

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
THURSDAY, MAY 26, 2022 AT 8:30 A.M.
COUNTY CITY BUILDING, 555 S. 10TH STREET
ROOM 112 - CHAMBERS**

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

Others Present: David Derbin, Chief Administrative Officer; Kristy Bauer, Deputy Chief Administrative Officer; and Dan Nolte, County Clerk

Advanced public notice of the meeting was posted on the County-City Building bulletin board and the Lancaster County, Nebraska, website and emailed to the media on May 25, 2022. Notice was also published in the Lincoln Journal Star print and digital editions on May 23, 2022.

The Chair noted the location of the Open Meetings Act and opened the meeting at 8:30 a.m.

AGENDA ITEM

1. APPROVAL OF STAFF MEETING MINUTES FROM MAY 19, 2022

MOTION: Vest moved and Flowerday seconded approval of the minutes. Vest, Flowerday and Schorr voted yes. Amundson and Yoakum abstained. Motion carried 3-0 with 2 abstentions.

2. EXECUTIVE SESSION (UNION NEGOTIATIONS, PENDING AND POTENTIAL LITIGATION, AND LEGAL ADVICE) – Henry Wiedrich, Cline Williams Wright Johnson & Oldfather, L.L.P., Barb McIntyre, Director, and Amy Sadler, Human Resource Specialist, Lincoln Lancaster County Human Resources; Steven Wesley, Youth Services Center Director, and Ashley Bohnet, Deputy County Attorney

MOTION: Vest moved and Yoakum seconded to enter Executive Session at 8:34 a.m. for the purposes of union negotiations, pending and potential litigation, receiving legal advice and to protect the public interest.

The Chair said it has been moved and seconded that the Board enter Executive Session.

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

The Chair restated the purpose for the Board entering Executive Session.

MOTION: Yoakum moved and Vest seconded to exit Executive Session at 8:51 a.m. and Schorr voted yes. Motion carried 5-0.

ACTION ITEMS

- A. Recommendation from the Purchasing Agent and County Engineer to award a bid to Midwest Infrastructure, Inc. for repair of Culvert Maintenance 2022 (Phase II), Project No. 22-21. Bid No. 22-120. The estimated total cost to the County is \$1,167,531.05.)**

Kristy Bauer explained the need for the board to approve the recommendation in order that the projects could proceed.

MOTION: Amundson moved and Yoakum seconded approval of the recommendation from the Purchasing Agent and County Engineer to Award a bid to Midwest Infrastructure, Inc for repair of Culvert Maintenance 2022 Project No. 22-21. Amundson, Yoakum, Flowerday, Vest, and Schorr voted yes. Motion carried 5-0.

- B. Authorize the Chair to sign a letter in support of a Federal Transit Administration (FTA) Bus & Bus Facilities and Low or No Emission Grants for StarTran's proposed Lincoln Multimodal Transportation Center (LMTC)**

David Derbin informed the board the reason for the letter supporting the proposed Lincoln Multimodal Transportation Center.

MOTION: Yoakum moved and Vest seconded a motion to Authorize the Chair to sign a letter in support of a Federal Transit Administration Bus and Bus Facilities Low or No Emission Grants for StarTran proposed Lincoln Multimodal Transportation Center. Vest, Amundson, Yoakum, Flowerday, and Schorr voted yes. Motion carried 5-0.

CHIEF ADMINISTRATIVE OFFICER REPORT

- A. CLAIM FOR REVIEW: Voucher 765093 on Batch 280682 to Nebraska Industrial Refrigeration, dated May 20, 2022, for a total of \$2,980.00. This claim includes billing for services performed January 13, 2022. These claims are beyond the 90-day time period (see Neb. Rev. Stat. §23-135).**

Derbin reviewed the claim (see agenda packet).

MOTION: Amundson moved and Vest seconded to move the claim to a Tuesday meeting. Amundson, Yoakum, Flowerday, Vest and Schorr voted yes. Motion carried 5-0.

- B. REGULAR MEETING AND STAFF MEETING SCHEDULE FOR JUNE**

1. June 9, 2022 (Lack of quorum)

Due to a lack of a quorum, the June 9th Staff Meeting is cancelled.

2. Other potential cancellations

None noted.

C. JUNE 1, 2022, CHAMBER COFFEE

Flowerday and Yoakum will be attending the Chamber Coffee

D. APPOINTEE TO RURAL FIRE RADIO STEERING COMMITTEE

Flowerday will serve as the County Board member on the Rural Fire Radio Steering Committee.

3. AGENCY BUDGETS – Dennis Meyer, Budget and Fiscal Officer

A. COUNTY SHERIFF – Terry Wagner, Sheriff, and Ben Houchin, Chief Deputy Sheriff

Wagner noted that without salary increases, the budget would be increasing by 2.7%. 83% of the Sheriff's Budget is salaries and benefits. The budget is approximately \$16,600,000 and revenue is \$2,400,000. Some of the issues driving the budget are two anticipated retirement payouts, training for new officers, increasing fuel costs, and GIS increases. Wagner noted a decrease in ammunition costs, as well as few accidents with County Sheriff vehicles.

For potential revenue increases, Wagner noted that some of their fees have not been adjusted since the 1980's.

Houchin discussed the need for overtime if there are delays in hiring and said they may reassign individuals with other duties to lessen overtime. Wagner noted that overtime can be hard on employees and their families. He said that some cars they have budgeted to replace older vehicles have not yet been delivered, and that some equipment needed for the patrol cars is not currently available.

B. COUNTY ASSESSOR/REGISTER OF DEEDS – Rob Ogden, Assessor/Register of Deeds, and Scott Gaines, Deputy Assessor/Register of Deeds

The proposed budget is \$4,900,000 which is a two percent increase over this current fiscal year. Revenue is projected at \$2,900,000 and is the same amount as the current fiscal year. It was noted that salaries and benefits comprise 90% of the Assessor/Register of Deeds budget. Ogden noted that they have had eight new hires in the past year, and this has resulted in educational expenses. Some of the classes may require travel. The Geographic Information Systems (GIS) department has been relocated to the Assessor/Register of Deeds Office, including two employees. The technology fund can be utilized for software maintenance and records preservation for the Register of Deeds.

C. BOARD OF EQUALIZATION – Dennis Meyer, Budget and Fiscal Officer

Meyer noted that 12,000 notice of valuation changes will be sent next week. Much of the valuation process lags the budget, and the expenses will not occur until the new fiscal year.

D. CLERK OF THE DISTRICT COURT – Troy Hawk, Clerk of the District Court, and Simon Rezac, Administrative Services Officer

Hawk indicated that this year's budget is adequate. Their proposed budget is \$2,100,000 and revenue is budgeted at \$400,000. They are requesting \$6,000 for new monitors. This is due to

electronic filing requirements. They are exploring American Rescue Plan Act (ARPA) funds to cover the cost of digitizing records contained on microfilm. Hawk said jury expense is down due to COVID. He has moved aa half time position to the Mental Health Board, resulting in an increase in that budget.

4. COVID-19 UPDATE AND RESPONSE

No update was given.

5. ACTION ITEMS

- A. Recommendation from the Purchasing Agent and County Engineer to award a bid to Midwest Infrastructure, Inc. for repair of Culvert Maintenance 2022 (Phase II), Project No. 22-21. Bid No. 22-120. The estimated total cost to the County is \$1,167,531.05.)**
- B. Authorize the Chair to sign a letter in support of a Federal Transit Administration (FTA) Bus & Bus Facilities and Low or No Emission Grants for StarTran's proposed Lincoln Multimodal Transportation Center (LMTC)**

Items moved forward on agenda.

6. CHIEF ADMINISTRATIVE OFFICER REPORT

- A. CLAIM FOR REVIEW: Voucher 765093 on Batch 280682 to Nebraska Industrial Refrigeration, dated May 20, 2022, for a total of \$2,980.00. This claim includes billing for services performed January 13, 2022. These claims are beyond the 90-day time period (see Neb. Rev. Stat. §23-135).**
- B. REGULAR MEETING AND STAFF MEETING SCHEDULE FOR JUNE**
 - 1. June 9, 2022 (Lack of quorum)**
 - 2. Other potential cancellations**
- C. JUNE 1, 2022, CHAMBER COFFEE**
- D. APPOINTEE TO RURAL FIRE RADIO STEERING COMMITTEE**

Items moved forward on agenda.

7. DEPUTY CHIEF ADMINISTRATIVE OFFICER REPORT

- A. APPOINTMENTS TO LANCASTER COUNTY MENTAL HEALTH CRISIS CENTER ADVISORY COMMITTEE FOR THE TERM FROM JUNE 1, 2022, THROUGH MAY 31, 2025**
 - 1. TIM DOLBERG**
 - 2. KEVIN KARMAZIN**
 - 3. TIMOTHY LOPEZ**

Kristy Bauer said these nominations will need Board approval.

B. 2022 NACo ANNUAL CONFERENCE, JULY 21-24, 2022 (ADAMS COUNTY, CO)

Yoakum plans to attend the conference.

8. DISCUSSION OF BOARD MEMBER MEETINGS ATTENDED

A. Adams Street Improvement Project Open House – Vest

Vest reported that improvements for Adams Street from 33rd to 46th Streets were explained.

B. Lancaster County Ag Society – Amundson/Vest

Amundson and Vest were unable to attend the meeting.

C. Emergency Medical System Oversight Authority Committee Meeting – Flowerday

Flowerday was unable to attend the meeting.

D. LIBA Elected Officials Forum – Flowerday/Yoakum

Flowerday and Yoakum were unable to attend the meeting.

E. NACo Transportation Committee – Schorr

No report was given.

F. Other Meetings Attended Since the Last Staff Meeting

Vest attended a Sower's Club event in which a home being constructed by Northeast High shop class students was being constructed.

9. SCHEDULE OF BOARD MEMBER MEETINGS

Informational only.

10. EMERGENCY ITEMS

There were no emergency items.

11. ADJOURNMENT

MOTION: Flowerday moved Vest seconded to adjourn at 10:12 a.m. Yoakum, Flowerday, Vest, and Amundson voted yes. Motion carried 5-0.


Dan Nolte
Lancaster County Clerk

