



Burt County Board Minutes



OFFICE OF THE BURT COUNTY CLERK
Minutes of the Burt County Board of Supervisors
July 12, 2022
TEKAMAH NE 68061

The Burt County Board of Supervisors met in regular session on Tuesday, July 12, 2022 in the Boardroom of the Burt County Courthouse in Tekamah, Nebraska, pursuant to adjournment of their last meeting. Notice of the meeting was given in advance thereof by Publication in the Lyons Mirror-Sun (7-7-2022), upon a 1st floor bulletin board within the courthouse and on the County's Website. A copy of the proof of publication is on file in the office of the County Clerk. The following members were present: David Schold, Kevin Tobin, Gary "Bird" Swanson, Carl Pearson and Ted Connealy. Dale Webster arrived at 1:10 p.m. and Paul Richards arrived at 1:30 p.m.

The meeting opened with the pledge of allegiance at 9:00 A.M. Chairman Schold informed the public that the Open Meeting Act was posted.

Upon motion by Connealy, seconded by Pearson, the agenda was approved. By roll call vote: Ayes – Tobin, Swanson, Pearson, Connealy and Schold. Nays – none. Absent for vote – Richards and Webster.

The minutes of the June 28, 2022 Board of Supervisors and Board of Equalization meetings were approved upon motion by Swanson, seconded by Connealy. By roll call vote: Ayes – Tobin, Swanson, Pearson, Connealy and Schold. Nays – none. Absent for vote – Richards and Webster.

Approval of June Reports: The County Clerk Report of Fees, the County Court Report of fines, the District Court Fee Report, the Zoning Report, Sheriff's Quarterly Report, Treasurer's 6 & 12 month report, Fund Balances and the following Miscellaneous Receipts in the amount of \$1,220,410.75 were all approved upon motion by Connealy, seconded by Pearson. By roll call vote: Ayes – Tobin, Swanson, Pearson, Connealy and Schold. Nays – none. Absent for vote – Richards and Webster.

ZONING PERMITS	75.00
STATE OF NEBR. -MV ProRate 2nd Qtr. <COUNTY SHARE>	346.63
TAX SALE REDEMPTION <COUNTY SHARE>	44.00
CO CLERK-FILING & RECORDING FEES	2,949.00
CO CLERK-DOC STAMPS (COUNTY SHARE)	1,132.89
CO CLERK-MISC FEES	80.50
DISTRICT COURT-FILING FEES	281.00
DISTRICT COURT- COURT COST REFUND	50.00
DISTRICT COURT-MISC FEES & REVENUE	605.85
DISTRICT COURT-FEES & COSTS	35.00
BAIL BONDS -10%	500.00
CO COURT-MISC FEES	75.00
ELECTION REIMBURSEMENTS	821.34



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CO SHERIFF -SERVICE FEES	456.00
CO SHERIFF -MILE AND COST	606.16
INTOX	75.00
TITLE INSPECTS	420.00
GUN PERMITS	120.00
FINGER PRINT	10.00
INTEREST ON INVESTMENTS	2,618.76
MISC REVENUE - BURT CO SHERIFF OFFICE	18.00
ROAD: HIGHWAY/STREET ALLOCATION	115,518.27
BRIDGE PROJECTS	117,406.00
PILT	5,779.00
INSURANCE PAYMENT	12,318.23
SALE OF SCRAP METAL/IRON	1,077.70
TRANSFER GEN-ROAD	770,000.00
LODGING TAX	600.20
CO CLERK-PRESERVATION & MODERNIZATION	466.00
STOP	50.00
CDBG MVS	88,317.42
INHERITANCE TAX INTEREST- Verlin Charles King	1,245.23
INHERITANCE TAX- Verlin Charles King	1,839.37
PLAT BOOKS	0.00
COUNTY 911 SURCHARGE	1,034.15
STATE OF NEBR. -MV ProRate 2nd Qtr. <BLDG FUND>	16.76
STATE OF NEBR. -MV ProRate 2nd Qtr. <OTHER ENTITIES>	12,809.25
FINES & LICENSE -COUNTY COURT REGULAR FINES	4,020.00
DECATUR FIRE - GENERAL	737.87
DECATUR FIRE - BOND	389.08
LYONS FIRE -GENERAL	924.16
LYONS FIRE -BOND	104.61
OAKLAND FIRE - GENERAL	841.24
TAX SALE REDEMPTION <HOLDING FUNDS>	5,175.23
HOMESTEAD ALLOCATION	66,135.89
IN LIEU HOUSING AUTHORITY	2,284.96

COMMUNICATIONS (2): (1) The Burt County salaries will be published in July per §23-122.
(2) NACo -ARPA funds ‘final rule overview’ was placed on file.

Chairman Schold signed a Management Representative Letter for Ritterbush & Piotrowski for Burt Co 2021-22 Audit.

CDBG -MVS:

Jeff Christensen with Northeast Nebraska Economic Development District (NENEDD) explained additional paperwork that is required for the CDBG Midwest Vet Services (Oakland) grant funding. Swanson made a motion to Ratify the Subrecipient Duplication



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of Benefits (DOB) Policies and Procedures for Community Development Block Grant – Coronavirus (CDBG – MVS), Connealy seconded, and the motion passed By Roll Call Vote: Ayes – Tobin, Swanson, Pearson, Connealy and Schold. Nays – none. Absent for vote – Richards and Webster.

Fund 0900 & Fund 0990 - Grant Applications:

Patty Plugge with Burt County Economic Development presented three (4) grant applications, Plugge reported that BCEDC board had reviewed the requests and recommended their approval for all: (#1) Fund 0900, **Demo Grant** for Cynthia Tompkins (461 W.8th, Decatur), \$5,250.00 (50 % low bid); and (#2) Fund 0900, **Demo Grant** for Joyce Faust (101 S. Logan, Oakland), \$4,000.00 (50 % low bid); Both Demo Grants were approved upon motion by Connealy, seconded by Tobin. By roll call vote: Ayes – Tobin, Swanson, Pearson, Connealy and Schold. Nays – none. Absent for vote – Richards and Webster. (#3) Fund 0990, **Lodging Tax Grant** of \$500.00 for Pheasant Bonanza for magazine advertising; and (#4) Fund 0990, **Lodging Tax Grant** of \$50.00 + freight costs for Loess Hills RC&D for the purchase of launch signs to be placed at Logan Creek -Oakland City Park; Both Promo Grants were approved upon motion by Connealy, seconded by Tobin. By roll call vote: Ayes – Tobin, Swanson, Pearson, Connealy and Schold. Nays – none. Absent for vote – Richards and Webster.

Burt County credit card policy update:

The board declared the following to be approved for updates to Burt County's credit card policy - the board confirms approval of two (2) Burt County credit cards to be kept in a lock box in the County Clerk's office and may be used for travel and for situations where invoicing is not an option. The credit cards can be requested by department heads and will be checked out and returned to the Clerk's office. No one will hold/carry in their possession a County Credit Card permanently. *Two (2) credit cards are hereby approved upon motion by Pearson, seconded by Swanson. By roll call vote: Ayes – Tobin, Swanson, Pearson, Connealy and Schold. Nays – none. Absent for vote – Richards and Webster.* The cards will be under one FNBO Business Visa account for Burt County Courthouse. The board instructed the departments to do all they could to have their vendors invoice the County for purchases/services and advised that all purchases using credit cards must have itemized receipts attached to credit card invoice with their claims.

Upon motion by Swanson seconded by Connealy, the Board approved a **special designated liquor license** for Nelson's Food Pride to serve at a wedding at Harvest Moon (Oakland) on August 8, 2022. By roll call vote: Ayes – Tobin, Swanson, Pearson, Connealy and Schold. Nays – none. Absent for vote – Richards and Webster.

Zelle HR Contract:

The County's Employee Manual/Handbook update process has been completed, and the board voted to end Burt County's monthly contract with Zelle HR as of August 31, 2022. Zelle is still available and willing to provide any of their services after Aug. 31, 2022; they



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will just invoice for such specific ‘projects/situations/problems’ that may arise if any office would like their help. Pearson made a motion and Connealy seconded to end the contract; motion passed By Roll Call Vote: Ayes – Tobin, Swanson, Pearson, Connealy and Schold. Nays – none. Absent for vote – Richards and Webster.

ZONING:

Discussions were held regarding the problems that arise when citizens are not applying for zoning (building) permits; the board agreed that keeping permit costs low while assessing higher penalties may be a way to help alleviate the issues. Connealy made a motion to raise the penalty for not obtaining a permit to ‘5 times the permit fee + the cost of the original permit’, Swanson seconded; the motion passed By Roll Call Vote: Ayes – Tobin, Swanson, Pearson, Connealy and Schold. Nays – none. Absent for vote – Richards and Webster.

The new penalty guidelines will be effective August 1, 2022 and will be reflected on the Burt County Zoning Permit Fee Schedule. Interoffice policies and procedures for information sharing of zoning permits will be reviewed between the Planning & Zoning and the Assessor’s offices.

The board reviewed a draft of a possible contract with Mary Loftis for a Medicare Education and Assistance Program she is proposing to offer for Burt, Dodge and Washington County. The costs were reviewed for budget prep purposes; not action was taken on the Contract at this time.

Board member Pearson moved to adopt the following resolution as part of Burt County 2021-2022 Fiscal Year End Business:

RESOLUTION #2022-11 911 Set Aside Funds

WHEREAS there is a balance of \$39,090.60 in the E-911 (2913) fund from the 2021-2022 fiscal year AND WHEREAS Burt County has earmarked this monies for the purchase of new equipment and upgrades to the 911 system;

AND WHEREAS this is in compliance with rules and regulations set forth by the Public Service Commission.

NOW THEREFORE BE IT RESOLVED by the Burt County Board of Supervisors that \$30,000.00 from the E-911 (2913) fund be transferred to the (2914) holding fund in order to be held and earmarked for the purchase of new equipment and upgrades to the 911 system.

DATED this 12th day of July, 2022.

ATTEST: SARAH J FREIDEL
BURT COUNTY CLERK

DAVID SCHOLD, CHAIRMAN
BURT COUNTY BOARD OF SUPERVISORS



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Board Member Connealy seconded, and the motion passed by roll call vote: Ayes – Tobin, Swanson, Pearson, Connealy and Schold. Nays – none. Absent for vote – Richards and Webster. Chairman declared Resolution #2022-11 adopted.

ROADS: Ann Chytka, Highway Superintendent

Road Maintenance Contracts with Nebraska Game and Parks:

Connealy made a motion to sign (2) contracts with Nebraska Game and Parks Commission; Burt County will be paid \$140.00/hour for road maintenance inside the Summit Lake SRA and Pelican Point SRA. Motion was seconded by Pearson, motion passed By Roll Call Vote: Ayes – Tobin, Swanson, Pearson, Connealy and Schold. Nays – none. Absent for vote – Richards and Webster.

2022 Overlay Projects:

Bids were opened and no action was taken at the June 28, 2022 meeting. Options for adjustments to those bids were reviewed today. Pearson made a motion to reject all of the June 28, 2022 bids, Swanson seconded and motion passed By Roll Call Vote: Ayes – Tobin, Swanson, Pearson, Connealy and Schold. Nays – none. Absent for vote – Richards and Webster. The board directed Chytka to re-bid for: patching CoRd. H (C-11(364)); patching CoRd. L (C-11(437)); patching CoRd. 21 (C-11(362)); overlay on Summit Rd. (C-11(442)); and overlay on CoRd. L (C-11(437)).

Public Comment: Bill Price: (a) reported that he had attended one of Mary Loftis' Medicare workshops and found it very helpful. (b) wished the board good luck with roads budgeting in the coming year with the high oil/fuel costs.

2022-2023 FY Budget:

The meeting continued into the afternoon while the Board reviewed budget requests for the 2022-2023 fiscal year and met with officials and department heads to discuss their budgets. Initial requests will be submitted to Mytty Consulting (budget authority hired) and changes may be made after seeing initial budget projections.

The meeting was adjourned at 4:27 P.M. upon motion by Connealy and Pearson. Next Meeting(s): July 13 and July 22, 2022 BOE – 2022 Protest meetings. July 28, 2022 -the next Board of Supervisors meeting

ATTEST: SARAH J. FREIDEL
CLERK

DAVID SCHOLD, CHAIRMAN
BURT COUNTY BOARD OF SUPERVISORS

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These minutes are not the official record and may be corrected. A copy of the approved official minutes is available to the public at the Clerk's Office

Burt County NOTICE pursuant to §23-122:
Burt County Positions and Salaries

CLERK, TREASURER, ASSESSOR, CLERK DISTRICT COURT: \$4,513.96/month
DEPUTY: CLERK, TREASURER, ASSESSOR, CLERK DISTRICT COURT: \$20.11/hour
OFFICE CLERICAL in CLERK, TREASURER, ASSESSOR: \$17.80/hour
REAPPRAISAL REVIEWER: \$20.11/hour
REAPPRAISAL CLERK part time: \$13.18/hour
ATTORNEY: \$4,513.96/month
DEPUTY ATTORNEY: \$2,938.23/month
ATTORNEY SECRETARY: \$18.11/hour
SURVEYOR: \$899.96/month
COUNTY BOARD: \$1,277.99/month
SHERIFF: \$5,194.60/month
SHERIFF DEPUTIES: \$4,321.42 - \$3,860.76/month
SHERIFF SECRETARY/911 DISPATCHERS: \$16.75 – \$21.63/hour
HIGHWAY SUPT: \$29.33/hour
HIGHWAY CLERICAL: \$20.11/hour
ROAD DEPT: \$19.78 - \$25.75/hour
MAINTENANCE & BUILDING: \$20.11/hour
WEED AUTHORITY & ROAD SIGNS: \$23.75/hour
VETERANS SERVICE OFFICER: \$26.06/hour
EMERGENCY MANAGEMENT: (2) flat rate positions -\$500.00/month & \$1,500.00/month
EXTENSION CLERICAL: \$18.08/hour
EXTENSION ASSISTANT part time: \$12.55/hour
ZONING & FLOODPLAIN ADMIN: flat rate - \$1,000.00/month

ATTEST: SARAH J. FREIDEL, BURT COUNTY CLERK