

**STAFF MEETING MINUTES  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
COUNTY-CITY BUILDING  
ROOM 113  
THURSDAY, MAY 10, 2007  
8:30 A.M.**

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

Commissioners Absent: Bernie Heier, Vice Chair

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

The Chair opened the meeting at 8:31 a.m.

**AGENDA ITEM**

**1 APPROVAL OF MINUTES OF THE STAFF MEETING MINUTES OF THURSDAY, MAY 3, 2007**

**MOTION:** Stevens moved and Schorr seconded approval of the Staff Meeting minutes dated May 3, 2007. Stevens, Schorr and Workman voted aye. Hudkins was absent from voting. Motion carried.

**2 ADDITIONS TO THE AGENDA**

A. Request from Region V Related to Furniture and Equipment Located at Trabert Hall for the Integrated Care Coordination Unit (ICCU) (Exhibit A)

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

**3 LEGISLATIVE UPDATE - Gordon Kissel, Legislative Consultant**

Gordon Kissel, Legislative Consultant, gave a legislative update (Exhibit B). He also reported on LB 377 (Reallocate county, district and separate juvenile court judgeships and change salary provisions of judges) and LB578 (Change alcohol excise tax provisions, prohibited interests in alcoholic liquor wholesalers and business premises, and penalties for driving under the influence).

Hudkins arrived at the meeting at 8:36 a.m.

#### **4 EMERALD FLOODING - Don Thomas, County Engineer**

Don Thomas, County Engineer, reported \$360,000 in costs associated with flooding around the County following the heavy rainfall last weekend, mostly in terms of rock. Estimates have not been received for logs against bridges. He said Doug Ahlberg, Emergency Management Director, will submit the costs to the State to see if the County is eligible for reimbursement of costs.

Thomas also reported on the flooding situation in Emerald, Nebraska (Exhibit C). He said water flows to Emerald from the south and travels down the road ditch, primarily on the east side, and hits Highway 6 (West "O" Street) at the intersection (three legs of the intersection belong to the State and one to the County) and said the structure under the road was not adequate to handle the flood waters. Thomas recommended that the County ask the Lower Platte South Natural Resources District (NRD) to investigate Emerald's flooding issues and help devise a permanent solution.

**MOTION:** Hudkins moved and Stevens seconded to follow the recommendation of the County Engineer and to send a letter, signed by the Chair, to the Lower Platte South Natural Resources District (NRD) asking for assistance in water and flood control in the Emerald, Nebraska area, with copies to Roger Braunsroth, Julie Melichar and Becky Vandenberg of Emerald. Hudkins, Stevens, Schorr and Workman voted aye. Motion carried.

#### **ADMINISTRATIVE OFFICER REPORT**

B. Correspondence from County Engineer Regarding Paving (See Agenda Packet)

Thomas said Dennis Meyer, Budget and Fiscal Officer, has informed him that there are funds available in the Keno Fund to cover the Bluff Road project (see May 3, 2007 Staff Meeting minutes).

**MOTION:** Schorr moved and Hudkins seconded to follow the County Engineer's recommendation regarding Option No. 2, which includes the paving of Bluff Road:

*Award of all of Part 1, that includes the bid correction and the rejections of Part L, the paving of Saltillo Road. This award would be to Pavers, Inc. and would be for the sum of \$1,451,883.96.*

Hudkins asked Thomas to provide the Malcolm Public Schools administration with the name of the successful bidder so they can try to negotiate paving of the connection to the parking lot at the same time.

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

**5 TRIM CONTEXT LICENSES** - Gwen Thorpe, Deputy Chief Administrative Officer; Cori Beattie, County Board Administrative Secretary

Gwen Thorpe, Deputy Chief Administrative Officer, reported on quotes for TRIM Context licenses, with options for 400 (\$192,907) and 450 seats (\$206,862) (the costs reflect elimination of the Document Assembly feature) (Exhibit D). She said the quote is good through the end of the month and payment could be out of next year's fiscal budget. Thorpe said the Community Mental Health Center (CMHC) will have at least 85 software users and said they budgeted \$300,000, over a three year period, for TRIM functions. She said they have some funds remaining and recommended that they pay for their licenses out of their budget.

Brief discussion took place regarding whether to provide access to joint departments.

**MOTION:** Stevens moved and Hudkins seconded to purchase 450 TRIM Context licenses, leaving it to the Budget and Fiscal Officer to determine which fiscal year budget will fund the purchase, and to use funds remaining in the Community Mental Health Center (CMHC) budget that were budgeted for their project. Hudkins, Stevens, Workman and Schorr voted aye. Motion carried.

**6 STREET & ALLEY VACATION NO. 07004, TWO PORTIONS OF ROKEBY ROAD INTERSECTING WITH BRAEGAN ROAD AND RAILROAD TRACKS** - Mike DeKalb, Planning Department

Mike DeKalb, Planning Department, gave an overview of Street and Alley Vacation No. 07004, requested by the County Engineer, to vacate portions of Rokeby Road at its intersection with Breagan Road and the railroad crossing (Exhibits E & F). There was testimony in opposition before the Planning Commission from a neighboring farmer and an email in opposition from a property owner at 10455 Rokeby Road. Planning staff and the Planning Commission have recommended approval, finding conformance with the Comprehensive Plan with the additional language submitted by the County Engineer:

*The actual vacation and closure of the Rokeby Road rail crossing shall not occur until the parking area for trains between the existing 120<sup>th</sup> Street crossing and the Rokeby Road crossing is reduced as a result of the realignment of South 120<sup>th</sup> Street (south of Highway 2) and the South Beltway interchange construction or the railroad is abandoned.*

**7 BUDGET OVERVIEW** - Dennis Meyer, Budget and Fiscal Officer

Dennis Meyer, Budget and Fiscal Officer, presented an overview of the budget, referring to the following documents:

- \* Lancaster County, Comparison of Budgeted Expenditures, Fiscal Year 2008 Requested Compared to Fiscal Year 2007 Adopted
- \* Lancaster County, Comparison of Budgeted Expenditures - Personal Services,

- Fiscal Year 2008 Requested Compared to Fiscal Year 2007 Adopted
- \* Lancaster County, Comparison of Budgeted Revenues, Fiscal Year 2008 Requested Compared to Fiscal Year 2007 Adopted
- \* Lancaster County, General Fund - General Government Miscellaneous (6120)
- \* Lancaster County, General Fund - Justice Miscellaneous (6280)

Meyer was asked to increase the Sheriff's Sinking Fund (65785) for costly investigations.

- \* Legal Services
- \* Lancaster County, General Fund - Health and Human Services (8050)
- \* Lancaster County, Microcomputer Requests Fiscal Year 2008
- \* Lancaster County, Request for Increase in Personnel
- \* Lancaster County, Property Tax Funded Budgets, Fiscal Year 2008 Requested Compared to Fiscal Year 2007 Adopted
- \* Lancaster County, Historical Valuations and Levies
- \* County Valuation
- \* Lancaster County, Change in Taxable Assessed Valuation, Last Ten Years
- \* Lancaster County, Inheritance Tax Collections
- \* Lancaster County, Keno Collections

Meyer was asked to provide the County Board and City Council with a list of recent Keno Fund expenditures.

- \* Lancaster County, Keno Fund, Fiscal Year 2007 Adopted Keno Fund Budget
- \* Lancaster County, Building Fund Budget (Fund 51)
- \* Lancaster County, Fiscal Year Projected Additional Appropriations, Mid-Year Fiscal Year 2007 Budget Review

**8 PURCHASE OF REAL PROPERTY (EXECUTIVE SESSION)** - Don Killeen, County Property Manger; Mike Thurber, Corrections Director

**MOTION:** Schorr moved and Hudkins seconded to enter Executive Session at 10:02 a.m. to discuss the purchase of real property and pending litigation. Hudkins, Stevens, Workman and Schorr voted aye. Motion carried.

**MOTION:** Stevens moved and Hudkins seconded to exit Executive Session at 11:33 a.m. Hudkins, Stevens, Workman and Schorr voted aye. Motion carried.

**9 PENDING LITIGATION** - Mike Thew, Chief Deputy County Attorney; Doug Cyr, Chief Administrative Deputy County Attorney; Tom Fox, Deputy County Attorney; Sue Eckley, County Risk Manager

See Item 8.

**10 A) JAMAICA NORTH TRAIL CHANGE ORDER; AND B) PURCHASE OF LAND BY SALINE WETLAND PARTNERSHIP** - Terry Genrich, Parks & Recreation Natural Resources Manager; Tom Malmstrom, Natural Resources Coordinator

**A) Jamaica North Trail Change Order**

Terry Genrich, Parks & Recreation Natural Resources Manager, gave a brief overview of the change order (Exhibit G).

**NOTE:** The Board will take action on the change order at a regular County Board of Commissioners Meeting.

**B) Purchase of Land by Saline Wetland Partnership**

Tom Malmstrom, Natural Resources Coordinator, said the Saline Wetland Partnership was notified that a parcel has become available in the Upper Little Salt Creek Watershed that contains saline and freshwater wetlands and saline and freshwater seeps. The property, which is 125.3 acres in size, was listed for sale at \$4,000 per acre. He said the property was appraised at a lesser figure and the Lower Platte South Natural Resources District (NRD) submitted an offer to the property owners and their agent based on the appraised price. Malmstrom said the property owners countered with an offer that is 11% higher than the appraised value and said the Lower Platte South NRD Board will be asked to act on the purchase agreement next week. He said they would like to use the funds that the County committed to the Saline Wetland Partnership for the acquisition (up to 15% of the purchase price) (Exhibit H). Additional funding will come from the Lower Platte South NRD (up to 40% of the purchase price) and the Nebraska Environmental Trust (up to 50%).

Stevens noted that \$57,000 is earmarked in the Keno Fund for Parks-Saline Wetland.

Board members indicated support of the project.

**11 ACTION ITEMS**

A. Payroll Insert for May 17, 2007 (Safety Flyer)

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

B. Microcomputer Requests:

1) C#2007-173, \$1,063.75 from Community Mental Health Center Budget for Software

**MOTION:** Schorr moved and Hudkins seconded to place the item on hold until the next budget year. Schorr, Workman, Stevens and Hudkins voted aye. Motion carried.

- 2) C#2007-165, \$1,550.26 from Lancaster Manor Budget for Two (2) PC's, Monitors, Laser Printers, Surge Protectors and Software

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

## **12 ADMINISTRATIVE OFFICER REPORT**

### A. City-County Cooperation Committee

Stevens said he is working with City Councilman Dan Marvin in this regard and will report back.

### B. Correspondence from County Engineer Regarding Paving (See Agenda Packet)

Item was moved forward on the agenda.

## **13 DISCUSSION OF BOARD MEMBER MEETINGS**

### A. Parks & Recreation Advisory Board - Stevens

No report.

### B. Nebraska Innovation Zone Commission (NIZC) - Heier

No report.

### C. Monthly Meeting of Public Building Commission (PBC) Representatives and Mayor - Hudkins

No report.

### D. Public Building Commission (PBC) - Hudkins, Workman

Workman reported on quotes for new monitors for the City Council/County Board of Commissioners Hearing Room.

### E. Board of Health - Schorr

No report.

## **14 ADJOURNMENT**

**MOTION:** Stevens moved and Schorr seconded to adjourn the meeting at 11:48 a.m.

It was noted that the Board did not discuss the addition to the agenda.

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

### **ADDITIONS TO THE AGENDA**

- A. Request from Region V Related to Furniture and Equipment Located at Trabert Hall for the Integrated Care Coordination Unit (ICCU) (Exhibit A)

The Board discussed the request and there was a suggestion to involve the Purchasing Department to see if something could be worked out regarding transferring the phone system and phone numbers to Region V.

**MOTION:** Hudkins moved and Stevens seconded to ask the Purchasing Department for guidelines on how to sell the phone system to Region V. Hudkins, Stevens and Workman voted aye. Schorr abstained from voting. Motion carried.

### **ADJOURNMENT**

**MOTION:** Hudkins moved and Stevens seconded to adjourn the meeting at 11:51 a.m. Hudkins, Stevens, Workman and Schorr voted aye. Motion carried..

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Dan Nolte  
Lancaster County Clerk