

MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING, ROOM 112
TUESDAY, JUNE 19, 2018
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 June 15, 2018.

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

Others present: Kerry Eagan, Chief Administrative Officer; Ann Ames, Deputy Chief Administrative Officer; David Derbin, Deputy County Attorney; Dan Nolte, County Clerk; Cori Beattie, Deputy County Clerk; and Monét McCullen, 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:

A. Approval of the minutes of the Board of Commissioners meeting held on Tuesday, June 12, 2018.

MOTION: Avery moved and Amundson seconded approval of the minutes. Avery, Brinkman, Amundson and Wiltgen voted yes. Schorr abstained. Motion carried 4-0 with one abstention.

B. Approval of the minutes of the Department Budget Meeting held on Tuesday, June 12, 2018.

MOTION: Avery moved and Amundson seconded approval of minutes.

Amundson asked that Exhibit A (attached), related to the Election Commissioner's budget, be included with the June 12, 2018 budget minutes. The maker of the motion agreed.

The Chair repeated the motion noting that Exhibit A was inadvertently omitted from the minutes posted online.

ROLL CALL: Brinkman, Amundson, Avery and Wiltgen voted yes. Schorr abstained. Motion carried 4-0 with one abstention.

2) CLAIMS:

A. Approval of all claims processed through June 19, 2018.

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

3) **SPECIAL PRESENTATIONS:**

- A. **Introduction of Patrick J. Stanosheck, nominated for appointment to the Lancaster County Veterans Service Committee – Richard Ringlein, Lancaster County Veterans Service Officer. (See correlating item 5A)**

Kerry Eagan, Chief Administrative Officer, noted that the appointee was unable to attend the meeting and requested a one-week continuance of the special presentation and correlating item.

4) **PUBLIC HEARING:**

- A. **Adopting a policy governing the expenditure of public funds for plaques, certificates of achievement, items of value and recognition meals for elected officials, appointed officials, employees and volunteers. (See correlating item 5B)**

The Chair opened the public hearing.

Eagan was administered the oath and explained that these items were previously included as a separate portion of the miscellaneous expenditures resolution. Since this portion can only be amended once per year, the County Attorney's Office recommended there be two separate policies as there can be frequent changes to travel-related expenditures. Eagan said one of the main changes to the policy is the inclusion of awards for wellness program participation.

Brinkman felt it would be appropriate to advise the Human Resources Department that they are still responsible for administering the Commissioners' Award of Excellence Program for the next year since that change was previously discussed but not included in this resolution. Eagan also verified that the per person maximum cost for recognition meals was not increased even though that limit was raised by the Legislature.

No one appeared in support, opposition or in a neutral capacity.

The Chair closed the public hearing.

5) **NEW BUSINESS:**

- A. **Appointment of Patrick J. Stanosheck to the Lancaster County Veterans Service Committee for a five-year term commencing July 1, 2018 and ending June 30, 2023.**

Item was held for one week.

- B. **Resolution in the matter of adopting a policy governing the expenditure of public funds for plaques, certificates of achievement, items of value and recognition meals for elected officials, appointed officials, employees and volunteers. (R-18-0040)**

MOTION: Amundson moved and Schorr seconded approval of the resolution.

With regard to the Board's previous discussion on taking over the administration of the Award of Excellence Program, Ann Ames, Deputy Chief Administrative Officer, said the Board wanted to wait and see how much work it would entail. She added that, although, there have not been many nominations recently, the change was not officially made.

ROLL CALL: Amundson, Schorr, Brinkman, Avery and Wiltgen voted yes. Motion carried 5-0.

- C. Agreement with Great Plains Appraisal Company, Inc., to provide referees services to hear valuation protests for the 2018 tax year and to transmit to the Lancaster County Board of Equalization all papers relating to such protests, together with written findings and recommendations. Great Plains Appraisal will provide the services of Wayne Kubert, Thomas Kubert, Cody Gerdes, Lori Johnson, Jason Pickerel, Shawn Fleck, Cathy Briley, Jill Henle, Carlos Lopez and Jay Seiffert. The County will pay \$70 to \$100 per hour for referee service, \$35 per hour for clerical services and \$43 per hour for security services. (C-18-0308)**

Tom Kubert, Great Plains Appraisal, provided an overview of items 5C, 5D and 5E.

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

- D. Agreement with Professional Property Valuations LLC to provide referee services to hear valuation protests for the 2018 tax year and to transmit to the Lancaster County Board of Equalization all papers relating to such protests, together with written findings and recommendations. Professional Property Valuations will provide the services of Jan Moore and Tyler Hawkins and the County will pay \$75 and \$50 per hour respectively for referee service. (C-18-0312)**

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

- E. Agreements with the following individuals to provide referee services to hear valuation protests for the 2018 tax year and to transmit information to the Lancaster County Board of Equalization all papers relating to such protests, together with written findings and recommendations:**

<i>Referee</i>	<i>Rate</i>		<i>Referee</i>	<i>Rate</i>	
Bill Lange	\$75	C-18-0290	Daniel McKenzie	\$70	C-18-0301
Mark Rosno	\$65	C-18-0291	Tim S. Lentz	\$75	C-18-0302
Robert Anderson	\$75	C-18-0292	Marilyn Tabor	\$65	C-18-0303
Richard Danek	\$70	C-18-0293	John Layman	\$75	C-18-0304
Ty D. Fleck	\$70	C-18-0294	Sally Webster	\$75	C-18-0305
Donald Killeen	\$75	C-18-0295	Bret Hollingsworth	\$75	C-18-0306
Rich Wilberger	\$50	C-18-0296	Joel Walker	\$65	C-18-0307
Greg Heinzmann	\$70	C-18-0297	Jeffrey Danek	\$75	C-18-0309
Joel Kirby	\$70	C-18-0298	Traci Kirby	\$65	C-18-0310
John E. McVay	\$60	C-18-0299	John J. Haney	\$85	C-18-0311
John Wurdeman	\$75	C-18-0300			

Dave Derbin, Deputy County Attorney, explained that the County is still waiting for insurance coverage confirmation for John Haney. He requested the Board approve that contract contingent upon receipt of appropriate insurance.

MOTION: Schorr moved and Amundson seconded approval of the contracts with the notation that insurance confirmation is still needed for John Haney. Avery, Amundson, Schorr, Brinkman and Wiltgen voted yes. Motion carried 5-0.

- F. Recommendation from the Purchasing Agent and County Engineer to award a contract for Drop Pipes & Culvert Maintenance (Bid 18-138) to HR Bookstrom Construction Inc. as the low, responsive, responsible bidder meeting the specifications. The lowest bid was rejected. The total amount of the contract is \$426,605.50. (B-18-0138)**

Pam Dingman, County Engineer, provided a brief overview of the recommendation. She said while the culvert is currently closed on Hickman Road, it was added to this year's bids to allow the road to reopen (Exhibit B).

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

- G. Recommendation from the Purchasing Agent and County Engineer to award a contract for concrete box culverts B-147 and N-19 to ME Collins Contracting Company (Bid 18-152). The total amount of the contract is \$495,908.94. (B-18-0152)**

Dingman said both culvert structures are currently closed. The County was awarded an innovation grant for bundling the projects. A \$200,000 reimbursement will be received from the State. She displayed a map showing the location of the structures (Exhibit C).

MOTION: Schorr moved and Amundson seconded approval of the recommendation.

Schorr inquired about the completion date for N-19.

Dingman stated once the contractor is onsite, they have 30 working days to finish the project. The plan is to be completed by December 15, 2018.

ROLL CALL: Avery, Schorr, Brinkman, Amundson and Wiltgen voted yes. Motion carried 5-0.

- H. Recommendation from the Purchasing Agent and County Engineer to award a contract for concrete box culvert E-117 to JJK Construction, LLC (Bid 18-153). The total amount of the contract is \$265,582.58. (B-18-0153)**

Dingman said that bridge E-117 was severely damaged during the flood of 2015. She displayed a map showing its location (Exhibit D).

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

- I. Recommendation from the Purchasing Agent and County Engineer to award a contract for crack sealing bituminous surfacing to Scodeller Construction (Bid 18-141). The total amount of the contract is \$110,700. (B-18-0141)**

Dingman noted the awarded bidder has not worked with the County before but comes with good references. She displayed a map of the various locations involved (Exhibit E).

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

- J. Recommendation from the Purchasing Agent and County Engineer to award a contract for replacement of concrete box culvert H-211 to Constructors Inc. (Bid 18-159). The total amount of the contract is \$178,319.77. (B-18-0159)**

Dingman displayed a map showing the location of structure H-211 (Exhibit F). She noted this box culvert includes some exciting new features which she hoped will become part of their standard design in the future.

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

- K. Recommendation from the Purchasing Agent and County Engineer to award and execute a purchase order for culvert pipe to Ace Eaton Metals as the (Bid 18-151). The total amount of the order is \$70,959.67. (C-18-0284)**

Dingman displayed a map showing the location of pipe installation using County, not contractor, forces (Exhibit G). This contract will also cover the annual supply of stock metal pipes.

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

- L. Recommendation by the Purchasing Agent and the County Engineer to rescind the award recommendation to High Plains Enterprises, Inc., which was approved by the County Board on April 24, 2018 for County Project 18-25, Bid No. 18-091, Scour Repair at Bridge H-119.**

Dingman said H-119 is located on 176th Street north of Bluff Road. The bridge is in extreme danger and there is a concern that if these repairs are not done immediately the bridge could have to be closed and/or replaced which would cost around \$1,500,000 (Exhibit H). It was noted this action would award the work to the second low bidder, JJK Construction.

MOTION: Amundson moved and Schorr seconded approval of the recommendation.

Mark Smith, President of High Plains Enterprises, Inc., explained that the projects were designed to be a collaborative effort with their subcontractor, Miller Concrete. Over the course of a few weeks, there were a number of emails sent and phone calls made to the owner of Miller Concrete with no success. He added that there was no intention for this project to fail as they expect their

subcontractors to complete top-quality work. Smith requested that High Plains Enterprises retain the job in order to complete the project.

Brinkman inquired about the other bridges being worked on by High Plains Enterprises, Inc.

Dingman said they met with the contractor to discuss nine issues that needed to be corrected on another project. Following that meeting, written notice was sent outlining the issues. This was followed by two additional 10-day notices.

ROLL CALL: Schorr, Amundson, Avery, Brinkman and Wiltgen voted yes. Motion carried 5-0.

- M. Recommendation from the Purchasing Agent and County Engineer to award a contract for scour repair at Bridge H-119 to JJK Construction, LLC (Bid 18-091) as the low, responsive, responsible bidder meeting the specifications. The total amount of the contract is \$334,496.28. (B-18-0091)**

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

- N. Recommendation by the Purchasing Agent and County Engineer to disqualify High Plains Enterprises, Inc., from bidding on all County construction projects for a period of two (2) years beginning June 19, 2018 and expiring June 18, 2020. Information will be obtained and references checked prior to reinstatement at the time of expiration. The County reserves the right to extend the disqualification for an additional period if the Contractor is deemed to not be a responsible bidder at that time.**

Dingman stated her recommendation was not made with any malice or lack of compassion towards Mark Smith or High Plain Enterprises, Inc.

Smith entered into the record letters of recommendation from Joe Delgado, TCW Construction; Cory Lyons, Davis Erection; Dale Burkhead, Simon; and William Ringsdorf, Tab Construction (Exhibit I).

Avery asked if this was the type of action that has been taken in the past on similar cases.

Dingman shared that throughout the course of her career, public and private, she has never taken these types of actions before.

Bob Walla, Purchasing Agent, explained that he knew of one other vendor that was banned from bidding for a period of one year. He added that this is a way to avoid future delays on projects if there is a potential performance issue.

Wiltgen asked if the ban could be reduced to one year and extended if needed.

Dingman explained that her concern with this contractor is not only related to this project. There has been a lack of communication on a previous project as well.

Amundson stated she will follow the advice of the County Engineer and Purchasing Department.

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

- O. Professional services contract with Felsburg Holt & Ullevig for wetland delineation and permitting services for the replacement of structure F-88 in Lancaster County. The anticipated completion date is October, 2018. The cost to the County is \$24,928. (C-18-0315)**

Dingman said Bridge F-88 is located on North 14th Street just north of Waverly Road. The plans are in the County Engineer's Office and ready to go, however, they do not have the permitting (Exhibit J).

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

- P. Grant contract with CASA for Lancaster County in the amount of \$7,500 for the CASA program. The contract is funded by the Joint Budget Committee for the period of July 1, 2018 through June 30, 2019. (C-18-0313)**

Dawn Rockey, Executive Director of CASA for Lancaster County, shared that the money in the Joint Budget Committee (JBC) grant will assist with volunteers who are appointed by juvenile court judges to advocate for kids in the child welfare and juvenile justice system. During this fiscal year, they have advocated for 225 children utilizing 102 advocates. This program assists with getting kids placed quicker which ensures the County is not paying for court appointed attorneys longer than necessary.

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

- Q. Grant contract with CASA for Lancaster County in the amount of \$12,000 for the Advocacy for High Risk and Crossover Youth program. The contract is funded by Juvenile Justice Prevention Funds for the period of July 1, 2018 through June 30, 2019. (C-18-0314)**

Rockey explained that this program was embarked upon four years ago. It helps older youth with law violations and child abuse cases involving a parent. They have work with 27 high-risk cases this year.

Schorr asked if the volunteers receive extra training to work with this unique population.

Rockey said extra training is required. There is curriculum from National CASA called Foster Futures which assists with transitioning kids out of the system who are ready to move one. The probation system is new and this program also ensures that volunteers are aware of how that process works.

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

- R. Grant contract with Center for People in Need in the amount of \$20,000 for the Neighborhood Food program. The contract is funded by the Joint Budget Committee for the period of July 1, 2018 through June 30, 2019. (C-18-0316)**

Sara Hoyle, Human Services Director, said the Center for People in Need is known for serving a large number of immigrants and refugees. This grant will help them serve over 12,000 individuals.

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

- S. Contract with Anchor Chiropractic & Wellness, LLC for the specialized medical care of General Assistance clients. The provider will be reimbursed at the Medicaid rate. The term of the contract is five (5) years from the date of execution with the option for renewal. (C-18-0317)**

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

- T. Contract with Mahoney Fire Sprinkler, Inc. to provide Annual Service - Inspection, Testing and Maintenance of Fire Sprinkler System (Bid 18-102). This contract shall be effective upon execution by all parties. The cost to the County for products/services is not to exceed \$10,000. (C-18-0285)**

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

- 6) 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. Contracts with the following to provide office seating (Bid No. 18-117). This contract shall be effective upon execution by all parties. The cost for products/services to the County is not to exceed \$30,000 for contracts.**

- 1. All Makes Office Equipment Co. of Lincoln (C-18-0287)**
- 2. encompass (encompass Corporation) (C-18-0288)**
- 3. Office Interiors & Design, Inc. (C-18-0289)**

- B. Amendment to County Contract C-18-0108 with MMC Contractors for Lancaster County Engineering RTU Replacement (Bid 18-004). The estimated expenditures for this contract will be increased by \$2,599 for the remainder of the contract term with a revised total amount of \$97,810. (C-18-0286)**

- C. Receive and place on file the following reports for May, 2018:**
 - 1. Records and Information Management**

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

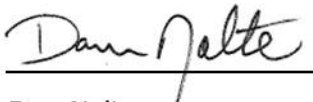
7) **PUBLIC COMMENT:** Those wishing to speak on items relating to County business not on the agenda may do so at this time.

8) **ANNOUNCEMENTS:**

- A. The Lancaster County Board of Commissioners will hold a staff meeting on Thursday, June 21, 2018 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 its next regular meeting on Tuesday, June 26, 2018 at 9:00 a.m., in Room 112 of the County-City Building (555 S. 10th Street, Lincoln).
- C. County Commissioners can be reached at 402-441-7447 or commish@lancaster.ne.gov.
- D. The Lancaster County Board of Commissioners meeting is broadcast live on LNKTv City. For the rebroadcast schedule visit lincoln.ne.gov (keyword: LNKTv). Meetings are also streamed live on LNKTv and can be viewed on YouTube (LNKTvcity).

9) **ADJOURNMENT**

MOTION: Schorr moved and Amundson seconded to adjourn the Lancaster County Board of Commissioners meeting at 10:04 a.m. Amundson, Brinkman, Avery, Schorr and Wiltgen voted yes. Motion carried 5-0.



Dan Nolte
Lancaster County Clerk



MINUTES
LANCASTER COUNTY BOARD OF EQUALIZATION
COUNTY-CITY BUILDING, ROOM 112
TUESDAY, JUNE 19, 2018
IMMEDIATELY FOLLOWING THE LANCASTER COUNTY
BOARD OF COMMISSIONERS MEETING

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 June 15, 2018.

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

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

The Chair called the meeting to order at 10:04 a.m., 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, June 12, 2018.

MOTION: Amundson moved and Brinkman 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)

Christian Heritage Children's Homes	Nebraska Wesleyan University
Christian Retirement Homes, Inc. dba Eastmont Towers	Way of God thru Jesus Christ Church Ministries Inc.
Good Neighbor Community Center	
Lincoln and Lancaster County Child Guidance Center	

The Chair opened the public hearing.

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

The Chair closed the public hearing.

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

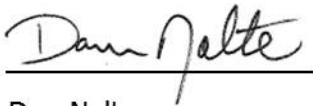
MOTION: Schorr moved and Avery seconded approval of the motor vehicle applications. Schorr, Amundson, Avery, Brinkman and Wiltgen voted yes. Motion carried 5-0.

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: Amundson moved and Schorr seconded to adjourn the Lancaster County Board of Equalization meeting at 10:07 a.m. Amundson, Avery, Brinkman, Schorr and Wiltgen voted yes. Motion carried 5-0.



Dan Nolte
Lancaster County Clerk

