

Minutes
Board of Public Works
September 5, 2017

The Board of Public Works of the City of Tecumseh, Nebraska met in regular session in the Council Chambers of City Hall on the 5th day of September, 2017 at 4:00 p.m., in a publicly convened session, the same being open to the public and having been preceded by advance publicized notice, a copy of the same showing the advance time by which such advance publicized notice was given, a statement of how the availability of an agenda of then known subjects was communicated and the time and specific place of the holding of this meeting. Each member was previously furnished with a copy of said advance publicized notice, the same having been transmitted to each member simultaneously with its publicized notice. The Chair presided and the City Clerk recorded the proceedings.

The following members of the Board of Public Works were present: Dan Blessing, Lynn Campbell, and Charles Murphy. Absent: None. Others present: 4 staff members, City Attorney, and 1 media outlet.

Meeting called to order at 4:00 P.M.

Chair Blessing read the statement of availability of current copy of the Open Meetings Act.

Minutes of the August 7, August 16, and August 22, 2017 meetings were provided to members via mail. Motion by Campbell, second by Murphy to approve the minutes as received. Voting Aye: Blessing, Campbell, Murphy. Voting Nay: None. Motion carried.

Payment of Bills – Motion by Murphy, second by Campbell to approve the payment of bills. Voting Aye: Blessing, Campbell, Murphy. Voting Nay: None. Motion carried.

Water/Wastewater Report. Casey Bohling provided the report to the board. A new pole & antenna were installed at the well field to fix a communication problem from the well field into town. A ball valve was installed on Webster Street to help maintain pressure. Staff is finishing up the special wastewater sampling and returning to regular sample schedule.

Utility Foremen's Report – Doug Goracke and Mike Davison provided their report to the board. Continuing work on Engine #5 at the power plant. Will need to determine if an insurance claim for the engine problems can be submitted. Working with Olsson's on some NDEQ reporting issues. Reset a pole in the park. Had an outage issue – may have a little bit of crop damage to be paid out. Olsson's has been surveying water line and ring bus improvements – should be putting together cost estimates for these projects by the next meeting. Staff will be making arrangements to get the new shop floor done.

2017-2018 Capital Improvement Plan – Motion by Blessing, second by Campbell to approve the Capital Improvement Plan as presented. Voting Aye: Blessing, Campbell, Murphy. Voting Nay: None. Motion Carried.

Machinery & Equipment Insurance Proposals – Mike Davison indicated he had not received any additional information on the new coverage quote, so he suggest staying with the current carrier. Motion by Murphy, second by Campbell to keep the current insurance carrier for the

Machinery & Equipment policy. Voting Aye: Blessing, Campbell, Murphy. Voting Nay: None. Motion Carried.

Personnel Policy & Wage Committee Recommendations – Reviewed the updates proposed in the Provisions of Leave section of the Personnel Policy Manual. Board members & utility staff suggested changed the word “earned” to “pro-rated” in Section 1A. Also recommend removing the change presented in #11 – Personal Leave – will not be able to combine personal leave with any other types of leave. Motion by Blessing, second by Murphy to approve the policy updates with the changes proposed. Voting Aye: Blessing, Campbell, Murphy. Voting Nay: None. Motion Carried.

Boiler Replacement Bid - \$24,285.71 from Johnstone Supply. Members discussed whether we need to do this project now or not. Seems it can wait – nothing is currently broken. Would like to obtain additional bids as well. No action at this time.

2017 Utility Bill Write-offs – reviewed list of proposed write-offs. Motion by Murphy, second by Campbell. Voting Aye: Blessing, Campbell, Murphy. Voting Nay: None. Motion Carried.

Accounts Receivable Report – The board reviewed the list of delinquent accounts and accounts that have been disconnected or in collections. Also reviewed the miscellaneous accounts receivable report.

Meeting adjourned at 5:15 p.m.

Lisa Beethe, City Clerk

Dan Blessing, Chairman