



# Saunders County Board Minutes



## BOARD OF SUPERVISORS PROCEEDINGS March 3, 2020

Pursuant to adjournment, the Board met with Rastovski, Mach, Albrecht and Karloff present. Breunig, Sukstorf, and Lutton were excused.

Notice of the meeting was given in advance by published notice in a legal newspaper as shown by the proof of publication filed in the County Clerk's office. Notice of the meeting was emailed to all members of the Board and a copy of their acknowledgement of receipt of notice and agenda is attached. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public, except when in closed executive session.

Chairperson Karloff called the meeting to order at 9:00 a.m. informed the public of the location of the posting of the Open Meetings Act & Title VI Policy Statement are posted on the North wall (right hand side) as you enter the Board Room).

Motion by Rastovski, seconded by Mach to close the Public Hearing at 9:08 a.m., for the County's Six Year Road Plan and adopt **Resolution #27-2020** adopting all projects as presented by the Public Works Director. Voting yes were Rastovski, Mach, Albrecht and Karloff. Voting no were none. Motion carried.

Motion by Mach, seconded by Albrecht to convene as an Equalization Board at 9:09 a.m. Voting yes were Mach, Albrecht, Karloff and Rastovski. Voting no were none. Motion carried.

## BOARD OF EQUALIZATION PROCEEDINGS March 3, 2020

Pursuant to adjournment Sine Die, the Board met with Albrecht, Karloff, Rastovski and Mach were present. Breunig, Sukstorf, and Lutton were excused.

Notice of the meeting was given in advance by published notice in a legal newspaper as shown by the proof of publication filed in the County Clerk's office. Notice of the meeting was emailed to all members of the Board and a copy of their acknowledgement of receipt of notice and agenda is attached. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

Vice Chairperson Mach called the meeting to order at 9:09 a.m. and informed the public of the location of the posting of the Open Meetings Act & Title VI Policy Statement are posted on the North wall (right hand side) as you enter the Board Room).

Motion by Rastovski, seconded by Karloff to approve the Waiver requests from the following for filing Exemption Application Form 451 past the December 31<sup>st</sup> deadline: **1)** Ashland Congregation of Jehovah's Witnesses, Ashland; **2)** First Presbyterian Church, Cedar Bluffs; **3)** ROC Ministries, Ashland; **4)** Saint Cyril & Methodius Catholic Church, Plasi; and **5)** Saint John the Baptist Catholic Church, Prague. Voting yes were Albrecht, Karloff, Rastovski and Mach. Voting no were none. Motion carried.

Motion by Rastovski, seconded by Albrecht to set a Public Hearing date/time of March 24, 2020 at 9:00 a.m., for the consideration of action to be taken with regards to Permissive Exemption Applications of the following: **1)** Ashland Congregation of Jehovah's Witnesses, Ashland; **2)** First Presbyterian Church, Cedar Bluffs; **3)** ROC Ministries, Ashland; **4)** Saint Cyril & Methodius Catholic Church, Plasi; and **5)** Saint John the Baptist Catholic Church, Prague. Voting yes were Karloff, Rastovski, Mach and Albrecht. Voting no were none. Motion carried.

Motion by Karloff, seconded by Rastovski to approve the application for Exemption from Motor Vehicle Taxes by American Legion Post 371, Boy Scout Troop 144, Valparaiso; as presented by the County Treasurer. Voting yes were Rastovski, Mach, Albrecht and Karloff. Voting no were none. Motion carried.

Motion by Rastovski, seconded by Karloff to approve the minutes of the February 18<sup>th</sup> Board meeting. Voting yes were Mach, Albrecht, Karloff and Rastovski. Voting no were none. Motion carried.

The proceedings of the foregoing meeting were recorded and are on file in the County Clerk's office. All items considered by the Board of Equalization were included in the agenda published or posted prior to said meeting.



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Vice Chairperson Mach declared the meeting adjourned Sine Die at 9:13 a.m.

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Upon the adjournment of the Equalization Board, the Saunders County Board of Supervisors reconvened in their Regular schedule Board meeting.

Motion by Albrecht, seconded by Rastovski to authorize the Chairperson to sign the Special Designated Liquor License Local Recommendation form by Michael T. Steffen, Fremont – for a Wedding Reception on July 4, from 6:00 p.m. to 1:00 a.m., at the Woodcliff Community Center, 980 County Road W, Lot T-1018, Fremont. Voting yes were Albrecht, Karloff, Rastovski and Mach. Voting no were none. Motion carried.

Motion by Mach, seconded by Rastovski to approve the Cash Advance for payment to Nebraska Dept. of Labor/Unemployment Insurance, in the amount of \$2,856.00. The County Treasurer is hereby authorized to issue a check to Nebraska U.C. Fund, Dept. of Labor/Unemployment, reference #0160398000. Voting yes were Karloff, Rastovski, Mach and Albrecht. Voting no were none. Motion carried.

Motion by Albrecht, seconded by Mach to approve the minutes of the February 25<sup>th</sup> Board meeting. Voting yes were Rastovski, Mach, Albrecht and Karloff. Voting no were none. Motion carried.

#### Committee Reports:

Board Member Rastovski reported on Saunders Medical Center and their search for a new CEO.

Open Discussion from the Public: None

The proceedings of the foregoing meeting were recorded and are on file in the County Clerk's office. All items considered by the Board of Supervisors were included in the agenda published or posted prior to said meeting.

Chairperson Karloff declared the meeting adjourned at 9:20 a.m.

## **BOARD OF SUPERVISORS PROCEEDINGS March 10, 2020**

Pursuant to adjournment, the Board met with Breunig, Rastovski, Sukstorf, Albrecht, Lutton and Karloff present. Mach was excused.

Notice of the meeting was given in advance by published notice in a legal newspaper as shown by the proof of publication filed in the County Clerk's office. Notice of the meeting was emailed to all members of the Board and a copy of their acknowledgement of receipt of notice and agenda is attached. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public, except when in closed executive session.

Chairperson Karloff called the meeting to order at 9:00 a.m. informed the public of the location of the posting of the Open Meetings Act & Title VI Policy Statement are posted on the North wall (right hand side) as you enter the Board Room).

Motion by Breunig, seconded by Rastovski to approve Interlocal Agreement between Wahoo Rural Township and Saunders County, where Saunders County would perform maintenance and snow removal on roads located within Wahoo Rural Township and under the township's responsibility to maintain and hereby authorize the Chair to sign the Interlocal Agreement. Voting yes were Breunig, Rastovski, Sukstorf, Albrecht, Lutton and Karloff. Voting no were none. Motion carried.

Public Works Director update the Board on the various projects in the county and the locations of said projects.

Motion by Sukstorf, seconded by Breunig to set a Public Hearing for April 7<sup>th</sup>, 2020 at 9:15 for the consideration of the following: **1)** Application #8947 by David Nienaber, to amend the Zoning Regulations text to allow gyms and workout facilities to be conditional use in Lakeside Residential Zone (R-L), Sec. 25-13-9 (Clear Creek Township); and **2)** Update the Saunders County Zoning Map to reflect accurate Transitional Agricultural Zone on County Road 21, south of County Road A, to Saunders County Border, Sections 34, 35 & 36, Township 13 Range 6 (Richland Township). Voting yes were Rastovski, Sukstorf, Albrecht, Lutton, Karloff and Breunig. Voting no were none. Motion carried.



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Motion by Rastovski, seconded by Breunig to the Annual Review MP#8821 by Neil Timmerman (Helena Agri-Enterprises) for the operation of a fertilizer and seed company; as recommended by the Planning Commission. Voting yes were Sukstorf, Albrecht, Lutton, Karloff, Breunig and Rastovski. Voting no were none. Motion carried.

Motion by Breunig, seconded by Rastovski to approve the County's Payroll for the March 13<sup>th</sup> pay period; the County Treasurer is hereby authorized to issue a check to the Saunders County Imprest for the full amount for all funds. Voting yes were Albrecht, Lutton, Karloff, Breunig, Rastovski and Sukstorf. Voting no were none. Motion carried.

## Legislative Matters:

Board Member Breunig discussed legislative matters with the Board; at the end of this week the Legislature will be 40 days into their 60 days session; also said that there is no real movement on legislation regarding Property Tax Relief.

Motion by Breunig, seconded by Albrecht to approve the minutes of the March 3<sup>rd</sup> Board meeting. Voting yes were Karloff, Breunig, Rastovski and Albrecht. Voting no were none. Lutton and Sukstorf abstained. Motion carried.

## Committee Reports:

Board Member Karloff reported on the Region V Systems meeting she attended.

Open Discussion from the Public: None

The proceedings of the foregoing meeting were recorded and are on file in the County Clerk's office. All items considered by the Board of Supervisors were included in the agenda published or posted prior to said meeting.

Chairperson Karloff declared the meeting adjourned at 9:35 a.m.

## **BOARD OF SUPERVISORS PROCEEDINGS March 17, 2020**

Pursuant to adjournment, the Board met with Breunig, Rastovski, Mach, Sukstorf, Albrecht, Lutton and Karloff present.

Notice of the meeting was given in advance by published notice in a legal newspaper as shown by the proof of publication filed in the County Clerk's office. Notice of the meeting was emailed to all members of the Board and a copy of their acknowledgement of receipt of notice and agenda is attached. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public, except when in closed executive session.

Chairperson Karloff called the meeting to order at 9:00 a.m. informed the public of the location of the posting of the Open Meetings Act & Title VI Policy Statement are posted on the North wall (right hand side) as you enter the Board Room).

The Chairperson stated that an emergency item "COVID-19 Virus" will be added to today's agenda so that action can be taken by the Board to put in place safety precautions for County Employees, residents of the County and individuals that do business with the various County offices/facilities.

Public Works Director reported on the various projects around the county and their locations; he also reported the County has received the Roads/Bridge Buyback allocations for the State.

Motion by Mach, seconded by Lutton to convene in Closed Session at 9:05 a.m., for personnel matters (84-1410), with the County Attorney and Public Works Director present. Voting yes were Breunig, Rastovski, Mach, Sukstorf, Albrecht, Lutton and Karloff. Voting no were none.

Motion by Breunig, seconded by Rastovski to adjourn from Closed Session at 9:35 a.m., with no action taken and to reconvene in Regular Meeting. Voting yes were Rastovski, Mach, Sukstorf, Albrecht, Lutton, Karloff and Breunig.

Terry Miller, Saunders County Emergency Management Director reviewed the structure of command that is in place with regards to pandemic events such as we are experiencing now with COVID-19 Virus. Mr. Miller stated that he is closed contact with Terra Uhing, Executive Director for Three Rivers District Health Department (which incumbencies the



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Counties of Dodge, Saunders and Washington), with regards to COVID-19. The first step they are doing is making sure that Medical staff, First Responders and Law Enforcement are kept up on changes and precautions to take; as well as access to the needed medical supplies for their protection.

Motion by Rastovski, seconded by Lutton to limit access to County Offices/Facilities by encouraging everyone wishing to do business with Saunders County offices to contact the officer pertaining to their business needs for an appointment and/or information on how to access services online or by mail. The County Officials also follow the Center for Disease (CDC) to limit public gatherings to (10) or less and maintain a 6 foot distance from each other and the public to help limit the spread of the COVID-19 Virus. They requested the County Clerk and County Attorney to work together on signage to be posted all County Facilities entrances. Voting yes were Mach, Sukstorf, Albrecht, Lutton, Karloff, Breunig and Rastovski. Voting no were none. Motion carried.

The Board directed the County Clerk, that until further notice their Board Meeting agendas are to be kept to only items of necessary action – unless otherwise direct from a Board Member.

C.J. Johnson, Regional Adm. for Region V Systems – Presented Region V Systems Annual Report; he also discussed how the pandemic events of COVID-19 are currently affecting the services of Region V Systems and they too are also in the process of limiting public access and restructuring their office staff having those that can work from home do so.

Motion by Breunig, seconded by Lutton to convene as an Equalization Board at 10:20 a.m. Voting yes were Sukstorf, Albrecht, Lutton, Karloff, Breunig, Rastovski and Mach. Voting no were none. Motion carried.

## **BOARD OF EQUALIZATION PROCEEDINGS March 17, 2020**

Pursuant to adjournment Sine Die, the Board met with Albrecht, Lutton, Karloff, Breunig, Rastovski, Mach and Sukstorf were present.

Notice of the meeting was given in advance by published notice in a legal newspaper as shown by the proof of publication filed in the County Clerk's office. Notice of the meeting was emailed to all members of the Board and a copy of their acknowledgement of receipt of notice and agenda is attached. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

Chairperson Sukstorf called the meeting to order at 10:20 a.m. and informed the public of the location of the posting of the Open Meetings Act & Title VI Policy Statement are posted on the North wall (right hand side) as you enter the Board Room).

Motion by Karloff, seconded by Rastovski to open the Public Hearing at 10:21 a.m., with regards to applications by qualified organizations seeking exemption from real and/or tangible personal property taxation for the 2020-2023 tax years. Voting yes were Albrecht, Lutton, Karloff, Breunig, Rastovski, Mach and Sukstorf. Voting no were none. Motion carried.

Motion by Rastovski, seconded by Breunig to close the Public Hearing at 10:23 a.m. and to approve the (130) applications that have been filed, as per the County Assessor's recommendations. Voting yes were Lutton, Karloff, Breunig, Rastovski, Mach, Sukstorf and Albrecht. Voting no were none. Motion carried.

Motion by Rastovski, seconded by Mach to approve Tax Corrections #5769 thru #5771, as presented by the County Assessor. Voting yes were Karloff, Breunig, Rastovski, Mach, Sukstorf, Albrecht and Lutton. Voting no were none. Motion carried.

Motion by Mach, seconded by Lutton to approve the minutes of the March 3<sup>rd</sup> Board meeting. Voting yes were Breunig, Rastovski, Mach, Sukstorf, Albrecht, Lutton and Karloff. Voting no were none. Motion carried.

The proceedings of the foregoing meeting were recorded and are on file in the County Clerk's office. All items considered by the Board of Equalization were included in the agenda published or posted prior to said meeting.

Chairperson Sukstorf declared the meeting adjourned Sine Die at 10:25 a.m.

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Upon the adjournment of the Equalization Board, the Saunders County Board of Supervisors reconvened in their Regular schedule Board meeting.

Motion by Rastovski, seconded by Sukstorf to accept the County Treasurer's Report on the Public Tax Sale held on March 2<sup>nd</sup>. Voting yes were Rastovski, Mach, Sukstorf, Albrecht, Lutton, Karloff and Breunig. Voting no were none. Motion carried.

Motion by Rastovski, seconded by Breunig to approve the proposal by Marvin Planning Consultants for review of Saunders County current zoning regulations and create a report of what requires updating, at a fee of \$500.00, with any additional meetings be billed at \$80.00 per hour including travel time. Voting yes were Mach, Sukstorf, Albrecht, Lutton, Karloff, Breunig and Rastovski. Voting no were none. Motion carried.

Motion by Lutton, seconded by Breunig to adopt **Resolution #28-2020** that the Saunders County Attorney shall continue to operate the Saunders County Youth Services System and shall consult regularly with the Saunders County Youth Services Board. Voting yes were Sukstorf, Albrecht, Lutton, Karloff, Breunig, Rastovski and Mach. Voting no were none. Motion carried.

## Legislative Matters:

Board Member Breunig reported that due to the coronavirus (COVID-19) pandemic, the Legislature has suspended meeting and will remain adjourned until reconvened by the Speaker of the Legislature; the Senators may return briefly to adopt the budget and then convene at a later date to continue debate on other bills or other matters that need to be addressed.

Motion by Breunig, seconded by Rastovski to approve the minutes of the March 17<sup>th</sup> Board meeting. Voting yes were Albrecht, Lutton, Karloff, Breunig, Rastovski, Mach and Sukstorf. Voting no were none. Motion carried.

The proceedings of the foregoing meeting were recorded and are on file in the County Clerk's office. All items considered by the Board of Supervisors were included in the agenda published or posted prior to said meeting.

Chairperson Karloff declared the meeting adjourned at 10:45 a.m.

## **BOARD OF SUPERVISORS PROCEEDINGS March 18, 2020 Emergency Meeting**

An emergency meeting was called by the Chairperson of the Board, for 9:30 a.m., March 18, 2020 to address further matters concerning COVID-19.

The Emergency meeting was with the following Board Members and County Officials present at the Courthouse – Board Members Breunig and Rastovski, the County Attorney, the County Clerk and County Treasurer. Board Members present by conference call were Mach, Sukstorf and Karloff. Board Members not present were Albrecht and Lutton.

Notice of this emergency meeting was given by phone call to the media, which were unable to attend.

The emergency meeting was called to further address public access to Saunders County Buildings and matters concerning COVID-19 to ensure the safety of County Employees, residents of the County, as well as those that conduct business with the County.

Motion by Rastovski, seconded by Mach that effective immediately all County Offices are closed without an appointment. Those needing to do business with County Offices would have to call to make an appointment and/or receive information on how to access services online or by mail. Voting yes were Breunig, Rastovski, Mach, Sukstorf and Karloff. Voting no were none. Motion carried.

Board Members present for this Emergency meeting, also determined that future meetings will be held in the same manner as this meeting, with a few Board Members present and the remaining Board Members in attendance by conference call, as allowed by Governor Ricketts executive order on March 17, 2020 – permitting state and local governmental boards, commissions and other public bodies to meet by videoconference, teleconference or other electronic means through May 31, 2020.

Chairperson Karloff declared the meeting adjourned at 9:53 a.m.



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## **BOARD OF SUPERVISORS PROCEEDINGS March 24, 2020**

Pursuant to adjournment, the Board met with Breunig, Rastovski & Mach present in the Board Room, Karloff, Sukstorf, Albrecht and Lutton were on the phone, due to concerns of the COVID-19 virus.

Notice of the meeting was given in advance by published notice in a legal newspaper as shown by the proof of publication filed in the County Clerk's office. Notice of the meeting was emailed to all members of the Board and a copy of their acknowledgement of receipt of notice and agenda is attached. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public, except when in closed executive session.

Chairperson Karloff called the meeting to order at 9:05 a.m. informed the public of the location of the posting of the Open Meetings Act & Title VI Policy Statement are posted on the North wall (right hand side) as you enter the Board Room).

Motion by Breunig, seconded by Rastovski to convene as an Equalization Board at 9:08 a.m. Voting yes were Breunig, Rastovski, Mach, Sukstorf, Albrecht, Lutton and Karloff. Voting no were none. Motion carried.

## **BOARD OF EQUALIZATION PROCEEDINGS March 24, 2020**

Pursuant to adjournment Sine Die, the Board met with Breunig, Rastovski & Mach present in the Board Room, Karloff, Sukstorf, Albrecht and Lutton were on the phone, due to concerns of the COVID-19 virus.

Notice of the meeting was given in advance by published notice in a legal newspaper as shown by the proof of publication filed in the County Clerk's office. Notice of the meeting was emailed to all members of the Board and a copy of their acknowledgement of receipt of notice and agenda is attached. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

Chairperson Sukstorf called the meeting to order at 9:08 a.m. and informed the public of the location of the posting of the Open Meetings Act & Title VI Policy Statement are posted on the North wall (right hand side) as you enter the Board Room).

Motion by Rastovski, seconded by Mach to open the Public Hearing at 9:09 a.m., with regards to applications by qualified organizations seeking exemption from real and/or tangible personal property taxation for the 2020-2023 tax years. Voting yes were Rastovski, Mach, Sukstorf, Albrecht, Lutton, Karloff and Breunig. Voting no were none. Motion carried.

Motion by Rastovski, seconded by Mach to close the Public Hearing at 9:10 a.m. and to approve the (5) applications that have been filed, as per the County Assessor's recommendations. Voting yes were Rastovski, Mach, Sukstorf, Albrecht, Lutton, Karloff and Breunig. Voting no were none. Motion carried.

Motion by Karloff, seconded by Rastovski to the approve the Tax Refund Request by Justin DeGroff, Ithaca for property described as Tr S1/2 SW 27-14-8 (10.01 ac). Voting yes were Mach, Sukstorf, Albrecht, Lutton, Karloff, Breunig and Rastovski. Voting no were none. Motion carried.

Motion by Karloff, seconded by Rastovski to approve the Tax Corrections #5772 as presented by the County Assessor. Voting yes were Sukstorf, Albrecht, Lutton, Karloff, Breunig, Rastovski and Mach. Voting no were none. Motion carried.

Motion by Rastovski, seconded by Breunig to approve the minutes of the March 17 Board meeting. Voting yes were Albrecht, Lutton, Karloff, Breunig, Rastovski, Mach and Sukstorf. Voting no were none. Motion carried.



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The proceedings of the foregoing meeting were recorded and are on file in the County Clerk's office. All items considered by the Board of Equalization were included in the agenda published or posted prior to said meeting.

Chairperson Sukstorf declared the meeting adjourned Sine Die at 9:11 a.m.

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Upon the adjournment of the Equalization Board, the Saunders County Board of Supervisors reconvened in their Regular schedule Board meeting.

Discussion was had with Josh Moyer, IT Administrator with regards to people wanting to work from home & how much he should cater to those wishes. He can set up a few, but not many. Rastovski says it is up to the Elected Official on whether they can justify work being done from home. The Board also asked Josh to get Zoom set up for them so that meetings can be conducted from Laptops and Home Computers and to make this a Priority. The Board also discussed at this time about only meeting if absolutely necessary.

Motion by Rastovski, seconded by Breunig to Ratify the Emergency Declaration to include Saunders County Schools. Voting yes were Lutton, Karloff, Breunig, Rastovski, Mach, Sukstorf and Albrecht. Voting no were none. Motion carried.

Motion by Sukstorf, seconded by Lutton to approve the Cash Advance for payment to Postmaster Omaha, NE in the amount of \$3,230.12 for the mailing of Early Voting Ballot Applications to all registered voters in Saunders County. Voting yes were Karloff, Breunig, Rastovski, Mach, Sukstorf, Albrecht and Lutton. Voting no were none. Motion carried.

Motion by Breunig, seconded by Rastovski to approve the County's Payroll for the March 27<sup>th</sup> pay period; the County Treasurer is hereby authorized to issue a check to the Saunders County Imprest Account for the full amount for all funds. Voting yes were Breunig, Rastovski, Mach, Sukstorf, Albrecht, Lutton and Karloff. Voting no were none. Motion carried.

Motion by Rastovski, seconded by Breunig to approve the Vendor claim for Lutton Law Office against the County for the month of February; the County Treasurer is hereby authorized to issue a check to the Saunders County Imprest Account this claim. Voting yes were Rastovski, Mach, Sukstorf, Albrecht, Karloff and Breunig. Lutton abstained. Voting no were none. Motion carried.

Motion by Rastovski, seconded by Breunig to approve the Vendor claims against the County for the month of March; the County Treasurer is hereby authorized to issue a check to the Saunders County Imprest Account for the full amount of all funds. Voting yes were Mach, Sukstorf, Albrecht, Lutton, Karloff, Breunig and Rastovski. Voting no were none. Motion carried.

Motion by Sukstorf, seconded by Rastovski to approve the minutes of the March 17<sup>th</sup> Board meeting. Voting yes were Sukstorf, Albrecht, Lutton, Karloff, Breunig, Rastovski and Mach. Voting no were none. Motion carried.

Melissa Harrell City Administrator for the City of Wahoo, was called & added to the Conference call for the meeting. She gave an update to the Board as to what the City has done with regard to their Emergency Declaration pertaining to the COVID-19 Pandemic Event.

Motion by Breunig, seconded by Rastovski to convene in Closed Session at 9:57 a.m., for personnel matters (84-1410), with the County Attorney, Denise Hauschild and Dee Anne Nice from the County Clerk's office present. Voting yes were Albrecht, Lutton, Karloff, Breunig, Rastovski, Mach and Sukstorf. Voting no were none. Motion carried.

Motion by Breunig, seconded by Rastovski to adjourn from Closed Session at 10:00 a.m., with no action taken and to reconvene in Regular Meeting. Voting yes were Lutton, Karloff, Breunig, Rastovski, Mach, Sukstorf and Albrecht. Voting no were none. Motion carried.

The proceedings of the foregoing meeting were recorded and are on file in the County Clerk's office. All items considered by the Board of Supervisors were included in the agenda published or posted prior to said meeting.

Chairperson Karloff declared the meeting adjourned at 10:00 a.m.



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