

## 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