

Dakota County Board of Commissioners
Monday, July 12, 2021
3:00 p.m. - Regular Business Meeting
County Board Meeting Room, First Floor
Dakota County Courthouse, Dakota City, Nebraska

Chair Gill called the meeting to order 3:01 p.m. with the Pledge of Allegiance. Present at Roll Call: Gill, Love, Giese, Albenesius, Launsby. Absent: None. Also present was Kim Watson, County Attorney, Joan Spencer, County Clerk, acting as Board Secretary. The location of the Open Meetings Act was noted.

The agenda for the meeting was as follows:

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL – Excused Absence

A current copy of the *Open Meetings Act* is posted on the west wall near the entrance of the County Board Meeting Room and is available for review by all citizens in attendance.

The Dakota County Board of Commissioners reserves the right to adjust the order of items on this agenda if necessary.

1. PUBLIC COMMENT. The Board of Commissioners will hear comments about any item not on the agenda. The Chair has the discretion to limit the time of comment.
2. CONSENT AGENDA *Any individual item may be removed by a Commissioner for special discussion and consideration. Unless there is an exception, these items will be approved as one with a single vote of the Board of Commissioners.*
 - a. Approval of the previous meeting minutes – June 28, 2021
 - b. Approval of payroll claims for June 27 – July 10, 2021
 - c. Approval of accounts payable claims if applicable
3. NEW BUSINESS & RESOLUTIONS
 - a. Wayne Rock, Nelson & Rock Contracting, to address the Board regarding the bridge projects (1) Jackson High bridge C002210810P and (2) K Burcham bridge C002200125.
 - b. Cherie Conley, Dakota-Thurston County Fair/Ag Society, requesting mag water be applied to a portion of Stable Drive for County Fair week of August 1 – 8.
 - c. Approve Letter of Understanding with the Nebraska Auditor of Public Accounts for fiscal year ending June 30, 2021
 - d. Approve applicant for hire for the position of Road Department Foreman.
 - e. Appoint Theresa Grove as Interim Director of the Health Department.
 - f. Dakota County Board of Health – establish current membership and terms.
 - g. Discussion and/or approval of Resolution 21C-025 General Expenditure Policy §13-2203
4. MISCELLANEOUS & OLD BUSINESS
 - a. Jolene Gubbels, Highway Superintendent – Bi-weekly Road Report
 - b. Sheriff Kleinberg – Monthly Jail Report
 - c. Sheriff Kleinberg requesting Board approve Chair to sign an Intergovernmental Agreement for Adult Detention Services with Thurston County, Nebraska.
 - d. Dawn Bousquet, Treasurer, request chair signature on Semi-annual statement for January 1 to June 30, 2021, showing amount and source of money collected since last settlement, vouchers, amount of taxes due and unpaid and money on hand. §23-1605, §77-1745
 - e. County Board shall make quarterly visit to county jail. §47-109
5. COMMISSIONER COMMITTEE REPORTS
6. MAIL AND/OR EMERGENCY BUSINESS
7. ADJOURNMENT

Chair Gill called for Public Comment. Dawn Bousquet, Treasurer, updated the Board regarding the progress on cleaning up issues found in the last audit; the mentor program that has helped, especially bringing a more efficient new daily balancing system; and advised she has three employees that will be out of the office in August and September for birth of new child. No other public comments.

Chair Gill called for approval of the consent agenda: (a) approval of the previous meeting minutes of June 28, 2021; (b) approval of payroll claims for June 27 to July 20, 2021; (c) an accounts payable claim. Commissioner Love moved, seconded by Commissioner Giese, to approve the consent agenda items. ROLL CALL VOTE: Love- yes, Giese- yes, Albenesius- yes, Launsby- yes, Gill- yes. UNANIMOUS MOTION CARRIED.

Payroll: General Fund Employer: Gross Salaries-\$157,699.71; Net Pay-\$111,252.25; Total Retirement-\$10,941.25 Total FICA-\$11,647.47; Health Plan-\$36,207.00; Dental Plan-\$1,194.75; Life Insurance-\$208.86; Larry Albenesius-\$1,133.71; Robert Giese-\$1,133.71; Janet Gill-\$1,179.87; Troy Launsby-\$933.71; Scott Love-\$1,133.71; Cherie Conley-\$1,553.31; Leticia Vargas-\$1,321.60; Joan Spencer-\$2,321.49; Kathy Abbe-\$1,201.23; Dawn Bousquet-\$2,321.49; Maria Garcia-\$853.13; Stephanie Gatzemeyer-\$1,540.13; Jalissa Hattig-\$1,190.11; Brenda Landaverde-\$1,062.75; Samantha Mitchell-\$977.95; Debera Benton-\$1,160.00; Christy Abts-\$2,321.49; Melissa Collins-\$1,100.80; Courtney Lane-

\$1,100.80; Joseph O'Neil-\$265.30; Karen Jimenez-\$1,508.97; Katherine Wiltgen-\$2,321.49; Louvontree Hunter-\$2,850.36; Debra Jensen-\$1,654.95; Casandra Pedroza-\$1,200.00; Kevin Hansen-\$1,966.52; Tammy Dunn Peterson-\$1,184.00; Shaun Bird-\$2,226.86; Sergio Castillo-\$2,832.36; Timothy Decker-\$2,387.41; Brian Ellinger-\$2,646.05; Penny Epting-\$2,521.24; Brian Fernau-\$2,527.92; Tyler Fulkerth-\$2,183.70; Brent Gilster-\$2,141.60; Martin Guerrero-\$2,329.37; Richard Hansen-\$2,129.60; Melvin Harrison III-\$2,713.31; Jason James-\$2,555.52; Douglas Johnson-\$2,319.42; Kimberly Johnson-\$493.61; Jared Junge-\$2,597.43; Christopher Kleinberg-\$2,532.44; Kevin Rohde-\$2,665.08; Mardi Schnee-\$1,088.80; Ryne Sell-\$247.56; Shantel Krull-\$937.50; Katie Lehmann-\$2,530.80; Debra Schmiedt-\$3,295.38; Kimberly Watson-\$3,624.77; Melinda Wicks-\$2,500.00; Emma Wiebelhaus-\$1,080.00; Jacob Acero-\$1,660.41; Shaelee Barreras-\$75.04; Zachery Bickett-\$2,085.97; Rebecca Broer-\$1,739.93; Kacie Brown-\$2,089.61; Ricardo Chavez-\$1,453.80; Lacey Clark-\$999.54; Alexander DeLeon-\$1,883.52; Elisabet DeRoin-\$1,664.04; Jesse Doelle-\$1,584.80; Jon Enstrom-\$1,533.84; Jonathan Gray-\$2,080.32; Kimberly Greco-\$1,390.12; Sara Gritten-\$1,461.51; Kara Groetken-\$1,721.40; Todd Hammer-\$2,222.40; Adam Hough-\$1,491.30; Brenda Irwin-\$1,671.99; Skyler Miner-\$1,971.82; Mark Nelson-\$1,763.59; Gregory Nyhof-\$2,246.74; Kimberly Peterson-\$1,664.04; Michele Rohde-\$1,362.40; Jonathan Romo-Rodriguez-\$1,422.91; Rebecca Schoep-\$1,560.97; Jennifer Svendsen-\$2,311.45; Taylor Tadlock-\$2,111.05; Danielle Thibodeau-\$2,118.50; Estrella Vazquez-\$1,437.88; Randall Walsh-\$2,319.48; Deanna Hagberg-\$1,938.00; Jolene Gubbels-\$1,575.50; Matthew Roost-\$265.30; Jana Adam-\$929.50; Yvette Aldana-\$1,472.50; Theresa Grove-\$1,948.80; Yesica Saldana Cisneros-\$1,413.13; Jacqueline Traum-\$1,440.00; Willard Johnston-\$2,016.66; **General Fund Employee:** Federal Tax-\$12,212.38; State Tax-\$5,772.57; Soc Sec-\$9,439.75; Medicare-\$2,207.72; Extra Fit-\$846.00; Extra Sit-\$140.00; Retirement-\$7,441.19; Health Plan-\$2,800.00; Dental Plan-\$546.00; Colonial Health-\$264.48; Sheriff Union Dues-\$435.00; Colonial Life/Disability-\$54.00; Deferred Comp-\$1,225.00; Garnishments-\$1,128.53; Flex Plan Medical-\$997.50; Flex Plan Dependent Care-\$208.33; VSP Vision Prem-\$475.78; Legal Shield-\$99.19; Liberty Nat'l Pretax-; Liberty Nat'l-\$71.06; VSP Vision Base-\$82.98; **Road Fund Employer:** Gross Salaries-\$16,473.34; Net Pay-\$11,461.76; Retirement-\$1,111.98; Total FICA-\$1,234.71; Health Plan-\$4,470.00; Dental Plan-\$147.50; Life Insurance-\$24.61; Brent Byroad-\$1,671.20; Kevin Chambers-\$1,567.20; Ryan Chambers-\$1,567.20; Robert Hacker-\$1,579.20; Lance Jacobsen-\$1,987.74; David Kneifl-\$1,567.20; Kimon Litras-\$1,630.35; Dean Pallas-\$1,579.20; Tyler Pallas-\$1,751.95; Matthew Roost-\$1,572.10; **Road Fund Employee:** Federal Tax-\$1,323.80; State Tax-\$594.30; FICA-\$1,000.68; Medicare-\$234.03; Extra Fit-\$150.00; Retirement-\$741.28; Health Plan-\$200.00; Dental Plan-\$63.00; Colonial Health-\$38.23; Garnishments-\$400.91; Road Union Dues-\$175.00; Legal Shield-\$36.88; Liberty National PreTax-\$6.50; VSP Vision Base-\$46.97; **Health Planning Grant Employer:** Gross Salaries-\$1,534.25; Net Pay-\$1,173.25; Retirement-\$103.56; Total FICA-\$114.60; Health Plan-\$447.00; Dental Plan-\$14.75; Life Insurance-\$2.55; Jennifer Ankerstjerne-\$1,534.25; **Health Planning Grant Employee:** Federal Tax-\$80.02; State Tax-\$39.20; FICA-\$92.88; Medicare-\$21.72; Extra Sit-\$5.00; Retirement-\$69.04; Dental Plan-\$21.00; VSP Vision-\$15.19; Legal Shield-\$16.95; **Juvenile Services Aid Employer:** Gross Salaries-\$1,207.80; Net Pay-\$672.01; Retirement-\$81.53; Total FICA-\$64.01; Health Plan-\$447.00; Dental Plan-\$14.75; Life Insurance-\$2.55; Sarah Anderson Deck-\$1,207.80; **Juvenile Services Aid Employee:** Federal Tax-\$31.32; State Tax-\$15.11; FICA-\$51.88; Medicare-\$12.13; Retirement-\$54.35; Health Plan-\$350.00; Dental Plan-\$21.00;

Accounts Payable: General: IRS Dept of Treasury- PICORI fees – \$278.27

Wayne Rock, Nelson & Rock Contracting, addressed the Board regarding two bridge projects he is working on: (1) He is waiting for approval from FEMA regarding extra time to drive sheet piling due to hard sand and needing to bring additional equipment (water jetty) on site for the Jackson High bridge (#C002210810P) project. He stated he successfully drove 6 and needs to drive 28 more sheet pilings and thought with the jetty it could be completed in 5 days. Commissioner Albenesius clarified there was no additional cost to the County. Mr. Rock hoped to have the project completed by July 30. (2) Mr. Rock stated work began last Friday on the Waterbury (Burcham #C002200125) bridge which needs new piling in front of the old bridge abutment with beam across. This bridge has a "run-around" and not blocking traffic. Mr. Rock stated he is keeping the engineering firms informed of his work schedule.

Cherie Conley, Dakota-Thurston County Fair/Ag Society, requesting dust control be applied to a portion of Stable Drive for the week of August 1 – 8. Chair Gill asked if the Ag Society should not budget this cost in their levy? The cost is approximately \$1,962. Commissioner Love moved, seconded by Commissioner Giese, to approve the county to apply dust control (mag water) on Stable Drive during county Fair week of August 1 – 8. ROLL CALL VOTE: Giese- yes, Albenesius- yes, Launsby- yes, Gill- yes, Love- yes. UNANIMOUS MOTION CARRIED.

Chair Gill moved, seconded by Commissioner Launsby, to approve the Letter of Engagement with the Nebraska Auditor of Public Accounts for the audit of fiscal year ending June 30, 2021. ROLL CALL VOTE: Albenesius- yes, Launsby- yes, Gill- yes, Love- yes, Giese- yes. UNANIMOUS MOTION CARRIED.

The County received one applicant for the Road Foreman position—Brent Byroad was interviewed by Chair Gill and Commissioner Launsby on July 9th. Discussion was had—the interview went well but the board felt a bigger pool of applicants should be had and asked the job to be advertised with the Sioux City Journal and brought back to the August 9th board meeting. Commissioner Launsby said the department is one man down and would like to offer overtime to complete projects. Commissioner Love moved, seconded by Commissioner Albenesius, to not approve filling the position of Road Department Foreman and to extend the applicant deadline until the August 9th meeting. ROLL CALL VOTE: Launsby- yes, Gill- yes, Love- yes, Giese- yes, Albenesius- yes. UNANIMOUS MOTION CARRIED.

Theresa Grove is willing to be interim director for the Health Department. Commissioner Launsby moved, seconded by Commissioner Love, to appoint Theresa Grove as the interim director for the Health Department subject to State DHHS approval. ROLL CALL VOTE: Gill- yes, Love- yes, Giese- yes, Albenesius- yes, Launsby- yes. UNANIMOUS MOTION CARRIED.

Discussion was had regarding current membership terms on the Dakota County Board of Health. Residence of the current list of public-spirited men or women was checked. Current membership: Becky Mathis, President/October 2021; Dr. Matt Aitken/Vice-President; Dr. Thomas Wente/VFC Physician; Scott Love/Commissioner; Doug Janssen/October 2021. Commissioner Love moved, seconded by Commissioner Launsby, to approve appointing the following public-spirited persons to the Dakota County Board of Health: Randy Groetken to replace Alma Villicana, Jean Hedquist to replace Pam Everett, Kristin Robinette and Mary Wiltgen to fill the open positions. ROLL CALL VOTE: Love- yes, Giese- yes, Albenesius- yes, Launsby- yes, Gill- yes. UNANIMOUS MOTION CARRIED.

Commissioner Love read the Road Report for June 27-July 10, 2021. Total road maintenance- 346 hours; overtime- .5 hours; tree/debris removal- 13.5 hours; culvert projects on Blyburg Road- 32 hours; garbage pickup- 3 hours; gravel hauling – 70 hours; tons of gravel hauled – 1073.39; weed spraying/inspections- 0 hours; sign repair/barricading – 21.5 hours. Road Concerns for gravel and pot holes: Jackson access Rd, Oakdale, Old Hwy 20 edge, N Bluff Rd edge. Commissioner Love expressed concern with excess gravel being spilled by Knife River on Old Sawmill Road— Commissioner Launsby will follow through with Brent.

Discussion was had regarding a general expenditure policy. Chair Gill stated she researched several such policies, and the key is that purchases should be to the benefit of to the residents of Dakota County residents and not personal benefits to employees. Office bottled water and/or water coolers is an expense in many offices. Commissioner Giese suggested the Pop Association moneys be used to buy office bottled water by the pallet. The Pop Agreement would have to be amended. Commissioner Launsby suggested the water fountain be reinstalled on the second floor. Commissioner Love moved, seconded by Commissioner Launsby, to approve Resolution 21C-025 to establish a general expenditure policy for the County and amend draft resolution to remove 'office bottled water and/or water coolers' from the unauthorized expenditures paragraph. ROLL CALL VOTE: Giese- yes, Albenesius- yes, Launsby- yes, Gill- yes, Love- yes. UNANIMOUS MOTION CARRIED.

RESOLUTION 21C-025
GENERAL EXPENDITURE POLICY

WHEREAS, Nebraska Revised Statute §13-2203 establishes additional expenditures each governing body may approve in addition to other expenditures authorized by law; and

WHEREAS, when Offices and Departments spend County funds allocated to them, the funds should only be used to purchase items that are needed to fulfill their obligation to the residents of Dakota County. There should be direct or indirect benefits to the residents of Dakota County and not personal benefits to employees.

WHEREAS, Offices and Departments have budget authority to expend public funds for payment or reimbursement of actual and necessary expenses incurred at educational workshops, conferences, training programs, official functions, hearings or meetings for participation or attendance at the events which may include registration costs, tuition costs, fees or charges; mileage rate as established each year; meals at such events and at applicable rates established in the Handbook and lodging at such events at a rate not to exceed the applicable federal rate; and

WHEREAS, nonalcoholic beverages may be provided to individuals attending public meetings of the governing body; and nonalcoholic beverages and meals may be provided for any individual while performing or immediately after performing relief, assistance or support activities in emergency situations, including, but not limited to, tornado, severe storm, fire or accident; and nonalcoholic beverages and meals may be provided for any volunteers during or immediately following their participation in any activity approved by the governing body, including, but not limited to, picking up litter, removing graffiti, etc.; and

WHEREAS, the Pop Fund is authorized to spend up to \$50 for funeral flowers or memorial (recipient defined) and sponsor an employee recognition dinner; and

WHEREAS, the Dakota County Board of Commissioners wish to establish a policy for unauthorized expenses, including, but not limited to:

- Plaques, certificates of achievement or items of value awarded to elected or appointed officials, employees, volunteers or those serving on local government boards
- Office Clothing that can be worn or adaptable to general use as ordinary clothing
- Paper products (paper towels, facial tissues, paper plates, cups, napkins, cutlery, etc.) for office employee use
- Coffee (creamer/sugar) and nonalcoholic beverages for office employee use
- ~~Office Bottled water and/or water coolers~~
- Office Refrigerators
- Office Microwave ovens
- Office Coffee pots
- Office Holiday decorations
- Office Lunches

THEREFORE, BE IT RESOLVED, that the Dakota County Board of Commissioners hereby approves said general expenditure policy.

Approved this 12th day of July, 2021.

Commissioner Love read the Jail Report for the month of June, 2021:

June (Average per day):

County Inmates	Federal Inmates	Juveniles	Total-In-House
77	23	0	100

2021 Calendar (Average per day):

County Inmates	Federal Inmates	Juveniles	Total-In-House
76	23	0.11	99

2020-2021 Fiscal (Average per day):

County Inmates	Federal Inmates	Juveniles	Total-In-House
71	29	0.07	100

Federal Income

June Marshal	\$43,503.42	Fiscal Marshals:	\$689,406.67
June ICE:	.00	Fiscal ICE:	8,261.83
June OMMS/SDMS	<u>1,690.00</u>	Fiscal BIA/OMMS:	<u>2,275.00</u>
June Federal:	\$45,193.42	Fiscal Federal:	\$699,943.50

2021 Calendar Federal: \$274,990.84

June County Contracts: \$0.00 2020-21 Fiscal County Contracts: \$4,038.00

April Phone/Commissary Commission: \$12,918.49

Cost Per Inmate Per Day 2020:

<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>
61.18	65.80	56.93	64.46	63.34	63.32						

The jail spent \$193,761.88 for the month of June—93% of yearly budget or 7% under fiscal year budget. In June, 2020, the jail had spent 98% of yearly budget. The Jail spent \$23,536.62 less than was allotted for June 2021 budget or 11% under budget for the month.

June Bookings:

DCSO:	43	DAKOTA COUNTY:	38
SSCPD:	36	OTHER NE:	17
NSP:	10	SIOUX CITY:	36
COURT/SELF:	4	OTHER IA:	3
FED:	8	OTHER STATES:	7
OTHER:	<u>0</u>	HOMELESS:	<u>0</u>
TOTAL:	101	TOTAL:	101

Chair Gill moved, seconded by Commissioner Love, to approve the Intergovernmental Agreement for Adult Detention Services with Thurston County, Nebraska. ROLL CALL VOTE: Albenesius- yes, Launsby- yes, Gill- yes, Love- yes, Giese- yes. UNANIMOUS MOTION CARRIED.

Dawn Bousquet, Treasurer, requested board to approve chair to sign the 6 Month Semi-annual Report. Ms. Bousquet stated the report has no negative accounts. There were no questions. Chair Gill moved, seconded by Commissioner Love, to approve signing the semi-annual statement for January 1 to June 30, 2021, showing amount and source of money collected since last settlement, vouchers, amount of taxes dues and unpaid and money on hand in compliance with statutes 23-1605 and 77-1745. ROLL CALL VOTE: Launsby- yes, Gill- yes, Love- yes, Giese- yes, Albenesius- yes. UNANIMOUS MOTION CARRIED.

The county board jail tour will be postponed to the next meeting.

Commissioner Committee Reports: Love- Safety Committee postponed to July 26th(no quorum); Launsby- picked up the title for the flatbed trailer (sell on surplus); Albenesius- shared a list of projects to be completed/finished at the road department:

1. Blyburg Road – install culvert extensions
2. Fiddler Creek Road – shoulder work and pavement markings
3. Sawmill Road – pavement markings and road signage.
4. Discussion was had to add pavement markings on Elgin, Old Hwy 20 and all hard surface in need of payment markings.
5. North Bluff Road – shoulder work; paint markings; grade ditches to drain; clean out culvert by Berkley's; cut shoulders to water can get off road both sides of bridge by Dorcey's.
6. Rowen Ave – remove broken concrete from end of culverts
7. Nodaway Road – clean out ditches; elevate road from M Ave west .7 mile
8. 260th and drive to 1005 – remove and replace or clean culvert and grade ditch to drain
9. 180th & O Ave – remove and replace or clean out culvert; clean out ditches and elevate O Avenue.
10. Likuwanta Drive – build school bus turn around on the east end before school starts (fill south ditch, remove trees, 20' of Mari field)

Discussion was had regarding road project priorities, workload, personnel, part-time weed sprayer/sign person possibly combined or combined with zoning or partner with another county.

Mail- interest was expressed by First National Capital Markets to do a 5-year call on 2016 bond (Veterans Drive). No emergency business.

Chair Gill adjourned the Board of Commissioners meeting of July 12, 2021, at 4:46 p.m.

Dakota County Board of Commissioners

Janet Gill, Chair

Date signed

Joan Spencer, County Clerk/Secretary

Date