

BROKEN BOW UTILITIES

March 25, 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 25, 2025, which will include the following:

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

E. Discussion Items

- a. Update on the 2400 conversion
- b. Possible board appointment

F. Action Item

- a. Formal decommissioning of the power plant

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
March 11, 2025**

The Board of Public Works of the City of Broken Bow, Nebraska met in regular session on Tuesday, March 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, Scott Adams, and Jarrod Conner. Absent: Jay Gormely. 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 Schall to approve the Consent Agenda for March 11, 2025. Said motion includes approval of the Minutes of March 3, 2025, Board Meeting, and approval of Claims to Date. Roll Call vote: Voting aye: Conner, Schall, and Adams. Nays: None. Motion carried.

Broken Bow Municipal Utilities - \$907.00, Black Hills Energy - \$29.83, Card Services Orschelns Farm & Home - \$411.76, \$2,163.56, Carquest Of Broken Bow - \$66.37, City Of Broken Bow - \$57,672.05, City Of Broken Bow Payroll Reimbursement - \$55,246.64, City Of Broken Bow-Reimbursement - \$1,697.50, Culligan - \$67.26, Custer Public Power District - \$4,147.19, City Of Broken Bow - Health Insurance - \$28,391.47, Eakes Office Solutions \$38.72, EZ It Solutions - \$2,940.00, Great Plains Communications, Inc - \$333.20, Invoice Cloud- \$329.20, Mead Lumber Co - \$248.75, \$37.63, Municipal Energy Agency Of Ne - \$500.00, Nebraska State Bank - \$47,685.00, O'Reilly Automotive, Inc. - \$164.81, One Call Concepts, Inc - \$8.16, Overnite Auto - \$205.00, Powermanager - \$720.66, Rt Ace - \$647.26, \$853.59, S & L Sanitary Services - \$55.50, Sage Payment Solutions - \$2,762.81, Stuart C Irby Co - \$512.53, V-Bar Inc. - \$133.94, \$331.62, Wenquist, Inc. - \$282.89, \$589.70, Wesco Receivables Corp. \$3,041.35, Western Area Power Admin. - \$25,491.70, Total - \$238,714.65

Electric Department	\$168,627.71
Water Department	\$19,141.90
Sewer Department	\$27,387.59
Power Plant	\$3,132.13
Billing	\$20,425.32
Fuel Station	<u>0.00</u>
Total	\$238,714.65

Ryan Jones, Water/Sewer Superintendent, gave the board an update on the water SCADA system. HOA will be here to do a walk through to see what can be done with setting it up in the water shop.

Blake Waldow, Electrical Superintendent, updated the board on the electric SCADA and as of right now there are no updates. On March 12 there will be an outage in the effected area to convert the power to 2400 in the

area of North 9th and 10th and 10th to 11th. MEAN is sending bucket trucks from Ord and Stewart to help with the transition. Looking to finish early April with the transition and removal of the mobile sub.

Moved by Conner, Seconded by Schall to approve the Lease of a new bucket truck for \$287,340. Roll Call Vote: Voting aye: Conner, Schall, and Adams. Nays: None. Motion carried.

The following were discussed under Department Head Updates:

Blake Waldow, Electric Superintendent:

- Working on the 2400 conversion.
- Changed out a KV insulator.
- Changed out some regulators do not have them in service yet.
- The BD Sub is leaking oil, will have to work with them for a shutdown to fix.
- Changed out fuses on the 5th Street Sub.
- Ordered the transformers for the conversion.

Ryan Jones, Water/Sewer Superintendent:

- Jeff Roach and Tommy Flynn were at water classes.
- Sent out letters for the cross-connection survey, and the backflow continuing education.
- The sewer truck heat exchanger for the hydraulics split and broke.
- Working with Evan June to reroute the fiber from the power plant to the water shop.
- Called in located for replacing valves and fire hydrants.

Moved by Schall, seconded by Conner to adjourn the meeting at 1:00 pm. Roll Call vote: Voting aye: Schall, Conner, 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>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>
CARD SERVICES - ORSCHELNS FARM & HOME										
20638	3/25/2025	3/25/2025			4,101.22					Posted
	3-343360					HOTELS/MEALS			1,086.60	0.00
	2-241000					OPERATING SUPPLIES			18.64	0.00
	3-349920					FUTURE PURCHASES			2,995.98	0.00
									4,101.22	0.00
PAYROLL CITY OF BROKEN BOW PAYROLL REIMBURSEMENT										
20626	3/25/2025	3/25/2025			54,478.34					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			8,398.04	0.00
	5-545220					Payroll Reimbursement			611.43	0.00
	5-545210					Payroll Reimbursement			435.05	0.00
	1-143100					Payroll Reimbursement			19,999.89	0.00
	1-145220					Payroll Reimbursement			1,460.70	0.00
	1-145210					Payroll Reimbursement			1,114.59	0.00
	2-240100					Payroll Reimbursement			9,562.53	0.00
	2-245220					Payroll Reimbursement			684.34	0.00
	2-245210					Payroll Reimbursement			454.14	0.00
	3-340100					Payroll Reimbursement			9,562.52	0.00
	3-345230					Payroll Reimbursement			684.33	0.00
	3-345210					Payroll Reimbursement			454.13	0.00
									54,478.34	0.00
CUSTER COUNTY CHIEF										
20627	3/25/2025	3/25/2025			338.52					Posted
	5-545800					Publish Minutes & Mtg, Notices			338.52	0.00
CUSTER TRANSFER STATION										
20643	3/25/2025	3/25/2025			13,264.00					Posted
	5-540200					TRASH FEES COLLECTED			13,264.00	0.00
EZ IT Solutions										
20634	3/25/2025	3/25/2025			1,745.27					Posted
	3-349920					FUTURE PURCHASES			1,745.27	0.00
20635	3/25/2025	3/25/2025			1,112.89					Posted
	1-143390					MAINTENANCE-OFFICE EQUIPMENT			1,112.89	0.00
GROCERY KART										
20633	3/25/2025	3/25/2025			43.09					Posted
	1-143410					SUPPLIES			43.09	0.00
20639	3/25/2025	3/25/2025			102.30					Posted
	2-241000					OPERATING SUPPLIES			102.30	0.00
JEO Consulting Group Inc.										
20628	3/25/2025	3/25/2025			1,125.00					Posted
	3-349990					SPECIAL PROJECTS			1,125.00	0.00
LARM										
20640	3/25/2025	3/25/2025			12,327.41					Posted
	1-146600					INSURANCE			4,191.32	0.00
	2-246600					INSURANCE			4,068.05	0.00
	3-346600					INSURANCE			4,068.04	0.00
									12,327.41	0.00
MtrS MUNICIPAL SUPPLY, OF NEBR.										
20629	3/25/2025	3/25/2025			8,420.23					Posted
	2-243300					MAINTENANCE-WATER MAINS			2,032.57	0.00
	2-249500					NEW WATER METERS			6,387.66	0.00
									8,420.23	0.00
NEBRASKA PUBLIC HEALTH ENVIRONMENTAL LAB										
20637	3/25/2025	3/25/2025			774.00					Posted
	3-347500					WASTE WATER TESTING			774.00	0.00
OBRIEN'S HARDWARE										

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>
OBRIEN'S HARDWARE (continued)								
20641	3/25/2025	3/25/2025	139.62					Posted
	1-143410			SUPPLIES & MAINTENANCE			91.50	0.00
	4-440360			SUPPLIES & MAINTENANCE POWER PL			48.12	0.00
							139.62	0.00
Quadient Finance USA, Inc.								
20630	3/25/2025	3/25/2025	500.00					Posted
	2-243290			POSTAGE-WATER DEPT			500.00	0.00
Quadient Leasing USA, Inc.								
20632	3/25/2025	3/25/2025	662.91					Posted
	5-546500			MAINTENANCE-OFFICE EQUIPMENT			662.91	0.00
S & L SANITARY SERVICES								
20644	3/25/2025	3/25/2025	36,757.15					Posted
	5-540200			trash collections			36,757.15	0.00
SANDHILLS CUSTOM CREATIONS								
20642	3/25/2025	3/25/2025	418.50					Posted
	1-147511			FR CLOTHING			418.50	0.00
VERIZON WIRELESS								
20631	3/25/2025	3/25/2025	230.42					Posted
	1-145700			Monthly Cell Phones - P Plant & Line Dept			43.03	0.00
	1-145700			Monthly Cell Phones -TABLET			48.12	0.00
	2-245700			Monthly Cell Phones -WATER			21.52	0.00
	2-245700			Monthly Cell Phones -TABLET			24.06	0.00
	3-345700			Monthly Cell Phones -SEWER			21.51	0.00
	3-345700			Monthly Cell Phones -TABLET			24.06	0.00
	4-445700			Monthly Cell Phones -TABLET			48.12	0.00
							230.42	0.00

136,540.87 18 Non-voided payables listed.
Report Setup

AP - Accounts Payable Listing : Vendor Name

Filter Options

Starting: 3/12/2025

Ending: 3/25/2025

Banks: All

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

All Vendors Selected

Check Approval List - GL Account

3/21/2025 10:26:55 AM

Broken Bow Municipal Utilities

Page 1 of 1

<u>Vendor Name</u>	<u>Invoice</u>	<u>Invoice Description</u>	<u>Account Description</u>	<u>Amount</u>
ELECTRIC				
CITY OF BROKEN BOW PAYROLL REIM			SALARIES-DISTRIBUTI	19,999.89
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE PENSION E	1,114.59
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE SOCIAL SE	1,460.70
EZ IT Solutions		EVAN NEW COMPUTER	MAINT. OFFICE EQUIP	1,112.89
GROCERY KART		TOLIET PAPER	SUPPLIES AND MAINTI	43.09
LARM		PROP INSURANCE	INSURANCE & WORKM	4,191.32
OBRIEN'S HARDWARE		SUPPLIES & MAINTENANCE/MAINTENAN	SUPPLIES AND MAINTI	91.50
SANDHILLS CUSTOM CREATIONS		FR CLOTHING	FR CLOTHING	418.50
VERIZON WIRELESS		CELL PHONES & TABLETS	TELEPHONE	43.03
VERIZON WIRELESS		CELL PHONES & TABLETS	TELEPHONE	48.12
			Total ELECTRIC	\$28,523.63
WATER				
CARD SERVICES - ORSCHELNS FARM		HOTELS/SEWER SCHOOL & TOOL BOX	OPERATING SUPPLIES	18.64
CITY OF BROKEN BOW PAYROLL REIM			WATER SALARIES	9,562.53
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE PENSION E	454.14
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE SOCIAL SE	684.34
GROCERY KART		OPERATING SUPPLIES	OPERATING SUPPLIES	102.30
LARM		PROP INSURANCE	INSURANCE & WORKM	4,068.05
MUNICIPAL SUPPLY, OF NEBR.		METER PARTS/RESTOCK	MAINTENANCE - WATE	2,032.57
MUNICIPAL SUPPLY, OF NEBR.		METER PARTS/RESTOCK	NEW WATER METERS	6,387.66
Quadient Finance USA, Inc.		POSTAGE	POSTAGE- WATER DE	500.00
VERIZON WIRELESS		CELL PHONES & TABLETS	TELEPHONE	21.52
VERIZON WIRELESS		CELL PHONES & TABLETS	TELEPHONE	24.06
			Total WATER	\$23,855.81
SEWER				
CARD SERVICES - ORSCHELNS FARM		HOTELS/SEWER SCHOOL & TOOL BOX	MEALS/MILEAGE/HOTE	1,086.60
CARD SERVICES - ORSCHELNS FARM		HOTELS/SEWER SCHOOL & TOOL BOX	FUTURE PURCHASES	2,995.98
CITY OF BROKEN BOW PAYROLL REIM			SEWER SALARIES	9,562.52
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE PENSION E	454.13
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE SOCIAL SE	684.33
EZ IT Solutions		EVAN-NEW COMPUTER/SURVELLIANCE	FUTURE PURCHASES	1,745.27
JEO Consulting Group Inc.		CONSTRUCTION SERVICES	SPECIAL PROJECTS C	1,125.00
LARM		PROP INSURANCE	INSURANCE & WORKM	4,068.04
NEBRASKA PUBLIC HEALTH ENVIRON			WASTE WATER TESTII	774.00
VERIZON WIRELESS		CELL PHONES & TABLETS	TELEPHONE	21.51
VERIZON WIRELESS		CELL PHONES & TABLETS	TELEPHONE	24.06
			Total SEWER	\$22,541.44
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
OBRIEN'S HARDWARE		SUPPLIES & MAINTENANCE/MAINTENAN	MAINTENANCE - POWI	48.12
VERIZON WIRELESS		CELL PHONES & TABLETS	TELEPHONE	48.12
			Total POWER PLANT	\$1,152.89
BILLING				
CITY OF BROKEN BOW PAYROLL REIM			OFFICE SALARIES	8,398.04
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE PENSION E	435.05
CITY OF BROKEN BOW PAYROLL REIM			EMPLOYEE SOCIAL SE	611.43
CUSTER COUNTY CHIEF			ADVERTISING	338.52
CUSTER TRANSFER STATION		TRASH FEES COLLECTED	TRASH/TSA FEES	13,264.00
Quadient Leasing USA, Inc.		POSTAGE MACHINE LEASE	MAINTENANCE OFFICE	662.91
S & L SANITARY SERVICES		TRASH FEES	TRASH/TSA FEES	36,757.15
			Total BILLING	\$60,467.10
				\$136,540.87

Report Selection: Check Approval List - GL Account

Date Range Selection: Invoice Due Date

Starting Date: 3/12/2025

Ending Date: 3/25/2025

Banks: All

Bank Acct#:

Include Printed Checks: ☒

Utilities Treasurer's Report February 2025

General Account (x9648)

Nebraska State Bank	Beginning Balance	6,851,599.49
1-110100	Receipts	2,197,773.75
(includes ICS 687)	Disbursements	(1,969,635.52)
	Interest	11,459.52
	Ending Balance	<u>7,091,197.24</u>

Service Deposit Account (x6179)

Nebraska State Bank	Beginning Balance	258,449.03
1-110800	Receipts	2,950.00
	Disbursements	(2,485.09)
	Interest	-
	Ending Balance	<u>258,913.94</u>

Sewer Maintenance (x0109)

Nebraska State Bank	Beginning Balance	271,917.75
3-310200	Receipts	17.77
(includes ICS 109, x4697)	Disbursements	-
	Interest	434.12
	Ending Balance	<u>272,369.64</u>

Building & Expansion (x0091)

Nebraska State Bank	Beginning Balance	1.32
1-110200	Receipts	20.00
	Disbursements	(15.00)
	Interest	-
	Ending Balance	<u>6.32</u>

Wastewater Management (x7415)

Nebraska State Bank	Beginning Balance	1,078,058.86
1-110690	Receipts	65.14
(includes ICS 415, x3565)	Disbursements	-
	Interest	1,726.55
	Ending Balance	<u>1,079,850.55</u>

Joint Bond Account (x7639)

Nebraska State Bank	Beginning Balance	1.55
1-110660	Receipts	-
	Disbursements	(5.00)
	Interest	-
	Ending Balance	<u>(3.45)</u>

Water Bond Account (x8343)

Nebraska State Bank
1-110680
(includes ICS 343, x7749)

Beginning Balance	1,062,110.17
Receipts	21,502.93
Disbursements	(11,000.00)
Interest	1,743.21
Ending Balance	<u>1,074,356.31</u>

Sewer Bond Account (x8887)

Nebraska State Bank
1-110670
(includes ICS 887, x2560)

Beginning Balance	2,161,549.41
Receipts	51,862.07
Disbursements	(26,000.00)
Interest	3,552.11
Ending Balance	<u>2,190,963.59</u>

Water Reserves Account (x5127)

Nebraska State Bank
2-210200
(includes ICS 127, x2659)

Beginning Balance	1,625,330.86
Receipts	65.71
Disbursements	-
Interest	2,635.64
Ending Balance	<u>1,628,032.21</u>

Electric Bond Account (x8775)

Nebraska State Bank
1-110610

Beginning Balance	191,102.07
Receipts	11,417.00
Disbursements	-
Interest	60.77
Ending Balance	<u>202,579.84</u>

Electric Maintenance Account (x9039)

Nebraska State Bank
1-110620
(includes ICS 039, x1071)

Beginning Balance	1,573,036.46
Receipts	66.10
Disbursements	-
Interest	2,548.40
Ending Balance	<u>1,575,650.96</u>

Service Deposits CD (x4350)

Nebraska State Bank
1-112300

Balance	<u>27,355.61</u>
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Total Cash**15,401,272.76**

Sewer DEQ Loan
Water DEQ Loan
69KV Line Bond
Fairgrounds Lift DEQ Loan

2,185,960.13
650,696.89
1,131,367.50
411,787.11

Total Debt**4,379,811.63**