

Dakota County Board of Commissioners  
Monday, July 11, 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 3:00 p.m. with the Pledge of Allegiance. 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. 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 27, 2022
  - b. Approval of payroll claims for June 26 – July 9, 2022
2. NEW BUSINESS & RESOLUTIONS
  - a. Zelle HR Solutions, to present information to the Board regarding human resources (HR) services available to Dakota County.
3. OLD BUSINESS & MISCELLANEOUS
  - a. Jolene Gubbels, Highway Superintendent – Road Report
  - b. Sheriff Kleinberg – monthly Jail Report
  - c. Dawn Bousquet, Treasurer, requesting Chair to sign the Semi-annual Statement for January 1 to June 30, 2022, 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
  - d. Closed Session to discuss union contract negotiations for Road Department Local 251 Master Agreement.
  - e. Approve or not approve the Comprehensive Master Agreement between County of Dakota County, Nebraska, and Nebraska Public Employees, Local 251 AFSCME (Road Department) for July 1, 2022, to June 30, 2025.
  - f. Approve Chair to sign the Engagement Letter for the County's audit of our financial statements, major funds, and supplementary information for fiscal year ending June 30, 2022, with the State Auditor's office.
  - g. Discussion regarding the use and implementation of time clocks for all Dakota County employees.
  - h. Approve project/s with monies from the American Rescue Plan Act (ARPA) relief funding.
    - Renew or not renew an Agreement with Lutz Company for consulting services regarding the spending of ARPA funds.
    - Broadband postcard
    - Approve and award courthouse painting bids
  - i. County Board shall make Quarterly Visit to county jail. §47-109
5. COMMISSIONER COMMITTEE REPORTS
6. MAIL AND/OR EMERGENCY BUSINESS
7. ADJOURNMENT

Chair Giese called for Public Comment on any item not on the agenda. Treasurer Dawn Bousquet inquired about the status of an emergency buzzer in her office. Chair Giese stated he is looking at several options.

Chair Giese called for approval of the consent agenda—(a) approval of the June 27, 2022, minutes; (b) approval of payroll claims for hours worked June 26 to July 9, 2022. Discussion was had regarding holiday pay for the Road Department employees—union contract states 8 hours and they are working 10-hour days and requesting 10-hours of holiday pay. Treasurer Department time sheets were not available.

Chad and Micah with Zelle HR Solutions, Lincoln, presented information on the HR services they offer counties: available on cellphone for daily issues, employee daily relations, recruiting, compensation analysis and solutions to wages that are competitive and fair, retention strategies, compliance with ADA and FMLA, job descriptions, handbook, insurance, updating electronically, training and one-on-one coaching. They do not work on union contracts. Commissioner Launsby thought they would be a good fit to help with time clock compliance and handbook participation. Their fee is \$5,000 per

month (plus mileage compensation) and all services are included—they offer a trial 6-month contract or year to year contract. They currently have 19 employees and work in 12-13 other counties. They are a good neutral team member, but all decisions will be brought to the Commissioners.

Commissioner Love moved, seconded by Commissioner Launsby to approve paying a 10-hour holiday to Road Department employees versus the 8-hour per union contract for this payroll only. ROLL CALL VOTE: Love- yes, Gill- yes, Albenesius- no, Launsby- yes, Giese- no. MOTION CARRIED.

Treasurer time sheets were received. Commissioner Love moved, seconded by Commissioner Launsby, to approve the June 27, 2022, minutes and Payroll for hours worked June 26 to July 9, 2022. ROLL CALL VOTE: Gill- yes, Albenesius- yes, Launsby- yes, Giese- yes, Love- yes. UNANIMOUS MOTION CARRIED.

**Payroll – General Fund Employer:** Gross Salaries-\$162,981.89; Net Pay-\$116,794.22; Total Retirement-\$11,304.98; Total FICA-\$12,121.27; Health Plan-\$38,500.00; Dental Plan-\$1,155.00; Life Insurance-\$197.77; 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-\$1,817.96; Robin Hansen-\$1,356.97; Joan Spencer-\$2,367.92; Kathy Abbe-\$1,335.20; Dawn Bousquet-\$2,367.92; Maria Garcia-\$1,136.03; Stephanie Gatzemeyer-\$1,646.73; Jalissa Hattig-\$1,108.19; Brenda Landaverde-\$1,245.60; Samantha Mitchell-\$1,243.40; Debera Benton-\$1,320.00; Christy Abts-\$2,367.92; Melissa Collins-\$1,682.71; Joseph O'Neil-\$576.92; Karen Jimenez-\$1,569.60; Katherine Wiltgen-\$2,367.92; Louvontree Hunter-\$2,907.37; Debra Jensen-\$1,732.45; Casandra Pedroza-\$1,240.00; Kevin Hansen-\$1,996.20; Tammy Dunn Peterson-\$1,255.20; Shaun Bird-\$2,382.73; Timothy Decker-\$2,507.65; Brian Ellinger-\$2,947.39; Penny Epting-\$2,651.25; Brian Fernau-\$2,213.20; Tyler Fulkerth-\$2,690.44; Brent Gilster-\$2,333.09; Martin Guerrero-\$2,487.98; Melvin Harrison III-\$2,773.70; Jason James-\$2,699.68; Douglas Johnson-\$2,412.78; Kimberly Johnson-\$402.31; Jared Junge-\$2,634.30; Christopher Kleinberg-\$2,583.09; Gregory Nyhof-\$2,101.01; Mardi Schnee-\$1,121.60; Ryne Sell-\$255.00; Sarah Hammond-\$2,178.85; Shantel Krull-\$965.63; Debra Schmiedt-\$3,476.65; Kimberly Watson-\$3,697.27; Emma Wiebelhaus-\$1,236.00; Jacob Acero-\$2,022.20; Angelica Antonio Flores-\$1,944.66; Rebecca Broer-\$2,041.58; Kacie Brown-\$2,025.54; Lacey Clark-\$1,851.24; Elisabet DeRoin-\$2,095.71; Jesse Doelle-\$1,773.58; Karina Flores-\$1,626.44; Maria Francisco Pablo-\$690.70; Jonathan Gray-\$2,089.33; Sara Gritten-\$1,830.24; Kara Groetken-\$1,810.84; Todd Hammer-\$2,349.38; Adam Hough-\$1,762.98; Brenda Irwin-\$1,824.62; Brandon Long-\$1,907.76; Jose Magana-\$1,960.80; Jennifer Marquez-\$1,556.40; Jacob McCollum-\$1,966.14; Skyler Miner-\$2,275.43; Keaton Mueller-\$1,795.32; Mark Nelson-\$1,907.00; Kelsey O'Neill-\$1,556.40; Zoey Olson-\$1,898.76; Jose Perez-\$1,679.40; Kimberly Peterson-\$2,033.52; Michele Rohde-\$1,456.00; Jonathan Romo-Rodriguez-\$1,875.22; Rebecca Schoep-\$1,878.48; Jennifer Svendsen-\$2,711.17; Estrella Vazquez-\$1,604.28; Randall Walsh-\$2,412.84; Deanna Hagberg-\$2,020.14; Jolene Gubbels-\$1,854.34; Jana Adam-\$730.79; Yvette Aldana-\$1,604.54; Theresa Grove-\$2,269.23; Courtney Swick-\$1,339.58; Jacqueline Traum-\$1,348.04; Ruth Gillaspie-\$514.50; Willard Johnston-\$2,084.86; **General Fund Employee:** Federal Tax-\$12,113.15; State Tax-\$5,967.67; Soc Sec-\$9,823.77; Medicare-\$2,297.50; Extra Fit-\$1,191.00; Extra Sit-\$135.00; Retirement-\$7,671.47; Health Plan-\$2,350.00; Dental Plan-\$441.00; Colonial Health-\$219.59; Sheriff Union Dues-\$405.00; Colonial Life/Disability-\$54.00; Deferred Comp-\$670.00; Garnishments-\$1,178.57; Flex Plan Medical-\$948.41; VSP Vision Prem-\$428.62; Legal Shield-\$146.04; Liberty Nat'l Pretax-\$83.99; VSP Vision Base-\$62.89; **Road Fund Employer:** Gross Salaries-\$18,692.28; Net Pay-\$13,300.89; Retirement-\$1,261.74; Total FICA-\$1,375.43; Health Plan-\$5,500.00; Dental Plan-\$165.00; Life Insurance-\$27.16; Brent Byroad-\$2,013.35; Ryan Chambers-\$1,613.60; Paul Jerome Conley-\$1,521.60; Robert Hacker-\$1,821.83; Lance Jacobsen-\$1,676.68; David Kneifl-\$1,613.60; Kimon Liras-\$1,763.37; Dean Pallas-\$1,625.60; Tyler Pallas-\$1,601.60; Wilbur Peters II-\$1,836.84; Jared Vedral-\$1,604.21; **Road Fund Employee:** Federal Tax-\$1,338.52; State Tax-\$635.37; FICA-\$1,114.73; Medicare-\$260.70; Retirement-\$841.14; Health Plan-\$550.00; Dental Plan-\$84.00; Colonial Health-\$38.23; Garnishments-\$208.62; Road Union Dues-\$225.00; VSP Vision Prem-\$15.66; Legal Shield-\$18.44; Liberty National PreTax-\$35.24; Liberty National-\$0.00; VSP Vision Base-\$25.74; **Health Planning Grant Employer 2502:** Gross Salaries-\$1,577.60; Net Pay-\$355.41; 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; Garnishments-\$777.14; Flex Plan Medical-\$100.00; VSP Vision Prem-\$15.66; Legal Shield-\$16.95; **Health Planning Grant Employer 2504:** Gross Salaries-\$1,720.90; Net Pay-\$1,362.87; Retirement-\$104.91; Total FICA-\$129.68; Health Plan-\$500.00; Dental Plan-\$15.00; Life Insurance-\$2.55; Mohamud Ibrahim-\$166.71; Yesica Saldana Cisneros-\$1,554.19; **Health Planning Grant Employee 2504:** Federal Tax-\$87.49; State Tax-\$45.03; FICA-\$105.10; Medicare-\$24.58; Retirement-\$69.94; Dental Plan-\$21.00; VSP Vision-\$4.89; **Juvenile Services Aid Employer 2507:** Gross Salaries-\$1,365.30; Net Pay-\$808.00; Retirement-\$92.15; Total FICA-\$76.07; Health Plan-\$500.00; Dental Plan-\$15.00; Life Insurance-\$2.55; Sarah Anderson Deck-\$1,252.80; Kristin Robinette-\$112.50; **Juvenile Services Aid Employee 2507:** Federal Tax-\$32.54; State Tax-\$16.25; FICA-\$61.65; Medicare-\$14.42; Retirement-\$61.44; Health Plan-\$350.00; Dental Plan-\$21.00;

Jolene Gubbels, Highway Superintendent, presented the Road Report for June 26 to July 9, 2022. Total road maintenance- 244.75 hours; overtime- .5 hours; tree/debris removal- 28 hours; bridge maintenance- 10 hours at I & Adams (guard rails); culvert/road projects- 41 hours on Hall Ave; asphalt- 6 hours; garbage pickup- 4 hours; gravel hauling- 24 hours; total tons of gravel hauled- 350.02; sign repair/barricading- 37 hours. Grading & Gravel concerns- 192<sup>nd</sup> Street. Commissioner Albenesius requested a bulk factory-direct purchase be made when purchasing culverts to save 50% of cost. Ms. Gubbels stated the department is currently taking an inventory of the culverts—GPS location, length and diameter. Commissioner Albenesius asked the price of the 86 tons of ¾ clean (\$25.25) and the crushed concrete

(\$16.00). The crushed concrete is dusty and needs moisture. A water truck is needed and a pump needs to be purchased for the Sterling truck which could also blow out culverts.

Commissioner Love read the following Jail report for June, 2022.

June (Average per day):

County Inmates	Federal Inmates	Juveniles	Total-In-House
92	19	0	111

2022 Calendar (Average per day):

County Inmates	Federal Inmates	Juveniles	Total-In-House
81	23	0.16	104

2021-2022 Fiscal (Average per day):

County Inmates	Federal Inmates	Juveniles	Total-In-House
83	21	0.12	104

Federal Income

June Marshal	\$ 52,104.08	Fiscal Marshals:	\$622,663.73
June ICE:	320.00	Fiscal ICE:	3,990.57
June OMMS/SDMS:	.00	Fiscal BIA/OMMS:	65.00
June Federal:	\$52,424.08	Fiscal Federal:	\$574,295.22

2022 Calendar Federal: \$341,055.68

June County Contracts: \$395.00      2021-22 Fiscal County Contracts: \$2,750.00

April Phone/Commissary Commission: \$9,939.95

Cost Per Inmate Per Day 2022:

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
69.78	81.52	66.26	66.74	62.07	77.40						

The jail spent \$259,769.16 for the month of June—92% of yearly budget or ,8% under fiscal year budget. In June 2021, the jail had spent 93% of yearly budget. The Jail spent \$20,205.77 more than was allotted for June 2021 budget or 8% over budget for the month.

June Bookings:

DCSO:	58	DAKOTA COUNTY:	55
SSCPD:	39	OTHER NE:	23
NSP:	20	SIOUX CITY:	32
COURT/SELF:	2	OTHER IA:	12
FED:	13	OTHER STATES:	9
OTHER:	2	HOMELESS:	3
TOTAL:	134	TOTAL:	134

Dawn Bousquet, Treasurer, presented the 6 Month Semi-Annual Report for January 1, 2022, through June 30, 2022. Commissioner Love moved, seconded by Commissioner Gill, to approve chair to sign the 6 Month Semi-Annual Report for January 1 to June 30, 2022, as presented by the Treasurer. ROLL CALL VOTE: Albenesius- yes, Launsby- yes, Giese- yes, Love- yes, Gill- yes. UNANIMOUS MOTION CARRIED.

Commissioner Love moved, seconded by Commissioner Launsby, to approve chair to sign the Engagement Letter for the County's audit of our financial statements for fiscal year ending June 30, 2022, with the State Auditor's office. ROLL CALL VOTE: Launsby- yes, Giese- yes, Love- yes, Gill- yes, Albenesius- yes. UNANIMOUS MOTION CARRIED.

Discussion was had regarding use and implementation of time clocks. Chair Giese stated that the intention of implementing time clocks was for the employees to get paid for all hours worked. Per a conversation with NACO, without all elected officials on board, it is difficult to implement. Commissioner Launsby thought time clocks would make payroll simpler. Commissioner Gill wondered why anyone would be opposed to being accountable for time worked. Treasurer Dawn Bousquet stated the time clocks are exact and time sheets allow time to be rounded up/down and the time clock can reflect less time worked. Chair Giese stated that it would not be impossible, but without some elected officials on board, it is not doable in county government. The county is currently paying MIPS for the time clocks. Time clocks will be put on the next agenda for a board decision.

ARPA projects were discussed:

- (1) Commissioner Love moved, seconded by Chair Giese, to approve renewal of the Agreement with Lutz Company for consulting services. ROLL CALL VOTE: Giese- yes, Love- yes, Gill- yes, Albenesius- yes, Launsby- yes. UNANIMOUS MOTION CARRIED.
- (2) Broadband postcards were discussed seeking input from residents without internet service. Commissioner Gill will research cost and printing.
- (3) Commissioner Love moved, seconded by Commissioner Launsby, to award the painting of the courthouse to Glover Painting for the amount of \$4,870.00. ROLL CALL VOTE: Love- yes, Gill- yes, Albenesius- yes, Launsby- yes, Giese- yes. UNANIMOUS MOTION CARRIED.

Commissioner Committee Reports- Commissioner Love- Safety; Commissioner Albenesius talked with Gordon Hansen regarding the need for an invoice for his request for reimbursement of the fencing. Chair Giese stated the county is again in need of a Weed Superintendent. Either Chair Giese or Commissioner Launsby will attend the meeting with Navigator at the LEC on July 20<sup>th</sup> at 8:30 a.m.

No Mail and/or Emergency Business.

Commissioner Love moved, seconded by Commissioner Launsby, to convene in closed session for the purpose of discussion regarding approval of the Road Department union contract. ROLL CALL VOTE: Gill- yes. Albenesius- yes, Launsby- yes, Giese- yes, Love- yes. UNANIMOUS MOTION CARRIED at 4:18 p.m. Chair Giese restated the purpose of the closed session.

Commissioner Love moved, seconded by Commissioner Launsby, to reconvene in open session. ROLL CALL VOTE: Albenesius- yes, Launsby- yes, Giese- yes, Love- yes, Gill- yes. UNANIMOUS MOTION CARRIED at 4:43 p.m.

Commissioner Love moved, seconded by Commissioner Launsby, to approve the Comprehensive Master Agreement between County of Dakota County, Nebraska, and Nebraska Public Employees, Local 251 AFSCME (Road Department) for July 1, 2022, to June 30, 2025, reflecting the correct percentage for the 2024-2025 wages. ROLL CALL VOTE: Launsby- yes, Giese- yes, Love- yes, Gill- yes, Albenesius- yes. UNANIMOUS MOTION CARRIED.

Commissioner Albenesius left at 4:44 p.m. The Board members made their quarterly visit of the jail.

Chair Giese adjourned the Board of Commissioners meeting of July 11, 2022, at 4:54 p.m.

Dakota County Board of Commissioners

---

Robert J. Giese, Chair

---

Joan Spencer, County Clerk/Board Secretary