

MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING, ROOM 112
TUESDAY, APRIL 10, 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 April 6, 2018.

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

Commissioner absent: Roma Amundson

Others present: Kerry Eagan, Chief Administrative Officer; Ann Ames, Deputy Chief Administrative Officer; Jenifer Holloway, 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:

- A. Approval of the minutes of the Board of Commissioners meeting held on Tuesday, April 3, 2018.**

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

2) CLAIMS:

- A. Approval of all claims processed through April 10, 2018.**

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

3) NEW BUSINESS:

- A. Resolution in the matter of witness fees paid by Lancaster County, which have remained unclaimed for six months or more. (R-18-0024)**

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

- B. Resolution authorizing the installation of traffic control devices in Lancaster County. (R-18-0025)**

Pam Dingman, County Engineer, discussed the bridge locations in the County requiring either signs posted or signs changed due to updated weight rating specifications. She stated the signs should be in place by the end of the week.

In response to Schorr's inquiry as to the type of trucks impacted and how entities are notified of the changes, Dingman said this is an overall change in how bridges are rated. She added that public notification of the change is not required.

Wiltgen noted Motor Carrier Enforcement would be responsible for providing information regarding the postings.

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

- C. Interlocal agreements for law enforcement services with the City of Hickman and the Villages of Bennet, Denton, Firth and Hallam. The Lancaster County Sheriff will assign one or more deputies to duty in the Village/City limits and provide a cruiser or cruisers. The Village/City will reimburse the County at the average overtime rate based on the Deputy Sheriff's Pay Plan as detailed in the agreement between Lancaster County, Nebraska and the Lancaster County Deputy Sheriff's Association Fraternal Order of Police, Lodge 29. Terms of the agreements are February 1, 2018 through January 21, 2019 and will automatically renew for the succeeding year until terminated.**

- 1. Village of Bennet (C-18-0169)**
- 2. Village of Denton (C-18-0170)**
- 3. Village of Firth (C-18-0171)**
- 4. Village of Hallam (C-18-0172)**
- 5. City of Hickman (C-18-0173)**

Terry Wagner, County Sheriff, stated that the contracts are for dedicated law enforcement services on an as needed basis. He said each community has a specific deputy they communicate with to arrange services when needed. Wagner said the requests average about ten hours per month. He noted that Hickman does have a contract for full time services in addition to this agreement.

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

- D. Lease agreement with Randy Chevalier to lease real property owned by the County as described in the agreement. Lessee will pay the County \$250. The term of the lease is from January 1, 2018 through December 31, 2018. (C-18-0174)**

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

- E. Recommendation from the Purchasing Department and the County Engineer to award a contract to Tim Sisco Construction, LLC, for culvert maintenance (Phase I) (Bid No. 18-072). The cost to the county is \$380,867.35. (B-18-0072)**

Dingman noted the locations of the pipes that will be covered under this maintenance contract (Exhibit A).

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

- F. Recommendation from the Purchasing Department and the County Engineer to award a contract to Constructors, Inc., for asphalt paving and resurfacing (Bid No. 18-081). The cost to the County is \$4,571,818.89. (B-18-0081)**

Dingman provided a map with the location of the County's paving and resurfacing projects (Exhibit B). She said this contract does include overlay and paving of South 54th Street which will be a benefit in moving towards construction of the South Beltway. Dingman noted that the contract also includes paving of the Meadowview Subdivision.

Brinkman inquired if this contract fulfills the list of projects in year one of the One and Six-Year Road and Bridge Improvement Program. Dingman stated it does include all of the listed projects in the program as amended. She noted that South 98th Street paving was delayed and replaced with the South 54th Street project.

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

- G. Professional services contract with Felsburg Holt & Ullevig for the safety analysis of South 68th and 148th roads in Lancaster County. The anticipated completion date is December 31, 2019. The cost to the County is \$52,650. (C-18-0156)**

Dingman provided the safety study locations (Exhibit C). She said both areas will have traffic counts and speed studies done before the end of the school year. Dingman stated a new speed measuring technology will be utilized which involves a camera in each direction that will log driving behavior as well as record how fast a cell phone was traveling in the corridor. She noted that it does not collect any personal information from the cell phone.

Wiltgen inquired if the technology will be able to determine if the driver is using the cell phone and, as both corridors are school routes, obtain demographics about the driver. Dingman said she did not think it had the capability to determine cell phone usage but would verify with the consultant. She noted that when traffic counts are done near schools the Engineer's Office has factors that are added to the traffic count.

In response to Schorr's inquiry regarding what additional data will be obtained and the timeline for completion of the study, Dingman said she hopes to have the information by the end of the summer. She stated that Nebraska Department of Transportation (NDOT) will provide crash data to the

consultant. Dingman added that a cost benefit analysis will be included indicating which improvements would have the most significant impact on safety in these corridors.

Brinkman said the consultant will be under contract until December of 2019 as other safety information collected could be beneficial in obtaining additional assistance from the State addressing the issues that might come out of the study. Dingman said it is her understanding that money for safety improvements from the State is allocated through 2023. She added that safety funding for the Saltillo Road project took 2 ½ to 3 years to be determined.

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

- H. Professional services contract with JEO Consulting for wetland delineation and permitting services for various Lancaster County sites. The anticipated completion date is August 7, 2018. The cost to the County is \$21,309. (C-18-0175)**

Dingman provided the locations of the four wetland delineation sites (Exhibit D). She said H-211 and Y-181 are both currently closed. K-123 and T-155 are both box culverts with dramatic erosion around the outlet structures.

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

- I. Recommendation from the Purchasing Agent and County Engineer to award a purchase order to Seiler Instrument and Manufacturing Company using the State of Nebraska contract 136930C for Trimble robotic survey equipment. The cost to the County is \$29,690. (C-18-0160)**

Dingman said the contract is to purchase a fully robotic total station which will increase efficiency with construction staking.

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

- J. Contract with Nebraska Occupational Health to provide the annual service of City/County blood chemistry profile (Quote No. 5812). The contract shall be effective upon execution of all parties for a one-year term. The cost to the County is not to exceed \$4,000. (C-18-0161)**

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

- K. Contract with Inteconnect to provide commercial grade door security access control system and service (Bid No. 18-044). The contract shall be effective upon execution by all parties through February 28, 2019. The cost to the County is not to exceed \$15,000. (C-18-0167)**

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

- L. Contract with All Needs Computer & Mailing Services, Inc., to provide annual pre-sort mailing services (Quote No. 5802). The contract shall be effective April 15, 2018 through April 14, 2019. The cost to the County is not to exceed \$4,000. (C-18-0168)**

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

- M. Agreement with U.S. Bank National Association using the State of Nebraska contract (No. 50324 04) to provide purchase card services. The term of the contract will be from the date of execution through November 14, 2018. (C-18-0177)**

Bob Walla, Purchasing Agent, stated the agreement grants permission for the County to use the State contract for the Purchase Card (P-Card) Program. He said the City of Lincoln will also be participating in the program and procedures and processes are being finalized for both entities. Walla said by implementing this program the cost savings will offset the salary for a P-Card Administrator in the Purchasing Department.

Schorr inquired when the program will begin and what training will be available for employees. Walla said it is uncertain how long it will take to hire and train the administrator. He stated it is possible to pay certain standard monthly bills with a P-Card which would require minimal staff training. He added that it will be a slow implementation in order to assess the process.

MOTION: Schorr moved and Avery seconded approval of the agreement. Schorr, Avery, Brinkman and Wiltgen voted yes. Amundson 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. Contract with Raynor Doors of Nebraska, Inc., to provide overhead door repair and replacement services (Bid No. 18-047). The contract shall be effective upon execution by all parties for a one-year term. The cost to the County is not to exceed \$30,000. (C-18-0163)**
- B. Amendments to the following contracts:**
 - 1. C-15-0464 with Sapp Bros., Inc., for the annual supply of lubricants (Bid No. 15-133). The cost will be increased by \$2,000 for the remainder of the current contract term with a revised contract total amount of \$52,000. (C-18-0162)**

2. C-15-0150 with Thermo King Christensen, Inc., for the annual supply of anti-freeze, coolants and windshield washer fluid (Bid No. 16-065). The amendment renews the contract for an additional one-year term beginning April 10, 2018 through April 9, 2019. The cost to the County is not to exceed \$1,000. (C-18-0165)
3. C-15-0151 with Sapp Bros., Inc., for the annual supply of anti-freeze, coolants and windshield washer fluid (Bid No. 16-065). The amendment renews the contract for an additional one-year term beginning April 10, 2018 through April 9, 2019. The cost to the County is not to exceed \$4,000. (C-18-0166)

C. Right-of-way contracts with the following:

1. Charles and Linda Spanel, Breagan Road and First Street, Cheney, in the amount of \$9,686. (C-18-0176)
2. Burdette Piening, Trustee, Southwest 100th Street and Saltillo Road, in the amount of \$2,368.50. (C-18-0178)
3. Evelyn Bierhaus, et.al., Successor Co-Trustees, Southwest 62nd Street and West Rokeby Road, in the amount of \$775. (C-18-0180)
4. Airport Authority of the City of Lincoln, Northwest 27th Street and West Vine Street, in the amount of \$1,305. (C-18-0181)

D. Utility Permit No. 1654 allowing Unite Private Networks to install new fiber optic cable under West Bluff Road from Malcolm School to Northwest 105th Street and continuing northerly to West Waverly Road. There is no cost to the County. (C-18-0158)

E. Receive and place on file the following items:

1. County Attorney's Office quarterly report – January – March, 2018
2. County Engineer's quarterly report – January – March, 2018
3. Assessor/Register of Deeds monthly report – March, 2018
4. Clerk of the District Court monthly report – March, 2018
5. County Clerk monthly report – March, 2018
6. Records and Information Management monthly report – March, 2018
7. 457 Government Plan Enhancement Summary, Plan No. 006372, for the Lancaster County, NE 457 Deferred Compensation Plan, for the purpose of adding a contribution accelerator.

MOTION: Schorr moved and Avery seconded approval of the consent items. Avery, Brinkman, Schorr and Wiltgen voted yes. Amundson 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.

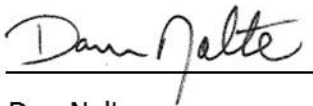
No one appeared for public comment.

6) **ANNOUNCEMENTS:**

- A. The Lancaster County Board of Commissioners will hold a staff meeting on Thursday, April 12, 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, April 17, 2018 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. 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 LNKTU City. For the rebroadcast schedule visit lincoln.ne.gov (keyword: LNKTU). Meetings are also streamed live on LNKTU and can be viewed on YouTube (LNKTUcity).

7) **ADJOURNMENT**

MOTION: Schorr moved and Brinkman seconded to adjourn the Lancaster County Board of Commissioners meeting at 9:38 a.m. Avery, Brinkman, Schorr and Wiltgen voted yes. Amundson was absent. Motion carried 4-0.



Dan Nolte
Lancaster County Clerk



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LANCASTER COUNTY, NEBRASKA



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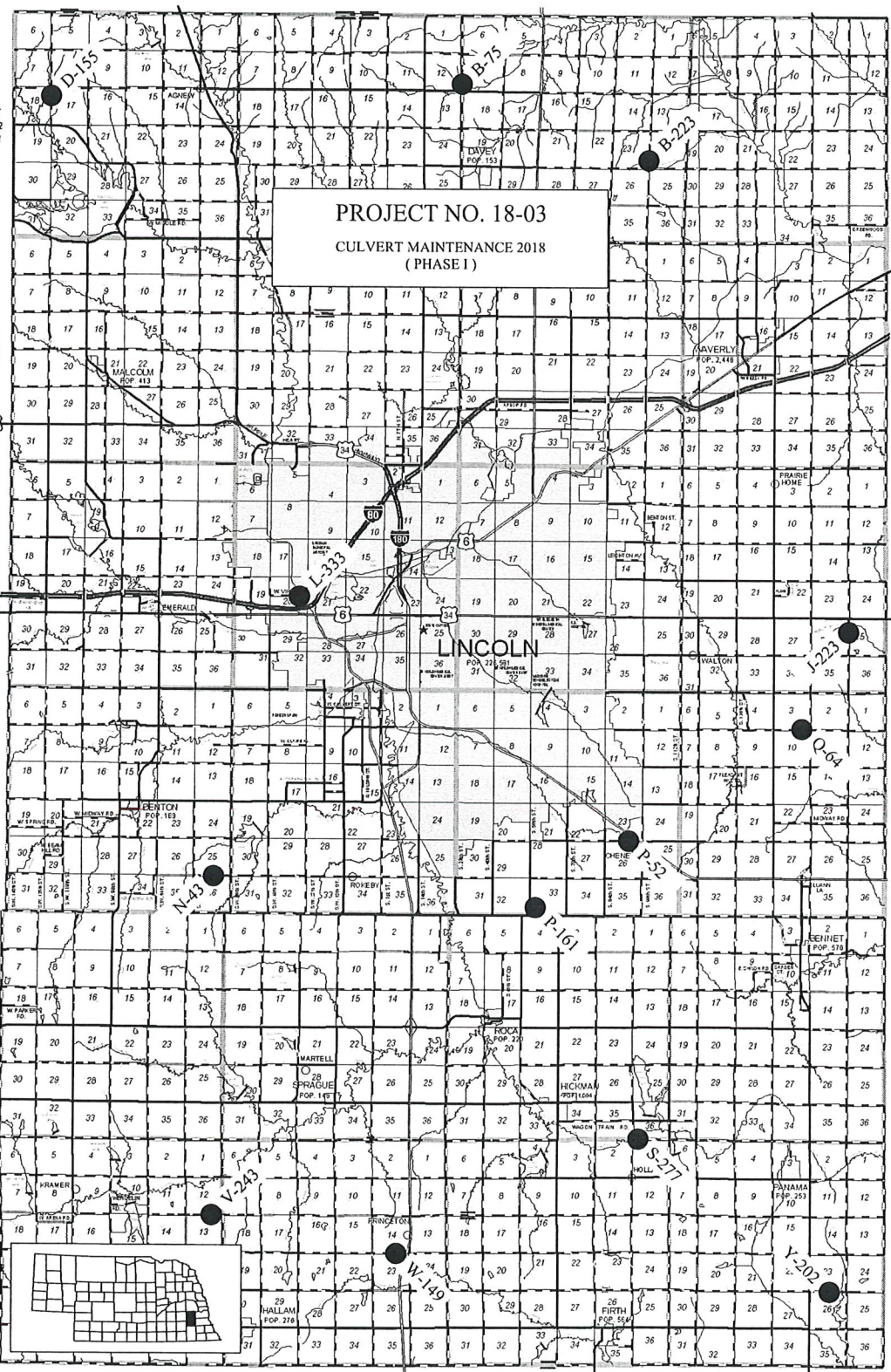
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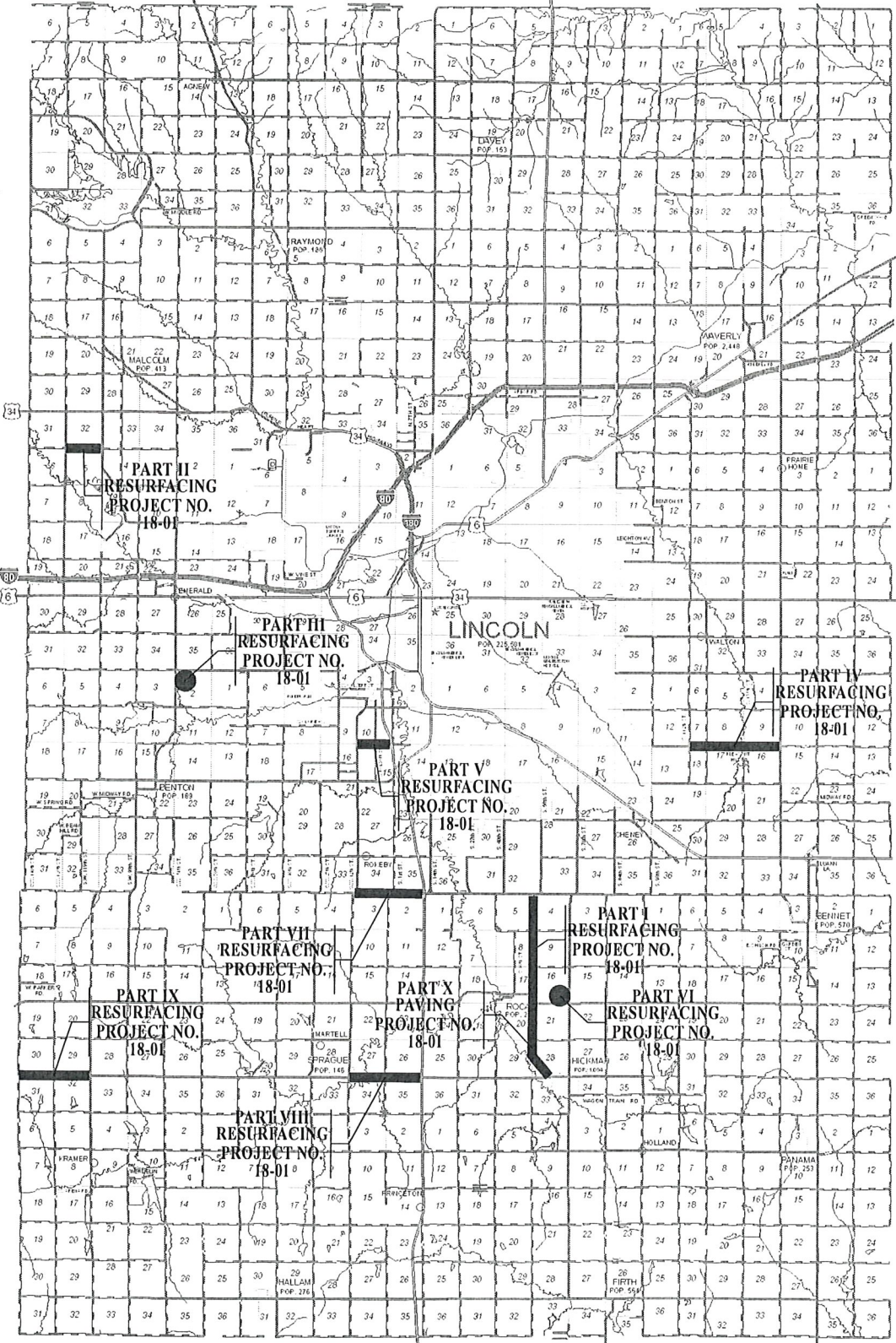
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SITE LOCATION MAP
LANCASTER COUNTY PAVING & RESURFACING 2018
LANCASTER COUNTY, NEBRASKA

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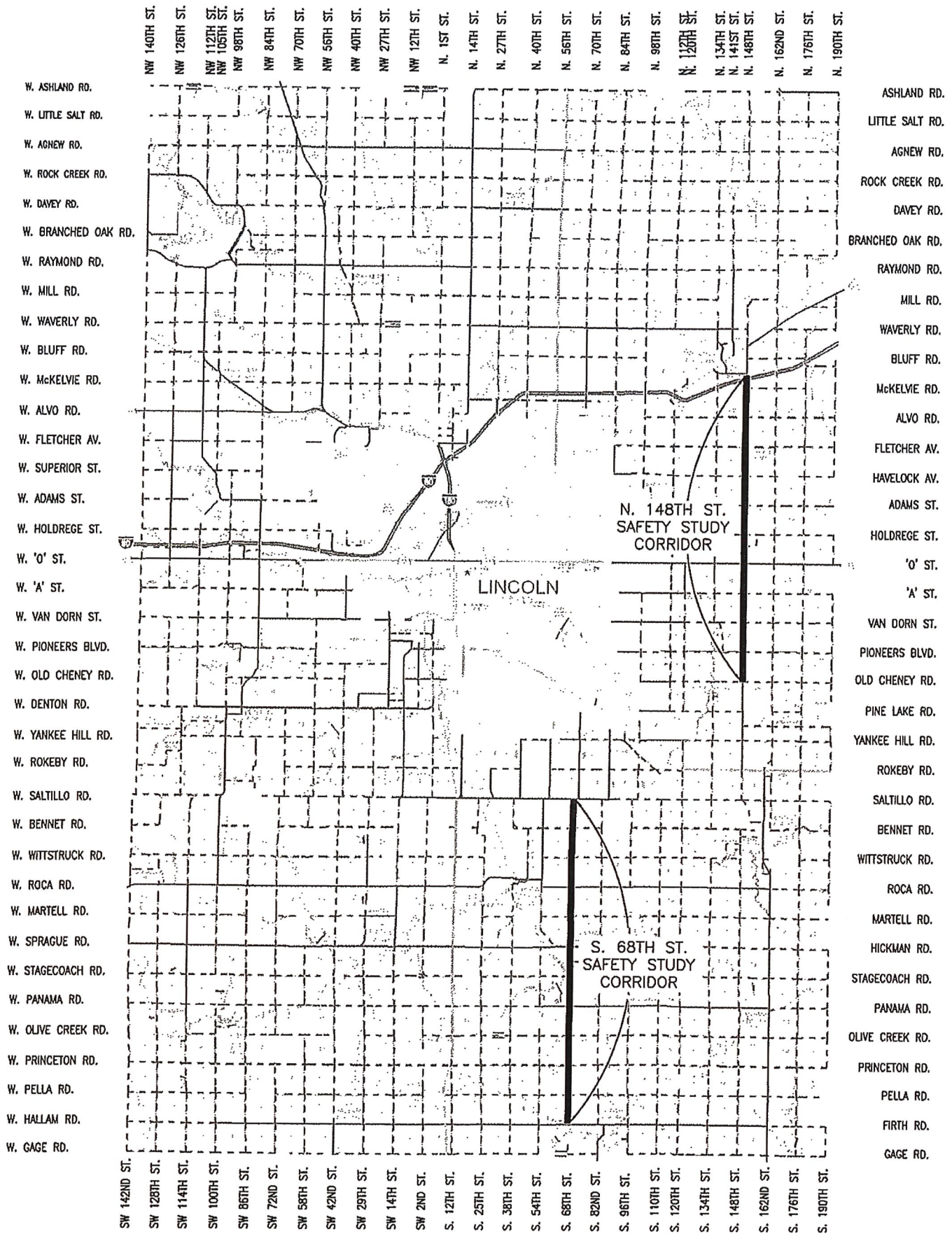
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EXHIBIT "C"

LANCASTER COUNTY, NEBRASKA



WETLAND DELINEATION & PERMITTING SERVICE LANCASTER COUNTY, NEBRASKA

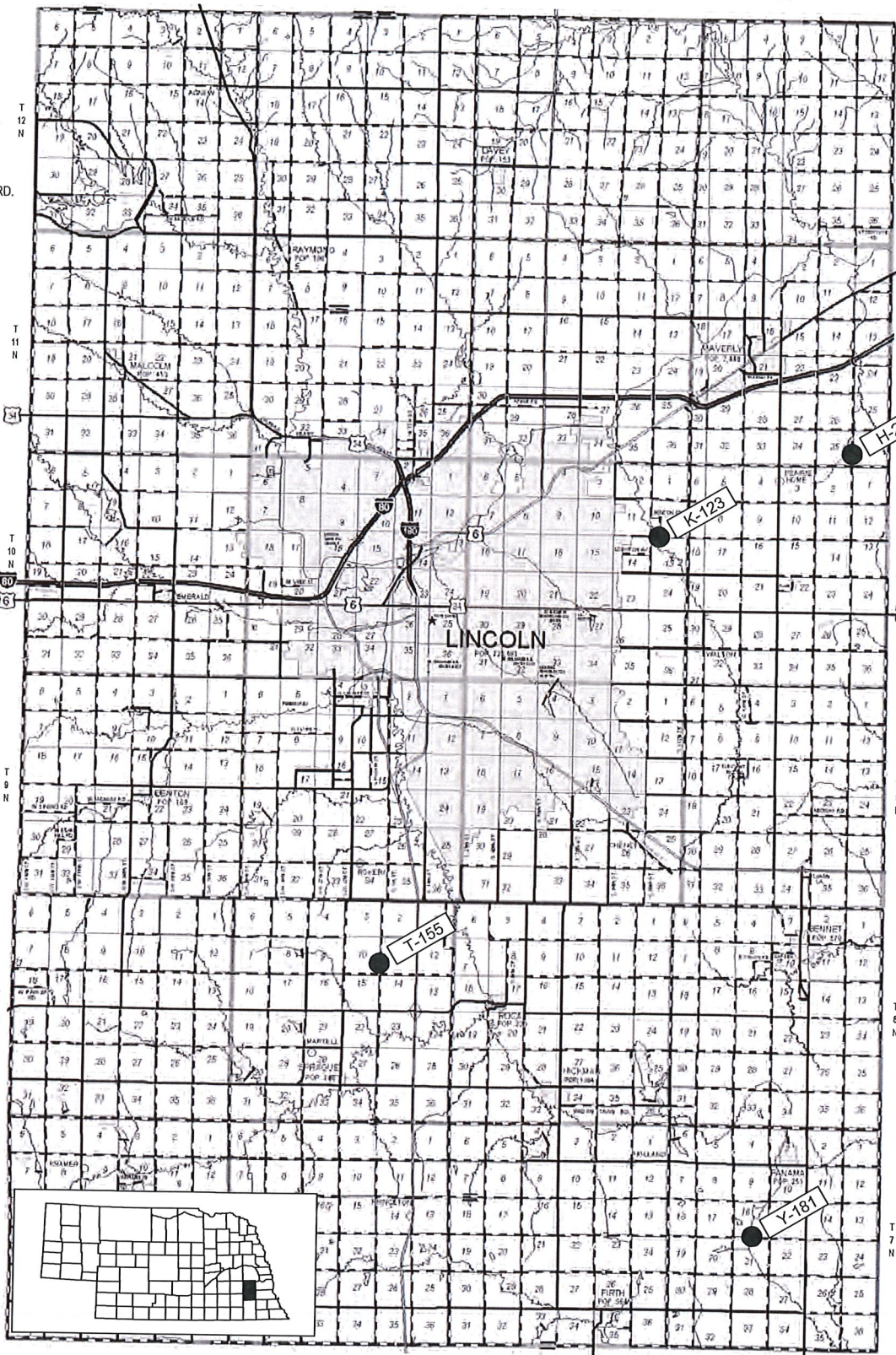


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MINUTES
LANCASTER COUNTY BOARD OF EQUALIZATION
COUNTY-CITY BUILDING, ROOM 112
TUESDAY, APRIL 10, 2018
IMMEDIATELY FOLLOWING THE LANCASTER COUNTY
BOARD OF COMMISSIONERS MEETING

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 April 6, 2018.

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

Commissioner absent: Roma Amundson

Others present: Scott Gaines, Assessor/Register of Deeds Office; Kerry Eagan, Chief Administrative Officer; Ann Ames, Deputy Chief Administrative Officer; Jenifer Holloway, 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 9:38 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 20, 2018.

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

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

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

3) PUBLIC HEARING:

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

Calvary Cemetery	Cornhusker Council Boy Scouts of America
Catholic Social Services	Developmental Services of Nebraska, Inc
The Catholic Bishop of Lincoln	First Evangelical Free Church
Christ Place Church	

The Chair opened the public hearing.

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

The Chair closed the public hearing.

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

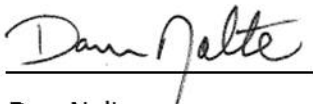
MOTION: Brinkman moved and Schorr seconded approval of the motor vehicle tax exemption applications. Schorr, Avery, Brinkman and Wiltgen voted yes. Amundson was absent. Motion carried 4-0.

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 9:40 a.m. Avery, Brinkman, Schorr and Wiltgen voted yes. Amundson was absent. Motion carried 4-0.



Dan Nolte
Lancaster County Clerk

