

February 1, 2022

Seward County Board of Commissioners

State of Nebraska)
County of Seward) ss.

A regular meeting of the Seward County Board of Commissioners was convened in open and public session at 8:30 a.m. on February 1, 2022 in the Commissioner's room at the Seward County Courthouse. Notice of the meeting was posted on the Courthouse bulletin board and on the Commissioner's Room door. The agenda for all meetings is kept continually current and is available for public inspection at the County Clerk's Office during normal business hours. The agenda is held open until one business day prior to the meeting for appearance before the Board. The Board of Commissioners has the right to modify the agenda to include items of an emergency nature only at such public meeting.

The Seward County Board of Commissioners convened on February 1, 2022 at 8:30 a.m.

Present: Chairperson: John Culver
Members: Misty Ahmic, Bob Vrbka, Ken Schmieding, Darrell Zabrocki
County Clerk: Sherry Schweitzer

The Chairperson noted that the public meeting information is posted as required by law and available for public distribution if requested.

The Pledge of Allegiance was recited.

Jonathan Jank, Executive Director of Seward County Chamber & Development Partnership (SCCDP), was present to update the Commissioners on activities of his organization.

Harrison Helmer, Executive Director of BRIDGES, updated the Commissioners on activities of his organization.

Those officials present for their monthly meeting with the Board were: Ann Dobesh, Carrie Gottschalk and Sherry Schweitzer.

Moved by Vrbka and seconded by Ahmic to approve the minutes of January 25, 2022.
Affirmative Vote: Vrbka, Ahmic, Zabrocki, Schmieding, Culver Motion Carried

Moved by Zabrocki and seconded by Vrbka to approve the claims through the period of January 21, 2022.

SEWARD COUNTY CLAIMS THROUGH JANUARY 21, 2022

ADVANCED OFFICE AUTOM	SU	\$260.56	SOARIN GROUP, LLC	SE	\$432.00
ALPHACARD	SE	\$30.91	ST OF NE DAS ST ACCTNG	SE	\$694.00
AMAZON CAPITAL SERV	SU	\$69.42	STEINMEYER, ZACH	SE	\$3.41
AMERITAS LIFE INS	FE	\$16,877.29	SUMMIT FOOD SERVICE	SE	\$4,980.76
ASHI & 24-7 EMS REMIT	FE	\$15.00	TELMATE LLC	SE	\$104.00
BLACK HILLS ENERGY	UT	\$5,274.92	THOMSON REUTERS	SE	\$349.58
BLUE VALLEY BEHAV HLTH	SE	\$390.00	VERIZON CONNECT NWF	SE	\$825.81
BLUESTEM NETWORK LLC	UT	\$110.00	VERIZON WIRELESS SERV	UT	\$891.94
BRENNAN LAW OFFICES	SE	\$1,362.10	VISA	FE	\$1,252.53
CAMPBELL CLEANING	SE	\$4,380.00	WATER ENGINEERING	SE	\$210.00
CAPITAL BUSINESS SYS	SE	\$29.00	WINDSTREAM	UT	\$11,451.36
CAPITAL CITY TRANSFER SERV	SE	\$326.50	WINNING MIND TRAINING	SE	\$297.00
CONTINENTAL ALARM	SE	\$3,624.00	DALE JOHNSON ENT, INC	SU	\$11,436.02
CONTINUUM	SE	\$3,250.00	KRIHA FLUID POWER CO	SE	\$91.01
E 911	SE	\$60,897.34	MEYER AUTOMOTIVE INC	SE	\$25.80
EAKES OFFICE PLUS	SU	\$2,711.36	MIDWEST AUTOMOTIVE	SE	\$1,253.55
JENNIFER EICKHOFF	SE	\$22.90	NE ASSN CO ENG & HWY SUPT	FE	\$110.00
ENGINEERED CONTROLS	SE	\$6,200.00	NEWMAN SIGNS, INC	SU	\$531.90
FARMERS COOPERATIVE	SU	\$1,756.48	POMP'S TIRE SERVICE	EQ	\$7,394.00

FIRST WIRELESS, INC	UT	\$466.60	SAPP BROS PETROLEUM	SU	\$21,105.09
GREAT PLAINS COMM	UT	\$1,488.85	VILLAGE OF UTICA	UT	\$53.96
HERPOLSHEIMERS INC	SE	\$679.61	WALNUT CREEK REPAIR	SE	\$206.45
INDOFF INC	SU	\$49.94	SCCDP	SE	\$103.00
JONES BANK (FICA)	FE	\$16,973.09	SPORTS EXPRESS INC	SU	\$490.00
DAVID KIMBLE	SE	\$275.00	DELTA DENTAL OF NEBR	SE	\$29.97
LANCASTER CO SHERIFF	SE	\$8.36	SEWARD CO HLTH CLM FND	FE	\$33,869.50
MEMORIAL CLINIC	SE	\$55.35	VISION SERVICE PLAN INS	FE	\$23.29
MEMORIAL HOSPITAL	SE	\$908.42	US POST OFFICE	SU	\$58.00
MIDWEST CARD & ID SOL	SE	\$9,235.00	HOMETOWN LEASING	SE	\$81.84
MILLS CO CLERK OF CRT	SE	\$45.66	JONES AUTOMOTIVE	SE	\$513.75
MOTOROLA	EQ	\$420.48	JONES BANK	SE	\$250.00
KRYSTEL NABER	SE	\$23.87	MID STATES ORGAN CRIME INFO	SE	\$150.00
JENNIFER NANTKES	SE	\$12.87	RAY ALLEN MANUFACTURING	SE	\$29.99
NE HLTH & HUMAN SERV	SE	\$93.00	SMITHS DETECTION	SE	\$3,206.00
NE NEBR JUVENILE SERV	SE	\$573.75	US BANK EQUIP FINANCE	SE	\$167.99
PEGGY OBORNY	SE	\$30.69	WESTERN OIL II LLC	SU	\$257.36
OFFICE DEPOT	SU	\$170.54	QUADIANT, INC	EQ	\$8,338.00
OREILLY AUTOMOTIVE INC	SU	\$70.27	ST OF NE DAS COMM	SE	\$704.00
PETTY CASH FUND	FE	\$120.00	SALARIES		\$245,935.40
PHYSICIANS LAB SERV	SE	\$2,050.00	GROSS SALARIES INCLUDE DEDUCTIONS TO:		
QUILL CORPORATION	SU	\$18.78	COLONIAL SUPPLEMENTAL INSURANCE		
REGION V SERVICES	SE	\$2,484.58	MID AMERICAN CO WISCONSIN		
SEW CO INDEPENDENT	SE	\$4.91	DELTA DENTAL		
SEW CO ROAD FUND	FE	\$500,000.00	VSP VISION		
SEW CO SHERIFF'S DEPT	SE	\$60.48	WADDELL & REED		
SEWARD LUMBER	SU	\$127.06			

Affirmative Vote: Zabrocki, Vrbka, Schmieding, Ahmic, Culver Motion Carried

Moved by Ahmic and seconded by Zabrocki to approve the claims for Premium Pay using American Rescue Plan Act funds.

ARPA FUND CLAIMS		
AMERITAS	FE	\$2,450.00
JONES (FICA)	FE	\$2,830.50
SALARIES		\$37,000.00
GROSS SALARIES INCLUDE DEDUCTIONS TO:		
COLONIAL SUPPLEMENTAL INSURANCE		
MID AMERICAN CO		
WISCONSIN		
DELTA DENTAL		
VSP VISION		
WADDELL & REED		

Affirmative Vote: Ahmic, Zabrocki, Schmieding, Vrbka, Culver Motion Carried

Commissioners Reports:

Commissioner Ahmic reported she received a constituent call that she will be following up on, attended a Quality Growth Meeting thru SCCDP and participated on a Four Corners update.

Commissioner Vrbka reported he checked a specific road for road signs and found there were many signs missing.

Commissioner Culver reported he was the Rotary Club meeting speaker last week, participated in the audit exit interview, and checked roads.

Commissioner Schmieding reported he attended the SCCDP Banquet the night before.

Commissioner Zabrocki reported he received a few calls about wage issues, attended the budget audit exit interview, attended a 911 staff meeting, visited with the new 911 director. He also announced that he is now on the NIRMA Board.

Sherry Schweitzer, County Clerk, explained the Corrective Action Plan Letter that is being considered by the Board. Because Seward County received federal funds in excess of \$750,000.00, a federal audit is being conducted. Due to some offices not

having enough personnel, there is a finding of "lack of segregation" of duties and the Commissioners need to respond to that finding.

Moved by Vrbka and Zabrocki to authorize the Chairman to sign the Corrective Action Plan and Representation Letter for the Seward County Audit for 2020-2021.

Affirmative Vote: Vrbka, Zabrocki, Ahmic, Schmieding, Culver Motion Carried

Ahmic led discussion on the American Rescue Plan Act (ARPA) funding item on the agenda. She stated that after discussing a plan with representatives of NACO, it qualified to follow the plan for issuing a stipend for public health response for our emergency first responders. Last week she had suggested a proposed plan for disbursing the funds. She stated that a Memorandum of Understanding would need to be drafted for the cities/villages to sign before anything could be distributed. She also suggested visiting the cities/villages at the time of distribution.

Moved by Ahmic and seconded by Vrbka to approve stipend payments for public health response to emergency first responders using ARPA funds in the amount of \$89,625.00.

Affirmative Vote: Ahmic, Vrbka, Schmieding, Zabrocki, Culver Motion Carried

Terry Wicht, Highway Supt., presented the proposed 1 & 6 Year Road Plan for 2022. He requested the Commissioners authorize him to advertise for the Hearing to be held on March 1, 2022.

Moved by Zabrocki and seconded by Schmieding to authorize the Highway Supt. to advertise for the 1 & 6 Year Road Plan Hearing to be held on March 1, 2022 at 10:00 a.m.

Affirmative Vote: Zabrocki, Schmieding, Ahmic, Vrbka, Culver Motion Carried

Moved by Ahmic and seconded by Vrbka to authorize the Chairman to sign the Surplus Property Disposal Request for the Road Dept.

Affirmative Vote: Ahmic, Vrbka, Zabrocki, Schmieding, Culver Motion Carried

Matt Starkey, Veteran's Service Officer, was present to ask the Commissioners' consideration for a contract for the Veteran's Service office.

Moved by Vrbka and seconded by Ahmic to authorize the Chairman to sign the Nebraska Dept. of Veteran's Affairs Vetraspec User Memorandum of Understanding of 2022-2023.

Affirmative Vote: Vrbka, Ahmic, Zabrocki, Schmieding, Culver Motion Carried

The Commissioners recessed 9:34 a.m.

The Commissioners re-convened at 9:45 a.m.

Chairman Culver led discussion on the agenda item to request for Correction/ Clarification/Adjustment on the Sheriff's Office Wage Increases of January 25, 2022. He said that he has now realized that a motion made at last week's meeting about the "hard to fill" Deputy Sheriff positions included the Operation Managers and Assistant Operation Manager receiving a \$3.50 raise in wages may not have been correct. He felt that they should have received a raise, but not as much as the motion stated. Mike Vance stated the Operations Manager is on the same grade as the deputies. The recommendation to the Board when the current wage plan was made, was to put the Operations Manager job position on the same grade as a starting Deputy Sheriff. He suggested keeping them on the same grade now, even after the raise. Commissioner Schmieding said that he also misunderstood it last week and would like to correct it. Zabrocki said he recognizes that if a raise was given to the clerical staff of the Sheriff's office, raises would need to be given across the board to other county offices. He said the real reason for increasing wages was because the starting wage of the Deputy Sheriff was a "difficult to fill position" and according to the personnel policy, it doesn't mean *all* positions in the Sheriff's Office should be considered. Chelsea Smith, Operations Manager, handed out information on job comparisons for her position. Ahmic stated she did not feel the comparison from Lancaster County match was a true match since it was the Operations Manager job description in the County *Attorney's*

Office. Chelsea stated the work she does matched the work of that job description, even though it wasn't in the Sheriff's Office.

Marilyn Hladky, County Assessor, commented that she agreed with Commissioner Zabrocki. Bob Dahms, County Treasurer, gave information about the "difficult to fill" portion of the personnel policy. Vance said that the Sheriff Deputy job position is a "difficult to fill" position and that the Operations Manager is on the same grade, so he believes it should also be raised. Barb Armstead, Deputy County Attorney, said according to the personnel policy, there needs to be an actual designation for "difficult to fill" positions. Schmieding commented that he feels the same as Zabrocki. Smith stated that last week it was approved to increase wages for the Sheriff's office staff and they were thankful.

Carina Sanchez gave information about the current grades of the Sheriff's job descriptions.

Vance said he will honor whatever decision the Board makes.

Moved by Zabrocki to rescind the pay increases that were approved in the January 25, 2022 meeting motion for the Sheriff office administrative/clerical staff.
Zabrocki withdrew his motion.

Moved by Zabrocki and seconded by Schmieding to amend the action of the previous board motion on January 25, 2022, specifically the portion of the act that allowed wage increases for the Operation Managers and the Operations Assistant.
Affirmative Vote: Zabrocki, Schmieding, Ahmic, Vrbka
Voting No: Culver
Motion Carried

Sanchez gave information about the Road Dept. job descriptions for Motor Grader and Heavy Equipment Operator that is on the agenda. They, too, have been "difficult to fill" positions. She stated the vacancies first started in March of 2021. She stated they have been having interviews and even offering jobs during the interview but have not been successful in hiring anybody. Because of prior conversations involving "difficult to fill" positions, it was decided that appropriate agenda items be listed on the agenda in order to discuss them.

The agenda item request to consider raising all wages of the Road Dept. was not discussed.

The item on the agenda requesting a minimum of two hours Call Out guarantee for road Dept. employees was considered.

Ahmic asked if other counties pay for being on call and Sanchez replied two other counties do.

Moved by Vrbka and seconded by Zabrocki to give a minimum of two hours call out guarantee for Road Dept. Employees.
Affirmative Vote: Vrbka, Zabrocki, Ahmic, Schmieding, Culver
Motion Carried

Ann Dobesh of the Extension Office was present to ask for an adjustment to wage for the County Funded/County Employed Extension Assistant. She explained that there are two Extension Assistants in Seward County. One is employed by UNL but is reimbursed by the County. There is also a part time Extension Assistant that is county funded and county employed. The University of Nebraska increased wages for their employee, which is a first-year employee. The County's employee is a 5-year employee. She requested the wages for both employees be the same.

Moved by Vrbka and seconded by Zabrocki to fund the county funded/county employed Extension Assistant to be in line with the UNL employed Extension/Assistant effective January 1, 2022.
Affirmative Vote: Vrbka, Zabrocki, Schmieding, Ahmic, Culver
Motion Carried

Known items on the agenda for Board of Equalization on February 8, 2022 are as follows:

8:30 a.m.

1. Convene and announce Open Meetings Law
2. Pledge of Allegiance
3. Discuss/Action - Approve minutes of February 1, 2022
4. Discuss/Action – Assessor Information Update

Known items on the agenda for Board of Commissioners on February 8, 2022 are as follows:

9:00 a.m.

1. Convene and announce Open Meetings Law
2. Pledge of Allegiance
3. Discuss/Action - Approve minutes of February 1, 2022

Other Business Matters to Address When Time Allows

4. Discuss/Action - Public/Officials/Boards
5. Commissioners Reports
6. Discuss/Action – Disbursement of American Rescue Plan Act (ARPA) Funds
7. Discuss/Action – Agenda for February 15, 2022

Moved by Vrbka and seconded by Zabrocki to adjourn at 10:48 a.m.

Affirmative Vote: Vrbka, Zabrocki, Ahmic, Schmieding, Culver Motion Carried

State of Nebraska)

County of Seward) ss.

I, Sherry Schweitzer, the undersigned County Clerk of Seward County, Nebraska do hereby certify the foregoing minutes are true and are part of the official records of this office.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal this 8th day of February 2022.

County Clerk

Chairperson