

Board of Public Works
Regular Meeting
September 22, 2020

A regular meeting of the Board of Public Works was convened in open and public session at 4:15 p.m. on September 22, 2020 in the City Council Chambers. Board members Porter, Fossand, Evertson, Coleman and Brown were in attendance. Also attending was Water Superintendent Sisk, Electric Superintendent Hinton, Wastewater Treatment Operator Wagner, City Treasurer Brower and City Clerk Terrill attended in person. The public was represented.

Notice of the meeting was given in advance by publication in the Western Nebraska Observer. Notice of the meeting was given to the members and a copy of their acknowledgement of receipt of notice and the agenda is on record at the office of the City Clerk. Availability of the agenda was communicated in advance notice and in the notice to the members. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

Chairperson Porter called the meeting to order at 4:17 p.m. and acknowledged the posted Open Meetings Act poster. The following votes were recorded on the electronic voting board. Aye: Fossand, Brown, Coleman, Evertson and Porter. Nay: None. Absent: None. Motion passed.

The Board of Public Works reviewed the following items under the consent agenda: (1) Minutes from the regular meeting of August 25, 2020; (2) Claims; (3) Treasurer's Report from August 2020; and (4) Financial Reports from August 2020. Porter pointed out an error in the minutes. He went on to say that ZNS should be Z&S.

Evertson moved and seconded by Coleman to approve the consent agenda as presented in the packet with the correction as discussed. The following votes were recorded on the electronic voting board. Aye: Fossand, Brown, Coleman, Evertson and Porter. Nay: None. Absent: None. Motion passed.

Porter opened discussion to elect a member to the Application Review Committee. Porter nominated Brown to the Application Review Committee and asked for a second. Gregg Fossand seconded the motion. Coleman questioned what the role of the committee members were. Terrill advised that applications and resumes would be sent to the committee members for their review. The following votes were recorded on the electronic voting board. Aye: Fossand, Brown, Coleman, Evertson and Porter. Nay: None. Absent: None. Motion passed.

Porter opened discussion to consider bond restructuring. Tobin Buchanan and Matt Cannon of First National Capital were in attendance and went over the current bonds and potential savings. Buchanan stated that there was not much that could be saved on refinancing the 2013 and 2014 bond series however refinancing the 2015 bond would save approximately \$35,000. Buchanan explained the process of redeeming the 2015 bond to the board. He went on to say that he would contact the bond attorney, Gilmore and Bell, to see if there would be a charge. Buchanan added that the bond company

would need a 30-day notice of the payoff. After discussion, Buchanan will follow up with Brower after he gets the needed information. No action taken.

Porter opened discussion on the updates from Superintendents.

Water Superintendent Sisk advised the Board that his major project is the VFD's for the wells. Sisk stated that the well will have to be out of service for 24 plus hours and do a bacteria sample upon completion. He added that he has been in contact with engineer and contractor and hope to start the first week in October. Sisk stated they are still working on fire hydrant maintenance, three of which need to be replaced. Porter asked the process in notifying the Fire Department. Sisk stated that he contacts the Fire Chief but is looking into getting tags for them. Helped at the Power Plant for several days. Sisk said that they are getting pipe sizes for the water looping project. Still working on sewer maintenance.

Electric Superintendent Hinton advised that they have been busy with the project at FVC and the underground feed. Hinton went on to say that they energized the transformer for FVC to test on Thursday. Have had a lot of service upgrades. New business lights have come in but have not had time to put them up yet. Hinton added that the GeoTech petroleum groundwater project will start soon. He went on to say that they will set up a roll off to the west of Panhandle that will be there 5-10 years.

Wastewater Treatment Operator Wagner advised the Board that they have installed the actuator at the plant. He said that the hydraulics on the tractor went out. Evertson asked the age of the tractor. Wagner stated that the tractor is a 1978. He advised that from now on they will call residents before turning on electrical to ensure someone is home for liability reasons. Wagner advised that they made some changes to the settings at the plant and have save approximately 35,000 KW in doing so. He said that was around \$3,100 in electrical savings. Wagner stated that currently there is 150,000 gallons per day going through the plant but can handle 7,000,000 gallons per day which is the equivalent of 7,000 in population.

Landfill Superintendent Schulte advised that the C&D permit was sent in but NDEE requested a couple of changes. He added that Golder is working on those changes and will get it sent in. Liner repair will begin soon. B & C Steel will start breakroom on October 1st after they receive the 25% down payment. Schulte advised that he has been contacting dealers for a new tractor. He said they will need 120 – 140 horsepower and will cost between \$50,000 - \$69,000. Porter asked if it will be used at the wastewater and water departments. Schulte said all departments would be able to use it. Discussion held on possible trade in value on the current tractors.

Next regular meeting will be October 27, 2020 at 4:15 p.m. There being no further business, Coleman moved and seconded by Evertson to adjourn the meeting at 5:18 p.m. The following votes were recorded on the electronic voting board. Aye: Fossand, Brown, Coleman, Evertson and Porter. Nay: None. Absent: None. Motion passed.

Chairperson

City Clerk

Utilities-Board of Public Works-Claims-September 22, 2020-Reliance Standard Life Ins Company-Premium-263.21; Quadient Finance USA, Inc.-Postage-39.00; Payroll Fund-Payroll Transfer-46,575.29; William Barnwell-Services-588.14; Centurylink Communications, Inc.-Long Distance-88.69; Connecting Point-Copy Usage-713.23; DakTech-Services-989.10; Frenchman Valley Coop-Fuel-12,407.95; High West Energy-Utilities-25,311.53; Intralinks, Inc.-Software Service-3,142.00; JNW Consulting, LLC.-Services-170.46; Viaero-Cell Phone-218.22; Visa-Firstier Bank-Charges-430.50; Western Nebraska Observer-Meeting Notices-312.15; CenturyLink-Telephone-772.66; Quadient Leasing USA, Inc.-Lease Postage Machine-615.00; Payroll Fund-Payroll Transfer-46,014.13; 5 Star Industries, LLC-Repairs-3,235.00; AC Electric Motor Service-Services-46.50; B & C Steel Corporation-Services-5,127.00; Black Hills Energy, LLC-Gas Service-406.41; Border States Industries Inc.-Services-1,005.80; Charter Communications-Internet-275.25; City of Kimball-Utility Group Health Allocations-21,503.31; City of Kimball-Occupation Tax-14,832.46; City of Kimball-Transfer-2,077.63; City of Kimball-Transfer-115.00; City of Kimball-Reimbursement-540.00; Combined Utilities-Utilities-111.43; Creative Displays, Inc.-Supplies-4,542.79; Crescent Electric Supply Co.-Supplies-2,182.75; Culligan-Rental-32.20; DakTech-Services-849.00; Dollar General Corporation-Supplies-45.42; EMC National Life Company-Premium-97.02; ESRI-Supplies-400.00; Electro-Test and Maintenance, Inc.-Services-32,439.99; Enviro Service Inc.-Samples-132.00; Floyd's Truck Center-Repairs -1,071.13; Great America Financial Services-Lease Copier-299.00; Great America Financial Services-Lease Copier-299.00; Hach Company-Supplies-267.26; Hometown Hardware-Supplies-386.27; Hydro Optimization & Automation Solution-Services-55,702.13; Ideal Linen Supply, Inc.-Services-70.58; Intralinks, Inc.-Services-64.17; Kimball Auto Parts-Supplies-958.77; Kimball Recycling-Monthly Support-3,198.00; Kimball Service Center-Repairs-124.84; MEAN-Mean Billing-241,023.56; Municipal Supply, Inc. of Nebraska-Supplies-340.88; Napa Auto Parts-Supplies-562.61; Nebraska Department of Revenue-Services-25.00; Norberg Auto & Diesel Inc.-Repairs-2,660.60; Northwest Pipe Fitting, Inc. of S.B.-Supplies-1,869.47; One Call Concepts-Locates-33.78; One Stop Safety Solutions-Services-100.00; Panhandle Coop-Services-211.88; Panhandle Coop Association-Supplies-130.56; Powerplan-Services-500.50; Prestige Welding & Repair-Repairs-255.00; Respond First Aid Systems-Supplies-139.18; Jim Schulte-Reimbursement-126.92; Southwestern Equipment Co.-Repairs-663.35; Spalding Fly Predators-Supplies-56.95; Team Laboratory Chemical Corp.-Supplies-2,982.00; The Right Impression-Services-95.00; USA Blue Book-Supplies-523.10; Blake Wagner-Reimbursement-83.00; Wesco Distribution Receivables Corp.-Supplies-14,290.44; Wolf Auto Center-Repairs-272.90.