



# Nance County Board Minutes



April 12, 2022

A meeting of the County Board of Supervisors of Nance County, Nebraska was convened in open session on April 12, 2022 in the Supervisor’s Room, Nance County Courthouse, Fullerton, Nebraska.

Chairman called the meeting to order at 9:15 A.M. with the following members present-Timothy Cornwell, Andrew Ditter, Robert Voichoskie, Ralph Horacek, Robert Small, Darren Nelson and Gary Juracek. Also present is County Clerk, Danette Zarek. Chairman advised those present of the open meetings act and its posting in the Courtroom.

The Pledge of Allegiance was previously recited in the Board of Equalization meeting.

Notice of the meeting was given thereof by publication in the Nance County Journal on April 6, 2022.

Notice of the meeting was given to the Board and a receipt of their acknowledgment is on file in the Clerk’s office.

Moved by Nelson and seconded by Juracek to approve the agenda.

Moved by Voichoskie and seconded by Juracek to approve minutes of the March 22, 2022 meeting.

Moved by Juracek and seconded by Nelson to approve all salary claims submitted.

## **SALARY CLAIMS**

GENERAL FUND	\$55,849.41
ROAD FUND	\$32,777.38

The Board reviewed and approved the Monthly Fee reports of the County Clerk in the amount of \$4,444.84; Clerk of the District Court in the amount of \$478.15; and County Sheriff in the amount of \$1,118.20.

The Board reviewed and approved the County Treasurer’s Miscellaneous Receipts #22020001 through 22020054 in the amount of \$880,098.95 for the month of February, 2022.

9:28 a.m. Rodney Wetovick, County Attorney present.

Mike Boden with NACO Benefit Services joins the meeting via ZOOM to discuss the new electronic enrollment that NACO is offering to a few pilot counties. SuAnn Engel, HR, is present. Boden informed the board that Engel is interested in Nance County piloting the new service if the board agrees. With the electronic enrollment, employees will be able to enter their information into the computer once and the information will populate on the available service forms available instead of the employee having to write in the same information on several forms. Engel will be able to help the employee enter in the information if they so choose. The board approves Nance County piloting the electronic enrollment.

Engel informs the board that she has only received one bid on the Chiller. It was for \$500.00. Discussion held. Moved by Juracek and seconded by Voichoskie to accept the \$500.00 bid and sell the chiller to David Finley.

After reviewing information from NACO and the procurement standards set forth in the Uniform Guidance, it appears that SLFRF projects under \$10,000.00 can be made without going to bid or obtaining quotes; projects between \$10,000.00 and \$250,000.00 must be advertised and quotes must be obtained from at least 2 sources; and projects over \$250,000.00 bids must be publicly advertised with a complete & realistic bid specification, with bids being opened publicly. Non-competitive bids are allowed if: the contract is less than \$10,000.00; the item is only available from a single source; the public emergency will not permit a delay resulting from a public competitive bid process; after solicitation, competition is determined to be inadequate. In addition, bids for small projects cannot be split up. If several small projects are bid and accepted from one contractor, all such bids will be considered one project. The county will need to get bid specifications and advertise for bids for the



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projects already bid on, to be compliant with the procurement standards. No courthouse bids are reviewed at this time.

Ben Bakewell, County Sheriff present.

Tony Bernt, Highway Superintendent, gives updates on the road department. They are able to use the cost of new equipment due to wear and tear on the NEMA projects. He used the cost of the new motor grader, the side dumper and other machinery costs. Still has \$1,044,754.71 that is claimable. He will go through and claim his pickup and the shredder and everything he can find to use up as much of the money as he can. Only open projects left through NEMA are the bridge projects. Others are all done and he is waiting to receive the payments – Excavator is finally fixed and running – The department is hauling gravel out south on county road – They have several projects south of Fullerton that they will be working on and then move over towards Genoa – Short discussion on planting in road right of way. If crops are planted in the road ROW, the county will have right to go and mow the crops for sight distance. This pertains to minimum maintenance roads as well as graveled roads – Bernt has received complaints about maintainer operators cutting into field driveways. After receiving complaints, he went out and took pictures of the areas that he received complaints on and the cuts into the field driveways was an inch or two. He does not deny that there may be areas where it is worse, and he will inform the operators to back into the driveways and blade it out to the roadway.

Henry Bigge comes before the board for reappointment of Veteran's Service Committee Member, Don Pearson. Pearson is willing to serve another term on the committee. Discussion held. Moved by Ditter and seconded by Nelson to reappoint Don Pearson to the Nance County Veteran's Service Committee for an additional term.

Ben Bakewell did some research on the Cornhusker Ammunition Plant, what has been done to clean it up, the current site status and gave a quick overview of his findings. He has found a laboratory that will analyze the water and soil for the contaminants that concern Randy Zmek. Cost of the more sensitive test, which gives a more accurate picture of the RDX saturation in the water and soil is \$220 per test. The company sends out everything necessary to collect the tests. The County would pay the cost to overnight the tests to the company. Discussion held. Moved by Voichoskie and seconded by Horacek to collect 3 samples of both water and soil for testing, with the cost to be paid out of the Inheritance Tax Fund.

The updated Employee Handbook is discussed. Joining the meeting are Ronda Malander, Treasurer, and SuAnn Engel, HR. One change made in the handbook is the workers' compensation benefits. Previously the county continued to pay the employee their normal working hours while they were on workers' comp and the employee would turn over their workers' comp check to the county. Now an employee eligible for workers' comp will receive benefits from the workers' comp in an amount to be determined by the workers' compensation laws, except for officials who will continue to receive their full salary per the resolution set by the board of supervisors. The official's deputies receive a percentage of the official's salaries, but if on workers' comp, they shall be subject to the same workers' comp rules as other employees of the county. Due to this change, it was suggested to pass a resolution setting forth the deputy's percentages and include in the workers' comp language.

## RESOLUTION #22-3

Whereas, the Nance County Board of Supervisors deems it desirable to set the salary percentages for the deputy Assessor, Clerk, and Treasurer,

And whereas, the Supervisors believe the percentages of pay should increase faster than required by statute, and deputies should receive an increase based upon years of service;

Now therefore, be it resolved that the newly appointed deputies of the Assessor, Clerk, and Treasurer shall start at 65% of the salary paid to the elected official. The deputies will receive an additional 2.5% for each year of service for six consecutive years. Deputies will receive the following percentages of the Official's salary: First year-65%; second year-67.5%; third year 70%; fourth year



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72.5%; fifth year 75%; sixth year 77.5%; and seventh year 80%; which shall be the maximum deputy salary.

Further, deputies shall be subject to the same worker's compensation rules as other employees of the County, as set forth in the Employee Handbook. Moved by Nelson and seconded by Small to approve said Resolution.

The handbook was missing the number of hours for the sheriff's department vacation and holiday hours. In an old sheriff's policy book, it states the employees will receive vacation pay not to exceed their normal scheduled hours. In the same policy book, it states that deputies who do not work a holiday will earn their normal pay. Bakewell agrees that the same language may be used in the new employee handbook. Board agrees.

Another change discussed was crediting vacation days to employees monthly beginning the second month following date of hire. In the current handbook vacation was balanced at the employee's annual anniversary date, but allowed the employee to use 5 days of vacation after completing 6 months of service. Discussion held. Engel stated if the change to monthly accrual is implemented, she will need to get each employee's vacation balances updated and add any additional month's vacation accrued since their anniversary date, which is doable. She would also suggest that employees be required to work 90 days before being allowed to use any vacation days. After discussion the board decided to accrue vacation days on a monthly basis, beginning after the first full month of service. Vacation will be credited on a monthly basis at the rate of one-twelfth ( $1/12^{\text{th}}$ ) of the total vacation allotted for the year. Employees can begin using accrued vacation days after completing 90 days of service. Implementation of monthly accrual of vacation will be July 1, 2022.

No further changes were discussed. Moved by Juracek to approve the Nance County Employee Handbook with changes made today and previously by the handbook committee.

Discussion held on the Broadband Resolution presented by Loup Public Power District. Wetovick was concerned with a couple of sections in the resolution and had emailed Neal Suess regarding those concerns. The board continues to discuss contributing to the Broadband project, but the ARPA funds allotted to Nance County have already been allocated. If Nance County decides to contribute it will have to be funds other than ARPA. Cornwell feels the county will need to commit to a contribution or we may be left out and the county would suffer. He also feels the resolution with LPPD needs a statement that if the broadband project does not go through, any monies paid in will be returned to the parties involved. Cornwell will check with Boone County to see what amount of money they are committing to.

Engel submitted budget calendar for 2022-2023 to the board. The balance in the inheritance tax fund is \$1,696,000. Last year the board used \$150,000 from inheritance tax fund to defer taxes. Engel informs the board that the cost of the cyber security with Applied Connective Technology (ACT) will need to be added to the budget this year as well as the health insurance deductible buy-down. The PET (Planning Exercise Training) Region that Nance County belongs to, may be able to help with some of the ACT costs. She will be meeting with the board often in the next several months to go over budgets.

Moved by Nelson and seconded by Juracek to adjourn.

All motions, except where specified, had the following roll call vote: AYES-Ditter, Voichoskie, Horacek, Small, Nelson, Juracek, Cornwell; NAYS-None; Motion carried.

Timothy C. Cornwell

Chairman

Danette Zarek

County Clerk



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