

November 26, 2019

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 November 26, 2019 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 November 26, 2019 at 8:30 a.m.

Present: Chairperson: John Culver
Members: Bob Vrbka, Ken Schmieding, Becky Paulsen
County Clerk: Sherry Schweitzer
County Assessor: Marilyn Hladky
Absent: Mike Mundhenke

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 Paulsen and seconded by Vrbka to approve the minutes of November 12, 2019.
Affirmative Vote: Paulsen, Vrbka, Schmieding, Culver Motion Carried

Hladky updated the Commissioners on activities of her office.

Known items on the agenda for Board of Equalization on December 10, 2019 are as follows:

8:30 a.m.

1. Convene and announce Open Meetings Law
2. Pledge of Allegiance
3. Discuss/Action - Approve minutes of November 26, 2019
4. Discuss/Action – Assessor Information Update

Moved by Vrbka and seconded by Paulsen to adjourn at 8:46 a.m.

Affirmative Vote: Vrbka, Paulsen, 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 10th day of December 2019.

County Clerk

Chairperson

November 26, 2019

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 November 26, 2019 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 November 26, 2019

Present: Chairperson: John Culver
Members: Bob Vrbka, Ken Schmieding, Becky Paulsen,
County Clerk: Sherry Schweitzer
Absent: Member: Mike Mundhenke

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.

Commissioner Culver stated that he suggested a change in the first paragraph of the minutes where it states board of "Equalization" should be Board of "Commissioners."

Moved by Vrbka and seconded by Paulsen to approve the minutes of November 19, 2019 as amended with the above change as noted by Chairman Culver.

Affirmative Vote: Vrbka, Paulsen, Schmieding, Culver Motion Carried

Moved by Vrbka and seconded by Schmieding the minutes of November 22, 2019 as amended with the above change as noted by Chairman Culver.

Affirmative Vote: Vrbka, Schmieding, Paulsen, Culver Motion Carried

Sherry Schweitzer, County Clerk, gave the Commissioners information about their responsibility of setting salaries for the next term of elected officials that will be elected in 2020.

Commissioners reports:

Commissioner Vrbka reported he attended the Upper Big Blue NRD Board meeting last week.

Commissioner Culver reported he attended the Safety Committee meeting, a Blue Valley Community Action meeting, a 911 Board meeting and dealt with various communication.

Commissioner Schmieding reported that he attended a Region V meeting and will attend a Visitors Committee Meeting this coming week. He also corresponded with the Building and Grounds Supt. on several issues and dealt with various correspondences.

Commissioner Paulsen reported she went to a meeting for the Seward County Chamber & Development Partnership, a BRIDGES meeting and dealt with various correspondences.

Sheriff Mike Vance, along with Brea Ehmen, HR Director, presented a job description for the Operation Assistant.

Moved by Paulsen and seconded by Vrbka to approve the job description for Operation Assistant.

Affirmative Vote: Paulsen, Vrbka, Schmieding, Culver

Motion Carried

Moved by Paulsen and seconded by Vrbka to set the Operation Assistant pay at Grade 10 Step 1 and the Grade and Step for the current employee at Grade 10, Step 3 retroactive to 11/12/2019.

Affirmative Vote: Paulsen, Vrbka, Schmieding, Culver

Motion Carried

Moved by Vrbka and seconded by Culver to approve the Surplus Property Disposal Request for the Aging Services.

Affirmative Vote: Vrbka, Schmieding, Paulsen, Culver

Motion Carried

Moved by Paulsen and seconded by Schmieding to approve the Surplus Property Disposal Request for Building & Grounds.

Affirmative Vote: Paulsen, Schmieding, Vrbka, Culver

Motion Carried

Commissioner Paulsen led discussion about County hours and the Commissioner meeting on December 24, 2019. She spoke to the Seward City Clerk who said they are closing at noon on that day. The Board also discussed whether or not to have a meeting on that day.

Moved by Vrbka and seconded by Schmieding to have Seward County offices closed on December 24, 2019.

Affirmative Vote: Vrbka, Schmieding, Paulsen, Culver

Motion Carried

Moved by Schmieding and seconded by Paulsen to have the Commissioners Meeting on December 23, 2019 instead of December 24, 2019.

Affirmative Vote: Schmieding, Paulsen, Vrbka, Culver

Motion Carried

The Commissioners recessed at 9:33 a.m.

The Commissioners re-convened at 9:43 a.m.

Kim Payne, Interim Highway Supt., presented a lease agreement for a skid steer loader for the Commissioners' consideration.

Moved by Vrbka and seconded by Paulsen to adopt Resolution No. 3486 in regard to authorizing the Chairman to sign a lease with Nebraska Machinery for a skid steer loader.

RESOLUTION NO 3486 OF THE
SEWARD COUNTY BOARD OF COMMISSIONERS

WHEREAS, Seward County (the "Governmental Entity"), a body politic and corporate duly organized and existing as a political subdivision, municipal corporation or similar public entity of the State of Nebraska (the "State"), is authorized by the laws of the State to purchase, acquire and lease personal property for the benefit of the Governmental Entity and its inhabitants and to enter into contracts with respect thereto; and

WHEREAS, In order to acquire such equipment, the Governmental Entity proposes to enter into a lease-purchase transaction pursuant to that certain Governmental Equipment Lease-Purchase Agreement (the "Agreement") with Caterpillar Financial Services Corporation, the form of which has been presented to the governing body of the Governmental Entity at this meeting;

NOW THEREFORE, BE IT RESOLVED;

Section 1. Approval of Documents. The form, terms and provisions of the Agreement and all other schedules and exhibits attached thereto are hereby approved in substantially the form presented at this meeting, with such insertions, omissions and changes as shall be approved by counsel of the

Governmental Entity or other members of the governing body of the Governmental Entity executing the same, the execution of such documents being conclusive evidence of such approval; and the persons holding the titles listed below or any other officer of the Governmental Entity who shall have the power to execute contracts on its behalf are hereby authorized and directed to execute, acknowledge, countersign and deliver the Agreement and all exhibits attached thereto, and the Secretary/Clerk of the Governmental Entity is hereby authorized to attest to the foregoing and affix the seal of the Governmental Entity to such documents.

Section 2. Other Actions Authorized. The officers and employees of the Governmental Entity shall take all action necessary or reasonably required by the parties to the Agreement to carry out, give effect to and consummate the transactions contemplated thereby and to take all action necessary in conformity therewith, including, without limitation, the execution and delivery of any closing and other documents required to be delivered in connection with the Agreement.

Section 3. No General Liability. Nothing contained in this Resolution, the Agreement, or any other instrument shall be construed with respect to the Governmental Entity as incurring a pecuniary liability or charge upon the general credit of the Governmental Entity or against its taxing power, nor shall the breach of any agreement contained in this Resolution, the Agreement, or any other instrument or document executed in connection therewith impose any pecuniary liability upon the Governmental Entity or any charge upon its general credit or against its taxing power, except to the extent that the payments payable under the Agreement are special limited obligations of the Governmental Entity as provided in the Agreement.

Section 4. Authorized Signatories. Following are the true names, correct titles and specimen signatures of the incumbent officers referred to in the foregoing resolution:

Adopted this 26th day of November, 2019 at Seward, Nebraska

Absent: Mundhenke

The Board of Commissioners of Seward County

Robert Vrbka, Ken Schmieding, Becky Paulsen, John K. Culver

Board/County Member, Vrbka moved the adoption of said resolution

Member Paulsen seconded the Motion

Roll Call: 4 Yes 0 No 0 Abstained 1 Absent

Resolution adopted, signed and billed as adopted.

Attest: Sherry Schweitzer, Seward County Clerk

Moved by: Vrbka Seconded by: Paulsen
Ayes: Robert Vrbka, Becky Paulsen, Ken Schmieding,
John K. Culver, Chair of Board

Attest: Sherry Schweitzer, Seward County Clerk

11/26/2019

Affirmative Vote: Vrbka, Paulsen, Schmieding, Culver

Motion Carried

Maria Hatfield, Detention Center Director, stated she had been contacted by Merrick County requesting Seward County house inmates for them.

Moved by Schmieding and seconded by Vrbka to authorize the Chairman to sign an Interlocal with Merrick County to house inmates of Merrick County.

Affirmative Vote: Schmieding, Vrbka, Paulsen, Culver

Motion Carried

The Commissioners recessed at 9:49 a.m.

The Commissioners re-convened at 10:00 a.m.

Hatfield and Chelsea Smith, Operations Manager of Sheriff's Dept., presented the Interlocal for a Cooperative Public Safety Project with 4 other counties and 2 cities.

Moved by Vrbka and seconded by Schmieding to authorize the Chairman to sign the Interlocal Agreement for Cooperative Public Safety Software, Hardware and related services by and among the Counties of Butler, Saline, Seward, York and the Cities of Seward and York.

Affirmative Vote: Vrbka, Schmieding, Paulsen, Culver

Motion Carried

The Commissioners recessed at 10:04 a.m.

The Commissioners re-convened at 10:15 a.m.

Ehmen presented a new job description for the Assistant HR Director. Formerly, this job was described as the Payroll Coordinator. She described that over the last couple of years roles in her office have changed and is presenting a new job description because of the changes.

Moved by Paulsen and seconded by Schmieding to modify the Payroll Coordinator job description to Assistant HR Director.

Affirmative Vote: Paulsen, Schmieding, Vrbka, Culver

Motion Carried

Ehmen said that after data was collected, the starting Grade would be Grade 13 Step 1 and Grade 13 Step 3 for the current employee.

Moved by Vrbka and seconded by Paulsen to set the position at Grade 13, Step 1 for the Assistant HR Director position and Grade 13, Step 3 for the current employee.

Affirmative Vote: Vrbka, Paulsen, Schmieding, Culver

Motion Carried

The Board recessed at 10:22 a.m.

The Board re-convened at 10:30 a.m.

Jeff Baker, Veterans Service Office/Public Transit Director, gave a recommendation for the appointment of a member to the Veteran's Service Committee.

Moved by Schmieding and seconded by Paulsen to appoint Tom Sieck to the Veteran's Service Committee.

Affirmative Vote: Schmieding, Paulsen, Vrbka, Culver

Motion Carried

Baker explained information about the older Public Transit bus which had the transmission go out recently. He stated a new transmission would cost around \$6,000. He suggested that the vehicle be listed as surplus and sold as is. He stated he has funds in his sinking fund for a purchase of a different vehicle.

Moved by Paulsen and seconded by Schmieding to approve the Surplus Property Disposal Request for the Seward County Public Transit.

Affirmative Vote: Paulsen, Schmieding, Vrbka, Culver

Motion Carried

Known items on the agenda for Board of Commissioners on December 3, 2019 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 November 26, 2019

Other Business Matters to Address When Time Allows

- 5. Commissioners Reports
- 6. Discuss/Action – Agenda for December 10, 2019

9:00 a.m. Discuss/Action – IT Update

9:30 a.m. Discuss/Action – Hearing – Establishing a uniform policy for awarding plaques, Cert. of Achievements and any other item of value for Seward County Employees

Discuss/Action – Res. - Establishing a uniform policy for awarding plaques, Cert. of Achievements and any other item of value for Seward County Employees

Moved by Vrbka and seconded by Schmieding to adjourn at 10:45 a.m.

Affirmative Vote: Vrbka, Schmieding, Paulsen, 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 3rd day of December 2019.

County Clerk

Chairman