

October 10, 2023

The Otoe County Board of Commissioners convened in regular session at 8:30 a.m. on October 10, 2023, 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 Freshman, Commissioner Parsons, Commissioner Crownover, and Commissioner Cole.

Commissioner Sornson informed the public in attendance that a current copy of the Open Meetings Act was posted to the right of the door of the courtroom.

Freshman made a motion, seconded by Parsons, to accept the agenda as posted. Voting aye were Sornson, Freshman, Parsons, Crownover, and Cole. Nay – none. Motion carried.

Cole made a motion, seconded by Crownover, to accept the minutes from the previous meeting and not have them read as each member was furnished with a copy of same. Voting aye were Commissioners Freshman, Parsons, Crownover, Cole and Sornson. Nay – none. Motion carried.

Having reviewed the regular claims in advance of this meeting, Freshman made a motion, seconded by Cole, to approve payment of the regular claims. Voting aye were Parsons, Crownover, Cole, Sornson, and Freshman. Nay – none. Motion carried.

Cole made a motion, seconded by Freshman, to audit and sign payroll claims. Voting aye were Crownover, Cole, 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 \$31,664.27 for the month of September 2023. 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 third quarter of the year was \$10,890.16.

Chairman Sornson acknowledged receipt of the financial reports for quarter ending September 30, 2023, 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 Dana Ritchheart, County Court Magistrate. Said reports will be kept on file in the County Clerk's Office.

Chairman Sornson acknowledged a change to Resolution 9-26-23-31 that was approved at the September 26, 2023, meeting. The original resolution listed the property tax request amount as \$8,822,780.00. This amount was the rounded amount from the MIPS budget system and is incorrect as the tax request for FY23-24 is \$8,822,779.90; a difference of \$.10. The resolution was updated to reflect the correct tax request. The correct tax request was advertised for the tax hearing and the clerical error did not affect the tax rate.

Jon Canon, NACO Executive Director, presented a NACO update and services available.

Chairman Sornson acknowledged a lease agreement between Nelsen Rentals and Otoe County Public Defender's Office. The lease is for office space for the Public Defender with a term of July 1, 2023 – June 30, 2024, and the cost of \$500/month.

Freshman made a motion, seconded by Cole, to approve a shared service agreement between Fankhauser, Nelsen, Werts, Ziskey, & Merwin, P.C., L.L.O., and Otoe County for phone, copy/scan/fax machine, paper shredding service, internet service, computer workstations, computer network, cellular phones, office equipment, and utilities consumed for the Public Defender's office. The term of the agreement began July 1, 2023, and will continue as long as both parties are tenants in the shared commercial space. The cost of the shared services is \$200/month. Voting aye were Cole, Sornson, Freshman, Parson, and Crownover. Nay – none. Motion carried.

Cole made a motion, seconded by Freshman, to approve a Statement of Acceptance and Future Responsibility for the transfer of possession of County and District Courtroom Technology. The acceptance is for the courtroom technology purchased and installed by the Nebraska Administrative Office of Courts and Probation (AOCP). The County will accept ownership of the equipment at no cost to the County. A five-year service agreement is provided for the equipment. Voting aye were Sornson, Freshman, Parsons, Crownover, Cole, and Sornson. Nay – none. Motion carried.

Freshman made a motion, seconded by Cole, to authorize Chairman Sornson as a signatory to sign purchase agreements and deeds on behalf of the County relating to the sales of County properties on October 10, 2023. Voting aye were Freshman, Parsons, Crownover, Cole, and Sornson. Nay – none. Motion carried.

Cole made a motion, seconded by Crownover, to approve the Otoe County Personnel Policy. The policy would have an effective date of January 1, 2024. Voting aye were Parsons, Crownover, Cole, Sornson, and Freshman. Nay – none. Motion carried.

Highway Superintendent Jon Brinkman presented the road report: bridge removal and replacement – contractor is moving in October 16, 2023 at E & 22 West, Project (678); project completed at K & 20 South (680); dug out bad culvert at 38 & Van Dorn; dug up and reset a

culvert at 42 & D West; removed LWC and replaced it with a CMP at F & 40 North; tree removal and ditching at F & 40 North. Both crews have been rocking and grading roads.

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 10th day of October 2023.

Jennifer Bassinger
Otoe County Clerk