

**STAFF MEETING MINUTES  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
COUNTY-CITY BUILDING, ROOM 113  
THURSDAY, JUNE 3, 2010  
8:30 A.M.**

Commissioners Present: Bernie Heier, Chair  
Larry Hudkins  
Bob Workman

Commissioners Absent: Ray Stevens, Vice Chair  
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 8:33 a.m.

**AGENDA ITEM**

**1 APPROVAL OF THE STAFF MEETING MINUTES, THURSDAY, MAY 27, 2010; MINUTES OF DEPARTMENTAL BUDGET HEARINGS ON TUESDAY, MAY 11, 2010 AND WEDNESDAY, MAY 12, 2010**

It was noted the minutes of the Departmental Budget Hearings on May 11, 2010 and May 12, 2010 are not included.

**MOTION:** Hudkins moved and Workman seconded approval of the May 27, 2010 Staff Meeting minutes. Hudkins, Workman and Heier voted aye. Motion carried 3-0.

**2 ADDITIONS TO THE AGENDA**

A. Alcohol in State Parks

**MOTION:** Hudkins moved and Workman seconded approval of the addition to the agenda. Hudkins, Workman and Heier voted aye. Motion carried 3-0.

**3 COUNTY OVERLOAD PERMITS** - Don Thomas, County Engineer; Virgil Dearmont, Bridge Division Head

Discussion took place with Don Thomas, County Engineer, and Virgil Dearmont, Bridge Division Head, regarding County overload permits. A map of County roads that permittees are entitled to travel on was presented (Exhibit A).

Heier asked whether the County's overload permits can be harmonized with those issued by the State.

Thomas said no, as State bridges may be designed for higher loads.

Dearmont noted the State uses a computerized program to do electronic bridge studies for overloads. He said County Engineering does not have that ability.

Board consensus was to schedule further discussion with a representative of the Nebraska State Patrol Carrier Enforcement Division.

**4 DEPUTY WEED CONTROL AUTHORITY SUPERINTENDENT POSITION** - Russ Shultz, Weed Control Authority Superintendent; Mark Koller, Personnel Director; John Cripe, Classification and Pay Manager

Russ Shultz, Weed Control Authority Superintendent, requested authorization to hire a deputy for a two or three month transition period before he retires, stating salary savings should cover the cost. He said he knows someone with experience in this field who may be interested in applying for the position.

John Cripe, Classification and Pay Manager, said the Board can advertise to find candidates or make a selection based on a recommendation since the position is appointed or in the unclassified service. He also explained the need to create a class code and title for the position which will be based on Shultz's job description.

**MOTION:** Workman moved and Hudkins seconded to begin the process to hire a Deputy Weed Control Authority Superintendent by directing the Personnel Department to develop a class code for the position and advertising for the position. Workman, Hudkins and Heier voted aye. Motion carried 3-0.

**5 STREET NAME CHANGE NO. 10002 FOR A NEW CONNECTOR FROM SOUTH 148<sup>TH</sup> STREET TO NEBRASKA HIGHWAY 2 AND A PORTION OF THE EXTENSION OF SOUTH 158<sup>TH</sup> STREET** - Brian Will, Planner

Brian Will, Planner, gave an overview of Street Name Change No. 10002, a request to name two streets as a result of the construction of a new connection at South 158<sup>th</sup> Street and Nebraska Highway 2, as follows (Exhibit B):

- Name the new connector from South 148<sup>th</sup> Street to Nebraska Highway 2 as "Hooper Road"; and
- Rename a portion of the extension of South 158<sup>th</sup> Street, now identified as "Relocated South 162<sup>nd</sup> Street" on the County Sectional Maps, as "South 158<sup>th</sup> Street"

Will said the Street Name Committee has reviewed the request and recommends approval.

Heier noted the Board had asked Planning Department to work with the Village of Bennet on the "Bennet Corner" interchange and to look at the corridor from Bennet along Highway 2 into Lincoln and asked whether that has been done.

Mike DeKalb, Planner, appeared and said the Village of Bennet updated their Comprehensive Plan and did not change anything in this area. He noted a change of zone was approved on the north side of the road and a subdivision approved on the south side of the road.

Workman said he believes it would be more appropriate to name the new connector from South 148<sup>th</sup> Street to Nebraska Highway 2 one of the following names: South 148<sup>th</sup> Street Connector, South 148<sup>th</sup> Street Extension or South 148<sup>th</sup> Street Spur.

Will explained that east/west streets are assigned names, as opposed to numbers, under the addressing protocol.

Ken Schroeder, County Surveyor, appeared and said they would like to keep the name brief for signage purposes.

Board consensus was to: 1) Hold the item to allow input from Commissioners Stevens and Schorr, who are absent; and 2) Ask the Planning Department to present the options that were suggested to the Street Name Committee.

**6 BUDGET REVIEW AND AUDIT CONTRACT** - Dennis Meyer, Budget and Fiscal Officer

## **Audit Contract**

Dennis Meyer, Budget and Fiscal Officer, said the three-year contract with Bland and Associates for auditing services is due to expire and noted the contract stipulates the 5% yearly increase will continue for an additional three year period if renewed. He said he informed Bland and Associates that the Board did not support that large of an increase and said they indicated they would be willing to enter into a five-year contract with a 0% increase for the first year. Meyer said Tom Fox, Deputy County Attorney, informed him the County prefers shorter contract periods so he asked Bland and Associates to submit another proposal. He said they came back with a proposal for a three-year contract with escalators of 2% the first year, 3% the second year and 5% the third year, which is a reduction of \$8,600. Meyer said he is satisfied with their performance and believes this is a reasonable proposal.

**MOTION:** Hudkins moved and Workman seconded to counter with a proposal for a three-year contract with escalators of 2% the first year, 3% the second year and 4% the third year. Hudkins, Workman and Heier voted aye. Motion carried 3-0.

## **Budget Review**

Meyer said some county departments have asked him whether out-of-state travel will be permitted.

Terry Wagner, Lancaster County Sheriff, appeared and said his department must travel out-of-state for extraditions.

Board consensus was to send an email to county departments indicating the general policy will be to eliminate discretionary out-of-state travel. If a department feels the travel is necessary, they will need to provide justification to the Board, specifying whether the travel is for training or conferences.

Meyer said he calculated how much would be gained by leveling the "playing field" and holding all departments' operating costs, excluding personnel costs, to a 0% increase and determined it would be in the range of \$130,000 to \$160,000. He noted a couple of departments have had rent increases, which impacts their operating budgets. Meyer also noted the request from Dennis Keefe, Public Defender, to upgrade computers in his office at a cost of \$12,000 to \$13,000. He said Keefe has informed him that he has sufficient funds in his current budget to fund the expense and would still be able to turn \$10,000 back to the General Fund. Keefe said he would then reduce his budget request for the next fiscal year to \$8,800.

Heier suggested it would be preferable to fund the full expense out of the Public Defender's current budget and keep next year's budget request flat.

Meyer said he believes the Board should have a discussion with Mike Thurber, Corrections Director, regarding his staffing requirements for the next few years. He said 14 new Full-Time Equivalent's (FTE's) are included in next year's budget request, with hiring staggered throughout the fiscal year.

Heier and Hudkins stated it was their understanding that Thurber had pared back his request to seven, with hiring delayed until later in the fiscal year.

Board consensus was to schedule discussion with Thurber to clarify his request.

Meyer noted there has been discussion of eliminating front door security in the Justice and Law Enforcement Center and said it would reduce the revenue the County receives from the Public Building Commission (PBC).

Board consensus was to schedule further discussion of this issue with Don Killeen, County Property Manager, and Terry Wagner, Lancaster County Sheriff.

Meyer said he believes the Board needs to look at mandated versus non-mandated services. He said non-mandated services include the Community Mental Health Center (CMHC), excluding the Crisis Center; Community Corrections; the Joint Budget Committee (JBC) contracts; and the graduated sanctions.

Hudkins noted the County is contributing \$300,000 more than the match requirement for Region V and said he believes the Board needs to explore the ramifications of reducing that contribution.

Sheli Schindler, Youth Services Center (YSC) Director, appeared to discuss the issue of furloughs. She said she reduced staff in her budget to keep her budget request flat, as requested, and said if furloughs are implemented she would have to reassess her decision to not fill several vacant positions. Schindler said she would prefer that the Board tell her how much she has to cut from her budget and let her decide how to make those reductions.

Heier said he would like to finalize the budget by July 1<sup>st</sup> and asked Meyer whether that is feasible.

Meyer said it will depend on how quickly the bargaining units respond to the Board's letter indicating their intent to either include the issue of furloughs in upcoming negotiations or reopen the contracts.

It was noted there has been no response to the letter to date.

### **ACTION ITEMS**

- A. Replacement of a Broken Laser Printer, \$500 from Youth Services Budget

**MOTION:** Workman moved and Hudkins seconded approval of the request.

Schindler appeared and said she is withdrawing the request because the Purchasing Department has helped them secure a replacement at no cost.

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

### **ADDITIONS TO THE AGENDA**

- A. Alcohol in State Parks

Workman suggested the Board send a letter to the Governor opposing the proposal to lift the ban on alcohol consumption in State parks.

Board consensus was to schedule further discussion and action on the proposed letter on the June 10<sup>th</sup> Staff Meeting agenda. They also requested that discussion of this issue be scheduled on the City-County Common Meeting agenda.

### **7 POTENTIAL LITIGATION - Tom Fox, Deputy County Attorney**

**MOTION:** Workman moved and Hudkins seconded to enter Executive Session at 9:57 a.m. for the purpose of protecting the public interest with regards to potential litigation. Hudkins, Workman and Heier voted aye. Motion carried 3-0.

**MOTION:** Hudkins moved and Workman seconded to exit Executive Session at 10:04 a.m. Hudkins, Workman and Heier voted aye. Motion carried 3-0.

### **8 ACTION ITEMS**

- A. Replacement of a Broken Laser Printer, \$500 from Youth Services Budget

Item was moved forward on the agenda.

## **9 ADMINISTRATIVE OFFICER REPORT**

### **A. Web Committee Update**

Gwen Thorpe, Deputy Chief Administrative Officer, said the Web Committee is almost ready to release the new website and needs direction from the Board regarding policy matters. She recommended the Board authorize the Web Committee to function as the webmaster with the understanding that she will bring major policy decisions to the Board.

Hudkins said he does not believe the Board should delegate that power.

**MOTION:** Hudkins moved and Workman seconded to authorize the Web Committee to implement the website and to set parameters for the webpages and links. Hudkins, Workman and Heier voted aye. Motion carried 3-0.

Thorpe suggested a press release regarding the new website would also be appropriate.

### **B. Reappointments to Board of Health (Karla Lester, Dr. Lisa Peterson and Heidi Stark)**

The Board scheduled the item on the June 8, 2010 County Board of Commissioners Meeting agenda.

### **C. Layoffs**

Tom Fox, Deputy County Attorney, appeared and said the process for layoffs is defined in the Lancaster County Personnel Rules. He suggested it would be a lot "cleaner" to wait until the budget has been adopted before moving forward with layoffs.

Hudkins asked the County Attorney's Office to research whether the County could eliminate the Community Corrections Department and contract with another department or outside agency for those services.

### **D. Trabert Hall Water Damage**

Kerry Eagan, Chief Administrative Officer, said a water chiller line broke at Trabert Hall damaging the space housing Adult Probation and Veterans Service/General Assistance (Exhibit C). He said it appears the greatest damage was to Adult Probation's computers.

## **10 PENDING**

There were no pending items.

## **11 DISCUSSION OF BOARD MEMBER MEETINGS**

### **A. Air Pollution Control Advisory Committee - Hudkins**

Hudkins said they approved a recommendation from the Health Department related to fees for pipeline terminal inspections.

### **B. Chamber Coffee - Hudkins**

Hudkins said there was a presentation on the Haymarket Arena project and budget discussion.

## **12 EMERGENCY ITEMS AND OTHER BUSINESS**

There were no emergency items or other business.

## **13 ADJOURNMENT**

**MOTION:** Workman moved and Hudkins seconded to adjourn the meeting at 10:30 a.m. Hudkins, Workman and Heier voted aye. Motion carried 3-0.

---

Dan Nolte  
Lancaster County Clerk