

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 9th 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