

Minutes  
Board of Public Works  
March 4, 2019

The Board of Public Works of the City of Tecumseh, Nebraska met in regular session in the Council Chambers of City Hall on the 4th day of March, 2019 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 (arrived at 4:15 p.m.), Lynn Campbell, Charles Murphy. Absent: None. Others present: 4 staff members, and the City Attorney.

Meeting called to order at 4:10 P.M.

Vice-Chair Campbell read the statement of availability of the current copy of the Open Meetings Act.

Minutes of the February 4<sup>th</sup> and February 7, 2019 meetings were provided to members. Motion by Murphy, second by Campbell to approve the minutes as received. Voting Aye: Campbell, Murphy. Voting Nay: None. Not Present: Blessing. Motion Carried.

Payment of Bills – Motion by Murphy, second by Campbell to approve the payment of bills. Voting Aye: Campbell, Murphy. Voting Nay: None. Not Present: Blessing. Motion Carried.

Water/Wastewater Report. Tracy Milke provided the report. They have an inspection from DHHS scheduled for Friday, March 15<sup>th</sup> on the water system. HOA worked on Blower #1 to get it back online, and repaired the Tecumseh Poultry SCADA signal, and they will install a new flowmeter when it warms up. Staff noted that Tecumseh Poultry is utilizing a lot of water – which may affect the well rehab schedule.

Utility Foremen's Report – Doug Goracke and Mike Davison provided the report to the board. Snow removal has kept the staff busy over the last month. They replaced a pole at 4<sup>th</sup> Sherman, had 2 service calls for outages/fuses, had an outage on the new line – they will need a new transformer at Subway. Ordered 2 more loads of salt, put a new heater on the prison water tower, and heater valve on at the lift station. Some power plant upgrades are in process, and Olsson is working on some state reports.

Utility Meter Re-read report – Board reviewed report.

Purchase of new Aerobic Diffusers or purchase equipment to rebuild existing diffusers – Plan to purchase new set for approximately \$10,000 + misc. parts, and rehab the old set so that they can be rotated. Motion by Campbell, second by Murphy to purchase new set and rehab old set. Voting Aye: Blessing, Campbell, Murphy. Voting Nay: None. Motion Carried.

Well #1 Service Contract - \$1,885 from Sargent Drilling. Motion by Campbell, second by Blessing to approve the agreement for \$1,885. Voting Aye: Blessing, Campbell, Murphy. Voting Nay: None. Motion Carried.

Booster Pump #1 and Booster Pump #2 Service Contracts for \$585 each. Motion by Blessing, second by Campbell to approve the contracts. Voting Aye: Blessing, Campbell, Murphy. Voting Nay: None. Motion Carried.

Credit/Debit Card Services – Lisa presented information on the increasing cost of providing credit/debit card services with our current vendor. Staff has been reviewing information from Nebraska Interactive Services to set up online bill payment services on our website and for in-person payments. The cost is free for municipalities and can be setup in about 3 weeks. It would pass the cost of using a debit or credit card to the customer, and would save the City \$10-12K per year in processing fees. The new system already integrates with our current utility software, so it would be an easy transition. Motion by Campbell, second by Blessing to approve setting up the new credit/debit card system with Nebraska Interactive. Voting Aye: Blessing, Campbell, Murphy. Voting Nay: None. Motion Carried.

Hire Maddie Moran for summer mowing duties – Motion by Campbell, second by Blessing to approve hiring Maddie Moran for summer mowin duties at \$11.36/hour. Voting Aye: Blessing, Campbell, Murphy. Voting Nay: None. Motion Carried.

Accounts Receivable/Delinquent Accounts Report – The board received the list of delinquent accounts and accounts that have been disconnected or in collections. The board directed staff on shut-offs as needed. Also received the miscellaneous accounts receivable report.

Meeting adjourned at 5:04 p.m.

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Lisa Beethe, City Clerk

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Dan Blessing, Chairman