



### **Commissioner Reports: (Cont.)**

Commissioner Garske reported she attended the Seward County Chamber Development and Partnership Meeting and a BRIDGES Meeting. She also talked with several offices about time keeping methods and dealt with various correspondences.

Commissioner Glawatz reported he responded to various correspondences.

Commissioner Fleischman gave a Justice Center Update. She reported the Fire Marshal has approved the building. The City approval is pending. She is working on the flag pole issue in the parking lot. Surplus desks were also discussed.

Michaela Tuttle spoke with the Commissioners about the increase in wages for employees for the Treasurer's Office agenda item. Bob Dahms, Treasurer and Susan Blomenberg, Deputy spoke about the job descriptions of the two employees, citing they have taken on extra responsibilities. It was noted the Personnel Board recommended the \$.15/hr. raise.

Moved by Fleischman and seconded by Culver to authorize a \$.15/hr. raise for 2 employees of Treasurer's Office retroactive to 1/2017.

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

Commissioner Glawatz led discussion on the agenda item regarding the new placement for the Treasurer's Office Employees on the Grade & Step Plan. Fleischman stated she did not feel it's needed because there is going to be a new salary study done at the end of 2017. Garske agreed and stated she didn't feel this was the time to do it. Fleischman also said that the Commissioners need to be consistent since they moved an Assessor's Office employee on the Grade & Step Plan approximately a month ago. Bob Dahms stated that he had an independent person review the study and called various counties in the study's array to compare salaries. From this, he feels that his employees are not receiving appropriate pay. Glawatz had reservations about all department heads wanting to conduct their own salary study, stating it could cause problems in the future. Blomenberg spoke and said they are trying to correct the grade & step they were placed on because they feel it was incorrect. Tuttle asked if the change in duties is enough to justify the change in pay. Fleischman stated that she feels with any job the employees are expected to keep up with changes in technology and demands. Blomenberg said they would like the employees to move to Grade 7 Step 5 as recommended by the Personnel Board.

Moved by Garske and seconded by Culver to recommend the job descriptions of two employees in the Treasurer's Office move from Grade 6 Step 5 to Grade 7 Step 5 effective July 1, 2017.

Affirmative Vote: Garske, Culver, Gausman

Voting No: Fleischman, Glawatz

Motion Carried

Tuttle presented the Commissioners the Personnel Board recommendation in regard to the Wage & Compensation Practices Policy. Discussion was held about giving raises on anniversary dates or the beginning of the fiscal year. No decision was made at this time. It will be put on the agenda at a later date.

Discussion was held on the Recruitment and Selection Policy which was recommended to the Commissioners by the Personnel Board.

Moved by Fleischman and seconded by Gausman to approve the Recruitment and Selection Policy as recommended by the Personnel Board.

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

Commissioner Garske led discussion on the agenda item regarding ADP & MIPS for Electronic Timekeeping System, Payroll and HRMS. The current Payroll System used is from MIPS and it has been suggested to change it to ADP. Tuttle stated there are multiple problems with MIPS not being what our county needs. Tom Nielsen of Soarin' Group spoke about why the county needs one central program to keep track of data. Maria Hatfield, Detention Center Director spoke about the current system they use for scheduling at the jail and how it is not working. Schweitzer stated that MIPS indicated that the ADP product does not integrate into their system for Accounts Payable. Nielsen stated that he spoke with MIPS regarding this and they told him that Accounts Payable will have to manually enter the line items off a report generated by ADP into the claims system. Tuttle stated that to be legally compliant, the county must implement a time keeping system. Commissioner Glawatz stated that the board needs to make a decision, but at this time, more information is needed.

Moved by Fleischman and seconded by Culver to open the bids for Supplying and Hauling Gravel.

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

Bids were received from Johnson Sand & Gravel and Central Sand & Gravel. Awarding of the bid will be considered at next week's meeting

Moved by Fleischman and seconded by Gausman to open Rock Bids.

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

Bids were received from Kerford Limestone and Beatrice Sand & Gravel. Awarding of the bid will be considered at next week's meeting.

The Commissioners recessed at 11:18 a.m.

The Commissioners returned at 11:25 a.m.

Schweitzer and Hladky presented the Commissioners with Courthouse Office Relocation Plans as requested. Discussion was held on offices relocating within the Courthouse as well as offices moving into the Courthouse. The Commissioners will review the plans and will discuss further at next week's meeting.

Known items on the agenda for Board of Equalization on May 9, 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 April 25, 2017
4. Discuss/Action - Assessor Information Update

Known items on the agenda for Board of Commissioners on May 9, 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 May 2, 2017

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

4. Discuss/Action – Public/Officials/Boards
5. Commissioner's Reports
6. Discuss/Action - Annual Review Process for Appointed Officials
7. Discuss/Action - Courthouse Office Relocation Plans
8. Discuss/Action - Justice Center Update

10:00 a.m. Discuss/Action - Award Supplying and Hauling of Gravel Bids  
Discuss/Action - Award Rock Bids

Moved by Fleischman and seconded by Culver to adjourn at 12:16 p.m.  
Affirmative Vote: Fleischman, Culver, Garske, Gausman, 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 9<sup>th</sup> day of May, 2017.

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County Clerk

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Chairman