

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING, ROOM 113
THURSDAY, JULY 17, 2008
8:30 A.M.**

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

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

The Chair opened the meeting at 8:30 a.m.

AGENDA ITEM

1 APPROVAL OF THE STAFF MEETING MINUTES OF THURSDAY, JULY 10, 2008; DEPARTMENTAL BUDGET HEARING MINUTES OF THURSDAY, MAY 29, 2008

MOTION: Stevens moved and Heier seconded approval of the minutes of the July 10, 2008 Staff Meeting. Heier, Schorr and Workman voted aye. Stevens abstained from voting. Hudkins was absent from voting. Motion carried.

No action was taken on the Thursday, May 29, 2008 Departmental Budget Hearing minutes.

2 ADDITIONS TO AGENDA

A. Felony Arrests

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

3 BUDGET WORK SESSION (BRIDGE & HIGHWAY FUNDS)

Erik Hubl, Geographic Information Systems (GIS) Mapping Division Head, County Engineering, appeared and discussed the request in the budget to upgrade five computers (Exhibit A). The total cost, with software, is \$7,714.15.

Hudkins arrived at 8:33 a.m.

Ken Kuszak, Microcomputer/Network Support Coordinator, Information Services, appeared and explained he has not had a chance to assess the request but said a couple of County Engineering's computers are 733 megahertz and need to be replaced.

It was noted 20" LCD monitors are requested.

Kuszak said there is special pricing on Hewlett-Packard (HP) PC's with 22" LCD monitors until July 22nd (approximately \$800). He said that is less than the cost for the 19" LCD monitors that are proposed.

MOTION: Hudkins moved and Stevens seconded to approve the request and to allow 22" monitors if the price is comparable. Hudkins, Stevens, Workman, Heier and Schorr voted aye. Motion carried.

Don Thomas, County Engineer, presented the budget for the Bridge and Highway Funds (Exhibits B & C), noting \$2 million in revenue from other sources - City of Lincoln, Railroad Transportation Safety District (RTSD), State Recreation Roads, State Bridge Fund, Federal Bridge Fund and Federal Emergency Management Agency (FEMA). Significant items include:

- * 30% Decrease in Workers Compensation Insurance in both funds.
- * Increase of \$350,000 in the Highway Fund in supplies and materials. All but \$38,000 is related to the rise in fuel costs and gravel increases related to storm damage (County is estimated to receive \$175,000 reimbursement from FEMA).

Hudkins noted Thomas is budgeting less for grader blades than he has spent the last two years.

- * Increase of \$311,000 in the Bridge Fund. All but \$21,000 is related to fuel costs and rock increases from storm damage (County is estimated to receive \$135,000 reimbursement from FEMA).
- * 15% increase in operating expenses in the Bridge Fund (\$17,000 is related to motor vehicle repairs and maintenance).
- * One motor grader and three dump trucks out of the Highway Fund.

- * Bituminous surfacing projects:
 - * Alvo Road - North 1st Street to North 14th Street (8" by 28')
 - * Alvo Road Bike Trail - North 1st Street to North 14th Street (City Cost)
 - * Alvo Road - North 14th Street to North 16th Street (Graded & Paved) (City Cost)
 - * North 14th Street & Alvo Road Intersection (Graded & Paved) (City Cost)
 - * West Sprague Road - Southwest 58th Street to Village of Sprague (Overlay)
 - * Southwest 29th Street - Highway 33 to the north - Killdeer Lake (Overlay)
 - * Coddington Avenue - Burnham Street to Denton Road (Overlay)
 - * Saltillo Road - Highway 77 to South 70th Street (Overlay)
 - * Pioneers Boulevard - Highway 77 east to the Burlington Northern/Santa Fe Railway Tracks

Thomas said the only new asphalt this year is the Alvo Road project (funds for the project are set aside in the Keno Fund). He said he cancelled two paving projects: 1) Southwest 14th Street, .75 mile south of Saltillo Road to the Bennet Road; and 2) South 120th Street, Highway 2 south to the Bennet Road.

In response to a question from Hudkins, Thomas said \$197,400 is in the Bridge Fund Sinking Fund for the Southwest 40th Street Bridge (RTSD project).

- * \$50,000 has been added to both the Highway Sinking Fund Special Projects and the Bridge Sinking Fund Special Projects for the local match on the Denton Road project (funding is still short \$200,000).
- * Increase of \$90,000 in the Bridge Fund for right-of-way acquisition. \$135,000 will be used to begin right-of-way acquisition on Pine Lake Road, from 112th Street east to 148th Street. The Bluff Road project has been delayed and the road will be shifted away from the gas line (\$300,000 is needed to build the road).
- * \$585,000 is budgeted in the Bridge Fund for grading. Projects include Alvo Road and South 82nd (Hickman viaduct project).
- * Utility relocation is up 300%. The RTSD will reimburse the County \$370,000 for relocation of a water line in connection with the Hickman viaduct.

Heier inquired about the status of right-of-way acquisition on 98th Street.

Thomas said he hopes to acquire right-of-way on 98th Street from "O" Street to "A" Street this year. He said he has only budgeted for a portion of the right-of-way for Phase II (Pioneers Boulevard to Van Dorn Street) and said the grading has been pulled out of the budget (\$250,000).

ADMINISTRATIVE OFFICER REPORT

B. Payment of Engineering Building Air Conditioner Invoice

Kerry Eagan, Chief Administrative Officer, said the invoice will be paid out of the Building Fund.

4 PUBLIC DEFENDER WORKLOAD ASSESSMENT - Dennis Keefe, Public Defender; Dr. Liz Neeley, Senior Research Manager, University of Nebraska - Lincoln (UNL) Public Policy Center

Dr. Liz Neeley, Senior Research Manager, University of Nebraska - Lincoln (UNL) Public Policy Center, gave a PowerPoint presentation on the Lancaster County Public Defender Workload Assessment (Exhibits D, E and F):

- * Cases Over Time
- * Components of the Study
 - * Measure of Workload
 - * Caseload Standards
- * Calculating Workload
 - * Hours of Work
 - * Attorney Availability
- * Workload Results
- * Calculating Caseload Standards
- * Establishing Caseload Standards
- * 2007 Time Study

Neeley said the assessment showed the Public Defender's Office was short 3.48 attorneys in 2007. Options for addressing the deficit are as follows:

- * Adequately Staff the Office
- * Reduce the Number of Cases
 - * Establish Caseload Standards
 - Expand Juvenile Diversion Opportunities
 - Rethink What are Jailable Offenses

Schorr asked how the 3.48 attorneys would be allocated.

Neeley said the Felony Division is in greatest need of resources.

Neeley offered the following recommendations:

Recommendation 1 - Lancaster County Public Defender annual caseloads should not exceed the recommended caseload standards. Cases surpassing the recommended caseload standards should be appointed to privately assigned counsel.

Recommendation 2 - The Lancaster County Public Defender's Office should have a comparable ratio of attorneys to support staff to that of the County Attorney's Office.

Recommendation 3 - Encourage the Lancaster County Attorney to explore expanding the use of diversion for juvenile offenders, especially second-time offenders who are of low to moderate risk, and with programming that is affordable and involves interventions that are matched to the risk.

Recommendation 4 - The County Board should urge the City Council to review the City ordinances and the penalties provided under those ordinances. It is possible that some of these minor crimes may not necessitate the appointment of counsel.

Schorr suggested Keefe come to a City-County Common Meeting to open discussion with the City Council, specifically regarding Recommendation 4.

Stevens requested a list of specific suggestions that the Board can use as a working document.

Dennis Keefe, Public Defender, said he will bring back a specific proposal. He asked the Board to accept the report and adopt the recommendations.

Heier said he is not comfortable adopting the recommendations yet.

MOTION: Heier moved and Schorr seconded to accept the report. Hudkins, Stevens, Workman, Heier and Schorr voted aye. Motion carried.

5 ANALYSIS OF PENSION PROVIDER PROPOSALS - Frank Picarelli and Jeffery Snyder, Segal Advisors

Doug Cyr, Chief Administrative Deputy County Attorney, appeared and recommended the Board discuss the pension provider proposals in Executive Session.

MOTION: Stevens moved and Hudkins seconded to enter Executive Session at 9:53 a.m. to review the bids. Hudkins, Stevens, Workman, Heier and Schorr voted aye. Motion carried.

Schorr exited the meeting.

MOTION: Stevens moved and Heier seconded to exit Executive Session at 11:09 a.m. Hudkins, Stevens, Workman and Heier voted aye. Schorr was absent from voting. Motion carried.

Schorr returned to the meeting at 11:10 a.m.

- 6 COUNTY SHERIFF'S COMPUTER REQUEST FOR FISCAL YEAR 2008-09; AND LONGEVITY AWARD REQUEST FOR DEPUTY ALBERT CHERRY** - Terry Wagner, Lancaster County Sheriff; Bill Jarrett, Chief Deputy Sheriff; Captain Todd Duncan; Deputy Jim Baird; Ken Kuszak, Microcomputer/Network Support Coordinator, Information Services

Longevity Award Request for Deputy Albert Cherry

Terry Wagner, Lancaster County Sheriff, requested a \$200 retirement longevity award for Deputy Albert Cherry.

MOTION: Heier moved and Stevens seconded to approve the request for a \$200 longevity award for Deputy Albert Cherry.

Heier clarified that his intent was to include approval of a plaque. Stevens said that was not his intent when he seconded the motion.

Bill Jarrett, Chief Deputy Sheriff, said they would like to give Cherry \$200 in cash and a plaque.

The maker of the motion withdrew his motion.

MOTION: Heier moved and Stevens seconded to approve a \$200 longevity award for Deputy Albert Cherry.

Heier asked Wagner to bring back information on plaque costs.

Eagan presented an excerpt from County Resolution No. R-02-0053 (Exhibit G) which states County employees, including elected officials and department heads, may be given plaques or items of value (including monetary awards) to recognize their longevity with the County service. The total cost of the longevity award shall not exceed \$200 per award. Such longevity awards must be approved in advance by the County Board. He said longevity awards are not typically given for retirements, adding longevity is recognized at the annual Employee Appreciation and Longevity Awards Breakfast.

Wagner said Deputy Larry Russell received a longevity award when he retired.

Stevens expressed concern the award would set a precedent.

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

County Sheriff's Computer Request for Fiscal Year 2008-09

Captain Todd Duncan gave an explanation of the department's request to replace five (5) PC's and monitors, six (6) CRT monitors and one (1) black and white laser printer and to purchase one (1) color laser printer (total cost is \$8,904.14). He said the department's computers have constant use and said service charges can exceed the replacement costs. Duncan said an upgrade in memory could be a temporary fix but will not resolve compatibility issues with new applications and software.

Hudkins asked Ken Kuszak, Microcomputer/Network Support Coordinator, Information Services, how many computers can be built up with additional memory and how many need to be replaced.

Kuszak said he would need to look at what types of programs the department is running.

Schorr inquired about the need for six (6) CRT monitors.

Duncan said flat screen, rather than CRT, monitors were requested. He said smaller workstations were created after the building was flooded and said they have limited counter space. Flat screen monitors would make the space more usable. Duncan said flat screen monitors with split screens are also needed in the Patrol Division so the Sergeants can perform their work and manage dispatch calls.

Deputy Jim Baird presented an article titled Ergonomics Considerations of LCD Versus CRT Displays (Exhibit H).

It was noted that 17" flat screen monitors are requested and 19" are only \$30 more.

MOTION: Schorr moved and Hudkins seconded to approve the request out of the Microcomputer Fund and allow 19" flat screen monitors. Schorr, Heier, Workman, Stevens and Hudkins voted aye. Motion carried.

Jarrett suggested it would be more appropriate to fund computer purchases out of the departments' budgets rather than the Microcomputer Fund.

ADDITIONS TO AGENDA

A. Felony Arrests

Wagner reported on the U.S. Marshals Service Operation FALCON (Federal and Local Cops Organized Nationally) which recently led to 183 arrests in the Lincoln and Omaha area.

7 MICROCOMPUTER PURCHASE FOR GEODATABASE PROGRAMS - Rob Ogden, Chief Field Deputy Assessor/Register of Deeds

Rob Ogden, Chief Field Deputy Assessor/Register of Deeds, gave an overview of the microcomputer request.

MOTION: Stevens moved and Heier seconded approval of the request.

Ogden noted the special pricing on 22" LCD monitors that was mentioned earlier in the meeting and asked to add one to the department's request.

The maker of the motion and the seconder agreed to the revision.

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

8 ACTION ITEMS

A. Microcomputer Request C#2007-442, \$1,335.53 for a Computer Laptop from Sex Offender Grant

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

9 ADMINISTRATIVE OFFICER REPORT

A. Rural Emergency Management Services Report

The Board reviewed a report from Greg Hall, Rural Emergency Medical Services Committee Chair, on development of a contract with Lincoln Fire and Rescue (LFR) to provide ambulance service to the rural areas (Exhibit I). It was noted the contract price will be \$120,000 and the Mayor has withdrawn his request for additional funding from the County.

B. Payment of Engineering Building Air Conditioner Invoice

Item was moved forward on the agenda.

C. Comprehensive Plan Amendment Regarding New Jail

Eagan said minor amendment of the Public Facilities Section of the Comprehensive Plan may be needed.

10 DISCUSSION OF BOARD MEMBER MEETINGS

A. Lincoln Independent Business Association (LIBA) Budget Monitoring Committee - Stevens, Schorr

Schorr said discussion focused on the budget. She said LIBA would like a copy of the Request for Proposals (RFP) for an information technology consultant, if the Board decides to proceed with the position.

B. District Energy Corporation - Heier

There was no meeting.

ADDITIONS TO THE AGENDA

MOTION: Heier moved and Hudkins seconded to add a report on the meeting with the Mayor to the agenda. Hudkins, Stevens, Workman, Heier and Schorr voted aye. Motion carried.

Heier reported on a meeting he and Workman recently had with Mayor Beutler and said the Mayor stated he would like the County to contribute \$50,000 for Union Plaza, a \$7.9 million park that will be built along Antelope Creek between 21st, 22nd, O and R Streets.

11 ADJOURNMENT

MOTION: Heier moved and Schorr seconded to adjourn the meeting at 11:45 a.m. Schorr, Heier, Workman, Stevens and Hudkins voted aye. Motion carried.

Dan Nolte
Lancaster County Clerk