

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING, ROOM 113
THURSDAY, MARCH 4, 2010
8:30 A.M.**

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

Commissioners Absent: Deb Schorr

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 8:30 a.m.

AGENDA ITEM

1 APPROVAL OF THE STAFF MEETING MINUTES, THURSDAY, FEBRUARY 25, 2010 AND MID-YEAR BUDGET RETREAT MINUTES, THURSDAY, FEBRUARY 18, 2010

MOTION: Stevens moved and Workman seconded approval of the February 25, 2010 Staff Meeting minutes and February 18, 2010 Mid-Year Budget Retreat minutes. Stevens, Workman and Heier voted aye. Hudkins was absent from voting. Motion carried 3-0.

2 ADDITIONS TO THE AGENDA

- A. Road Conditions on North 162nd Street (Exhibit A)
- B. Comprehensive Plan
- C. Items for Meeting with the Mayor

Hudkins arrived at 8:32 a.m.

MOTION: Stevens moved and Workman seconded approval of the additions to the agenda. Hudkins, Stevens, Heier and Workman voted aye. Motion carried 4-0.

EMERGENCY ITEMS AND OTHER BUSINESS

Heier indicated Board members will be attending the 30th Annual Lincoln Independent Business Association (LIBA) Convention and Auction (a social function) this evening.

3 LEGISLATIVE UPDATE - Joe Kohout, Kissel/E&S Associates (Legislative Consultant)

Joe Kohout, Legislative Consultant, gave a legislative update (Exhibit B), noting the Nebraska Economic Forecasting Advisory Board has reduced its economic forecast by approximately \$31 million. He said the Legislature is looking at how to make up for the shortfall but said state aid to counties is not on the preliminary list of cuts that he viewed.

Kerry Eagan, Chief Administrative Officer, discussed Legislative Bill (LB) 955. He said the bill was intended to provide a way for counties to recoup the cost of incarceration from inmates. The bill provides that: 1) The county prosecuting office will perform all the legal work to collect the funds; and 2) The Attorney General can require the prosecuting attorney to assist in collecting fees from prison inmates. Eagan said both provisions will have a significant fiscal impact.

Kohout clarified it will be the prosecuting attorney from the sentencing county. He added that the bill is not expected to advance.

RETURNING TO ITEM 12 (EMERGENCY ITEMS AND OTHER BUSINESS)

Abbie Widger, an attorney with the law firm of Johnson, Flodman, Guenzel & Widger, appeared and presented a notarial acknowledgment related to the termination of a lease agreement between Lancaster County and the Lancaster County Leasing Corporation for Lancaster Manor that was approved at the March 2nd County Board of Commissioners Meeting and the Lancaster Leasing Corporation Meeting. The acknowledgment was signed by the County Board Chair (Heier) and Lancaster Leasing Corporation Chair (Workman).

ADDITIONS TO THE AGENDA

MOTION: Stevens moved and Workman seconded to add discussion of the Lancaster Manor parking lot to the agenda. Workman, Stevens, Hudkins and Heier voted aye. Motion carried 4-0.

Widger stated she followed up on Hudkins question at the February 25th Staff Meeting regarding Lancaster Manor's parking lot and said the entire parking lot east of the Manor and north of Trabert Hall has been fully depreciated and does not impact the sale.

Hudkins asked the record to reflect that he disagrees.

4 JOINT DRUG TESTING WITH PROBATION - Kim Etherton, Community Corrections Director; Gene Cotter, Supervision Unit Supervisor, Adult Probation

Item was dropped from the agenda.

ACTION ITEMS

B. Submit Region V Budget

Dean Settle, Community Mental Health Center Director, appeared and said the budget was prepared the same as last year and said there is no new money involved.

MOTION: Stevens moved and Hudkins seconded to authorize the Chair to sign the document. Hudkins, Stevens, Workman and Heier voted aye. Motion carried 4-0.

HUMAN SERVICES SPACE NEEDS - Kit Boesch, Human Services Administrator; Lori Griggs, Chief Juvenile Probation Officer; John Kay, Sinclair Hille & Associates Inc.

Kit Boesch, Human Services Administrator, said the building in which her department and two juvenile probation officers are housed (1115 K Street) is scheduled to be demolished within the next two years. She said there are plans for her department to move to the space on the first floor of the County-City Building being vacated by the Personnel Department but said the space will not accommodate the juvenile probation officers. It is a tight space and does not have bathrooms available for the juvenile probation officers to be able to perform drug testing. Boesch noted the probation officers also meet with groups of young offenders three times a week until around 5:30 p.m.

Lori Griggs, Chief Juvenile Probation Officer, asked whether there are plans to move Juvenile Probation from its current space in the Justice and Law Enforcement Center in the next two to three years. She said if there are, those two probation officers could move with the rest of the department.

Hudkins said Don Killeen, County Property Manager, could probably best answer that question. He noted space in the 9th & J Street Building had also been considered an option.

John Kay, Sinclair Hille & Associates Inc., said there are plans for Community Corrections to utilize that space. He said there is space available in the southwest corner of the County-City Building's 3rd floor, but said it would be more costly.

Hudkins suggested that Human Services and the two probation officers stay in their current location until it becomes necessary to move.

Boesch said they could, but said she is concerned that space in the County-City Building will continue to fill and they will lose the ability to move back in.

Stevens said there may be space available in the Jail Complex once the new jail opens.

Kay noted there has been discussion of eventually moving Juvenile Probation to the 4th floor of the Justice and Law Enforcement Center. He said that will require moving the County Attorney's Office, perhaps to the Jail Complex.

Hudkins said the 233 Building may also be an option. He suggested Boesch and Griggs consult Don Killeen, County Property Manager, about their space needs and said he will ask that this item be scheduled for discussion at the next Public Building Commission (PBC) meeting.

5 COMPLIANCE REQUIREMENTS FOR FEDERAL AID PROJECTS -
Tom Fox, Deputy County Attorney; Virgil Dearmont, Bridge Division Head,
County Engineering

Tom Fox, Deputy County Attorney, said the County receives federal monies for road projects and the federal contracts now require compliance with the Local Public Agency Manual. He noted one of the requirements is a Title VI (nondiscrimination) plan, a sample copy of which has been provided by the Nebraska Department of Roads (NDOR). Fox said he plans to meet with representatives of the City and Public Works/Utilities to discuss compliance. He said a Title VI Coordinator must be appointed and Larry Williams, Equal Opportunity Officer, Commission on Human Rights, has been suggested. Williams would be paid for this service, although an amount has not been determined. Title VI Specialists will also be named within departments to assist the Title VI Coordinator in gathering information and preparing reports.

Virgil Dearmont, Bridge Division Head, County Engineering, said projects will not be approved until the plan is submitted and approved. Two projects totaling approximately \$1,000,000 are currently on hold: 1) An overlay on Saltillo Road; and 2) A box culvert bridge replacement on Fletcher Avenue.

- 6 HUMAN SERVICES SPACE NEEDS** - Kit Boesch, Human Services Administrator; Lori Griggs, Chief Juvenile Probation Officer; John Kay, Sinclair Hille & Associates Inc.

Item was moved forward on the agenda.

- 7 ACTION ITEMS**

- A. Microcomputer Request C#60661, \$1,305.55 from Microcomputer Fund for HP Printer for County Attorney

Item was dropped from the agenda.

- B. Submit Region V Budget

Item was moved forward on the agenda.

- 8 CONSENT ITEMS**

There were no consent items.

- 9 ADMINISTRATIVE OFFICER REPORT**

- A. County Board of Zoning Appeals Appointment

Heier said Jim Haberman is unable to serve.

The following names were suggested: Lyle Hermance and Lee Volker.

- B. Management Team Meeting (March 11, 2010)

Eagan said Dennis Meyer, Budget and Fiscal, will provide a budget update.

C. Web Site Update

Gwen Thorpe, Deputy Chief Administrative Officer, said the City would like to have their own website (the City currently shares a website with the County often referred to as InterLinc) and has hired an individual to oversee their website. She said there would be links on each website and joint departments would have a presence on both. Thorpe expressed concern regarding the budget impact to the County.

10 PENDING

There were no pending items.

11 DISCUSSION OF BOARD MEMBER MEETINGS

- A. Lincoln Metropolitan Planning Organization (MPO) Planning Organizational Meeting - Hudkins, Workman

Hudkins said the meeting was routine in nature.

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

The meeting was cancelled.

- C. Chamber Coffee - Stevens, Hudkins

Stevens said Hudkins gave an update on the budget and said he reported on the Visitors Promotion Committee (VPC) and some of the projects that have requested funding from the County Visitors Improvement Fund.

ADDITIONS TO THE AGENDA

- A. Road Conditions on North 162nd Street (Exhibit A)

Eagan was asked to respond to the email from Stan Sunblade regarding the road conditions and to inform him the County has placed 1,100 tons of gravel on the road and will continue to monitor the road conditions.

- B. Comprehensive Plan

Heier suggested it would be beneficial to have Marvin Krout, Planning Director, update the Board earlier in the process on any proposed changes to the Comprehensive Plan that will affect the County.

C. Items for Meeting with the Mayor

No items were suggested.

12 EMERGENCY ITEMS AND OTHER BUSINESS

Item was moved forward on the agenda.

13 ADJOURNMENT

MOTION: Stevens moved and Workman seconded to adjourn the meeting at 9:40 a.m. Hudkins, Stevens, Workman and Heier voted aye. Motion carried 4-0.

Dan Nolte
Lancaster County Clerk