



**MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
TUESDAY JANUARY 9, 2024, AT 9:00 AM
COUNTY-CITY BUILDING, ROOM 112**

**COMMISSIONERS: Christa Yoakum, Chair; Sean Flowerday, Vice Chair;
Roma Amundson, Matt Schulte, and Rick Vest**

Advance public notice of the Board of Commissioners meeting was posted on the County-City Building bulletin board and the Lancaster County, Nebraska website, emailed to the media, and published in the Lincoln Journal Star print and digital editions on January 5, 2024.

Commissioners present: Christa Yoakum, Chair
Sean Flowerday, Vice Chair
Matt Schulte
Rick Vest

Commissioners absent: Roma Amundson

Others present: Kristy Bauer, Deputy Chief Administrative Officer
John Ward, Deputy County Attorney
Matt Hansen, County Clerk
Meggan Reppert-Funke, County Clerk's Office

Yoakum called the meeting to order at 9:02 a.m., and the Clerk announced the location of the Nebraska Open Meetings Act.

1) **ELECTION OF OFFICERS**: Election of 2024 Officers of the Lancaster County Board of Commissioners.

MOTION: Yoakum moved and Vest seconded to nominate Flowerday to serve as Chair. Vest, Schulte, Flowerday, and Yoakum voted yes. Amundson was absent. Motion carried 4-0.

MOTION: Yoakum moved and Flowerday seconded to nominate Vest to serve as Vice Chair. Vest, Schulte, Yoakum, and Flowerday voted yes. Amundson was absent. Motion carried 4-0.

2) **MINUTES**: Approval of the minutes of the Board of Commissioners meeting held on December 19, 2023.

MOTION: Vest moved and Yoakum seconded approval of the minutes. Vest, Yoakum, Schulte, and Flowerday voted yes. Amundson was absent. Motion carried 4-0.

3) **CLAIMS**

A. Amendment to the payroll claims ending December 27, 2023.

MOTION: Vest moved and Amundson seconded approval of the amendment to the payroll claims. Vest, Yoakum, Schulte, and Flowerday voted yes. Amundson was absent. Motion carried 4-0.

B. Approval of the claims processed through January 9, 2024.

MOTION: Yoakum moved and Vest seconded approval of the claims. Yoakum, Vest, Schulte, and Flowerday voted yes. Amundson was absent. Motion carried 4-0.

C. Approval of a claim to El Centro de las Americas in the amount of \$1,932.20. (Batch 302488, Document 831122)

MOTION: Vest moved and Schulte seconded approval of the claim. Vest, Schulte, and Flowerday voted yes. Yoakum abstained. Amundson was absent. Motion carried 3-0 with one abstention.

D. Approval of a claim to Cedars Youth Services in the amount of \$69,872. (Batch 302861, Document 831851)

MOTION: Yoakum moved and Vest seconded approval of the claim. Vest, Yoakum, and Schulte voted yes. Flowerday abstained. Amundson was absent. Motion carried 3-0 with one abstention.

E. Approval of the claims including billing for goods and services beyond the 90-day time period provided in Neb. Rev. Stat. § 23-135:

1. Morpho USA Inc, dated December 25, 2023, for a total of \$3,257. (Batch 302615; Document 831471)
2. Cardinal Health 414 LLC, dated January 01, 2024, for a total of \$204. (Batch 302832; Document 831690-691)

MOTION: Vest moved and Yoakum seconded approval of the claims. Vest, Yoakum, Schulte, and Flowerday voted yes. Amundson was absent. Motion carried 4-0.

4) SPECIAL PRESENTATION: Recognition of Troy Hawk, Clerk of the District Court, for his years of service to Lancaster County.

Schulte presented Hawk with a commemorative clock and thanked him for his service to the County. Hawk thanked Chuck Salem, Simon Rezac, and Nicole Miller for their work. He thanked others he has worked with over the years.

Board members thanked Hawk for his work. Vest stated he was confident the remaining staff will continue the good work of the office.

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. Amendments to the following County contracts:

1. C-22-0640 with Intuition & Logic Engineering Inc, for professional engineering services related to channel stabilization of the Ash Hollow drainage canal. (The amendment adds construction management services to Intuition & Logic's scope of work, and the cost for these additional services shall not exceed \$78,127.) (C-24-0014)
2. C-22-0708 with ArchiveSocial for social media archive services. (W-013; the amendment renews the contract from January 1, 2024 through December 31, 2024. The estimated cost to the County is not to exceed \$9,588.) (C-24-0029)

3. C-21-0684 with Herman Miller Inc, for furniture, installation, and related products and services. (NC/OMNIA Contract 2020000622; MOU103. The amendment renews the contract from January 1, 2024 through December 31, 2024. The estimated cost to the County is not to exceed \$20,000.) (C-24-0030)
4. C-22-0038 with the Nebraska Department of Veterans' Affairs to allow the Lancaster County Veterans Service Office to view and add information to a database to assist veterans and/or their eligible dependents to access benefits. (The amendment renews the MOU for an additional two-year term through December 31, 2025. There is no cost to the County.) (C-24-0015)
5. C-22-0605 with the Center for Legal Immigration Assistance to increase the total allowable expenditures by \$1,540.97. (C-24-0025)
6. C-08-0663 and C-08-0664, an Administrative Services Agreement with Empower Annuity Insurance Company FKA Prudential Retirement Insurance Annuity Company, to remove from the service schedule certain inapplicable compliance services. (For Lancaster County, NE Employees Retirement Plan (401(a), Plan 524729-01, FKA Plan 006371 and Lancaster County, NE 457 Deferred Compensation Plan (457(b), Plan 524729-02, FKA Plan 006372.) (C-24-0027)
7. C-19-0087 with U.S. Bank for P Card Services. (State of Nebraska Contract 84289 O4. The amendment renews the contract from January 1, 2024 through December 31, 2024. There is no cost to the County for this service.) (C-24-0037)
8. C-23-0640 with the City of Lincoln regarding extending the closing date of the sale of real property located at 1005 "O" Street, Lincoln. (C-24-0038)

B. Right-of-way contracts with the following:

1. Twin B LLC, Southwest 42nd Street and West Princeton Road, in the amount of \$842.50 (Project 22-30 / W-160) (C-24-0001)
2. Pat J Duling, Northwest 56th Street and West Mill Road, in the total amount of \$1,966.50. (Project 24-21 / E-091) (C-24-0002) (C-24-0003) (Project 24-21 / E-092) (C-24-0004) (C-24-0005)
3. Diane K Hansmeyer, West Pella Road and Southwest 114th Street, in the total amount of \$1,100. (Project 22-31 / V-042) (C-24-0006) (Project 22-31 / V-237) (C-24-0007)
4. Eldean E Hansmeyer, West Pella Road and Southwest 114th Street, in the amount of \$352. (Project 22-31 / V-042) (C-24-0008)
5. Eldean E and Diane K Hansmeyer, West Pella Road and Southwest 114th Street, in the total amount of \$1,397. (Project 22-31 / V-177) (C-24-0009) (C-24-0010)
6. Wayne F Boldebuck, Northwest 105th Street and West Waverly Road, in the amount of \$3,617.50 (Project 24-21 / E-126) (C-24-0011)
7. Dennis K and Carol J Pomajzl Life Estate, West Pella Road and Southwest 142nd Street, in the amount of \$1,540. (Project 22-31 / V-146) (C-24-0017)
8. Loree J and Linda L Pospisil, West Pella Road and Southwest 100th Street, in the total amount of \$1,056. (Project 22-31 / V-154) (C-24-0019) (Project No. 22-31 / V-303) (C-24-0020) (C-24-0022)
9. Riley Quest LLC and Everett Edward Munn, Life Estate, West of Waverly Road, in the amount of \$755. (Project 21-61 / Ash Hollow) (C-24-0023)

C. Utility Permit 2433 allowing Lincoln Electric Systems (LES) to inspect and replace power poles as needed. (Poles are located north and south of LES service area and are shown in the included construction plans.) (C-24-0018)

D. Utility Permit 2482 allowing Lincoln Wastewater System (LWWS) to install a new sanitary sewer line along South 98th Street. (The right-of-way alignment begins approximately 1,500 feet north of the South 98th Street and Van Dorn intersection, and proceeds to the south for a length of 6,850 feet. The west part of the South 98th Street right-of-way will be used for open cut utility installation, with multiple bored sections underneath stream/existing box culverts.) (C-24-0035)

- E. Utility Permit 2469 allowing Windstream Nebraska LLC to place fiber by directional boring along Southwest 119th Street. (C-24-0021)
- F. Utility Permits allowing Windstream Nebraska LLC to install fiber optic communication lines for the following: (Installation route is included in the plans attached to each permit.)
 - 1. 2467 (C-24-0031)
 - 2. 2470 (C-24-0032)
 - 3. 2491 (C-24-0033)
 - 4. 2492 (C-24-0034)
- G. Utility Permit 2480 allowing Allo Communications LLC to install fiber optic communication cable in the Village of Kramer. (C-24-0026)
- H. Received and placed on file the following reports:
 - 1. Assessor/Register of Deeds (December 2023)
 - 2. Records & Information Management (December 2023)
 - 3. County Clerk (December 2023)
 - 4. Clerk of the District Court (December 2023)
 - 5. County Sheriff (October – December 2023)

MOTION: Vest moved and Yoakum seconded approval of the consent items. Yoakum, Vest, Schulte, and Flowerday voted yes. Amundson was absent. Motion carried 4-0.

6) **NEW BUSINESS**

- A. Resolution in the matter of annual salary increases for appointed directors, assistant directors, bailiffs, and the child support referee. (R-24-0001)

MOTION: Vest moved and Yoakum seconded approval of the resolution. Vest, Schulte, Yoakum, and Flowerday voted yes. Amundson was absent. Motion carried 4-0.
- B. Resolution in the matter of fixing salaries for Elected Officers' Chief Deputies for the 2024 calendar year, effective for the pay period beginning December 14, 2023. (R-24-0002)

MOTION: Yoakum moved and Vest seconded approval of the resolution. Vest, Yoakum, Schulte, and Flowerday voted yes. Amundson was absent. Motion carried 4-0.
- C. Resolution in the matter of witness fees paid by Lancaster County which have remained unclaimed for six months or more. (R-24-0003)

MOTION: Yoakum moved and Vest seconded approval of the resolution. Vest, Yoakum, Schulte, and Flowerday voted yes. Amundson was absent. Motion carried 4-0.
- D. Appointment of Kati Umberger to the Aging Partners Areawide Advisory Council for a term beginning June 30, 2023, and ending June 30, 2026.

Randy Jones, Aging Partners Director, introduced Umberger, who works at the Food Bank of Lincoln as a Programs Manager.

Umberger described her work experience and said serving on the council fits within the goals of the Food Bank. Board members stated they look forward to having her serve in the position.

MOTION: Vest moved and Yoakum seconded approval of the appointment. Yoakum, Vest, Schulte, and Flowerday voted yes. Amundson was absent. Motion carried 4-0.

- E. Agreement with Southeast Nebraska Development District (SEND) for administration of an Owner Occupied Rehab Program. The County will reimburse SEND up to \$26,500 from existing Housing Program Income Funds. (Term of the agreement is May 26, 2022 through May 25, 2025.) (C-24-0012)

MOTION: Schulte moved and Yoakum seconded approval of the agreement. Vest, Schulte, Yoakum, and Flowerday voted yes. Amundson was absent. Motion carried 4-0.

- F. Agreement with Southeast Nebraska Development District (SEND) for management of an Owner Occupied Rehab Program as outlined in Attachment "A." The County will reimburse SEND up to \$60,500 from existing Housing Program Income Funds. (Term of the agreement is May 26, 2022 through May 25, 2025.) (C-24-0013)

MOTION: Schulte moved and Vest seconded approval of the agreement.

Schulte noted the funding for the program is grant funding from the State, not County funding.

ROLL CALL: Vest, Yoakum, Schulte, and Flowerday voted yes. Amundson was absent. Motion carried 4-0.

- G. Supplemental Agreement 3 to County contract C-18-0721 with Felsburg Holt & Ullevig for professional engineering services. (Project 16-17, HSIP-5280(2); Saltillo Road between South 27th Street and 68th Street. The supplemental agreement extends the contract completion date to October 31, 2025.) (C-24-0016)

Pam Dingman, County Engineer, stated the agreement is to extend the project completion date. She said the environmental certification was recently approved, and she will soon be able to start buying right-of-way land.

MOTION: Schulte moved and Yoakum seconded approval of the agreement. Vest, Yoakum, Schulte, and Flowerday voted yes. Amundson was absent. Motion carried 4-0.

- H. Recommendation from the Purchasing Agent on behalf of the County Engineer to award and execute a purchase order to Anderson Ford Auto Group for four 2024 Ford F-250 Crew Cabs in the amount of \$237,084. (Using the State of Nebraska contract 15891 OC.) (C-24-0024)

Dingman stated the trucks are high quality, and the cost is a good price. She asked Board members to support the purchasing contract.

MOTION: Yoakum moved and Schulte seconded approval of the contract. Yoakum, Vest, Schulte, and Flowerday voted yes. Amundson was absent. Motion carried 4-0.

- I. Recommendation from the Purchasing Agent on behalf of County Engineering to award a bid to Van Dorn Valley Construction LLC for Culvert Maintenance 2024 Phase I Project 24-21. The cost to the County is \$846,897.16. (B-23-298)

Vest stated the project is to update all culverts in the County.

MOTION: Vest moved and Schulte seconded approval of the recommendation. Vest, Schulte, Yoakum, and Flowerday voted yes. Amundson was absent. Motion carried 4-0.

- J. Recommendation from the Purchasing Agent on behalf of County Engineering to award a bid to Topkote Inc for 2024 Countywide Chip Seal in the amount of \$894,423.93. (Project 24-01) (B-23-295)

MOTION: Schulte moved and Vest seconded approval of the recommendation. Vest, Yoakum, Schulte, and Flowerday voted yes. Amundson was absent. Motion carried 4-0.

- K. Recommendation from the Purchasing Agent on behalf of the County Correctional Director to award and execute a Sole Source Purchase Order SS-277 for an upgrade to the existing CCTV Network Components to Accurate Controls. The total amount of the order is \$369,700 with a possible additional \$4,621.25 for bonding. (C-24-0028)

Brad Johnson, Corrections Director, stated the recommendation is a first step in upgrading the CCTV equipment. He said it is not possible to obtain replacement parts for the current equipment.

MOTION: Vest moved and Amundson seconded approval of the contract. Vest, Yoakum, Schulte, and Flowerday voted yes. Amundson was absent. Motion carried 4-0.

- L. Recommendation from the Purchasing Agent on behalf of the County Sheriff to award a bid to Office Interiors & Design for Systems Furniture for the Lancaster County Sheriff. The total cost to the County is \$150,000. (B-23-207)

John Vik, Sheriff's Office Captain, stated the expense was the last step in an office renovation in the Sheriff's Office. The Office will use forfeited assets to pay for the renovation.

MOTION: Yoakum moved and Vest seconded approval of the recommendation. Yoakum, Vest, Schulte, and Flowerday voted yes. Amundson was absent. Motion carried 4-0.

- M. Grant contract with the Board of Regents of the University of Nebraska, on behalf of the University of Nebraska-Lincoln's Law Psychology Program, for research, testing, and evaluation of the County's Crisis Response Training Program in the amount of \$50,000. (Term of the contract is October 1, 2023, through November 30, 2024.) (C-24-0036)

MOTION: Yoakum moved and Vest seconded approval of the contract. Vest, Schulte, Yoakum, and Flowerday voted yes. Amundson was absent. Motion carried 4-0.

- N. Recommendations from the Personnel Policy Board to amend the following County Rules:

1. Rule 17.27 –Hiring and Retention Incentive
2. Rule 19.2 –Vacation Leave

MOTION: Yoakum moved and Vest seconded approval of the recommendations. Vest, Yoakum, Schulte, and Flowerday voted yes. Amundson was absent. Motion carried 4-0.

- 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 hold a staff meeting on Thursday, January 11, 2024, at 8:30 a.m., in Room 112 of the County-City Building (555 S. 10th Street, Lincoln).
- B. The Lancaster County Board of Commissioners will hold its next regular meeting on Tuesday, January 16, 2024, at 9:00 a.m., with the Board of Equalization immediately following in Room 112 of the County-City Building (555 S. 10th Street, Lincoln).

- C. County Commissioners can be reached at 402-441-7447 or commish@lancaster.ne.gov.
- D. The Lancaster County Board of Commissioners meeting is broadcast live on LNKTv (LNKTv.lincoln.ne.gov). LNKTv is available on Allo channel 2 and Spectrum channel 1300. For the rebroadcast schedule visit lincoln.ne.gov (keyword: LNKTv). Meetings are also streamed live on YouTube and Facebook ([YouTube.com/LNKTvcity](https://www.youtube.com/LNKTvcity) and [Facebook.com/lancasterne](https://www.facebook.com/lancasterne)). LNKTv apps are also available on Roku, Apple TV and Amazon Fire TV.

9) **ADJOURNMENT**

MOTION: Vest moved and Yoakum seconded to adjourn at 9:32 a.m. Vest, Yoakum, Schulte, and Flowerday voted yes. Amundson was absent. Motion carried 4-0.



Matt Hansen
Lancaster County Clerk

