

MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
TUESDAY, JANUARY 31, 2023 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 27, 2023.

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

Others present: Dave Derbin, Chief Administrative Officer; Kristy Bauer, Deputy Chief Administrative Officer; John Ward, Deputy County Attorney; Matt Hansen, County Clerk; Courtney Lyons, Deputy County Clerk; and Leslie Brestel and Meggan Reppert-Funke, County Clerk's Office

The meeting was called to order at 9:00 a.m., 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 January 24, 2023.

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

2) CLAIMS

A. Approval to the claims processed through January 31, 2023.

A payroll amendment for the payroll ending January 25, 2023 was distributed prior to the meeting (Exhibit 1).

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

Amundson entered the meeting at 9:03 a.m.

B. Claims including billing for goods and services beyond the 90-day time period provided in Neb. Rev. Stat. § 23-135:

1. City of Lincoln Personnel/Human Resources dated January 24, 2023, for a total of \$65. (Batch No. 289816; Document No. 793037-793039)

Melissa Hood, Youth Services Center Administrator, stated the claim was submitted to the County Clerk's Office.

MOTION: Vest moved and Schulte seconded approval of the claim. Schulte, Flowerday, Vest, Amundson and Yoakum voted yes. Motion carried 5-0.

2. Tyler Technologies Inc dated January 27, 2023, for a total of \$1,796. (Batch No. 289940; Document No. 793190)

Mark Lakamp, County Veterans Service Officer, stated invoice was submitted to a previous employees' email address. A new invoice was submitted last week.

MOTION: Amundson moved and Flowerday seconded approval of the claims. Amundson, Schulte, Flowerday, Vest and Yoakum voted yes. Motion carried 5-0.

3) **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-19-0046 with Purple Wave, Inc. for annual auction services. (Bid No. 18-236. The amendment extends the contract from February 12, 2023 through August 31, 2023. The income for the County for the extension shall remain a ten percent (10%) Buyer's Premium of the items sold by the Owners.) (C-23-0051)
2. C-08-0663 Administrative Services Agreement with Empower Annuity Insurance Company ("Empower"), FKA Prudential Retirement Insurance Annuity Company for Lancaster County, NE Employees Retirement Plan (401(a), Plan #006371. The Amendment will revise Exhibit O to change the computation of recordkeeping revenue from an annual basis to a quarterly basis, effective January 1, 2023. Effective April 1, 2023 the amendment will delete Exhibit O and will update and replace Exhibit A – Election of Services and Exhibit L – Plan Administrative Expenses.) (C-23-0053)
3. C-08-0664 Administrative Services Agreement with Empower Annuity Insurance Company ("Empower"), FKA Prudential Retirement Insurance Annuity Company for Lancaster County, NE 457 Deferred Compensation Plan (457(b), Plan #006372. The Amendment will revise Exhibit O to change the computation of recordkeeping revenue from an annual basis to a quarterly basis, effective January 1, 2023. Effective April 1, 2023, the Amendment will delete Exhibit O, and will update and replace Exhibit A – Election of Services and Exhibit L – Plan Administrative Expenses.) (C-23-0054)

MOTION: Amundson moved and Vest seconded approval of the consent items. Vest, Amundson, Schulte, Flowerday and Yoakum voted yes. Motion carried 5-0.

4) **NEW BUSINESS**

- A.** Request for an Exceptional Circumstance Award under Personnel Rule 17.9 (b) for Crystal Jenkins, Mental Health Program Manager, for a one-step pay increase.

Kim Etherton, Community Corrections Director, stated Jenkins' position was reclassified November, 2021, and due to the reclassification would not be eligible for a step increase until November, 2022. This request is intended to replicate the step increase that was skipped due to the reclassification.

Vest stated the request was presented to the Personnel Policy Board which recommend approval.

MOTION: Vest moved and Flowerday seconded approval of the award. Flowerday, Vest, Amundson, Schulte and Yoakum voted yes. Motion carried 5-0.

- B. Agreement with Clare | Matrix to perform in-person training for Lancaster County Community Corrections employees on a manualized treatment protocol to assist behavioral therapy patients in overcoming addiction. The cost to the County is \$12,335 for 3 days of training. (C-23-0052)

Etherton stated the agreement is a grant-funded project.

Vest inquired about provided training. Etherton answered that to become a certified site, there is a requirement from the Administrative Office of the Courts that states that all staff members complete both core and site supervisor trainings. She added that Community Corrections can apply to be a certified site following an evaluation.

MOTION: Vest moved and Amundson seconded approval of the agreement. Schulte, Amundson, Flowerday, Vest and Yoakum voted yes. Motion carried 5-0.

- C. Contract with Judson Irrigation, Inc. to provide unit price irrigation maintenance and repair services. The cost to the County is not to exceed \$15,000. (Bid No. 22-260). This contract shall be effective March 1, 2023 through Feb. 29, 2024, with the option to renew for three (3) additional one (1) year terms. (C-23-0050)

MOTION: Amundson moved and Flowerday seconded approval of the contract.

Schulte inquired if the contract was for a specific location or a general contact.

Dave Derbin, Chief Administrative Officer, stated the contract provided a unit price for all agencies to purchase the services on an as needed basis.

ROLL CALL: Amundson, Schulte, Flowerday, Vest and Yoakum voted yes. Motion carried 5-0.

- D. Rescission of amendments to the Family and Medical Leave Act Human Resources Policy Bulletin approved on December 6, 2022.

MOTION: Vest moved and Flowerday seconded approval of the rescission of amendments. Vest, Amundson, Schulte, Flowerday and Yoakum voted yes. Motion carried 5-0.

- E. Recommendation from the Personnel Policy Board to create the classification of Community Corrections Program Supervisor (C10 \$51,097.28 - \$65,453.44)

Etherton stated the position was approved during the 2022 budget sessions. It is a promotional position with additional duties, such as sitting on various committees and working with program managers.

MOTION: Vest moved and Amundson seconded approval of the recommendation. Flowerday, Vest, Amundson, Schulte and Yoakum voted yes. Motion carried 5-0.

5) LEGISLATIVE UPDATE

No update was given.

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

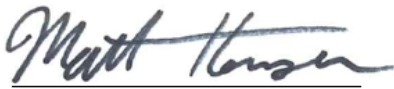
Vest asked that the Lancaster Community take advantage of the resources and screenings available pertaining to cancer awareness and prevention.

7) ANNOUNCEMENTS

- A. The Lancaster County Board of Commissioners will not hold a staff meeting on Thursday, February 2, 2023. The County Board will hold its mid-year budget retreat 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, February 7, 2023, 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 LNKTU (LNKTU.lincoln.ne.gov). LNKTU is available on Allo channel 2 and Spectrum channel 1300. For the rebroadcast schedule visit lincoln.ne.gov (keyword: LNKTU). Meetings are also streamed live on YouTube and Facebook (YouTube.com/LNKTUcity and Facebook.com/lancasterne). LNKTU apps are also available on Roku, Apple TV and Amazon Fire TV.

8) ADJOURNMENT

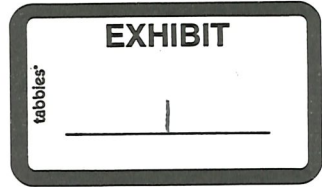
MOTION: Amundson moved and Flowerday seconded to adjourn at 9:16 a.m. Schulte, Flowerday, Vest, Amundson and Yoakum voted yes. Motion carried 5-0.



Matt Hansen
Lancaster County Clerk



LANCASTER COUNTY PAYROLL DISBURSEMENTS
For the Pay Period January 12, 2022 thru January 25, 2023
Pay Date: February 2, 2023



Gross Pay	\$	<u>2,598,010.77</u>	
Employer FICA	\$	<u>190,287.29</u>	
Pension Contribution	\$	<u>179,922.07</u>	
PEHP Contribution	\$	<u>13,050.00</u>	
PEHP Payout	\$	<u>36,384.14</u>	
Workers Compensation	\$	<u>488.12</u>	
Group Insurance	\$	<u>506,871.43</u>	
Employee Reimbursements	\$	<u>20.00</u>	see attached

LANCASTER COUNTY EMPLOYEE EXPENSE REIMBURSEMENT
For the Pay Period January 12 thru January 25, 2023
Pay Date: February 2, 2023

ATTACHMENT 1

Employee Name	Department	Reimbursement Description	Amount
Hoffman, Julie L	Sheriff	01/09/2023 Extradition Meals	\$ 20.00
			<u>\$ 20.00</u>