

HASTINGS UTILITY BOARD AGENDA

**Council Chambers – City Hall
220 North Hastings Avenue
September 10, 2020
9:00 AM**

ROLL CALL:

PLEDGE OF ALLEGIANCE:

MOTION TO ADOPT CURRENT AGENDA FOR date REGULAR MEETING.

PUBLIC NOTICE - Official Notice of the Regular Meeting was published in the Hastings Tribune on Tuesday, September 8, 2020. Pursuant to Nebraska Revised Statute Section 84-1412, the public is advised that a copy of today's agenda and all reproducible written material which will be discussed at today's meeting is located at the back of the Council Chambers. Also, a current copy of the Nebraska Open Meetings Act is posted on the south wall of the Council Chambers which is accessible to members of the public.

MANAGER'S COMMUNICATIONS:

BOARD CHAIRMAN'S COMMUNICATIONS:

BOARD MEMBERS' COMMUNICATIONS:

CITIZEN COMMUNICATIONS:

CONSENT AGENDA:

1. All Consent Items.
 - (a) Approval of the minutes of the Hastings Utility Board Meeting of August 13, 2020.

REGULAR AGENDA:

2. Unfinished Business of Preceding Meeting.
3. General Business.
 - (a) Finance
 - i. Budget Questions

- ii. Insurance Broker Update
 - (b) Production
 - (c) Operations
 - (d) Administration
 - i. Organization Changes
 - WEC
 - Water/Sewer
 - Customer Service
 - (e) Other
 - i. Forest Property Update
 - ii. Welcome New Board Member Mark Hemje
4. Possible Closed Session (if necessary or requested).

ADJOURN:

The Hastings Utility Board reserves the right to enter into an executive session at any time during the meeting, in accordance with the Nebraska Open Meetings Act, even though the closed session may not be indicated on the agenda. It is the intention of the Hastings Utility Board to take up the items on the agenda in sequential order. However, the Hastings Utilities Board reserves the right to take up matters in a different order to accommodate the schedule of the Utility Board Members, persons having items on the agenda, and the public.

CITY OF HASTINGS, NEBRASKA
MINUTES OF UTILITY BOARD REGULAR MEETING
Thursday, August 13, 2020

Pursuant to due call and notice thereof, a Regular Meeting of the Utility Board of Hastings, Nebraska was conducted in the Council Chambers of City Hall, 220 N. Hastings Avenue, on August 13, 2020.

ROLL CALL:

The meeting was called to order at 9:00 a.m. in Regular Session by Chairman Hitesman with the following members present: Present: Shawn Hartmann, Bill Hitesman, Joanne Seberg, and Jeanette Dewalt. Absent: Shayne Raitt

Others present: Mayor Stutte, Butch Eley, Dave Ptak, Clint Schukei, Lee Vrooman, Roger Nash, Robin Ginn, Derek Zeisler, Erik Nielsen, Keith Leonhardt

PLEDGE OF ALLEGIANCE:

Utility Board Chairman Hitesman led the group in recital of the Pledge of Allegiance to the United States of America.

MOTION TO ADOPT CURRENT AGENDA FOR AUGUST 13, 2020 REGULAR MEETING.

Moved by Shawn Hartmann seconded by Jeanette Dewalt to adopt current agenda for August 13, 2020 regular meeting. Roll Call: Ayes: Shawn Hartmann, Bill Hitesman, Joanne Seberg, Jeanette Dewalt. Nays: None. Absent: Shayne Raitt. The motion carried.

PUBLIC NOTICE - Official Notice of the Regular Meeting was published in the Hastings Tribune on Tuesday, August 11, 2020. Pursuant to Nebraska Revised Statute Section 84-1412, the public is advised that a copy of today's agenda and all reproducible written material which will be discussed at today's meeting is located at the back of the Council Chambers. Also, a current copy of the Nebraska Open Meetings Act is posted on the south wall of the Council Chambers which is accessible to members of the public.

MANAGER'S COMMUNICATIONS:

The Utility Department has scaled back staff at the Utility Board Meeting. Only those necessary in anticipation of questions on the agenda are in attendance.

The combined budget review is Monday, August 17, 2020 at 5:30 P.M. in the City Hall Council Chambers. Both City Council and Utility Board members are encouraged to attend.

BOARD CHAIRMAN'S COMMUNICATIONS:

None.

BOARD MEMBERS' COMMUNICATIONS:

None.

CITIZEN COMMUNICATIONS:

None.

APPROVAL OF MINUTES:**1. Approval of Minutes of the Hastings Utility Board Meeting on July 9, 2020**

Jeanette Dewalt asked for a correction in the minutes to revise 'white-off' to 'write-off'.

Moved by Jeanette Dewalt seconded by Joanne Seberg to approve the minutes of the Hastings Utility Board Meeting on July 9, 2020, as corrected. Roll Call: Ayes: Shawn Hartmann, Bill Hitesman, Joanne Seberg, Jeanette Dewalt. Nays: None. Absent: Shayne Raitt, The motion carried.

REGULAR AGENDA:**2. Unfinished Business of Preceding Meeting.**

None.

3. General Business.**(a) Finance****i. 3rd Quarter 2020 Financial Review**

Kevin Johnson presented the 3rd Quarter 2020 Financial Review. Included in the presentation was Balance Sheet Highlights, Summaries of the Electric, Gas, Water, Pollution Control and General and Administrative Departments. A comparison of headcounts was shown, along with a Street Lighting Department update, a Unit Sales and Cost Analysis, and Comparative Statements of Electric, Gas and Water Production.

WORKSHOP PRESENTATION:

Kevin Johnson presented the utilities workshop presentation. Included in the presentation was Budget Assumptions, Staffing Budget Review, Proposed Utility Rate Changes, Residential Comparison of Rates, Commercial Comparison of Rates, Industrial Comparison of Rates, New Streetlight Rates, Gas Department Rates, Water Department Rates and Sewer/PCC Department Rates.

This is based on at least 3 years history. Rate stabilization proposed 1% of revenue.

Kevin Johnson explained how EE's payment is split between City and Utility Department budgets. This is revisited annually. Dave Ptak and Kevin Johnson discussed the IBW and which employees are included and how they would be affected. Kevin Johnson explained that health insurance is a city-wide fund. They are in discussions on how to support the incentive of the High Deductible Health Plan.

(b) Production**(c) Operations****(d) Administration**

(e) Other

4. Closed Session

Moved by Jeanette Dewalt seconded by Shawn Hartmann to go into closed session for reason of litigation at 10:10 A.M. Roll Call: Ayes: Shawn Hartmann, Bill Hitesman, Joanne Seberg, Jeanette Dewalt. Nays: None. Absent: Shayne Raitt. The motion carried.

Moved by Shawn Hartmann seconded by Joanne Seberg to come out of closed session at 10:30 A.M. Roll Call: Ayes: Shawn Hartmann, Bill Hitesman, Joanne Seberg, Jeanette Dewalt. Nays: None. Absent: Shayne Raitt. The motion carried.

Moved by Shawn Hartmann seconded by Jeanette Dewalt there being no further business to adjourn at 10:32 A.M. Roll Call: Ayes: Shawn Hartmann, Bill Hitesman, Joanne Seberg, Jeanette Dewalt. Nays: None. Absent: Shayne Raitt. The motion carried.

APPROVED:

Board Secretary

Department: Utilities
Staff Contact: Kevin Johnson
Utility Board Meeting Date: 9/10/2020

AGENDA ITEM SUMMARY SHEET

Description of Item:

Budget Questions

Names of People/Business affected by this action:

Why Council action is required:

Type of action requested:

No Action Required

Suggested motion:

Deadlines associated with action:

Department head comments:

City Administrator comments:

Department: Utilities
Staff Contact: Kevin Johnson
Utility Board Meeting Date: 9/10/2020

AGENDA ITEM SUMMARY SHEET

Description of Item:

Insurance Broker Update

Names of People/Business affected by this action:

Why Council action is required:

Type of action requested:

No Action Required

Suggested motion:

Deadlines associated with action:

Department head comments:

City Administrator comments:

Department: Utilities
Staff Contact: Kevin Johnson
Utility Board Meeting Date: 9/10/2020

AGENDA ITEM SUMMARY SHEET

Description of Item:

Organization Changes
- WEC
- Water/Sewer
- Customer Service

Names of People/Business affected by this action:

Why Council action is required:

Type of action requested:

No Action Required

Suggested motion:

Deadlines associated with action:

Department head comments:

City Administrator comments:

Department: Utilities
Staff Contact: Kevin Johnson
Utility Board Meeting Date: 9/10/2020

AGENDA ITEM SUMMARY SHEET

Description of Item:

Forest Property Update

Names of People/Business affected by this action:

Why Council action is required:

Type of action requested:

No Action Required

Suggested motion:

Deadlines associated with action:

Department head comments:

City Administrator comments:

Department: Utilities
Staff Contact: Kevin Johnson
Utility Board Meeting Date: 9/10/2020

AGENDA ITEM SUMMARY SHEET

Description of Item:

Welcome New Board Member Mark Hemje

Names of People/Business affected by this action:

Why Council action is required:

Type of action requested:

No Action Required

Suggested motion:

Deadlines associated with action:

Department head comments:

City Administrator comments: