

MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
BUDGET MEETING
TUESDAY, MAY 23, 2023
IMMEDIATELY FOLLOWING THE BOARD OF COMMISSIONERS MEETING
COUNTY CITY BUILDING, ROOM 112

Advanced public notice of the meeting was posted on the County-City Building bulletin board, the Lancaster County, Nebraska, website and emailed to the media and published in the Lincoln Journal Star print and digital editions on May 19, 2023.

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

Others Present: Kristy Bauer, Deputy Chief Administrative Officer; Dennis Meyer, Budget and Fiscal Officer; and Leslie Brestel, County Clerk's Office

The meeting was called to order at 10:24 a.m. and the location of the Nebraska Open Meetings Act was announced.

AGENDA ITEM

1) COUNTY CLERK – Matt Hansen, Lancaster County Clerk

Hansen stated no additional appropriations are needed and the office is expected to be under budget for the year.

For next year, expenses will be increasing 4.41% with no changes to revenues (see agenda packet). The majority of the expenses are driven by salaries and benefits for thirteen Full Time Equivalent (FTE) employees. During the summer, temporary FTEs are hired to assist with the property valuation protest process. No reclassifications are anticipated this year though there may be a compensation study. Revenues for the office include marriage licenses, miscellaneous filings, liquor license fees, and amusement licenses.

Flowerday inquired about vacancy savings. Hansen answered there are some savings from the temporary employee positions from the previous summer.

Hansen discussed the contracted services, including Oracle and an estimated \$22,000 Content Manager electronic records system upgrade, as well as a postage rate increase.

There is no Technology Fund request for next year.

2) RECORDS MANAGEMENT – Brian Pillard, Records Coordinator

Pillard stated due to an unfilled position, no additional appropriations are needed.

Expenses are decreasing 1.87% and revenues are increasing 8.55% (see agenda packet). Currently, there are no unfilled positions nor any reclassifications. There are some newer employees in the

department, which is leading to a decrease in total salaries from the previous year's budget. Revenue is increasing due to more scanning projects.

Pillard discussed other expenses such as the possibility of a third-party contract for microfilming for items that require permanent retention and costs associated with moving the Records Center. He is working with Kerin Peterson, Facilities and Properties Director, and an architecture firm to design a space at the Municipal Services Center (MSC). He would want to move the current Records storage shelving and office furniture.

Vest asked about the reason for the move. Pillard responded that the current space is attractive to developers and the State has already moved to a different facility. Amundson added having the records storage at a farther distance from the main campus is good for record security reasons. Dennis Meyer, Budget and Fiscal Officer, said relocation expenses may be set aside in the Building Fund.

3) WEED CONTROL – Brent Meyer, Weed Control Superintendent

D. Meyer noted this department is part of an interlocal agreement between the City and the County with a 50/50 split.

Expenses are decreasing 3.55% and revenues increasing 7.38% (see agenda packet). The department has three FTEs and 1.4 FTEs as seasonal employees. B. Meyer said not all seasonal positions were filled. Additionally, travel expenses for the annual conference will decrease as the conference will be held in Lincoln.

B. Meyer said weed abatements have increased which is an additional expense; however, additional corresponding fees would be received.

A new truck was ordered as a replacement for the current truck but has not been received, as the company is waiting on engine parts. One truck will go to auction. Funds are included annually in the budget for vehicle replacement.

4) RISK MANAGEMENT – Sue Eckley, Lancaster County Risk Management Director

Workers' Compensation

D. Meyer said workers' compensation is funded by the departments as well as transfers from the General Fund. Expenses are increasing .86% and revenues are increasing 3.49% (see agenda packet). Eckley reminded the Board workers' compensation payments are typically made over time, and currently, most of the claims are coming to the end of their expected treatment. She added Corrections has done away with modified duty which will lead to an increase in indemnity wages next year. Workers' compensation pays 2/3 of an employee's salary. The County pays the first \$900,000 of each claim.

Other insurance

Expenses are increasing .55% and revenues are decreasing 65.52% (see agenda packet). Eckley discussed the Sheriff's At Fault liability policy, noting that no insurance carrier will write a policy. The

Sheriff's Office contributes \$40,000 per year to this expense. This insurance is for damages caused to others. The State has a pursuit statute which says the county is only liable if there is an injury to an innocent third party.

D. Meyer said there is \$300,000 in the Inland Marine policy, and \$86,000 in the County Attorney's liability fund.

Eckley outlined the General liability insurance, saying the County is responsible for the first \$250,000.

Amundson exited the meeting at 11:17 a.m.

5) ADJOURNMENT

MOTION: Vest moved and Flowerday seconded to adjourn at 11:20 a.m. Flowerday, Schulte, Vest and Yoakum voted yes. Amundson was absent. Motion carried 4-0.