

**MINUTES**  
**LANCASTER COUNTY BOARD OF COMMISSIONERS**  
**TUESDAY, OCTOBER 29, 2013**  
**COMMISSIONERS HEARING ROOM, ROOM 112**  
**FIRST FLOOR, COUNTY-CITY BUILDING**  
**10:30 A.M.**

*Advance public notice of the Board of Commissioners meeting was posted on the County-City Building bulletin board and the Lancaster County, Nebraska, web site and emailed to the media on October 25, 2013.*

Commissioners present:    Larry Hudkins, Chair  
                                     Brent Smoyer, Vice Chair  
                                     Roma Amundson  
                                     Jane Raybould  
                                     Deb Schorr

Others present:                Kerry Eagan, Chief Administrative Officer  
                                     Gwen Thorpe, Deputy Chief Administrative Officer  
                                     Brittany Behrens, Deputy County Attorney  
                                     Dan Nolte, County Clerk  
                                     Angela Zocholl, County Clerk's Office

The location announcement of the Nebraska Open Meetings Act was given and the meeting was called to order at 10:31 a.m.

1) **MINUTES: Approval of the minutes of the Board of Commissioners meeting held on Tuesday, October 22, 2013.**

**MOTION:** Smoyer moved and Raybould seconded approval of the minutes. Schorr, Raybould, Amundson, Smoyer and Hudkins voted aye. Motion carried 5-0.

2) **CLAIMS: Approval of all claims processed through Tuesday, October 29, 2013.**

**MOTION:** Schorr moved and Amundson seconded approval of the claims. Raybould, Amundson, Smoyer, Schorr and Hudkins voted aye. Motion carried 5-0.

3) **NEW BUSINESS:**

**A. Appointment of Maja Viklands Harris to complete the unexpired term of Wendy Francis ending August 31, 2019, and reappointment of Ken Weber for a term ending September 24, 2019, to the Lincoln-Lancaster County Planning Commission.**

Maja Viklands Harris introduced herself and discussed her background. The Board expressed their appreciation for her service, as well as the service of Ken Weber.

Marvin Krout, Planning Director, explained that the Planning Commission has nine members who are appointed by the Mayor and are subject to confirmation by both the City Council and County Board.

**NEW BUSINESS CONTINUED:**

Krout said the members represent jurisdiction within the City of Lincoln and the unincorporated parts of the County. The Commission's responsibilities are mostly governed by State statute with one of the primary responsibilities being maintenance of the Comprehensive Plan.

**MOTION:** Smoyer moved and Raybould seconded approval of the appointment and reappointment. Amundson, Smoyer, Schorr, Raybould and Hudkins voted aye. Motion carried 5-0.

**B. Resolution in the matter of adopting a salary schedule for deputy sheriff captains.  
(R-13-0066)**

Raybould asked for more information on merit increases previously granted to the deputy sheriff captains. Jeff Bliemeister, Chief Deputy Sheriff, said the Board passed a resolution in January 2013 granting a salary increase for deputy sheriff captains. A 2% aggregate was provided to Captains in January 2013 and an additional 1.62% aggregate was allotted to captains following the inception of the 2013-2014 budget cycle.

Raybould stated that she supports merit pay; however, she is concerned about the wording in this resolution. She questioned why the 2.5% increase goes into effect as of January 1, 2014, rather than coinciding with the new budget year starting July 1, 2014.

Bliemeister said the overall 3.62% aggregate was applicable to the previous budget cycle. It had not been enacted in August 2012 as it had been for other County employees.

Schorr said the Board has to work with five different unions, elected officials, department directors and unrepresented employees on salary increases, and it is difficult to stay on a consistent schedule. In this case, the Sheriff's Office was not updated at the same time as other employees and now it is being handled retroactively. She noted that the County Attorney's Office had set up similar schedules for the Attorney I and Attorney II positions.

Raybould questioned why they would not wait and be consistent with the budget year.

Amundson felt the Sheriff's Office was simply trying to catch up to the other County employees.

Raybould said the language in the resolution states "Each budget year, beginning January 1, 2014," even though the budget year starts July 1. She noted that she had wanted to hold the resolution to edit the language.

Bliemeister felt the resolution would put the captains on the same salary schedule as other County employees with the exception of elected officials, appointed officials and chief deputies.

Raybould asked if the Sheriff's Office has an evaluation form for their captains. Bliemeister said there are individualized job descriptions and objective rating criteria for the five division captains. He and the Sheriff evaluate their performance annually.

**NEW BUSINESS CONTINUED:**

Smoyer asked for clarification on the resolution language from Richard Grabow, Deputy County Attorney. He asked if the resolution used the same wording as the one done for the Attorney II positions. Grabow said there are some differences but the concept is almost identical. He did not think anything in the resolution was out of line.

Smoyer felt the merit increases for the County Attorneys were appropriately implemented and the Sheriff's Office should be regarded the same.

Raybould restated that Item 2B does not properly clarify the budget year as it does with the Attorney's resolution.

Grabow said the reference to January 1, 2014, is not stated as the start of the budget year. It simply means January 1, 2014, is a triggering date for the resolution.

Hudkins said the County Attorney has explained for the record the interpretation of the resolution. The first year the merit policy will be implemented January 1. After that, it will be on the regular budget cycle of July 1.

**MOTION:** Schorr moved and Amundson seconded approval of the resolution. Smoyer, Schorr, Amundson and Hudkins voted aye. Raybould voted nay. Motion carried 4-1.

**C. Mini-grant contract application and award for a grant from the Nebraska Office of Highway Safety (NOHS) for the "Click It or Ticket" mobilization. NOHS will provide funding for overtime in the amount of \$6,079.65. (C-13-0525)**

Jeff Bliemeister said Sergeant Derek Horalek routinely submits these grant requests through NOHS. The grant increases traffic safety for the holiday season by providing additional resources.

**MOTION:** Amundson moved and Smoyer seconded approval of the contract application and award. Schorr, Raybould, Amundson, Smoyer and Hudkins voted aye. Motion carried 5-0.

**D. Mini-grant contract application and award for a grant from the Nebraska Office of Highway Safety (NOHS) for the "You Drink and Drive. You Lose." mobilization. NOHS will provide funding for overtime in the amount of \$6,206.25. (C-13-0527)**

**MOTION:** Amundson moved and Smoyer seconded approval of the contract application and award. Raybould, Amundson, Smoyer, Schorr and Hudkins voted aye. Motion carried 5-0.

**E. Memorandum of understanding between Homeland Security Investigations and Lancaster County, on behalf of the Lancaster County Sheriff's Office, for reimbursement of joint operations expenses from the Treasury Forfeiture Fund. (C-13-0528)**

Jeff Bliemeister said this is a recent partnership between the County Sheriff's Office and Homeland Security as part of the drug enforcement efforts on Interstate 80. Homeland Security reimburses up to \$15,000 annually to deputies for their off duty time, including FICA and retirement. There is no out-of-pocket expense.

**NEW BUSINESS CONTINUED:**

**MOTION:** Raybould moved and Amundson seconded approval of the memorandum of understanding. Amundson, Smoyer, Schorr, Raybould and Hudkins voted aye. Motion carried 5-0.

- F. 2011 sub-recipient agreement for the Southeast Region in the amount of \$24,749 for the 2011 State Homeland Security Program from the Nebraska Emergency Management Agency. Term of the agreement is September 23, 2011, to January 31, 2014. (C-13-0529)**

Brittany Behrens, Deputy County Attorney, said this returns funds to the State the same as with the sub-recipient agreement approved previously. She noted two more similar agreements would be forthcoming.

**MOTION:** Smoyer moved and Amundson seconded approval of the agreement. Smoyer, Schorr, Raybould, Amundson and Hudkins voted aye. Motion carried 5-0.

- G. Extension of Lancaster County's current rates for group insurance benefits for Life and AD&D coverage with Hartford Life and Accident Insurance Company from August 1, 2014, to August 1, 2016. (C-13-0526)**

**MOTION:** Smoyer moved and Raybould seconded approval of the extension agreement. Schorr, Raybould, Amundson, Smoyer and Hudkins voted aye. Motion carried 5-0.

- H. Liability insurance coverage with National Legal Aid and Defender Association (NLADA) Service Corporation for the Lancaster County Public Defender's Office, in the amount of \$6,125.41. The policy begins on November 1, 2013, for a period of 12 months.**

**MOTION:** Amundson moved and Smoyer seconded approval of the liability insurance coverage. Raybould, Amundson, Smoyer, Schorr and Hudkins voted aye. Motion carried 5-0.

- I. Recommendation from the County Engineer and the Purchasing Agent to award a bid to NMC, Inc., for two motor graders at a total cost of \$158,356. (B-13-0039)**

Bob Walla, Assistant Purchasing Agent, said the actual cost of the motor graders with the trade-in is \$397,356. The amount listed as \$158,356 was based on other terms of the contract. He said the trade-in values on the 1993 and 1990 John Deere machines were \$31,000 and \$26,000.

**MOTION:** Amundson moved and Smoyer seconded approval of the recommendation. Amundson, Smoyer, Schorr, Raybould and Hudkins voted aye. Motion carried 5-0.

- J. Contract with Executive Janitorial Corporation for cleaning services at the Cherrycreek Road facilities. The County will pay for products and services according to the line item pricing as listed in the contractor's proposal. Term of the contract is October 21, 2013, to October 20, 2014. (C-13-0530)**

**MOTION:** Schorr moved and Raybould seconded approval of the contract. Smoyer, Schorr, Raybould, Amundson and Hudkins voted aye. Motion carried 5-0.

**NEW BUSINESS CONTINUED:**

- K. **Contract between Nebraska Printing Center, Lancaster County, the City of Lincoln and the Lincoln-Lancaster County Public Building Commission for envelope supply and printing. The County will pay for services according to the line item pricing as listed in the contractor's proposal. Term of the contract is November 1, 2013, to October 31, 2016. (C-13-0542)**

**MOTION:** Amundson moved and Smoyer seconded approval of the contract. Schorr, Raybould, Amundson, Smoyer and Hudkins voted aye. Motion carried 5-0.

- L. **Amendment to County Contract C-11-0745 with En Pointe Technologies, Inc., for commercial off the shelf software and related services. The amendment renews the agreement for an additional one-year term from June 3, 2013, to June 2, 2014. (C-13-0531)**

**MOTION:** Raybould moved and Amundson seconded approval of the amendment. Raybould, Amundson, Smoyer, Schorr and Hudkins voted aye. Motion carried 5-0.

- M. **Amendment to County Contract C-11-0588 between All Road Barricades, Inc., Lancaster County and the City of Lincoln for the annual supply of traffic channelizing and barricade devices. The amendment renews the agreement for an additional one-year term from November 8, 2013, to November 7, 2014. (C-13-0532)**

**MOTION:** Schorr moved and Smoyer seconded approval of the amendment. Amundson, Smoyer, Schorr, Raybould and Hudkins voted aye. Motion carried 5-0.

- N. **Amendment to County Contract C-10-0518 with Tri Dim Filter Corporation for the annual supply of HVAC filters on an as needed basis. The amendment renews the agreement for an additional one-year term from November 8, 2013, to November 7, 2014. (C-13-0533)**

**MOTION:** Raybould moved and Amundson seconded approval of the amendment. Smoyer, Schorr, Raybould, Amundson and Hudkins voted aye. Motion carried 5-0.

- O. **Amendment to County Contract C-10-0519 with Lampe's Clean Air Specialists for the annual supply of HVAC filters on an as needed basis. The amendment renews the agreement for an additional one-year term from November 8, 2013, to November 7, 2014. (C-13-0534)**

**MOTION:** Schorr moved and Smoyer seconded approval of the amendment. Schorr, Raybould, Amundson, Smoyer and Hudkins voted aye. Motion carried 5-0.

- P. **Amendment to County contract C-10-0590 with Bob Barker Company, Inc., for Corrections staff clothing, inmate clothing and accessories. The amendment renews the agreement for an additional three-year term from November 16, 2013, to November 15, 2016. (C-13-0535)**

**NEW BUSINESS CONTINUED:**

**MOTION:** Amundson moved and Smoyer seconded approval of the amendment. Raybould, Amundson, Smoyer, Schorr and Hudkins voted aye. Motion carried 5-0.

- Q. Agreement and acceptance of proposal with the Lincoln League of Women Voters to assist with voter registration sites in Lancaster County. The County shall pay \$3,600 for the services provided. Term of the agreement is September 1, 2013, to August 31, 2015. (C-13-0536)**

**MOTION:** Raybould moved and Amundson seconded approval of the agreement and proposal. Amundson, Smoyer, Schorr, Raybould and Hudkins voted aye. Motion carried 5-0.

- R. Agreement with St. Monica's for substance abuse evaluations and substance abuse education classes for female inmates in the custody of the Lancaster County Jail. The County will pay \$150 per evaluation for a maximum of three evaluations per month and \$100 per substance abuse education class. Term of the contract is November 1, 2013, to November 30, 2015. (C-13-0537)**

**MOTION:** Smoyer moved and Raybould seconded approval of the agreement. Smoyer, Schorr, Raybould, Amundson and Hudkins voted aye. Motion carried 5-0.

- S. Certification to Board of Public Roads Classifications and Standards, Roads and Streets Certification, and the Road and Bridge Contracts Report to the Board of Public Roads Classification and Standards.**

**MOTION:** Schorr moved and Smoyer seconded approval of the certification. Schorr, Raybould, Amundson, Smoyer and Hudkins voted aye. Motion carried 5-0.

- 4) CONSENT ITEMS: *These are routine business items that are expected to be adopted without dissent. Any individual item may be removed for special discussion and consideration by a Commissioner or by any member of the public without prior notice. Unless there is an exception, these items will be approved as one with a single vote of the Board of Commissioners. These items are approval of:***

- A. Right-of-way contracts between the County Engineer and the following:**
- 1. Aspen Builders, N. 134<sup>th</sup> Street and Canongate Road, for \$400. (C-13-0538)**
  - 2. William Wilson, N. 134<sup>th</sup> Street and Canongate Road, for \$1,095. (C-13-0539)**
  - 3. Nebraska Game and Parks Commission, SW 40<sup>th</sup> Street and W. Rokeby Road, as a donation. (C-13-0540)**
  - 4. Danniell and Rebecca Dallman, S. 176<sup>th</sup> Street and Hickman Road, for \$163. (C-13-0541)**

**MOTION:** Amundson moved and Smoyer seconded approval of the consent items. Raybould, Amundson, Smoyer, Schorr and Hudkins voted aye. Motion carried 5-0.

- 5) **PUBLIC COMMENT:** Those wishing to speak on items relating to County business not on the agenda may do so at this time.

No one appeared for public comment.

6) **ANNOUNCEMENTS:**

- A. The Lancaster County Board of Commissioners will hold a staff meeting on Thursday, October 31, 2013, at 8:30 a.m., in Room 113 of the County-City Building (555 S. 10<sup>th</sup> Street, Lincoln).
- B. The Lancaster County Board of Commissioners will hold their next regular meeting on Tuesday, November 5, 2013, at 10:30 a.m., in Room 112 of the County-City Building (555 S. 10<sup>th</sup> Street, Lincoln) with the Board of Equalization immediately following.
- C. The County Commissioners can be reached at 402-441-7447 or [commish@lancaster.ne.gov](mailto:commish@lancaster.ne.gov).
- D. The Lancaster County Board of Commissioners meeting is broadcast live. It is rebroadcast on Tuesday and Saturday on 5 City-TV, Cable Channel 5. In addition, the meeting may be viewed on the internet at [lancaster.ne.gov](http://lancaster.ne.gov) under 5 City-TV, Video on Demand or 5 City-TV on YouTube.

7) **ADJOURNMENT**

**MOTION:** Schorr moved and Raybould seconded to adjourn the Board of Commissioners meeting at 11:10 a.m. Amundson, Smoyer, Schorr, Raybould and Hudkins voted aye. Motion carried 5-0.

  
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Dan Nolte  
Lancaster County Clerk



**MINUTES**  
**LANCASTER COUNTY BOARD OF EQUALIZATION**  
**TUESDAY, OCTOBER 29, 2013**  
**COMMISSIONERS HEARING ROOM, ROOM 112**  
**FIRST FLOOR, COUNTY-CITY BUILDING**  
**IMMEDIATELY FOLLOWING THE LANCASTER COUNTY**  
**BOARD OF COMMISSIONERS MEETING**

*Advance public notice of the Board of Equalization meeting was posted on the County-City Building bulletin board and the Lancaster County, Nebraska, web site and emailed to the media on October 25, 2013.*

Commissioners present:    Larry Hudkins, Chair  
                                      Brent Smoyer, Vice Chair  
                                      Roma Amundson  
                                      Jane Raybould  
                                      Deb Schorr

Others present:                Scott Gaines, Deputy County Assessor/Register of Deeds  
                                      Kerry Eagan, Chief Administrative Officer  
                                      Gwen Thorpe, Deputy Chief Administrative Officer  
                                      Brittany Behrens, Deputy County Attorney  
                                      Dan Nolte, County Clerk  
                                      Angela Zocholl, County Clerk's Office

The location announcement of the Nebraska Open Meetings Act was given and the meeting was called to order at 11:10 a.m.

1) **MINUTES: Approval of the minutes of the Board of Equalization meeting held on Tuesday, October 22, 2013.**

**MOTION:** Raybould moved and Smoyer seconded approval of the minutes. Schorr, Raybould, Amundson, Smoyer and Hudkins voted aye. Motion carried 5-0.

2) **ADDITIONS AND DEDUCTIONS TO THE TAX ASSESSMENT ROLLS: (See attached additions and deductions)**

**MOTION:** Raybould moved and Schorr seconded approval of the additions and deductions. Raybould, Amundson, Smoyer, Schorr and Hudkins voted aye. Motion carried 5-0.

3) **MOTOR VEHICLE TAX EXEMPTION APPLICATIONS:**

**Calvary Community Church**  
**Good Neighbor Community Center**  
**Nebraska Crop Improvement Association**  
**People's City Mission**

**MOTION:** Schorr moved and Raybould seconded approval of the motor vehicle tax exemption applications. Amundson, Smoyer, Schorr, Raybould and Hudkins voted aye. Motion carried 5-0.



4) **ADJOURNMENT**

**MOTION:** Schorr moved and Raybould seconded to adjourn the Board of Equalization meeting at 11:12 a.m. Smoyer, Schorr, Raybould, Amundson and Hudkins voted aye. Motion carried 5-0.

  
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**Dan Nolte**  
**Lancaster County Clerk**

