

**MINUTES  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
COUNTY-CITY BUILDING, ROOM 112  
TUESDAY, JANUARY 3, 2017  
9:00 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 December 30, 2016.*

Commissioners present: Roma Amundson, Chair; Todd Wiltgen, Vice-Chair; Bill Avery, Larry Hudkins and Deb Schorr

Others present: Kerry Eagan, Chief Administrative Officer; David Derbin, Deputy County Attorney; Dan Nolte, County Clerk; Cori Beattie, Deputy County Clerk; and Kelly Lundgren, County Clerk's Office

*The Chair called the meeting to order at 9:00 a.m., the pledge of allegiance was recited and the location of the Nebraska Open Meetings Act was announced.*

**1) MINUTES: Approval of the minutes of the Board of Commissioners meeting held on Tuesday, December 20, 2016.**

**MOTION:** Schorr moved and Hudkins seconded approval of the minutes. Avery, Hudkins, Schorr, Wiltgen and Amundson voted yes. Motion carried 5-0.

**2) CLAIMS: Approval of all claims processed through January 3, 2017.**

**MOTION:** Hudkins moved and Wiltgen seconded approval of the claims. Hudkins, Schorr, Wiltgen, Avery and Amundson voted yes. Motion carried 5-0.

**3) SPECIAL PRESENTATION:**

- A. Administration of the oath of office to Roma Amundson and Jennifer Brinkman, Lancaster County Commissioners – The Honorable Lori A. Maret presiding.**

Judge Lori A. Maret administered the oath to Roma Amundson and Jennifer Brinkman, Lancaster County Commissioners.

**4) NEW BUSINESS:**

- A. Review of claim filed by the Lancaster County Juvenile Court (PV#15509) to Bruce Stephens, Esq., in the amount of \$981.50. The claim is beyond the ninety day period under Nebraska Revised Statute §23-135(1).**

Bruce Stephens appeared and told the Board due to a bookkeeping error the claim had not been submitted. He stated a new procedure was in place to prevent this from occurring again.

**MOTION:** Wiltgen moved and Schorr seconded approval of the claim. Schorr, Wiltgen, Avery, Hudkins and Amundson voted yes. Motion carried 5-0.

**B. Appointment of Nicole Fleck-Tooze as an ex-officio member of the Lancaster County Visitors Promotion Committee representing the Lincoln Parks and Recreation Department, effective January 3, 2017.**

Jeff Maul, Lincoln Convention and Visitors Bureau Executive Director, introduced Nicole Fleck-Tooze, Department Liaison and Compliance Administrator with the City of Lincoln Parks and Recreation Department. Fleck-Tooze, who currently works with special projects within the Parks and Recreation Department, said she appreciates the opportunity to be a part of the Visitors Promotion Committee (VPC).

Maul noted the VPC serves as an advisory committee to the Board of Commissioners.

**MOTION:** Hudkins moved and Schorr seconded approval of the appointment. Wiltgen, Avery, Hudkins, Schorr and Amundson voted yes. Motion carried 5-0.

**C. Amendment of the Lancaster County Visitors Promotion Committee By-Laws, effective January 3, 2017.**

Kerry Eagan, Chief Administrative Officer, said the changes to the by-laws include review of grants and appointment of ex-officio members including a representative from the Lincoln Parks and Recreation Department, as well as the County Chief Administrative Officer.

**MOTION:** Schorr moved and Hudkins seconded approval of the amended by-laws. Wiltgen, Schorr, Hudkins, Avery and Amundson voted yes. Motion carried 5-0.

**D. Resolution in the matter of adopting the Highway Superintendent's request for a relaxation of standards of design from the Board of Public Roads classifications for County Bridge N-19 (State Structure No. C005504005) (R-17-0001)**

Pam Dingman, County Engineer, stated Bridge N-19 is located on West Pioneers, west of Southwest 98<sup>th</sup> Street and north of Conestoga Lake. This bridge is currently closed and needs to be replaced. She said that some years ago Nebraska Game and Parks realigned a curve in the road, which does not meet current standards. A relaxation of standards is requested from the Nebraska Department of Roads.

**MOTION:** Wiltgen moved and Schorr seconded approval of the resolution. Schorr, Hudkins, Avery, Wiltgen and Amundson voted yes. Motion carried 5-0.

**E. Resolution directing the County Engineer to conduct a study regarding vacating portions of West Meinke Road, more particularly described in "Exhibit A", and located in Lancaster County, Nebraska. (R-17-0002)**

Dingman said a request was received to vacate a portion of West Meinke Road and a study will be performed to determine the feasibility.

**MOTION:** Schorr moved and Wiltgen seconded approval of the resolution. Hudkins, Avery, Wiltgen, Schorr and Amundson voted yes. Motion carried 5-0.

**F. Resolution in the matter of witness fees paid by Lancaster County which have remained unclaimed for six months or more. (R-17-0003)**

**MOTION:** Hudkins moved and Wiltgen seconded approval of the resolution. Avery, Wiltgen, Schorr, Hudkins and Amundson voted yes. Motion carried 5-0.

**G. Grant contract between Lancaster County, on behalf of the Southeast Region, and Volunteer Partners in the amount of \$25,000 to establish a Lincoln/Lancaster County Citizen Corps Council under the direction of Emergency Management and provide other services as outlined in Attachment A. Term of the contract is September 1, 2016 through August 31, 2017. (C-17-0003)**

Jim Davidsaver, Emergency Management Director, stated Volunteer Partners provides services to all fourteen counties in the Southeast Region. He said this is federal money allocated by the Department of Homeland Security.

**MOTION:** Wiltgen moved and Avery seconded approval of the grant contract. Wiltgen, Hudkins, Avery, Schorr and Amundson voted yes. Motion carried 5-0.

**H. Change order supplemental agreement to County Contract C-16-0340 for an increase of \$986.49 to add edge milling to the Burr Oaks overlay project. (C-17-0004)**

Dingman said milling the edge when overlaying new asphalt in subdivisions provides less disruption to constituent lawns and requires less seeding and grading of the shoulder area.

**MOTION:** Schorr moved and Hudkins seconded approval of the change order. Avery, Schorr, Hudkins, Wiltgen and Amundson voted yes. Motion carried 5-0.

**I. Recommendation from the Purchasing Department and County Engineer to award a contract for commodity (Quote 5527) to The Boulder Company for the annual supply of snowplow nuts, bolts and washers. The estimated amount is \$1700. (B-17-5527)**

**MOTION:** Schorr moved and Hudkins seconded approval of the recommendation. Hudkins, Wiltgen, Schorr, Avery and Amundson voted yes. Motion carried 5-0.

**J. Recommendation from the Purchasing Department and County Corrections to award a contract to American Fence Company of Lincoln for chain link fence and slide gate repairs (Bid No. 16-306). The estimated cost is \$38,600. (B-16-0306)**

Brad Johnson, Corrections Director, stated a vehicle crashed into security gates resulting in damage of approximately \$38,600. He said the County has a \$25,000 deductible, which will be paid through the Lancaster County Correctional Facility Joint Public Agency (JPA) fund. Johnson noted the

individual involved in the crash was uninsured, did not have a valid driver's license or vehicle registration.

David Derbin, Deputy County Attorney, said the City of Lincoln was prosecuting the case and he was unsure of the status but would follow up and report back to the Board.

**MOTION:** Hudkins moved and Schorr seconded approval of the recommendation. Schorr, Avery, Wiltgen, Hudkins and Amundson voted yes. Motion carried 5-0.

- K. Recommendation from the Purchasing Department to award unit price contracts for general construction services (Bid No. 16-278) to the following companies in a total amount not to exceed \$100,000 for all contracts: A & J Donner Construction, Inc., Ayars & Ayars, Inc., Brager Construction, Inc., Dicky-Hines-Muir, Inc., Excel Construction, LLC, Ironhide Construction, Inc., Kingery Construction Company, NGC Group, Inc. and Vasa Construction. (B-16-0278)**

Bob Walla, Purchasing Agent, stated the procedure for unit price contracts are job order contracts the department utilizes for projects costing \$0 to \$50,000. He said contractors give hourly rates that remain in place throughout the term of the contract and quotes are on a per project basis. Walla said this process saves not only time but also money by not having to go out for individual bids on each project. This new unit price procedure has increased the number of vendors, which results in more competition and better pricing.

**MOTION:** Wiltgen moved and Schorr seconded approval of the recommendation. Avery, Hudkins, Schorr, Wiltgen and Amundson voted yes. Motion carried 5-0.

- L. Recommendation from the Purchasing Department to award unit price contracts for demolition services (Bid No. 16-279) to the following companies in a total amount not to exceed \$20,000 for all contracts: Complete Construction Services, MWE Services, Gana Trucking & Excavating, High Plains Enterprises, New Horizons, Brandt Excavating, Can Do Construction and Vasa Construction. (B-16-0279)**

**MOTION:** Schorr moved and Hudkins seconded approval of the recommendation. Hudkins, Schorr, Wiltgen, Avery and Amundson voted yes. Motion carried 5-0.

- M. Recommendation from the Purchasing Department to award unit price contracts for fencing services (Bid No. 16-280) to the following companies in a total amount not to exceed \$40,000 for all contracts: American Fence of Lincoln and Empire Fence and Netting. (B-16-0280)**

**MOTION:** Wiltgen moved and Hudkins seconded approval of the recommendation. Schorr, Wiltgen, Avery, Hudkins and Amundson voted yes. Motion carried 5-0.

- N. Recommendation from the Purchasing Department to award unit price contracts for HVAC and HVAC control services (Bid No. 16-281) to the following companies in a total amount not to exceed \$70,000 for all contracts: Benes Heating & Air Conditioning, Inc., Capital Heating & Air Conditioning, Inc., Control Services, Inc., Engineered Controls, Inc., Hayes Mechanical, Johnson Controls, Inc., MC Larkins Heating & Air Conditioning, MMC Contractors and Siemens Industry. (B-16-0281)**

**MOTION:** Schorr moved and Hudkins seconded approval of the recommendation. Wiltgen, Avery, Hudkins, Schorr and Amundson voted yes. Motion carried 5-0.

- O. Recommendation from the Purchasing Department to award unit price contracts for moving services (Bid No. 16-282) to the following companies in a total amount not to exceed \$50,000 for all contracts: Select Van and Storage – Mayflower Transit, Heartland Moving (Lincoln Relocation), WSI Services, RC Installation and Black Belt Movers (Flat Rate Movers, LLC). (B-16-0282)**

**MOTION:** Schorr moved and Hudkins seconded approval of the recommendation. Avery, Hudkins, Schorr, Wiltgen and Amundson voted yes. Motion carried 5-0.

- P. Recommendation from the Purchasing Department to award unit price contracts for plumbing services (Bid No. 16-283) to the following companies in a total amount not to exceed \$80,000 for all contracts: Bob & Don's Plumbing, Dworak Plumbing, Hayes Mechanical, John Henry's Plumbing Heating & AC and JT & K Services. (B-16-0283)**

**MOTION:** Hudkins moved and Wiltgen seconded approval of the recommendation. Hudkins, Schorr, Wiltgen, Avery and Amundson voted yes. Motion carried 5-0.

- Q. Recommendation from the Purchasing Department to award unit price contracts for electrical and large scale electrical services (Bid No. 16-284) to the following companies in a total amount not to exceed \$120,000 for all contracts: Capitol City Electric, Commonwealth Electric Company of the Midwest, Gregg Electric Company, Hy-Electric, Inc., Progressive Electric and Wilmar Electric Service. (B-16-0284)**

**MOTION:** Wiltgen moved and Schorr seconded approval of the recommendation. Schorr, Wiltgen, Avery, Hudkins and Amundson voted yes. Motion carried 5-0.

- R. Recommendation from the Purchasing Department to award unit price contracts for pavement and concrete services (Bid No. 16-285) to the following companies in a total amount not to exceed \$50,000 for all contracts: A & J Donner Construction, Inc., Ayars & Ayars, Inc., Cather & Son's Construction, Inc., Dickey-Hinds-Muir Incorporated, K2 Construction (K2 Real Estate Development), MTZ Construction, LLC, Pavers, Inc., Precision Concrete Cutting (Northland PCC, Inc.), R & C Concrete, Schmieding Concrete, Inc., Silver Ridge Construction, Vasa Construction and Walton Construction Company, Inc. (B-16-0285)**

**MOTION:** Schorr moved and Hudkins seconded approval of the recommendation. Wiltgen, Avery, Hudkins, Schorr and Amundson voted yes. Motion carried 5-0.

- S. Recommendation from the Purchasing Department to award unit price contracts for painting services (Bid No. 16-286) to the following companies in a total amount not to exceed \$30,000 for all contracts: Athey Painting, Inc., Dickey-Hinds-Muir Incorporated, Schneider Construction, LLC and Smith Services. (B-16-0286)**

**MOTION:** Schorr moved and Hudkins seconded approval of the recommendation. Wiltgen, Schorr, Hudkins, Avery and Amundson voted yes. Motion carried 5-0.

- T. Recommendation from the Purchasing Department to award unit price contracts for audio/visual repair and replacement services (Bid No. 16-287) to the following companies in a total amount not to exceed \$100,000 for all contracts: Concepts AV Integration, Electronic Contracting Company and GovDirect/Bizco. (B-16-0287)**

**MOTION:** Wiltgen moved and Hudkins seconded approval of the recommendation. Schorr, Hudkins, Avery, Wiltgen and Amundson voted yes. Motion carried 5-0.

- U. Recommendation from the Purchasing Department to award unit price contracts for flooring, carpet, tile and edging installation (Bid No. 16-288) to the following companies in a total amount not to exceed \$50,000 for all contracts: Floors, Inc. and Midwest Floor Covering, Inc. (B-16-0288)**

**MOTION:** Schorr moved and Hudkins seconded approval of the recommendation. Hudkins, Avery, Wiltgen, Schorr and Amundson voted yes. Motion carried 5-0.

- V. Recommendation from the Purchasing Department to award unit price contracts for overhead door accessory repair and replacement services (Bid No. 16-289) to the following companies in a total amount not to exceed \$40,000 for all contracts: Pioneer Overhead Door, Inc. and The Overhead Door Company of Lincoln, Inc. (B-16-0289)**

**MOTION:** Schorr moved and Hudkins seconded approval of the recommendation. Avery, Wiltgen, Schorr, Hudkins and Amundson voted yes. Motion carried 5-0.

- W. Recommendation from the Purchasing Department to award unit price contracts for landscape installation and maintenance services (Bid No. 16-290) to the following companies in a total amount not to exceed \$20,000 for all contracts: Campbell's Nurseries & Garden Centers, Nebraska Nursery & Color Gardens and Mr. Yards and More, LLC. (B-16-0290)**

**MOTION:** Avery moved and Schorr seconded approval of the recommendation. Wiltgen, Hudkins, Avery, Schorr and Amundson voted yes. Motion carried 5-0.

- X. **Recommendation from the Purchasing Department to award unit price contracts for excavating, grading and dozing services (Bid No. 16-292) to the following companies in a total amount not to exceed \$50,000 for all contracts: Complete Construction Services, Gana Trucking & Excavating, High Plains Enterprises, HR Bookstrom Construction, Brandt Excavating, Can Do Construction and Walton Construction. (B-16-0292)**

**MOTION:** Schorr moved and Hudkins seconded approval of the recommendation. Avery, Schorr, Hudkins, Wiltgen and Amundson voted yes. Motion carried 5-0.

- Y. **Recommendation from the Purchasing Department to award unit price contracts for roofing services (Bid No. 16-294) to the following companies in a total amount not to exceed \$60,000 for all contracts: Weathercraft Company of Lincoln, White Castle Roofing & Gutters, A-J Roofing (Rent-a-Roof, Inc.), Ironhide Construction, Inc., Over The Top Roofing & Construction and Sprague Roofing Company. (B-16-0294)**

**MOTION:** Hudkins moved and Schorr seconded approval of the recommendation. Hudkins, Wiltgen, Schorr, Avery and Amundson voted yes. Motion carried 5-0.

Schorr expressed appreciation to all the offices involved for developing a more efficient process for unit price contract review by the County Board.

- Z. **Amendment to County Contract C-11-0724 with Eletech, Inc., for annual elevator service, maintenance and testing (Bid No. 11-206). The amendment renews the contract from January 1, 2017 through December 31, 2017. The estimated cost to the County is not to exceed \$10,000. (C-17-0001)**

**MOTION:** Schorr moved and Wiltgen seconded approval of the amendment. Schorr, Avery, Wiltgen, Hudkins and Amundson voted yes. Motion carried 5-0.

- AA. **Amendments to the following contracts for the annual supply of ice melt (Quote No. 4218). The amendments extend the contracts from December 17, 2016 through February 17, 2017.**

1. **County Contract C-12-0654 with Nebraska Landscape Solutions in an amount not to exceed \$1,000. (C-17-0005)**
2. **County Contract C-12-0653 with Egan Supply Company in an amount not to exceed \$1,200. (C-17-0006)**

**MOTION:** Hudkins moved and Wiltgen seconded approval of the amendments. Avery, Hudkins, Schorr, Wiltgen and Amundson voted yes. Motion carried 5-0.

- 5) **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. **Utility Permit No. 1474 allowing the City of Lincoln to install a sanitary trunk sewer line from East Hillcrest Drive and Anthony Lane to Shadow Creek Development site. There is no cost to the County. (C-17-0002)**

**MOTION:** Wiltgen moved and Hudkins seconded approval of the consent item. Hudkins, Schorr, Wiltgen, Avery and Amundson voted yes. Motion carried 5-0.

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

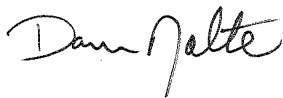
Hudkins, who did not seek re-election to the Lancaster County Board, expressed appreciation to fellow Commissioners, County Board staff and his family, including wife, Carol, and grandchildren, Lucas and Anna Grace Christensen, who were in attendance. He stated it has been a pleasure serving Lancaster County in this capacity and he wished the County Board well in the future.

7) **ANNOUNCEMENTS:**

- A. **The Lancaster County Board of Commissioners will hold a staff meeting on Thursday, January 5, 2017 at 8:30 a.m., in the Bill Luxford Studio (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, January 10, 2017 at 9:00 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 Tuesdays (1:30 p.m. and 7:00 p.m.), Wednesdays (12:00 a.m. midnight) and Saturdays (3:30 p.m.) 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.**

8) **ADJOURNMENT**

**MOTION:** Schorr moved and Wiltgen seconded to adjourn the Lancaster County Board of Commissioners meeting at 9:57 a.m. Schorr, Wiltgen, Avery, Hudkins and Amundson voted yes. Motion carried 5-0.



Dan Nolte, County Clerk





**MINUTES  
LANCASTER COUNTY BOARD OF EQUALIZATION  
COUNTY-CITY BUILDING, ROOM 112  
TUESDAY, JANUARY 3, 2017  
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 December 30, 2016.*

Commissioners present: Roma Amundson, Chair; Todd Wiltgen, Vice-Chair; Bill Avery, Larry Hudkins and Deb Schorr

Others present: Rob Ogden, Chief Deputy Assessor/Register of Deeds Office; Kerry Eagan, Chief Administrative Officer; David Derbin, Deputy County Attorney; Dan Nolte, County Clerk; and Kelly Lundgren, County Clerk's Office

*The Chair called the meeting to order at 9:57 a.m., and the location of the Nebraska Open Meetings Act was announced.*

**1) MINUTES: Approval of the minutes of the Board of Equalization meeting held on Tuesday, December 20, 2016.**

**MOTION:** Hudkins moved and Schorr seconded approval of the minutes. Avery, Hudkins, Schorr, Wiltgen and Amundson voted yes. Motion carried 5-0.

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

**MOTION:** Schorr moved and Hudkins seconded approval of the additions and deductions. Hudkins, Schorr, Wiltgen, Avery and Amundson voted yes. Motion carried 5-0.

**3) PUBLIC HEARING:**

**A. Motor Vehicle Tax Exemption Applications (See correlating item 4)**

**Allon Chapel SDA Church/Central States Conference  
CEDARS Youth Services  
Connecting Pointe Church of the Nazarene  
Goodwill Industries Serving Southeast Nebraska, Inc.  
Madonna Rehabilitation Hospital  
MiddleCross Church of the C & MA  
People's City Mission  
St. Monica's Home**

The Chair opened the public hearing.

No one appeared to testify in support, opposition or in a neutral position.

The Chair closed the public hearing.

**4) ACTION ON MOTOR VEHICLE TAX EXEMPTION APPLICATIONS**

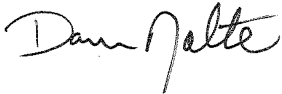
**MOTION:** Schorr moved and Hudkins seconded approval of the motor vehicle tax exemptions. Schorr, Wiltgen, Avery, Hudkins and Amundson voted yes. Motion carried 5-0.

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

No one appeared for public comment.

**6) ADJOURNMENT**

**MOTION:** Hudkins moved and Schorr seconded to adjourn the Lancaster County Board of Equalization meeting at 10:00 a.m. Wiltgen, Avery, Hudkins, Schorr and Amundson voted yes. Motion carried 5-0.



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Dan Nolte, County Clerk

