

November 5, 2025

County of Nemaha, Nebraska BOARD OF COMMISSIONERS

**Commissioner's Chambers
Nemaha County Courthouse, Suite 201
1824 N St Auburn NE**

- 8:00 a.m. Call meeting to order by Chairman
Pledge of Allegiance
Open Meeting Laws
Approval of Agenda
Approval of meeting minutes – October 22, 2025
Action/Approval of claims
Action/Approval of claim payable to Weiss Construction
Action/Approval of claims (due to the invoice/tickets being filed after the 90 days deadline from when the services were provided, as per Nebr. State Statute §23-135): Jill Hahn, mileage
- 9:00 a.m. County Officials – Review and discuss about the 2027-2030 Salaries
- 9:30 a.m. Open Sealed Bids for 2025 or newer Pup Trailer
- 9:45 a.m. Open Sealed Bids for 2025 or newer Semi Truck Tractor
- 10:00 a.m. Project Response – Desaray Johnson – Executive Director
- 10:30 a.m. Zoom with Link 2 Pump Intro Meeting with Mike Rodbro
- 11:00 a.m. Mallory Lempka – County Assessor - Creating a Policy Handbook – Making a Policy Handbook Committee Policies
- i. Washing Vehicles
 - ii. Vehicle Usage – maintenance, checking-out, logs, etc.
 - iii. Losing Keys
 - iv. Sick and Vacation Tracking
 - v. Procedure on How to Open and Close the Courthouse (time, sweeping the Courthouse, responsible parties)
 - vi. Job Descriptions – noting the formal chain of command for every job
 - vii. Creating of Committees – every committee must have every Department Head and Elected Official on it or a representative from each office that the Elected Official has designated
 - viii. Boiler Procedure: at what temperature we need to turn on the boiler and who does it. Note: The basement level has no heat source besides the boiler
- Concerns on the lack of a HR representative for Nemaha County
- 1. Zelle provides that service – York County currently is contracting with them to be on site 1 day every 2 weeks Zelle: 402.323.4575 connect@zellehr.com

Executive Session *

Discussion/Action – Business

1. Approve and sign the Memorandum of Understanding between NE Dept of Veterans' Affairs and Nemaha County
2. Approve the County Assessor Mallory Lempka updating the mapping system with total cost of \$4,281.06 – new computer \$2,241.06 and Agland Calculator tool \$2,040.00
3. Review TextMyGov Proposal for County Treasurer and County Assessor; first year cost of \$5,000.00 and total recurring \$3,500.00 annually
4. Adopt Resolution #2025-29 Year-End Certification of County Highway Superintendent 2025
5. Sign Year-End Certification of County Highway Superintendent for Determining Incentive Payment for 2025
6. Review Nemaha County Audit report for 7/1/2024-6/30/2025 prepared by Nebraska State Auditors
7. Review Job Description for Weed Superintendent Justus Walters

Discussion/Action - Unfinished Business

Discussion/Action - Buildings/Grounds/Property

Discussion/Action - Equipment/Office Equipment/Vehicles/Furniture

1. Sale of the surplus 2016 Chevrolet Crew Cab Pickup

Discussion/Action - Highway Superintendent

1. Status of Bridge #C006423450 Southeast of Nemaha

County Officials Reports/Correspondence/Reminders

1. Clerk of District Court – Monthly Fees/Fines Report for October, 2025
2. Veterans Service Office - Status Report for October, 2025
3. Nirma Insurance Dividend for \$7,541.00 receipted 10/27/2025

Adjournment

County Board of Commissioners of the County of Nemaha, State of Nebraska met on Wednesday, November 5, 2025, Commissioner's Chambers, Nemaha County Courthouse, Auburn, NE for a regular scheduled meeting. Notice of meeting was published weekly in the Nemaha Valley Observer. The agenda for the meeting was kept continually current and available for public inspection at the office of the Nemaha County Clerk during normal business hours and also on the Nemaha County website. (www.nemahacounty.ne.gov). The agenda was held open until one business day prior to the meeting for appearance before the board and items for approval by the Board of Commissioners. The Board of Commissioners has the right to modify the agenda to include items of an emergency nature only at such public meeting.

Chairman Weiss called the meeting to order at 8:00 a.m. with the Pledge of Allegiance. Present for the Meeting: Mike Hall, Commissioner District #1; Bryan Mellage, Commissioner District #2; Michael Weiss, Commissioner District #3; and County Clerk Diane Johnson. Chairman Weiss noted the Open Meeting Laws posted on the bulletin board located in the Commissioner's room.

Approval of Agenda – Motion by Hall, seconded by Mellage to approve the agenda as presented. Roll call vote: Hall, aye; Mellage, aye; Weiss, aye.

Approval of Minutes – Motion by Mellage, seconded by Hall to approve the October 22, 2025 minutes as presented with no corrections. Roll call vote: Mellage, aye; Weiss, aye; Hall, aye.

Claims – Motion by Hall, seconded by Mellage to approve the accounts payable claims as presented by the County Clerk and authorize for payment by the Board of Commissioners. Roll call vote: Weiss, aye; Hall, aye; Mellage, aye.

Motion by Hall, seconded by Mellage to approve the accounts payable claim to Weiss Construction as presented by the County Clerk and authorize for payment by the Board of Commissioners. Roll call vote: Hall, aye; Mellage, aye; Weiss, abstain.

Motion by Weiss, seconded by Hall to approve the claim (due to the invoice/tickets being filed after the 90 days deadline from when the services were provided, as per Nebr. State Statute §23-135): Jill Hahn, mileage. Roll call vote: Hall, aye; Mellage, aye; Weiss, aye.

9:00 a.m. County Officials – Review and discuss about the 2027-2030 Salaries – County Officials present were: Assessor Mallory Lempka, Clerk of District Court Mary Mellage, County Attorney Angelo Ligouri, Sheriff Brent Lottman, and Treasurer Jana Gerdes. NACO has prepared a 2027-2030 Salary Guidelines for County Officials which provides recommendations to the County Commissioners on setting the salaries for the next 4-year term starting January 2027. The matter will be discussed at the next Commissioner meeting on November 19th, and the deadline for adopting the Resolution setting the salaries is January 15, 2026.

9:30 a.m. Opening Sealed Bids for a 2025 or newer Pup Trailer for Road District #2. Notice to open the sealed bids for a 2025 or newer Pup Trailer was published in the Nemaha Valley Observer on October 23rd and 30th. Two bids were received: Cornhusker 800 Truck Equipment for \$59,380.05 and Jim Hawk Truck Trailer for \$58,695.00. Motion by Hall, seconded by Weiss to table the matter until the November 19th meeting to review both bids. Roll call vote: Mellage, nay; Weiss, aye; Hall, aye.

9:45 a.m. Opening Sealed Bids for a 2025 or newer Semi Truck Tractor for Road District #3. Notice to open the sealed bids for a 2025 or new Semi Truck Tractor was published in the Nemaha

Valley Observer on October 23rd and 30th. Multiple bids were received: MHC Kenworth – Omaha for \$196,485.00; RDO Truck Center – Omaha for \$147,500.00; Freightliner Truck Center – Lincoln had 2 proposals \$167,275.00 and 167,775.00; Cornhusker International Trucks – Lincoln had 2 proposals \$165,900.00 and \$163,900.00; Master Tech Truck & Equipment – Wichita for \$193,512.00; and TEC Equipment Volvo – Omaha for \$161,325.00. Motion by Hall, seconded by Mellage to table the matter until the November 19th meeting to review all bids. Roll call vote: Weiss, aye; Hall, aye; Mellage, aye.

10:00 a.m. Project Response – Desaray Johnson – Executive Director – Quarterly Report

10:30 a.m. Zoom with Link 2 Pump Intro Meeting with Mike Rodbro

11:00 a.m. Mallory Lempka – County Assessor - Creating a Policy Handbook – Making a Policy Handbook Committee Policies - Others present were: Clerk of District Court - Mary Mellage and Treasurer - Jana Gerdes. They have concerns on the policy of 1) Washing Vehicles; 2) Vehicle Usage maintenance, checking-out, logs, etc; 3) Losing Keys; 4) Sick and Vacation Tracking 5) Procedure on How to open and close the Courthouse; 6) Job Descriptions – noting the formal chain of command for every job; 7) Creation of Committees – every committee must have every Department Head; 8) Boiler Procedure: at what temperature we need to turn on the boiler.

They have concerns on the lack of a HR representative for Nemaha County and suggest using Zelle which currently provides that service to York County 1 day every 2 weeks Zelle: 402.323.4575

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Executive Session *

Discussion/Action – Business

1. Approve and sign the Memorandum of Understanding between NE Dept of Veterans' Affairs and Nemaha County – Motion by Mellage, seconded by Hall to approve and sign the Memorandum of Understanding between NE Dept of Veterans' Affairs and Nemaha County. Roll call vote: Hall, aye; Mellage, aye; Weiss, aye.
2. Approve the County Assessor Mallory Lempka updating the mapping system with total cost of \$4,281.06 – new computer \$2,241.06 and Agland Calculator tool \$2,040.00 – Motion by Hall, seconded by Mellage to approve the County Assessor Mallory Lempka updating the mapping system with total cost of \$4,281.06 – new computer \$2,241.06 and Agland Calculator tool \$2,040.00. The cost will of the new system will be allocated from the Assessor's budget. If this unplanned cost affects the Assessor's budget causing an overage, adjustment will be made at the end of the fiscal year. Roll call vote: Mellage, aye; Weiss, aye; Hall, aye.
3. Review TextMyGov Proposal for County Treasurer and County Assessor; first year cost of \$5,000.00 and total recurring \$3,500.00 annually – They will first try using the Everbridge service, which is free to use.
4. Adopt Resolution #2025-29 Year-End Certification of County Highway Superintendent 2025 – Motion by Mellage, seconded by Hall to adopt Resolution #2025-29 which is a Year-End Certification of the County Highway Superintendent for 2025. Roll call vote: Weiss, aye; Hall, aye; Mellage, aye.
5. Sign Year-End Certification of County Highway Superintendent for Determining Incentive Payment for 2025 – Motion by Hall, seconded by Mellage to sign the Year-End Certification of County Highway Superintendent for Determining Incentive Payment for 2025 from the State of Nebraska. Roll call vote: Hall, aye; Mellage, aye; Weiss, aye.
6. Review Nemaha County Audit report for 7/1/2024-6/30/2025 prepared by Nebraska State Auditors The County will update the process of monitoring fuel usage by purchasing software/programs to monitor fuel usage
7. Review Job Description for Weed Superintendent Justus Walters - tabled

Discussion/Action - Unfinished Business**Discussion/Action - Buildings/Grounds/Property****Discussion/Action - Equipment/Office Equipment/Vehicles/Furniture**

1. Sale of the surplus 2016 Chevrolet Crew Cab Pickup

Discussion/Action - Highway Superintendent

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Adjournment

The following claims were approved for payment by the Board of Commissioners and authorized the County Clerk for payment:

General			General		
25001528	Hall, Michael	1,181.17	25001564	Alexander, Arica L.	3,337.16
25001529	Mellage, Bryan W.	1,031.17	25001565	Anderson, Libbey	3,921.00
25001530	Weiss, Michael J.	1,181.17	25001566	Erickson, Tara	4,094.80
25001531	Johnson, Diane L.	2,334.72	25001567	Fischer, Suki K.	64.51
25001532	Tanner, Crystal R.	2,090.00	25001568	Riehle, Traci A.	1,021.94
25001533	Zimmerman, Mary	1,818.41	25001569	Anderson, Sheri L.	2,967.69
25001534	Gerdes, Jana J.	2,334.72	25001570	Jensen, Grant W.H.	782.48
25001535	Nichols, Jennifer L.	2,060.80	25001571	Kadavy, Matthew T.	596.40
25001536	Silvey, Christine M.	1,818.40	25001572	Marburger, Shana M.	2,912.82
25001537	Lempka, Mallory A.	2,334.72	25001573	Neeman, Jonathan R.	618.24
25001538	Lempka, Tricia	1,808.80	25001574	Ractliffe, Zachary A.	1,163.76
25001539	Mayer, Ashley M.	1,744.01	25001575	Reynolds, Jackie L.	1,752.80
25001540	Mellage, Mary	2,484.72	25001576	Critser, Jennifer Renee	2,414.80
25001541	Wamsley, Samantha J.	1,968.40	25001577	Winder, Nahum O.	1,847.60
25001542	Wilken, Nicole C.	1,941.60	25001578	Bohling, Gailen D.	222.75
25001543	Davidson, Sheena L.	47.95	25001579	Reed, James P.	926.22
25001544	Fischer, Suki K.	1,680.00	25001580	Szenasi, John S.	715.50
25001545	Mitchell, Lisa A.	1,520.00	25001581	Hahn, Jill E.	1,756.25
25001546	Boden, Nathan J.	2,776.40	25001582	Volker, Linda K.	250.00
25001547	Brown, Brent B.	2,658.40		Road	
25001548	Closner, Jacob S.	126.08	25001583	Bohling, Gailen D.	75.64
25001549	Davidson, Eli W.	2,593.60	25001584	Bohling, Joshua M.	2,176.81
25001550	Erickson, Christopher M.	121.24	25001585	Byfield, Jullian	2,156.80
25001551	Johnson, Danny D.	2,938.00	25001586	Carnahan, Clayton C.	75.64
25001552	Kadavy, Matthew T.	2,841.20	25001587	Core, Richard D.	2,136.80
25001553	Lottman, Brent E.	3,302.96	25001588	Daugherty, Allan D.	2,287.20
25001554	Moyer, Casey J.	2,873.20	25001589	Dunekacke, Matthew R.	2,156.80
25001555	Neeman, Jonathan R.	2,788.00	25001590	Faulks, Kaje	2,266.80
25001556	Ractliffe, Zachary A.	2,776.40	25001591	Gottula, Joel L.	2,176.80
25001557	Ractliffe, Zachary A.	242.45	25001592	Hall, Michael K.	1,415.40
25001558	Rash, Zachary R.	424.34	25001593	Holthus, James E.	2,537.20
25001559	Silvey, Harold L. Jr	2,658.40	25001594	Knippelmeyer, Jason W.	2,286.80
25001560	Stonebarger, Clinton E.	2,593.60	25001595	Lickteig, Scott A.	2,537.20
25001561	Homolka, Morgan T.	2,334.72	25001596	Simon, Randall R.	2,156.80

25001562	Ligouri, Angelo M.	3,112.96	25001597	Wamsley, Donald L.	2,347.20
25001563	Volker, Linda K.	1,196.53	25001598	Walters, Justus W.	1,750.00

General

25110731	Action Technology	8,628.00
25110732	American Recycling	1,648.11
25110733	AT&T	516.48
25110734	Aub Auto Ctr.	474.00
25110735	Bennett's Fire Protection	66.00
25110736	Board of Public Works	3,316.99
25110737	Bohlken, Larry	23.08
25110738	Bonsai Healthcare	345.00
25110739	Casey's	138.63
25110740	Critical Hire	25.00
25110741	Crowne Plaza	259.90
25110742	Culligan	130.20
25110743	Fankhauser, Nelsen, Werts, Merwin	1,552.50
25110744	First Concord	1,797.00
25110745	Five Nines	2,920.20
25110746	Galls	64.99
25110747	Gilbert Svcs.	602.81
25110748	Great West Life	50.00
25110749	Hahn, Jill	897.47
25110750	Jack's Uniforms	11,778.40
25110751	Kraviec Maurstad	2,013.14
25110752	Lancaster Co. Sheriff	5.75
25110753	Mellage, Bryan	93.10
25110754	Microfilm Imaging	150.00
25110755	MIPS	1,604.20
25110756	Mitchell, Lisa	70.30
25110757	NACO	2,928.94
25110758	Nem Co Clerk of Dist Court	176.00
25110759	Nem Co Tax Acct Ret	12,161.76
25110760	Nem Co Tax Acct SS/FWH	23,046.52
25110761	Nem Co Tax Acct Nationwide	75.00
25110762	Nem Co Tax Acct Quadient	1,000.00
25110763	Nemaha Valley Observer	1,003.35
25110764	Olowolafe Law	5,000.00
25110765	OPPD	55.00
25110766	Paper Tiger	115.00
25110767	Pinpoint	575.90
25110768	Protex Central	210.00
25110769	Quadient	554.52
25110770	Quill	1,111.74
25110771	Sack Lumber	198.71
25110772	Sapp Bros.	3,620.93

25110773	Spartan Stores	260.66
25110774	Tractor Supply	63.97
25110775	Weiss Construction	75.00
25110776	Weiss, Michael	862.40
	Road	
25110777	AKRS	1,405.78
25110778	American Recycling	196.11
25110779	Andrew Fertilizer	875.00
25110780	Aub Auto Ctr.	237.50
25110781	Aub Family Health Ctr.	70.00
25110782	Board of Public Works	551.86
25110783	Eggers Bros.	3,069.94
25110784	First Wireless	2,420.97
25110785	Fritz Red Top Fencing	2,865.14
25110786	Frontier Cooperative	800.62
25110787	Gilbert Svcs.	561.89
25110788	Johnson Quik Stop	442.00
25110789	Martin Marietta	81,071.36
25110790	Metal Culverts	240.00
25110791	NE Child Support	229.50
25110792	Nem Co Tax, Ret	3,334.34
25110793	Nem Co Tax, SS, FWH	6,598.90
25110794	Powerplan	793.14
25110795	Precision Diesel	1,645.74
25110796	Sapp Bros.	21,036.37
25110797	TEC Equipment	279.85
25110798	Tractor Supply	354.53
25110799	Verizon	84.02
	Register of Deeds Preservation & Mod. Fund	
25110800	MIPS	413.36
	911 Wireless Service Holding Fund	
25110801	CenturyLink	2,835.05
25110802	Charter Communications	109.99

With no further business to come before the Board of Commissioners, motion by Mellage, seconded by Hall to adjourn at 11:45 a.m. Roll call vote: Hall, aye; Mellage, aye; Weiss, aye.

I, Diane Johnson, the undersigned County Clerk of Nemaha County, Nebraska do hereby certify the foregoing minutes are true and are a part of the official records of this office. A complete copy of the minutes is available during normal business hours at the Nemaha County Clerk's office or on the Nemaha County's website: www.nemahacounty.ne.gov.

Diane Johnson
County Clerk