

# Howard County Board Minutes



## HOWARD COUNTY COMMISSIONER'S MINUTES

January 10, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 10<sup>th</sup> day of January, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 4<sup>th</sup> day of January 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Vice-Chairman Hirschman called the meeting to order at 8:30 a.m. Roll Call: Gary Rasmussen, AYE; Kathy Hirschman, AYE; and Jessie Urbanski, AYE. Also present is County Clerk, Brenda Klanecky.

### **Pledge of Allegiance**

Vice-Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

### **Public Comment-** NONE

**Road Discussion**-Highway Superintendent, Janet Thomsen updated the Board on the re-furbishing of Grader 3. The County Bridge Match announcements are to be made on Friday, January 13, 2023. Discussion on a culvert located on Arthur Road. Ms. Thomsen had talked with landowners located by the bridge the County would like to replace with culverts. Discussion on work to be done on Wausa Road south of Highway 92. Ms. Thomsen was asked to check a plugged culvert located at 12<sup>th</sup> and Gordon. Ms. Thomsen and Ray Hurt will be checking on replacement vehicles.

**Mail** – Letter from Willow Rising asking for a monetary donation, NIRMA Magazine and an email from Modernization Sales with an update on the elevator.

### **Unfinished Business** – None

## **REORGANIZATIONAL MEETING**

County Clerk, Brenda Klanecky acting as Chairman Sine dine asked for nominations for the Board Chairman for the year 2023. Motion was made by Rasmussen and seconded by Urbanski to nominate Kathy Hirschman. Rasmussen made a motion that nominations cease and Urbanski seconded the motion. Roll Call: All Ayes. Chairman Hirschman then asked for nominations for Vice Chairman. Motion was made by Hirschman to nominate Gary Rasmussen and seconded by Urbanski. Roll Call: All Ayes.

**Treasurer Resolutions** - County Treasurer, Jackie Synowski presented two resolutions to the Board for their approval.

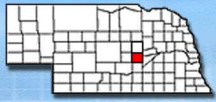
**Resolution 2023-1** allows the Treasurer to deposit in any bank in excess of the capital stock and surplus of the bank, secured by pledges and assets for the bank. Rasmussen made a motion to approve Resolution 2023-1 and Urbanski seconded the motion. Roll Call: All Ayes. **Resolution 2023-2** gives the Treasurer the authority to invest funds in excess of current needs. Rasmussen made a motion to approve Resolution 2023-2 and Urbanski seconded the motion. Roll Call: All Ayes. The Treasurer's semi-annual report was not presented due to program issues. The Treasurer will present at the next meeting.

**County Appointments**- The County Board went through the list of appointments of Committees as follows:

## **HOWARD COUNTY APPOINTMENTS – 2023**

Region III Governing Board

Jessie Urbanski

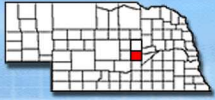


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Mid Plains Center for Mental Health	Jessie Urbanski
Midland Area for the Aging	Kathy Hirschman
Central NE Community Action Partnership	Gary Rasmussen
Mid NE Individual Services	Jessie Urbanski
County Health Board	Dr. Chris Tomhave Sheriff Tom Busch Clerk Brenda Klanecky
Central Community College	Kathy Hirschman
Loup Central Regional Landfill	Kathy Hirschman
ADA Advisory Board	Kathy Hirschman
Central NE Joint Housing Authority	Gary Rasmussen
Grievance Committee	All County Commissioners
Planning and Zoning	Ron Kulwicki (25) Terry Spilinek (25) Randy Kauk (25) Dave Sack (23) Jeff Christensen (23) Ken Kozisek (24) Jack Reimers (24) Daryl Anderson (24) Chris Kosmicki (23)
Board of Adjustment	Dave Boehle (23) Janet Thomsen (23) Mike Nelson (25) Chad Donscheski (23) – Alternate Terry Spilinek (24) Glenn Killion (25)
Safety Committee	Allen Wilshusen Jessica Hancock

HOWARD COUNTY APPOINTMENTS – 2023 (Continued)



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Kay Placke

Lisa Johnson

Jessie Urbanski

Janice Jares

Pat Koperski

Janet Thomsen

Brenda Klanecky

Tom Busch

Melissa Paxton

Jennifer Ostendorf

Cariena Birchard

Tourism & Lodging Committee

Sheila Horak (25)

Evelyn Dvorak (26)

Donna Nielsen (26)

Judy Dugan (25)

Beth Cummings (25)

City/County Communications

Kathy Hirschman

Jessie Urbanski (alternate)

Extension Board

Denise Rathman

Justin Wells

Chandra Kosmicki

Hospital Board

Carol Schroeder

Harriett Steenson

Dan Nielsen

Dave Brehm

Mike Nelson

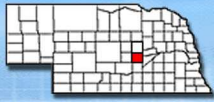
## HOWARD COUNTY APPOINTMENTS – 2023 (Continued)

GIS Steering Committee

Jessie Urbanski

Neal Dethlefs

Tim Aitken



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	Brenda Klanecky
Loup Basin Health Dept. Representative	Gary Rasmussen
Howard County Spirited Citizen	Steven Neal
St. Paul Senior Center, Inc. Board	Gary Rasmussen
Crime Commission Grant Board	Tom Busch
	Dave Schroeder
	Brenda Klanecky
	Kathy Hirschman
Building Committee	Jessie Urbanski
	Brenda Klanecky
South Central Economic Development Rep.	To be announced
Loup Basin RCD Board	Gary Rasmussen
Local Emergency Planning Committee	Jessie Urbanski

The Chairman will be looking for someone to be appointed as the South Central Economic Development to represent the County.

Rasmussen made a motion to approve the County Appointments as discussed. Urbanski seconded the motion. Roll Call: All Ayes.

**Loup Central Landfill Association Resolution 2023-3** - Rasmussen made a motion to approve Resolution 2023-3 to appoint Kathy Hirschman as the representative for Howard County on the Loup Central Landfill Association Board. Urbanski seconded the motion. Roll Call: All Ayes.

**Payroll Designation** – The Board reviewed the current policy regarding pay dates. Motion was made by Hirschman and seconded by Rasmussen to keep the current policy of paying payroll on the last working day of the month. Roll Call: All Ayes.

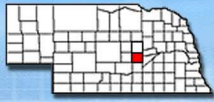
**County Engineer** – The County received a letter from Lance Harter asking to re-appoint Oak Creek Engineering as the County Engineer. Rasmussen made a motion to approve Oak Creek Engineering as the County Engineer and seconded by Urbanski. Roll Call: All Ayes.

**Fair Labor Law** - Rasmussen made a motion and seconded by Urbanski that the County abides by the Fair Labor Law. Roll Call: All Ayes.

**Highway Superintendent** – Rasmussen made a motion to re-appoint Janet Thomsen as Highway Superintendent and seconded by Urbanski. Roll Call: All Ayes.

**Emergency Manager** - Rasmussen made a motion to re-appoint Allen Wilshusen as Emergency Manager and seconded by Urbanski. Roll Call: All Ayes.

**Planning and Zoning Administrator** - Rasmussen made a motion to re-appoint Cherri Klinginsmith as Administrator seconded by Hirschman. Roll Call: All Ayes.



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**Meeting Dates** – The second meeting in February has been changed due to processing of payroll at a previous meeting. The December 26, 2023, meeting will need to be changed due to being a County holiday. Commissioners agreed to change the December 26, 2023 meeting to December 27, 2023. Rasmussen made a motion to approve the Meeting Dates as presented with the change of the second meeting in December. Urbanski seconded the motion. Roll Call: All Ayes.

**Bank Depositories** –

Boelus State Bank	Boelus, NE
Homestead Bank	St. Paul, NE
Citizens Bank & Trust	St. Paul, NE
Heritage Bank	St. Paul, NE
NPAIT	Lincoln, NE

Motion was made by Rasmussen to approve the five banks as listed and seconded by Urbanski. Roll Call: All Ayes.

**County Medical Provider** – Hirschman made a motion to approve all doctors at the Howard County Medical Center as Official County Doctors. Rasmussen seconded the motion. Roll Call: All Ayes.

**County Paper and County Website** – Motion was made by Rasmussen and seconded by Hirschman that the Phonograph Herald is named the Official County Paper and the County’s Website the Official Website. Roll Call: All Ayes.

**Contractors** - Motion was made by Hirschman and seconded by Rasmussen that all contractors will file their proof of liability insurance with the County Clerk’s office for any County work to be done. Roll Call: All Ayes.

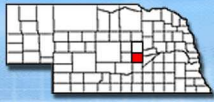
**County Burial** - Motion was made by Hirschman and seconded by Rasmussen that the County will pay \$750.00 for both burial and cremations and will be buried only in the County lots. Roll Call: All Ayes.

**Fuel Providers** -

Agricultural Services	Boelus, NE
Aurora Coop	Dannebrog, NE
Aurora Coop	St. Paul, NE
Casey’s General Store	St. Paul, NE
Charlie’s Station of Elba LLC	Elba, NE
Jim’s Truck Stop	St. Paul, NE
K & B Kwik Stop	St. Paul, NE
Pump and Pantry	St. Libory, NE
Pump and Pantry	St. Paul, NE

Urbanski made a motion to approve the fuel providers as listed and seconded by Hirschman. Roll Call: Rasmussen-Abstain, Hirschman-Aye and Urbanski-Aye. Motion passed.

**Gravel Providers** –



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Central Sand and Gravel	Grand Island, NE
Hooker Bros.	Grand Island, NE
Island Land Handlers Inc.	Grand Island, NE
Liberty Sand and Gravel	Elba, NE
Mid-Nebraska Aggregate Inc.	Grand Island, NE
Ulrich Gravel Inc.	Ord, NE

Urbanski made a motion to approve the gravel providers as listed and Hirschman seconded the motion. Roll Call: All Ayes.

## **2023 County Holidays –**

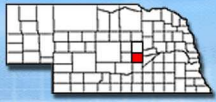
New Years Day	Monday, January 2, 2023
Martin Luther King Jr. Day	Monday, January 16, 2023
President’s Day	Monday, February 20, 2023
Memorial Day	Monday, May 29, 2023
Independence Day	Tuesday, July 4, 2023
Labor Day	Monday, September 4, 2023
Columbus Day	Monday, October 9, 2023
Veteran’s Day	Friday, November 10, 2023
Thanksgiving Day	Thursday, November 23, 2023
Day After Thanksgiving	Friday, November 24, 2023
Christmas Day	Monday, December 25, 2023
Christmas Holiday	Tuesday, December 26, 2023
New Years Day	Monday, January 1, 2024

Motion made by Rasmussen and seconded by Urbanski to approve the 2023 County Holidays as listed. Roll Call: All Ayes.

Present Financial Statement Books ending June 30, 2022 from Contryman Associates PC to Board. Each Commissioner received a copy of the Financial Statement Book and a copy is also kept in the Clerk’s office.

**Rural Nebraska Historic Preservation Grant Program** – Information regarding this grant was received from Berggren Architects. The Clerk had a chance to review the webinar and it appears the front step replacement project on the Courthouse would qualify. The County would have a 10% match which can’t come from federal funds such as the ARPA funds. The deadline is March 1<sup>st</sup> to apply. Rasmussen made a motion that the Clerk apply for the Grant and seconded by Urbanski. Roll Call: All Ayes.

**Tire Quote for County Pickup** - The quote is for the Dodge pickup that Pat Koperski drives for County business. Kathy Hirschman obtained quotes from the two tire businesses in St. Paul. T.O. Haas had the low bid for a total of \$715.00.



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Rasmussen made a motion to approve the low bid from T.O. Haas for \$715.00 and seconded by Urbanski. Roll Call: All Ayes.

**Public Hearing-Zoning Regulations for Revisions to the Matrix** – Urbanski made a motion to open the Public Hearing at 10:00 a.m. and seconded by Rasmussen. Roll Call: All Ayes. Cherri Klinginsmith, Zoning Administrator presented the amendments of Zoning Regulations for revisions to the Matrix.

1. Dwelling, accessory use – removed wording “to farming operation” added “(ADU’s)” – C for Conditional Use.
2. Dwelling, Single-family attached – added C for Conditional Use.
3. Dwelling, two-family – removed wording non-ag – C for Conditional Use.

After discussion, Rasmussen made a motion to close the hearing at 10:08 a.m. and seconded by Urbanski. Roll Call: All Ayes.

Rasmussen made a motion to approve **Resolution 2023-4**, amending certain sections of the Howard County Nebraska Zoning Regulations and seconded by Urbanski. Roll Call: All Ayes.

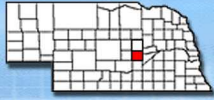
**Public Hearing – Conditional Use Permit – Carol Dixson** - Rasmussen made a motion to open the Public Hearing at 10:15 a.m. and seconded by Urbanski. Roll Call: All Ayes. Ms. Klinginsmith and Carol Dixson were present to discuss the conditional use permit for Mrs. Dixson for a single family attached dwelling. Urbanski made a motion to close the hearing at 10:04 a.m. Rasmussen seconded the motion. Roll Call: All Ayes. Motion was made by Rasmussen to approve the conditional use permit for Carol Dixson and seconded by Urbanski. Roll Call: All Ayes.

**Rob Schultz-Resolution Weed Superintendent and review and sign NDA State Reports** – Rob Schultz was present to review and sign the NDA State Reports. Also discussed were the activities for the past year. Mr. Schultz provided reading material for the Board. Mr. Schultz also presented **Resolution 2023-5**, Delegating Authority to the Weed Control Superintendent. Rasmussen made a motion to approve **Resolution 2023-5** Delegating Authority to the Weed Control Superintendent and also to approve the signing of the Nebraska Department of Agriculture report, seconded by Urbanski. Roll Call: All Ayes.

A brief break was taken by the Board.

**Emergency Manager Update** - Allen Wilshusen, Howard County Emergency Manager updated the Board on his activities. Mr. Wilshusen had taken classes in October and is now basic emergency manager qualified. Other items were the EMPG Grant, American Rescue Plan Act, Code Red, AED’s for the courthouse, communications building, and the County shops, fire extinguishers, advanced CPR, the tower at Little Sherman generator issues and applying for grants to dispose of electronics, scrap tires and hazardous materials. Mr. Wilshusen had received quotes on AED’s from American AED and had a grant approved to cover a portion of the costs of the AED’s. The cost was \$6600.00 for six AED’s. The Grant would reimburse \$500.00 per AED. Rasmussen made a motion to approve the purchase of six AED’s for \$6600.00 to be taken from the Misc-Misc fund, County to be reimbursed \$500.00 per unit through a Grant. Seconded by Urbanski. Roll Call: All Ayes.

**Electronic Systems – Fire Alarm System – Curt Bennett** –Curt Bennett was present to discuss the upgrade of the fire alarm panel, smoke detectors and horn strobes to the public restrooms to be ADA compliant. Electronic Systems is no longer able to get replacement parts to repair the current fire alarm panel. Also, discussion was held on the Elevator Update Contract and whether the Fire Panel update expenses were included in the contract. Mr. Bennett stated that the Fire Marshall would also need to be contacted on the update. The Board agreed unanimously to have Mr. Bennett put together a quote with all of the updates discussed to bring back before the Board.



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**Consent Agenda** - Motion was made by Rasmussen and seconded by Urbanski to approve the Commissioners Meeting Minutes and Board of Equalization Minutes for 12/27/2022, Treasurer's Report, Clerk's Report and Claims in the amount of \$192,491.22. Roll Call: All Ayes.

**Executive Session** - Motion was made by Rasmussen and seconded by Urbanski to go into Executive Session to discuss possible litigation at 12:13 p.m. Roll Call: All Ayes. Hirschman stated the Board was going into Executive Session to discuss possible litigation at 12:13 p.m. Those present in Executive Session are Rasmussen, Hirschman, Urbanski and County Clerk, Brenda Klanecky.

Motion was made by Rasmussen and seconded by Urbanski to come out of Executive Session at 12:27 p.m. Roll Call: All Ayes. No Action taken.

**Executive Session** – Motion was made by Rasmussen and seconded by Urbanski to go into Executive Session to perform employee evaluations at 12:33 p.m. Roll Call: All Ayes. Hirschman stated the Board was going into Executive Session to perform employee evaluations at 12:33 p.m.

Motion was made by Rasmussen and seconded by Urbanski to come out of Executive Session at 2:09 p.m. Roll Call: All Ayes. No action taken.

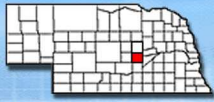
There being no further business to come before the Board, motion was made by Hirschman, seconded by Urbanski to adjourn the meeting at 2:09 p.m. Roll Call: All Ayes. Meeting adjourned. The next regular meeting of the Howard County Board of Commissioners will be January 24, 2023.

Dated this 10th day of January, 2023.

Kathy Hirschman  
Howard County Commissioners

ATTEST:

Brenda Klanecky  
Howard County Clerk



# Howard County Board Minutes



## HOWARD COUNTY COMMISSIONER'S MINUTES

January 24, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 24<sup>th</sup> day of January, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 18<sup>th</sup> day of January 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 8:30 a.m. Roll Call: Gary Rasmussen, AYE; Kathy Hirschman, AYE; and Jessie Urbanski, AYE. Also present is County Clerk, Brenda Klanecky.

### **Pledge of Allegiance**

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

### **Public Comment**- None

**Road Discussion**-The refurbished grader is back. Discussed streets in St. Libory. Roads Department purchased a used bucket truck which will come in next month. Discussed inspections on the bucket truck and training the road employees on how to operate the bucket truck. Additional discussion on other roads located within the County.

**Mail** – CNCAP Newsletter and an email from the Adams County Emergency Manager office.

### **Unfinished Business** – None.

**Public Hearing – Twilight Subdivision** – Motion was made by Rasmussen and seconded by Urbanski to open the public hearing at 9:00 a.m. Roll Call: All Ayes. Cherri Klinginsmith, Planning and Zoning Administrator and Jose Avila were present to discuss the subdivision with the Commissioners.

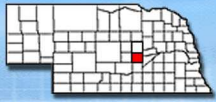
Motion was made by Rasmussen and seconded by Urbanski to close the public hearing at 9:10 a.m. Roll Call: All Ayes. Motion was made by Urbanski and seconded by Rasmussen to approve the Twilight Subdivision. Roll Call: All Ayes.

**NECLASS Resolution 2023-6** - County Treasurer, Jackie Synowski presented a resolution to the Board to authorize the Treasurer to invest funds into the Nebraska Cooperative Liquid Assets Securities System Trust (NECLASS) at her discretion. Urbanski made a motion to approve Resolution 2023-6 and Rasmussen seconded the motion. Roll Call: All Ayes.

**2-SDL Approvals-Miretta Vineyards & Winery Inc.**-Two Special Designated License applications were received from Miretta Vineyards & Winery Inc. for events scheduled on February 10-11, 2023, and February 14, 2023. Rasmussen made a motion to approve the two Special Designated License applications as presented and Urbanski seconded the motion. Roll Call: All Ayes.

**Appointment to South Central Economic Development Representative** – Motion was made by Urbanski and seconded by Rasmussen to approve Laura Berthelsen to represent Howard County as the South Central Economic Development Representative. Roll Call: All Ayes.

**Fire Alarm Panel Update** – Two Proposals were received from Electronic Systems, Inc. to replace the Fire Alarm Panel, add pull stations by each building exit, re-connect all sprinkler zones, install and program all relay modules on new elevator and add an annunciator. Price-\$18,186.00 includes all equipment, cable and labor to install and test. The



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second proposal included replacing existing horn/strobes with new ADA compliant devices and add strobes in 2 public restrooms on main floor and add horn/strobes by all exits. These items were recommended by the State Fire Marshall. Price-\$6,053.00 includes all equipment, cable and labor to install and test. Motion was made by Rasmussen and seconded by Urbanski to approve both proposals and use ARPA funds to pay for the project. Roll Call: All Ayes.

**Assessor's Overhead Door Repair** –Neal Dethlefs and Pat Koperski, were present to discuss the repair of the Assessor's Overhead Door. Board had received a previous proposal dated July, 2022, to replace the whole door and it had been approved. Overhead Door was contacted on the status last week. It was determined that the whole door didn't need to be replaced. Overhead is to send a new proposal by the end of the week on the cost to repair the current door.

**Treasurer's Semi Annual Report** - Treasurer, Jackie Synowski presented the Semi Annual Report to the Commissioners. Treasurer answered the Board's questions regarding the report.

**Compensation for Courthouse Closures** – Urbanski made a motion that when the Courthouse closes due to weather, County employee snow hours can be made up with vacation time if the employee chooses. Rasmussen seconded the motion. Roll Call: All Ayes.

Rasmussen made a motion that Holidays count as time worked and any time over 40 hours is paid overtime effective January 15, 2023. Urbanski seconded the motion. Roll Call: All Ayes.

**Jerry Thompson- IBEW-Memorandum for clarification of the dates when new wages go into effect. Employee reviews by 15<sup>th</sup> of January-** After discussion, Urbanski made a motion to add an addendum to the Agreement between the Howard County Roads Workers and the County of Howard, Nebraska. Effective January 24, 2023, yearly pay scales will take effect July 1<sup>st</sup> of each year. Yearly performance reviews will be given by January 15th. Rasmussen seconded the motion. Roll Call: All Ayes.

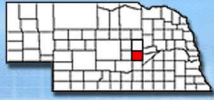
**Closed Session – Possible Litigation** – Motion was made by Rasmussen and seconded by Urbanski to go into Closed Session to discuss possible litigation at 9:50 a.m. Roll Call: All Ayes. Hirschman stated the Board was going into Closed Session to discuss possible litigation at 9:50 a.m. Those present in Closed Session are Rasmussen, Hirschman, Urbanski and County Clerk, Brenda Klanecky.

Motion was made by Rasmussen and seconded by Urbanski to come out of Closed Session at 10:31 a.m. Roll Call: All Ayes. Motion was made by Urbanski and seconded by Rasmussen to pay the Internal Revenue Service regarding payroll taxes and forms the following amounts for failure to file penalty, failure to pay penalty and interest charges for the 4<sup>th</sup> Quarter of 2021 (\$25,489.71), 1<sup>st</sup> Quarter of 2022 (\$30,959.80) and the 2<sup>nd</sup> Quarter of 2022 (\$34,167.45) for a total of \$90,617.45. Payments are to come out of the ARPA fund. Roll Call: All Ayes.

Motion was made by Urbanski and seconded by Rasmussen to contract with Almquist, Maltzahn, Galloway & Luth to file an abatement letter for reduction in penalties on behalf of Howard County and authorizing Tim Vaughn to speak on behalf of Howard County with the IRS regarding the penalties. Roll Call: All Ayes.

**Closed Session – Job Applications – Possible Action-** Rasmussen made a motion to go into Closed Session to review job applications at 11:23 a.m. and seconded by Urbanski. Roll Call: All Ayes. Hirschman stated the Board was going into Closed Session to discuss job applications at 11:23 a.m. Those present in Closed Session are Rasmussen, Hirschman, Urbanski and Highway Superintendent, Janet Thomsen.

Rasmussen made a motion to come out of Closed Session at 11:55 a.m. and seconded by Urbanski. Roll Call: All Ayes. Urbanski made a motion and Hirschman seconded to authorize Janet Thomsen and Ray Hurt along with a County Commissioner to conduct job interviews and discuss job duties and bring back a recommendation to the next Board Meeting on February 14, 2023. Roll Call: All Ayes.



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**Consent Agenda** - Motion was made by Rasmussen and seconded by Urbanski to approve the Commissioners Meeting Minutes for 1/5/2023 and 1/10/2023, Sheriff's Report and Payroll and Claims in the amount of General- \$214,976.98 and Roads- \$65,953.76 for a total of \$280,930.74. Roll Call: All Ayes.

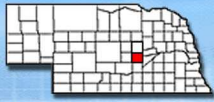
There being no further business to come before the Board, motion was made by Hirschman and seconded by Urbanski to adjourn the meeting at 12:00 p.m. Roll Call: All Ayes. Meeting adjourned. The next regular meeting of the Howard County Board of Commissioners will be February 14, 2023.

Dated this 24th day of January, 2023.

Kathy Hirschman  
Howard County Commissioners

ATTEST:

Brenda Klanecky  
Howard County Clerk



# Howard County Board Minutes



## HOWARD COUNTY COMMISSIONER'S MINUTES

February 14, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 14<sup>th</sup> day of February, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 8<sup>th</sup> day of February 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 8:30 a.m. Roll Call: Gary Rasmussen, AYE; Kathy Hirschman, AYE; and Jessie Urbanski, AYE. Also present is County Clerk, Brenda Klanecky.

### **Pledge of Allegiance**

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

**Public Comment-** None.

**Road Discussion-** Highway Superintendent, Janet Thomsen was present to discuss the current condition of the County Roads. Roads workers have been very busy trying to remove water and muck from the roads. Also discussed was the use of gravel retrievers. Some improvements have been hindered by mud and frozen roads. Roads will continue to be repaired the best they can until the roads dry out.

**IBEW- Addendum to Agreement-Road Workers-** Motion was made by Urbanski and seconded by Rasmussen to approve an Addendum to Howard County Roads Workers Agreement with the County of Howard under Article 27, "HOURS WORKED Section 1." Holiday hours will be considered as hours worked effective January 1, 2023. Roll Call: All Ayes.

**Mail** – NIRMA Safety Shorts, Email from Doug Cramer regarding safety training, National Opioids Settlement Payment, Email on Elevator Update, NIRMA-Investing in your Leaders Seminar, NIRMA Cyber Liability Insurance, NIRMA Check-Emergency Manager, NIRMA 2022 Annual Report, Zelle Intel.

**Unfinished Business** – Assessor's Overhead Door. No information has been received on when the door will be repaired.

**Public Hearing – Open Gravel and Hauling Bids -** A motion was made by Rasmussen and seconded by Urbanski to open the public hearing at 9:00 a.m. to open gravel and hauling bids. Roll Call: All Ayes. Bids received from:

Hooker Bros. Sand & Gravel Inc.

Liberty Sand & Gravel

Island Landhandlers

Mid-Nebraska Aggregate Inc.

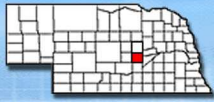
Ulrich Gravel Inc.

Wilson River Bottom Express-Hauling Only

Motion was made by Rasmussen and seconded by Urbanski to close the public hearing at 9:17 a.m. Roll Call: All Ayes.

Motion was made by Urbanski and seconded by Rasmussen to accept all the gravel and hauling bids as presented. Roll Call: All Ayes.

**LATCF Funds Grant-Resolution 2023-7-**Motion was made by Rasmussen and seconded by Urbanski to approve Resolution 2023-7, to follow the State Auditor's recommendation that the County establish a separate fund for the LATCF Funds for the purpose of handling the money, in a new Fund #2585, and that the Howard County Treasurer is to establish a new Fund known as Fund #2585 following Revenue Code 339.25. Roll Call: All Ayes.



# Howard County Board Minutes



**New National Opioids Settlement Grant** - Motion was made by Urbanski and seconded by Rasmussen to have the County Clerk apply for additional funds through the New National Opioids Settlement Grant. Roll Call: All Ayes.

**New IT Security Grant Program** - Motion was made by Urbanski and seconded by Rasmussen to have the County Clerk apply for the New IT Security Grant Program. Roll Call: All Ayes.

**Emergency Manager-Radio** - Emergency Manager, Allen Wilshusen was present to discuss the purchase of a handheld radio which is the same radio as the Sheriff's office purchased to be used by the Emergency Manager to monitor and respond to emergency situations with the fire departments and law enforcement. Urbanski made a motion and seconded by Rasmussen to approve the purchase of a radio for the Emergency Manager. Payment is to be made out of the General Fund as a miscellaneous line item in the amount of \$874.28. Roll Call: All Ayes.

**Public Hearing – Rasmussen & Son Administrative Subdivision** – Motion was made by Rasmussen and seconded by Urbanski to open the public hearing at 10:15 a.m. Roll Call: All Ayes. Cherri Klinginsmith, Planning and Zoning Administrator and Dale and Deb Rasmussen were present to discuss the subdivision with the Commissioners. Motion was made by Rasmussen and seconded by Urbanski to close the public hearing at 10:17 a.m. Roll Call: All Ayes. Motion was made by Urbanski and seconded by Rasmussen to approve the Rasmussen & Sons Administrative Subdivision. Roll Call: All Ayes.

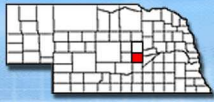
**Conditional Use Permit – Application to install Verizon Wireless Communication Tower** – Motion was made by Urbanski and seconded by Rasmussen to open the public hearing at 10:30 a.m. regarding an Application to install a Verizon Wireless Communication Tower. Roll Call: All Ayes.

Cherri Klinginsmith, Planning and Zoning Administrator and Jeffrey Skinner with Verizon Wireless were present to discuss the Conditional Use Permit with the Commissioners. The tower is to be located two miles north of Dannebrog on 8<sup>th</sup> Avenue. The Permit was approved by the Planning & Zoning Board on November 16, 2022, with a 25 year lease on the condition it was also approved by the FAA. The FAA approved the tower on January 24, 2023. Motion was made by Rasmussen and seconded by Urbanski to close the public hearing at 10:35 a.m. Roll Call: All Ayes. Motion was made by Rasmussen and seconded by Urbanski to approve the Conditional Use Permit to install a Verizon Wireless Communication Tower. Roll Call: All Ayes.

**Single Lot Subdivision – Grateful Ag Subdivision** - Motion was made by Rasmussen and seconded by Urbanski to open a public hearing at 10:45 a.m. Roll Call: All Ayes. Cherri Klinginsmith, Planning and Zoning Administrator and John Swanson were present to discuss the Single Lot Subdivision with the Commissioners.

Motion was made by Rasmussen and seconded by Urbanski to close the public hearing at 10:48 a.m. Roll Call: All Ayes. Motion was made by Rasmussen and seconded by Urbanski to approve the Single Lot Subdivision-Grateful Ag Subdivision as presented. Roll Call: All Ayes.

**Review Compensation for Snow Days re: Courthouse Employees/Employee Handbook** – Several employees were present to discuss when the Courthouse closes due to weather, whether employees should be paid or whether the employees should have to take vacation to make up the hours. In the past, employees had been compensated for the hours the Courthouse was closed. The current dates in question were January 18, 2023, the Courthouse closed at 2:30 p.m. due to snow. On January 19, 2023, the Courthouse opened at 10:00 a.m. No information regarding snow days was found in either the employee handbook or in the union contracts. At the January 24<sup>th</sup> meeting a motion had been made and approved that when the Courthouse closes due to weather, County employee snow hours can be made up with



# Howard County Board Minutes



vacation time if the employee chooses. After discussion, Urbanski made a motion to rescind the motion passed on January 24, 2023, and compensate employees for up to 2.5 hours on January 18, 2023, and up to 2.0 hours on January 19, 2023, not to exceed the hours of employee's regular work day. Rasmussen seconded the motion. Roll Call: All Ayes.

Also discussed was that the Employee Handbook had not been updated in several years. It was decided to have a committee to work on updating the handbook. Neal Dethlefs, Jerry Thompson, Melissa Paxton and Kathy Hirschman agreed to be on the committee.

**Courthouse Telephone System** - The current phone system is no longer able to be updated, repaired or maintained. Urbanski made a motion and Rasmussen seconded the motion to go out for quotes for a new telephone system. Roll Call: All Ayes.

**Radios/Radio Tower – Melissa Paxton** – Sheriff Tom Busch, Head Dispatcher, Melissa Paxton and Aaron Hoffman with Platte Valley were present to discuss moving law enforcement equipment off of a tower owned by Midland Telecom located south of Elba to the County tower. Law Enforcement could use digital and fire frequencies during the transition between towers. The Board asked Mr. Hoffman to provide them with a quote to be discussed at a future meeting.

**Midland Area on Aging – Letter** – Motion was made by Urbanski and seconded by Rasmussen to approve the funding request of Midland Area on Aging in the amount of \$16,609.00 for FY 24 and FY 25. Roll Call: All Ayes.

**Howard County Extension-Annual Report 2022** – Howard County Extension submitted the Annual Report for 2022. The report was reviewed with no action taken.

**Closed Session – Possible Litigation** – Motion was made by Urbanski and seconded by Rasmussen to go into Closed Session to discuss possible litigation at 9:34 a.m. Roll Call: All Ayes. Hirschman stated the Board was going into Closed Session to discuss possible litigation at 9:34 a.m. Those present in Closed Session are Rasmussen, Hirschman, Urbanski and County Clerk, Brenda Klanecky.

Motion was made by Rasmussen and seconded by Urbanski to come out of Closed Session at 9:54 a.m. Roll Call: All Ayes. Motion was made by Rasmussen and seconded by Urbanski to pay the Internal Revenue Service a Penalty Increase-Failure to make a proper federal tax deposit for the 4<sup>th</sup> Quarter of 2021 (\$8,770.25) and 2nd Quarter of 2022 (\$8,896.30) for a total of \$17,666.55. Payments are to come out of the ARPA fund. Roll Call: All Ayes.

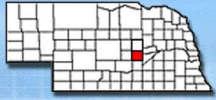
Motion was made by Rasmussen and seconded by Urbanski to contract with Almquist, Maltzahn, Galloway & Luth to file an abatement letter for reduction in penalties on behalf of Howard County and authorizing Tim Vaughn to speak on behalf of Howard County with the IRS regarding the additional penalties. Roll Call: All Ayes.

**Closed Session – Job Applications – Possible Action**- Rasmussen made a motion to go into Closed Session to review job applications at 12:01 p.m. and seconded by Urbanski. Roll Call: All Ayes. Hirschman stated the Board was going into Closed Session to discuss job applications at 12:01 p.m. Those present in Closed Session are Rasmussen, Hirschman, Urbanski and Highway Superintendent, Janet Thomsen.

Rasmussen left the meeting at 12:30 p.m.

Hirschman made a motion to come out of Closed Session at 12:40 p.m. and seconded by Urbanski. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye. Urbanski made a motion and Hirschman seconded to direct Highway Superintendent, Janet Thomsen to continue the hiring process. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

**Consent Agenda** - Motion was made by Urbanski and seconded by Hirschman to approve the Commissioners Meeting Minutes for 1/24/2023 and 2/2/2023, Clerk's Report, Sheriff's Report, Treasurer's Report, and Claims in the amount of



# Howard County Board Minutes



General- \$75,990.06 and Roads- \$352,670.31 for a total of \$448,938.65. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

There being no further business to come before the Board, motion was made by Urbanski and seconded by Hirschman to adjourn the meeting at 1:00 p.m. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye. Meeting adjourned. The next regular meeting of the Howard County Board of Commissioners will be February 27, 2023.

Dated this 14th day of February, 2023.

Kathy Hirschman  
Howard County Commissioners

ATTEST:

Brenda Klanecky  
Howard County Clerk

**HOWARD COUNTY BOARD MINUTES**

**Howard COUNTY BOARD OF COMMISSIONERS PROCEEDINGS**

**February 21, 2023, St. Paul, Nebraska**

The Howard County Board of Commissioners of Howard County, Nebraska, met in special session at 4:30 P.M. on Tuesday, February 21, 2023, in the Commissioners Meeting Room of the Courthouse in St. Paul, Nebraska.

Chairman Hirschman called the meeting to order, and Commissioners present for roll call were Kathy Hirschman, Jessie Urbanski and Gary Rasmussen. Also present is County Clerk Brenda Klanecky. Absent is County Attorney Dave Schroeder.

Pledge of Allegiance.

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held. Notice of the special meeting was posted at the US Post Office, Citizens Bank and Trust, the 2nd Floor of the Courthouse and in the Clerk's office, the convened meeting was open to the public. Copies of the agenda are kept current and available to the public at the Clerk's office.

Transfer of Funds for Additional Payroll Expenses – Discussion was held regarding payroll interest expenses for December 2022. Urbanski made a motion to approve the transfer of \$7,334.56 from the ARPA funds to the Withholding Account for additional payroll expenses paid in December 2022. Rasmussen seconded the motion. Roll Call: All Ayes.

There being no further business to come before the Board, motion was made by Rasmussen and seconded by Urbanski to adjourn the meeting at 4:55 p.m. Roll Call: All Ayes. Meeting adjourned.

Dated this 21st day of February, 2023

Kathy Hirschman  
Howard County Commissioners

ATTEST:  
Howard County Clerk

## HOWARD COUNTY COMMISSIONER'S MINUTES

February 27, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 27<sup>th</sup> day of February, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 22<sup>nd</sup> day of February 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 8:40 a.m. Roll Call: Gary Rasmussen, Aye; Kathy Hirschman, Aye; and Jessie Urbanski, Aye. Also present is County Clerk, Brenda Klanecky.

### **Pledge of Allegiance**

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

### **Public Comment-** None

**Road Discussion-** Highway Superintendent, Janet Thomsen was present to discuss the One and Six Year Plan and advertising for a road worker. Discussion was held regarding the Bridge Match program, bridge repairs and maintenance, road maintenance and projects for the upcoming year. The Board requested Ms. Thomsen to put together a project list and bring to the next board meeting for review. The Board requested advertising for a road worker until the position is filled.

**Mail** – Letter from the Nebraska Department of Transportation.

**Unfinished Business** – Assessor's Overhead Door is to be repaired by the end of this week. An email from Jerry Berggren stated that the front step project should begin in April, weather permitting. A phone call to the roofing company has not been returned.

**Public Hearing –Schoolhouse Subdivision-Single Lot Subdivision** - A motion was made by Rasmussen and seconded by Urbanski to open the public hearing at 9:00 a.m. regarding a Single Lot Subdivision Application. Roll Call: All Ayes.

Cherri Klinginsmith, Planning and Zoning Administrator and Bruce Evans were present to discuss the single lot subdivision with the Board.

Motion was made by Rasmussen and seconded by Urbanski to close the public hearing at 9:05 a.m. Roll Call: All Ayes. Motion was made by Urbanski and seconded by Rasmussen to approve the Schoolhouse Subdivision as presented. Roll Call: All Ayes.

**Public Hearing-Tri-County Farm's Subdivision-Single Lot Subdivision**-Motion was made by Urbanski and seconded by Rasmussen to open the public hearing at 9:17 a.m. regarding a Single Lot Subdivision Application. Roll Call: All Ayes.

Cherri Klinginsmith, Planning and Zoning Administrator was present to discuss the single lot subdivision with the Board.

Motion was made by Rasmussen and seconded by Urbanski to close the public hearing at 9:19 a.m. Roll Call: All Ayes. Motion was made by Urbanski and seconded by Rasmussen to approve the Tri-County Farm's Subdivision as presented. Roll Call: All Ayes.

**Brennan's Lawn Care-Fertilizer Bid** - Motion was made by Rasmussen and seconded by Urbanski to approve Brennan's Lawn Care Fertilizer Bid. Roll Call: All Ayes.

**Howard County Clerk-Fees** - Motion was made by Rasmussen and seconded by Urbanski to approve the Howard County Clerk Fees as presented. Roll Call: All Ayes.

**Doug Cramer-Training** - Doug Cramer with COR was present to discuss cyber security training for County employees with the Board. He stated that he had spoken with Tim at Platte Valley Emergency Management and that the County would be reimbursed on the monthly statement for COR. The reimbursement would pay for the additional monthly charges for training. Mr. Cramer will put together a proposal for a monthly cyber security training program for employees to be presented at the next Board meeting.

**SRT Account Resolution-2023-8** – Motion was made by Rasmussen and seconded by Urbanski to approve Resolution 2023-8 to authorize the County Treasurer to open a bank account for the Special Response Team (SRT) for funds received by the Sheriff's office for the purpose of purchasing SRT equipment. Signers on the account are County Treasurer, Jackie Synowski, Mykenna Sorgenfrei, Jan Jares, Sheriff, Thomas Busch and Chief Deputy, Michael Hoff. Roll Call: All Ayes.

**(4) SDL's for Miretta Vineyards & Winery Inc.** – Motion was made by Urbanski and seconded by Rasmussen to approve the (4) SDL's for Miretta Vineyards & Winery Inc. for events on March 25, 2023, April 1, April 8, and April 15, 2023. Roll Call: All Ayes.

**Executive Session – Land Negotiations-Possible Action** – Motion was made by Urbanski and seconded by Rasmussen to go into Executive Session to discuss land negotiations at 9:27 a.m. Roll Call: All Ayes. Hirschman stated the Board was going into Executive Session to discuss land negotiations at 9:27 a.m. Those present in Executive Session are Rasmussen, Hirschman, and Urbanski.

Motion was made by Hirschman and seconded by Rasmussen to come out of Executive Session at 9:33 a.m. Roll Call: All Ayes.

Urbanski made a motion to pursue possible re-location sites for the Howard County Roads Department. Rasmussen seconded the motion. Roll Call: All Ayes.

**Consent Agenda** - Motion was made by Rasmussen and seconded by Urbanski to approve the Commissioners Meeting Minutes for 2/14/2023 and 2/21/2023, Payroll and Claims, General Fund-\$224,982.70 and Roads Fund-\$78,860.12 for a total of \$303,842.82. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

There being no further business to come before the Board, motion was made by Urbanski and seconded by Rasmussen to adjourn the meeting at 10:07 a.m. Roll Call: Rasmussen, Aye; Hirschman, Absent; and Urbanski, Aye. Meeting adjourned. The next regular meeting of the Howard County Board of

Commissioners will be March 14, 2023.

Dated this 27th day of February, 2023.

Kathy Hirschman

Howard County Commissioners

ATTEST:

Brenda Klanecky

Howard County Clerk

## HOWARD COUNTY COMMISSIONER'S MINUTES

March 14, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 14<sup>th</sup> day of March, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 8th day of March 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 8:30 a.m. Roll Call: Gary Rasmussen, Aye; Kathy Hirschman, Aye; and Jessie Urbanski, Aye. Also present is County Clerk, Brenda Klanecky.

### Pledge of Allegiance

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

### Public Comment- None

County Road Discussion- Highway Superintendent, Janet Thomsen was present to discuss the following:

1. **One and Six Year Plan.** Ms. Thomsen presented a list for the Commissioners to review. It was decided to discuss the One and Six Year Plan during a Road Department Work Session. Other items discussed were additions to the list, equipment inventory and vehicles, as well as ongoing maintenance and the bridge located at 12<sup>th</sup> and Wausa.
2. **Resolution 2023-9 Engineering Study** located at the intersection at the common corner of Sec. 5 and 6 of Township 13, Range 9 and Section 31 and 32 of Township 14, Range 9, also known as the intersection of 7<sup>th</sup> Avenue and Eagle Road. The recommendation is to place a stop sign at the northeast corner of the intersection. Motion was made by Rasmussen and seconded by Urbanski to approve **Resolution 2023-9**. Roll Call: All Ayes.
3. **Resolution 2023-10 Engineering Study** located at the intersection at the southwest corner of Section 4 and 5 of Township 13, Range 9 and Section 32 and 33 of Township 14, Range 9, also known as the intersection of 7<sup>th</sup> Avenue and Denton Road. The recommendation is to place stop signs at the northeast corner and the southwest corner of the intersection. Motion was made by Urbanski and seconded by Rasmussen to approve Resolution **2023-10**. Roll Call: All Ayes.
4. **Road Department Work Session-**Due to the large number of agenda items the Commissioners were all in agreement to set an additional date for a Road Department Work Session. During this session, they plan to review the One and Six Year Plan. The date set is March 21, 2023 at 1:00 p.m. in the Commissioners Room.
5. **County Pickup Purchase-**Highway Superintendent, Janet Thomsen, purchased a 2011 Chevrolet Silverado 4 x 4 pickup for \$15,000.00. Ms. Thomsen had other proposed bids as comparables.

### Mail –

1. Opioid Settlement Check Received - \$2,055.06

2. Email from Connie Holmes-She submitted the contingency responses for the Howard County Community Based Aid Grant.
3. Nirma Registration for Investing in your Leaders

**Unfinished Business** – Signing Form 17 (Purchasing Agent Appointment) for Total Construction Solutions Inc. Motion was made by Rasmussen and seconded by Urbanski to approve Kathy Hirschman, Board Chair signing Form 17. Roll Call: All Ayes.

**Public Hearing –Amend Zoning Regs on Wind Generator Facilities** - A motion was made by Urbanski and seconded by Rasmussen to open the public hearing at 9:00 a.m. regarding the amending of zoning regulations. Roll Call: All Ayes.

Cherri Klinginsmith, Planning and Zoning Administrator was present to discuss the amendments with the Board.

1. Add Gun Clubs to the Matrix – “C” for Conditional Use.
2. Supplementary: Section 6 Sanitary Requirements. Items were updated and added.
3. Nebraska Department of Environmental Quality (NDEQ) changed to Nebraska Department of Environment and Energy (NDEE) in all areas of regulations.
4. Wind Generator Facilities. Added, removed and revised wording.

Ms. Klinginsmith presented a Resolution to the Board amending certain sections of the Howard County Nebraska Zoning Regulations. All items are included on the Resolution.

Motion was made by Rasmussen and seconded by Urbanski to close the public hearing at 9:12 a.m. Roll Call: All Ayes. Motion was made by Urbanski and seconded by Rasmussen to approve **Resolution 2023-11**, as presented. Roll Call: All Ayes.

**Public Hearing-Dana and RaeJean Hawk-Re-Zone from C-S to R-1**-Motion was made by Rasmussen and seconded by Urbanski to open the public hearing at 9:15 a.m. regarding Dana and RaeJean Hawk re-zoning from C-S to R-1. Roll Call: All Ayes.

Cherri Klinginsmith, Planning and Zoning Administrator, Dana, and RaeJean Hawk were present to discuss re-zoning from C-S to R-1. An Amendment of Amendment to Restrictive Covenants for Country Acres Subdivision was presented with signatures of residents in approval of the re-zoning change.

Motion was made by Rasmussen and seconded by Urbanski to close the public hearing at 9:18 a.m. Roll Call: All Ayes. Motion was made by Urbanski and seconded by Rasmussen to approve the re-zoning from C-S to R-1 of Dana and RaeJean Hawk property as presented. Roll Call: All Ayes.

**Public Hearing-Wendy Johnson-RiversEdge LLC-Bed and Breakfast**- A motion was made by Rasmussen and seconded by Urbanski to open the public hearing at 9:30 a.m. regarding RiversEdge LLC-Bed and Breakfast. Roll Call: All Ayes.

Cherri Klinginsmith, Planning and Zoning Administrator was present to discuss the RiversEdge LLC-Bed and Breakfast.

Motion was made by Rasmussen and seconded by Urbanski to close the public hearing at 9:34 a.m. Roll Call: All Ayes. Motion was made by Rasmussen and seconded by Urbanski to approve the RiversEdge LLC Bed and Breakfast. Roll Call: All Ayes.

**Public Hearing- Kevin Lukasiewicz-Conditional Use Permit-** Motion was made by Rasmussen and seconded by Urbanski to open the public hearing at 9:45 a.m. regarding Kevin Lukasiewicz-Conditional Use Permit. Roll Call: All Ayes.

Cherri Klinginsmith, Planning and Zoning Administrator and Kevin Lukasiewicz were present to discuss the conditional use permit. Mr. Lukasiewicz is applying for a conditional use permit to expand from a Class 1 Feedlot limit of 950 head of cattle to a Class 1 Feedlot limit of 2500 head of cattle. Others present to speak at the hearing were Randy Kauk, Pam Jerabek, Janet Thomsen, Tom Kasson and Tyler Petersen.

Motion was made by Urbanski and seconded by Rasmussen to close the public hearing at 10:17 a.m. Roll Call: All Ayes. Motion was made by Rasmussen and seconded by Urbanski to approve the conditional use permit for Kevin Lukasiewicz. Roll Call: All Ayes.

**Rasmussen Mechanical-Steve Kautz-Boiler Quote** -Steve Kautz with Rasmussen Mechanical presented two quotes for a new boiler system. The current system is twenty years old. The first quote was the same system as the current system (\$95,521.00). The second quote was a high efficiency boiler system (\$92,773.00). Both quotes include equipment use, removal of existing system, materials, tools, labor, supervision, and services. The new unit would be available in 6-8 weeks. Also present, was Matt Hodgson with Rasmussen Mechanical with a quote on a chiller replacement. The present one is 20 years old. The quote is for a Daikin 51 ton air cooled chiller (\$100,205.00). Currently, this system, when ordered would take a minimum of 44 weeks to receive. Motion was made by Rasmussen and seconded by Urbanski to approve the purchase of the high efficiency boiler system (\$92,773.00) and the chiller unit (\$100,205.00), to be paid out of the ARPA Funds. Roll Call: All Ayes.

**BTS-Telephone System-Loren Cleveland** - Loren Cleveland and Jon Fischer with BTS were present to discuss two proposals for a new telephone system for the Courthouse, Roads Department and one phone at the E911 Center. A presentation of the different features that would benefit users as well as savings to the County were discussed. A demonstration of the new system is scheduled for March 22, 2023, in the Commissioner's Room. Rasmussen made a motion to table the new phone system until after the demonstration and seconded by Urbanski. Roll Call: All Ayes.

**Platte Valley Communications-Tower** – Howard County Sheriff, Tom Busch was present to discuss the proposal from Platte Valley Communications for \$5,539.78, to move equipment from the Midland Telecom's Tower located near Elba to the Howard County Tower located on Wausa Road. Urbanski made a motion to approve the proposal from Platte Valley Communications with the payment to come from the E911 Wireless Holding Fund if the expense fits the criteria or the amount will be taken out of the miscellaneous category of the Miscellaneous Fund. Rasmussen seconded the motion. Roll Call: All Ayes.

**Nebraska Department of Transportation** – The Board had received a letter at the last meeting from NDOT regarding upcoming highway projects. Board Chair, Kathy Hirschman contacted Wes Wahlgren, District 4 Engineer out of Grand Island to check on the status of constructing four lanes on Hwy 281 from the Hwy 58 Junction to St. Paul. At this time, the project is not on the list. No action taken.

**COR Managed Services - Service Agreement and Quote** – A new service agreement was received from COR Managed Services to include employee training via videos and phishing campaign testing. The new

monthly program price is \$2,025.00. Also received was a quote to add an access point in the courthouse network. Urbanski made a motion to approve the COR Managed Services Service Agreement and the quote to add the access point in the courthouse network. Rasmussen seconded the motion. Roll Call: All Ayes.

**Letter to Internal Revenue Service** – Urbanski made a motion to authorize Kathy Hirschman, County Board Chair, to sign a letter to the Internal Revenue Service regarding Form 720. Rasmussen seconded the motion. Roll Call: All Ayes.

**Resolution 2023-12-Effective Date of Health Insurance Buyout Change** –

Motion was made by Urbanski and seconded by Rasmussen to approve **Resolution 2023-12-Effective Date of Health Insurance Buyout Change**. Roll Call: All Ayes.

**Executive Session – Land Negotiations-Possible Action** – Motion was made by Rasmussen and seconded by Urbanski to go into Executive Session to discuss land negotiations at 11:43 a.m. Roll Call: All Ayes. Hirschman stated the Board was going into Executive Session to discuss land negotiations at 11:43 a.m. Those present in Executive Session are Rasmussen, Hirschman, Urbanski, and Klanecky.

Motion was made by Hirschman and seconded by Rasmussen to come out of Executive Session at 11:56 a.m. Roll Call: All Ayes. No action taken.

**Executive Session – Litigation – Possible Action** – Motion was made by Rasmussen and seconded by Urbanski to go into Executive Session to discuss litigation at 11:37 a.m. Roll Call: All Ayes. Hirschman stated the Board was going into Executive Session to discuss litigation at 11:37 a.m. Those present in Executive Session are Rasmussen, Hirschman, Urbanski, and Klanecky.

Motion was made by Rasmussen and seconded by Urbanski to come out of Executive Session at 11:42 a.m. Roll Call: All Ayes. No Action taken.

**Consent Agenda** - Motion was made by Urbanski and seconded by Rasmussen to approve the Commissioners Meeting Minutes for 2/27/2023, Clerk, District Court, Treasurer and Sheriff's Reports, Claims, General Fund-\$76,103.40; Roads Fund-\$64,536.55; 911 Emergency Management Fund-\$1,200.00 and E911 Wireless Holding Fund-\$4,649.54 for a total of \$146,489.49. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

There being no further business to come before the Board, motion was made by Rasmussen and seconded by Urbanski to adjourn the meeting at 11:58 a.m. Roll Call: All Ayes. Meeting adjourned. The next regular meeting of the Howard County Board of Commissioners will be March 28, 2023.

Dated this 14th day of March, 2023.

Kathy Hirschman  
Howard County Commissioners

ATTEST: Brenda Klanecky  
Howard County Clerk

**HOWARD COUNTY BOARD MINUTES**

**Howard COUNTY BOARD OF COMMISSIONERS PROCEEDINGS**

**March 21, 2023, St. Paul, Nebraska**

The Howard County Board of Commissioners of Howard County, Nebraska, met in special session at 1:00 P.M. on Tuesday, March 21, 2023, in the Commissioners Meeting Room of the Courthouse in St. Paul, Nebraska.

Chairman Hirschman called the meeting to order, and Commissioners present for roll call were Kathy Hirschman, Jessie Urbanski and Gary Rasmussen. Also present is County Clerk Brenda Klanecky, Highway Superintendent, Janet Thomsen and Road Foreman, Ray Hurt. Absent is County Attorney Dave Schroeder.

Pledge of Allegiance.

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held. Notice of the special meeting was posted at the US Post Office, Citizens Bank and Trust, the 2nd Floor of the Courthouse and in the Clerk's office, the convened meeting was open to the public. Copies of the agenda are kept current and available to the public at the Clerk's office.

Road Department Work Session – Items discussed were the One and Six Year Plan, bridges, road projects, grader routes, equipment needs and personnel. No action was taken.

There being no further business to come before the Board, motion was made by Rasmussen and seconded by Urbanski to adjourn the meeting at 3:42 p.m. Roll Call: All Ayes. Meeting adjourned.

Dated this 21st day of March, 2023

Kathy Hirschman  
Howard County Commissioners

ATTEST:  
Howard County Clerk

## HOWARD COUNTY COMMISSIONER'S MINUTES

March 28, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 28<sup>th</sup> day of March, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 22nd day of March 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 8:30 a.m. Roll Call: Gary Rasmussen, Absent; Kathy Hirschman, Aye; and Jessie Urbanski, Aye. Also present is County Clerk, Brenda Klanecky.

### **Pledge of Allegiance**

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

### **Public Comment-** None

**County Road Discussion-** Highway Superintendent, Janet Thomsen was present to discuss the following:

#### **1. One and Six Year Plan**

Discussion was had regarding five bridges in the County being placed on the One and Six Year Plan. The One and Six Year Plan will be advertised in the newspaper for three weeks prior to the Public Hearing to be scheduled on April 25, 2023. Also discussed were road maintenance items which are not required to be in the Plan.

#### **2. Seasonal Help**

Three past seasonal employees have expressed interest in coming back to work. Also discussed was the possibility of hiring high school age seasonal workers. Ms. Thomsen is to check with the County insurance carrier regarding high school age seasonal workers. Hirschman made a motion to pay Seasonal Employees a starting wage of \$17.40 per hour and working up to 40 hours per week. Urbanski seconded the motion. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

### **Mail –**

1. Email from Mid-Continental Restoration Co. regarding front steps of Courthouse.

The Clerk received emails that the front steps restoration project will begin in April. The County will be responsible for hiring an electrician to hook up the electric heating system.

2. Letter from Nirma regarding ASSIST Awards

The Emergency Manager received a check from NIRMA for costs incurred to inspect the County fire extinguishers.

3. Email from Zelle HR Solutions

**Unfinished Business** – None

**Addendum to IBEW Contract** - Jerry Thompson representing the IBEW was present to discuss an addendum to the IBEW Contract. A motion was made by Hirschman and seconded by Urbanski to approve the Addendum to IBEW Contract to define holiday hours considered as time worked. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

**Tax Sale Report** - County Treasurer, Jackie Synowski met with the Board to present a list of delinquent Real Estate Taxes sold at the Public Tax Sale on March 6, 2023, and explain how the process works. No action taken.

**County Assessor Updates** -County Assessor, Neal Dethlefs met with the Board to update them on an upcoming Terc Hearing to be held on May 30, 2023. The Assessor explained that his office deals with valuations not taxes. Mr. Dethlefs provided an overview to the Commissioners on the valuation process.

**Executive Session – Litigation – Possible Action** – Motion was made by Hirschman and seconded by Urbanski to go into Executive Session to discuss litigation at 8:52 a.m. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye. Hirschman stated the Board was going into Executive Session to discuss litigation at 8:52 a.m. Those present in Executive Session are Hirschman, Urbanski, Janet Thomsen and Jerry Thompson.

Motion was made by Hirschman and seconded by Urbanski to come out of Executive Session at 9:16 a.m. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye. No Action taken.

**Public Hearing-Bader Subdivision** – Motion was made by Hirschman and seconded by Urbanski to open the public hearing at 10:00 a.m. regarding Bader Subdivision. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

Cherri Klinginsmith, Planning and Zoning Administrator and Greg Bader were present to discuss the Bader Subdivision.

Motion was made by Urbanski and seconded by Hirschman to close the public hearing at 10:06 a.m. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

Motion was made by Hirschman and seconded by Urbanski to approve the Bader Subdivision as presented. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

**BTS-Telephone System-Loren Cleveland** - Loren Cleveland and Jon Fischer with BTS were present along with several County employees to discuss two proposals for a new telephone system for the Courthouse, Roads Department and one phone at the E911 Center. Each employee was given a chance to ask questions and make comments regarding the proposed telephone system. Hirschman made a motion to approve leasing the telephone system for a one time fee of \$5,610.00 and an additional monthly fee of \$933.68. This will be a two-year contract. The County will also allow BTS the necessary access to reconfigure the current State of Nebraska phone lines. Urbanski seconded the motion. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

**Consent Agenda** - Motion was made by Urbanski and seconded by Hirschman to approve the Commissioners Meeting Minutes for 3/14/2023, and 3/21/2023, Payroll and Claims: General-\$210,362.33 and Roads-\$63,331.52 for a total of \$273,693.85.

Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

There being no further business to come before the Board, motion was made by Hirschman and seconded by Urbanski to adjourn the meeting at 11:04 a.m. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye. Meeting adjourned. The next regular meeting of the Howard County Board of Commissioners will be April 11, 2023.

Dated this 28th day of March, 2023.

Kathy Hirschman  
Howard County Commissioners

ATTEST:           Brenda Klanecky  
                          Howard County Clerk

## HOWARD COUNTY COMMISSIONER'S MINUTES

April 11, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 11<sup>th</sup> day of April, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 5th day of April 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 8:30 a.m. Roll Call: Gary Rasmussen, Aye; Kathy Hirschman, Aye; and Jessie Urbanski, Aye. Also present is County Clerk, Brenda Klanecky.

### **Pledge of Allegiance**

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

### **Public Comment-** None

**County Road Discussion-** Highway Superintendent, Janet Thomsen was present to discuss the following:

1. **Right of Way-**Highway Superintendent will be placing a Notice in this week's paper and again in two weeks to remind landowners to remove fence and to not plant crops in the County Road right-of-way.
2. **Accept Road Employee Resignation/Advertise Position-**Resignation of County Road's Administrative Assistant effective April 21, 2023. Motion was made by Urbanski and seconded by Rasmussen to hire a full-time Administrative Assistant with a starting wage of \$16.42. Roll Call: All Ayes.

The County Roads Maintenance applications are to be placed on the agenda for the April 25, 2023 board meeting.

**Mail** – Opioids payment received.

**Unfinished Business** – The County is looking for an electrician to install and connect the heating system for the front steps replacement project. The project is set to start on April 17, 2023.

**Executive Session – Personnel-Job Applications – Possible Action-** Rasmussen made a motion to go into Executive Session regarding personnel and job applications at 8:55 a.m. and seconded by Urbanski. Roll Call: All Ayes. Hirschman stated the Board was going into Executive Session to discuss personnel and job applications at 8:55 a.m. Those present in Executive Session are Rasmussen, Hirschman, Urbanski and Highway Superintendent, Janet Thomsen.

Rasmussen made a motion to come out of Executive Session at 9:14 a.m. and seconded by Urbanski. Roll Call: All Ayes. Rasmussen made a motion and Urbanski seconded to authorize Janet Thomsen and Ray Hurt along with a County Commissioner to conduct job interviews and discuss job duties. Roll Call: All Ayes.

**Approve/Deny Land Purchase from Ag Society-Roads Shop** –On April 5, 2023, Kathy Hirschman, County Board Chairman met with the Howard County Ag Society. At that meeting the Ag Society was in agreement to sell the County a portion of land owned by the Ag Society for a new Roads Shop. The County and Ag Society agreed upon a purchase price of \$50,000.00. Present to discuss the purchase were Jeremy Meyer, Don McCarty and Joe Coufal with the Ag Society. A motion was made by Rasmussen and seconded by Urbanski to approve the purchase of land from the Ag Society for \$50,000.00 for a new Roads Shop. Roll Call: All Ayes. The Land Negotiation will be placed on the next Agenda on April 25, 2023. County Surveyor, Tim Aitken will survey the property.

**Extension Update** – Doug Anderson was present to discuss Extension updates. The position for the Crop and Water Systems has been opened.

**Miretta Vineyards & Winery Inc.-SDL Request** – Motion was made by Urbanski and seconded by Rasmussen to approve the SDL for Miretta Vineyards & Winery Inc. for an event on May 20, 2023. Roll Call: All Ayes.

**Veterans Service Officer-Budget Request and Re-Appointment** – Veterans Service Officer, Don Shuda, along with Veteran Board Members, Bryce Pearson, Larry Kiser and Fritz Lee, and Margy Goerl were present to discuss the Veteran's 2023-2024 budget request with the Board. Mr. Shuda updated the Commissioners on the services his office provides for Howard County Veterans. The Veteran's Board requested an increase of \$1,188.00 for the year for a total of \$39,910.00. Motion was made by Rasmussen and seconded by Urbanski to approve the budget request for 2023-2024. Roll Call: All Ayes. Motion was made by Urbanski and seconded by Rasmussen to approve the reappointment of Larry Kiser for an additional five-year term on the Veteran's Board. Roll Call: All Ayes.

**NIRMA Claim No.: GLHowar033789 Update** – The Commissioners received a letter from NIRMA dated March 27, 2023, stating that NIRMA Claim No: GLHowar033789 has been settled out of court in the amount of \$77,500.00. This item is required to be made an agenda item pursuant to Neb. Rev. Stat. §84-713.

**2022 Annual Reporting of Tax Increment Financing Projects -** A copy of the 2022 Annual Reporting of Tax Increment Financing Projects was received from Dream Solko, Executive Director of the St. Paul Development Corporation on March 29, 2023.

**Time Capsule** – The County is planning to insert a time capsule in the new steps located on the front of the courthouse. Discussion was held on what to place inside the time capsule. The elected officials will be working to gather items for this project.

**Letter from IRS** – The Clerk received a letter from the Internal Revenue Service regarding changes to the December 31, 2020, Form 941. The changes resulted in penalties and interest in the amount of \$5,211.50. A second letter for March 31, 2021, Form 941, taxes and penalty of \$8,659.05 and a third letter for June 30, 2021, Form 941, taxes and penalty of \$10,825.31. Motion was made by Urbanski and seconded by Rasmussen to approve paying the penalties and interest in the amount of \$24,695.96, due to changes on the December 31, 2020, March 31, 2021 and June 30, 2021, Form 941's. The payment will be taken from the ARPA funds. Roll Call: All Ayes. The County Clerk will contact Tim Vaughn, CPA regarding negotiations of penalty and interest, after April 18, 2023.

**Consent Agenda** - Motion was made by Urbanski and seconded by Rasmussen to approve the Commissioners Meeting Minutes for 3/28/2023, Claims: General-\$81,937.72 and Roads-\$73,004.31 and Covid American Rescue Plan-\$89,777.96 for a total of \$244,719.99, and the District Court, County Clerk, and Treasurer Reports. Roll Call: All Ayes.

There being no further business to come before the Board, motion was made by Rasmussen and seconded by Urbanski to adjourn the meeting at 11:15 a.m. Roll Call: All Ayes. Meeting adjourned. The next regular meeting of the Howard County Board of Commissioners will be April 25, 2023.

Dated this 11th day of April, 2023.

Kathy Hirschman  
Howard County Commissioners

ATTEST: Brenda Klanecky  
Howard County Clerk

## HOWARD COUNTY COMMISSIONER'S MINUTES

April 25, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 25<sup>th</sup> day of April, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 19th day of April 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 8:30 a.m. Roll Call: Gary Rasmussen, Aye; Kathy Hirschman, Aye; and Jessie Urbanski, Aye. Also present is County Clerk, Brenda Klanecky.

### **Pledge of Allegiance**

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

### **Public Comment-** None

**County Road Discussion-** Highway Superintendent, Janet Thomsen was present to discuss the following:

1. **Bureau of Reclamation Bridge Letter-**Letter is confirming ownership and responsibilities of owner on five bridges located in Howard County, referred to as the Fullerton Canal Bridges. Notification of any repairs, inspections or closures are to be submitted to the Bureau on their Standard Form 299. Urbanski made a motion to approve signing the letter that ownership of the bridges listed is Howard County seconded by Rasmussen. Roll Call: All Ayes.
2. **Repair/Replace Bridges** -Five bridges currently on the One and Six Year Plan are being or have been reviewed for replacement or repairs.
3. **Bid Letting CMP for Bridge 20520** – Discussion was held regarding Bridge 20520 located at Wausa Road north of 12<sup>th</sup> Avenue. Urbanski made a motion to advertise for sealed bids to replace Bridge 20520 and seconded by Rasmussen. Roll Call: All Ayes. This item will be placed on the May 23, 2023, Board of Commissioner's Agenda at 9:00 a.m.

**Mail** – 1. Letter from NIRMA regarding reimbursement of \$3,000.00 for six AED's through the ASSIST Program. 2. Email from TK Elevator Company regarding the starting date of the elevator modernization project to begin late May or early June. 3. The Annual Report from CNCAP.

**Unfinished Business** – The front step replacement project started this week on Monday, April 24, 2023. The contractor will be meeting with the architect on Thursday, April 27, 2023 at 10:30 a.m. The electrician will also be meeting with them regarding the heating unit. A special meeting will be set for Friday, April 28, 2023, at 1:00 p.m., to discuss possible changes to the original contract and to discuss additional repairs on the outside of the building.

**Public Hearing – One and Six Year Plan- Resolution # 2023-13** - Motion was made by Rasmussen and seconded by Urbanski to open the public hearing at 9:00 a.m. regarding the One and Six Year Plan. Roll Call: All Ayes. Board reviewed and discussed the Plan as presented with Highway Superintendent, Janet Thomsen.

Urbanski made a motion to close the public hearing regarding the One and Six Year Plan at 9:12 a.m. Rasmussen seconded the motion. Roll Call: All Ayes. Urbanski made a motion to approve the One and Six Year Plan as **Resolution 2023-13**, and Rasmussen seconded the motion. Roll Call: All Ayes.

**Executive Session – Job Applications-Roads Secretary-Possible Action** - Urbanski made a motion and seconded by Rasmussen to go into Executive Session to discuss job applications for Roads secretary at 9:19 a.m. Roll Call: All Ayes. Hirschman stated the Board was going into Executive Session to discuss job applications for Roads secretary at 9:19 a.m. Those present in Executive Session are Rasmussen, Hirschman, Urbanski, and Janet Thomsen.

Motion was made by Urbanski and seconded by Rasmussen to come out of Executive Session at 9:37 a.m. Roll Call: All Ayes. The hiring of a Road's secretary will be on the next meeting agenda.

**Land Negotiation-County Roads Shop** – Currently, the County is waiting on a survey.

**Sculptures – Tim Aitken**- Mr. Aitken was unable to attend the meeting. Butch Arterburn was present to speak with the Board about the placement of a State of Nebraska historical marker regarding the Paul Brothers who founded St. Paul and Howard County, on the southwest corner of the courthouse grounds. Mr. Arterburn is also interested in sculptures or busts of the Paul Brothers in that area as well. Urbanski made a motion to allow the placement of a historical marker in the southwest corner of the courthouse grounds and seconded by Rasmussen. Roll Call: All Ayes.

**Employee Handbook and Employer Handbook – Resolution # 2023-14** -Board Chairperson, Kathy Hirschman, thanked the handbook committee for their work on the new employee handbook. Rasmussen made a motion to approve **Resolution# 2023-14**, the Joint Resolution and Agreement of a joint employee handbook signed by the County Board as well as all County Elected Officials, seconded by Urbanski. Roll Call: All Ayes.

**Cell Phone Allowance- Jessica Hancock**- Removed from Agenda.

**Weed Department-NDA's Reports and Requirements** – Rob Schultz was present to go over the Reports and Requirements Summary for Howard County for 2022 with the Nebraska Department of Agriculture. There are four open noxious weed files and no deficiencies in Howard County for 2022. Urbanski made a motion to approve the reports and requirements as presented and have Board Chairperson, Kathy Hirschman sign off on the report. Rasmussen seconded the motion. Roll Call: All Ayes.

**Gary Peterson-Public Defender Contract** – Gary Peterson was present to discuss the Public Defender Contract. Motion was made by Urbanski and seconded by Rasmussen to extend the contract to a five year contract effective April 1, 2023 through March 31, 2028, at a rate of \$82,000.00 annually for the first two years and increased to \$84,000.00 annually for the remainder of the contract. Roll Call: All Ayes.

**Consent Agenda** - Motion was made by Urbanski and seconded by Rasmussen to approve the Commissioners Meeting Minutes for 4/11/2023, Payroll and Claims: General-\$207,040.40 and Roads-\$66,459.66 for a total of \$273,500.06, and the Sheriff's Report. Roll Call: All Ayes.

There being no further business to come before the Board, motion was made by Rasmussen and seconded by Urbanski to adjourn the meeting at 11:10 a.m. Roll Call: All Ayes. Meeting adjourned. The next regular meeting of the Howard County Board of Commissioners will be May 9, 2023.

Dated this 25th day of April, 2023.

Kathy Hirschman  
Howard County Commissioners

ATTEST: Brenda Klanecky  
Howard County Clerk

## HOWARD COUNTY BOARD MINUTES

### Howard COUNTY BOARD OF COMMISSIONERS PROCEEDINGS

April 28, 2023, St. Paul, Nebraska

The Howard County Board of Commissioners of Howard County, Nebraska, met in special session at 1:15 P.M. on Friday, April 28, 2023, in the Commissioners Meeting Room of the Courthouse in St. Paul, Nebraska.

Chairman Hirschman called the meeting to order, and Commissioners present for roll call were Kathy Hirschman. Also present is County Clerk Brenda Klanecky. Absent are Rasmussen and Urbanski. Meeting was recessed at 1:15 p.m. due to not having a quorum. Meeting was re-opened at 1:52 p.m. Roll Call: Hirschman, Aye; Urbanski, Aye; and Rasmussen, Absent. Also present is County Clerk, Brenda Klanecky.

Pledge of Allegiance.

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held. Notice of the special meeting was posted at the US Post Office, Citizens Bank and Trust, the 2nd Floor of the Courthouse and in the Clerk's office, the convened meeting was open to the public. Copies of the agenda are kept current and available to the public at the Clerk's office.

**Front Step Replacement Contract – Change Orders** – Motion was made by Hirschman and seconded by Urbanski to approve Mid-Continental Restoration Co., Inc. Change Order Request #3 in the amount of \$14,790.00. The change order is to remove brick supporting walls for the steps and replace with concrete blocks. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye. Motion Carried.

**Outside Building Block Repairs** – Motion was made by Urbanski and seconded by Hirschman to approve the work order from Mid-Continental Restoration Co., Inc. for time and material to perform miscellaneous patching along the bottom stones of the Courthouse not to exceed \$4,000.00. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye. Motion Carried.

Urbanski made a motion and Hirschman seconded to approve Hirschman to sign future change orders on the front step project. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye. Motion Carried.

There being no further business to come before the Board, motion was made by Hirschman and seconded by Urbanski to adjourn the meeting at 2:04 p.m. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye. Meeting adjourned.

Dated this 28th day of April, 2023

Kathy Hirschman  
Howard County Commissioners

ATTEST:  
Howard County Clerk

## HOWARD COUNTY COMMISSIONER'S MINUTES

May 9, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 9<sup>th</sup> day of May, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 3rd day of May 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 8:40 a.m. Roll Call: Gary Rasmussen, Aye; Kathy Hirschman, Aye; and Jessie Urbanski, Aye. Also present is County Clerk, Brenda Klanecky.

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

**Public Comment-** Brian Cox, Engagement Zone Coordinator for the Nebraska Extension was present to introduce himself and to speak about updates to Interlocal Agreements between Counties and the Nebraska Extension. Mr. Cox will ask to be placed on the agenda at a future date to answer any questions regarding the updates.

### **County Road Discussion-**

**Agreement for Professional Services-Oak Creek Engineering-** Motion was made by Rasmussen and seconded by Urbanski to approve and authorize Board Chair, Kathy Hirschman to sign the Agreement for Professional Services by and between Oak Creek Engineering and Howard County. Roll Call: All Ayes.

**County Roads Secretary-Temporary Roads Secretary** – Urbanski and Highway Superintendent, Janet Thomsen conducted interviews for the position of County Roads Secretary. Urbanski made a motion to recommend offering the position to Michelle Woitalewicz and Rasmussen seconded the motion. Roll Call: All Ayes. Howard County Sheriff, Tom Busch was present during the discussion with concerns regarding trained dispatchers and Woitalewicz transferring from her position as a dispatcher to roads secretary. Currently, a new dispatcher is being trained. Mr. Busch will begin advertising for another dispatcher position. A past summer employee had contacted the County regarding summer employment. Urbanski made a motion to offer the past summer employee the position of temporary roads secretary until the second dispatcher position is filled and trained, allowing Woitalewicz to transition to roads secretary. Rasmussen seconded the motion. Roll Call: All Ayes.

**Roads Building Committee** – Urbanski made a motion and seconded by Rasmussen to create a Roads Building Committee consisting of Janet Thomsen, Ray Hurt, Jerry Thompson, Tim Aitken, and Kathy Hirschman. Roll Call: All Ayes.

**Mail** – 1. Letter from Donald Shuda, Hall County Veterans Service Office regarding a current list of committee members in Howard County.

**Unfinished Business** – None.

**SCEDD – Update Sharon Hueftle** – Sharon Hueftle, executive director of the South Central Economic Development District along with Dream Solko, former executive director of the St. Paul Development Corporation and Parker Klinginsmith the current executive director of the St. Paul Development Corporation were present to update the Board. Ms. Hueftle provided the Board with copies of the SCEDD Annual Report 2022. Topics included Nuisance Abatement, Workforce Housing, Childcare and Broadband. The group discussed a grant recently received by the City of St. Paul and other projects located in Dannebrog, Farwell and Elba.

**Set Protest Hearing Dates** – County Assessor, Neal Dethlefs was present to discuss setting dates for the upcoming Protest Hearings. Urbanski made a motion to start the protest hearings on July 11, 2023, at 1:00 p.m. and end the Protest Hearings on July 21, 2023, at 8:30 a.m. Seconded by Rasmussen. Roll Call: All Ayes. Dates are set and will be used as needed.

**Bootlegger Inc – (2) SDL’s Howard County Fair** - Motion made by Urbanski and seconded by Rasmussen to approve the (2) SDL’s to take place on July 15-16, 2023 and July 17-18, 2023, during the Howard County Fair. Roll Call: All Ayes.

**Public Defender Contract** – Motion was made by Urbanski and seconded by Rasmussen to authorize Kathy Hirschman, Board Chair to sign the new Public Defender Contract effective April 1, 2023 through March 31, 2028, at a rate of \$82,000.00 annually for the first two years and increased to \$84,000.00 annually for the remainder of the contract. Roll Call: All Ayes.

**Public Hearing – Schwenck Administrative Subdivision** – Motion was made by Urbanski and seconded by Hirschman to open the public hearing at 10:00 a.m. Roll Call: All Ayes. Cherri Klinginsmith, Planning and Zoning Administrator was present to discuss the subdivision with the Board.

Motion was made by Urbanski and seconded by Rasmussen to close the public hearing at 10:07 a.m. Roll Call: All Ayes.

Motion was made by Urbanski and seconded by Rasmussen to approve Schwenck Administrative Subdivision. Roll Call: All Ayes.

**Midland Area on Aging-Budget Request** - Casey Muzic, Executive Director of Midland Area on Aging met with the Commissioners regarding a budget request for fiscal year 2024. Currently, the annual membership fee for Howard County is \$1,609.00. The current Transit/Meals budget is \$15,000.00. Ms. Muzic provided the Board with services provided in Howard County in 2022. Due to increased services and costs Ms. Muzic requested a \$7,000.00 increase over the next two years. Urbanski made a motion and Rasmussen seconded the motion to approve an increase of \$3,500.00 for fiscal year 2023-2024. Roll Call: All Ayes.

**Contryman Associates-Engagement Letter** - Urbanski made a motion and seconded by Rasmussen to approve Kathy Hirschman, Board Chair, Jackie Synowski, County Treasurer and Brenda Klanecky, County Clerk, signing the Engagement Letter for the Audit for fiscal year ending June 30, 2023. Estimate of the audit fee is not to exceed \$16,500.00. Roll Call: All Ayes.

**County Burial Application** – Motion was made by Urbanski and seconded by Rasmussen to approve the County Burial for Bonnie Ives as presented. Roll Call: All Ayes.

**Mailboxes – Rural** – Cherri Klinginsmith, Planning and Zoning Administrator provided the Board with information regarding rural mailboxes. Discussion was held regarding 911 addresses being visible for

responding personnel during emergency situations. This mainly affects when there is not a residence but rather a building site such as a shop, cabin or grain bin. Other rural homes and subdivisions do not have a mailbox by their driveway to identify a 911 address. It was decided to contact the Emergency Manager to meet with the area fire departments for suggestions for locations of 911 addresses to possibly incorporate into future building permits and find a solution for the issue.

**County Assessor-Disposal of Inventory Items** - Rasmussen made a motion and Urbanski seconded to approve the disposal of inventory items which include a label maker and two additional label printers as the items no longer function with the new software system. Roll Call: All Ayes.

**Front Steps – Change Order-Berggren Architects** - Doug Elting, Contract Administrator with Berggren Architects was present to discuss the Observation Report Number 1 with the Board. Mr. Elting also presented Change Request Number 3 in the amount of \$14,790.00 to alter the existing wall to concrete filled concrete block and the step foundations to concrete block extending to the new wall. Motion was made by Rasmussen and seconded by Urbanski to approve Change Request Number 3 and authorize Kathy Hirschman, Board Chair to sign said change request. Roll Call: All Ayes.

**State Grant Award – Grant Number 24-CB-0515** - Motion was made by Rasmussen and seconded Urbanski to approve Kathy Hirschman, Board Chair to sign State Grant Award Number 24-CB-0515 for Grant award Period July 1, 2023 – June 30, 2024 for a total award of \$44,890.00. Roll Call: All Ayes.

**Land Negotiation-Signature Authorization/Authorization to sign Purchase Agreement** – Tim Aitken was present to discuss the survey of land owned by the Howard County Ag Society that the County wants to purchase for the location of the new County Roads Shop. Both the County and the Ag Society wish to have a purchase agreement signed by June 1, 2023. Dvoracek Title will handle the title insurance and closing. Motion was made by Rasmussen and seconded by Urbanski to authorize Kathy Hirschman, Board Chair, to sign the Purchase Agreement. Roll Call: All Ayes.

**Approve Request to Pay Claims Twice in the month of June** - Motion was made by Urbanski and seconded by Rasmussen to approve paying claims twice in the month of June. Roll Call: All Ayes.

**Courtroom Electrical** – The Board was updated on the electrical work which will be provided by the County in accordance with the state-wide renovations of court rooms. The County is currently waiting for a bid from the electrician. The Court is also checking into updating furnishings which could affect locations of some of the electrical.

**Consent Agenda** - Motion was made by Urbanski and seconded by Rasmussen to approve the Commissioners Meeting Minutes for 4/25/2023 and 4/28/2023, Claims: General-\$81,682.69 and Roads-\$97,189.86 and Covid American Rescue Fund \$5,600.00 for a total of \$184,472.55, Claim# 23050004 to Anderson Auto Group in the amount of \$41,066.00 was removed due to Sheriff's budget questions. The Clerk, District Court and Treasurer's reports were also included in the Consent Agenda. Roll Call: All Ayes.

There being no further business to come before the Board, motion was made by Rasmussen and seconded by Urbanski to adjourn the meeting at 11:10 a.m. Roll Call: All Ayes. Meeting adjourned. The next regular meeting of the Howard County Board of Commissioners will be May 23, 2023.

Dated this 9th day of May, 2023.

Kathy Hirschman  
Howard County Commissioners

ATTEST: Brenda Klanecky  
Howard County Clerk

HOWARD COUNTY COMMISSIONER'S MINUTES

May 23, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 23rd day of May, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 17th day of May 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 8:40 a.m. Roll Call: Gary Rasmussen, Aye; Kathy Hirschman, Aye; and Jessie Urbanski, Absent. Also present is County Clerk, Brenda Klanecky.

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

**Pledge of Allegiance-** A number of County employees were present to recite the pledge of allegiance. Following the pledge of allegiance, Board Chair, Kathy Hirschman said a few words regarding the life of Jackie Synowski, County Treasurer, who passed away on May 20, 2023. Jackie was employed with the County since April, 1990. Jackie took over as County Treasurer in December, 2013. A moment of silence was held in her honor.

**Public Comment-** None.

**County Road Discussion-** Water Drainage Permit. Highway Superintendent, Janet Thomsen was present to discuss with the Board the need of a water drainage permit to keep track of landowner's water running through County ditches. Hirschman made a motion to approve the implementation of a Water Drainage Permit and authorize the Highway Superintendent to approve said permit. Rasmussen seconded the motion. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent.

**Mail –** An email was received from the National Opioid Official Settlement regarding the distribution of Settlement Fund for Payment Year 3 for Howard County in the amount of \$2,027.69.

**Unfinished Business** – None.

**Public Hearing-Open Bids on Replacement of Structure No. C004720520** –Motion was made by Rasmussen to open the public hearing at 9:00 a.m. and seconded by Hirschman. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent. Those present for the opening of the Bids were Highway Superintendent, Janet Thomsen and Tom Bokenkamp, CEO of Ace/Eaton Metals. Two bids were received:

Ace/Eaton Metals - \$47,775.40

Delivery Date: August 1, 2023

Midwest Service & Sales - \$53,566.28

Delivery Date: August 23, 2023

Discussion was held regarding the materials used. County employees will be able to complete the project.

Rasmussen made a motion to close the Public Hearing at 9:12 a.m. and Hirschman seconded the motion. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent.

Rasmussen made a motion to approve the bid from Ace/Eaton Metals in the amount of \$47,775.40 and Hirschman seconded the motion. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent.

**GCA Days-Ben Hancock** – Ben Hancock was present on behalf of the Royal Coachmen to request the use of Paul Street on July 8, 2023, from 12:00 p.m. through 8:00 p.m. to hold their activities. The Royal Coachmen are in the process of obtaining liability insurance and agree to work with the Highway Superintendent, Janet Thomsen in obtaining road blocks. Hirschman made a motion to approve the request and Rasmussen seconded. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent.

**Public Hearing – Request to renew Conditional Use Permit-2019-5** – Motion was made by Hirschman and seconded by Rasmussen to open the public hearing at 9:30 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent. Cherri Klinginsmith, Planning and Zoning Administrator and George Jensen were present to discuss the conditional use permit with the Board. The landowners are requesting to renew the conditional use permit and change the duration of the permit from one year to three years. It was noted that there have not been any complaints filed since the original permit was approved.

Motion was made by Rasmussen and seconded by Hirschman to close the public hearing at 9:35 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent.

Motion was made by Rasmussen and seconded by Hirschman to approve the renewal of the Conditional Use Permit-2019-5 with the change of the duration from one year to three years. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent.

**Central NE Council on Alcoholism and Addictions-Budget Request** – Celeste Heavilin Penner, Jessica Vickers and Megan Stapel met with the Commissioners regarding a budget request for fiscal year 2024. The Coalition is looking to sustain the school interventionist position at a full-time-capacity, serving all three school districts in Howard County. The amount needed and requested from the County is \$7,000.00 for FY2023-2024, (\$5,000.00-school interventionist travel) and (\$2,000.00 for travel for an additional intern for Centura Public Schools). In addition, the crime commission has been awarded grant money as well as monetary commitments from each of the school districts. Hirschman made a motion to approve the budget request of \$7,000.00 to be taken out of the opioid settlement fund and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent.

**Memorandum of Understanding- Nebraska Courtroom Technology Transfer Ownership** – The agreement is by and between the Administrative Office of the Courts and Probation (AOC), and Howard County, Nebraska, (the county). The Memorandum of Understanding is created to facilitate transfer of audio-visual components, equipment, or full systems(equipment) to be used in courtrooms located in the Howard County courthouse. Rasmussen made a motion to approve the Memorandum of Understanding and Hirschman seconded the motion. Roll Call: Rasmussen, Aye, Hirschman, Aye; and Urbanski, Absent.

**gWorks 911 Agreement** – Motion was made by Rasmussen to approve the Support and Maintenance Services Agreement for Howard County NE 911, for one year commencing on July 1, 2023, in the amount

of \$8,757.00. Hirschman seconded the motion. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent.

**Land Agreement Update** – Hirschman gave an update on the land to be purchased from the Howard County Ag society. The Purchase Agreement has been signed by Kathy Hirschman, Board Chair. Currently, waiting for a signature from the Ag Society to proceed.

**Code Red Contract- Allen Wilshusen** – Allen Wilshusen, Howard County Emergency Manager and Matt Helzer, Utility Superintendent for the City of St. Paul were present to discuss the Code Red Contract. Police Chief, Dan Howard arrived a short time later. Discussion was had regarding the previous year’s use and what defines a general notification or an emergency notification. Rasmussen made a motion to approve the Standard Plus Package in the amount of \$4,450.00. The Contract will run from July 1, 2023 through June 30, 2024, including authorization to be given to the Emergency Manager to upgrade the plan to the unlimited plan if the non-emergency minutes are 60% used. Hirschman seconded the motion. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent.

**Front Steps Update**– Doug Elting, Contract Administrator with Berggren Architects provided the Board with a written copy of Observation Report Number 3. The last stone will be placed the week of May 29, 2023. New concrete is scheduled for three weeks and the handrail is to arrive in six to eight weeks.

**Consent Agenda** - Motion was made by Rasmussen and seconded by Hirschman to approve the Commissioners Meeting Minutes for 5/9/2023, Payroll and Claims: General-\$203,323.33 and Roads-\$65,027.47. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent.

There being no further business to come before the Board, motion was made by Hirschman and seconded by Rasmussen to adjourn the meeting at 10:45 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent. Meeting adjourned. The next regular meeting of the Howard County Board of Commissioners will be June 13, 2023.

Dated this 23rd day of May, 2023.

Kathy Hirschman  
Howard County Commissioners

ATTEST: Brenda Klanecky  
Howard County Clerk

## HOWARD COUNTY SPECIAL BOARD MEETING MINUTES

May 30, 2023, St. Paul, Nebraska

The Howard County Board of Commissioners of Howard County, Nebraska, met in special session at 8:30 A.M. on Tuesday, May 30, 2023, in the Commissioners Meeting Room of the Courthouse in St. Paul, Nebraska.

Notice of the special meeting was given thereof on the 24<sup>th</sup> day of May, 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 8:33 a.m. Roll Call: Hirschman, Aye; Urbanski, Aye; and Rasmussen, Absent. Also present is County Clerk Brenda Klanecky.

### **Pledge of Allegiance.**

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

**Filling the Treasurer's Position** – Hirschman stated to those in attendance that due to the death of Jackie Synowski, Howard County Treasurer, the County Board would have 45 days to fill the position. Hirschman made a motion to place an advertisement for the open position in the local paper for two weeks, on an on-line site called Indeed and also on the NACO website. Applicants will have until June 13, 2023, at 9:00 a.m. to turn their application and resume in to the Clerk's office. Kathy Hirschman will perform the interviews. A special meeting on June 16, 2023 at 2:00 p.m. will be set to fill the Treasurer's position, seconded by Urbanski. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye. Motion Carried.

**Mileage Pay for out of County Treasurer's** - The Hall County and Polk County Treasurer's have traveled to the Treasurer's office to help out in the office until the position is filled and a new Treasurer is trained. They had asked if they could be compensated for their mileage? Urbanski made a motion to approve paying the Treasurer's mileage and seconded by Hirschman. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye. Motion Carried.

There being no further business to come before the Board, motion was made by Hirschman and seconded by Urbanski to adjourn the meeting at 8:45 a.m. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye. Meeting adjourned.

Dated this 30th day of May, 2023

Kathy Hirschman, Chairman

ATTEST:  
Brenda Klanecky  
Howard County Clerk

## HOWARD COUNTY COMMISSIONER'S MINUTES

June 13, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 13th day of June, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 7th day of June 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 8:30 a.m. Roll Call: Gary Rasmussen, Absent; Kathy Hirschman, Aye; and Jessie Urbanski, Aye. Also present is County Clerk, Brenda Klanecky.

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

### **Pledge of Allegiance-**

**Public Comment-** None.

### **County Road Discussion-**

**gWorks Program-** Janet Thomsen, Highway Superintendent, spoke with the Board regarding a gWorks program called Simple Roads. Signs, culverts, bridges, route maps, projects, One and Six Year Plans are examples of items that can be placed in the program. The setup cost is \$8,000.00 and the annual fee is \$4,500.00. Ms. Thomsen is to check with the Assessor to see if the County has any credits to put towards the setup cost and get back with the Board. Item is tabled.

**Assistant Road Foreman Position** – The position of Assistant Road Foreman would entail the individual being in charge if the Highway Superintendent and the Road Foreman were gone at the same time. Compensation would need to be negotiated with the Union. Hirschman made a motion to create an Assistant Road Foreman position and seconded by Urbanski. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye. The job position will be posted at all Howard County Roads Shops. Applications will be reviewed at the June 27<sup>th</sup> meeting.

**Mail** – None.

### **Unfinished Business** –

Elevator Update-The company doing the modernization is still waiting on some of the equipment. They are hoping to have all of the materials on-site in July.

Roof Repair Update-Spoke with Ziemba Roofing. They are hoping to start the project in two weeks.

Smoke Alarm Update-This project will be completed when the elevator work is completed.

**Public Hearing-Amend Howard County Medical Center Budget** –Motion was made by Urbanski to open the public hearing at 9:00 a.m. and seconded by Hirschman. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

Arlan Johnson, CEO and Morgan Meyer, CFO were present to discuss amending the Howard County Medical Center budget for fiscal year 2022-2023. The increase of \$1.6 million is due to unexpected increased staffing costs. Due to a nursing shortage, the Medical Center has had to hire traveling nurses at a significantly higher hourly wage. The Medical Center is working to remedy this situation.

Hirschman made a motion to close the Public Hearing at 9:12 a.m. and seconded by Urbanski. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

Urbanski made a motion to approve the amendment increasing the Howard County Medical Center Budget from \$23,151,500.00 to \$24,751,500.00, and Hirschman seconded the motion. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

**Update on Howard County Medical Center** – Along with the increased expenses for staffing, the Medical Center also had an increase in revenues. Mr. Johnson and Ms. Meyer provided the Board with a brochure regarding the new Wellness Center being built. Other items discussed were a dual status 501C3, bonds to be paid off by 2026, short term and long-term debts and the County's responsibility.

**Approval Job Performance Reviews-Roads Workers-Executive Session-Possible Action** – Motion was made by Hirschman and seconded by Urbanski to go into Executive Session to discuss performance reviews for roads workers at 9:21 a.m. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye. Hirschman stated the Board was going into Executive Session at 9:21 a.m. to discuss performance reviews for roads workers. Those present were Kathy Hirschman, Jessie Urbanski, Janet Thomsen, Ray Hurt and Jerry Thompson.

Motion was made by Hirschman and seconded by Urbanski to come out of Executive Session at 9:42 a.m. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

Hirschman made a motion to approve compensation for Roads Workers effective July 1, 2023, as presented by Janet Thomsen, Highway Superintendent and Urbanski seconded the motion. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

**Correction to Addendum "A" Wages-Union Contract** – Motion was made by Urbanski and seconded by Hirschman to approve the correction of Dispatch/Clerical and maintenance wages in the union contracts as presented. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

**Public Hearing-Miretta Vineyards & Winery Inc-Class I Liquor License** – Motion was made by Hirschman and seconded by Urbanski to open the Public Hearing at 10:00 a.m. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

Mick McDowell was present to discuss the application for a Class I Liquor License. The Class I liquor license will allow the winery to sell beer and distilled spirits.

Motion was made by Urbanski and seconded by Hirschman to close the public hearing at 10:09 a.m. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

Motion was made by Hirschman and seconded by Urbanski to approve the Miretta Vineyards & Winery Inc-Class I Liquor License application. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

**(3) SDL's Miretta Vineyards & Winery Inc.** –Urbanski made a motion to approve the (3) SDL's for events taking place on June 29, July 7 and July 15, 2023, and Hirschman seconded the motion. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

**Grand Island Area Clean Community System Request/Letter** – Email was received from L. Denise McGovern-Gallagher with Grand Island Area Clean Community System. Ms. McGovern-Gallagher asked that the Commissioners sign a letter in support of the Clean Community System and a request for a \$2,000.00 contribution for operations.

Hirschman made a motion to sign the letter and approve the requested amount of \$2,000.00., Urbanski seconded the motion. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye. The Commissioners would like a report on money spent on Howard County.

**Set Budget Workshop Dates** – Motion was made by Hirschman to approve the following dates for Budget Workshop- July 25, 2023, beginning at 1:00 p.m. and July 27<sup>th</sup>, at 8:30 a.m., Urbanski seconded the motion. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

**Land Negotiations-Executive Session** – Motion was made by Hirschman and seconded by Urbanski to go into Executive Session to discuss land negotiations at 11:10 a.m. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye. Hirschman stated the Board was going into Executive Session at 11:10 a.m. to discuss land negotiations.

Those present in Executive Session are Joel Bergman, Matt Helzer, Jessie Urbanski and Kathy Hirschman.

Motion was made by Hirschman and seconded by Urbanski to come out of Executive Session at 11:30 a.m. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

Hirschman made a motion to work with the County Attorney to acquire a 14-foot strip of land located on the east side of the block and Urbanski seconded the motion. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

**Road Building Committee Report** – The Road Building Committee met at the newly acquired property two weeks ago and tentatively flagged out an area for the new building. Howard Greeley Public Power has been contacted for the electrical work and a number of well drilling companies have been contacted to get quotes to have a well drilled. Once the land closing has been completed the County will begin on removing trees. The committee made plans to visit Sherman County and Buffalo County buildings the next day.

**Ag Society Land Closing-Process Claim** – Commissioners reviewed the Buyers and Sellers Settlement Statements and the Warranty Deed regarding the purchase of land from the Ag Society. Said documents had previously been reviewed and approved by the County Attorney. Urbanski made a motion to approve the Buyer's Settlement Statement in the amount of \$50,200.00. This includes the sales price of \$50,000.00 plus recording fees (\$21.00) and the buyer's portion of title insurance (\$179.00). With the payment to be paid out of the ARPA account. Hirschman seconded the motion. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

**Front Steps Update**– Doug Elting, Contract Administrator with Berggren Architects provided the Board with a written statement regarding questions they had. The Board is waiting for information back from Mr. Elting regarding the historic tax credits.

**Clerk's Office-Temporary Records Update** – The Clerk would like to hire a part-time employee to input register of deed records into the computer and this employee may also be available to help out during the 2024 election. Urbanski made a motion and Hirschman seconded the motion to approve the Clerk's request to hire a temporary, part-time employee for 24 hours per week. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

**Treasurer Position-Review Applicants-Executive Session-Possible Action** – Motion was made by Hirschman and seconded by Urbanski to go into Executive Session to discuss the applications for Treasurer at 10:40 a.m. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye. Hirschman stated the Board was going into Executive Session at 10:40 a.m. to discuss applications received for the Treasurer position. Present in Executive Session were Hirschman, Urbanski and Klanecky.

Motion was made by Hirschman and seconded by Urbanski to come out of Executive Session at 11:02 a.m. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye. No action taken. A Special Meeting is scheduled for June 16, 2023, to select a Treasurer.

**Administrative Office of the Courts and Probation Agreement** -Urbanski made a motion to approve the agreement between AOC (Administrative Office of the Courts and Probation) and Howard County approving the terms of the Clerk Magistrate as Clerk of the County Court shall be the Ex Officio Clerk of the District Court for Howard County effective July 1, 2023 through June 30, 2024, and seconded by Hirschman. Roll Call: Rasmussen, Absent; Hirschman, Aye, and Urbanski, Aye.

**Consent Agenda** - Motion was made by Hirschman and seconded by Urbanski to approve the Commissioners Meeting Minutes for 5/23/2023 and 5/30/2023, Claims: General-\$267,313.78, Roads-\$126,362.17, Tourism Improvement Fund-\$5,200.00, Tourism Promotion Fund-\$2,750.00 and Covid American Rescue Plan-\$98,778.50, Reports from the Clerk, District Court, Treasurer and Sheriff. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

There being no further business to come before the Board, motion was made by Urbanski and seconded by Hirschman to adjourn the meeting at 11:58 a.m. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye. Meeting adjourned. The next regular meeting of the Howard County Board of Commissioners will be June 27, 2023.

Dated this 13th day of June, 2023.

Kathy Hirschman  
Howard County Commissioners

ATTEST: Brenda Klanecky  
Howard County Clerk

## HOWARD COUNTY SPECIAL BOARD MEETING MINUTES

June 16, 2023, St. Paul, Nebraska

The Howard County Board of Commissioners of Howard County, Nebraska, met in special session at 2:00 p.m. on Friday, June 16, 2023, in the Commissioners Meeting Room of the Courthouse in St. Paul, Nebraska.

Notice of the special meeting was given thereof on the 7<sup>th</sup> day of June, 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 2:00 p.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Also present is County Clerk Brenda Klanecky.

### **Pledge of Allegiance.**

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

**Filling the Treasurer's Position** – Urbanski made a motion and Rasmussen seconded the motion to go into Executive Session to discuss the Treasurer's position at 2:01 p.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Hirschman stated the Board was going into Executive Session at 2:01 p.m. to discuss the Treasurer's position. Those present in Executive Session are Rasmussen, Hirschman and Urbanski.

Motion was made by Urbanski and seconded by Rasmussen to come out of Executive Session at 2:23 p.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

Urbanski made a motion to appoint Sara Roy as County Treasurer effective July 1, 2023 and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

There being no further business to come before the Board, motion was made by Hirschman and seconded by Urbanski to adjourn the meeting at 2:30 p.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Meeting adjourned.

Dated this 16th day of June, 2023

Kathy Hirschman, Chairman

ATTEST:  
Brenda Klanecky  
Howard County Clerk

## HOWARD COUNTY COMMISSIONER'S MINUTES

June 27, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 27th day of June, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 21st day of June 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 8:30 a.m. Roll Call: Gary Rasmussen, Aye; Kathy Hirschman, Aye; and Jessie Urbanski, Aye. Also present is Deputy County Clerk, Marla Mason.

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

### **Pledge of Allegiance-**

**Public Comment-** Tylor Robinson was present and stated at the most recent Planning and Zoning meeting that Article 4, Section 4 was discussed regarding public notices for workshop sessions. He feels these sessions should be audio and video recorded and would be a benefit to the public.

### **County Road Discussion-**

**Amend Contract-IBEW to Add Assistant Road Foreman-** Urbanski made a motion to approve the amended IBEW Contract as presented to add an Assistant Road Foreman to be effective July 1, 2023 and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Motor Grader Update** - Tyler McNitt with Cat was present to update the Board on the delivery date of a new motor grader purchased approximately a year ago and is expected to be delivered in September or October of this year.

**Assistant Road Foreman Applications-Executive Session-Possible Action** - Urbanski made a motion to go into executive session at 8:41 a.m. and seconded by Rasmussen to review Assistant Road Foreman Applications. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Hirschman stated the Board was going into Executive Session at 8:41 a.m. to review applications. Those present were Gary Rasmussen, Kathy Hirschman, Jessie Urbanski, Janet Thomsen, and Ray Hurt.

Motion was made by Hirschman and seconded by Urbanski to come out of Executive Session at 8:57 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

Urbanski made a motion to allow Highway Superintendent, Janet Thomsen to proceed with the interviews for Assistant Road Foreman position and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**gWorks Contract-** Janet Thomsen, Highway Superintendent, had previously spoke with the Board regarding a gWorks program called Simple Roads. Signs, culverts, bridges, motor grader route maps, projects, One and Six Year Plans are examples of items that can be placed in the program and saved on the cloud. The program can also be used to submit to FEMA. The setup cost is \$8,000.00 and the

annual fee is \$4,500.00. Ms. Thomsen checked with the Assessor to see if the County has any credits to put towards the setup cost. There were no credits available. An email was received to give a \$1,000.00 credit towards the setup costs. Rasmussen made a motion to approve the gWorks Contract and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Nay; and Urbanski, Aye. Motion Carried.

**Current county roads update** - Road employees have been cutting trees and grading roads.

**Mail** – PILT Payment and Grand Island Area Clean Community Report.

**Unfinished Business** – None

**Public Hearing-Single Lot Administrative Sub-Ambroz Acres** –Motion was made by Urbanski to open the public hearing at 9:00 a.m. and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

Present were Cherri Klinginsmith and Trenton D. Snow. Cherri Klinginsmith presented to the Board for approval of the Single Lot Subdivision.

Rasmussen made a motion to close the Public Hearing at 9:10 a.m. and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

Urbanski made a motion to approve the Ambroz Acres Single Lot Administrative Subdivision and Rasmussen seconded the motion. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Interlocal Agreement for Law Enforcement Services between the County of Adams and the County of Howard** – The Agreement is for Mental Health Board Proceedings terms and fees. Rasmussen made a motion to approve the interlocal agreement and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**First Light Budget Request** – A letter requesting \$4,000.00 from the First Light Child Advocacy Center for services provided to 10 counties including Howard County. Urbanski made a motion to approve the request and Rasmussen seconded the motion. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Sheriff Distress Warrant Report** – Sheriff Tom Busch presented the Sheriff's Distress Warrant Report to the Board. Discussion was held.

**Discuss Dispatch Scheduling and Vacation Pay** -

Sheriff Tom Busch and Head Dispatcher Melissa Paxton were present to discuss the dispatch scheduling and vacation pay.

Urbanski made a motion to approve the Dispatch 12-hour scheduling on a temporary basis with dispatchers working 36 hours one week and 48 hours the next week, hours will not be prorated, employee will be short 4 hours one week and receive 8 hours of overtime the next week, seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

Discussion was held regarding vacation time earned and paying out for dispatchers.

**Resolution 2023-15 Transfer Funds-Communications** - Motion was made by Rasmussen and seconded by Urbanski to approve Resolution 2023-15 transferring \$30,495.36 from the E911 Wireless Service Fund

and \$5,381.53 from the 911 Emergency Management Fund to the Communications General Fund. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Resolution 2023-16-Transfer Funds E911** – Urbanski made a motion and Rasmussen seconded the motion to approve Resolution 2023-16 to authorize the County Clerk and the County Treasurer to transfer \$9,864.67 from the E911 Wireless Service Fund to the 911 Holding account. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Memorandum of Agreement- Sheriff's Dept.** - Sheriff Tom Busch presented a Memorandum of Agreement between The Government (NAVSURFWARCEIVEDIV CRANE) and the Howard County Sheriff's office. The purpose of this agreement is to extend a previous agreement dated December 16, 2020, to optimize taxpayer's money by extending the useful life of military electro-optics (night vision) equipment. Urbanski made a motion and Rasmussen seconded the motion to approve the memorandum of Agreement as presented. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Insurance Buyout** – Sean Wysocki was present to discuss the cash in lieu of insurance. Hirschman made a motion to keep the Insurance Buyout the same amount of \$375.00 and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Printer Designation LB644-2023 Postcard Printing** - Urbanski made a motion to approve designating the State Print Shop as the vendor for the 2023 postcard printing and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**IRS** – The Clerk's office received a letter from the IRS regarding the first quarter of 2023. The Clerk reviewed the IRS letter with the County's Auditor and Tim Vaughn with AMGL, PC regarding penalties and interest. Both parties reviewed payroll withholdings and determined the withholding process was being handled correctly. Mr. Vaughn will prepare a letter to the IRS to request a refund of the penalties and interest and remedy the discretions with the IRS.

**Consent Agenda** – Two claims were questioned by the Board for the front step project. One to Berggren and Assoc. in the amount of \$2,479.54 and another to Mid-Continental Restoration in the amount of \$209,689.20. Motion was made by Urbanski and seconded by Hirschman to approve the Commissioners Meeting Minutes for 6/13/2023 and 6/16/2023, Claims: General-\$271,154.83 minus \$2,479.54 to Berggren and Assoc. for a total of \$268,675.29, Roads-\$88,939.67, ROD Preservation and Modernization Fund-\$916.92, and Covid American Rescue Plan-\$235,095.44.

Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

There being no further business to come before the Board, motion was made by Urbanski and seconded by Rasmussen to adjourn the meeting at 12:05 p.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Meeting adjourned. The next regular meeting of the Howard County Board of Commissioners will be July 11, 2023.

Dated this 27th day of June, 2023.

Kathy Hirschman  
Howard County Commissioners

ATTEST: Marla Mason  
Howard County Deputy Clerk

## HOWARD COUNTY COMMISSIONER'S MINUTES

July 11, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 11th day of July, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 5th day of July 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 8:30 a.m. Roll Call: Gary Rasmussen, Aye; Kathy Hirschman, Aye; and Jessie Urbanski, Aye. Also present is County Clerk, Brenda Klanecky.

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

### **Pledge of Allegiance-**

**Public Comment-** None.

### **County Road Discussion-**

**Assistant Road Foreman-** Janet Thomsen, Highway Superintendent, recommended Jerry Thompson for the position of Assistant Road Foreman. Urbanski made a motion to offer the position of Assistant Road Foreman to Jerry Thompson and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**ROW Update-** Janet Thomsen spoke to the Board regarding right-of-way State Statutes. She has placed ads in the paper regarding irrigation water on public roads and mowing road ditches in July and September.

**Current county roads update** - Discussion was held regarding current road work and conditions of gravel roads after the recent rains.

**Mail** – Opioid Payment in the amount of \$1,173.63 was received by the County.

**Unfinished Business** – Elevator renovations will begin July 24<sup>th</sup>. The elevator will be out of service for 2 ½ to 3 weeks.

**Public Hearing-Conditional Use Permit Verizon Communication Tower** –Motion was made by Rasmussen to open the public hearing at 9:00 a.m. and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

Present were Cherri Klinginsmith, Planning and Zoning Administrator, Rick Adams, Zoning Agent and John Palmtag, Engineering Department with Verizon. Cherri Klinginsmith presented to the Board the conditional use permit for a Verizon Communication Tower to be located in the NE ¼ of Section 11, Township 15N, Range 10 West of the 6<sup>th</sup> PM. The proposed tower is a 350-foot self-support tower. Items discussed were determination of sites, the ability to change the site location, safety both of collapsing of towers and the effects of 3G, 4G, and 5G, and the differences between each of the speeds.

Mr. Adams and Mr. Palmtag addressed these questions. Members of the public speaking during the discussion were, Terry Spilinek, Ron Kulwicki, and Bert McIntosh. Urbanski made a motion to close the Public Hearing at 10:18 a.m. and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

Urbanski made a motion to table the Conditional Use Permit for Verizon Communication Tower until further information can be obtained and Rasmussen seconded the motion. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Item is placed on the Agenda for August 8, 2023.

**Public Hearing-Amend Zoning Regulations A-1 Single Family Dwellings-Resolution 2023-17** –Motion was made by Urbanski to open the public hearing at 9:15 a.m. and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

Present was Cheri Klinginsmith. Ms. Klinginsmith presented to the Board for approval of Resolution 2023-17, the amendment of zoning regulations for A-1 Single Family Dwellings. Urbanski made a motion to close the Public Hearing at 10:22 a.m. and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

Urbanski made a motion to approve Resolution 2023-17, the amendment of zoning regulations for A-1 Single Family Dwellings and Rasmussen seconded the motion. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Resolution 2023-18-Treasurer Signatories** – Rasmussen made a motion to approve Resolution 2023-18 to add Sara Roy as a signatory on the Howard County Treasurer Bank Accounts and to remove Jackie Synowski, seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Willow Rising Inc.- Budget Request** – A letter requesting \$4,000.00 from the Willow Rising Inc. for services provided to Howard County. Urbanski made a motion to approve the request and Rasmussen seconded the motion. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Jerry Berggren-Historic Tax Credits and progression on the front step project- Conference Call** – Board placed a conference call to Jerry Berggren to discuss how the historic tax credits worked with the front step project. Mr. Berggren explained how the tax credits work and answered questions from the Board. Board members expressed concern regarding the large gaps in the new steps and the liability. The Board and Mr. Berggren agreed to have the Clerk email pictures of the steps to Mr. Berggren to work on a solution.

#### **Dispatcher Wages and Office Manager Wages -**

Sheriff Tom Busch and Head Dispatcher Melissa Paxton were present to discuss wages with the Board. Others present for the discussion were Neal Dethlefs, Assessor, Sara Roy, Treasurer, Jessica Hancock and Starcie Burkett. Currently, Dispatch and Clerical are in the same job classification in the union contract which began July 1, 2022, and will run through June 30, 2024. The Sheriff and Head Dispatcher have concerns regarding current wages being part of the issue they are not able to fill vacancies. The Sheriff did comparables on wages. Discussion was had regarding increasing the wages and the effects this would have on both Dispatch and Clerical employees. Following more discussion, Urbanski made a motion to approve proposed increases to the shift differentials for the dispatchers of \$1.00 for each shift differential. Rasmussen seconded the motion. Roll Call: Rasmussen, Aye; Hirschman, Aye; and

Urbanski, Aye. Proposed increases in shift differentials to the union contract will be placed on the July 25<sup>th</sup> Agenda.

**Consent Agenda** – Motion was made by Urbanski and seconded by Rasmussen to approve the Commissioners Meeting Minutes for 6/27/2023, Claims: General-\$63,386.89, Roads-\$202,544.95, and E911 Wireless Holding Fund-\$10,380.83, Clerk, District Court Clerk, and Treasurer’s Report. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Executive Session** - Motion was made by Urbanski and seconded by Rasmussen to go into Executive Session to discuss personnel at 11:45 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Hirschman stated the Board was going into Executive Session at 11:45 a.m. to discuss personnel. Present in Executive Session were Rasmussen, Hirschman, Urbanski, Sheriff Tom Busch and Jessica Hancock. Motion was made by Hirschman and seconded by Urbanski to come out of Executive Session at 12:11 p.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. No action taken.

There being no further business to come before the Board, motion was made by Hirschman and seconded by Urbanski to adjourn the meeting at 12:11 p.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Meeting adjourned. The next regular meeting of the Howard County Board of Commissioners will be July 25, 2023.

Dated this 11th day of July, 2023.

Kathy Hirschman  
Howard County Commissioners

ATTEST: Brenda Klanecky  
Howard County Clerk

## HOWARD COUNTY COMMISSIONER'S MINUTES

July 25, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 25th day of July, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 19th day of July 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 8:40 a.m. Roll Call: Gary Rasmussen, Aye; Kathy Hirschman, Aye; and Jessie Urbanski, Aye. Also present is County Clerk, Brenda Klanecky.

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

**Public Comment-** None.

**County Road Discussion-** Highway Superintendent, Janet Thomsen updated the Board on bridges that would qualify for the Bridge Match grant and that the application will be due in December. The status on the bridge being replaced at 12<sup>th</sup> and Wausa Rd. with culverts was discussed. The culverts should be delivered in August. Also discussed were Denton Road and a tree to be removed by the St. Libory Pump and Pantry.

**Mail –** Zelle Intel; Phishing Simulation Report-COR

**Unfinished Business** –None.

**County Burial** –Motion was made by Urbanski and seconded by Rasmussen to approve the application for the County Burial of Jean Paxton. Payment of \$750.00 will be paid to Jacobsen Greenway & Dietz Funeral Home. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Union Contract-Dispatch Differential Shift Change** – Rasmussen made a motion to approve the Addendum to the Union Contract to increase the shift differential amounts for Dispatch an additional \$1.00 as outlined in the addendum and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Executive Session** – Rasmussen made a motion to go into Executive Session to discuss possible litigation at 9:16 a.m. and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Hirschman stated the Board was going into Executive Session at 9:16 a.m. to discuss possible litigation. Present in Executive Session were Rasmussen, Hirschman, Urbanski, County Attorney, Dave Schroeder, Planning and Zoning Administrator, Cherri Klinginsmith and County Clerk, Brenda Klanecky. Motion was made by Urbanski and seconded by Rasmussen to come out of Executive Session at 9:45 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. No action taken.

**Medica Health Insurance Renewal-Chad Svoboda and Kevin From** – Chad Svoboda and Kevin From of Svoboda Benefit Solutions were present to discuss the health insurance renewal with the Board. There will be a 19% increase in premium effective October 1, 2023. Urbanski made a motion to approve the

Medica renewal quote with the 19% increase with the employee and employer percentages remaining the same and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Rasmussen Mechanical Quotes** –Two quotes were received, one to repair and one to replace the heating/cooling unit located in the front of the courtroom from Rasmussen Mechanical. Urbanski made a motion to approve Quote 2303451 to replace the coil in the heating and cooling unit in the amount of \$3,292.00 and Rasmussen seconded the motion. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Brian Cox-Nebraska Extension** –Brian Cox was present to discuss the Interlocal Agreement between the Nebraska Extension and Howard County. This is a five-year term with no change to the current funding. Urbanski made a motion to approve the Interlocal Agreement for the Provision of Cooperative Extension Services between the Nebraska Extension and Howard County and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Mr. Cox will email a copy for Hirschman to sign and will provide the Clerk with a fully signed copy.

**3 Year Plan-Assessor's Office** – Assessor, Neal Dethlefs presented the Howard County Assessor's Three-Year Plan to the Board.

**Fire Chiefs-911 Signage**- Several individuals from the County were present to discuss 911 Signage. Representatives from the County Fire Departments were: Mark Wilson, Pat Koperski, Terry Webb, Josh Webb, Devin Wilkins and Wayne Reimers. Allen Wilshusen, Emergency Manager, Janet Thomsen, Highway Superintendent, and Cherrie Klinginsmith, Planning and Zoning Administrator were also present. Many items were discussed. Lack of 911 address signs, use of Digger's Hotline, requiring a 911 address for all structures, example, grain bin only locations, enforcement, grants, sign companies, waivers and a resolution for Planning and Zoning. Ms. Klinginsmith will place this item on Planning and Zoning's August 16<sup>th</sup> agenda. Urbanski made a motion to table the 911 signage until further information is obtained and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Resolution 2023-19-Deficit Appropriations** - Rasmussen made a motion to approve Resolution# 2023-19 to appropriate additional funds to the Sheriff's budget-\$8,804.62 and to the Extension's Budget-\$91.85 for the fiscal year, 2022-2023 from the unused funds in the County Miscellaneous account of the General Fund Budget and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Budget**- The budget workshops will begin July 25, 2023 at 1:00 p.m. and continue on July 27, 2023, at 8:30 a.m. It was decided to add a third date of August 8, 2023, at 1:00 p.m.

**Consent Agenda** – Motion was made by Urbanski and seconded by Rasmussen to approve the Commissioners Meeting Minutes for 7/11/2023, Payroll and Claims: General-\$211,251.70, Roads-\$66,269.21 for a total of \$277,520.91 and the Sheriff's Report. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

There being no further business to come before the Board, motion was made by Urbanski and seconded by Rasmussen to adjourn the meeting at 11:23 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Meeting adjourned. The next regular meeting of the Howard County Board of Commissioners will be August 8, 2023.

Dated this 25th day of July, 2023.

Kathy Hirschman  
Howard County Commissioners

ATTEST:       Brenda Klanecky  
                  Howard County Clerk

HOWARD COUNTY COMMISSIONER'S MINUTES

2023-2024 Budget Session

July 25, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 25th day of July, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 19th day of July 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 1:11 p.m. Roll Call: Gary Rasmussen, Aye; Kathy Hirschman, Aye; and Jessie Urbanski, Aye. Also present is County Clerk, Brenda Klanecky.

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

Pledge of Allegiance.

The Board met with several Department Heads to discuss their budget request amounts for fiscal year 2023-2024.

The Board recessed at 4:10 pm and reconvened on July 27, 2023 at 8:30 a.m.

Roll Call: Gary Rasmussen, Aye; Kathy Hirschman, Aye; and Jessie Urbanski, Aye. Also present is County Clerk, Brenda Klanecky.

The Board recessed at 12:00 p.m. for lunch and returned at 1:00 p.m.

Motion was made by Rasmussen and seconded by Urbanski to adjourn the meeting at 4:30 p.m. Roll Call: Gary Rasmussen, Aye; Kathy Hirschman, Aye; and Jessie Urbanski, Aye.

Dated this 25th day of July, 2023.

Kathy Hirschman  
Howard County Commissioners

ATTEST: Brenda Klanecky  
Howard County Clerk

## HOWARD COUNTY COMMISSIONER'S MINUTES

August 8, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 8th day of August, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 2nd day of August 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 8:30 a.m. Roll Call: Gary Rasmussen, Aye; Kathy Hirschman, Aye; and Jessie Urbanski, Aye. Also present is County Clerk, Brenda Klanecky.

### **Pledge of Allegiance** -

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

### **Public Comment**- None.

### **County Road Discussion**

**Resolution 2023-20-Annual Certification of Program Compliance**- Urbanski made a motion to approve Resolution 2023-20, the Annual Certification to Nebraska Board of Public Roads Classifications and Standards 2023 and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Game and Parks-Wildlife Management Service Roads** – Highway Superintendent, Janet Thomsen was present to discuss with the Board that she was approached by a local Nebraska Game and Parks officer regarding maintenance of roadways at three wildlife management areas located in the county, right off the county roads. Discussed was the grader/operator Rates and the frequency. The total amount of roadway to be maintained would be approximately 1 ½ miles. Ms. Thomsen will get in touch with Game and Parks for more details.

**Update on Roads Maintenance and Plan** – Discussion on graveling and grading of roads. Roads Department is currently short two employees on medical leave. Ms. Thomsen stated they will be spotting in clay on Denton Road, starting from 5<sup>th</sup> Avenue and going north. Working on culverts on Kimball Road. Closed 23<sup>rd</sup> Avenue west of Hwy 281 due to wash outs from the recent rains. They will be working on Inman Road south of the St. Paul Country Club. Mowing letters will be going out to landowners that have not mowed their ditches in July. The Roads Department is working on an incident where several stop signs, bridge markers and 911 signs were taken this past weekend, some were found in a canal ditch.

**Mail** – LATCF Second Submission for \$50,000.00 was received and an Opioid Payment Received in the amount of \$2,027.69.

### **Unfinished Business** – None.

County Attorney, Dave Schroeder was present at the meeting at 8:58 a.m.

**Public Hearing-Verizon Communication Tower** –Motion was made by Rasmussen and seconded by Urbanski to open the public hearing at 9:00 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Present for the meeting were Shelly Stepanek, Renee Nesiba, Ron Kulwicki, Highway Superintendent, Janet Thomsen, Planning and Zoning Administrator, Cherri Klinginsmith, County Attorney, Dave Schroeder and Rick Adams, John Palmtag and Emily Milewski with Verizon. Mr. Adams submitted additional information to the Board regarding cell phone towers. Discussion was held regarding location, setbacks, safety, liability, updated engineering plan for a third antenna, the height of the tower and the distance from the county road.

Mr. Schroeder left the meeting at 9:50 a.m.

Motion was made by Rasmussen and seconded by Urbanski to close the public hearing at 9:51 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

Motion was made by Rasmussen and seconded by Urbanski to deny the conditional use permit for the Verizon Communication Tower. Roll Call: Rasmussen, Aye; Hirschman, Nay; and Urbanski, Aye. Mr. Adams asked the Board for their reasons for the denial. Mr. Rasmussen stated the location was too close to the county road. Mr. Urbanski stated the location of the tower did not meet the setbacks in the zoning regulations and he did not want to set a precedence for the future. Planning and Zoning Administrator, Cherri Klinginsmith will send a denial letter to Verizon.

**Quotes-Electrical Upgrades-Courtroom** – The Clerk contacted four electricians to request bids to make upgrades to the electrical in the courtroom. Two submitted estimate proposals. One from Island Electric LLC in the amount of \$7,300.00 and the second from Rice Electric LLC in the amount of \$4,249.82. Urbanski made a motion to approve the proposal in the amount of \$4,249.82 from Rice Electric LLC and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Front Steps Update – Jerry Berggren** – Jerry Berggren of Berggren Architects was present to discuss the Front Step Project. Commissioners are concerned with the safety of the new steps. Mr. Berggren and the three commissioners went out to view the step project. Mr. Berggren was in agreement that there were issues with the steps. He will plan to meet on Thursday, August 10<sup>th</sup> at the courthouse with Mid-Continental the company that installed the steps to work on a solution.

**Region 3 Fiscal Year 2023-2024 County Match Request** – Motion was made by Urbanski and seconded by Rasmussen to approve the Region 3 Fiscal Year 2023/2024 County Match Request in the amount of \$17,197.66. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Early Childhood-Budget Request-Dream Solko and Sarah Landell** –

Jordan Meyer and Sarah Landell were present to provide information to the Board regarding the St. Paul Early Childhood Foundation which was established in 2021. Mr. Meyer provided the background of the starting of the foundation. The group has three goals to provide access to quality childcare, provide quality preschool and have access to scholarships to afford early childcare opportunities. The Foundation is looking for financial support from the community including private donors, local organizations and other foundations to purchase the Kid Academy to allow it to be operated as a non-profit. The foundation provided letters of support from the community. Board Chair, Kathy Hirschman

thanked Mr. Meyer and Ms. Landell and stated that the County is currently working on the budget for the next fiscal year and will consider the request. No other action taken at this time.

**Resolution 2023-21-Allocation of levy authority/political subdivisions for fiscal year 2023-2024 –**

The Board reviewed the levies as presented. Rasmussen made a motion to approve Resolution 2023-21-Allocation of levy authority/political subdivisions for fiscal year 2023-2024 as presented and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Ron Schroeder- Claim** –Ron and Kathy Schroeder were present along with Highway Superintendent, Janet Thomsen and Road Foreman, Ray Hurt to discuss reimbursement of a claim to re-stock fish in their pond in the amount of \$427.00. Sometime during the timeframe of late August to early September, 2022, a beaver dam located in a culvert along 12<sup>th</sup> Avenue was brought to the attention of the County Roads Dept. The County attempted to remove the beaver dam with an excavator. The culvert was too far down and a hole was poked in the top of the culvert to restore flow of water. After much discussion, Rasmussen made a motion to deny the claim in the amount of \$427.00 unless further evidence can be provided and Urbanski seconded the motion. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Discuss Inventory Item Minimum Amount** – The Clerk’s office is in the process of obtaining an updated inventory from each County Department for the past fiscal year. The Clerk had contacted the State Auditor’s office and they recommended the Board Adopt a resolution stating what items should be included on the inventory statements.

Rasmussen made a motion to set the minimum amount of value for items on the inventory forms at \$300.00 and seconded by Urbanski. A resolution will be presented at the next Board Meeting for approval. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Elevator Update-** The renovation of the elevator appears to be complete. The Clerk received an email that the State Elevator Test is scheduled for August 16, 2023. The elevator will not be made operational until the State test has been passed. No action taken.

**Road Building Update-** The County is currently working on acquiring a 14’ strip of land located on the east side of the block the current St. Paul Shop is located on. The County is in the process of finding an independent architect per State Statute regarding the new St. Paul Shop building. No action taken.

**Budget-** The budget discussion will start at 1:00 p.m. on today’s date.

**County Burial -** Motion was made by Urbanski and seconded by Rasmussen to approve the application for the County Burial of John J. Preisendorf III. Payment of \$750.00 will be paid to Peters Funeral Home. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

At 12:17 p.m. the Board agreed to recess and reconvene at 1:10 p.m. Meeting was reconvened at 1:20 p.m.

**Consent Agenda** – Discussion was had regarding two claims to Berggren Architects in the amount of \$2,479.54 and a claim from Levander’s Body Shop in the amount of \$1,000.00 for storage fees. Sheriff Busch will speak with Levander’s regarding the storage fees. Motion was made by Urbanski and seconded by Rasmussen to approve the Board of Equalization Meeting Minutes for 7/11/2023, 7/21/2023 and 7/25/2023; Commissioner Meeting Minutes for 7/25/2023; and Budget Session Workshop Minutes for 7/25/2023 and 7/27/2023. Claims: General-\$104,539.99, Roads-\$150,364.48,

Covid American Rescue Plan-\$9,715.70 and 911 Emergency Management Fund-\$769.15 for a total of \$265,389.32 and Reports from the Clerk, District Court, Treasurer and Sheriff's. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Budget** - Board reviewed each department's expense amounts.

There being no further business to come before the Board, motion was made by Rasmussen and seconded by Urbanski to adjourn the meeting at 4:05 p.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Meeting adjourned. The next regular meeting of the Howard County Board of Commissioners will be August 23, 2023.

Dated this 8th day of August, 2023.

Kathy Hirschman  
Howard County Commissioners

ATTEST: Brenda Klanecky  
Howard County Clerk

## HOWARD COUNTY COMMISSIONER'S MINUTES

August 22, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 22nd day of August, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 17th day of August 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 8:30 a.m. Roll Call: Gary Rasmussen, Aye; Kathy Hirschman, Aye; and Jessie Urbanski, Aye. Also present is County Clerk, Brenda Klanecky.

### **Pledge of Allegiance** -

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

**Public Comment**- Hirshman spoke to the Board regarding the Veterans Service Office. It has been in the news that there was money leftover in the budget and that it would be going back to Hall County. Howard County has an Interlocal Agreement with Hall County which began in approximately 1994. Four counties pay into the Veterans Service Office and Howard County would be receiving a refund on their share of the excess dollars. In the future any leftover dollars will be placed in a separate fund for veteran's services.

**County Road Discussion** – Highway Superintendent, Janet Thomsen fielded questions from the Board regarding current road projects taking place, conditions of roads and the possibility of adding a stop sign at an intersection where a recent motor vehicle accident took place.

**Annual Certification of Highway Buyback**- Urbanski made a motion to approve the Annual Certification of Highway Buyback and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Advertising for County Roads Position** – Urbanski made a motion to advertise for a County Roads Position and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Mail** –Registration for NACO District Meeting on September 21<sup>st</sup> in Kearney-Rasmussen, Hirschman and Urbanski plan to attend.

Letter from NIRMA regarding ASSIST Program-County Roads Department received three checks for a total of \$1,061.11 from NIRMA to purchase gauze, horse and buggy signs and hearing protection.

NIRMA-Dismissal of Case No. CI22-3020, Rick Hill v. Election Systems & Software. Mr. Hill had filed suit against the County Clerks of all 93 counties in Nebraska.

**Unfinished Business**- None.

**Contryman’s Budget Engagement Letter** – Motion was made by Urbanski and seconded by Rasmussen to approve Board Chair, Kathy Hirschman to sign the Countryman’s Budget Engagement Letter. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Early Childhood Foundation-Dream Solko**- Dream Solko and Sarah Landell were present to discuss available funding of the Foundation. Urbanski made a motion to award \$5,000.00 to the Early Childhood Foundation and seconded by Rasmussen. Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Resolution 2023-22- Set the Inventory Minimum Amount**- Urbanski made a motion to approve Resolution 2023-22, Setting the Inventory Minimum Amount to \$300.00 beginning with fiscal year 2023-2024, and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Resolution 2023-23-Homestead Bank Treasurer Signatories, Resolution 2023-24-Heritage Bank Treasurer Signatories** and **Resolution 2023-25- Boelus State Bank Treasurer Signatories** - Urbanski made a motion to approve Resolutions 2023-23, 2023-24 and 2023-25, Treasurer Signatories to remove Jackie Synowski and Aimee Dixson and add Sara Roy, Mykenna Sorgenfrei and Jan Jares, seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Jessie Urbanski, Aye.

**Front Steps Update**-Samples of caulking colors were received. The Commissioners took the samples out to the front steps to choose a color. It was a unanimous decision to go with the color “stone”. An email received from the contractor indicated that the handrail for the front steps should be completed within two weeks. The contractor plans to come back at that time to finish the project.

**Elevator Update**-The State Elevator Test took place on August 16, 2023, a few items have to be completed and the next State Elevator Test will take place on September 6, 2023. The elevator is currently back in service.

**Roof Repair Update** – Ziemba Roofing began work on repairing the roof of the courthouse this morning. The repairs should be complete by today or tomorrow.

**Roads Building Update**- Hirschman had spoken with Jeff Palik from Olsson Associates in Grand Island regarding obtaining an architect for design-bid-build of the new building. Hirschman will be contacting architects in the near future.

**Inventory**-The Clerk presented the completed inventory forms for fiscal year 2022-2023. Also included is inventory for real estate owned by the County. Rasmussen made a motion to approve the inventories as presented and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Set a Date for Joint Public Hearing** – Urbanski made a motion to set possible dates for the Joint Public Hearings for September 18, September 14 or September 21<sup>st</sup> to start at 6:00 p.m. Rasmussen seconded the motion. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. At the present time it is unknown if any political subdivision will need to go through the LB 644 (pink postcard process).

**City/County Communications Renewal** – Hirschman met with City officials regarding the communications renewal. A copy of the formula to determine the City’s share of the communications costs was provided to each commissioner for review and discussion. Rasmussen made a motion to approve the new monthly payment of \$3,158.54 from the City of St. Paul and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Budget-** Hirschman spoke with the accountant during a short break regarding the budget for fiscal year 2023-2024. The goal is to adopt the new budget at the September 12<sup>th</sup> Board Meeting.

**Consent Agenda** Motion was made by Urbanski and seconded by Rasmussen to approve the Commissioner Meeting Minutes for 8/8/2023; and Payroll: General-\$211,018.98, Roads-\$67,917.37, for a total of \$278,936.35. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

There being no further business to come before the Board, motion was made by Urbanski and seconded by Rasmussen to adjourn the meeting at 11:33 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Meeting adjourned. The next regular meeting of the Howard County Board of Commissioners will be September 12, 2023.

Dated this 22nd day of August, 2023.

Kathy Hirschman  
Howard County Commissioners

ATTEST: Brenda Klanecky  
Howard County Clerk

**HOWARD COUNTY BOARD MINUTES**

**Howard COUNTY BOARD OF COMMISSIONERS PROCEEDINGS**

**September 6, 2023, St. Paul, Nebraska**

The Howard County Board of Commissioners of Howard County, Nebraska, met in special session at 8:30 a.m. on Wednesday, September 6, 2023, in the Commissioners Meeting Room of the Courthouse in St. Paul, Nebraska.

Chairman Hirschman called the meeting to order, and Commissioners present for roll call were Kathy Hirschman, Gary Rasmussen, and Jessie Urbanski, Absent. Also present is County Clerk Brenda Klanecky.

Pledge of Allegiance.

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held. Notice of the special meeting was posted at the US Post Office, Citizens Bank and Trust, Homestead Bank, the 2nd Floor of the Courthouse and in the Clerk's office, the convened meeting was open to the public. Copies of the agenda are kept current and available to the public at the Clerk's office.

Approve or Deny Purchase of Dump Trucks – Discussion was held regarding the purchase of dump trucks by the Roads Department. Rasmussen made a motion to authorize, Highway Superintendent, Janet Thomsen to bid up to \$100,000.00 per dump truck on the two dump trucks as presented to the Board of Commissioners and Hirschman seconded the motion. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent.

There being no further business to come before the Board, motion was made by Rasmussen and seconded by Hirschman to adjourn the special meeting at 9:17 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Meeting adjourned.

Dated this 6th day of September, 2023

Kathy Hirschman  
Howard County Commissioners

ATTEST:  
Brenda Klanecky  
Howard County Clerk

## HOWARD COUNTY COMMISSIONER'S MINUTES

September 12, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 12th day of September, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 6th day of September 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 8:30 a.m. Roll Call: Gary Rasmussen, Aye; Kathy Hirschman, Aye; and Jessie Urbanski, Absent. Also present is County Clerk, Brenda Klanecky.

### **Pledge of Allegiance** -

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

### **Public Comment**- None

### **County Road Discussion** –

Highway Superintendent, Janet Thomsen advised the Board that she had purchased two trucks and a barricade trailer at the Blessing Construction sale on September 11, 2023. Road employees are working on Denton Road between 5<sup>th</sup> and 6<sup>th</sup> Avenues and should be complete within the next couple of days. They will move to between 8<sup>th</sup> and 10<sup>th</sup> Avenues on Denton Road.

Road Employee Applications-Highway Superintendent, Janet Thomsen was present to discuss Road Employee Applications. Motion was made by Rasmussen and seconded by Hirschman to go into Executive Session to discuss the Road Employee applications at 8:38 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent. Hirschman stated the Board was going into Executive Session at 8:38 a.m. to discuss applications received for the Roads Department. Present in Executive Session were Rasmussen, Hirschman, and Thomsen.

Motion was made by Hirschman and seconded by Rasmussen to come out of Executive Session at 8:44 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent. Hirschman made a motion to have Mrs. Thomsen conduct interviews and bring back a recommendation to the Board at the September 26, 2023, Board Meeting. Rasmussen seconded the motion. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent.

**Stop Sign Program Agreement and Resolution 2023-26**- Motion was made by Rasmussen and seconded by Hirschman to approve Resolution 2023-26, the signing of an agreement between Howard County and the State of Nebraska Department of Transportation as Project No. HSIP-STWD(203) for the purchase and installation of STOP sign devices as indicated in the agreement. The State will cover the cost of the signs and the County the cost of the labor to install the signs. The County will have a year to install the signs. Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent.

NIRMA Assist Grants are due November 1, 2023.

Mail –

Federal Fiscal Year 2021 Incentive Payment

NACO Central District Board Member Opening

NIRMA Annual Membership Meeting

Howard County Planning and Zoning minutes for August 16, 2023

Unfinished Business- None.

County Government Day – Chuck Schmid representing the American Legion Post#119 was present to discuss County Government Day. Requested setting County Government Day for October 16, 2023, at 9:00 a.m. and funding from the County to help defray the cost of the meal following at the Legion Club in St. Paul of \$450.00. They are hoping to do a mock trial in the afternoon. Mr. Schmid will contact St. Paul, Elba and Centura schools. Hirschman made a motion to continue County Government Day for October 16, 2023, and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent.

State Network Changeover Update-Doug Cramer- Doug Cramer was present to discuss transitioning the Clerk's office from the State network to the County network. Currently, the State is billing \$45.00 per device, the Clerk's office has 8 devices. This will save the County money in the long run. Mr. Cramer would need to be present in the courthouse for the day during the transition from State to County. Hirschman made a motion to approve COR to move the Clerk's office from the State to the County network and work with the State to configure new static routes in the amount of \$1,800.00, and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent. COR is being acquired by Hamilton Information Systems Inc., as of October 1, 2023. Mr. Cramer will continue to do the IT work for the County. There will be no changes to the current services. The only change will be the billing name. An Assignment of Service Agreement was presented to the Board to sign. This item will be placed on the September 26, 2023, agenda. In the future, Mr. Cramer would like to place the Clerk's office on their own server system. The Board asked that Mr. Cramer put a proposal to be presented at a future meeting.

Resolution 2023-27- Howard County LEOP for 2023- Emergency Manager, Allen Wilshusen was present to talk about the LEOP. The plan is required to be updated every five years. Rasmussen made a motion to approve Resolution 2023-27, the 2023 Local Emergency Operations Plan as presented and seconded by Hirschman. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent. On October 4, 2023, a nationwide test of the emergency alert system at 1:20 p.m. as long as no other emergencies are taking place at the time. Those individuals in Howard County that signed up for the Code Red should receive the test alert. When Howard County took over the Code Red account, some of the weather warning features did not transfer. Some residents stated they did not receive the recent notice of the state-wide 911 outage that took place even though they are currently signed up with Code Red. Howard County residents will need to reapply. Discussion was held about handing out flyers regarding the Code Red signup to get the word out to the whole County. Anyone who has questions may contact the emergency manager to help with this process.

**Equitable Sharing Agreement and Certification-Sheriff** – This agreement and certification has to do with the drug money account. Currently, there is no money in the account. Rasmussen made a motion to approve the signing of the Equitable Sharing Agreement and Certification as presented and seconded by Hirschman. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Jessie Urbanski, Absent.

**NIRMA Claim#GLHowar034776/Sheriffs Department** –Sheriff Tom Busch was present to discuss an incident that happened at the St. Paul Schools on August 23, 2023. The incident happened when SRT training was going on at the school. Damage in the amount of \$5,700.00 was done to a door and a door frame. The County will be responsible for the deductible in the amount of \$2,500.00.

**SRT-Special Response Team Agreement/NIRMA Policies** –Discussion was held with Sheriff Tom Busch and Chief Deputy, Mike Hoff. Counties involved in the SRT are Merrick, Nance, Sherman, Custer, Valley and Howard. Four of the Howard County deputies are part of the special response team. There are also other law enforcement agencies included in this team. It was suggested that there should be an interlocal agreement with the other agencies. Also discussed was the training and other expenses incurred by the County and the NIRMA policy for the SRT. Sheriff Busch will check into making changes on the agreement between all of the agencies. NIRMA Assist Grants may be available for some of the equipment and is due November 1, 2023.

**Courtroom Renovations-Update/Quote-** District Court Clerk/Clerk Magistrate, Lisa Johnson was present to discuss a quote she received from Eakes Office Solutions. The State is coming in with updates for new technology equipment for the courtroom. The only cost to the County on those updates will be for the electrician costs. The current furnishings may not accommodate all of the new technology updates. Rasmussen made a motion to approve new furnishings for the jury box, judge and witness stand, bailiff, court reporter and the attorney’s area for approximately \$40,000.00 and seconded by Hirschman. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent. The Clerk will contact the electrician.

**Joint Public Hearing-Designate County Official** – Rasmussen made a motion to approve Kathy Hirschman to represent the County at the Joint Public Hearing on September 18, 2023, at the Elba Public School and seconded by Hirschman. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent.

**Kersten Kucera-The County Cage-SDL Application** - Motion was made by Rasmussen and seconded by Hirschman to approve the SDL Application for an event taking place on September 30, 2023, as presented. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent.

**Aerate Courthouse Lawn Quote – Brennan-** Motion was made by Rasmussen and seconded by Hirschman to approve the quote from Brennan’s Lawn Care Inc. to aerate the courthouse lawn for \$525.00. Roll call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent.

**Front Steps Update-**Clerk received an email from the Contractor. Hoped to finish the project the week of September 18, 2023.

**Elevator Update** -No update.

**Courthouse Windows** – Bristol Windows will be here on September 27<sup>th</sup> to give a quote on replacement windows.

**Budget-** Budget Hearing is scheduled for September 26, 2023 at 1:00 p.m.

**Consent Agenda** Motion was made by Rasmussen and seconded by Hirschman to approve the Commissioner Meeting Minutes for 8/8/2023 and 9/6/23, Claims: General-\$88,164.68, Roads-\$99,881.57, Tourism Promotion Fund, \$1,200.00, ROD Preservation & Modernization-\$406.70, Covid American Rescue Plan-\$33,801.20, Emergency Management Fund-\$771.65 and E911 Wireless Holding

Fund-\$87319.24, for a total of \$311,545.04, and the Clerk's Report, Treasurer's Report and District Court Report. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent.

There being no further business to come before the Board, motion was made by Rasmussen and seconded by Hirschman to adjourn the meeting at 11:00 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Absent. Meeting adjourned. The next regular meeting of the Howard County Board of Commissioners will be September 26, 2023.

Dated this 12th day of September, 2023.

Kathy Hirschman  
Howard County Commissioners

ATTEST: Brenda Klanecky  
Howard County Clerk

## HOWARD COUNTY COMMISSIONER'S MINUTES

SEPTEMBER 26, 2023

A meeting of the Howard County Commissioners was convened in open and public session on September 26, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given on the 20th of September 2023, proof of publication filed in the Clerk's office. Copies of the agenda were posted in the Courthouse, mailed to each Commissioner, and kept current and available to the public at the Clerk's office.

Commissioner Hirschman called the meeting to order at 1:00 p.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Also present is the County Clerk, Brenda Klanecky. Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

**Public Hearing-Adopt 2023-2024 Budget/Set Tax Levy/1% Restricted Funds** -Rasmussen made a motion to open the public hearing to adopt the 2023-2024 budget at 1:00 p.m. and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

The County Clerk provided 3 copies for public inspection.

**Public Comment** – None.

A review of the prior year to current year comparisons was done by Commissioner Hirschman.

Commissioner Hirschman thanked the Elected Officials for their hard work in maintaining their budgets and maintaining their quality of services.

After further discussion, Rasmussen made a motion to close the public hearing at 1:23 p.m. and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Resolution 2023-28-Approve 2023-2024 Budget** - Motion was made by Rasmussen and seconded by Urbanski to adopt the 2023-2024 fiscal year Budget by Resolution 2023-28. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Resolution 2023-29-Approve 2023-2024 Property Tax Request and Final Tax Rate**- Commissioner Hirschman stated the property tax request for 2023-2024 is in the amount of \$2,415,000.00. The final tax rate will be 0.155751 per \$100.00 of assessed value. A copy of Resolution 2023-28 is on file in the Clerk's office for review. Rasmussen made a motion to approve Resolution 2023-29, the 2023-2024 Property Tax Request in the amount of \$2,415,000.00 and the final tax rate of 0.155751 per \$100.00 of assessed value and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Approve 1% Restricted Funds**- Motion was made by Urbanski and second by Rasmussen to approve the 1% restricted funds for the County Budget. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

The hearing notice was published in the Phonograph Herald paper on September 20, 2023.

**Countryman Associates PC. -Representation Letter** - Rasmussen made a motion to approve Chairman Hirschman signing the Countryman's Representation Letter as presented and Urbanski seconded the motion. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

There being no further business to come before the Board motion was made by Urbanski and second by Rasmussen to adjourn at 1:50 p.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

Dated this 26th day of September 2023.

Kathy Hirschman, Chairman  
Howard County Commissioners

ATTEST:

Brenda Klanecky  
Howard County Clerk

## HOWARD COUNTY COMMISSIONER'S MINUTES

September 26, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 26th day of September, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 20th day of September 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 8:30 a.m. Roll Call: Gary Rasmussen, Aye; Kathy Hirschman, Aye; and Jessie Urbanski, Aye. Also present is County Clerk, Brenda Klanecky.

### **Pledge of Allegiance** -

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

### **Public Comment**- None

**County Road Discussion** – Items brought to the Highway Superintendent's attention were Hardy Road – trees, St. Paul Road and 2<sup>nd</sup> Avenue, Loup River Road to St. Paul Road, 22<sup>nd</sup> Avenue, 12<sup>th</sup> Avenue and the south side of the road east of the Cotesfield Cemetery.

**Roadside Ditches and County-Right-of-Way** - Highway Superintendent, Janet Thomsen was present to discuss roadside ditches and County Right-of-Ways with the Board. Landowners are required to mow road ditches twice a year. Ms. Thomsen also advised that landowners be aware of County Right-of-Ways and not infringe upon them when putting up temporary fencing, parking farm equipment or storing hay bales, etc.

### **Engineering Study- 15<sup>th</sup> and Arthur; 11<sup>th</sup> and Odell; and Page and Eastbound 18<sup>th</sup> (two intersections)-**

Ms. Thomsen and the Board discussed engineering studies on 15<sup>th</sup> Avenue and Arthur Road, 11<sup>th</sup> Avenue and Odell Road and Page Road and Eastbound 18<sup>th</sup> Avenue. It was discussed that the County could remove brush and thickets at the intersection of 15<sup>th</sup> Avenue and Arthur Road to provide a better view of traffic. Urbanski made a motion to proceed with engineering studies at the intersections of 11<sup>th</sup> Avenue and Odell Road and Page Road and 18<sup>th</sup> Avenue (two intersections) for the purpose of placement of stop signs and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Trees-Intersection of 11<sup>th</sup> Avenue and Wausa Road-** Discussion was held regarding trees needing to be trimmed from the roadway and the County Right-of-Way. Roads Department will contact the landowner and take care of trimming of trees on the road and County Right-of-Way.

**Job Applications-Executive Session-Possible Action**-Road Employee Applications- Janet Thomsen was present to discuss road employee applications. Motion was made by Rasmussen and seconded by Urbanski to go into Executive Session to review the road employee applications at 8:55 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Hirschman stated the Board was going into

Executive Session at 8:55 a.m. to review applications received for the Roads Department. Present in Executive Session were Rasmussen, Hirschman, Urbanski and Thomsen.

Motion was made by Urbanski and seconded by Rasmussen to come out of Executive Session at 9:12 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Urbanski made a motion to have Ms. Thomsen offer an applicant a position with the Roads Department. Rasmussen seconded the motion. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Mail – LATCF Payment** -The second payment of \$50,000.00 was received.

**Unfinished Business-** None.

**Courtroom Update** – Clerk Magistrate, Lisa Johnson has not heard back from Eakes with the final numbers and had no other updates for the Board. The electrician has been contacted and is planning to start on the project in October.

**Assignment of Service Agreement-Left Click Investments-** Urbanski made a motion to approve the signing of the Assignment of Service Agreement with Left Click and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Nightcrawlers Bar & Grill-SDL Application-** Following discussion, motion was made by Urbanski and seconded by Rasmussen to approve the SDL application for a wedding reception taking place at the Howard County Fairgrounds on October 28, 2023. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Maximus-Certificate of Cost Allocation Plan** –Urbanski made a motion to approve the signing of the Maximus Certificate of Cost Allocation Plan as presented and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Steps Update** –The Clerk received an email from the contractor that the handrail is finished. They plan to be here on Monday, October 2, 2023 to complete the front steps. The Board discussed an agreement before the final payment is paid on the project.

**Elevator Update** –The Clerk received an email from Spectrum that a new phone line will be installed in the elevator on Monday, October 2, 2023. The State Inspection will be scheduled after the phone line is installed.

**Consent Agenda** Motion was made by Urbanski and seconded by Rasmussen to approve the Commissioner Meeting Minutes for 9/12/2023, Claims: General-\$230,184.03, Roads-\$92,640.90, and Inheritance-\$160,050.00 for a total of \$482,874.22, and the Sheriff's Report. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

There being no further business to come before the Board, motion was made by Urbanski and seconded by Rasmussen to adjourn the meeting at 9:53 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Meeting adjourned. The next regular meeting of the Howard County Board of Commissioners will be October 10, 2023.

Dated this 26th day of September, 2023.

Kathy Hirschman  
Howard County Commissioners

ATTEST: Brenda Klanecky  
Howard County Clerk

## HOWARD COUNTY COMMISSIONER'S MINUTES

October 10, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 10th day of October, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 4th day of October 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 8:40 a.m. Roll Call: Gary Rasmussen, Aye; Kathy Hirschman, Aye; and Jessie Urbanski, Aye. Also present is County Clerk, Brenda Klanecky.

### **Pledge of Allegiance** -

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

### **Public Comment**- None

**County Road Discussion** – Highway Superintendent, Janet Thomsen and Road Foreman, Ray Hurt were present for the Road's review. Discussed were the status of gravel on Denton Road and obtaining locates for 12<sup>th</sup> Avenue and Hwy 281 to Eagle Road to pull the gravel back onto the road.

**Bridge Inspection Agreements** - Janet Thomsen was present to discuss two Agreements for Professional Services with Oak Creek LLC. The first agreement is for 2023 Routine Bridge Inspections-82 Structures last inspected in 2021. The mileage rate increased to 65.5 cents per mile the other costs are the same.

The second agreement is for 2023 Routine Fracture Critical Bridge Inspections-completed every other year -3 Structures cost has decreased \$100.00 from two years ago. Both sets of bridge inspections will be done in October and November 2023, and are required to be done. The inspections were budgeted.

Rasmussen made a motion to approve the agreements with Oak Creek LLC regarding the 2023 Routine Bridge Inspections-82 Structures and the 2023 Routine Fracture Critical Bridge Inspections-3 Structures and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

### **Job Application/Executive Session/Possible Action**-

Janet Thomsen was present to discuss road employee applications. Motion was made by Urbanski and seconded by Rasmussen to go into Executive Session to review the road employee applications at 9:16 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Hirschman stated the Board was going into Executive Session at 9:16 a.m. to discuss applications received for the Roads Department. Present in Executive Session were Rasmussen, Hirschman, Urbanski and Thomsen. Motion was made by Rasmussen and seconded by Urbanski to come out of Executive Session at 9:37 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. No action taken.

**Surplus Equipment** –Janet Thomsen stated the County has two pickups, one a 1997 Ford Pickup located at the Elba Shop and the other a 1977 Dodge Pickup located at the St. Paul Shop that are no longer working and would like to make them surplus equipment to be sold. Urbanski made a motion to

advertise for sealed bids on the 1997 Ford and 1977 Dodge pickups, to be sold as is with no warranty, with the bids being opened at the November 14, 2023, meeting. Motion seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Ms. Thomsen will advertise in the local paper.

**Mail** – NIRMA Gratitude meetings luncheons and dinners across the State.

**Unfinished Business**- Update on County Government Day.

**Public Hearing-CL Homestead Subdivision-Single Lot Subdivision** – Motion was made by Rasmussen and seconded by Urbanski to open the public hearing at 9:00 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Planning and Zoning Administrator, Cherri Klingensmith was present to discuss the Single Lot Subdivision Application for C.L. Homestead. Motion was made by Urbanski and seconded by Rasmussen to close the public hearing at 9:07 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Motion was made by Rasmussen and seconded by Urbanski to approve the Single Lot Subdivision for CL Homestead Subdivision as presented. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**NE Dept. of Transportation-Howard County Project** – County Surveyor, Tim Aitken was present to discuss a letter dated October 3, 2023, that was received from Rodney Zulkoski, District 4 Survey Coordinator with the Nebraska Department of Transportation regarding the perpetuation of corners of land surveys of 6.3 miles on highway 281, north and south of the St. Libory area. The County currently has a master agreement with the State signed November 22, 2022. Urbanski made a motion to approve the County Surveyor, Tim Aitken to perpetuate the land survey corners as requested for the St. Libory project on highway 281, and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**City of St. Paul/Police Dept. Repeater on Antenna** – St. Paul Police Chief, Dan Howard and County Chief Deputy, Mike Hoff were present to discuss an Interlocal Agreement between the City of St. Paul and Howard County to install a repeater on the 4<sup>th</sup> floor of the courthouse and placing an antenna on the roof of the courthouse to accommodate the law enforcement radio frequency. The City will pay for the cost of the equipment and the installation of the repeater and antenna. There was one change to the Agreement as presented. #3 The parties further agree the County will maintain the radio frequency and the City will maintain the repeater. Urbanski made a motion to approve the Interlocal Agreement with changes to item number 3. “The parties further agree the County will maintain the radio frequency and the City will maintain the repeater.” Seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Mr. Howard will make the corrections and present the agreement at the next City Council meeting for approval and return a copy back to the County.

**Setting Tax Levies-Resolution 2023-30**- After reviewing the levies certified by the County Clerk, Rasmussen made a motion to approve Resolution 2023-30, setting the tax levies for 2023-2024 as presented and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Public Hearing-Class Y Liquor License-DA Squared Vineyard LLC** -Rasmussen made a motion to open the public hearing at 10:00 a.m. and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Wendy Johnson was present to discuss the operation with the Board. Rasmussen made a motion to close the public hearing at 10:03 a.m. and seconded by Urbanski. Roll Call: Rasmussen,

Aye; Hirschman, Aye; and Urbanski, Aye. Rasmussen made a motion to approve the Class Y Liquor License application for DA Squared Vineyard LLC and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Front Steps Update** – The Board discussed the current status of the steps. There will still be two steps that are to be replaced. Doug Elting with Berggren’s Architects would like to set a date to do a site visit of the front steps to create a Substantial Completion of the project and prepare a Punch List of incomplete work. Mr. Elting would like at least one commissioner at the site. The Board were in agreement that Monday, October 16, 2023, at 1:00 pm would work. The Clerk will let Mr. Elting and the contractor, Mid-Continental Restoration Company know the time and date of the visit.

**Elevator Update** –A new phone line was installed in the elevator on Monday, October 2, 2023. The State Inspection will be held on today’s date.

**Boiler Update** – Rasmussen Mechanical has been working on the installation of the boiler system. The project is nearing completion.

**Approve signing of Howard County Medical Center license renewal** – The Howard County Medical Center has requested that a letter be signed by the Board Chair to give permission to Carol Schroeder, Board of Trustee’s Chairperson to sign the hospital license renewal application for the period of January 1, 2024 through December 31, 2024. Rasmussen made a motion to approve Kathy Hirschman to sign the letter of approval and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**County Road Building Update/Architect Selection** - The Committee has contacted and/or met with two architect firms. Stacy Spotanski Creative Building and Design and JEO. One proposal has been received and the committee is currently waiting for the second proposal. This item will be placed on the next agenda to choose an architect.

**Part-Time Treasurer Position** – County Treasurer, Sara Roy was present to discuss the need for a part-time employee in the Treasurer’s office. The Board questioned what was budgeted for in the Treasurer’s budget. The Board asked that Ms. Roy re-evaluate the situation with the Board in a couple of months.

**Consent Agenda**- The Board reviewed the minutes, various reports and claims as presented. Motion was made by Urbanski and seconded by Rasmussen to approve the Commissioner Meeting Minutes for 9/26/2023 and Budget Hearing Minutes 9/26/2023, Claims: General-\$82,162.97, Roads-\$93,320.89, ROD Preservation & Modernization- \$4,625.00 and 911 Emergency Management Fund-\$737.46 for a total of \$180,846.32, the Clerk’s, District Court and Treasurer’s Report. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

There being no further business to come before the Board, motion was made by Urbanski and seconded by Rasmussen to adjourn the meeting at 11:10 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Meeting adjourned. The next regular meeting of the Howard County Board of Commissioners will be October 24, 2023.

Dated this 26th day of September, 2023.

Kathy Hirschman

Howard County Commissioners

ATTEST: Brenda Klanecky  
Howard County Clerk

## HOWARD COUNTY COMMISSIONER'S MINUTES

October 24, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 24th day of October, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 18th day of October 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 8:30 a.m. Roll Call: Gary Rasmussen, Aye; Kathy Hirschman, Aye; and Jessie Urbanski, Aye. Also present is County Clerk, Brenda Klanecky.

### **Pledge of Allegiance** -

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

### **Public Comment**- None

**County Road Discussion** – Highway Superintendent, Janet Thomsen was present to update the Board on current road maintenance being done. Currently working on 12<sup>th</sup> Avenue. Next location will be 19<sup>th</sup> Avenue between Union and Valley Roads. Crews have been working on removing and trimming trees. Also discussed was gravel supply.

**Advertise for Roads Dept. Job Position**-Ms. Thomsen discussed advertising for a Road's Department Job Position. It was discussed to advertise in the local paper for two weeks and bring the applications back to the Commissioner meeting on November 14<sup>th</sup> for review.

**Mail** – An invitation from NIRMA to attend Gratitude meetings luncheons and dinners across the State was given to the Commissioners. An invite to attend the Groundbreaking Ceremony for the Nebraska Veterans Cemetery at Grand Island on Friday, November 10<sup>th</sup> was received.

### **Unfinished Business**- None.

**Road's Building Committee and Architect Selection** – The Road's Building Committee consisting of Janet Thomsen, Ray Hurt, Jerry Thompson, Tim Aitken, Rob Schultz and Kathy Hirschman were present to discuss an architect selection for the Howard County Road Department Building. Stacy Spotanski with Spotanski Creative Building Design & Drafting LLC was also present. The Committee met several times along with visiting other County Shops and met with two Architect Firms, Spotanski Creative Building Design & Drafting LLC and JEO Consulting Group Inc. The Committee received proposals from both firms. The Committee recommended to the Commissioners to approve the low bid from Spotanski of \$71,850.00 which includes Civil, Architectural, Structural, Mechanical, and Electrical drawings. The Construction Phase would be an additional \$7,450.00. Urbanski made a motion and Rasmussen seconded the motion to approve Spotanski Creative Building & Drafting LLC as the Architect Firm in the amount of \$71,850.00 with the additional amount of \$7,450.00 for the Construction Phase. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Further discussion was held with Mr. Spotanski on

what the next steps in the process are. Soils testing and survey of the area were also discussed. The Board was in agreement to have Mr. Spotanski proceed with the soils testing and survey.

**Review/Sign South Central Interlocal Agreement** –The Agreement was reviewed by the County Attorney and the Board. Urbanski made a motion to approve the signing of the South Central/Panhandle Nebraska 911 Regional Interlocal Agreement effective November 1, 2023 through November 1, 2030, and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Dugans Subdivision** – A copy of the Preliminary Plat for Dugan’s Subdivision was received from the Howard County Planning & Zoning Administrator. The Subdivision is within the one-mile jurisdiction of the City of St. Paul. Commissioners reviewed with no action taken.

**Fund Transfers-Resolution 2023-31-**

Motion was made by Rasmussen and seconded by Urbanski to approve Resolution 2023-31 for transfer of funds from the following:

From Inheritance Fund to Roads Fund	\$250,000.00
From Inheritance Fund to General Fund (Sheriff’s Dept)	\$ 50,000.00
From General Fund to Road Fund ONLY IF NEEDED	\$400,000.00

Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**NACO Voting Document** –The County Board Chair, Kathy Hirschman is designated as the voting delegate for Howard County. Hirschman made a motion that Urbanski be the alternate voting delegate for Howard County at the NACO Officers election held during the NACO Conference and Rasmussen seconded the motion. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**NACO Audit** – Board reviewed a copy of the NACO Audit. No action taken.

**Courtroom Update** –Clerk Magistrate, Lisa Johnson met with the Board to provide an update on the Courtroom. She is currently waiting on fabric samples from Eakes and waiting on the contractor to extend the jury box. The electrician is to start updating the electrical this week.

**Willow Rising Request** – A letter was received from Willow Rising requesting \$4,000.00 for the financial support for fiscal year 2023-2024. The Board had budgeted this amount. The Board advised the Clerk to pay the request.

**Consent Agenda-** The Board reviewed the minutes, Sheriff’s report and payroll and claims as presented. Motion was made by Urbanski and seconded by Rasmussen to approve the Commissioner Meeting Minutes for 10/10/2023, Payroll and Claims: General-\$219,719.50, Roads-\$71,544.54, for a total of \$291,264.04 and the Sheriff’s Report. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

There being no further business to come before the Board, motion was made by Rasmussen and seconded by Urbanski to adjourn the meeting at 9:35 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Meeting adjourned. The next regular meeting of the Howard County Board of Commissioners will be November 14, 2023.

Dated this 24th day of October, 2023.

Kathy Hirschman

Howard County Commissioners

ATTEST:

Brenda Klanecky

Howard County Clerk

## HOWARD COUNTY COMMISSIONER'S MINUTES

November 14, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 14th day of November 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 8th day of November 2023, proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 8:30 a.m. Roll Call: Gary Rasmussen, Aye; Kathy Hirschman, Aye; and Jessie Urbanski, Aye. Also present is County Clerk, Brenda Klanecky.

**Pledge of Allegiance** – Chairman Hirschman stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

**Public Comment-** Kathy Hirschman stated that she had attended the Nebraska Veterans Cemetery Groundbreaking Ceremony on November 10, 2023. She also stated that Don Shuda, Veterans Service Officer should be commended for his work on this project.

**County Road Discussion** – Highway Superintendent, Janet Thomsen was present to discuss roads.

**Review Roads Dept. Job Applications-Executive Session-** Highway Superintendent, Janet Thomsen was present to discuss Road Employee Applications. Motion was made by Rasmussen and seconded by Urbanski to go into Executive Session to discuss the Road Employee applications at 8:33 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Hirschman stated the Board was going into Executive Session at 8:33 a.m. to discuss applications received for the Roads Department. Present in Executive Session were Rasmussen, Hirschman, Urbanski, and Thomsen.

Motion was made by Urbanski and seconded by Rasmussen to come out of Executive Session at 8:50 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Rasmussen made a motion to have Mrs. Thomsen conduct interviews and bring back a recommendation to the Board at the November 28, 2023, Board Meeting. Urbanski seconded the motion. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Year End Certification-**Highway Superintendent-Resolution 2023-32 - Urbanski made a motion to approve Resolution 2023-32, Year End Certification-Highway Superintendent and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Mail** – Postcard regarding Federal Aviation Commission had conducted an aeronautical study concerning a project in Greeley, NE.

Veteran's Service Office-Refund Check-Money is to be deposited back into the general fund.

**Unfinished Business-** None.

**Open Sealed Bids on Roads Dept. Surplus Property** – At 9:00 a.m. sealed bids were opened as advertised. Five sealed bids were received. One for the 1997 Ford Pickup and four for the 1977 Dodge pickup. Rasmussen made a motion to accept the high bids on both pickups in the amounts of 1997 Ford Pickup-\$150.00 and 1977 Dodge Pickup-\$2,700.00, and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Treasurer-Sara Roy-Distress Warrants** – Treasurer, Sara Roy presented Distress Warrants for review by the Commissioners. The Treasurer’s office mailed out twenty- five, 20-day notices and have collected all but twelve. Mrs. Roy met with County Sheriff Tom Busch and County Attorney, Dave Schroeder regarding one from 2014, and the next steps to be taken. Commissioners agreed to pursue.

**Doug Cramer-Quotes for Internet Service** – Mr. Cramer presented a couple of options for internet service due to ongoing issues with the current courthouse internet provider. The two providers for fiber optic service would be Spectrum or Lumin (Century Link). Mr. Cramer will get quotes for fiber optic. The Commissioners agreed to table the item at this time due to the substantial increase in cost per month. Also discussed was internet service for the new Roads Building. The County will need to have a legal address before internet service can be pursued.

**Public Hearing -Verde Creek Acres-Administrative Subdivision-** Urbanski made a motion to open the public hearing at 9:45 a.m. and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Planning and Zoning Administrator, Cheri Klinginsmith was present to discuss the application for an administrative subdivision. Rasmussen made a motion to close the public hearing at 9:57 a.m. and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Motion was made by Urbanski and seconded by Rasmussen to approve the Verde Creek Acres Administrative Subdivision. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Leadership Academy-Cherri Klinginsmith** –Cherri Klinginsmith updated the Board on the Leadership Academy Program, the second series, Leading on Purpose, the Next Level of Leadership that she is currently enrolled in.

**Public Hearing-Travis Caspersen Class 1 Feedlot-Conditional Use Permit** – Motion was made by Rasmussen and seconded by Urbanski to open the public hearing at 10:15 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Travis Caspersen and Cherrie Klinginsmith were present to discuss Mr. Caspersen’s application for a conditional use permit. Rasmussen made a motion to close the public hearing at 10:19 a.m. and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Motion was made by Urbanski and seconded by Rasmussen to approve the Class 1 Feedlot Conditional Use Permit for Travis Caspersen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**5 th and Cody- Dennis Placke-Culvert** –Mr. Placke was unable to attend the meeting. He sent an email to the County Clerk which was given to the Highway Superintendent and the three Commissioners regarding 5th Avenue and Cody Road. After reviewing and discussing the issue, it was decided to have a survey of elevation for drainage completed before any further action is taken.

**Courthouse Building Security-Sheriff Busch** –Sheriff Tom Busch and Emergency Manager, Allen Wilshusen along with several county employees were present. Incidents in recent months have caused

concerns of the employees. The Commissioners listened to comments from those present in the meeting and will continue to work on this issue.

**Front Steps Change Order 004 and Substantial Completion-Berggren Architects-** The Commissioners reviewed information received from the architect. Discrepancies were found between the Application and Certificate for Payment and the most recent Change Order form. The Commissioners have asked questions of the architect and have not received answers to the questions posed. Motion was made to table the Front Steps Change Order 004 and Substantial Completion as presented, however, the claim amount of \$10,800.00 is to be paid to the contractor and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. The agenda item has been tabled until further information is provided.

**NIRMA/NIRMA II Intergovernmental/Interlocal Agreement-Resolution 2023-33-** Urbanski made a motion to approve Resolution 2023-33, NIRMA/NIRMA II Intergovernmental/Interlocal Agreement effective July 1, 2024, through June 30, 2027, and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Courtroom Update – Quotes –** Clerk Magistrate, Lisa Johnson met with the Board regarding updates to the courtroom. Estimates were received from Dan Kennedy Construction and Eakes. Items to be updated are the juror’s box, witness stand, Judge’s bench, reporter and bailiff area, and counsel areas. Urbanski made a motion to approve the Eakes Quote of \$42,463.09 and the Dan Kennedy Construction Estimate of \$8,859.00 as presented and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Maximus-3 Year Contract –** The new contract was reviewed with the amount per year remaining the same as the previous contract. Urbanski made a motion to approve the 3 Year Contract with Maximus in the amount of \$4,200.00 per year effective January 1, 2024, as presented and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Quotes to repair/replace the lights on the Howard County Tower on Wausa Road -** Jim Scheer with Tyger Wireless was present along with Emergency Manager, Allen Wilshusen to discuss quotes to repair or replace lights on the Howard County Tower on Wausa Road. Mr. Scheer stated that most of the lights are original and over 30 years old and are not working properly at all. Mr. Scheer gave verbal quotes of what each option would cost. The Commissioners asked Mr. Scheer to prepare written quotes. This item will be placed back on the agenda when the quotes are received.

**Special Designated License Application-Bootlegger Inc.-** Urbanski made a motion to approve the SDL for Bootlegger Inc. for January 13, 2024, at the fairgrounds and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Interlocal Agreement County/City –** The Commissioners reviewed the requested changes to the Interlocal Agreement between the County/City regarding the Repeater and Antenna to be located at the Howard County Courthouse. Urbanski made a motion to approve signing by Kathy Hirschman of the Interlocal Agreement and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Consent Agenda -** The Board reviewed the minutes, claims as presented, and the Clerk, District Court, Sheriff and Treasurer’s Reports. Motion was made by Urbanski and seconded by Rasmussen to approve

the Commissioner Meeting Minutes for 10/24/2023, Claims: General-\$105,542.74, Roads-\$133,720.31, American Rescue Plan-\$67,773.00, 911 Emergency Management Fund-\$753.21, and E911 Wireless Holding Fund- \$1,978.80 for a total of \$309,768.06 and reports as presented. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

There being no further business to come before the Board, a motion was made by Urbanski and seconded by Rasmussen to adjourn the meeting at 12:07 p.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Meeting adjourned. The next regular meeting of the Howard County Board of Commissioners will be November 28, 2023.

Dated this 14th day of November 2023.

Kathy Hirschman  
Howard County Commissioners

ATTEST: Brenda Klanecky  
Howard County Clerk

## HOWARD COUNTY COMMISSIONER'S MINUTES

November 28, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 28th day of November, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 22nd day of November 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 8:40 a.m. Roll Call: Gary Rasmussen, Aye; Kathy Hirschman, Aye; and Jessie Urbanski, Aye. Also, present is County Clerk, Brenda Klanecky.

### **Pledge of Allegiance** -

Chairman Hirschman stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

### **Public Comment**- None

**County Road Discussion** – Highway Superintendent, Janet Thomsen was present to discuss roads.

**Review Roads Dept. Job Applications-Executive Session**- Highway Superintendent, Janet Thomsen and Road Foreman, Ray Hurt were present to discuss Road Employee Applications. An applicant had been interviewed. Following discussion, Urbanski made a motion to offer the job to the applicant and Rasmussen seconded the motion. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Starting wages were discussed.

**Mail** – CNCAP Newsletter, Letter and Check from NIRMA, \$2,536.00, IRS Letter

**Unfinished Business**- None.

**Road Department Building Plans** –Jerry Thompson, Rob Schultz, Janet Thomsen and Ray Hurt were present to discuss the building plans that were prepared. Two options were presented an 80' x 155' and 80' x 205' sized buildings. The larger building plan would include cold storage. Placement of features were also discussed. Urbanski made a motion to approve moving forward with the building plans and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Extension Update-Doug Anderson** – Doug Anderson was present to update the Commissioners on the Extension Department. Mr. Anderson recommends Denise Rathman for the extension board. Mr. Anderson is looking to retire. He plans to go through one more fair season and will go from there. Discussed were future options for the County. The Extension Educator Position would be a priority.

**Quotes for Tower on Wausa Road** – Commissioners reviewed two quotes received from Tyger Wireless. One was to replace all of the lights with LED lights on the tower in the amount of \$27,812.00. The second quote was to rebuild the lighting system in the amount of \$8,307.48. Urbanski made a motion to rebuild the lighting system in the amount of \$8,307.48 and use ARPA funds to pay for it and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Charter Communications-Franchise Renewal** – A letter was received from Charter Communications regarding the franchise renewal which expires October 1, 2026. Charter would like to meet with the Commissioners to go over the renewal process. It was decided to wait until Charter contacts the Board.

**Front Steps Change Orders 003 and 004 and Substantial Completion**- Jerry Berggren with Berggren Architects P.C. was present to discuss the Change Orders 003 and 004 and Substantial Completion. Each Commissioner was given a rule book put together by Mr. Berggren to explain the project and how everything works. The two treads that had to be replaced will be paid by Berggren Architects P.C., Mr. Berggren will send a letter to this affect. Also discussed was the tax credit program. Urbanski made a motion to approve Change Orders 003 in the amount of \$3,465.00 and 004 in the amount of \$6,430.00, the \$6,430.00 will be reimbursed by Berggren's and have been signed by both Berggren Architects P.C. and Mid-Continental Restoration Company Inc. and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Resolution 2023-34 – Transfer Funds from Withholding Acct to General Acct** –Urbanski made a motion to approve Resolution 2023-34-Transfer Funds from the Withholding Account to the General Account in the amount of \$6,382.27, and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Resolution 2023-35-Transfer Federal Natural Disaster Funds** – Motion was made by Urbanski and seconded by Rasmussen to approve Resolution 2023-35-Transfer of Federal Natural Disaster Funds to the Roads Account in the amount of \$28,012.26. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Consent Agenda** -

The Board reviewed the minutes, payroll and claims as presented. Motion was made by Urbanski and seconded by Rasmussen to approve the Commissioner Meeting Minutes for 11/14/2023, Claims: General-\$231,993.03 and Roads-\$83,840.18 for a total of \$315,833.21. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

There being no further business to come before the Board, motion was made by Urbanski and seconded by Rasmussen to adjourn the meeting at 11:12 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Meeting adjourned. The next regular meeting of the Howard County Board of Commissioners will be December 12, 2023.

Dated this 28th day of November, 2023.

Kathy Hirschman  
Howard County Commissioners

ATTEST: Brenda Klanecky  
Howard County Clerk

## HOWARD COUNTY COMMISSIONER'S MINUTES

December 12, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 12th day of December, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 6th day of December 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 8:30 a.m. Roll Call: Gary Rasmussen, Aye; Kathy Hirschman, Aye; and Jessie Urbanski, Aye. Also, present is County Clerk, Brenda Klanecky.

### **Pledge of Allegiance** -

Chairman Hirschman stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

### **Public Comment**- None

**County Road Discussion** – Highway Superintendent, Janet Thomsen was present to discuss roads. Among the items discussed were road and bridge allocations, flagging 12<sup>th</sup> Avenue and dump trucks.

**Mail** –IRS Letter-Letter was received that the County would be receiving a refund, Nitrate Drinking Water Test, and Heartland CASA-asking for donation.

### **Unfinished Business**- None.

**Waste Reduction and Recycling Incentive Grant-Program** –Emergency Manager, Allen Wilshusen was present to discuss the Waste Reduction and Recycling Incentive Grant-Program for scrap tires in the amount of \$27,426.00 for 175 tons of scrap tires. A date, time, and location will need to be set. The Lower Loup NRD may be able to help if the County goes over the amount. This item will be placed back on the agenda after the 1<sup>st</sup> of the year. Also discussed were NIRMA Assist Grants and EMPG Grant updates.

**Front Steps-Certificate of Substantial Completion, Billing** – The Certificate was presented at the last meeting but was not mentioned in the motion. Urbanski made a motion to approve signing the Certificate of Substantial Completion and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. A check was received from Berggren and Associates for \$6,430.00 made payable to Howard County for the replacement treads. Billing was received from MCR in the amount of \$8,905.00, which is based off of percentage completed. Urbanski made a motion to pay MCR the amount of \$8,905.00 and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Jacob Brothers DBA Windmill Feeders-Extend Conditional Use Permit** –Planning and Zoning Administrator, Cheri Klinginsmith was present to discuss the extension of the conditional use permit for Jacob Brothers DBA Windmill Feeders. Mrs. Klinginsmith explained that the Planning and Zoning had met in 2022 and approved the conditional use permit for one year. If there were no issues or

complaints, the conditional use permit could be extended for an additional five years. The Planning and Zoning Board approved the five-year extension. Urbanski made a motion to approve the five-year extension of the Jacob Brothers DBA Windmill Feeders conditional use permit and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Jerad Reimers-Rep. Adrian Smith's Office** – Congressman Adrian Smith's District Coordinator out of the Grand Island office, Jerad Reimers was present to update the Board on the legislative updates. Congressman Smith will soon represent 80 of the 93 counties in Nebraska. Mr. Smith handles case work assistance to constituents to navigate federal red tape. Examples are processing tax returns and securing passports (which can take up to almost a year to receive). People are encouraged to plan ahead. Mr. Smith is the chairman of the Trade Sub-Committee and he is also involved in a couple of bills regarding expanded funding to the IRS of which he is against and for taking decision making power away from Washington DC.

**Public Hearing-Rolling Hills Subdivision** –Planning and Zoning Administrator, Cherri Klinginsmith and Dan Vech were present for the hearing. Urbanski made a motion to open the public hearing for Rolling Hills Subdivision at 10:00 a.m. and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Mrs. Klinginsmith stated the Planning and Zoning Board approved the subdivision at their meeting. The fire chief had recommended placing a well on the property in case of a fire. Mr. Vech is checking into a well. This is not a requirement to obtaining the subdivision. The subdivision will have a Home Owners Association and the roads in the subdivision will be taken care of by the Home Owners Association. The road on the south end of the subdivision has an easement in place. Mr. Vech currently has six sales pending. Utilities will be located underground. There has been an application for a conditional use permit submitted to the Planning and Zoning for a private air strip to be located on Lot One. Mrs. Klinginsmith received two public comments Judy Puncochar had a comment against the subdivision for the commissioners which was read by Mrs. Klinginsmith. Karen Olinger Smith also had a comment against the subdivision which was read by Mrs. Klinginsmith. The minimum of the lot size is six to ten acres. Urbanski made a motion to close the public hearing for Rolling Hills Subdivision at 10:13 a.m. and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Rasmussen made a motion to approve the Rolling Hills Subdivision to include the non-dedicated road which was added to the plat, and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Public Hearing-Vacate Freedom Acres-Wade and Melinda Kroeger** –Present were Wade Kroeger and Planning and Zoning Administrator, Cherri Klinginsmith. Motion to open the public hearing to vacate the Freedom Acres Subdivision at 10:15 a.m. was made by Urbanski and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. The subdivision was created in 2008 for loan purposes. Owner would like to place the land back into ag land. The Planning and Zoning Board approved the vacate at their November, 2023 meeting. Rasmussen made a motion to close the public hearing at 10:23 a.m. and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Motion to approve the vacate of Freedom Acres Subdivision was made by Urbanski and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Connie Holmes-Central NE Council on Alcoholism and Addictions** – Connie Holmes who represents the Howard County Community Substance Abuse Prevention Team, which is a group concerned about prevention and to create community resources to address substance use issues among youth. This

group has been associated with the Crime Commission Grant Community Based Aid process since 2015. This is a continuation of the services and the Grant amount this year of \$30,927.00. Ms. Holmes went over the Grant application and where the funds are spent and how the grant aids with the expense of the school interventionist that goes to St. Paul, Centura and Elba Schools with the Commissioners. The Grant is due January 5, 2024. There will be another Grant and Ms. Holmes would like to be on the next agenda on December 27, 2023. Urbanski made a motion to approve the grant application in the amount of \$30,927.00, as presented and Rasmussen seconded the motion. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Windows** – Kathy Hirschman had contacted two companies to get estimates on what it would cost to replace the 128 windows in the courthouse. Previously the Board had agreed to use ARPA money to update the courthouse. The estimates have come back around \$120,000.00. The ARPA funds need to be obligated by December, 2024 and spent by December, 2026. Mrs. Hirschman asked the Commissioners if they want to pursue replacing the windows. Rasmussen made a motion to pursue the replacement of the windows and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. The next step will be putting a spec sheet together to send out to vendors.

**Change May 14, 2024 Meeting Date/December 24, 2024 Meeting Date** – The May 14, 2024, commissioner meeting is scheduled on the primary election date. The December 24, 2024, commissioner meeting is scheduled on a paid holiday. Motion was made by Urbanski to approve changing the May 14, 2024, commissioner meeting to May 9, 2024 and the December 24, 2024 meeting date to December 26, 2024, and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Employee Evaluations** – Hirschman spoke with the Board and handed out the evaluation forms for the Emergency Manager, Planning and Zoning Administrator, Janitor and Highway Superintendent. These evaluations will be on the December 27, 2023 Agenda. Hirschman also asked the Assessor, Sheriff, Treasurer and Clerk to join the meeting and emphasized the importance of performing evaluations on employees.

**Executive Session-Courthouse Security** -Rasmussen made a motion to go into executive session at 10:50 a.m. to discuss deployment of security personnel or devices and seconded by Urbanski. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Hirschman stated the Board was going into Executive Session at 10:50 a.m. to discuss deployment of security personnel or devices. Those present were Gary Rasmussen, Kathy Hirschman, Jessie Urbanski and Sheriff Tom Busch. Motion was made by Hirschman and seconded by Urbanski to come out of Executive Session at 11:10 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Action - The Commissioners suggested to Sheriff Tom Busch that the Sheriff's office be staffed from 8:00 a.m. to 5:00 p.m., Monday-Friday except for holidays or if an emergency arises to place a sign on the window or door to the office with contact information.

**Consent Agenda** -

The Board reviewed the minutes, payroll and claims as presented. Motion was made by Rasmussen and seconded by Urbanski to approve the Commissioner Meeting Minutes for 11/28/2023, Claims for 12/12/2023: General-\$81,003.44; Roads-\$119,307.48; Tourism Improvement Fund-\$2,000.00; 911 Emergency Management Fund-\$748.21 and E911 Wireless Holding Fund-\$237.60, for a total of

\$203,296.73, and the Clerk, District Court and Treasurer's reports. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

There being no further business to come before the Board, motion was made by Urbanski and seconded by Rasmussen to adjourn the meeting at 11:42 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Meeting adjourned. The next regular meeting of the Howard County Board of Commissioners will be December 27, 2023.

Dated this 12th day of December, 2023.

Kathy Hirschman  
Howard County Commissioners

ATTEST: Brenda Klanecky  
Howard County Clerk

## HOWARD COUNTY COMMISSIONER'S MINUTES

December 27, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 27th day of December, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 20th day of December 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 8:30 a.m. Roll Call: Gary Rasmussen, Absent; Kathy Hirschman, Aye; and Jessie Urbanski, Aye. Also, present is County Clerk, Brenda Klanecky.

### **Pledge of Allegiance** -

Chairman Hirschman stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

### **Public Comment**- None.

**County Road Discussion** – Highway Superintendent, Janet Thomsen was present to discuss purchase of a used motor grader. CAT had spoken with Ms. Thomsen regarding a used 2018 motor grader. The motor grader has less than 2,000 hours on it. Typically, the County puts on around 1,000 hours a year. The cost is \$275,000.00. The County is a member of Source Well which does the bidding and so the County would not have to go out for bids. Hirschman stated that she would like to wait. A motor grader was not budgeted and at this time the County is not in need of another grader. Mr. Urbanski was in agreement. Ms. Thomsen has contracted for 45,0000 gallons of #2 diesel fuel. Also discussed was condition of roads after the snowstorm. General consensus was that the amount of snow on the roads did not warrant sending motor graders out on the holiday. Updates on the most recently purchased dump trucks. One of the trucks is operational and the other one is still being made ready. Discussion was held regarding county roads and medical emergencies.

**NIRMA Assist letter-Roads**-Ms. Thomsen applied for assistance to purchase a hydraulic pole saw in the amount of \$2,109.14 and (10) LED light bars, not to exceed \$1,104.79, have been approved.

**Mail** –NIRMA Assist Letter-Emergency Manager, Allen Wilshusen had applied for first aid kits (not to exceed \$315.00) and the annual fire extinguisher servicing (not to exceed \$125.00). Also received was a report from Berggren and Associates regarding the front steps.

### **Unfinished Business**-None.

**Elaine Menzel-NACO** –Elaine Menzel was present to discuss NACO updates. NACO's goal was to attend all 93 County Board Meetings. They are short just a few Counties due to weather. Ms. Menzel talked about upcoming trainings and meetings. The hourly salary survey results compiled by the County Clerks will be made available at the Budget meeting in June. The annual NACO Conference will be December 18-20, 2024 in Kearney. Ms. Menzel also spoke about the NACO building that is being built in Ogallala. Legislative information and updates were also discussed. The primary issue NACO is taking an interest in is the inheritance tax. If the inheritance tax would go away NACO would push for a guaranteed

replacement revenue. Hirschman asked about the EPIC Tax presentation that was given at the NACO conference. Consumption Tax was also discussed, NACO is in opposition.

**Connie Holmes-Crime Commissioner Grant Application** –Connie Holmes was present to discuss the FY 2025 Community-based Aid (EB) Application for Howard County. In the past, St. Paul Schools, Elba Schools and Centura Schools were involved in the program. Centura Schools has decided to no longer be in the program for fiscal year 2025. They have hired a full-time Social Emotional Learning position and would have savings of approximately \$7,000.00. Urbanski made a motion to approve the Fiscal Year 2025 Enhancement Grant as presented and Hirschman seconded the motion. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye. Ms. Holmes plans to submit the grant today and will send a completed copy to the Clerk.

**Employee Evaluations-Executive Session** -Hirschman made a motion to go into executive session at 9:42 a.m. to discuss employee evaluations and seconded by Urbanski. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye. Hirschman stated the Board was going into Executive Session at 9:42 a.m. to discuss employee evaluations. Those present were Kathy Hirschman, and Jessie Urbanski. Motion was made by Hirschman and seconded by Urbanski to come out of Executive Session at 10:28 a.m. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye. Hirschman made a motion to go back into executive session at 11:29 a.m. to finish discussing the employee evaluations and seconded by Urbanski. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye. Hirschman stated the Board was going back into Executive Session at 11:29 a.m. to discuss employee evaluations. Those present in Executive Session were Hirschman and Urbanski. Hirschman made a motion to come out of Executive Session at 11:38 a.m. and seconded by Urbanski. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye. Evaluations were completed.

**Consent Agenda** -

The Board reviewed the minutes, payroll and claims, and Sheriff's report as presented. Motion was made by Urbanski and seconded by Hirschman to approve the Commissioner Meeting Minutes for 12/12/2023, Payroll and Claims for 12/27/2023: General-\$228,036.56 and Roads-\$68,478.01, for a total of \$296,514.57, and the Sheriff's report. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye.

**Update Senator Fred Meyer-** Senator Fred Meyer was present to discuss budgets for the County and the other political subdivisions in the County. The Governor is looking at ending the Inheritance Tax. This is a concern of Howard County. Emergency Management Region 26 Commissioner, Diana Hurlburt and Region 26 Director, Alma Beland were present to discuss legislation regarding the 911 Call Center funding issue with Senator Meyer. Funding shortages are causing training, employment and other issues in rural Nebraska. Also mentioned was the Highway 281 corridor to finish the four-lane between Highway 58 and South Highway 92.

There being no further business to come before the Board, motion was made by Urbanski and seconded by Hirschman to adjourn the meeting at 11:58 a.m. Roll Call: Rasmussen, Absent; Hirschman, Aye; and Urbanski, Aye. Meeting adjourned. The next regular meeting of the Howard County Board of

Commissioners will be January 9, 2024.

Dated this 27th day of December, 2023.

Kathy Hirschman  
Howard County Commissioners

ATTEST: Brenda Klanecky  
Howard County Clerk