

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, MARCH 3, 2005
8:30 A.M.**

Commissioners Present: Bernie Heier
Bob Workman
Ray Stevens

Commissioners Absent: Larry Hudkins, Chair
Deb Schorr, Vice Chair

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

Commissioner Stevens opened the meeting at 8:35 a.m.

AGENDA ITEM

1 APPROVAL OF MEETING WITH LANCASTER COUNTY CITIES AND VILLAGES MINUTES OF TUESDAY, FEBRUARY 22, 2005 AND STAFF MEETING MINUTES OF THURSDAY, FEBRUARY 24, 2005

MOTION: Workman moved and Heier seconded approval of the Meeting with Lancaster County Cities and Villages minutes of February 22, 2005. Heier, Workman and Stevens voted aye. Motion carried.

MOTION: Workman moved and Heier seconded approval of the Staff Meeting minutes of February 24, 2005, with the following correction to Item 12F: The date of February 29, 2005 should be changed to March 1, 2005. Workman and Stevens voted aye. Heier abstained from voting. Motion carried.

2 ADDITIONS TO THE AGENDA

A. Request from County Extension to Purchase a Global Positioning Satellite (GPS) System (Exhibit A)

- B. Appointment of Seanna Collins to the Community Mental Health Center Advisory Committee (Exhibit B)
- C. Shuttle Service for State Tournaments

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

3 LEGISLATIVE UPDATE - Amy Prenda, Director of Legal Research and Analysis for Kissel/E&S Associates

Amy Prenda, Director of Legal Research and Analysis for Kissel/E&S Associates, Legislative Consultant, presented a legislative update (Exhibit C).

The Board requested additional information on LB708 (Change provisions relating to the domestic use of ground water).

Gwen Thorpe, Deputy Chief Administrative Officer, will contact Mike Thurber, Corrections Director, and Gary Lacey, County Attorney, to determine their position on LB 143 (Authorize fingerprints and DNA samples of convicted felons).

4 DISTRICT COURT COMPUTER UPGRADES - District Court Judges Karen Flowers and John Colborn

District Court Judge John Colborn gave an overview of the request for replacement of fifteen (15) computers, explaining the equipment is archaic, slow running and does not support newer computer applications (estimated cost is \$18,120). He said two computers are also needed for the child support referee and her bailiff (estimated cost is \$2,376) and said it is his understanding that the federal government and IV-D (4-D) Program (a federal, state and local effort to collect child support from parents who are legally obligated to pay) money will reimburse nearly all of that cost. Judge Colborn said four of the computers are low priority and estimated the cost of replacing the other computers at \$13,000.

Kerry Eagan, Chief Administrative Officer, said there is approximately \$25,000 remaining in the Microcomputer Fund, although there may be projects that have not used all the funds that were allocated. He said there are other requests outstanding, including a request from Records and Information Management for a scanner (estimated cost is \$19,000).

MOTION: Workman moved and Heier seconded to appropriate \$13,000 out of the Microcomputer Fund for District Court.

Stevens suggested that it might be more appropriate to approve a specific number of computer systems.

AMENDMENT: The maker of the motion amended his motion to approve eleven (11) computer systems for District Court and two (2) computer systems for the child support referee and her bailiff.

Dave Kroeker, Budget and Fiscal Officer, appeared and explained there will not be direct reimbursement.

AMENDMENT: The maker of the motion amended his motion to approve thirteen (13) computer systems for District Court, specifying that two of the computer systems are for the child support referee and her bailiff with reimbursement from the State.

Kroeker went on to explain that reimbursement will be in the form of a use charge and said those funds are placed in the Information Services (IS) budget.

AMENDMENT: The maker of the motion amended his motion to approve thirteen (13) computer systems for District Court, with any reimbursement received credited to the Microcomputer Fund.

The seconder withdrew his second from the motion and seconded the amendment.

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

ADMINISTRATIVE OFFICER REPORT

A. Scanner for Records and Information Management

Thorpe said Records and Information Management has a scanner that no longer produces acceptable quality images and has requested a replacement (estimated cost is \$19,000).

The Board requested coordination with the Purchasing Department and exploration of other options, including leasing of equipment and sending work off-site.

5 POTENTIAL AND PENDING LITIGATION - Kristy Mundt and Tom Fox, Deputy County Attorneys

MOTION: Workman moved and Heier seconded to enter Executive Session at 9:32 a.m. for discussion of potential and pending litigation. Heier, Stevens and Workman voted aye. Motion carried.

MOTION: Workman moved and Heier seconded to exit Executive Session at 9:55 a.m. Workman, Heier and Stevens voted aye. Motion carried.

6 RIDER FOR LIFE INSURANCE CONTRACT WITH MUTUAL OF OMAHA - Tom Fox, Deputy County Attorney; Bill Kostner, City Risk Manager

Bill Kostner, City Risk Manager, said the Personnel Department is requesting approval of a rider for life insurance with Mutual of Omaha, clarifying the issue of "actively at work". The rider will have an effective date of June 1, 2003.

The Board scheduled action on the March 8, 2005 Board of Commissioners Meeting agenda.

Kostner also reported a no increase renewal quote from Mutual of Omaha for life insurance.

ACTION ITEMS

C. Appointment of County Representatives to Serve on the Health Insurance Request for Proposals (RFP) Committee

MOTION: Workman moved and Heier seconded to appoint Tom Fox, Deputy County Attorney, and Sue Eckley, Workers' Compensation & Risk Management Manager, to serve on the Health Insurance Request for Proposals (RFP) Committee. Workman, Stevens and Heier voted aye. Motion carried.

7 A) THREE (3) ADDITIONAL MENTAL HEALTH SPECIALISTS; AND B) CRISIS CENTER RETREAT - Dean Settle, Community Mental Health Center Director

A) Three (3) Additional Mental Health Specialists

Dean Settle, Community Mental Health Center Director, presented 1/25/05 Revised Proposal: Region V Phase I and II Planning (Exhibit D), noting the following:

- The State has agreed to pick up the total cost of the Harvest Project (a program designed specifically to work with individuals who are over the age of 55 and suffer the combined effects of advanced age, impaired health, mental illness and/or substance abuse)
- The Community Mental Health Center has been asked to add one (1) case manager for the Community Support Program and two (2) care coordinators for the Case Monitoring Program

Settle said reimbursement from the State and Region V will cover all the costs and the State will provide start-up funding in the amount of \$3,100 per full-time equivalent (FTE).

MOTION: Heier moved and Workman seconded to authorize Dean Settle, Community Mental Health Center Director, to hire one (1) case manager and two (2) care coordinators monitors, with the understanding that there will be no net cost to the County. Heier, Workman and Stevens voted aye. Motion carried.

B) Crisis Center Retreat

Settle said all day training and lunch for approximately thirty staff members will be held at Union College, rather than the Embassy Suites, at a greatly reduced rate (\$375). He said he has budgeted funds for this expense.

MOTION: Workman moved and Heier seconded to authorize Dean Settle, Community Mental Health Center Director, to utilize Union College for the Crisis Center Retreat, with a total cost of \$375. Heier, Workman and Stevens voted aye. Motion carried.

8 APPLICATION FOR RECREATION TRAILS PROGRAM GRANT FOR MOTOCROSS TRACK - Glenn Johnson, Lower Platte South Natural Resources District (NRD) General Manager; Dell Lienemann, Jr., Abbott Foundation; Dr. David Samani

Glenn Johnson, Lower Platte South Natural Resources District (NRD) General Manager, reported a request from the Abbott Foundation for the Lower Platte South NRD to serve as the lead agency for a Recreation Trails Program Grant to establish a motocross track at the Abbott Sports Complex site, 7600 North 70th Street (see map in Exhibit E).

Dell Lienemann, Jr., Abbott Foundation, said the Nebraska Game and Parks Commission administers the recreational funds the Federal Highway Administration allocates to the State (approximately \$700,000 per year). He said 30 percent is to be set aside for motorsports, but funds were reallocated because there were no applications for funding submitted. Lienemann said Game and Parks is willing to retroactively correct the imbalance in the allocation (over \$1 million) and said funding will be approximately \$350,000 a year until it is caught up with the 30 percent allocation. He said a political subdivision must be the applicant for the funds and said he approached the NRD because the site is next to a creek.

Johnson asked whether the Board would be interested in co-sponsoring the grant application. He said the application date is October 1st and the intent is to get the application in as quickly as possible for advance federal approval.

Lienemann said the Lincoln Sports Foundation will lease the land from the Abbott Foundation and operate the motocross track as a component of the Abbott Sports Complex.

Johnson said there will be an easement over the property to the fund applicants to insure continued involvement.

Dr. David Samani presented a sample motocross track layout (Exhibit F). He noted plans to also team with the NRD for BMX bicycling at this site, which could increase the funding allocation.

MOTION: Workman moved and Heier seconded to have Lancaster County be co-sponsor of an application for federal funds to establish a motocross track at 75th Street and Arbor Road.

Lienemann said the funding proposal will be in the range of \$2 million to \$2.5 million and will include future development.

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

The Board directed Thorpe to send a letter to the Mayor and City Council, informing them of the Board's action. It was noted that additional discussion of the grant is scheduled on the March 7, 2005 City-County Common Meeting agenda.

9 LANCASTER MANOR CAPITAL BUDGET - Larry Van Hunnik, Lancaster Manor Administrator

Larry Van Hunnik, Lancaster Manor Administrator, presented the following (Exhibit G):

- A letter from the accountant estimating that Lancaster Manor will receive an Intergovernmental Transfer (IGT) payment of approximately \$880,000 in the spring of 2005
- Lancaster Manor, Comparison of Medicaid Cost Report Data
- Capital Budget

Van Hunnik requested authorization to proceed with a separate capital budget, contingent upon receipt of the IGT funds. He indicated that the IGT funds would first be used to replenish any reductions in the fund balances.

In response to a question from Workman, Van Hunnik said the capital items will likely increase Medicaid reimbursement by \$0.20 per day, per resident.

Dave Kroeker, Budget and Fiscal Officer, appeared and questioned the urgency, explaining that the Renewal and Replacement Fund could be used to fund emergency needs.

Van Hunnik said he is not necessarily asking to go out to bid, but wanted to make the Board aware of the opportunity for a capital pass-through (full reimbursement over the life of the items).

MOTION: Heier moved and Workman seconded to authorize Larry Van Hunnik, Lancaster Manor Administrator, to do proper planning for the capital expenditures, stipulating that he not follow-through unless the County receives the Intergovernmental Transfer (IGT) payment of approximately \$880,000.

Stevens clarified that the Request for Proposals (RFP) process could be started, but bids will not be accepted at this point.

The maker of the motion and the seconder withdrew their motion.

MOTION: Heier moved and Workman seconded approval of a separate capital budget for Lancaster Manor, contingent upon adequate Intergovernmental Medicaid Transfer (IGT) funds. Heier, Stevens and Workman voted aye. Motion carried.

10 COURT SERVICES CLERK FOR JUVENILE SERVICES -Sue Kirkland,
Clerk of the District Court

Sue Kirkland, Clerk of the District Court, requested authorization to hire a permanent court services clerk for Juvenile Court Services to assist with entry of additional data in conversion from the Clerk's Automated Receiving and Tracking System (CARATS) to the Judicial Users System to Improve Court Efficiency (JUSTICE) and the Juvenile Court workload. She estimated equipment and furniture costs at \$13,000 and three months of salary and benefits at \$6,200.

Heier asked whether temporary employees would be a better solution.

Karen Kamphaus, Juvenile Court Services Supervisor, appeared and explained that training is complex and a more permanent solution is desired.

MOTION: Workman moved and Heier seconded to authorize Sue Kirkland, Clerk of the District Court, to proceed with hiring a permanent court services clerk, at a cost not to exceed \$20,000 this year, with the stipulation that the department contribute any available funds to the cost. Heier, Stevens and Workman voted aye. Motion carried.

11 ACTION ITEMS

- A. Microcomputer Request C#2005-061 from County Sheriff, \$1,298.17 from Microcomputer Fund for a Pentium IV, Flat Panel Monitor and Software

Brief discussion took place regarding the request for a flat panel monitor.

Bill Jarrett, Chief Deputy Sheriff, appeared and offered to pay the difference (\$171.15) out of his department's budget.

Stevens said that is county money, unless the department has sources of funds that are not predicated on property taxes.

MOTION: Heier moved and Workman seconded approval of the request, stipulating a regular, rather than a flat panel, monitor. Heier, Stevens and Workman voted aye. Motion carried.

- B. Recommendation from Visitors Promotion Committee (VPC) to Award up to \$750 to Family, Career and Community Leaders of America for Convention (April 11-12, 2005)

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

- C. Appointment of County Representatives to Serve on the Health Insurance Request for Proposals (RFP) Committee

12 ADMINISTRATIVE OFFICER REPORT

- A. Scanner for Records and Information Management

Item was moved forward on the agenda.

B. Printer for Public Defender's Office

MOTION: Workman moved and Heier seconded approval of the expenditure. Heier, Workman and Stevens voted aye. Motion carried.

C. Rural Addressing Update

Eagan reported problems in sanitizing the database. He also expressed concern that Building and Safety has been changing addresses and 911/Emergency Communications has been using a hybrid database.

D. Lincoln-Lancaster County Ecological Advisory Committee (EAC)
Appointment (Merle Jahde)

The Board scheduled the item on the March 8, 2005 Board of Commissioners Meeting agenda.

E. Surplus Light Bars

MOTION: Workman moved and Heier seconded to authorize Doug Ahlberg, Emergency Management Director, to declare the light bars surplus, with no value, and to make them available to McPherson County. Workman, Stevens and Heier voted aye. Motion carried.

F. Correspondence from Architect Regarding Vehicle Storage Facility

Informational only.

G. National County Government Week

Board consensus was to recognize National County Government Week in the form of a resolution at a Board of Commissioners Meeting.

13 DISCUSSION OF BOARD MEMBER MEETINGS

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

No report.

B. Homeland Security Grant Committee - Workman

Workman said a \$4 million grant application has been submitted to the State.

C. Visitors Promotion Committee (VPC) - Schorr

Eagan said discussion focused on the lodging tax increase and efforts to retain the high school tournaments. He also reported plans for a hotel survey to determine event impact.

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

Heier presented a report from the Subcommittee on Acreage Developments on proposed development of Meadow View, Phase II (57 residential lots on a 147 acre parcel at the northeast corner of Southwest 84th Street and West Pioneers Boulevard) (Exhibit H). He said this is the second project the subcommittee has evaluated and asked whether every acreage development that comes before the Board should be evaluated. Heier noted that committee members have testified before the Lincoln City/Lancaster County Planning Commission and said he is unsure whether it was on behalf of the committee or as individuals. He suggested that the Board define the scope of the committee's work in writing.

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

Stevens said there was a presentation on an analysis of the failure of the City's bond issue for streets, roads and trails.

F. Railroad Transportation Safety District (RTSD) - Workman, Stevens, Schorr

Workman reported on the proposed budget and said it includes \$50,000 per year for county crossings.

Stevens said various projects were discussed. He said he is not in favor of closing Southwest 40th Street for four years and suggested asking the railroad to delay its project for one year and accelerating the viaduct project.

Heier asked why the City does not consider locating the viaduct at Southwest 48th Street.

Workman said there are engineering problems on Southwest 48th Street and said the County Engineer supports locating it on Southwest 40th Street.

ADDITIONS TO THE AGENDA

- A. Request from County Extension to Purchase a Global Positioning Satellite (GPS) System (Exhibit A)

Eagan said funding is out of the City's budget.

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

- B. Appointment of Seanna Collins to the Community Mental Health Center Advisory Committee (Exhibit B)

The Board scheduled the item on the March 8, 2005 Board of Commissioners Meeting agenda.

- C. Shuttle Service for State Tournaments

Stevens said there will be shuttle bus service from the Haymarket City Parking Garage to Pershing Auditorium during the State Tournaments.

RETURNING TO ITEM 3

Norm Agena, County Assessor/Register of Deeds, appeared and reported on the status of LB 261 (Eliminate agricultural and horticultural land valuation boards and land manual areas) and LB 283 (Change property tax equalization timeframes).

14 ADJOURNMENT

MOTION: Heier moved and Workman seconded to adjourn the meeting at 12:08 p.m. Workman, Heier and Stevens voted aye. Motion carried.

Bruce Medcalf
Lancaster County Clerk