

# HARLAN COUNTY BOARD OF SUPERVISOR'S

## REGULAR MEETING MINUTES

Supervisors Room, Alma, NE  
**March 7, 2023, @ 1:00 p.m.**

The Harlan County Board of Supervisor's met in regular session Tuesday, March 7<sup>th</sup>, 2023, as advertised, with Supervisor's Chris Schluntz; Max Schultz; Mike Clements; Cindy Boehler; Jeff Bash; Ron Imm; and Tony Gulizia present. Also present were County Clerk, DaLynn Burgeson; County Attorney, Bryan McQuay; Highway and Weed Superintendent, Tim Burgeson; Union Steward, Roger Gehrig; and Deputy County Treasurer, Brittany Artz.

At 1:00 p.m. Chairman, Tony Gulizia called the meeting to order and announced that there is a copy of the Open Meetings Act posted in the room and will be followed by the Board. The Pledge of Allegiance was recited. Chairman Gulizia asked the Board if they had reviewed the Minutes from the February 21<sup>st</sup>, 2023, regular Board meeting and called for any additions or corrections. Motion was made by Boehler to approve the February 21, 2023, minutes as written. Seconded by Clements. Roll call votes: Schluntz-yes; Schultz-yes; Clements-yes; Boehler-Abstained; Bash-yes; Imm-yes; Gulizia-yes. Motion carried.

\*Clarification from the February 7<sup>th</sup>, 2023, Minutes, page 2, last paragraph – “from a grant (\$50,000)” to clarify it should be “from the Tribal Consistency Fund received on behalf of Harlan County”

Payroll Claims / Claims / Vendor Claims: Chairman Gulizia addressed the Board and stated that a Preapproval Claims report had been emailed for their review and that the claims were available in the Clerk's office for review prior to this meeting. He asked if any of the Board members had not had a chance to review the claims or claims report and if any claim needed reviewed or discussed at this time. Discussion was held. Motion was then made by Bash to approve the claims as submitted. Seconded by Boehler. Roll call votes: Schluntz-yes; Schultz-yes; Clements-yes; Boehler-yes; Bash-yes; Imm-yes; Gulizia-yes. Motion carried.

Bonnie Kresser with the Harlan County Senior Center was present, with other Harlan County citizens. Chairman Gulizia addressed the room and welcomed the representatives from the Senior Center and citizens present. In regards to the Harlan County Public Transit, Chairman Gulizia stated that public transit was a great service being provided for our Harlan County seniors, thanked the Senior Center for the work in making the service available and advised that the County's elected officials were in support of doing what was needed to help keep the public transit functioning. Chairman Gulizia continued with a brief summary of events that affected the Harlan, County of, federal DUNS number that changed to an UEI number and the Senior Center's federal grant funds and local match funds being provided by the County. As stated, in August of 2020, the County's emails through MIPS became obsolete. The obsolete email was the one used to access SAM.gov and for verification purposes. On November 11, 2022, the former Clerk received an email stating: “As of 10/29/2022, Harlan County Of's SAM registration had not been renewed for Fiscal Year 2023.” November 14, 2022, a new registration was submitted under the County UEI and Cage Code numbers for “County of Alma Clerk”. January 4, 2023, Clerk Burgeson was sworn into office. January 10, 2023, County Board held a Reorganizational meeting. January 11, 2023, Clerk's office received an email from the Senior Center asking if the County had an UEI number. Clerk Burgeson responded we had looked and did not find that the County had an UEI number. Senior Center responded with would you like to get one? Or should I just do it? Clerk Burgeson, at this time could not find a file or any information regarding an UEI (Unique Entity Identification) number or SAM.gov. Clerk Burgeson checked with the County Attorney, was told he did not have any information on this matter but would do some checking and to please relay that to the Senior Center and suggest that they proceed with getting a UEI number on behalf of the Senior Center, if that was something they could

do. Clerk Burgeson then responded to the Senior Center that upon doing some checking, was not sure we needed the UEI number and to just get one for their needs. After the contested election, transition from the former Clerk to the newly elected Clerk was brief. Clerk Burgeson was not given a file or information nor made aware of the SAM.gov upcoming expiration date. After continued searching Clerk Burgeson was able to locate a SAM.gov file, reviewed the file notes, attempted to login to complete the requirements to keep the UEI number active. Through the validation process, it was determined that the email for continued validation was the obsolete email. February 7, 2023, Chairman Gulizia was advised of the situation. On February 11, 2023, Clerk Burgeson submitted a Point of Contact "Role Change" to remove the former Clerk and request authorization to access the account. February 27, 2023, Clerk Burgeson contacted Jon Cannon, Executive Director of NACO and further consulted with Candace Meredith, Deputy Director of NACO on February 28, 2023. Clerk Burgeson was advised that the "Role Change" request was the correct step in the process. Ms. Meredith provided a contact number to check the status of the validation request. On March 1, 2023, Clerk Burgeson after holding 1 hr 20 minutes, spent another 35 minutes on the phone and was advised to submit a Notarized Letter designating her role as the Entity Administrator to expedite the validation process in which it could take 2-5 business days for validation and then another 10-15 business days to reactivate the UEI number. The login email was updated during the call. As of March 6<sup>th</sup>, 2023, validation process was still pending. Chairman Gulizia opened the meeting for questions. Questions were received. Supervisor Clements advised that the County changed from paying claims the first Tuesday of the month to paying them the third Tuesday of the month. Discussion was held on paying of claims and the delay in paying the Senior Center's November claim submitted on January 13, 2023, in which was paid February 21, 2023, the third Tuesday of the month. County Attorney, McQuay advised that he had been in contact with State Transit, and he was told they would work with the Senior Center and extend the March 31<sup>st</sup> deadline. Supervisor Boehler stated how much the Senior Center is valued. Supervisor Clements advised that in the last two weeks he had met with Bonnie at the Senior Center and that continued updates would be provided by the Board. Concerns, suggestions and information was provided regarding the importance of the UEI number and not letting it expire. Chairman Gulizia offered solution options to the Senior Center. Further discussions were held. Motion was made by Boehler to approve an ARPA grant through Harlan County in the amount of \$21,600 for the Harlan County Public Transit service provided through the Senior Center. Seconded by Clements. Roll call votes: Schluntz-yes; Schultz-yes; Clements-yes; Boehler-yes; Bash-yes; Imm-yes; Gulizia-yes. Motion carried. Chairman Gulizia advised the Senior Center that if their January claim was received within 2 weeks, or by the claim deadline, the County would be able to review and pay the claim through the March 21<sup>st</sup>, 2023, meeting. The Senior Center will submit an Application to Harlan County for said ARPA Grant.

Executive Director, Sharon Hueftle, with South Central Economic Development District (SCEDD) joined the meeting and handed out Annual Report 2022. Ms. Hueftle provided information and an update of what has been going on in and around Harlan County. Questions and discussion were held.

Chairman Gulizia provided a clarification regarding Lincoln Financial Group premium rates for the County employees dental insurance through Benefit Management. Upon the annual renewal, Benefit Management provided the Employee, Employee +1 and Employee +2 rates. As part of the County benefits, upon eligibility, the County pays 100% of the employee's dental insurance premium. An employee can add his or her spouse and or child or children and the premium will be deducted through payroll.

#### OLD BUSINESS:

Rebecca Dahlgren, UNL Extension Agent, joined the meeting. Ms. Dahlgren asked the Board members if they received a copy of the Interlocal Agreement between UNL and Harlan County and were able to review it. She then stated that the Extension Board recommendation to the Harlan County Board of Supervisors was to approve the latest Interlocal Agreement provided by UNL. Discussion was held. Motion was made by Boehler to approve the Interlocal Agreement between UNL and Harlan County as presented. Seconded by Imm. Roll call votes: Schluntz-yes; Schultz-yes; Clements-yes; Boehler-yes; Bash-No; Imm-yes; Gulizia-yes. Motion

carried. Further discussion was held regarding a previous request for an extension office credit card through the County. Motion made by Clements to approve a credit card for the extension office with a \$500 limit. Roll call votes: Schluntz-yes; Schultz-yes; Clements-yes; Boehler-yes; Bash-yes; Imm-yes; Gulizia-yes. Motion carried. Ms. Dahlgren gave a brief BIO on Stephanie Adams and requested approval for the appointment of Stephanie Adams to fill the vacancy on the Extension Board. Motion to approve the appointment of Stephanie Adams by Bash, Seconded by Imm. Roll call votes: Schluntz-yes; Schultz-yes; Clements-yes; Boehler-yes; Bash-yes; Imm-yes; Gulizia-yes. Motion carried.

Marge Melroy, Temporary Veteran's Service Officer, joined the meeting to provide the Board with an update. She provided a handout to the Board and discussed the handout contents and statistics included.

Pat George, Veteran's Service Officer, joined the meeting. Clerk Burgeson provided information she acquired from the State Auditor's Office pursuant to the request made to set up a checking account through the County to have funds available to provide aid to a Harlan County Veteran in an emergency. Clements suggested that 2 signatures be required on the checks and that there be more authorized people on the account to sign in case someone is unavailable to sign when needed. Marge provided information about funds available through NVA as an option as well. The checking account discussion was tabled until next meeting to allow the County Attorney and the Veteran's Service Officer time to discuss and prepare a Resolution. Discussion was held. VSO George is eligible to receive a monthly cell phone stipend of \$45.

Courthouse Caretaker, Joseph Torrey joined the meeting. He provided the Board with handouts which contained further information he gathered related to the internet speed testing and results, current internet contract information, proposed contract to increase internet speeds as needed throughout the Courthouse and for the Courtroom technology upgrades. Motion was made by Boehler to approve the internet speed increase provided through VYVE to 500 Mbps. Seconded by Schluntz. Roll call votes: Schluntz-yes; Schultz-yes; Clements-yes; Boehler-yes; Bash-yes; Imm-yes; Gulizia-yes. Motion carried. Caretaker Torrey provided information on Third Party IT providers and their services that would be available to meet the County needs. Discussion was held. The IT service provider must be NCJIS certified. Request was made to have two of the four IT providers come before the Board with a proposal. Update was given on the Cyber Security Grant that was submitted.

Buildings and Grounds update. Caretaker Torrey provided an update regarding the replacement of the Clerk's office security window, the replacement of the Courthouse entrance doors and status of painting in the Clerk's office. He also advised that he spoke with the remodeling contractor and there will be an upcoming walk-through to inspect the completed and still in progress projects. The Buildings and Grounds Committee wants to be included in the walk-through.

Supervisor Boehler, of the Two Rivers committee provided a brief update in that Two Rivers Public Health Department is still seeking a new Board member to fill the vacancy due to a former members resignation.

Chairman Gulizia attended a County Board Chairman training and informed the Board that, in regards to the ARPA funds, the deadline to obligate the funds is 12/31/2024 and the deadline for spending is 12/31/2026. The \$50,000 award from the Tribal Consistency Fund received on behalf of Harlan County does not have a spending deadline.

Supervisor Schultz advised that there is still a vacancy on the Hospital Board. That he was given a list of names to contact in hopes to fill the vacancy.

Treasurer, Sandy Artz had provided the Board with a Fund Balance Listing Report as of February 28, 2023, and a Delinquent Tax Listing Report.

Proposed Resolution to set the commencement time for future Board meetings in which both the first and third Tuesday meetings would commence at the same time for consistency purposes was discussed in which consent agenda items shall be at 9:45 a.m. and business agenda items at 10:00 a.m. Motion was made by Clements to approve and sign Resolution 2023-3. Seconded by Boehler. Roll call votes: Schluntz-yes; Schultz-yes; Clements-yes; Boehler-yes; Bash-yes; Imm-yes; Gulizia-yes. Motion carried.

Highway and Weed Superintendent, Burgeson came before the Board to provide an update on the Service Truck that on Saturday, he and foreman, Mike Eckmann traveled to Thedford, NE to test drive and inspect before purchasing for the road department. Discussion was then held regarding the need to purchase a dump truck. This matter was tabled to allow Burgeson time to gather more information regarding the cost of a dump truck and report back to the Board at the next meeting. Roger Gehrig from the Road Department attended the meeting as well. He also provided input on the need for another dump truck. Burgeson said he was informed that the Simple Signs program that he currently uses through GIS is no longer going to be available soon and provided the Board with information on a new program called Simple Roads with the cost and features the new program has to offer. Discussion was held. Burgeson also provided an update on the meeting he had regarding Crossing Safety projects and the Railroad Bridge proposed agreement.

At 4:00 p.m., a motion to go into executive session for a personnel matter was made by Bash. Seconded by Clements. Roll call votes: Schluntz-yes; Schultz-yes; Clements-yes; Boehler-yes; Bash-yes; Imm-yes; Gulizia-yes. Motion carried. Clerk Burgeson exited the meeting. County Attorney, McQuay was asked to stay. The Board went into executive session.

At 4:14 p.m., a motion was made and seconded to exit the executive session and return to regular session. Roll call votes: Schluntz-yes; Schultz-yes; Clements-yes; Boehler-yes; Bash-yes; Imm-yes; Gulizia-yes. Motion carried. The Board returned to regular session.

Public Forum: No citizens came before the Board at this time

With no further business, motion to adjourn the meeting was made by Boehler. Seconded by Schultz. Roll call votes: Schluntz-yes; Schultz-yes; Clements-yes; Boehler-yes; Bash-yes; Imm-yes; Gulizia-yes. Motion carried. The meeting was adjourned at 4:20 p.m.

The next regular meeting will be held on March 21<sup>st</sup>, 2023, at 9:45 a.m. for consent agenda items and 10:00 a.m. for business agenda items.

**ATTEST:**

/s/ DaLynn Burgeson, County Clerk

/s/ Tony Gulizia, Chairman

(County website: [harlancounty.ne.gov](http://harlancounty.ne.gov))

**CLAIMS:**

GENERAL: Payroll / Claims \$143,814.42, including City of Alma-Utilities \$880; Darcie Porter-Cell phone allowance \$45.00; Quadient Leasing-Postage \$382.80; Harlan County Senior Center-Dec 2022 Claim \$1866.00  
ROAD FUND: Payroll / Claims \$63,826.22; TOURISM: Emily White-Admin Salary \$1200.00.  
COVID AMERICAN RESCUE PLAN FUND: Harlan County Senior Center-ARPA Grant \$21,600  
Grand total: \$230,440.64