

**MINUTES**  
**LANCASTER COUNTY BOARD OF COMMISSIONERS**  
**COUNTY-CITY BUILDING, ROOM 112**  
**TUESDAY, DECEMBER 9, 2014**  
**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 December 5, 2014.*

Commissioners present: Brent Smoyer, Vice Chair; Jane Raybould and Deb Schorr

Commissioners absent: Roma Amundson and Larry Hudkins, Chair

Others present: Gwen Thorpe, Deputy Chief Administrative Officer; Brittany Behrens, Deputy County Attorney; Dan Nolte, County Clerk; and Cori Beattie, Deputy County Clerk

*The Vice Chair called the meeting to order at 10:32 a.m., the pledge of allegiance was recited and the location of the Nebraska Open Meetings Act was announced.*

1) **MINUTES:**

A. **Approval of the minutes of the Board of Commissioners meeting held on Tuesday, December 2, 2014.**

**MOTION:** Raybould moved and Schorr seconded approval of the minutes. Schorr, Raybould and Smoyer voted aye. Amundson and Hudkins were absent. Motion carried 3-0.

2) **CLAIMS: Approval of all claims processed through Tuesday, December 9, 2014.**

**MOTION:** Schorr moved and Raybould seconded approval of the claims. Raybould, Schorr and Smoyer voted aye. Amundson and Hudkins were absent. Motion carried 3-0.

3) **SPECIAL PRESENTATION:**

A. Recognition of Dennis Keefe, Public Defender, for his dedicated service to the people of Lancaster County.

Smoyer provided an overview of Dennis Keefe's 43-year career with the Lancaster County Public Defender's Office (see Exhibit A). He noted Keefe's many contributions, including his help establishing the Commission on Public Advocacy and the Adult and Juvenile Drug Courts. Raybould presented a commemorative clock to Keefe in appreciation for his years of service.

Keefe thanked his wife, Patty, his staff and the County Boards, past and present, for all their support throughout the years.

4) **PUBLIC HEARINGS:**

- A. Proposed changes to the Lincoln-Lancaster County Air Pollution Control Regulations and Standards. (See 5A for correlating item.)

The Vice Chair opened the public hearing.

Judy Halstead, Lincoln-Lancaster County Health Department Director, was administered the oath. She noted the proposed changes primarily "clean-up" language in order to comply with State and Federal regulations. No fee increases or other significant changes were included. Schorr thanked staff for providing a helpful, written summary prior to the meeting.

The Vice Chair closed the public hearing.

5) **NEW BUSINESS:**

- A. **Resolution in the matter of amending Article 1, Section 6 and Article 2, Sections 1, 2, 4, 5, 15, 17-23, 26-28, 30 and 34 of the Lincoln-Lancaster County Air Pollution Control Program Regulations and Standards, as provided in Attachment "A". (R-14-0081)**

**MOTION:** Raybould moved and Schorr seconded approval of the resolution. Schorr, Raybould and Smoyer voted aye. Amundson and Hudkins were absent. Motion carried 3-0.

- B. **Special Events Permit application from the Lincoln Track Club to hold the State Farm Run on Saturday, March 28, 2015.**

**MOTION:** Schorr moved and Raybould seconded approval of the Special Events Permit. Raybould, Schorr and Smoyer voted aye. Amundson and Hudkins were absent. Motion carried 3-0.

- C. **Resolution in the matter of Comprehensive Plan Conformance No. 14021: Adopting the One and Six-Year Road and Bridge Construction Program for Lancaster County, Fiscal Years 2015 and 2016-2020. (R-14-0080)**

Pam Dingman, County Engineer, appeared and said this action will bring to close her first One and Six-Year Road and Bridge Construction Program. She noted letters from Malcolm Public Schools and Camp Creek Threshers were received after the public hearing and are referenced in her letter attached to the resolution.

**MOTION:** Raybould moved and Schorr seconded approval of the resolution. Schorr, Raybould and Smoyer voted aye. Amundson and Hudkins were absent. Motion carried 3-0.

- D. **Resolution authorizing the installation of the following traffic signs in Lancaster County: a 25 mph speed limit sign (R2-1) on Linwood Lane approximately 680' south of Avon Lane for northbound traffic and a stop sign (R1-1) on Linwood Lane at the intersection of Avon Lane for southbound traffic. (R-14-0082)**

**MOTION:** Raybould moved and Schorr seconded approval of the resolution.

**NEW BUSINESS CONTINUED:**

Dingman noted she previously discussed this area with the County Board. Following removal of a gate, the neighborhood association requested a traffic study and placement of yield signs. She said traffic counts came in higher than expected, therefore, she recommended installation of a 25 mph speed limit sign and a stop sign.

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

- E. Resolution in the matter of fixing the date, time and place for a public hearing regarding a request to vacate SW 31<sup>st</sup> Street, south of W. Denton Road to the north lot line of Outlot 1, The Bridges Addition, Lancaster County, Nebraska. (R-14-0083)**

**MOTION:** Schorr moved and Raybould seconded approval of the resolution. Schorr, Raybould and Smoyer voted aye. Amundson and Hudkins were absent. Motion carried 3-0.

- F. Resolution in the matter of declaring projects under Neb.Rev.Stat. §23-120, as amended, and imposing levy for the costs and indebtedness for such projects. (R-14-0084)**

**MOTION:** Raybould moved and Schorr seconded approval of the resolution.

Dennis Meyer, County Budget & Fiscal Officer, said the County can levy up to 5.2 cents annually for such things as bonded debt and improvements. He added the County is currently using a little more than one-half cent (.5662) of the 5.2 cents to fund the Lincoln-Lancaster County Health Department bond, the Voice Over Internet Protocol (VOiP) system and miscellaneous Building Fund projects.

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

- G. Resolution in the matter of authorizing use of County Visitors Improvement Fund for Visitor Promotion. (R-14-0085)**

**MOTION:** Raybould moved and Schorr seconded approval of the resolution. Schorr, Raybould and Smoyer voted aye. Amundson and Hudkins were absent. Motion carried 3-0.

Smoyer confirmed that these funds are from hotel room tax, not property tax.

- H. Resolution in the matter of establishing a policy governing the disposition of vacation and sick leave for any county employee who is appointed or elected to an elected county position. (R-14-0086)**

**MOTION:** Raybould moved and Schorr seconded approval of the resolution. Schorr, Raybould and Smoyer voted aye. Amundson and Hudkins were absent. Motion carried 3-0.

**NEW BUSINESS CONTINUED:**

- I. **Request from the Human Resources Department to create a Vacation Usage Upon Retirement Policy.**

Doug McDaniel, Human Resources Director, said this action would formalize a practice which has been in existence for some time. The new Personnel Policy Bulletin would allow an employee, upon retirement, to remain on the payroll by using their accrued vacation until it is depleted. McDaniel felt it was a good practice in recognizing the longevity of County employees and recommended approval.

**MOTION:** Schorr moved and Raybould seconded approval of the policy. Schorr, Raybould and Smoyer voted aye. Amundson and Hudkins were absent. Motion carried 3-0.

- J. **Amendment to County Contract C-06-0201 with Global Software, Inc., for the computer software "Spreadsheet Server for J.D. Edwards." The Amendment amends the license agreement by adding the purchase of three (3) additional user licenses which increases the total number of users to ten (10) and the total amount paid by the County for user licenses to \$18,000. (C-14-0615)**

Meyer said this software interacts well with Excel and it would be helpful to some larger departments because information can be easily downloaded from J.D. Edwards (the County's financial system).

**MOTION:** Raybould moved and Schorr seconded approval of the amendment. Raybould, Schorr and Smoyer voted aye. Amundson and Hudkins were absent. Motion carried 3-0.

- K. **Amendment to County Contract C-13-0603 with Vulcan Signs for the annual supply of aluminum sign blanks. The amendment renews the agreement for an additional one-year term from December 17, 2014 to December 16, 2015. (C-14-0616)**

**MOTION:** Raybould moved and Schorr seconded approval of the amendment. Schorr, Raybould and Smoyer voted aye. Amundson and Hudkins were absent. Motion carried 3-0.

- L. **Amendment to County Contract C-14-0518 with Sunset Law Enforcement for the annual supply of Hornady critical duty ammunition. The amendment increases the County's maximum expenditures to \$50,000. (C-14-0617)**

**MOTION:** Schorr moved and Raybould seconded approval of the amendment. Schorr, Raybould and Smoyer voted aye. Amundson and Hudkins were absent. Motion carried 3-0.

- M. **Grant contract with CASA for Lancaster County in the amount of \$15,000 to provide funding for the Court Advocacy for Children in the Juvenile Justice System program. Term of the grant contract is July 1, 2014 to June 30, 2015. (C-14-0618)**

**MOTION:** Schorr moved and Raybould seconded approval of the contract. Schorr, Raybould and Smoyer voted aye. Amundson and Hudkins were absent. Motion carried 3-0.

- N. **Amendment to County Contract C-14-0075 with Office Depot, Inc., for office and educational supplies. The amendment renews the agreement for an additional one-year term from October 18, 2014 to October 17, 2015. (C-14-0619)**

**NEW BUSINESS CONTINUED:**

**MOTION:** Raybould moved and Schorr seconded approval of the amendment. Raybould, Schorr and Smoyer voted aye. Amundson and Hudkins were absent. Motion carried 3-0.

- O. **Contract between Lampe's Clean Air Specialists, the City of Lincoln, Lancaster County and the Lincoln-Lancaster County Public Building Commission for the annual supply of HVAC filters on an as needed basis. Term of the contract is one year from the date of execution by all parties. (C-14-0620)**

**MOTION:** Schorr moved and Raybould seconded approval of the contract. Schorr, Raybould and Smoyer voted aye. Amundson and Hudkins were absent. Motion carried 3-0.

- P. **Political subdivision tort claim filed against Lancaster County Corrections by Dustin Jacobsen in the amount of \$40.**

**MOTION:** Raybould moved and Schorr seconded denial of the tort claim based on the Corrections Director's recommendation. Schorr, Raybould and Smoyer voted aye. Amundson and Hudkins were absent. Motion carried 3-0.

- Q. **Political subdivision tort claim filed against Lancaster County Corrections by Cash Ryba for lost property in the amount of \$67.96.**

**MOTION:** Raybould moved and Schorr seconded denial of the tort claim based on the Corrections Director's recommendation. Schorr, Raybould and Smoyer voted aye. Amundson and Hudkins were absent. Motion carried 3-0.

- R. **Political subdivision tort claim filed against Lancaster County Corrections by Russell Reynolds in the amount of \$10,000.**

**MOTION:** Raybould moved and Schorr seconded denial of the tort claim based on the Corrections Director's recommendation. Raybould, Schorr and Smoyer voted aye. Amundson and Hudkins were absent. Motion carried 3-0.

6) **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. **Receive and place on file the following reports for November, 2014:**
1. **Clerk of the District Court**
  2. **County Assessor/Register of Deeds**
  3. **County Clerk**
  4. **Records & Information Management**

**MOTION:** Schorr moved and Raybould seconded approval of the consent items. Schorr, Raybould and Smoyer voted aye. Amundson and Hudkins were absent. Motion carried 3-0.

- 7) **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.

8) **ANNOUNCEMENTS:**

- A. The Lancaster County Board of Commissioners will not hold a staff meeting on Thursday, December 11, 2014, due to the Board's attendance at the NACO (Nebraska Association of County Officials) Annual Conference. The next regularly scheduled staff meeting will be held on Thursday, December 18, 2014 at 8:30 a.m., in the Bill Luxford Studio of the County-City Building (Room 113, 555 S. 10<sup>th</sup> Street, Lincoln).
- B. The Lancaster County Board of Commissioners will hold their next regular meeting on Tuesday, December 16, 2014, 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.

9) **ADJOURNMENT**

**MOTION:** Schorr moved and Raybould seconded to adjourn the Board of Commissioners meeting at 11:01 a.m. Schorr, Raybould and Smoyer voted aye. Amundson and Hudkins were absent. Motion carried 3-0.

  
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Dan Nolte  
Lancaster County Clerk



**MINUTES**  
**LANCASTER COUNTY BOARD OF EQUALIZATION**  
**COUNTY-CITY BUILDING, ROOM 112**  
**TUESDAY, DECEMBER 9, 2014**  
**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 December 5, 2014.*

Commissioners present: Brent Smoyer, Vice Chair; Jane Raybould and Deb Schorr

Commissioners absent: Roma Amundson and Larry Hudkins, Chair

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 and Cori Beattie, Deputy County Clerk

*The Vice Chair called the meeting to order at 11:01 a.m. and the location of the Nebraska Open Meetings Act was announced.*

1) **MINUTES: Approval of the minutes of the Board of Equalization meeting held on Tuesday, December 2, 2014.**

**MOTION:** Raybould moved and Schorr seconded approval of the minutes. Schorr, Raybould and Smoyer voted aye. Amundson and Hudkins were absent. Motion carried 3-0.

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

**MOTION:** Schorr moved and Raybould seconded approval of the additions and deductions. Raybould, Schorr and Smoyer voted aye. Amundson and Hudkins were absent. Motion carried 3-0.

3) **PUBLIC COMMENT:**

No one appeared for public comment.

4) **ADJOURNMENT**

**MOTION:** Raybould moved and Schorr seconded to adjourn the Board of Equalization meeting at 11:03 a.m. Schorr, Raybould and Smoyer voted aye. Amundson and Hudkins were absent. Motion carried 3-0.

*Dan Nolte*

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

