

MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS  
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA  
HELD  
FEBRUARY 9, 2004

THE BOARD OF PUBLIC WORKS OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, met in regular session on the 9th day of February 2004 at the regular meeting place of the Board at the hour of 11:30 A.M. Said meeting being held in open session as required by Chapter 84, Article 14 of Nebraska Statutes.

Board Members left for an inspection of the Clearwell Water Reservoir Project. After returning to the Office, Chairman Layson called the meeting to order and requested roll call: members present - Glenn, Grant, Humphrey, Layson, Lynch; absent - none. Board Members met with JEO representatives Steve Parr and Tyler Hevlin and AHRS representative Dan Stallbaumer concerning remaining items that needed to be addressed for the project. JEO recommended a rubber membrane roof be installed over the concrete roofs of the reservoirs. Upon recommendation of JEO, motion was moved by Member Grant, seconded by Member Glenn, the Board retain \$3,000 from the final payment to AHRS (for minor grading and seeding to be done in the Spring) and authorize payment of \$55,209.69, contingent upon Management's review of *Pay Estimate #10*. Roll call: those voting aye - Glenn, Grant, Humphrey, Lynch, Layson. Chairman Layson declared the motion carried. Also upon recommendation of JEO, motion was moved by Member Grant, seconded by Member Glenn, the Board approve *Exhibit E - Recommendation of Acceptance* of the Clearwell Water Reservoir Project as being substantially completed in order to trigger the warranty periods from this date on; further to authorize the Chairman to sign same, contingent upon Management's review of the document. Roll call: those voting aye - Glenn, Grant, Humphrey, Lynch, Layson. Chairman Layson declared the motion carried.

Chairman Layson noted all Board Members have received a copy of the Agenda for this meeting and asked for any objections or exceptions to the General Consent Items listed under Agenda Item #3. There being no objections or exceptions, motion was moved by Member Lynch, seconded by Member Grant, the Board approve the General Consent Items listed below:

Agenda Item #3

- a) Approve the previous meeting's minutes and dispense with reading of same,
- b) Approve monthly compensation of Officers, management and employees as previously fixed by the Board,
- c) Approve Free Service Report as follows: BPW has furnished utilities, materials and labor equal to \$3,640.04 to the City free of charge and paid in lieu of tax payments of \$10,214.12 to the City for the month of January 2004,
- d) Approve, ratify and allow the following checks written/transfers during the month:

Electric, Water & Wastewater :

Internal Revenue - fwh & fica (efpts)	\$ 21,165.57
Department of Revenue - swl (efpts)	2,904.55
Alltel - long distance	42.04
Petty Cash: Sales tax seminar (Michel/Searcey) - \$11.68, linecrew/ meter reader/interview meals-\$161.69, address corrects, postage- \$75.23, Utilities Section Conf. expenses (Dietz/Filbrandt)-\$104.58, Well Drillers exp. (Leslie)-\$51.53, add'l fees for trailer registration- \$4.00, misc.-\$7.18	415.89
BC-BS - health insurance	18,431.04
Omaha Life - premium	845.55
Jefferson Pilot Financial - disability premium	869.69
Ameritas - pension (efpts)	10,592.15
Payroll - transfer	60,574.65
Customer Deposits #1 – refund/apply	540.00

approve and pay the following claims:

Action Technology	\$768.58
Auburn Auto	76.02
Auburn Newspapers	137.70
Auburn Postmaster	1,120.00
BPW	3,906.61
Cleaners, The	153.36
Dettmer Farm	18.00
Eggers Bros.	108.79
Family Health Center	148.00
Farmer's Union Co op	1,259.05
Johnson Motors	415.57
Lynch Hardware	177.19
Machinery Station	178.83
Mellage Truck/Tractor	194.96
OK Tires	16.00
Orscheln	29.16
Sunmart	37.13
Texaco	196.63
Advanced Control Systems	1,305.80
AHRS	27.23
Alltel Cellular	76.92
American Safety Utility	271.19
Baum Hydraulics	30.55
Carlco	760.04
Compressed Air Solutions	461.27

D & D Communications	311.00
Department of Roads	179,918.77
Eakes Office Plus	223.50
Electric Fixture/Supply	487.94
First BankCard	472.94
First National Bank	10.00
General Fire/Safety	85.20
Grainger	79.06
Great Plains One Call	18.64
Hawkins Water Treatment	774.38
HHS-Lab	83.00
Husker Electric	17.78
Jacobson Helgoth	7,534.99
JEO Consulting	1,890.00
Kriz-Davis	265.62
Layne Christensen	11,933.00
Lawson Products	52.01
League of NE Municipalities	623.00
McMaster-Carr	298.29
Massman Nelson Reinig	6,200.00
Mid Con Systems	280.11
Midwest Labs	217.30
Municipal Service/Supply	565.46
National Waterworks	400.38
NE City Utilities	20.00
Newton Manufacturing	191.38
Niagara Conservation	249.57
Northern Tool/Equipment	235.52
Omega Tech	346.23
Overhead Door	36.96
PayFlex	59.40
Solomon	1,579.00
Stover R. S.	3,396.29
TecNet Global	104.90
Terracon	4,210.88
United of Omaha	62.64
Utility Equipment	40.41
Water Engineering	639.00
Water Products	17.04
<b>REBATES:</b>	
E. C. & Ileene Hartwig	240.00
<b>PURCHASED POWER:</b>	
NPPD (est.)	190,000.00
WAPA	17,581.19
OPPD	3,972.96
KBR (est.)	20.00

**POWER PLANT:**

Aquila (est.)	30.00
Cornerstone	1,171.84

**EFPTS:**

Dept. of Revenue	15,382.80
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and transfer the following sums to the Electric Revenue account - \$54,437.37 from Electric Revenue GMM plus the actual amount of NPPD, KBR & Aquila when received, \$178,034.72 from Water Revenue GMM, \$44,624.62 from WW. Revenue GMM (amounts include routine transfers to T&D); and

e) Reinvest maturing FNB CD #20031 with the current depository at the quoted rate for 12 months.

Roll call: those voting aye - Glenn, Grant, Humphrey, Lynch, Layson. Chairman Layson declared the motion carried.

Motion was moved by Member Grant, seconded by Member Lynch, the Board approve the claims of Glenn's Corner Market - \$69.27 and Humphrey Motor Electric - \$322.48. Roll call: those voting aye - Grant, Lynch, Layson; abstaining - Glenn, Humphrey. Chairman Layson declared the motion carried.

Further discussion was held concerning *Clearwell Water Reservoir Project*: Motion was moved by Member Humphrey, seconded by Member Lynch, that the Board inform JEO of their desire to install rubber membrane roofs over the existing concrete roofs and ask JEO to respond. Roll call: those voting aye - Glenn, Grant, Humphrey, Lynch, Layson. Chairman Layson declared the motion carried. GM Dietz will inquire if the rubber membrane would be affected by the chlorine gases. Board Members received the environmental report as prepared by Terracon and no action was necessary.

GM Dietz reviewed the *Water Resources Development Project* with the Board. The pumping test report is in the final draft stage and should be ready for approval at the next Board Meeting. The final water quality information for Well #13 has been received and indicates a good source of water for Auburn. All participants in the project met with BPW staff and discussed the project in great detail and recommended a change in scope for the project. It was recommended to make this a two-well project at this time, with options to drill more test wells in the future. To achieve the goal of getting a new water source for Auburn as soon as possible, this seemed to be the best alternative. Motion was moved by Member Glenn, seconded by Member Humphrey, the Board accept the recommendation and proceed with the project. Roll call: those voting aye - Glenn, Grant, Humphrey, Lynch, Layson. Chairman Layson declared the motion carried. GM Dietz was instructed to work on obtaining an option for a second well site on a property. The Board discussed a well site near Nemaha, but took no action.

The Board received the 2003 Audit of the Electric, Water & Wastewater Departments as prepared by Massman, Nelson & Reinig. The Audit will be presented for acceptance at the next regular Board Meeting. Accounting & Finance Manager Filbrandt prepared Reconciliation Statements showing budgeted 2003, as presented in the 2004 Budget Papers, versus actual audited 2003 expenses. The statements indicate actual expenditures did not exceed the estimated expenditures

more than 10% in the referenced budget statement during said year. Management noted the primary difference was BPW was not able to accomplish all the capital improvements. Motion was moved by Member Grant, seconded by Member Humphrey, to accept the statements as submitted and make them a part of the 2003 Budget documents. Roll call: those voting aye - Glenn, Grant, Humphrey, Lynch, Layson. Chairman Layson declared the motion carried.

GM Dietz has been working with NPPD in order to offer more extensive training on heat pumps and other electric heating for HVAC dealers. Motion was moved by Member Grant, seconded by Member Humphrey, the Board approve the training and dinner for said dealers. Roll call: those voting aye - Glenn, Grant, Humphrey, Lynch, Layson. Chairman Layson declared the motion carried.

GM Dietz provided information on the following: Reports-Priority: a) Tree ordinance, b) Health insurance, c) League Utilities Section Annual Meeting, d) Credit policy, e) Water disinfection residuals, f) Water Vulnerability Assessment, g) Aquila, & h) Personnel; Reports-General: a) New life insurance carrier, b) NMPP Annual Meeting, c) PayFlex, d) Highway 75 final report, e) Chamber Newsletter, f) Rotary Club presentation, g) Power Plant, & h) NPPD.

There being no further business to come before the Board, motion was moved by Member Grant the Board adjourn to the next regular meeting of the Board to be held March 8, 2004 at the hour of 12:00 Noon, at the regular meeting place of the Board. Member Glenn seconded the motion. Roll call: those voting aye: Glenn, Grant, Humphrey, Lynch, Layson. Chairman Layson declared the meeting adjourned. Agenda items will be posted.

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Richard K. Layson, Chairman

ATTEST:

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Jack W. Humphrey, Secretary

#### CERTIFICATE

I, Betty J. Filbrandt, Notary Public for the State of Nebraska, do hereby certify the attached and foregoing minutes is a true, correct and conformed copy of proceedings had and done by the Board of Public Works at their February 9, 2004 meeting; all of the subjects acted upon in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and available for public inspection at the Office of the Board; such subjects were contained in the agenda for at least twenty-four hours prior to said meeting; at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public; the said minutes were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body, all in accordance with Chapter 84, Article 14 of Nebraska Statutes

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Betty J. Filbrandt, Notary Public in and for the State of Nebraska.

My Commission expires January 12, 2005.

