

Broken Bow City Council

Meeting Minutes November 25, 2025

The Broken Bow City Council met in regular session on Tuesday, November 25, 2025, in the Broken Bow Municipal Auditorium. Notice of the meeting was given in advance thereof by publication in the Custer County Chief, the designated method for giving notice. Advance notice of the meeting, a copy of the agenda, and related council materials were given to the Mayor and all members of the City Council. These items were also given to various local media outlets. All proceedings hereafter shown were taken while the meeting was open to the attendance of the public.

Mayor Rod Sonnichsen called the meeting to order at 6:00 pm, with the following Councilmembers present: Russ Smith, Travis Kleeb, Joe Wamsley, and Paul Holland. Absent: none. Also in attendance was City Administrator David Schmidt, City Attorney Jason White, City Clerk Jennifer Waterhouse, Deputy Clerk Jacob Holcomb, and City Treasurer LeeAnn Morgan. Mayor Sonnichsen announced the availability of the Open Meetings Act, followed by reciting the Pledge of Allegiance.

Moved by Smith, seconded by Kleeb to approve the consent agenda for November 25, 2025. Said motion includes approval of the Minutes of the November 10, 2025, Council Meeting, Bills to Date, and the October 2025 Treasurer's Report. Administrator Schmidt pointed out that the consent agenda item for the Ranchland Ford 2024 Ford Explorer was for the administrative vehicle that was put out for bid. He explained that a bid opening was performed on November 21, 2025, with two vendors submitting bids. Janssen Chevrolet in North Platte submitted a bid with four different options, and Ranchland Ford in Broken Bow submitted one option. The Ranchland Ford bid was the lowest bid at \$38,980 for a 2024 Ford Explorer with approximately 3,000 miles on it. It was Administrator Schmidt's recommendation to accept the Ranchland Ford low bid and he stated that amount is listed in the consent agenda accounts payable items. Roll call vote: Voting aye: Smith, Kleeb, Wamsley, and Holland. Nays: None. Motion carried.

Aflac, PRE TAX \$511.52, POST TAX \$119.50, Ag Land ATV, 2023 Ranger Side by Side, Levee Restoration \$19,900.00, Beaver Bearing Co Albion, Equipment maintenance \$260.59, Benchmark Governmental Solutions, Meals at Academy \$918.45, Blue Star Christmas Tree Farm LLC, Reindeer for Festival of Lights \$1,100.00, Bound Tree Medical, Supplies for ambulance \$998.36, Card Services, Training, maintenance, repairs, equipment \$737.10, Central Nebraska Bobcat, Equipment/street construction \$3,503.65, Central Nebraska Diesel, Truck repair \$2,736.35, Century Link, Basic & long distance, Radio \$86.03, Chief Road Supply, Traffic signal lights \$12,500.00, City Flex Benefit Plan, SELECT FLEX-UNREIMBURSED M/D/V \$405.00, City of Broken Bow, Health Insurance, \$,493.94, City of Broken Bow Pension Fund, RETIREMENT LOAN PAYMENT, \$2,933.42, 414H RETIREMENT, \$12,725.22, 457 RETIREMENT \$1,769.34, Colonial Insurance, LIFE PRE TAX \$681.88, LIFE POST TAX \$336.92, Credit Management Services Inc, WAGE GARNISHMENT - Plaintiff \$14.69, Custer Transfer Station, Materials and trash from burns \$73.80, EFTPS Online Payment, MEDICARE \$3,363.54, FEDERAL \$9,623.07, FICA \$1,4381.62, EZ IT Solutions, Equipment purchases Library \$5,425.44, Eakes Office Products, Paper Fire Hall \$84.99, Eakes Office Solutions, supplies/copier maint. \$256.30, Family Heritage, insurance \$25.50, First Response Billing Associates, LLC, EMS Billing \$3,359.01, General Collection Company, Inc, WAGE GARNISHMENT \$304.23, Great Plains Communications, Internet for BBPD \$185.00, Ingram Library Services, Materials \$1,812.06, Kim Blackburn, Reimbursement for training expenses \$483.94, Kinetic Leasing, Inc, Snow blower payment \$54,538.00, Kirkpatrick Cleaning Solutions, cleaning supplies \$199.34,

\$91.22, LARM, Insurance \$1,296.45, Macqueen, Hardware boards for Engine 32, \$605.00, Mayo Clinic Health Letter, subscription \$50.00, Megan Svoboda, Reimbursement for training expenses \$12.14, Melham Wellness Center, Employee & EMS Wellness Center memberships \$10,884.00, Michael Jilg, Ambulance incentive \$810.00, Nebraska Child Support Payment Center, CHILD SUPPORT \$769.86, Nebraska Law Enforcement Training Center, Certification fee \$150.00, O'Brien's Hardware, Safety equipment \$38.99, Supplies \$26.99, Pareto Health, Cost management fee \$76.00, Petty Cash, Supplies and registration \$51.99, Power Manager, Annual software fee \$5,276.66, Presto X Company, Monthly service \$82.01, RT Ace, LLC, flag supplies \$31.95, Ranchland Ford, Maintenance and repairs \$1,103.56, 2022 \$623.35, purchase admin vehicle \$38,980.00, Sandhills Custom Creations, Plaques for employee appreciation \$255.95, Sandra Manning, Sew on patches \$122.40, South Loup Community Pharmacy, Medications for ambulance \$19.97, State Glass, Inc, Window repairs \$610.00, State Income Tax WH NE Online Payment, STATE \$4,187.71, Taste of Home, subscription \$33.15, The Cornhusker Marriott Hotel, Hotels for League 2025 \$1,568.00, Trotter Service, Maintenance and repairs/fuel \$37.32, \$464.40, \$519.14, Trotter Whoa & Go West BB, Fuel, \$772.79, \$147.99, \$121.73, \$368.85, \$32.42, V-Bar Sales & Service, Grill guard \$1,565.00, Total \$232,634.79 Bi-Weekly Payroll (11/19/25) \$80,686.93 Grand Total \$313,321.72

In new business, moved by Kleeb, seconded by Wamsley to approve cancelling the City Council Meeting that is to be held on December 23, 2025, with authority of the administration to pay all bills within the time frame. Roll Call Vote: Voting aye: Smith, Kleeb, Wamsley, and Holland. Nays: None. Motion carried.

Moved by Holland, seconded by Smith to accept the 2025-2026 snow removal bid. Discussion was held. Administrator Schmidt explained that the city ran the add in the paper and received only one bid from Myers Construction. Roll Call Vote: Voting aye: Smith, Kleeb, and Holland. Abstain: Wamsley. Nays: None. Motion carried.

Moved by Kleeb, seconded by Holland to approve Change Order #3 with Myers Construction, Inc., to install a new 8" EZ insertion valve at the NW Corner of 15th Ave and Hwy 2 for a net change of \$13,522.44 for the 2024 Water Main Replacements Project. Administrator Schmidt explained that as the project has progressed it has become apparent that if a traditional style cut-in is installed there, it will equate to significant customer outages when something needs fixed. He said that by installing the EZ insertion valve it will allow them to implement the valve where it is needed and significantly decrease the downtime to customers and businesses on the west end of town. He also pointed out that while the change order is an increase of \$13,522.44, if a traditional cut-in is installed, there are still costs associated with that type of cut-in like increased employee overtime during repairs. Schmidt recommended installing the EZ insertion valve for a much more seamless transition during repairs. Roll Call Vote: Voting aye: Smith, Kleeb, and Holland. Abstain: Wamsley. Nays: None. Motion carried.

Moved by Smith, seconded by Wamsley to approve the Master Agreement for Assistance with DOE Reporting and Compliance Services, including enrollment forms, with Municipal Energy Agency of Nebraska. Electric Superintendent Blake Waldow explained that MEAN reconstructed the previous Master Agreement and made it simpler with less paperwork for the communities to complete. He also explained that the enrollment forms allow MEAN to assist us with completing the annual generation and power history reports. He said that they have been assisting us with this for several years and he is asking that we keep it this way by signing the enrollment forms. Administrator Schmidt explained that this request, along with the Ordinance 1304 that follows were both presented to the Board of Public Works and they both come with their recommendation. Roll Call Vote: Voting aye: Smith, Kleeb, Wamsley, and Holland. Nays: None. Motion carried.

Mayor Sonnichsen introduced Ordinance 1304, entitled “AN ORDINANCE AUTHORIZING AND DIRECTING EXECUTION OF THE AMENDED AND RESTATED TOTAL POWER REQUIREMENTS POWER PURCHASE AGREEMENT BY THE CITY OF BROKEN BOW, NEBRASKA, WITH THE MUNICIPAL ENERGY AGENCY OF NEBRASKA; TO ACKNOWLEDGE AND PROVIDE FOR LIMITATIONS ON USE OF THE ELECTRICITY; TO PRESCRIBE THE TIME WHEN THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT.” Moved by Wamsley, seconded by Holland to open a public hearing at 6:10 pm regarding said Ordinance. Roll Call vote: Voting aye: Smith, Kleeb, Wamsley and Holland. Nays: None. Motion carried. Discussion was held. Electric Superintendent Blake Waldow explained that MEAN is updating the Service Schedule M to a modern agreement, and we are currently on a legacy agreement that was created in 1982. He said that this has been proposed by the MEAN board as utility standards have changed since 1982 and the schedule has been updated and modernized for new power purchasing, transmission planning, and to help with long-term retention and growth. He further stated that the parties involved, and the supply load pricing is not changing but that the main change is in the defined terms where it now has an added provision allowing communities to withdraw from the agreement. Administrator Schmidt also explained that this change came about because there was no provision in the legacy agreement to exit and MEAN’s primary goal with this new schedule M was to provide a way out that would not be detrimental to the remaining customers if someone leaves. He said that the schedule M now states that if someone leaves, they must provide a 25 year notice and although that seems excessive, it allows them far enough advance notice to allocate the loads appropriately. He said it also allows for the least amount of impact on the remaining customers, helping to keep prices as low as possible. He also explained that the city has looked at this agreement over for the last couple of years and does not see a downside to the new agreement as it just simplifies the process if we ever wanted to leave. Schmidt said that we are not planning to leave MEAN, nothing is changing regarding rates, and that these changes are completely invisible to our customers. Blake Waldow added that if we ever decide to leave MEAN, it will take us 25 years to find another provider as there are only a few other options in Nebraska and the wait list is extremely long. Mayor Sonnichsen concluded by stating that he doesn’t see any issues regarding public transparency with signing the Schedule M and recommended waiving the with the three readings. Moved by Holland, seconded by Kleeb to close public hearing at 6:19 pm. Roll Call vote: Voting aye: Smith, Kleeb, Wamsley, and Holland. Nays: None. Motion carried.

Moved by Kleeb, seconded by Wamsley that the statutory rule requiring reading Ordinance 1304 on three different days be suspended. Roll Call vote: Voting aye: Smith, Kleeb, Wamsley, and Holland. Nays: None. Motion Carried. The motion to suspend the rules of said Ordinance was adopted by three-fourths of the Council and the statutory rule was declared suspended for the consideration of said Ordinance.

Said Ordinance was then read by title and thereafter, Councilmember Smith moved for final passage of Ordinance 1304, which motion was seconded by Councilmember Holland. Roll Call vote: Voting aye: Smith, Kleeb, Wamsley, and Holland. Nays: None. Motion Carried. The final passage and adoption of said Ordinance having been concurred by a majority of all members of the Council, the Mayor declared the Ordinance adopted.

During public comments, Stephanie Grafel, Executive Director of the Broken Bow Chamber of Commerce highlighted the upcoming “Parade of Lights” event on December 1, 2025, at the city square. She explained that Santa will arrive at 4:00 p.m. and that food and games have been planned for the community. She said that the parade will start at 6:00 p.m. and encouraged everyone to take part in the festivities. She also highlighted the upcoming “Christmas Lane” community event that will start next week. She explained that twelve local businesses and

organizations have set up holiday displays in the medians on 10th Ave from North B Street to North F Street and encouraged all citizens to take part in the drive through event. She also thanked Andy Gibbons and Blake Waldow for their help in setting up the electrical for the project.

Administrator Schmidt also thanked the Mayor and city council members for the employee appreciation party that took place on November 21, 2025, in which we celebrated the accomplishments of our crews and the longevity of our employees. He explained that we had five employees that received awards ranging from 5 years of employment to two that received awards for 35 years of employment. He concluded that it says a lot about the City of Broken Bow that we have employees that want to stay and work for us that long.

There were no Mayor and council comments.

Moved by Holland, seconded by Wamsley, to adjourn the City Council meeting at 6:24 pm. Roll Call vote: Voting aye: Smith, Kleeb, Wamsley, and Holland. Nays: None. Motion Carried.



ATTEST:

Jennifer A. Waterhouse

Jennifer A. Waterhouse, City Clerk