

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING, ROOM 113
THURSDAY, JANUARY 7, 2010
8:30 AM**

Commissioners Present: Ray Stevens, Vice Chair
Larry Hudkins
Deb Schorr

Commissioners Absent: Bernie Heier, Chair
Bob Workman

Others Present: Kerry Eagan, Chief Administrative Officer
Dan Nolte, County Clerk
Angela Zocholl, County Clerk's Office

The Chair opened the meeting at 8:32 a.m.

AGENDA ITEM

1 APPROVAL OF STAFF MEETING MINUTES, THURSDAY, DECEMBER 17 , 2009

MOTION: Hudkins moved and Schorr seconded approval of the December 17, 2009, staff meeting minutes. Hudkins, Stevens and Schorr voted aye. Motion carried 3-0.

2 ADDITIONS TO AGENDA

A. Records retention request from Personnel (Exhibit A)

MOTION: Hudkins moved and Schorr seconded approval of the addition to the agenda. Schorr, Stevens and Hudkins voted aye. Motion carried 3-0.

3 LEGISLATIVE UPDATE - Gordon Kissel & Joe Kohout, Kissel/E & S Associates

Gordon Kissel said they met with Senator Coash regarding the introduction of the bill on Medicaid rates. He thought it would be difficult to pass this year since the Hospital Association is opposed to it. Kissel suggested meeting with the Hospital Association to address their concerns. Joe Kohout noted one of their concerns deals with the \$0.70 reimbursement rate. The Hospital Association would prefer reimbursement of the Medicaid rate plus a percentage.

Kissel mentioned the bill regarding Planning Commission appeals. Kerry Eagan said they received a draft of the bill. He noted Mike DeKalb, Planning Department, was present and had offered comments on introducing it in the proper spot since it applies to all counties. Kissel said there should not be any problem applying it to all counties. Kohout said it would be introduced in the government committee.

Dave Shively, Election Commissioner, discussed the bill regarding driver's license records. When the Help America Vote Act (HAVA) passed, his office was supposed to have access to the driver's license numbers of all voters, but they were only allowed access based on the current law, which includes name, address and date of birth. They tried to introduce a bill on this in 2007, but it did not advance from committee. Hudkins said there was resistance among the senators because they felt more people would be called for jury duty from the driver's license list.

MOTION: Hudkins moved and Schorr seconded to authorize lobbyists to find a senator to reintroduce the bill. Hudkins, Stevens and Schorr voted aye. Motion carried 3-0.

Mike DeKalb asked about the Transfer of Development Rights (TDR) legislation. Kissel said the bill so far had not gone anywhere. He spoke to Senator Tony Fulton who may not want to introduce it this year since he is running for State Treasurer.

ACTION ITEMS

A. Microcomputer Request C#59597, \$1,685.49, from Juvenile Court Budget for Monitors (5) and video cards (4)

MOTION: Schorr moved and Hudkins seconded to authorize the microcomputer request for Juvenile Court. Schorr, Hudkins and Stevens voted aye. Motion carried 3-0.

ADMINISTRATIVE OFFICER REPORT

A. Records Disposal Review

(1) Sheriff

MOTION: Hudkins moved and Schorr seconded approval of the request. Hudkins, Stevens and Schorr voted aye. Motion carried 3-0.

(2) City Attorney

The Board discussed the request. They felt the storage space is intended for record material and should not be used to store empty binders.

MOTION: Schorr moved and Hudkins seconded denial of the request. Schorr, Stevens and Hudkins voted aye. Motion carried 3-0.

(3) Lancaster Manor

MOTION: Hudkins moved and Schorr seconded approval of the request. Hudkins, Schorr and Stevens voted aye. Motion carried 3-0.

ADDITION TO AGENDA

A. Records retention request from Personnel (Exhibit A)

MOTION: Schorr moved and Hudkins seconded approval of the request. Schorr, Stevens and Hudkins voted aye. Motion carried 3-0.

ADMINISTRATIVE OFFICER REPORT

B. Claim for Review: PV 249444 (\$46.74) from Lancaster Manor

MOTION: Schorr moved and Hudkins seconded to handle the claim through the regular claims process at the January 12, 2010, Board of Commissioners Meeting. Hudkins, Stevens and Schorr voted aye. Motion carried 3-0.

C. Village Meeting (January 14, 2010)

Eagan said the meeting will begin with a continental breakfast and a meet-and-greet at 8:00 a.m. He noted the agenda included flood plain map revisions. Stevens suggested including a review of the Special Permit process for rural businesses.

D. Management Team Meeting (January 21, 2010)

Stevens said the meeting is scheduled for 7:30 a.m. Eagan said the only agenda item was discussion of business cards. It was noted Ken Kuszak, Information Services, would attend the meeting to discuss thin clients.

E. Mid-Year Budget Review (February 18, 2010)

The meeting was set for Bryan LGH West at 8:30 a.m. Food and drink options were discussed.

F. Employee Recognition Breakfast (May 18, 2010)

The breakfast was set for Windsor Stables at 7:30 a.m.

4 SALINE WETLANDS GRANT (USE OF COUNTY FUNDS) - Tom Malmstrom, Saline Wetlands Coordinator; Terry Genrich, Natural Resources & Greenways Manager

Terry Genrich distributed a handout on the Allen property (Exhibit B).

Tom Malmstrom reviewed the grant process, noting the grant application in 2007 was for \$1,200,000 with \$600,000 for restoration and \$600,000 for acquisitions. He said the Board agreed to fund up to \$75,000 by the end of Fiscal Year 2010-2011. The Lower Platte South NRD and the City would contribute funds toward the purchase of the Allen parcel. Genrich explained the Allen parcel is critical since it contains Category 1 Saline Wetlands. The surrounding area is owned by the Nature Conservancy, Nebraska Game and Parks Commission, and Lower Platte South NRD. If they own all the parcels, they can develop a restoration plan for the whole area. Hudkins said 35 acres of the property is prone to flood, noting problems with flooding around the bridge on West Raymond Road. He felt the County should contribute \$75,000 as requested.

Hudkins asked for a copy of the appraisal. He felt it was high compared to sales in that area. Malmstrom said Great Plains did the appraisal according to Yellow Book standards, which is the proper procedure for federal money. Once done, it is reviewed by another appraiser.

Schorr questioned an e-mail which requested \$50,000 instead of \$75,000. Genrich said they would prefer \$75,000 if the Board would approve it. If not, they could use \$50,000 now and carry the other \$25,000 until the new budget year. Dennis Meyer, Budget & Fiscal Director, said the full \$75,000 was set aside in Keno funds.

MOTION: Schorr moved and Hudkins seconded approval to use \$75,000 from the Keno fund to assist in purchasing the Allen parcel from the current year budget. Hudkins, Stevens and Schorr voted aye. Motion carried 3-0.

5 (A) SENTENCING PRACTICES SEMINAR; and (B) BI CONTRACT (30 DAY GLOBAL POSITIONING SYSTEM TRIAL) - Kim Etherton, Community Corrections Director

(A) SENTENCING PRACTICES SEMINAR

Kim Etherton passed out a letter on training sponsored by The Justice Management Institute (JMI) (Exhibit C). She said Gary Lacey received a request from JMI to attend a pilot training project for smarter sentencing in Atlanta. She would attend with Dennis Keefe, Public Defender; Joe Kelly, Chief Deputy County Attorney; and Judge Colborn. Expenses are covered by JMI.

Etherton noted as of the end of November they had put an additional 100 people on house arrest compared to the year before. Around \$75,000 in fees from house arrest have been collected in the current fiscal year.

(B) BI CONTRACT (30 DAY GLOBAL POSITIONING SYSTEM TRIAL)

Etherton said a contract would come before the Board from Behavioral Interventions to run a test pilot on alcohol detection with Global Positioning System (GPS) equipment. She said the Transdermal Alcohol Detector (TAD) was previously tested but did not work well. They currently use Sobrieters, which register any amount of alcohol, and follow that with Ethyl Glucuronide (EtG) testing.

9 ADMINISTRATIVE OFFICER REPORT

G. Department Budget Hearing Schedule (May, 2010)

Dennis Meyer listed the dates booked for the budget hearings: Thursday, May 13; Tuesday, May 18; Thursday, May 20; and Thursday, May 27. The hearings would be held beginning at 1:00 p.m. The Board discussed alternative dates and considered doing the meetings in three days instead of four days. It was decided to book the room for an additional day, May 25, until final dates were selected.

H. County Representative for Information Services Director Interview Committee

Eagan said he would be on the committee, and one more County representative would be needed. He suggested Mike Thurber, Corrections Director.

MOTION: Hudkins moved and Schorr seconded approval of Mike Thurber and Kerry Eagan as County representatives for the committee. Hudkins, Stevens and Schorr voted aye.

DISCUSSION OF BOARD MEMBER MEETINGS

A. Hickman Water Meeting - Schorr/Heier

Schorr said she and Bernie Heier met with Brett Baker, Hickman City Administrator. Hickman is interested in extending waterlines outside their jurisdiction into the County. The planning is in the early stages, and they will present more information as it progresses.

B. Corrections JPA - Heier/Stevens

Stevens said the JPA met in late December and approved the standard expenditures to Sampson Construction, the architects and the bank fees. The project is progressing as planned.

C. LIBA - Heier/Hudkins

Hudkins said LIBA wanted to discuss the Lancaster Manor proceeds, which are expected to be around \$4,000,000. LIBA questioned setting up another foundation. Hudkins said his preference would be to return the proceeds to the County general fund or possibly give them to the Lincoln Seniors Foundation.

D. Chamber Coffee - Stevens

Stevens said the Haymarket arena was discussed. The Chamber of Commerce has contributed at least \$50,000 as part of the marketing campaign. The project includes moving railroad tracks, reclaiming the land, and building the arena facility and outdoor festival space.

Stevens said the Federal Fly-back was so popular they will do it again on August 19, 2010. Hudkins suggested the Board attend if possible.

Stevens reported on the progress at Lancaster Manor. He spoke to the new administrator who is working through various issues. There were only 15-20 employees that did not stay through the transition, resulting in a retention rate around 93%. They have hired an associate administrator and will hire an assistant director of nursing. Insurance for former employees will be paid through February by the County.

6 (A) POST EMPLOYMENT HEALTH PLAN UPDATE (B) RETIREMENT PLAN UPDATE - Doug Cyr, Chief Deputy County Attorney

(A) POST EMPLOYMENT HEALTH PLAN UPDATE

Eagan said Kelly Bush was hired to negotiate with Nationwide Retirement Solutions (NRS) regarding the possibility of moving Post-Employment Health Plan (PEHP) funds to a Section 115 trust. NRS sent a letter saying they cannot process the request. Eagan said Bush would check with the IRS to see if there were any impediments to move a PEHP to a 115, as the trust agreement with NRS only allows PEHP to PEHP transfers.

Doug Cyr said they had not pursued a Voluntary Employees' Beneficiary Association (VEBA) to VEBA transfer since it would require creating another multi-employer VEBA before moving to a 115 trust. He thought money would be moved from Nationwide even if it goes to another multi-employer plan. Eagan said Bush is investigating the possibility of starting a VEBA for the purpose of taking NRS money, although this is not the preference. Cyr said the entity with the second VEBA would need to understand the intent was to go to a 115 trust. He said Bush knew which companies could do this.

(B) RETIREMENT PLAN UPDATE

Cyr discussed the pension plan and the deferred compensation plan. The County used to have revenue sharing with NRS in which the County was paid \$40,000 per year. Currently the County has \$204,347.55 in that account. Prudential does expense reimbursement in the amount of \$27,000 per year for the pension plan and \$3,000 for the deferred compensation plan. Combined with the NRS revenue sharing account, there is approximately \$235,000. A conference call has been scheduled with Prudential for January 12.

Cyr said there was a \$7000 Security Exchange Commission (SEC) settlement with Invesco due to their harmful practices with some mutual funds. Unless the Board says otherwise, they will work on returning money to those whose accounts were affected.

Eagan said an investment performance report should be done with Prudential. It was decided to set up a time for Prudential to attend a Thursday staff meeting.

7 ACTION ITEMS

- A. Microcomputer Request C#59597, \$1,685.49, from Juvenile Court Budget for Monitors (5) and video cards (4)

Item A was moved forward on the agenda.

8 CONSENT ITEMS

There were no consent items.

9 ADMINISTRATIVE OFFICER REPORT

- A. Records Disposal Review:
 - (1) Sheriff;
 - (2) City Attorney; and
 - (3) Lancaster Manor
- B. Claim for Review: PV 249444 (\$46.74) from Lancaster Manor
- C. Village Meeting (January 14, 2010)
- D. Management Team Meeting (January 21, 2010)
- E. Mid-Year Budget Review (February 18, 2010)
- F. Employee Recognition Breakfast (May 18, 2010)
- G. Department Budget Hearing Schedule (May 2010)
- H. County Representative for Information Services Director Interview Committee

Items A-H were moved forward on the agenda.

10 PENDING

There were no pending items.

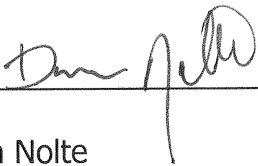
11 DISCUSSION OF BOARD MEMBER MEETINGS

- A **Hickman Water Meeting** - Schorr/Heier
- B. **JPA - Corrections** - Heier/Stevens
- C. **LIBA - Terrace** - Heier/Hudkins
- D. **Chamber Coffee** - Stevens

Items A-D were moved forward on the agenda.

12 ADJOURNMENT

MOTION: Schorr moved and Hudkins seconded to adjourn the meeting at 9:49 a.m. Schorr, Stevens and Hudkins voted aye. Motion carried 3-0.



Dan Nolte
Lancaster County Clerk



3/21/2009

A

RECORDS DISPOSAL NOTICE

Personnel Department: City

Karen K. Eurich

Following records are scheduled for disposal. These records will be destroyed unless you respond. For any records that you want to remain in, return the disposal notice with an explanation of the reason that the records need to be kept longer.

Schedule # - Title	Dates	Scheduled c.f. Disposal	Control Number
143-01-04-01 Regular & Probationary Employee Personnel Files City Personnel Files. Pages added to existing files.	06/05/2007 - 07/12/2007	1.00 01/01/2010	11162458
143-01-04-01 Regular & Probationary Employee Personnel Files City Personnel Files. Pages added to existing files.	07/17/2007 - 08/24/2007	1.00 01/01/2010	11162973
143-01-04-01 Regular & Probationary Employee Personnel Files City Personnel Files. Pages added to existing files.	08/28/2007 - 10/04/2007	1.00 01/01/2010	11162978
143-01-04-01 Regular & Probationary Employee Personnel Files City Personnel Files. Pages added to existing files.	10/08/2007 - 11/19/2007	1.00 01/01/2010	11163230
143-01-04-01 Regular & Probationary Employee Personnel Files City Personnel Files. Pages added to existing files.	11/20/2007 - 12/20/2007	1.00 01/01/2010	11164147
143-01-04-01 Regular & Probationary Employee Personnel Files City Personnel Files. Pages added to existing files.	12/21/2007 - 01/29/2008	1.00 01/01/2010	11164150
143-01-04-01 Regular & Probationary Employee Personnel Files City Personnel Files. Pages added to existing files.	01/31/2008 - 03/18/2008	1.00 01/01/2010	11165723
143-01-04-01 Regular & Probationary Employee Personnel Files City Personnel Files. Pages added to existing files.	03/19/2008 - 05/13/2008	1.00 01/01/2010	11166054
143-01-04-01 Regular & Probationary Employee Personnel Files City Personnel Files. Pages added to existing files.	05/16/2008 - 06/25/2008	1.00 01/01/2010	11166918
143-01-04-01 Regular & Probationary Employee Personnel Files City Personnel Files. Pages added to existing files.	06/30/2008 - 08/07/2008	1.00 01/01/2010	11167225
143-01-04-01 Regular & Probationary Employee Personnel Files City Personnel Files. Pages added to existing files.	08/12/2008 - 09/15/2008	1.00 01/01/2010	11167961
143-01-04-01 Regular & Probationary Employee Personnel Files City Personnel Files. Pages added to existing files.	09/16/2008 - 10/22/2008	1.00 01/01/2010	11167966
143-01-04-01 Regular & Probationary Employee Personnel Files City Personnel Files. Pages added to existing files.	10/24/2008 - 12/01/2008	1.00 01/01/2010	11167970

Dispose

pe

Schedule # - Title	Dates	c.f.	Scheduled Disposal	Control Number
143-01-04-01 Regular & Probationary Employee Personnel Files City Personnel Files. Pages added to existing files. <i>keep a little longer to ensure pages are in files</i>	12/02/2008 - 01/14/2009	1.00	01/04/2010 - 6-1-10	11167028 KE
143-01-08 Payment Vouchers & Vouchers Registers Payment Vouchers & Inter-Departments	09/01/2005 - 08/31/2006	1.00	09/01/2009	11155357 KE disposal
143-02-06 Benefit Calling Log Log	01/01/2002 - 12/31/2002 01/01/1997 - 12/31/2002	1.00	12/31/2009	11128965 11128042 <i>keep</i>
143-03-04 Job Audits City audits from 1999 & 2000, Computer-Related Study from 2000-2001, Recreation Supervisor Audits 1997 & 2002, PSO Audits 2001, Emergency Services Job Task Analysis	-	1.00	09/01/2009	11128041 SC del
143-03-08 Special Studies and/or Reports Engineering Classification Study	01/01/1980 - 12/31/1982	1.00	01/01/2010	11124371 SC <i>keep</i>
143-03-10 CIR Court Documents Police, NAGE & LCEA Court Documents	12/01/2006 - 12/31/2006	1.00	12/31/2009	11161611. PIC <i>deposited</i>
143-04-01-01 Applicant Test Papers Req #06-0266-C-1 Emergency Service Dispatcher I test packets	01/01/2005 - 12/31/2005	1.00	12/31/2009	11152057 PIC <i>disposal</i>
24-03-15 Applications & Other Material of Persons Not Hired City criminal histories/Seasonal & Temporary	09/01/2005 - 08/31/2006	1.00	09/01/2009	11155353 KE <i>disposal</i>
Mixed See Description Personnel Time Cards 143-1-13; Leave Slips 143-1-6; Check Stubs 143-1-3				
Total number of items:		22		
			Cubic Feet:	22.00

These records will be disposed of in the normal course of business after 01/10/2010 unless notice is received that they need to be kept longer.

Schedule # - Title

Dates

Scheduled
c.f. Disposal

Control Number

24-03-15 Applications & Other Material of Persons Not Hired
County criminal histories for Lancaster Manor; Objection letters for Correctional Officer & Nurse in Corrections

01/01/2005- 12/31/2005

1.00 12/31/2009

11152056

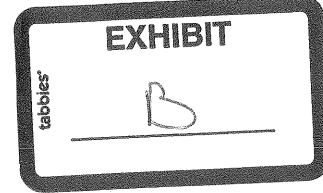
Total number of items: 14

Cubic Feet:

14.00

These records will be disposed of in the normal course of business after 01/10/2010 unless notice is received that they need to be kept longer.

Signature



ALLEN PROPERTY (66.12 acres)

Location – north of Raymond Road and west of 1st Street

Appraised Price - \$4,598 per acre or \$304,000

Proposed Ownership – Lower Platte South NRD

Proposed Funding

Lower Platte South NRD - \$76,000

Lancaster County (Match to City of Lincoln, 2008 Nebraska Environmental Trust Fund grant) - \$75,000

City of Lincoln, 2008 Nebraska Environmental Trust Fund grant - \$153,000

Property Facts

Saline Wetlands – approximately 29 acres

Grassland – approximately 38 acres

Amount of area in floodplain – approximately 35 acres

Proposed Critical Habitat for Endangered Species - approximately 29 acres

History of Lancaster County contributions to the Saline Wetlands Conservation Partnership

Match to City of Lincoln, 2002 Nebraska Environmental Trust Fund grant:

\$62,250 for the purchase of Warner wetland property (90.5 acres) south of Interstate 80 and west of 98th Street in May 2004, owned by LPSNRD

Match to City of Lincoln, 2005 Nebraska Environmental Trust Fund grant:

\$57,000 for the purchase of Schell (Little Salt Springs) wetland property (122 acres) west of NW 12th Street and south of Branched Oak Road in July 2007, owned by LPSNRD



Little Salt Creek

W Branched Oak Road

Little Salt Creek West WMA
(Nebraska Game & Parks)

Little Salt Springs WMA
(Lower Platte South NRD)

Allen Parcel
(66.68 Acres)






NW 12th Street

Little Salt Fork Marsh Preserve
(The Nature Conservancy)

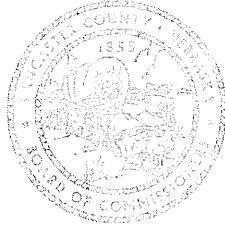
W Raymond Road

N 1st Street

Wetland Management Areas

-  Allen Parcel
-  Floodplain
- Saline Wetlands**
-  Category 1
-  Category 2
-  Category 3





LANCASTER COUNTY BOARD OF COMMISSIONERS

Bernie Heier Larry Hudkins Deb Schorr Ray Stevens Bob Workman
Kerry Eagan, *Chief Administrative Officer* Gwen Thorpe, *Deputy Administrative Officer*

August 16, 2007

Terry Genrich
Natural Resources Manager
Lincoln Parks and Recreation Department
2740 A Street
Lincoln, Nebraska 68502

RE: Eastern Saline Wetlands Project 2008 Grant Application

Dear Terry:

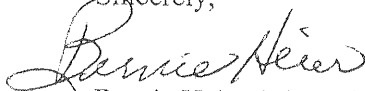
The Lancaster County Board of Commissioners is in support of the City of Lincoln's 2008 grant application to the Nebraska Environmental Trust for the conservation of Nebraska's Eastern Saline Wetlands. The City of Lincoln has requested that the County continue to be a partner and commit \$75,000 in funds for disbursement by the end of the 2010-2011 fiscal year.

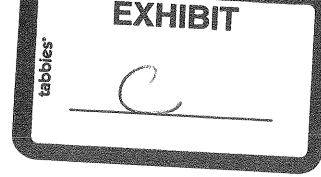
It is the understanding of the Board that any contribution from the County shall be used to support wetland management and restoration activities and the acquisition of land. These funds shall not be used for compensating staff.

Lancaster County will continue as a contributing partner for the Nebraska Environmental Trust Grant for the conservation of Nebraska's Eastern Saline Wetlands. The County shall commit to expending \$75,000 for said grant by the 2010-2011 fiscal year, should the grant be awarded.

Lancaster County has a continued interest to protect and restore the rare and unique Eastern Saline Wetlands and appreciates the cooperative efforts of the partnership to accomplish this.

Sincerely,


Bernie Heier, Vice-Chair



Dear Colleagues:

We are writing to call your attention to an upcoming pilot test of a curriculum to promote evidence-based sentencing practices in jurisdictions across the country. The training is sponsored by The Justice Management Institute (JMI) in partnership with the federal Bureau of Justice Assistance. The program is scheduled for January 20-21 in Atlanta.

Plans call for having 4-person teams from at least three jurisdictions. Each team should include the elected prosecutor, chief public defender, the chief trial court judge, and the director of community corrections (or their principal deputies). There is no charge for tuition or registration, and there is provision to defray travel expenses within federal per diem limits.

The seminar will last two full days. Key topics will include the following:

- Connecting sentencing practices to incarceration, reentry, and recidivism;
- Understanding what the research says about risk reduction;
- Applying research on risk reduction to sentencing practices; and
- Learning how evidence-based sentencing practices have been introduced in other jurisdictions.

In addition, teams will develop and present action plans for introducing “smarter sentencing” practices when they return from the training.

If you have questions or need additional information about the program, please contact Debra Whitcomb, Senior Project Director, in JMI’s Washington, D.C. office at 703-477-0942 or dwhitcomb@jmijustice.org.

We hope you will participate in this pilot program. We look forward to hearing from you.

Sincerely,

Elaine Nugent-Borakove
Vice President
The Justice Management Institute