

**MINUTES**  
**LANCASTER COUNTY BOARD OF COMMISSIONERS**  
**COUNTY-CITY BUILDING, ROOM 112**  
**TUESDAY, MARCH 31, 2020**  
**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 March 27, 2020.*

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

Others present: Kerry Eagan, Chief Administrative Officer; Ann Ames, Deputy Chief Administrative Officer; Jenifer Holloway, Deputy County Attorney; Dan Nolte, County Clerk; and Leslie Brestel, County Clerk's Office

The meeting was called 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:**

- A. Approval of the minutes of the Board of Commissioners meeting held on Tuesday, March 24, 2020.

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

**2) CLAIMS:**

- A. Approval of all claims processed through March 31, 2020.

Nolte noted there was an amendment to the claims for payroll for the pay period of March 12, 2020 – March 25, 2020 (Exhibit 1).

**MOTION:** Schorr moved and Yoakum seconded approval of the claims as amended. Amundson, Schorr, Vest, Yoakum and Flowerday 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 contracts:

1. C-17-0190 with Culligan of Lincoln for Annual Supply – Water Softener Salt. (Quote No. 5561. The amendment lists revised pricing. There is no change in expenditures for this amendment for the remainder of the contract term.) (C-20-0153)
2. C-18-0168 with All Needs Computer & Mailing Services for Annual Services – Pre-Sort Mailing Services. (Quote No. 5802. The amendment renews the contract for an

additional one (1) year term beginning April 15, 2020 through April 14, 2021. The cost to the County is not to exceed \$8,000.) (C-20-0154)

3. C-19-0566 with Cedars Youth Services, Inc., for the Crisis Stabilization program (funded by the Nebraska Commission on Law Enforcement and Criminal Justice Community-based Aid Enhancement Grant for an increase of \$34,000). (C-20-0161)

- B.** Amendments to the following contracts for Pharmacy Services for General Assistance Clients. (RFP No. 18-025. The amendment renews the contracts from April 17, 2020 through April 16, 2021. The estimated cost to the County is not to exceed \$300,000 for contracts during the contract term.):

1. C-18-0230 with Genoa Healthcare, LLC (C-20-0158)
2. C-18-0188 with SAKRX, LLC dba Kohll's Rx (C-20-0159)

- C.** Amendments to the following contracts for Annual Service – Preventative Maintenance Services for Automobiles and Light Trucks. (Bid No. 17-042. The amendment renews the contract for an additional one (1) year term beginning April 23, 2020 through April 22, 2021.):

1. C-17-0285 with Metzger's Auto Service & Lincoln Lube (The cost to the County is not to exceed \$5,000.) (C-20-0155)
2. C-17-0286 with Walker Tire / Quick Nick's (Walker Tire Company of Lincoln) (The cost to the County is not to exceed \$3,000.) (C-20-0156)

- D.** Third amendment to grant contract C-19-0524 with Lighthouse Inc., for the Restorative Practices program (funded by the Nebraska Commission on Law Enforcement and Criminal Justice Community-based Aid Grant for an increase of \$4,200.) (C-20-0160)

- E.** Utility Permit No. 1946 allowing Windstream Nebraska, LLC., to replace underground cable on the east side of South 82nd Street right-of-way from Roca Road north for approximately 2,950 linear feet There is no cost to the County. (C-20-0124)

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

#### 4) **NEW BUSINESS:**

- A.** Recommendation from the Purchasing Agent and County Assessor to award a contract for Office Furniture and Installation, Bid 19-303 to Encompas. The total amount is \$152,049.18. (B-20-0004)

Rob Ogden, Assessor/Register of Deeds, stated this recommendation is for the finalization of the Assessor/Register of Deeds' office furniture that is scheduled to be installed in July.

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

- B.** Recommendation from the Lancaster County Pension Review Committee for the following funds to remain on the watch list for purposes of the Lancaster County Employees Retirement and 457 Deferred Compensation Plan Statement of Overall Investment Objectives and Policy:

1. Fidelity Advisor® New Insights Fund Class 1; and
2. PGIM QMA Small-Cap Value Fund – Class R6.

Kerry Eagan, Chief Administrative Officer, noted the funds for the watch list have been underperforming; however, based on advice from advisors both at Prudential and Segal Marco, the funds should be watched for an additional 6 months. If the funds continue to underperform, replacement funds should be determined.

**MOTION:** Vest moved and Schorr seconded to leave the funds on the watch list.

The Board expressed their appreciation for those shepherding the pension program.

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

**MOTION:** Schorr moved and Vest seconded to add the COVID-19 update and Lancaster County response to the agenda as an emergency item. Amundson, Schorr, Vest, Yoakum and Flowerday voted yes. Motion carried 5-0.

### **UPDATE ON COVID-19 AND LANCASTER COUNTY RESPONSE**

Flowerday proposed the Board suspend in-person meetings and use other technological means to hold meetings.

The Board was in consensus to meet electronically until further reevaluation.

Regarding the Chair signing documents in place of the full Board, Eagan suggested the Board make a motion that the Chair is authorized to sign documents in lieu of all Commissioners. Jenifer Holloway, Deputy County Attorney, noted she would research this subject. She added, signature pages could be modified to require only the Board Chair signature.

**MOTION:** Schorr moved and Amundson seconded to authorize the Chair to sign documents for the Board following a voice vote by the Board during non-in-person meetings due to the COVID-19 pandemic. Amundson, Schorr, Vest, Yoakum and Flowerday voted yes. Motion carried 5-0.

Regarding electronic signatures, Holloway responded signature requirements depend on the individual contract itself as some statutes require a physical signature.

Vest thanked the departments for their efforts in helping to protect the public, employees, and those in the County's care.

Additionally, Vest shared the Community Blood Bank has a stable amount of blood due to both community response and the postponement of elective surgeries.

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

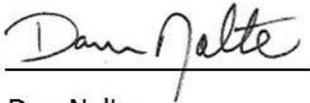
No one appeared for public comment.

6) **ANNOUNCEMENTS:**

- A. The Lancaster County Board of Commissioners will hold a staff meeting via Zoom on Thursday, April 2, 2020 at 8:30 a.m.
- B. The Lancaster County Board of Commissioners will hold its next regular meeting on Tuesday, April 7, 2020 at 9:00 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. 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 on LNKTv City. For the rebroadcast schedule visit [lincoln.ne.gov](http://lincoln.ne.gov) (keyword: LNKTv). Meetings are also streamed live on LNKTv and can be viewed on YouTube (LNKTvcity).

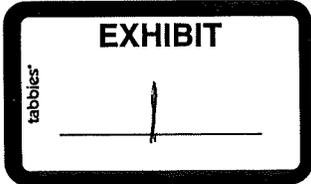
7) **ADJOURNMENT**

**MOTION:** Schorr moved and Amundson seconded to adjourn the meeting at 9:23 a.m. Amundson, Schorr, Vest, Yoakum and Flowerday voted yes. Motion carried 5-0.



Dan Nolte  
Lancaster County Clerk





LANCASTER COUNTY PAYROLL DISBURSEMENTS  
For the Pay Period March 12, 2020 thru March 25, 2020  
Pay Date: April 2, 2020

Gross Pay:	<u>\$ 2,150,898.37</u>
Employer FICA:	<u>\$ 156,313.99</u>
Pension Contribution:	<u>\$ 156,446.38</u>
PEHP Contribution:	<u>\$ 11,475.00</u>
PEHP Payout:	<u>\$ 0.00</u>
Group Insurance:	<u>\$ 0.00</u>