

Minutes
Board of Public Works
March 2, 2020

The Board of Public Works of the City of Tecumseh, Nebraska met in regular session in the Utilities Conference Room, Council Chambers on the 2nd day of March, 2020 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: 3 staff members, City Attorney, Member of media.

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

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

Minutes of the February 2, 2020 meetings were provided to members. 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 Blessing, second by Campbell to approve the payment of bills. Voting Aye: Campbell, Murphy. Abstaining: Blessing. Voting Nay: None. Motion Carried.

Water/Wastewater Report. Tracy Milke provided the report. HOA got the Prison Flow meter calibrated with the SCADA system. SCADA system is having continued issues, and equipment in antiquated. Doug is researching other options.

Utility Foremen's Report – Doug Goracke gave the report. Jet Truck repairs increased from the proposed amount to \$2,308, as additional repairs were found to wiring and brakes. Will soon begin work on sewer line and electrical work at the pool. Also placed a used manhole at the pool.

Consider purchasing two computers for Utilities Dept. -\$2,000.00 Motion by Blessing, second by Murphy to approve purchasing two computers for Utilities Dept.-\$2,000.00 Voting Aye: Blessing, Campbell, Murphy. Voting Nay: None. Motion Carried.

Consider hiring Maddie Moran for summer, public mowing at \$12.36/hour. Motion by Murphy, second by Campbell to hire Maddie Moran for summer, public mowing at \$12.36. Voting Aye: Blessing, Campbell, Murphy. Voting Nay: None. Motion Carried.

Consider sending Janet and Max to Power Manger training in Lincoln on April 9th at \$75/pp. Motion by Campbell, second by Murphy to approve Janet and Max attending Power Manager training in Lincoln on April 9th at \$75/pp. *Voting Aye: Blessing, Campbell, Murphy. Voting Nay: None. Motion Carried.*

Consider changing Utility Billing Deadline to Close of Business, the 10th of the month at 4:00 p.m. Motion by Murphy, second by Campbell to approve Changing Utility Billing deadline to Close of Business on the 10th of the month at 4:00 p.m. Voting Aye: Blessing, Campbell, Murphy. Voting Nay: None. Motion Carried

Consider changing Utility Billing Late Notices to the following schedule...after the 12th of month during 0-30 day period of the month, a reminder notice with late penalties applied will be mailed. During 31-60 days late, shut-off notice mailed, with last day to receive payment to be the 1st Monday of the following month. If no payment received, shut-off date will be the 1st Tuesday of the month. Motion by Blessing, second by Campbell to approve Changing Utility Billing late Notices to the following schedule, after the 12th of month during 0-30 day period of the month, a reminder notice with late penalties applied will be mailed. During 31-60 days late, shut-off notice mailed, with last day to receive payment to be the 1st Monday of the following month. If no payment received, shut-off date will be the 1st Tuesday of the month. Voting Aye: Blessing, Campbell, Murphy. Voting Nay: None. Motion Carried

Consider refunding Utility Deposits in the amount of \$790.00 Motion by Campbell, second by Murphy to approve refunding Utility Deposits in the amount of \$790.00 . Voting Aye: Blessing, Campbell, Murphy. Voting Nay: None. Motion Carried

Meeting adjourned at 5:01 p.m.

Janelle Moran, City Clerk

Dan Blessing, Chairman