

MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS  
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA  
HELD OCTOBER 9, 2006

THE BOARD OF PUBLIC WORKS OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA (BPW), met in regular session on the 9<sup>th</sup> day of October 2006 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 Grant announced this was an Open Meeting and information about open meetings was posted on the east wall of the Board Room.

Chairman Grant called the meeting to order and requested roll call: Members present - Glenn, Grant, Hahn, Schneider; members absent – Humphrey.

Chairman Grant 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 Glenn, seconded by Member Schneider, 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, ratify and allow the following checks written/transfers during the month:

Electric, Water & Wastewater Departments:

Internal Revenue - fwh & fica (efpts)	\$19,932.10
Department of Revenue - swl (efpts)	2,891.66
Petty Cash: linecrew/meter reader/water crew meals, address corrects, postage, Platt book, Open House supplies, cash over/short, NRD well permit	249.42
BC-BS - health insurance	21,161.18
Standard – life/disability premiums	1,102.33
Ameritas - pension (efpts)	8,569.40
Payroll - transfer	56,699.54
Customer Deposits #9 refund or apply	2,948.43

approve and pay the following claims:

Action Technology	\$484.00
Auburn Newspapers	743.68
Auburn Auto	112.32
Auburn Plumbing/Heating/AC	5,600.00
Auburn Postmaster	1,090.00
BPW	4,180.53
Bohl Plumbing/Heating	3.87
Cleaners, The	240.69
Eggers Bros.	66.97

Farmers Co-op	1,882.75
Lynch Hardware	77.75
Mellage Truck/Tractor	11.87
Meyer-Earp	2.99
Nemaha County Clerk	26.00
Orscheln	149.52
Raymond's Electric	17.67
Sack Lumber	581.49
Shell	130.60
Stutheit Implement	222.18
Sunmart	168.23
Tri State Office Products	202.35
Wells Graphics	1,295.04
Allan J Coleman Co.	20.12
ATCO International	160.00
Cloverleaf Tool	1,080.00
Cornhusker Winnelson	201.94
D & D Communications	140.51
Dugan Business	39.14
Dutton Lainson	977.73
Electric Fixture/Supply	109.33
Ensor, Darrell	360.00
Environmental Analysis South	73.52
Factual Data-Midwest	70.87
First National Bank	10.00
Great Plains One Call	97.11
Hawkins Water Treatment	189.17
HHS-Lab	384.00
Husker Electric	52.91
IKON	509.57
JEO	4,050.00
Kelly Supply	404.85
Kriz-Davis	1,828.01
Lab Safety Supply	167.49
LARM	82,608.00
Lawson Products	185.47
Layne Christensen	38,916.00
League of NE Municipalities	25.00
McMaster-Carr	189.78
Meadowbrook Insurance	273.70
Mid Con Systems	374.35
Mid West Labs	7.00
Municipal Supply - NE	310.19
National Waterworks	678.17
NE Rural Water Assn.	25.00
NE Workforce Develop.	2,592.00

Overhead Door	82.01
Pay Flex Systems	74.25
Southeast District Health Dept	62.50
US Cellular	118.68
USIS	99.68
Voss Lighting	72.19
Water Engineering	781.60
Windstream	915.58
Windstream (estimate)	100.00
REBATES:	
Delbert Clifton	662.80
PURCHASED POWER:	
NPPD (estimate)	200,000.00
WAPA	17,186.43
OPPD	3,987.76
KBR	15.17
POWER PLANT:	
Aquila	52.61
Cornerstone	960.16
<b>efpts:</b> Department of Revenue	18,985.94

and transfer the following sums to the Electric Revenue checking account - \$256,483.29 (plus the actual amount of NPPD when received) from Electric Revenue GMM, \$53,462.80 from Water Revenue GMM and \$8,514.70 from WW Revenue GMM (amounts include routine transfers to T&D); also transfer amount of LARM when breakdown between accounts is received.

(d) Reinvest maturing CD - FNB Electric #21431 for a period of twelve months at the quoted rate with the current depository of funds; and

(e) Approve Free Service Report as follows: BPW has furnished utilities, materials and labor equal to \$3,172.16 to the City free of charge and paid in lieu of tax payments of \$10,571.09 to the City for the month of September 2006.

Roll call: those voting aye - Glenn, Hahn, Schneider, Grant. Chairman Grant declared the motion carried.

Motion was moved by Member Hahn, seconded by Member Schneider, the Board approve the claim of Glenn's Corner Market - \$5.85. Roll call: those voting aye - Hahn, Schneider, Grant; abstaining - Glenn. Chairman Grant declared the motion carried.

Motion was moved by Member Hahn, seconded by Member Schneider, the Board approve remitting three unclaimed customer deposits in the amount of \$165.02 to the Nebraska State Treasurer's Office as required by law; however, for future years, that staff be instructed to make a concerted effort to refund all customer deposits of people or businesses who are no longer

customers of the BPW. If staff is not able to accomplish this, then remit said monies to the Nebraska State Treasurer's Office following the guidelines found in the instructions provided by the Treasurer's Office. This procedure should be performed annually and deposits remitted when necessary. Staff will provide Board a report each year and the amount will be stated in the claims for the month they are to be remitted. Roll call: those voting aye - Glenn, Hahn, Schneider, Grant. Chairman Grant declared the motion carried.

Concerning water supply considerations:

a-b) Gary Sasse of JEO, Martha Silks of Quad State Services and Brad Harris of Layne Western were all in attendance. Sasse reviewed progress to date including the trip to South Sioux City to visit the site of their collector well. Silks reviewed pumping tests, which indicated the collector well will not provide the anticipated gallons per minute and other options need to be considered. Harris provided a rough cost estimate of possible vertical wells for the site.

c) Two of the entities, contacted by BPW concerning interest in participating in the project, have responded with positive comments.

Concerning electrical needs for the E-Energy Ethanol Plant:

a) General Manager (GM) Hunter updated the Board on electrical needs.

No action was taken on these two agenda items; however, it was the general consensus of the Board that until final water quality tests results are completed no further projections can be done concerning possible needs for a water treatment plant and that GM Hunter work with Mayor Engles in scheduling a meeting with the E-Energy as soon as possible.

GM Hunter presented bid specifications for a new full size van to replace the 1996 Unit #2 water/sewer van and also reviewed the procedure for using the State Bid Option. Motion was moved by Member Hahn, seconded by Member Glenn, the Board approve the specs and advertise for bids as recommended; however, note that the Board may consider the State Bid Option in the future. Roll call: those voting aye - Hahn, Schneider, Glenn, Grant. Chairman Grant declared the motion carried

Management reviewed BPW policy on unused vacation and this year's extenuating circumstances for the managers due to the vacancy of the General Manager position for almost five months. Due to these circumstances only, motion was moved by Member Hahn, seconded by Member Schneider, the Board allow Electric Operations Manager Leslie to carry over 21.5 days of unused vacation with the understanding that this will be used by October 1, 2007. Employees will be encouraged to use their vacations according to BPW policy. Roll call: those voting aye - Glenn, Hahn, Schneider, Grant. Chairman Grant declared the motion carried.

Reports:

a) APPA safety article featured the BPW; b) APPA railroads article; c) Public Power Broadband article; d) Water Watch has been lifted; e) Request from City to be named additional insured on BPW policy; f) Theft of service update; g) Report on customer request regarding penalty removal; h) Offer of employment has been issued for the General Service Tech; i) Accounting & Finance Manager Filbrandt attended the Annual League of Municipalities Conference, the League Association of Risk Management Annual Meeting and the Legislative Committee Meeting; j) S.O.S. Initiative 423 video tape furnished by the League was viewed by the Board; k) Thank You's were received from the Relay for Life and Auburn Development Council.

There being no further business to come before the Board, motion was moved by Member Schneider the Board adjourn to the next regular meeting of the Board to be held November 13, 2006 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, Hahn, Schneider, Grant. Chairman Grant declared the meeting adjourned. Agenda items will be posted.

\_\_\_\_\_  
James W. Grant III, Chairman

ATTEST: \_\_\_\_\_  
Richard Schneider, Acting 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 October 9, 2006 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.