

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING, ROOM 113
THURSDAY, MAY 13, 2010
8:30 A.M.**

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

Commissioners Absent: Ray Stevens, Vice Chair

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, THURSDAY, MAY 6, 2010

MOTION: Hudkins moved and Schorr seconded approval of the May 6, 2010 Staff Meeting minutes. Hudkins, Workman, Schorr and Heier voted aye. Motion carried 4-0.

2 ADDITIONS TO THE AGENDA

None were stated.

DISCUSSION OF BOARD MEMBER MEETINGS

D. Region V Governing Board - Workman

Workman said the Region V Governing Board decided to submit an offer to purchase the building that houses Region V Services (1645 N Street) and the parking lot on the adjacent corner. He said it will take the building off the tax rolls and said he will check with the Assessor's Office on its assessed value.

Schorr said Region V may be able to draw down State funds to purchase the building.

Workman also reported that the County's funding share is increasing.

Kerry Eagan, Chief Administrative Officer, said he will schedule discussion of the increase with C. J. Johnson, Region V Administrator.

- 3 SALE OF REAL PROPERTY (EXECUTIVE SESSION)** - Mike Thew, Chief Deputy County Attorney; Abbie Widger, Johnson, Flodman, Guenzel & Widger Law Firm

MOTION: Schorr moved and Workman seconded to enter Executive Session at 8:34 a.m. for the purpose of protecting the public interest with regards to the sale of real property. Schorr, Workman, Hudkins and Heier voted aye. Motion carried 4-0.

Workman exited the meeting.

MOTION: Schorr moved and Hudkins seconded to exit Executive Session at 9:05 a.m. Schorr, Hudkins and Heier voted aye. Workman was absent from voting. Motion carried 3-0.

- 4 VETERANS SERVICE COMMITTEE APPOINTMENT** - Gary Chalupa, Veterans Service Officer/General Assistance Director

Gary Chalupa, Veterans Service Officer/General Assistance Director, said Jim Cada's term on the Veterans Service Committee will expire the end of June. He said Cada is seeking reappointment and said although there were several inquiries, no one else submitted an application for appointment.

The Board authorized Chalupa to proceed with bonding for Cada and scheduling of the appointment on a County Board of Commissioners Meeting agenda.

ACTION ITEMS

- A. Expense Reimbursement of \$226.20 for Prudential Pension Conference from Retirement Expense Reimbursement Account (Kerry Eagan - \$143 for Airfare; Doug Cyr - \$83.20 for Parking and Mileage)

MOTION: Schorr moved and Hudkins seconded approval. Hudkins, Schorr and Heier voted aye. Workman was absent from voting. Motion carried 3-0.

B. Microcomputer Requests:

- 1) C#622102, \$1,528.30 from County Extension Budget for a Laptop Computer

MOTION: Schorr moved and Hudkins seconded approval. Hudkins, Schorr and Heier voted aye. Workman was absent from voting. Motion carried 3-0.

- 2) \$1,406.43 from Microcomputer Fund for Two (2) PC's and 19" Monitors, Etc. for County Board

MOTION: Schorr moved and Hudkins seconded to approve one (1) PC at a cost of \$776.50; one (1) 22" monitor at a cost of \$209.25; and a memory upgrade for the PC in Commissioner Schorr's office. Hudkins, Schorr and Heier voted aye. Workman was absent from voting. Motion carried 3-0.

- C. Ratification of Chair's Signature on Partner Agreement with University of Nebraska Federal Grant (Emergency Management Director Will Participate on a Steering Committee)

MOTION: Schorr moved and Hudkins seconded approval. Hudkins, Schorr and Heier voted aye. Workman was absent from voting. Motion carried 3-0.

- D. Designate Doug Ahlberg, Emergency Management Director, as Lancaster County's Authorized Representative for Federally Declared Disaster Federal Emergency Management Agency (FEMA)-1902 (Exhibit A)

MOTION: Hudkins moved and Schorr seconded approval. Schorr, Hudkins and Heier voted aye. Workman was absent from voting. Motion carried 3-0.

ADMINISTRATIVE OFFICER REPORT

A. Waverly Lot Access

Eagan said the issue of access to a county-owned lot east of the Waverly interchange has been worked out and the tenant has indicated he is willing to pay cash rent of \$90 per acre. **NOTE:** The lot is 13.87 acres in size.

MOTION: Hudkins moved and Schorr seconded approval, with the stipulation that the agreement be reviewed by September 1, 2010. Hudkins, Schorr and Heier voted aye. Workman was absent from voting. Motion carried 3-0.

C. Bus Stop at New Jail

Heier said discussions on where to locate the bus stop at the new jail are on-going and said Trish Owen, the Mayor's Deputy Chief of Staff, has asked Jim Knott, Roadway Design Division Manager, Nebraska Department of Roads, to outline the State's position in writing.

The Board decided to hold off on sending a letter to the Mayor asking the City to make a decision on where to locate the bus stop by July 1st (see May 6, 2010 Board of Corrections Meeting minutes).

D. New Dictaphone for Joint City Council/County Board Receptionist

There was Board consensus to: 1) Purchase a new Dictaphone for Mary Meyer, Joint City Council/County Board Receptionist, and bill the City for its share of the cost; 2) Schedule discussion at the June 8th City-County Common Meeting of the County Board's request that the City reimburse the County for the time Meyer has spent on City Council duties since the Secretary to the City Council resigned; and 3) Have the Chair and Vice Chair discuss the issue with the Mayor.

E. Volunteer Desk Supervision

Gwen Thorpe, Deputy Chief Administrative Officer, said Laurie McAdams, Retired & Senior Volunteer Program (RSVP) Director, Aging Partners, has asked the County Board's Office to supervise the volunteers at the County-City Building Information Desk. She said it will involve making sure the volunteers have a current City/County phone directory, a list of meetings in the building and knowledge of office locations; answering the volunteers' questions; and signing their time sheets.

There was no objection to the request.

5 ADDITIONAL APPROPRIATIONS - Dennis Meyer, Budget and Fiscal Officer

Dennis Meyer, Budget and Fiscal Officer, discussed the need to transfer funds within the General Fund to cover additional costs for the Mental Health Board. He noted the Board will still approve any claims.

Board consensus was to schedule discussion of the Mental Health Board expenses with District Court Judge Paul D. Merritt Jr.

Schorr said she spoke to Kit Boesch, Human Services Administrator, regarding the Joint Budget Committee (JBC) budget and said Boesch agreed to keep the County's funding level the same.

ADMINISTRATIVE OFFICER REPORT

F. Legislative Services Contract

Eagan said Kissel/E&S Associates has agreed to a two-year contract with no increase.

The Board scheduled the contract on the May 18, 2010 Board of Commissioners Meeting agenda.

G. Staff Meeting on May 20, 2010

The Board changed the meeting time to 8:15 a.m. Schorr indicated she will need to leave at 9:45 to attend the Nebraska Association of County Officials (NACO) County Government in 2020 Committee Meeting, which will leave the Board with no quorum.

DISCUSSION OF BOARD MEMBER MEETINGS

A. Waverly Library Meeting - Workman

No report.

B. Nebraska Innovation Zone Commission (NIZC) - Hudkins

Hudkins said there was a suggestion to ask the Metropolitan Area Planning Agency (MAPA) to serve as the executive body for NIZC, with an assessment to the parties involved.

C. Visitors Promotion Committee (VPC) - Stevens

Eagan said discussion focused on the budget. He said the VPC voted to bring forward a request to use 0.5% of the County Visitors Improvement Fund proceeds for promotion support, having found that tourism facilities in the County are adequate.

Hudkins questioned whether that finding is accurate, noting the condition of Pershing Auditorium.

Eagan said there has been a request for a legal opinion regarding the issue of pre-designation of visitors improvement funds for bid fees. He said a plan will be developed after the opinion is issued, with a thorough examination of tourism facilities.

F. Board of Health - Schorr

Schorr said they received briefings on air quality fee changes and the Comprehensive Plan update.

6 CHANGE TO COUNTY HEALTH CARE PLAN REQUIRED BY HEALTH CARE REFORM ACT - Bill Kostner, City Risk Manager; Paula Stutheit, Assistant Benefits Specialist; Angela Hogan, BlueCross BlueShield of Nebraska

Angela Hogan, BlueCross BlueShield (BCBS) of Nebraska, said new health care reform legislation will make coverage available to dependent children up to age 26 for plan years beginning on and after September 23, 2010 (see Exhibit B). She said BCBS recognizes that many young adults could lose their coverage prior to this date, due to age or student status, and decided to allow its fully-insured plans to adopt the changes, as of June 1, 2010. Self-funded group clients, such as Lancaster County, will be allowed to add the dependent coverage extension, but are not required to do so.

NOTE: Lancaster County will be required to make the coverage available by January 1, 2011. Hogan said the Health Care Reform Act will allow a married dependent who has no other health insurance option to remain on the plan, with no financial stipulation. She said that coverage will not be offered under the extension.

Bill Kostner, City Risk Manager, said consequences to the plan will be negligible as it will only apply to around ten families.

Hogan noted the County also had to comply with state legislation, Legislative Bill (LB) 551, which allowed dependents up to age 30 to remain on the plan provided they were financially dependent on the parent, were not married and had no other health insurance option. She said the increase in claims resulting from LB 551 was less than 1 percent.

Board consensus was to have BCBS prepare an endorsement (plan change) and schedule it on a County Board of Commissioners Meeting agenda for action.

7 DIGITIZING REGISTER OF DEEDS MICROFILM RECORDS - Norm Agena, County Assessor/Register of Deeds; Scott Gaines, Chief Administrative Deputy Assessor/Register of Deeds

Norm Agena, County Assessor/Register of Deeds, said Register of Deeds records from 1994 to present have been digitized. He said his office issued a Request for Proposals (RFP) for digital imaging services to digitize records from 1987 to 1994 (approximately 355,000 documents) and are in the process of selecting a vendor. Agena estimated the cost at \$40,000 and said he has sufficient funds remaining in his budget to fund the expense.

Scott Gaines, Chief Administrative Deputy Assessor/Register of Deeds, said the images will be made available on-line, making them more accessible to the public and eliminating the department's costs for paper and toner for the microfilm reader/printer.

MOTION: Schorr moved and Hudkins seconded to authorize the County Assessor/Register of Deeds to proceed as outlined.

Following additional discussion, the maker of the motion and the seconder withdrew their motion.

Board consensus was to schedule the award of bid on a regular County Board of Commissioners Meeting agenda.

8 ACTION ITEMS

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- B. Microcomputer Requests:
 - 1) C#622102, \$1,528.30 from County Extension Budget for a Laptop Computer
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- C. Ratification of Chair's Signature on Partner Agreement with University of Nebraska Federal Grant (Emergency Management Director Will Participate on a Steering Committee)
- D. Designate Doug Ahlberg, Emergency Management Director, as Lancaster County's Authorized Representative for Federally Declared Disaster Federal Emergency Management Agency (FEMA)-1902

Items A-D were moved forward on the agenda.

9 CONSENT ITEMS

There were no consent items.

10 ADMINISTRATIVE OFFICER REPORT

A. Waverly Lot Access

Item was moved forward on the agenda.

B. Claim for Review, PV265840 from Juvenile Probation/Human Services for \$481.16 (Meals)

Sara Hoyle, Juvenile Justice Coordinator, appeared and gave an explanation of the claim.

MOTION: Schorr moved and Hudkins seconded to handle the claim through the regular claims process. Hudkins, Schorr and Heier voted aye. Workman was absent from voting. Motion carried 3-0.

C. Bus Stop at New Jail

D. New Dictaphone for Joint City/County Receptionist

E. Volunteer Desk Supervision

F. Legislative Services Contract

G. Staff Meeting on May 20, 2010

Items C-G were moved forward on the agenda.

H. Reduction in Force

The Board scheduled an Executive Session to discuss labor negotiations on the May 18th County Board of Commissioners Meeting agenda.

11 PENDING

There were no pending items.

12 DISCUSSION OF BOARD MEMBER MEETINGS

A. Waverly Library Meeting - Workman

B. Nebraska Innovation Zone Commission (NIZC) - Hudkins

C. Visitors Promotion Committee (VPC) - Stevens

D. Region V Governing Board - Workman

Items A-D were moved forward on the agenda.

E. Monthly Meeting with Mayor - Heier, Stevens

See Item 10C.

F. Board of Health - Schorr

Item was moved forward on the agenda.

13 EMERGENCY ITEMS AND OTHER BUSINESS

There were no emergency items or other business.

14 ADJOURNMENT

MOTION: Schorr moved and Heier seconded to adjourn the meeting at 10:04 a.m. Hudkins, Schorr and Heier voted aye. Workman was absent from voting. Motion carried 3-0.

Dan Nolte
Lancaster County Clerk