Chase County Commissioners

August 8, 2023

The regular meeting of the Chase County Commissioners was called to order at 8:00am on Tuesday, August 8, 2023 in the meeting room of the courthouse by Chairman Brown. Also in attendance were commissioners Billie Muehlenkamp and Kurt Bernhardt, county clerk Wendy Moe, sheriff Kevin Mueller and road secretary Jeni Lotspeich. The agenda was kept current and available in the office of the county clerk and was posted to the county website the day before the meeting. The agenda and open meeting act were posted.

Ryan Stromberger, Alex McNair and Scott Way were present for open forum to present the fair boards annual profit & loss budget overview and budget request. Commissioner Brown presented auditor Don Wilson’s findings to the fair board members present explaining that the auditor did not feel they were in compliance with the bidding process and recommended that for any purchases over $25,000 bids be solicited and received by the county board rather than to the fair board. Board members present agreed that moving forward they will have more communication with the county board during the bidding process.

Caitlin Whitehead with Prairie Plains CASA was present to explain what their organization does and to request funding in the amount of $4,500. Commissioner Bernhardt moved to set aside $4,500 for CASA in the FY23-24 budget. Motion seconded by Commissioner Muehlenkamp. Muehlenkamp – yes; Brown – yes; Bernhardt – yes. Motion carried.

Commissioner Bernhardt moved to approve the minutes from the July 25 meeting. Motion seconded by Commissioner Brown. Muehlenkamp – yes; Brown – yes; Bernhardt – yes. Motion carried.

Mike Broomfield with Colonial Life was present to present a Group Term Life Insurance policy for county employees. The county can buy in to the Custom Employer Paid Group Term Life Offering of $10,000/employee for two dollars per employee per month, employees may then purchase additional coverage for themselves, spouses and dependent children. An accidental death and dismemberment policy of $10,000 can be implemented at no additional cost during open enrollment of the Group Term Life policy. Commissioner Muehlenkamp moved to implement the Group Term Life policy with the additional death and dismemberment offering through Colonial Life. Motion seconded by Commissioner Brown. Muehlenkamp – yes; Brown – yes; Bernhardt – yes. Motion carried.

Commissioner Brown moved to approve the increase in wages for the District Court Bailiff. Motion seconded by Commissioner Bernhardt. Muehlenkamp – yes; Brown – yes; Bernhardt – yes. Motion carried. Bailiff travels with the District Court Judge and wages are split between the seven counties in the district.

Commissioner Bernhardt moved to approve signing of Resolution 2023-12 Directing Treasurer, Rebecca Bernard, to issue Tax Sale Certificates in the name of the county. Motion seconded by Commissioner Muehlenkamp. Muehlenkamp – yes; Brown – yes; Bernhardt – yes. Motion carried. A complete copy of the resolution is available for viewing in the office of the county clerk.

Commissioner Brown moved to approve signing of Resolution 2023-13 Directing Treasurer to no longer deposit funds into the 2914 911 Wireless Service Holding Fund. Motion seconded by Commissioner Bernhardt. Muehlenkamp – yes; Brown – yes; Bernhardt – yes. Motion carried. A complete copy of the resolution is available for viewing in the office of the county clerk.

Commissioner Bernhardt moved to reappoint Sam McNair to the Chase County Community Hospital Board. Motion seconded by Commissioner Brown. Muehlenkamp – yes; Brown – yes; Bernhardt - yes. Motion carried.

Sheriff Mueller present for agenda item of purchasing a new vehicle for Sheriff’s office. The oldest in his fleet is a 2014 pickup with 145,000 miles on it. State bid is approximately $49,000. Sheriff would like to advertise locally for sealed bids using the 2014 pickup as a trade in. Commissioner Brown moved to advertise for sealed bids, based on Sheriff Mueller’s specifications, to be open on August 22 at 9:00am. Motion seconded by Commissioner Bernhardt. Muehlenkamp – yes; Brown – yes; Bernhardt – yes. Motion carried.

Commissioner Bernhardt moved to the sign the Management Representation Letter for auditor Donald Wilson, CPA. Motion seconded by Commissioner Muehlenkamp. Muehlenkamp – yes; Brown – yes; Bernhardt – yes. Motion carried. Chairman Brown signed the letter.

Commissioners reviewed auditor Don Wilson’s findings to the County Board.

First finding; Bidding Process Not in Compliance: Fair Board accepted and awarded a bid for a VIP area concrete project totaling $100,191. The bids obtained were Not competitive sealed bids, nor did the Chase County Board solicit or approve the bid. Also, bids were accepted and awarded for a new ticket booth in the amount of $26,908 by the Fair Board. Informal bids were obtained by the Fair Board; however, the Chase County Board did not solicit or approve the bid. These projects may not meet State Statute §23-3108.

Answer: Commissioners agree that going forward they will require that the County Board be in charge of soliciting bids for any capital improvements at the Fairgrounds with costs in excess of $10,000.

Second finding; Ambulance Collections Not Posted: Good internal control requires that payments be posted to invoices on the account receivable ledger when received. Three ACH payments totaling $2,810 received from 2019-2021 were not posted against an invoice. The account receivable ledger is not accurate until all payments are posted. These payments remain in the bank account.

Answer: Commissioners will transfer the $2,810 in question to the Ambulance Fund as unknown payments and continue to try to identify the appropriate receivable ledger line.

Commissioner Brown moved to submit the answers to auditor Don Wilson as stated. Motion seconded by Commissioner Muehlenkamp. Muehlenkamp – yes; Brown – yes; Bernhardt – yes. Motion carried.

Commissioner Bernhardt moved to approve the signing of the 2023 County Annual Certification of Program Compliance to the Nebraska Board of Public Roads Classifications and Standards. Motion seconded by Commissioner Brown. Muehlenkamp – yes; Brown – yes; Bernhardt – yes. Motion carried.

Commissioner Bernhardt moved to solicit informal bids to remove the overburden from Goings pit. Motion seconded by Commissioner Muehlenkamp. Muehlenkamp – yes; Brown – yes; Bernhardt – yes. Motion carried.

At 9:00 informal bids for the Spring Creek Bridge/347 Avenue project were opened. Two bids were received. The first from 5 Star Land Restoration & Development for $27,500 to Remove Bridge, install 6’ culverts, haul concrete for rip rap and dispose of timbers. The second from South Platte Excavating, LLC for $20,000 to remove concrete bridge deck, haul to wash out on road 736, remove and stockpile timbers for disposal by county, set culverts, backfill and compact for new road bed.

Commissioner Bernhardt moved to accept the bid from South Platte Excavating, LLC in the amount of $20,000 for the Spring Creek Bridge project with work to be completed by October 1. Motion seconded by Commissioner Brown. Muehlenkamp – yes; Brown – yes; Bernhardt – yes. Motion carried.

Discussion commenced concerning the position of Highway and Road Superintendent, Dick DeWester declined the original offer. Commissioners would like to prepare a counter offer. Commissioner Muehlenkamp moved to offer an annual salary of $72,000 to Dick DeWester for the position of County Highway & Road Superintendent. Motion seconded by Commissioner Brown. Muehlenkamp – yes; Brown – yes; Bernhardt – yes. Motion carried.

Assessor Mueller submitted the county’s 2023 Cemetery List as per Nebraska Statute §77-202-10 for commissioners to review. Commissioner Bernhardt moved to approve the 2023 Chase County Cemetery list as submitted. Motion seconded by Commissioner Muehlenkamp. Muehlenkamp – yes; Brown – yes; Bernhardt – yes. Motion carried.

Commissioner Bernhardt moved to surplus a 2017 desk riser (tag #915) and a 10-drawer file for titles (tag #500) to be transferred from the Assessor’s office to the Treasurer’s office. Motion seconded by Commissioner Brown. Muehlenkamp – yes; Brown – yes; Bernhardt – yes. Motion carried.

Commissioner Bernhardt moved to transfer a wooden table (tag #512) from the assessor’s inventory to that of the commissioner board room. Motion seconded by Commissioner Muehlenkamp. Muehlenkamp – yes; Brown – yes; Bernhardt – yes. Motion carried.

Commissioner Brown moved to surplus one 2011 computer monitor (tag # 1084) and two 2014 computer monitors (tag #608, 609); to be recycled with Applied Connective. Motion seconded by Commissioner Bernhardt. Muehlenkamp – yes; Brown – yes; Bernhardt – yes. Motion carried.

Assessor Mueller submitted a formal Contract for Services from Lake Mac Assessment, LLC for appraisal training. This training was agreed to at a previous meeting, the formal signed contract is being required by the State Property Assessment division. Commissioner Brown moved to sign the contract for services from Lake Mac Assessment. Motion seconded by Commissioner Bernhardt. Muehlenkamp – yes; Brown – yes; Bernhardt – yes. Motion carried.

Commissioner Muehlenkamp would like to purchase a new mower for the Wauneta shop. She will get informal bids and add it to the agenda at a later date if necessary.

Commissioner Muehlenkamp moved to approve all claims as submitted. Motion seconded by Commissioner Brown. Muehlenkamp – yes; Brown – yes; Bernhardt – yes. Motion carried.

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| PE=payroll exp, TE=travel exp, SU=supply,  |
| SE=service, CC=court cost, RP=repairs,  |  |
| PT=parts, L=labor, UT=utility, AP=Appt. Counsel,  |
| PS=Prior Service EQ=Equipment JD=Juv Div |
|  |  |  |
| AFLAC | PE | 361.09 |
| AFLAC | PE | 17.74 |
| AMERITAS LIFE INS | PE | 38.45 |
| AMERITAS LIFE INS | PE | 8245.72 |
| APPLIED CONNECTIVE TECH | IT | 4907.93 |
| AT&T MOBILITY | UT | 337.02 |
| BCBS | PE | 27051.62 |
| BWTELCOM | UT | 196.38 |
| KARON DENISE CARTER | SE | 800 |
| CHASE CO TREAS/CAFETERIA | PE | 133.32 |
| CHASE CO CDC | CC | 129 |
| CHASE SO TREAS | SE | 973.69 |
| COLONIAL LIFE | PE | 66.82 |
| STATE OF NE/DAS COMM. | SE | 448 |
| EAKES, INC | SU | 3116.69 |
| EFTPS | PE | 14885.16 |
| GREAT PLAINS COMM. INC | UT | 1462.53 |
| JANICE E JAEGER | SE | 1275 |
| LANCASTER CO SHERIFF | CC | 38.75 |
| LINCOLN CO CLERK | SE | 6100.88 |
| MIPS | SE | 1554.37 |
| KEVIN MUELLER | SU | 883.96 |
| TORI MUELLER | TE | 129.69 |
| NE CHILD SUPPORT PMT CTR | PE | 320 |
| STATE OF NE INCOME TAX | PE | 2067.55 |
| NPERS | PE | 151.88 |
| OFFICE SERVICE INC | SU | 863.64 |
| OPTUM FINANCIAL INC. | SE | 6.5 |
| ELETECH, INC. | SE | 1184 |
| Net Payroll | 42484.24 |
| **General Fund Total** | **120231.62** |
| ACE ARBOR LLC | SE | 825 |
| AFLAC | PE | 110.16 |
| AJK SERVICES, LLC | SE | 1481.83 |
| AMERITAS LIFE INS | PE | 5.95 |
| AMERITAS LIFE INS | PE | 992.06 |
| AT&T MOBILITY | UT | 46.27 |
| BOMGAARS | SU | 285.72 |
| BWTELCOM | UT | 96 |
| CHASE CO TREAS/CAFETERIA | PE | 40 |
| EFTPS | PE | 3126.37 |
| EQUIPMENT BLADES INC | SU | 892 |
| GREAT PLAINS COMM. INC | UT | 269.07 |
| IMPERIAL NAPA | SU | 480.85 |
| MURPHY TRACTOR & EQUIP | PT | 10031.33 |
| NE CHILD SUPPORT PMT CTR | PE | 225 |
| STATE OF NE INCOME TAX | PE | 796.78 |
| OFFICE SERVICE INC | SU | 49.99 |
| OWENS TRUE VALUE INC | SU | 12.98 |
| CHASE CO TRANSIT/RD PETTY CASH | SU | 17.75 |
| SAPP BROS | FUEL | 3164.43 |
| SOUTH PLATTE EXCAVATING, LLC | SE | 8309 |
| WAUNETA MUNICIPAL UTILITIES | UT | 109.93 |
| YOST FARM SUPPLY | PT | 13.51 |
| 21ST CENTURY EQUIPMENT, LLC | PT | 920.13 |
| Net Payroll | 17784.38 |
| **Road Fund Total** | **50086.49** |
| MIPS | SE | 135.2 |
| **P&M Fund Total** | **135.2** |
| BWTELCOM | UT | 278.9 |
| CENTURY LINK | UT | 1061.12 |
| GREAT PLAINS COMM. INC | UT | 386.52 |
| E911 Fund Total | 1726.54 |
| AT&T MOBILITY | UT | 591.71 |
| BOUND TREE MEDICAL LLC | SU | 55.47 |
| CHASE CO TREAS | SE | 26.31 |
| GREAT PLAINS COMM. INC | UT | 319.87 |
| Ambulance Fund Total | 993.36 |
| **Grand Total All Claims** | **173173.21** |

With no further business to come before the board, Chairman Brown adjourned the meeting at 10:15am.

CHASE COUNTY COMMISSIONERS

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Billie Muehlankamp – Commissioner District #1

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Jacci L. Brown – Commissioner District #2

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Kurt Bernhardt – Commissioner District #3

ATTEST:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Wendy Moe, Chase County Clerk