

Commissioner's Record No. 27

MADISON COUNTY, NEBRASKA

COMMISSIONERS PROCEEDINGS

Madison, Nebraska

August 30, 2022

The Board of County Commissioners of Madison County, Nebraska met in regular session at 9:30 A.M.

Advance notice of meeting was published in the Thursday, August 25, 2022 edition of The Norfolk Daily News and posted on the Madison County website. A copy of said notice was provided to each Board member. An affidavit of acknowledgment of receipt of notice of meeting as published was executed.

Following a moment of Silence and the Pledge of Allegiance to the flag of the United States of America, Chairman Troy Uhlir called the meeting to order and notified the public of the copy of the Open Meetings Act posted in the meeting room.

Present: Commissioners Ronald Schmidt, Eric Stinson, and Troy Uhlir, County Clerk Anne Pruss, County Highway Superintendent Richard Johnson, Register of Deeds Diane Nykodym, District Court Monica Rotherham, Veterans Service Administrator Gregg Hanson, Noxious Weed Superintendent Don Svitak, Road Foreman Tom Borchers, and County Deputy Joe Prather. Norfolk Daily News reporter Willis Mahanna and Karla Schulze, and Ryan Pattee WJAG reporter.

Commissioner Stinson read the following consent agenda items into the record:

- 1) Approval of minutes of August 16, 2022
- 2) Set hearing date for 2022-2023 fiscal year budget and adoption of the property tax request at an amount different than the prior fiscal year
- 3) Approval of Larry Nathan's Lot Split in Section 36-21-3, located at 54530 823rd, Madison
- 4) Approval of purchase of Low-Pro Dove Trailer for Road District #3 from Ken's Trailer Sales in the amount of \$32,000
- 5) Adoption of County Employee Policy and Procedure Manual
- 6) Authorization for Elkhorn Logan Valley Public Health Department to provided flu shots to County employees
- 7) Acknowledge the following petty cash amounts on June 30, 2022 in county offices:
 - a. County Assessor \$ 85.00
 - b. County Attorney \$ 50.00
 - c. County Clerk \$ 25.00
 - d. County Court \$ 500.00
 - e. County Sheriff \$3,229.58

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f. County Treasurer	\$1,107.34
g. Public Defender	\$ 52.00
h. Register of Deeds	\$ 361.50

Motion made by Schmidt and seconded by Stinson to remove County Employee Policy and Procedure Manual and discuss on the regular agenda.

Motion made by Stinson and seconded by Schmidt to approve the consent agenda for the meeting. Roll call vote: Ayes, Schmidt, Stinson, and Uhlir. Nays, none. Motion carried.

Motion made by Schmidt and seconded by Stinson to approve the regular agenda for the meeting. Roll call vote: Ayes, Schmidt, Stinson, and Uhlir. Nays, none. Motion carried.

County Clerk Anne Pruss presented Madison County Employee Policy and Procedure Manual. She explained that this project has been a work in progress for the past couple of years. With the help from Zelle HR, elected, and appointed officials she believes the document is up current requirements. She explained that the manual has been seen by all offices. Commissioner Schmidt stated that he needed some further explanation on items within the manual. Ms. Pruss then provided answers to Mr. Schmidt question. After further discussion, the clerk decided to contact Zelle HR and have them attend the next Board of Commission meeting on September 13th.

Motion made by Stinson and seconded by Schmidt to table the approval of the Madison County Employee Policy and Procedure Manual until September 13, 2022. Roll call vote: Ayes, Schmidt, Stinson, and Uhlir. Nays, none. Motion carried.

Greg Placek, Johnnie Byrd Brewing Company in Wayne spoke in front of the board in regards for an approval of a SDL for a fall event scheduled for September 17-18 at Poppy's Pumpkin Patch located within Madison County. Mr. Placek stated that in the past they had some concerns about liability issues but he would like to start a partnership with them. He was thinking that from the past year that Poppy's had around 650 people

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with two to three hundred being adults. They realize this is a kid friendly environment and are taking this seriously and stated they will be having people doing wrist bands and having bouncers throughout the facility to ensure that the people who are partaking have a wrist band,

Motion made by Schmidt and seconded by Stinson to approve the special designated license for the Johnnie Byrd Brewing Company. Roll call vote: Ayes, Schmidt, Stinson, and Uhlir. Nays, none. Motion carried.

The budget committee Troy Uhlir, Chairman of the Board of Commissioners, County Clerk Anne Pruss, and County Highway Superintendent Richard Johnson met and presented and explained the documents pertaining to the Madison County budget of fiscal year 2022-2023. Chairman Uhlir presented the General Fund Comparison and stated after re-addressing each of the county's offices, that it would be lowered from 3.37 % to -0.17%. The largest adjustment were from the Building and Grounds which went from 65.29% to 19.98% and Jail from 18.37% to 8.27% with an overall change from 3.37% to -0.17%. The biggest factors was removing a piece of equipment from the Building and Grounds budget and correcting a clerical error in the Jail Budget.

The Road/Bridget budget was then review. With trying to cut costs, Commissioner Schmidt asked to reduce the Truck amount from \$150,000 to zero and to hold off on purchasing this for this year. Then it was address whether the county would need to budget \$600,000 for Armor Coating. County Highway Superintendent Richard Johnson and the board discussed options and the decision was then to reduce the amount of Armor Coating to \$200,000. By making these changes it reduces the Road/Bridge Budget from 5.07% to -2.07%.

Commissioner Schmidt asked what amount was available and hadn't been designated in the ARPA Funds. County Clerk Anne Pruss advised that some of the items that have been pledge are: \$500,000 to the cities of Battle Creek, Madison, Newman Grove, Tilden, and the Village of Meadow Grove, \$750,000 for North Fork Transit that has been paid, \$2.5 million for the rural fire departments radio system, \$721,500 for courthouse improvements such as a new telephone system for the county departments, HVAC system for the courthouse, and replacement of courthouse windows, leaving a balance of \$346,069. Mr. Schmidt asked if some of these dollars could be used to help offset other expensive. Mrs. Pruss asked if the board would consider not using the balance and keeping it for unseen expenses that might occur, which it was agreed by the board.

Chairman Uhlir explained that the current levy, without the changes, would be approximately \$0.469814 which was down from \$0.52 before the budget committee re-address other items. He stated that the budget would re-calculate the changes that were discussed today but would like to have the levy amount dropped even further.

No action was taken.

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Chairman Uhlir stated that the board would also have to give consideration for a 1% increase in restricted fund. He also advised that the County Assessor has provided a preliminary estimate of the county's property taxes and a public hearing will be held on August 30, 2022 to adopt the 2022-2023 Fiscal Year's Budget.

The following resolution was introduced for consideration:

RESOLUTION #2022-31

WHEREAS, Section 13-519 Nebraska Revised Statutes provides that a governmental unit may adopt a budget which exceeds the statutory limit of restricted funds for the fiscal year by an additional one percent upon the affirmative vote of at least 75% of the governing body; and

WHEREAS, the Board of Commissioners has received the preliminary budget reports prepared by the budget committee; and

WHEREAS, the Board of Commissioners finds that an additional 1% of restricted funds authority is necessary to provide funding for anticipated expenditures for the 2022-2023 fiscal year;

NOW, THEREFORE, BE IT RESOLVED, that the restricted funds for the 2022-2023 fiscal year be increased by an additional one percent as provided by law.

Motion was made by Schmidt and seconded by Stinson to approve Resolution #2022-31. Roll call vote: Ayes, Schmidt, and Stinson, and Uhlir. Nays, none. Motion carried.

County Clerk Anne Pruss provided the levy allocation resolution stated that the county is compliance with the levy authority under the .50 cents. The levy analysis shows that you can give the .035000 cents to the fire districts, .010566 to the Madison County Agricultural Society, and .005262 to Norfolk Sanitary District.

After discussion, the following resolution was introduced for consideration:

RESOLUTION #2022-32

WHEREAS, Section §77-3443 Nebraska Revised Statutes provides that certain governmental entities must receive levy allocation authority from the County Board; and

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WHEREAS, the Madison County Board of Commissioners has received levy allocation requests from various political subdivisions for the 2022-2023 fiscal year; and

WHEREAS the Battle Creek, Madison, Meadow Grove, Newman Grove, and Norfolk Rural Fire Districts are members of a Mutual Finance Organization, with each of the fire districts requesting that the levy rate be set at 3.5 cents per hundred dollars of valuation; and

WHEREAS, the Board of Commissioners has reviewed the submitted levy requests and determined that no parcel of property in the county will exceed the allowable levy limits as outlined in state statutes;

NOW, THEREFORE, BE IT RESOLVED, that the following levy allocations are hereby authorized for the 2022-2023 fiscal year:

SUBDIVISION	PROPERTY TAX AMOUNT	VALUATION	LEVY ALLOCATED
Battle Creek Rural Fire District All Funds			.035000
Madison Rural Fire District All Funds			.035000
Meadow Grove Rural Fire District All Funds			.035000
Newman Grove Rural Fire District All Funds			.035000
Norfolk Rural Fire District All Funds			.035000
Madison County Agricultural Society General Fund	\$488,558.00	4,624,177,062	.010566
Norfolk Sanitary District General Fund	\$117,240.00	2,228,323,368	.005262

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Motion made by Schmidt and seconded by Stinson to adopt Resolution #2022-32 approving the levy allocations for rural fire districts of Battle Creek, Madison, Meadow Grove, Newman Grove, and Norfolk, Madison County Agricultural Society, and Norfolk Sanitary District. Roll call vote: Ayes, Schmidt, Stinson, and Uhlir. Nays, none. Motion was carried.

Motion made by Uhlir and seconded by Schmidt to hold a public hearing on Tuesday, September 13, 2022 to discuss the 2022-2023 fiscal year budget and adoption of the property tax request at an amount different from the fiscal year. Roll call vote: Ayes, Schmidt, Stinson, and Uhlir. Nays, none. Motion carried.

The following written reports and correspondence were reviewed:

- 1) Review and process claims
- 2) Sale of surplus property
- 3) Update Five Rule Rural Planning

The following claims were audited:

GENERAL FUND		
Total Net Payroll		158,702.22
Mark D. Albin	Legal Services, Juvenile Court	3,025.60
Mark D. Albin	Legal Services, County Court	152.19
Albracht Disposal Service, Inc.	Waste Removal, Courthouse	112.00
Allstate Benefits	Hospital Indemnity, Critical Illness, Accident Ins. Premiums	746.09
American Family Life Assurance Company	Insurance Premiums	997.97
Animal Shelter of Northeast Nebraska	Veterinarian Services, County Sheriff	1,708.00
Appeara	Mop and Towel Services, Public Defender	35.48
Appeara	Towel Services, County Jail	76.54
Arkfeld Lock & Security	Secure Locks, County Court	231.70

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Arkfeld Lock & Security	Secure Locks, Courthouse	451.88
Blue Cross Blue Shield of Nebraska	Insurance Premiums	157,603.17
Bob Barker Company, Inc.	Clothing, County Jail	144.74
Bomgaars Supply	Supplies, Courthouse	33.36
Brodock LLC	Car Washes, County Sheriff	1,000.00
Century Link	Telephone Services, Probation Office	703.00
Champs, Inc.	Contract Services, County Jail	2,500.00
City of Madison	Utilities, Courthouse	99.50
City of Norfolk	Utilities, Probation Office	424.53
Clerk of the Supreme Court	Filing Fees, District Court	128.00
Colonial Life and Accident Insurance	Insurance Premiums	231.85
Com Sprinklers	Repairs, Courthouse	427.50
Consolidated Management Company	Meals, County Jail	14.60
Constellation Newenergy	Gas Services, Courthouse	123.59
Constellation Newenergy	Gas Services, County Jail	288.39
Cor Therapeutic Services, LLC	Professional Services, Community Based Grant	30.00
Credit Management Services, Inc.	Garnish of Wages	249.72
Culligan	Rental Fees, Juvenile Accountability	10.50
Culligan	Supplies, Probation Office	77.00
Cuming County Clerk	Contract Services, Community Based Grant	1,199.01
Wendy Cutting	Transcription, Public Defender	93.75
DAS State Accounting	State Access Fees, County Clerk	41.60
Connie Donner	Refund of Insurance Premium	40.00
Eakes Office Solutions	Supplies, County Treasurer	71.84
Eakes Office Solutions	Supplies, District Court	110.50
Eakes Office Solutions	Supplies, Courthouse	139.68
Eakes Office Solutions	Supplies, County Jail	527.97
Eakes Office Solutions	Supplies, Probation Office	1,535.86
Egley, Fullner, Montag, Morland, & Easland, PC	Legal Services, Juvenile Court	3,782.40
James Egley	Mileage, Mental Health	18.75

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Elite Court Reporting Service, Inc.	Deposition, Law Enforcement	278.40
Elite Court Reporting Service, Inc.	Deposition, Mental Health	150.00
Elite Office Products	Supplies, Extension Office	51.45
Elkhorn Valley Bank & Trust	Health Savings Account	15.00
Ewalt Law Office	Legal Services, County Court	8,504.50
FedEx	Postal Services, County Sheriff	32.88
First Concord Benefits Group	Flex Plan, Deductible Buy Down, Administration Fees	6,492.19
Floor Maintenance & Paper Supply	Supplies, County Jail	50.22
Austin Gubbels	Refund of Insurance Premiums	98.79
Heartland Fire Protection	Inspection Services, Extension Office	69.30
Heartland Fire Protection	Inspection Services, Veterans Service Office	46.20
Hollman Media	Domain Hosting, County Sheriff	350.00
Hollman Media	Domain Hosting, County Offices	1,444.00
Home Health Medical Equipment	Supplies, County Jail	19.10
Jack's Uniforms & Equipment	Equipment, County Sheriff	2,149.01
Justice Works	Software Subscription, Public Defender	175.00
Michelle Kroupa	Cleaning Services, Extension Office	370.00
Cheryl Luedtke	Refund of Insurance Premiums	20.00
Madison County Clerk	Tax Deposit and Retirement	84,565.06
Madison County Sheriff Inmate Fund	Supplies, County Jail	10.65
Madison County Sheriff	Civil Process Fees, County Court	36.00
Madison County Sheriff	Civil Process Fees, District Court	962.83
Madison County Sheriff	Fuel, County Sheriff	31.01
Madison National Life Insurance	Insurance Premiums	398.96
Microfilm Imaging Systems, Inc.	Equipment Rental, County Court	371.00
MIPS, Inc.	Data Processing, County Treasurer	1,533.17
Morrow Davies & Toelle PC	Auditing Services, County Offices	25,600.00
Moyer, Moyer, & Lafleur	Legal Services, Juvenile Court	887.30
Moyer, Moyer, & Lafleur	Legal Services, District Court	2,398.85
Nationwide Retirement Solutions	Deferred Compensation	1,050.00

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Nebraska Child Support Payment Center	Garnish of Wages	257.08
Nebraska Health and Human Services	State Intuition Costs	1,073.50
Nebraska Law Enforcement Training Center	Training Fees, County Jail	580.00
Nebraska Public Power District	Utilities, County Extension	375.52
Nebraska Public Power District	Utilities, Veterans Service Office	250.34
Norfolk Daily News	Publication Costs, Law Enforcement	39.62
Norfolk Daily News	Publication Costs, Probation Office	120.00
Norfolk Daily News	Publication Costs, County Offices	130.76
Nykodym Lawn Service	Lawn Care Services, Public Defender	315.00
Wayne Ohnesorg	Supplies, Extension Office	10.69
Valorie Olson	Court Reporting, Mental Health	50.00
Olson's Pest Technicians	Pest Control, Extension Office	41.40
Olson's Pest Technicians	Pest Control, Veterans Service Office	27.60
One Office Solution	Supplies, County Treasurer	69.58
One Office Solution	Supplies, County Court	187.73
Pell Reporting, Inc.	Transcript, County Court	1,415.20
Pfeifer Auto Body	Repairs, County Sheriff	197.00
PrecisionIT	Supplies, Public Defender	18.00
PrecisionIT	Supplies, Probation Office	1,016.80
PrecisionIT	Supplies, County Offices	7,398.00
Presto-X	Pest Control, Public Defender	63.00
Redwood Toxicology Lab	Drug Testing, Probation Office	235.00
Sixta C. Sass	Interpreting Services, Public Defender	150.00
Judy Schroeder	Prior Service Benefits	66.00
Security Shredding	Shredding Services, County Clerk	17.50
Security Shredding	Shredding Services, Election Commissioner	17.50
Matthew Soltys	Mileage, Public Defender	98.75
Stealth Broadband	Internet Services, Probation Office	360.00
Stonacek Funeral Chapel	Autopsy, Law Enforcement	650.00
Stratton, DeLay, Doele, Carlson, Buettner, & Stover	Legal Service, Juvenile Court	390.22

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Daniel Sturgis	Mileage, Mental Health	18.75
Summit Food Service, LLC	Inmate Meals, County Jail	4,364.04
US Bank Corp Payment System	Supplies, Fuel, Membership Fees, County Sheriff	4,620.57
US Bank Corp Payment System	Supplies, Fuel, Membership Fees, County Jail	153.19
US Bank Corp Payment System	Fuel, Juvenile Accountability	56.78
US Bank Corp Payment System	Subscriptions, County Attorney	527.26
Isabelle Vacek	Witness Fees & Mileage, County Court	82.50
Verizon Wireless	Telephone Service, Reappraisal	40.01
Verizon Wireless	Telephone Service, County Sheriff	1,779.33
Verizon Wireless	Telephone Service, Law Enforcement	52.97
Vision Service Plan	Insurance Premiums	605.43
Vital Care Pharmacy of Norfolk	Prescriptions, County Jail	139.30
Wayne County Sheriff	Civil Process Fees, County Court	18.50
Winsupply of Norfolk	Supplies, Courthouse	257.58
	Total General Claims with Payroll	504,389.35
ROAD/BRIDGE FUND		
Total Net Payroll		33,760.60
Albracht Disposal Service, Inc.	Waste Removal	46.00
Allstate Benefits	Hospital Indemnity, Critical Illness, Accident Ins. Premiums	200.61
American Family Life Assurance Company	Insurance Premiums	496.47
Bauer Built Tire	Tire Repair	626.15
Black Hills Energy	Gas Services	129.43
Blue Cross Blue Shield of Nebraska	Insurance Premiums	40,953.19
Bomgaars	Shop Supplies	516.47
Central Sand & Gravel	Gravel	3,520.91
City of Madison	Utilities	99.82
Colonial Life and Accident Insurance Company	Insurance Premiums	333.83
Constellation Newenergy	Utilities	48.93
Cornhusker International Trucks, Inc.	Repairs	959.42

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Dale R. Johnson	Gravel	17,506.31
Roger Ellenberger	Dirt	1,020.00
Fastenal Company	Parts	126.95
First Concord Benefits Group	Flex Plan, Deductible Buy Down, Administration Fees	1,962.42
Grimes Asphalt & Paving Corp.	Asphalt	10,883.25
Ken's Trailer Sales & Repair	Parts and Repairs	915.16
Kimball Midwest	Shop Supplies	760.26
Lawson Products	Tools	354.84
Loup Power District	Utilities	106.06
M&K Welding & Repair LLC	Parts and Repairs	540.00
Madison County Clerk	Tax Deposit and Retirement	16,807.11
Madison County Treasurer	Repayment of Cash-In-Lieu	210.00
Madison National Life Insurance Co.	Insurance Premiums	105.80
Marx Repair	Parts and Contract Services	10,589.83
Matheson Tri-Gas	Fuel	143.13
Matteo Sand & Gravel Co., Inc.	Gravel	401.25
Menards	Supplies	114.74
Nationwide Retirement Solutions	Deferred Compensation	1,145.00
Nebraska Child Support Payment Center	Garnish of Wages	382.17
Nebraska Public Power District	Utilities	222.38
NMC Exchange	Parts and Services	2,341.95
Norfolk Iron & Metal	Iron	1,281.35
Prime Sanitation	Waste Removal	58.50
Renner Auto Body	Parts and Repairs	2,500.00
Road Builders Machinery & Supply	Parts and Repairs	744.74
Rockmount Research & Alloys, Inc.	Parts	981.58
Sapp Bros. of Norfolk	Shop Supplies	1,060.80
Truck Center Companies	Fuel	1,027.99
TWD Lock Safe & Key	Lock Services	5.60
Verizon Wireless	Telephone Services	163.27

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Village of Meadow Grove	Utilities	74.00
Vision Service Plan	Insurance Premiums	143.18
Zoubek Oil Company, Inc.	Fuel	13,393.87
	Total Road/Bridge Claims with Payroll	169,765.32
FEDERAL AID SECONDARY FUND		
Herbst Construction, Inc.	Contract Services	46,809.35
Chris Tuttle	Fence Replacement	1,826.40
	Total Federal Aid Secondary Fund	48,635.75
VISITORS PROMOTION FUND		
Norfolk Area Visitors Bureau	Administration Fees	9,952.35
	Total Visitors Promotion Fund	9,952.35
VISITORS IMPROVEMENT FUND		
Norfolk Area Visitors Bureau	Administration Fees	8,368.67
	Total Visitors Improvement Fund	8,368.67
ROD PRESERVATION & MODERNIZATION FUND		
One Office Solution	Supplies	219.00
	Total ROD Preservation & Modernization Fund	219.00
DRUG TESTING FUND		
Gillette Printing	Drug Testing	184.00
Med Glove Supply	Supplies	345.00
	Total Drug Testing Fund	529.00
INHERITANCE TAX FUND		
Estate of Jeanette L. Doten	Estate	648.41
	Total Inheritance Tax Fund	648.41

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DRUG COURT FUND		
Joy Carmichael	Registration, Airline Fees, Lodging, Mileage	2,726.98
Redwood Toxicology Lab	Drug Testing	28.00
Heidi Webb	Registration, Airline Fees, Lodging, Mileage	1,241.53
	Total Drug Court Fund	3,996.51
	Total Claims with Payroll	746,504.36

Motion was made by Stinson and seconded by Schmidt to approve the claims as audited and authorize the County Clerk to issue checks for payment of said claims. Roll call vote: Ayes, Stinson, and Uhlir. Nays, none. Motion carried.

The Board adjourned at 12:04 P.M. to Tuesday, September 13, 2022 at 9:30 A.M.

ATTEST:



County Clerk Anne M. Pruss

Troy Uhlir, Chairman
County Board of Commissioners