

Seward County Board of Commissioners

May 29, 2018

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 29, 2018 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 29, 2018 at 9:00 a.m.

Present: Chairperson: Roger E. Glawatz
Members: John Culver, Whitney Fleischman, Eugene Gausman,
Diana Garske
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 Gausman and seconded by Culver to approve the minutes of May 22, 2018.
Affirmative Vote: Gausman, Culver, Fleischman, Garske, Glawatz Motion Carried

Moved by Fleischman and seconded by Gausman to approve the claims for May 2018 as follows:

SEWARD COUNTY MAY 2018 CLAIMS					
ADP LLC	FE	\$795.00	MILFORD AGING SERVICES	FE	\$1,976.40
ADV CORRECTIONAL HEALTHCARE IN	FE	\$428.40	MILLER SEED SUPPLY COMPANY INC	SU	\$2,346.00
ADVANCED OFFICE AUTOMATION INC	SU	\$648.87	MIPS INC	FE	\$1,237.41
AFFORDABLE INTERNET SOLUTIONS	UT	\$64.99	MOTIVATE 2 COMMUNICATE, LLC	FE	\$1,377.50
AMER SAFETY AND HEALTH INSTITUT	FE	\$44.95	MOTOROLA	FE	\$50,754.00
AMERITAS LIFE INSURANCE CORPOR	FE	\$29,575.56	NAT’L EMERGENCY NUMBER ASSOC	FE	\$200.00
APPLIED CONCEPTS INCORPORATED	FE	\$2,949.00	NAVIS,DAWN	FE	\$157.50
ART ON DISPLAY	FE	\$740.00	NE ASSOCIATION OF COUNTY CLER	FE	\$200.00
BEAR GRAPHICS INC	SU	\$204.21	NE ASSOCIATION OF COUNTY OFFI	FE	\$100.00
BEAVER HARDWARE	SU	\$589.54	NE ASSOCIATION OF TRANSPORTAT	FE	\$105.00
BLACK HILLS ENERGY	UT	\$2,142.89	NE EMERGENCY SERVICE COMMUNIC	FE	\$400.00
BLUE RIVER ELECTRIC LLC	SE	\$3,661.60	NE HEALTH AND HUMAN SERVICES	FE	\$90.00
BOBS MOBIL	SE	\$109.40	NE LAW ENFORCEMENT TRAINING C	SE	\$110.00
CAMPBELL CLEANING BY ECES INC	SE	\$2,457.50	NEBRASKA PUBLIC POWER DISTRICT	UT	\$118.35
CARD SERVICES	FE	\$629.03	NEBRASKA TRAVEL ASSOCIATION	TR	\$210.00
CBM FOOD SERVICE	SE	\$13,932.03	NEBRASKA.GOV	FE	\$12.00
CEDARS	FE	\$975.00	NEOPOST USA INC	SE	\$203.94
CENTEC CAST METAL PRODUCTS	FE	\$1,208.25	NMC EXCHANGE	FE	\$602.00
CENTRAL SAND GRAVEL COMPANY	SU	\$4,566.65	NORRIS PUBLIC POWER DISTRICT	UT	\$1,585.20
CHEMSEARCH	SE	\$350.00	NOVAK,CONNIE	SE	\$150.00
CITY OF SEWARD	FE	\$8,631.09	OFFICE DEPOT	SU	\$719.38
CIVIL AIR PATROL MAGAZINE	SE	\$95.00	OFFICE DEPOT BUSINESS ACCOUNT	SU	\$115.98
CLERK OF THE DIST COURT SEWARD	FE	\$465.00	OFFICENET	SU	\$398.00
COLDIRON,PAT	FE	\$194.91	OKEEFE ELEVATOR COMPANY	RE	\$6,528.00
COMMONWEALTH ELECTRIC CO	SE	\$869.07	OREILLY AUTOMOTIVE INCORPORATED	RE	\$350.27

CONSOLIDATED MANAGEMENT CO	FE	\$139.48	ORKIN LLC	SE	\$1,257.12
CONTINUUM	FE	\$1,130.24	OWENS EDUCATIONAL SERVICES INC	FE	\$140.00
COOKS CORRECTIONAL	FE	\$1,721.09	PAC N SAVE	SE	\$271.51
CROSS CREEK ANIMAL HEALTH CTR	SE	\$407.50	PAPER TIGER SHREDDING	SE	\$30.00
CULLIGAN	SE	\$13.25	PARAMOUNT LINEN UNIFORM RENTAL	SE	\$138.76
DAMMAN,GREGORY,C	SE	\$3,187.25	PENNERS TIRE AUTO INC	RE	\$99.68
DELL MARKETING L P	EQ	\$2,404.60	PETERSEN,C,JO	FE	\$464.99
DENNIS SUPPLY	SU	\$1,072.80	PETTY CASH FUND	FE	\$440.54
DUGAN PRINTING & PROMO LLC	SE	\$936.15	PLAINS EQUIPMENT GROUP	EQ	\$4,500.00
E NINE ONE ONE	FE	\$32,549.50	PLANET TECHNOLOGIES	FE	\$691.65
EAKES OFFICE PLUS	EQ	\$4,182.93	POLLACK AND BALL LLC	FE	\$380.00
EGAN SUPPLY CO	SU	\$2,561.29	PURFOODS LLC DBA MOMS MEALS	SE	\$121.17
ELECTION SYS AND SOFTWARE INC	FE	\$5,207.43	QUALITY INN AND CONFERENCE CENTER	TR	\$546.00
ELECTION WORKERS	FE	\$10,478.18	RADIOLOGY ASSOCIATES P C	FE	\$400.00
ENCARTELE INCORPORATED	FE	\$4,020.83	RAMADA INN KEARNEY	TR	\$680.00
EQUIFAX WORKFORCE/TALX CORP	FE	\$126.30	RDO TRUCK CENTER COMPANY	RE	\$462.65
FAIRBURY JOURNAL NEWS	FE	\$51.40	RED PATH GALLERY	FE	\$166.91
FARMERS COOPERATIVE	SE	\$48,000.29	REDIGER AUTOMOTIVE	RE	\$148.66
FASTENAL COMPANY	SU	\$660.65	REDWOOD TOXICOLOGY LAB INC	SE	\$729.00
FEHLHAFERS INC	SU	\$20.00	REGION FIVE SERVICES	FE	\$2,484.58
FIRST WIRELESS, INC	UT	\$5,955.22	RHOMAR INDUSTRIES INC	FE	\$1,219.64
FLAGZ AT THE BRAND	FE	\$1,173.00	RIEKENBERG, KRIS	FE	\$370.50
G P DEVELOPMENT LANDFILL	SE	\$15.25	RIXSTINE RECOGNITION	SE	\$12.50
GALLS LLC	EQ	\$337.33	RODEWAY INN	TR	\$263.85
GENERAL FIRE SAFETY EQUIPMENT CO	EQ	\$240.95	RR DONNELLEY	FE	\$141.47
GEOCOMM INCORPORATED	FE	\$1,127.00	SACK LUMBER	SU	\$47.49
GIS WORKSHOP INC	FE	\$12,910.25	SCHAEFER CONCRETE LLC	SE	\$1,150.00
GOODWIN TUCKER GROUP	FE	\$751.22	SECRETARY OF STATE - ELECTIONS	FE	\$10.00
GRAHAM TIRE LINCOLN NORTH	RE	\$611.30	SEWARD AGING SERVICES	FE	\$2,268.30
GREAT PLAINS COMMUNICATIONS	UT	\$403.95	SEWARD CO ATTY DRUG FUND 2410	FE	\$35,270.25
GUARDIAN RFID	UT	\$3,610.00	SEWARD CO ATTY STATE DRUG ED FUND	FE	\$2,800.00
H S PLUMBING HEATING INC	RE	\$234.77	SEWARD COUNTY BRIDGES INC	FE	\$3,348.00
HAGERTY, SHAWN	FE	\$75.00	SEWARD CO CHAMBER & DEVELOPMENT	FE	\$510.00
HAMPTON INN	TR	\$371.80	SEWARD COUNTY COURT	FE	\$722.50
HEARTLAND TIRES & TREADS INC	RE	\$1,369.10	SEWARD COUNTY HEALTH CLAIM FUND	FE	\$165,497.39
HELMINK PRINTING	SE	\$1,025.00	SEWARD COUNTY INDEPENDENT	SE	\$3,219.02
HOMETOWN LEASING	FE	\$640.48	SEWARD COUNTY PUBLIC TRANSIT	FE	\$48.00
HOTSY EQUIPMENT CO	SU	\$243.54	SEWARD COUNTY ROAD FUND	FE	\$595,288.00
HUSKER AUTO GROUP INC	RE	\$55,386.00	SEWARD COUNTY SHERIFF DEPARTMENT	FE	\$18.50
HYDRAULIC EQUIPMENT SERVICE INC	RE	\$112.76	SEWARD CO SHERIFF JUSTICE FUNDS	FE	\$101,552.75
INDOFF INCORPORATED	SU	\$979.30	SEWARD CO SHERIFF TREASURY FUND	FE	\$1,972.82
JEO CONSULTING GROUP INCORPOR	SE	\$1,137.50	SEWARD CO SHERIFF UNCOLLECTED F	FE	\$104.00
JOAKIM,JENNIFER	FE	\$1,064.54	SEWARD COUNTY TREASURER	FE	\$727.47
JOHN DEERE FINANCIAL	FE	\$413.44	SEWARD LUMBER HOME CENTER	SU	\$588.55
JOHNSON SAND AND GRAVEL	SU	\$8,262.60	SITE ONE LANDSCAPE	FE	\$341.12
JONES AUTOMOTIVE	RE	\$18,295.88	SLEUTH SOFTWARE	FE	\$11,319.00
JONES NAT'L BANK AND TRUST CO	FE	\$119,151.25	SOARIN GROUP, LLC	SE	\$5,576.00
JONES NAT'L BANK TRUST COMPANY	FE	\$30,370.32	SOFTWARE UNLIMITED CORPORATION	FE	\$2,268.00
JUSTICE DATA SOLUTIONS INCORPOR	FE	\$2,200.00	SPEECE LEWIS ENGINEERS INC	SE	\$1,764.03
KIMBLE,DAVID	SE	\$361.00	STATE OF NEBRASKA CENTRAL FINANCE	FE	\$85.64
KINER SUPPLY COMPANY	FE	\$1,351.86	STATE OF NEBRASKA ST ACCOUNTING	FE	\$1,152.00
KONICA MINOLTA BUS SOLUTIONS	FE	\$79.69	THE CHANGE COMPANIES	FE	\$1,402.88
KONICA MINOLTA PREMIER FINANCE	FE	\$108.45	TIME WARNER CABLE	UT	\$322.33
KRALIK,CAROL,M,TRUSTEE	FE	\$140.00	TOP QUALITY GLOVES	EQ	\$97.60
KTMX-FM	FE	\$525.00	TRUAX PATIENT SERVICES	FE	\$3,300.00
LANCASTER COUNTY CLERK	FE	\$630.00	UNITED STATES POST OFFICE MILFORD	FE	\$30.00
LANCASTER COUNTY SHERIFF	SE	\$48.33	UNIVERSITY OF NEBRASKA	FE	\$48,412.02
LAUBER FUNERAL SERVICE INCORP	SE	\$2,600.00	UNL ITS COMMUNICATIONS CENTER	FE	\$110.30
LEES REFRIGERATION	RE	\$435.63	USPS	FE	\$1,000.00
LINCOLN COUNTY SHERIFF	SE	\$14.63	UTICA AGING SERVICE	FE	\$2,078.20
LYNN PEAVEY COMPANY	FE	\$64.20	VANGUARD APPRAISALS INCORPORATED	UT	\$7,200.00
MAILFINANCE	FE	\$243.39	VERDIN COMPANY	FE	\$251.25
MANATRON INC	FE	\$3,058.65	VERIZON WIRELESS	UT	\$3,977.67
MARTIN MARIETTA MATERIALS	FE	\$5,148.23	VILLAGE OF GARLAND	FE	\$50.43
MATHESON TRI-GAS INC	SU	\$321.38	VILLAGE OF UTICA	FE	\$45.56
MATZKE,HOLLY	SE	\$144.00	VIRTUAL IMPRESSIONS INCORPORATED	UT	\$20.00
MAXIMUS INC	FE	\$2,600.00	VISA	FE	\$3,585.66

MCKESSON MEDICAL SURGICAL	SU	\$1,297.55	WALMART COMMUNITY BRC	FE	\$749.95
MEDICAL ENTERPRISES INC	SU	\$70.00	WATCH GUARD VIDEO	SE	\$4,880.00
MEMORIAL HEALTH CARE SYS CLINIC	SE	\$64.00	WELLS FARGO FINANCIAL LEASING	FE	\$198.15
MEMORIAL HEALTH CARE SYS HOSPIT	SE	\$2,660.20	WINDSTREAM	UT	\$2,836.59
MERLES GARDEN CENTER	SU	\$79.61	WOODHAVEN COUNSELING ASSOC., INC.	FE	\$365.00
MEYER AUTOMOTIVE INCORPORATED	RE	\$139.31	WURM,SUE, COURT REPORTER	SE	\$69.99
MID AMERICAN BENEFITS INC FLEX	FE	\$144.50	3RD MILLENNIUM CLASSROOMS	FE	\$60.00
MID AMERICAN INSUR GROUP INC	FE	\$37,527.82	SALARIES	FE	\$438,939.61
MIDWEST AUTO PARTS	RE	\$573.96	GROSS SALARIES INCLUDE DEDUCTIONS TO:		
MIDWEST OFFICE AUTOMATION	SU	\$51.99	AFLAC		
MIDWEST RIGHT OF WAY SERV INCOR	FE	\$4,682.07	COLONIAL SUPPLEMENT INSURANCE		
MIDWEST SERVICE SALES CO INC	FE	\$5,568.30	MID AMERICAN CO WISCONSIN		
MIDWEST SPECIAL SERVICES	FE	\$2,619.00	PRINCIPAL LIFE INSURANCE CO-SBD		
MILFORD AGING SERVICES	FE	\$1,976.40	PRINCIPAL LIFE GROUP VISION		
			WADDELL & REED		

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

Commissioners Reports:

Commissioner Culver reported he attended the Safety and Personnel Committee meetings, met with constituents, and reviewed claims.

Commissioner Fleischman reported she attended the Personnel Board, met with some department heads and dealt with various email correspondences.

Commissioner Gausman reported that he had talked to a constituent about an abandoned cemetery project, met with Highway Supt. and Veterans Service Officer, reviewed claims, and attended a Memorial Day Service.

Commissioner Garske reported she attended to email correspondences.

Commissioner Glawatz reported he attended a salary committee meeting, and dealt with various correspondences.

Moved by Garske and seconded by Fleischman to accept the Sheriff Fee and Mileage Report for April 2018 in the amount of \$1,091.00 and \$737.10 respectively.

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

Commissioner Glawatz reported that a tentative budget for E911 for Fiscal Year 2018-2019 was submitted to the other members of the board. Barb Liska, E911 Director gave information on the budgeting and some changes she is planning in her budgeting process.

Chairman Glawatz led discussion on the Salary Committee Recommendation item on the agenda. He read the following statement:

Competitive and comparable salaries are very important to the Seward County Board. The board has commissioned a salary comparison study with Morrow and Associates. Due to delays beyond the County's control, the final product will not be completed in time for the 2018/2019 budget process. We will continue to take active efforts to get the study completed and determine if we need to update our step plan process. In the meantime, officials are to use the current step plan that we already have in place for the 2018/2019 budget. After a performance evaluation, those employees meriting a raise should move 1 step on the wage grid. If an employee is between steps, then they should receive a 2% raise (which is the equivalent to 1 step) on the plan. We will continue to update the Officials and the employees once the study is completed. He also stated that Seward County has not expended any funds for this study.

He stated the Salary Study Committee met last week and said that after reviewing the study given to them, they are not able to work with the information. Glawatz also said the committee is continuing to work on the salary study and have that information within the next couple of months.

Fleischman said she is working on trying to incorporate the length of time of employees into the step plan proposal.

Ashley Standley, HR Assistant talked to the Commissioners about a 3 year renewal with Planet Technologies for county emails. The increase is \$.29 per license per month which will increase the cost of most licenses to \$3.52 per license per month. Some licenses are more because of the "level" of a license. Email addresses with a higher level have more applications in use which equates to more cost.

Standley also discussed the By-Laws for the Personnel Board as recommended by the Personnel Committee. Fleischman also commented on the By-Laws since she is a member of the Personnel Committee. Fleischman stated she had emailed the By-laws to the Board earlier in the morning. Since the Commissioners did not get a chance to look through everything, the item will be on next week's agenda for a decision.

Georgia Stockley, Highway Supt. submitted a right of way request for the Commissioners consideration.

Moved by Garske and seconded by Gausman to approve the right of way request for Cole Anderson in the NW ¼ of Section 17, Township 9 North, Range 2 East of the 6th p.m.

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

Schweitzer led discussion on the budget preparation item on the agenda. She stated she had sent emails to the Commissioners last week about the various information that the Dept. heads are to submit with their budgets. She also asked if there was anything else the Commissioners wanted as far as more information with the budget submissions, they are to let her know.

In regard to the Commissioner Room Remodel item on the agenda, Culver reported that he had talked to Grimes Construction and that things should be ready to install in the next week.

Known items on the agenda for Board of Commissioners on June 5, 2018 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 29, 2018

Other Business Matters to Address When Time Allows

5. Commissioner's Reports
6. Discuss/Action - Commissioner Room Remodel

9:00 a.m. Discuss/Action - IT Update

9:30 a.m. Discuss/Action – By-Laws of Seward County Personnel Board

Moved by Fleischman and seconded by Gausman to adjourn at 9:38 a.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 5th day of June 2018.

County Clerk

Chairperson