

**BROKEN BOW UTILITIES
BOARD OF PUBLIC WORKS AGENDA
September 12, 2022 @12:30 P.M.
Council Chambers
314 South 10th 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 September 12, 2022, which will include the following:

- a. Approval of Minutes from August 22, 2022, Meeting
- b. Approval of Claims as Posted

E. Discussion Items

- a. Landlord contracts
- b. Fee for use of poles

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.

- A transformer was hit at Subway and the cabinet was repaired.
- Outage on Airport Rd, a loop feed will be added and lines replaced.

Water/Sewer:

- Water/Sewer Supervisor position is open.
- Holding tanks are up and running
- JEO flagged for the gravity to the fairgrounds.
- Flushing sewers.

Moved by Holland, seconded by Smith, to adjourn the meeting at 1:33 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

/s/ Chad Schall, Chairman

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>Description</u>			<u>Debit</u>	<u>Credit</u>
5-POINTS BANK										
18724	9/12/2022	9/12/2022			10,700.00					Posted
	1-149990					SKIDSTEER LEASE			5,350.00	0.00
	2-249700					E-50 LEASE			5,350.00	0.00
									10,700.00	0.00
special office BROKEN BOW MUNICIPAL UTILITIES										
18727	9/12/2022	9/12/2022			473.22					Posted
	5-545500					postage			473.22	0.00
Black Hills Energy										
18725	9/12/2022	9/12/2022			440.92					Posted
	4-440800					power plant gas			440.92	0.00
Border States Industries Inc										
18726	9/12/2022	9/12/2022			299.67					Posted
	3-349300					NEW BATTERY BACKUP FOR WWTP			299.67	0.00
CARD SERVICES - ORSCHELNS FARM & HOME										
18728	9/12/2022	9/12/2022			1,081.02					Posted
	4-441300					ELECTRIC CODE BOOD TRAINING			1,000.77	0.00
	4-441300					EVAN'S PICK UP LISC			10.25	0.00
	2-243370					JOB LISTING ON INDEED			35.00	0.00
	3-343370					JOB LISTING ON INDEED			35.00	0.00
									1,081.02	0.00
CARQUEST OF BROKEN BOW										
18759	9/12/2022	9/12/2022			68.49					Posted
	1-143410					FUSE, CIRCUIT TESTER			33.69	0.00
	3-341000					CLEANER FOR JET TRUCK			34.80	0.00
									68.49	0.00
CENTRAL NEBRASKA BOBCAT										
18757	9/12/2022	9/12/2022			2,299.44					Posted
	2-249700					NEW BUCKET FOR E-50			2,299.44	0.00
CENTURYLINK										
18729	9/12/2022	9/12/2022			145.81					Posted
	5-545700					Basic Phone Service- Office			145.81	0.00
transfer CITY OF BROKEN BOW										
18731	9/12/2022	9/12/2022			56,815.60					Posted
	1-149200					Transfer to City's General Fund			56,415.60	0.00
	5-546100					Monthly Office Rent			400.00	0.00
									56,815.60	0.00
PAYROLL CITY OF BROKEN BOW PAYROLL REIMBURSEMENT										
18730	9/12/2022	9/12/2022			36,937.27					Posted
	4-440100					Payroll Reimbursement			766.40	0.00
	4-445220					Payroll Reimbursement			58.29	0.00
	4-445210					Payroll Reimbursement			45.99	0.00
	5-545130					Payroll Reimbursement			6,950.00	0.00
	5-545220					Payroll Reimbursement			504.22	0.00
	5-545210					Payroll Reimbursement			359.76	0.00
	1-143100					Payroll Reimbursement			13,355.61	0.00
	1-145220					Payroll Reimbursement			985.99	0.00
	1-145210					Payroll Reimbursement			665.20	0.00
	2-240100					Payroll Reimbursement			5,866.12	0.00
	2-245220					Payroll Reimbursement			437.97	0.00
	2-245210					Payroll Reimbursement			318.83	0.00
	3-340100					Payroll Reimbursement			5,866.12	0.00
	3-345230					Payroll Reimbursement			437.97	0.00
	3-345210					Payroll Reimbursement			318.80	0.00
									36,937.27	0.00
INVOICES CUSTER PUBLIC POWER DISTRICT										
18732	9/12/2022	9/12/2022			5,281.25					Posted
	1-143320					UNDERGROUND LOCATE			301.40	0.00
	3-340900					POWER FOR WWTP			4,979.85	0.00
									5,281.25	0.00

Accounts Payable Detail Listing

Broken Bow Municipal Utilities

Vend# Vendor Name

<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>
WESTERN AREA POWER ADMIN. (continued)								
18752	9/12/2022	9/12/2022	25,301.55					Posted
	1-140220			Power Purchases WAPA			25,301.55	0.00
YANT EQUIPEMENT CO, INC.								
18753	9/12/2022	9/12/2022	1,283.70					Posted
	6-640400			MODEM			128.34	0.00
	6-640200			CONNECTION ISSUES, MILEAGE & LABO			1,155.36	0.00
							1,283.70	0.00
			213,972.10	37 Non-voided payables listed.				

Report Setup

AP - Accounts Payable Listing : Vendor Name

Filter Options

Starting: 8/23/2022

Ending: 9/12/2022

Banks: All

Payable Status: Posted, Printed, ACH, Recorded, Voided

All Vendors Selected

Check Approval List - GL Account

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Broken Bow Municipal Utilities

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<u>Vendor Name</u>	<u>Invoice</u>	<u>Invoice Description</u>	<u>Account Description</u>	<u>Amount</u>
ELECTRIC				
5-POINTS BANK		SKIDSTEER LEASE, E-50 LEASE	SPECIAL PROJECTS C	5,350.00
CARQUEST OF BROKEN BOW		FUSE, CIRCUIT TESTER, CLEANER FOR	SUPPLIES AND MAINTI	33.69
CITY OF BROKEN BOW		TRANSFER & RENT	IN LIEU OF TAX PAYME	56,415.60
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	SALARIES-DISTRIBUTI	13,355.61
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE PENSION F	665.20
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE SOCIAL SE	985.99
CUSTER PUBLIC POWER DISTRICT		UNDERGROUND LOCATE, POWER FOR	UNDERGROUND LOCA	301.40
EAKES OFFICE SOLUTIONS		WHITE BOARD, LANDLORD BOOKS, ENV	MAINTENANCE BUILDI	132.51
EZ IT Solutions		IT SERVICES	IT Expense	310.00
GREAT PLAINS COMMUNICATIONS, IN		internet and telephone	MAINT-COMMUNICATIO	27.99
Kansas Municipal Utilities		JOURNEYMAN PROGRAM JOHN & DILLO	CONFERENCE REGIST	600.00
LEAGUE OF NEBR. MUNICIPALITIES		2022-2023 DUES	MEMBERSHIPS & DUE	699.34
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
OBRIEN'S HARDWARE		BATTERIES, CAR CLEANER, PARTS TO F	SUPPLIES AND MAINTI	16.48
OBRIEN'S HARDWARE		BATTERIES, CAR CLEANER, PARTS TO F	MAINT-BUILDINGS & G	26.19
ONE CALL CONCEPTS, INC		LOCATE EXPENSE	UNDERGROUND LOCA	91.72
RAILROAD MANAGEMENT COMPANY I		LICENSE FEE'S	ENGINEERING/LEGAL	313.34
RT Ace		BATTERIES, DUPLICATE KEYS FOR FUEL	SUPPLIES AND MAINTI	105.86
S & L SANITARY SERVICES		TRASH FEES	MAINT-BUILDINGS & G	10.00
TREY HAMLING		BOOTS	SAFETY- ELECTRIC	181.89
WENQUIST, INC.		TRUCK MAINT., OFFICE EQUIP, TOOLS F	MAINTENANCE-TRUCK	160.47
WENQUIST, INC.		TRUCK MAINT., OFFICE EQUIP, TOOLS F	MAINT. OFFICE EQUIP	70.30
WESTERN AREA POWER ADMIN.		POWER PURCHASES	POWER PURCHASED-I	25,301.55
			Total ELECTRIC	\$154,339.13
WATER				
5-POINTS BANK		SKIDSTEER LEASE, E-50 LEASE	LEASED/PURCHASED	5,350.00
CARD SERVICES - ORSCHELNS FARM		ELECTRIC CODE BOOD TRAINING, EVAN	PRINTING/PUBLISHING	35.00
CENTRAL NEBRASKA BOBCAT		NEW BUCKET FOR E-50	LEASED/PURCHASED	2,299.44
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	WATER SALARIES	5,866.12
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE PENSION F	318.83
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE SOCIAL SE	437.97
Core & Main		FIRE HYDRANT REPAIR KITS & 30" EXTE	OPERATING SUPPLIES	1,533.27
EZ IT Solutions		IT SERVICES	IT Expense	310.00
GREAT PLAINS COMMUNICATIONS, IN		internet and telephone	MAINTENANCE-SCADA	27.99
JEO Consulting Group Inc.		GIS MAPPING	OPERATING SUPPLIES	3,817.50
JOHN DEERE FINANCIAL		SUPPLIES FOR RAISING CURB STOPS, T	OPERATING SUPPLIES	89.03
LEAGUE OF NEBR. MUNICIPALITIES		2022-2023 DUES	MEMBERSHIPS & DUE	699.33
NEBRASKA PUBLIC HEALTH ENVIRON		WATER TESTING	WATER TESTING	1,998.00
OBRIEN'S HARDWARE		BATTERIES, CAR CLEANER, PARTS TO F	OPERATING SUPPLIES	18.17
PAULSEN, INC.		REPLACE CONCRETE FOR MAIN BREAK	OPERATING SUPPLIES	351.67
RT Ace		BATTERIES, DUPLICATE KEYS FOR FUEL	OPERATING SUPPLIES	87.79
S & L SANITARY SERVICES		TRASH FEES	MAINT-BLDG & GRDS	5.00
WENQUIST, INC.		TRUCK MAINT., OFFICE EQUIP, TOOLS F	TOOL REPLACEMENT	101.64
WENQUIST, INC.		TRUCK MAINT., OFFICE EQUIP, TOOLS F	MAINTENANCE - BACK	21.39
WENQUIST, INC.		TRUCK MAINT., OFFICE EQUIP, TOOLS F	MAINTENANCE - BORII	13.82
			Total WATER	\$23,381.96
SEWER				

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<u>Vendor Name</u>	<u>Invoice</u>	<u>Invoice Description</u>	<u>Account Description</u>	<u>Amount</u>
SEWER				
Border States Industries Inc		NEW BATTERY BACKUP FOR WWTP	WASTEWATER MANAC	299.67
CARD SERVICES - ORSCHELNS FARM		ELECTRIC CODE BOOD TRAINING,EVAN	ADVERTISING- SEWER	35.00
CARQUEST OF BROKEN BOW		FUSE, CIRCUIT TESTER, CLEANER FOR	OPERATING SUPPLIES	34.80
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	SEWER SALARIES	5,866.12
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE PENSION E	318.80
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE SOCIAL SE	437.97
CUSTER PUBLIC POWER DISTRICT		UNDERGROUND LOCATE, POWER FOR	UTILITIES	4,979.85
EZ IT Solutions		IT SERVICES	IT Expense	310.00
Erik Jensen		MEALS & MILEAGE	MEALS/MILEAGE/HOTE	347.28
GREAT PLAINS COMMUNICATIONS, IN		internet and telephone	MAINTENANCE SCADA	27.99
JEFF ROACH		MEALS & MILEAGE	MEALS/MILEAGE/HOTE	349.94
JEO Consulting Group Inc.		GIS MAPPING	OPERATING SUPPLIES	3,817.50
JOHN DEERE FINANCIAL		SUPPLIES FOR RAISING CURB STOPS, T	MAINTENANCE - WAST	158.20
JOHN DEERE FINANCIAL		SUPPLIES FOR RAISING CURB STOPS, T	SAFETY- SEWER DEP	549.92
LEAGUE OF NEBR. MUNICIPALITIES		2022-2023 DUES	MEMBERSHIPS & DUE	699.33
PAULSEN, INC.		REPLACE CONCRETE FOR MAIN BREAK	MAINTENANCE - WAST	703.35
PLATTE VALLEY LABORATORIES, INC.		WATER TESTING	WASTE WATER TESTI	527.50
RT Ace		BATTERIES, DUPLICATE KEYS FOR FUEL	MAINTENANCE - WAST	135.03
S & L SANITARY SERVICES		TRASH FEES	MAINTENANCE-BUILD	5.00
WENQUIST, INC.		TRUCK MAINT., OFFICE EQUIP, TOOLS F	OPERATING SUPPLIES	206.35
		Total SEWER		\$19,809.60
POWER PLANT				
Black Hills Energy		POWER PLANT GAS	NATURAL GAS USED	440.92
CARD SERVICES - ORSCHELNS FARM		ELECTRIC CODE BOOD TRAINING,EVAN	MAINTENANCE-BUILD	1,000.77
CARD SERVICES - ORSCHELNS FARM		ELECTRIC CODE BOOD TRAINING,EVAN	MAINTENANCE-BUILD	10.25
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	POWER PLANT SALAR	766.40
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE PENSION E	45.99
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE SOCIAL SE	58.29
EAKES OFFICE SOLUTIONS		WHITE BOARD, LANDLORD BOOKS, ENV	SHOP SUPPLIES- POW	85.98
EZ IT Solutions		IT SERVICES	IT Expense	310.00
GREAT PLAINS COMMUNICATIONS, IN		internet and telephone	MAINTENANCE - POWE	72.00
GREAT PLAINS COMMUNICATIONS, IN		internet and telephone	TELEPHONE	43.02
S & L SANITARY SERVICES		TRASH FEES	MAINTENANCE-BUILD	27.50
		Total POWER PLANT		\$2,861.12
BILLING				
BROKEN BOW MUNICIPAL UTILITIES		POSTAGE	POSTAGE	473.22
CENTURYLINK		BASIC PHONE IN OFFICE	TELEPHONE	145.81
CITY OF BROKEN BOW		TRANSFER & RENT	OFFICE RENT	400.00
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	OFFICE SALARIES	6,950.00
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE PENSION E	359.76
CITY OF BROKEN BOW PAYROLL REIM		PAYROLL REIMBURSEMENT	EMPLOYEE SOCIAL SE	504.22
EAKES OFFICE SOLUTIONS		WHITE BOARD, LANDLORD BOOKS, ENV	OFFICE SUPPLIES	379.70
EZ IT Solutions		IT SERVICES	IT Expense	310.00
GREAT PLAINS COMMUNICATIONS, IN		internet and telephone	CREDIT CARD/BILL PA	83.98
GREG KRUEGER & ASSOCIATES, INC.		CHECKS	OFFICE SUPPLIES	433.98
INVOICE CLOUD		CREDIT CARD EXPENSES	CREDIT CARD/BILL PA	149.20
SAGE PAYMENT SOLUTIONS		CREDIT CARD FEES	CREDIT CARD/BILL PA	2,095.17
		Total BILLING		\$12,285.04
FUEL STATION				
RT Ace		BATTERIES, DUPLICATE KEYS FOR FUEL	MAINTENANCE-FUEL S	11.55
YANT EQUIPEMENT CO, INC.		MODEM, MILEAGE, LABOR, CONNECTION	MAINTENANCE-FUEL S	1,155.36
YANT EQUIPEMENT CO, INC.		MODEM, MILEAGE, LABOR, CONNECTION	EQUIPMENT PURCHAS	128.34
		Total FUEL STATION		\$1,295.25
				\$213,972.10

Report Selection: Check Approval List - GL Account

Date Range Selection: GL Posting Date

Starting Date: 8/23/2022

Ending Date: 9/12/2022