

MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA
HELD NOVEMBER 14, 2005

THE BOARD OF PUBLIC WORKS OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, met in regular session on the 14th day of November 2005 at the regular meeting place of the Board at the hour of 12:00 Noon. Said meeting being held in open session as required by Chapter 84, Article 14 of Nebraska Statutes.

Chairman Layson called the meeting to order and requested roll call: members present - Glenn, Grant, Humphrey, Layson, Lynch; absent - none.

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 #2. There being no objections or exceptions, motion was moved by Member Glenn, seconded by Member Humphrey, the Board approve the General Consent Items listed below:

Agenda Item #2

- 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 \$4,739.73 to the City free of charge and paid in lieu of tax payments of \$8,662.73 to the City for the month of October 2005,
- d) Approve, ratify and allow the following checks written/transfers during the month:

Electric, Water & Wastewater Departments:

Internal Revenue - fwh & fica (efpts)	\$20,825.07
Alltel local & long distance phone service	955.50
Department of Revenue - swl (efpts)	2,935.32
Petty Cash: Meals-linecrew, meter reader, WW School (Behrends & Wintz) & Computer School (Billings); postage/address corrects; APPA Conf. misc. (Jones); misc. supplies	180.93
BC-BS - health insurance	21,679.90
Fort Dearborn - life premium	869.34
Jefferson Pilot Financial - disability premium	901.76
Ameritas - pension (efpts)	10,861.50
Payroll - transfer	58,101.31
Customer Deposits #10 - refund or apply	1,776.80

approve and pay the following claims:

Action Technology	\$763.49
Auburn Family Health	156.00
Auburn Fire Department	29.82

Auburn Newspapers	381.76
Auburn Plumbing/Heating/AC	24.72
Auburn Postmaster	1,384.00
Beard s Salvage	13.69
BPW	4,200.74
Bohl Plumbing/Heating	22.56
Cleaners, The	225.78
Concrete Industries	793.88
Eggers Bros.	753.55
Farmers Co-op	950.93
Lynch Hardware	293.83
Mellage Truck/Tractor	15.08
OK Tires	333.77
Orscheln	342.39
Pamida	39.26
Sack Lumber	935.84
Shell Fleet	1,279.44
Stutheit Implement	4.75
Sunmart	72.15
Tri State Office	56.28
Volker, Darrell Construction	627.24
Wells Graphics	574.04
Advanced Control Systems	1,350.80
Affiliated Credit Services	39.04
Alltel	1,224.21
Alltel	57.34
AWWA	250.00
Ameritas	100.00
Avatech Solutions	795.00
Baird-Holm, Attorneys	83.35
Barco Municipal Products	160.36
Blackburn Manufacturing	183.99
Cellular One	218.14
Clifton Welding/Machine	5.00
D & D Communications	97.98
Data Technologies	6,471.11
Dennis Supply	554.27
Dutton Lainson	487.77
Eakes Office	108.60
Factual Data-Midwest	31.34
First Bankcard	771.35
First National Bank	10.00
General Fire/Safety	20.00

Great Plains One Call	77.74
Hall's Safety	21.80
Hawkins Water Treatment	163.86
HHS-Lab	36.00
Husker Electric	543.08
IEEE	267.00
JEO	390.00
Jacobson-Helgoth	1,697.50
Johnson Rag	20.00
Kriz-Davis	2,640.67
Lawson Products	490.92
League of NE Municipalities	185.00
Lincoln Electric Co.	4,724.82
MARC	197.16
Massman Nelson Reinig PC	2,000.00
McMaster-Carr	126.28
Mid Con Systems	251.94
Midwest Labs	62.95
Municipal Supply - NE	1,539.66
National Waterworks	92.90
Novelty Machine/Supply	666.80
Pay Flex	69.30
Precision Industries	970.33
Scholz, Harold K. Co.	3,514.50
Skarshaug	147.93
Solomon	286.15
USIS	29.90
United of Omaha	1,506.33
Universal Revenue Services	5.00
Vanguard Industries	273.85
Water Engineering	639.00
REBATES:	
Carol Eckert	686.38
Jeff & Carrie Jeanneret	1,132.85
SENDS	50.00
Clarence & Frannie Yates	50.00
PURCHASED POWER:	
NPPD (estimate)	225,000.00
WAPA	15,682.01
OPPD	3,994.16
KBR	15.17
POWER PLANT:	
Aquila	118.44
Cornerstone	8,488.37

efpts: Dept. of Revenue 16,908.81

and transfer the following sums to the Electric Revenue account - \$70,892.71 from Electric Revenue GMM plus the actual amount of NPPD when received, \$19,419.73 from Water Revenue GMM and \$10,408.44 from WW Revenue GMM (amounts include routine transfers to T&D); and

(e) Reinvest maturing CD: E FNB#19981 at the quoted rate for 12 months with the current depository of funds.

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 Humphrey, the Board approve the claim of Glenn s Corner Market - \$11.68. Roll call: those voting aye - Grant, Humphrey, Lynch, Layson; abstaining - Glenn. Chairman Layson declared the motion carried.

Flexible Benefit Program (Administered by PayFlex Systems USA):

- Notice was received from PayFlex Systems of an increase in Administrative Fees to include a monthly minimum administration fee of \$100 - the per participant per month fee to remain at \$4.95 per participant. 14 BPW employees & 3 City employees enrolled are billed at \$84.15 - the monthly minimum will increase monthly charges by \$15.85 (to be prorated between City and BPW).
- Notice was also received that federal guidelines have changed to provide for a grace period of an additional two months and fifteen days immediately following the end of each plan year in which participants may incur expenses for the preceding calendar year.

Motion was moved by Member Grant, seconded by Member Lynch, the Board approve the increase and authorize Chairman Layson to sign the Addendum to the Flexible Benefit Plan and further accept the addition of a grace period to the Flexible Benefit Plan by adoption of an Amendment to the Plan. Roll call: those voting aye - Glenn, Grant, Humphrey, Lynch, Layson. Chairman Layson declared the motion carried.

Clearwell Water Reservoirs:

- Motion was moved by Member Lynch, seconded by Member Grant, the Board accept the 2004 Audit with Supplemental Information, which includes information in accordance with the requirements of OMB Circular A-133 necessitated by the NDEQ Revolving Loan received. Roll call: those voting aye - Glenn, Grant, Humphrey, Lynch, Layson. Chairman Layson declared the motion carried.
- General Manager (GM) Dietz reported on warranty issues.

The Trustees of the Pension Plan and Trust discussed a prototype restated 457 plan document and adoption agreement received from Ameritas Life Insurance Corporation and recommended the City and Board approve same. The 457 Plan is a voluntary pension plan offered to City and Board employees. Due to changes in federal law, it needs to be kept updated on a regular basis. Motion was moved by Member Glenn, seconded by Member Lynch, the Board adopt Resolution No. 2005-06, which authorizes the Plan to be restated effective January 1, 2006 and further authorizes the appropriate officers of the BPW to do all things necessary to accomplish this. Roll call: those voting aye - Glenn, Grant, Humphrey, Lynch, Layson. Chairman Layson declared the motion carried. This will be presented to the City at their November 28, 2005 meeting.

GM Dietz presented a sample of the new mapping system the Board is implementing with John Billings. Board Members were invited to view the new office and equipment after the meeting.

Water Well Development (Nemaha River Valley):

- Contract was received from Quad State Services, Inc. (QSSI) as submitted by Martha Silks, Hydrogeologist. QSSI will provide hydrogeologic services to the Board to support their efforts and their contract with a drilling contractor for an amount not to exceed \$9,800.
- Contract was received from Layne-Western to drill and install three two inch monitoring wells, install a test pump in the existing test well and related services for a lump sum of \$6,608 and provide generator rental for ten days for \$2,100 (total \$8,708).

Motion was moved by Member Humphrey, seconded by Member Glenn, the Board approve both contracts as presented. Roll call: those voting aye - Glenn, Grant, Humphrey, Lynch, Layson. Chairman Layson declared the motion carried. GM Dietz also presented the *INVESTMENT SUMMARY* for a \$1,200,000 grant application for said project, which has been submitted for the City of Auburn.

Terrace Heights Village Phase II:

- GM Dietz reported that plans and specifications were just recently received and have been reviewed by staff. GM Dietz recommends acceptance of the plans and specifications subject to the terms in his Draft letter to REGA Engineering Group, Inc.
- GM Dietz discussed the possible available TIF funds to help fund the project.

Motion was moved by Member Glenn, seconded by Member Humphrey, the Board approve the recommendation as to the plans and specifications as presented, authorize Chairman Layson to sign said letter and further instruct management to negotiate participation in the TIF funding. Roll call: those voting aye - Glenn, Grant, Humphrey, Lynch, Layson. Chairman Layson declared the motion carried.

Letters of Support:

- Auburn Certified Community Application
- Regional Water Supply Grant Application

Motion was moved by Member Humphrey, seconded by Member Lynch, the Board authorize Chairman Layson to sign letters of support for both applications. Roll call: those voting aye - Glenn, Grant, Humphrey, Lynch, Layson. Chairman Layson declared the motion carried.

Johnson-Brock schools are in the process of engineering and fabricating two new electric vehicles and have asked for a contribution from the Board to help further this technology. Motion was moved by Member Grant, seconded by Member Glenn, the Board fund \$300. Roll call: those voting aye - Glenn, Grant, Humphrey, Lynch, Layson. Chairman Layson declared the motion carried.

The customer canceled the customer presentation .

Barry Well Done award was presented to the following: James P. Dietz in recognition of receiving the Chamber of Commerce 2005 *Outstanding Community Service* award.

GM Dietz provided information on the following: Reports-Priority: a) Glenrock water main, b) Personnel, c) Ethanol Plant; Reports-General: a) Theft of service; b) Unit #16; c) Air permit; d) Answering/Dispatching Service; e) Storm water entering sanitary sewer; f) Wellhead Protection; g) Insurance; h) NRD article; i) Fire hydrant testing; j) APPA article; k) Energy audits.

There being no further business to come before the Board, motion was moved by Member Grant the Board adjourn to a Special Budget Meeting of the Board to be held November 28, 2005 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.

Richard K. Layson, Chairman

ATTEST:

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 November 14, 2005 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.

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

My Commission expires January 12, 2009.

RESOLUTION NO. 2005-06

Reference: City of Auburn, Nebraska and Board of Public Works
457 Deferred Compensation Plan

WHEREAS, under Article IX of the Plan Document the Employer has the authority to amend any provision of the Plan.

NOW THEREFORE BE IT RESOLVED, that the City of Auburn, Nebraska and Board of Public Works 457 DEFERRED COMPENSATION PLAN, is hereby restated effective January 1, 2006.

FURTHER RESOLVED, that the items listed in the attached restated *ELIGIBLE 457 PROTOTYPE PLAN SALARY REDUCTION CONTRIBUTIONS ADOPTION AGREEMENT* shall be amended.

FURTHER RESOLVED, that the appropriate officers of the Board of Public Works be, and they hereby are, authorized to do all things necessary, including the execution of the attached *AGREEMENT*.

MOTION was moved by Board Member Glenn and seconded by Board Member Lynch that Resolution No. 2005-06 be adopted in its entirety. Members voting aye: Glenn, Grant, Humphrey, Lynch, Layson; members voting nay: none.

WHEREBY Chairman Layson declared the above Resolution 2005-06 duly adopted this 14th day of November 2005.

Richard K. Layson, Chairman

ATTEST:

Jack W. Humphrey, Secretary