

Hitchcock County Board Minutes



Hitchcock County Board of Commissioners

Trenton, Nebraska
November 5th, 2012

A meeting of the County Board of Commissioners of Hitchcock County, Nebraska was held at the Hitchcock County Courthouse Commissioner’s Room, 229 East D Street, Trenton, Nebraska on the 1st day of November, 2012 commencing at 9:00 o’clock a.m. Present were Chair Scott McDonald, Commissioners Ronald Wertz and Paul Nichols and County Clerk Margaret Pollmann. Notice of the meeting was given in advance thereof by publication in the Hitchcock County News, the designated method for giving notice. Notice of this meeting was given to the Chair and all members of the Board. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

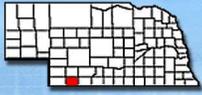
Chair McDonald called the meeting to order at 9:00 a.m. and publicly stated to all in attendance that a current copy of the Nebraska Open Meetings Act was available for review and indicated the location of such copy in the room where the meeting was being held.

Member Nichols moved to approve the consent calendar consisting of the following items: 1. Approval of November 5th, 2012 agenda; 2. Approval of the October 15th, 2012 meeting minutes. Member Wertz seconded the motion and after consideration the following members voted in favor of said motion: Nichols, Wertz, and McDonald. Motion carried.

Member McDonald moved to approve the following claims. Member Nichols seconded the motion and after consideration the following members voted in favor of said motion: Wertz, Nichols, and McDonald. Motion carried.

GENERAL FUND:

General Fund Payroll -----	\$ 6,923.01
Poll Worker Training -----	\$ 691.10
Ameritas Life Ins., retirement-----	\$ 1,049.57
AS Central Services, data process. -----	\$ 245.75
Capital Business Systems, lease -----	\$ 129.00
Tonya Carlson, blood draw -----	\$ 75.00
Clerk Dist. Ct., adv. costs -----	\$ 70.00
Community Hospital, inmate services-----	\$ 4,617.00
Barry Corder, meals/mileage -----	\$ 88.09
D&S Hardware, repair -----	\$ 7.96
Dept. Pathology, St. Louis, coroner fees -----	\$ 125.00
ES&S, voting supplies -----	\$ 4,083.02
Farmers State Bank, FICA/OASI/Fed. -----	\$ 2,221.07
D. Eugene Garner, mileage -----	\$ 11.66
Stanley C. Goodwin, ct. appt. counsel -----	\$ 150.00
Great Plains Comm., service -----	\$ 1,090.49
Green Law Offices, ct. appt. counsel -----	\$ 282.20
Richard Hampton, planning comm. -----	\$ 29.43
Hitchcock Co. Court, costs -----	\$ 115.00
Holiday Inn, Grand Island, lodging -----	\$ 144.00
Holiday Inn Express, North Platte, lodging -----	\$ 770.00
Holiday Inn Kearney, lodging -----	\$ 359.80



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Keith Co. Court, copies -----	\$ 11.35
Martin's supply -----	\$ 13.55
McCook Daily Gazette, publication -----	\$ 10.40
Messersmith Water Treatment, supply -----	\$ 21.30
Mid American Research Chem., same -----	\$ 276.99
John Miller, planning comm. -----	\$ 31.65
NACCTFO Treasurer, dues -----	\$ 75.00
NE Dept. Rev., state tax -----	\$ 360.74
Nebraska.gov, transcripts -----	\$ 4.00
Radiology Services, inmate services -----	\$ 197.00
Red Willow Co. Court, transcript -----	\$ 2.00
Region 15 Emergency Management Agency, contract -----	\$ 4,365.75

Andrea Richards, meals/mileage -----	\$ 256.57
SW Fertilizer, heating fuels -----	\$ 1,870.50
SW Public Power, utility -----	\$ 36.79
Top Office Products, supply/lease -----	\$ 1,047.08
US Bank, equipment -----	\$ 129.00
Verizon Wireless, service -----	\$ 301.47
Village of Trenton, utility -----	\$ 1,384.32
Walmart, supply -----	\$ 764.20
Ryan Wilcox, public defender -----	\$ 1,629.83

ROAD FUND:

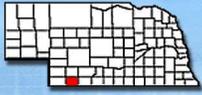
Road Fund Payroll -----	\$ 8,909.98
Ameritas Life Ins., retirement -----	\$ 1,276.21
Farmers State Bank, FICA/OASI/Fed. -----	\$ 2,421.02
Great Plains Comm., service -----	\$ 170.70
Lakeside Sand & Gravel, gravel -----	\$ 5,160.38
Medical Enterprises, DOT drug test -----	\$ 31.00
Michael Todd & Co., signs -----	\$ 75.40
NE Dept. Rev., state tax -----	\$ 370.40
Retriever LLC, repair -----	\$ 50.00
Ricahrds Gravel Pit, gravel -----	\$ 794.00
SW Fertilizer, heating fuels -----	\$ 696.00
SW Public Power, utility -----	\$ 23.90
Titan Machinery, repair -----	\$ 232.87
Tri-State Toxicology, DOT drug test -----	\$ 27.00
Village of Culbertson, utility -----	\$ 32.78
Village of Stratton, same -----	\$ 63.38
Village of Trenton, same -----	\$ 107.19
Walmart, supply -----	\$ 19.91

S.T.O.P. PROGRAM FUND:

Walmart, supply -----	\$ 40.96
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NOXIOUS WEED FUND:

Weed Fund Payroll -----	\$ 1,274.10
Ameritas Life Ins., retirement -----	\$ 184.55



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Farmers State Bank, FICA/OASI/Fed. -----	\$	366.29
Great Plains Comm., service -----	\$	42.54
NE Dept. Rev., state tax -----	\$	51.68

911 EMERGENCY SERVICES FUND:

CenturyLink, service -----	\$	275.83
Great Plains Comm., same -----	\$	732.48

Veteran’s Service Officer Barry Corder advised the board that the dedication of the Veteran’s Memorial will be Sunday, November 11th at 2:00 p.m.

Highway Superintendent Phillip Dixon presented the Annual road – Street – Highway Budget and Budget Expenditure Report and discussion was held.

Member Nichols moved to adopt and approve the Annual Road, Street, Highway Budget and Budget Expenditure Report. Member Wertz seconded the motion and after consideration, the following members voted in favor of the same. McDonald, Nichols and Wertz. Motion carried and Chair McDonald executed the same.

The One and Six Year Street Improvement Program hearing was held as published at 10:00 a.m. Superintendent Dixon presented the One and Six Year Road Improvement Program for 2013. There were no patrons present. Mr. Dixon presented three copies of the plan, one of which will be sent to the state, one will be retained by Mr. Dixon and one will be on file with the board. Maps and the budget and expenditure report were reviewed and general discussion was held as to review of bridge postings. The hearing was closed at 10:08 a.m. this date.

Member Wertz offered the following resolution and moved for its’ adoption. Member Nichols seconded the motion, and after consideration the roll was called thereupon and the following members voted in favor of the motion: McDonald, Wertz and Nichols. Said resolution having been consented to by a majority of all the members elected to said County Board was by the Chair declared passed and adopted. A true, correct and complete copy of said resolution is as follows:

RESOLUTION #12-22

RESOLUTION OF ADOPTION

BE IT RESOLVED by the Hitchcock County Board of Commissioners, Hitchcock County, Nebraska that the attached One and Six Year Street Improvement Programs are hereby adopted by said Board. Said Board attests that a Notice of Public Hearing was posted in the following three public places:

- Hitchcock County Courthouse, Trenton, Nebraska
- U.S. Post Office, Trenton, Nebraska
- Trails West Texaco, Trenton, Nebraska

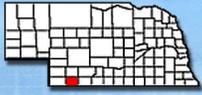
Date: November 5th, 2012

Scott McDonald, Chair

ATTEST:

Margaret M. Pollmann, County Clerk

SEAL



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VOTING FOR THE MOTION: Wertz, McDonald and Nichols

VOTING AGAINST THE MOTION: None

ABSTAINING: None

ABSENT: None

Amy Thealander, Program Officer and Deb Marshall with Southwest Nebraska Community Betterment Corp. Ms. Thealander advised as to drawdown #17 relating to rehabilitation work and project funds and drawdown #18 for general administration fees.

Chair McDonald executed Drawdowns #17 and #18 relating to the Owner Occupied Housing Program.

Discussion was held regarding the CDBG Project Status Report and the Final Financial Report. Ms. Thealander advised the total project cost was \$315,000 and that there were initially 28 applicants for the available CDBG funds. There are currently two to three more homes on the list should grant funds become available. Ten homes were rehabilitated with three of those subject to repayment. The other seven are forgivable loans. Discussion held on county responsibilities relating to those homeowners who will be making repayments to the county. Ms. Thealander advised that those receiving rehabilitation funds must live in their home for ten years and should they move before the ten years is up, they must refinance to repay expended grant funds.

Member Nichols moved to direct Chair to execute the Nebraska Department of Economic Development Community Development Block Grant Program Final Financial Report. Member Wertz seconded the motion and after consideration the following member voted in favor of said motion: McDonald, Nichols and Wertz. Motion carried.

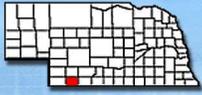
Discussion was held regarding the Department of Revenue Property Assessment billing. This item will be tabled until the November 19th, 2012 meeting.

Attorney Garner advised that no new information has been received regarding a possible monitoring visit from the Department of Economic Development relating to Hitchcock County's past CDBG - ED - RLF program.

Discussion was held regarding the purchase of a camera for the road department for documentation purposes.

A physical inspection of the carpet in the County Assessor's office was done by all members of the board. Upon return to the Commissioners room, discussion was held regarding a recent e-mail received by all board members from Assessor McDonald regarding zoning permits and carpet replacement.

Assessor Judy McDonald joined meeting. Mrs. McDonald expressed concerns regarding zoning permits. Attorney Garner advised as to duties of the zoning administrator, how permits are currently being handled and that the regulations regarding said permits are now available on line via the county's website. Clerk Pollmann advised as to how said permits came to be filed in the Clerk's office and how the clerk's office currently processes them. Assessor McDonald asked about those who don't file permits and attorney Garner advised that the zoning administrator should be notified and that he and Mr. Morgan will proceed pursuant to statute. It is the consensus of the board that as zoning permits may be the first step in new construction etc., and that the assessor is in need of this information, it is reasonable that the County Assessor's office should be the filing office and record keeper for all zoning permits.



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Member Nichols moved to designate the Hitchcock County Assessor's office as the filing office and record keeper for all zoning permit applications. Member McDonald seconded the motion and after consideration, the following members voted in favor of said motion: Wertz, Nichols and McDonald. Motion carried. Clerk Pollmann to deliver all zoning books, applications and materials to the County Assessor's office. A letter will be drafted to Zoning Administrator Morgan regarding said transfer.

Discussion held regarding carpet replacement in the assessor's office. Assessor McDonald and Attorney Garner were present. Assessor McDonald voiced concern regarding carpet not being replaced in her office. Nichols advised as to budget negotiations in July and August and that the decision to replace carpet and furniture in the Clerk and Treasurer offices was discussed in open meetings at that time. The board advised that when officers present operating budgets for the upcoming year, all requests are considered and if monetarily possible, granted. No request was made by the Assessor's office for carpet replacement during the budget process. Member Nichols informed Mrs. McDonald that it is not the duty of the board to run the various offices. It is the duty of the board to fund office functions based on budgets submitted by elected officials and if there is a special request by an elected official, it too must be submitted during the budget process. Discussion was held regarding open communications between offices within the courthouse.

The Treasurer was in receipt of \$211.00 from Harold Potthoff for used culverts; \$4,589.97 from NIRMA, grant funds for truck lifts both credited to the Road Fund; \$1.00 from Vonage Tax Account, \$21.00 from Quest Corp. & \$4,382.79 from Great Plains Communications all for 911 surcharges credited to the 911 Emergency Services Fund; \$319.90 from Central Crude Corp. for oil production, \$419.36 from Redfield for refund on supplies, \$2,583.14 from Phelps Co. for emergency management fees, all credited to the General Fund.

Member Wertz moved to adjourn and to meet for the next regular meeting on Monday, November 19th, 2012 at 9:00 a.m. Member McDonald seconded the motion and the roll was called with the following members voting in favor of said motion: Wertz, Nichols, and McDonald. Motion carried.

ATTEST:

Scott McDonald, Chair
Hitchcock County Board of Commissioners

Margaret M. Pollmann, County Clerk