

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, APRIL 8, 2004
8:30 A.M.**

Commissioners Present: Ray Stevens, Chair
Larry Hudkins, Vice Chair
Bernie Heier
Bob Workman
Deb Schorr

Others Present: Kerry Eagan, Chief Administrative Officer
Gwen Thorpe, Deputy Chief Administrative Officer
Bruce Medcalf, County Clerk
Trish Owen, Chief Deputy County Clerk
Ann Taylor, County Clerk's Office

The Chair opened the meeting at 8:37 a.m.

AGENDA ITEM

**1 APPROVAL OF THE STAFF MEETING MINUTES OF THURSDAY,
MARCH 25, 2004**

MOTION: Heier moved and Hudkins seconded approval of the Staff Meeting minutes of April 1, 2004. Heier, Workman, Schorr, Stevens and Hudkins voted aye. Motion carried.

2 ADDITIONS TO THE AGENDA

- A. Microcomputer Request C#2004-144 from Veterans Service, \$7,610.47 from the Microcomputer Fund for Four (4) Pentium IV's, Four (4) Monitors and Software (Exhibit A)
- B. Order to Show Cause in the Matter of a Class M Bottle Club Liquor License for Richard R Ferguson d/b/a/ The Bennet Hideaway Bed and Breakfast, Bennet, Nebraska (Exhibit B)
- C. Request from Families First & Foremost (F³) for Commissioner Schorr to Attend a Conference in San Francisco, California (June 21-27, 2004)
- D. Ethanol Fuel
- E. Executive Session (Sale of Real Estate)

MOTION: Workman moved and Heier seconded approval of the additions to the agenda. Workman, Heier, Schorr, Hudkins and Stevens voted aye. Motion carried.

3 COMMISSIONER MEETING REPORTS

A. Monthly Meeting of County Board Chair, Vice Chair and Mayor - Stevens, Hudkins

Stevens said discussion focused on the County Board's request for changes to the jail interlocal agreement, State Fair, Sidewalk, Roads and Trails Committee, the feasibility of locating a motocross track in Boosalis Park and lot availability.

B. Parks & Recreation Advisory Board - Schorr

Schorr said plans for Government Square Park were reviewed. She noted that representatives of the Salvation Army and human service agencies will meet later in the day to discuss whether to submit a grant proposal to the Joan B. Kroc Foundation to construct a community/cultural center in Lincoln.

C. Joint Budget Committee (JBC) - Workman, Stevens

Stevens said the Joint Budget Committee will review the applications for funding and will make recommendation to the Board.

D. Lincoln-Lancaster County Ecological Advisory Committee (EAC) - Heier

Heier said the subcommittees are continuing their work.

E. Lincoln Partnership for Economic Development (LPED) Investors - Stevens

Stevens said Mayor Seng reported that federal funding of local projects was significantly less than anticipated (\$14.6 million for the South Beltway and \$4 million for the Antelope Valley project).

A document addressing confidentiality in economic development was disseminated (Exhibit C).

F. Board of Health - Hudkins

Hudkins said recommendations regarding the permit process and fees for the City's Smoking Ordinance will be sent to the City Council.

4 LEGISLATIVE UPDATE - Gordon Kissel, Legislative Consultant; Amy Prenda, Director of Legal Research and Analysis for Kissel/E&S Associates

Gordon Kissel, Legislative Consultant, presented a legislative update (Exhibit D).

5 INTRODUCTION OF BECKY BRUCKNER, COUNTY COURT ADMINISTRATOR

Gwen Thorpe, Deputy Chief Administrative Officer, introduced Becky Bruckner, County Court Administrator.

6 INSURANCE RENEWALS - Sue Eckley, Workers' Compensation & Risk Management Manager; Tom Champoux, UNICO Group, Inc.

Tom Champoux, UNICO Group, Inc., discussed the current state of the insurance market. He also presented an article on risk financing and factors to consider in determining capacity to absorb and contain risk (Exhibit E).

Sue Eckley, Workers' Compensation & Risk Management Manager, recommended pulling Lancaster Manor out of the workers' compensation self-insured program and making it fully insured. She said the County's aging workforce is also a concern.

Heier recommended that it be looked at in terms of the health insurance program.

Gary Lacey, County Attorney, appeared and said a move towards greater self-insurance will increase work demands on Eckley and his office. He recommended moving Eckley under the County Attorney's Office and adding personnel to investigate claims.

Kerry Eagan, Chief Administrative Officer, said Milliman USA (insurance consultant) is willing to perform an actuarial analysis of the County's ability to self-insure general liability for \$8,000.

MOTION: Heier moved and Hudkins seconded to direct Kerry Eagan, Chief Administrative Officer, to request a fee proposal from Milliman USA for an analysis of the County's ability to self-insure general liability. Heier, Workman, Schorr, Hudkins and Stevens voted aye. Motion carried.

The Board also requested an analysis of whether participation in Nebraska Intergovernmental Risk Management Association (NIRMA) would save the County money.

Eckley said the County will lose its self-insured status under the Workers' Compensation Program and internal control if it joins an insurance pool like NIRMA.

7 RETENTION OF MORTGAGE RECORDS - Norm Agena, County Assessor/Register of Deeds; Scott Gaines, Chief Administrative Deputy Assessor/Register of Deeds; Brian Pillard, Records & Information Manager

Scott Gaines, Chief Administrative Deputy Assessor/Register of Deeds, said 1,000 mortgage books are being stored in the Records Center. He requested authorization to destroy the books that have exceeded the retention schedule, stating those records have been microfilmed.

Brian Pillard, Records & Information Manager, displayed examples of the mortgage books.

Thorpe noted that the County has a policy relating to the management of records stored in the Records Center.

MOTION: Workman moved and Hudkins seconded to direct the County Assessor/Register of Deeds' Office to consult Ed Zimmer, historic preservationist; Jim McKee, historian; and the Nebraska Historical Society on the appropriateness of retaining a sampling of the documents for historical purposes; to ask whether they have an interest in acquiring the records, and if not, consider making the records available to the general public on a first come basis. Hudkins, Stevens, Schorr, Workman and Heier voted aye. Motion carried.

8 A) JUVENILE DRUG COURT; B) THE HUB - Kit Boesch, Human Services Administrator; Juvenile Court Judge Toni Thorson; Scott Carlson, Lancaster County Juvenile Drug Court Coordinator

A) Juvenile Drug Court

Scott Carlson, Lancaster County Juvenile Drug Court Coordinator, gave an overview of the Juvenile Drug Court program and the proposed budget for Fiscal Year 2004-05 (Exhibit F). He said the Juvenile Drug Court was primarily funded through a grant from the Office of Justice Programs which ended February 29, 2004. Juvenile Accountability Incentive Block Grant (JAIBG) funds have also been used to sustain the program.

Kit Boesch, Human Services Administrator, said the County had a \$41,000 reduction in JAIBG funding this year. She said the Juvenile Drug Court was allocated \$65,000 in JAIBG funds last year and said if the County will agree to fund the program beginning July 1, 2004 it will put the JAIBG funds "back on the table" for other graduated sanction programs to continue.

Heier said the County should ask the City and Joint Budget Committee (JBC) to help with funding of the program.

MOTION: Workman moved and Hudkins seconded to direct Kit Boesch, Human Services Administrator, to allocate the Juvenile Accountability Incentive Block Grant (JAIBG) funds into graduated sanction programs next fiscal year. Heier, Workman, Schorr, Hudkins and Stevens voted aye. Motion carried.

B) The HUB

Boesch provided an executive summary of The HUB (Transitional Services Network for Young Adults) (Exhibit G) and requested authorization to utilize the grant writing services of Randall Funding and Development, Inc. to apply for a two year, \$300,000 Youth in Transition in the Workplace Grant through the Substance Abuse and Mental Health Services Administration (SAMHSA) for the employment component. She added that there will be an opportunity to apply for an additional three years of grant funding (\$500,000 each year) if the first phase of the grant is successfully completed.

MOTION: Schorr moved and Hudkins seconded to authorize Kit Boesch, Human Services Administrator, to contact Randall Funding and Development, Inc. to begin the process to write the grant, with a letter of authorization signed by the Chair.

FRIENDLY AMENDMENT: Heier offered a friendly amendment to authorize Randall Funding and Development, Inc. to submit the grant application electronically.

The maker of the motion and the seconder agreed to the friendly amendment.

ROLL CALL: Heier, Workman, Schorr, Stevens and Hudkins voted aye. Motion carried.

Hudkins exited the meeting at 10:40 a.m.

9 LABOR NEGOTIATIONS - Don Taute, Personnel Director; John Cripe, Classification and Pay Manager; Diane Carlson, Deputy County Attorney; Dennis Banks, Lancaster County Juvenile Detention Center Director

MOTION: Workman moved and Heier seconded to enter Executive Session at 10:47 a.m. for discussion of labor negotiations and the sale of real estate. Heier, Workman, Schorr and Stevens voted aye. Hudkins was absent from voting. Motion carried.

Hudkins returned to the meeting.

MOTION: Heier moved and Workman seconded to exit Executive Session at 11:34 a.m. Heier, Workman, Stevens, Schorr and Hudkins voted aye. Motion carried.

10 GRANT SUBMISSION FOR A) PEER TO PEER RECOVERY SUPPORT SERVICES; AND B) DEVELOPMENT OF COMPREHENSIVE DRUG/ALCOHOL AND MENTAL HEALTH TREATMENT SYSTEMS FOR THE HOMELESS - Dean Settle, Community Mental Health Center Director; Travis Parker, Mental Health Jail Diversion Project Director; Topher Hansen, CenterPointe Director

A) Peer to Peer Recovery Support Services

Dean Settle, Community Mental Health Center (CMHC) Director, requested authorization to pursue a SAMHSA grant (up to \$350,000 annually) to expand the Peer to Peer Program (recovery support services) (Exhibit H).

Thorpe said District Court Judge Karen Flowers has also expressed interest in how the grant could be used to assist Adult Drug Court.

Settle said he does not believe Drug Court would fit the grant's specifications.

Topher Hansen, CenterPointe Director, agreed and said inclusion of that population could lessen the opportunity for funding.

MOTION: Heier moved and Hudkins seconded to authorize the Chair to sign a letter of authorization for Randall Funding and Development, Inc. to write a grant for a Peer to Peer Recovery Support Services Grant through the Substance Abuse and Mental Health Services Administration (SAMHSA) and submit it electronically, with the understanding that Dean Settle, Community Mental Health Center (CMHC) Director; Travis Parker, Mental Health Jail Diversion Project Director; and District Court Judge Karen Flowers will consult Randall Funding and Development, Inc. on the best approach for the grant. Heier, Workman, Schorr, Stevens and Hudkins voted aye. Motion carried.

B) Development of Comprehensive Drug/Alcohol and Mental Health Treatment Systems for the Homeless

Settle requested authorization to apply, in collaboration with CenterPointe, for a five year grant through SAMHSA for a comprehensive drug/alcohol and mental health

treatment system for the homeless (Exhibit I). The funding amount is \$400,000 annually, with no cash match required. He said he would like Randall Funding and Development, Inc. to assist in writing the grant.

MOTION: Schorr moved and Hudkins seconded to: 1) Authorize Dean Settle, Community Mental Health Center Director, to apply for the Substance Abuse and Mental Health Services Administration (SAMHSA) for a comprehensive drug/alcohol and mental health treatment system for the homeless; and 2) Authorize the Chair to sign a letter of authorization for Randall Funding and Development, Inc. to submit the grant electronically.

Settle said Hansen is willing to serve as fiscal agent for the grant.

The Board had no objection.

ROLL CALL: Hudkins, Stevens, Schorr, Workman and Heier voted aye. Motion carried.

ADMINISTRATIVE OFFICER REPORT

D. Questionable Claim from Community Mental Health Center (CMHC)

Settle reviewed a claim for payment to Nancy G. Field in the amount of \$446.28 for reimbursement of travel and expenses from November 5, 2003 - February 29, 2004 (PV 784-8980). It was noted that the claim is beyond the 90 day time period.

The Board scheduled the claim on the April 13, 2004 Board of Commissioners Meeting agenda.

11 YANKEE RIDGE ROAD IMPROVEMENT DISTRICT - Mike Rierden, Attorney for the Yankee Ridge Special Paving Improvement District; Don Thomas, County Engineer

Mike Rierden, attorney for the Yankee Ridge Special Paving Improvement District, asked the Board to: 1) Eliminate paving of two segments of Marlin Road; and 2) Pave to the north property line in the Gibson Addition and eliminate paving of the cul-de-sac (Exhibit J). He said these changes will save the District \$33,000.

Don Thomas, County Engineer, said paving those segments of Marlin Road would not serve a purpose. He disagreed with the request to eliminate paving of the cul-de-sac in the Gibson Addition, indicating the need for a turnaround and maintenance issues.

George Gibson, 9300 South 63rd Street, appeared and questioned the need for paving, as the cul-de-sac is temporary .

Thomas said one solution would be to amend the resolution that addresses maintenance of the district to indicate that the County's maintenance responsibilities end at the property line.

MOTION: Schorr moved and Hudkins seconded to direct staff to draft an amendment to County Resolution No. R-03-0009 (In the Matter of Setting the Election and Boundaries of the Yankee Ridge Special Paving Improvement District, Lancaster County, Nebraska) to pave all roads within the boundaries of the district, with the exception of two segments of Marlin Road in the northwest corner of the subdivision. Hudkins, Stevens, Schorr, Workman and Heier voted aye. Motion carried.

The Chair exited the meeting at 12:21 p.m. and the Vice Chair assumed direction of the meeting.

12 ACTION ITEMS

A. Microcomputer Request, C#2004-136, \$1,416.45 from District Court Clerk Budget for Nineteen (19) Lotus Notes Desktop

MOTION: Workman moved and Heier seconded approval. Heier, Workman, Schorr and Hudkins voted aye. Stevens was absent from voting. Motion carried.

13 ADMINISTRATIVE OFFICER REPORT

A. Appointment of Dr. Catherine S. Alley to the Board of Health; Other Candidates for Appointment

The Board scheduled appointment of Dr. Catherine S. Alley to the Board of Health on the April 13, 2004 Board of Commissioners Meeting agenda.

The Chair returned to the meeting at 12:25 p.m. and resumed direction of the meeting.

Stevens recommended Dan Hinnah for future appointment.

B. Appropriations Increase for Property Management

The Board will schedule a public hearing at the April 13, 2004 Board of Commissioners Meeting to increase appropriations, in the amount of \$100,000, for the County Property Management Fund.

C. Update on Building Code Licensure Moratorium

MOTION: Hudkins moved and Workman seconded to direct Gwen Thorpe, Deputy Chief Administrative Officer, to issue a press release regarding a public hearing to amend County Resolution No. 04-0015, adopting Lincoln's Heating, Ventilating and Cooling Code, and County Resolution No. 04-0016, adopting the 2000 edition of the Lincoln Plumbing Code, including publication in the following newspapers: Waverly News, Hickman Voice, Seward County Independent, Malcolm Clipper and the Eagle Eaglette. Hudkins, Stevens, Schorr, Workman and Heier voted aye. Motion carried.

D. Questionable Claim from Community Mental Health Center (CMHC)

Item moved forward on the agenda.

E. Correspondence from the Nebraska Department of Roads Regarding 7th Street Bridge Over I-80

MOTION: Schorr moved and Hudkins seconded to direct staff to draft a resolution stating that the Board supports the removal of a crossing of Interstate 80 at 7th Street in exchange for a new four-lane 14th Street bridge over Interstate 80. Schorr, Workman, Heier, Hudkins and Stevens voted aye. Motion carried.

F. Beal Slough Bridge on Pioneers Boulevard (Exhibit K)

MOTION: Workman moved and Schorr seconded to allow replacement of the Beal Slough Bridge to be two-lanes and to proceed with eminent domain action and a temporary easement from the Burlington Northern/Santa Fe Railroad. Heier, Workman, Schorr, Stevens and Hudkins voted aye. Motion carried.

G. Symbolic County Token

Item held.

H. House Arrest Juvenile Probation Officer

The Board did not object to the request to fill a vacancy.

I. Recommendation of the Lincoln-Lancaster County Ecological Advisory Committee (EAC) to Appoint Tim Golden to be a Member

The Board scheduled the item on the April 13, 2004 Board of Commissioners Meeting agenda.

- J. Letter of Support for Child Advocacy Center's Grant Application for Continued Funding Under the Victims of Crime Act (VOCA) (Exhibit L)

The Board reviewed a letter draft (Exhibit M).

MOTION: Hudkins moved and Heier seconded to send a letter of support for the Child Advocacy Center's grant application for continued funding under the Victims of Crime Act (VOCA). Hudkins, Schorr, Workman, Heier and Stevens voted aye. Motion carried.

- K. Acceptance of Light Detection and Ramping (LIDAR) Data (Exhibits N & O)

MOTION: Heier moved and Hudkins seconded to accept the Light Detection and Ramping (LIDAR) data. Heier, Workman, Schorr, Stevens and Hudkins voted aye. Motion carried.

- L. Clean Your Files Week

Board consensus was to participate in the week long event (April 19-23, 2004).

ADDITIONS TO THE AGENDA

- A. Microcomputer Request C#2004-144 from Veterans Service, \$7,610.47 from the Microcomputer Fund for Four (4) Pentium IV's, Four (4) Monitors and Software (Exhibit A)

MOTION: Hudkins moved and Workman seconded approval. Hudkins, Stevens, Heier, Workman and Schorr voted aye. Motion carried.

- B. Order to Show Cause in the Matter of a Class M Bottle Club Liquor License for Richard R Ferguson d/b/a/ The Bennet Hideaway Bed and Breakfast, Bennet, Nebraska (Exhibit B)

Eagan and a representative of the County Attorney's Office will testify at the hearing.

Stevens and Schorr also indicated tentative plans to attend the hearing.

- C. Request from Families First & Foremost (F³) for Commissioner Schorr to Attend a Conference in San Francisco, California (June 21-27, 2004)

MOTION: Hudkins moved and Workman seconded approval, with funding through the Families First & Foremost (F³) Budget. Heier, Workman, Schorr, Stevens and Hudkins voted aye. Motion carried.

D. Ethanol Fuel

MOTION: Hudkins moved and Heier seconded to send a memorandum to county agencies encouraging use of ethanol and bio-diesel fuels. Heier, Workman, Schorr and Hudkins voted aye. Stevens voted no. Motion carried.

E. Executive Session (Sale of Real Estate)

See Item 9.

14 ADJOURNMENT

MOTION: Workman moved and Heier seconded to adjourn the meeting at 1:05 p.m. Heier, Workman, Schorr, Stevens and Hudkins voted aye. Motion carried.

Bruce Medcalf
Lancaster County Clerk