

May 28, 2024

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 May 28, 2024 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 May 28, 2024 at 8:30 a.m.

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

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 Hain and seconded by Zabrocki to approve the minutes of May 14, 2024.
Affirmative Vote: Hain, Zabrocki, Culver, Schmieding, Ahmic Motion Carried

The Commissioners discussed Tax Equalization Review Commission (TERC) Appeals received by Seward County for four Permissive Exemptions that were acted upon on April 9, 2024.

The Commissioners then held a hearing to discuss changing exemption status for two organizations upon recommendation of the County Assessor.

Moved by Zabrocki and seconded by Culver to open the hearing at 8:45 a.m. for the Permissive Exemptions for the Cross of Life and St. Wenceslaus Church of Bee, NE.
Affirmative Vote: Zabrocki, Culver, Schmieding, Hain, Ahmic Motion Carried

No one appeared in support or opposition of said exemption requests.

Moved by Zabrocki and seconded by Culver to close the public hearing at 8:50 a.m.
Affirmative Vote: Zabrocki, Culver, Hain, Schmieding, Ahmic Motion Carried

Moved by Hain and seconded by Culver to approve a 26% Permissive Exemption for Cross of Life, Inc and a 15% Permissive Exemption for St. Wenceslaus Church of Bee, NE.
Affirmative Vote: Hain, Culver, Schmieding, Ahmic
Abstain: Zabrocki as he is a Board member of the Cross of Life, Inc. Motion Carried

There was no update from the Assessor's office.

Known items on the agenda for Board of Equalization on June 11, 2024 are as follows:

8:30 a.m.

1. Convene and announce Open Meetings Law
2. Pledge of Allegiance
3. Discuss/Action - Approve minutes of May 28, 2024

4. Discuss/Action – Assessor Information Update

Moved by Hain and seconded by Schmieding to adjourn at 8:54 a.m.

Affirmative Vote: Hain, Schmieding, Zabrocki, Culver, Ahmic 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 11th day of June 2024.

County Clerk

Chairperson

May 28, 2024
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 May 28, 2024 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 May 28, 2024 at 9:00 a.m.

Present: Chairperson: Misty Ahmic

Members: Raegan Hain, John Culver, 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 Zabrocki and seconded by Schmieding to approve the minutes of May 21, 2024.

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

Motion Carried

During public official's time on the agenda, Marissa Pfile, Zoning Administrator, introduced Cohen Carpenter, a newly hired intern for the Zoning Office.

Jon Regnier, Highway Supt., updated the Commissioners on activities of his department.

Tom Bliss, Executive Director of SouthEast Nebraska Development District (SEND), was present to give information about projects they have helped with recently in Seward County and how they can help to encourage economic development in our county.

Pfile and Carpenter were present to give information about the Ricenbaw Family Farm Subdivision.

Moved by Culver and seconded by Hain to adopt Resolution No. 3809 in regard to approving the Ricenbaw Family Farm Subdivision Administrative Plat in M Precinct in the NW ¼ of Section 20, Township 9 North Range 1 East of the 6th p.m.

**RESOLUTION NO 3809 OF THE
SEWARD COUNTY BOARD OF COMMISSIONERS**

WHEREAS Richard Ricenbaw owns 3.52 acres of land and has applied for an Administrative Plat to add .12 acres of land owned by Norman and Patricia Ricenbaw, both described as tracts of land in the Southwest 1/4 of Section 29, Township 9N, Range 1E, Seward County, Nebraska, and

WHEREAS the Administrative Plat shall be called the Ricenbaw Family Farm Subdivision and

WHEREAS the Seward County Planning Commission held a meeting on May 20, 2024, to consider the Administrative Plat, and

WHEREAS, the Planning Commission recommended to approve the Ricenbaw Administrative Plat, with a vote of 5 For, 0 Against, and 4 Absent and Not Voting, and

WHEREAS 0 Individuals appeared to oppose the subdivision

 0 Individuals appeared to support the subdivision

 0 Individuals appeared neutral the subdivision, and

THEREFORE, BE IT RESOLVED that the Seward County Board of Commissioners do hereby Approve or Deny the RICKENBAW FAMILY FARM SUBDIVISION Administrative Plat, with Resolution NO: 3809 .

Moved by: Culver Seconded by: Hain 05/28/24
Ayes: John K. Culver, Raegan Hain, Darrell Zabrocki, Ken Schmieding, Misty Ahmic, Chair of the Board
Attest: Sherry Schweitzer, Seward County Clerk

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

The Commissioners considered an application for use of the Courthouse lawn.

Moved by Zabrocki and seconded by Culver to approve the request from Chapters Books & Gifts and Red Path Gallery to use the courthouse lawn for the 4th Annual Authors and Artists Showcase on June 29, 2024 from 1 – 5 p.m. pending receipt of the proof of insurance.

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

The Commissioners recessed at 9:42 a.m.
The Commissioners re-convened at 9:45 a.m.

Eden Lund of the County Attorney’s Office was present to give information about a grant.

Moved by Hain and seconded by Schmieding to authorize the Chairman to sign a NE Crime Commission 25-CB-0528 Grant Award for the Seward County Attorney’s Office.

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

The Commissioners briefly discussed the telephone expenses for Seward County. The representative from Allo had not gotten back to the Chair with the information requested. The item will be on next week’s agenda.

The Commissioners Nebraska Intergovernmental Risk Management Association (NIRMA) settlement agreement was discussed.

Moved by Zabrocki and seconded by Schmieding to authorize the chair to sign the Settlement Agreement from the Nebraska Intergovernmental Risk Management Association (NIRMA) in regard to the hailstorm of 2022 in the amount of \$246,104.30.

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

Gary Petersen, Seward/York Emergency Manager, presented an invoice for updating the Hazard Mitigation Plan. Petersen explained the process for payment and reimbursement for adopting the plan.

Moved by Zabrocki and seconded by Culver to authorize the payment for the Hazard Mitigation Invoice # 11788 for \$1,272.16 to be paid out of Inheritance Fund.

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

Petersen and Alyssa Hendrix were present to discuss a tornado siren and pole for the area near the Seward Interchange. The current siren and pole are on private property. Hendrix owns the property and had it moved due to her redevelopment of the area. Petersen said the present siren is old and outdated and a new one has been purchased. As soon as the Commissioners would approve the easement agreement, a new pole would be erected with the new siren. Culver stated he felt it should not be on private property and discussion about moving the siren, electricity for it, etc. was held.

Moved by Hain and seconded by Ahmic to authorize the Chair to sign an agreement for a Utility Easement with C & A Complex Management LLC for a siren in the SE ¼ SE ¼ of Section 20, Township 10 North Range 3 East of the 6th p.m.

Affirmative Vote: Hain, Ahmic

Voting No: Culver, Zabrocki, Schmieding Motion Failed

The Commissioners discussed again that the siren and pole should be placed on county right of way. It was suggested that it be placed on "O" Street, adjacent to Hendrix's development and another development in the area which is ¼ mile from the area where Hendrix had the old pole moved to. The present siren is hooked up (electricity) to the Hendrix property. The new pole has not been placed yet and so they directed Petersen to find an area in the right of way and get details worked out. Hendrix stated the current siren did not go off last week when a tornado warning was in the area. Sheriff Vance was also present and said he would contact the 911 Director and have it tested immediately to see if it was working.

Human Resource Director, Roxanne Knutson and Regnier were present to discuss the Weed Supt. job description and the wage for that position. Discussion was held about additional language to the title of the job description since the Weed Supt. portion of the position is not full-time.

SEWARD COUNTY JOB DESCRIPTION

Position:	Weed Superintendent/Road Maintenance
Last Revised:	2024
Job Status:	Non-exempt; Full-time
Reports to:	Highway Superintendent, Assistant Highway Superintendent
Supervisory Responsibilities:	None

I. GENERAL FUNCTIONS

Work involves developing and implementing a plan for the county to increase public awareness and stay in compliance with the Nebraska State Weed Regulations and Ordinances. This position is responsible for associated administrative functions including work documentation and record keeping operations, computer system designations and information/education activities for the Weeds Department. Work includes preparing monthly and annual reports of weeds inspections made and to maintain legal records filed. This position will also operate maintenance and construction equipment on county roads as part of the Roads Department.

II. ESSENTIAL DUTIES & RESPONSIBILITIES

- Maintain a working knowledge of all weed control rules, regulations and laws.
- Prepare and manage a budget, purchase supplies, chemicals and equipment as needed.
- Inspect all properties and enforce state laws and county regulations pertaining to weed control in Seward County.
- Responsible for enforcement of the Nebraska Noxious Weed Control Act.
- Maintain records of noxious weed locations and interventions tactics implemented.
- Attend and participate in Lower Platte Weed Management Board Meetings and appropriate local, state, and regional meetings related to weed control.
- Consult with property owners concerning proper weed control techniques, and inspects of all properties to ensure weed control compliance and, if necessary, contracting for control of noxious weeds or cutting overgrown weeds.
- Provide customer service to include advising property owners of applicable rules and regulations pertaining to weed control regulations for Nebraska and specific region.
- Maintain a clean shop area, office, tools and equipment.
- Must complete at least 20 hours of annual continuing education.
- To be able to work with other departments and help as needed.
- Assist in all roads projects with guidance from the Assistant Highway Superintendent and Highway Superintendent.
- Undertake laboring duties in road construction in accordance with a specified time frame and under the instructions and guidance of the Assistant Highway Superintendent and Highway Superintendent.
- Undertake additional duties to assist road team members in completing projects.
- Operate motor vehicles and heavy equipment in a safe manner.
- Drive defensively on county business including but not limited to project sites, pickup and deliver supplies as necessary.
- Remove snow and trees from streets and side roads as needed.
- Perform other duties as assigned.

III. REQUIRED KNOWLEDGE, SKILLS, ABILITIES

- Through knowledge of state statutes relating to Weed Control procedures.
- Possess a working knowledge of noxious weeds prevalent in Seward County and the region. Advanced knowledge of methods, materials, chemicals herbicides and equipment used in noxious weed control.
- Proficient in methods, techniques and practices used in the construction and maintenance of roads, culverts, small bridges, tree removal, and snow removal.
- Possess the ability to establish and maintain effective working relationships with private contractors, developers, the public, and government officials.
- Work in a harmonious and team-oriented manner with co-workers and other Roads employees.
- Thorough knowledge of basic mathematics.
- Demonstrate ability to read and understand herbicide labels and directions, including calibration of sprayers.

IV. DESIRABLE TRAINING AND EXPERIENCE

- College coursework in Agriculture and Weed Control; including procedures, or ability to obtain the applicable training/education within a reasonable time.
- Experience in areas of preparing and managing an annual budget; knowledge of computer systems and common software applications.
- Knowledge of the hazards and safety precautions associated with the application of pesticides and use of spraying equipment.
- Experience in understanding of road maintenance and construction is preferred.

V. MINIMUM QUALIFICATIONS

- Graduation from high school or GED equivalent is required
- Possess the ability to perform manual labor in all types of weather conditions, and able to lift a minimum of seventy-five (75) pounds.
- Must have a CDL Class (B) license within 6 months of hire.
- Ability to obtain required licenses within a reasonable time.

- Must possess a valid Driver's License and be able to operate large/heavy duty trucks, and equipment, four wheel drive pickups, manual transmissions, and spray equipment.

VI. NECESSARY SPECIAL REQUIREMENTS

- Possess a valid State of Nebraska’s driver’s license at the time of hire.
- Possess Nebraska Department of Agriculture required certifications as a commercial applicator. Or the ability to obtain certification within six months.
- Successfully complete the yearly training sessions conducted by the Nebraska Department of Agriculture. Nebraska Weed Control Association, NACO and other public and or private entities.
- Must be able to work any required overtime, weekend, and holidays as needed.

VII. 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.

Employee Acknowledgment of Job Description	
<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>	
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Employee Signature	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Date
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> HR Director/ Supervisor Signature	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Date

Moved by Hain and seconded by Culver to approve the Weed Supt./Road Maintenance job description and set the wage at \$23.27 per hour.

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

Chelsea Smith, Sheriff’s Office Operations Manager, and Sheriff Mike Vance were present to discuss the agreement before the Commissioners asking for approval for the Crete Police to join Zuercher.

Moved by Culver and seconded by Zabrocki to authorize the Chair to sign the agreement to allow the Crete police Department to join Zuercher.

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

Smith also requested the County budget be opened so that the Sheriff Drug Fund can fiscally operate.

Moved by Culver to authorize the Budget Authority to open the Seward County budget to address the sheriff drug fund fiscal matters.

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

Karen McDougall, Executive Director for the Four Corners Health Dept., was present to give the quarterly report to the Commissioners. She updated the Commissioners about their programs, including a dental program that has begun in the several schools of Seward County and also an update on their building renovation.

The Commissioners recessed at 10:58 a.m.
The Commissioners re-convened at 11:02 a.m.

Brandy Hafer, Public Transit Director, presented two quotes for replacing the 2023 Chevrolet Equinox that was in an accident. She received a quote from DuTeau Chevrolet and Husker Auto Group.

Moved by Zabrocki and seconded by Hain to accept the quote from DuTeau Chevrolet for a 2024 Chevrolet Equinox in the amount of \$27,924 with funds coming from Inheritance.
Affirmative Vote: Zabrocki, Hain, Culver, Schmieding, Ahmic Motion Carried

Hafer also gave information about the cameras. Previously, camera purchases were approved but Hafer was told the installations were not included in the previous quotes. The camera purchases for the Public Transit vehicles can be reimbursed. The Commissioners considered whether to put cameras in the two "fleet" vehicles that are driven primarily by county employees.

Moved by Hain and seconded by Zabrocki to approve the price change for Safe Fleet Camera in the amount of \$4,878 to install cameras in fleet vehicles to be paid out of American Rescue Plan Act (ARPA).
Affirmative Vote: Hain, Zabrocki, Culver, Schmieding, Ahmic Motion Carried

Regnier was present to give his recommendation for awarding the culvert bids.

Moved by Hain and seconded by Culver to award the culvert bid to Ace Eaton in the amount of \$29,976.50.
Affirmative Vote: Hain, Culver, Schmieding, Zabrocki, Ahmic Motion Carried

The Commissioners then discussed a 1-year lease for a mini excavator and two utility permits.

Moved by Zabrocki and seconded by Hain to authorize the Chair to sign a 1-year lease for a mini-excavator with Nebraska Machinery Company for \$8,500.00.
Affirmative Vote: Zabrocki, Hain, Schmieding, Culver, Ahmic Motion Carried

Moved by Hain and seconded by Zabrocki to authorize the Chair to sign a Utility Permit for Norris Public Power District to bore electrical 1,440 ft east of the intersection of 238th and Adams Rd in the SW 1/4 of Section 12, Township 10 North, Range 3 East of the 6th p.m.
Affirmative Vote: Hain, Zabrocki, Culver, Schmieding, Ahmic Motion Carried

Moved by Zabrocki and seconded by Hain to authorize the Chair to sign a Utility Permit for Viaero Fiber to construct underground conduits for a Viaero Wireless Utica NE Tower approximately 2,804 ft west of the intersection of Fletcher Rd and 448th Rd., then East to 448th Rd., then South to Adams Rd., then East to 421st Rd., then south to the Viaero Wireless Goehner Tower.
Affirmative Vote: Zabrocki, Hain, Schmieding, Culver, Ahmic Motion Carried

The Board then discussed plans for hard surfaced roads in Seward County. Regnier reported Seward County has 5 asphalt miles, 16 ½ concrete miles and 24 ½ of tree sap/oil roads. Commissioner Hain said the tree sap roads are not in very good shape and there is not a current plan for addressing these surfaces that are deteriorating. It was suggested to get vehicle counts on these roads and prioritize them for upgrades.

Commissioners Reports:

Commissioner Zabrocki reported he went to a Seward City Council meeting, went to a Nebraska Intergovernmental Risk Management Association (NIRMA) Board meeting, visited with Nebraska Intergovernmental Risk Management Association (NIRMA) attorney with Commissioner Ahmic, 911 Board meeting, checked roads and abandoned cemeteries.

Commissioner Schmieding reported he has a luncheon to attend for Rising Stars, will have a meeting for the Visitors meeting, contacted the Extension Office about several matters. He reported he had checked on cemeteries the previous week. He checked on several roads for flooding.

Commissioner Ahmic reported she spent time training the new Zoning Administrator, met with Commissioner Hain about grants, had some meetings with the hospital and college, had calls about broadband, attended the Local Technical Assistance Program (LTAP) meeting, had a housing discussion with Nebraska (NIFA) about affordable housing, attended a meeting with

the Nebraska Intergovernmental Risk Management Association (NIRMA) attorney, checked cemeteries, received calls about roads and noted information about the Public Defender files.

Commissioner Culver reported he attended the 911 Board meeting, approved the budget that will be sent to the various members of the 911 interlocal, will attend a Blue Valley Community Action (BVCA) Board meeting tonight and the Seward/Saline Solid Waste Agency meeting later this week.

Commissioner Hain participated in the grant writer meeting, received calls about roads, working on the policy for public use of the courthouse library on the 3rd floor, checked abandoned cemeteries, checked roads, and received comments about the Community Safety Action Plan from Concordia University.

The Commissioners discussed a 2nd recycled tire event. A previous tire event was held a short time ago and it was overwhelmingly successful. The event was supposed to last two days but was stopped after one day when the maximum capacity was reached. For this event, it was suggested limits be set on the number of tires, size of tires, etc. A date of October 26, 2024 is planned. Commissioners Hain and Ahmic will work on the parameters for this event.

During the grant item on the agenda, Commissioner Hain reported she held a meeting with representatives from the various municipalities to see if there is interest in having a county grant writer. She stated there was support from the individuals at the meeting but received other comments later. Both the City of Milford and Seward were not in favor of an interlocal between the county and municipalities in Seward County. Because the need is still there, Commissioners Ahmic and Hain have scheduled a meeting with nearby counties to see if there is interest in employing a grant writer collectively.

Known items on the agenda for Board of Commissioners on June 4, 2024 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 May 28, 2024
5. Discuss/Action – Claims for the period ending May 24, 2024

Other Business Matters to Address When Time Allows

6. Commissioners Reports
7. Discuss/Action – Abandoned Cemeteries Upkeep
8. Discuss/Action – Telephone Expenses for Seward County
9. Discuss/Action – Accept Resignation of Stephanie Luebbe as Member of the Planning Commission
10. Discuss/Action – Grant Funds being Sought by Seward County
11. Discuss/Action – Agenda for June 11, 2024

Moved by Zabrocki and seconded by Hain to adjourn at 12:54 p.m.

Affirmative Vote: Zabrocki, Hain, Schmieding, Culver, Ahmic 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 4th day of June 2024.

County Clerk

Chairman