

## 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