

Dakota County Board of Commissioners
Monday, August 8, 2022 - 3:00 p.m.
County Board Meeting Room, First Floor
Dakota County Courthouse, Dakota City, Nebraska

Chair Giese called the meeting to order at 3:03 p.m. Present at Roll Call: Giese, Love, Gill, Albenesius, Launsby. Absent: None. Also present was Kim Watson, County Attorney and Joan Spencer, County Clerk, acting as Board Secretary. The location of the Open Meetings Act was noted.

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. TABLED ITEMS *[motion required to take from the table]*
 - a. Approve or not approve implementation of time clocks for Dakota County employees.
 - b. Approve or not approve a Master Human Resources Outsourcing Agreement with Zelle HR Solutions for a period of 6 months and thereafter automatically renew for successive periods of 30 days at the fee of \$5,000 per month plus all reasonable out-of-pocket costs and expenses.
3. 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 – July 25, 2022
 - b. Approval of payroll claims for July 24 – August 6, 2022
 - c. Approval of Chair to sign Annual Certification Form regarding the allocation and expenditure of the Highway Street (STP) and Bridge Buyback (HBP) Programs.
 - d. Approval of Veterans Service Officer Quarterly Report for April to June, 2022
4. NEW BUSINESS & RESOLUTIONS
 - a. Approval of Contract between Dakota County and Nebraska Mediation Center (NMC) for the term of July 1, 2022 to June 30, 2023, for Juvenile Diversion grant and their service for truancy mediation services for pre-adjudicated youth ages 11 to 18.
5. OLD BUSINESS & MISCELLANEOUS
 - a. Jolene Gubbels, Highway Superintendent – Road Report
 - b. Approve Chair to sign the Road Surplus Board Report
 - c. Approve or not approve bidding out County Health Insurance with RFP to include self-funded and fully funded options.
 - d. Approve or not approve a plan for mowing Veterans Drive.
 - c. Approve or not approve leasing a tractor for mowing and general road maintenance when needed.
 - d. Sheriff's Office to present Distress Warrants Report showing the total amount collected on current distress warrants and the amount remaining uncollected \$77-1719.01. Board to approve Report and authorize the Assessor to remove from the property tax rolls said properties recommended on Sheriff's Distress Warrants Report to be stricken and deleted by correction.
 - e. Approve project/s with monies from the American Rescue Plan Act (ARPA) relief funding.
 - Approve Broadband Postcard mailing to affected residents
 - Approve installation of panic buttons
6. COMMISSIONER COMMITTEE REPORTS
7. MAIL AND/OR EMERGENCY BUSINESS
8. ADJOURNMENT

Chair Giese called for Public Comment on any item not on the agenda. Ron Hartnett, Dakota City, spoke regarding statistics on North Bluff Road and requesting a tribute for his mother, Jackie Hartnett, by putting a plaque of recognition on North Bluff Road as she was instrumental in getting the road paved from Hwy. 35 to Hwy. 20.

Commissioner Love moved, seconded by Commissioner Launsby, to remove from the table the agenda item to approve or not approve an Agreement with Zelle HR. ROLL CALL VOTE: Love- yes, Gill- yes, Albenesius- yes, Launsby- yes, Giese- yes. UNANIMOUS MOTION CARRIED.

Chad Thies, President of Zelle HR, and Hannah, Vice-President of Operations, joined the meeting by telephone. Commissioner Launsby asked County Attorney Watson if she wished to address her concerns with Mr. Thies—she stated no, she gave them to the Board and Zelle has already addressed them. Chad stated they are currently in approximately

12 counties and aim to make things easier. They offered their services at \$4,000 per month, a rate negotiated by Boone County of similar size, and stated the only extra charge would be mileage and that they are also available by telephone. Chair Giese asked if they were hired, what would be their starting process. Chad stated they would review the Handbook and any other policies and procedures the county currently has in place and set a date and time to meet with the department heads and elected officials. Chad stated they are a neutral party to listen and visit with employees, not there to point out problems. Six months would allow them to build procedures and their retention by other counties is their best advertisement. Hannah stated issues she has addressed include leadership, education, sub-committees, ADA, and compliance issues. The Clerk's Office seems to be the default HR office and they could simply ask employees to call Zelle. They stated they would also read our health insurance plan document, work with our broker, and help with the RFP process. Commissioner Gill liked that they would help with recruitment, health insurance and related FMLA and Covid. Commissioner Love stated the bulk of our employees are union employees—Zelle said they could help with grievances; mitigate issues and build trust. They do not help with union negotiations. Zelle also does compensation salary analysis. Zelle would set up an assigned team of 5 people. Commissioner Launsby moved, seconded by Commissioner Gill, to approve a contract with Zelle for \$4,000 per month for six months and to have the contract changed to reflect the County Attorney's concerns. ROLL CALL VOTE: Gill- yes, Albenesius- yes, Launsby- yes, Giese- yes, Love- no. MOTION CARRIED.

Commissioner Love moved, seconded by Commissioner Giese, to remove from the table the agenda item to approve or not approve implementation of time clocks for county employees. ROLL CALL VOTE: Albenesius- yes, Launsby- yes, Giese- yes, Love- yes, Gill- yes. UNANIMOUS MOTION CARRIED.

Discussion was had regarding implementation of time clocks. Commissioner Gill reviewed time sheets for current payroll and found many addition errors including shorting an employee 10 hours and overtime given where it should be straight time—time and attendance program would auto add the hours; white-out was used; she has personally both used a time clock and been a supervisor for time clock users. She thinks it would be the fair way. Concern was expressed on how much time it would take to fix missed punches and adjustment for flex hours—Dillon Northrup, meeting attendee, stated he managed a similar system, and it would take around 5 minutes to make adjustments. Deputy Sheriff employees and remote road employees could use the MIPS Time & Attendance system by downloading the free AP on their cell phone. Discussion was had regarding use of personal cell phones—Sheriff Office policy does not allow personal use of cell phones for business because then their personal cell phone could be taken and kept for evidence in a court case. Cost to purchase county cell phones for remote users will need to be researched. Lue Franco, resident, stated there is always a way to work out a glitch—employee salaries are being paid by taxes and Commissioners should see that it is done correctly. Chair Giese thought the Board was in favor of time clock usage and would work to solve the issues. No action was taken.

Chair Giese called for approval of the consent agenda—(a) approval of the previous meeting minutes – July 25, 2022; (b) approval of payroll claims for July 24- August 6, 2022; (c) approval of Chair to sign Annual Certification Form regarding the allocation and expenditure of the Highway Street (STP) and Bridge Buyback (HBP) Programs; (d) approval of Veterans Service Officer Quarterly Report for April to June, 2022. Commissioner Gill moved, seconded by Commissioner Love, to approve the consent agenda items and that any payroll adjustments be addressed on the next timesheet. ROLL CALL VOTE: Launsby- yes, Giese- yes, Love- yes, Gill- yes, Albenesius- yes. UNANIMOUS MOTION CARRIED.

Payroll: General Fund Gross Salaries-\$175,725.44; Net Pay-\$125,372.10; Total Retirement-\$12,187.85; Total FICA-\$13,114.65; Health Plan-\$38,000.00; Dental Plan-\$1,140.00; Life Insurance-\$195.22; Inheritance Tax Fund – Health Account, \$50,000.00; Larry Albenesius-\$1,152.39; Robert Giese-\$1,198.54; Janet Gill-\$1,152.39; Troy Launsby-\$952.39; Scott Love-\$1,152.39; Cherie Conley-\$1,776.00; Robin Hansen-\$1,326.19; Joan Spencer-\$2,367.92; Kathy Abbe-\$1,335.21; Dawn Bousquet-\$2,367.92; Maria Garcia-\$1,101.60; Stephanie Gatzemeyer-\$1,626.41; Jalissa Hattig-\$1,329.40; Brenda Landaverde-\$1,251.44; Samantha Mitchell-\$1,237.60; Debera Benton-\$1,320.00; Christy Abts-\$2,367.92; Melissa Collins-\$1,577.60; Joseph O'Neil-\$576.92; Karen Jimenez-\$1,569.60; Katherine Wiltgen-\$2,367.92; Louvontree Hunter-\$2,907.37; Debra Jensen-\$1,917.10; Casandra Pedroza-\$1,240.00; Kevin Hansen-\$2,036.25; Tammy Dunn Peterson-\$1,949.63; Shaun Bird-\$4,015.94; Russell Briggs-\$0.00; Timothy Decker-\$2,742.80; Brian Ellinger-\$2,495.26; Penny Epting-\$2,675.40; Brian Fernau-\$2,385.95; Tyler Fulkerth-\$2,666.70; Brent Gilster-\$2,411.46; Martin Guerrero-\$3,003.57; Melvin Harrison III-\$2,696.48; Jason James-\$2,950.55; Douglas Johnson-\$2,412.78; Kimberly Johnson-\$593.09; Jared Junge-\$2,732.40; Christopher Kleinberg-\$2,583.09; Gregory Nyhof-\$2,349.30; Mardi Schnee-\$1,121.60; Ryne Sell-\$1,258.70; Sarah Hammond-\$2,178.85; Shantel Krull-\$988.80; Debra Schmiadt-\$3,476.65; Kimberly Watson-\$3,697.27; Emma Wiebelhaus-\$1,236.00; Jacob Acero-\$1,875.66; Angelica Antonio Flores-\$1,645.13; Shaelee Barreras-\$0.00; Rebecca Broer-\$2,048.02; Kacie Brown-\$1,777.15; Lacey Clark-\$1,897.27; Elisabet DeRoin-\$2,461.48; Jesse Doelle-\$1,704.80; Karina Flores-\$653.10; Maria Francisco Pablo-\$915.12; Jonathan Gray-\$1,827.75; Nicole Gray-\$1,682.92; Sara Gritten-\$2,183.36; Kara Groetken-\$1,862.40; Todd Hammer-\$2,423.10; Alex Hanner-\$1,682.92; Adam Hough-\$2,148.75; Brenda Irwin-\$4,827.41; Keith Johnson-\$447.84; Brandon Long-\$1,863.59; Jose Magana-\$1,629.12; Jennifer Marquez-\$1,682.92; Skyler Miner-\$1,847.88; Keaton Mueller-\$1,978.52; Mark Nelson-\$4,749.51; Kelsey O'Neill-\$1,682.92; Zoey Olson-\$1,795.20; Jose Perez-\$895.68; Kimberly Peterson-\$1,742.09; Michele Rohde-\$1,456.00; Jonathan Romo-Rodriguez-\$1,866.12; Rebecca Schoep-\$1,659.00; Jennifer Svendsen-\$2,873.84; Estrella Vazquez-\$1,858.99; Randall Walsh-\$2,412.84; Deanna Hagberg-\$2,020.14; Jolene Gubbels-\$1,868.08; Jana Adam-\$1,563.54; Yvette Aldana-\$1,546.03; Theresa Grove-\$2,269.23; Courtney Swick-\$1,452.00; Jacqueline Traum-\$973.35; Ruth Gillaspie-\$532.00; Willard Johnston-\$3,611.93; **General Fund Employee:** Federal Tax-\$14,341.35; State

Tax-\$6,695.52; Soc Sec-\$10,628.87; Medicare-\$2,485.78; Extra Fit-\$1,091.00; Extra Sit-\$115.00; Retirement-\$8,272.64; Health Plan-\$2,150.00; Dental Plan-\$441.00; Colonial Health-\$219.59; Sheriff Union Dues-\$390.00; Colonial Life/Disability-\$54.00; Deferred Comp-\$670.00; Garnishments-\$1,178.57; Flex Plan Medical-\$923.41; VSP Vision Prem-\$403.48; Legal Shield-\$138.53; Liberty Nat'l Pretax-\$83.98; VSP Vision Base-\$70.62; **Road Fund Employer:** Gross Salaries-\$19,306.10; Net Pay-\$13,647.61; Retirement-\$1,303.18; Total FICA-\$1,426.64; Health Plan-\$5,000.00; Dental Plan-\$150.00; Life Insurance-\$24.61; Brent Byroad-\$1,923.20; Ryan Chambers-\$2,009.60; Paul Jerome Conley-\$1,207.00; Robert Hacker-\$1,957.60; Lance Jacobsen-\$1,921.60; David Kneifl-\$1,933.60; Kimon Litras-\$2,061.60; Dean Pallas-\$1,945.60; Tyler Pallas-\$1,921.60; Wilbur Peters II-\$505.49; Jared Vedral-\$1,919.21; **Road Fund Employee:** Federal Tax-\$1,437.25; State Tax-\$697.63; FICA-\$1,156.24; Medicare-\$270.40; Retirement-\$868.76; Health Plan-\$550.00; Dental Plan-\$63.00; Colonial Health-PreTax-\$67.13; Colonial Health L/D\$35.10; Garnishments-\$208.62; Road Union Dues-\$225.00; VSP Vision Prem-\$0.00; Legal Shield-\$18.41; Liberty National PreTax-\$35.23; Liberty National-\$0.00; VSP Vision Base-\$25.72; **Health Planning Grant Employer 2502:** Gross Salaries-\$1,577.60; Net Pay-\$1,132.55; Retirement-\$106.49; Total FICA-\$110.23; Health Plan-\$500.00; Dental Plan-\$15.00; Life Insurance-\$2.55; Jennifer Ankerstjerne-\$1,577.60; **Health Planning Grant Employee 2502:** Federal Tax-\$70.46; State Tax-\$34.76; FICA-\$89.34; Medicare-\$20.89; Extra Sit-\$5.00; Retirement-\$70.99; Dental Plan-\$21.00; Flex Plan Medical-\$100.00; VSP Vision Prem-\$15.66; Legal Shield-\$16.95; **Health Program Grant Employer 2504:** Gross Salaries-\$1,533.56; Net Pay-\$1,194.50; Retirement-\$103.52; Total FICA-\$115.34; Health Plan-\$500.00; Dental Plan-\$15.00; Life Insurance-\$2.55; Yesica Saldana Cisneros-\$1,533.56; **Health Program Grant Employee 2504:** Federal Tax-\$85.12; State Tax-\$43.71; FICA-\$93.48; Medicare-\$21.86; Retirement-\$69.01; Dental Plan-\$21.00; VSP Vision-\$4.88; **Juvenile Services Aid Employer 2507:** Gross Salaries-\$1,752.80; Net Pay-\$1,144.86; Retirement-\$118.31; Total FICA-\$105.71; Health Plan-\$500.00; Dental Plan-\$15.00; Life Insurance-\$2.55; Sarah Anderson Deck-\$1,252.80; Kristin Robinette-\$500.00; **Juvenile Services Aid Employee 2507:** Federal Tax-\$32.54; State Tax-\$19.81; FICA-\$85.67; Medicare-\$20.04; Retirement-\$78.88; Health Plan-\$350.00; Dental Plan-\$21.00.

Jolene Gubbels, Highway Superintendent, presented the Road Report for July 24 to August 6, 2022. Total road maintenance- 278 hours; bridge maintenance- 13 hours (tree/weed removal); 11 hours- Willis Bridge; culvert/road projects: 28 hours on Perry Ave; 59 hours on 212th St & S Bluff Rd.; 37 hours on S Bluff culvert; 41 hours on S Bluff ditch 212th & 225th; gravel hauling- 3 hours; total tons of crushed concrete hauled- 50; sign repair/barricading- 21.5 hours. Grading concerns- 200th Street.

Commissioner Love moved, seconded by Commissioner Launsby, to approve Chair to sign the Road Department Surplus Board Report (2004 Cat Grader-\$54,900). ROLL CALL VOTE: Love- yes, Gill- yes, Albenesius- yes, Launsby- yes, Giese- yes. UNANIMOUS MOTION CARRIED.

Discussion was had regarding health insurance RFP and bidding out the county insurance. Robert Rapp, County Health Insurance Broker, stated our Plan renews in March. The Plan is bid out to 16 or more insurance companies including fully funded plans and they bring the best 3 companies to the board at the time of renewal. The county currently has significant health issues and fully insured would probably not quote without a full year of claims. Mid-American will start looking at bidding out in December. Commissioner Launsby will reach out to NACO Blue Cross Blue Shield and Zelle HR. No action was taken.

Dillion Northrup, Champion Health, stated he could offer an exclusive plan that would pair with our current Plan. It is a tax savings plan for the County as a Cafeteria 125 Plan. \$573 fixed rating per employee savings and employee would be required to participate in a health incentive survey and stated co-pays would be \$0 for primary care doctor and urgent care—a doctor would be assigned to each employee; 100% preventive care with \$0 co-pay. Employees would be geared toward their health with a personal health manager. Sometimes it doesn't work if you already have a lot of tax deductions. He clarified it is not a supplemental plan and there are multiple Cafeteria 125 Plans.

Mowing Veterans Drive decision will be postponed until survey and land ownership is discussed with South Sioux City. Commissioner Love has donated his time and equipment towards mowing Veterans Drive.

Discussion was had regarding leasing a tractor at a rate of \$1000 per month. Commissioner Love would like to lease the tractor for several months to mow hard surface roads for appearance and control snow drifts this winter. The county mower is in rough shape (possibly needs new clutch and blades) and Jolene Gubbels, Highway Superintendent stated the county tractor does not have the power to pull the mower. Commissioner Albenesius stated if we mow hard surface, we should mow all roads. Dixon County mows all the roads and if you don't mow your road ditch, the owner is charged. Personnel to mow was discussed and Commissioner Love volunteered his time. Chair Giese moved, seconded by Commissioner Love, to lease the tractor for 2 months for mowing and Road Department maintenance when needed. ROLL CALL VOTE: Gill- yes (general road maintenance), Albenesius- no, Launsby- no, Giese- yes, Love- yes. MOTION CARRIED. Commissioner Gill clarified her vote was not for mowing. Chair Giese moved, seconded by Commissioner Love, to rescind their motions. ROLL CALL VOTE: Albenesius- yes, Launsby- yes, Giese- yes, Love- yes, Gill- yes. UNANIMOUS MOTION CARRIED. Chair Giese moved, seconded by Commissioner Love, to approve leasing the tractor for 2 months for mowing and maintenance. ROLL CALL VOTE: Launsby- no; Giese- yes, Love- yes, Gill- no, Albenesius- no. MOTION FAILED.

Captain Randall Walsh, Sheriff Office, presented the Distress Warrants Report:

- 211 - satisfied and collected by the Sheriff's Office - \$110,531.13
- 1 - paid to the County Treasurer after the Distress Warrants were issued - \$180.79
- 12 - stricken - <\$414.38>
- 0 - deleted by correction - <263.35>
- 2 - sold at Sheriff's Sale on 7/30/21 - \$2.00
- 226 TOTAL Distress Warrants - \$110,713.92

Commissioner Love moved, seconded by Commissioner Albenesius, to accept the Distress Warrants Report and approve deleting back taxes on the two sold and to strike 12 properties from the tax rolls. ROLL CALL VOTE: Giese- yes, Love- yes, Gill- yes, Albenesius- yes, Launsby- yes. UNANIMOUS MOTION CARRIED.

ARPA Projects: (1) Chair Giese moved, seconded by Commissioner Launsby, to approve sending a postcard to rural residents to identify locations in the county without internet service and work with SIMPCO for grant money to bring broadband to these areas. ROLL CALL VOTE: Love- yes, Gill- yes, Albenesius- yes, Launsby- yes, Giese- yes, Love- yes. UNANIMOUS MOTION CARRIED.

(2) Commissioner Love moved, seconded by Commissioner Launsby, to approve the purchase of a panic button system for the courthouse from Electronic Engineering for a cost of \$8,158.30 to install and a monthly \$29.95 monitoring fee (17 transmitters). ROLL CALL VOTE: Gill- yes, Albenesius- yes, Launsby- yes, Giese- yes, Love- yes. UNANIMOUS MOTION CARRIED.

Commissioner Committee Reports: Gill- Region IV; Albenesius- progress on 265th Street bridge; Giese- budget; Weed Board requirement to mow non-compliant parcels will need to be hired done.

Chair Giese adjourned the Board of Commissioners meeting of August 8, 2022, at 5:12 p.m.

Dakota County Board of Commissioners

Robert J. Giese, Chair

Joan Spencer, County Clerk/Board Secretary