

COMMISSIONERS PROCEEDINGS

Madison, Nebraska

July 29, 2014

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, July 24, 2014 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 Lee Klein, Jerry McCallum, and Christian Ohl, County Highway Superintendent Richard Johnson, Deputy County Clerk Carol Knapp, Commissioner-Elect Ron Schmidt, Norfolk Daily News reporter Jerry Guenther, US92 reporter Eric McKay, and WJAG reporter Susan Risinger.

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

- 1) Approval of minutes of the July 15, 2014 meeting
- 2) Accept letter of resignation from Planning and Zoning Administrator John Johnson effective July 22, 2014
- 3) Approved appointment of Audrey Marks as interim Planning and Zoning Administrator
- 4) Acknowledge receipt of preliminary levy allocation requests for the 2014-2015 fiscal year
- 5)

RESOLUTION #2014-40

BE IT RESOLVED, that the withdrawal by Bank First, Norfolk, Nebraska of the following securities, held in safekeeping by Union Bank and Trust Company, Lincoln, Nebraska, to secure deposits of the county in said bank, to wit:

FEDERAL HOME LOAN BANK	Union Bank & Trust Company
Receipt Date: 04/17/2014	Lincoln, Nebraska
Receipt Number: 6030	Maturity Date: 10/17/2017
Cusip Number: 3130A1G51	Amount Pledged: \$250,000.00
Rate: 1.350%	

and the substitution of the following securities be and the same hereby are approved:

FEDERAL HOME LOAN MORTGAGE CORP	Union Bank & Trust Company
Receipt Date: 06/26/2014	Lincoln, Nebraska
Receipt Number: 6034	Maturity Date: 06/26/2018
Cusip: 3134G5AA3	Amount Pledged: \$250,000.00
Rate: 1.450%	

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

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

Budget committee member Richard Johnson presented a spreadsheet reflecting the General Fund office functions that were submitted to date. He reported that the final fund balances for fiscal year end are not reconciled at this time. He also presented a tentative schedule, with consideration of additional 1% increase in restricted funds scheduled for the August 12, 2014 meeting. He stated that the 1% increase in restricted funds takes 75% majority vote, or all three votes of the Board members, to approve. He reported that the budget hearing is tentatively scheduled for September 9, 2014, so the final budget document can be filed with the State Auditor's office by the statutory deadline of September 20, 2014. He explained that if the schedule needs to be changed, a special meeting may be required to meet the deadlines.

Budget committee member Richard Johnson explained that the spreadsheet reflects the budget appropriations approved for the prior fiscal year, the budget request for the current fiscal year, the amount of change, and percentage of change from the prior fiscal year. He reported that the Miscellaneous General office function in General Fund is completed by the budget committee members; but, since it involves gathering a significant amount of information, it would not be completed until the August 12, 2014 meeting. He explained that the Miscellaneous General Fund includes NIRMA insurance premiums, health insurance, retirement, FICA, and many other miscellaneous expenses. In addition, he reported that the Capital Acquisitions budget function is used for major projects that qualify as lid exceptions, such as roof replacement, flooring, and any items that are improvements to real property.

Chairman Klein stated that the Juvenile Diversion budget has requested a funding increase of 105%; however, it appears that the Juvenile Detention budget has dropped considerably since changes were made to the Diversion program. He stated that instead of paying between \$25,000 and \$30,000 on a monthly basis, the last claim was approximately \$3,000. Budget committee member Richard Johnson stated that the committee would try to account for office functions that reflect significant increases or decreases.

Budget committee member Richard Johnson explained that the Board approved a consent agenda item acknowledging receipt of the preliminary levy allocations which are from the five fire districts, Norfolk Sanitary District, and Agricultural Society, who all receive levy allocation from the County. He reported that the requests must be submitted by August 1st and the Board has until September 1st to make a decision regarding the amount allocated. He explained that the fire districts set up a mutual finance organization and they all agree to levy 4 cents and they also receive State funding on a per capita basis.

Chairman Klein stated that if the County Board has any items that need to be included in the budget, it must be submitted to the committee.

Commissioner-Elect Ron Schmidt inquired when the budget committee would know what funds would be available if the levy rate remains unchanged. Budget committee member Richard Johnson responded that the valuation must be certified to the County by August 20th. He stated that prior to receiving the property valuation the budget committee compiles all the anticipated expenditures and revenues. He explained that he anticipates that approximately \$150,000 of FEMA funds are expected for 844th Road. In addition, he explained that state and local revenue, such as motor vehicle fees, recording fees at the Register of Deeds office, and many other miscellaneous fees must be calculated. He reported that when all expenditures are compiled and anticipated revenue is estimated, they can determine how much property tax is required. He stated that when the valuation is certified, the levy can be calculated. Chairman Klein stated that there is a levy limit and a lid restriction. He explained that if the valuation increased significantly, the lid limits an increase of 2.5% on restricted funds, which includes property taxes.

Commissioner-Elect Ron Schmidt asked if the County spent more than was budgeted during the prior fiscal year and budget committee member Richard Johnson responded that the County did not exceed the amount appropriated. He explained that if a fund will exceed the amount appropriated, the Board must set a special budget hearing to explain the need for additional funds. He further explained that individual offices or functions can be over the individual line items; however, the total office budget cannot exceed the amount appropriated for the fiscal year. Chairman Klein explained that the Jail budget exceeded the amount appropriated several years ago due to a large medical bill for an inmate.

Commissioner-Elect Ron Schmidt inquired where the extra money goes if an office functions stays under the amount allocated and budget committee member Richard Johnson responded that unspent budget authority is reflected as cash on hand in the next fiscal year and each department starts at zero on budget authority for the next fiscal year. He further explained that the budget includes cash reserves to fund expenses from July 1st until the first half of property taxes are collected in September. He stated that typically the cash reserve amounts are fairly high due to the significant amount of expenditures in Road/Bridge Fund during the summer months.

No action was taken by the County Board.

The following written reports were reviewed:

- 1) County Treasurer fund balance report
- 2) County Treasurer semi-annual report ending June 30, 2014
- 3) 2nd quarter report of CASA of Northeast Nebraska
- 4) Nebraska Jail Standards manual

The following claims were audited:

GENERAL FUND		
Total Net Payroll		122,580.96
Advanced Correctional Healthcare	Medical Services, County Jail	11,108.95
Mark Albin	Legal Services, County Court	245.57
Ronald Albin	Legal Services, County Court	1,356.16
Phillis Allison	Repairs, County Jail	35.00
Alpha Workforce Health	Medical Services, County Sheriff	176.00
American Family Life Assurance Co.	Insurance Premiums	655.18
American Title & Escrow	Services, Noxious Weed	360.00
Ameritas Life Insurance Corporation	Insurance Premiums	391.52
Anderson Painting	Services, Public Defender	375.00
Appera	Mat Service, Public Defender	54.86
AS Central Services	Data Processing Costs, County Sheriff	294.29
AS Central Services	Data Processing Costs, County Jail	441.71
AC Central Services	Data Processing Costs, County Clerk	38.60
AS Central Services	Data Processing Costs, County Treasurer	120.20
Christopher Bellmore	Mileage, Public Defender	60.20
BI Incorporated	Monitoring Services, Juvenile Diversion	1,201.73
Big Red Printing	Supplies, County Treasurer	41.92
Big Red Printing	Supplies, County Extension	22.50
Black Hills Energy	Gas Service, Planning and Zoning	10.05
Black Hills Energy	Gas Service, Noxious Weeds	10.04
Black Hills Energy	Gas Service, Veterans' Service Office	20.50
Blue Cross Blue Shield of Nebraska	Insurance Premiums	1,015.23
Bomgaars	Supplies, Courthouse	96.36
Bomgaars	Supplies, Repairs, Noxious Weed	69.98
Bessie Bove	Prior Service Benefits	12.00
Braman Mortuary and Cremation Services	County Burial, County Relief	1,200.00
Brogan Gray, P.C., L.L.O.	Legal Services, County Court	1,151.61
Cableone	Cable Service, Public Defender	283.43
Cableone	Cable Service, County Sheriff	90.14
Carney Law, P.C.	Legal Services, District Court	7,933.22
Carney Law, P.C.	Legal Services, County Court	3,573.10
Cash-Wa Distributing	Supplies, County Jail	100.08
CBM Managed Services	Meals, County Jail	7,270.19
Century Link	Telephone Service, County Jail	17.66
Century Link	Telephone Service, Probation	77.94
Colonial Life and Accident Insurance	Insurance Premiums	306.34
Connecting Point	Repairs, County Clerk	117.00
Connecting Point	Supplies, Data Processing	19.90

Connecting Point	Internet Installation, Public Defender	828.00
Connecting Point	Supplies, County Sheriff	1,322.00
Connecting Point	Equipment, County Attorney	62.00
Connecting Point	Equipment, Courthouse	1,451.00
Consolidated Management Company	Meals, County Jail	590.00
Constellation NewEnergy Gas Division	Gas Service, Planning and Zoning	6.66
Constellation NewEnergy Gas Division	Gas Service, Noxious Weed	6.66
Constellation NewEnergy Gas Division	Gas Service, Courthouse	265.79
Constellation NewEnergy Gas Division	Gas Service, County Jail	620.19
Constellation NewEnergy Gas Division	Gas Service, Veterans' Service Office	1.27
Copycraft Printing	Uniforms, County Jail	74.20
Custom Sports	Uniforms, County Sheriff	118.00
Dent Specialists, L.L.C.	Repairs, County Sheriff	180.43
Dixon County Court	Copies, Law Enforcement	5.00
Margo Doescher	Witness Fees, County Court	37.92
Eakes Office Plus	Repairs, County Treasurer	46.50
Eakes Office Plus	Supplies, Courthouse	77.88
Eakes Office Plus	Supplies, County Sheriff	207.16
Eakes Office Plus	Supplies, County Jail	17.98
Eakes Office Plus	Supplies, Probation	331.96
Earl May Seed & Nursery	Supplies, Courthouse	69.95
Entertainment Unlimited	Equipment, Services, Juvenile Diversion	409.70
Enviromaster, Inc.	Supplies, County Jail	60.00
First Concord Benefits Group	Administrative Fees, Deductible Buy-Down	4,117.90
Fitzgerald, Vetter & Temple	Legal Services, County Court	849.34
Frontier	Telephone Services, Courthouse	1,020.08
Galls/Quartermaster	Uniforms, County Jail	192.16
Kristen Grant	Mileage, County Extension	121.52
Raymond Guzman	Services, Public Defender	400.00
Brittini Hart	Mileage, Juvenile Diversion	295.68
Headley Law Office	Legal Services, County Court	4,936.48
Hilliges and Associates, L.L.C.	Services, Law Enforcement	250.00
Marci Hjorth	Mileage, County Attorney	35.84
Home For Funerals	County Burial, County Relief	1,200.00
Jeffrey Hrouda	Legal Services, County Court	716.71
Interstate All Battery Center	Supplies, County Jail	199.00
Jack's Uniforms & Equipment	Uniforms, County Sheriff	153.89
Jerry's Trailers & Campers	Equipment, County Sheriff	1,277.95
Kathleen Jorgensen	Legal Services, County Court	3,790.50
Joseph Law Office	Legal Services, County Court	652.50
Pam Kesting	Mileage, County Extension	300.16
Linsali, Inc.	Reappraisal Services, Reappraisal	6,700.00
Madison County Clerk	Tax Deposit	46,443.71
Madison County Sheriff Inmate Fund	Equipment, Supplies, County Jail	108.05
Madison County Sheriff	Fees, County Court	287.78
Madison County Sheriff	Fees, District Court	441.51
Madison County Sheriff	Fees, Mental Health	99.09
Madison County Treasurer	Insurance Reimbursement	139.62
Madison National Life	Insurance Premiums	125.03
Marathon Press	Supplies, District Judge	397.30
Marco, Inc.	Maintenance Contract, Probation	642.68
Marshall & Swift/Boeckh, L.L.C.	Subscription, Reappraisal	569.20
Kyle Melia	Postage, Public Defender	49.00
Menards	Supplies, County Jail	33.94
Midwest Plumbing & Heating	Repairs, Courthouse	668.28
Midwest Plumbing & Heating	Repairs, County Jail	990.38
Mimick Motor Company	Repairs, County Sheriff	157.24
MIPS Inc.	Supplies, County Treasurer	1,141.04
Scott Moore, M.D.	Services, District Court	687.50
Morland, Easland & Lohrberg, P.C.	Legal Services, County Court	2,430.90
National Enterprise Systems	Garnish of Wages	175.67
Nationwide Retirement Solutions	Deferred Compensation	965.00
Nebraska Child Support Payment Center	Garnish of Wages	276.92
Nebraska Health and Human Services	State Institution Costs	1,383.00
Nebraska Public Power District	Utilities, Planning and Zoning	74.14
Nebraska Public Power District	Utilities, Noxious Weed	98.56
Nebraska Public Power District	Utilities, Veterans' Service Office	63.68
Norfolk Auto Center	Repairs, County Sheriff	998.33
Norfolk Auto Center	Repairs, Noxious Weed	81.40
Norfolk Daily News	Publication Costs, County Extension	5.14
Norfolk Daily News	Publication Costs, Courthouse	365.57
Northeast Community College	Lease, Administrative Expense, County Extension	4,042.34
Northeast Nebraska Juvenile Services Inc.	Board of Juveniles, Juvenile Detention	2,356.25
Northeast Research & Extension Center	Telephone Service, Supplies, Postage, County Extension	711.78
Wayne Ohnesorg	Mileage, County Extension	100.80
Valorie Olson	Court Reporting, Mental Health	100.00
Valorie Olson	Transcript, District Court	120.25
Phillips 66	Fuel, County Sheriff	836.67

Physicians Laboratory, P.C.	Autopsy Costs, Law Enforcement	365.00
Pierce County Court	Copies, Law Enforcement	1.75
Sarah Polacek	Mileage, County Extension	252.00
Charlotte Poncelow	Prior Service Benefits	69.24
Morgan Quinn	Mileage, County Extension	201.60
Racom Corp	Equipment, County Sheriff	2,491.00
Redwood Toxicology Lab	Testing, Probation	59.95
Retirement Plans Division of Ameritas	Employee Share Retirement	8,135.82
Retirement Plans Division of Ameritas	Employer Share Retirement	11,920.03
RS Electric	Repairs, Courthouse	80.00
Nancy Scheer	Postage, Election Commissioner	37.38
Judy Schroeder	Prior Service Benefits	11.00
Shell Fleet Plus	Fuel, Planning and Zoning	263.84
Shell Fleet Plus	Fuel, Reappraisal	218.70
Shell Fleet Plus	Fuel, County Sheriff	3,263.54
Lee Sherry	Mileage, County Extension	440.16
Stonacek Funeral Chapel	County Burial, County Relief	2,000.00
Michelle Sullivan	Mileage, Juvenile Diversion	162.96
The Farner Co., Inc.	Supplies, County Jail	64.70
Thomson Reuters West	Subscription, Publication, County Attorney	852.20
Toshiba	Copier Maintenance, Probation	475.00
David Unger	Supplies, County Sheriff	338.00
United States Postal Service	Postage, Probation	1,436.00
US Bank Corporate Payment System	Fuel, Supplies, Equipment, County Sheriff	523.96
US Bank Corporate Payment System	Copies, Law Enforcement	4.00
US Bank Corporate Payment System	Fuel, Juvenile Diversion	62.55
Verizon Wireless	Telephone Service, Courthouse	33.22
Verizon Wireless	Telephone Service, Extension	527.30
Verizon Wireless	Telephone Service, County Sheriff	1,523.14
Verizon Wireless	Telephone Service, Law Enforcement	80.37
Wayne County Court	Copies, Law Enforcement	2.50
Western Office Technologies	Supplies, Public Defender	24.54
Western Office Technologies	Supplies, County Sheriff	5.56
Western Roofing Co.	Repairs, Veterans' Service Office	343.20
Wex Bank	Fuel, County Sheriff	1,295.41
Whitey's Sprinklers	Repairs, Courthouse	765.00
Wolters Kluwer	Publication, Public Defender	163.80

ROAD/BRIDGE FUND

Total Net Payroll		29,072.39
American Family Life Assurance Company	Insurance Premiums	440.84
Ameritas Life Insurance Corporation	Insurance Premiums	118.48
Asphalt & Concrete Materials	Asphaltic Materials	622.05
Black Hills Energy	Utilities	119.84
Blue Cross Blue Shield of Nebraska	Insurance Premiums	92.65
Bomgaars	Shop Supplies	830.34
Colonial Life and Accident Insurance	Insurance Premiums	153.37
Connecting Point	Equipment	22.50
Constellation NewEnergy Gas Division, L.L.C.	Gas Service	67.22
First Concord Benefits Group	Administrative Fees, Deductible Buy-Down	1,838.54
Flinn Paving Co. Inc.	Contract Services	490,467.93
Frontier	Telephone Services	156.91
Glass Edge Inc.	Parts	175.20
Henkel Oil Co.	Shop Supplies	33.60
Loup Power District	Utilities	150.27
Madison County Clerk	Tax Deposit	10,224.90
Madison National Life	Insurance Premiums	43.81
Menards	Supplies	31.81
Nebraska Child Support Payment Center	Garnish of Wages	93.24
Nebraska Public Power District	Utilities	145.60
NMC Exchange L.L.C.	Repairs	4,023.46
Retirement Plans Division of Ameritas	Employee Share Retirement	1,777.14
Retirement Plans Division of Ameritas	Employer Share Retirement	2,665.63
Verizon Wireless	Telephone Services	187.09
Willow Creek Sand & Gravel	Gravel	574.35

FEDERAL AID SECONDARY FUND

Mainelli Wagner & Associates, Inc.	Engineering Services	57,635.77
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VISITORS PROMOTION FUND

Norfolk Area Visitors Bureau	Administrative Expense, Advertising	1,952.63
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VISITORS IMPROVEMENT FUND

Norfolk Area Visitors Bureau	Advertising, Administrative Expense, Dues	6,047.25
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DRUG TESTING FUND

Nebraska Public Health Environment Lab	Testing	105.00
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INHERITANCE TAX FUND

Lisetta Gutzmann Estate	Refund	271.40
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LAW ENFORCEMENT OPERATING FUND

Eakes Office Plus	Supplies	185.28
Encartele, Inc.	Telephone Cards	3,000.00
Madison County Sheriff Inmate Fund	Supplies	241.58

DRUG COURT FUND

Adam Jorgensen	Supplies	40.00
Putters	Supplies	22.95
Redwood Toxicology Lab	Testing	65.00

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

The Board adjourned at 9:42 A.M. to Tuesday, August 12, 2014 at 9:30 A.M.

Deputy County Clerk Carol Knapp

Board of Commissioners Chairman Lee Klein