

# January 15, 2019

## 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 9:00 a.m. on January 15, 2019 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 Equalization 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 January 15, 2019 at 9:00 a.m.

Present: Chairperson: John Culver  
Members: Mike Mundhenke, Bob Vrbka, Ken Schmieding,  
Becky Paulsen  
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.

Moved by Paulsen and seconded by Vrbka to approve the minutes of January 8, 2019.  
Affirmative Vote: Paulsen, Vrbka, Mundhenke, Schmieding, Culver Motion Carried

Moved by Vrbka and seconded by Schmieding to approve the following claims:

### SEWARD COUNTY SPECIAL CLAIMS

AMERITAS LIFE INS CORP(SEWARD 2052)	FE	COMMISS RETIRE	1062.84
JONES NATIONAL BANK & TRUST CO	FE	GENERAL FICA	995.48
SALARIES	SA		13858.02

SALARIES MAY INCLUDE DEDUCTIONS FOR:

- AFLAC
- COLONIAL SUPPLEMENTAL LIFE
- MID AMERICAN CO WISCONSIN
- DELTA DENTAL
- VSP VISION
- WADDELL & REED

Affirmative Vote: Vrbka, Schmieding, Mundhenke, Paulsen, Culver Motion Carried

Gary Petersen, Seward/York Emergency Manager and Barb Liska, 911 Director introduced themselves to the new board members. Marilyn Hladky, Assessor updated the Commissioners on activities of her office.

### **Commissioners Reports:**

Commissioner Mundhenke reported he had some inquiries about roads and dealt with some correspondences.

Commissioner Vrbka reported he had received calls about county business.

Commissioner Culver reported the he visited with Dept. Heads and dealt with road issues.

Commissioner Schmieding reported he received emails and made a few appointments for meetings to attend.

Commissioner Paulsen reported she fielded some phone calls, worked with Tera Koetter, Clerk of the District Court, Judge Stecker, and Morrow and Associates.

Hladky led the discussion about a new position/job description in her office. She explained the information she had given the Commissioners the week before for approval such as statistics, budget and salary study. She asked for approval of the job description but stated the approval for a *salary* for this new position should be delayed since she feels that more analysis needs to be made.

Moved by Mundhenke and seconded by Vrbka to approve the job description for an Assessor Field Technician/Appraiser Assistant and advertise for the position.

Affirmative Vote: Mundhenke, Vrbka, Schmieding, Paulsen, Culver Motion Carried

Commissioner Paulsen led discussion on the Morrow and Associates Invoice agenda item and she had spoken to Morrow and Associates about their invoice. They stated that because they were never given a deadline and that information that was given to them changed often, they were not willing to negotiate on the invoice total. Paulsen asked the Board to review the quote they had submitted from August 2017. Bob Dahms and Marilyn Hladky noted some inaccuracies in the Salary Study. After discussion, it was decided to wait until next week for the Board to make a decision.

Maria Hatfield, Detention Center Director spoke to the Board and explained the need for a new Public Safety Software System. She stated the system previously used is not available anymore. York, Butler and Saline counties have shown interest in belonging to a 4-county system. She said that interlocal agreements have not been obtained but a Letter of Intent will be obtained from each of the counties before the bid is awarded. Chelsea Smith of the Sheriff's Dept. also said important information, such as in the case of a disaster, can be shared between the counties.

Moved by Vrbka and seconded by Mundhenke to open the bids for a new Public Safety Software System.

Affirmative Vote: Vrbka, Mundhenke, Paulsen, Schmieding, Culver Motion Carried

Bids were received from Zuercher Technologies Inc. and Global Public Safety. No definite time has been set for awarding the bids.

Hatfield then led discussion on another agenda item pertaining to wage increases for Detention Center employees. She stated that receiving the salary study in the past week was not a reason for this agenda item. She stated that job descriptions have been changed since working in the new Justice Center and because of safekeeping other counties' inmates. She said that changes in policies and procedures have had to be made, for instance, in booking, fingerprinting, billing, etc. She stated that other jails in the area pay more wages than Seward County and because of this, Seward County has not been able to be fully staffed. Hatfield was asked to provide the job description to the Commissioners. Wendy Elston, County Attorney, was asked to provide an opinion if the Board needs to approve the job description or approve a proposal for increased wages or both.

Laura McDougall, Director of the Four Corners updated the Commissioners on the activities of her office.

Commissioner Culver led discussion on the approval of the HR Position. He stated the candidate that was offered the position did accept and the Board is waiting approval of the background check, etc.

Moved by Paulsen and seconded by Schmieding to accept the County Clerk's Fee Report for December 2018 in the amount of \$41,037.71.

Affirmative Vote: Paulsen, Schmieding, Vrbka, Mundhenke, Culver Motion Carried

In regard to the Commissioners Room Remodel item on the agenda, Culver stated that microphones are being worked on and representatives from Ehlers Electronics will be here shortly to explain any questions the other board members may have.

The Commissioners recessed at 10:20 a.m.  
The Commissioners re-convened at 10:30 a.m.

Ben Yates and Eric Ehlers of Ehlers Electronics were present to talk to the Commissioners about the new microphone/speakers/recording equipment.

Moved by Paulsen and seconded by Vrbka to go into Executive Session at 11:49 a.m. to discuss Personnel, it being necessary to protect the reputation of the individual(s).  
Affirmative Vote: Paulsen, Vrbka, Mundhenke, Schmieding, Culver Motion Carried

Chairman Culver stated the reason for the Executive Session was for Personnel.

Moved by Schmieding and seconded by Vrbka to go out of Executive Session at 11:00 a.m.  
Affirmative Vote: Schmieding, Vrbka, Mundhenke, Paulsen, Culver Motion Carried

Chairman Culver stated while in Executive Session the County Board discussed a personnel issue.

Known items on the agenda for Board of Equalization on January 22, 2019 are as follows:

8:30 a.m.

1. Convene and announce Open Meetings Law
2. Pledge of Allegiance
3. Discuss/Action - Approve minutes of January 8, 2019
4. Discuss/Action – Assessor Information Update

Known items on the agenda for Board of Commissioners on January 22, 2019 are as follows:

9:00 a.m.

1. Convene and announce Open Meetings Law
2. Pledge of Allegiance
3. Discuss/Action - Approve minutes of January 15, 2019

**Other Business Matters to Address When Time Allows**

4. Discuss/Action - Public/Officials/Boards
5. Commissioners Reports
6. Discuss/Action – Morrow & Associates Invoice for the Salary Study
7. Discuss/Action - Commissioner Room Remodel
8. Discuss/Action – Agenda for January 29, 2019

9:30 a.m. Discuss/Action – Approve Job description for Correctional Officers

Moved by Paulsen and seconded by Schmieding to adjourn at 11:03 a.m.  
Affirmative Vote: Paulsen, Schmieding, Vrbka, Mundhenke, 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 22<sup>nd</sup> day of January 2019.

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County Clerk

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Chairperson