

**MINUTES**  
**LANCASTER COUNTY BOARD OF COMMISSIONERS**  
**TUESDAY, OCTOBER 8, 2013**  
**COMMISSIONERS HEARING ROOM, ROOM 112**  
**FIRST FLOOR, COUNTY-CITY BUILDING**  
**10:30 A.M.**

*Advance public notice of the Board of Commissioners meeting was posted on the County-City Building bulletin board and the Lancaster County, Nebraska, web site and emailed to the media on October 4, 2013.*

Commissioners present:   Larry Hudkins, Chair  
                                  Brent Smoyer, Vice Chair  
                                  Roma Amundson  
                                  Jane Raybould  
                                  Deb Schorr

Others present:           Kerry Eagan, Chief Administrative Officer  
                                  Gwen Thorpe, Deputy Chief Administrative Officer  
                                  Brittany Behrens, Deputy County Attorney  
                                  Cori Beattie, Deputy County Clerk  
                                  Angela Zocholl, County Clerk's Office

The location announcement of the Nebraska Open Meetings Act was given and the meeting was called to order at 10:30 a.m.

1) **MINUTES: Approval of the minutes of the Board of Commissioners meeting held on Tuesday, October 1, 2013.**

**MOTION:** Smoyer moved and Raybould seconded approval of the minutes. Schorr, Raybould, Amundson, Smoyer and Hudkins voted aye. Motion carried 5-0.

2) **CLAIMS: Approval of all claims processed through Tuesday, October 8, 2013.**

**MOTION:** Schorr moved and Raybould seconded approval of the claims. Raybould, Amundson, Smoyer, Schorr and Hudkins voted aye. Motion carried 5-0.

3) **SPECIAL PRESENTATION:**

- A. **Lancaster County Visitors Improvement Fund Grant not to exceed \$103,000 to the City of Lincoln for improvement of event parking at Pioneers Park – Lynn Johnson, City of Lincoln Parks & Recreation Director; Jeff Maul, Convention & Visitors Bureau Executive Director; and Julie Lattimer, Lancaster County Visitors Promotion Committee Chair. (See 4A for correlating item.)**

Jeff Maul and Julie Lattimer discussed the need to improve parking at Pioneers Park while maintaining the park's natural setting. Lattimer said the funds would primarily be used for an access road and a few areas currently not conducive to parking; \$50,000 would be used for irrigation and maintenance on grassy areas to relieve stress on those areas.

**SPECIAL PRESENTATION CONTINUED:**

Lynn Johnson said over 40 large events take place in Pioneers Park each year with most event parking on a lawn area. Rotation of parking has been considered to allow relief to the lawn without adding additional paved parking. Connecting roadway segments to areas west of Pinewood Bowl would open five acres for parking, totaling around 600 parking spaces. The roadways would be paved but the temporary parking areas would be grass. These funds are being matched by the City, as well as local partners. The project should be completed by Spring 2014.

4) **NEW BUSINESS:**

- A. **Lancaster County Visitors Improvement Fund Grant in an amount not to exceed \$103,000 between Lancaster County (sponsor) and the City of Lincoln (grantee) for improving and expanding parking in Pioneers Park for Pinewood Bowl. The grant period is September 1, 2013, to May 31, 2014. (C-13-0493)**

**MOTION:** Smoyer moved and Schorr seconded approval of the grant contract. Amundson, Smoyer, Schorr, Raybould and Hudkins voted aye. Motion carried 5-0.

- B. **Amusement license renewal application for the Rock's Ridge Mud Run, 17320 Pioneers Boulevard, Walton, on October 19, 2013.**

John Rockenbach said it would be the second year for the 5k obstacle course mud run.

**MOTION:** Smoyer moved and Raybould seconded approval of the amusement license renewal. Smoyer, Schorr, Raybould, Amundson and Hudkins voted aye. Motion carried 5-0.

- C. **Special designated license application from Top Shelf Beverage Services, LLC, to provide alcoholic beverage service for the Rock's Ridge Mud Run, 17320 Pioneers Boulevard, Walton, on October 19, 2013.**

**MOTION:** Smoyer moved and Raybould seconded approval of the special designated license. Schorr, Raybould, Amundson, Smoyer and Hudkins voted aye. Motion carried 5-0.

- D. **Request from the Personnel Department to amend Rule 17.5 of the Personnel Rules – Starting Rate on Return to a Classified Position from an Unclassified Position.**

**MOTION:** Smoyer moved and Raybould seconded approval of the request. Raybould, Amundson, Smoyer, Schorr and Hudkins voted aye. Motion carried 5-0.

- E. **Request from the Personnel Department to amend Rule 19.9 of the Personnel Rules – Leave of Absence without Pay to Accept Appointment in the Unclassified Service.**

**MOTION:** Raybould moved and Amundson seconded approval of the request. Amundson, Smoyer, Schorr, Raybould and Hudkins voted aye. Motion carried 5-0.

**NEW BUSINESS CONTINUED:**

- F. **Request from the Personnel Department to revise Overtime Pay Policy Personnel Policy Bulletin.**

**MOTION:** Raybould moved and Amundson seconded approval of the request. Smoyer, Schorr, Raybould, Amundson and Hudkins voted aye. Motion carried 5-0.

- G. **Setting an annual salary of \$56,169 for Kristin Draper, Bailiff II, effective October 17, 2013.**

**MOTION:** Amundson moved and Smoyer seconded approval of the annual salary. Schorr, Raybould, Amundson, Smoyer and Hudkins voted aye. Motion carried 5-0.

- H. **Resolution in the matter of witness fees paid by Lancaster County which have remained unclaimed for six months or more. (R-13-0060)**

**MOTION:** Schorr moved and Raybould seconded approval of the resolution. Raybould, Amundson, Smoyer, Schorr and Hudkins voted aye. Motion carried 5-0.

- I. **Resolution in the matter of amending the final allocation of levy authority to all political subdivisions subject to County levy authority. (R-13-0061)**

Dennis Meyer, Budget & Fiscal Director, said the resolution would correct budget numbers for the Bennet Rural Fire District.

**MOTION:** Schorr moved and Raybould seconded approval of the resolution. Amundson, Smoyer, Schorr, Raybould and Hudkins voted aye. Motion carried 5-0.

- J. **Recommendation from the County Assessor/Register of Deeds and the Purchasing Agent to award a bid to Discrete Wireless, Inc., d/b/a Nextraq, in the amount of \$25,339.60 for vehicle GPS systems and monthly service fees for a three-year contract. (B-13-0038)**

Raybould asked if alternative methods were reviewed. Scott Gaines, Deputy County Assessor/Register of Deeds, said other options were considered, but this had a more broad application.

**MOTION:** Amundson moved and Smoyer seconded approval of the recommendation. Smoyer, Schorr, Raybould, Amundson and Hudkins voted aye. Motion carried 5-0.

- K. **Agreement between Garcia-Chicoine Enterprises, Inc., Lancaster County and the City of Lincoln for maintenance and repair of guardrails. The County will pay for services according to State of Nebraska Department of Roads Contract HH1305. Term of the agreement is September 1, 2013, to August 21, 2016. (C-13-0494)**

**MOTION:** Schorr moved and Raybould seconded approval of the agreement. Schorr, Raybould, Amundson, Smoyer and Hudkins voted aye. Motion carried 5-0.

**NEW BUSINESS CONTINUED:**

- L. **Agreement between Datashield Corporation, Lancaster County, the City of Lincoln and the Lincoln-Lancaster County Public Building Commission for document shredding services. The County will pay for services according to State of Nebraska Contract 56939 04. Term of the agreement is July 15, 2013, to July 14, 2014. (C-13-0495)**

**MOTION:** Schorr moved and Raybould seconded approval of the agreement. Raybould, Amundson, Smoyer, Schorr and Hudkins voted aye. Motion carried 5-0.

- M. **Amendment to County Contract C-10-0381 with Raynor Doors of Nebraska, Inc., for overhead door and accessory repair and replacement. The amendment renews the agreement for an additional one-year term from August 10, 2013, to August 9, 2014, and provides for the price increases as shown in Attachment A. (C-13-0496)**

**MOTION:** Amundson moved and Raybould seconded approval of the amendment. Amundson, Smoyer, Schorr, Raybould and Hudkins voted aye. Motion carried 5-0.

- N. **Amendment to County Contract C-12-0682 with Sapp Brothers Petroleum for the annual supply of absorbents floor dry. The amendment renews the agreement for an additional one-year term from December 11, 2013, to December 10, 2014. (C-13-0497)**

**MOTION:** Raybould moved and Amundson seconded approval of the amendment. Smoyer, Schorr, Raybould, Amundson and Hudkins voted aye. Motion carried 5-0.

- O. **Amendment to County Contract C-09-0137 with Legacy International, Inc., d/b/a Legacy Communications. The amendment terminates services at the Intake and Detention Facility and the Lancaster County Correctional Facility and provides automatic month-to-month renewal of services at the Youth Services Center. (C-13-0498)**

**MOTION:** Schorr moved and Raybould seconded approval of the amendment. Schorr, Raybould, Amundson, Smoyer and Hudkins voted aye. Motion carried 5-0.

- P. **Site lease agreement to lease the Lancaster County Intake and Detention Facility to the Lincoln-Lancaster County Public Building Commission for demolition and renovation. (C-13-0499)**

**MOTION:** Raybould moved and Smoyer seconded approval of the agreement. Raybould, Amundson, Smoyer, Schorr and Hudkins voted aye. Motion carried 5-0.

- Q. **Interlocal agreement with Phelps County for housing juvenile offenders at the Juvenile Detention Center at a rate of \$236 a day per juvenile. The agreement becomes effective upon execution by both parties and may be terminated upon giving thirty days written notice of termination. (C-13-0500)**

**NEW BUSINESS CONTINUED:**

**MOTION:** Amundson moved and Raybould seconded approval of the agreement. Amundson, Smoyer, Schorr, Raybould and Hudkins voted aye. Motion carried 5-0.

- R. Memorandum of understanding with Indecomm Global Services for electronic filing/recording of records with the Lancaster County Register of Deeds. There is no cost to the County. The agreement is effective upon execution and has a 30-day termination provision. (C-13-0501)**

**MOTION:** Amundson moved and Raybould seconded approval of the memorandum of understanding. Smoyer, Schorr, Raybould, Amundson and Hudkins voted aye. Motion carried 5-0.

- S. Memorandum of understanding with eRecording Partners Network, LLC, for electronic filing/recording of records with the Lancaster County Register of Deeds. There is no cost to the County. The agreement is effective upon execution and has a 30-day termination provision. (C-13-0502)**

**MOTION:** Raybould moved and Amundson seconded approval of the memorandum of understanding. Schorr, Raybould, Amundson, Smoyer and Hudkins voted aye. Motion carried 5-0.

- T. Agreement with Dr. Mitchell Henry to provide specialized medical care and assistance to Lancaster County General Assistance clients who have pending claims with the Social Security Administration and may be eligible for retroactive Medicaid benefits. (C-13-0492)**

**MOTION:** Schorr moved and Raybould seconded approval of the agreement. Raybould, Amundson, Smoyer, Schorr and Hudkins voted aye. Motion carried 5-0.

- U. Recertification of a computer matching agreement between the Social Security Administration and Lancaster County, on behalf of Lancaster County General Assistance. The recertification extends the term of the agreement from July 1, 2012, to December 31, 2014. There is no cost to the County. (C-13-0503)**

**MOTION:** Smoyer moved and Raybould seconded approval of the recertification. Amundson, Smoyer, Schorr, Raybould and Hudkins voted aye. Motion carried 5-0.

- V. Federal equitable sharing agreement and annual certification report for the Lancaster County Attorney's Office regarding equitable sharing activity of drug forfeiture funds for the fiscal year ending June 30, 2013. (C-13-0504)**

**MOTION:** Raybould moved and Smoyer seconded approval of the agreement and report. Smoyer, Schorr, Raybould, Amundson and Hudkins voted aye. Motion carried 5-0.

- W. Acceptance of Federal Grant Award 2013-RW-BX-0021 from the Department of Justice, Office of Juvenile Justice and Delinquency Prevention, for \$550,585. The award will fund the Lancaster County Reentry Planning Grant. (C-13-0505)**

**NEW BUSINESS CONTINUED:**

**MOTION:** Raybould moved and Amundson seconded approval of the grant award. Schorr, Raybould, Amundson, Smoyer and Hudkins voted aye. Motion carried 5-0.

- X. **Acceptance of Federal Grant Award 2011-JB-FX-0016 from the Nebraska Commission on Law Enforcement and Criminal Justice in the amount of \$34,851 for the Lancaster County JABG Grant. (C-13-0506)**

**MOTION:** Raybould moved and Schorr seconded approval of the grant award. Raybould, Amundson, Smoyer, Schorr and Hudkins voted aye. Motion carried 5-0.

- Y. **Acceptance of Federal Grant Award 2012-JB-FX-0008 from the Nebraska Commission on Law Enforcement and Criminal Justice in the amount of \$12,474 for the Lancaster County JABG Grant. (C-13-0507)**

**MOTION:** Schorr moved and Smoyer seconded approval of the grant award. Amundson, Smoyer, Schorr, Raybould and Hudkins voted aye. Motion carried 5-0.

Sara Hoyle, Juvenile Justice Coordinator, said the County received a federal grant from the Office of Juvenile Justice and Delinquency Prevention for youth returning from the Kearney and Geneva facilities. The grant funds mentoring programs and assists with employment and school transition.

- 5) **CONSENT ITEMS: *These are routine business items that are expected to be adopted without dissent. Any individual item may be removed for special discussion and consideration by a Commissioner or by any member of the public without prior notice. Unless there is an exception, these items will be approved as one with a single vote of the Board of Commissioners. These items are approval of:***

- A. **Right-of-way contract between the County Engineer and Darin K. Schwaninger, SW 72<sup>nd</sup> Street and W. Hallam Road, in the amount of \$1,500. (C-13-0508)**
- B. **Receive and place on file the following reports for September 2013:**
1. **County Clerk**
  2. **Clerk of the District Court**
  3. **County Assessor/Register of Deeds**

**MOTION:** Smoyer moved and Amundson seconded approval of the consent items. Smoyer, Schorr, Raybould, Amundson and Hudkins voted aye. Motion carried 5-0.

- 6) **PUBLIC COMMENT: Those wishing to speak on items relating to County business not on the agenda may do so at this time.**

Schorr said the daily jail census shows 569 inmates, all of which are being held at the new jail facility.

7) **ANNOUNCEMENTS:**

- A. The Lancaster County Board of Commissioners will hold a staff meeting on Tuesday, October 8, 2013, at 11:15 a.m., in Room 113 of the County-City Building (555 S. 10<sup>th</sup> Street, Lincoln). There will not be a staff meeting on Thursday, October 10, 2013, due to the Board's attendance at the NACO (Nebraska Association of County Officials) Legislative Conference.
- B. The Lancaster County Board of Commissioners will hold their next regular meeting on Tuesday, October 15, 2013, at 10:30 a.m., in Room 112 of the County-City Building (555 S. 10<sup>th</sup> Street, Lincoln) with the Board of Equalization immediately following.
- C. Public hearings will be held on Tuesday, October 15, 2013, at 10:30 a.m., in Room 112 of the County-City Building (555 S. 10<sup>th</sup> Street, Lincoln), regarding the following:
1. Amendment of Sections VI and XV of County Resolution No. 03-0007, Regulations for the Operation of Body Art and Piercing Establishments in Lancaster County, Nebraska, by increasing various fees and re-adoption of the entire resolution.
  2. Amendment of Section XIII of County Resolution No. 02-30, Procedures for the Regulation of On-Site Wastewater Treatment Systems in Lancaster County, Nebraska, by increasing various fees and re-adoption of the entire resolution.
  3. Amendment of Section X of County Resolution No. 06-0005, Procedures for the Inspection of On-site Water Supply Systems and On-site Wastewater Treatment Systems Prior to the Sale, Transfer, or Conveyance of Property in Lancaster County, Nebraska, by increasing various fees and re-adoption of the entire resolution.
  4. Amendment of the Lincoln Lancaster County Air Pollution Regulations and Standards, to increase the fee for emission fees, asbestos project notifications and area sources of hazardous air pollutants.
- D. The County Commissioners can be reached at 402-441-7447 or [commish@lancaster.ne.gov](mailto:commish@lancaster.ne.gov).
- E. The Lancaster County Board of Commissioners meeting is broadcast live. It is rebroadcast on Tuesday and Saturday on 5 City-TV, Cable Channel 5. In addition, the meeting may be viewed on the internet at [lancaster.ne.gov](http://lancaster.ne.gov) under 5 City-TV, Video on Demand or 5 City-TV on YouTube.

8) **ADJOURNMENT**

**MOTION:** Raybould moved and Amundson seconded to adjourn the Board of Commissioners meeting at 11:03 a.m. Schorr, Raybould, Amundson, Smoyer and Hudkins voted aye. Motion carried 5-0.

  
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Dan Nolte  
Lancaster County Clerk



**MINUTES  
LANCASTER COUNTY BOARD OF EQUALIZATION  
TUESDAY, OCTOBER 8, 2013  
COMMISSIONERS HEARING ROOM, ROOM 112  
FIRST FLOOR, COUNTY-CITY BUILDING  
IMMEDIATELY FOLLOWING THE LANCASTER COUNTY  
BOARD OF COMMISSIONERS MEETING**

*bulletin board and the Lancaster County, Nebraska, web site and emailed to the media on October 4, 2013.*

Commissioners present:   Larry Hudkins, Chair  
                                  Brent Smoyer, Vice Chair  
                                  Roma Amundson  
                                  Jane Raybould  
                                  Deb Schorr

Others present:             Scott Gaines, Deputy County Assessor/Register of Deeds  
                                  Kerry Eagan, Chief Administrative Officer  
                                  Gwen Thorpe, Deputy Chief Administrative Officer  
                                  Brittany Behrens, Deputy County Attorney  
                                  Cori Beattie, Deputy County Clerk  
                                  Angela Zocholl, County Clerk's Office

The location announcement of the Nebraska Open Meetings Act was given and the meeting was called to order at 11:03 a.m.

1) **MINUTES: Approval of the minutes of the Board of Equalization meeting held on Tuesday, October 1, 2013.**

**MOTION:** Schorr moved and Raybould seconded approval of the minutes. Raybould, Amundson, Smoyer, Schorr and Hudkins voted aye. Motion carried 5-0.

2) **ADDITIONS AND DEDUCTIONS TO THE TAX ASSESSMENT ROLLS: (See attached additions and deductions)**

**MOTION:** Raybould moved and Smoyer seconded approval of the additions and deductions. Amundson, Smoyer, Schorr, Raybould and Hudkins voted aye. Motion carried 5-0.

3) **MOTOR VEHICLE TAX EXEMPTION APPLICATIONS:**

**Evangelical United Lutheran Church  
Sacred Winds Native United Methodist Church**

**MOTION:** Schorr moved and Amundson seconded approval of the motor vehicle tax exemption applications. Smoyer, Schorr, Raybould, Amundson and Hudkins voted aye. Motion carried 5-0.

4) **ADJOURNMENT**

**MOTION:** Schorr moved and Raybould seconded to adjourn the Board of Equalization meeting at 11:04 a.m. Schorr, Smoyer, Amundson, Raybould and Hudkins voted aye. Motion carried 5-0.

  
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**Dan Nolte**  
**Lancaster County Clerk**

