

## COMMISSIONERS PROCEEDINGS

Madison, Nebraska

February 28, 2012

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, February 23, 2012 edition of The Norfolk Daily News. A copy of said notice was mailed to each Board member. An affidavit of acknowledgment of receipt of notice of meeting as published was executed. Chairman Lee Klein called the meeting to order and notified the public of the location of the information regarding the Open Meeting Act posted in the meeting room.

Present: Commissioners Jerry McCallum, Martin Griffith, and Lee Klein, County Clerk Nancy Scheer, and Norfolk Daily News reporter Jerry Guenther. County Highway Superintendent Richard Johnson joined the meeting at 9:32 A.M.

Chairman Klein read the following consent agenda items into the record:

- 1) Approval of minutes of the February 14, 2012 joint meeting and January 31, 2012 regular meeting
- 2) Approval of appointment of the following nominees for the 2012 Madison County Extension Board:

Dr. Wende Heckert, Norfolk	3 year term (1st term)	Expires January 1, 2013
Kurt Jackson, Madison	3 Year term (Finish Tracy Neidig Term)	Expires January 1, 2013
Mark Nelson, Norfolk	3 year term (1st term)	Expires January 1, 2013
Kathryn Liebers, Norfolk	3 year term (1st term)	Expires January 1, 2014
Deb Jacobson, Newman Grove	3 year term (1st term)	Expires January 1, 2014
Dave Unkel, Norfolk	3 year term (2nd term)	Expires January 1, 2014
Evelyn Muegge, Norfolk	3 year term (2nd term)	Expires January 1, 2014
Carol Andrews, Norfolk	3 year term (2nd term)	Expires January 1, 2015
Kathy Volk, Battle Creek	3 year term (1st term)	Expires January 1, 2015
- 3) Approval of revisions to Planning Department fee schedule
- 4) Authorization for County Highway Superintendent to conduct a meeting with residents of Cedar Heights regarding paving of streets
- 5)

### RESOLUTION #2012-13

WHEREAS, Check No. 12020375, dated February 14, 2012, and drawn on the Road Bridge Fund in the amount of twenty two thousand forty five dollars and eight cents (\$22,045.08), was made payable to, Green Line Equipment, 3303 West Norfolk Avenue, P.O. Box 1146, Norfolk, Nebraska 68702-1146, and,

WHEREAS, said check was not tendered, but remains in the possession of the Madison County Clerk,

NOW, THEREFORE, BE IT RESOLVED that Check No. 12020375, dated February 14, 2012, and drawn on the Road Bridge Fund in the amount of twenty two thousand forty five dollars and eight cents (\$22,045.08), is hereby cancelled.

Motion was made by McCallum and seconded by Griffith to approve the consent agenda. Roll call vote: Ayes, McCallum, Griffith, and Klein. Nays, none. Motion carried.

Motion was made by Griffith and seconded by McCallum to approve the regular agenda. Roll call vote: Ayes, McCallum, Griffith, and Klein. Nays, none. Motion carried.

County Treasurer Donna Primrose and Courthouse custodian/groundskeeper Jim Smutny were present to discuss possible solutions for management of the public in the Courthouse lobby. Mrs. Primrose explained that she would like to do something to organize the lines when the County Treasurer's Office is busy. She presented a picture showing posts with adjustable nylon web tape which would not be permanent, but could be moved into the rotunda if there are a number of customers. She stated that she would like to have the customers get in a line and then proceed to the first available window. She explained that Commissioner McCallum's concern is that this system would change the look of the rotunda. Mrs. Primrose reported that when there is a line of people some customers simply walk into the building and go right up to the counter and then other people who have been waiting in a line get angry.

Chairman Klein asked what it would take to use a numbering system so when customers come into the courthouse they could take a number. Mrs. Primrose responded that if someone forgets to take a number, they would still need to come to the counter for assistance. She stated that she didn't think this would be a workable solution and she didn't think the public would be able to hear numbers being called since the security windows have been installed.

Commissioner McCallum questioned what the First Marshal would say if the rotunda was plugged up with a rope system. Mrs. Primrose responded that she would only use the space about three feet away from the counter. She anticipated that people would line up on the outside of the ropes so they could take their turn in an orderly manner. She stated that she hoped customers would follow behind one another in a line, but people just gather in different areas in the rotunda to try to get to the counter first.

Chairman Klein stated that many times there is no one waiting at the Treasurer's Office and then on Friday afternoons it seems like everyone takes off work to do business in the Courthouse. Mrs. Primrose stated that people completely plug up the remainder of the offices by leaning on the counters. Commissioner McCallum stated that people standing in front of other counters would not be eliminated by installing a few ropes. Mrs. Primrose concurred, but added that it would make things go smoother at her office.

Commissioner McCallum inquired who would be responsible for putting out and removing the roping system. Mrs. Primrose responded that her office would use the roping system only on busy days and they would take care of installing and removing it.

After discussion, Chairman Klein directed County Highway Superintendent Richard Johnson to check with the State Fire Marshall to determine if a roping system would be a fire hazard and a violation of safety codes. He stated that he understands that it could be very frustrating for both the Treasurer's Office and the customers because there is nothing worse than standing in line for 30 minutes and then someone walks right in and goes directly up to the counter.

Chairman McCallum stated that some offices use a numbering system. Mrs. Primrose stated that someone would need to be in the rotunda handing out the numbers or have the numbering system in a location where every customer would take a number no matter which direction they accessed the Treasurer's Office. Chairman Klein stated that at the Social Security office everyone gets a number, no matter if anyone else is waiting and you wait until the staff calls your number.

County Clerk Nancy Scheer reported that the Driver's Exam office uses a numbering system and a speaker to call out the numbers. Mrs. Primrose concurred that the Driver's Exam office asks customers to take a number in the waiting room before they enter into the Driver's Exam office. Chairman Klein suggested that a numbering system also be investigated.

Courthouse custodian/groundskeeper Jim Smutny stated that if the rope system wouldn't work and a numbering is used, the benches should be taken out of the middle and put around the outside. Mrs. Primrose stated that if a numbering system is used, it needs to put in a suitable location for customers coming from both directions. Chairman Klein responded that it wouldn't be difficult to put a sign advising customers to take a number. He stated that most people come into the Courthouse more than once and they would get used to a numbering system.

Commissioner McCallum reported that he comes into the Courthouse on a regular basis and he doesn't get complaints. He stated that his daughter-in-law stated that she was amazed at how quickly the customers get their business completed. He asked if there were any complaints about how the Treasurer's Office handles the customers. Mrs. Primrose stated that problems only occur on busy days. Commissioner McCallum inquired if the Treasurer's Office wants to create a responsibility of putting up and taking down the roping system for a handful of people who have complained. Mrs. Primrose stated that more than a handful of people have been unhappy with the disorganization on busy days. She stated that they are not made enough to complain to the Commissioners, but some organization would make it easier at the counter. Chairman Klein suggested looking at both crowd management options.

County Treasurer Donna Primrose inquired if she should be responsible for getting a sign for the newly installed drop box. Courthouse custodian/groundskeeper Jim Smutny responded that the Sheriff's Office orders signs and Commissioner McCallum directed Mrs. Primrose to consult with County Sheriff Vern Hjorth. County Highway Superintendent Richard Johnson stated that signs are included as part of the ADA project and he recommended that Mrs. Primrose speak with the contractor and find out which company is making the signs so the drop box sign would be compatible. Mrs. Primrose stated that the contractor told her that the County is responsible for obtaining a sign. She stated that she would get a sign made; however, she didn't want to move forward if someone else was responsible. Commissioner McCallum directed Mrs. Primrose to get the drop box advertised in the newspaper so the public was aware of it. Mrs. Primrose stated that the drop box would be available to all offices. She explained that the box would be checked on a daily basis and possibly more often around certain deadlines.

No further action was taken.

County Clerk Nancy Scheer reported that a claim was submitted by Lancaster County for reimbursement of general assistance issued to an individual whom the Lancaster County General Assistance office claims has legal settlement in Madison County. She submitted a letter written by Madison County General Assistance technician Maria Gibson who advised that, according to the Nebraska State statutes, the person who received the assistance has gained legal settlement in Lancaster during the time frame that these bills were incurred so Ms. Gibson requested the Board of Commissioners to deny the claim.

After discussion, it was moved by McCallum and seconded by Griffith to deny the claim payable to Lancaster County General Assistance, in the amount of \$1,075.16, for reimbursement of general assistance issued to an individual whom Lancaster County claims has legal settlement in Madison County. Roll call vote: Ayes, McCallum, Griffith, and Klein. Nays, none. Motion carried.

The following claims were audited:

#### GENERAL FUND

Total Net Payroll		119,801.81
Mark Albin	Legal Services, County Court	2,126.60
Ronald Albin	Legal Services, County Court	906.14
Albracht Disposal	Garbage Service, Public Defender	41.00
American Family Life Assurance Company	Insurance Premiums	533.46
Ameritas Life Insurance Corporation	Employee Share Retirement	7,747.23
Ameritas Life Insurance Corporation	Employer Share Retirement	11,359.68
Ameritas Life Insurance Corporation	Insurance Premiums	360.64
Appeara	Mat Service, Public Defender	50.00
Appeara	Mat Service, Courthouse	93.07
Jennifer Birmingham	Postage, Public Defender	45.00
Black Hills Energy	Gas Service, Planning and Zoning	21.80
Black Hills Energy	Gas Service, Noxious Weed	21.79
Black Hills Energy	Gas Service, Veterans' Service Office	60.56
Blue Cross Blue Shield of Nebraska	Insurance Premiums	121,353.94
Karla Boldt	Supplies, Veterans' Service Office	11.77
Bomgaars	Supplies, County Jail	24.00
Bomgaars	Repairs, Noxious Weed	124.74
Bessie Bove	Prior Service Benefits	12.00
Robert Bowen, M.D.	Autopsy Costs, Law Enforcement	900.00
Brogan & Gray, P.C., L.L.O.	Legal Services, District Court	4,369.22

Cableone	Internet Services, Public Defender	125.95
Cableone	Internet Services, Probation	160.96
Carney Law, P.C.	Legal Services, County Court	5,145.91
CCH	Subscription, Public Defender	1,101.30
Central Community College	Registration, Noxious Weed	115.00
Century Link	Telephone Services, County Jail	17.66
Century Link	Telephone Services, Probation	91.29
Hailey Christiansen	Postage, Public Defender	1.10
City of Madison	Utilities, Public Defender	426.08
City of Norfolk	Utilities, Probation	38.80
Clerk of the Supreme Court	Fees, District Court	250.00
Colonial Life and Accident Insurance	Insurance Premiums	189.92
Connecting Point	Supplies, Data Processing	74.00
Connecting Point	Equipment, County Sheriff	128.00
Connecting Point	Supplies, Services, County Attorney	367.99
Consolidated Management Company	Meals, County Sheriff	204.00
Constellation Newenergy Gas Division, L.L.C.	Gas Service, Planning and Zoning	65.90
Constellation Newenergy Gas Division, L.L.C.	Gas Service, Courthouse	952.61
Constellation Newenergy Gas Division, L.L.C.	Gas Service, County Jail	2,222.77
Constellation Newenergy Gas Division, L.L.C.	Gas Service, Veterans' Service Office	139.38
Constellation Newenergy Gas Division, L.L.C.	Gas Service, Noxious Weed	65.89
Copple, Rockey, McKeever & Schlecht, P.C., L.L.O.	Legal Services, County Court	609.72
Credit Management Services	Garnish of Wages	134.04
Dick Day	Mileage, Data Processing	103.23
Dent Specialists, L.L.C.	Repairs, Courthouse	45.00
Department of Motor Vehicles	Copies, Law Enforcement	8.00
DHHS – Licensure Unit	Registrations, County Jail	54.00
Diamond D Auto and Truck Repair	Repairs, County Sheriff	56.53
Douglas County Court	Copies, Law Enforcement	3.50
Douglas County Sheriff	Service Fees, District Court	18.59
Jennie Dugan-Henrichs	Autopsy Costs, Law Enforcement	75.00
DWB Inc.	Contract Services, Courthouse	102,493.80
Eakes Office Plus	Copies, Public Defender	294.18
Eakes Office Plus	Supplies, County Sheriff	154.74
Eakes Office Plus	Supplies, County Jail	326.00
ECMC	Garnish of Wages	142.34
Eisenmann Supplies, Inc.	Supplies, Courthouse	8.61
Environmaster	Supplies, County Jail	42.00
ESRI, Inc.	Publication, Planning and Zoning	400.00
ESRI, Inc.	Publication, Noxious Weed	379.79
Fairfield Inn & Suites	Lodging, County Sheriff	231.00
First Concord Benefits Group	Deductible Buy Down, Administrative Fees	5,317.76
Fleet Services	Fuel, County Sheriff	1,116.95
Floor Maintenance and Paper Supply	Supplies, Courthouse	217.36
Floor Maintenance and Paper Supply	Supplies, County Jail	418.99
Floor Maintenance and Paper Supply	Supplies, Veterans' Service Office	37.74
Frontier	Telephone Services, Public Defender	310.22
Frontier	Telephone Services, Courthouse	1,329.87
F-Ware Distributing, Inc.	Supplies, County Sheriff	123.98
Galls Inc.	Equipment, County Sheriff	118.97
Galls Inc.	Uniforms, County Jail	151.37
Harloff	Equipment, County Jail	150.00
Derek Hines	Postage, Supplies, Public Defender	5.30
Holiday Inn Kearney	Lodging, County Board	485.70
Home for Funerals	County Burial, County Relief	1,200.00
Jeffrey Hrouda	Legal Services, County Court	2,017.25
Jack's Uniforms & Equipment	Supplies, County Sheriff	110.79
Nancy Jochum-Schramm	Transcripts, District Court	135.00
Johnson, Morland, Easland & Lohrberg, P.C.	Legal Services, District Court	713.40
Johnson, Morland, Easland & Lohrberg, P.C.	Legal Services, County Court	6,432.90
Lee Klein	Fuel, Meals, County Board	83.82
Laura Krueger	Witness Fees, County Court	37.76
Lancaster County Court	Copies, Law Enforcement	4.00
Lancaster County Sheriff	Service fees, District Court	18.59
Latimer Reporting	Transcripts, Law Enforcement	99.65
Lawsoft, Inc.	Software, District Judge	65.00
Louderback Drug	Prescriptions, County Jail	976.32
Madison County Clerk	Tax Deposit	40,490.55
Madison County Sheriff Inmate Fund	Supplies, Equipment, County Jail	139.33
Madison County Sheriff	Fees, County Court	816.95
Madison County Sheriff	Fees, District Court	247.23
Madison County Sheriff	Fees, Mental Health	488.97
Madison County Veterans' Aid Fund	Veterans Aid Fund	2,000.00
Madison Food Pride	Fuel, Reappraisal	40.58
Madison National Life	Insurance Premiums	118.31
Maintenance Engineering LTD	Supplies, Courthouse	322.38
Maximus Inc.	Cost Allocation Plan	1,132.44

Christal McDonald	Transcripts, Law Enforcement	200.95
Kyle Melia	Mileage, Public Defender	33.30
Menards	Supplies, County Sheriff	9.99
Menards	Supplies, County Jail	162.57
Menards	Repairs, Supplies, Probation	48.67
Menards	Repairs, Noxious Weed	92.93
Nationwide Retirement Solutions	Deferred Compensation	705.00
Nebraska Child Support Payment Center	Garnish of Wages	276.92
Nebraska Health and Human Services	State Institutions Funding	807.00
Nebraska Planning and Zoning	Registrations, Planning and Zoning	580.00
Nebraska Public Power District	Utilities, Planning and Zoning	101.00
Nebraska Public Power District	Utilities, Noxious Weed	308.42
Nebraska Public Power District	Utilities, Veterans' Service Office	41.28
Shawn Nielsen	Services, County Sheriff	16.05
Norfolk Daily News	Publication Costs, Courthouse	3,863.71
Norfolk Winnelson Company	Repairs, Courthouse	365.95
Northeast Nebraska Association of County Officials	Registrations, County Officials	200.00
Northeast Nebraska Juvenile Services Inc.	Board of Juveniles, Juvenile Detention	9,782.50
Northwest Electric, L.L.C.	Repairs, Courthouse	71.67
Yolanda Olivares	Interpreting Services, Law Enforcement	433.50
Valorie Olson	Court Reporting, Mental Health	100.00
Outdoors Unlimited	Supplies, County Sheriff	74.13
Phillips 66	Fuel, County Sheriff	266.09
Pioneer Telephone	Telephone Service, Courthouse	260.02
Pizza Hut	Witness Meals, Law Enforcement	28.99
Postmaster	Postage, Veterans' Service office	187.00
Regency Family Dental Care, P.C.	Dental Services, County Jail	187.00
Tim Schmitz	Equipment, County Sheriff	24.73
Judy Schroeder	Prior Service Benefits	11.00
Shell Fleet Plus	Fuel, Planning and Zoning	313.33
Shell Fleet Plus	Fuel, Reappraisal	220.94
Shell Fleet Plus	Fuel, County Sheriff	3,637.38
Ronda Siecke	Supplies, Courthouse	328.85
State of Nebraska AS Central Services	Data Processing Costs, County Sheriff	32.00
Stratton, DeLay & Doele, P.C.	Legal Services, County Court	1,607.02
Toshiba	Copier Lease, Probation	475.00
US Bank Corporate Payment System	Fuel, Equipment, County Sheriff	541.39
US Bank Corporate Payment System	Registrations, County Attorney	600.00
Verizon Wireless	Telephone Services, County Sheriff	2,044.77
Walmart Community	Supplies, County Attorney	29.92
West Payment Center	Subscription, County Attorney	816.50
Western Office Technologies	Supplies, Register of Deeds	9.37
Western Office Technologies	Supplies, Planning and Zoning	25.74
Western Office Technologies	Supplies, Noxious Weed	25.73
Western Office Technologies	Supplies, District Court	99.33
Western Office Technologies	Supplies, Public Defender	137.62
Western Office Technologies	Supplies, County Sheriff	106.22
Western Office Technologies	Supplies, Veterans' Service Office	281.66

#### ROAD/BRIDGE FUND

Total Net Payroll		26,297.70
Ace Industrial Supply Inc.	Tools	375.00
American Family Life Assurance Company	Insurance Premiums	251.80
Ameritas Life Insurance Corporation	Employee Share Retirement	1,577.47
Ameritas Life Insurance Corporation	Employer Share Retirement	2,366.20
Ameritas Life Insurance Corporation	Insurance Premiums	98.42
Black Hills Energy	Gas Service	466.36
Blue Cross Blue Shield of Nebraska	Insurance Premiums	29,912.29
Bomgaars Supply Inc.	Shop Supplies	697.48
Carquest Auto of Norfolk	Parts	94.93
Colonial Life and Accident Insurance	Insurance Premiums	121.80
Constellation Newenergy Gas Division	Gas Service	2,171.43
Cornhusker Cleaning Systems	Shop Supplies	48.00
Eisenmann Supplies Inc.	Parts	107.14
Electrical Engineering & Equipment Company	Parts	202.63
First Concord Benefits Group	Deductible Buy Down, Administrative Fees	2,130.89
Frontier	Telephone Service	201.75
Green Line Equipment	Equipment Rental, Parts	14,165.08
Johnson Engineering Company	Engineering Services, Bridge Inspections	19,635.00
Kayton International Inc.	Parts	13.33
Kimball Midwest	Shop Supplies	249.59
Laker Chemical	Road Patch	1,660.00
Loup Power District	Electrical Services	143.53
Madison County Clerk	Tax Deposit	8,614.40
Madison National Life	Insurance Premiums	31.19
Matheson Tri-Gas Inc	Shop Supplies	156.00

Matteo Sand & Gravel Company Inc.	Gravel	4,006.73
Myers Tire Supply	Tire Repair	276.19
Nebraska Child Support Payment Center	Garnish of Wages	218.24
Nebraska Public Power District	Utilities	388.07
Northeast Nebraska Association of County Officials	Registration	20.00
Pioneer	Telephone Service	42.78
Rose Equipment Inc.	Asphaltic Materials	10,205.96
Rod Suckstorf	Fuel	839.70
The Pit Stop	Fuel	512.28
Truck Center of Norfolk	Parts	35.91
Verizon Wireless	Telephone Service	80.31
Vermeer High Plains	Parts	1,060.99
Wingate Inn Kearney	Lodging	159.90

FEDERAL AID SECONDARY FUND

Mainelli Wagner & Associates, Inc.	Engineering Services	14,091.76
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VISITORS PROMOTION FUND

Asq Promotional Products	Supplies	441.33
Connecting Point	Services	64.20
Copycraft Printing	Supplies	648.85
Love Media Group L.L.C.	Rent	275.00
MediaUSA Advertising Inc.	Advertising	730.00
Mid-America Working Terrier Association	Grant	1,000.00
Nebraska Hotel & Motel Association	Registration	35.00
Norfolk Area Visitors Bureau	Postage, Supplies, Telephone Service, Meals	1,146.29
Western Office Technologies	Supplies	390.12

VISITORS IMPROVEMENT FUND

Mike Fuehrer	Mileage, Services	106.86
Traci Jeffrey	Mileage, Postage	35.93
Kim Kwapnioski	Mileage, Telephone Service, Meals, Registration	475.91
Marathon Press	Advertising	6,579.80
Norfolk Area Visitors Bureau	Administrative Expense, Building Rent	19,551.01
Norfolk Daily News	Subscription, Publication Costs	128.40
Professional Accounting Solutions	Accounting Services	1,012.33

CDBG #2 FUND

Northeast Nebraska Economic Development District	Loan Proceeds	39,950.00
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911 EMERGENCY FUND

Century Link	Telephone Services	973.08
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LAW ENFORCEMENT OPERATING FUND

Madison County Sheriff Inmate Fund	Supplies	186.86
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DRUG COURT FUND

Janessa Finley	Mileage, Meals, Parking	183.08
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Motion was made by Griffith and seconded by McCallum to approve the claims as audited and authorize the County Clerk to issue checks for payment of said claims. Roll call vote: Ayes, McCallum, Griffith, and Klein. Nays, none. Motion carried.

The Board adjourned at 9:45 A.M. to Tuesday, March 13, 2012 at 9:30 A.M.

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County Clerk

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Chairman