

Kimball City Council
Joint meeting with Board of Public Works
March 19, 2015

A joint meeting of the Mayor and City Council and Board of Public Works was convened in open and public session at 6:00 p.m. on March 19, 2015 at the City Council Chambers. Mayor Prunty called the meeting to order at 6:00 p.m. Mayor Prunty and Council members Shields, Warner and Morrison were present. Council member Schnell was absent. Also present were City Administrator Ortiz, City Clerk Russell, City Treasurer Sisk, Electric Utilities Superintendent Hinton, Landfill Superintendent Schulte, Water Superintendent Ford, and Power Plant Supervisor Terrell. Also present were Board of Public Works members Jim Cederburg, Greg Robinson, Gregg Fossand and Jim Merryfield. Board member Moeser was absent. 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 except as otherwise indicated.

Prunty acknowledged the open meetings act poster.

Prunty said the purpose of the meeting is to conduct a capital improvement planning and strategizing session.

Ortiz reported the City devotes a large portion of the budget to capital projects. The large financial investment is required to maintain and expand public facilities, infrastructure, and major equipment. The capital improvement program lists items that are capital projects. Although the City Council does not oversee utilities, some matters do come before the City Council when it is large ticket items and bonds.

Ortiz and department superintendents provided an overview of some of the projects.

Electric Department.

South sub transformer upgrade and 115 kv maintenance and GOAB switch maintenance – it is planned to have this done by May. South substation breaker repair and upgrade.

AMI System – The quote for the AMI system is for a total of \$650,000 for both electric and water. The AMI system will offer the City substantial benefits and flexibility with regards to meter reading and utility billing. This will also enable the City to go to a single billing cycle. Ortiz commented that this will be done in segments. Discussion was held on the possibility of bonding and the software and the requirement for higher

performance computers. Warner inquired about additional manpower requirements to inform people and install the new equipment and it was indicated that the summer hires could help, but they would have to be constantly supervised.

Digger Derrick – The digger derrick truck is a 1994. While it doesn't have a great deal of miles, age is still getting the best of it. Discussion was held on the resale value and Hinton commented on the Altec service estimate for \$18,555.44. The truck still works. Discussion was held on vehicle maintenance.

Arc Flash Study – Although municipalities do not fall under OSHA, there are regulations from the City's insurance carrier that need to be adhered to. Hinton commented on the ARC flash potentials and purchasing fire retardant clothing. It was indicated the ARC flash study is mandatory.

Power Factor Improvements – Power factor is a way of measuring how efficiently electrical power is being used within a facility's electrical system by taking a look at the relationship of the components of electric power in an AC circuit. Hinton said this is not something that has to be done right away and the City will be dealing with MEAN on this. Ortiz said there is a little bit of uncertainty about what WAPA joining the Southwest Power Pool is going to mean to the City. An inquiry was made about how to change the power factor and Hinton commented on variable speed motors, keeping the system clean and putting in capacitors to make up for the power factor. Discussion was held on MEAN and Hinton said they will work with the City. Warner said the City needs to take care of this now.

Re-Conductor East Side Feeder – The City's electrical distribution system was rebuilt in 1997-2001; however, the east side feeder was not part of the rebuild because the line is shared with High West Energy. This segment of the distribution system is a weak link; the wire is too small to support the City's electrical load and makes it unreliable in the event of added capacity due to growth or expansion, due to generation for an extended period of time, or if there are issues with the west side of the distribution system. Comments were made on the wind farm and expansion. Prunty inquired if High West Energy would be willing to share in the costs to upgrade and Hinton said possibly.

Transformer – The South Substation transformer upgrade project is not going to touch the transformer but with its age, it is something that needs to be considered and planned for. The time table to get that going is a year to a year and a half.

Power Plant

Ortiz commented on the Power Plant items. The items include performing inspections and establishing a preventative maintenance program. Discussion was held on the meters and MEAN's requirements. Terrill said Larry Wheeler is getting the used gas meters at a good price.

Ortiz commented on the boiler system. It was installed years ago and a portion has rusted out. A & L and Snell Services will provide a quote and they indicated the metal venting system that was initially installed was not appropriate for that system. The cost of the service will be approximately \$15,000.

Landfill

Schulte gave a presentation on the Landfill needs. Aging equipment and lack of maintenance equals catastrophic failure. Schulte and his staff are working to educate patrons on Landfill policies. Schulte said the City needs to get the wages up to where they can attract and keep employees. The City is lucky to have a C & D Landfill and a Municipal Solid Waste Landfill and is really lucky to own their own Landfill.

Dumpster Replacement – many of the dumpsters throughout Kimball are deteriorating and in need of major repair or replacement. Many have been repaired in the past but can no longer be salvaged. The replacement cost for the grass dumpsters and 3 yard and 3 yard trash dumpsters would be approximately \$145,000.

Track Loader Replacement – a new track loader is needed because of lack of maintenance and need of major repairs on the existing one. It is a vital piece of equipment needed to maintain and compact construction and demolition waste, move dirt for cover at the solid waste cell and the C & D cell, maintain cell slopes and dig faces so that they do not present hazards to employees, patrons, and equipment. The track loader is a vital piece of equipment necessary to maintain the integrity of the day to day operations.

Prunty read a letter from Council member Schnell, who was not able to attend the meeting, regarding discontinuing yard waste collection and residents mulching their lawns. Ortiz said Scottsbluff does have the service but charges \$80 a year. Schulte commented on trash in the green dumpsters and said NDEQ has been lenient with the City but now might put their foot down. Morrison said in the area where he has his shop, there is a green dumpster and a trash dumpster and there are no lawns; they don't need a green dumpster.

Warner commented on attending MEAN meetings, realizing the increase on the amount of the electric utilities and that the electric revenue actually covers the Landfill and sewer. At the end of the day, the City has to pay the bills and she challenges the City to see if there is a better way to do it on a long-term aspect. Before money is spent on just maintaining the system, maybe it is time to look at the big picture options.

Robinson commented that no longer providing the green dumpsters, instead of trash in the green dumpsters, there would be grass in the trash dumpsters. It is not a perfect system and if the City pulls the green dumpsters, then there are already issues. Robinson also commented that some people that don't have any way to get their grass out to the Landfill and people have to be given time to change. Schulte said a decision needs to be made.

Cederburg commented on recycling. He spent last week in Montrose, Colorado. They are recycling because it is convenient and also because of peer pressure. Also, if people don't want to mulch their grass, they have to haul it out.

Warner commented on the individual dumpsters and everyone paying the same for the dumpster and if they need two dumpsters, they pay more. Schulte said this can be done, but stressed that a decision needs to be made. Morrison commented on charging for the dumpsters and said the City is behind on rates. Ortiz commented on implementing something similar to the City of Scottsbluff; where citizens pay for the green dumpsters and Schulte commented on the weight of the grass. Ortiz said that this will be a crucial question to answer – if changing the system and going to the individual containers, it will require a different type of truck. Ortiz said this is a lot to think about and the other aspect is what to do with the existing compost pile.

Further discussion was held on the track loader. Schulte said it is worn out and will cost the City a lot of money.

Trommel Screen – A screener is needed to clean roughly 5.5 acres of a combination of trash, brush, and compost. The NDEQ has verbally told the Landfill to get it cleaned or NDEQ will start taking action through fines. The mulch has not been touched since the City began taking in grass in 1995. Properly processed compost can be made available to the public. Estimated cost of a trommel screen is \$90,000. Robinson said this really needs to be cleaned up and Prunty commented that if the City is looking to eliminate the green dumpsters, they are looking at a one-time deal.

Baler Replacement – Ortiz said the track loader will have to come first as far as replacement priority. The baler will cost at least \$500,000 closer to \$650,000. The conveyor belt replacement is not included this fiscal year and will be included next fiscal year.

Water Truck – The Landfill has been borrowing the Street Department's water truck. It is essential to have a dedicated water truck.

Gas Detector – Needs to be updated. It is approximately 18 years old.

Landfill Scale – Many other landfills have implemented scales as a way to properly measure and charge customers for hauling trash, construction and demolition waste, and other items accepted at the landfill. A scale would allow the landfill personnel to accurately measure and charge customers for loads they bring out to the landfill. It would help to provide a much more efficient means of billing customers. It would be good to wait to do this as part of the budget process. Ortiz said the new monitoring well, \$25,000 expense, would be rolled into the bond.

Water Department

Backup Generator – Ortiz said nearly all of the City's wells are on High West Energy electricity. The booster pump by the diner is on City electricity. The City does not have a portable generator that can power the City's water wells in the event of an electrical outage. A portable generator will allow residents to continue to have water in the event of an electrical outage. Ford said there are grants to help purchase generators.

Water Study – Ford indicated the last water study was completed in 2003. Olsson and Associates did that study and it listed water usage and water needs. Ford said a new water study is not an expensive project but is something that would help with future needs. The water system is definitely showing a lot of age.

Water Valve Replacement – This project will consist of replacing at least three, possibly more, water main valves that have either been broken or just do not hold. When there is a water problem such as a water main break or not being able to isolate the problem can cost the City more money due to having to bring crews out to repair the problem in an emergency situation.

Replace Sewer Jet/Purchase Sewer Vac – Ford said the Sewer Department maintains 70 sewers a month and Ortiz said that eventually the City will have to install sewer to the east. Therefore, the current sewer jet will not be able to service it or the force mains that will be needed. Ford said sewer backups are minimized when utilizing a sewer jet. It is a key piece of equipment that pays for itself. If it is replaced, Ford intends to keep the used one as a backup.

Sewer Line Replacement on 9th Street Between Chestnut and Walnut – Ortiz explained about abandoning the existing sewer line that runs underneath private properties and extend a new sewer line segment to ensure it is within public right of way. This will ensure proper maintenance of sewer lines and eliminate the need for intrusion onto private property.

Backhoe – The existing backhoe/front end loader is used for many aspects in the maintenance and repairs of the water and wastewater systems. This is a 1991 piece of equipment. The quote for a 2014 backhoe is \$78,000. The current backhoe has been repaired as needed but now needs the brakes repaired or replaced. Ortiz said the Cemetery crew could use the 1991 backhoe since they have no need to drive on the public streets. Therefore, this backhoe could be donated or sold to the Cemetery.

Replace 7 Fire Hydrants – These fire hydrants were likely installed in the 1950's and the chance of these hydrants failing in a fire situation is very high. Not replacing the hydrants can leave the City liable in the case of a fire. Estimated cost is \$50,000.

Water Tank Maintenance – The water tank was built in 1956 and the last time the water tank was drained was in 1992. The interior of the tank has been cleaned and inspected every five years since 1995. A diver inspected and cleaned the tank in 2014 and their

recommendation was to re-inspect in three years and have the interior sandblasted and epoxied in the next three to five years. Ford attended a conference in Kearney and met a representative of a company that not only inspects tanks, but they also perform maintenance. The representative indicated he would come to Kimball, check the coating on the outside of the tank and also perform a visual inspection at no cost to the City.

Wastewater Treatment Plant

Property Fencing – A new perimeter fence for the Wastewater Treatment Plant, estimated cost \$20,000.

Flyght Pumps – the two flight pumps are an essential part of the WWTP. If they are not working, the WWTP cannot process the sewage.

Control Panel – the current control panel is from 1979. In 2002, the face of the panel was updated but the internal controls and mechanisms were not.

Dissolve Oxygen Meter with Probe – this is a needed part of the WWTP system.

Water Well – the existing water well pump is aging and planning for a new pump needs to begin.

Basement Heaters – there are two heaters in the basement that keep things from freezing in the winter and this item has been addressed this year.

Ortiz said the aforementioned are part of the utility side of items for the Capital Improvement Program. He has sent out a request for proposals for the rate study and hopes that will provide guidance for the City's financial health. Ortiz hopes that between the supervisors and him, they have provided the City Council and Board of Public Works with information they need.

Cederburg thanked Prunty and Ortiz for holding the meeting and the information provided. Prunty thanked the supervisors for all their work.

There being no further business, Cederburg moved and Warner seconded to adjourn at 8:15 p.m. Ayes: Warner, Shields, Morrison, Cederburg, Fossand and Robinson. Nays: None. Not voting: Merryfield. Absent: Schnell and Moeser. Motion carried.

Keith Prunty, Mayor

Rosie Russell, City Clerk