



Otoe County Board Minutes



April 14, 2020

The Otoe County Board of Commissioners convened in regular session at 9:05 a.m. on April 14, 2020, to audit and sign regular claims and payroll claims and to take care of such other matters as are on the agenda for this meeting. Advance notice of this meeting was published in the Nebraska City News Press and posted in at least three public places, including the County's website. This meeting was open to the Public, and the agenda was kept current, and is on file for public inspection at the office of the Otoe County Clerk during regular business hours.

The meeting was called to order by Commissioner Jerad Sornson. Answering present at roll call were Commissioner Sornson, Commissioner Speth and Commissioner Thurman. Present by online Zoom platform were Commissioner Freshman and Commissioner Parsons. None absent.

Commissioner Sornson informed the public in attendance that a current copy of the Open Meetings Act is posted on the south wall of the meeting room. Additional copies are available upon request.

Commissioner Thurman made a motion, seconded by Commissioner Parsons to accept the agenda as posted. There being no further discussion, Chairman Sornson called for a vote. Voting aye were Commissioners Sornson, Freshman, Parsons, Speth, and Thurman. Nay – none. Motion carried.

Commissioner Freshman made a motion, seconded by Commissioner Parsons to accept the minutes from the previous meeting and not have them read as each member was furnished with a copy of same. There being no further discussion, Chairman Sornson called for a vote. Voting aye were Commissioners Freshman, Parsons, Speth, Thurman and Sornson. Nay – none. Motion carried.

Having reviewed the regular claims in advance of this meeting, Commissioner Thurman made a motion, seconded by Commissioner Speth to approve payment of the regular claims. There being no further discussion, Chairman Sornson called for a vote. Voting aye were Commissioners Parsons, Speth, Thurman, Sornson and Freshman. Nay – none. Motion carried.

Commissioner Freshman made a motion, seconded by Commissioner Parsons, to audit and sign payroll claims. There being no further discussion, Chairman Sornson called for a vote. Voting aye were Commissioners Speth, Thurman, Sornson, Freshman and Parsons. Nay – none. Motion carried.

Pursuant to State Statute 33-106.02, Chairman Sornson acknowledged receipt of the monthly report from the Clerk of the District Court certifying fee collections in the amount of \$50,746.89 for the month of March 2020. Said report will be filed in the County Clerk's Office.

Pursuant to State Statute 33-117 Chairman Sornson acknowledged receipt of the quarterly report from the County Sheriff denoting the amount of certain fees collected, from whom and for what service. The total amount received in the first quarter of the year was \$12,704.20.

Chairman Sornson acknowledged receipt of the financial reports for quarter ending March 31, 2020, of the petty cash accounts held by Jenny Bassinger, County Clerk; Gregg Goebel, Emergency Management; Teresa Johnson, Child Support Officer; Ruth Ann Weddle, Register of Deeds; Colin Caudill, Sheriff; Jenniffer Panko-Rahe, County Attorney; Janis Riege, Clerk of the District Court and Cindy Cich, County Court Magistrate. Said reports will be kept on file in the County Clerk's Office.



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Gregg Goebel, Otoe Co. EMA Director, was present to speak about the Covid 19 response. As of the time of the meeting, all outside doors to the Courthouse are locked with the exception of the East door. An appointment with each office is required. Mr. Goebel stated that the procedure is working and does not recommend any changes at this time.

Glacial Till Winery inquired about receiving a refund or credit for occupation tax paid on SDL liquor licenses for events that have been cancelled due to Covid19. A list of seven events was presented. Commissioner Sornson made a motion, seconded by Commissioner Freshman, to approve the refund/credit for the events. Chairman Sornson called for a vote. Voting aye were Commissioners Thurman, Sornson, Freshman, Parsons and Speth. Nay – none. Motion carried.

Sarah Purcell, Extension Educator, proposed a change to the 4-H assistant position. The change would make the employee a salaried position with the State of Nebraska and Otoe County would fund the position and submit quarterly payments. Ms. Purcell stated that the change would be beneficial as the employee would be salary and could work more hours without overtime. The item was tabled until the County Attorney could review the agreement.

Lisa Chaney, Better Together Community Coordinator, proposed a potential partnership with Otoe County and creating a central navigator position. The proposed position would be a starting point for youth or adults for services available to them. The employee could help with needs that may not necessarily be long term. Ms. Chaney gave the example of someone losing a job and needing assistance with food, rent or utilities while in between positions. They may not need to be placed in the system for long term assistance, but need a little until they get established again. The central navigator could assist with hours and requirements of the area food banks, utility assistance programs, etc. If the needs are greater, they would be able to guide them to the correct resources. She feels a central navigator would make assisting someone more efficient. The proposal is for the position to be an Otoe County employee and NCCCF would reimburse the County for salary and benefits. The proposal was tabled until a future meeting.

Sally Dubois and Patty Coates presented a Social Investment Keno Grant application in the amount of \$3,999.56 for Keep Nebraska City Beautiful. Ms. Dubois stated that the funds would be used to purchase more grabbers, gloves, safety vests and cones for the participants to use during litter clean up. The funds would also be used for metal trash cans to house the grabbers and for six metal signs to be posted throughout Nebraska City. She has received authorization of the signs being posted in the city if they organization purchases the signs. Commissioner Parsons made a motion, seconded by Commissioner Thurman, to approve the grant application in the amount of \$3,999.56. Chairman Sornson called for a vote. Voting aye were Commissioners Sornson, Freshman, Parsons, Speth and Thurman. Nay – none. Motion carried.

Commissioner Thurman made a motion, seconded by Commissioner Speth, to approve and authorize the Chairman to sign resolution #4-14-20-12 authorizing the purchase of a survey cabinet for the Otoe County Surveyor. The resolution is needed due the payment needed prior to the item being received. The company requires a purchase order that will need to be paid within thirty days and the item will not ship for 5-7 weeks. Chairman Sornson called for a vote. Voting aye were Commissioners Freshman, Parsons, Speth, Thurman and Sornson. Nay – none. Motion carried.

Bids were opened publicly in person and by teleconference on April 9, 2020 for supplying materials required to construct C-66(385), C-66(624) and C-66(634). Present were Commissioner Sornson, Highway Superintendent Jon Brinkman, County Clerk Jenny Bassinger, Engineer Jeff Wagner and



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representatives from Midwest Services and Sales Co., Contech and Metal Culverts. Four bids were received:

| Bidder | Amount | Delivery Dates (385), (624), (634) |
|-------------------------------|--------------|---|
| Ace Eaton Metal | \$123,775.00 | 7-22wks; 8-23wks; 9-24wks |
| Midwest Service and Sales Co. | \$73,363.43 | 17-18wks; 18-19wks; 20-21wks *revised after bid opening to: 9-10wks; 10-11wks; 12-13wks |
| Contech | \$78,766.50 | 7-11wks for all three projects |
| Metal Culverts, Inc. | \$76,204.65 | 8-10wks; 10-12wks; 8-10wks |

Commissioner Parsons made a motion, seconded by Commissioner Thurman, to award the bid for Projects (385), (624) and (634) to Midwest Service and Sales, Co. There being no further discussion, Chairman Sornson called for a vote. Voting aye were Commissioners Freshman, Parsons, Speth, Thurman and Sornson. Nay – none. Motion carried.

Commissioner Speth made a motion, seconded by Commissioner Parsons, to sign resolution 4-14-20-10 authorizing the Chairman to sign the County Bridge Match Program (CBMP) agreement with NDOT regarding Project STWD-CBMP(4), Control No. 00974C. This agreement is for projects located at M&26N, D&8N and G&28N. There being no further discussion, Chairman Sornson called for a vote. Voting aye were Commissioners Speth, Thurman, Sornson, Freshman and Parsons. Nay – none. Motion carried.

Commissioner Parsons made a motion, seconded by Commissioner Speth, to sign resolution 4-14-20-11 authorizing the Chairman to sign the County Bridge Match Program (CBMP) agreement with NDOT regarding Project STWD-CBMP(4), Control No. 00974C. This agreement is for projects located at P&24S and B&28N. There being no further discussion, Chairman Sornson called for a vote. Voting aye were Commissioners Thurman, Sornson, Freshman, Parsons and Speth. Nay – none. Motion carried.

On September 12, 1989, the Board of Commissioners authorized the vacation of roads in the county but did not update the county road map to reflect the vacation of roads and failed to file a certificate of vacation with the Otoe County Register of Deeds for the following described roads:

That portion of County Road No. 48 located in the Southeast Quarter of the Northeast Quarter and in the Northeast Quarter of the Southeast Quarter of Section 3, Township 8 North, Range 9 East of the 6th PM, Otoe County, Nebraska.

AND

That portion of County Road No. 91 described as follows: Beginning at the Southeast corner of the Northeast Quarter of Section 3, Township 8 North, Range 9 East of the 6th PM in Otoe County Nebraska, thence West 171.6', thence North 45 degrees West 1646.04 feet, said road being 66 feet wide.

AND

That portion of County Road No. 107 described as follows: Beginning at the Southeast corner of the Southeast Quarter of the Northeast Quarter of Section 3, Township 8 North, Range 9 East of the 6th PM in Otoe County, Nebraska, thence West 1320 feet to the Southwest corner of the Southeast Quarter of the Northeast Quarter of Said Section 3, said road being 66 feet wide.

AND

That portion of County Road No. 48, 91 & 156 located in the Northwest Quarter of Section 3, Township 8 North, Range 9 East of the 6th PM in Otoe County, Nebraska, more particularly described



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as follows: Beginning at a point on the South line of the Northeast Quarter of the Northwest Quarter of said Section 3, and said point being 33.00 feet East of the Southwest corner of the said Northeast Quarter of the Northwest Quarter, thence east along the said South line to the Southeast corner of the Northeast Quarter of the Northwest Quarter of said Section 3, said road being 66 feet wide.

Commissioner Speth made a motion, seconded by Commissioner Parsons, to approve resolution 4-14-20-13 authorizing the Chairman of the Board to sign a certificate of vacation of roads for the above described roads and file the certificate with the Otoe County Register of Deeds. It was noted that there is no change to the vacations made on September 12, 1989, just the completion of paperwork. Chairman Sornson called for a vote. Voting aye were Commissioners Sornson, Freshman, Parsons, Speth and Thurman. Nay – none. Motion carried.

Commissioner Freshman made a motion, seconded by Commissioner Parsons, to sign and file a certificate of vacation for the above stated vacated roads with the Otoe County Register of Deeds. Voting aye were Commissioners Freshman, Parsons, Speth, Thurman and Sornson. Nay – none. Motion carried.

Commissioner Speth made a motion, seconded by Commissioner Thurman, to approve and authorize the Chairman to sign resolution 4-14-20-14 to authorize Jon Brinkman, Highway Superintendent, to conduct a road study and provide written report regarding the vacation of County Road 107 located within the Northeast Quarter of Section 3, Township 8, Range 9, in Otoe County, NE. The report shall be submitted to the Board of Commissioners with 30 days. Mr. Brinkman stated that this road goes ½ mile South, ¼ mile West and another ¼ mile South of the easement road and connects to the current H Road. It is currently on the road map and the vacation process is required to remove it and the clear up the book/map. Chairman Sornson called for a vote. Voting aye were Commissioners Parsons, Speth, Thurman, Sornson and Freshman. Nay – none. Motion carried.

Jon Brinkman's presented the Highway Superintendent Report: Project (579) located at G & 2 East – project is now completed and the road is open; Project (589) located at J & 52 South – contractor is working on backfilling. The East and West crews have burned and buried brush piles at numerous locations; backfilled culvert at E & 22 West, cleaned out grader ditch at Hwy 2 & 52N, cleaned out ditch at J & 29 and hauling rock and grading.

There being no further business to come before the Board at this time, and since all items on the agenda have been disposed of, Chairman Sornson declared this meeting adjourned at 10:40 a.m. The next regular meeting will be held on April 28, 2020.

I, Jennifer Bassinger, County Clerk of Otoe County, do hereby certify that the above minutes were taken by me, and are true and correct to the best of my knowledge, and I therefore set my hand and affix the county seal this 14th day of April, 2020.

Jennifer Bassinger
Otoe County Clerk