



Box Butte County Board Minutes



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Box Butte County Commissioners met in an open and public regular meeting, at 9:00 a.m., December 16, 2019, 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 December 4, 2019, with agenda information emailed to board members and posted on the county website December 13, 2019. Chairman Hashman called the meeting to order at 9:00 a.m., following an opening prayer. Roll call: Mike McGinnis, Susan Lore and Doug Hashman present. Judy Messersmith, County Clerk, recorded the proceedings of the meeting. County Attorney Terry Curtiss, present. Following the Pledge of Allegiance, Chairman Hashman acknowledged the open meeting act posted on the North wall of the County Board Room. Mike McGinnis moved to accept the agenda as printed, seconded by Susan Lore. McGinnis, yes; Lore, yes; Hashman, yes. Motion carried. No public comment on agenda items. Prior to approving minutes, Chairman Hashman requested that paragraph four include that County Attorney Curtiss had also attended the meeting with the Alliance City Manager to discuss street lighting. Susan Lore moved to approve December 2, 2019 minutes with the correction, seconded by Mike McGinnis. McGinnis, yes; Lore, yes; Hashman, yes. Motion carried. Susan Lore moved to accept and sign Clerk of District Court and County Clerk/Register of Deeds monthly reports, seconded by Mike McGinnis. McGinnis, yes; Lore, yes; Hashman, yes. Motion carried. Correspondence was acknowledged and Commissioners provided reports on board meetings they had recently attended.

Mike McGinnis moved allowing Chairman Hashman to sign Region 23 Emergency Declaration, declaring disaster from a November 29-30, 2019 blizzard, seconded by Susan Lore. McGinnis, yes; Lore, yes; Hashman, yes. Motion carried.

Doug Hashman moved authorizing County Attorney Terry Curtiss to electronically sign Child Support Subaward Agreement, seconded by Susan Lore. McGinnis, yes; Lore, yes; Hashman, yes. Motion carried.

At 9:15 a.m., Susan Lore moved to open as BOARD OF EQUALIZATION, seconded by Mike McGinnis. McGinnis, yes; Lore, yes; Hashman, yes. Motion carried. Mike McGinnis moved allowing Chairman Hashman to sign the correction book as County Assessor presented, with a removal of personal property, seconded by Susan Lore. McGinnis, yes; Lore, yes; Hashman, yes. Motion carried. Susan Lore moved to approve Sisters of St. Francis application for exemption form 457, as County Treasurer had recommended approval, seconded by Mike McGinnis. McGinnis, yes; Lore, yes; Hashman, yes. Motion carried. Mike McGinnis moved to close BOARD OF EQUALIZATION at 9:18 a.m., seconded by Susan Lore. McGinnis, yes; Lore, yes; Hashman, yes. Motion carried.

Prior to meeting with brokers to provide services for the county's health plan, County Attorney Curtiss and Chairman Hashman stated that discussions with the company representatives present are subject to the Open Meetings Act. The four companies present chose to meet with the board one company at a time in open session:

The Olson Group, 16820 Frances Street, Omaha, NE: Tim Olson, Molly Scholl & Julie Nelson.

Gregory's Insurance, 124 W 3rd, Alliance, NE: Marty Petersen & Lori Brennan.

Plummer Insurance Inc, 9732 US Hwy 26, Bridgeport, NE: Steve Jobman, Samantha Stoltenberg,
Mark Hillier & Brian Hillier.

J.G. Elliott Insurance Center, 1110 Circle Drive, Scottsbluff, NE: Nick Lease, Brennan Laum & Kesha
Heinzle.

Representatives of their companies provided information, background, references, the need to have employee meetings and education in order for employees to understand their health plan completely, the need for early participation prior to renewal time, costs and fees.



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Points West Insurance, 420 Glover Road, Sidney, NE: Dave McCarville had provided an email that he would be unable to attend the December 16th. meeting.

Chairman Hashman recessed at 10:49 a.m.

Chairman Hashman resumed the meeting at 10:55 a.m., with roll call: Mike McGinnis, Susan Lore and Doug Hashman present.

Road Superintendent Barb Keegan provided a road and equipment report, informing the Board that the county will expect to receive \$11,923.40 in FEMA funds soon.

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Amanda Cotton, 2820 CR68, Alliance, NE was present to request a stop sign at CR68 & Perkins Road, stating that families and youth drivers use those roads and that a driver can not see until in the intersection due to mailboxes, weeds and the road sitting low. This stop sign request had been discussed at the December 2, 2019 meeting, with no action taken. Road Superintendent Keegan informed the Board that an engineering study would be required prior to setting a stop sign. Motion by Susan Lore to move forward with an engineering study, seconded by Mike McGinnis. McGinnis, yes; Lore, yes; Hashman, yes. Motion carried. Road Superintendent Keegan will contact at least two engineering firms.

Ms. Keegan informed the Board that the surplus lights had been listed on “it’s a guy thing” account, and she plans to work with a grant writer from Hemingford for FEMA projects. The Board members had reviewed the updated road safety manual. Susan Lore moved to approve the updated safety manual, seconded by Mike McGinnis. McGinnis, yes; Lore, yes; Hashman, yes. Motion carried.

Jim Gardner, CPA (Gardner, Loutzenhizer & Ryan, P.C.) presented the audited financial statements for Box Butte County and provided a financial report for year ending June 30, 2019. Mr. Gardner justified the adjusted journal entries and further explained the need for sheriff fees to be remitted monthly. Susan Lore moved to accept the audit report as presented, seconded by Mike McGinnis. McGinnis, yes; Lore, yes; Hashman, yes. Motion carried.

Mike McGinnis moved allowing Chairman Hashman to sign a Memorandum of Understanding between Box Butte County, NE and the City of Alliance, NE for curb repairs, sidewalk and streetlight improvements, and water main and curb stop replacements, seconded by Susan Lore. McGinnis, yes; Lore, yes; Hashman, yes. Motion carried.

At 12:07 p.m., Mike McGinnis moved to enter into executive session to discuss negotiation of health plan brokerage services, seconded by Susan Lore. McGinnis, yes; Lore, yes; Hashman, yes. Motion carried. Board members McGinnis, Lore, Hashman and County Attorney Curtiss were present. At 12:22 p.m., Doug Hashman moved to close executive session that had been called for negotiation of proposals, seconded by Susan Lore. McGinnis, yes; Lore, yes; Hashman, yes. Motion carried. No action taken.

Motion by Susan Lore to accept the brokerage services of Plummer Insurance for the county’s health plan, authorizing Commissioner McGinnis to work out final details, with effective date of January 1, 2020, seconded by Mike McGinnis. McGinnis, yes; Lore, yes; Hashman, yes. Motion carried.

County Attorney Curtiss informed the Board of wage and hour laws, discussing the recording of hours worked and provisions for sick and vacation leave, as stated in the handbook. Commissioner Lore stated that employees requesting a correction of sick leave, vacation, comp time or gap time notify the clerk’s office with the number of minutes or hours that need to be added or subtracted. County Attorney Curtiss stated that requests need to be signed by both employee and elected official/department head. These balances will be as of December 31, 2019. Payroll sheets need to be in the office of the County Clerk by 1:00 p.m., on the first working day of the month, allowing time for tax withholdings, garnishments, child support, and retirement to be properly calculated. The county clerk’s office sends employee time



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sheets to departments several times a month, allowing for corrections to be made promptly and prior to the end of the month deadline. No action taken.

County Wellness Coordinator Michelle Robinson discussed access to the weight room located in the basement of the Slagle Building, stating at the present time only two employees are utilizing the facility. Ms. Robinson informed the Board that employees would like easier access to the room. Keys, key pad and liability waivers were also discussed. Ms. Robinson will contact NIRMA for a possible NIRMA assist grant for costs reimbursement of key pads or keys and locks. No action taken.

Courthouse renovations were reported on, with Willdan engineers meeting weekly, providing updates and progress to employees. No action taken.

Prior to approving monthly claims, the Board of Commissioners discussed current Werner Construction LLC claim in the amount of \$7,827.81 coded out of Inheritance Fund 2700 and an October 21, 2019 claim #19100192 in the amount of \$107,932.24 that was paid out of the Inheritance Fund. Both claims had been coded 2700 (Inheritance Fund) – 982-00-5-1205 (Bituminous Surfacing Contracts). During the fiscal budget workshop meetings held in August 2019, the Board and Road Superintendent discussed the need to “bridge” this funding from Inheritance Fund until money is received into the Highway Bridge Buyback Program Fund during the 2019-2020 fiscal year. County Treasurer Val Bell will contact the auditor for guidance when Highway Bridge Buyback Allocation funds are received in order to repay the county Inheritance Fund. Susan Lore then moved to approve monthly claims and sign the board preapproval report,

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seconded by Doug Hashman. McGinnis, yes; Lore, yes; Hashman, yes. Motion carried.

Chairman Hashman adjourned at 1:30 p.m.

Chairman

Attest: _____
County Clerk