

**STAFF MEETING MINUTES  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
COUNTY-CITY BUILDING  
ROOM 113  
THURSDAY, JUNE 1, 2006  
10:00 A.M.**

Commissioners Present: Deb Schorr, Chair  
Bernie Heier  
Ray Stevens

Commissioners Absent: Larry Hudkins  
Bob Workman, Vice Chair

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

The Chair opened the meeting at 10:03 a.m.

**AGENDA ITEM**

**1 APPROVAL OF STAFF MEETING MINUTES OF THURSDAY, MAY 25, 2006; BUDGET HEARING MINUTES OF THURSDAY, MAY 25, 2006 AND TUESDAY, MAY 30, 2006**

The minutes of the May 30, 2006 Budget Hearings were held.

**MOTION:** Stevens moved and Heier seconded approval of the Staff Meeting minutes and Budget Hearing minutes dated May 25, 2006.

**2 ADDITIONS TO THE AGENDA**

- A. Request from Renee' Dozier, Families First & Foremost (F<sup>3</sup>) Director, to Share F<sup>3</sup> Information
- B. Medical Bills Related to Transfer of a Prisoner from York County (Exhibit A)
- C. City-County Common Agenda Items
- D. Correspondence from Bruce Dart, Lincoln-Lancaster County Health Department Director, Regarding Pandemic Issues (Exhibit B)

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

**3 LABOR NEGOTIATIONS** - Don Taute, Personnel Director; John Cripe, Classification and Pay Manager; Tom Fox, Deputy County Attorney

**MOTION:** Heier moved and Stevens seconded to enter Executive Session at 10:05 a.m. for discussion of labor negotiations. Heier, Stevens and Schorr voted aye. Motion carried.

**MOTION:** Heier moved and Stevens seconded to exit Executive Session at 10:10 a.m. Stevens, Heier and Schorr voted aye. Motion carried.

**ADDITIONS TO THE AGENDA**

- A. Request from Renee' Dozier, Families First & Foremost (F<sup>3</sup>) Director, to Share F<sup>3</sup> Information

Kerry Eagan, Chief Administrative Officer, said Dozier would like to share Memorandums of Understanding and intensive care coordination documents with the Technical Assistance Policy Analysis Center (TAPA) and other interested parties. He indicated that these are public documents.

There was no objection.

- C. City-County Common Agenda Items

None were stated.

- D. Correspondence from Bruce Dart, Lincoln-Lancaster County Health Department Director, Regarding Pandemic Issues (Exhibit B)

The Board asked that Dart continue to work with Doug Ahlberg, Emergency Management Director, on these issues and report back on the potential financial ramifications.

Kristy Mundt, Deputy County Attorney, reported that the County Attorney's Office is working with the City Attorney's Office on quarantine and isolation regulations.

- 4 LIFE INSURANCE REVIEW COMMITTEE REPORT** - Don Taute, Personnel Director; Bill Kostner, City Risk Manager; Bill Thoreson, Benefits Specialist;; Tom Fox, Deputy County Attorney; Tim Genuchi, Accounting Operations Manager for the County Clerk's Office; Vince Mejer, Purchasing Agent

Bill Kostner, City Risk Manager, discussed the Request for Proposals (RFP) for Life Insurance and presented a rate comparison (Exhibit C). He said the Review Committee has recommended that The Hartford be selected.

The Board will take formal action on the matter at a Tuesday, Board of Commissioners Meeting.

- 5 SALE OF SHOOTING RANGE MOBILE HOME** - Terry Wagner, Lancaster County Sheriff; Bill Jarrett, Chief Deputy Sheriff

Bill Jarrett, Chief Deputy Sheriff, said Arnold Bentzinger, the owner of the property on which the shooting range is located, is willing to take ownership and move the 1973 Shar-Val Mobile Home that is located on there for \$1.00. He said it would cost the County a minimum of \$1,500 to move the trailer. Jarrett said the sale will comply with Nebraska Revised Statute § 23-3115 (Surplus personal property; sale and conditions) and recommended that the County accept the offer.

**MOTION:** Heier moved and Stevens seconded to accept the offer. Heier, Stevens and Schorr voted aye. Motion carried.

Jarrett will work with the County Attorney's Office to draft a hold harmless agreement.

- 6 COUNTY CHANGE OF ZONE NO. 04053, SOUTHEAST CORNER OF SOUTHWEST 40<sup>TH</sup> STREET AND ROKEBY ROAD (WAPITI ENTERPRISES)** - Mark Hunzeker, Attorney at Law

Mark Hunzeker, Attorney at Law, noted that County Change of Zone No. 04053, a request for a change of zone from Agricultural (AG) District to Agricultural Residential (AGR) District that he submitted on behalf of Wapiti Enterprises, Inc. on property at the southeast corner of Southwest 40<sup>th</sup> Street and Rokeby Road was placed back on pending at the May 9, 2006 County Board of Commissioners Meeting and said it was suggested at the meeting that the application might be more acceptable if it was accompanied by a preliminary plat or drawing of what is intended. He said the Board appeared to want better assurance that the applicant is not planning to crowd ten or more lots on the site and said the intent has always been to limit the number of lots.

Hunzeker submitted a drawing that he said is part of the preliminary plat (Exhibit D) and said submittal of the preliminary plat has been delayed because the project engineer overlooked Lancaster County Zoning Regulations, Article 13.012, Special Permit, which lists the conditions under which dwellings within 1,320 feet of the property line of a publicly owned lake property of 30 acres or more may be allowed in the AGR District. He noted that a 200 yard buffer from the property line of public lake property with hunting is required and said hunting in the southeast corner of the Yankee Hill Recreation Area, which abuts the area of application, may not be legally permissible because there are already two homes in close proximity (9700 Southwest 40<sup>th</sup> Street and 10301 Southwest 40<sup>th</sup> Street). If hunting is precluded on that corner, the applicant may adjust the lot lines to make the lots more uniform in size.

Hunzeker asked the Board whether the applicant needs to complete the preliminary plat process before placing the item back on the Board's agenda or if a commitment to limiting the number of lots as shown in the drawing is sufficient to proceed with re-zoning.

Mundt recommended that approval of the preliminary plat by resolution be scheduled on the same date as the resolution for the change of zone. Conditions to limit the number of lots could be included in the change of zone resolution.

Stevens asked whether the applicant would be willing to give up 60' right-of-way on Rokeby Road and Southwest 40<sup>th</sup> Street.

Hunzeker said he doesn't anticipate that being a problem.

**7 SAFETY AND TRAINING BUDGET** - Sue Eckley, Workers' Compensation & Risk Management Manager; Dave Kroeker, Budget and Fiscal Officer

Dave Kroeker, Budget and Fiscal Officer, gave an overview of the Worker's Compensation Loss Fund (Exhibit E).

Sue Eckley, Workers' Compensation & Risk Management Manager, requested further consideration of her position and salary. She presented the following information:

- ▶ Revised Job Description Analysis (See Exhibit E) - Salary and position comparison with Douglas County, Nebraska (includes Omaha), Linn County, Iowa (includes Cedar Rapids), Polk County, Iowa (includes Des Moines), Sedgwick County, Kansas (includes Wichita), and Shawnee County, Kansas (includes Topeka)
- ▶ Timeline for Salary Review (Exhibit F)
- ▶ Current salary information and figures the Personnel Department used in a salary comparison (Exhibit G)

Eckley said she had questioned the accuracy of the salary comparison that the Personnel Department had provided the Board and followed up with those counties. She said Douglas County has a Safety and Claims Coordinator and said the job description is at least an 80% match for Lancaster County and is a better match than the Workers' and Compensation Coordinator position that Personnel used for comparison. Eckley said Polk County has Risk Manager position that is a closer match than the Safety and Loss Manager position that was used. She also presented revised pay range information for Linn County (See Exhibit G).

Schorr asked Eckley whether she shared this information with the Personnel Department.

Eckley said she did not.

Eckley said she would like to be considered for director status, effective Fiscal Year 2007.

**MOTION:** Stevens moved and Heier seconded to ask Kerry Eagan, Chief Administrative Officer; the Personnel Department; and County Attorney's Office, to prepare a job description and address the other requirements of creating a director position of Risk Manager.

The maker of the motion and the seconder asked that this be done as soon as possible.

Eckley said she had looked at whether any of the positions in the other counties used for comparison have director status. She said the positions in Linn and Sedgwick Counties are treated like directors and answer directly to their County Commissioners, but are not called directors.

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

Kroeker was directed to use \$70,000 as a salary figure in the budget.

Kroeker also gave an overview of Fund 13, General Liability (Exhibit H).

#### **ADDITIONS TO THE AGENDA**

- B. Medical Bills Related to Transfer of a Prisoner from York County (Exhibit A)

Eckley said York General Hospital has indicated that it will not accept less than the full billing amount.

**MOTION:** Heier moved and Stevens seconded to pay the bills at the Medicare rate. Stevens, Heier and Schorr voted aye. Motion carried.

Kroeker said payment will be out of the General Miscellaneous Budget.

## **8 ADMINISTRATIVE OFFICER REPORT**

- A. Set Date for Pension Investment Review for Curt Morrow, Nationwide Retirement Solutions

The Board tentatively scheduled the item for July 6, 2006. Alternative dates are August 3, 17 or 24, 2006.

- B. Claim for Review, PV70230 from Community Mental Health Center for Mileage Reimbursement (\$24.92)

Additional documentation in support of the claim was presented (Exhibit I).

**MOTION:** Stevens moved and Heier seconded to handle the claim through the regular claims process at the Tuesday, June 6, 2006 Board of Commissioners Meeting agenda. Stevens, Heier and Schorr voted aye. Motion carried.

- C. Address Change Reviews

The Board reviewed requests from Gerald and Bonnie Carson (14400 Holdrege Street); Todd & Tammy Magee (13200 Yankee Hill Road); and Mitchell Schwarzenbach (1001 North 190<sup>th</sup> Street) to retain their original addresses (Exhibits J, K & L).

Board consensus was to deny the requests.

- D. Draft Letter to Governor Heineman Regarding Lancaster Manor Funding

Item held.

- E. Request from Gary Bergman, County Extension Agent, for Part-Time Temporary Employee (20 Hours Per Week for June, July and August, 2006)

**MOTION:** Stevens moved and Heier seconded to authorize the request and direct Gary Bergman, County Extension Agent, to work out the funding with Dave Kroeker, Budget and Fiscal Officer. Heier, Stevens and Schorr voted aye. Motion carried.

**NOTE:** The County will be reimbursed for the expense (estimated to be \$3,600) from a 4-H School Enrichment Program account.

F. Region V Rental Assistance Program

Schorr said she forwarded information on the program to Gary Chalupa, Veterans Service Officer/General Assistance Director.

Stevens asked that Dean Settle, Community Mental Health Center Director, also be apprised of the program.

G. Jamaica North Trail Ground Breaking (Tuesday, June 13, 2006 at 4:00 p.m.)

Informational only.

H. Declining Pin Oak at Lancaster Manor (See Letter in Agenda Packet)

Eagan distributed copies of correspondence from Steven Schwab, City Forester, recommending removal of the tree (Exhibit M).

Board members indicated that they would like to try to save the tree. There was general consensus to forward the letter to Larry Van Hunnik, Lancaster Manor Administrator, for recommendation and to get a cost estimate for tree trimming and iron injection.

**9 DISCUSSION OF BOARD MEMBER MEETINGS**

A. Lancaster Manor Advisory Committee - Heier

Heier said Dean Settle, Community Mental Health Center Director, gave a presentation on his agency.

B. Lincoln Independent Business Association (LIBA) Monthly Meeting - Stevens, Schorr

Stevens said discussion focused on City matters.

**10 ADJOURNMENT**

**MOTION:** Heier moved and Stevens seconded to adjourn the meeting at 11:50.  
Heier, Stevens and Schorr voted aye. Motion carried.

---

Bruce Medcalf  
Lancaster County Clerk