

**2025 REORGANIZATIONAL MEETING
BOONE COUNTY BOARD OF COMMISSIONERS
ALBION, NEBRASKA**

The Boone County Board of Commissioners of Boone County, Nebraska convened at 9:00 A.M. on Monday, January 6, 2025, in the Commissioners Meeting Room of the Courthouse in Albion, Nebraska.

Jon Lindgren, Chairman, called the Reorganizational Meeting to order as required by Nebraska State Statute. Commissioners present for roll call were Jon Lindgren and Brian J. Yosten. Commissioner Matt Niewohner was absent. Notice of the meeting was given in advance by publication in the Albion News/Boone County Tribune on December 24, 2024 and the convened meeting was open to the public.

The agenda was posted on the Boone County website; posted on the information board located in the Courthouse north entrance; emailed to the Board of Commissioners; and emailed to the Elected Officials and department heads on Friday, January 3, 2025. Chairman Lindgren acknowledged the agenda and noted that the Open Meeting Laws are posted and available to the public. All who were present participated in the Pledge of Allegiance.

Motion made by Yosten, second by Lindgren to appoint Jon Lindgren as Chairman of the Boone County Board of Commissioners for the year 2025. Roll call vote: Yeas: Yosten and Lindgren. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Lindgren, second by Yosten to appoint Brian J. Yosten as Vice Chairman of the Boone County Board of Commissioners for the year 2025. Roll call vote: Yeas: Lindgren and Yosten. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Yosten, second by Lindgren that the budget committee for the ensuing 2025-2026 budget year is the Boone County Board of Commissioners, Boone County Clerk and Boone County Treasurer. Roll call vote: Yeas: Yosten and Lindgren. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Lindgren, second by Yosten to reappoint a Certified Public Accountant with Mueller & Honcik, P.C. to prepare the County Budget for the 2025-2026 budget year, to be paid from the County General fund. Roll call vote: Yeas: Lindgren and Yosten. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Yosten, second by Lindgren to appoint Brian McDonald, Norfolk, Nebraska, as Boone County Highway Superintendent with a Class A License #S-1132, as a Permanent Part-Time Employee under the supervision of the County Board as an at-will employer for 2025. Roll call vote: Yeas: Yosten and Lindgren. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Lindgren, second by Yosten to reappoint Christopher C. Hays, Osceola, Nebraska, as Boone County Surveyor for a four-year term commencing January 5, 2023 through December 31, 2026, per contract for services as provided in State Statute Section 23-1901.01. Roll call Vote: Yeas: Lindgren and Yosten. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Yosten, second by Lindgren to appoint Robert McCurdy Jr. as Boone County Veterans Service Office under the supervision of the County Board as an at-will employer for 2025, with a stipulation of annual evaluations. In addition, there is a pending agreement with Greeley County for Boone County Veteran Service Officer to provide services for Greeley County. Roll call vote: Yeas: Yosten and Lindgren. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Lindgren, second by Yosten to reappoint Randall Bruland as the Administrator and Maintenance Director of the Boone County Ambulance Service under the supervision of the County Board as an at-will employer for 2025. Roll call vote: Yeas: Lindgren and Yosten. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Lindgren, second by Yosten to continue the agreement for patient billing and collection services for the Boone County Ambulance Service with Quick Med Claims, LLC. of Omaha, Nebraska pursuant to an Agreement effective December 9, 2019 that continues to termination by one of the parties. The County Clerk's office is to serve as liaison for the Boone County Ambulance Service/Quick Med Claims for 2025. Roll call vote: Yeas: Lindgren and Yosten. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Yosten, second by Lindgren to reappoint Victoria Olson as County Planning and Zoning Administrator, Regulatory Zoning Investigator and Floodplain Manager under the supervision of the County Board for 2025, with a stipulation of annual evaluations. The county road department clerical duties for the County Highway Superintendent's office are also included as part of the County Planning and Zoning Administrator duties. Roll call vote: Yeas: Yosten and Lindgren. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Lindgren, second by Yosten to appoint Margaret Valladao as the Boone County Weed Superintendent as a Permanent Part-Time employee with a maximum of 29 hours per week with retirement benefits only, under the supervision of the County Board for 2025, with a stipulation of annual evaluations. Roll call vote: Yeas: Lindgren and Yosten. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Yosten, second by Lindgren to appoint Matt Niewohner as Courthouse Custodian supervisor for 2025. Roll call vote: Yeas: Yosten and Lindgren. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Lindgren, second by Yosten to appoint the Boone County Sheriff and his staff to be the E911 Coordinator for 2025. Roll call vote: Yeas: Lindgren and Yosten. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Yosten, second by Lindgren to appoint the Boone County Clerk as the Title VI representative for 2025. Roll call vote: Yeas: Yosten and Lindgren. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Yosten, second by Lindgren to appoint Jon Lindgren as Chairperson of the County General Assistance Program with the emergencies being handled by a Commissioner. The County Clerk or Deputy County Clerk shall contact the assistance program chairperson or a Commissioner when there is a request on a day there is no scheduled Board meeting. Roll call vote: Yeas: Yosten and Lindgren. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Yosten, second by Lindgren to appoint the Boone County Clerk as the contact person for Boone County for the NIRMA Insurance for 2025. Roll call vote: Yeas: Yosten and Lindgren. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Lindgren, second by Yosten to give the County Clerk's office the authority to sign any documents that pertain to the office of the County Superintendent of Schools after June 30, 2000 under the supervision of the County Board for 2024. Roll call vote: Yeas: Lindgren and Yosten. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Yosten, second by Lindgren that the depository for the Boone County Clerk account will be the Boone County Bank, A Division of Madison County Bank, Albion, Nebraska, and depository for the Boone County Imprest Vendor account will be the Boone County Bank, A Division of Madison County Bank, Albion, Nebraska. Roll call vote: Yeas: Yosten and Lindgren. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Lindgren, second by Yosten that the depository for the Clerk of the District Court will be the Cornerstone Bank of York, Albion Branch. Roll call vote: Yeas: Lindgren and Yosten. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Yosten, second by Lindgren that the depository for the Boone County Imprest Payroll account will be the Cornerstone Bank of York, Albion Branch. Roll call vote: Yeas: Yosten and Lindgren. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Lindgren, second by Yosten that the depositories for the County Treasurer are as follows: Boone County Bank, A Division of Madison County Bank, Albion, NE; Cedar Rapids State Bank (Cedar Rapids Branch and Petersburg Branch), Cedar Rapids, NE; Cornerstone Bank (Albion Branch and St. Edward Branch), York, NE; First Bank & Trust of Fullerton (St. Edward Branch), Fullerton, NE; Great Plains State Bank (Petersburg Branch), Columbus, NE; Homestead Bank (Albion Branch), Cozad, NE; Nebraska Public Agency Investment Trust (NPAIT), Lincoln, NE; and Union Bank & Trust, Lincoln, NE. The County Board authorizes and empowers the Boone County Treasurer to invest any surplus funds in the custody of the office. Any surplus funds shall be invested to assure a beneficial rate of return to the County and confirmation of all pledged securities are on file. Roll call vote: Yeas: Lindgren and Yosten. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Lindgren, second by Yosten that all County Officials and Department Heads must contact the County Board, as an agenda item, before buying or doing any major maintenance to equipment or furniture over \$800.00. Roll call vote: Yeas: Lindgren and Yosten. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Yosten, second by Lindgren that the courthouse hours shall be 8:00 AM to 4:30 P.M. with a one-half hour unpaid break, and that all offices will post their hours, including the lunch break; and notice shall be posted on the respective office door only if an office is to be closed when it otherwise would be open. Roll call vote: Yeas: Yosten and Lindgren. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Lindgren, second by Yosten to approve the IRS mileage reimbursement rate of 70 cents per mile, effective January 1, 2025 as referenced in the Boone County Employee Handbook. Roll call vote: Yeas: Lindgren and Yosten. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Yosten, second by Lindgren to approve County meal reimbursable dollar amount, as referenced in the Boone County Employee Handbook, for 2022 overnight travel policy: (1) Includes reimbursement by submitting an itemized receipt for actual expense up to \$11.00 for breakfast, \$12.00 for lunch and \$23.00 for supper excluding alcohol; (2) No reimbursement of meals for one day travel; (3) If an unforeseen situation occurs for one day travel and return is after 7:00 P.M., the meal may be reimbursed and will be taxed and added to the employee W-2; (4) Itemized receipts are required for all travel expenses. Roll call vote: Yeas: Yosten and Lindgren. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Yosten, second by Lindgren that the Boone County full time employees are to receive thirteen paid holidays which include the observed nine holidays as set forth in the NIRMA Guide to Creating a Personnel System for Nebraska Counties Handbook together with Martin Luther King Jr. Day, Arbor Day, Juneteenth and Columbus Day. In addition, the Courthouse will be closed at noon on December 24, 2025 with all Full-Time employees receiving four hours of paid holiday/holiday pay beginning at 12:30 P.M. If the State and/or Federal Governments declare a holiday, it is at the discretion of the Board if the County will follow. In addition, the Courthouse "Closed" notices will be posted by Board directive on the north and west outside entrance courthouse doors. Roll call vote: Yeas: Yosten and Lindgren. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Lindgren, second by Yosten that full time employees are to receive vacation and sick leave as set forth in the Boone County Employee Handbook. The employee's vacation and sick leave records are recorded with the time clock/attendance system effective January 2014. Roll call vote: Yeas: Lindgren and Yosten. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Lindgren, second by Yosten that agenda items must be provided to the Boone County Clerk's Office no later than noon (12:00 P.M.) on the Friday preceding a Board meeting in order to be considered for said Board meeting. Any agenda item submitted after 12:00 P.M. on Friday preceding a Board meeting will be an agenda item for the next scheduled Board meeting. Roll call vote: Yeas: Lindgren and Yosten. Absent: Niewohner. Nays: None. Motion carried.

As required by Nebraska State Statute §48-443, each Nebraska county must have a working safety committee. Motion made by Lindgren, second by Yosten that (1) the following will serve on the Safety Committee for 2025: Region 44 Emergency Management Director; County Sheriff; Board of Commissioners; County Highway Superintendent; County ADA Coordinator; and Custodial Maintenance Supervisor; (2) a tornado drill will be held in March at the same time/date as the Statewide tornado drill; (3) fire drills will be conducted in May and October; (4) Brian J. Yosten, Commissioner, will serve as safety chair and Rod Nelson, Maintenance, courthouse safety coordinator; and (5) the Safety Committee meetings are tentatively scheduled for February 18, May 19, August 18, and November 17, 2025, commencing at 9:00 A.M. Roll call vote: Yeas: Lindgren and Yosten. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Yosten, second by Lindgren that the Boone County Board of Commissioners will hold their Board meetings on Monday's **except** for the first Monday of each month; no meeting scheduled for January 20, February 17 and May 26; and when a payroll meeting is scheduled on a different day of the week than Monday in the year 2025, commencing at 9:00 A.M. Meeting dates/times are subject to change due to state statute regulations. Monday meetings that are on holidays will be held on Tuesday. The Accounts Payable Vendor meeting will be on the second Monday of the month and other Mondays will be regular public meetings. The Board meeting dates for 2025 were approved on November 25, 2024 and payroll meetings are subject to change from Monday to a different day for approval by the Board with the implementation of the time clock/attendance system and the 22/21 pay period. The Board meeting dates for payroll approval are as follows: January 29, February 26, March 26, April 28, May 28, June 25, July 28, August 27, September 25, October 29, November 25 and December 29, 2025. The County Clerk's office has charge and authority of the agenda for all meetings. The agenda will be made available for all meetings on the Boone County Website and the bulletin board located in the north courthouse entrance. Also, the following will be used to post notices in advance for emergency meetings and meetings that cannot be published in the legal newspaper(s): Boone County Website; Boone County Courthouse; lobbies of the Boone County Bank; Cornerstone Bank; Homestead Bank; and Albion News Office all located in Albion, NE. In addition, the Cedar Rapids State Bank, Cedar Rapids, NE; Cornerstone Bank, St. Edward, NE; and Great Plains State Bank, Petersburg, NE. Roll call vote: Yeas: Yosten and Lindgren. Absent: Niewohner. Nays: None. Motion carried.

The Grievance Procedure in the Employee Handbook says the County will use a Grievance Board consisting of five people. The Commissioners had been using the 2013 pre-designated list of ten impartial members that had not been updated. Upon inquiry, seven members retired from the Grievance Board and the Commissioners have been looking for new members. The Board is adopting and approving the Grievance Board members as follows: Kevin Cruise, St. Edward; Mark Jensen, St. Edward; Mike Morgan, Cedar Rapids; and John Frey, Albion. Motion made by Lindgren, second by Yosten to adopt the Grievance Board for 2025 as stated above and will continue to look for additional Board members throughout the year. Roll call vote: Yeas: Lindgren and Yosten. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Lindgren, second by Yosten to continue the Interlocal Agreement for Emergency Management Services, known as Region 44 Emergency Management, between the Counties of Boone, Nance and Merrick beginning on July 1, 2024 through June 30, 2030. Roll call vote: Yeas: Lindgren and Yosten. Absent: Niewohner. Nays: None. Motion carried.

Nebraska State Statute §28-1439.03 requires the continuation of a County Drug Law Enforcement and Education Fund Board. The Resolution No. 2012-35, dated August 20, 2012 was the last appointment of a County Drug Law Enforcement and Education Fund Board. On January 6, 2014 the County Attorney at that time said that the drug board may be appointed at the County Board's reorganizational meeting each year in order to be kept current. Motion made by Lindgren, second by Yosten that the following be appointed to serve on the County Drug Law Enforcement and Education Fund Board:

Boone County Attorney, shall serve as Chairperson	
Investigator Tim Stopak, Nebraska State Patrol, shall serve two years	(2025-2026)
Boone County Sheriff's Department, shall serve two years	(2025-2026)
Albion Chief of Police, shall serve one year	(2025)

Roll call vote: Yeas: Lindgren and Yosten. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Yosten, second by Lindgren to name the following people to serve on the Boone County Extension Board as recommended by Steve Pritchard, Boone/Nance County Extension Educator. This board is in accordance with an Interlocal Agreement with the University of Nebraska for Cooperative Extension Services signed on October 18, 2021. A term is three years with a maximum of six years. The terms are as follows:

Ryan Neidhardt	(2023-2025) – 1st term
M. Lisa Carder	(2024-2026) – 2nd term
Doug Koch	(2024-2026) – 2nd term
John Frey	(2025-2027) – 2nd term

Roll call vote: Yeas: Yosten and Lindgren. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Lindgren, second by Yosten that the following members of the Boone County Visitors Promotion Committee are appointed to four-year terms per Nebraska State Statute with each term to start January 1st each year. The terms are as follows:

Irene Dresch	(2023-2026)
Marcus Johnson	(2023-2026)
Brian Yosten	(2023-2026)
Sundae Provencher	(2025-2028)
Kay Hellbusch	(2025-2028)

Roll call vote: Yeas: Lindgren and Yosten. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Lindgren, second by Yosten that the following Boone County Planning and Zoning Board members are appointed to the following terms of office to represent the Boone County Joint Planning Commission, effective January 1, 2025:

Chris Baum, Mark Wagner and Vacancy	(2025)
Paul Groeteke, Brad Stephens and Clyde Stuhr	(2025-2026)
Justin Frey, Chris Tenski and Eric Braun	(2025-2027)

Roll call vote: Yeas: Lindgren and Yosten. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Yosten, second by Lindgren that the following members of the Boone County Board of Adjustment are appointed to the following terms of office, effective January 1, 2025:

H. Thomas Fick and Deb Mitchell	(2025)
Paul Kettelson and Clyde Stuhr	(2025-2026)
John Frey	(2025-2027)
Vacancy	Alternate

Roll call vote: Yeas: Yosten and Lindgren. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Lindgren, second by Yosten to appoint the Boone County Veteran Service Officer as the American with Disabilities Act (ADA) Coordinator for 2025. Roll call vote: Yeas: Lindgren and Yosten. Absent: Niewohner. Nays: None. Motion carried.

Appointment to the various boards that the County of Boone, Nebraska is associated with for 2025:

Americans with Disabilities Act Board:

- (1) Third Member of the Boone County Board of Commissioners
- (2) Jeff Noble, Albion, NE, Representative for the disabled community
- (3) Boone County Highway Superintendent
- (4) County Attorney, as the legal advisor for the committee

Boone County Trails System	Brian J. Yosten
BCDA, Inc.	Brian J. Yosten Matt Niewohner - Alternate
Central Nebraska Joint Housing Authority, Loup City	Matt Niewohner Brian J. Yosten - Alternate
East-Central District Health Department, Columbus	Matt Niewohner Brian J. Yosten - Alternate
Local Emergency Planning Committee (LEPC)	Jon Lindgren
Northeast Nebraska Area Agency on Aging, Norfolk	Jon Lindgren Matt Niewohner - Alternate
Northeast Nebraska Economic Development, Norfolk	Matt Niewohner
Northeast Nebraska Juvenile Services, Inc., Madison	Brian J. Yosten Jon Lindgren – Alternate
Northeast Nebraska Solid Waste Coalition	Matt Niewohner Jon Lindgren – Alternate
Region 4 Behavioral Health System, Norfolk	Jon Lindgren Matt Niewohner - Alternate
Region IV, Inc. / NorthStar Services, Wayne	Matt Niewohner Jon Lindgren - Alternate
Region 44 Emergency Services Supervisory Committee	Jon Lindgren Matt Niewohner - Alternate

Quarterly Attendance by the Board of Commissioners (Non-Voting):

Boone County Agricultural Society, Inc.	Brian J. Yosten
Boone County Extension Board	Jon Lindgren
Boone County Fitness Center, Inc.	Brian J. Yosten
Boone County Health Center	Jon Lindgren
Boone County Historical Society	Brian J. Yosten

Motion made by Yosten, second by Lindgren to accept and appoint the Local Emergency Planning Committee (LEPC) members for 2025 as submitted by the Region 44 Emergency Manager:

Albion Fire and Rescue	Bruce Benne
RROMRS	Dennis Colsden
Albion News	Brook Curtis
Petersburg Fire and Rescue	Kim Fangman
St Edward Fire	Gary Thompson
Boone Central Schools	Don McDonald
Cedar Rapids Fire and Rescue	Lee Watts
Boone County Sheriff	Denny Johnson
Helena	Rick Pelster
Riverside School	Stephanie Kaczor
Cedar Rapids Fire and Rescue	Lisa Kennedy
Boone County Health Center	Anthony Kusek
State Dept. of Roads	Kevin Miller
Albion PD	Brent Lipker
Valero Renewables	Sarah Moeller
St Edward PD	Boone County Sheriff
Boone County Commissioners	Jon Lindgren
Tallgrass Energy	Josh Thayer
East Central District Health Dept.	
Boone County Health Center	Amy Zaruba
Region 44	Jenna Clark
Boone County Hwy Dept.	Highway Superintendent

Roll call vote: Yeas: Yosten and Lindgren. Absent: Niewohner. Nays: None. Motion carried.

Motion made by Yosten, second by Lindgren to approve all motions for the respective appointments above as presented unless specifically noted. Roll call vote: Yeas: Yosten and Lindgren. Absent: Niewohner. Nays: None. Motion carried.

Chairman Lindgren declared the 2025 Boone County Board of Commissioners Reorganizational meeting adjourned at 10:54 A.M.

Sarah Robinson,
Boone County Clerk

ATTEST:

APPROVED:

Sarah Robinson, Boone County Clerk

Jon Lindgren, Chairman