

RESOLUTION

SIGNING OF THE  
YEAR-END CERTIFICATION OF COUNTY HIGHWAY SUPERINTENDENT FORM  
2019

Resolution No. R-19-0073

**Whereas:** State of Nebraska Statutes, sections 39-2302, and 39-2501 through 39-2505 details the requirements that must be met in order for a county to qualify for an annual Incentive Payment;

**Whereas:** The State of Nebraska Department of Transportation (NDOT) requires that each county must annually certify (by December 31<sup>st</sup> of each year) the appointment of the County Highway Superintendent to the NDOT using the Year-End Certification of County Highway Superintendent form;

**Whereas:** The NDOT requires that such certification shall also include a copy of the meeting minutes showing the appointment of the County Highway Superintendent by their name as it appears on their License (if applicable), their License Number and Class of License (if applicable), the type of appointment, i.e., employed or under contract (consultant, or interlocal agreement with another county and/or incorporated municipality), and the beginning date of the appointment; and

**Whereas:** The NDOT also requires that such Year-End Certification of County Highway Superintendent form shall be signed by the County Board Chairperson and shall include a copy of a resolution of the County Board authorizing the signing of the Year-End Certification of County Highway Superintendent form by the County Board Chairperson.

Be it resolved that the County Board Chairperson of Lancaster County is hereby  
(Print Name of County)  
authorized to sign the attached Year-End Certification of County Highway Superintendent form.

Adopted this 22nd day of October, 2019 at Lincoln, Nebraska.  
(Month)

County Board Members

*[Signature]*  
Rick Vest  
\_\_\_\_\_  
\_\_\_\_\_

*[Signature]*  
*[Signature]*  
**YOAKUM ABSENT**  
\_\_\_\_\_

County Board Member Vest  
Moved the adoption of said resolution  
Member Flowerday Seconded the Motion  
Roll Call: 4 Yes 0 No 1 Abstained 1 Absent  
Resolution adopted, signed and billed as adopted.

Attest:

*[Signature]*  
(Signature of Clerk)

# Year-End Certification of County Highway Superintendent

For Determining Incentive Payment

January 1, 2019 to December 31, 2019

\*This certifies that Pamela L. Dingman, License Number S- 1539 Class A,  
(Print name of Superintendent as appears on license card) (A or B)  
was the appointed County Highway Superintendent of Lancaster County  
(Print name of County)  
from January 1, 2019 to December 31, 2019  
Month Date Month Date

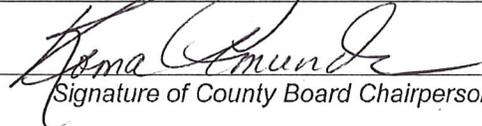
### and actually performed all of the following duties:

1. Developing and annually updating a long-range plan based on needs and coordinated with adjacent local governmental units;
2. Developing an annual program for design, construction, and maintenance;
3. Developing an annual budget based on programmed projects and activities;
4. Submitting such plans, programs, and budgets to the local governing body for approval; and
5. Implementing the capital improvements and maintenance activities provided in the approved plans, programs, and budgets.

And further certifies that the superintending services of the above listed individual were provided by: (Check one)

- Employment with this County       Contract (consultant) with this County       Contract (interlocal agreement) between this County and the following listed County(ies) and/or Municipality(ies)

Roma Amundson

  
Signature of County Board Chairperson

\* If more than one individual or the County Board provided superintending services during the calendar year, list each successive superintendent on a separate form. The amount will be computed based on (a) your most recent Federal Census, rural population; (b) whether or not your county appointed a licensed County Highway Superintendent for all 12 months; (c) class of license, A or B; (d) whether your Superintendent is employed, or under contract (consultant or interlocal agreement with another county and/or incorporated municipality); and (e) whether or not the Superintendent performed all of the duties listed. Reference *Neb. Rev. Stat. §§39-2501 through 39-2505*. If your county did not have an appointed Superintendent, write "County Board" as the name of "Superintendent." Failure to return the certification, meeting minutes and resolution may result in your county not receiving an Incentive Payment for Calendar Year 2019.

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**Note:** In addition to this annual, Year-End certification of superintendent to the Nebraska Department of Transportation, (due **December 31<sup>st</sup>**), the county is also responsible for filing the "County Annual Certification of Program Compliance" form with the Board of Public Roads Classifications and Standards (due **October 31<sup>st</sup>**). Reference *Neb. Rev. Stat. §§39-2115, 39-2119, 39-2120, 39-2121 and 39-2510(2)*.



Return the completed original certification, meeting minutes and resolution by **December 31, 2019** to:

Highway Local Liaison Coordinator  
Boards-Liaison Services Section  
Local Assistance Division  
Nebraska Department of Transportation  
PO Box 94759  
Lincoln NE 68509-4759

# NEBRASKA

Good Life. Great Journey.

DEPARTMENT OF TRANSPORTATION



October 15, 2019

Dan Nolte  
Lancaster County Clerk  
County-City Bldg  
555 S 10th St, Rm 108  
Lincoln NE 68508-2803

*Pete Ricketts, Governor*

The enclosed **YEAR-END CERTIFICATION OF COUNTY HIGHWAY SUPERINTENDENT** form is the basis for determining your calendar year 2019 Incentive funds. **Please return the following documents to us by December 31, 2019:**

- **Year-End Certification of County Highway Superintendent form.** Note: If more than one individual or the County Board provided superintending services during the calendar year, list each successive superintendent on a separate form. If your county did not have an appointed County Highway Superintendent, write "County Board" as the name of "Superintendent."
- **Meeting minutes: (only required for an appointed County Highway Superintendent).** A copy of the County Board meeting minutes showing the appointment of the County Highway Superintendent by their name as it appears on their License (if applicable), their License Number and Class of License (if applicable), the type of appointment, i.e., employed, contract (consultant or interlocal agreement with another county and/or incorporated municipality), and the **beginning date of the appointment.**
- **Resolution:** A copy of a resolution of the County Board authorizing the signing of the Year-End Certification of County Highway Superintendent form by the County Board Chairperson.

**Failure to return the certification, meeting minutes and resolution may result in your county not receiving an Incentive Payment for Calendar Year 2019. Payment is scheduled for February 2020.** Reference Neb. Rev. Stat. §39-2505.

Please let me know if you have any questions. Email: [lemoyne.schulz@nebraska.gov](mailto:lemoyne.schulz@nebraska.gov), Phone: (402) 479 4436  
Fax: (402) 479-3525.

Sincerely,

A handwritten signature in black ink that reads "LeMoyne D. Schulz".

LeMoyne D. Schulz  
Highway Local Liaison Coordinator  
Boards-Liaison Services Section  
Local Assistance Division  
Nebraska Department of Transportation  
LDS/bex12-zm

Enclosures

Kyle Schneeweis, P.E., Director

Department of Transportation

Board of Examiners for County Highway and City Street Superint

1500 Highway 2

PO Box 94759

Lincoln, NE 68509-4759

OFFICE 402-479-4436

ndot.blshelp@nebraska.gov

[dot.nebraska.gov](http://dot.nebraska.gov)