

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, AUGUST 24, 2000
8:15 A.M.**

Commissioners Present: Kathy Campbell, Chair
Larry Hudkins, Vice Chair
Linda Steinman
Bernie Heier
Bob Workman

Others Present: Kerry Eagan, Chief Administrative Officer
Dave Johnson, Deputy County Attorney
Bruce Medcalf, County Clerk
Gwen Thorpe, Deputy County Clerk
Ann Taylor, County Clerk's Office

AGENDA ITEM

1 APPROVAL OF STAFF MEETING MINUTES OF THURSDAY, AUGUST 17, 2000

MOTION: Steinman moved and Workman seconded approval of the Staff Meeting minutes of August 17, 2000. Steinman, Workman, Heier, Hudkins and Campbell voted aye. Motion carried.

2 ADDITIONS TO THE AGENDA

- A. Report on Lancaster County Joint Public Agency
- B. Report on Kawasaki Expansion
- C. Report on Lancaster Manor

MOTION: Heier moved and Workman seconded approval of the additions to the agenda. Heier, Workman, Steinman, Hudkins and Campbell voted aye. Motion carried.

ADDITIONS TO THE AGENDA

A. Report on Lancaster County Joint Public Agency

Workman reported that he had attended a meeting to discuss how to structure bonding for the Lancaster County Agricultural Society's Events Center. He said a three member governmental body that will issue bonds and levy a tax to service the debt is proposed. This body will be comprised of one County Board member and two representatives of the Lancaster County Agricultural Society.

Campbell said accountability is crucial and suggested that the board be expanded to include two County Board members and three Ag Society representatives. She also requested that there be annual reporting to the County Board.

The Board concurred.

Workman said it will be necessary to use the County's 15 cent levy authority (shifting funds from the Rural Library's allocation) or the 5 cent levy that is authorized for interlocal governments the first year. A joint public agency will serve as the funding mechanism the second year out of the 3.5 cent levy (Ag Society's capital improvement levy). He said costs to operate this entity will be the responsibility of the Ag Society.

Eagan said it is necessary to structure funding in this manner because the joint public agency will not be created before the County's budget is finalized.

Dave Kroeker, Budget & Fiscal Officer, explained that the Rural Library is actually part of the County but the Board has chosen to include it in the 15 cent levy.

Workman said \$680,000 will be levied, over ten years, which equates to a levy of approximately \$6 each year for a \$100,000 house.

In response to a question from Heier, Kroeker said interest rate and bond rating details are still being worked out.

Hudkins asked how much of the 15 cent levy allocation would remain if the Rural Library were taken out completely.

Kroeker said approximately 12.8 cents would still be allocated, leaving 2.2 cents.

Hudkins asked what it will cost to issue the bonds.

Kroeker said it will be in the range of 1 - 1.4 percent, so the maximum would be \$70,000. He estimated the total cost of interest and issuance at \$1.9 million.

Hudkins said he would prefer to move the Rural Library completely out of the 15 cent levy and allocate the necessary funds to the Ag Society with a two year levy. This would eliminate interest payments and creation of another branch of government.

Campbell said the Ag Society could borrow the necessary funds.

Hudkins said the Ag Society does not have the credit behind them to do that and would not be able to secure the same interest rate.

Campbell said there are indications that the Rural Library request will be higher next year.

Hudkins said the bulk of the allocation to the Ag Society could take place this year to account for that.

Campbell said the County has bonded for larger projects in the past and this would spread out the hit to taxpayers.

Workman said it is his understanding that a two year delay would cause the Ag Society problems.

Campbell asked whether the bonds could be called early if the Ag Society receives a windfall or proceeds exceed a certain amount.

Workman said pre-payment was not discussed. He noted it was also decided that the Ag Society could be paid for labor and materials out of the capital fund for work it performs in-house to save money.

**3 ADJUSTMENTS TO PROPOSED COUNTY BUDGETS; 15 CENT
ALLOCATION TO OTHER POLITICAL SUBDIVISIONS - Dave
Kroeker, Budget & Fiscal Officer**

15 Cent Allocation to Other Political Subdivisions

Dave Kroeker, Budget & Fiscal Officer, presented the following documents (Exhibit A):

- O *Lancaster County Allocation of Levy*
- O *FY00 Tax & Levy Information on Lancaster County Fire Districts*
- O *FY01 Tax & Levy Information on Lancaster County Fire Districts*
- O *Projected Tax Rate for Lancaster County*
- O *LID Computation Comparison*
- O *Adoption of Budget, August 31, 1999*
- O *A copy of Notice of Special Hearing to Set Final Tax Request*

Kroeker said the Ag Society has requested \$147,000 for operating expenses and \$5,000,000 for capital expenditures. He explained that if the joint public agency is set up, only \$680,000 will be needed. Kroeker said the Rural Library has requested 2.6 cents and in the scenario described earlier, only 0.022296 cents of this amount would remain under the 15 cent allocation.

MOTION: Steinman moved and Workman seconded to present the allocation of the 15 cent levy allocation, as presented in the exhibit, for the Resolution. Steinman, Workman, Hudkins, Heier and Campbell voted aye. Motion carried.

Adjustments to Proposed County Budgets

Kroeker presented the following documents (Exhibit B):

- O *Possible Changes from the Proposed Budget for 2000-2001*
- O A request from Kelly Moore Guenzel Handlos, Clerk of the District Court, to add two full time employees
- O A request from Gary Lacey, County Attorney, to fund a fill-in attorney for the period of time that an attorney will be on maternity leave
- O *Lancaster County Salary and Benefits Summary 2000-2001*
- O *Lancaster County FY00 Projected Additional Appropriations*
- O *Lancaster County FY00 Requested Additional Appropriations*

Board consensus to approve the following:

- O Reduction of \$6,000 for the Election Commissioner
- O Transfer of appropriations for Corrections (decrease Other Contracted Services and increase Temporary Services)*
- O Reduction of \$428 in the Library Fund
- O Elimination of \$651,000 from the budget for the Ag Society Interlocal Levy
- O Reductions of \$36,000 for Voc Rehab Revenue and Contracted Services for the Community Mental Health Center

* There was no change to Corrections' overtime budget.

The Board authorized the County Attorney to hire a fill-in attorney with no change to the budget at this time and agreed to review the budget at mid-year. The Board will monitor the Clerk of the District Court's need for temporary services and overtime and will review that budget at mid-year.

ADMINISTRATIVE OFFICER REPORT

D. Garner Industries Road Project

Workman and Hudkins indicated that they had met with representatives of County Engineering, Novartis Consumer Health Inc. and Garner Industries to discuss the right-of-way situation and reported that Novartis has agreed to increase the right-of-way from 66' to 100'. Hudkins said it is evident that the water line will need to be reburied. A realignment of the intersection will probably be requested at some point in the future.

Workman said it was also suggested that the State be asked to provide a traffic light at the Highway 6 intersection.

Campbell said Don Thomas, County Engineer, has requested that no action be taken on this item, since negotiations are still in process. She added that Public Works & Utilities will also be contacted, since a water line is involved.

In response to a question from Kroeker, Campbell said no money should be added to the budget at this time, since costs are still uncertain.

RETURNING TO ADJUSTMENTS TO PROPOSED COUNTY BUDGETS

Kroeker said \$1.3 million is currently budgeted in the Contingency Fund. He said this should be adequate if other requests are limited.

Hudkins noted that the County may need to contribute to the cost of the Kawasaki interchange.

In response to a question from Campbell, Kroeker said the projected tax rate is down 0.0019 of a cent from the proposed budget. He said the unused budget authority is up by \$327,000 because growth increased by 4.64% (See Exhibit A). He said setting the Contingency Fund at \$1.5 million will keep the rate at 0.2645.

MOTION: Workman moved and Hudkins seconded to approve the changes proposed by Dave Kroeker, Budget & Fiscal Officer. Workman, Hudkins, Heier, Steinman and Campbell voted aye. Motion carried.

Campbell asked that Lauren Wismer, Bond Counsel, provide a full explanation of the proposal to form a joint public agency to issue bonds and levy a tax for the Lancaster County Agricultural Society's Events Center at the County Board of Commissioners meeting on Tuesday, August 29th.

4 MICROCOMPUTER BUDGET - Dave Kroeker, Budget & Fiscal Officer;
Doug Thomas, Information Services Director; Ken Kuszak,
Microcomputer/Network Support Coordinator

Dave Kroeker, Budget & Fiscal Officer, distributed copies of *P.C. Requests for FY00* (See Exhibit C).

Register of Deeds

Register of Deeds requested an extension to examine needs.

Election Commissioner

Doug Thomas, Information Services Director, said the request indicates that the department wishes to replace eight existing dummy terminals that are used primarily by temporary employees. He recommended replacement of three outdated computers and said the remaining five could be replaced with used Pentium 100's, as they become available to Information Services.

The Board concurred with that recommendation.

Jury Commissioner

The Board held the request, pending additional information.

Extension Service

Thomas said this request is a result of that department's replacement schedule. He added that actual costs may be lower than projected.

The Board approved the request.

District Court

The Board held the request, pending additional information.

County Assessor

Robin Hendricksen, Chief Administrative Deputy Assessor, said the County has received an offer to upgrade ArcView licenses, at a cost of \$192 each. The price will increase to \$600 after September 25th. He noted that the offer is contingent upon having the majority of licenses upgraded. Hendricksen said his department holds nine of the licenses and desires the upgrade.

Ken Kuszak, Microcomputer/Network Support Coordinator, said most of the departments holding licenses have indicated that they want the upgrade.

MOTION: Steinman moved and Workman seconded to proceed with purchase of the ArcView license upgrade. Steinman, Workman, Hudkins, Heier and Campbell voted aye. Motion carried.

5 TRADE REGISTRATION REQUIREMENT IN THE COUNTY - Ron Peery and Chuck Zimmerman, Building & Safety

Chuck Zimmerman, Building & Safety, said a letter received from Ron Melbye, Mayor of Waverly, indicated that the County's trade registration requirements will create a hardship for small businesses, such as Waverly Plumbing.

Hudkins questioned whether the impact to small businesses has been fully assessed.

Ron Peery, Building & Safety, said his department had contacted individuals who had taken out a permit in the past eight years and Waverly Plumbing only applied for one permit during this time period. He said the law will not prevent businesses that work within the small communities of Lancaster County or on acreages in excess of 20 acres from continuing to do so.

Eagan noted that legislation to require permits on farmsteads is a priority issue for the Board.

Perry said the respective examining boards have agreed to bypass the apprenticeship requirement for anyone who provided proof of longstanding business in the area and will allow them to test at the appropriate level. Individuals licensed in another jurisdiction may also be tested. Testing will take place on a quarterly basis.

Art Drake, Drake Refrigeration in Friend, Nebraska, said he can demonstrate competence hands-on, but does not perform well on tests. Drake added that work can be within code and lack quality of workmanship.

Zimmerman said substandard work is occurring in the County and licensing will help to eliminate those "bad apples".

Hudkins remarked that the cost of additional licensing requirements for contractors will be passed on to consumers. He also questioned the need for apprenticing of helpers.

Drake suggested a one year delay with provisional licensing to allow individuals time to work into a license.

Eagan suggested a provision that would allow an examination of previous work for individuals that prove good standing, rather than requiring a test.

In response to a question from Hudkins, Dan Kubr, Kubr Construction/Vantage Pointe Homes Inc., said that to his knowledge, Douglas and Sarpy are the only other counties in Nebraska that have rural licensing requirements.

The Board asked Perry and Zimmerman to discuss additional options with the respective examining boards and report back at the September 14th Staff Meeting.

6 AMBULANCE MEDICAL OVERSIGHT - Jennifer Brinkman,
Administrative Assistant to the Mayor; Darrell Stock, EMS Inc.; Mike
Miriovsky, Executive Director of EMS Inc.

Darrell Stock, EMS Inc., said the City Council will take action on an agreement with EMS Inc. for medical oversight of ambulance service on Monday, August 28th.

In response to a question from Campbell, Jennifer Brinkman, Administrative Assistant to the Mayor, said the composition of the EMS Inc. Board is not addressed in the contract, but will be part of the change to the bylaws.

Stock explained the EMS Inc. Board will have seven members (five appointed by the Mayor, one appointed by the County Board and one appointed by the Lancaster County Medical Society). Five of the existing members of EMS Inc. Board will resign and two of the members will be retained.

Campbell said the County will probably be asked to contribute financially to the medical oversight in the future.

Brinkman said each of the hospitals currently contribute \$55,000 towards funding and the City makes up the difference in the EMS Inc. budget, up to \$100,000.

Stock said EMS Inc. could provide medical direction to rural ambulance providers, at no charge, if the County helped with funding of the budget. He added that the hospitals would prefer one system of medical direction.

Campbell said training would also be beneficial.

7 DIRECTORS SALARIES - Georgia Glass, Personnel Director; John Cripe,
Classification and Pay Manager

Item deferred one week.

8 LABOR NEGOTIATIONS - Georgia Glass, Personnel Director; John Cripe, Classification and Pay Manager; Diane Staab, Deputy County Attorney

MOTION: Heier moved and Steinman seconded to enter Executive Session at 10:34 a.m. for discussion of labor negotiations. Heier, Hudkins, Steinman, Workman and Campbell voted aye. Motion carried.

Heier and Hudkins left the meeting.

MOTION: Steinman moved and Workman seconded to exit Executive Session at 11:40 a.m. Steinman, Workman and Campbell voted aye. Heier and Hudkins were absent from voting. Motion carried.

ADDITIONS TO THE AGENDA

- B. Report on Kawasaki Expansion
- C. Report on Lancaster Manor

Both items were deferred.

9 ACTION ITEMS

- A. Grant Application for the Targeted Assistance Grant in the Amount of \$289,000, "Year V, Beyond Employment"

MOTION: Steinman moved and Workman seconded to approve submission of the grant application. Steinman, Workman and Campbell voted aye. Heier and Hudkins were absent from voting. Motion carried.

- B. Publication of Notice to Consider Resolution Creating Joint Public Agency Consisting of Lancaster County and Lancaster County Agricultural Society

Eagan recommend that the following language be included in the notice:

The Joint Public Agency is being created to issue bonds for the construction of capital improvements on the Lancaster County Fairgrounds.

The Board concurred.

Eagan said Lauren Wismer, Bond Counsel, will be responsible for publication of the notice (See Commissioners' Information Packet).

MOTION: Steinman moved and Workman seconded approval to publish a notice indicating consideration of a resolution that would create a joint public agency. Steinman, Workman and Campbell voted aye. Heier and Hudkins were absent from voting. Motion carried.

C. Purple Loosestrife Exchange Program Grant

MOTION: Steinman moved and Workman seconded approval. Steinman and Workman voted aye. Campbell abstained, due to a conflict of interest. Heier and Hudkins were absent from voting. Motion carried.

D. Cancellation Notice of Service Agreement on Corrections' Minolta EP5420, System #14362

MOTION: Workman moved and Steinman seconded approval. Workman, Steinman and Campbell voted aye. Heier and Hudkins were absent from voting. Motion carried.

10 CONSENT ITEMS

A. Vacation Request from Dean Settle, Community Mental Health Center Director, for August 24-25, 2000

MOTION: Steinman moved and Workman seconded approval. Steinman, Workman and Campbell voted aye. Heier and Hudkins were absent from voting. Motion carried.

11 ADMINISTRATIVE OFFICER REPORT

A. Contract with Griffin Grant Writing

Eagan said Griffin Grant Writing has ceased operations and Randall Funding and Development LLC has indicated a desire to assume their contractual obligations.

MOTION: Workman moved and Steinman seconded to proceed with notification to Randall Funding and Development LLC that Lancaster County is terminating its contract with Griffin Grant Writing and is requesting a refund of the \$95,000 retainer. Workman, Steinman and Campbell voted aye. Heier and Hudkins were absent from voting. Motion carried.

B. Request from Phillip Mullin to Pave Alysheba Lane

MOTION: Steinman moved and Workman seconded to refer the request to the County Engineer. Steinman, Workman and Campbell voted aye. Heier and Hudkins were absent from voting. Motion carried.

C. Fall Meeting of the Southeast District, Nebraska Association of County Officials - Thursday, September 7, 2000

Campbell, Steinman and Workman indicated that they plan to attend.

The Board asked Eagan to verify whether Bruce Kamradt, Director of wraparound programs for Milwaukee, Wisconsin, will be giving his presentation on wraparound services on September 5th.

D. Garner Industries Road Project

Item moved forward on the agenda.

E. Records Policy Committee

The Board authorized inclusion of the Clerk of the District Court on the committee. The Board also requested that the Election Commissioner be contacted about the number of requests for information that office receives.

12 DISCUSSION OF BOARD MEMBER MEETINGS

A. Community Mental Health Center Advisory Committee - Steinman

No report was given.

13 ADJOURNMENT

By direction of the Chair, the meeting was adjourned.

Bruce Medcalf
Lancaster County Clerk