

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING, ROOM 113
THURSDAY, NOVEMBER 4, 2004
8:45 A.M.**

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

Commissioners Absent: Bernie Heier

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 8:49 a.m.

AGENDA ITEM

1 APPROVAL OF THE STAFF MEETING MINUTES OF THURSDAY, OCTOBER 28, 2004

MOTION: Schorr moved and Workman seconded approval of the Staff Meeting minutes of October 28, 2004. Workman, Stevens and Schorr voted aye. Hudkins was absent from voting. Motion carried.

2 ADDITIONS TO THE AGENDA

- A. Request from Edward Polochick, Lincoln Symphony Maestro, to Meet the County Board
- B. Correspondence from Jim Heck, 8000 South 80th Street (Exhibit A)

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

3 SALARIES FOR DIRECTORS, BAILIFFS, PSYCHIATRISTS AND CHILD SUPPORT REFEREE - Don Taute, Personnel Director; John Cripe, Classification and Pay Manager

Don Taute, Personnel Director, reported the following recommendations from the Directors Salary Committee: 1) Provide a three percent salary increase for individuals in the unclassified, unrepresented service, effective January 1, 2005 (increase will be slightly higher to account for arrears); 2) Move salary adjustments for this class to a calendar year schedule; 3) Separate cost of living increases from market adjustment; 4) Implement variable merit increases for this class in the range of zero to four percent; 5) Update position descriptions; and 6) Develop an evaluation tool.

Hudkins arrived at 8:53 a.m.

Taute said salaries for the following positions are far below the market and the committee has recommended salary adjustments: Kerry Eagan, Chief Administrative Officer; Gary Chalupa, Veterans Service Officer/General Assistance Director; Doug Ahlberg, Emergency Management Director; Russ Shultz, Weed Control Authority Superintendent; Kim Etherton, Community Corrections Director; Larry Van Hunnik, Lancaster Manor Administrator; Gwen Thorpe, Deputy Chief Administrative Officer; Rick Ringlein Assistant Veterans Service Officer/General Assistance Director; and Michelle Schindler, Youth Services Center Deputy Director.

MOTION: Schorr moved and Hudkins seconded to:

1. Move forward with a cost of living increase of three percent, calculated back to the first payday in September, 2004
2. Approve market adjustments, as outlined
3. Update position descriptions and develop a merit plan, in the range of zero to four percent, for directors and deputy directors

Schorr said the committee will bring back recommendations for the market adjustments by the end of the month.

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

Hudkins exited the meeting at 9:15 a.m.

ADDITIONS TO THE AGENDA

- A. Request from Edward Polochick, Lincoln Symphony Maestro, to Meet the County Board

The Board asked Eagan to schedule time on the November 18, 2004 Staff Meeting agenda.

B. Correspondence from Jim Heck, 8000 South 80th Street (Exhibit A)

The Board reviewed the correspondence.

Hudkins returned to the meeting at 9:29 a.m.

ACTION ITEMS

A. Nebraska Association of County Officials (NACO) Officer Election Registration Form

MOTION: Hudkins moved and Schorr seconded to authorize Commissioner Workman to cast the ballot if the Chair is unable to do so.

FRIENDLY AMENDMENT: Workman offered a friendly amendment to designate Commissioner Schorr as the second alternate.

The maker of the motion and the seconder accepted the friendly amendment.

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

4 COUNTY ILLEGAL DUMPING REPORT - Harry Heafer, Clean Community System Coordinator; Nancy Clark, Environmental Health Supervisor

Harry Heafer, Clean Community System Coordinator, reported on illegal dumping in the County, referring to the following documents (Exhibits B, C & D):

- Lancaster County Illegal Dumping 2000-2004 (Graph)
- Sampling of Illegally Dumped Materials, Lancaster County, Fiscal Year 2003-2004 (Table)
- Signs posted in the County (Photographs)

Heafer also distributed litter bags and bumper stickers (Exhibits E, F and G).

Hudkins suggested further education through the University of Nebraska Cooperative Extension's NEBLINE publication.

Terry Wagner, Lancaster County Sheriff, appeared and discussed enforcement and clearance rates.

5 MEDICAL EXAMINER CONTRACT - Gary Lacey, County Attorney; Corey Stull, Perry, Guthery, Haase & Gessford, P.C.

The Board reviewed a letter from Corey Stull, Perry, Guthery, Haase & Gessford, P.C., regarding the County's contract with Dr. Matthias Okoye, Lancaster County Coroner's Physician for forensic autopsy services (Exhibit H). The letter relayed Dr. Okoye's concerns regarding his ability to complete his duties under the terms of the current contract.

Extensive discussion followed.

Board consensus was to: 1) Schedule a tour of the morgue; 2) Explore expanding services to other counties with Region V and the Nebraska Association of County Officials (NACO); 3) Schedule discussion of establishing a regional medical examiner facility on the Tri-County Meeting agenda; and 4) Discuss the matter further at the Mid-Year Budget Retreat.

The Board also requested further financial details and job responsibilities outside the County's scope of work from Dr. Okoye.

6 MULTI-MODAL TRANSPORTATION STUDY REPORT -Kent Morgan,
Assistant Planning Director; David Cary, Planning Department

David Cary, Planning Department, gave an overview of the following (Exhibits I, J & K):

- Executive Summary of the Multi-Modal Transportation Study
- SIGMA Group Survey
- Multi-Modal Transportation Action Plan
 - A. Public Transportation
 - 1. StarTran Operational Improvements
 - 2. Transit Marketing & User Enhancements
 - 3. Special Services Coordination
 - B. Multi-Use Paths/Pedestrians/Bicycles
 - 1. Foster a Fully Integrated Pedestrian/Bike System
 - 2. Prepare Multi-Modal Transportation Subarea Plans
 - 3. Implement City-Wide Pedestrian Standards
 - C. Land Use and Development
 - 1. Pursue Multi-Modal Oriented Design
 - 2. Creation of a Multi-Modal Transportation Center
 - 3. Monitor Advanced Intra-City and Inter-City Service Options
 - D. Administration and Management
 - 1. Create Multi-Modal Coordinator Position
 - 2. Explore StarTran Management and Funding
 - 3. Multi-Modal Transportation Education, Planning and Services

Cary noted the following Action Plan accomplishments:

- Automatic Vehicle Locator (AVL) system on all StarTran Buses
- Sidewalk Repair and Replacement Program funded
- Half-time Multi-Modal Coordinator
- Low-Income StarTran Program
- First year funded for Special Services Coordination
- Bike lane, shuttle and multi-modal center discussion in Downtown Plan
- Two additional bus drivers for second half of Fiscal Year 2004-2005

NOTE: The Multi-Modal Transportation Study Final Report is on file in the County Clerk's Office.

Hudkins exited the meeting at 10:54 a.m.

7 COUNTY SPECIAL PERMIT NO. 04052, PRESCHOOL AT 14032 "O" STREET - Mike DeKalb, Planning Director

Mike DeKalb, Planning Director, gave an overview of County Special Permit No. 04052, a request to operate a preschool/private school at 14302 "O" Street (Exhibit L). He noted a recommendation of conditional approval from Staff and the Planning Commission.

8 ACTION ITEMS

Item moved forward on the agenda.

9 ADMINISTRATIVE OFFICER REPORT

A. Proposed Meetings with the Lincoln Chamber of Commerce

Stevens reported a request from the Lincoln Chamber of Commerce Government Affairs Committee to meet with two commissioners on a monthly basis, similar to meetings with the Lincoln Independent Business Association (LIBA).

Hudkins returned to the meeting at 11:26 a.m.

MOTION: Schorr moved and Workman seconded to direct the Chair to: 1) Contact Bruce Bohrer, Lincoln Chamber of Commerce, and Coby Mach, LIBA Executive Director, and suggest combining the meetings; and 2) Report back to the Board.

Board members suggested that entities the Board works with on a regular basis might also be interested in a "listening session" that is broader in scope. It was also suggested that the Board reevaluate who they meet with and the meeting terms.

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

G. Update on Election Commission Optical Scanners

Dave Shively, Election Commissioner, appeared and updated the Board on mechanical problems with the voting machines used to count ballots in the November 2, 2004 election.

Schorr exited the meeting at 11:46 a.m.

B. Staff Meeting on Tuesday, November 9, 2004 at 11:45 a.m.

Eagan said the meeting time will be 11:30 a.m.

C. Election of County Board Officers

Item held.

D. Letter from Secretary of State John Gale Regarding Sale of Old Mortgage Books

MOTION: Workman moved and Hudkins seconded to: 1) Suspend sale of the old mortgage books; and 2) Ask Cynthia Monroe to organize a citizens committee to look at alternatives to destruction. Hudkins, Workman and Stevens voted aye. Schorr was absent from voting. Motion carried.

E. Rabies Testing for Stray Dog

Eagan said the County is responsible for the cost (\$100).

F. Appointments to Youth Services Advisory Council

The Board scheduled the item on November 9, 2004 Board of Commissioners Meeting agenda.

G. Update on Election Commission Optical Scanners

Item moved forward on the agenda.

10 COMMISSIONER MEETING REPORTS

A. Families First & Foremost (F³) Conveners - Schorr

Schorr said a retreat was held to discuss the future of F³.

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

No report.

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

Stevens said Steve Frayser, University of Nebraska Technology Park, gave a presentation on Strategic Space 2004.

It was suggested that the presentation be scheduled for a City-County Common or Tri-County Meeting.

D. District Energy Corporation - Hudkins, Heier

Hudkins reported on the geo-thermal well field for the Lincoln-Lancaster County Health Department.

11 EMERGENCY ITEMS AND OTHER BUSINESS

It was noted that two of the commissioners have a conflict for the November 16, 2004 public hearing on the proposed One and Six Year Road and Bridge Improvement Program.

The Board asked Eagan to contact the County Engineer and ask whether he would object to moving the hearing date to November 23, 2004.

12 ADJOURNMENT

MOTION: Workman moved and Hudkins seconded to adjourn the meeting at 12:14 p.m. Workman, Hudkins and Stevens voted aye. Schorr was absent from voting. Motion carried.

Bruce Medcalf
Lancaster County Clerk