

Kimball Board of Public Works
Regular Meeting
August 22, 2017

A regular meeting of the Board of Public Works was convened in open and public session at 4:15 p.m. on August 22, 2017 at the City Council Chambers. Board members Cederburg, Fossand, Porter, Rowley, and Robinson were present. Also present were City Administrator Dean, Electric Utilities Superintendent Hinton, Water Superintendent Sisk, Landfill Superintendent Schulte, 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 4:15 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 25, 2017;
2. Claims;
3. Treasurer's Report from July 2017; and
4. Financial Reports from July 2017.

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

Cederburg opened discussion on establishing a municipal utility rate. At last month's meeting, the possibility of establishing a municipal utility rate for electric was discussed. According to research provided, it appeared that the majority of other municipalities do have a lower municipal rate and the Board agreed that it would be something to pursue further.

Cederburg has compiled a spreadsheet using the numbers provided at the last meeting and used the figures from 2016 with a 20%, 30%, and 40% discount for municipal buildings. With 40%, the net impact to the electric revenue would be \$17,501.49 which is less than one percent of all costs. Cederburg indicated this is best for the City overall and Robinson thinks it is a tough call. Perception means a lot and while he is in favor of it, this will have to be explained sufficiently to the public. Fossand agreed with Robinson. Dean indicated a number of communities do this and it makes sense. The

City is just selling themselves electricity and whether they make a profit on it or don't make a profit on it doesn't really make a difference.

After some discussion, Board members provided direction to City staff to establish a 40% discount for municipal rate. A resolution will be drafted for review at the next Board of Public Works meeting.

There was not a Kimball Recycle Center representative in attendance to provide the monthly update. Dean indicated they provided dates for the audit of their books of either September 5th or 7th, 2017.

The FY 2017/2018 budget was reviewed.

Electric Department – Discussion was held on donated services and Hinton said it would be nice for the Board to know where the donated services go. Cederburg indicated it is not an expense and Dean said it is not an actual cash transaction. Cederburg commented on taking that added expense out of the budget. Dean said it needs to be tracked as far as accounting. Cederburg said if there is not actually a check being issued, the figures are being inflated. Fossand inquired if it should be kept in as a line item and Dean said it shouldn't be a line item but just tracked for accounting purposes.

Cederburg commented on capital expenditures and capital reserve and it was indicated that the wheeling fees will go into a capital account to set aside for future purchases.

Water Department – Discussion was held on the purchase of an external GIS. C. Sisk commented that the GIS mapping is on an on-line platform and he needs a better quality than currently received on the iPad. The GPS receiver can be put on the sewer line and they can then map it. Dean indicated that salaries have increased from \$125,000 to \$135,000.

Trash – Revenue remained the same and expenses increased \$2,500 for salaries.

Landfill – Revenue remained the same and the expenses increased about \$5,000. Discussion was held on the cell expansion taking place in the next fiscal year. Dean said it is budgeted as a revenue transfer and a capital expense. Discussion was held on the engineering company that will be used. Dean indicated that the City will have to work with bond counsel on this as well. Schulte commented on re-permitting and closing the cell when the entire cell is full. In the current permit, when the cell is a certain height, it has to be closed.

Dean commented that he will have to adjust the municipal revenue down and reduce the expenses in the various departments to incorporate the municipal rate.

There being no further discussion, Robinson moved and Rowley seconded to recommend approval of the current proposed utility budget with the necessary

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

Dean reported the Water Department received a positive coliform sample a few weeks ago. C. Sisk did some retesting and it was still positive. It is not a health issue, but Sisk is researching it further. Sisk said the remedy would be chlorination for a period of time to kill it but before he does that he will be flushing some hydrants. His representative has informed him that at this time of year the warm water is a better atmosphere for bacteria.

Dean reported the Power Plant passed the capability test recently conducted by MEAN.

Schulte is cleaning out the grass with the trommel screen and they are a quarter of the way done. There has been quite a bit of trash removed from the grass. Discussion was held on the disposition of the material. Schulte indicated it could be used for cover.

Hinton reported on the MEAN meetings he attended. They are financially in better shape than they were.

Terrill reported the capacity test went well.

C. Sisk reported the SCADA system upgrade has been ordered. The Water Department crew has been working at the pool the last couple of days to get it closed up.

Dean reported the equipment is in at the Wastewater Treatment Plant and they will be done installing it tomorrow. Quicke informed him they will start taking the sewage back in shortly.

Robinson inquired about the budget billing information and Dean indicated City staff is working on this and hope to get it implemented this fall after approval.

Dean commented on scheduling a joint meeting with the City Council to receive a presentation for net metering.

The next meeting will be held on September 26, 2017 at 4:15 p.m.

There being no further business to come before the Board of Public Works, Robinson moved and Rowley seconded to adjourn the meeting at 5:17 p.m. On roll call vote, the following votes were recorded on the electronic voting board. Aye: Cederburg, Fossand, Porter, Rowley and Robinson. Nay: None. Absent: None. Motion passed.

Chairperson

City Clerk

City of Kimball-Combined Utilities-Utility Claims-August 22, 2017-Payroll Fund-Transfer-45,482.80; Payroll Fund-Transfer- 44,912.27; Amazon-Charges-689.74; CenturyLink-Telephone-663.88; Centurylink Communications, Inc.-Long Distance- 74.30; Charter Communications-Internet-245.25; Connecting Point-Copy Usage-570.59; GreatAmerica Financial Services- Lease-365.00; High West Energy-Utilities-11,176.00; M.C. Schaff & Associates, Inc.-Professional Services-39.00; NeoFunds-Postage-2,000.00; Simmons Olsen Law Firm, P.C.-Professional Services-351.00; Viaero-Cell Phone-142.00; Visa-Firstier Bank-Charges-1,268.80; Western Nebraska Observer-Meeting Notices-90.18; B & B Water Well Service-Pump-1,337.11; Black Hills Energy, LLC-Gas Service-350.38; Jim Cederburg-Reimbursement-68.00; Central States Wire Products, Inc.-Wire-2,463.55; City of Kimball-Transfer-17,915.03; City of Kimball-Occupation Tax-14,622.05; City of Kimball-Transfer-2,368.09; City of Kimball-Transfer-773.44; City of Kimball-Transfer-50.00; City of Kimball-Transfer -60.00; Combined Utilities-Utilities-160.01; Culligan-Rental-32.20; DHHS-Overpayment-19.08; Dollar General Corporation-Supplies-73.91; Executive Leasing-Refund-92.81; Ryan Fenney-Refund-25.98; Frenchman Valley Coop-Fuel-1,411.48; Ben Hilty-Refund-423.46; Hometown Hardware-Supplies-1,348.88; Ideal Linen Supply, Inc.-Mats-61.39; Intralinks, Inc.-Computer Support-56.25; Kimball Auto Parts-Parts-682.67; Kimball Event Center-Appetizers-31.25; Kimball Event Center-Transfer-214.00; Kimball Service Center-Repairs-284.53; Kriz-Davis Company-Supplies-1,832.09; League of NE Municipalities-Dues-1,410.00; William Lyons-Refund-61.38; MEAN-Mean Billing-138,132.03; Midwest Connect, LLC-Supplies-270.00; Napa Auto Parts-Parts-94.62; Northern Safety Co., Inc.-Supplies-1,486.48; O'Hare Construction- Repairs-820.48; OFP Services, Inc.-Parts-6.14; One Call Concepts-Locates-20.43; Panhandle Coop Association-Supplies- 50.26; Powerplan-Repairs-4,363.71; Shopko Stores Operating Co.-Supplies-109.90; Slafter Oil-Oil-3,387.41; Southwest Environmental Engineering LLC-Sampling-5,093.20; USA Blue Book-Supplies-285.34; Wesco Distribution-Street Lights- 581.01.