

**STAFF MEETING MINUTES  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
THURSDAY, JULY 21, 2022 AT 8:30 A.M.  
COUNTY CITY BUILDING, 555 S. 10<sup>TH</sup> STREET  
ROOM 112 - CHAMBERS**

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

Commissioners Absent: Christa Yoakum, Vice Chair

Others Present: David Derbin, Chief Administrative Officer; Kristy Bauer, Deputy Chief Administrative Officer; and Leslie Brestel, County Clerk's Office

*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 July 20, 2022. Notice was also published in the Lincoln Journal Star print and digital editions on July 18, 2022.*

The Chair noted the location of the Open Meetings Act and opened the meeting at 8:33 a.m.

**AGENDA ITEM**

**1. APPROVAL OF STAFF MEETING MINUTES FROM JULY 14, 2022**

**MOTION:** Amundson moved and Flowerday seconded approval of the minutes. Flowerday, Amundson and Schorr voted yes. Vest abstained. Yoakum was absent. Motion carried 3-0 with 1 abstention.

**2. COMMUNITY CORRECTIONS UPDATE – Kim Etherton, Director, Community Corrections**

Landon Parks, Assistant Director of Community Corrections, and Mandy Colfack, Administrative Aide, were present for the discussion.

Etherton reviewed a PowerPoint presentation (see agenda packet). She stated she was hired in 2002 following a correctional systems study. Community Corrections is heavily depended upon by the criminal justice system and makes a positive contribution to the community.

When asked about Outside Diversion, Etherton answered it is for County residents who have violations in other counties that are allowed to have their diversion cases transferred to Lancaster County.

Schorr inquired what service gaps need additional support. Etherton said the Driving Under the Influence (DUI) Diversion program for first and second non-aggravated offenses and domestic violence services. She stressed that her department will not take on programs that it cannot support as the integrity of the programs and the safety of the citizens are most important.

### **3. SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT (SENDD) HOUSING PROGRAM UPDATE** – Ryan Bauman, Housing Coordinator, SENDD

Bauman stated SENDD is struggling to get qualified applications. Income eligibility corresponds with Department of Housing and Urban Development (HUD) guidelines. Additionally, projects can qualify as long as they are in the municipalities. Unused funds will be returned to the State and reallocated. The City of Waverly and Village of Malcolm are also struggling to get applications. Schorr suggested contacting the local television channels for increased media coverage.

There are twelve project applications between Raymond, Malcolm, Sprague and Waverly. Current projects include window replacements in Waverly and Malcolm, siding replacements in Malcolm and Raymond, and a new roof and HVAC system in Malcolm. An application in Sprague includes foundation repair, plumbing installation and framework. He noted more contractors are willing to work with the program than before. Bauman requested Board approval to continue with the Sprague application. It was the consensus of the Board to continue with this application approval.

Bauman discussed a project in Sprague (Exhibit 1). Meyer will forward this project to a future Tuesday agenda for Board action.

Schorr asked if the application rules can be changed to include rural work. Bauman will research this and report to Derbin.

### **4. BUDGET UPDATE** – Dennis Meyer, Budget and Fiscal Officer

Meyer reviewed the budget expenditures and General Fund reconciliation (see agenda packet). The fund balance as of June 30 will be used to cover the \$978,188 remaining variance.

Concerning Full Time Equivalent (FTE) position requests, Meyer noted the Mental Health Crisis Center hired a nursing position to assist with on-call requests. The position is not dependent upon new property tax dollars. He asked the Board for thoughts on Dingman's request to add a bridge crew discussed at the July 14 staff meeting.

Flowerday stated he was supportive of adding the bridge crew because the property tax dollar transfer amount is the same. Meyer added there can be discussions at the Mid-Year Budget meeting to see if the cost savings are being realized.

Amundson asked if the bridge crew is added will there be a necessity to support the crew by purchasing new equipment. Dingman responded Engineering already has the equipment needed. Ron Bohaty, Road Maintenance Superintendent, said there are no open contracts for equipment and he has heard from manufacturers that orders on new equipment are taking longer than one year to fulfill.

When asked where the crew would be housed, Dingman answered at the 40<sup>th</sup> and Saltillo facility. The other crews are located at the facilities at 40<sup>th</sup> and Saltillo and at the Cherrycreek Road building. She emphasized the need to conduct a facilities study to stabilize equipment and staffing needs. Bohaty noted there are City restrictions for transporting large equipment from the main Engineering campus during specific morning and afternoon hours.

Amundson was supportive of the bridge crew request.

Vest summarized the goal of adding the bridge crew is that the department will be less dependent upon contractors to complete projects which will add to more efficiencies. Dingman answered yes, and that the maintenance contracts have been difficult to manage and are expensive. She felt part of this is that contractors do not specialize in maintenance. Vest was supportive of the request.

It was the consensus of the Board to keep the Bridge crew in the budget.

Concerning the Youth Services Center (YSC) request to increase a .5 FTE transportation officer to a 1.0 FTE, the Board was not supportive of the request.

Amundson and Schorr requested to hold the reclassifications of two current YSC positions.

Amundson and Flowerday were supportive of the YSC key cabinet purchase.

Regarding the Countywide Sinking Fund, Meyer stated there is \$4,460,000 available for the Criminal Justice Information System (CJIS) upgrade, \$4,500,000 for federal aid engineering projects, and funds to upgrade the County Attorney's software system. Upgrades that have no funding available are the Emergency Management Training Center, courtroom renovations in Juvenile Court and the Clerk of District Court's microfilm project.

The Building Fund will include the sale of the Aging Partners building on O Street and upgrades to the County Extension Office. Additional updated plan and cost information for the County Extension Office were requested.

There is \$1,600,000 in Keno Funds available with \$1,300,000 obligated to the East Beltway.

## **5. COVID-19 UPDATE AND RESPONSE**

Ashley Bohnet, Deputy County Attorney, discussed the need to update the current COVID policy to be in compliance with the Center for Disease Control and Prevention (CDC). In Section 1 concerning employees wearing masks, she proposed to strike the word "substantial" and replace it with "high." In Section 2 which discusses employees of the YSC, MHCC and Corrections wearing masks, the current CDC recommendation is that employees in those departments need to wear masks when the transmission rate is medium or high based on the CDC tracker. The current language is that employees in those departments always need to wear masks. She said in conversation with Brad Johnson, Corrections Director, that language to enforce masks in the facilities if the transmission rate is high even if the community transmission is low would be helpful.

It was the consensus of the Board to direct the County Attorney's Office to draft an amendment to existing language in the policy that if the community transmission level is low, a mask requirement is up to the director of the facility.

## **6. DEPUTY CHIEF ADMINISTRATIVE OFFICER REPORT**

### **A. Strategic Planning Community Forums, August 30, 2022, 7pm-8:30pm and August 31, 2022, 2pm-3:30pm, Lancaster County Extension Office**

Bauer reviewed the forum dates noting that Berry Dunn will facilitate the forums. A commissioner at each forum is requested to be available for a welcome and for the discussion.

Schorr and Flowerday noted they will be absent the week of the forums. Amundson volunteered for the August 30 forum.

Schorr exited the meeting at 9:56 a.m.

Amundson acted as Chair for the remainder of the meeting.

## **7. DISCUSSION OF BOARD MEMBER MEETINGS ATTENDED**

### **A. New Americans Task Force Meeting – Yoakum**

No report was given.

### **B. Mutual Aid Meeting – Amundson/Schorr**

Amundson reported there were discussions on rural water supply, the contract with Lincoln Fire and Rescue (LFR) and the rural fire departments, ambulance calls to LFR, the I Am Responding application and the rural radio study. The County will pay for the rural radio study.

### **C. District Energy Corporation (DEC) Meeting – Flowerday/Schorr**

Flowerday noted the meeting was cancelled.

### **D. Other Meetings Attended Since the Last Staff Meeting**

No reports were given.

## **8. SCHEDULE OF BOARD MEMBER MEETINGS**

Informational use only.

## **9. EMERGENCY ITEMS**

There were no emergency items.

## **10. ADJOURNMENT**

**MOTION:** Vest moved and Flowerday seconded to adjourn at 10:02 a.m. Flowerday, Vest and Amundson voted yes. Yoakum and Schorr were absent. Motion carried 3-0.

*Dan Nolte*  
Dan Nolte  
Lancaster County Clerk

