

**BROKEN BOW UTILITIES  
BOARD OF PUBLIC WORKS AGENDA  
August 8, 2022 @12:30 P.M.  
Council Chambers  
314 South 10<sup>th</sup> Avenue, Broken Bow, NE**

**A. Call to Order**

**B. Open Meeting Law:** A current copy of the Open Meeting Act is posted and is available for review by all citizens in attendance.

**C. Roll Call**

**D. Consent Agenda** – The Board will review and may or may not approve the consent agenda items for August 8, 2022, which will include the following:

- a. Approval of Minutes from July 26, 2022, Meeting
- b. Approval of Claims as Posted

**E. Discussion Items**

**F. Department Head Updates**

**G. Items for Next Agenda**

**H. Adjournment**

*The Broken Bow Board of Public Works reserves the right to enter closed session to discuss any item on the agenda pursuant to law.*

**Board of Public Works  
Meeting Minutes  
July 26, 2022**

The Board of Public Works of the City of Broken Bow, Nebraska met in regular session on Tuesday July 26, 2022. Notice of the meeting was given in advance thereof as required by law. Availability of the agenda and related materials was communicated in advance to the members of the Board of Public Works and the Electric Superintendent. All proceedings hereafter shown were taken while the meeting was open to the attendance of the public.

Chad Schall called the meeting to order at 12:33 p.m., with the following Board members present: Paul Holland, Russ Smith, and Chad Schall. Absent: None. Chad Schall informed the Board of Public Works this was an open meeting of the Board of Public Works and was subject to the open meeting laws of the State of Nebraska, a copy of which is posted.

Moved by Smith, seconded by Holland, to approve the Consent Agenda for July 26, 2022. Said motion includes approval of the Minutes of the June 27, 2022, Board Meeting, approval of Claims to Date, approval of June 2022 Treasurer's Report. Roll Call vote: Voting aye: Holland, Smith, and Schall. Nays: None. Motion carried.

ADAM HOGG - 363.10, ALTEC INDUSTRIES, INC. - 5497.60, AQUA-AEROBIC SYSTEMS, INC. - 7332.44, BROKEN BOW MUNICIPAL UTILITIES - 629.13, CARD SERVICES - ORSCHELNS FARM & HOME - 216.92, CARQUEST OF BROKEN BOW - 28.95, CENTURYLINK - 67.06, CITY OF BROKEN BOW - 46542.67, CITY OF BROKEN BOW PAYROLL REIMBURSEMENT - 70575.81, 36267.21, CULLIGAN - 51.25, CUSTER COUNTY CHIEF - 135.26, CUSTER PUBLIC POWER DISTRICT - 5162.45, CUSTER TRANSFER STATION - 9929.00, CITY OF BROKEN BOW - HEALTH INSURANCE - 44976.33, DUTTON-LAINSON COMPANY - 37724.21, EAKES OFFICE SOLUTIONS - 240.80, EXLINE, INC. - 924.60, EZ IT SOLUTIONS - 1550.00, ERIK JENSEN - 14.86, GRAINGER - 108.62, GREAT PLAINS COMMUNICATIONS, INC - 282.14, INVOICE CLOUD - 132.40, JEFF ROACH - 15.00, JEO CONSULTING GROUP INC. - 235.00, JOHN DEERE FINANCIAL - 201.10, 375.25, JAMES ZLOMKE - 575.00, KANSAS MUNICIPAL UTILITIES - 500.00, MEAD LUMBER CO - 146.34, MIKE'S SMALL ENGINE REPAIR - 139.43, MUNICIPAL ENERGY AGENCY OF NE - 563485.80, MUNICIPAL SUPPLY, OF NEBR. - 294.89, MACQUEEN EQUIPMENT - 1200.00, NEBRASKA PUBLIC HEALTH ENVIRONMENTAL LAB - 1265.00, NEBRASKA STATE BANK - 49184.00, NEBRASKA WATER RESOURCES ASSOC. - 105.00, OBRIEN'S HARDWARE - 131.71, ONE CALL CONCEPTS, INC - 93.82, PAULSEN, INC. - 1074.38, PLATTE VALLEY LABORATORIES, INC. - 422.50, QUADIENT FINANCE USA, INC. - 400.00, RACHEL MILLER - 218.50, RT ACE - 343.05, 158.46, S & L SANITARY SERVICES - 40.75, 33802.65, SAGE PAYMENT SOLUTIONS - 1714.51, SANDHILLS CUSTOM CREATIONS - 159.90, STUART C IRBY CO - 1962.11, 3183.79, TROTTER FERTILIZER - 1370.85, TROTTER SERVICE - 591.03, VERIZON WIRELESS - 86.02, WENQUIST, INC. - 78.18, WESCO RECEIVABLES CORP. - 74107.02, WESTERN AREA POWER ADMIN. - 23075.32, TOTAL - 1029489.17

Electric Department	\$871,927.82
Water Department	33,364.38
Sewer Department	42,305.52
Power Plant	5,351.26
Billing	76,475.48
Fuel Station	<u>64.71</u>

\$ 1,029,489.17

The following was discussed under Department Head Updates:

Blake Waldow, Electric Superintendent:

- Discussing projects at Brookstone and Melham Medical Center with M & M Electric.
- Working on the O'Reilly's Project
- Cleaned up storm damage.

Water/Sewer:

- Water/Sewer Supervisor position is open.

Moved by Holland, seconded by Smith, to adjourn the meeting at 12:40 p.m. Roll Call vote:  
Voting aye: Holland, Smith, and Schall. Nays: None. Motion carried.

BOARD OF PUBLIC WORKS OF THE  
CITY OF BROKEN BOW, NEBRASKA

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/s/ Chad Schall, Chairman

Pay#	Post Date	Due Date	Account#	Work Order	Amount	Invoice	Description	Date	PO#	Debit	Credit	Status
<b>ALTEC INDUSTRIES, INC.</b>												
18698	8/8/2022	8/8/2022	1-143410		223.13		SUPPLIES/MAINTENANCE			223.13		Posted
18680	8/8/2022	8/8/2022	2-243290		822.01		postage			356.80		Posted
			5-545500				postage			465.21		0.00
										822.01		0.00
<b>Black Hills Energy</b>												
18679	8/8/2022	8/8/2022	4-440800		99.29		power plant gas			99.29		Posted
<b>CARD SERVICES - ORSCHELNS FARM &amp; HOME</b>												
18681	8/8/2022	8/8/2022	2-243360		1,218.63		HOTEL			235.48		Posted
			2-243370				PUBLISHING/PRINTING			17.50		0.00
			3-343370				ADVERTISING/SEWER			17.50		0.00
			1-143700				MAINTENANCE BUILDINGS & GROUNDS			568.30		0.00
			1-143360				MEALS/MILEAGE/HOTELS			70.85		0.00
			4-441010				OFFICE SUPPLIES POWER PLANT			309.00		0.00
										1,218.63		0.00
<b>CITY OF BROKEN BOW</b>												
18682	8/8/2022	8/8/2022	1-149200		135,625.61		Transfer to City's General Fund			46,345.11		Posted
			5-546100				Monthly Office Rent			400.00		0.00
			2-249990				SPECIAL PROJECTS			13,893.75		0.00
			3-349920				FUTURE PROJECTS			13,893.75		0.00
			2-247400				ENGINEERING EXPENSE			803.00		0.00
			2-244200				FIRE HYDRANTS			30,145.00		0.00
			3-343400				MAINTENANCE MAINS			30,145.00		0.00
										135,625.61		0.00
<b>CUSTER PUBLIC POWER DISTRICT</b>												
18683	8/8/2022	8/8/2022	3-340900		5,446.47		Power for Wastewater Treatment Plant			5,446.47		Posted
<b>City of Broken Bow - Health Insurance</b>												
18678	8/8/2022	8/8/2022	1-145200		20,450.86		Feb-June Health Ins corrections			6.36		Posted
			2-245200				Feb-June Health Ins corrections			3.16		0.00
			3-345200				Feb-June Health Ins corrections			3.16		0.00
			5-545200				Feb-June Health Ins corrections			0.00		295.78
			4-445200				Feb-June Health Ins corrections			3,336.78		0.00
			1-145200				JULY HEALTH INSURANCE			6,868.66		0.00
			2-245200				JULY HEALTH INSURANCE			3,440.78		0.00
			3-345200				JULY HEALTH INSURANCE			3,440.78		0.00
			4-445200				JULY HEALTH INSURANCE			425.26		0.00
			5-545200				JULY HEALTH INSURANCE			3,221.70		0.00
										20,746.64		295.78
<b>EAKES OFFICE SOLUTIONS</b>												
18684	8/8/2022	8/8/2022	5-545400		112.83		office supplies			66.83		Posted
			4-441010				office supplies POWER PLANT			46.00		0.00
										112.83		0.00
<b>EZ IT Solutions</b>												
18685	8/8/2022	8/8/2022	1-149991		1,550.00		IT SERVICES			310.00		Posted
			2-249991				IT SERVICES			310.00		0.00
			3-349991				IT SERVICES			310.00		0.00
			4-449991				IT SERVICES			310.00		0.00
			5-549991				IT SERVICES			310.00		0.00
										1,550.00		0.00

## Accounts Payable Detail Listing

Broken Bow Municipal Utilities

**Vend# Vendor Name**

<b>Pay#</b>	<b>Post Date</b>	<b>Due Date</b>	<b>Amount</b>	<b>Invoice</b>	<b>Date</b>	<b>PO#</b>	<b>Date</b>	<b>Status</b>
	<b>Account#</b>	<b>Work Order</b>		<b>Description</b>			<b>Debit</b>	<b>Credit</b>
<b>GREAT PLAINS COMMUNICATIONS, INC (continued)</b>								
18686	8/8/2022	8/8/2022	282.73					Posted
	4-440360			P Plant Internet Service			72.00	0.00
	1-143800			1/4 Internet Expense			27.99	0.00
	2-243800			1/4 Internet Expense			27.99	0.00
	3-343800			1/4 Internet Expense			27.99	0.00
	5-547200			Internet Expense- Credit card connection			83.98	0.00
	4-445700			P Plant Telephone			42.78	0.00
							282.73	0.00
<b>INVOICE CLOUD</b>								
18687	8/8/2022	8/8/2022	146.40					Posted
	5-547200			Credit Card Expenses			146.40	0.00
<b>James Zlomke</b>								
18688	8/8/2022	8/8/2022	275.00					Posted
	2-243365			RYAN CLASS A CDL TEST			275.00	0.00
<b>NEBRASKA POWER REVIEW BOARD</b>								
18699	8/8/2022	8/8/2022	1,239.94					Posted
	1-145410			Annual Assessment			1,239.94	0.00
<b>NEBRASKA STATE BANK</b>								
18689	8/8/2022	8/8/2022	49,184.00					Posted
	1-110670			Wastewater Bond- Monthly Savings Depos			26,871.00	0.00
	1-110680			Water Bond- Monthly Savings Deposit			10,628.00	0.00
	1-110610			Electric Bond Fund			11,685.00	0.00
							49,184.00	0.00
<b>ONE CALL CONCEPTS, INC</b>								
18690	8/8/2022	8/8/2022	65.06					Posted
	1-143320			1- Month of Locate Expenses			65.06	0.00
<b>RAILROAD MANAGEMENT COMPANY III, LLC</b>								
18692	8/8/2022	8/8/2022	313.34					Posted
	2-241000			10 INCH WATER PIPELINE CROSSING			313.34	0.00
<b>RT Ace</b>								
18693	8/8/2022	8/8/2022	154.78					Posted
	1-143410			SUPPLIES & MAINTENANCE			36.97	0.00
	2-241000			OPERATING SUPPLIES & MAINTENANC			117.81	0.00
							154.78	0.00
<b>RYAN JONES</b>								
18694	8/8/2022	8/8/2022	15.37					Posted
	2-243365			LICENSE FEE FOR CDL			15.37	0.00
<b>SAGE PAYMENT SOLUTIONS</b>								
18691	8/8/2022	8/8/2022	1,793.92					Posted
	5-547200			Credit card fees			1,793.92	0.00
<b>Sensaphone</b>								
18695	8/8/2022	8/8/2022	5.95					Posted
	2-243800			MAINTENANCE-SCADA			2.97	0.00
	3-343800			MAINTENANCE-SCADA			2.98	0.00
							5.95	0.00
<b>Stuart C Irby Co</b>								
18696	8/8/2022	8/8/2022	380.73					Posted
	1-143300			LINE MATERIALS			380.73	0.00
<b>WESCO RECEIVABLES CORP.</b>								
18700	8/8/2022	8/8/2022	23,544.29					Posted
	1-143300			LINE SUPPLIES			9,725.24	0.00
	1-149600			NEW TRANSFORMERS			13,819.05	0.00
							23,544.29	0.00
<b>WESTERN AREA POWER ADMIN.</b>								
18697	8/8/2022	8/8/2022	25,123.63					Posted
	1-140220			Power Purchases WAPA			25,123.63	0.00

Accounts Payable Detail Listing

Broken Bow Municipal Utilities

<u>Vend#</u>	<u>Vendor Name</u>									
<u>Pay#</u>	<u>Post Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Invoice</u>	<u>Date</u>	<u>PO#</u>	<u>Date</u>	<u>Status</u>		
	<u>Account#</u>	<u>Work Order</u>		<u>Description</u>			<u>Debit</u>	<u>Credit</u>		
			268,073.97	23 Non-voided payables listed.						

Report Setup  
AP - Accounts Payable Listing : Vendor Name  
Filter Options  
Starting: 7/26/2022  
Ending: 8/8/2022  
Banks: All  
Payable Status: Posted, Printed, ACH, Recorded, Voided  
All Vendors Selected

# Check Approval List - GL Account

8/4/2022 8:26:59 AM

Broken Bow Municipal Utilities

Page 1 of 2

<u>Vendor Name</u>	<u>Invoice</u>	<u>Invoice Description</u>	<u>Account Description</u>	<u>Amount</u>
<b>ELECTRIC</b>				
ALTEC INDUSTRIES, INC.		METER LEADS	SUPPLIES AND MAINTI	223.13
CARD SERVICES - ORSCHELNS FARM		HOTEL FOR ADAM, EMPLOYMENT AD, BI	MEALS/MILEAGE/HOTE	70.85
CARD SERVICES - ORSCHELNS FARM		HOTEL FOR ADAM, EMPLOYMENT AD, BI	MAINT-BUILDINGS & G	568.30
CITY OF BROKEN BOW		RENT & TRANSFER, JEO ENGINEERING	IN LIEU OF TAX PAYME	46,345.11
City of Broken Bow - Health Insurance		Feb-June Health Ins corrections-JULY HEA	EMPLOYEE HEALTH IN	6.36
City of Broken Bow - Health Insurance		Feb-June Health Ins corrections-JULY HEA	EMPLOYEE HEALTH IN	6,868.66
EZ IT Solutions		IT SERVICES	IT Expense	310.00
GREAT PLAINS COMMUNICATIONS, IN		internet and telephone	MAINT-COMMUNICATI	27.99
NEBRASKA POWER REVIEW BOARD		POWER REVIEW BOARD ASSESSMENT	MEMBERSHIPS & DUE	1,239.94
NEBRASKA STATE BANK		bond transfers	ELECTRIC BOND FUNC	11,685.00
NEBRASKA STATE BANK		bond transfers	WASTEWATER PLANT	26,871.00
NEBRASKA STATE BANK		bond transfers	WATER DEPARTMENT	10,628.00
ONE CALL CONCEPTS, INC		LOCATE EXPENSE	UNDERGROUND LOCA	65.06
RT Ace		FUSE, RECEPTICAL, BOLTS, MOP, PAINT	SUPPLIES AND MAINTI	36.97
Stuart C Irby Co		ANCHOR RODS	LINE MATERIALS & SU	380.73
WESCO RECEIVABLES CORP.		LINE SUPPLIES/NEW TRANSFORMERS	LINE MATERIALS & SU	9,725.24
WESCO RECEIVABLES CORP.		LINE SUPPLIES/NEW TRANSFORMERS	NEW TRANSFORMERS	13,819.05
WESTERN AREA POWER ADMIN.		POWER PURCHASES	POWER PURCHASED-'	25,123.63
			Total ELECTRIC	\$153,995.02
<b>WATER</b>				
BROKEN BOW MUNICIPAL UTILITIES		POSTAGE	POSTAGE- WATER DE	356.80
CARD SERVICES - ORSCHELNS FARM		HOTEL FOR ADAM, EMPLOYMENT AD, BI	MEALS/MILEAGE/HOTE	235.48
CARD SERVICES - ORSCHELNS FARM		HOTEL FOR ADAM, EMPLOYMENT AD, BI	PRINTING/PUBLISHING	17.50
CITY OF BROKEN BOW		RENT & TRANSFER, JEO ENGINEERING	FIRE HYDRANTS	30,145.00
CITY OF BROKEN BOW		RENT & TRANSFER, JEO ENGINEERING	ENGINEERING EXPEN	803.00
CITY OF BROKEN BOW		RENT & TRANSFER, JEO ENGINEERING	SPECIAL PROJECTS C	13,893.75
City of Broken Bow - Health Insurance		Feb-June Health Ins corrections-JULY HEA	EMPLOYEE HEALTH IN	3.16
City of Broken Bow - Health Insurance		Feb-June Health Ins corrections-JULY HEA	EMPLOYEE HEALTH IN	3,440.78
EZ IT Solutions		IT SERVICES	IT Expense	310.00
GREAT PLAINS COMMUNICATIONS, IN		internet and telephone	MAINTENANCE-SCADA	27.99
James Zlomke		RYAN CLASS A CDL TEST	CONFERENCE REGIST	275.00
RAILROAD MANAGEMENT COMPANY I		10 INCH WATER PIPELINE CROSSING	OPERATING SUPPLIES	313.34
RT Ace		FUSE, RECEPTICAL, BOLTS, MOP, PAINT	OPERATING SUPPLIES	117.81
RYAN JONES		LICENSE FEE FOR CDL	CONFERENCE REGIST	15.37
Sensaphone		alarm system	MAINTENANCE-SCADA	2.97
			Total WATER	\$49,957.95
<b>SEWER</b>				
CARD SERVICES - ORSCHELNS FARM		HOTEL FOR ADAM, EMPLOYMENT AD, BI	ADVERTISING- SEWEF	17.50
CITY OF BROKEN BOW		RENT & TRANSFER, JEO ENGINEERING	MAINTENANCE MAINS	30,145.00
CITY OF BROKEN BOW		RENT & TRANSFER, JEO ENGINEERING	FUTURE PURCHASES	13,893.75
CUSTER PUBLIC POWER DISTRICT		POWER FOR WWTP	UTILITIES	5,446.47
City of Broken Bow - Health Insurance		Feb-June Health Ins corrections-JULY HEA	EMPLOYEE HEALTH IN	3.16
City of Broken Bow - Health Insurance		Feb-June Health Ins corrections-JULY HEA	EMPLOYEE HEALTH IN	3,440.78
EZ IT Solutions		IT SERVICES	IT Expense	310.00
GREAT PLAINS COMMUNICATIONS, IN		internet and telephone	MAINTENANCE SCADA	27.99
Sensaphone		alarm system	MAINTENANCE SCADA	2.98
			Total SEWER	\$53,287.63
<b>POWER PLANT</b>				
Black Hills Energy		POWER PLANT GAS	NATURAL GAS USED	99.29
CARD SERVICES - ORSCHELNS FARM		HOTEL FOR ADAM, EMPLOYMENT AD, BI	OFFICE SUPPLIES POW	309.00
City of Broken Bow - Health Insurance		Feb-June Health Ins corrections-JULY HEA	EMPLOYEE HEALTH IN	3,336.78
City of Broken Bow - Health Insurance		Feb-June Health Ins corrections-JULY HEA	EMPLOYEE HEALTH IN	425.26
EAKES OFFICE SOLUTIONS		TONER, PAPER, HANGING FOLDERS, PE	OFFICE SUPPLIES POW	46.00
EZ IT Solutions		IT SERVICES	IT Expense	310.00
GREAT PLAINS COMMUNICATIONS, IN		internet and telephone	MAINTENANCE - POWI	72.00
GREAT PLAINS COMMUNICATIONS, IN		internet and telephone	TELEPHONE	42.78
			Total POWER PLANT	\$4,641.11
<b>BILLING</b>				

# Check Approval List - GL Account

8/4/2022 8:26:59 AM

Broken Bow Municipal Utilities

Page 2 of 2

<u>Vendor Name</u>	<u>Invoice</u>	<u>Invoice Description</u>	<u>Account Description</u>	<u>Amount</u>
<b>BILLING</b>				
BROKEN BOW MUNICIPAL UTILITIES		POSTAGE	POSTAGE	465.21
CITY OF BROKEN BOW		RENT & TRANSFER, JEO ENGINEERING	OFFICE RENT	400.00
City of Broken Bow - Health Insurance		Feb-June Health Ins corrections-JULY HEA	EMPLOYEE HEALTH IN	(295.78)
City of Broken Bow - Health Insurance		Feb-June Health Ins corrections-JULY HEA	EMPLOYEE HEALTH IN	3,221.70
EAKES OFFICE SOLUTIONS		TONER, PAPER, HANGING FOLDERS, PE	OFFICE SUPPLIES	66.83
EZ IT Solutions		IT SERVICES	IT Expense	310.00
GREAT PLAINS COMMUNICATIONS, IN		internet and telephone	CREDIT CARD/BILL PA	83.98
INVOICE CLOUD		CREDIT CARD EXPENSES	CREDIT CARD/BILL PA	146.40
SAGE PAYMENT SOLUTIONS		CREDIT CARD FEES	CREDIT CARD/BILL PA	1,793.92
			Total BILLING	\$6,192.26
				<hr/> <hr/> \$268,073.97

Report Selection: Check Approval List - GL Account  
Date Range Selection: GL Posting Date  
Starting Date: 7/26/2022  
Ending Date: 8/8/2022