

**MINUTES**  
**LANCASTER COUNTY BOARD OF COMMISSIONERS**  
**TUESDAY, NOVEMBER 5, 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 November 1, 2013.*

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

Others present:                Gwen Thorpe, Deputy Chief Administrative Officer  
                                     Brittany Behrens, Deputy County Attorney  
                                     Dan Nolte, County Clerk  
                                     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 10:32 a.m.

1) **MINUTES: Approval of the minutes of the Board of Commissioners meeting held on Tuesday, October 29, 2013.**

**MOTION:** Schorr moved and Smoyer 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, November 5, 2013.**

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

3) **SPECIAL PRESENTATIONS:**

A. **Exceptional Circumstance Award for Matthew Hudson, County Assessor/Register of Deeds Office – Norm Agena, County Assessor/Register of Deeds, and Matthew Hudson. (See 4A for correlating item.)**

Rob Ogden, Deputy County Assessor/Register of Deeds, said Matthew Hudson has been working with staff to integrate their tablets and software while still maintaining his normal GIS duties.

Hudson thanked the Board for the award and gave a brief overview of his credentials.

**SPECIAL PRESENTATIONS CONTINUED:**

- B. **Southeast Community College (SCC) Annual Report – Dr. Jack Huck, SCC President.**

Item held until November 19, 2013.

4) **NEW BUSINESS:**

- A. **Exceptional Circumstance Award under the provisions of Rule 17.9(b) of the Lancaster County Personnel Rules for Matthew Hudson, Computer & GIS Records Assistant II, providing for a one-step increase in his salary from Step 3 (\$28.536 per hour) to Step 4 (\$29.563 per hour), effective October 17, 2013.**

Raybould said she spoke to Norm Agena, County Assessor/Register of Deeds, who confirmed the additional funds were in the budget.

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

- B. **Partial release of easements, as described in Attachment A and depicted in Exhibit B, for The Preserve at Cross Creek Addition, Lancaster County, Nebraska. Said easements were granted through the final plat of The Preserve at Cross Creek Addition, filed in the Lancaster County Register of Deeds Office as Instrument No. 2004-078882 on December 9, 2004. (C-13-0543)**

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

- C. **Approval of a cost increase under County Contract C-12-0030 with Lincoln Electric Systems for utility relocation for the road rebuilding project on Denton Road from SW 12<sup>th</sup> Street to SW 56<sup>th</sup> Street; Project STPE-3305(9). The original cost estimate was \$82,433 and the actual cost is \$91,955.**

Hudkins said increases must be approved by the County Board any time costs exceed the original estimate. In the case of the Denton Road project, the cost has been higher than estimated due to some problems encountered.

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

- D. **Road maintenance agreement with C&R Operations in conjunction with Special Permit 13041. C&R Operations agrees to maintain portions of W. Vine Street and NW 27<sup>th</sup> Street at no cost to the County. The agreement is effective as of September 4, 2013, and will remain in effect until the special permit has expired, been revoked or been denied. (C-13-0544)**

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

**NEW BUSINESS CONTINUED:**

- E. **Memorandum of understanding with Vera Institute of Justice, Inc., for the Lancaster County Attorney's Office's participation in Vera's Prosecution and Racial Justice Program. There is no cost to the County. Term of the agreement is two years from the date of execution. (C-13-0545)**

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

- F. **License application with the Nebraska Department of Health and Human Services in connection with CTP at The Heather. The County will pay \$250 for the license. (C-13-0546)**

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

- G. **Recommendation from the County Engineer and the Purchasing Agent to award a contract to Vulcan, Inc., in the amount of \$42,238.65 for the annual supply of aluminum signs. (B-13-0040)**

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

- H. **Recommendation from the Purchasing Agent to award contracts to Cornerstone Printing & Imaging and A to Z Printing at an estimated cost of \$90,000 for a three-year term for offset printing and related services for all County departments. (B-13-0041)**

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

- I. **Contract with Discrete Wireless, Inc., d/b/a Nextraq, for vehicle GPS systems for the Lancaster County Assessor/Register of Deeds. The County will pay for products and services according to the pricing as listed in the contractor's proposal on an as needed basis. Term of the agreement is three years from the date of execution. (C-13-0547)**

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

- J. **Contract with Maxwell Products, Inc., for the annual supply of liquid asphalt PG 64-22 crack filler. The County will pay for products according to the pricing established in the City of Lincoln Bid 13-212. The agreement is effective upon execution through August 16, 2014. (C-13-0548)**

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

**NEW BUSINESS CONTINUED:**

- K. **Contract between Company Care, Lancaster County and the City of Lincoln for employee medical exams on an as needed basis. The County will pay for products and services according to the line item pricing as listed in the contractor's proposal. Term of the agreement is one year from the date of execution by all parties. (C-13-0549)**

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

- L. **Contract between Rochester Armored Car Company, Inc., Lancaster County and the City of Lincoln for armored car services at rates as specified in the contractor's proposal. Term of the contract shall be two years from the date of execution by all parties. (C-13-0550)**

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

- M. **Contract with Adorama, Inc., for the Lancaster County Sheriff's Office leather equipment. The County will pay for products according to the line item pricing as listed in the contractor's proposal. Term of the agreement is four years from the date of execution. (C-13-0551)**

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

- N. **Amendment to County Contract C-12-0554 with Hornady Manufacturing Company for the annual supply of ammunition. The amendment renews the agreement for an additional one-year term from September 25, 2013, to September 24, 2014. (C-13-0552)**

Hudkins noted that multiple contracts (Items 4N-4S) are needed due to an ammunition shortage.

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

- O. **Amendment to County Contract C-12-0555 with OMB Guns for the annual supply of ammunition. The amendment renews the agreement for an additional one-year term from September 25, 2013, to September 24, 2014. (C-13-0553)**

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

- P. **Amendment to County Contract C-12-0556 with Precision Delta Corporation for the annual supply of ammunition. The amendment renews the agreement for an additional one-year term from September 25, 2013, to September 24, 2014. (C-13-0554)**

**NEW BUSINESS CONTINUED:**

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

- Q. Amendment to County Contract C-12-0557 with Targets Online for the annual supply of ammunition. The amendment renews the agreement for an additional one-year term from September 25, 2013, to September 24, 2014. (C-13-0555)**

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

- R. Amendment to County Contract C-12-0558 with GT Distributors, Inc., for the annual supply of ammunition. The amendment renews the agreement for an additional one-year term from September 25, 2013, to September 24, 2014. (C-13-0556)**

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

- S. Amendment to County Contract C-12-0559 with Ultramax Ammunition for the annual supply of ammunition. The amendment renews the agreement for an additional one-year term from September 25, 2013, to September 24, 2014. (C-13-0557)**

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

- T. Amendment to County Contract C-10-0589 with OD Taragin & Brothers, LLC, for the purchase of Corrections staff clothing, inmate clothing and accessories on an as needed basis. The amendment renews the agreement for an additional three-year term from November 16, 2013, to November 15, 2016. (C-13-0558)**

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

- U. Amendment to County Contract C-09-0137 with Legacy International, Inc., d/b/a Legacy Inmate Communications, for phone services at the Youth Services Center. The amendment renews the contract for an additional three-year term from November 1, 2013, to October 31, 2016. (C-13-0559)**

Bob Walla, Assistant Purchasing Agent, said the contract is being renewed without bid since it is a revenue contract. A comparison was done with the company now servicing the County Jail, but their income was lower. Legacy already has equipment in place and there have been no problems, so it seemed in the best interest to continue with them.

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

**NEW BUSINESS CONTINUED:**

- V. **Amendment to County Contract C-11-0709 with the Nebraska Occupational Health Center for the annual requirements of occupational health services. The amendment renews the contract for a one-year term from December 6, 2013, to December 5, 2014. (C-13-0560)**

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

- W. **Political subdivision tort claim filed against Lancaster County Corrections by Joshua Rainey for \$34.60.**

**MOTION:** Smoyer moved and Raybould seconded denial of the tort claim based on the Corrections Director's recommendation. Raybould, Amundson, Smoyer, Schorr and Hudkins voted aye. Motion carried 5-0.

- X. **Political subdivision tort claim filed against Lancaster County Corrections by Kendall W. Holland for \$695.**

**MOTION:** Smoyer moved and Schorr seconded denial of the tort claim based on the Corrections Director's recommendation. Amundson, Smoyer, Schorr, Raybould and Hudkins voted aye. Motion carried 5-0.

- 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 Edmon and Paula Hall, S. 148<sup>th</sup> Street and Panama Road, for \$867. (C-13-0561)**
- B. **Receive and place on file the County Treasurer's report on 2012 distress warrants.**
- C. **Setting of a public hearing for Tuesday, November 19, 2013, at 7:00 p.m., in Room 112 on the first floor of the County-City Building, regarding the One and Six-Year Road and Bridge Improvement Program for July 1, 2014, through June 30, 2019.**

**MOTION:** Raybould 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.**

No one appeared for public comment.

7) **ANNOUNCEMENTS:**

- A. The Lancaster County Board of Commissioners will hold a staff meeting on Thursday, November 7, 2013, at 8:30 a.m., in Room 113 of the County-City Building (555 S. 10<sup>th</sup> Street, Lincoln).
- B. The Lancaster County Board of Commissioners will hold their next regular meeting on Tuesday, November 12, 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. The County Commissioners can be reached at 402-441-7447 or [commish@lancaster.ne.gov](mailto:commish@lancaster.ne.gov).
- D. 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:** Schorr moved and Raybould seconded to adjourn the Board of Commissioners meeting at 10:52 a.m. Schorr, Raybould, Amundson, Smoyer and Hudkins voted aye. Motion carried 5-0.

*Dan Nolte*

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Dan Nolte  
Lancaster County Clerk



**MINUTES  
LANCASTER COUNTY BOARD OF EQUALIZATION  
TUESDAY, NOVEMBER 5, 2013  
COMMISSIONERS HEARING ROOM, ROOM 112  
FIRST FLOOR, COUNTY-CITY BUILDING  
IMMEDIATELY FOLLOWING THE LANCASTER COUNTY  
BOARD OF COMMISSIONERS MEETING**

*Advance public notice of the Board of Equalization meeting was posted on the County-City Building bulletin board and the Lancaster County, Nebraska, web site and emailed to the media on November 1, 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  
                                     Gwen Thorpe, Deputy Chief Administrative Officer  
                                     Brittany Behrens, Deputy County Attorney  
                                     Dan Nolte, County Clerk  
                                     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 10:52 a.m.

1) **MINUTES: Approval of the minutes of the Board of Equalization meeting held on Tuesday, October 29, 2013.**

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

3) **NOTICE OF ASSESSED VALUATION CHANGE FOR PROPERTY TAXATION PURPOSES:**

**Contempo/Lincoln Mobile Home Park, LLC**

Scott Gaines, Deputy County Assessor/Register of Deeds, said two mobile homes had not been properly reported by the mobile home park. This would notify owners of their 2013 values. They would be allowed the same protest rights as if reported timely.

**NOTICE OF ASSESSED VALUATION CHANGE FOR PROPERTY TAXATION PURPOSES**  
**CONTINUED:**

Hudkins asked how long the mobile homes had been there. Gaines said both were moved in during 2012.

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

4) **ADJOURNMENT**

**MOTION:** Schorr moved and Raybould seconded to adjourn the Board of Equalization meeting at 10:55 a.m. Smoyer, Schorr, Raybould, Amundson and Hudkins voted aye. Motion carried 5-0.

  
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Dan Nolte  
Lancaster County Clerk

