

## HOWARD COUNTY COMMISSIONER'S MINUTES

October 24, 2023

A Meeting of the Howard County Board of Commissioners was convened in open and public session on the 24th day of October, 2023, in the Boardroom, Howard County Courthouse, St. Paul, Nebraska.

Notice of the meeting was given thereof on the 18th day of October 2023, a proof of publication filed in the Clerk's office. Copies of the agenda were posted in the courthouse, delivered to each Commissioner, and kept current and available to the public at the Clerk's office.

Chairman Hirschman called the meeting to order at 8:30 a.m. Roll Call: Gary Rasmussen, Aye; Kathy Hirschman, Aye; and Jessie Urbanski, Aye. Also present is County Clerk, Brenda Klanecky.

### **Pledge of Allegiance -**

Chairman Hirschman also stated to those in attendance that a current copy of the Nebraska Open Meetings Act is available for review and indicated the location of such copy in the room where the meeting is being held.

### **Public Comment-** None

**County Road Discussion** – Highway Superintendent, Janet Thomsen was present to update the Board on current road maintenance being done. Currently working on 12<sup>th</sup> Avenue. Next location will be 19<sup>th</sup> Avenue between Union and Valley Roads. Crews have been working on removing and trimming trees. Also discussed was gravel supply.

**Advertise for Roads Dept. Job Position**-Ms. Thomsen discussed advertising for a Road's Department Job Position. It was discussed to advertise in the local paper for two weeks and bring the applications back to the Commissioner meeting on November 14<sup>th</sup> for review.

**Mail** – An invitation from NIRMA to attend Gratitude meetings luncheons and dinners across the State was given to the Commissioners. An invite to attend the Groundbreaking Ceremony for the Nebraska Veterans Cemetery at Grand Island on Friday, November 10<sup>th</sup> was received.

### **Unfinished Business-** None.

**Road's Building Committee and Architect Selection** – The Road's Building Committee consisting of Janet Thomsen, Ray Hurt, Jerry Thompson, Tim Aitken, Rob Schultz and Kathy Hirschman were present to discuss an architect selection for the Howard County Road Department Building. Stacy Spotanski with Spotanski Creative Building Design & Drafting LLC was also present. The Committee met several times along with visiting other County Shops and met with two Architect Firms, Spotanski Creative Building Design & Drafting LLC and JEO Consulting Group Inc. The Committee received proposals from both firms. The Committee recommended to the Commissioners to approve the low bid from Spotanski of \$71,850.00 which includes Civil, Architectural, Structural, Mechanical, and Electrical drawings. The Construction Phase would be an additional \$7,450.00. Urbanski made a motion and Rasmussen seconded the motion to approve Spotanski Creative Building & Drafting LLC as the Architect Firm in the amount of \$71,850.00 with the additional amount of \$7,450.00 for the Construction Phase. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Further discussion was held with Mr. Spotanski on

what the next steps in the process are. Soils testing and survey of the area were also discussed. The Board was in agreement to have Mr. Spotanski proceed with the soils testing and survey.

**Review/Sign South Central Interlocal Agreement** –The Agreement was reviewed by the County Attorney and the Board. Urbanski made a motion to approve the signing of the South Central/Panhandle Nebraska 911 Regional Interlocal Agreement effective November 1, 2023 through November 1, 2030, and seconded by Rasmussen. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**Dugans Subdivision** – A copy of the Preliminary Plat for Dugan’s Subdivision was received from the Howard County Planning & Zoning Administrator. The Subdivision is within the one-mile jurisdiction of the City of St. Paul. Commissioners reviewed with no action taken.

**Fund Transfers-Resolution 2023-31-**

Motion was made by Rasmussen and seconded by Urbanski to approve Resolution 2023-31 for transfer of funds from the following:

From Inheritance Fund to Roads Fund \$250,000.00

From Inheritance Fund to General Fund (Sheriff’s Dept) \$ 50,000.00

From General Fund to Road Fund ONLY IF NEEDED \$400,000.00

Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**NACO Voting Document** –The County Board Chair, Kathy Hirschman is designated as the voting delegate for Howard County. Hirschman made a motion that Urbanski be the alternate voting delegate for Howard County at the NACO Officers election held during the NACO Conference and Rasmussen seconded the motion. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

**NACO Audit** – Board reviewed a copy of the NACO Audit. No action taken.

**Courtroom Update** –Clerk Magistrate, Lisa Johnson met with the Board to provide an update on the Courtroom. She is currently waiting on fabric samples from Eakes and waiting on the contractor to extend the jury box. The electrician is to start updating the electrical this week.

**Willow Rising Request** – A letter was received from Willow Rising requesting \$4,000.00 for the financial support for fiscal year 2023-2024. The Board had budgeted this amount. The Board advised the Clerk to pay the request.

**Consent Agenda-** The Board reviewed the minutes, Sheriff’s report and payroll and claims as presented. Motion was made by Urbanski and seconded by Rasmussen to approve the Commissioner Meeting Minutes for 10/10/2023, Payroll and Claims: General-\$219,719.50, Roads-\$71,544.54, for a total of \$291,264.04 and the Sheriff’s Report. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye.

There being no further business to come before the Board, motion was made by Rasmussen and seconded by Urbanski to adjourn the meeting at 9:35 a.m. Roll Call: Rasmussen, Aye; Hirschman, Aye; and Urbanski, Aye. Meeting adjourned. The next regular meeting of the Howard County Board of Commissioners will be November 14, 2023.

Dated this 24th day of October, 2023.

Kathy Hirschman

Howard County Commissioners

ATTEST:

Brenda Klanecky

Howard County Clerk