

Boone County Board Minutes



2019 REORGANIZATIONAL MEETING BOONE COUNTY BOARD OF COMMISSIONERS ALBION, NEBRASKA

The Boone County Board of Commissioners of Boone County, Nebraska convened at 9:00 A.M. on Monday, January 7, 2019, in the Commissioners Meeting Room of the Courthouse in Albion, Nebraska.

Alan Rasmussen, Vice Chairman, called the Reorganizational Meeting to order as required by Nebraska State Statute. Commissioners present for roll call were Alan Rasmussen, Larry Temme and Ben F. Rutten. Notice of the meeting was given in advance by publication and the convened meeting was open to the public. Vice Chairman Rasmussen noted that the Open Meeting Laws are posted and available to the public.

Motion made by Rutten, second by Temme to appoint Alan Rasmussen as Chairman of the Boone County Board of Commissioners for the year 2019. Roll call vote: Yeas: Rutten and Temme. Abstain: Rasmussen. Nays: None. Motion carried.

Motion made by Rasmussen, second by Rutten to appoint Larry Temme as Vice Chairman of the Boone County Board of Commissioners for the year 2019. Roll call vote: Yeas: Rasmussen and Rutten. Abstain: Temme. Nays: None. Motion carried.

Motion made by Temme, second by Rutten that the budget committee for the ensuing 2019-2020 budget year is the Boone County Board of Commissioners, Boone County Clerk and Boone County Treasurer. Roll call vote: Yeas: Temme, Rutten and Rasmussen. Nays: None. Motion carried.

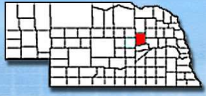
Motion made by Rutten, second by Temme to reappoint Schmeits, Mueller & Martinsen, P.C., Richard Martinsen, CPA, Albion, Nebraska, to prepare the County Budget for the 2019-2020 budget year, to be paid from the County General fund. Roll call vote: Yeas: Rutten, Temme and Rasmussen. Nays: None. Motion carried.

Motion made by Rasmussen, second by Temme to appoint Stacey L. Ziemba, Fullerton, Nebraska, as full time County Highway Superintendent under the supervision of the County Board for 2019. Roll call vote: Yeas: Rasmussen, Temme and Rutten. Nays: None. Motion carried.

Motion made by Temme, second by Rutten to appoint Christopher C. Hays, Osceola, Nebraska, as Boone County Surveyor for a four year term commencing January 3, 2019 through December 31, 2022, per contract for services as provided in State Statute Section 23-1901.01. Roll call Vote: Yeas: Temme, Rutten and Rasmussen. Nays: None. Motion carried.

Motion made by Rasmussen, second by Rutten to reappoint Jacqueline Lynne Wells as full time Boone County Veteran Service Officer under the supervision of the County Board for 2019. In addition, the office may employ an As-Needed employee at less than 19 hours per week. In addition, there is a signed agreement with Greeley County for Boone County Veteran Service Officer to provide services for Greeley County. Roll call vote: Yeas: Rasmussen, Rutten and Temme. Nays: None. Motion carried.

Motion made by Rutten, second by Temme to continue the contract for the services of Public Defender for Boone County with Jeffrey C. Jarecki of Jarecki Maul PC LLO, Albion, Nebraska, pursuant to the terms of an Agreement that shall commence on January 1, 2018 and continue until January 1, 2020. Roll call vote: Yeas: Rutten, Temme and Rasmussen. Nays: None. Motion carried.



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Motion made by Temme, second by Rasmussen to reappoint Randall Bruland as the Administrator and Maintenance Director of the Boone County Ambulance Service under the supervision of the County Board for 2019. Roll call vote: Yeas: Temme, Rasmussen and Rutten. Nays: None. Motion carried.

Motion made by Rutten, second by Rasmussen to continue the agreement for patient billing and collection services for the Boone County Ambulance Service with EMS Billing Services, Inc. of Omaha, Nebraska pursuant to an Agreement effective March 1, 2014 that continues to termination by one of the parties. Nicole Levander, Boone County Health Center, to serve as liaison for the Boone County Ambulance Service/EMS Billing Services for 2019. Roll call vote: Yeas: Rutten, Rasmussen and Temme. Nays: None. Motion carried.

Motion made by Temme, second by Rutten to reappoint Mary Ziemba as County Planning and Zoning Administrator, Regulatory Zoning Investigator and Floodplain Manager under the supervision of the County Board for 2019. The road clerical duties for the County Highway Superintendent's office are also included as part of the County Planning and Zoning Administrator duties. Roll call vote: Yeas: Temme, Rutten and Rasmussen. Nays: None. Motion carried.

Motion made by Rasmussen, second by Temme to reappoint Jack Nordeen as a full time Boone County Weed Superintendent/Signage Technician under the supervision of the County Board for Weed Superintendent and under the supervision of the County Highway Superintendent for Signage Technician for 2019. Roll call vote: Yeas: Rasmussen, Temme and Rutten. Nays: None. Motion carried.

Motion made by Rasmussen, second by Temme to appoint Ben F. Rutten as County Weed Superintendent supervisor for 2019. Roll call vote: Yeas: Rasmussen, Temme and Rutten. Nays: None. Motion carried.

Motion made by Temme, second by Rutten to appoint Alan Rasmussen as Courthouse Custodian supervisor for 2019. Roll call vote: Yeas: Temme, Rutten and Rasmussen. Nays: None. Motion carried.

Motion made by Rutten, second by Rasmussen to appoint the Boone County Sheriff and his staff to be the E911 Coordinator for 2019. Roll call vote: Yeas: Rutten, Rasmussen and Temme. Nays: None. Motion carried.

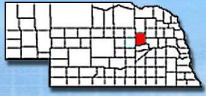
Motion made by Rutten, second by Rasmussen to reappoint the Boone County Clerk as the Title VI representative for 2019. Roll call vote: Yeas: Rutten, Rasmussen and Temme. Nays: None. Motion carried.

Motion made by Temme, second by Rutten to reappoint the Boone County Veteran Service Officer as the American with Disabilities Act (ADA) Coordinator for 2019. Roll call vote: Yeas: Temme, Rutten and Rasmussen. Nays: None. Motion carried.

Motion made by Rasmussen, second by Rutten to appoint Larry Temme as Chairperson of the County General Assistance Program with the emergencies being handled by a Commissioner. The County Clerk or Deputy County Clerk shall contact the assistance program chairperson or a Commissioner when there is a request on a day there is no scheduled Board meeting. Roll call vote: Yeas: Rasmussen, Rutten and Temme. Nays: None. Motion carried.

Motion made by Rasmussen, second by Temme to appoint the Boone County Clerk as the contact person for Boone County for the NIRMA Insurance for 2019. Roll call vote: Yeas: Rasmussen, Temme and Rutten. Nays: None. Motion carried.

Motion made by Rutten, second by Temme to give the County Clerk's office the authority to sign any documents that pertain to the office of the County Superintendent of Schools after June 30, 2000 under the



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supervision of the County Board for 2019. Roll call vote: Yeas: Rutten, Temme and Rasmussen. Nays: None. Motion carried.

Motion made by Rasmussen, second by Rutten that the depository for the Boone County Clerk account will be the Boone County Bank, A Division of Madison County Bank, Albion, Nebraska with Kathy Thorberg, Lorrie Nicklasson and Sarah Robinson as signees authorized to exercise the powers for said account; and depository for the Boone County Imprest Vendor account will be the Boone County Bank, A Division of Madison County Bank, Albion, Nebraska with Commissioners Alan Rasmussen, Larry Temme, Ben F. Rutten and County Clerk's office Kathy Thorberg, Lorrie Nicklasson and Sarah Robinson as signees authorized to exercise the powers for said account. Roll call vote: Yeas: Rasmussen, Rutten and Temme. Nays: None. Motion carried.

Motion made by Temme, second by Rutten that the depository for the Clerk of the District Court will be the Cornerstone Bank of York, Albion Branch, with Kathy Thorberg, Lorrie Nicklasson and Sarah Robinson as signees authorized to exercise the powers for said account. Roll call vote: Yeas: Temme, Rutten and Rasmussen. Nays: None. Motion carried.

Motion made by Rutten, second by Rasmussen that the depository for the Boone County Imprest Payroll account will be the Cornerstone Bank of York, Albion Branch, with Commissioners Alan Rasmussen, Larry Temme, Ben F. Rutten and County Clerk's office Kathy Thorberg, Lorrie Nicklasson and Sarah Robinson as signees authorized to exercise the powers for said account. Roll call vote: Yeas: Rutten, Rasmussen and Temme. Nays: None. Motion carried.

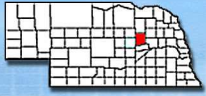
Motion made by Rasmussen, second by Temme that the depositories for the County Treasurer are as follows: Boone County Bank, A Division of Madison County Bank, Albion, NE; Cedar Rapids State Bank, Cedar Rapids, NE; Cornerstone Bank (Albion Branch and St. Edward Branch), York, NE; First Bank & Trust of Fullerton (St. Edward Branch), Fullerton, NE; Great Plains State Bank, Petersburg, NE; Homestead Bank (Albion Branch), Cozad, NE; and Alternate Investment is Nebraska Public Agency Investment Trust (NPAIT), Lincoln, NE. The County Board authorizes and empowers the Boone County Treasurer to invest any surplus funds in the custody of the office. Any surplus funds shall be invested to assure a beneficial rate of return to the County and confirmation of all pledged securities are on file. Roll call vote: Yeas: Rasmussen, Temme and Rutten. Nays: None. Motion carried.

Motion made by Temme, second by Rutten that all County Officials and Department Heads must contact the County Board, as an agenda item, before buying or doing any major maintenance to equipment or furniture over \$800.00. Roll call vote: Yeas: Temme, Rutten and Rasmussen. Nays: None. Motion carried.

Motion made by Rutten, second by Rasmussen that the courthouse hours shall be 8:00 AM to 4:30 P.M. with a one-half hour unpaid break, and that all offices will post their hours, including the lunch break; and notice shall be posted on the respective office door only if an office is to be closed when it otherwise would be open. Roll call vote: Yeas: Rutten, Rasmussen and Temme. Nays: None. Motion carried.

Motion made by Rasmussen, second by Temme to approve the IRS mileage reimbursement rate of 58 cents per mile, effective January 1, 2019 as referenced in the Boone County Employee Handbook. Roll call vote: Yeas: Rasmussen, Temme and Rutten. Nays: None. Motion carried.

Motion made by Rutten, second by Rasmussen to approve County meal reimbursable dollar amount, as referenced in the Boone County Employee Handbook, for 2019 overnight travel policy: (1) Includes reimbursement by submitting an itemized receipt for actual expense up to \$11.00 for breakfast, \$12.00 for lunch and \$23.00 for supper; (2) No reimbursement of meals for one day travel; (3) If an unforeseen situation occurs



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for one day travel and return is after 7:00 P.M., the meal may be reimbursed and will be taxed and added to the employee W-2; (4) Itemized receipts are required for all travel expenses. Roll call vote: Yeas: Rutten, Rasmussen and Temme. Nays: None. Motion carried.

Motion made by Rasmussen, second by Rutten that the Boone County full time employees are to receive twelve paid holidays which include the observed nine holidays as set forth in the NIRMA Guide to Creating a Personnel System for Nebraska Counties Handbook together with Martin Luther King, Jr. Day and Columbus Day. In addition, Arbor Day shall be a floating holiday for full time employees in 2019 and shall be used beginning April 26, 2019 and before December 21, 2019. The Courthouse "Closed" notices will be posted by Board directive on the north and west outside entrance courthouse doors. Roll call vote: Yeas: Rasmussen, Rutten and Temme. Nays: None. Motion carried.

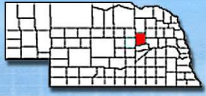
Motion made by Temme, second by Rutten that full time employees are to receive vacation and sick leave as set forth in the Boone County Employee Handbook. The employee's vacation and sick leave records are recorded with the time clock/attendance system effective January 2014. Roll call vote: Yeas: Temme, Rutten and Rasmussen. Nays: None. Motion carried.

Motion made by Temme, second by Rutten that agenda items must be provided to the Boone County Clerk's Office no later than noon on the Friday preceding a Board meeting in order to be considered for said Board meeting. Roll call vote: Yeas: Temme, Rutten and Rasmussen. Nays: None. Motion carried.

Motion made by Temme, second by Rutten that the Boone County Board of Commissioners will hold their Board meetings on every Monday except for the first Monday of each month in the year 2019, commencing at 9:00 A.M. Meeting dates/times are subject to change due to state statute regulations. Monday meetings that are on holidays will be held on Tuesday. The Accounts Payable Vendor meeting will be on the second Monday of the month and other Mondays will be regular public meetings. Note: the Board meeting dates for 2019 were approved on November 28, 2018 with the Monday, September 30, 2019 date inadvertently not approved, therefore, no Board meeting is scheduled for September 30, 2019. The Payroll meetings are subject to change from Monday to a different day for approval by the Board with the implementation of the time clock/attendance system and the 22/21 pay period. The Board meeting dates for payroll approval are as follows: January 28, February 26, March 26, April 24, May 28, June 26, July 29, August 26, September 25, October 28, November 26 and December 27, 2019. The County Clerk's office has charge and authority of the agenda for all meetings. The agenda will be made available for all meetings on the Boone County Website and the bulletin board located in the north courthouse entrance. Also, the following will be used to post notices in advance for emergency meetings and meetings that cannot be published in the legal newspaper(s): Boone County Website; Boone County Courthouse; lobbies of the Boone County Bank; Cornerstone Bank; Homestead Bank; and Albion News Office all located in Albion, NE. In addition, the Cedar Rapids State Bank, Cedar Rapids, NE; Cornerstone Bank, St. Edward, NE; and Great Plains State Bank, Petersburg, NE. Roll call vote: Yeas: Temme, Rutten and Rasmussen. Nays: None. Motion carried.

Motion made by Rasmussen, second by Rutten to appoint the following to be on the Health Board for Boone County as required by State Statute: County Sheriff, County Clerk and Boone County Health Center Chief of Staff for 2019. Roll call vote: Yeas: Rasmussen, Rutten and Temme. Nays: None. Motion carried.

As required by law (Neb. Rev. Stat. §48-443), each Nebraska county must have a working safety committee. Motion made by Rasmussen, second by Temme that (1) the following will serve on the Safety Committee for 2019: Region 44 Emergency Management Director; County Sheriff; Board of Commissioners; County Highway Superintendent; County ADA Coordinator; and Custodial Maintenance Supervisor; (2) removal of County Treasurer from safety committee; (3) a tornado drill will be held in March at the same time/date as the Statewide tornado drill; (4) fire drills will be conducted in May and October; (5) Ben F. Rutten, Commissioner



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will serve as safety chair and Rod Nelson, Maintenance, courthouse safety coordinator; and (6) the Safety Committee meetings are tentatively scheduled for February 26, May 13, August 12, and November 18, 2019, commencing at 9:00 A.M. Roll call vote: Yeas: Rasmussen, Temme and Rutten. Nays: None. Motion carried.

Nebraska State Statute 28-1439.03 requires the continuation of a County Drug Law Enforcement and Education Fund Board. The Resolution No. 2012-35, dated August 20, 2012 was the last appointment of a County Drug Law Enforcement and Education Fund Board. On January 6, 2014 the County Attorney at that time said that the drug board may be appointed at the County Board’s reorganizational meeting each year in order to be kept current. Motion made by Rutten, second by Rasmussen that the following be appointed to serve on the County Drug Law Enforcement and Education Fund Board:

- Boone County Attorney, shall serve as Chairperson
- Investigator Tim Stopak, Nebraska State Patrol, shall serve two years (2019-2020)
- Boone County Sheriff’s Department, shall serve two years (2019-2020)
- Albion Chief of Police, shall serve one year (2019)

Roll call vote: Yeas: Rutten, Rasmussen and Temme. Nays: None. Motion carried.

The Grievance Procedure in the Employee Handbook says the County will use a Grievance Board consisting of five people. The Commissioners shall create the pre-designated list of ten impartial members to serve on the Grievance Board. The Board visited with county residents to create a pre-designated list. The Board adopted and approved the 2013 and 2014 pre-designated list on December 16, 2013 at their Board of Commissioners meeting and are as follows: Elva Bartels, Albion; Jodie Borer, Albion; Kevin Cruise, St. Edward; Mark Jensen, St. Edward; Charles Krohn, Albion; Steve Lordemann, Petersburg; Mike Morgan, Cedar Rapids; Bill Schriver, Albion; Lonnie Smith, Albion; and Dennis Tyson, Albion. Motion made by Temme, second by Rutten to make no changes in 2019 to the above adopted pre-designated list approved in December 2013. Roll call vote: Yeas: Temme, Rutten and Rasmussen. Nays: None. Motion carried.

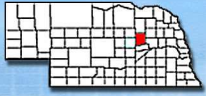
Motion made by Temme, second by Rutten to name the following people to serve on the Boone County Extension Board as recommended by Steve Pritchard, Boone/Nance County Extension Educator. This board is in accordance with an Interlocal Agreement with the University of Nebraska for Cooperative Extension Services signed on December 14, 1998. A term is three years with a maximum of six years. The terms are as follows:

- Roger Voichoski (2017-2019) – 1st term
- Jeri Wies (2018-2020) – 1st term
- Ken Schriver (2018-2020) – 2nd term
- Amanda Mogensen (2019-2021) – 2nd term

Roll call vote: Yeas: Temme, Rutten and Rasmussen. Nays: None. Motion carried.

Motion made by Temme, second by Rutten that the following members of the Boone County Visitors Promotion Committee are appointed to four-year terms per Nebraska State Statute with each term to start January 1st each year. The terms are as follows:

- Mary Jeanne Stokes (2017-2020)
- Connie Sugden (2017-2020)
- Irene Dresch (2019-2022)
- Marcus Johnson (2019-2022)



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Brian Yosten

(2019-2022)

Roll call vote: Yeas: Temme, Rutten and Rasmussen. Nays: None. Motion carried.

Motion made by Temme, second by Rasmussen that the following Boone County Planning and Zoning Board members are appointed to the following terms of office to represent the Boone County Joint Planning Commission, effective January 1, 2019:

- Chris Baum, Mark Wagner and Shelley Towey (2019)
- Paul Groeteke, Brad Stephens and Clyde Stuhr (2019-2020)
- Justin Frey, Mark Jensen and Morgan Mogensen (2019-2021)

Roll call vote: Yeas: Temme, Rasmussen and Rutten. Nays: None. Motion carried.

Motion made by Rutten, second by Rasmussen that the following members of the Boone County Board of Adjustment are appointed to the following terms of office, effective January 1, 2019:

- H. Thomas Fick and Deb Mitchell (2019)
- Paul Kettelson and Mark Jensen (2019-2020)
- John Frey (2019-2021)
- Vacancy Alternate

Roll call vote: Yeas: Rutten, Rasmussen and Temme. Nays: None. Motion carried.

Motion made by Rasmussen, second by Rutten to continue the Interlocal Agreement for Emergency Management Services, known as Region 44 Emergency Management, between the Counties of Boone, Nance and Merrick beginning on July 1, 2018 through June 30, 2024. Roll call vote: Yeas: Rasmussen, Rutten and Temme. Nays: None. Motion carried.

Appointment to the various boards that the County of Boone, Nebraska is associated with for 2019:

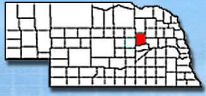
Americans with Disabilities Act Board:

- (1) Third Member of the Boone County Board of Commissioners
- (2) Jeff Noble, Albion, NE, Representative for the disabled community
- (3) Boone County Highway Superintendent
- (4) County Attorney, as the legal advisor for the committee

Agricultural and Educational Activities Building Committee Member	Board Chairman
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Boone County Trails System	Ben F. Rutten
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BCDA, Inc.	Alan Rasmussen Larry Temme
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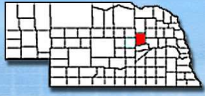
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Central Nebraska Joint Housing Authority, Loup City	Larry Temme Ben F. Rutten - Alternate
East-Central District Health Department, Columbus	Alan Rasmussen Larry Temme – Alternate
Local Emergency Planning Committee (LEPC)	Larry Temme
Northeast Nebraska Area Agency on Aging, Norfolk	Larry Temme Ben F. Rutten - Alternate
Northeast Nebraska Juvenile Services, Inc., Madison	Ben F. Rutten Alan Rasmussen - Alternate
Region 4 Behavioral Health System, Norfolk	Alan Rasmussen Larry Temme - Alternate
Region IV, Inc. / NorthStar Services, Wayne	Larry Temme Alan Rasmussen – Alternate
Region 44 Emergency Services Supervisory Committee	Ben F. Rutten Alan Rasmussen – Alternate
Quarterly Attendance by the Board of Commissioners (Non-Voting):	
Boone County Agricultural Society, Inc.	Larry Temme
Boone County Fitness Center, Inc.	Alan Rasmussen
Boone County Health Center	Ben F. Rutten

Motion made by Rasmussen, second by Rutten that the following are appointed to the Local Emergency Planning Committee (LEPC) for 2019:

Region 44 Emergency Manager
Albion News - Jim Dickerson
Albion Police Department - Brent Lipker



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Boone County Sheriff - Denny Johnson
East-Central District Health Department - Rob Hotovy
Boone County Health Center - Dr. Anthony Kusek
Boone County Health Center/Albion Rescue - Amy Zaruba
Boone County Board of Commissioners - Larry Temme
Boone County Highway Superintendent - Stacey L. Ziembra
State of Nebraska, Department of Roads, Albion Yard - Jon Lindgren
Albion Fire Department - Bruce Benne
Primrose Volunteer Fire Department - Jamie Hendrickson
St. Edward Fire Department - Rich Good
Boone Central Schools - Lowell Imus
Riverside Public Schools - Bryce Molt
Private Industry/Valero - Sarah Moeller
Private Industry/Helena Chemical - Justin Ranslem
Private Industry/Tallgrass - Josh Thayer

Roll call vote: Yeas: Rasmussen, Rutten and Temme. Nays: None. Motion carried.

Motion made by Temme, second by Rasmussen to approve all motions for the respective appointments above as presented unless specifically noted. Roll call vote: Yeas: Temme, Rasmussen and Rutten. Nays: None. Motion carried.

Chairman Rasmussen declared the 2019 Boone County Board of Commissioners Reorganizational meeting adjourned at 9:57 A.M.

Kathy Thorberg
Boone County Clerk