

**STAFF MEETING MINUTES  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
COUNTY-CITY BUILDING, ROOM 113  
THURSDAY, AUGUST 12, 2004  
8:15 A.M.**

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

Others Present: Kerry Eagan, Chief Administrative Officer  
Gwen Thorpe, Deputy Chief Administrative Officer  
Bruce Medcalf, County Clerk  
Melissa Koci, County Clerk's Office

The Chair opened the meeting at 8:17 a.m.

**AGENDA ITEM**

**1 APPROVAL OF THE STAFF MEETING MINUTES OF THURSDAY, AUGUST 5, 2004**

This item was held.

**2 ADDITIONS TO THE AGENDA**

- A. Additional Insurance Applications for Law Enforcement, Employment Practices, Public Liability and General Liability
- B. KZUM Radio Program

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

**2 ADDITIONS TO THE AGENDA**

- A. Additional Insurance Applications for Law Enforcement, Employment Practices, Public Liability and General Liability

Eagan reported the additional insurance applications need to be signed by the Board.

- B. KZUM Radio Program

Workman reported he and Dave Merrill, Region V, were on KZUM for a program regarding developmental disabilities.

### **3 COMMISSIONER MEETING REPORTS**

#### **A. PARKS AND RECREATION ADVISORY COMMITTEE - Schorr**

Schorr reported the Near South Neighborhood has donated some land and a new park will be built. She also noted there was an hour long budget briefing regarding the Mayor's and the City Council's cuts to the Parks and Recreation budget.

Norm Agena, County Assessor/Register of Deeds, appeared and indicated there will be 5 properties put on the tax rolls for 2004 based on the percentages of the contribution from the trust.

Hudkins arrived at 8:22 a.m.

#### **B. BUDGET MONITORING COMMITTEE - Hudkins, Stevens**

Stevens reported the committee reviewed the valuations and cuts that were made in the budget and also noted that Paul Edwards, LIBA Representative, was questioning the insurance benefits for part-time employees.

Hudkins noted Bruce Bohrer, Chamber of Commerce, and John Boehm, LIBA Representative, were also present and very pleased with how Lancaster County handled the budget this year, especially when reductions were needed.

#### **C. PBC BUDGET PUBLIC HEARING AND MEETING - Hudkins, Workman**

Hudkins noted the following items took place at the Public Building Commission meeting:

- Statutorily they were allowed to levy 1.7 cents per \$100 worth of valuation
- Jonathan Cook was reappointed to the Public Building Commission and Linda Wilson was elected Vice Chair.
- New chairs were bought for the City Council/County Commissioners Chambers - some of them have damage and for the most part are ugly. City Council wanted the Board to sign off on them, but the Board reluctantly didn't. Also discussed was the Chambers, new monitors and the dais.

Workman noted the gate controls underneath the County-City Building and across the street at 555 So. 9<sup>th</sup> Street will be operating on September 7, 2004. He also said there was a report given on the placement of the two Automatic External Defibrillators, which have been offered to the City of Lincoln and Lancaster County.

Hudkins noted there may be some liability issues in using the defibrators if a person is not trained correctly. The Board suggested having a Wellness program available to teach employees how to use the defibrators.

D. **BOARD OF HEALTH** - Hudkins

Hudkins reported he attended a NALBH (National Association of Local Boards of Health) in Colorado and the Surgeon General of the United States, Richard Carmona, was the host. Hudkins gave a brief overview of the conference.

**4 \$0.15 RURAL LEVY** - Dave Kroeker, Budget and Fiscal Officer

Dave Kroeker, Budget and Fiscal Officer, appeared and distributed documentation regarding Lancaster County's Allocation of Levy for 2004-05 on an estimated value increase of 2.5% (Exhibit A). Kroeker noted last year they were over the allocations and after adjustments they ended up at 0.149804.

Kroeker also reported he received a revised budget from the Agricultural Society which amounts to a 2.5% increase. The Rural Library has decreased and the Rural Transportation Safety District has asked for \$4,009,796, but he reflected the request to show a 2.5% estimated value increase for .026000.

Kroeker noted the Agricultural Society requested \$155,785 for capital improvements and because they did not spend \$24,300 from the 2004 Budget, that amount will be deducted from the amount requested for 2005.

Present were Wayne Venter, Agricultural Society President; Ron Snover, President of Agricultural Society Board; and Wayne Heyen, Agricultural Society Treasurer.

Hudkins questioned the fire alarms, dust and what it would take to fix the issue.

Wayne Heyen, Agricultural Society President, indicated the smoke detectors in the entire building are smoke detectors and not heat detectors. He said any dust, tractors or bobcats will set off the fire alarms. When the facility was built, they tried to get a variance through the City, but the objection is that the animals would be dead before the heat detectors went off.

Heier asked about the results of the Lancaster County Fair and the economic impact to the City and County.

Snover reported the numbers definitely increased with 5,000 or 6,000 more attendants than last year.

Heyen noted he was not very happy with the Convention & Visitors Bureau and their promotion efforts. He said they cut the advertising budget from \$18,000 to \$6,000 and handed out schedules and advertised through the radio and television.

Heier also asked the Ag. Society if they have followed through with the development or rezoning of the corner on 84<sup>th</sup> and Holdrege Street or contacted Darl Naumann, Economic Development Director, about the issue.

Snover indicated he spoke with Jon Camp at the County Fair and they plan on getting together again about the issue.

Workman asked if the Agricultural Society generates an income during the County Fair.

Heyen said the Event Center gets some income, but the Ag. Society does not receive an income. He said the Event Center netted around \$8,000 from concessions, which was the only income made and they receive a small percentage of the carnival.

The Board requested the Agricultural Society to provide them with a copy of Phase I and Phase II of the original building plans.

Stevens asked about the revised capital outlay budget and what had changed.

Snover reported the parking originally had the campground expansion on it, but it was taken out of the budget. He said landscaping has to do with dirt removal and fill, which needs to be done before the law changes.

**MOTION:** Heier moved and Hudkins seconded to request a copy of the letter from the Federal Highway Administration and ask if the County has any enforcement authority over the outdoor electronic sign. Also request the County Attorney to review the matter regarding the Electronic Message Sign and whether or not the road is grand fathered in because of when the road designation changed. Heier, Hudkins, Stevens, Schorr and Workman voted aye. Motion carried.

**5 THE HUB: (A) LEASE; (B) RITE-TRACK; AND (C) INSURANCE** - Kristy Mundt, Deputy County Attorney; Kit Boesch, Human Services Director; Don Killeen, County Property Manager

Gwen Thorpe, Deputy Chief Administrative Officer, appeared and indicated Kit Boesch is going to contract The Hub to a private non-profit organization which will relieve the County of any liability.

Thorpe also stated Rite-Track is gone.

Hudkins said the lease is a 5-year lease and he wants to know how long the grant will be. He said he will be reluctant to enter into an agreement even with a private agency for any longer than what the grant will cover the cost for.

Workman noted the Board needs to pay more attention to the grants they are signing and the programs the County is funding.

**6 SHERIFF'S GARAGE** - Don Killeen, County Property Manager; John Kay, Sinclair Hille

Don Killeen, appeared and distributed documentation regarding the proposed Sheriff's garage (Exhibit B). He reported the space they were looking at behind the impound lot is not available because it has been developed with a parking lot and driveway. Killeen noted the only lot available is owned by Rich Wiese and is highlighted in the yellow dash line on the exhibit, however it would be hard for a semi to back in and out and turn around.

Chris Beardslee, Sinclair Hille, appeared and reported the Sheriff/Emergency Management Building would be about 90 ft. x 75 ft. wide and it could not function on a 100 ft wide lot.

Hudkins suggested having the semi's go all the way around the County Engineer's building.

Don Thomas, County Engineer, disagreed with that suggestion because the property line is about 15 feet west of the trees and from the trees to the building is fill material, so there isn't room to run a road behind the building.

There was a long discussion about where to place the road for the Sheriff/Emergency Management Building.

Bill Jarrett, Deputy County Sheriff, suggested moving the building as far south and as far west as possible without getting into the sanitary sewer line and shift the fence south and west of the impound lot. He said the Emergency Management and Sheriff's Offices could be flipped.

The Board asked Thomas about 84<sup>th</sup> Street and it being a Federal Highway.

Thomas reported 84<sup>th</sup> Street has been on the Federal Aid system for a long time and when the road was built, City Urban Federal funds were used to build the road.

**7 BUDGET WORK SESSION** - Dave Kroeker, Budget and Fiscal Officer

Dave Kroeker, Budget and Fiscal Officer, reported he will add \$5,900,000 to the dental group insurance fund for the County's self-insured health insurance premiums. He said the City will have some minor adjustments, but overall the budget looks pretty good.

Kroeker indicated he received word from the County Assessor that 2.6% is a good solid figure.

Heier reported he will be making a motion at the next budget hearing to reconsider the funding of the Developmental Disability contracts until the end of the year, which amounts to around \$112,000.

There was a long discussion on when to approve the budget.

**MOTION:** Schorr moved and Stevens seconded to announce on Tuesday, August 17, 2004, to fund Developmental Disabilities through December 31, 2004 when the Legislature convenes and because the final valuation numbers are not known that the final adoption of the budget and levy be taken at the August 31<sup>st</sup> meeting.

Agena appeared and indicated 2.6% is a very solid number.

The mover and the seconder withdrew their motion.

The Board agreed to adopt the final budget on Tuesday, August 17, 2004 and if additional action is needed, it will be taken on Thursday, August 19, 2004 at 1:30 p.m..

## **8 ACTION ITEMS**

- A. Microcomputer Request Fund Request From County Clerk, \$6,749.37 for 4 Pentium IV's, Etc.
- B. Letters to Senator Chuck Hagel and Benjamin Nelson Requesting Support for Juvenile Accountability Incentive Block Grant Funding
- C. Establish Petty Cash Fund for F<sup>3</sup> (\$500)
- D. Application to AIG for Public Officials Coverage
- E. Letter to Office of Juvenile Services Regarding Evaluations

**MOTION:** Workman moved and Heier seconded approval of action items A through D and to place Item E on hold. Hudkins, Heier, Schorr and Workman voted aye. Stevens was absent from voting. Motion carried.

## **9 ADMINISTRATIVE OFFICER REPORT**

- A. Address Signs for Unincorporated Villages

Eagan distributed documentation regarding a staff meeting that was held on February 5, 2004 and the exclusion of address markers for unincorporated villages (Exhibit C). The Board agreed to have Jim Langtry from the County Engineer's Office come in and give the Board an update on the address signs for unincorporated villages.

- B. Investment Performance Review by Nationwide Retirement Solutions

Eagan reported Nationwide Retirement Solutions has decided to do the Investment Performance Review on September 9, 2004. Eagan said the Board previously discussed doing the review on television and Nationwide does not want to give a professional review of the County's investment and structure on television. Eagan said he would tell NRS that September 9<sup>th</sup> will be the date and that it won't be televised.

C. Policy Re: Computer, Personal Digital Assistants and Cellular Phones

Ray Stevens indicated any Personal Digital Assistant or Cellular Phone that is intended for government use should be used for government use only and not for anyone's personal use.

The Board agreed to discuss these policies in depth at another Staff meeting.

D. Correspondence from James Baird, Jr. Regarding Age of Retirement

**MOTION:** Hudkins moved and Workman seconded to authorize Kerry Eagan to send an email to James Baird, Jr. letting him know the retirement age is 55. Workman, Schorr, Stevens, Heier and Hudkins voted aye. Motion carried.

E. Claims for Review From (A) Community Mental Health (\$50); (B) Community Mental Health (\$31.75); and (C) Community Mental Health (\$70.65)

The Board agreed to deny claims A, B and \$14.40 of C at the Board meeting on August 17, 2004.

F. Memo From Kit Boesch Regarding Keno Prevention Grants

Workman reported Boesch is asking the County to shift some funds around so that she can put \$3,000 under the City's allocation to Planned Parenthood, which he has a problem with. He said the County is being asked to increase the funding in CHIRP so the City can decrease theirs and fund Planned Parenthood with \$3,000.

**MOTION:** Hudkins moved and Heier seconded to ask for a County Attorney's opinion on whether or not the City can fund something that the County Board has denied or disagrees with and if the Keno Prevention funds can be shifted. Hudkins, Workman, Heier, Schorr and Stevens voted aye. Motion carried.

G. Correspondence Regarding Agricultural Events Center Sign

Snover reported they decided to take down all of the unnecessary advertising on the Event Center sign, which cost them around \$2,000 to do.

Eagan reported Don Thomas, County Engineer, received a letter from Gary Britton, Department of Roads, stating the Lancaster County Event Center Electronic Message sign is not in compliance with their Rules and Regulations.

Hudkins said when the permission to have the sign go up was originally requested and was submitted to Planning, the road was still a County road.

Heier asked to get a clarification on the inquiry that was made from the Federal Highway Administration, including the date the inquiry was made and whether or not it was in writing.

The Board also wanted to get an attorney's opinion to see if the Event Center can be grand fathered in because the building was there first.

H. Date for Adoption of Budget

After a long discussion, the Board agreed to adopt the budget on August 17, 2004 based on the figures given by the County Assessor today. If a motion is not made on the 17<sup>th</sup>, the Board will adopt the Budget on August 19, 2004.

I. Appointments to the Visitors Promotion Committee

Eagan reported Wendy Birdsall indicated Jim Pardington with the Restaurant Association and Nikki Smith from the Town House Motel would like to serve on the Visitors Promotion Committee. Birdsall said she would like to ask Mindy Sipes-Bell from Cornhusker Super 8 Motel to be on the committee.

The Board also agreed to add a Budget Working Session to the Staff Meeting Agenda scheduled for August 17<sup>th</sup>.

## **11 ADJOURNMENT**

**MOTION:** Heier moved and Workman seconded to adjourn the meeting at 12:05 p.m. Schorr, Stevens, Hudkins, Workman and Heier voted aye. Motion carried.

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Bruce Medcalf  
Lancaster County Clerk