

MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING, ROOM 112
TUESDAY, JANUARY 17, 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 January 13, 2017.

Commissioners present: Todd Wiltgen, Chair; Bill Avery, Vice-Chair; Roma Amundson, Jennifer Brinkman 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 Ann Taylor, 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, January 10, 2017.

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

- 2) **CLAIMS:** Approval of all claims processed through January 17, 2017.

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

- 3) **SPECIAL PRESENTATION:**

- A.** Presentation of the Commissioner's Award of Excellence for the month of December to Jennifer DeBuhr, County Extension, in the category of productivity.

The Deputy County Clerk read the nomination for the record. Karen Wobig, County Extension Educator, Unit Leader, said DeBuhr is very accurate in her work and makes sure the office is following the rules and regulations. Schorr presented DeBuhr with a plaque and, on behalf of the Board, thanked her for her service to the County. DeBuhr thanked Wobig, Vicki Jedlicka, her co-worker who nominated her for the award, and all her co-workers for the nomination and their support. She also introduced her family and thanked them and the Board for their support.

- 4) **PUBLIC HEARINGS:**

- A.** Class YK liquor license application for Capitol View Winery and Vineyards, 2361 Wittstruck Road, Roca, Nebraska.

The Chair resumed the public hearing.

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

The Chair closed the public hearing.

- B.** Manager application for Leslie Meyer in connection with a Class YK liquor license for Capitol View Winery and Vineyards, 2361 Wittstruck Road, Roca, Nebraska. (See correlating item 5F)

The Chair resumed the public hearing.

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

The Chair closed the public hearing.

5) **NEW BUSINESS:**

- A.** Setting the annual salary for Julie Ann Mruz, Deputy County Attorney in the amount of \$61,813.44 as Attorney I, effective January 23, 2017.

MOTION: Avery moved and Amundson seconded to approve the annual salary. Amundson, Avery, Brinkman, Schorr and Wiltgen voted yes. Motion carried 5-0.

- B.** Request from the Human Resources Department to amend Rule 19.2 of the Personnel Rules-Vacation Leave

Doug McDaniel, Lincoln-Lancaster County Human Resources Director, appeared and explained that the amended rule will align with what was previously negotiated with the American Federation of State, County & Municipal Employees (AFSCME) "A" (Blue Collar, Clerical and Technical Workers) bargaining group.

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

- C.** Resolution in the matter of elected official chief deputy salary increases for the 2017 Calendar Year. (R-17-0007)

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

- D.** Resolution in the matter of amending the guidelines regarding the holding of special events in Lancaster County. (R-17-0005)

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

- E. Resolution in the matter of amending the guidelines for obtaining an amusement license for a public event. (R-17-0006)

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

- F. Resolution in the matter of application for a Class YK (farm winery and catering) liquor license for Capitol View Winery & Vineyards LLC, and a corporate manager liquor license application for Les Meyer in connection with the Class YK liquor license for Capitol View Winery & Vineyards located at 2361 Wittstruck Road, Roca, Lancaster County, Nebraska. (R-17-0008)

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

- G. Adopt Lobbyist and Legislative Procedures for the 2017 Session of the Nebraska Legislature.

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

- H. Recommendation from the Purchasing Department, County Engineer, Corrections and Property Management to award a contract for the annual supply of ice melt (Bid #16-270) to Helena Chemical Company, Nebraska Landscape Solutions Inc., and Omaha Paper Company. The combined amount is not to exceed \$10,000. (B-16-270)

MOTION: Amundson moved and Schorr seconded to approve the recommendation. Brinkman, Amundson, Schorr, Avery and Wiltgen voted yes. Motion carried 5-0.

- I. Recommendation by the Purchasing Department to award a contract to Sapp Brothers Petroleum for the annual supply of fuel (Bid 17-014) for a one (1) year term with the option to renew for three (3) additional one year terms. The total estimated expenditures for the County during the initial contract term are \$1,200,000. (B-17-014)

Pam Dingman, County Engineer, appeared and said the contract will cover both diesel and regular gasoline.

Avery asked whether it reflects a wholesale price. Dingman said that is her understanding. She added that it was competitively bid.

MOTION: Amundson moved and Schorr seconded to approve the recommendation. Schorr, Avery, Amundson, Brinkman and Wiltgen voted yes. Motion carried 5-0.

- J. Maintenance agreement with Microfilm Imaging Systems, Inc. in the amount of \$922 for a Canon scanner located in the Clerk of the District Court's Office. Term of the agreement is February 1, 2017 to January 31, 2018. (C-17-0012)

MOTION: Avery moved and Schorr seconded approval of the maintenance agreement. Avery, Brinkman, Schorr, Amundson and Wiltgen voted yes. Motion carried 5-0.

- K.** Agreement with Community Alternatives to provide microfilm and scanning services to the Records and Information Management Department. The County will pay up to \$36,000 for these services. Term of the agreement is January 1, 2017 through December 31, 2017. (C-17-0013)

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

- L.** Interlocal Agreement between Lancaster County on behalf of the Lancaster County Sheriff and the City of Kearney on behalf of the City of Kearney Police Department to ensure access to a 3D Scanner during periods of routine scanner maintenance. (C-17-0015)

Terry Wagner, Lancaster County Sheriff, appeared and explained the two departments each have a 3D Scanner that is used to scan and diagram crime and accident scenes. He said the interlocal agreement would allow the two departments to each access the other's scanner equipment if their scanner were undergoing routine maintenance. He added there would be no cost to the County.

MOTION: Schorr moved and Brinkman seconded approval of the interlocal agreement. Schorr, Amundson, Avery, Brinkman and Wiltgen voted yes. Motion carried 5-0.

- M.** Grant Contract with Clyde Malone Community Center, Inc., to provide funding in the amount of \$14,000 for the Talented Tenth Scholar's Program. Term of the grant contract is July 1, 2016 through July 30, 2017. (C-17-0014)

Sara Hoyle, Human Services Director, appeared and said funding will be through State-funded Community Aid dollars. She said the program targets African American male youth and provides team building activities and mentors. Motion carried 5-0.

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

- N.** Grant Contract with Clyde Malone Community Center, Inc., to provide funding for the Strong and Smart Girls Program. The amendment extends the term of the grant contract from July 1, 2016 through June 30, 2017. (C-17-0020)

Hoyle gave an overview of the Bright Lights program. She said Juvenile Justice Prevention funds would be used to provide an opportunity for youth in Lincoln and Lancaster County whose families cannot afford to pay the registration fee to participate in the program. Breakfast and transportation will also be provided to participants in the program.

MOTION: Schorr moved and Avery seconded approval of the grant contract.

It was clarified that the item in question is the grant contract for the Strong and Smart Girls Program, rather than the Bright Lights Program.

Hoyle said the Strong and Smart Girls Program is basically the same as the Talented Tenth Scholar's Program but targets the female population.

The maker of the motion and the seconder withdrew their motion.

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

- O. Grant contract with Bright Lights to provide funding in the amount of \$5,000 for the Summer Learning Adventures Program. Term of the grant contract is July 1, 2016 through July 30, 2017. (C-17-0017)

The Deputy County Clerk noted that the term of the contract would be through June 30, 2017, rather than July 30, 2017.

MOTION: Schorr moved and Amundson seconded approval of the grant contract with that correction. Brinkman, Schorr, Amundson, Avery and Wiltgen voted yes. Motion carried 5-0.

- P. Mini-grant contract application and award with the Nebraska Office of Highway Safety to provide funding assistance in the amount of \$7,000 to acquire digital in-car camera systems. (C-17-0016)

Wagner said match for the grant will be through Safety Training Option Program (STOP) funds.

MOTION: Amundson moved and Avery seconded approval of the application and award. Schorr, Amundson, Avery, Brinkman and Wiltgen voted yes. Motion carried 5-0.

- Q. Amendment to County Contract C-13-0597 with Otte Oil & Propane for the annual supply of propane (Bid No. 13-309). The amendment renews the contract from January 1, 2017 through December 31, 2017. The cost to the County is not to exceed \$6,000. (C-17-0011)

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

- R. Amendments to the following contracts for annual fire alarm panel inspection, testing and repair (Bid No. 15-264). The amendments renew the contracts from January 19, 2017 through January 18, 2018.

1. County Contract C-16-0039 with Ash Fire & Safety in an amount not to exceed \$3,600. (C-17-0019)
2. County Contract C-16-0040 with NECO Security in an amount not to exceed \$2,000. (C-17-0018)

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

S. Political Subdivision Tort Claims filed against Lancaster County by the following individuals:

1. Katrina Santiago for an indeterminate amount.
2. Casey Moeller in the amount of \$304.

MOTION: Schorr moved and Brinkman seconded to deny the tort claims. Schorr, Brinkman, Avery, Amundson and Wiltgen 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.

No one appeared for public comment.

7) **ANNOUNCEMENTS:**

- A. The Lancaster County Board of Commissioners will hold a staff meeting on Thursday, January 19, 2017 at 8:30 a.m., in the Bill Luxford Studio (Room 113) of the County-City Building (555 S. 10th Street, Lincoln).
- B. The Lancaster County Board of Commissioners will hold their next regular meeting on Tuesday, January 24, 2017 at 9:00 a.m., in Room 112 of the County-City Building (555 S. 10th Street, Lincoln) with the Board of Equalization immediately following.
- C. Beginning in February the Lancaster County Board of Equalization will meet on the second and third Tuesdays of each month.
- D. The County Commissioners can be reached at 402-441-7447 or commish@lanaster.ne.gov.
- E. The Lancaster County Board of Commissioners meeting is broadcast live. It is 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 lanaster.ne.gov under 5 City-TV, Video on Demand or 5 City-TV on YouTube.

8) **ADJOURNMENT**

MOTION: Amundson moved and Schorr seconded to adjourn the Lancaster County Board of Commissioners meeting 9:33 a.m. Brinkman, Avery, Amundson, Schorr and Wiltgen voted yes. Motion carried 5-0.

Dan Nolte



Dan Nolte, County Clerk

MINUTES
LANCASTER COUNTY BOARD OF EQUALIZATION
COUNTY-CITY BUILDING, ROOM 112
TUESDAY, JANUARY 17, 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 January 13, 2017.

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

Others present: Scott Gaines, Chief Administrative Deputy Assessor/Register of Deeds; Kerry Eagan, Chief Administrative Officer; David Derbin, Deputy County Attorney; Dan Nolte, County Clerk; Cori Beattie, Deputy County Clerk; and Ann Taylor, County Clerk's Office

The Chair called the meeting to order at 9:33 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, January 10, 2017.

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

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

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

- 3) **PUBLIC HEARING**:

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

First Evangelical Covenant Church
Great Plains Annual Conference of the United Methodist Church
Sesostris Shrine
The Salvation Army

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: Amundson moved and Avery seconded approval of the motor vehicle tax exemptions. Schorr, Amundson, Avery, Brinkman and Wiltgen 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: Schorr moved and Amundson seconded to adjourn the Lancaster County Board of Equalization meeting at 9:36 a.m. Amundson, Avery, Brinkman, Schorr and Wiltgen voted yes. Motion carried 5-0.



Dan Nolte

Dan Nolte, County Clerk