

**MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING, ROOM 112
TUESDAY, JANUARY 5, 2016
9:00 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 31, 2015.

Commissioners present: Roma Amundson, Chair; Larry Hudkins, Vice-Chair; Bill Avery, Deb Schorr and Todd Wiltgen

Others present: Kerry Eagan, Chief Administrative Officer; Gwen Thorpe, Deputy Chief Administrative Officer; David Derbin, Deputy County Attorney; Dan Nolte, County Clerk; Cori Beattie, Deputy County Clerk; and Kelly Lundgren, County Clerk's Office

The Chair called the meeting to order at 9:00 a.m., the pledge of allegiance was recited and the location of the Nebraska Open Meetings Act was announced.

1) MINUTES: Approval of the minutes of the Board of Commissioners meeting held on Tuesday, December 15, 2015.

MOTION: Schorr moved and Wiltgen seconded approval of the minutes. Hudkins, Schorr, Wiltgen and Amundson voted aye. Avery was absent. Motion carried 4-0.

2) CLAIMS: Approval of all claims process through January 5, 2016.

MOTION: Hudkins moved and Wiltgen seconded approval of the claims. Hudkins, Schorr, Wiltgen and Amundson voted aye. Avery was absent. Motion carried 4-0.

NOTE: ITEMS 3A & B and 4A & B were delayed until later in the meeting.

3) SPECIAL PRESENTATION:

- A. Lancaster County Visitors Improvement Fund Grant in the amount of \$10,000 to the Lincoln Children's Museum for special promotion of new exhibits – Sharice Kucera, Marketing Director, Lincoln Children's Museum; Holden Armstrong, Multimedia Specialist, Lincoln Children's Museum; Jeff Maul, Lincoln Convention & Visitors Bureau Executive Director; and Julie Lattimer, Visitors Promotion Committee Chair. (See correlating item 4A)**
- B. Lancaster County Visitors Improvement Fund Grant in the amount of \$6,392 to The Stage Theater – Robert Wamsley, Artistic Director, The Stage Theater; Jeff Maul, Lincoln Convention & Visitors Bureau Executive Director; and Julie Lattimer, Visitors Promotion Committee Chair. (See correlating item 4B)**

4) **NEW BUSINESS:**

- A. **Lancaster County Visitors Improvement Fund Grant contract in the amount of \$10,000 to the Lincoln Children's Museum, for special promotion of new exhibits. The grant term is January 1, 2016 through August 1, 2016. (C-16-0001)**
- B. **Lancaster County Visitors Improvement Fund Grant contract in the amount of \$6,392 to The Stage Theater for theater improvements and signage. The grant term is December 1, 2015 through December 1, 2016. (C-16-0002)**
- C. **Resolution in the matter of witness fees paid by Lancaster County, which have remained unclaimed for six months or more. (R-16-0001)**

MOTION: Schorr moved and Wiltgen seconded approval of the resolution. Wiltgen, Schorr, Hudkins and Amundson voted aye. Avery was absent. Motion carried 4-0.

Avery entered the meeting at 9:05 a.m.

- D. **Resolution in the matter of annual salary increases for unclassified employees including Appointed Directors, Assistant Directors, Bailiffs, the Child Support Referee and the District Court Law Clerks. All salary increases are effective December 24, 2015. (R-16-0002)**

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

- E. **Memorandum of Understanding between the Lancaster County Sheriff's Office and the Nebraska State Patrol for the Sheriff's use of MACH software. The term of the Memorandum of Understanding is for ten years from the date of execution. (C-16-0003)**

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

- F. **Grant contract between Lancaster County and Volunteer Partners in the amount of \$18,000 to establish a Lincoln/Lancaster County Citizen Corps Council under the direction of Emergency Management, and provide other services as outlined in Attachment A. Term of the contract is September 1, 2015 through August 31, 2016. (C-16-0004)**

Jim Davidsaver, Emergency Management Director, explained that the grant is federal money administered by the state so there is no cost to the County. He said funds will be used for emergency preparedness, education and outreach. Davidsaver stated that Volunteer Partners is an agency used to establish and operate an emergency volunteer center in the event of a large-scale disaster.

NEW BUSINESS CONTINUED:

In response to Schorr's inquiry, Davidsaver said Volunteer Partners reaches out to other similar organizations throughout the community that deal with emergency preparedness and response. He added that there are medical and mental health professionals that volunteer.

MOTION: Schorr moved and Hudkins seconded approval of the grant. Avery, Schorr, Hudkins and Amundson voted aye. Wiltgen abstained. Motion carried 4-0 with one abstention.

- G. Agreement between Lancaster County and Hamilton Equipment Company for rental of a Bobcat S750 skid loader for \$198 per month and a spreader attachment for \$68.75 per month. Term of the rental agreement is one year from the date of execution. (C-16-0005)**

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

- H. Contract between Lancaster County and All Road Barricades, Inc. for the annual supply of traffic channelizing and barricade devices (Bid No. 15-233). Term of the contract is one year from the date of execution. Cost to the County is not to exceed \$2,500. (C-16-0006)**

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

- I. Contract between Lancaster County and Traffix Devices, Inc. for the annual supply of traffic channelizing and barricade devices (Bid No. 15-233). Term of the contract is one year from the date of execution. Cost to the County is not to exceed \$2,500. (C-16-0007)**

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

- J. Contract between Lancaster County and UPS for small package delivery services. Term of the contract is from the date of execution through August 27, 2016. Cost to the County is not to exceed \$2,200. (C-16-0008)**

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

- K. Contract between Lancaster County and Envirotech Services, Inc. for anti-icer/deicer solution. Term of the contract is from the date of execution through August 25, 2016. Cost to the County is not to exceed \$30,000. (C-16-0009)**

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

NEW BUSINESS CONTINUED:

- L. Interlocal agreement with the Nebraska Secretary of State, Records Management Division, to provide microfilming imaging services. The State will pay Lancaster County in accordance with the pricing as listed in the agreement. Term of the agreement is December 1, 2015 to November 30, 2016. (C-16-0010)**

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

- M. Amendment to County Contract C-14-0406 with Alamar Uniforms for the annual requirement of body armor second chance vests on an needed basis. The amendment replaces discontinued items with comparable items. Cost to the County is estimated to be \$7,500 per year. (C-16-0011)**

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

- N. Amendment to County Contract C-13-0042 with Block and Company, Inc., for the annual supply of property bags. The amendment renews the agreement for an additional one-year term from January 22, 2016 to January 21, 2017. (C-16-0012)**

Hudkins complimented Mike Thurber, Corrections Administrator, for implementing the use of the property bags, which has reduced the amount of lost items of those individuals being held at the jail.

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

- O. Amendment to County Contract C-15-0228 with Graybar Electric Company, Lancaster County and the City of Lincoln for the annual requirements of telecommunication supplies and accessories. The amendment renews the contract from January 1, 2016 through December 31, 2016. Cost to the County is not to exceed \$20,000. (C-16-0013)**

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

- P. Amendment to County Contract C-13-0603 with Vulcan, Inc. d/b/a Vulcan Aluminum/Vulcan Signs for the annual supply of aluminum sign blanks. The amendment renews the agreement from December 17, 2015 through November 30, 2016. (C-16-0014)**

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

NEW BUSINESS CONTINUED:

- Q. Amendment to County Contract C-12-0653 with Eagan Supply Company for the annual supply of ice melt. The amendment renews the agreement for an additional one-year term from December 17, 2015 to December 16, 2016. Cost to the County is not to exceed \$1,200. (C-16-0015)**

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

- R. Amendment to County Contract C-12-0654 with Nebraska Landscape Solutions, Inc., for the annual supply of ice melt. The amendment renews the agreement for an additional one-year term from December 17, 2015 to December 16, 2016. Cost to the County is not to exceed \$1,000. (C-16-0016)**

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

- S. Amendment to County Contract C-14-0046 with Black Belt Movers for moving services on an as-needed basis. The amendment renews the agreement for an additional one-year term from January 28, 2016 to January 27, 2017. (C-16-0017)**

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

- T. Amendment to County Contract C-14-0045 with Office Interiors & Designs, Inc. for moving services on an as-needed basis. The amendment renews the agreement for an additional one-year term from January 28, 2016 to January 27, 2017. (C-16-0018)**

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

- U. Amendment to County Contract C-14-0047 with Select Van & Storage – Mayflower Transit for moving services on an as-needed basis. The amendment renews the agreement for an additional one-year term from January 28, 2016 to January 27, 2017. (C-16-0019)**

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

- V. Amendment to County Contract C-15-0095 with NECO Security for fire alarm and security system monitoring services at various County locations. The amendment adds an additional location. The estimated expenditure for the added service is \$33.90 per month. (C-16-0020)**

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

NEW BUSINESS CONTINUED:

- W. Amendment to County Contract C-14-0009 with Rixstine for the annual supply of trophies, plaques, awards and promotional items. The amendment renews the agreement for an additional one-year term from January 7, 2016 to January 6, 2017. Estimated cost to the County is not to exceed \$7,000. (C-16-0021)**

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

- X. Amendment to County Contract C-13-0040 with Metzger's Auto Service & Lincoln Lube for preventative maintenance services for auto and light trucks. The amendment extends the agreement for an additional one-year term from February 7, 2016 to February 6, 2017. (C-16-0022)**

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

- Y. Amendment to County Contract C-13-0041 with Walker Tire Company for preventative maintenance services for auto and light trucks. The amendment extends the agreement for an additional one-year term from February 7, 2016 to February 6, 2017. (C-16-0023)**

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

- Z. Amendment to County Contract C-09-0597 with DeMars, Gordon, Olson, Zalewski and Wynner Law Firm for legal representation to indigent parties in child support and paternity proceedings. The amendment extends the agreement for three years from January 1, 2016 to December 31, 2018. Lancaster County will pay the firm \$84,429 in the first year, \$86,118 in the second year and \$87,840 in the third year. (C-16-0024)**

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

- AA. Reappointment of Judi Cook, Marian Langan, Merle Jahde, Dayle Williamson, Dave Wedin and Dennis Schroeder to the Lincoln-Lancaster County Ecological Committee with all terms ending December 31, 2018.**

Hudkins thanked the members for serving on the Ecological Committee noting that the County seeks their advice in rural zoning regulations and other issues.

MOTION: Hudkins moved and Wiltgen seconded approval of the reappointments. Avery, Hudkins, Schorr, Wiltgen and Amundson voted aye. Motion carried 5-0.

NEW BUSINESS CONTINUED:

BB. Official designation of the following methods for County Board of Commissioners meeting notification: County-City Building bulletin board; Lancaster County, Nebraska, web site; and media email.

MOTION: Schorr moved and Wiltgen seconded approval of the official designation. Hudkins, Schorr, Wiltgen, Avery and Amundson voted aye. Motion carried 5-0.

RETURNING TO ITEM 3A:

Holden Armstrong, Multimedia Specialist Lincoln Children's Museum, told the Board the grant funds will be utilized for developing a television commercial highlighting new exhibits. He said they are focusing on attracting visitors from Grand Island and Des Moines due to their proximity to Lincoln and neither community currently has a children's museum. Armstrong added they hope that families will turn a day trip into a weekend visit to Lincoln.

Schorr asked if they will be working with hotels and restaurants, possibly offering vacation packages. Armstrong said the funds requested will be used for the museum's advertising.

Sharice Kucera, Marketing Director, added that the Children's Museum is developing an area within the museum that will promote other attractions in Lincoln and encourage visitors to spend more time in the community.

Julie Lattimer, Visitors Promotion Committee Chair, stated the Committee was impressed with the Children's Museum strategy and proposals. She said based on the information submitted the recommendation was to approve the request.

Wiltgen inquired if they were going to coordinate the release of the marketing plan with other events. Kucera said the new exhibits were just completed and they hope to start advertising in late spring when families may be planning summer trips. She added they will be using local stations and social media to promote the museum activities.

RETURNING TO ITEM 4A:

MOTION: Schorr moved and Hudkins seconded approval of the grant. Schorr, Wiltgen, Avery, Hudkins and Amundson voted aye. Motion carried 5-0.

Schorr requested that the link to the new advertising be sent to the County Board once it is ready.

RETURNING TO ITEM 3B:

Robert Wamsley, The Stage Theater Artistic Director, said the theater is a non-profit organization located in Hickman. Wamsley indicated the funds would be utilized for lighting and sound improvements. He said they would like to expand the events that they offer to include movies, art events and jazz nights and are currently working on obtaining a liquor license.

ITEM 3B CONTINUED:

Hudkins asked if there were any plans for a permanent location. Wamsley said they are looking at what option would be the best for the theater. He added that the City of Hickman is interested in keeping the theater in their community.

Lattimer stated the grant request for \$10,000 is to expand and improve the theater's sound and lighting system along with providing handicap seating, portable exterior signage and improvement of the theater's exterior. She said The Stage Theater is a non-profit organization however, the building is owned by a for-profit entity and the improvements to the physical site are not eligible within the funding guidelines. Lattimer said the Committee recommended approval in the amount of \$6,392.

RETURNING TO ITEM 4B:

MOTION: Wiltgen moved and Hudkins seconded approval of the grant. Wiltgen, Avery, Hudkins, Schorr and Amundson 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. Receive and place on file the following reports for November, 2015:

1. Lancaster County Sheriff

B. Leasehold contract for pipe culvert replacement between Lancaster County and John Spader, North 98th and Little Salt Road, in the amount of \$10. (C-16-0025)

MOTION: Hudkins moved and Wiltgen seconded approval of the consent items. Schorr, Wiltgen, Avery, Hudkins and Amundson 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.**

Tim Hrouza, Director of Policy and Research, Lincoln Independent Business Association (LIBA) read a prepared statement encouraging the Board to focus on the financial needs of the East Beltway project now so future funding issues do not delay the completion. He said that planning for the expense could help avoid a tax increase in the future.

Hudkins stated that he appreciated LIBA's remarks regarding the issue of the East Beltway. He urged the Board to fully fund the project in the future.

7) **ANNOUNCEMENTS:**

- A. The Lancaster County Board of Commissioners will hold a staff meeting on Thursday, January 7, 2016 at 8:30 a.m., in the Bill Luxford Studio (Room 113) of the County-City Building (555 S. 10th Street, Lincoln).
- B. The Lancaster County Board of Commissioners will attend a Legislative Breakfast on Monday, January 11, 2016 at 9 a.m., in Room 1023 at the State Capitol.
- C. The Lancaster County Board of Commissioners will hold their next regular meeting Tuesday, January 12, 2016 at 9:00 a.m., in Room 112 of the County-City Building (555 S. 10th Street, Lincoln) with the Board of Equalization immediately following.
- D. The County Commissioners can be reached at 402-441-7447 or 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 under 5 City-TV, Video on Demand or 5 City-TV on YouTube.

8) **ADJOURNMENT**

MOTION: Wiltgen moved and Schorr seconded to adjourn the Lancaster County Board of Commissioners meeting at 9:45 a.m. Wiltgen, Avery, Hudkins, Schorr and Amundson voted aye. Motion carried 5-0.

Dan Nolte

Dan Nolte, County Clerk



MINUTES
LANCASTER COUNTY BOARD OF EQUALIZATION
COUNTY-CITY BUILDING, ROOM 112
TUESDAY, JANUARY 5, 2016
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 31, 2015.

Commissioners present: Roma Amundson, Chair; Larry Hudkins, Vice-Chair; Bill Avery, Deb Schorr and Todd Wiltgen

Others present: Scott Gaines, County Assessor/Register of Deeds Office; Kerry Eagan, Chief Administrative Officer; Gwen Thorpe, Deputy Chief Administrative Officer; David Derbin, Deputy County Attorney; Dan Nolte, County Clerk; Cori Beattie, Deputy County Clerk; and Kelly Lundgren, County Clerk's Office

The Chair called the meeting to order at 9:45 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 15, 2015.

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

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

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

3) PUBLIC HEARING:

A. Motor Vehicle Tax Exemption Applications

Corp of Presiding Bishop of Church of Jesus Christ of Latter-day Saints
Goodwil Industries Serving Southeast Nebraska, Inc.
Grace Lutheran Church
Great Plains Community Church-Lincoln
Homestead Presbytery
Immaculate Heart of Mary Church
MiddleCross Church
Nebraska Lutheran Campus Ministry, Inc.
Our Lady of Guadalupe Seminary
Peoples City Mission

**Saint Elizabeth Regional Medical Center d/b/a CHI Health St. Elizabeth
St. Andrew Dung-Lac and Companions Church
St. Paul's Lutheran Church
Union College
Vital Services, Inc.**

The Chair opened the public hearing.

No one appeared to testify in support, opposition or in a neutral position.

The Chair closed the public hearing.

MOTION: Wiltgen moved and Schorr seconded approval of the exemptions. Schorr, Wiltgen, Avery, Hudkins and Amundson voted aye. Motion carried 5-0.

4) APPEAL OF PERSONAL PROPERTY TAX PENALTY:

- 1. Huvepharma, Inc.**
- 2. Spas Plus**

Scott Gaines, Chief Administrative Deputy Assessor/Register of Deeds, informed the Board that according to state statutes the Board does not have the authority to waive or reduce any penalties that have been correctly imposed. He recommended the Board deny the appeals.

MOTION: Schorr moved and Hudkins seconded to deny the appeals. Wiltgen, Avery, Schorr, Hudkins and Amundson voted aye. Motion carried 5-0.

5) PUBLIC COMMENT: Those wishing to speak on items relating to County Board of Equalization business not on the agenda may do so at this time.

No one appeared for public comment.

6) ADJOURNMENT

MOTION: Schorr moved and Hudkins seconded to adjourn the Lancaster County Board of Equalization meeting at 9:50 a.m. Wiltgen, Schorr, Hudkins, Avery and Amundson voted aye. Motion carried 5-0.

Dan Nolte

Dan Nolte, County Clerk

