

**STAFF MEETING MINUTES  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
COUNTY-CITY BUILDING, ROOM 113  
THURSDAY, AUGUST 4, 2011  
8:30 A.M.**

Commissioners Present: Deb Schorr, Chair  
Larry Hudkins  
Brent Smoyer

Commissioners Absent: Bernie Heier, Vice Chair  
Jane Raybould

Others Present: 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 8:36 a.m.

**AGENDA ITEM**

**1 APPROVAL OF THE MINUTES OF THE THURSDAY, JULY 28, 2011  
STAFF MEETING**

**MOTION:** Hudkins moved and Smoyer seconded approval of the minutes of the July 28, 2011 Staff Meeting. Hudkins, Smoyer and Schorr voted aye. Heier and Raybould were absent from voting. Motion carried 3-0.

**2 ADDITIONS TO THE AGENDA**

- A. Executive Session to Discuss Right-of-Way Issues on South 98<sup>th</sup> Street (Item 3A)
- B. Lincoln Partnership for Economic Development (LPED) Meeting Report

**MOTION:** Hudkins moved and Smoyer seconded approval of the additions to the agenda. Smoyer, Hudkins and Schorr voted aye. Heier and Raybould were absent from voting. Motion carried 3-0.

**3 A) SOUTH 98<sup>TH</sup> STREET RIGHT-OF-WAY; AND B) HICKMAN  
VIADUCT OPENING AND MEMORIAL PROJECT - Don Thomas,  
County Engineer; Ken Schroeder, County Surveyor; Tom Fox, Deputy  
County Attorney**

## **B) Hickman Viaduct Opening and Memorial Project**

Schorr said the Hickman Area Community Foundation would like permission to have a party and ribbon cutting on the viaduct as part of its grand opening.

Don Thomas, County Engineer, said they will only have a short period of time to hold the event before it is opened to traffic and said he will apprise them of when the viaduct project is closer to completion.

Brittany Behrens, Deputy County Attorney, appeared and said the Foundation will apply for a Specials Event permit because the event will take place on county right-of-way.

Schorr said they would also like to erect a sculpture near the viaduct in memory of three Norris students who lost their lives in an accident at the railroad crossing.

Thomas said he would prefer that it not be located in the county right-of-way. He suggested the trail head for the Hickman Linear Park Trail would be a better location (see Exhibit A for aerial photograph). He said the County purchased the right-of-way where the trail is located for public use, although it is now located within Hickman's city limits.

Hudkins asked whether the issue of a private crossing agreement with the Burlington Northern/Santa Fe (BNSF) Railroad which is related to the viaduct project has been resolved (see June 30, 2011 Staff Meeting minutes).

Behrens said the private crossing is complete and the agreement is being finalized. She said she will keep the Board updated on the matter.

## **A) South 98<sup>th</sup> Street Right-of-Way**

**MOTION:** Smoyer moved and Hudkins seconded to enter Executive Session at 8:44 a.m. for the purpose of protecting the public interest with regards to potential litigation.

The Chair restated the motion for the record.

**ROLL CALL:** Hudkins, Smoyer and Schorr voted aye. Heier and Raybould were absent from voting. Motion carried 3-0.

**MOTION:** Smoyer moved and Hudkins seconded to exit Executive Session at 8:57 a.m. Smoyer, Hudkins and Schorr voted aye. Heier and Raybould were absent from voting. Motion carried 3-0.

**4 BUDGET UPDATE - Dennis Meyer, Budget and Fiscal Officer  
A) 15 CENT RURAL LEVY; AND B) AUDIT ENGAGEMENT LETTER**

**Budget Update**

Dennis Meyer, Budget and Fiscal Officer, said the proposed budget has been filed with the County Clerk's Office. He said he does not expect changes to the budget unless valuations come in less than the 1% figure that was used in preparing the budget. Should valuations come in more than 1%, Meyer said his recommendation would be to apply the excess amount to the fund balances.

Meyer also recommended that the Board pass a resolution to exceed the budgeted restricted funds limit by an additional one percent to increase the lid base amount.

**A) 15 Cent Rural Levy**

Meyer disseminated copies of Lancaster County, Fiscal Year (FY) 2011-2012 Allocation of Levy (Preliminary) (Exhibit B). He said it appears that all of the political subdivisions should be able to fit within the 15 cent allocation this year. Meyer noted the rural fire districts are usually at the maximum levy but were helped this year by the increase in agricultural land values. The Malcolm and Raymond Rural Fire Districts are the only ones that are likely to come in close to the limit.

**B) Audit Engagement Letter**

**MOTION:** Hudkins moved and Smoyer seconded to send an audit engagement letter to Bland & Associates, with signature by the Chair. Smoyer, Hudkins and Schorr voted aye. Heier and Raybould were absent from voting. Motion carried.

**5 ACTION ITEMS**

There were no action items.

**6 CONSENT ITEMS**

There were no consent items.

## **7 ADMINISTRATIVE OFFICER REPORT**

### **A. Waterford Estates Update**

Smoyer said construction vehicles are ignoring the signs that were put up directing the traffic to use the 98<sup>th</sup> Street entrance for the Waterford Estates project and are cutting through the Sunrise Estates Subdivision instead. He said discussion of options has been scheduled on next week's agenda with the County Engineer, the attorney for Waterford Estates and a representative of the Sunrise Estates Neighborhood Association.

### **B. Starting Time for August 25, 2011 County Board Staff Meeting**

Board consensus was to start the meeting at 8:00 a.m.

### **C. County-City Building Front Desk Volunteers**

Hudkins said Aging Partners' Retired and Senior Volunteer Program (RSVP), which provides volunteers to staff the Information Desk in the County-City Building, may be eliminated as a result of the City's budget reductions. He asked whether the Board is interested in retaining the service by having the County or the Public Building Commission (PBC) take over the program.

Gwen Thorpe, Deputy Chief Administrative Officer, said there are other options available and cautioned there could be liability issues, such as workers' compensation, if the County were to take over the program.

Schorr said she believes the PBC would be a better fit.

Dan Nolte, County Clerk, said his office is willing to assist and to coordinate the volunteers.

### **D. LPStudentServe Day (October 1, 2011)**

Board consensus was to schedule discussion of participating in the event and providing opportunities for students to learn about County government on the Management Team Retreat agenda.

## **8 PENDING**

There were no pending items.

## ADDITIONS TO THE AGENDA

### B. Lincoln Partnership for Economic Development (LPED) Meeting Report

Gwen Thorpe, Deputy Chief Administrative Officer, said she attended the meeting. She said the group received reports from Health Care Industry Task Force and Lincoln Innovation and Entrepreneurship Task Force and an update on Duncan Aviation's expansion. Thorpe said she also received a copy of 2011 Business Conditions and Indicators Report (the report is available in the County Board's Office).

## 9 DISCUSSION OF BOARD MEMBER MEETINGS

### A. Budget Monitoring Committee - Hudkins, Smoyer

Hudkins said concerns were expressed about the fund balances and the self-insurance pool for liability insurance. He said Committee members were pleased the Board did not raise the levy to balance the budget.

### B. Chamber Coffee - Raybould, Smoyer

Smoyer said discussion focused on budgets. He said he reported on the jail and the possibility of adding an industry component.

## 10 EMERGENCY ITEMS AND OTHER BUSINESS

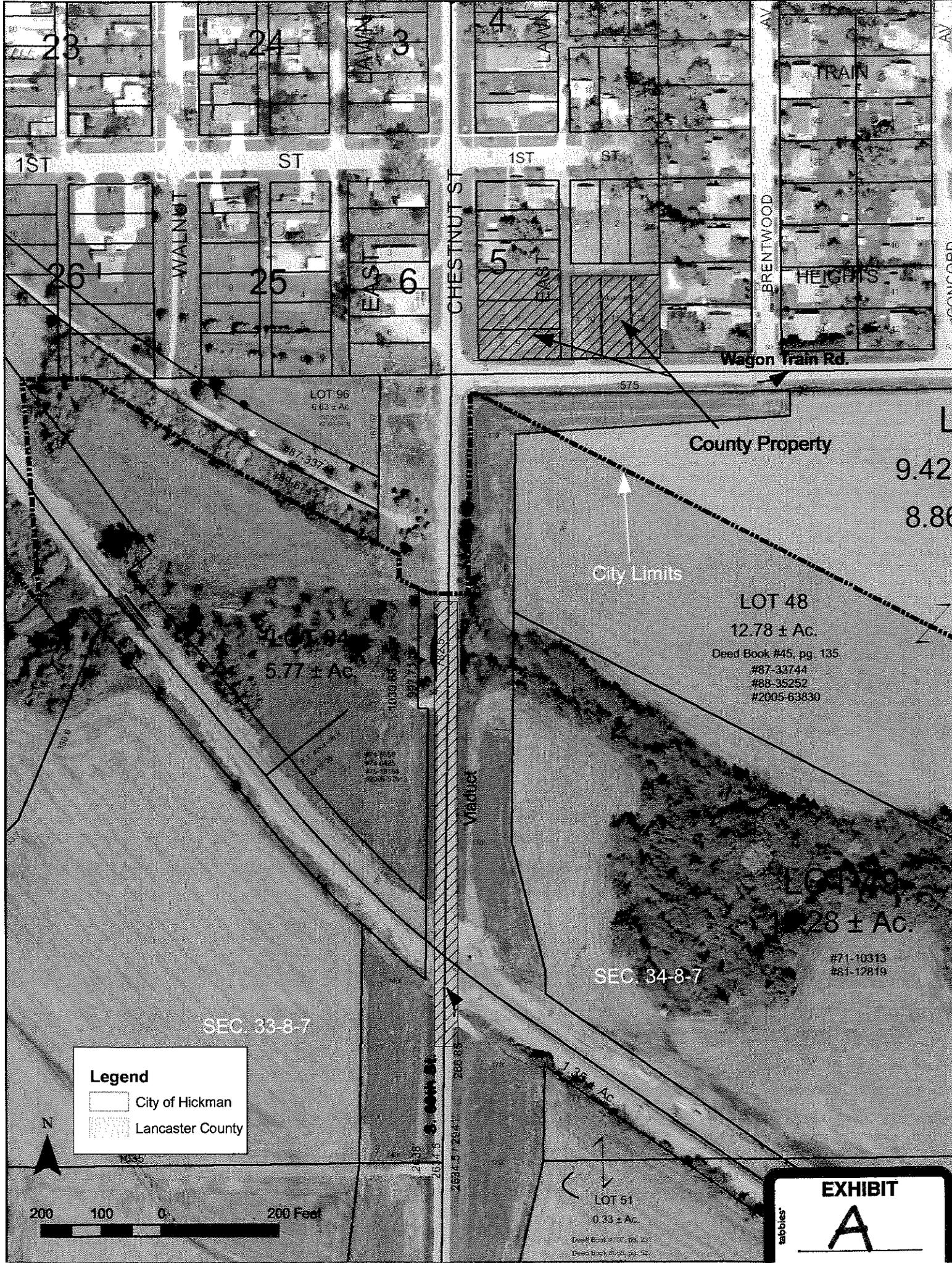
There were no emergency items or other business.

## 11 ADJOURNMENT

**MOTION:** Smoyer moved and Hudkins seconded to adjourn the meeting at 9:30 a.m. Smoyer, Hudkins and Schorr voted aye. Heier and Raybould were absent from voting. Motion carried 3-0.

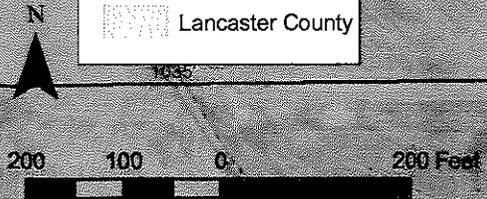
  
\_\_\_\_\_  
Dan Nolte  
Lancaster County Clerk





**Legend**

- City of Hickman
- Lancaster County

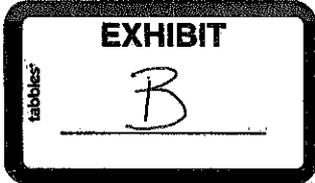


**EXHIBIT**

A

tabbles

Deed Book #735, pg. 237  
Deed Book #298, pg. 527



LANCASTER COUNTY  
2011-12 ALLOCATION OF LEVY (Preliminary)

		<u>Valuation</u>	<u>Dollar Request</u>	<u>Debt Service</u>	<u>Amount Applicable to 15 cents</u>	<u>Tax Rate</u>	<u>Total Tax Rate</u>
Agricultural Society	1%	18,989,343,054	197,880.00 *	-	197,880.00	0.001042	
Ag Society Capital	1%	18,989,343,054	103,020.00 *	-	103,020.00	0.000543	
RRTSD	1%	18,989,343,054 *	4,937,229.00	-	4,937,229.00	0.026000	
Public Building Commission	1%	18,989,343,054	3,228,188.00	3,228,188.00	-	-	0.017000
Lancaster Fairgrounds JPA	1%	18,989,343,054	-	-	-	-	No tax request
Rural Library	1%	2,947,390,084	655,939.00	-	655,939.00	0.022255	
Total Prior to Fire Districts						0.049840	
Bennet Rural Fire District		283,722,767	96,600.00 *	-	96,600.00	0.034047	0.034047
Firth Rural Fire District		205,436,772	152,416.25 *	54,066.25	98,350.00	0.047874	0.074191
Hallam Rural Fire District		122,967,504	79,560.00 *	-	79,560.00	0.064700	0.064700
Hickman Rural Fire District		311,160,563	166,070.28 *	48,552.00	117,518.28	0.037768	0.053371
Highland Rural Fire District		75,539,450	27,500.00 *	17,979.00	9,521.00	0.012604	0.036405
Malcolm Rural Fire District		171,385,699	177,542.00 *	-	177,542.00	0.103592 ***	0.103592
Raymond Rural Fire District		244,195,137	414,641.58 *	162,503.85	252,137.73	0.103253	0.169799
Southeast Rural Fire District		381,516,687	211,600.00 *	-	211,600.00	0.055463	0.055463
Southwest Rural Fire District		442,094,312	421,425.50 *	148,017.50	273,408.00	0.061844	0.095325
Waverly Rural Fire District		251,316,559	55,856.82 *	-	55,856.82	0.022226	0.022226
*** Highest Fire District Levy							
Total with Highest Fire District						0.153433	
Maximum Fire District Levy						0.100160	