

July 25, 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 25, 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 25, 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.

Moved by Zabrocki and seconded by Hain to approve the minutes of July 18, 2023.
Affirmative Vote: Zabrocki, Hain, Ahmic, Schmieding, Culver Motion Carried

The Commissioners discussed the process that Seward County uses for valuation protest hearings.

Moved by Ahmic and seconded by Hain to authorize the Assessor to send out the County Board of Equalization Valuation Notices.

July 25, 2023

2023 CBOE Change of Valuation Notices

<u>PRCL #</u>	<u>Name</u>	<u>Legal Description</u>
800216423	MINES/AUDREY L & CORY M	29-11-4 IMIG'S RPLT IN SE 1/4 LT 1 5.21 AC
800217098	GALUSHA/SUSAN A & DANA D	29-11-4 IMIG'S RPLT IN SE 1/4 LT 2 4.46 AC
800218655	SNYDER/GARY B & MARY F	29-11-4 IMIG'S RPLT IN SE 1/4 LT 3 8.75 C
800218752	MCPMAHON/JASON T & MELISSA J	29-11-4 IMIG'S RPLT IN SE 1/4 LT 4 4.50 AC
800219104	MEYER/KELLEN M & MICHELLE L	29-11-4 IMIG'S RPLT IN SE 1/4 LT 5 7.49 AC
800218922	TROSPER/ROBIN J & LAUREN D	29-11-4 IMIG'S RPLT IN SE 1/4 LT 6 5.95 AC
800219015	CLYMER/MAX C & JACQUELINE K	29-11-4 IMIG'S RPLT IN SE 1/4 LT 7 4.46 AC
800044096	HASTINGS/EVELYN L	29-11-4 IMIG SUB IN SE 1/4 LT 8 3.61 AC
800218361	JOHNSON/BRIAN J	29-11-4 IMIG'S RPLT IN SE 1/4 LT 9 5.81 AC
800218833	JOHNSON/STEVEN WADE	29-11-4 IMIG'S RPLT IN SE 1/4 LT 10 5.61 AC
800218841	DYER/DAVID & STACIE	29-11-4 IMIG'S RPLT IN SE 1/4 LT 11 3.96 AC
800217837	DYER/DAVID F & STACIE K	29-11-4 IMIG'S RPLT IN SE 1/4 LT 12 3.97 AC
800217101	SUMMA/JOHN JASON & KATHY	29-11-4 IMIG'S RPLT IN SE 1/4 LT 13 4.36 AC
800218760	COLLINGS/GRAND & ERIN	29-11-4 IMIG'S RPLT IN SE 1/4 LT 14 4.39 AC
800218132	BROWN/MICHAEL CHARLES &PEG	29-11-4 IMIG'S RPLT IN SE 1/4 LT 15 8.64 AC
800044088	KEHM/DAVID L & DIANE L	29-11-4 IMIG SUB IN SE 1/4 LT 16 3 AC
800218663	JACOBSON/WILLIAM D & AMANDA	29-11-4 IMIG'S RPLT IN SE 1/4 LT 17 5.15 AC
800218930	MEYER/SHANNON & ALISON	29-11-4 IMIG'S RPLT IN SE 1/4 LT 18 7.10 AC
800219023	HASTINGS/MATTHEW & LINDSAY	29-11-4 IMIG'S RPLT IN SE 1/4 LT 19 6.01 AC
800219112	BUELL/THOMAS V	29-11-4 IMIG'S RPLT IN SE 1/4 LT 20 5.65 AC
800218779	KNOTT/NATHAN A & MINDY J	29-11-4 IMIG'S RPLT IN SE 1/4 LT 21 8.34 AC
800218949	ANDERSON/CRAIG A & STACEY L	29-11-4 IMIG'S RPLT IN SE 1/4 LT 22 8.12 AC
800219031	LUTJENS/CARNEY L & LACEY A	29-11-4 IMIG'S RPLT IN SE 1/4 LT 23 6.34 AC

800044061	FRIES/JEREMY J & ALANA M	29-11-4 IMIG'S RPLT IN SE 1/4 LT 24 10.19 AC
800044118	KASLON/DAVID	29-11-4 IMIG'S RPLT IN SE 1/4 LT 25 3.05 AC
800216393	BOYLL/TRAVIS J & ISABELLE J	29-11-4 IMIG'S RPLT IN SE 1/4 LT 26 5.3 AC
800212088	DOEHRING/LEMOINE D	29-11-4 TIMBERLINE EST IN SW 1/4 LT 1 3.10 AC
800212118	VANDENBERG/GREGORY & KATH	29-11-4 TIMBERLINE EST IN SW 1/4 LT 3 3.3 AC
800212096	PEEK/DON LEWIS & LAURIE	29-11-4 TIMBERLINE EST IN SW 1/4 LT 2 3.28 AC
800212126	CAMPBELL/WALTER R	29-11-4 TIMBERLINE EST IN SW 1/4 LT 4 3.19 AC
800212134	SMITH/AARON & TYSHA	29-11-4 TIMBERLINE EST IN SW 1/4 LT 5 3.19 AC
800212142	HEEREN/JIMMY D(DARLA KAY	29-11-4 TIMBERLINE EST IN SW 1/4 LT 6 3.96 AC
800212150	HOCHSTEIN/GLEN G & PAMELA J	29-11-4 TIMBERLINE EST IN SW 1/4 LT 7 3.96 AC
800212282	YELDEN/VERN J & KAREN S	29-11-4 TIMBERLINE EST IN SW 1/4 LT 9 4 AC
800212177	ADAMS/JARED A & VAL M	29-11-4 TIMBERLINE EST IN SW 1/4 LT 10 3.36 AC
800212185	ALT/RICHARD S & ELIZABETH M	29-11-4 TIMBERLINE EST IN SW 1/4 LT 11 3.36 AC
800212193	REEVES/NICOLE D	29-11-4 TIMBERLINE EST IN SW 1/4 LT 12 3.35 AC
800212207	HOWE/RONALD D & MALENNA J	29-11-4 TIMBERLINE EST IN SW 1/4 LT 13 3.36 AC
800212215	MINCHOW/MARK A & INGRID M	29-11-4 TIMBERLINE EST IN SW 1/4 LTS 14 & 15 6.33 AC
800212231	BUCK/DAVID CRAIG	29-11-4 TIMBERLINE EST IN SW 1/4 LT 16 5.04 AC
800212258	BARKER/ DOUGLAS	29-11-4 TIMBERLINE EST IN SW 1/4 #LT 17 5.75 AC
800210468	LODEMA/DANIEL	29-11-4 WESTFORK DOWNS IN S 1/2 NE 1/4 LT 1 5.25 AC
800210476	KLINK/KEVIN D & HOLLY A	25-12-4 WESTFORK DOWNS IN S 1/2 NE 1/4 LT 2 5.36 AC
800210484	PRAZNIK/MARK	25-12-4 WESTFORK DOWNS IN S 1/2 NE 1/4 LT 3 5.40 AC
800210492	DINKLAGE/MARC A & SANDRA J	25-12-4 WESTFORK DOWNS IN S 1/2 NE 1/4 LT 4 5.41 AC
800210506	BRODERS/JASON & KENZIE	25-12-4 WESTFORK DOWNS IN S 1/2 NE 1/4 LT 5 5.05 AC
800210514	GREINER/DANIEL L & CHERYL L	25-12-4 WESTFORK DOWNS IN S 1/2 NE 1/4 LT 6 5.06 AC
800210522	DEINERT/JOLENE K & RANDALL	25-12-4 WESTFORK DOWNS IN S 1/2 NE 1/4 LT 7 5.01 AC
800210530	SVEHLA/AUSTYN	25-12-4 WESTFORK DOWNS IN S 1/2 NE 1/4 LT 8 5.28 AC
800210549	ANDERSEN/MATTHEW & JENN	25-12-4 WESTFORK DOWNS IN S 1/2 NE 1/4 LT 9 7.67 AC
800210557	STILLINGER/HOWARD & MARION	25-12-4 WESTFORK DOWNS IN S 1/2 NE 1/4 LT 10 6.55 AC
800210565	WHITE/JEREMY & KAROLYN	25-12-4 WESTFORK DOWNS IN S 1/2 NE 1/4 LT 11 5.35 AC
800210573	NICHOLS/BONNIE J	25-12-4 WESTFORK DOWNS IN S 1/2 NE 1/4 LT 12 5.66 AC
800023803	RIHA/DARRIN M & ALISON R	27-12-4 LT 5 IN SE 1/4 20.58 AC (OAK HILLS)
800206967	RICH/MERYL & CHERYL	27-12-4 LT 6 IN SE 1/4 SE 1/4 21 AC (OAK HILLS)
800210832	THOMPSON/SYDNEY & NICHOL	27-12-4 LT 7 #E 1/2 SE 1/4 21 AC (OAK HILLS)
800206762	THOMPSON/SYDNEY & NICHOL	27-12-4 LT 8 #NE SE 1/4 21 AC (OAK HILLS)
800207742	CHASE/STEVEN & JUDITH	27-12-4 LT 9 IN SE 1/4 20.6 AC (OAK HILLS)
800206177	KACZOR/ERIC D & CHRISTAL L	27-12-4 LT 10 IN SE 1/4 20.6 AC (OAK HILLS)
800206185	KUTA/AMY L BRANNOCK	27-12-4 LT 11 IN #SW 1/4 & SE 1/4 20.6 AC (OAK HILLS)
800206193	SCURTO/KENNETH R & ROSEAN	27-12-4 LT 12 #NE 1/4 SW 1/4 20.6 AC (OAK HILLS)
800213505	BRUMMELS/JOSHUA J & MARIA	27-12-4 LT 3 IN #SW 1/4 20.52 AC (OAK HILLS)
800206223	LUND/WILLIAM J & MARIA ANA S	27-12-4 LT 14 IN #SW 1/4 20.9 AC (OAK HILLS)
800206207	ZABIK/SCOTT A & MICHELLE L	27-12-4 LT 1 IN #SW 1/4 28.68 AC (OAK HILLS)
800206215	SYKES/T J & CHERYL	27-12-4 #SW 1/4 SE 1/4 LT 2 20.6 AC (OAK HILLS)
800206150	ROSOWSKI/JAMES R	27-12-4 LT 3 IN #SW 1/4 & SE 1/4 20.6 AC (OAK HILLS)
800206169	SCHRAD/KELLY B & TERRI L	27-12-4 LT 4 IN SE 1/4 20.6 AC (OAK HILLS)
800207971	LOOS/SHAWN M & HEATHER	24-12-4 BRANCHED OAK EST #NE 1/4 LT 14 6.25 AC
800207831	KLUCK/GARY G	24-12-4 BRANCHED OAK EST #NE 1/4 LT 1 12.1 AC
800207858	MORSETT/TERRY L & KIMBERLY	24-12-4 BRANCHED OAK EST #NE 1/4 LT 2 12.1 AC
800207866	TALLON/DAVID W & KRISTIE R	24-12-4 BRANCHED OAK EST #NE 1/4 LT 3 10.56 AC
800207874	TIEDEMAN/ROBERT & KATIE	24-12-4 BRANCHED OAK EST #NE 1/4 LT 4 10.26 AC
800207882	PRIESS/RUSSELL W & JANICE A	24-12-4 BRANCHED OAK EST #NE 1/4 LT 5 8.39 AC
800207890	BERTSCH/JILLIAN & THADDEUS	24-12-4 BRANCHED OAK EST #NE 1/4 LT 6 10.42 AC
800207904	MCINTOSH/DAN W & SHELLIE	24-12-4 BRANCHED OAK EST #NE 1/4 LT 7 8.57 AC
800207912	WATTIER/GLENN E & TREASA L	24-12-4 BRANCHED OAK EST #NE 1/4 LT 8 10.43 AC
800207920	MUSSMANN/ROGER V & DAWN M	24-12-4 BRANCHED OAK EST #NE 1/4 LT 9 15.21 AC
800207939	GREEN/GERALD W & SUSAN M	24-12-4 BRANCHED OAK EST #NE 1/4 LT 10 10.22 AC
800207947	SANTMIRE/TARA E	24-12-4 BRANCHED OAK EST #NE 1/4 LT 11 11.18 AC
800207955	WELSTEAD/THOMAS E & JANELL	24-12-4 BRANCHED OAK EST #NE 1/4 LT 12 10.27 AC
800207963	EYSTER/SARA R	24-12-4 BRANCHED OAK EST #NE 1/4 LT 13 10.79 AC
Milford Sub		
800015770	ULRICH/RANDALL J & CONNIE S	1-9-3 IRENE H FICKE ADD IN SE 1/4 LT 1 7.69 AC
800225805	BRIGHT/MARK D & SHARON K	1-9-3 #TL 92 IN SE 1/4 NW 1/4 .38 AC
800225694	WALKER/THOMAS L & MICHELLE	1-9-3 WAHL ADD IN NE 1/4 NW 1/4 LT 1 5.01 AC
800213211	WISSMANN/LOREN A & GLORIA A	1-9-3 STEPHENS ADD IN NW 1/4 LT 1 6.66 AC
800213238	FASTENAU/KYLE D	1-9-3 STEPHENS ADD IN NW 1/4 LT 2 6.66 AC
800015908	CHAPMAN/BETTY MAE	1-9-3 TAX LTS 45, 68 & #TL 60 IN E 1/2 SW 1/4 3.46 AC
800015924	PICKERILL/DANIEL	1-9-3 TLS 42, 43, 44 & 74 IN NW 1/4 SW 1/4 6.88 AC
800015851	WEST/JAMES E (III & REBECCA	1-9-3 NW 1/4 SW 1/4 TL 66 N OF RIVER 3.4 AC

800015835	TROYER/WAYNE & JANICE	1-9-3 #TL 63 N 1/2 SW 1/4 4.5 AC
800015932	BLEDSDO/DAVID A	1-9-3 TL 28 S OF RIVER NW 1/4 SW 1/4 2.74 AC
800216377	WILLIAMS/DAVID L & TAMMY	1-9-3 #S 1/2 SW 1/4 N & W OF RIVER 13.77 AC
800015975	FRANSEN/TERRY H & JODILYN K	1-9-3 TRACT IN SE 1/4 SE 1/4 S OF RR #TL 24 3.63 AC
800015983	SCHWEITZER/KEVIN & CHARLEE	1-9-3 TRACT IN SE 1/4 SE 1/4 S OF RR TL 24 1.14 AC
800015967	REDIGER/S CLARK & BONNIE S	1-9-3 REDIGER ADD IN SE 1/4 #LT 1 & ALL LT 2 19.52 AC
800209761	BURGESS/WESLEY R & BRIDGET	1-9-3 REDIGER ADD IN SE 1/4 LT 3 3 AC
800215745	KENNEY/JUSTIN M & ROSE MAR	1-9-3 REDIGER ADD IN SE 1/4 LT 4 3 AC
800016130	BURLINGTON NORTHERN & SAN	2-9-3 ALL OF TL 54, 55, 33 & #TL 49, 71 & 73 IN N 1/2 & .30 AC
800225376	BURKEY/TIMOTHY A & BONNIE	2-9-3 #W 1/2 SW 1/4 NW 1/4 11.68 AC
800016009	KREMER/SEAN C & STACY	2-9-3 #SW 1/4 NW 1/4 20.4 AC
800016157	TROYER/RONALD & MELISSA	2-9-3 221' X 294' TRACT IN SW 1/4 NW 1/4 1.49 AC
800016149	ROTH/DOYLE D & LEANN F	2-9-3 #SW 1/4 NW 1/4 TRACT 148.16'X294' 1 AC
800016106	COMPTON/DUANE & LISA	2-9-3 S 148' OF N 517' OF W 194' OF SW 1/4 NW 1/4 1 AC
800016092	PICKERILL/DANIEL J	2-9-3 S 148' OF N 665' OF W 294' OF THE SW 1/4 NW 1/4 1AC
800016084	BODEN/GERALD D	2-9-3 S 224' OF W 294' OF N 887.7' IN SW 1/4 NW 1/4 1.50 AC
800016068	WILLIAMS/DAVID L & TAMMY	2-9-3 TRACT IN SW 1/4 NW 1/4 170.26'X294.8'X161.2X302.70
800016076	EDEN/DEAN & TERESA	2-9-3 #SW1/4 NW1/4 IN #TL 51,50 #IS 214.94'X302.7'X215.5'X313.05'
800016122	HENLEY/BRANDON & MARY	2-9-3 #NW 1/4 4.83 AC
800016114	INSELMAN/WILL	2-9-3 #SE 1/4 NW 1/4 .248 AC
800016041	DUNLAP/GERRY A	2-9-3 #SE 1/4 NW 1/4 & TL 87 IN COR NW 1/4 SE 1/4 10.01 AC
800206355	PETSCH/FREDERICK & JANALEE	2-9-3 TRACT IN E 1/2 SW 1/4 4.22 AC
800016300	KRAMER/JACK L	2-9-3 #N 1/2 SE 1/4 N OF RIVER TL 89 & 113 & #TLS 126&108
800225368	DUNLAP/VERLYN E	2-9-3 #TL 161 & TL 148 IN NE 1/4 SW 1/4 4.35 AC
800230190	STAUFFER/AUSTIN	3-9-3 CAMDEN ACRES ADD IN NE 1/4 LT 1 5.44 AC
800230195	VOLKMER/TRENTON&BRITTANY	3-9-3 CAMDEN ACRES ADD IN NE 1/4 LT 2 5.01 AC
800230200	VEGAS/CHASE J & JILL M	3-9-3 CAMDEN ACRES ADD IN NE 1/4 LT 3 5.01 AC
800016335	TESELLE/TERESA A	3-9-3 TESELLE ADD IN SE 1/4 NE 1/4 LT 1 4.39 AC
800219821	TESELLE/LARRY D	3-9-3 TESELLE ADD IN SE 1/4 NE 1/4 LT 2 3 AC
800228295	MCCULLOUGH/BENJIMIN & JESS	3-9-3 YEACKLEY EST IN W 1/2 NW 1/4 NW 1/4 LT 1 5.79AC
800016351	AEGERTER/DANA	3-9-3 YEACKLEY EST IN W 1/2 NW 1/4 NW 1/4 LT 2 7.62AC
800228300	LOSEKE/PHILIP & NICOLE	3-9-3 YEACKLEY EST IN W 1/2 NW 1/4 NW 1/4 LT 3 5.01 AC
800016378	OSWALD/JONATHAN & JANELLE	3-9-3 #SW 1/4 NW 1/4 4.74 AC
800016416	NOWOTNY/KATHLEEN W	3-9-3 #E 13.63 AC OF S 1/2 SE 1/4 12.88 AC
800211499	EICKHOFF/JENNIFER & KARL	4-9-3 BURKEY SUB IN NE 1/4 5.74 AC
800016548	SHALD/JERRY D	4-9-3 TRACT IN E 1/2 SE 1/4 SE 1/4 5.09 AC
800016955	KALLHOFF/JOE (& MICHELLE	9-9-3 YEACKLEY ADD IN NE 1/4 LT 5 RPLT OF LT 2 3 AC
800211758	DEMALIGNON/ROBERT & TARA	9-9-3 YEACKLEY ADD IN NE 1/4 LT 3 5.59 AC
800228240	TROYER/DANNY L	10-9-3 TROYER ACRES IN N 1/2 NE 1/4 LT 1 5.01 AC
800227045	WANETKA/SCOTT M & CAMILLE	10-9-3 TROYER'S ADD IN N 1/2 NE 1/4 LT 1 5 AC
800017080	FRIESEN/JACKSON D & TABBITH	10-9-3 TRACT IN NE 1/2 S 1/2 NE 1/4 3 AC
800216547	NELSON/AARON M & VICKI S	10-9-3 #NE 1/4 SE 1/4 NE 1/4 3 AC
800101421	CROSS/ZACHARY	10-9-3 .60 AC TRACT IN S 1/2 NE 1/4
800017099	MILLER/ERVIN & ROSALIE J	10-9-3 620.32' X 222.5' TRACT IN S 1/2 NE 1/4 3.17 AC
800017137	ROTH/JERREL L & JUDY A	10-9-3 TRACT 361.5' X 361.5' IN NE 1/4 NW 1/4 3 AC
800017129	ROTH/DAVID A & SUSAN M	10-9-3 TRACT IN NE 1/4 NW 1/4 3 AC
800095065	MILLER/WILMA ELAINE	10-9-3 MILLER ADD IN NE 1/4 SE 1/4 2.15 AC
800017188	MILLER/ERVIN L & ROSALIE J	10-9-3 TRACT IN N 1/2 NE 1/4 SE 1/4 4.88 AC
800017218	ROTH/JACKSON & JASMIN	11-9-3 IRR TRACT IN NE 1/4 S OF CORP LINE 20.9 AC
800098080	TESELLE/KEITH L & JOANNE M	11-9-3 THORNRIDGE WEST ADD IN NW 1/4 LT 1
800251415	DUNLAP/JAY & SHIRLEY L	11-9-3 THORNRIDGE WEST ADD IN NW 1/4 LT 2
800251423	BARTELS/STEPHEN	11-9-3 THORNRIDGE WEST ADD IN NW 1/4 LTS 3-4
800017269	COOKUS/MICHAEL L & LISA J	11-9-3 295'X295' TRACT IN NW 1/4 NW 1/4 2 AC
800017293	BACKES/WILLIAM & VIRGINIA	11-9-3 TRACT IN SW 1/4 NW 1/4 2 AC
800221990	WILLIAMS/DAVID L & TAMMY	11-9-3 #W 1/2 N 1/2 SW 1/4 10 AC
800017331	ROTH/JERREL L & JUDY A	11-9-3 TRACT IN SW 1/4 SW 1/4 6 AC
800099958	DINGES/JEREMY & CASSANDRA	11-9-3 3.30 AC TRACT IN SE 1/4 SW 1/4
800017358	MILLER/BRYAN G & AMY G	11-9-3 WILLIAMS ADD IN SW 1/4 8.13 AC
800017374	TROYER/TIM	11-9-3 TRACT IN SE 1/4 4.15 AC
800229435	MCCULLOUGH/JAMIE & MELISSA	11-9-3 TROYER ADD IN S 1/2 SE 1/4 LT 1 5 AC
800017439	ROWLAND/MARTIN & SANDRA	12-9-3 #SW 1/4 NW 1/4 16.1 AC
800212444	VELDER/RONALD & NANCY	12-9-3 #S 1/2 SW 1/4 NW 1/4 5.64 AC
800017412	DRAKE/KENNETH D & DALA	12-9-3 #S 1/2 S 1/2 NW 1/4 21.18 AC
800227995	TROYER/THOMAS & VIRGINIA	12-9-3 #N 1/2 SW 1/4 20.01 AC
800219945	TROYER/THOMAS & VIRGINIA	12-9-3 #NW 1/4 SW 1/4 3.01 AC
800220951	SCHLUCKEBIER/JOE & TRISHA	12-9-3 #W1/2 SW 1/4 SW 1/4 5.92 AC
800231135	SCHLUCKEBIER/JOE & TRISHA	12-9-3 10.12 AC TRACT IN W 1/2 SW 1/4 10.12 AC

800211391	STUTZMAN/RYAN D & TONYA R	12-9-3 #SW 1/4 SW 1/4 SW 1/4 3 AC
800017528	WOITA/BRET M & SIANN I	12-9-3 KREMER ACRES IN SE 1/4 LT 1 6.97 AC
800229525	STAUFFER/WILLIAM & SHARON	12-9-3 KREMER ACRES IN SE 1/4 LT 2 3.36 AC
800102738	TROJAN/BARRY & JACQUELYN	13-9-3 TRACT IN W 1/2 NW 1/4 5.71 AC
800228000	GROSSART/TYLER & BRANDY	14-9-3 GROSSART ADD IN N 1/2 NW 1/4 LT 1 5.01 AC
800017617	WERGIN/BRANDON & KATIE	14-9-3 GROSSART ADD IN N 1/2 NW 1/4 LT 2 5.01 AC
800017633	DUNLAP/GREG & JESSICA	14-9-3 #NW 1/4 NW 1/4 25.67 AC
800207092	KOEHLER/CHAD & AMBER	14-9-3 #SW 1/4 NW 1/4 NW 1/4 5.01 AC
800017668	HAUSCHILD/AARON & SARAH	14-9-3 8.12 AC TRACT BEG 15' FROM NW COR S 1/2 NW 1/4
800005724	ULRICH/DONALD & JOAN MARIE	34-10-3 #SW 1/4 SE 1/4 3.31 AC
800212975	ULRICH/DON & JOAN	34-10-3 IOLL MOD HOME ON SW 1/ SE 1/4 ULRICH LAND
800207157	CRUMRINE/JEFFREY & JACI	34-10-3 #SE 1/4 SE 1/4 6.91 AC
800005783	DICKINSON SEWARD LTD	35-10-3 SE 1/4 NLY & ELY OF BLUE RIVER 95.95 AC
800005880	TROYER/BENJAMIN M	36-10-3 WIELAND ADD IN SW 1/4 LT 1 5.89 AC
800220439	RICHARDS/DANNY J & MICHELLE	36-10-3 #SW 1/4 SW 1/4 SW 1/4 3.37 AC
800005899	YETTER/PATRICK & ALLISON	36-10-3 SW 1/4 SE 1/4 EXC N780' OF W1287' & N400' OF S540'
800005902	IRWIN/CLIFFORD & DIANE	36-10-3 310'X140' TRACT IN SW 1/4 SE 1/4 1 AC
800020057	SCHNEIDER/DONALD & GLORIA	6-9-4 TRACT IN NW 1/4 SW 1/4 6.26 AC
800020170	CULVER/JOHN K & CHERYL A	7-9-4 TRACT IN NW 1/4 20.01 AC
800216202	SUNRISE COUNTRY INC	7-9-4 BETZ ADD IN W 1/2 NW 1/4 NW 1/4 PRCL 1 4.81 AC
800100697	BURKEY/MICHAEL & JERE	7-9-4 BETZ ADD IN W 1/2 NW 1/4 NW 1/4 PRCL 2 3.01 AC
800216210	WALKER/RITCHIE R & JULIE R	7-9-4 BETZ ADD IN W 1/2 NW 1/4 NW 1/4 PRCL 3 3.0 AC
800211502	HEYEN/ROBIN A	7-9-4 HEYEN ADD IN SW 1/4 LT 1 5.1 AC
800000064	BAUM/TODD	1-10-4 LT 6 minzel's subdiv in se 1/4 6.31 acres

John K. Culver

Chairperson, Seward County Board of Equalization

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

Hladky then presented a Permissive Exemption Application for the Seward Blue River District.

Moved by Hain and seconded by Ahmic to open the public hearing at 8:45 a.m.

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

Hladky gave information about the application.

Duff Campbell, a member of the Seward Blue River District Committee, spoke in favor of said exemption application.

Moved by Zabrocki and seconded by Hain to close the public hearing at 8:48 a.m.

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

Moved by Ahmic and seconded by Zabrocki to approve the Seward Blue River District Permissive Exemption for 2023.

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

Hladky gave information about her 3 Year Plan of Assessment.

Moved by Zabrocki and seconded by Schmieding to accept the County Assessor's 3 Year Plan of Assessment.

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

Hladky then updated the Commissioners on activities of her office.

Known items on the agenda for Board of Equalization on August 8, 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 25, 2023
4. Discuss/Action – Assessor Information Update

Moved by Zabrocki and seconded by Ahmic to adjourn the Board of Equalization meeting for July 25, 2023.

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

Time of adjournment: 8:59 a.m.

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 August 2023.

County Clerk

Chairperson

July 25, 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 25, 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 25, 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 18, 2023.

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

Commissioners Reports:

Commissioner Ahmic reported she met with some Seward County Veterans about the Veteran's Service Officer (VSO) position, met with Commissioner Hain about moving departments, applied for the LATCF Funds, met with Dept of Transportation via Zoom about the Public Transportation Grant, reported an applicant has accepted the Public Defender position, and worked with HR to accept applications for the VSO.

Commissioner Hain reported she worked on a Four Corners Health District building project, participated in two interviews for Asst. HR Director, met with a constituent about culverts and various road concerns, met with the Detention Center Director, met with Commissioner Ahmic about department changes, attended a Village of Utica fundraiser and received comments about road conditions. She is still working on details of the new county logo.

Commissioner Culver reported he received various correspondences about the VSO and Public Transit positions, checked roads, attended the Safety Committee meeting. He also talked about the Safety Committee budget expenses for the coming year.

Commissioner Schmieding reported he received several calls about the VSO job position, met with the Extension Office Supervisor, attended the Visitors Committee meeting, and visited with Doug Brand about the fair.

Commissioner Zabrocki reported he attended the Seward City Council meeting and is corresponding with the person involved with the Courthouse lights.

Jake Zlatkovsky, County Treasurer, was present to give information about two items he submitted for the Commissioners consideration.

Moved by Schmieding and seconded by Ahmic to accept the County Treasurer's 4th Quarter Annual Investment Report.

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

Moved by Schmieding and seconded by Ahmic to accept the Letter of Collected and Uncollected District Warrants Reports.

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

Gary Petersen, Seward/York Emergency Manager, presented information about a grant that Seward County Shares with York County.

Moved by Hain and seconded by Zabrocki to authorize the Emergency Manager to submit a reimbursement claim to York County as their share of 2022 Emergency Management Performance Grant.

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

Sheriff Mike Vance presented several documents for the Commissioners consideration.

Moved by Zabrocki and seconded by Hain to authorize the Chairman to sign the Surplus Property Disposal Requests from the County Sheriff's Office.

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

The Commissioners discussed leasing a propane tank at the Task Force Building vs. owning the tank.

Moved by Hain and seconded by Ahmic to authorize the Chairman to sign the Propane Tank Lease Agreement for the Seward County Task Force Building.

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

Vance gave information about his request to change two Deputy part-time positions in his office into one full-time position. Vance stated that he spent a lot of overtime last year. He has had to call deputies off the road for court security, etc. and feels having another full-time position would help eliminate some of those overtime costs. HR Director Roxanne Knutson was also present during the discussion.

Moved by Zabrocki and seconded by Hain to approve the request to change two part-time positions into one full-time position for the County Sheriff's Office primarily for court security.

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

Salene Ulrich, Garland Village Clerk, and Jeremy Lewis gave information about a request for Seward County American Rescue Plan Act (ARPA) funds for a village project. Total project costs are \$35,125.00. They have approximately \$27,000.00 of their own ARPA funds to use towards this project. They indicated that there is also new information coming that they would need more funds for more equipment to complete the project. Commissioner Ahmic stated Seward County had decided to close applications for ARPA requests effective June 30. Both she and other Commissioners stated even though the application period has closed, the amount is small and felt they would like to help. Ulrich gave information that she has been working for almost two years on getting the appropriate paperwork together for this request.

Moved by Hain and seconded by Schmieding to approve the Village of Garland ARPA request of \$7,422.60.

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

The Commissioners recessed at 9:51 a.m.

The Commissioners re-convened at 9:56 a.m.

Terry Wicht, Highway Supt., along with Heidi Fleischman, Admin. Asst., were present to give information about a Scrap Tire Grant. Fleischman stated she contacted representatives of the City of Seward and said they would like the County to conduct the scrap tire event at the same time as the City of Seward has their clean-up day. Seward County had planned to do it in July, but the city has their cleanup day in April to coincide with Earth Day. Our last scrap tire event was held in 2015 at the Milford Landfill. The clean-up costs for these events are from two separate grants but could share in the advertising costs.

Moved by Hain and seconded by Schmieding that we apply for a scrap tire grant for the dates of April 19 & 20, 2024 from 8 a.m. to 5 p.m. to be held at the Seward County Fairgrounds.

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

The Commissioners held budget meetings with officials.

The first budget discussed was for the Road Dept. and road related budgets. Wicht, Fleischman, and Asst. Highway Supt., Jon Regnier were present for the discussion.

The next budget meeting was for the Extension Office with Ann Dobesh and Emily Manning present to explain their request.

Kathy Ruzicka, Aging Services Director, was present to discuss her budget. Randy Jones of Aging Partners was also present to give information about Aging Services in Seward County.

Gary Petersen, Seward/York Emergency Manager, was present to discuss his budget.

District Court Reporter, Carrie Sermeno and Judge Stecker were present to discuss the District Judge budget.

The Commissioners recessed at 12:31 p.m.

The Commissioners re-convened at 12:53 p.m.

County Attorney, Wendy Elston and Office Manager, Casey Tiemann were present to talk about the County Attorney budget and related budgets.

The agenda item of a request for an Operations Manager for the County Attorney's Office was discussed. Elston said that while looking at the various job descriptions, she noticed that the "Office Manager" of her office was doing the same thing as an "Operations Manager" of a different office. Her request is to change the name of the position in her office.

Moved by Hain and seconded by Zabrocki to accept the new job description for Operations Manager in the County Attorney's Office.

SEWARD COUNTY JOB DESCRIPTION

Position:	Operations Manager
Job Status:	Non-exempt, Full Time
Reports to:	County Attorney and Chief/Deputy County Attorney; Superior
Supervisory Responsibilities:	Yes
Last Revised:	July 2023

I. GENERAL FUNCTIONS

This is highly responsible legal management work of considerable difficulty; supervising staff positions and responsible for the organization and coordination of office operations, procedures and resources to facilitate organizational effectiveness and efficiency.

Work involves handling confidential matters as well as assisting in researching, developing and implementing departmental/division policies and procedures, budgets and administrative and operational issues. Work involves extensive contact with staff in resolving issues and problems and providing departmental services. Work is performed under the general direction of the County Attorney and reviewed through overall results achieved, and/or the efficiency with which support staff meets goals.

Work involves performing a wide variety of complex legal office management work including composing legal correspondence, preparing legal documents following accepted formats and construction, preparing reports, scheduling appointments, receiving and responding to complaints, and maintaining complex records. An employee in this position has considerable independence of action.

Requires substantial previous knowledge of legal terminology and personnel management skills.

II. ESSENTIAL DUTIES & RESPONSIBILITIES

- Manages everyday functioning of staff and office.
- Assist in the preparing, modifying, and implementing of office policies and procedures and ensure office policies and procedures are being adhered to.
- Prepare annual budget at the direction of the County Attorney.
- Track spending and budgets for county funds, grant funds, state and federal drug forfeiture funds, and any other funds; Maintain accurate accounting logs.
- Submit invoices to County Clerk for payment to vendor and reconcile that invoices are accurately processed and paid.
- Assist in conducting internal audits of financial accounts maintained by the office.
- Serve as the main point of contact for the annual county financial audit and provide requested financial documents to auditing agency.
- Prepare Annual Drug Fund Certification for County Attorney review and County Commissioner approval.
- Manages staff schedules, including vacations, sick leave, comp and overtime hours.
- Oversees payroll to ensure accuracy and timeliness.
- Assist in the recruitment and hiring of new employees by updating job descriptions, providing information regarding job postings, reviewing applications, and attending interviews.
- Introduce new employees to the policies, procedures, and other regulations of the workplace.
- Design and implement training modules for new employees that will make their transition to the County Attorney's Office more efficient.
- Plans, organizes, assigns and reviews work of office staff to ensure quality and appropriate quantity of work.
- Perform staff reviews annually or as otherwise assigned by the County Attorney.
- Administers discipline to employees as needed and under the direction of the Seward County Attorney.
- Handles staff complaints, grievances, questions and concerns; making recommendations to the County Attorney.

- Prepares and maintains personnel files and records of confidential nature, such as performance evals, disciplinary actions, personnel actions in support of pay changes, and other personnel action.
- Serve as the County Attorney's IT liaison with the county's IT technicians and/or contractors/vendors to ensure agency computer systems are working properly/efficiently.
- Provide on-site maintenance and troubleshooting for personal computer hardware, software, and network connections and other equipment; Diagnose the cause of personal computer operation problems and takes or recommends appropriate action to solve those problems.
- Draft/type correspondence, memoranda, legal pleading, briefs and other written material; Verify documents and reports for completeness and accuracy; Update court schedules; Enter data from legal files and client records into computer database.
- Research legal descriptions and routine correspondence and prepare summary for attorney review; Explain and answer questions from clients and the general public concerning general legal procedures and proceedings; Trial preparation including: interview/schedule witnesses, subpoena witnesses as directed; Maintain confidentiality; Prepare trial notebook, compile exhibits.
- Establish and maintain a complete filing and records system including varied data of a legal and non-legal nature; Complete special projects as assigned by superior; File legal documents and correspondence; Locate and retrieve requested materials and information from files.
- Assist in the recruitment and hiring of law clerks and interns. Provides training to law clerks, interns, and volunteers on office policies and procedures.
- Ensures that our office is adhering to an agency's requirements, policies, or any related contract regarding interns, law clerks, or volunteers.
- Accurately tracks law clerk, intern, and volunteer hours internally and provides such hours to the agency in a timely manner.
- Supervises and prepares public information materials including press releases, videos, brochures, public service announcements and reports.
- Compiles information needed for press releases; ensures distribution of all relevant material to interested parties.
- Reviews public records requests made to the county and makes recommendations for release.
- Assist in the preparation of materials for grant applications.
- Monitors department compliance with grant specifications; Analyzes progress toward grant goals.
- Coordinate with vendors and office purchasing; Oversee all supply, equipment, software, and all other related orders; Set up direct bill accounts; Maintain records, files, and track institutional supplies and equipment.
- Maintain inventory and submit annual inventory report and coordinate the surplus of equipment and county property.
- Assist with USPS, Fed/Ex, UPS, and Certified Mail shipping and receiving.
- Coordinate travel plans and hotel accommodations for out-of-town travel/training for staff.
- Community Outreach, to include webpage, newsletter, social media, etc.
- Conducts research and special studies, compiling data and reports on topics of administrative interest; gathers and analyzes data; Makes recommendations, and prepares reports on operating and administrative topics.
- Attend and coordinate supervisor and staff meetings; Prepare agendas and documents minutes of such meetings.
- Attend conferences and complete training for administrative topics relevant to Operations Manager position.
- Other duties as assigned.

III. DESIRABLE KNOWLEDGE, ABILITIES, AND SKILLS

- Thorough knowledge of modern law office practices, methods and procedures; Knowledge of the scope of the various courts and their respective rules.
- Ability to plan, supervise and evaluate the work of subordinate staff; Ability to direct the

work of subordinate clerical personnel performing a variety of functions, as required by the position.

- Ability to efficiently prioritize work assignments and complete assignments within the designated time deadlines.
- Ability to apply departmental administrative policies and procedures.
- Proven ability to keep confidences and maintain confidentiality.
- Considerable knowledge of legal terminology, spelling, punctuation, and grammar, as well as of various legal forms, documents and pleadings; Considerable knowledge of business English, spelling and arithmetic; Ability to communicate effectively both orally and in writing.
- Ability to conduct legal research and synthesize resultant information. Ability to maintain complex and difficult clerical and statistical records and to prepare detailed reports from such records.
- Ability to structure and maintain complex legal and clerical records and files including computer word processing, calendar, and database files.
- Ability to establish and maintain effective working relationships with co-workers, attorneys, other county offices, and the general public.

IV. MINIMUM QUALIFICATIONS

- Minimum of High School degree supplemented by coursework in business, legal office procedures and terminology or equivalent work experience of no less than 3 years of clerical and secretarial duties as principle secretary for a practicing attorney or in a related legal office capacity; or any equivalent combination of training and experience which provides the desirable knowledge, abilities, and skills.
- Experience managing people and/or managing an office.
- Must be able to legally work in the United States.

V. WORKING CONDITIONS & PHYSICAL EFFORT

This job operates in a professional office environment. This role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets and fax machines. This is largely a sedentary role; however, some filing is required. This would require the ability to lift files, open filing cabinets and bend or stand as necessary.

VI. 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 accommodations.

Employee Acknowledgement of Job Description

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.

EMPLOYEE SIGNATURE

DATE

HR/SUPERVISOR SIGNATURE

DATE

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

Motion Carried

Elston continued to give information about various budgets that she oversees.

Eric Hofer, Building & Grounds Supt., was present for his budget meeting with the Commissioners.

The next budget hearing was for Clerk of the District Court which Sheila Lueders presented information about.

Debby Aegerter, Admin Asst. in the Public Defender's Office, presented the budget for the office. The office of Public Defender is currently vacant, and she submitted a budget on behalf of her office.

The Commissioners recessed at 2:31 p.m.
The Commissioners re-convened at 2:36 p.m.

Marilyn Hladky appeared before the Board to present information for the Assessor and Reappraisal budgets.

The Board discussed the County Court budget. Sheila Beins, County Court Clerk Magistrate, was not able to attend.

Moved by Zabrocki and seconded by Schmieding to accept the Sheriff's Fee and Mileage Report for May 2023 in the amount of \$1,636.00 and \$744.60 respectively.
Affirmative Vote: Zabrocki, Schmieding, Ahmic, Hain, Culver Motion Carried

The Commissioners discussed the new proposed bylaws for the Seward County Planning Commission as recommended by the Planning Commission.

Moved by Zabrocki and seconded by Ahmic to approve the Seward County Planning Commission Bylaws.

Seward County, Nebraska Planning Commission By-laws

PLANNING COMMISSION BY-LAWS OF SEWARD COUNTY, NEBRASKA

Article I: Objectives

The objectives and purposes of Seward County Planning Commission of Seward County, Nebraska, are those set forth in (Section 23-114.01-114.05) [for counties] of Nebraska Revised Statutes and amendments and supplements thereto, and those powers and duties delegated Planning Commission by the (County Board of Commissioners) of Seward County, Nebraska, in accordance with Resolution Number 2567.

Article II: Principal Office

The principal office of the Planning Commission shall be the Seward County Courthouse, 529 Seward Street, Room 206, Seward, Nebraska 68434.

Article III: Officers and Their Duties

Section 1: The Planning Commission shall consist of a minimum of seven members and a maximum of nine members. Each member will be appointed by the Board of Commissioners and will serve a term of three years. At the end of the term, they may reapply for appointment.

Section 2: The officers of the Planning Commission shall consist of a Chair, a Vice Chair, and a Secretary.

Section 3: The Chair shall preside over all meetings and hearings of the Planning Commission and shall have the duties normally conferred by parliamentary use on such officers.

Section 4: The Chair shall be one of the citizen members of the Commission. He/She shall have the privilege of discussing all matters before the Commission and of voting thereon.

Section 5: The Vice Chair shall act for the Chair in his/her absence. He/She shall be a citizen member of the Planning Commission.

Section 6: The Secretary shall be one of the citizen members of the Commission. He/She shall keep the minutes and records of the Planning Commission and attend to such other duties as are normally carried out by a Secretary. Upon absence of the Secretary or by suggestion of the Planning Commission, the Zoning Administrator shall serve, without voting power, as the Secretary.

Article IV: Election of Officers

Section 1: Nomination of officers shall be made from the floor at the annual organizational meeting, which shall be held on the ***3rd Monday of January*** each year, and the election of officers shall follow immediately thereafter. If for some reason the election does not take place in January, the election of officers shall take place at the next Planning Commission meeting.

Section 2: A candidate receiving a majority of the vote of the entire membership of the Planning Commission shall be declared elected and shall take office.

Section 3: Vacancies in offices shall be filled immediately by regular election procedures.

Article V: Membership

Section 1: Members are expected to attend all meetings of the Planning Commission. If a member cannot attend a meeting, they shall notify the Zoning Administrator directly by phone, email, or text 4 hours prior to the time of the meeting. If notice is not received prior to absence, it shall be considered an unexcused absence.

Section 2: If a member of the Planning Commission has more than two (2) consecutive unexcused absences from meetings or more than four (4) total unexcused absences from meetings in a twelve-month period, notice will be given to the County Board requesting that member to be replaced.

Section 3: Members shall avoid conflict of interest in transacting Planning Commission business. Where a member has a recognized conflict, that member shall abstain from voting.

Section 4: Members shall not discuss official items with applicants prior to public hearings and shall not indicate their voting intentions until the public hearing is closed.

Section 5: If a member wishes to resign from their appointment they must submit a letter of resignation to the Seward County Board of Commissioners.

Article VI: Meetings

Section 1: Meetings will be held on the ***3rd Monday of each month at 7:00 pm*** at the ***Seward Civic Center in Seward, Nebraska*** or as set by the Chair.

Section 2: A majority of the membership of the Planning Commission shall constitute a quorum. The number of votes necessary to approve motions shall be a majority of the quorum present. Voting shall be by roll call. A record of the call shall be kept as part of the official minutes.

Section 3: Special meetings may be called by the Chair. It shall be the duty of the Chair to call such a meeting when requested to do so in writing by a majority of the members of the Planning Commission. The notice of such a meeting shall specify the purposes of such a meeting and no other business may be considered except by unanimous consent of the Planning Commission. The Zoning Administrator shall notify all members of the Planning Commission in writing not less than five days in advance of a special meeting.

Section 4: All meetings in which official action is taken shall be open to the public. The minutes shall be written and available for inspection prior to the next convened meeting.

Section 5: All meetings shall comply with the Open Meeting Act and shall be open to the public.

Article VII: Order of Business - Agenda

Section 1: The order of business at regular meetings shall be:

Roll call
Approve the minutes of previous meeting
Report of officers and committees
Old business items
New business items
Adjournment

Section 2: The agenda shall be kept current and be readily available for public inspection at the principal office of the public body during normal business hours. Agenda items shall be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting. The agenda closes 10 days prior to the meeting date. Except for items of an emergency nature, the agenda items shall not be altered later than twenty-four (24) hours before the scheduled commencement of the meeting. Posting of the agenda shall be the public bulletin board located outside the Human Resource office on the first floor of the County Courthouse.

Section 3: During a Commission meeting, the Chair, or in absence of the Chair, the Vice Chair may alter the sequence of the agenda items to expedite the Planning Commission meeting.

Article VIII: Committees

Special subcommittees may be appointed by the Chair for purposes and terms which the Planning Commission approves. Committee size cannot meet quorum.

Article IX: Assistance

Section 1: The Planning Commission shall appoint a Clerk (preferably the Zoning Administrator) from outside its membership to serve as assistant to the Commission, and to perform such other duties as may be assigned to him/her by the Chair of the Planning Commission.

Section 2: The Clerk shall prepare with the Chair agendas for regular or special meetings, provide notice of meetings to Planning Commission members, arrange proper and legal notice of meetings, and attend the correspondence of the Planning Commission.

Section 3: The Planning Commission may consult and engage with such staff and/or experts as it sees fit to aid in its work. If any compensation is involved, Board of Commissioner approval will be required.

Article X: Hearings

Section 1: In addition to those required by law, the Planning Commission may at its discretion hold public hearings when it decides that such hearings will be in the public interest.

Section 2: Notice of such hearings shall be published in the official newspaper of the county (Seward Independent) or in a newspaper of general circulation at least ten calendar days before the time of public hearings.

Section 3: The case before the Planning Commission shall be presented in summary by the Zoning Administrator and parties of interest shall have privileges of the floor.

Section 4: A record shall be kept of those speaking before the Planning Commission.

Article XI: Conflict of Interest

Each member of the Planning Commission is subject to the conflicts of interest provisions of the Nebraska Political Accountability and Disclosure Act.

Article XII: Amendments

These By-Laws may be amended by a majority vote of the Seward County Board of Commissioners. Affirmative votes of at least three (3) Commissioners shall be required.

Adopted this 17th **July 2023**.

Curt Eberspacher
Planning Commissioners Chairperson

Scott Pekarek
Planning Commission Vice Chairperson

John K. Culver
Board of Commissioners Chairperson

Misty Ahmic
Board of Commissioners Vice Chairperson
& Planning Commission Liaison

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

The Commissioners discussed the proposal submitted by Gabriel, Burger & Else, CPA (GBE) for performing the Seward County audit.

Moved by Zabrocki and seconded by Ahmic to authorize the Chairman to sign the agreement with Gabriel, Burger & Else, CPA, to conduct the Seward County audit for the next three years. Affirmative Vote: Zabrocki, Ahmic, Hain, Schmieding, Culver Motion Carried

Moved by Schmieding and seconded by Hain to approve the agreement for Emergency Protective Services with Region V Services. Affirmative Vote: Schmieding, Hain, Zabrocki, Ahmic, Culver Motion Carried

Moved by Ahmic to approve the starting wage as follows:
Motion by Ahmic was withdrawn.

Moved by Ahmic and seconded by Zabrocki to approve the updated starting wages for the following departments that will be listed in the minutes: Aging Service, County Attorney, Building & Grounds, District Court Judge, District Court Office, Detention Center, Emergency Manager, Extension Office, Human Resources, Public Defender, County Treasurer, Public Transit, Veterans Service, and Weed/Zoning.

Aging	Aging Program Assistant	\$17.72	Emergency Mgmt	Emergency Manager	\$26.90
Aging	Aging Services Director	\$24.17	Extension Office	Administrative Assistant	\$17.31
Attorney	Attendance/Support Diversion Casewrkr	\$18.77	Human Resources	Assistant Human Res Director	\$26.22
Attorney	Diversion Caseworker	\$19.90	Public Defender	Legal Secretary	\$20.94
Attorney/Sheriff	Operations Manager	\$25.13	Treasurer	Motor Vehicle Clerk II	\$18.40
Attorney	Senior Administrative Assistant	\$17.39	Treasurer	MVR Financ Doc/Filing Supervisor	\$19.43
Attorney	Legal Secretary III	\$22.28	Treasurer	MVR Nebraska Online Coordinator	\$19.43
Building & Grounds	Building & Grounds Superintendent	\$27.34	Public Transit	Public Transit Coordinator	\$16.12
Building & Grounds	Maintenance Technician	\$18.26	Public Transit	Public Transit Director	\$25.00
District Judge	Bailiff	\$27.53	Public Transit	Public Transit Driver	\$14.32
District Court	Clerk Associate III	\$18.03	Veterans Service	Veterans Service Assistant	\$18.13
Detention Center	Deputy Detention Center Director	\$32.31	Veterans Service	Veterans Service Officer	\$24.00
Detention Center	Detention Center Director	\$37.37	Weeds/Zoning	Weeds/Zoning Administrator	\$25.76
Detention Center	Programs (PREA) Coordinator	\$27.04			

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

Commissioner Schmieding is absent at 4:43 p.m.
Commissioner Schmieding is present at 4:49 p.m.

During the Infrastructure Related Grants item on the agenda, Commissioner Ahmic gave information about a grant that was awarded for the hard surfacing of 420th Road, commonly known as the Beaver Road.

The Commissioners discussed date, time and place for holding the Joint Public Hearing between Seward County Taxing entities in regard to their tax request.

Moved by Zabrocki and seconded by Ahmic to set the Joint Public Hearing for the Seward County Taxing Entities for Sept 20, 2023, at 7 p.m. at the Seward Civic Center.
Affirmative Vote: Zabrocki, Ahmic, Hain, Schmieding, Culver Motion Carried

Known items on the agenda for Board of Commissioners on August 1,2023 are as follows:

8:30 a.m.

1. Convene and announce Open Meetings Law
2. Pledge of Allegiance
3. Discuss/Action – Public/Officials/Boards
4. Discuss/Action - Approve minutes of July 25, 2023
5. Discuss/Action – Claims for the period ending July 21, 2023

Other Business Matters to Address When Time Allows

6. Commissioners Reports
7. Discuss/Action – Logos on County Vehicles
8. Discuss/Action – Panic Button Proposal for Seward County
9. Discuss/Action – Infrastructure Related Grants
10. Executive Session - Personnel
11. Discuss/Action – Budget Discussion including Callbacks for 2023-2024 Seward County Budget
12. Discuss/Action – Agenda for August 8, 2023

Moved by Zabrocki and seconded by Ahmic to adjourn the Seward County Board of Commissioners meeting for July 25, 2023 at 5:05 p.m.
Affirmative Vote: Zabrocki, Ahmic, Hain, 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 1st day of August 2023.

County Clerk

Chairman