

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING, ROOM 113
THURSDAY, JULY 1, 2010
8:30 A.M.**

Commissioners Present: Bernie Heier, Chair
Bob Workman
Deb Schorr

Commissioners Absent: Ray Stevens, Vice Chair
Larry Hudkins

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

The Chair opened the meeting at 8:32 a.m.

AGENDA ITEM

**1 APPROVAL OF THE MINUTES OF THE BUDGET WORK SESSION
ON TUESDAY, JUNE 29, 2010**

MOTION: Workman moved and Schorr seconded approval of the minutes of the Budget Work Session on Tuesday, June 29, 2010. Schorr, Workman and Heier voted aye. Motion carried 3-0.

2 ADDITIONS TO THE AGENDA

None were stated.

3 BUDGET UPDATE - Dennis Meyer, Budget and Fiscal Officer

Dennis Meyer, Budget and Fiscal Officer, said the County is still facing a \$400,000 budget shortfall and said the area of the budget with the most potential for reductions is the Joint Budget Committee (JBC) contracts.

Heier said he expects the JBC to make up the entire shortfall.

Schorr said the JBC will have recommendations of possible reductions to the Board by next Thursday.

Meyer said he and Commissioner Workman each received an email from Travis Parker, Community Mental Health Center (CMHC) Deputy Director, indicating Region V is asking for a 0.5% increase in the County's match and asking whether the Board would like to comment.

Schorr suggested the Board wait until it has the JBC's recommendations.

Meyer said there is approximately \$320,000 not allocated in the Keno Fund but said those funds may be needed if there is a shortfall in the Bridge Fund. He noted that the transfer to the Bridge Fund increased by \$230,000 last year.

Schorr asked about Inheritance Tax collections.

Meyer estimated the County will collect \$4,600,000 but said he is only budgeting for \$3,000,000. He said the extra \$1,600,000 will help with the fund balances.

Heier said he fears the budget situation will be even more dire next year and said a tax increase may be required if the County cannot get its spending down.

Meyer suggested it would be beneficial to have budget discussions with departments throughout the year and to ask department heads to prioritize their programs.

Schorr inquired about the possibility of offering voluntary furloughs.

Meyer said the Board should consult the County Attorney's Office regarding options.

Schorr asked about microcomputer requests.

Meyer said he forwarded the list of requests to Information Services (IS) for their review and recommendation.

Schorr requested a list of county vehicles by department.

Eagan said he will request an insurance list from Sue Eckley, County Risk Manager.

Meyer said representatives of Aon Corporation, the new consultant for the Lancaster County medical and dental employee benefit plans, will be coming in two weeks to discuss insurance rates and possible plan changes.

Schorr asked when the Board will see the impact of the Mayor's budget on the joint agencies.

Meyer said it will likely be any day.

Heier asked whether the Board has any further ideas regarding the budget.

Schorr suggested the Board revisit the Agricultural Society's capital outlay request.

Meyer said the Ag Society has their own line on the tax statement but any reduction to their budget would reduce the tax burden on Lancaster County taxpayers.

ADMINISTRATIVE OFFICER REPORT

F. Mary Meyer - Retirement

Kerry Eagan, Chief Administrative Officer, said Mary Meyer, Joint County Board/City Council Receptionist, plans to retire from the County, effective July 7, 2010. He asked whether it is the Board's intent to hire a replacement, noting there would be a slight savings by not filling the position and hiring a temp to fill in whenever the Board's administrative assistant is on extended leave.

Board consensus was to not fill the position. Heier said he believes it will set an example for other departments.

Eagan said the Board will also need to consider access to the County Board's Office (the joint receptionist serves as the point of entry) and more reliance on voice mail.

4 JAIL BUS STOP - Mike Thurber, Corrections Director; Don Killeen, County Property Manager

Mike Thurber, Corrections Director, said the Nebraska Department of Roads (NDOR) has agreed to approve plans for an intersection at Southwest 38th and West "O" Street provided there is an agreement that bus turnouts will be put in at Southwest 40th and West "O" Street, if a traffic light is installed at that intersection in the future. **NOTE:** The County plans to put in bus turnouts at Southwest 38th and West "O" Street as part of the jail construction. Thurber said he met with the Mayor's staff and they indicated the City would be willing to split the cost of the bus turnouts, estimated at \$90,000, at Southwest 40th and West "O" Street if that intersection is developed.

Don Killeen, County Property Manager, said if a warrant comes back for a traffic light at Southwest 38th and West "O" Street the agreement will be voided.

MOTION: Workman moved and Schorr seconded to split the cost of bus turnouts at Southwest 40th and West "O" Street with the City if a traffic light is required at that intersection in the future. Workman, Schorr and Heier voted aye. Motion carried 3-0.

5 PROCEDURE FOR LANCASTER MANOR REQUEST FOR PROPOSALS (RFP) - Vince Mejer, Purchasing Agent

The Board discussed how to find a new buyer for Lancaster Manor (nursing home facility) if Hunter Management (the purchaser) is unable to secure financing by the August 15th deadline set by the Board. **NOTE:** Hunter Management was unable to meet the original closing date of June 1, 2010 because the bank it was working with was closed by the Federal Deposit Insurance Corporation (FDIC).

Heier clarified that the \$250,000 penalty fee is "still on the table" if the sale is not completed by October 15th.

Vince Mejer, Purchasing Agent, said Commissioner Hudkins phoned him last week and indicated he wants all avenues investigated (lease, sale and management of the facility). Mejer asked if that is how the Board would like to proceed.

Workman noted the majority of the Board voted to sell the nursing home.

Heier said that decision stands.

Mejer asked whether the Board intends to issue a Request for Proposals (RFP) to sell the Manor or a letter of interest to hire a broker to sell the nursing home.

Eagan said a broker could assist with the RFP.

MOTION: Workman moved and Schorr seconded to direct Vince Mejer, Purchasing Agent, to draft a letter of interest that will be sent to nursing home brokers nationwide asking for their response.

Mejer said he will attach the original RFP and other information.

ROLL CALL: Schorr, Workman and Heier voted aye. Motion carried 3-0.

Mejer said he will notify Ari Rothner, Hunter Management, of the Board's action.

ADMINISTRATIVE OFFICER REPORT

E. Room 113 Scheduling

Minette Genuchi, Administrative Assistant to the County Board, appeared and said she booked Room 113 from 10:30 a.m. to 3:00 p.m. on June 29th for the Board's Budget Work Session. She said Bill Luxford, 5-City TV Studio Coordinator, made plans to tape a television program in Room 113 during that period and neglected to tell her. The Board's meeting was moved to the City Council/County Commissioners Hearing Room to accommodate the taping. Genuchi said she has worked well with Luxford in the past and believes it was just an oversight on his part.

ACTION ITEMS

- A. Computer Upgrade for Administrative Services, \$997.18, from Microcomputer Fund

MOTION: Workman moved and Schorr seconded approval. Workman, Schorr and Heier voted aye. Motion carried 3-0.

ADMINISTRATIVE OFFICER REPORT

A. Thanksgiving and Christmas Holiday Schedule

Item was dropped from the agenda.

B. Management Team Meeting Agenda (July 8, 2010)

Board consensus was to cancel the meeting.

C. Village Meeting Agenda (July 15, 2010)

Eagan said a presentation on the Comprehensive Plan and discussion of liquor establishment hours have been scheduled on the agenda.

D. Americans with Disabilities (ADA) Act Proclamation (July 20, 2010)

Informational only.

RETURNING TO ITEM 8F

Board consensus was to look into having a buzzer installed in the reception area for individuals who wish to speak to the members of the County Board or their staff. It was noted changes to the phone system will also be required.

6 WIND FARMS - Mike DeKalb, Planner; Scott Holmes, Environmental Health Division Chief, Lincoln-Lancaster County Health Department

Mike DeKalb, Planner, said his office has received an inquiry from a company that is doing site reconnaissance for a wind farm in the Hallam, Nebraska area (Exhibit A). He noted the County approved a zoning change in 2008 that allows wind machines by right and over the district height by conditional use but said a commercial wind farm was not anticipated.

Scott Holmes, Environmental Health Division Chief, Lincoln-Lancaster County Health Department, expressed concern regarding potential harm to nearby residents from the low level noise that is emitted by wind machines.

DeKalb suggested the Board may want to consider a text amendment that would require wind farms that meet certain criteria (number of machines, size or capacity) to be by special permit.

MOTION: Workman moved and Schorr seconded to direct the Planning Department to draft a text amendment for Board review that would require commercial wind farms to be by a special permit.

Heier said he would like it to include a bond requirement.

ROLL CALL: Schorr, Workman and Heier voted aye. Motion carried 3-0.

7 ACTION ITEMS

- A. Computer Upgrade for Administrative Services, \$997.18, from Microcomputer Fund

Item was moved forward on the agenda.

8 ADMINISTRATIVE OFFICER REPORT

- A. Thanksgiving and Christmas Holiday Schedule
- B. Management Team Meeting Agenda (July 8, 2010)
- C. Village Meeting Agenda (July 15, 2010)
- D. Americans with Disabilities (ADA) Act Proclamation (July 20, 2010)
- E. Room 113 Scheduling
- F. Mary Meyer - Retirement

Items A-F were moved forward on the agenda.

9 PENDING

There were no pending items.

10 DISCUSSION OF BOARD MEMBER MEETINGS

- A. Lincoln Independent Business Association (LIBA) Monthly Meeting - Stevens, Schorr

Schorr said there was budget discussion.

- B. Lancaster County Correctional Facility Joint Public Agency (JPA) - Heier, Stevens

Heier said the JPA approved claims from Wells Fargo for bank fees, Sampson Construction Company, the contractor, and The Clark Enersen Partners, the architect, which totaled \$1,230,887.81. He said the JPA was invited to join the County Board on a walk-through tour of the site on August 12th, immediately following the County Board Staff Meeting.

Board consensus was to also extend an invitation to the City Council.

11 EMERGENCY ITEMS AND OTHER BUSINESS

There were no emergency items or other business.

12 ADJOURNMENT

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

Dan Nolte
Lancaster County Clerk