

## DAWES COUNTY COMMISSIONERS

### SPECIAL BUDGET MEETING

AUGUST 05-06, 2013

The Public convened meeting of the Dawes County Commissioners meeting in special session was commenced at the hour of 8:54 A.M. on the 5<sup>th</sup> day of August, 2013, in the old county courtroom pursuant to public notice as required by law. The meeting was called to order by Chairman Stewart. Roll was called and the following Commissioners were present: Commissioners' Stewart, Johnson and Swinney. Also present was Cheryl Feist, Dawes County Clerk, Pete Peterson, Budget Coordinator, Scott Cotton, UNL Extension and Whitney Tewahade, Extension Board Member. Per LB 898 the Chairman announced the location of posted information concerning the Open Meetings Act. Copies of the Act are available upon request by anyone attending the meeting.

The Board met with all Department Heads to finalize budget figures and make adjustments to various budgets to wit:

**Extension Office:** Scott Cotton reported the office is operating less than actuals last fiscal year. Equipment rental is up due to postage costs related to mailing newsletters. He reported the goal is to get more newsletters going out by email. It was noted for the record that 4-H travel has increased 33%. Commissioner Swinney said he doesn't like to see budgets going from \$61,990.00 to \$73,334.00. Putting the Youth Assistant full-time would increase the budget by 18%. Discussion ensued. The Youth Assistant will go to 24 hours per week. The salary line item for this position was adjusted accordingly. The 4-H travel line item was reduced and the regular clerical salary was adjusted to reflect a 3% raise in January. Total budget reduced to \$61,630.00.

**Clerk of District Court/Judge:** Sharon Harrison met with the Board. Contractual line item was reduced to \$3,000.00 and the Official's salary was adjusted to reflect other Officials budgeted amounts. In the District Judge budget District Court costs were reduced to \$18,000.00 and Court Appointed Counsel was reduced to \$18,000.00.

**Lindy Coleman:** Lindy Coleman reported she moved all Zoning expenditure line items except the Zoning Administrator, Board Member expenses and GIS to the Assessor's budget. Printing/Publishing reduced to \$300.00; Office equipment reduced to \$750.00; Travel reduced to \$2200.00; GIS reduced to \$9500.00; supplies reduced to \$2500.00; resource materials reduced to \$350.00 and fuel reduced to \$1,000.00. She reported there is a quorum each meeting and the zoning department has been reorganized and is running efficiently. The zoning salary was discussed and left at \$10,308.00 annually. The reappraisal fund contributions will increase to \$55,000.00 per year to start saving to pay for a mass reappraisal. 1990 was the last time a mass reappraisal was done in Dawes County. A possible cost share in the GIS program is being discussed with the City of Chadron so they can access the GIS program.

**Clerk Magistrate:** Lori Miskimins reported that court appointed counsel is the most costly budget item for County Court. The Board reduced defense counsel to \$7,000.00.

**Veterans Service Office:** Alan Connell met with the Board. The Administrative salary line was adjusted to reflect a 3% raise in January. Data processing costs were reduced to \$900.00; the Board added a line item for internet service and budgeted \$552.00; travel was reduced to \$4800.00; Grave markers were reduced to \$650.00 as there is a supply on hand. The Board cut the cars line item and moved the \$4,000.00 budgeted to the Veterans Relief Fund as a reserve. The Veterans Relief Fund will have a petty cash fund resolution implemented which will set an amount that can be expended from this fund without Board approval. Also discussed was the way claims are being handled for this fund. The VSO will submit all claims on an annual basis at the end of the fiscal year so there is a clear picture of what is needed to replenish this fund. The Clerical hours were discussed. The Clerical position hours were increased to 28 hours per week. The Board recessed at 12:30 P.M. and reconvened to regular session at 1:08 P.M. Roll was called and the following Commissioners were present, Stewart, Johnson and Swinney. Also present was Cheryl Feist, Dawes County Clerk, Barbara Sebesta, Treasurer and Pete Peterson, Budget Coordinator.

**Treasurer:** Data processing equipment reduced to \$2000.00; data processing reduced to \$10,000.00; travel reduced to \$2,000.00; dues/subscriptions reduced to \$800.00 and supplies were reduced to \$2900.00. Commissioner Swinney went on record expressing concern with fund transfers being done correctly in the Treasurer's Office.

**Child Support Enforcement:** Stacy McCartney and Vance Haug met with the Board. The salary of the Child Support Enforcement Officer was adjusted to reflect a 3% raise in January. Federal Incentive funds will be used to assist in purchasing a new copier for the office and the line item was adjusted reflecting such.

**County Attorney/Drug Fund:** Vance Haug met with the Board. Travel was reduced to \$900.00 and the office equipment line item was increased to \$3500.00 for cost share on the copier. The Deputy County Attorney contracted amount will remain the same, however; a line item will be added to the County Attorney's budget to track mileage on the contracted Deputy Attorney.

**Public Defender:** Katie Haynes met with the Board. Contracted services were reduced to \$500.00; supplies were reduced to \$3600.00; fuel was reduced to \$150.00 and the Officials salary was adjusted to reflect a 3% raise in January. She reported the Public Defender is going to a paperless system. The Board recessed at 2:52 P.M. The Board reconvened to regular session on August 6, 2013 at 8:59 A.M. Roll was called and the following Commissioners were present, Stewart, Johnson and Swinney. Also present was Cheryl Feist, Dawes County Clerk, Pete Peterson, Budget Coordinator, Shane Cullan, Weed Department and Larry Hankin, Roads Department. **Weed Department:** The Administrative salary was adjusted to reflect a 3% raise in January. Weed building repairs were moved to capital outlay; equipment repair-pickups was reduced to \$7000.00; the miscellaneous line item was removed from the budget; safety equipment was reduced to \$500.00; chemical was reduced to \$47,5600.00; office supply was reduced to \$500.00; shop tools was reduced to \$300.00 and fuel was reduced to \$15,000.00.

**Roads Department:** The sign technician position will increase to a Crew Chief wage and when a new Crusher manager is hired they will receive Crew Chief wages. This will save some money for the County. The weed control line item was deleted; two line items were added to wit: radio equipment and express/freight. Road building repair was moved to capital outlay and an engineering line item was added.

**Building & Grounds:** Lacy Peterson and Cheryl Feist met with the Board. Heating was reduced to \$5000.00; building and grounds supply was reduced to \$6,000.00. A part-time outside custodial position will be advertized.

**County Clerk/Elections/Preservation & Modernization:** Cheryl Feist met with the Board. Data processing was reduced to \$9500.00 and supplies were reduced to \$2200.00. **Elections:** Printing/publishing costs were reduced to \$12,000.00. **Preservation & Modernization Fund:** The Clerk estimated \$7616.00 would be deposited into this fund. This fund is used to update real estate records used by the Public. The Board recessed at 12:00 P.M. and reconvened to regular session at 1:00 P.M. Roll was called and the following Commissioners were present, Stewart, Johnson and Swinney. Also present was Cheryl Feist, Dawes County Clerk, Pete Peterson, Budget Coordinator, Steve Crile, Jail Administrator and Karl Dailey, Sheriff. **Jail:** Steve Crile reported that Jail Standards have recommended that there be two Jailers present on each shift. In 2010/2011 budget the Jail had six full-time Jailers and saved \$20,000.00 in costs to the taxpayers. In 2012/2013 there wasn't a sixth Jailer and it cost the County \$4000.00. Discussion ensued. A sixth full-time Jailer will be hired. Part-time salaries/Overtime pay was both reduced. Board of Prisoners was reduced to \$3000.00; Office supply was reduced to \$2000.00 and safety equipment was increased to \$1200.00.

**Crawford Law Enforcement:** There appeared to be a discrepancy in the amount of money that was receipted in by the County Treasurer. Mr. Dailey will look into the matter.

**Sheriff:** The Board adjusted Deputy and Clerical salaries to reflect a 3% raise in January. Overtime was reduced to \$10,000.00; Office supply was reduced to \$4,000.00; Law Enforcement supply was reduced to \$5000.00; fuel was reduced to \$10,000.00; tire equipment/maintenance was reduced to \$4000.00. Autos were increased to \$6500.00.

**Communications 653:** Tony Serbousek met with the Board. Telephone reduced to \$4500.00 and an E911 digital copier line item was added and \$7200.00 budgeted. **E911-2910:** Office supplies reduced to \$800.00; the E911 digital copier line item was deleted and added to Communications; Maintenance/repairs was reduced to \$3,000.00; tower maintenance was reduced to \$5,000.00 and a transfer of \$20,000.00 was budgeted as a transfer in the event it is needed. **Wireless-2913:** No reductions, this fund is set by the State. Other funds discussed amongst the Board, Clerk and Budget Coordinator included Relief, Institutions, Miscellaneous General; Surveyor; Road Construction Fund and Highway/Bridge Buyback Program Fund.

At 5:00 P.M. there being no further business to come before the Board the Chairman adjourned the meeting.

Attest: \_\_\_\_\_

**Dawes County Commissioners**

**Cheryl Feist**

**Dawes County Clerk**

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