

**MINUTES**  
**LANCASTER COUNTY BOARD OF COMMISSIONERS**  
**COUNTY-CITY BUILDING, ROOM 112**  
**TUESDAY, APRIL 11, 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 April 7, 2017.*

Commissioners present: Todd Wiltgen, Chair; Roma Amundson, Jennifer Brinkman and Deb Schorr

Commissioner absent: Bill Avery, Vice-Chair

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 9:03 a.m., the Pledge of Allegiance was recited and the location of the Nebraska Open Meeting Act was announced.*

**1) MINUTES:**

- A. Approval of the minutes of the Board of Commissioners meeting held on Tuesday, April 4, 2017.**

**MOTION:** Brinkman moved and Schorr seconded approval of the minutes.

Brinkman requested for clarification purposes that item 5Q on page 6 reference the Nebraska Children and Families Foundation.

**ROLL CALL:** Brinkman, Schorr and Wiltgen voted yes. Amundson abstained. Avery was absent. Motion carried 3-0 with one abstention.

**2) CLAIMS:**

- A. Approval of all claims processed through April 11, 2017.**

**MOTION:** Brinkman moved and Schorr seconded approval of the claims. Schorr, Amundson, Brinkman and Wiltgen voted yes. Avery was absent. Motion carried 4-0.

**3) NEW BUSINESS:**

- A. Setting the annual salary for Lynne Albin, Bailiff II, in the amount of \$62,003, effective April 21, 2017.**

**MOTION:** Brinkman moved and Schorr seconded approval of the salary. Schorr, Amundson, Brinkman and Wiltgen voted yes. Avery was absent. Motion carried 4-0.

- B. Setting the annual salary for Margeaux Fox, Deputy County Attorney, in the amount of \$61,813.44 (Step 1) as Attorney I, effective April 11, 2017.**

**MOTION:** Brinkman moved and Amundson seconded approval of the salary. Amundson, Brinkman, Schorr and Wiltgen. Avery was absent. Motion carried 4-0.

- C. Amusement license amendment from NRG Media, LLC to change the date of an outdoor music concert (Frog Fest) from August 12, 2017 to August 19, 2017.**

**MOTION:** Brinkman moved and Amundson seconded approval of the amusement license amendment.

Brooke Schulz, NRG Media, LLC, said the amendment is the result of a date change in the headliner's travel schedule. She stated all other information in the original application remains the same.

**ROLL CALL:** Amundson, Schorr, Brinkman and Wiltgen voted yes. Avery was absent. Motion carried 4-0.

- D. Appointment of Ann E. Ames to the position of Deputy Chief Administrative Officer to the Lancaster County Board of Commissioners effective May 1, 2017, with an annual salary of \$73,000, and with an increase to \$75,000 after the successful completion of six months of employment.**

**MOTION:** Amundson moved and Brinkman seconded approval of the appointment and salary. Schorr, Brinkman, Amundson and Wiltgen voted yes. Avery was absent. Motion carried 4-0.

- E. Recommendations from the Personnel Policy Board to:**

- 1. Create the classification of Technology Support Technician.**
- 2. Revise the classification of System Programmer.**
- 3. Revise the classification, title and change the pay range of Budget & Fiscal Assistant.**
- 4. Revise the classification and title of Fuel Truck/Paint Striper Operator.**

**MOTION:** Brinkman moved and Schorr seconded approval of the recommendations. Brinkman, Amundson, Schorr and Wiltgen voted yes. Avery was absent. Motion carried 4-0.

- F. Contract with Great Plains Appraisal, Inc., in the amount of \$4,000 for appraisal services at 2202 South 11<sup>th</sup> Street. (C-17-0237)**

**MOTION:** Schorr moved and Amundson seconded approval of the contract. Amundson, Schorr, Brinkman and Wiltgen voted yes. Avery was absent. Motion carried 4-0.

- G. Agreement with Great Plains Appraisal, Inc., on behalf of Wayne Kubert and Tom Kubert, to provide the services of a referee coordinator to coordinate referees who will hear all property tax protests for the 2017 tax year before the Lancaster County Board of Equalization. The referee coordinator shall be reimbursed at a rate of \$105 per hour, with the total compensation not to exceed \$180,000. (C-17-0263)**

**MOTION:** Amundson moved and Brinkman seconded approval of the agreement.

Tom Kubert, Great Plains Appraisal, Inc., said he is expecting a large number of protests due to the revaluation on the residential class and changes in the agricultural class. He noted the County Assessor's Office had 5200 informal hearings earlier this year which could reduce the number of formal protests. Kubert stated formal protest are submitted to the County Clerk's Office from June 1<sup>st</sup> to June 30<sup>th</sup>. Electronic submission is available and individuals are allowed to select the hearing time that works best with their schedule. This process has increased the number of face-to-face hearings which is a benefit to both property owner and referee.

**ROLL CALL:** Amundson, Brinkman, Schorr and Wiltgen voted yes. Avery was absent. Motion carried 4-0.

- H. Mini-grant contract application and award with the Nebraska Office of Highway Safety to pay overtime in the amount of \$10,780 for the "Click It or Ticket" mobilization. (C-17-0264)**

Terry Wagner, County Sheriff, said this is an annual highway safety initiative.

In response to Amundson's inquiry regarding results of the campaign, Wagner stated he does not have specific numbers but past campaigns have been successful.

**MOTION:** Brinkman moved and Amundson seconded approval of the application and award. Schorr, Brinkman, Amundson and Wiltgen voted yes. Avery was absent. Motion carried 4-0.

- I. Contract with State of Nebraska Administrative Office of Probation for the provision of juvenile detention services at the Youth Services Center. Term of the contract is May 1, 2017 through June 30, 2021. Total compensation under the contract is not to exceed \$11,750,000. (C-17-0262)**

Sheli Schindler, Youth Services Center (YSC) Director, stated this is the housing contract with State Probation to provide services for post-adjudicated youth including transportation services to and from Lancaster County courts. Schindler thanked the County departments and staff involved in preparation of the contract. She noted the County Sheriff's Office has loaned YSC a vehicle for transporting youth until another can be purchased.

**MOTION:** Amundson moved and Schorr seconded approval of the contract. Brinkman, Amundson, Schorr and Wiltgen voted yes. Avery was absent. Motion carried 4-0.

- J. Lease with Lincoln Amateur Radio Club to provide storage area at 1440 W. Burnham Street for the Club's materials related to Lancaster County emergency management purposes. The term of the lease is one year from the date of execution. There is no fee for the lease. (C-17-0265)**

Ron Bohaty, County Engineer's Office, said the Engineer's Office was contacted about available space in the building. He stated they were able to consolidate some of the equipment stored there in order to have additional space.

Larry Frisch, Lincoln Amateur Radio Club, explained the club provides emergency radio communication services for many public service events and partners with the Emergency Operations Center (EOC) for storm spotting. He said the building will allow all equipment to be conveniently located in one location.

**MOTION:** Amundson moved and Schorr seconded approval of the lease. Schorr, Amundson, Brinkman and Wiltgen voted yes. Avery was absent. Motion carried 4-0.

- K. Addendum to County Contract C-16-0293 amending the Visitors Improvement Fund grant contract with the University of Nebraska-Lincoln State Museum to include video production in the project budget. (C-17-0266)**

**MOTION:** Schorr moved and Amundson seconded approval of the addendum. Brinkman, Schorr, Amundson and Wiltgen voted yes. Avery was absent. Motion carried 4-0.

- L. Contract with Bockmann, Inc., for survey of asbestos materials at property generally located at 2202 S. 11<sup>th</sup> Street, Lincoln. Work to be completed within 8 weeks of execution. The cost to the County is not to exceed \$3,000. (C-17-0267)**

**MOTION:** Brinkman moved and Schorr seconded approval of the contract. Brinkman, Schorr, Amundson and Wiltgen voted yes. Avery was absent. Motion carried 4-0.

- M. Recommendation from the Purchasing Department and County Engineer to award a contract to Platte Valley Equipment for the rental of four 2 or 4-wheel drive tractors (Bid No. 17-107). The total amount is \$26,000. (B-17-0107)**

Bohaty stated the tractors have limited use during the winter months. He said leasing the tractors will save money. Bohaty added two of the older tractors will be sold at auction.

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

**N. Contracts with the following to provide the annual supply of vinyl locator flags (Quote No. 5562). Terms of the contracts are one year from the date of execution.**

- 1. Blackburn Manufacturing Company, in an amount not to exceed \$500. (C-17-0260)**
- 2. China Mapleleaf Industrial Development Limited, in an amount not to exceed \$2,500. (C-17-0261)**

**MOTION:** Amundson moved and Brinkman seconded approval of the contracts. Amundson, Brinkman, Schorr and Wiltgen voted yes. Avery was absent. Motion carried 4-0.

**O. Amendment to extend County Contract C-16-0265 with Fastenal Company (using WSCA Master Price Agreement 1862, State of Nebraska Contract No. 14284 OC) for industrial supplies. The amendment extends the contract from March 1, 2017 through June 30, 2017. The cost to the County is not to exceed \$800. (C-17-0256)**

**MOTION:** Brinkman moved and Amundson seconded approval of the amendment. Brinkman, Schorr, Amundson and Wiltgen voted yes. Avery was absent. Motion carried 4-0.

**P. Amendment to County Contract C-14-0132 with Jacob North Print and Media Solutions for business card and letterhead printing (Bid No. 14-025). The amendment assigns the contract to Firespring. (C-17-0258)**

**MOTION:** Schorr moved and Amundson seconded approval of the amendment. Brinkman, Schorr, Amundson and Wiltgen voted yes. Avery was absent. Motion carried 4-0.

**Q. Amendment to County Contract C-14-0008 with Firespring (original contract with Cornerstone Printing & Imaging) for the annual requirements of offset printing and related services (Bid No. 13-301). The amendment adds additional line items and renews the contract from January 14, 2017 through January 13, 2018. The cost to the County is not to exceed \$55,000. (C-17-0259)**

**MOTION:** Amundson moved and Schorr seconded approval of the amendment. Schorr, Amundson, Brinkman and Wiltgen voted yes. Avery was absent. Motion carried 4-0.

**R. Amendments to the following contracts for the annual services of pest control (Bid No. 16-031). The amendments renew the contracts from April 12, 2017 through April 11, 2018.**

- 1. County Contract C-16-0154 with Orkin, LLC, in an amount not exceed \$1000. (C-17-0269)**
- 2. County Contract C-16-0153 with Guardian Pest Solutions, Inc., in an amount not to exceed \$3,200. (C-17-0270)**

**MOTION:** Schorr moved and Brinkman seconded approval of the amendments. Amundson, Brinkman, Schorr and Wiltgen voted yes. Avery was absent. Motion carried 4-0.

- S. Grant contract with Men with Dreams in the amount of \$8,250 for the Brick by Brick program through the Nebraska Commission on Law Enforcement and Criminal Justice Juvenile Services Aid State Grant #16-JS-0422. Term of the grant contract is December 1, 2016 through June 30, 2017. (C-17-0268)**

Sara Hoyle, Human Services Director, said the funds facilitate a program at the Youth Services Center (YSC) that includes physical activity as well as journaling. She noted there has been positive feedback regarding the program.

**MOTION:** Amundson moved and Brinkman seconded approval of the grant contract. Amundson, Schorr, Brinkman and Wiltgen voted yes. Avery was absent. Motion carried 4-0.

**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. Receive and place on file the following reports for March, 2017:**
- 1. Assessor/Register of Deeds**
  - 2. Clerk of the District Court**
  - 3. County Clerk**
  - 4. Records & Information Management**
- B. Setting public hearings for Tuesday, April 18, 2017 at 9:00 a.m., in Room 112 of the County-City Building (555 S. 10<sup>th</sup> Street, Lincoln) for the following:**
- 1. Manager application for Sheryl Wright in connection with a Class I liquor license for Miller Long VFW Post 3606, 3340 West A Street, Lincoln, Nebraska.**
  - 2. Lincoln-Lancaster County Health Department amendments to County Resolution R-13-0072, regarding changes to Ambient Air Quality Standards, Operating Permits-When Required, Particulate Limitations and Standards, Incinerator Emission Standards, Nitrogen Oxides-Emissions Standards for Existing Stationary Sources, Emission Sources-Testing and Monitoring, General Permits (General Operating Permits for Class I and II Sources), and Regulations and Standards Definitions.**
- C. Utility Permit No. 1529 allowing Windstream Nebraska, Inc., to install approximately 400 linear feet of new fiber optic cable on the east side of Northwest 112<sup>th</sup> Street from the intersection of Northwest 112<sup>th</sup> and West Alvo Road. There is no cost to the County. (C-17-0257)**

- D. **Receive and place on file the Lancaster County Sheriff's Office return on the sale of the vacated portion of West Meinke Street which was held on March 30, 2017.**

**MOTION:** Amundson moved and Brinkman seconded approval of the consent items.

Wiltgen noted he will be out of town next week for a conference. He said he has discussed the proposed amendments with the Health Department and expressed his support.

**ROLL CALL:** Schorr, Brinkman, Amundson and Wiltgen voted yes. Avery was absent. Motion carried 4-0.

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

Gary Aldridge, 7112 South 45<sup>th</sup> Street, Lincoln, Nebraska, appeared and provided an update regarding his son who is a member of the Nebraska National Guard.

**6) ANNOUNCEMENTS:**

- A. **The Lancaster County Board of Commissioners will hold a staff meeting on Thursday, April 13, 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, April 18, 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.**

**7) ADJOURNMENT**

**MOTION:** Schorr moved and Brinkman seconded to adjourn the Lancaster County Board of Commissioners meeting at 9:46 a.m.

Mike Williams, 7820 NW 112<sup>th</sup> Street, Malcolm, Nebraska, appeared and requested changes to zoning permits. Wiltgen referred Williams to the Planning Department.

**ROLL CALL:** Brinkman, Amundson, Schorr and Wiltgen voted yes. Avery was absent. Motion carried 4-0.

*Dan Nolte*

Dan Nolte  
Lancaster County Clerk





**MINUTES**  
**LANCASTER COUNTY BOARD OF EQUALIZATION**  
**COUNTY-CITY BUILDING, ROOM 112**  
**TUESDAY, APRIL 11, 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 April 7, 2017.*

Commissioners present: Todd Wiltgen, Chair; Roma Amundson, Jennifer Brinkman and Deb Schorr

Commissioner absent: Bill Avery, Vice-Chair

Others present: Scott Gaines, Assessor/Register of Deeds Office; 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 9:46 a.m., and the location of the Nebraska Open Meetings Act was announced.*

**1) MINUTES:**

**A. Approval of the minutes of the Board of Equalization meeting held on Tuesday, March 21, 2017.**

**MOTION:** Brinkman moved and Schorr seconded approval of the minutes. Brinkman, Schorr, Amundson and Wiltgen voted yes. Avery was absent. Motion carried 4-0.

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

**MOTION:** Schorr moved and Amundson seconded approval of the additions and deductions. Brinkman, Schorr, Amundson and Wiltgen voted yes. Avery was absent. Motion carried 4-0.

**3) PUBLIC HEARING:**

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

1. Christ Place
2. City Impact
3. Developmental Services of Nebraska, Inc.
4. Dialysis Center of Lincoln
5. Grace Chapel-Lincoln (Presbyterian Church in America)
6. Lincoln Baptist Church
7. Lincoln Church of Christ
8. Messiah Lutheran Church and School
9. Nebraska United Methodist Foundation
10. Priestly Fraternity of St. Peter d/b/a Our Lady of Guadalupe Seminary

11. School Sisters of Christ the King
12. Sesostris Shrine
13. Tabitha, Inc.

The Chair opened the public hearing.

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

The Chair closed the public hearing.

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

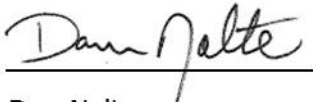
**MOTION:** Amundson moved and Brinkman seconded approval of the motor vehicle exemptions. Schorr, Amundson, Brinkman and Wiltgen voted yes. Avery was absent. Motion carried 4-0.

**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 Brinkman seconded to adjourn the Lancaster County Board of Equalization meeting at 9:51 a.m. Amundson, Brinkman, Schorr and Wiltgen voted yes. Avery was absent. Motion carried 4-0.



Dan Nolte  
Lancaster County Clerk

