

The York County Board of Commissioners met according to law on Tuesday, November 29, 2011 at 9:35 a.m. as per notice in the York News Times on November 23, 2011, with Chairman Kurt Bulgrin presiding, with Pat Bredenkamp, Bill Bamesberger, Paul Buller and Tom Shellington. Randall Dickes, Dennis Dickes and Melanie Wilkinson, correspondent for the York News Times were also present.

The meeting was opened with the Pledge of Allegiance.

The agenda of the meeting was posted on the bulletin board in the County Clerk's office and a copy of the agenda was made available to each Commissioner.

Bulgrin announced that the Open Meetings Law was posted outside the door along with copies in the back of the Board Room. Proof of publication was also available.

The Board met with Elected Officials and Department Heads prior to the regular meeting. No action was taken.

Moved by Shellington, seconded by Bredenkamp to approve the minutes of the November 15, 2011 Board of Commissioners meeting; roll call: yeas, Shellington, Bredenkamp, Buller, Bamesberger and Bulgrin; nays, none; motion carried.

Moved by Shellington, seconded by Bamesberger to adopt the agenda for Tuesday, November 29, 2011 as presented; roll call: yeas, Shellington, Bamesberger, Buller, Bredenkamp and Bulgrin; nays, none; motion carried.

The Board reviewed the payroll and vendor claims along with additional claims to Johnson Sand and Gravel in the amount of \$3,348.00 and Matheson in the amount of \$1,754.00.

Moved by Bredenkamp, seconded by Shellington to approve payroll in the amount of \$128,730.16 and vendor claims as presented; Motion carried 5-0.

<b>Fund</b>	<b>Name</b>	<b>Description</b>	<b>Total</b>
Gen	A. Rifkin Company	Office Supplies	34.30
Gen	Adams County Sheriff	Court Costs	18.50
Gen	Blue Knight Security, Inc.	Security Contract	1,068.00
Gen	Buffalo County Sheriff	Court Costs	124.08
Rd	Car Parts Inc.	Shop Supplies	84.37
Rd	Central Ne Wood Preservers, Inc.	Lumber	1,620.00
Gen	Cornerstone Bank	Annual Billing	25.00
Rd	Cornhusker Cleaning Systems, Inc.	Shop Supplies	134.14
Gen	Cutting Edge Lawn Service	Cemetery Mowing	325.00
Gen	Des Moines Stamp Mfg Co.	Office Supplies	10.00
Gen	Dugan Business Forms	Data Proc Equip	675.90
Gen	Eakes Office Plus	Office Supplies	502.06
Gen	Employee Data Forms of Mo LLC	Office Supplies	27.25
Rd	Farm Plan	Repair Parts	153.00
Rd	Filter Care	Repair Parts	136.60
Gen	First Concord Benefits Group, LLC	Insurance	11,757.90
Gen	GIS Workshop	Data Proc Equip	2,800.00
Gen	Joyce Hasselbalch	Court Costs	132.50
Gen	Hometown Leasing	Equipment Rental	336.86
Rd	J.I.L. Asphalt Paving Co.	Asphaltic	429.07
Gen	Jackson Services Inc.	Building Maintenance	42.50
Gen	David J. Jaskierny, Jr. LLC	Coroner/Autopsy Costs	900.00
Rd	Johnson Sand & Gravel Co, Inc.	Gravel	3,348.00
Rd	Kerford Limestone Company	Rock	4,891.11
Gen	David Kimble	Attorney Fees	187.50
Gen	Jennifer Stehlik Ladman	Attorney Fees	945.00
Rd	Lichti Bros Oil Co Inc.	Fuel	29,814.40
Rd	Matheson Tri-Gas, Inc.	Shop Tools	1,753.41
Gen	MIPS Inc.	Microfilming Costs	450.00
Gen	Jeanne Morand, Court Reporter	Court Costs	60.00
Rd	Myers Tire Supply	Shop Tools	43.03
Gen	Ne Assoc of Professional Veterans	Dues	150.00
Gen, Weed	Ne Assoc of County Officials	Registration Fee	1,320.00
Gen	Ne Public Power District	Electricity	52.41
Gen	Ne State Bar Association	Dues	335.00
Rd	Ne Truck & Equipment Co., Inc.	Repair Parts	647.11
Gen	North Office Supply	Office Supplies	68.45
Gen	O'Keefe Elevator Company, Inc.	Maintenance Agreement	363.39
Rd	Orscheln Farm & Home	Shop Supplies	164.36
Rd	Overland Sand & Gravel Company	Gravel	520.25
Rd	Pavers Inc.	Asphaltic	1,696.50
Gen, Rd	Perennial Public Power District	Electricity	185.47
Gen	Pro Printing & Graphics	Office Supplies	201.48
Rd	Power Plan	Repair Parts	109.30
Rd	Rasmussen Auto Parts	Shop Supplies	6.83
Gen	Redfield & Company, Inc.	Office Supplies	165.17
State Inst	Region V Systems	EPC Billing	484.00
Gen	Jose Roman	Court Costs	70.00
Rd	Snap-On Tools	Shop Tools	54.70
Rd	Standard Battery, Inc.	Repair Parts	147.90

Gen	State of Ne Dept of Correctional Svcs	Board of Prisoners	886.16
Gen	Bruce Stephens	Attorney Fees	1,784.00
Gen	Janet Veleba	Mileage	249.24
Rd	Weldon Parts – GI	Repair Parts	89.10
Gen, 911	Windstream Communications	Telephone Service	1,019.64
Gen	York County Sheriff	Unpaid Monthly Costs	2,609.57
Gen	York Printing Company, LLC	Office Supplies	763.81
Gen	Election Workers		2,003.44

There were no General Assistance Cases to be brought before the Board.

There were no interfund transfers to be brought before the Board.

The matter of Highway Superintendent is tabled until the next board meeting to allow the committee time to review a couple new applications.

Moved by Bredenkamp, seconded by Buller to adopt Resolution #11-90 to join into the Rural Apprehension Program; roll call: yeas, Bredenkamp, Buller, Bamesberger, Shellington and Bulgrin; nays, none; motion carried.

#### RESOLUTION #11-90

WHEREAS, law enforcement agencies with the following counties: Nuckolls, Saline, Fillmore, Hamilton, Jefferson, Merrick, Polk, Saunders, Seward, Thayer, Webster, and York desire to enter into a cooperative law enforcement effort; and

WHEREAS, the above agencies have submitted a grant application known as the RURAL APPREHENSION PROGRAM (hereafter RAP 22 #11-DA-309); AND

WHEREAS, the RAP project has been funded by the Nebraska Crime Commission; and

WHEREAS, the various counties, communities, and agencies within those jurisdictions desire to make the most efficient use of the power by enabling them to cooperate with other localities on a basis of mutual advantage and thereby to provide services and facilities in a manner pursuant to forms of governmental organization that will accord best with geographic, economic, population, and other factors; and

WHEREAS, an interlocal agreement, consistent with Nebraska Revised Statutes 13-801 et.seq, would be in the best interest of all participating agencies; and

WHEREAS, the agencies desire to enter into a written interlocal agreement for the purposes of carrying out the RAP objectives and grant requirements of the Nebraska Crime Commission.

#### BE IT RESOLVED THAT:

The county of York authorizes Dale Radcliff, York County Sheriff to enter the County of York into an interlocal agreement for the joint and cooperative action pursuant to the provisions of Section 13-801 through 13-807 of Nebraska Revised Statutes. The interlocal agreement shall be for the strict administration of the RAP project and all funds allocated by the Nebraska Crime Commission, and Match dollars allocated by the RAP members. Further, this interlocal agreement shall not establish a separate legal entity, rather as a joint and cooperative undertaking between public agencies i.e. state, county, city and village. (Nebraska Revised Statute 13-801).

Amount of match dollars allocated by the County of York for the 2011-2012 grant period (RAP22) will be \$0.00

Due to LB278, the MIPS payroll program (York County's payroll system) is able to reimburse employees for mileage, meals and other expenses through direct deposit to the employee's account who incurred the costs.

Moved by Bamesberger, seconded by Buller to approve the Automatic Deposit for Employee Expense Reimbursement with a memo to be drafted to all employees regarding the change; roll call: yeas, Bamesberger, Buller, Bredenkamp, Shellington and Bulgrin; nays, none; motion carried.

A Program which will create and maintain the road sign inventory was reviewed.

Moved by Bamesberger, seconded by Shellington to adopt Resolution #11-91 to approve the Traffic Sign Retroreflectivity Maintenance Program for 2012; roll call: yeas, Bamesberger, Shellington, Bredenkamp, Buller and Bulgrin; nays, none; motion carried.

#### **Resolution #11-91**

“Retroreflectivity” refers to the property of a traffic sign to reflect light back to the driver. Retroreflective traffic signs are used to increase sign visibility at night. Maintaining sign retroreflectivity is important to promote nighttime traffic safety.

In accordance with the 2009 MUTCD-Section 2A.08, York County adopts the Measured Sign Retroreflectivity Procedure as the technique for maintaining sign retroreflectivity levels. Guidelines for inspection are included in this document.

The York County Highway Superintendent is responsible for and authorized to direct the County's various sign management and maintenance functions, including the retroreflectivity maintenance program and for ensuring the policy is enforced and documented.

All agencies must establish a sign maintenance program addressing the minimum sign retroreflectivity requirements by December, 2011.

The most current edition of the Manual on Uniform Traffic Control Devices will be followed when updating and incorporating said policy.

#### **Implementation Plan**

The anticipated steps in this plan for calendar year 2012 are as follows:

- Create a traffic sign inventory for the County and identify any sign problems/deficiencies that require corrective action.
- Use the selected method and procedure to evaluate the retroreflectivity of the county's traffic signs.
- Identify signs that do not meet the MUTCD retroreflectivity requirements.
- Prioritize and schedule replacement of signs that do not meet the MUTCD retroreflectivity requirements.

The County hereby resolves to proceed with the implementation of the policy by January, 2012, or earlier if possible.

Based on experience gained as this program is implemented, the County may review and modify its approach to this work as needed in order to:

- Comply with the traffic sign retroreflectivity requirements per the MUTCD; and
- Provide for the safety of sign inspection/maintenance personnel, motorists, and other road users.

Any significant changes made to the plan, method(s) or procedures(s) will be documented.

#### **Traffic Sign Inventory**

Daytime inspections will be conducted to identify and document all traffic signs under the County's jurisdiction. At a minimum, the documentation from these inspections will include the sign type, location, and condition. The inspections will also identify:

- Any damaged, deteriorated, or obscured signs, or other sign problems, that require immediate corrective action in the interest of traffic safety.
- Any signs or sign installations that do not meet the standards and requirements set forth in the MUTCD.

The County will take appropriate and reasonable steps to correct any sign problems/deficiencies identified.

The data collected during the inspections will be used to create an inventory of the County's traffic signs. At the County's discretion, the sign inspection sheets may be organized in a notebook, filing system; or, data from the inspection sheets may be transferred to a separate spreadsheet or computer database. The County will evaluate the available options and methods for long-term maintenance and updating of its sign inventory.

#### **Additional Responsibilities for Traffic Sign Management and Maintenance**

Retroreflectivity is just one of several factors associated with proper functioning of traffic signs. The County continues to be responsible for the overall management and regular maintenance of signs under its jurisdiction, in the interest of public safety.

All ground mounted sign supports shall be breakaway, yielding, or shielded with a longitudinal barrier or crash cushion.

The following text is included in the MUTCD Section 2A.22-Maintenance:

“Maintenance activities should consider proper position, cleanliness, legibility, and daytime and nighttime visibility (see section 2A.08). Damaged or deteriorated signs, gates or object markers should be replaced.

To assure adequate maintenance, a schedule for inspecting (both day and night), cleaning and replacing signs, gates, and object markers should be established. Employees of highway, law enforcement, and other public agencies whose duties require that they travel on the roadways should be encouraged to report any damaged, deteriorated, or obscured signs, gates, or object markers at the first opportunity.

Steps should be taken to see that weeds, trees, shrubbery, and construction, maintenance, and utility materials and equipment do not obscure the face of any sign or object marker.

A regular schedule of replacement of lighting elements for illuminated signs should be maintained.

#### **Documentation and Recordkeeping**

The County will establish a recordkeeping system to organize the documentation relating to its traffic sign management and maintenance functions, including:

- Creating and maintaining the sign inventory.
- Conducting routine, periodic condition inspections of signs.
- Conducting retroreflectivity inspections of signs.
- Maintenance-related activities/corrective actions/emergency measures, including those done in response to notification or discovery of knocked down, missing, damaged, deteriorated, or obscured signs.

Documentation from each inspection cycle and maintenance-related activity will be kept on file for a period of at least three years.

#### **Annual Program Review and Renewal**

Traffic sign retroreflectivity degrades over time. Therefore, maintaining retroreflectivity is an ongoing responsibility. The County will review and renew this program document at least once per year. The usual process will be to conduct the review by October 1<sup>st</sup> for the next calendar year. Any needed changes will be made to the document, and the updated version for the next year will be adopted under the authority of the County Board no later than December 15<sup>th</sup>.

The County is responsible for identifying any applicable future updates or revisions to the MUTCD standards or Federal regulations relating to traffic control devices, and updating this program document (including any appendices/attachments) as needed to assure compliance.

Over time, the County may consider using other sign retroreflectivity assessment or management methods. Future renewals or revisions of this program document will describe the method(s), procedure(s), and the timeframe or frequency with which they

will be used. The County may also consider expanding this program document to more fully describe its other traffic sign maintenance and management functions.

DATED this 29th day of November, 2011.

The Board discussed the claim filed by Scott Shepherd for costs incurred due to the placement of his brother Ross T. Shepherd at his home while under house arrest.

Moved by Shellington, Seconded by Bredenkamp to deny the costs assumed by Scott Shepherd for his brother, Ross Shepherd's house arrest; roll call: : yeas, Shellington, Bredenkamp, Buller, Bamesberger and Bulgrin; nays, none; motion carried.

Committee reports were given.

Chad Christansen from Nationwide Insurance presented a 457 Deferred Compensation Plan to the Board. This was tabled until December 27<sup>th</sup> meeting. A memo will be sent out to all the employees to determine employee's interest.

A request was received from County Surveyor Rex Heiden to locate section lines.

The Board gave permission to Rex Heiden the York County Surveyor to locate a quarter section line in Section 33-12-3W for Ross Hirschfeld. Rex cannot find the South quarter corner and the west quarter corner.

Sheriff Radcliff submitted his October 2011 fee report in the amount of \$4,062.93. The report was reviewed and placed on file.

The Chairman declared the meeting adjourned at 10:57 a.m. The next meeting will be held December 13, 2011 at 8:30 a.m. with Elected Officials/Department Heads; 9:20 a.m. with the General Assistance Administrator and 9:35 a.m. in the County Commissioners Room, lower level of the Courthouse for the regularly scheduled meeting.

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Kurt Bulgrin, Chairman  
York County Board of Commissioners

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Cynthia D. Heine, County Clerk  
York, Nebraska