

# 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.

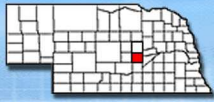
**Resolution 2023-1** allows the Treasurer to deposit in any bank in excess of the capital stock and surplus of the bank, secured by pledges and assets for the bank. Rasmussen made a motion to approve Resolution 2023-1 and Urbanski seconded the motion. Roll Call: All Ayes. **Resolution 2023-2** gives 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

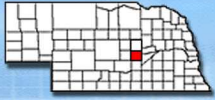


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Mid Plains Center for Mental Health	Jessie Urbanski
Midland Area for the Aging	Kathy Hirschman
Central NE Community Action Partnership	Gary Rasmussen
Mid NE Individual Services	Jessie Urbanski
County Health Board	Dr. Chris Tomhave Sheriff Tom Busch 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

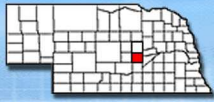
## HOWARD COUNTY APPOINTMENTS – 2023 (Continued)

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.

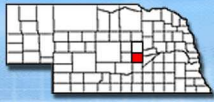
**County Engineer** – The County received a letter from Lance Harter asking to re-appoint Oak Creek Engineering as the County Engineer. Rasmussen made a motion to approve Oak Creek Engineering as the County Engineer and seconded by Urbanski. Roll Call: All Ayes.

**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.

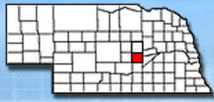
**County Burial** - Motion was made by Hirschman and seconded by Rasmussen that the County will pay \$750.00 for both burial and cremations and will be buried only in the County lots. Roll Call: All Ayes.

**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

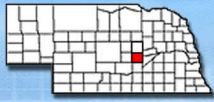
Motion made by Rasmussen and seconded by Urbanski to approve the 2023 County Holidays as listed. Roll Call: All Ayes.

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.

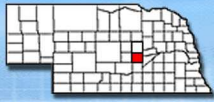
**Public Hearing – Conditional Use Permit – Carol Dixson** - Rasmussen made a motion to open the Public Hearing at 10:15 a.m. and seconded by Urbanski. Roll Call: All Ayes. Ms. Klinginsmith and Carol Dixson were present to discuss the conditional use permit for Mrs. Dixson for a single family attached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