



# Saline County Board Minutes



## SALINE COUNTY BOARD OF COMMISSIONERS

The regular meeting of the Saline County Board of Commissioners was called to order at 9:43 a.m. on Tuesday, December 26<sup>th</sup>, 2017, by Chairperson, Marvin A. Kohout. Present were Kohout, Russ Karpisek, Willis D. Luedke, Stephanie A. Krivohlavek and Janet J. Henning, Commissioners, Deputy County Clerk Anita Bartels and Administrative Assistant Tim McDermott.

Notice of said meeting was posted in the County Clerk's Office, on the Saline County Website, and published in all three County newspapers prior to the meeting, in compliance with State Statutes.

Let the record show that all proceedings are electronically recorded.

Kohout advised those present of the open meetings law posted at the back of the room.

Henning moved to approve the agenda as presented, seconded by Krivohlavek. Voting aye were Henning, Luedke, Kohout, Krivohlavek and Karpisek, nays none, motion carried.

Krivohlavek moved to approve the minutes of the December 12<sup>th</sup>, 2017 regular meeting, seconded by Henning. Voting aye were Luedke, Henning, Karpisek, Krivohlavek and Kohout, nays none, motion carried.

Luedke moved to approve the minutes of the December 19<sup>th</sup>, 2017 emergency meeting, seconded by Krivohlavek. Voting aye were Luedke, Kohout and Krivohlavek, abstaining were Henning and Karpisek, nays none, motion carried.

Under correspondence, Bartels reported receiving the December 20<sup>th</sup> meeting agenda from the Southeast Nebraska Development District. Also received was a \$220.80 check from Metlife as an insurance dividend, a \$9.00 check from Level 3 Communications LLC, a \$10.00 check from Vonage, a \$9.00 check from Bandwidth, Inc., and a \$5.00 check from Granite Telecommunications, all for 911 surcharges.

Under report of officials, Henning reported attending the NACO conference in Kearney, December 13<sup>th</sup>-15<sup>th</sup>.

Luedke reported attending a Cheever Construction and Berggren Architects meeting, a meeting with Berggren Architects and the Fire Marshall, an RC & D meeting in Adams and attended the NACO conference in Kearney, December 13<sup>th</sup>-15<sup>th</sup>.

Kohout reported that he attended the NACO Conference in Kearney, December 13<sup>th</sup>-15<sup>th</sup>. He also attended the Emergency Commissioner meeting on December 19<sup>th</sup>, the Planning & Zoning Board meeting on December 19<sup>th</sup>, and thanked all who were responsible for a successful Employee Christmas lunch.

Krivohlavek reported attending a Saline County Aging Services Executive Committee meeting on December 19<sup>th</sup>, and the Emergency Commissioner meeting on December 19<sup>th</sup>.

McDermott reported attending a Building Committee meeting and participated in Windstream telephone conferences. He reported the new phone systems is now installed in the Clerk's office, the Assessor's office and the County Courtroom, resulting in all office in the Courthouse are now on the new phone system. The 2018 Employee Wellness books have been distributed. He reported on January 4<sup>th</sup> the Clerk's office and the Assessor's office data system move will take place. He reported receiving a check for \$3,750.00 from NIRMA, for an Assist Grant for the security scanning machine.

Krivohlavek opened discussion on Aging Services and Aging Partners. She has spoken with Randy Jones at Aging Partners, resulting in a recommendation to invoice Aging Partners for reimbursement of past Aging Services Payroll.

Discussion was held on how to enforce a minimum of a monthly report, to be a requirement of each Saline County office, either in person or in written form, directly made to the Commissioners. No action was taken.

At 10:00 a.m. the Board, along with the Clerk of the District Court Amber Mulbery, County Clerk Daryl Fikar and County Treasurer Debbie Spanyers held discussion on setting Elected Officials Salaries. The discussion was based on several scenarios, including suggestions presented at the last meeting, past salaries, NACO surveys, and discussions with counterparts at the NACO conference.

Resolution #2017-88 resolving to set the salaries for the offices of County Assessor, County Clerk, County Treasurer and Clerk of the District Court be established at \$58,298.00 for the calendar year 2019, plus annual increase during the term of each office (2020, 2021, 2022) based on the previous year salary, plus an increase of 3%. The annual salary for the offices of Deputy County Assessor, Deputy County Clerk, Deputy County Treasurer and Deputy Clerk of the District Court shall not exceed eighty percent (80%) of the annual salary for the elected offices for which each respective Deputy is serving, for calendar years (2019, 2020, 2021 and 2022). That the annual salary for the office of County Attorney be established at \$90,862.48 for the calendar year 2019, plus an annual increase during the term of office (2020, 2021, 2022) based on the previous year salary, plus an increase of 3%. That the annual salary of the County Sheriff be established at \$76,030.48 for the calendar year 2019, plus an annual increase during the term of office (2020, 2021, 2022) based on the previous year salary, plus an increase of 3%. The annual salary of the office of County Surveyor be established at \$30,436.50 for the calendar year 2019, plus an increase during the term of office (2020, 2021,



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2022) based on the previous year salary, plus an increase of 3%. The annual salary of the office of County Commissioner shall, with the exception of the Chairperson of the County Board of Commissioners, who shall be paid \$1,000.00 more than the other County Commissioners, each year be equal to fifty percent (50%) of the annual salary paid to the office of County Clerk for each calendar year during the term of office (2019, 2020, 2021, 2022). Luedke moved to approved Resolution #2017-88 as written. Motion was seconded by Henning. Voting aye were Karpisek, Krivohlavek, Kohout, Luedke, and Henning, nays none, motion carried.

Wilber Mayor Roger Chrans reported to the Board concerns the City Council has regarding the patchwork and durability of the repairs done to the streets on the north and northeast corner of the Courthouse. Luedke reported he has already spoken with the contractor and architect regarding these street repairs. Luedke informed the contractor and architect the repairs will not approved. The contractor is looking into what is necessary to bring these repairs up to standards. The Board then discussed with Mayor Chrans the asphalt deterioration on the SW street corner of the Courthouse. All agreed this deterioration was not caused by construction traffic. Chrans will add repairing the asphalt on the SW street corner of the Courthouse to the next City Council meeting agenda.

Planning and Zoning Administrator Lyle Weber and John David (Jack) Potter presented a minor subdivision application, which divides approximately 8.28 acres from the Southeast Corner of Southwest 1/4 of Section 30-8-3. This application was unanimously approved by the Planning and Zoning Board. Krivohlavek moved to approve the application, seconded by Karpisek. Voting aye were Henning, Luedke, Kohout, Krivohlavek and Karpisek, nays none, motion carried.

Weber and Emily Harrington presented a minor subdivision application which divides approximately 5.01 acres from the Southeast 1/4 Southwest 1/4 of Section 8-6-3. This application was unanimously approved by the Planning and Zoning Board. Henning moved to approve the application, seconded by Krivohlavek. Voting aye were Henning, Luedke, Kohout, Krivohlavek and Karpisek, nays none, motion carried.

Kohout nominated Mary Jo Weber to fill the open seat on the Planning and Zoning Board. Henning moved to approved Mary Jo Weber, seconded by Luedke, voting aye were Karpisek, Krivohlavek, Kohout, Luedke and Henning, nays none, motion carried.

Kohout and Lyle Weber reported there was discussion at the Planning and Zoning Board meeting concerning a request to change conditional use permits from 2 years to 5 years now, rather than wait until the full revised Regulations are completed in a couple of months. The Board deferred any action pending the recommendation of the Planning and Zoning Board, after the Public Hearing on January 16<sup>th</sup>, 2018.

Kohout announced the Board would take a short recess.

At 11:25 a.m. Kohout announced the Board would reconvene.

Highway Superintendent Bruce Filipi presented a proposal with Speece Lewis Engineers for the preparation and oversight of Saline County Bridge Project Structure No. C007601820, located between NE1/4 of Sec. 17-T7N-R2E and SE1/4 of Sec. 8-T7N-R2E. Henning moved to approve the proposal, seconded by Krivohlavek, voting aye were Henning, Luedke, Kohout, Krivohlavek and Karpisek, nays none, motion carried.

Filipi updated the Board on various road project being done.

Henning moved to approve Resolution #2017-85, transferring \$201,000.00 from the Inheritance Tax Fund #2700 to the General Fund #0100, as proposed in the 2017-18 budget. Motion was seconded by Luedke. Voting aye were Karpisek, Krivohlavek, Kohout, Luedke and Henning, nays none, motion carried.

Henning moved to approve Resolution #2017-86, transferring \$6,410.00 from the Inheritance Tax Fund #2700 to the Aging Services Fund #2250, to be reimbursed when funds become available. Motion seconded by Karpisek. Voting aye were Henning, Luedke, Kohout, Krivohlavek and Karpisek, nays none, motion carried.

Henning moved to approve Resolution #2017-87, transferring \$4,150.93 from the Inheritance Tax Fund #2700 to the Grant Fund #2500, to be reimbursed when funds become available. Motion seconded by Karpisek. Voting aye were Henning, Luedke, Kohout, Krivohlavek and Karpisek, nays none, motion carried.

At 11:33 a.m., Karpisek moved to enter Executive Session, seconded by Luedke. Voting aye were Henning, Luedke, Kohout, Krivohlavek and Karpisek, nays none, motion carried. Kohout announced that during the Executive Session the Board would be discussing two personnel issues.

At 11:49 a.m., Karpisek moved to exit Executive Session, seconded by Henning. Voting aye were Karpisek, Krivohlavek, Kohout, Luedke and Henning, nays none, motion carried.

Kohout announced that during Executive Session, the Board discussed two personnel issues and no action was taken.

Henning moved to approve the claims as presented, seconded by Krivohlavek. Voting aye were Henning, Luedke, Kohout, Krivohlavek and Karpisek, nays none, motion carried.



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## GENERAL FUND

General Payroll	Salaries	104,368.12
Branding Inc	Rent	75.00
CBM Managed Svcs	Spls	8,720.53
Chief Supply	Uniforms	103.10
Crete Ace Hdw	Spls	35.21
Crete Med Center	Court Costs	3,158.36
Crete News	P&P	337.41
CVSOAN	Dues	60.00
Dollar General	Spls	120.85
Eakes	Off Spls	2,512.16
Electronic Contracting	Security	3,380.00
Farmers Coop	Fuel	532.59
First Concord	Ins	12,146.96
First Wireless	Spls	114.22
Flagz	Flags	420.00
Gage County Court	Court Costs	9.50
Galls	Uniforms	7.27
General Reporting Svc	Court Costs	81.40
Scott Ryan Gropp	Cntrct	7,000.00
Janet Henning	Mil	167.46
Int'l Assoc of Assessing Off	Dues	190.00
Jefferson County Emer Mgmt	Reimb	3,700.00
Jim's Carpet	Carpet	911.93
Brandi Kelly	Mil/Reimb	182.11
Marvin Kohout	Mil	36.92
La Quinta Inn	Travel	659.70
Willis Luedke	Mil	144.45
Lynn Peavey Co	Spls	80.25
Anthony Lytle	Reimb	5.00
Manatron	Data Proc	1,415.90
MIPS	Data Proc	3,087.49
Lori Moldenhauer	Mil	20.33
Amber Mulbery	Mil/Reimb	171.78
NE Health & Human Svcs Sys	Inst	460.69
NE Public Health Lab	Court Costs	525.00
NE.Gov	Court Costs	4.00
Nelson Clark & Timan	Atty	585.00
Postmaster	Pstg	49.00
Quill	Off Spls	165.27
Region V Svcs	Svcs	280.21
Region V Sys	Inst	764.00
Riverside Chev Buick	Veh Rpr	30.12
Sack	Spls	183.66
Saline County Atty Petty Cash	Court Costs	25.14
Sapp Bros	Fuel	2,099.88
Scherbarth Ace	Bldg Rpr	110.77
Schwab & Lepant	Atty	280.00
Schwarz Paper	Bldg Spsl	270.30



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Brandon Scusa	Uniforms	104.98
Sec of State	Court Costs	20.00
Seward County Ind	P&P	415.52
Shop Qwik	Fuel	156.93
Sid Dillon	Veh Rpr	4,561.78
Debbie Spanyers	Mil/Reimb	170.76
Speece-Lewis	Engineering	863.33
Spring Creek Repair	Spls	34.99
State of NE	Data Proc	134.60
Thomson Reuters	Sub	133.43
Toshiba	Off Equip	280.00
Toshiba	Off Equip	194.00
Uline	Spls	78.63
US Bank	Fuel	156.50
Verizon	Phone	1,319.41
Visa	Pstg	11.05
Visa	Pstg	54.63
Visa	Bldg Rpr	287.72
Visa	Spls	241.29
Visa	Spls	34.88
Visa	Spls	278.41
Visa	Off Spls	34.97
Walker Uniform	Spls	99.41
Jennifer Warning	Reimb	40.06
Windstream	Phone	7,485.76
Robin Zoubek	Mil/Reimb	106.11
41 Auto	Spls	6.74
41 Auto	Spls	6.17

## ROAD FUND

Road Payroll	Salaries	22,020.26
Ace Irrigation	Culverts	8,807.25
American Test Ctr	Equip Rpr	440.00
Barnas	Spls	8.92
Beatrice Concrete	Gravel	734.86
Black Hills	Util	298.87
Allen Formanek	ROW	25.00
Roger Formanek	ROW	25.00
William Kastanek	ROW	50.00
Kriha Fluid Power	Equip Rpr	254.44
Lawson Products	Spls	78.24
Medical Enterprises	Testing	124.00
Orschelns	Equip Rpr	10.99
Praxair Distr	Spls	66.65
Rock On	Gravel	873.06
Shaffer Comm	Equip Rpr	299.00
Speece-Lewis	Engineering	11,200.00
Transit Works	Equip Rent	200.00
Village of Dewitt	Util	66.93
Von Busch & Sons	Garbage	21.00
Walker Uniform	Uniforms	59.46

## BAILIFF FUND

Bailiff Payroll	Salaries	1,099.84
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Eakes	Off Spls	94.90
Vicky Johnson	Off Spls	106.86
<b>VISITORS PROMOTION FUND</b>		
Courtside Marketing	Adv	1,124.00
Wilber Chamber of Com	Adv	1,000.00
<b>EMPLOYEE WELLNESS FUND</b>		
Eakes	Off Spls	31.99
Marvin Kohout	Mil	49.22
Madonna Rehab Hosp	Consult	187.56
<b>AGING SERVICES FUND</b>		
Aging Services Payroll	Salaries	1,396.27
Black Hills	Util	61.00
Marcia Emal	Clinic	137.50
Friend Comm Healthcare Sys	Meals	55.00
Darlene Pribyl	Clinic	112.50
Visa	Pstg/Off Spls	228.89
<b>GRANT FUND</b>		
Grant Payroll	Salaries	1,378.43
<b>JUVENILE DIVERSION FUND</b>		
Crete News	P&P	88.00
Seward County Ind	P&P	90.00
<b>DRUG COURT FUND</b>		
Kalkwarf & Smith Law	Cntrct	1,100.00
Redwood Tox Lab	Testing	561.22
Verizon	Phone	120.03
<b>JUVENILE SVCS AID PROGRAM FUND</b>		
Sabrina Plouzek	Prgm	192.56
Anita Stougard	Prgm	290.97
<b>INHERITANCE TAX FUND</b>		
Cheever Constr	Courthouse	172,422.19
<b>911 EMERGENCY MANAGEMENT FUND</b>		
Windstream	Phone	186.33
<b>911 WIRELESS SERVICE FUND</b>		
Windstream	Phone	663.28
<b>COMMISSARY FUND</b>		
Bob Barker Co	Spls	97.34
Eakes	Spls	211.35
Keefe Supply	Spls	713.66
Thompson Co	Spls	719.56
Visa	Spls	101.74
<b>CRIME PREVENTION FUND</b>		
Visa	Spls	1,075.42
<b>ALL FUNDS</b>		
First State Bank	Fed Tax	17,457.54
NE Dept of Rev	State Tax	6,028.10
First State Bank	Soc Sec	27,664.90
BCBS	Ins	116,220.76
Ameritas Life	Retire	22,595.42
Delta	Dental Ins	2,144.08
VSP	Eye Ins	448.08
AFLAC	Ins	1,590.77
MassMutal	Def Comp	1,978.00



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Colonial Supp Ins	Ins	317.88
Teamsters	Dues	247.00
Madison Nat'l Life	Life Ins	42.39
Madison Nat'l Life	Dis Ins	162.03
First Concord	Café	1,770.90
New York Life	Ins	118.90
NE Child Support	Garnish	197.08
NE Child Support	Garnish	188.77
General Svc Bureau	Garnish	188.38
US Dept of Education	Garnish	163.58
Tiburon Fin/NAS	Garnish	168.00
Janetta Rogers	Garnish	259.56

There being no further business to come before the Board, the meeting was adjourned at 11:56 a.m. The next meeting will be on January 9th, 2018 at 9:30 a.m. in the Saline County Commissioners' Room, Courthouse, Wilber, NE.

ATTEST:

Anita Bartels, Deputy County Clerk                      Janet J. Henning

Marvin A. Kohout, Chairperson                              Stephanie Krivohlavek

Willis D. Luedke, Vice-Chairperson                      Russ Karpisek

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I, Anita Bartels, Deputy County Clerk in and for Saline County, do hereby certify that the minutes of the December 12th, 2017 regular meeting and the December 19<sup>th</sup>, 2017 emergency meeting were presented and approved as presented.

Anita Bartels, Deputy County Clerk                      Janet J. Henning

Marvin A. Kohout, Chairperson                              Stephanie Krivohlavek

Willis D. Luedke, Vice-Chairperson                      Russ Karpisek