

Kimball Board of Public Work
Regular Meeting
August 23, 2016

A regular meeting of the Board of Public Works was convened in open and public session at 4:15 p.m. on August 23, 2016 at the City Council Chambers. Board members Cederburg, Porter, Fossand, and Robinson were present. Rowley was absent. Also present were City Administrator Ortiz, Water Superintendent Sisk, Electric Superintendent Hinton, Power Plant Superintendent Terrill, Landfill Superintendent Schulte, Wastewater Treatment Plant Supervisor Quicke, Special Projects Coordinator Sapp, City Treasurer Sisk and City Clerk Russell. The public was represented.

Notice of the meeting was given in advance by publication in the Western Nebraska Observer. Notice of the meeting was given to the members and a copy of their acknowledgement of receipt of notice and the agenda is on record at the office of the City Clerk. Availability of the agenda was communicated in advance notice and in the notice to the members. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

Chairperson Cederburg called the meeting to order at 4:18 p.m. and acknowledged the posted Open Meetings Act.

The Board of Public Works reviewed the following items under the consent agenda:

1. Minutes from the regular meeting of July 26, 2016;
2. Claims;
3. Treasurer's Report from July, 2016; and
4. Financial Reports from July 2016.

After discussion, Robinson moved and Porter seconded to approve the consent agenda. On roll call vote, the following votes were recorded on the electronic voting board. Aye: Cederburg, Porter, Fossand, and Robinson. Nay: None. Absent: Rowley. Motion passed.

Cederburg opened discussion on Resolution 2016-06, sewer rates adjustment and repeal Resolution 2016-02. This resolution is a follow up from last month's meeting when the dumping fee was discussed. The resolution changes the dumping fee at the Wastewater Treatment Plant back to \$.05 from \$.10.

There being no further discussion, Robinson moved and Fossand seconded to adopt the following resolution:

RESOLUTION 2016-06
Sewer/Wastewater Utility Rates

WHEREAS, the City of Kimball (City), Nebraska, owns and operates a wastewater system, which provides for the wastewater needs of its citizens; and,

WHEREAS, the City must recoup sufficient revenues to pay for goods and services, maintain, extensions and upgrades its wastewater system, and must do so by the collection of fees for wastewater service; and,

WHEREAS, the governing body of the City of Kimball, Nebraska has directed the change to the Dumping Fees at the Waste Water Treatment Plant.

NOW, THEREFORE, BE IT RESOLVED BY the governing body of the City of Kimball, Nebraska, that Resolution 2016-02 is repealed and the wastewater fees/rates for the City of Kimball, Nebraska, are hereby established as shown:

Effective September 1, 2016:

In City Limits:

Customer Charge	\$15.25 per month
Per 1,000 Gallons*	\$ 1.25
Minimum Charge	\$15.25 per month

Outside of City Limits:

Customer Charge	\$23.50 per month
Per 1,000 Gallons*	\$ 2.20
Minimum Charge	\$23.50 per month

Effective April 1, 2017:

In City Limits:

Customer Charge	\$17.50 per month
Per 1,000 Gallons*	\$ 1.30
Minimum Charge	\$17.50 per month

Outside of City Limits:

Customer Charge	\$26.50 per month
Per 1,000 Gallons*	\$ 2.60
Minimum Charge	\$26.50 per month

**Based on winter water usage billed on December, January, February utility bill.*

Dumping Fees (Waste Water Treatment Plant) \$0.05 Per Gallon

BE IT FURTHER RESOLVED that any ordinance or resolution passed, approved and adopted prior to the passage and approval of this Resolution in conflict with its provisions is repealed as of September 1, 2016.

BE IT FURTHER RESOLVED that this Resolution shall take effect and be in full force from and after its passage and approval as required by law.

BE IT FURTHER RESOLVED that the provisions of this Resolution are separable, and the invalidity of any phase, clause, or part of this Resolution shall not affect the validity or effectiveness of the remainder of this resolution.

PASSED, APPROVED AND ADOPTED THIS 23rd DAY OF AUGUST 2016.
/s/Chairperson

ATTEST:
/s/City Clerk

On roll call vote, the following votes were recorded on the electronic voting board. Aye: Cederburg, Porter, Fossand, and Robinson. Nay: None. Absent: Rowley. Motion passed.

Cederburg opened discussion on a request for utility services outside of City limits. Ortiz received a request from Terry Jefferson for electric service and sewer upgrade on his property on North Myrtle Street. Jefferson had set up Brown Pump & Septic to put in the sewer line. As Jefferson already had services at a nearby location, Ortiz indicated it would be fine to provide the services to the second home on the property and Ortiz asked the Board members for ratification. Kimball Municipal Code requires any services outside of City limits be approved by the Board of Public Works.

There being no further discussion, Robinson moved and Fossand seconded to approve the application for utility services for Terry Jefferson on the North Myrtle Street property as presented. On roll call vote, the following votes were recorded on the electronic voting board. Aye: Cederburg, Porter, Fossand, and Robinson. Nay: None. Absent: Rowley. Motion passed.

Ortiz reported on the Wastewater Treatment Plant. The diode probe that infuses oxygen to the plant is not functioning. A new one has been ordered. Ortiz commented that this is a sign of the aging of the plant. This unexpected cost sets Quicke back in terms of testing that he has to do at the plant. In addition to this, Quicke has rebuilt the mixers and a waste pump. The muffin monster has been included in this fiscal year's budget.

Ortiz reported the Water Department is working on the fire hydrants. Seven hydrants totaling \$13,000 have been ordered. The fire hydrants were budgeted through the general fund with a portion of property taxes. Sisk has all the components to the hydro-stop system and the system has been repaired.

Ortiz reported the second urge test was held last Wednesday and it failed again. There was a different circumstance this time from last time and due to the heat, the Cooper engine shut down. A third test is scheduled to occur in a few weeks time and MEAN has provided a 90-day window to make necessary repairs. Other entities with MEAN have failed as well and there has been discussion of what to do with the MEAN Board on some of the Power Plants because compensation to run at least once a month has been taken away. If the next urge test is failed, there is a mechanism of which to

request another extension. The Power Plant's engines are old and it is hard to find parts.

Ortiz presented photos taken at the Landfill regarding the burn pile during the past week. The photos showed a large amount of tree waste. When the burn pile doesn't extinguish before 4:30 p.m., staff has to stay and monitor the flames. Schulte indicated that quite a bit of the pit was used this time. It normally takes a few days to burn, it takes quite a bit of time and uses quite a bit of ground.

Ortiz reported the Electric Department is working on trimming trees that are interfering with the power lines and they plan to do more tree trimming next year.

Discussion was held on the meeting with Ben Newell regarding tree waste at the Landfill. Ortiz indicated they have not met and Cederburg indicated he would be willing to help move this along.

Cederburg opened the 2016/2017 utility budget final review. Ortiz indicated that when the budget process was initially started, most of the figures were generated from the month of May. This summer's temperatures have resulted in greater consumption and Ortiz commented on the higher water revenue, exceeding the budget by 7%.

Electric - The electric revenue has also increased and has reduced the overall shortfall of approximately \$200,000. A shortfall is typically budgeted and if there are no major issues, it can possibly be absorbed. Ortiz indicated MEAN is not expecting to have any significant increases coming up and commented on Torrington, Wyoming losing six megawatts of load because of the ethanol plant and Western Sugar. Ortiz said that there is not much that can be drastically changed on the expense side. He commented on the legal and professional budgeted figure including a wheeling rate study for the windfarm. Ortiz informed Board members that the fourth man has been hired for the line crew. There is a bit of a learning curve because it takes from 1 ½ years to 2 years to become independent and work on Kimball's system.

Water – The water budget is currently at 7% of revenue increase over the budgeted amount. There is still a deficit and Ortiz commented on the depreciation amount of \$120,000. Discussion was held on the NDOR project and Ortiz indicated it is complete and \$70,000 is budgeted because some of the projects that come up are rather costly. There will also be a number of upgrades to the system. Ortiz commented on the hazard mitigation plan and speaking with Sisk to plan on water shut-offs.

Wastewater Treatment Plant – There are several maintenance needs at the Wastewater Treatment Plant.

Trash – Ortiz is trying to account for the rate changes for the budget figures; that is, from \$1.00 for yard waste to \$2.50. A 3-yard dumpster for grass is about \$700. Schulte has been working on replacing dumpsters as best he can.

Landfill –NDEQ performed an annual inspection and the transfer station, solid waste landfill and C & D all passed. Ortiz did speak to the inspectors about the trommel

screen being rented for the month of October and Cederburg commented that it is now an expectation on their part. Ortiz indicated that since the last meeting, there has been quite a bit of C & D come through and that is why the collection fees are higher. Further discussion was held on the trommel screen and Schulte indicated there is a lot of grass to sort through. Schulte said that he doesn't know how long it will take. Ortiz indicated that the City will need to start planning for the expansion of the solid waste cell.

There being no further discussion, Robinson moved and Porter seconded to forward the 2016/2017 utility budget as presented and recommend adoption. On roll call vote, the following votes were recorded on the electronic voting board. Aye: Cederburg, Porter, Fossand, and Robinson. Nay: None. Absent: Rowley. Motion passed.

The next meeting will be held on September 27, 2016 at 4:15 p.m.

There being no further business to come before the Board of Public Works, Porter moved and Fossand seconded to adjourn the meeting at 4:59 p.m. On roll call vote, the following votes were recorded on the electronic voting board. Aye: Cederburg, Porter, Fossand, and Robinson. Nay: None. Absent: Rowley. Motion passed.

Chairperson

City Clerk

City of Kimball – Board of Public Works – Utility Claims – August 23, 2016-EMC Insurance Company-Deductible Reimbursement-2,500.00; Payroll Fund-Payroll Transfer-40,524.74; Payroll Fund-Payroll Transfer-40,119.53; Centurylink Communications, Inc.-Long Distance-74.99; Charter Communications-Internet Service-215.25; Connecting Point-Copy Usage-327.45; GreatAmerica Financial Services-Lease-365.00; High West Energy-Utilities-12,534.00; Kimball Health Services-Screening-44.10; Simmons Olsen Law Firm, P.C.-Professional Services-337.50; Viaero-Cell Phone-123.09; Visa-Firstier Bank-Charges-Lodging-249.94; Western Nebraska Observer-Meeting Notices-85.27; ADS LLC-Valve-5,638.90; Action Communications-Radio Maintenance-75.00; Barco Municipal Products, Inc.-Hose-2,721.89; Cash-Petty Cash Fund-22.00; CenturyLink-Telephone Services-660.65; City of Kimball-Transfer-13,191.04; City of Kimball -Occupational Tax-13,613.49; City of Kimball-General Fund-Transfer-CityPass-1,412.96; City of Kimball-General Fund-Transfer-City CC-177.19; City of Kimball-General Fund-Transfer-130.00; Combined Utilities-Utilities-110.64; Crescent Electric Supply Co.-Fencing-1,694.07; Culligan-Softener Rental-31.90; Dale's Auto Glass-Window-352.20; Enterprise-Car Rental-164.64; Frenchman Valley Coop-Bulk Fuel-1,336.24; Galetton-Supplies-98.38; Grainger-Parts-737.39; Holiday Inn-Lodging-199.90; Hometown Hardware-Supplies-1,255.60; Ideal Linen Supply, Inc.-Mats-103.06; Intralinks, Inc.-WFBS Services-382.46; Keep Kimball Beautiful-Landfill Fee-4,920.00; Kimball Auto Parts-Parts-682.02; Kimball Insurance-Policy Change-290.00; Kimball Service Center-Repairs-100.64; Mildred King- Service Deposit Refund-26.89; Kriz-Davis Company-Meters-3,908.47; League of NE Municipalities-Membership Dues- 1,369.00; M.C. Schaff & Associates, Inc.-GIS-656.25; MEAN-July 2016-133,189.01; MEAN-Rita Installment-1,048.87; Midwest Connect-Supplies-270.00; Napa Auto Parts-Supplies-223.34; Nebraska Municipal Power Pool-Power Manager Program-

560.00; Northwest Pipe Fitting, Inc. of S.B.-Valves-4,844.63; Olsson Associates-Repairs-118.21; One Call Concepts-Locates-32.19; Panhandle Coop-Bottles-175.04; Panhandle Coop Association-Supplies-125.05; SWANA-Certification Renewal-250.00; Shopko Stores Operating Co.-Supplies-61.19; SourceGas-Gas Service-190.61; Southwest Environmental Engineering LLC-Sampling-4,372.00; Staples-Supplies-188.26; State Industrial Products-Supplies-173.99; The Right Impression-Signs-60.00; USA Blue Book-Supplies-382.90; Water Technology Group -Pump Repair-3,625.13; Wesco Distribution Receivables Corp.-Parts-348.78; Zep Manufacturing Company-Chemicals- 1,138.55.