

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, JANUARY 4, 2007
8:30 A.M.**

Commissioners Present: Bob Workman, Chair
Larry Hudkins
Deb Schorr

Commissioners Absent: Bernie Heier, Vice Chair
Ray Stevens

Others Present: Kerry Eagan, Chief Administrative Officer
Gwen Thorpe, Deputy Chief Administrative Officer
Dan Nolte, County Clerk
John Glynn, Deputy County Clerk
Ann Taylor, County Clerk's Office

The Chair opened the meeting at 8:33 a.m.

AGENDA ITEM

1 APPROVAL OF MINUTES OF THE STAFF MEETING MINUTES OF THURSDAY, DECEMBER 14, 2006; AND TUESDAY, DECEMBER 19, 2006

MOTION: Hudkins moved and Schorr seconded approval of the Staff Meeting minutes dated December 14, 2006 and December 19, 2006. Workman, Schorr and Hudkins voted aye. Motion carried.

2 ADDITIONS TO THE AGENDA

- A. Request from Kit Boesch, Human Services Administrator, to Write Grants for Outside Agencies (Exhibit A)
- B. Audit of the County Clerk's Office and Request to Move an Office Safe
- C. Invitation from the Nebraska Heart Institute

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

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

Gordon Kissel, Legislative Consultant, distributed copies of Preliminary Report of 2007 Legislative Committees (Exhibit B).

The Board reviewed 2007 Lancaster County Legislative Priorities (see agenda packet).

MOTION: Hudkins moved and Schorr seconded to approve the 2007 Lancaster County Legislative Priorities and to give Gordon Kissel, Legislative Consultant, direction to pursue those issues. Schorr, Hudkins and Workman voted aye. Motion carried.

Kissel reported that he has been approached to represent the Lancaster Event Center for the 2007 Legislative Session. Interest is focused on anticipated bills that would require the University of Nebraska and the Nebraska State Fair to provide a report and an analysis of the future use of the property.

There was no objection to Kissel representing the Event Center on those issues.

ADDITIONS TO THE AGENDA

- A. Request from Kit Boesch, Human Services Administrator, to Write Grants for Outside Agencies (Exhibit A)

Kerry Eagan, Chief Administrative Officer, noted that Boesch has been asked to write a grant for a recycling company (environmental grant).

MOTION: Hudkins moved and Schorr seconded to allow Kit Boesch to write a grant for the recycling company, during off-hours, and to stipulate that Boesch must seek approval for each grant writing opportunity that she wants to pursue in the future. Workman, Schorr and Hudkins voted aye. Motion carried.

Board consensus was to schedule discussion of the County Grants Coordinator position and the number and scope of grant writing opportunities that Boesch intends to pursue in the future on the January 11, 2007 Staff Meeting agenda.

- B. Audit of the County Clerk's Office and Request to Move an Office Safe

Hudkins reported on the audit of the County Clerk's Office (an audit was scheduled because a new County Clerk was taking office).

Hudkins also gave an overview of the request to relocate an office safe.

4 JUVENILE COURT CONTRACTS - Dennis Keefe, Public Defender

Item was dropped from the agenda.

5 CREDIT CARD POLICY

Gwen Thorpe, Deputy Chief Administrative Officer, gave a brief overview of the proposed credit card policy and a list of credit card requests (see agenda packet). She said Tim Genuchi, Accounting Operations Manager for the County Clerk's Office, will serve as the main contact for the bank (Wells Fargo).

Board scheduled approval of the credit card policy and the credit card requests on the Tuesday, January 9, 2007 Board of Commissioners Meeting agenda.

6 REIMBURSEMENT CLAIM FROM BLUE CROSS/BLUE SHIELD (CRAIG SCHNIEDER) - Sue Eckley, County Risk Manager; Doug Cyr, Chief Administrative Deputy County Attorney

Item was handled in Executive Session (see Item 9).

7 STREET NAME CHANGE NO. 06011, CHANGING NORTHWEST 98TH STREET BETWEEN WEST RAYMOND ROAD AND WEST DAVEY ROAD TO NORTHWEST CROUNSE ROAD -Ray Hill, Planner

Ray Hill, Planner, gave an overview of a request by the Planning Director, on behalf of Dennis Roth, Emergency 9-1-1 Communication Center, to change the name of Northwest 98th Street (from West Davey Road to West Raymond Road) to Northwest Crouse Road and to name the access road West Branched Oak Road. The Street Name Committee has reviewed the request and recommends approval.

ADDITIONS TO THE AGENDA

C. Invitation from the Nebraska Heart Institute

Schorr reported on an invitation for the Board to tour the Nebraska Heart Institute.

8 CLARIFICATION OF SHERIFF CAPTAIN RAISES - Terry Wagner, Lancaster County Sheriff; Bill Jarrett, Chief Deputy Sheriff

Terry Wagner, Lancaster County Sheriff, requested clarification of action taken at the December 19, 2006 Staff Meeting regarding salary increases for the Sheriff's Captains.

It was noted that the motion read as follows: *Hudkins moved and Workman seconded to accept an increase of 4% for Sheriff's Captains, except George Lahners because he is retiring. Workman, Hudkins, Heier and Schorr voted aye. Motion carried.*

MOTION: Schorr moved and Hudkins seconded to: 1) Allocate a 4% increase on the aggregate for the existing Captains, eliminating the new Captain that is coming on from the calculation; and 2) Allocate a 4% raise for Captain

George Lahners for his remaining two weeks of service. Workman, Schorr and Hudkins voted aye. Motion carried.

9 PENDING LITIGATION - Doug Cyr, Chief Administrative Deputy County Attorney; Tom Fox, Deputy County Attorney

MOTION: Schorr moved and Hudkins seconded to enter Executive Session at 9:27 a.m. for discussion of pending litigation. Hudkins, Schorr and Workman voted aye. Motion carried.

MOTION: Hudkins moved and Schorr seconded to exit Executive Session at 10:06 a.m. Hudkins, Schorr and Workman voted aye. Motion carried.

10 ACTION ITEMS

A. Address Change Appeal from Todd and Catherine Zehr (From 4701 West High Ridge Road to 2553 Southwest 47th Street)

MOTION: Hudkins moved and Schorr seconded to deny the address change appeal filed by Todd and Catherine Zehr and to authorize the Chair to sign a notification letter. Hudkins, Schorr and Workman voted aye. Motion carried.

B. Microcomputer Request C#2006-487, \$1,420.35 from Emergency Services Budget for HP Design Jet 130 Printer

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

C. Paycheck Insert for January 11, 2007 (Safety Flyer)

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

D. Request from Dennis Meyer, Budget and Fiscal Officer, for Vacation Bank of 80 Hours (County Resolution No. R-06-0030)

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

11 ADMINISTRATIVE OFFICER REPORT

A. Motorsports Task Force Update (Additional Ex-Officio Member - Scott Holmes, Lincoln-Lancaster County Health Department Environmental Health Division Chief)

Eagan said Russ Bayer, Motorsports Task Force Chairman, has asked that Scott Holmes, Lincoln-Lancaster County Health Department Environmental Health Division Chief, be added as an ex-officio member.

There was no objection to the request.

Eagan also reported on the first task force meeting, noting subcommittees were formed to examine the major issues. He suggested that consideration be given to placing information relating to the task force membership, purpose and scope and the meeting agendas and minutes on the County's Internet website.

Board members concurred with the suggestion.

The Chair noted that the Board continues to receive requests to serve on the task force.

There was general consensus to not expand the membership. It was also noted that the meetings are open to the public.

B. Information Services Help Desk Budget

Thorpe said the practice has been to reflect the costs in the Microcomputer Budget. Information Services has now identified the costs per computer and has indicated that it would be accurate to reflect the costs in the departmental budgets.

Board consensus was to schedule discussion of whether to budget centrally for the costs or to reflect them in the departmental budgets on the Mid-Year Budget Review agenda.

C. Juvenile Detention Contract with Nebraska Department of Health and Human Services (HHS)

Eagan said the Office of Juvenile Services (OJS) has countered with a proposal to increase the daily per diem rate by approximately 5% (the rate would be \$233 per day). The rate would be effective as of October 1, 2006 and would remain in effect until September 30, 2007.

The Board scheduled discussion of the contract on the Thursday, January 11, 2007 Staff Meeting agenda.

It was noted that a contract extension is scheduled on the Tuesday, January 9, 2007 Board of Commissioners Meeting agenda.

D. Pension Consultant Request for Proposals (RFP)

Eagan indicated that the Request for Proposals (RFP) will be sent out as soon as it is completed.

- E. Correspondence Regarding County Special Permit No. 06066 (Authority to Operate Sand, Gravel and Soil Excavation on a 153 Acre Site Located One-Quarter Mile East of North 56th Street/Highway 77 between Waverly and Mill Roads, Lancaster County, Nebraska) (Request for Reconsideration)

MOTION: Workman moved to reconsider action taken at the Tuesday, December 5, 2006 Board of Commissioners Meeting to approve County Special Permit No. 06066.

The motion died for the lack of a second.

Concerns were expressed about whether the applicant has met with the neighborhood association and given them a schedule, as requested.

Sara Hartzell, Planning Department, appeared and explained that the hours of operation were included in the notes, but were not made a condition of approval. She said the conditions state that the applicant must comply with the approved plan, so the applicant must comply with the stated hours of operation.

Hartzell said the City Council has agreed to hear the appeal on January 29th (there is split jurisdiction with the City). She will inform the City Council at the meeting that the County Board asked the applicant to meet with the neighborhood association.

- F. Appointments to Government Access and Information Committee (GAIC) (James Lamphere and Michelle Zuhlke)

The Board scheduled the item on the Tuesday, January 9, 2007 Board of Commissioners Meeting agenda.

- G. Employee Recognition Awards (Lincoln Chamber of Commerce Gift Certificates)

Board consensus was to continue the practice of giving Lincoln Chamber of Commerce gift certificates as employee recognition awards.

12 DISCUSSION OF BOARD MEMBER MEETINGS

- A. Visitors Promotion Committee - Stevens

Eagan said the Visitors Promotion Committee supports the findings of the Mayor's Events Facility Task Force.

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

No report.

13 ADJOURNMENT

MOTION: Schorr moved and Hudkins seconded to adjourn the meeting at 10:40 a.m. Hudkins, Schorr and Workman voted aye. Motion carried.

Dan Nolte
Lancaster County Clerk