

# July 18, 2023

## Seward County Board of Equalization

State of Nebraska)  
County of Seward) ss.

A regular meeting of the Seward County Board of Equalization was convened in open and public session at 8:30 a.m. on July 18, 2023 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 Equalization convened on July 18, 2023 at 8:30 a.m.

Present: Chairperson: John Culver  
Members: Misty Ahmic, Raegan Hain, Ken Schmieding, Darrell Zabrocki  
County Clerk: Sherry Schweitzer  
County Assessor: Marilyn Hladky

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.

The Board of Commissioners heard protest hearings.

The first hearing was for Robert Benes. He was not present at said hearing.

Moved by Hain and seconded by Ahmic to accept the Assessor's recommendation of lowering the valuation to \$1,060,200 for the protest for Robert Benes on property described as Blocks 1,2,3 & 4, Prairie View Addition, Seward, NE.

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

Moved by Hain and seconded by Ahmic to approve the minutes of July 11, 2023.

Affirmative Vote: Hain, Ahmic, Schmieding, Culver

Abstain: Zabrocki as he was not in attendance at said meeting.                      Motion Carried

The Commissioners recessed at 8:38 a.m.

The Commissioners re-convened at 8:40

The next hearing was for Michael Winters. He was not in attendance at said meeting.

Moved by Ahmic and seconded by Zabrocki to accept the Assessor's recommendation to not change the valuation of \$176,736 for a protest filed by Michael A. Winters on property in Section 12 Township 10 North, Range 1 East of the 6th p.m., based on that the property owner has not produced supporting evidence that their property should be a different value.

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

The Commissioners recessed at 8:47 a.m.

The Commissioners re-convened at 8:50 a.m.

The next hearing was for Michael Minnehan. He was not in attendance as said hearing.

Moved by Zabrocki and seconded by Schmieding to accept the Assessor's recommendation of no change in the valuation of \$412,329 for the protest filed by Michael Minnehan on property described as part of the W 1/2 SE 1/4 of Section 26 Township 10 North Range 4 East of the 6th p.m.  
Affirmative Vote: Zabrocki, Schmieding, Hain, Ahmic, Culver                      Motion Carried

The next hearing was for Jared Stauffer. He was not in attendance at said meeting.

Moved by Ahmic and seconded by Hain to accept the Assessor's recommendation of no change in the valuation of \$176,213 for Jared Stauffer on property described as part of Lot 4, Block 1, Sample & Culvers Addition, Milford, NE, due to the property owner not producing evidence that their property should be a different value.  
Affirmative Vote: Ahmic, Hain, Schmieding, Zabrocki, Culver                      Motion Carried

The next hearing was for Allen & Karen Hoffbauer. They were not in attendance at said hearing.

Moved by Zabrocki and seconded by Schmieding to accept the Assessor's recommendation of no change in the valuation of \$230,244 for Allen & Karen Hoffbauer on property in Section 8 Township 12 North Range 3 East of the 6th p.m. due to the property owner not producing evidence that their property should be a different value.  
Affirmative Vote: Zabrocki, Schmieding, Ahmic, Hain, Culver                      Motion Carried

**Known items on the agenda for Board of Equalization on July 25, 2023 are as follows:**

8:30 a.m.

1. Convene and announce Open Meetings Law
2. Pledge of Allegiance
3. Discuss/Action - Approve minutes of July 18, 2023
4. Discuss/Action – Assessor Information Update

8:30 a.m.      Hearing – Seward Blue River District Permissive Exemption Hearing  
                    Discuss/Action – Seward Blue River District Permissive Exemption

Moved by Schmieding and seconded by Zabrocki to adjourn at 9:00 a.m.  
Affirmative Vote: Schmieding, Zabrocki, Hain, Ahmic, 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 25<sup>th</sup> day of July 2023.

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Chairperson

# July 18, 2023

## 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 July 18, 2023 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 July 18, 2023 at 9:00 a.m.

Present: Chairperson: John Culver

Members: Misty Ahmic, Raegan Hain, 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.

Moved by Schmieding and seconded by Zabrocki to approve the minutes of July 3, 2023.

Affirmative Vote: Schmieding, Zabrocki, Culver

Abstain: Hain, Ahmic

Motion Carried

Moved by Hain and seconded by Ahmic to approve the minutes of July 11, 2023.

Affirmative Vote: Hain, Ahmic, Schmieding, Culver

Abstain: Zabrocki

Motion Carried

Moved by Zabrocki and seconded by Hain to approve the claims for the period through July 7, 2023.

### SEWARD COUNTY CLAIMS THROUGH JULY 7, 2023

ADVANCED CORR HLTHCR	FE	\$4,574.21	SEWARD SHERIFF'S DEPT	SE	\$18.50
ADVANCED OFFICE AUTOM	EQ	\$192.92	SEWARD LUMBER	SU	\$67.23
ALL COPY PRODUCTS	SU	\$38.36	SEWARD SMILES	SE	\$405.00
ALLO COMMUNICATIONS	UT	\$170.00	JOY SHIFFERMILLER	SE	\$2,938.50
AMAZON CAPITAL SERV	SU	\$65.94	SOARIN GROUP	SE	\$7,801.25
AMERITAS LIFE INS CORP	FE	\$19,754.88	ST OF NE DAS STATE ACCNTG	SE	\$22.00
BURESH LAWN CARE	SE	\$700.00	SUMMIT FOOD SERV	SE	\$11,904.86
CHARTER COMMUN	UT	\$310.97	TWIN RIVERS HLTH CR	SE	\$45.00
CITY OF SEWARD	UT	\$13,189.84	TYLER TECHNOLOGIES	EQ	\$898.00
CLERK OF DIST CRT	SE	\$504.00	VERIZON WIRELESS SERV	UT	\$93.66
CONTINENTAL ALARM	SE	\$1,558.00	VIRTUAL IMPRESSIONS	SU	\$20.00
CORI J STAVA	SE	\$356.00	VISA	FE	\$5,449.72
CROWNE PLAZA KEARNEY	TR	\$699.75	WATER ENGINEERING	SE	\$210.00
CULLIGAN	SU	\$17.75	WELLS FARGO FIN LEASING	EQ	\$198.15
EAKES OFFICE PLUS	SU	\$370.35	WINDSTREAM	UT	\$8,028.05
EQUIFAX WORKFORCE	SE	\$416.85	YORK CO SHERIFF	SE	\$33.64
FARMERS COOP	SU	\$37,483.56	AKRS EQUIPMENT	EQ	\$2,767.50
GALLS LLC	SE	\$165.99	BEAVER HARDWARE	SU	\$324.68
GARCIA CLINICAL LAB	SE	\$15.00	CHEMSEARCH	SE	\$873.40
GREAT PLAINS UNIFORMS	SE	\$169.50	KELLY SUPPLY CO	SU	\$54.31
HALL COUNTY COURT	SE	\$2.75	MIDWEST AUTO PARTS	SE	\$1,306.34
HELENA AGRI-ENTERPRISES	EQ	\$4,940.00	MIDWEST UNLIMITED	SE	\$109.90
HERPOLSHEIMERS INC	SE	\$214.69	NE PUBLIC POWER DIST	UT	\$50.99
KEARNEY INVESTMENT CORP	SE	\$159.95	NEXTLINK AIS	UT	\$39.95
HOMETOWN LEASING	EQ	\$467.56	NMC, INC	FE	\$15,050.66
IDEMIA IDENTITY & SECUR	SE	\$445.00	NORRIS PUB POW DIST	UT	\$1,268.10

INDOFF INC	SU	\$113.93	PENNER'S TIRE & AUTO	EQ	\$1,366.62
JOHN DEERE FINANCIAL	EQ	\$200.59	RDO TRUCK CENTERS	EQ	\$1,937.72
JONES BANK	SE	\$91.53	SAPP BROS PETROLEUM	SU	\$22,657.51
JONES BANK (FICA)	FE	\$20,293.38	BURDEN SALES CO	SU	\$368.50
KINER SUPPLY COMPANY	SU	\$1,232.20	VERIZON CONNECT NWF	UT	\$713.80
KIRBY ROTH INSURANCE	FE	\$100.00	VILLAGE OF GARLAND	UT	\$71.85
KONICA MINOLTA PREM FIN	EQ	\$131.48	DALE JOHNSON ENT	SU	\$46,791.04
LANCASTER CO SHERIFF	SE	\$68.23	JOHNSON SAND & GRAVEL	SU	\$12,264.16
LANGUAGE LINE SERV	SE	\$40.53	LIBERTY HOUSE	SE	\$39.50
LEE'S REFRIGERATION	SE	\$120.00	DELTA DENTAL OF NE	SE	\$234.53
RELX INC	SE	\$213.00	VSP INSURANCE CO	FE	\$15.57
MCKESSON MEDICAL	SU	\$64.08	MOMS MEALS	SE	\$137.50
MEMORIAL HOSPITAL	SE	\$2,166.56	MIDWEST STORAGE SOL	EQ	\$16,768.91
MID AMERICAN BENEFITS	FE	\$108.00	KANSAS LAW ENF TRNING CTR	FE	\$550.00
MID-AMERICAN INS GRP	FE	\$47,460.96	AWARDS UNLIMITED	SU	\$85.30
MIDWEST AUTOMOTIVE	EQ	\$1,037.34	BERN'S BODY SHOP	SE	\$1,591.94
VISUAL EDGE IT	SE	\$44.94	COVERTTRACK GRP	EQ	\$4,800.00
MORROW, POPPE, W & L	SE	\$997.50	GREAT PLAINS COMM	UT	\$645.95
NEBRASKA ORTHOPAEDIC	SE	\$2,221.41	DALE GRIMES	SE	\$6,903.00
NEBRASKA.GOV	SE	\$8.00	LINCOLN POLICE GARAGE	SE	\$1,472.16
NIFCO MECHANICAL SYS	EQ	\$7,391.00	TRANSUNION RISK & ALT	FE	\$614.40
ONESOURCE	SE	\$10.00	VIGILANT SOLUTIONS	SE	\$5,505.50
OREILLY AUTOMOTIVE	SE	\$61.97	WESTERN OIL II	SU	\$726.86
PAC N SAVE	SU	\$536.44	DILLON WILLIAMS	SE	\$400.00
PAPER TIGER SHREDDING	SE	\$200.00	VIGILNET	SE	\$13.90
PETTY CASH FUND	FE	\$16.25	DENISE AMBER LEE FOUNDATION	FE	\$200.00
POLLACK AND BALL	SE	\$199.50	CIDNET	SE	\$2,620.85
POTTER REPAIR	SE	\$25.05	WELLBEING INITIATIVE	FE	\$1,000.00
REGION V SERVICES	FE	\$2,484.58	SALARIES		\$290,272.88
REGION V SYSTEMS	SE	\$428.00	GROSS SALARIES INCLUDE DEDUCTIONS TO:		
SECRETARY OF STATE	SU	\$30.00	COLONIAL SUPPLEMENTAL INSURANCE		
SEC OF STATE - ELECTIONS	SU	\$20.00	MID AMERICAN CO WISCONSIN		
SEWARD CO COURT	SE	\$819.00	DELTA DENTAL		
SEWARD CO HLTH CLM FND	FE	\$100,807.63	VSP VISION		
SEWARD CO INDEPENDENT	SE	\$1,230.57	WADDELL & REED		

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

Eric Moser representing the Great Plains Gravel Triathlon, requested use of Seward County gravel roads on Saturday, August 12, 2023. He explained that the triathlon would use gravel roads in four counties for the event and is requesting to use gravel roads in Seward County. He stated the event will happen early in the day and will have approximately 50 participants. He stated, if given permission, he will let the homeowners along the route know of the event. Commissioner Culver stated that a previous event like this happened last year. They did not request use of the county roads for an event and did not accommodate the Seward County residents along the route.

Moved by Hain and seconded by Schmieding to approve the request to use Seward County gravel roads for the bike portion of the Great Plains Gravel Triathlon on August 12, 2023.

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

Wendy Elston, County Attorney, was present to ask the Commissioners to consider an Interlocal with the City of Milford for legal services. She explained that it is for their local ordinances.

Moved by Zabrocki and seconded by Ahmic to authorize the Chairman to sign an Interlocal with the City of Milford for legal services.

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

### **Commissioners Reports:**

Commissioner Ahmic reported she attended the Public Defender interview, attended the Broadband Task Force meeting, attended a Seward County Chamber Development Partnership (SCCDP) meeting, is working on the Public Transit Grant, is working on obtaining a new fleet vehicle, met with the HR Director in regard to our new logo,

worked on the county budget, received calls from constituents, went to a Planning Commission meeting, and heard from Nebraska Association of County Officials (NACO) that they are working on completing an analysis on salaries for all Nebraska county employees.

Commissioner Hain reported she had a meeting with the Detention Center Director, worked with the Four Corners Health Dept. on a building project, is receiving county vehicle information for new county logos, received phone calls from constituents on various matters, met with the HR Dept. about the new county logo, sat in on an HR Dept. interview, worked with the Road Dept. in regard to a tire grant, and attended the AG Society meeting.

Commissioner Culver reported he had a Local Emergency Planning Commission meeting, attended the Seward County Planning Commission meeting, checked roads, received comments about various matters, looked into a road project, and worked with Commissioners Ahmic and Hain in regard to possibly changing office spaces.

Commissioner Schmieding reported he attended the interview for Public Defender, went with Commissioner Zabrocki to an event at the Seward County Museum in Goehner. He met with the County Treasurer and the Extension Agent about their budgets. He will have Visitor's Committee and Extension Board meetings in the near future.

Commissioner Zabrocki reported he went to a meeting with Commissioner Schmieding at the Seward County Museum in Goehner, received calls about the Veteran's Service Office issue, met with a constituent about zoning, attended an insurance conference in Idaho for the Nebraska Intergovernmental Risk Management Association (NIRMA), and will attend the Seward City Council meeting tonight.

Moved by Hain and seconded by Zabrocki to open public hearing at 9:32 a.m. for a Conditional Use Permit for an auto mechanic shop in J Precinct in the SW ¼ of Section 27 Township 10 North Range 3 East of the 6th p.m.

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

Becky Paulsen, Zoning Administrator, gave information about the conditional use permit.

Jesse Swarts spoke in favor of said conditional use permit.

Commissioner Ahmic also gave information that she helped the Planning Commission with this request as this was an unusual situation for this property.

Moved by Zabrocki and seconded by Schmieding to close the public hearing at 9:39 a.m.

Affirmative Vote: Zabrocki, Schmieding, Hain, Culver

Abstain: Ahmic

Motion Carried

The Commissioners then completed the Findings of Fact document as required for a conditional use permit.

BEFORE THE BOARD OF COMMISSIONERS OF SEWARD COUNTY, NEBRASKA

IN THE MATTER OF  
CONDITIONAL USE

REQUEST BY:  
APPLICANT

JESSE SWARTS

THIS MATTER came before the Board of Commissioners at the request of the Applicant for a CONDITIONAL USE PERMIT for an Auto Mechanic Shop. A public hearing was held on the 18th day of July 2023. Notice of said hearing was publicized on the 4th day of July 2023.

THE SEWARD COUNTY BOARD OF COMMISSIONERS recommends to

X   Approve the Conditional Use Permit  
       Deny the Conditional Use Permit

With a Roll Call Vote of:   4   For        Against   1   Absent Not Voting

Upon Review of all necessary facts, the Seward County Board of Commissioners makes the following findings that the application is for an Auto Mechanic Shop, and therefore subject to Seward County's Comprehensive Plan and Land Use Matrix of the Seward County Zoning Regulations.

Upon Review of all the necessary facts, the Seward County Board of Commissioners makes the following findings that:

1.   Y   The use, in all other respects, conforms to the applicable regulations of the district in which it is located.
2.   Y   The use has adequate water, sewer, and drainage facilities.
3.   Y   The use is in harmony with the character of the area and the most appropriate use of the land.
4.   Y   The establishment, maintenance, or operation of the conditional use will not be detrimental to or endanger the public health, safety, moral, comfort, or general welfare of the county.
5.   Y   The use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose already permitted, nor substantially diminish and impair property values within the neighborhood. No evidence of property value diminishing\_
6.   N   The use will not impede the normal and orderly development of the surrounding property for uses permitted in the district.
7.   Y   The use has adequate utilities, access roads, and drainage facilities.
8.   Y   That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
9.   Y   The use does not include noise, which is objectionable due to volume, frequency, or beat unless muffled or otherwise controlled
10.   Y   The use does not involve any pollution of the air by fly-ash, dust, vapors, or other substance which is harmful to health, animals, vegetation, or other property or which can cause soiling, discomfort, or irritation.
11.   Y   The use does not involve any malodorous gas or matter, which is discernible on any adjoining lot or property.
12.   Y   The use does not involve any direct or reflected glare, which is visible from any adjoining property or from any public street, road, or highway.
13.   Y   The use does not involve any activity substantially increasing the movement of traffic on public streets unless procedures are instituted to limit traffic hazards and congestion.
14.   Y   The use does not involve any activity substantially increasing the burden on any public utilities or facilities unless provisions are made for any necessary adjustments.

Currently Zoned A-1

This Conditional Use Permit is applicable to this site only.

A Conditional Use Permit may be granted for an Auto Mechanic Shop in the designated zoning district: The following special conditions have been considered:

1. The effects on the adjacent property, traffic.
2. The public necessity and advantage.
3. The immediate and long-term effect on the environment and the public.
4. The concern for public safety.
5. The application may include documents to indicate conformance to all applicable governmental regulations and standards.

FURTHER, the Board of Commissioners recommends the following specific conditions that are necessary or desirable to address the most appropriate use of the land, the conservation and stabilization of the value of property, the provision of adequate open space for light and air, concentration of populations, congestion of public streets, and the promotion of the general health, safety, welfare, convenience, and comfort of the public:

DATED THIS 18th day of July, 2023.

Abstain: Ahmic

Ken Schmieding, Raegan Hain, Darrell J. Zabrocki,  
John K. Culver, Board Chair

Moved by Zabrocki and seconded by Hain to adopt Resolution No. 3764 in regard to approving a Conditional Use Permit for an auto mechanic shop in J Precinct in the SW ¼ of Section 27 Township 10 North Range 3 East of the 6th p.m.

**RESOLUTION NO 3764 OF THE  
 SEWARD COUNTY BOARD OF COMMISSIONERS**

**WHEREAS** JESSE SWARTS has applied for a Conditional Use Permit for the operation of an Auto Mechanic Shop, and

**WHEREAS** the property is described as a tract in the Southwest ¼ of, Section 27, Township 10N, Range 3E, Seward County, Nebraska, and

**WHEREAS** The Planning Commission held a public hearing to consider the application at a regular meeting June 26, 2023, and

**WHEREAS** notice of the public hearing was published in the Seward County Independent, and

**WHEREAS** The Planning Commission recommended Approval of the Conditional Use Permit and finding of facts presented, with a vote of 7 In Favor, 0 Against, and 2 Absent not voting, and

**WHEREAS** The Seward County Board of Commissioners held a public hearing to consider the application at a regular meeting July 18, 2023, and

**WHEREAS** notice of the public hearing was published in the Seward County Independent, and

**WHEREAS** X No one appeared to oppose said Conditional Use  
 \_\_\_ Individuals appeared to oppose said Conditional Use  
 \_\_\_ No one appeared to support said Conditional Use  
X Individuals appeared to support said Conditional Use,  
 \_\_\_ Individuals appeared without commitment, and

**NOW, THEREFORE BE IT RESOLVED** that the Seward County Board of Commissioners do hereby approve X or \_\_\_ deny the Conditional Use Permit for an Auto Mechanic Shop at the described location. parcel Id 800005139 on a tract of ground located in the Southwest ¼ of, Section 27, Township 10N, Range 3E Seward County Nebraska.

Moved by: Zabrocki                      Seconded by: Hain                      July 18, 2023

Ayes: Darrell J. Zabrocki, Ken Schmieding, Raegan Hain,  
John K. Culver, Chair of the Board

Abstain: Misty Ahmic

Attest: Sherry Schweitzer, Seward County Board

Affirmative Vote: Zabrocki, Hain, Schmieding, Culver  
 Abstain: Ahmic

Motion Carried

Paulsen also presented two resolutions for short form plats and gave information about each request.

Moved by Hain and seconded by Ahmic to adopt Resolution No. 3765 in regard to the approval of Herrold 1<sup>st</sup> Addition Short Form Plat in G Precinct in the SE ¼ of Section 1 Township 11 North Range 3 East of the 6th p.m.

**RESOLUTION NO 3765 OF THE  
SEWARD COUNTY BOARD OF COMMISSIONERS**

**WHEREAS** Ronnie L. Herrold, and Cynthia A. Herrold have applied for a Short Form Plat, and is described as a tract of land in the Southeast 1/4 of, Section 1, Township 11N, Range 3E, Seward County, Nebraska, and

**WHEREAS** the Short Form Plat shall be called the HERROLD 1<sup>st</sup> ADDITION Short Form Plat and

**WHEREAS** The Planning Commission held a public meeting to consider the application at a regular meeting June 26, 2023, and

**WHEREAS** notice of the public meeting was published in the Seward County Independent, and

**WHEREAS** The Planning Commission recommended Approval of the Short Form Plat as presented, with a vote of 7 In Favor, 0 Against, and 2 Absent not voting, and

**WHEREAS** The Seward County Board of Commissioners held a public meeting to consider the application at a regular meeting July 18th, 2023, and

**WHEREAS** notice of the public meeting was published in the Seward County Independent, and

**WHEREAS**  X  No one appeared to oppose said Conditional Use  
     Individuals appeared to oppose said Conditional Use  
 X  No one appeared to support said Conditional Use  
     Individuals appeared to support said Conditional Use,  
     Individuals appeared without commitment, and

**NOW, THEREFORE BE IT RESOLVED** that the Seward County Board of Commissioners do hereby Approve or Deny the HERROLD ADDITION Short Form Plat, with Resolution NO:  3765 .

Moved by: Hain    Seconded by: Ahmic    July 18<sup>th</sup>, 2023  
Ayes: Darrell J. Zabrocki, Ken Schmieding, Misty Ahmic, Raegan Hain,  
John K. Culver, Chair of the Board  
Attest: Sherry Schweitzer, Seward County Clerk

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

Moved by Zabrocki and seconded by Ahmic to adopt Resolution No. 3766 in regard to the approval of Robinson Addition Short Form Plat in M Precinct in the NE ¼ of Section 19 Township 9 North Range 1 East of the 6th p.m.

**RESOLUTION NO 3766 OF THE  
SEWARD COUNTY BOARD OF COMMISSIONERS**

**WHEREAS** Steven Robinson, Barbara L. Robinson, and Roger P. Linder have applied for a Short Form Plat, and is described as a tract of land in the Northeast 1/4 of, Section 19, Township 9N, Range 1E, Seward County, Nebraska, and

**WHEREAS** the Short Form Plat shall be called the ROBINSON SUBDIVISION Short Form Plat and

**WHEREAS** The Planning Commission held a public meeting to consider the application at a regular meeting June 26, 2023, and

**WHEREAS** notice of the public meeting was published in the Seward County Independent, and



**WHEREAS** The Planning Commission recommended Approval of the Short Form Plat as presented, with a vote of 7 In Favor, 0 Against, and 2 Absent not voting, and

**WHEREAS** The Seward County Board of Commissioners held a public meeting to consider the application at a regular meeting July 18th, 2023, and

**WHEREAS** notice of the public meeting was published in the Seward County Independent, and

**WHEREAS**  No one appeared to oppose said Conditional Use  
 Individuals appeared to oppose said Conditional Use  
 No one appeared to support said Conditional Use  
 Individuals appeared to support said Conditional Use,  
 Individuals appeared without commitment, and

**NOW, THEREFORE BE IT RESOLVED** that the Seward County Board of Commissioners do hereby Approve or Deny the ROBINSON SUBDIVISION Short Form Plat, with Resolution NO: 3766.

Moved by: Zabrocki                      Seconded by: Ahmic      July 18<sup>th</sup>, 2023  
Ayes: Darrell J. Zabrocki, Ken Schmieding, Misty Ahmic, Raegan Hain,  
John K. Culver, Chair of the Board  
Attest: Sherry Schweitzer, Seward County Clerk

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

The Commissioners recessed at 9:55 a.m.  
The Commissioners reconvened at 9:58 a.m.

The Board considered the Veteran's Service Office and Public Transit Office agenda items.

Roxanne Knutson, HR Director for Seward County, presented information about the current Veteran's Service Office and the current Public Transit Office.

Jeff Baker, representing the Seward County Veteran's Service Committee, gave information about the request to have a full time Veteran's Service Officer (VSO). Commissioners stated that the information received from the prior Veteran's Service Officer at prior meetings was that the two departments should be separated, and that the Veteran's Service Office should be part time.

Those speaking in favor of a full time VSO were Greg Holloway, Zach Hartman, Casey Kindt, Denny Carr, Dave Pankoke, Christina Wattier, Clayton Stokes, Dan Schweitzer, Kevin Jarzynka, Lonnie Walter, Erich Neujahr & Dan Kovar.

Jeff Baker then gave more information on current benefits that Veterans of Seward County are receiving.

Commissioner Culver thanked all veterans in attendance for the discussion.

The Commissioners recessed at 11:37 a.m.  
The Commissioners re-convened at 11:41 a.m.

The Commissioners discussed the re-organization of the Veteran Service Office and Public Transit Department.

Moved by Zabrocki and seconded by Schmieding that Seward County separate the Veterans Service and the Public Transit Department into two separate offices.  
Affirmative Vote: Zabrocki, Schmieding, Ahmic, Hain, Culver                      Motion Carried

The Commissioners then discussed the proposed hours of the director in each department.

Moved by Ahmic and seconded by Hain that we make the Veteran's Service Officer and the Public Transit Director a Full-time position at 40 hours each.

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

Moved by Ahmic and seconded by Hain to set the annual wage of the Public Transit Director at \$52,000 and the Veterans Services Officer at \$49,920.00.

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

Roxanne Knutson, HR Director, presented job descriptions for the Veteran's Service Officer and the Public Transit Director for the Commissioners' consideration.

Moved by Hain and seconded by Zabrocki to recommend the Seward County Veterans Service Officer to approve the exempt full time job description for Veteran's Service Officer.

### SEWARD COUNTY JOB DESCRIPTION

<b>Position(s):</b>	<b>Veterans Service Officer</b>
<b>Last Revised:</b>	<b>2023</b>
<b>Job Status:</b>	<b>Exempt/Full-Time</b>
<b>Reports to:</b>	<b>County Board, Veterans' Service Committee</b>
<b>Supervisory Responsibilities:</b>	<b>All Veterans Employees and Volunteers</b>

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#### I. GENERAL FUNCTIONS

This is responsible administrative work supervising and coordinating the services of the programs of the Veterans Service Office.

Work involves the coordination of a multitude of services and benefits available to veterans at Federal, State and County levels. Work includes overseeing requests for assistance, determining eligibility for financial assistance and administering the County Veteran's Aid Fund. Work also includes preparation and administration of departmental budget(s). Worked is performed under general policy direction of the State Department of Veterans Affairs, the County Veterans Service Committee and the County Board with the incumbent being held accountable and responsible for the results achieved. Supervision is exercised over professional, administrative, technical, and clerical employees.

#### II. ESSENTIAL DUTIES & RESPONSIBILITIES

- Oversee veterans' requests for financial benefits and support services; determine veterans' eligibility and coordinate multiple services and benefit available to veterans at Federal, State and County levels; assist veterans in completing applications and meeting eligibility requirements.
- Administer the County Veterans' Aid Fund; determine eligibility and amount of assistance; act as liaison between veterans and providers as needed.
- Attend meetings of the Seward County Veterans Service Committee;
- Attend meetings of veterans' organizations, and other professional Veterans Service Officer Organizations (CVSOAN, NAPVA, NACVSO) as needed.
- Direct, schedule and oversee the departmental staff in the operation of this department.
- Prepare, administer, and monitor expenditures for the departmental operating budget(s).
- Other duties as assigned.

#### III. OTHER NON-ESSENTIAL DUTIES

- Support and engage community wide efforts to further promote the objectives of the Department(s).
- Represent the department(s) at a variety of different meetings.
- Attend seminars and workshops on a variety of department related subjects.

#### IV. REQUIRED KNOWLEDGE, SKILLS, ABILITIES

- Ability to communicate effectively both orally and in writing.
- Knowledge of basic budgeting principles and practices.

- Considerable knowledge of common word processing and computer database software applications.
- Ability to interpret laws and regulations.
- Ability to prepare reports and maintain records.
- Ability to establish and maintain effective working relationships with veterans' organizations, veterans and their families, other government agency representatives, public officials, the County Board, representatives of organizations and co-workers within the department, as well as members of the public.
- Ability to establish effective working relationships with government agency representatives, public officials, coworkers, representatives of organizations and the public.

**V. DESIRABLE TRAINING AND EXPERIENCE**

- Experience working in the field of veterans' services or benefits with considerable experience in a responsible administrative or managerial capacity.
- Knowledge of laws and regulations applicable to veterans' services and benefits.

**VI. MINIMUM QUALIFICATIONS**

- High school diploma or equivalent
- Must 18 years of age
- Valid Nebraska driver's license
- Must be able to lift a minimum of 30 lbs

**VII. NECESSARY SPECIAL REQUIREMENTS**

- Must be an honorably discharged veteran who served on active duty in the armed forces of the United States during World War I, World War II, the Korean War, Vietnam War, Lebanon, Granada, Panama or the Persian Gulf War or other War time service as may be declared (dates as provided by Nebraska State Statute). DD Form 214 required.
- Must have been a bona fide resident of the State of Nebraska continuously for at least the past five years immediately prior to assuming the position. (As per the qualifications set forth in State laws 80-401.01 and 80-410.)

**VIII. WORKING CONDITIONS & PHYSICAL EFFORT**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear, frequently is required to sit, occasionally to stand; walk; arms reach with hands and arms. The employee must occasionally move up to 30 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and ability to adjust focus when operating a computer, working with numbers, loan of medical equipment, counseling veterans and family members. The noise level in the work environment is usually quiet.

**IX. OTHER**

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

<b>Employee Acknowledgment of Job Description</b>			
<p>This job description supersedes all previous job descriptions written for this position. I understand that this is a description of my current job duties and responsibilities. I understand that neither this nor the County's Personnel Manual is a contract for employment.</p>			
_____	_____	_____	_____
EMPLOYEE SIGNATURE	DATE	HR/SUPERVISOR SIGNATURE	DATE

Affirmative Vote: Hain, Zabrocki, Ahmic, Schmieding, Culver

Motion Carried

Moved by Zabrocki and seconded by Schmieding to approve the exempt full time job description for Public Transit Director.

## **SEWARD COUNTY JOB DESCRIPTION**

<b>Position(s):</b>	<b>Public Transit Director</b>
<b>Last Revised:</b>	<b>2023</b>
<b>Job Status:</b>	<b>Exempt/Full-time</b>
<b>Reports to:</b>	<b>County Board</b>
<b>Supervisory Responsibilities:</b>	<b>All Public Transit Employees</b>

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### **I. GENERAL FUNCTIONS**

This is responsible administrative work supervising and coordinating the services of the programs of the Public Transit Program.

Work includes the responsibility for the development and administration of transportation and transit-related programs, policies and procedures. Work also includes preparation and administration of departmental budget. Worked is performed under general policy direction from the County Board with the incumbent being held accountable and responsible for the results achieved. Supervision is exercised over professional, administrative, technical, and clerical employees.

### **II. ESSENTIAL DUTIES & RESPONSIBILITIES**

- Direct, schedule and oversee the departmental staff in the operation of this department.
- Develops administrative procedures and policies for transit operations and transit planning and/or transportation programs; reviews current programs and policies and recommends improvements.
- Prepares, recommends, administers, and monitors operating budgets and capital improvement Programs.
- Initiates, reviews and evaluates transit operation studies and plans; develops and implements county-wide programs to monitor transit and/or transportation services.
- Confers and corresponds with transit patrons, organizational representatives, other county departments, or other interested parties pertaining to proposed changes in transit operation policies, services, and scheduling.
- Oversees the Seward County Fleet vehicles, ensuring maintenance, fueling procedures, and usage by other departments.
- Other duties as assigned.
- Writing, facilitation, and administration of FTA transportation grant.
- Contact person and responsible for the FTA drug and alcohol program for the transit program.

### **III. OTHER NON-ESSENTIAL DUTIES**

- Support and engage community efforts to further promote objectives of the department.
- Represent the department at a variety of different meetings.
- Attend seminars and workshops on a variety of department related subjects.

### **IV. REQUIRED KNOWLEDGE, SKILLS, ABILITIES**

- Ability to communicate effectively both orally and in writing.
- Considerable knowledge of the principles, practices, and methods of interviewing.
- Knowledge of basic budgeting principles and practices.
- Knowledge of support services in the community and services provided by such agencies.
- Considerable knowledge of common word processing and computer database software applications.
- Ability to prepare reports and maintain records.
- Knowledge of the modern principles and practices of administration as applied to the development, implementation, and delivery of rural transit and/or transportation programs.
- Knowledge of the principles and practices of rural transit and transportation planning and of transit operations.
- Ability to plan, assign, coordinate and evaluate the work of administrative, professional and technical employees.

- Ability to assess changing transit and transportation needs within the community and to develop and implement transit plans and programs to meet those needs.
- Ability to establish effective working relationships with government agency representatives, public officials, coworkers, representatives of organizations and the general public.

**V. DESIRABLE TRAINING AND EXPERIENCE**

- Previous experience in a transportation related field of work with considerable experience in a responsible administrative or managerial capacity.
- Knowledge of recent legislation and legal requirements as they pertain to the functions of the division, particularly regarding transit and transportation planning and operations is preferred.
- Experience with grant writing, facilitation, and administration.
- Experience with transit programs or familiarity.

**VI. MINIMUM QUALIFICATIONS**

- High school diploma or equivalent
- Must 18 years of age
- Valid Nebraska driver’s license
- Must be able to lift a minimum of 30 lbs
- Possession of a valid driver’s license when operating a vehicle is necessary to the satisfactory performance of assigned duties.

**VIII. WORKING CONDITIONS & PHYSICAL EFFORT**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear, frequently is required to sit, occasionally to stand; walk; arms reach with hands and arms. The employee must occasionally move up to 30 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and ability to adjust focus when operating a computer, and working with numbers, The noise level in the work environment is usually quiet.

**IX. OTHER**

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

<b>Employee Acknowledgment of Job Description</b>			
<p>This job description supersedes all previous job descriptions written for this position. I understand that this is a description of my current job duties and responsibilities. I understand that neither this nor the County’s Personnel Manual is a contract for employment.</p>			
EMPLOYEE SIGNATURE	DATE	HR/SUPERVISOR SIGNATURE	DATE

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

The Commissioners recessed at 12:12 p.m.  
 The Commissioners re-convened at 12:45 p.m. to discuss budgets.

The first one appearing for her budget was Becky Paulsen, Weed/Zoning Administrator.

Moved by Hain and seconded by Zabrocki to accept the County Clerk Fee Report for June 2023 in the amount of \$108,238.42.  
 Affirmative Vote: Hain, Zabrocki, Ahmic, Schmieding, Culver Motion Carried

The Board discussed Public Defender interviews. Knutson stated that Commissioners Ahmic and Schmieding along with Dave Kimble interviewed a candidate. She stated that the committee felt that this person would be a good candidate.

Moved by Ahmic and seconded by Schmieding to offer the appointment of Public Defender to Matt Aerni.

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

The next budget hearing was for the HR Office and Knutson was present for that.

Moved by Ahmic and seconded by Hain to set the Assistant HR Director at a wage at \$26.22 per hour effective July 1, 2023.

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

The next budget hearing is for the Veteran Service Office.

Moved by Hain and seconded by Ahmic to set the Veterans Service Assistant wage at \$19.27 per hour.

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

The next budget hearing was for the Jail. Maria Hatfield, Detention Center Director was present.

Moved by Hain to set the new starting wage for the Deputy Detention Center Director at \$67,204.80 effective July 1, 2023 and the current wage \$72,300.80.

Motion died for lack of a second.

Moved by Ahmic and seconded by Hain to change the Detention Center Program Coordinator to \$27.04 per hour and set the current wage at \$28.21 per hour.

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

Moved by Ahmic and seconded by Hain to change the starting wage for the Deputy Detention Center Director to \$67,204.80 annually and change the current wage to \$70,200.00 annually.

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

Moved by Hain and seconded by Zabrocki to increase the new starting wage for the Detention Center Director at \$77,729.60 and increase the current salary to include longevity of \$79,705.60 annually.

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

Budgets for the Commissary and House Arrest Fund were also discussed.

The Commissioners recessed at 3:09 p.m.

The Commissioners re-convened at 3:15 p.m.

Sheriff Mike Vance, along with Deputies Paul Vyhldal and Tim Huntington, were present to discuss the Sheriff's budget, Grant Budgets and the Drug Fund Budgets.

Moved by Hain and seconded by Ahmic to increase the starting wage of the Sheriff's Office Operation assistant to \$19.94 and increase the current wage to \$22.13 per hour.

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

Moved by Ahmic and seconded by Hain to set the new starting wage for the Sheriff's Office Operations Manager at \$52,270.40.

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

County Treasurer, Jake Zlatkovsky, was present for his budget hearing with the Board.

Moved by Hain and seconded by Ahmic to increase the starting wage for the Treasurer's Office Motor Vehicle Clerk II to \$18.40 per hour with an increase to all current positions to \$20.20.

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

Moved by Hain and seconded by Ahmic to increase the starting wage for the Treasurer's Office MVR Financial Doc/Filing Supervisor to \$19.43 and the current wage increased to \$22.40 per hour.

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

Moved by Ahmic and seconded by Zabrocki to increase the starting wage for the Treasurer's Office MVR Nebraska Online to \$19.43 and the current wage increased to \$22.40 per hour.

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

The Board discussed infrastructure grants. Commissioner Hain announced that she heard back from the federal government and will be awarded \$3,000,000 for a Seward County project. The project was for hard surfacing 420<sup>th</sup> Road from I-80 to Highway 34, commonly known as the Beaver Road. Commissioner Ahmic reported she had not heard back about other grants that have been applied for.

**Known items on the agenda for Board of Commissioners on July 25, 2023 are as follows:**

9:00 a.m.

1. Convene and announce Open Meetings Law
2. Pledge of Allegiance
3. Discuss/Action - Approve minutes of July 18, 2023

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

4. Discuss/Action - Public/Officials/Boards
5. Commissioners Reports
6. Discuss/Action – Proposal for the Seward County 2023-2024 Audit
7. Discuss/Action – Agreement for Emergency Protective Services with Region V Services
8. Discuss/Action – Seward County Planning Commission Bylaws
9. Discuss/Action - Infrastructure Related Grants
10. Discuss/Action – Budget Meetings
11. Discuss/Action – Agenda for August 1, 2023

9:15 a.m. Discuss/Action – Accept the County Treasurer's 4th Quarter Annual Investment Report

9:30 a.m. Discuss/Action – Authorize the Chairman to sign the Propane Tank Lease Agreement for the Seward County Task Force Building

Moved by Zabrocki and seconded by Ahmic to adjourn the Board of Commissioners meeting for July 18, 2023 at 4:39 p.m.

Affirmative Vote: Zabrocki, Ahmic, Schmieding, Hain, 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 25<sup>th</sup> day of July 2023.

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County Clerk

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Chairperson