

Kimball Board of Public Works
Regular Meeting
July 23, 2015

A regular meeting of the Board of Public Works was convened in open and public session at 4:15 p.m. on July 23, 2015 at the City Council Chambers. Board members Cederburg, Moeser, Fossand, and Rowley were present. Board member Robinson was absent. Also present were Water Superintendent Ford, Power Plant Superintendent Terrill, Landfill Superintendent Schulte, City Administrator Ortiz, and City Clerk Russell. The public was not 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 June 23, 2015
2. Claims;
3. Treasurer's Report from June 2015; and
4. Financial Reports from June 2015.

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

Cederburg opened discussion on the quotes received for the Landfill track loader and garbage truck. Ortiz indicated the current track loader was purchased used and dates back to the early 80's. This creates health issues because it is open air and provides no protection for the operator. It is barely functional and leaks transmission fluid. Ortiz said since the City is looking to acquire a used track loader, it would be difficult to compile specifications. Two quotes were received and Ortiz and Schulte recommend accepting the quote from Murphy Tractor and Equipment for a 2007 John Deere 755 C Crawler Loader with approximately 6,900 hours in the amount of \$94,500. Murphy Tractor's quote includes a rear ripper and new undercarriage installed.

Ortiz indicated initially they were looking to purchase a new track loader; however, a new unit would cost approximately \$250,000. Ortiz said it is planned to scrap the old

loader because of the age and condition. The City will put \$25,000 down and finance the remainder.

Ortiz said the garbage truck will also be financed and both will have a 3% interest rate. Ortiz indicated if the board members want to move forward with the track loader from Murphy Tractor, he and Schulte will drive out to Des Moines, Iowa and drive it before a final decision is made on it.

Ortiz commented that in the past three to five months, the garbage truck has been in for service in one form or another a considerable number of times. It is really starting to show its age. Ortiz said the question is does the City put more money into it or does the City invest in a new piece of equipment. Two quotes were received for a new garbage truck. The quote from Kois Brothers was for \$108,300 for a unit body and did not include a chassis and it is a slightly different truck. The quote from Southwestern Equipment Company was for a 2015 30-yard Champion refuse body with a left-hand mount style life for \$87,250 mounted on a 2016 Freightliner M2 chassis for \$81,700, for a total price of \$168,950.

Ortiz said the City can get plastic containers for \$100 each and commented on buying containers to serve an entire block. He also commented on individuals paying for additional garbage cans and yard waste.

Moeser inquired what will be done with the old garbage truck and Ortiz commented on auctioning it or scrapping it. There is not enough space to store two trucks.

There being no further discussion, Cederburg moved and Moeser seconded to accept the quote from Murphy Tractor and Equipment Co. in the amount of \$94,500 for the 2007 John Deere 755 C Crawler Loader and the quote from Southwestern Equipment Company for the 2015 Champion refuse body mounted on a 2016 Freightliner M2 chassis in the amount of \$168,950 and give Ortiz the authority to secure financing and Schulte test drive the loader first. On roll call vote, the following votes were recorded on the electronic voting board. Aye: Cederburg, Moeser, Fossand, and Rowley. Nay: None. Absent: Robinson. Motion passed.

Cederburg opened discussion on the bids for the Landfill cell closure. Ortiz indicated the cell to the east of the baler station has reached its capacity and needs to be capped. There were two companies that attended the pre-bid meeting but only one company provided a bid, Z & S Construction Co., Inc. in the amount of \$492,925. Ortiz said this bid is fairly close to the engineer's estimate and the price is fair. He has spoken with Dave Haack and Haack indicated they would like to start the project sometime in August.

Ortiz commented on the last cell closure bid and splitting out the project with a contractor and sub-contractor. It seemed to backfire due to the difficulty with the liner company. Therefore, this time the bid was not split out. The liner company will come under the purview of the general contractor. Ortiz said the bid bond has not been

received from Z & S Construction yet; however, Mr. Haack said it will be completed before the project moves forward.

There being no further discussion, Moeser moved and Rowley seconded to recommend approval on the bid received from Z & S Construction for the Landfill cell closure in the amount of \$492,925, subject to placement of the bid bond. On roll call vote, the following votes were recorded on the electronic voting board. Aye: Cederburg, Moeser, Fossand, and Rowley. Nay: None. Absent: Robinson. Motion passed.

The FY 2015/2016 proposed budget was reviewed. Ortiz said it is going to be challenging due to the number of infrastructure projects and equipment needs. Hopefully the rate study will come back with some good recommendations. Ortiz indicated the proposed budget does not include revenues yet.

Ortiz said he has been looking at separating the Electric Distribution and Power Plant line items and reviewed the expenses. Ortiz explained that the depreciation figures have not been included yet because he needs to speak with the auditors on the depreciation schedule. Ortiz commented on donated services and indicated that the City is going to be more diligent of the services that have been donated and written off. Discussion was held on group insurance and Ortiz indicated a 15% increase is typically budgeted. Ortiz commented on the legal/professional line item and said that figure includes the NE Power Review Board Map and engineering projects. Ortiz has also created a separate line item as transfer/CityPass so that it can be better tracked. He explained it was previously included in miscellaneous; however, miscellaneous is really a line item for non-ordinary expense.

Ortiz commented that the Compensation Committee will meet on August 5th to discuss salaries. He said he has estimated a three percent step increase. Discussion was held on the third person authorized at the Power Plant and the part-time meter reader at the Wastewater Treatment Plant.

Discussion was held on donating services and Rowley commented on donating of services to the AG Society. Ford indicated the City also donates water during the fair. Ortiz said if this is a policy the Board wants to change, they need to see what those figures are.

Ortiz reviewed the Landfill proposed budget. He said money will be transferred from the CD to cover the closure costs. Ortiz commented on the \$2 Landfill fee for Keep Kimball Beautiful. The formula used since 2013 did not account for the Landfill fees from the County and Dix and Bushnell. So what has been collected from the County and the Villages has been omitted from the monthly payment to Keep Kimball Beautiful. Therefore, Keep Kimball Beautiful is owed an additional \$27,000 and that has been budgeted for the new fiscal year.

Discussion was held on the repairs/maintenance amount and Ortiz indicated that there are some issues with the fence at the old Landfill as well as debris. Ortiz commented

on the operating supplies and having to purchase gas monitors for all the gas monitoring sites. He also indicated that the City may be looking at changing the lab or the testing process due to inconsistencies.

Ortiz said this is the first year that the Landfill is likely going to end the fiscal year in the black and commented that is due to Schulte and the Landfill employees being much more diligent in collecting the gate fees.

Ortiz commented on trash collection and the depreciation. Generally, all the containers are included on the depreciation schedule and the Landfill has received new containers. Therefore, the depreciation amount will most likely increase. Under new equipment, \$175,000 has been budgeted for the new garbage truck.

Ortiz reviewed the Water proposed budget. Ortiz commented on the infrastructure and the items that Ford and his crew have to contend with on a daily basis. Nine fire hydrants need to be replaced. One of the other challenges with the water system being as old as it is, there are inconsistencies in the water level. Ortiz commented that foundation issues with the water tower need to be addressed and both the interior and exterior need to be repainted.

Ortiz commented on bonding projects. In the past when bonding projects, each department used to be independent. However, when bonding for the Landfill expansion project, there was not enough revenue generated by the Landfill, so the last bonding project was a combined utilities project.

The Wastewater Treatment budget also encompasses sewer and Ortiz may separate this out next year. Under new equipment, there is \$57,700 for a control panel and grinder. Ortiz commented on the part time meter reader position and indicated the Board may want to consider making that a full time position in the future for succession planning purposes.

Discussion was held on finalizing the utilities budget and Cederburg recommended meeting again to have firm numbers to recommend for approval. A special meeting will be held on August 12, 2015 at 4:15 p.m.

There being no further business to come before the Board of Public Works, Moeser moved and Fossand seconded to adjourn the meeting at 6:12 p.m. On roll call vote, the following votes were recorded on the electronic voting board. Aye: Cederburg, Moeser, Fossand, and Rowley. Nay: None. Absent: Robinson. Motion passed.

Chairperson

City Clerk

City of Kimball-Board of Public Works Meeting-Utility Claims-July 23, 2015-GreatAmerica Financial Services-Lease-365.00; Staples-Supplies-227.90; Western Nebraska Observer-Meeting Notices-86.84; Payroll Fund-Payroll Transfer- 41,505.28;

Ward Electric Company Inc.-So. Sub-16,8471.00; Amazon-Charges-91.10; CenturyLink-Telephone-643.16; Centurylink Communications, Inc.-Telephone-71.03; Charter Communications-Internet-214.50; Connecting Point-Copy Usage-514.35; Hasler-TotalFunds-Postage-2,000.00; High West Energy-Utilities-9,716.00; Kimball Health Services-Medical-35.28; Payroll Fund-Payroll Transfer-41,978.99; Safetyline Consultants, Inc.-Safety Training-750.00; Simmons Olsen Law Firm, P.C.-Professional Services-795.00; The United States Life Insurance Company-Long Term Disability-632.03; Viaero-Cell Phone-110.41; Visa-Firstier Bank-Charges-2,471.38; Brown Pump and Septic-Well Monitoring-1,802.73; Chelsea Berger-Refund-25.85; Brown Traffic Products, Inc.-Supplies-58.50; City of Kimball-Transfer-2,250.00; City of Kimball-Transfer-1,686.04; City of Kimball-Transfer-15,267.77; City of Kimball-Occupation Tax-11,515.06; City of Kimball-Transfer-782.62; Combined Utilities-Utilities-140.88; Credit Management Services, Inc.-Payment-20.00; Crescent Electric Supply Co.-Parts-1,621.80; Croell Redi-Mix-Concrete-505.00; Culligan-Rental-64.40; Cummins Central Power, LLC-Repairs-909.64; Dollar General Corporation-Supplies-24.61; Electro-Test and Maintenance, Inc.-Testing-23,840.50; Exponential Engineering, Co.-Services-4,560.06; FEDEX-Shipping-16.75; Frenchman Valley Coop-Fuel-2,505.94; Darlene Gardner-Refund-100.00; Golder Associates-Services-5,881.31; Hach Company-Chemicals-120.23; Brian Henderson-Refund-14.52; William Hinton-Reimbursement-250.00; Hometown Hardware-Supplies-619.22; Ideal Linen Supply, Inc.-Mats-47.72; Keep Kimball Beautiful-Landfill Fee-2,500.00; Kimball Auto Parts-Parts-836.89; Kimball Health Services-Medical-250.77; Kimball Service Center-Tires-4,443.29; Kois Brothers Equipment Co., Inc.-Dumpsters- 25,530.00; Kriz-Davis Company-Materials-337.92; League of NE Municipalities-Conference-315.00; LorRon Department Store-Supplies-187.99; M.C. Schaff & Associates, Inc.-Services-800.00; MEAN-Mean Billing-128,806.02; MEAN-RITA Installment-1,048.87; Municipal Automation & Control-Parts-717.13; Napa Auto Parts-Parts-983.12; Nebraska Dept. of Environmental Quality-Solid Waste Fee-684.10; Nebraska Power-Review Board-Annual Assessment-395.45; Nebraska Public Health Enviro Lab-Water Samples-447.00; Northern Safety Co., Inc.-Supplies-171.71; Northwest Pipe Fitting, Inc.-Parts-37.40; OFP Services, Inc.-Parts-281.17; Pace Analytical Services, Inc.-Services-2,720.00; Panhandle Coop Association-Supplies-146.02; Powerplan-Parts-339.36; Prestige MFG.-Repairs-1,126.79; Respond First Aid Systems-Supplies-148.47; Robert Abramson, CPA-Professional Services-1,790.00; Jim Schulte-Reimbursement-180.19; SourceGas, LLC-Gas Service-1,166.74; Staples-Supplies-38.99; State Chemical Product-Supplies-232.04; State of Nebraska-Refund-60.37; The Right Impression-Sign-66.00; USA Blue Book-Parts-571.61; Troy Unzicker-Refund-55.58; WPCI-Screening-30.00; Ward Electric Company Inc.-So. Sub-19,054.78; Warner Crest-Refund-39.93; Western Area Power Administration-Conference-5,000.00.