

Kimball Board of Public Works
Regular Meeting
October 31, 2017

A regular meeting of the Board of Public Works was convened in open and public session at 4:15 p.m. on October 31, 2017 at the City Council Chambers. Board members Cederburg, Fossand, Porter, and Robinson were present. Board member Rowley was absent. Also present were City Administrator Dean, Electric Utilities Superintendent Hinton, Water Superintendent Sisk, Landfill Superintendent Schulte, Special Projects Coordinator Sapp, Power Plant Superintendent Terrill, City Treasurer Sisk and City Clerk Terrill. 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.

Cederburg asked for a motion to excuse Rowley from the meeting. Porter moved seconded by Robinson to excuse Rowley. On roll call vote, the following votes were recorded on the electronic voting board. Aye: Cederburg, Fossand, Porter, and Robinson. Nay: None. Absent: Rowley. Motion passed.

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

1. Minutes from the regular meeting of September 26, 2017;
2. Claims;
3. Treasurer's Report from September 2017; and
4. Financial Reports from September 2017.

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

Cederburg opened discussion to consider action on purchasing a mini excavator. Dean advised the Board that the City advertised for bids for the excavator with October 26, 2017 being the deadline. Dean went on to say that the City received four bids but that two of those did not meet the specifications. Dean advised the two bids that did qualify were from Sandberg Implement for a Bobcat E35I at \$37,500 and from Titan Machinery for a Case CX37C at \$45,985. Dean added that Sandberg's has also provided a quote of \$5,000 for a trailer for transport of the mini excavator. Dean advised the Board that

Water Superintendent Sisk did test the Bobcat from Sandberg. Sisk told the Board that they tested the Bobcat for a day and during that time they took it to the Cemetery and used it to dig a grave and that they also took it to the Waste Water Treatment Plant to test it. Sisk said that it worked well for them and he thinks that other departments will also have use for it. Sisk advised that the Case is brand new and the Bobcat is used that comes with two buckets, a 12" and a 24", a hydraulic thumb. Sisk went on to say that the Bobcat has been owned and maintained by Sandberg and that there are 600 hours on the machine. Porter asked Sisk if he looked at the Case excavator. Sisk advised he did not that it was in Grand Island or North Platte. Robinson asked what was budgeted for the excavator. Dean advised \$35,000. Robinson asked if they were going to purchase the trailer also. Dean said that he would recommend purchasing the trailer. Sisk advised the Board that he also tested the trailer. Cederberg inquired about the budget and where the extra money that is needed would come from. Dean advised that it would have to be absorbed in the budget or come from one of the other department's budget that will have use for it. Porter asked Superintendent Hinton if his department would have use for it. Hinton advised he would but didn't know if he had room in his budget. Robinson moved and seconded by Porter to recommend to City Council the purchase of the Bobcat mini excavator and trailer for \$42,500 by bid to Sandberg Implement. On roll call vote, the following votes were recorded on the electronic voting board. Aye: Cederburg, Fossand, Porter, and Robinson. Nay: None. Absent: Rowley. Motion passed.

Chairperson Cederburg opened discussion on considering the purchase of GIS System. Dean advised the Board he attended a conference that included information on the GIS System and was contacted by the salesperson for the company. Dean went on to state that the program builds a GIS database and makes it available, both internally and externally, to identify the infrastructure, what it is and where it is and the resources in the community. Dean went on to explain that the GIS program is also an economic development tool for developers coming into the community. Dean introduced Geneie Andrews of GIS Workshop to do a presentation for the Board. Andrews advised the Board that basic information is already complete through Kimball County's GIS system. Andrews went on to say that it is a significant project and will be billed out over four years to make it more affordable. Andrews went on to explain to the Board what the GIS Workshop system is capable of including locating sewer lines, water lines, electrical lines, storm sewers, etc. Robinson asked Dean if there was money budgeted this year for the project. Dean advised the Board that he is discussing funding the project using economic development funds with the City Attorney. Dean went on to say that he would check the budgets of other departments to see if there was anything available but the majority of it would need to come from economic development. Special Projects Coordinator Sapp advised the Board that she attended a conference in April that covered GIS and they discussed how important it is for economic development. Dean asked the Board if GIS is something that the Board would like to pursue. After further discussion Hinton advised the Board that the departments starting collecting data for this during 1997-2002. Sisk advised that this system is more complex than the one he is currently using but he likes that this system has all of the infrastructures together and it would be a good tool for all of the departments to use. Robinson moved seconded by

Porter to table the GIS System discussion until November's meeting to allow time for Dean to look at the budget. On roll call vote, the following votes were recorded on the electronic voting board. Aye: Cederburg, Fossand, Porter, and Robinson. Nay: None. Absent: Rowley. Motion passed.

Cederburg opened discussion on Resolution 2017-07, establish budget billing. Dean advised the Board that the Resolution includes the previous discussions on budget billing and it offers customers a December time frame to apply for budget billing that will begin in January. Porter stated that the Resolution appeared to include everything the Board asked for. Robinson moved seconded by Fossand to approve Resolution 2017-07. On roll call vote, the following votes were recorded on the electronic voting board. Aye: Cederburg, Fossand, Porter, and Robinson. Nay: None. Absent: Rowley. Motion passed. Robinson advised that the City needs to make sure the citizens know about the new budget billing and to do a press release. Dean stated that it will be included in the monthly statements.

Rowley gave the quarterly update for the Kimball Recycle Center. Rowley advised the Board that they have been successful in collecting cardboard from bins that have been placed in the alleyways and in the last five weeks they have averaged 72 bins per week. Rowley went on to say that they should hear something on their grant by mid-December that will cover January through December of 2018.

City Administrator Report: Dean advised the Board that the City budgeted \$3,800 for a boring machine and they will move forward with purchasing that. Dean also said that the City also budgeted to expand the Landfill and it will be a complicated process that he will have to coordinate with the City Attorney, City Council and the Engineers. Schulte advised that he measured today and there is roughly 22 months left in that cell. Porter stated that if the City goes with the same engineer that they need to be more detailed on their scope of services than they did last time.

Superintendent Terrill advised the Board that he was able to repair the boiler and has it up and going although it is not 100%. Terrill went on to say that there were some problems with deterioration on the top part of it but it sealed up fine and is working now. Cederburg asked if it was just a temporary fix. Terrill said that it is and he hopes to make it through the winter.

Superintendent Hinton advised the Board that his department has been working on new services and recent power outages.

Superintendent Sisk advised that his department has been winterizing the sprinkler systems and equipment maintenance. Sisk went on to say that they have also been helping the Cemetery.

Superintendent Schulte advised the Board that they returned the Trommel and there was roughly 34,000 run through it and out of that 1500 cubic yards of trash out of that. Schulte advised they will get it back in Spring.

The next meeting will be held on November 28, 2017 at 4:15 p.m.

There being no further business to come before the Board of Public Works, Robinson moved seconded by Porter to adjourn the meeting at 5:46 p.m. On roll call vote, the following votes were recorded on the electronic voting board. Aye: Cederburg, Fossand, Porter, and Robinson. Nay: None. Absent: Rowley. Motion passed.

Chairperson

City Clerk

City of Kimball-Board of Public Works-Utility Claims-November 31, 2017-Croell Redi-Mix, Inc.-Concrete-508.00; Exponential Engineering, Co.-Professional Services-15,700.00; Johnson Controls-Repairs-722.56; NE DOL/Boiler Inspection Program-Annual Inspection-24.00; Crescent Electric Supply Co.-Parts-193.54; Star-Herald Newspaper- Meeting Notice-564.75; State Industrial Products-Chemicals-695.95; Best Plumbing Heating & Cooling LLC-Lift-4,900.00; Kimball Auto Parts-Parts-504.36; Shopko Stores Operating Co.-Supplies-157.50; Intralinks, Inc.-SonicWALL-1,710.30; Panhandle Coop-Oil-2,090.88; Western Nebraska Observer-Meeting Notices-108.20; Payroll Fund-Payroll Transfer-40,569.45; Almquist Maltzahn Galloway & Luth-Professional Services-1,900.00; Centurylink Communications, Inc.-Telephone-73.55; Connecting Point-Copy Usage-524.27; GreatAmerica Financial Services-Lease-365.00; Kimball Recycling-Monthly Support-2,000.00; Lincoln Marriott Cornhusker-Lodging-834.00; NeoFunds-By Neopost-Postage-2,000.00; Simmons Olsen Law Firm, P.C.-Professional Services-384.75; Simmons Olsen Law Firm, P.C.-Professional Services-594.00; Union Bank & Trust Company-Bond Payment-7,948.27; Viaero-Cell Phone-142.00; CenturyLink-Telephone-676.30; Charter Communications-Internet-245.25; Frenchman Valley Coop-Fuel-3,202.58; High West Energy-Utilities-11,295.00; Nebraska Dept. of Environmental Quality-Operator Fee-150.00; Visa-Firstier Bank-Charges-610.97; Payroll Fund-Payroll Transfer- 41,613.54; Amazon-Charges-521.39; B.A. Lawrence LLC-Maintenance-1,450.00; Best Plumbing Heating & Cooling LLC- Boiler-9,728.81; Black Hills Energy, LLC-Gas Service-583.43; City of Kimball-Group Health-17,234.86; City of Kimball- Occupation Tax-14,280.78; City of Kimball-Transfer-2,287.76; City of Kimball-Transfer-621.70; City of Kimball-Transfer- 45.00; Combined Utilities-Utilities-116.15; Culligan-Rental-32.20; Dale's Auto Glass-Windshield-301.80; Dan Dean-Expense Report-98.09; Dollar General Corporation-Supplies-27.82; EMC National Life Company-Premium-350.69; Enviro Service Inc.-Water Samples-60.00; Pablo Erazo-Refund-70.45; Exponential Engineering, Co.-Professional Services-5,085.82; Floyd's Sales & Service-Maintenance-301.86; Grainger-Supplies-40.74; Holiday Inn Express-Lodging- 372.00; Hometown Hardware-Supplies-756.90; Kimball Auto Parts-Parts-527.89; Jean Klassen-Expense Report-215.06; Aaron Koski-Refund-75.75; Layne Christensen Company-Testing-998.33; M.C. Schaff & Associates, Inc.-Professional Services-39.00; MEAN-Mean Billing-121,371.26; Municipal Automation & Control-Repairs-2,112.00; Napa Auto Parts-Parts-167.57; Nebraska Dept. of Environmental Quality-Disposal Fee-1,138.91; Nebraska Dept. of Environmental Quality-Disposal Fee-500.00; Nebraska Public Health Enviro Lab-Water Samples-323.00; NeoFunds-By Neopost-Postage-2,000.00; One Call Concepts-Locates-31.80; Panhandle Coop Association-Supplies-57.24; Prestige MFG.-Repairs-904.38; Respond First Aid Systems-Supplies-161.64; Shopko Stores Operating Co.-Supplies-59.17; Staples -Supplies-406.94; Team Laboratory Chemical Corp.-Chemicals-1,503.50; Katherine Terrill-Expense Report-23.00; USA Blue Book-Supplies-368.56; Lawrence Weigel II-Expense Report-207.00; Jim & Charlotta Young-Refund-100.00.