

The York County Board of Commissioners met according to law on Tuesday, July 24, 2012 at 8:30 a.m. as per notice in the York News Times on July 18, 2012, with Chairman Kurt Bulgrin presiding, with Bill Bamesberger, Pat Bredenkamp, Tom Shellington and Paul Buller. Also present was Melanie Wilkinson, correspondent for the York News Times.

The Board recited the Pledge of Allegiance.

The agenda of the meeting was posted on the bulletin board in the County Clerk's office and a copy of the agenda was made available to each Commissioner.

Bulgrin announced that the Open Meetings Act was posted outside the door along with copies in the back of the Board Room. Proof of publication was also available.

Moved by Shellington, seconded by Bamesberger to approve the minutes of the July 10, 2012, Board of Commissioners meeting as presented; roll call: yeas, Shellington, Bamesberger, Buller Bredenkamp, and Bulgrin; nays, none; motion carried.

Moved by Shellington, seconded by Buller to adopt the agenda for Tuesday, July 24, 2012; roll call: yeas, Shellington, Buller, Bamesberger, Bredenkamp and Bulgrin; nays, none; motion carried.

INTERFUND TRANSFERS:

Moved by Bredenkamp, seconded by Bamesberger to adopt Resolution #12-51 to transfer \$6,100.00 from the Inheritance Tax Fund to the Employment Security Act Fund to be repaid when funds become available; roll call: yeas, Bredenkamp, Bamesberger Buller, Shellington and Bulgrin; nays, none; motion carried.

RESOLUTION #12-51

WHEREAS, the York County Board of Commissioners met at their regular meeting on the 24th of July, 2012, to discuss and act on an emergency created in the funds available in the Employment Security Act Fund to operate until the end of the fiscal year which will be completed on June 30, 2013; and

WHEREAS, operating expenses have unexpectedly exceeded revenue; and

WHEREAS, the York County Board of Commissioners has been advised by the County Clerk that a deficit appropriation in the sum of \$6,100.00 will be required to complete the obligations of this fund for the fiscal year ending June 30, 2013.

NOW, THEREFORE, BE IT RESOLVED, that the York County Board of Commissioners hereby finds and declares that an emergency exists in the Employment Security Act Fund budget and hereby appropriates from the Inheritance Tax Fund the sum of \$6,100.00 for the Employment Security Act Fund for the remainder of the fiscal year ending June 30, 2013 for payment of claims. Such funds are to be reimbursed to the Inheritance Tax Fund when monies become available.

Dated this 24th day of July, 2012.

PAYROLL & VENDORS:

Moved by Shellington, seconded by Bamesberger to approve payroll in the amount of \$126,214.09 and vendor claims as presented; roll call: yeas, Shellington, Bamesberger, Bredenkamp, Buller, and Bulgrin; nays, none; motion carried.

Gen	American Legion Post 0019	Dues	35.00
Rd	Applied Industrial Technologies	Repair Parts	27.79
Aging	Bag N Save	Supplies	2,443.00
Gen	Bob Barker Company, Inc	Equipment	78.77
Rd	Barrett Bros. Inc.	Repair Parts	11.20
Gen	Joseph Bixby	Mental Health Board	225.00
Rd	Black Hills Energy	Heating Fuels	86.09
Gen	Blue Knight Security, Inc.	Security Contract	1,182.00
Gen	Marjorie Braman	Retirement	11.00
Aging	Lori Byers	Reimbursement	21.40
Rd	Car Parts Inc.	Repair Parts	332.51
Aging	Cash-Wa Distributing Co.	Supplies	665.51
Gen	Gary Charlton	Retirement	11.00
Gen	Chief/Law Enforcement Supply	Equipment	15.50
Gen	Codex Corporation	Equipment	469.00
Gen	Connecting Point Computer Center	Data Proc Equip	50.00
Gen	Cornerstone Bank	Data Proc Equip	60.85
Rd	Cornhusker Cleaning Systems Inc.	Shop Supplies	101.28
Gen, Rd	Corporate Payment Systems	Payment	1,428.32
Gen	Counseling Affiliates of NE, LLC	Court Costs	362.50
Gen	Sharon Cuda	Retirement	10.00
Gen	Data Tech Computer Serv	Labor	229.95
Gen	Drug Tek, Inc.	Court Costs	99.00
Gen, Ag,Relief	Eakes Office Plus	Office Supplies	1,021.42
Rd	Express Truck Center York	Repair Parts	36.00
Rd	Farmers Cooperative	Tire Repair	152.05
Rd	Fastenal Industrial & Const Supply	Shop Supplies	90.55
Gen	Fillman Law Offices	Attorney Fees	6,853.90
Rd	Filter Care	Repair Parts	157.65
Gen	First Concord Benefits Group, LLC	Insurance	4,452.76
Gen	Cheryl Gardner	Court Costs	20.00
Gen, Aging, Rd	Grand Central Foods	Supplies	273.90
Gen	Great Plains Pest Management	Building Maintenance	108.00

Gen	Hall County Sheriff	Court Costs	19.17
Aging	Carolyn Hambleton	Mileage	28.31
Gen	Harry Hecht	Retirement	16.00
Rd	Hiebner Body Shop	Grader Blades	58.59
Aging	Kay Hilderbrand	Mileage	71.04
Aging	Janet Hines	Mileage	53.84
Gen	Hitz Towing	Vehicle Maintenance	17.50
Gen	Hobart Sales & Service	Equipment	250.00
Gen	Home Care Plus	Medical-Prisoners	130.00
Gen	Hometown Leasing	Equip Rental	439.48
Rd	HTR Inc dba Klute Truck	Repair Parts	236.00
Gen	Hy-Tec Auto Service	Vehicle Maintenance	413.67
Gen	Intellicorp	Fees	47.80
Rd	J.I.L. Asphalt Paving Co.	Bituminous Surfacing	47,369.16
Rd	Jackson Services Inc.	Shop Supplies	79.54
Rd	JEO Consulting Group, Inc.	Engineering	790.00
Gen	JM Monograms, Inc.	Uniform Allowance	57.80
Rd	Johnson Sand & Gravel Co, Inc.	Gravel & Royalty	7,075.60
Rd	Kirkham Michael Engineers	Engineering	4,541.73
Rd	Lawson Products, Inc.	Shop Supplies	92.18
Gen	Liermann's Service	Supplies	14.00
Rd	Logan Contractors Supply Inc.	Repair Parts	2,214.89
Rd	Matheson Tri-Gas, Inc.	Shop Supplies	66.43
Rd	Mead Lumber & Rental-York	Concrete	637.86
Gen	Medical Enterprises, Inc.	Physical Capacity	31.00
Aging	Jerri Merklinger	Mileage	63.83
Gen	Microfilm Imaging Systems, Inc.	Data Proc Equip	300.50
Gen	Midwest Auto Fire Sprinkler Co.	Maintenance Agreement	150.00
Rd	Midwest Machinery & Supply Co.	Guard Posts	186.52
Gen	Miller Seed & Supply Co., Inc.	Maintenance Agreement	388.75
Gen	Jeanne Morand	Mental Health Board	180.80
Rd	Myers Tire Supply	Tire Repair	67.19
Gen	Naber's Repair Service	Other Equipment	25.00
State Inst	Ne Health & Human Services	Monthly Costs	1,113.00
Gen	Ne Public Health Environmental Lab	Drug Testing	336.00
Rd	Ne Public Power District	Electricity	233.51
EmPLY Act	Ne Workforce Development	Unemployment Payment	10,188.00
Rd	NMC Exchange LLC	Repair Parts	117.73
Gen, Aging	North Office Supply	Office Supplies	192.71
Rd	O'Reilly Auto Parts	Shop Supplies	131.88
Rd	OfficeNet	Office Equip	535.19
Rd	Orscheln Farm & Home	Shop Supplies	286.48
Rd	Overland Sand & Gravel Co	Gravel	7,696.84
Gen	Pell Reporting	Court Costs	824.24
Rd	Penner's Tire & Auto, Inc.	Tire Repair	44.60
Gen, Rd, Visitors Prom	Perennial Public Power District	Electricity	353.31
Rd	Power Plan	Repair Parts	712.74
Rd	Rasmussen Auto Parts	Repair Parts	324.63
Gen	Melvin Reetz	Retirement	12.00
State Inst	Region V Systems	EPC Billing	605.00
Rd	Road Builders Machinery & Supply Co.	Repair Parts	116.88
Gen	Ronco Plumbing	Building Repair	15,314.00
Gen	RR Donnelley	Office Supplies	58.92
Rd	Sapp Bros. Petroleum, Inc.	Fuel	274.37
Gen	Seams Possible	Uniform Allowance	54.00
Gen	Servicemaster Clean of York	Janitorial Supplies	8.25
Rd	Shur-Co	Repair Parts	92.66
Gen	Stahr and Associates	Contractual Services	200.00
Gen	State of Ne/Das Central Finance	Data Proc Equip	48.25
Gen	Bruce Stephens	Attorney Fees	952.50
Gen	Kelly Turner	Reimbursement	12.50
Gen	Bern Tuttle	Retirement	69.24
Gen	Valley County Sheriff	Board of Prisoners	350.00
Gen	Dr. Carroll Verhage	Mental Health Board	225.00
Gen, Rd	Verizon Wireless Services LLC	Telephone Service	218.45
Rd	Village of Bradshaw	Electricity	10.96
Rd	Village of McCool Junction	Water/Sewer	37.00
Visitors Prom	Waitt Outdoor, LLC	Media-Advertising	445.00
Gen	Walgreens Pharmacy	Medical-Prisoners	2,433.93
Visitors Prom	Web Tech Solutions	Website Maintenance	25.00
Rd	Weldon Industries, Inc.	Repair Parts	42.87
Gen, Aging, Rd, 911	Windstream Communications	Telephone Service	1,465.70
Rd	York Ace Hardware	Shop Tools	77.94
Aging	York County Ag Society	Facility Rental	60.00
Gen	York County Court	Court Costs	525.00
Gen, Weed	York County Highway Dept	Fuel	5,108.22

Gen	York County Sheriff	Reimbursement	33.99
Rd	York Equipment, Inc.	Repair Parts	465.29
Rd, Weed	York Farm Supply LLC	Repair Parts	1,155.96
Gen	York General Hospital	Drug Testing	537.00
Gen, Rd	York News-Times	Publication	310.20
Gen	York Printing Company, LLC	Office Supplies	55.72

Due to new legislation, there will be funds available for preservation and modernization of real estate records through document filing fees. At this time, a new fund must be created for recording revenue and expenditure of these funds.

Moved by Bredenkamp, seconded by Shellington to adopt Resolution #12-52 to create the Register of Deeds Preservation and Modernization Fund; roll call: yeas, Bredenkamp, Shellington Bamesberger, Buller and Bulgrin; nays, none; motion carried.

RESOLUTION #12-52

WHEREAS, the County of York will be receiving monies beginning January 1, 2013 for preservation and modernization of real estate records by way of filing fees, and

WHEREAS, the County sees a need for these types of revenues and expenses to be accounted for separately,

NOW THEREFORE BE IT RESOLVED, that a new fund be created for the purpose of recording receipts and expenditures. Said fund to be called the Register of Deeds Preservation and Modernization Fund (#1150). Money available in such fund shall be used for the purposes allowed by state statute.

Dated this 24th day of July, 2012.

Moved by Bamesberger seconded by Buller to adopt Resolution #12-53 to create a new Adult Diversion Fund; roll call: yeas, Bamesberger, Buller, Shellington, Bredenkamp and Bulgrin; nays, none; motion carried.

RESOLUTION #12-53

WHEREAS, the County of York will be receiving monies for the Adult Diversion Program; and

WHEREAS, the County sees a need for these types of revenues and expenses to be accounted for separately,

NOW THEREFORE BE IT RESOLVED, that a new fund be created for the purpose of recording receipts and expenditures. Said fund to be called the Adult Diversion Fund (0666). Money available in such fund shall be used for the purposes allowed by state statute.

Dated this 24th day of July, 2012.

At the June 26, 2012 Board Meeting, it was determined that the Executive Director of the York County Visitors Bureau be recognized as a York county employee. At this time, it is necessary to determine if the position is salary or hourly.

Moved by Bredenkamp, seconded by Buller that the position of the Executive Director of Visitors Bureau be considered an Administrative Exemption position and pay him a salary of \$37,774.00 annually effective July 1, 2012; roll call: yeas, Bredenkamp, Buller, Bamesberger, Shellington and Bulgrin; nays, none; motion carried.

Moved by Bamesberger, seconded by Bredenkamp to approved the job description for the Executive Director of the York County Visitors Bureau, roll call: yeas, Bamesberger, Bredenkamp, Shellington, Buller and Bulgrin; nays, none; motion carried.

JOB DESCRIPTION YORK COUNTY VISITORS BUREAU EXECUTIVE DIRECTOR

The York County Visitors Bureau Executive Director shall be directly responsible to the Chair of the York County Visitors Bureau and its Board of Directors, who are appointed and approved by the York County Commissioners.

The York County Visitors Bureau Executive Director shall maintain office hours from 8:00 am until 5:00 pm, Monday through Friday. Some weekend and evening hours will be expected. Daily duties include handling walk-in traffic, answering e-mails and phone calls related to tourism, keeping racks well-stocked with current and updated information delivering information to businesses in York and York County, etc.

The York County Visitors Bureau Executive Director shall be responsible for all promotion and marketing efforts for York County via brochures, websites, social media, radio, newspaper and television advertising. The Executive Director shall also be responsible for distributing all promotional material to all lodging properties, bed and breakfasts and campgrounds in York County, rest area information centers along Interstate 80, Corps of Discovery and provide supplies to Certified Folder. The Executive Director will also attend the Annual NETA Brochure Swap.

The York County Visitors Bureau Executive Director shall negotiate contracts and renew advertising contracts with such entities as Snitly Carr (Nebraska Travel Guide), AAA North Central Tourbook, Midwest Meetings, Nebraska Life, Sutton Life, Group Tour Leader, and others with the approval of the York County Visitors Bureau Board of Directors.

The York County Visitors Bureau Executive Director shall send out information packets upon request, as well as provide visitor bags, name badges, registration assistance, group/spousal tour suggestions to individuals and groups coming into York County.

The York County Visitors Bureau Executive Director shall be responsible for conducting a monthly YCVB Board meeting every third Wednesday of the month, producing an agenda, taking minutes and mailing out pertinent meeting information.

The York County Visitors Bureau Executive Director shall be responsible for writing a bi-weekly column for the York News-Times.

The York County Visitors Bureau Executive Director shall be responsible for drafting an annual budget in July to be approved by the York County Visitors Bureau Board of Directors, and submission to the York County Commissioners for their acceptance.

The York County Visitors Bureau Executive Director shall be responsible for distributing a monthly newsletter to all York County lodging properties.

The York County Visitors Bureau Executive Director shall be responsible for putting together a yearly calendar of events, and submitting that information for publication in the Experience York and on the YCVB website.

The York County Visitors Bureau Executive Director shall oversee the YCVB website content.

The York County Visitors Bureau Executive Director shall be responsible for maintenance and upkeep for all YCVB billboards, both rented and owned.

The York County Visitors Bureau Executive Director shall be responsible for working with groups and group tours.

The York County Visitors Bureau Executive Director shall maintain an active membership with Nebraska Tourism groups such as Nebraska Travel Association, Nebraska Association of Convention and Visitors Bureaus, and Central Nebraska Tourism Coalition, and attend their meetings.

The York County Visitors Bureau Executive Director shall take an active role in attending national and international trade shows such as the Northwest Sport Show in Minneapolis, the River City Hunting & Fishing Expo in Council Bluffs the Salina Home & Garden Show, the Royal Manitoba Winter Fair, and others.

The York County Visitors Bureau Executive Director shall arrange for a booth and staffing of said booth at the Nebraska State Fair.

The York County Visitors Bureau Director shall apply for various grants from state agencies and make nominations for Travel Awards from Nebraska Tourism.

The York County Visitors Bureau Executive Director shall help to get all grant applications for funding from both the Improvement Fund and Promotion Fund in to the YCVB Board on a timely basis.

The Executive Director will also take YCVB Board recommendations regarding Improvement Funds to the County Commissioners for final approval.

The York County Executive Director shall turn in a monthly list of claims to the York County Clerk's Office and maintain a balanced budget, and will handle administrative duties with these areas.

The York County Visitors Bureau Executive Director shall represent the YCVB by making presentations to local service organizations, state organizations and meetings, regional groups, attending conventions and workshops, handling interviews and press releases.

The York County Visitors Bureau Executive Director shall work with any and all events that are bringing in visitors and tourists to communities in York County, and encourage all York County communities to take advantage of Promotional Funds for any of their events.

The York County Visitors Bureau Executive Director shall employ various marking and promotional techniques designed to increase the awareness to York County to travelers coming to York and York County.

The York County Visitors Bureau Executive Director shall maintain a photo library of York and York County.

The York County Visitors Bureau Executive Director shall act as a team member in working with the York Chamber of Commerce, the York County Development Corporation and Heritage Main Street.

A claim was filed against the county in connection with an accident which involved a vehicle (Zoe E. Crumb, James R. Crumb and Dustin S. Powley - occupants of the car) and a train. The accident occurred August 7, 2011, at .5 mile north of Road 14 on Road N. They each are asking for damages in the amount of \$250,000.00.

Moved by Bredenkamp, seconded by Bulgrin to take no action on the tort claim filed by James R. and Zoe Crumb and Dustin S Powley, and refer it to our insurance carrier; roll call: yeas; Bredenkamp, Bulgrin, Buller, Bamesberger and Shellington; nays, none; motion carried.

Due to a hail storm which occurred on May 21, 2011, the county experienced physical damage to county vehicles and other property. NIRMA is the county insurance provider and due to the amount of damage, a "Sworn Statement in Proof of Loss" must be signed by the county which states that the value of the loss is \$36,430.68.

Moved by Shellington, seconded by Bamesberger to authorize the Chairman to sign the "Proof of Loss Statement for County Property" which was damaged in May 2011 hail storm; roll call: yeas, Shellington, Bamesberger, Buller, Bredenkamp and Bulgrin; nays, none; motion carried.

Contryman Associates, P.C. will be conducting the FY 2011-2012 audit, therefore, an engagement letter must be signed in order for them to begin the process.

Moved by Bredenkamp, seconded by Buller to authorize the Chairman to sign the Audit Engagement Letter from Countryman

Associates PC for the 2011-12 fiscal year; roll call: yeas, Bredenkamp, Buller, Bamesberger, Shellington and Bulgrin; nays none; motion carried.

Mitch Doht, York County Highway Superintendent was unable to attend the Board Meeting, however, he updated the Board by way of a letter which explained the process (form & costs) he would like to use for Road Crossing Permits and also other road department information.

Moved by Bamesberger, seconded by Bredenkamp to go into Executive Session 8:57 a.m. to discuss General Assistance cases; roll call: yeas Bamesberger, Bredenkamp, Buller, Shellington and Bulgrin; nays, none; motion carried.

Moved by Bamesberger, seconded by Buller to come out of Executive Session at 9:20 a.m. where no action was taken; roll call: roll call; Bamesberger, Buller, Bredenkamp, Shellington and Bulgrin; nays, none; motion carried.

GENERAL ASSISTANCE CASES:

Moved by Bamesberger, seconded by Buller to deny General Assistance case #12-19 for rent payable to Jon Strong properties (landlord) in the amount of \$315.00 as other avenues have not been pursued; roll call: yeas, Bamesberger, Buller, Bredenkamp, Shellington and Bulgrin; nays, none; motion carried.

Moved by Bredenkamp, seconded by Shellington to approve General Assistance case #12-20 for rent payable to Art Richter (landlord) in the amount of \$250.00; roll call: yeas Bredenkamp, Shellington, Bamesberger, Buller and Bulgrin; nays, none; motion carried.

Moved by Bredenkamp, seconded by Buller to approve General Assistance case #12-21 for rent payable to Jerry Olson (landlord) in the amount of \$380.00; roll call: yeas Bredenkamp, Buller, Bamesberger, Shellington and Bulgrin; nays, none; motion carried.

The Board met with Matt Friesen, General Manager of Mainstay Communications and Toby Gock of RVW Engineering regarding Road Crossing Permits. A "Right-of-Way Requirement Permission to Cross /Enter/Follow" agreement was reviewed whereby Henderson Cooperative Telephone Company dba Mainstay Communications requested permission to lay fiber optic cable for 74 miles within the county at a charge of \$10.00 per mile for a total of \$740.00. Highway Superintendent Doht stated in his letter to the Board that this would be a one-time permit fee to help offset the County's cost of project oversight.

Moved by Bamesberger, seconded by Buller to approve the one-time permit fee of \$10.00 per mile to be charged to install communication lines in county roadways; roll call: yeas Bamesberger, Buller, Shellington, Bredenkamp and Bulgrin; nays, none; motion carried.

Gary Petersen met with the Board to update the Commissioners on Emergency Management issues.

Denny Crowell met with the Board to update the Commissioners on Maintenance issues.

Denise Boyd, June Pederson and Lori Byers met with the Commissioners and updated them on the Aging Partners and presented their budget request of \$25,374.00 for the upcoming budget year.

There have been numerous revisions to the existing York County Handbook. The Board, department heads and elected officials have worked to draft a new handbook which includes any and all revisions.

Moved by Shellington, seconded by Buller to approve the Joint Resolution and Agreement for the newly Revised York County Handbook; roll call: Shellington, Buller, Bamesberger, Bredenkamp and Bulgrin; nays, none; motion carried.

JOINT RESOLUTION AND AGREEMENT

WHEREAS, County employees are directly responsible to an elected official or the County Board;

WHEREAS, County officials, in working with their employees, may develop different employment practices and policies than used by other offices; and

WHEREAS, different practices and policies can result in disharmony among the body of County employees;

THEREFORE, the undersigned County officials of York County adopt a joint employee handbook, which provides employment practices and policies common to all offices and departments of the undersigned.

Signed this 24th day of July, 2012.

Signed by:

Chairman, York County Board; County Treasurer, County Clerk, County Attorney, County Sheriff, County Assessor, Clerk of the District Court, Extension Agent, Public Defender, Veteran's Service Officer, Aging Service Director, Highway Superintendent.

The Commissioners recessed to conduct the quarterly jail visit.

The Commissioners reviewed the budget. The Road Department's corrected total budget has been changed to \$3,939,000.00. The Sheriff's budget was changed to a total of \$1,152,634.00. The Jail budget should be \$513,924.00.

Committee reports were given.

Commissioner Bulgrin read the 2012 Plan of Assessment provided by the County Assessor for years 2012-2013/2013-2014/2014-2015.

Moved by Bamesberger, seconded by Buller to go into executive session at 1:30 p.m. to discuss the sewer

lagoon located at the Henderson I-80 Interchange; roll call: yeas Bamesberger, Buller, Bredekamp, Shellington and Bulgrin; nays, none; motion carried.

Moved by Bredekamp, seconded by Shellington to come out of executive session at 2:20 p.m. where no action was taken; roll call: roll call; Bredekamp, Shellington, Buller, Bamesberger and Bulgrin; nays, none; motion carried.

Sheriff Radcliff submitted his June 2012 fee report in the amount of \$4,510.49. The report was reviewed and placed on file.

Sheriff Radcliff also submitted the Annual Distress Warrant Report for Tax Year 2010. A Total of 67 warrants were issued in the amount of \$19,514.56. One distress warrant was returned with no action taken. \$13,200.06 was paid prior to the warrant date of December 15, 2011. The Sheriff's sale generated \$3,225.44 with a total satisfied of 65 for a total of \$16,425.50.

The Chairman declared the meeting adjourned at 2:21 p.m. The next meeting will be held August 6, 2012 at 8:30 a.m. in the County Commissioners Room, lower level of the Courthouse for the regular meeting.

Kurt Bulgrin, Chairman
York County Board of Commissioners

Cynthia D. Heine, County Clerk
York, Nebraska