

CITY OF FREMONT UTILITY AND INFRASTRUCTURE BOARD
October 13, 2020 - 4:00 P.M.

A meeting of the Utility and Infrastructure Board was held on October 13, 2020 at 4:00 p.m. in the 2nd floor meeting room at 400 East Military, Fremont, Nebraska and via Zoom. The meeting was preceded by publicized notice in the Fremont Tribune and the agenda displayed in the Municipal Building. The meeting was open to the public. A continually current copy of the agenda was available for public inspection at the office of the City Administrator, 400 East Military. The agenda was distributed to the Utility and Infrastructure Board on October 9, 2020 and posted, along with the supporting documents, on the City's website. A copy of the open meeting law is posted continually for public inspection.

ROLL CALL

Roll call showed Board Members Shelso, Larson, Sawtelle, Bolton, and Wiese present. 5 present, 0 absent. Others in attendance included Brian Newton, City Administrator; Troy Schaben, Asst City Admin – Utility; Keith Kontor; Water/Sewer/WWTP Supt.; Jody Sanders, Dir. of Finance; Lottie Mitchell, Executive Assistant; Alan Kaspar, Dir. Electrical Engineering; Jan Rise, Admin Services Dir.; Jeff Shanahan, Power Plant Supt.; and Gary Wagner DU insurance consultant.

CONSENT AGENDA

Moved by Member Shelso and seconded by Member Larson to approve items 3 and 4 (Minutes from September 29, 2020 and Accounts Payable through October 13, 2020. Ayes: Sawtelle, Wiese, Larson, Shelso, and Bolton. Motion carried 5-0.

CONSIDER DEPARTMENT OF UTILITIES' PROPERTY INSURANCE RENEWAL PROPOSAL FOR NOVEMBER 27, 2020 TO NOVEMBER 27, 2021.

Rise and Wagner gave overview. Moved by Member Wiese and seconded by Member Bolton to recommend City Council approve the Department of Utilities' property insurance renewal proposal for November 27, 2020 to November 27, 2021 for a cost of \$738,400. Ayes: Sawtelle, Larson, Shelso, Wiese, and Bolton. Motion carried 5-0.

CONSIDER REVISION OF OPERATING PROCEDURE FOR DELINQUENT UTILITY ACCOUNTS.

Rise gave overview. Moved by Member Bolton and seconded by Member Shelso to approve the revision of operating procedure for delinquent utility accounts. Ayes: Shelso, Larson, Sawtelle, Wiese, and Bolton. Motion carried 5-0.

CONSIDER AMENDMENT NO. 1 FOR ENGINEERING DESIGN SERVICES FOR SUBSTATION H FROM HDR ENGINEERING, INC.

Kaspar gave overview. Moved by Member Shelso and seconded by Member Larson to recommend City Council approve Amendment No. 1 for engineering design services for Substation H from HDR Engineering, Inc. for a total cost of \$315,396. Ayes: Shelso, Larson, Sawtelle, Wiese, and Bolton. Motion carried 5-0.

CONSIDER PROPOSAL FOR WASTE WATER TREATMENT PLANT SCADA SOFTWARE, LICENSE, AND COMPUTER UPGRADE.

Kontor gave overview. Moved by Member Shelso and seconded by Member Wiese to recommend City Council approve the proposal for Wastewater Treatment Plant SCADA software, license, and computer upgrade for a cost of \$63,584.11. Ayes: Shelso, Larson, Sawtelle, Wiese, and Bolton. Motion carried 5-0.

CONSIDER AWARDING BID FOR PURCHASE OF SUBSTATION CONTROL HOUSE FOR SUBSTATION H.

Moved by Member Bolton and seconded by Member Wiese to continue per staff's request. Ayes: Shelso, Larson, Sawtelle, Wiese, and Bolton. Motion carried 5-0.

CITY ADMINISTRATOR UPDATE (NO BOARD ACTION IS REQUESTED).

- a. Newton gave update on COVID-19 and delivery of services.
- b. Jeff Shanahan, Power Plant Superintendent gave Power Plant update.

ADJOURNMENT

Moved by Member Bolton and seconded by Member Wiese to adjourn at 4:56 p.m. Ayes: Wiese, Sawtelle, Larson, Shelso, and Bolton. Motion carried 5-0.

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Allen Sawtelle, Chairman	Janet Larsen	
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David Shelso	Michelle Wiese	Gary Bolton

DRAFT