

Seward County Board of Commissioners

March 7, 2017

State of Nebraska)
County of Seward) ss.

A regular meeting of the Seward County Board of Commissioners was convened in open and public session at 8:30 a.m. on March 7, 2017 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 March 7, 2017 at 8:30 a.m.

Present: Chairman: Roger E. Glawatz
Members: John Culver, Whitney Fleischman, Eugene Gausman,
Diana Garske
County Clerk: Sherry Schweitzer

The Chairman 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.

Those officials present for their monthly meeting with the Commissioners were Maria Hatfield, Ann Dobesh, Kathy Ruzicka, Barb Liska, Georgia Stockley, Mike Janssen, Sheila Beins, Jacque Stewart & Sherry Schweitzer.

Jonathan Jank, Executive Director of the Seward County Chamber Development & Development updated the Commissioners on activities of his organization.

Moved by Gausman and seconded by Culver to approve the minutes of February 28, 2017.

Affirmative Vote: Gausman, Culver, Fleischman, Garske, Glawatz Motion Carried

Commissioners Reports:

Commissioner Culver reported that he met with several people at the Missile Base Silo, attended a meeting for the NACO Institute of Excellence, and examined roads.

Commissioner Fleischman reported she has been working on Justice Center items, attended the Sesquicentennial Dinner at the Bottle Rocket and also a jail meeting.

Commissioner Gausman reported he attended a personnel meeting, the Missile Base Silo meeting, a computer same page meeting, and examined road conditions. He also had an abandoned cemetery question.

Commissioner Garske attended the Sesquicentennial Dinner at the Bottle Rocket, a BRIDGES meeting, and a computer same page meeting.

Commissioner Glawatz reported he attended a Visitors Meeting, a meeting for SENDD, and the dinner for the Sesquicentennial at the Bottle Rocket.

Laura McDougall of Four Corners Health Dept. presented names for appointment to the Four Corners Health Dept. Board.

Moved by Gausman and seconded by Culver that Roger Reamer, Dr. Joseph Erwin and Dr. Scott Wieting be appointed as members of the Four Corners Health Board.
Affirmative Vote: Gausman, Culver, Fleischman, Garske, Glawatz Motion Carried

McDougall also gave a report of the organization's activities.

Moved by Fleischman and seconded by Gausman to accept Clerk of the District Court Fee Report for February 2017 in the amount of \$22,015.14.
Affirmative Vote: Fleischman, Gausman, Culver, Garske, Glawatz Motion Carried

Moved by Fleischman and seconded by Gausman to accept County Clerk Fee Report for February 2017 in the amount of \$12,170.00.
Affirmative Vote: Fleischman, Gausman, Garske, Culver, Glawatz Motion Carried

Moved by Fleischman and seconded by Gausman to accept Sheriff Fee and Mileage Report for January 2017 in the amount of \$1,287.00 and \$668.96 respectively.
Affirmative Vote: Fleischman, Gausman, Culver, Garske, Glawatz Motion Carried

During the Justice Update item on the agenda, Fleischman reported on updates of the Furniture, Fixtures and Equipment (FF&E) that there would be a change order coming for \$3,500 dealing with re-locating of security cameras. She stated the Fire Marshall is scheduled to be there March 15. The mailbox was also being looked into. She said we will be able to pay Midwest Storage Solutions for the large filing system for the courts all at once instead of in payments.

Commissioner Fleischman led discussion on the equipment and furniture bids for the Justice Center. Eakes Office Equipment and Office Net were the two bids received. She stated that the Eakes bid was lowest, but they did not bid all the furniture and equipment needed, so she felt the bid from Office Net was best.

Moved by Fleischman and seconded by Garske to accept the furniture bid for the Justice Center from Office Net in the amount of \$78,579.98.
Affirmative Vote: Fleischman, Garske, Culver, Gausman, Glawatz Motion Carried

Michaela Tuttle, led discussion on the Highway Supt. position. She stated that the Board has decided to appoint Georgia Stockley as the Interim Highway Supt. It was noted that she already has the Highway Supt. License.

Moved by Fleischman and seconded by Garske to appoint Georgia Stockley as Interim Highway Supt. for Seward County.
Affirmative Vote: Fleischman, Garske, Culver, Gausman, Glawatz Motion Carried

Janssen led discussion on the Justice Center maintenance items. First on the agenda was concrete sealing for the parking lot. He stated that with the parking lot being new concrete, he can't put ice melt, etc. on it. He stated that it could be sealed at a cost of approximately \$9,000. He said he has contacted several area businesses what they do and many get their parking lots sealed every 3 years. The company where he got the bid would clean the pavement and prepare it before they would seal it. Fleischman stated there is extra money left in the contingency fund that could be accessed to pay for it. Janssen will obtain some quotes.

Landscaping was talked about next. Janssen said there is quite a bit of open dirt that has already showed erosion. He would like to get quotes to get rock and grass seed. Glawatz asked about trees also. Glawatz asked if seed would be appropriate since it's on a slope. He thought sod might be needed. Mowing on a steep area was also questioned. Janssen will get quotes for landscaping.

The next item was on-call issues for the Justice Center. Janssen stated he has gotten quite a few calls during the weekend for plumbing issues and other reasons such as electronic doors. Sheriff Yocum suggested he feels that a facility manager may be needed for the Justice Center. Janssen feels the problem is the on-call issue, not just someone to fix the problem. Fleischman stated she thinks that just finding someone to fix it may hamper the warranty. Janssen said he has called other counties that have new jails to find out what they do in this instance. Fleischman stated she felt the Board was in no place to make a decision on this now; that things are happening because it is a *new* building. Janssen was asked to make a list of times he is called in to see if that issues resolve as the bugs get worked out with the new building.

Janssen asked about surplus items that are left at the Justice Center after the construction is completed, such as ceiling tile, carpet squares, etc. Fleischman asked if there was room in the pod at the West Wing. The Commissioners wondered if that was water tight. They discussed several areas and Fleischman wondered if the Probation Office is using all of their office space in the new building, as it could be used for temporary storage for the items that are left over.

Dean Uhlenberg of Beckenhauer Construction presented 2 documents for the Commissioners consideration.

Moved by Fleischman and seconded by Gausman to approve the Change Requests # 74 (PR48) Additional Electrical Changes.

Affirmative Vote: Fleischman, Gausman, Garske, Culver, Glawatz Motion Carried

Moved by Fleischman and seconded by Garske to approve Change Order # 19 (CR67, 70, 72 & 73)

Affirmative Vote: Fleischman, Garske, Culver, Gausman, Glawatz Motion Carried

The Commissioners recessed at 10:32 a.m.

The Commissioners re-convened at 10:40 a.m.

Geneie Andrews of GIS Workshop was present to discuss GIS for the Weed Dept. and Road Dept. Georgia Stockley, Interim Highway Supt. and Becky Paulsen, Weed/Zoning Administrator gave information on the benefits of adding it to their office. The cost would be approximately \$26,000 to implement. Fleischman wondered if it was really needed now at this time in the budget year.

Moved by Garske and seconded by Gausman to approve the contract with the GIS Workshop for the Road Dept. and the Weed Dept.

Affirmative Vote: Garske, Gausman, Culver, Glawatz

Voting No: Fleischman

Motion Carried

Marilyn Hladky, County Assessor and Tuttle were present and led discussion on a new job description for the Assessor's Office. According to the Personnel Manual, if a Supervisor has a new job description, it first has to go through the Personnel Board for their recommendation and they in turn, give their recommendation to the County Board. Hladky gave a brief synopsis of the updated job description and stated she feels her staff is competent to take on additional work. Tuttle reported that this position is on Grade 6. Hladky is asking for this position to be on Grade 7.

Moved by Fleischman and seconded by Garske to approve the Updated Job Description and Wage Placement Recommendation for the Assessor's Clerk III/Personal Property/Homestead Exemption/State Sales File position with the new pay to be effective March 1.

Affirmative Vote: Fleischman, Garske, Culver, Gausman, Glawatz Motion Carried

Stockley submitted several documents for the Commissioners consideration.

Moved by Fleischman and seconded by Gausman authorize the Chairman to sign the Surplus Property Request form for the Road Department.
Affirmative Vote: Fleischman, Gausman, Culver, Garske, Glawatz Motion Carried

Moved by Garske and seconded by Fleischman to adopt Resolution No. 3293 in regard to authorizing the Chairman to sign On-Call NEPA Services Task Order Agreement between Seward County and HDR Engineering Inc. for the Northwest Seward Project No. BRO-7080(54), C.N. 13362.

RESOLUTION
SIGNING OF A LPA-CONSULTANT PROFESSIONAL SERVICE AGREEMENT
Seward County
Resolution No. 3293

Whereas: Seward County and State entered into an LPA Program Agreement for State to assist County in the development and construction of an LPA Federal-aid transportation project;

Whereas: County wishes to hire a consultant for the design or construction of LPA's project;

Whereas: The LPA Program Agreement specifies that consultants be selected using the State's consultant selection process;

Whereas: This consultant selection process was used to HDR Engineering Inc. to provide engineering services for LPA's Federal-aid project; and

Whereas: This resolution is to authorize the Chair of the Board of Commissioners to sign an agreement between County and HDR Engineering, Inc.

Be It Resolved by the Board of Commissioners of Seward County that:

The Chair, Roger Glawatz, is hereby authorized to sign the attached **LPA Consultant Profession Service Agreement** between the County and HDR Engineering, Inc.

NDOR Project Number: BRO-7080(54)

NDOR Control Number: 13362

NDOR Project Description: Northwest of Seward

Adopted this 7th day of March, 2017 at Seward, Nebraska.

Motion by: Garske

Seconded by: Fleischman

Ayes: Diana L. Garske, Whitney Fleischman, John K. Culver, Whitney Fleischman, Eugene Gausman, Roger Glawatz, Chairman, Board of Commissioners

Dated: March 7, 2017

ATTEST: Sherry Schweitzer, Seward County Clerk

Affirmative Vote: Garske, Fleischman, Culver, Gausman, Glawatz Motion Carried

Moved by Fleischman and seconded by Gausman to authorize the Chairman to sign Right-of-Way documents for the McKelvie Road Project # Culver-80(603) Tract 2, located in the SE ¼ of Section 20 Township 11 North, Range 4 East of the 6th p.m.
Affirmative Vote: Fleischman, Gausman, Garske, Culver, Glawatz Motion Carried

Moved by Garske and seconded by Fleischman to authorize the Chairman to sign Right-of-Way documents for the McKelvie Road Project # Culver-80(603) Tract 3, located in the SE ¼ of Section 20 Township 11 North, Range 4 East of the 6th p.m.
Affirmative Vote: Garske, Fleischman, Gausman, Culver, Glawatz Motion Carried

Moved by Fleischman and seconded by Gausman to authorize the Chairman to sign the Right-Of-Way request from Seward County Public Power District between the NW ¼ of Section 34 and the NE ¼ of Section 33 all of Township 10 North, Range 4 East of the 6th p.m.

Affirmative Vote: Fleischman, Gausman, Culver, Garske, Glawatz Motion Carried

Moved by Fleischman and seconded by Gausman to adopt Resolution No. 3294 in regard to authorizing the Chairman to sign On-Call NEPA Services Task Order Agreement between Seward County and HDR Engineering Inc. for the Beaver Crossing South Project No. BRO-7748(1), C.N. 13363.

RESOLUTION
SIGNING OF A LPA-CONSULTANT PROFESSIONAL SERVICE AGREEMENT

Seward County
Resolution No. 3294

Whereas: Seward County and State entered into an LPA Program Agreement for State to assist County in the development and construction of an LPA Federal-aid transportation project;

Whereas: County wishes to hire a consultant for the design or construction of LPA's project;

Whereas: The LPA Program Agreement specifies that consultants be selected using the State's consultant selection process;

Whereas: The consultant selection process was used to HDR Engineering Inc. to provide engineering services for LPA's Federal-aid project; and

Whereas: This resolution is to authorize the Chair of the Board of Commissioners to sign an agreement between County and HDR Engineering, Inc.

Be it Resolved by the Board of Commissioners of Seward County that:

The Chair, Roger Glawatz, is hereby authorized to sign the attached **LPA Consultant Professional Service Agreement** between the County and HDR Engineering, Inc.

NDOR Project Number: BRO-7748(1)

NDOR Control Number: 13363

NDOR Project Description: Beaver Crossing South

Adopted this 7th day of March, 2017 at Seward, Nebraska.

Motion by: Fleischman Seconded by: Gausman

Ayes: Whitney Fleischman, Eugene Gausman, Diana L. Garske, John K. Culver, Roger Glawatz, Chairman, Board of Commissioners

Dated: March 7, 2017 ATTEST: Sherry Schweitzer, Seward County Clerk

Affirmative Vote: Fleischman, Gausman, Garske, Culver, Glawatz Motion Carried

Casey Tiemann of the County Attorney's Office presented a grant for the Commissioners consideration.

Moved by Fleischman and seconded by Gausman to authorize the Chairman to sign the Revised Juvenile Services 3 Year Plan.

Affirmative Vote: Fleischman, Gausman, Culver, Garske, Glawatz Motion Carried

Moved by Fleischman and seconded by Gausman to go into Executive Session to discuss possible litigation at 11:52 a.m.

Affirmative Vote: Fleischman, Gausman, Garske, Culver, Glawatz Motion Carried

The Chairman reiterated the reason for Executive Session was for possible litigation.

Moved by Fleischman and seconded by Gausman to go out of Executive Session at 12:32 p.m.

Affirmative Vote: Fleischman, Gausman, Garske, Culver, Glawatz Motion Carried

The Chairman stated that while in Executive session, possible litigation was discussed and no action was taken.

Known items on the agenda for Board of Equalization on March 14, 2017 are as follows:

8:30 a.m.

1. Convene and announce Open Meetings Law
2. Pledge of Allegiance
3. Discuss/Action - Approve Minutes of February 28, 2017
4. Discuss/Action - Assessor Information Update

Known items on the agenda for Board of Commissioners on March 14, 2017 are as follows:

9:00 a.m.

1. Convene and announce Open Meetings Law
2. Pledge of Allegiance
3. Discuss/Action - Approve minutes of March 7, 2017

Other Business Matters to Address When Time Allows

4. Discuss/Action – Public/Officials/Boards
5. Commissioner’s Reports
6. Discuss/Action - Res. – Allow Farmers & Merchants Bank to withdraw Pledged Securities
7. Discuss/Action - Justice Center Update

9:15 a.m. Discuss/Action – Jeanne Wiemer/Seward Arts Council – New Lighting for Courthouse

9:30 a.m. Discuss/Action – New Radio System Cost for the 911 Interlocal

10:00 a.m. Discuss/Action – Dennis Maggart-NACO Benefit Services – Health Insurance for Seward County

Moved by Fleischman and seconded by Gausman to adjourn at 12:20 p.m.

Affirmative Vote: Fleischman, Gausman, Culver, Garske, Glawatz 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 14th day of March 2017

County Clerk

Chairman