- Need to replace a hydraulic line on Truck 69.
- Ran engines 4 and 5 at the power plant ran on diesel wouldn't work on gas.

Ryan Jones, Water/Sewer Superintendent:

- Well #7 on South 8th is not in use due to bad water sample, emergency backup only.
- A flow meter blew and well house was $\frac{3}{4}$ full of water, looking into abandoning well #7.
- Jetting as the weather permits.
- Lost hydraulic pressure on jet truck.
- Removing concrete at the treatment plant and will have it ground up for streets.
- Sargent Pipe is doing efficiency tests on the wells.
- JB Ross fixed the electrical problems at the well house.

Moved by Schall, seconded by Conner to adjourn the meeting at 1:33 pm. Roll Call vote: Voting aye: Schall, Conner, Gormley, and Adams. Nays: None. Motion Carried.

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

/s/ Chad Schall, Chairman

<u>Vend#</u>	<u>Vendor Name</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>
ARROW SEED COMPANY, INC.									
20580	3/3/2025	3/3/2025		213.91					Posted
	1-143410				SUPPLIES & MAINTENANCE			213.91	0.00
BEAVER BEARING COMPANY									
20565	3/3/2025	3/3/2025		5.61					Posted
	2-241000				OPERATING SUPPLIES			5.61	0.00
Black Hills Energy									
20577	3/3/2025	3/3/2025		246.77					Posted
	4-440800				power plant gas			246.77	0.00
CENTRAL NEBRASKA BOBCAT									
20566	3/3/2025	3/3/2025		1,883.86					Posted
	2-249920				NEW BROOM BRUSH'S			1,307.55	0.00
	2-243270				MAINTENANCE-TRUCKS			576.31	0.00
								<u>1,883.86</u>	<u>0.00</u>
CENTURYLINK									
20567	3/3/2025	3/3/2025		74.38					Posted
	6-640300				Basic Phone Service- Office			74.38	0.00
PAYROLL	CITY OF BROKEN BOW PAYROLL REIMBURSEMENT								
20568	3/3/2025	3/3/2025		51,950.78					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			611.21	0.00
	5-545210				Payroll Reimbursement			434.87	0.00
	1-143100				Payroll Reimbursement			17,897.01	0.00
	1-145220				Payroll Reimbursement			1,299.84	0.00
	1-145210				Payroll Reimbursement			1,073.82	0.00
	2-240100				Payroll Reimbursement			9,465.87	0.00
	2-245220				Payroll Reimbursement			676.95	0.00
	2-245210				Payroll Reimbursement			448.34	0.00
	3-340100				Payroll Reimbursement			9,465.87	0.00
	3-345230				Payroll Reimbursement			676.94	0.00
	3-345210				Payroll Reimbursement			448.33	0.00
								<u>51,950.78</u>	<u>0.00</u>
CITY OF BROKEN BOW-REIMBURSEMENT									
20564	2/18/2025	2/18/2025		865.28					Ck# 3092 Printed
	1-143410				LABELS			865.28	0.00
CUSTER COUNTY CHIEF									
20569	3/3/2025	3/3/2025		84.24					Posted
	5-545800				Publish Minutes & Mtg, Notices			84.24	0.00
CUSTER TRANSFER STATION									
20578	3/3/2025	3/3/2025		13,285.00					Posted
	5-540200				TRASH FEES COLLECTED			13,285.00	0.00
DUTTON-LAINSON COMPANY									
20581	3/3/2025	3/3/2025		94,449.28					Posted
	1-143300				Line Supplies			1,680.28	0.00
	1-149990				SPECIAL PROJECTS			92,769.00	0.00
								<u>94,449.28</u>	<u>0.00</u>
EAKES OFFICE SOLUTIONS									
20570	3/3/2025	3/3/2025		9.99					Posted
	5-545400				office supplies			9.99	0.00
GATEWAY MOTORS, INC.									
20571	3/3/2025	3/3/2025		495.00					Posted
	2-243270				MAINTENANCE-TRUCKS			495.00	0.00
JEFF ROACH									
20589	3/3/2025	3/3/2025		283.72					Posted
	2-245710				SAFTEY-WATER			247.24	0.00
	2-243360				MEALS			36.48	0.00
								<u>283.72</u>	<u>0.00</u>

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>
	JEO Consulting Group Inc. (continued)									
20582	3/3/2025	3/3/2025		766.25						Posted
	1-147400			ENGINEERING/LEGAL EXPENSES				766.25		0.00
	MUNICIPAL ENERGY AGENCY OF NE									
20572	3/3/2025	3/3/2025		667,803.34						Posted
	1-140200			Power Purchases MEAN				667,803.34		0.00
	NEBR. DEPT. OF ENVIRONMENT AND ENERGY									
20590	3/3/2025	3/3/2025		275.00						Posted
	3-343365			WASTE WATER EXAMS				275.00		0.00
	NEBRASKA PUBLIC HEALTH ENVIRONMENTAL LAB									
20583	3/3/2025	3/3/2025		510.00						Posted
	2-247500			Water Testing				510.00		0.00
	OBRIEN'S HARDWARE									
20573	3/3/2025	3/3/2025		20.32						Posted
	2-241000			OPERATING SUPPLIES				20.32		0.00
WWTP	PLATTE VALLEY LABORATORIES, INC.									
20574	3/3/2025	3/3/2025		577.50						Posted
	3-347500			Wastewater Testing				577.50		0.00
	RAILROAD MANAGEMENT COMPANY III, LLC									
20584	3/3/2025	3/3/2025		764.54						Posted
	1-145420			LICENSING/SUBSCRIPTIONS				764.54		0.00
	ROSS ELECTRIC INC									
20591	3/3/2025	3/3/2025		281.98						Posted
	2-241300			MAINTENANCE-BUILDING & GROUNDS				281.98		0.00
	S & L SANITARY SERVICES									
20579	3/3/2025	3/3/2025		36,733.15						Posted
	5-540200			trash collections				36,733.15		0.00
	SANDHILLS CUSTOM CREATIONS									
20585	3/3/2025	3/3/2025		55.30						Posted
	1-143380			MISC-LINE EXPENSE				55.30		0.00
	Sensaphone									
20575	3/3/2025	3/3/2025		6.95						Posted
	2-243800			alarm system				3.47		0.00
	3-343800			alarm system				3.48		0.00
								6.95		0.00
	TROTTER SERVICE									
20586	3/3/2025	3/3/2025		376.37						Posted
	1-143500			Gas & Oil Trucks- Elec Dept				376.37		0.00
20587	3/3/2025	3/3/2025		1,457.83						Posted
	2-243500			Gas & Oil For Trucks- Water Dept				972.32		0.00
	3-343500			Gas & Oil For Trucks-Sewer Dept				485.51		0.00
								1,457.83		0.00
	TROTTERS WHOA & GO WEST									
20576	3/3/2025	3/3/2025		44.76						Posted
	2-243500			FUEL				44.76		0.00
	Unitech									
20588	3/3/2025	3/3/2025		337.05						Posted
	1-143410			SUPPLIES & MAINTENANCE				337.05		0.00

873,858.16 28 Non-voided payables listed.

Report Setup

AP - Accounts Payable Listing : Vendor Name

Filter Options

Starting: 2/12/2025

Ending: 3/3/2025

Banks: All

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

All Vendors Selected

Check Approval List - GL Account

2/27/2025 10:52:52 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				
ARROW SEED COMPANY, INC.		TORDON RTU	SUPPLIES AND MAINTI	213.91
CITY OF BROKEN BOW PAYROLL REIM			SALARIES-DISTRIBUTI	17,897.01
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE PENSION F	1,073.82
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE SOCIAL SE	1,299.84
CITY OF BROKEN BOW-REIMBURSEM		Reimbursement for labels on Admin CC	SUPPLIES AND MAINTI	865.28
DUTTON-LAINSON COMPANY		165 ITRON METERS, TANTALUS COLLEC	LINE MATERIALS & SU	1,680.28
DUTTON-LAINSON COMPANY		165 ITRON METERS, TANTALUS COLLEC	SPECIAL PROJECTS C	92,769.00
JEO Consulting Group Inc.		GIS MAPPING	ENGINEERING/LEGAL	766.25
MUNICIPAL ENERGY AGENCY OF NE			POWER PURCHASES-I	667,803.34
RAILROAD MANAGEMENT COMPANY I		RAILROAD CROSSING OH	LICENSING/SUBSCRIP	764.54
SANDHILLS CUSTOM CREATIONS		POLO & LOGO	MISC. EXPENSE- LINE	55.30
TROTTER SERVICE			GAS & OIL FOR TRUCK	376.37
Unitech		TORDON RTU	SUPPLIES AND MAINTI	337.05
			Total ELECTRIC	\$785,901.99
WATER				
BEAVER BEARING COMPANY		SUPPLIES	OPERATING SUPPLIES	5.61
CENTRAL NEBRASKA BOBCAT		NEW BROOM BRUSHES /OIL & FILTERS	MAINTENANCE TRUCK	576.31
CENTRAL NEBRASKA BOBCAT		NEW BROOM BRUSHES /OIL & FILTERS	FUTURE PURCHASES	1,307.55
CITY OF BROKEN BOW PAYROLL REIM			WATER SALARIES	9,465.87
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE PENSION F	448.34
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE SOCIAL SE	676.95
GATEWAY MOTORS, INC.		NERF BOARDS FOR NEW TRUCK	MAINTENANCE TRUCK	495.00
JEFF ROACH		BOOT/MEALS	MEALS/MILEAGE/HOTE	36.48
JEFF ROACH		BOOT/MEALS	SAFETY- WATER	247.24
NEBRASKA PUBLIC HEALTH ENVIRON			WATER TESTING	510.00
OBRIEN'S HARDWARE			OPERATING SUPPLIES	20.32
ROSS ELECTRIC INC		WORK ON WELL #13	MAINTENANCE-BUILDI	281.98
Sensaphone		alarm system	MAINTENANCE-SCADA	3.47
TROTTER SERVICE			GAS & OIL FOR TRUCK	972.32
TROTTERS WHOA & GO WEST		FUEL	GAS & OIL FOR TRUCK	44.76
			Total WATER	\$15,092.20
SEWER				
CITY OF BROKEN BOW PAYROLL REIM			SEWER SALARIES	9,465.87
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE PENSION F	448.33
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE SOCIAL SE	676.94
NEBR. DEPT. OF ENVIRONMENT AND		WASTE WATER EXAMS	CONFERENCE REGIST	275.00
PLATTE VALLEY LABORATORIES, INC			WASTE WATER TESTII	577.50
Sensaphone		alarm system	MAINTENANCE SCADA	3.48
TROTTER SERVICE			GAS & OIL FOR TRUCK	485.51
			Total SEWER	\$11,932.63
POWER PLANT				
Black Hills Energy			NATURAL GAS USED	246.77
CITY OF BROKEN BOW PAYROLL REIM			POWER PLANT SALAR	930.04
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE PENSION F	55.81
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE SOCIAL SE	70.80
			Total POWER PLANT	\$1,303.42
BILLING				
CITY OF BROKEN BOW PAYROLL REIM			OFFICE SALARIES	8,395.08
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE PENSION F	434.87
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE SOCIAL SE	611.21
CUSTER COUNTY CHIEF			ADVERTISING	84.24
CUSTER TRANSFER STATION		TRASH FEES COLLECTED	TRASH/TSA FEES	13,285.00
EAKES OFFICE SOLUTIONS			OFFICE SUPPLIES	9.99
S & L SANITARY SERVICES		TRASH FEES	TRASH/TSA FEES	36,733.15
			Total BILLING	\$59,553.54
FUEL STATION				
CENTURYLINK		FUEL STATION	TELEPHONE/INTERNE	74.38
			Total FUEL STATION	\$74.38

Check Approval List - GL Account

2/27/2025 10:52:52 AM

Broken Bow Municipal Utilities

<u>Vendor Name</u>	<u>Invoice</u>	<u>Invoice Description</u>	<u>Account Description</u>	<u>Amount</u>
				\$873,858.16

Report Selection: Check Approval List - GL Account
Date Range Selection: Invoice Due Date
Starting Date: 2/12/2025
Ending Date: 3/3/2025
Banks: All
Bank Acct#:
Include Printed Checks: ☒