



Box Butte County Board Minutes



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Box Butte County Commissioners met in an open and public regular meeting at 8:30 a.m., March 6, 2017, in the Commissioner Board Room located on the second floor of the Box Butte County Courthouse, 515 Box Butte Avenue, Alliance, NE. Notice of meeting was published in the Alliance Times Herald on February 25, 2017, with agenda information emailed to Board members March 2, 2017. Chairman Mike McGinnis called the meeting to order at 8:31 a.m., following an opening prayer. Roll call: Doug Hashman and Mike McGinnis present, Susan Lore absent. Judy Messersmith, County Clerk, recorded the proceedings of the meeting. Acting Deputy County Attorney Travis Rodak present. The Pledge of Allegiance was recited and Chairman McGinnis acknowledged the Open Meeting Act posted on the North wall of the board room. Motion by Doug Hashman to accept the agenda as printed, seconded by Mike McGinnis. Hashman, yes; McGinnis, yes. Susan Lore absent. Motion carried. Doug Hashman moved to approve February 20, 2017 minutes as written, seconded by Mike McGinnis. Hashman, yes; Mike McGinnis, yes. Susan Lore absent. Motion carried. Mike McGinnis moved to accept and sign the County Clerk/Register of Deeds and Clerk of District Court monthly reports seconded by Doug Hashman. Hashman, yes; McGinnis, yes. Susan Lore absent. Motion carried. Correspondence had been emailed to all Board members and was available for public view, Doug Hashman and Mike McGinnis reported on meetings they had recently attended. Susan Lore joined the meeting at 8:45 a.m.

Doug Hashman moved to open Board of Equalization at 8:45 a.m., seconded by Susan Lore. Lore, yes; Hashman, yes; McGinnis, yes. Motion carried. Motion by Susan Lore allowing Chairman McGinnis to sign the correction book as presented by County Assessor Michelle Robinson, correcting a clerical error on a 2016 tax statement, seconded by Doug Hashman. Lore, yes; Hashman, yes; McGinnis, yes. Motion carried. At 8:48 a.m., Doug Hashman moved to close Board of Equalization, seconded by Susan Lore. Lore, yes; Hashman, yes; McGinnis, yes. Motion carried.

Shana Brown, Alliance Cultural & Leisure Administrator and Alliance Community Services Director Janine Iossi came before the Board to request Box Butte County continued support for the public transit system. Ms. Brown stated that the renewal for the federal grant must be completed in three weeks. Ms. Brown and Ms. Iossi also discussed plans to better serve the Village of Hemingford. Chairman McGinnis hopes to include the transit request in the 2017-18 fiscal budget. Commissioner Hashman inquired about the older buses that had previously been titled to the County. Ms. Brown explained that when the older buses are sold a percentage of that amount will be returned to the County.

Chairman McGinnis moved the next four agenda items down allowing for Ms. Robinson to continue with her request to discuss compensatory time and payroll. County Assessor Robinson stated that it is her policy to give her employees an additional two hours paid time off for Heritage Days and allowing one employee to have one half day off paid per month. Ms. Robinson also requested to change an employee's payroll sheet, to take a vacation day of pay for her January birthday, with the County Clerk's office to make that change after a signed request is provided. Commissioner Lore asked if the one half day off with pay was a resolution or in the minutes or how it came about. Ms. Robinson stated it was due to no raises/cost of living increase years ago and that she could not remember exactly when it had started. KJ Hutchinson referred to Resolution 2016-09 in the current employee handbook stating that an office can set their own policy. Commissioner Lore stated that minutes or a Resolution needs to be established regarding birthdays or days off and that this will be determined during the March 20, 2017 board meeting. Any corrections needed could be made during the March payroll period to be paid on April 7, 2017. Commissioners Hashman and McGinnis stated that they felt the issues of birthdays, one half day paid and additional days off, appreciation dinner, and determining those hours between 35 and 40, should all be separate issues to be discussed during the March 20th meeting. Deputy County Attorney Travis Rodak will also research allowing an employee to designate comp time for hours worked greater than 35 and less than 40 hours per week. County Assessor Robinson had also added a \$200.00 bonus for all of her staff members because they worked hard and she has it in her budget.

Susan Lore then moved to enter into closed session at 9:53 a.m., for the protection of public interest, as per Section 84-1410, seconded by Doug Hashman. KJ Hutchinson questioned this agenda item, with County Clerk Messersmith stating that Judge Paul Wess had requested closed session. Lore, yes; Hashman, yes; McGinnis, yes. Motion carried. Judge



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Wess and Board members Lore, Hashman and McGinnis entered closed session. Doug Hashman moved to close the executive session at 10:16 a.m., seconded by Susan Lore. Lore, yes; Hashman, yes; McGinnis, yes. Motion carried. No action taken.

Chairman McGinnis called recess at 10:17 a.m.

Chairman McGinnis resumed the meeting at 10:22 a.m., with roll call: Susan Lore, Doug Hashman, Mike McGinnis present.

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Doug Hashman moved to approve a Contract for Box Butte County Deputy County Attorney Services, with Travis Rodak, amending the ending date to Friday, June 30, 2017 under Terms of Contract #1. and #3., seconded by Susan Lore. KJ Hutchinson had a comment concerning the ability of a newly appointed County Attorney being able to hire their own deputy. Lore, yes; Hashman, yes; McGinnis, yes. Motion carried.

Mike McGinnis stated that April 10, 2017 will be the final date for letters, resumes and references for the vacant County Attorney position. Notice of opening has been advertised on the designated County website, NIRMA and NACO websites also. Additional advertising will take place at the Nebraska State Bar Association and newspaper. Committee members to assist with appointing a County Attorney will be named at the March 20, 2017 meeting.

Road Superintendent Barb Keegan provided a road and equipment report. Doug Hashman moved allowing Chairman McGinnis to sign the titles of a 1985 Chevrolet and 1996 Chevrolet to Big Iron, as these vehicles had been declared surplus at the previous board meeting, seconded by Susan Lore. Lore, yes; Hashman, yes; McGinnis, yes.

Doug Hashman moved allowing Road Superintendent Keegan to advertise for fuel bids, bidding up to 45,000 gallons. Sealed bids will be accepted until 2:00 p.m., March 28, 2017, to be publicly opened in the Commissioner Board Room at that time. Awarding or rejecting any or all bids will be an agenda item on the April 3, 2017 meeting, seconded by Mike McGinnis. Lore, yes; Hashman, yes; McGinnis, yes. Motion carried.

Motion made by Doug Hashman to not allow the free one half day of pay for an employee in the Assessor's office at this time. Stating that the Board needs time to research this issue, seconded by Susan Lore. Lore, yes; Hashman, yes; McGinnis, yes. Motion carried.

Motion made by Doug Hashman to strike the bonus pay from the Assessor's office at this time, seconded by Susan Lore. Susan Lore said more research needs to be done on the issue of bonus pay for county employees. County Treasurer Kim Smith agrees with County Assessor Robinson stating that it is her budget and monies can be spent. Deputy County Attorney Travis Rodak does not believe bonuses can be paid, but will research further. Lore, yes; Hashman, yes; McGinnis, yes. Motion carried.

Chairman McGinnis called recess at 12:13 p.m., allowing the office of the County Clerk to make changes in the payroll as motions had been made. County Clerk Messersmith stated it will take some time to make those changes and correct all withholdings.

Chairman McGinnis resumed the meeting at 1:30 p.m., with roll call: Susan Lore, Doug Hashman, Mike McGinnis present.

Susan Lore moved to approve payroll as recorded on the time and attendance program, with the changes stated in previous motions, seconded by Doug Hashman. Lore, yes; Hashman, yes; McGinnis, yes. Motion carried.

GENERAL: Payroll 102,957.15; AFLAC 1,162.19; Ameritas Life Insurance Corp 671.28; Bank of the West 36,167.97; Box Butte County Treasurer 95,708.00; Credit Management Services Inc 325.33; Credit Management Services Inc 298.62; Lincoln National Life Insurance 183.95; NE Child Support Payment Center 50.00; Retirement Plans



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Division/Ameritas 19,335.94; State of NE Dept of Revenue 3,977.59. **ROAD:** Payroll 33,574.97; Ameritas Life Insurance Corp 166.96; Bank of the West 7,686.90; Box Butte County Treasurer 1,282.00; Lincoln National Life Insurance 6.12; NE Child Support Payment Center 650.00; Retirement Plans Division/Ameritas 2,100.79; State of NE Dept of Revenue 1,351.33.

Chairman McGinnis adjourned at 1:40 p.m.

Attest: _____

Chairperson

County Clerk