

Minutes
Board of Public Works
July 2, 2018

The Board of Public Works of the City of Tecumseh, Nebraska met in regular session in the Council Chambers of City Hall on the 2nd day of July, 2018 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 4:10 p.m.), Lynn Campbell, and Charles Murphy. Absent: None. Others present: 4 staff members, Mayor, City Attorney, and 2 members of the public.

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

Member Campbell read the statement of availability of current copy of the Open Meetings Act.

Minutes of the June 4, 2018 meeting 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 Campbell, second by Murphy to approve the payment of bills. Voting Aye: Campbell, Murphy. Voting Nay: None. Not Present: Blessing. Motion Carried.

Water/Wastewater Report. Casey Bohling provided the report to the board. Found some leaking fittings in the fluoride pit that are being replaced. Repaired water line leaks south of Sheriff's office and on 3rd Street. Sargent is performing annual well maintenance and performance tests. Some electrical repairs to Blower #1 were completed. Cleared sewer lines south of Power Plant to Calhoun, a main near 8th & Broadway, and a blockage at 3rd & Washington. Quarterly wastewater samples for MBA and TSCI were completed. Staff noted that 73 meter re-reads were completed this past month. They would like to have all re-read requests submitted within 5 working days from original reading or wait for the next month's reading. Clerk Beethe indicated that it would be difficult for office staff to get all the readings entered and reviewed within that time period. We request the re-reads as soon as we can.

Utility Foremen's Report – Doug Goracke and Mike Davison provided the report to the board. Yank's is reviewing the Power Plant tank setup to determine what is needed. Chips for armor coating are here. The ring-bus electrical project contractor is working ahead of schedule. They are working to resolve a couple of easement issues for this project. Staff worked on some power outages from storm damage. Discussed pole ownership & maintenance for 13th street electrical project. Doug indicated that well #6 replacement is underway – it has been stalled for a bit but continues to progress.

Rate Adjustment Requests:

- a. 786 N. 2nd Street #2 - Water Adjustment Request. Had a water leak that has been fixed. Had extra usage in April (May billing). Motion by Campbell, second by Murphy to adjust usage to 6 units for the May 2018 billing. Voting Aye: Blessing, Campbell, Murphy. Voting Nay: None. Motion Carried.
- b. 1690 Hwy. 136 – Sewer Refund Request – Reviewed history and noted water was shut off in December 2017, but sewer charges continued for 5 months in error. Motion by Blessing, second by Campbell to refund the sewer charges for past 5 months. Voting Aye: Blessing, Campbell, Murphy. Voting Nay: None. Motion Carried.

Property Damage Claim – Kevin Kocmich – Mr. Kocmich submitted a handwritten estimate of damages to his hot tub cover. Motion by Blessing, second by Campbell to deny the claim. Voting Aye: Blessing, Campbell, Murphy. Voting Nay: None. Motion Carried.

790 N. 3rd Street – Sewer Line clean out – Property owner had 2 occurrences of sewer backup into her basement. The City crew used the jet truck over 2 days to clean out the sewer line. The City will turn in a claim to their insurance company for damages and encouraged the owner to contact her insurance company as well. Staff plans to clean out the line annually and plan to have a company camera the line further than they can to see if there are any additional problems with the line.

2018-2019 Budget

- a. Set Budget Workshop Meeting Date – The budget meeting is set for Monday, July 23rd at 2:00 p.m. at City Hall.
- b. Wage Scale & Performance Evaluation Committee – Mr. Murphy volunteered to be the Board of Public Works representative on the committee.

Advertise to fill Deputy Clerk position – Clerk Beethe indicated that Tami Badertscher has resigned, effective July 13th. Board indicated they do not want to post the position internally first – they would like to advertise the position publicly immediately. Motion by Campbell, second by Murphy to advertise the Deputy City Clerk position. Voting Aye: Campbell, Murphy. Voting Nay: Blessing. 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 5:00 p.m.

Lisa Beethe, City Clerk

Dan Blessing, Chairman