

**MINUTES**  
**LANCASTER COUNTY BOARD OF COMMISSIONERS**  
**COUNTY-CITY BUILDING, ROOM 112**  
**TUESDAY, JUNE 12, 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 8, 2018.*

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

Commissioner absent: Deb Schorr

Others present: Ann Ames, Deputy Chief Administrative Officer; Jenifer Holloway, Deputy County Attorney; Cori Beattie, Deputy County Clerk; Kelly Lundgren 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 5, 2018.**

**MOTION:** Amundson moved and Avery seconded approval of the minutes. Avery, Amundson and Wiltgen voted yes. Brinkman abstained. Schorr was absent. Motion carried 3-0 with one abstention.

**B. Approval of the minutes of the Department Budget Meeting held on Tuesday, June 5, 2018.**

**MOTION:** Amundson moved and Avery seconded approval of the minutes. Amundson, Avery and Wiltgen voted yes. Brinkman abstained. Schorr was absent. Motion carried 3-0 with one abstention.

**2) CLAIMS:**

**A. Approval of all claims processed through June 12, 2018.**

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

**3) SPECIAL PRESENTATIONS:**

**A. Recognition of the County-City Building art exhibit – Helen Donlan**

Helen Donlan thanked the Board for the opportunity to show her artwork. (Note: The artist's last name was incorrectly listed as Dolan on the agenda.) Donlan discussed her love of Nebraska and the inspirations behind her work and noted that she would someday like to learn how to use oil paint.

**B. Lancaster County Juvenile Services Comprehensive Plan July 1, 2018 through June 30, 2021 – Sara Hoyle, Human Services Director (See correlating item 4A)**

Sara Hoyle, Director of Human Services, said the Juvenile Comprehensive Plan is required by State Statute to be completed every three years. The Plan assists with the community aid funding that is appropriated through the Nebraska Legislature and administered through the Nebraska Crime Commission. Hoyle said the County receives just under \$1,000,000 annually.

Hoyle discussed the importance of the community stakeholders in developing the Plan and how the Plan serves as a guide for implementing local Juvenile Services. Families were also engaged during this year's development process. Hoyle said priorities include such things as ensuring equitable and respectful treatment of all families and youth in the system, applying best practices, providing effective services, ensure behavioral health services are accessible and ensuring all juvenile justice system stakeholders are using evidence-based principals to meet the needs of the youth population.

Brinkman commented that she went through this process for the first time and felt it was effective. She added that having the larger community engaged reflects the goals in the plan which and if progress is made in these areas, great dividends for the community at-large will be realized. Brinkman also thanked Hoyle for her work on the project.

Amundson said she was really impressed with the Human Resources team and the non-profit community who all seem very dedicated about their work which helps make a big difference in Lincoln.

**4) NEW BUSINESS:**

**A. Lancaster County Juvenile Services Comprehensive Plan July 1, 2018 through June 30, 2021.**

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

**B. Resolution in the matter of transferring appropriations from the General Fund Miscellaneous Budget to various General Fund Agencies. The amount to be transferred is \$707,406. (R-18-0038)**

Dennis Meyer, Budget and Fiscal Officer, stated there is a dollar amount correction to the agenda. The total amount to be transferred, as noted in the resolution, is \$748,406. He explained that cost-of-living and health insurance costs are not initially included in the budget, thus, additional appropriations are usually needed for these two areas and \$2,000,000 is typically set aside for this process each year.

Meyer provided a brief overview of the appropriated funds noting that the increase for District Court is due to the need for additional legal services. The County Attorney's Office had additional expenses related to multiple retirements, as well as increased costs for autopsies.

**MOTION:** Amundson moved and Avery seconded approval of the resolution noting the corrected amount of \$748,406. Amundson, Brinkman, Avery and Wiltgen voted yes. Schorr was absent. Motion carried 4-0.

**C. Resolution in the matter of adopting a policy governing the expenditure of public funds for payment of reimbursement of actual and necessary expenses incurred by county elected officials, appointed officials, employees and volunteers. (R-18-0039)**

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

**D. Sales quotation from Seiler for annual technical support, software maintenance and warranty for the County Engineer's Trimble software and hardware. The cost to the County is \$6,615. (C-18-0277)**

Pam Dingman, County Engineer, said equipment and software purchased from Seiler is very specialized and noted this is an annual agreement.

Brinkman asked what action is being requested of the County Board with regard to the quotation and whether a formal contract will follow on a later agenda.

Jenifer Holloway, Deputy County Attorney, explained that the Board is approving the amount since it is over the \$3,000 purchasing threshold. She said at times these documents come in the form of a quotation instead of a contract and she confirmed that a contract will not be forthcoming.

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

**E. Agreement with the State of Nebraska, Department of Transportation, to establish the terms upon which the State will assist the County in obtaining Federal approval and Surface Transportation Program Funds for certain County bridges. The County's share of the total project cost is estimated to be \$414.37. The agreement is effective upon execution by the State. (C-18-0278)**

Dingman stated that counties in Nebraska can request the Department of Transportation to inspect bridges when the abutments and footage are underwater. She noted that inspections were requested on six bridges including bridge B-133 (Exhibit A) which is located on Agnew Road east of Highway 77.

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

- F. Right of Entry and Maintenance Agreement with Nebraska Game and Parks Commission for the removal and reinstallation of two drainage culverts in the Wagon Train State Recreation Area and Wildlife Management Area. There is no cost to the County. (C-18-0279)**

The Deputy Clerk clarified that the agreement pertains to the Wagon Train State Recreation Area (the agenda listed it as Wagon Trail State Recreation Area).

Dingman explained that several pipes around the Wagon Train Lake area just east of Hickman have eroded and need to be replaced. The right-of-entry is needed to be able to work on park grounds.

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

- G. Contracts with the following to provide business card and letterhead printing (Bid No. 18-082). Terms of the contracts are one year from the date of execution with the option to renew for three additional one-year terms.**

- 1. Cornhusker State Industries in the amount not to exceed \$4,000.00. (C-18-0271)**
- 2. Firespring in the amount not to exceed \$3,500.00. (C-18-0272)**

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

- 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. Amendments to the following contracts for the annual services of tires, tubes, and tire repair services (Bid No. 18-003). The amendments add additional services per Attachment A. The cost to the County will not increase due to the additional services:**

- 1. C-18-0105 with Cross-Dillon Tire (C-18-0274)**
- 2. C-18-0106 Heartland Tires and Treads (C-18-0275)**

- B. Right-of-way contracts with the following:**

- 1. Alan L. and Laurel D. Baade, South 120<sup>th</sup> Street and Hickman Road, in the amount of \$307.00. (C-18-0280)**
- 2. Alan L. and Laurel D. Baade, South 96<sup>th</sup> Street and Hickman Road, in the amount of \$559.00. (C-18-0281)**
- 3. Ron E. and Amber Null, South 96<sup>th</sup> Street and Hickman Road, in the amount of \$2,615.00. (C-18-0282)**

**C. Utility Permits with the following:**

- 1. No. 1676 allowing Olsson Associates to conduct soil borings at three different locations adjacent to 94<sup>th</sup> and A Streets. There is no cost to the County. (C-18-0269)**
- 2. No. 1674 allowing Centurylink Communications to install underground fiber optic cable from the Village of Roca adjacent to Roca Road to approximately South 64<sup>th</sup> Street. There is no cost the County. (C-18-0270)**
- 3. No. 1611 allowing the City of Lincoln to install new sanitary sewer off 120<sup>th</sup> and A Streets to approximately South 98<sup>th</sup> and Van Dorn Streets. There is no cost to the County. (C-18-0276)**

**D. Receive and place on file the following reports for May, 2018:**

- 1. Assessor/Register of Deeds**
- 2. Clerk of the District Court**

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

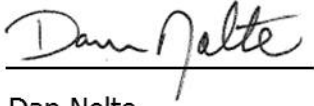
**6) PUBLIC COMMENT: Those wishing to speak on items relating to County business not on the agenda may do so at this time.**

**7) ANNOUNCEMENTS:**

- A. The Lancaster County Board of Commissioners will hold department budget hearings on Tuesday, June 12, 2018 at 9:30 a.m. or immediately following the Lancaster County Board of Equalization meeting 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 a staff meeting including department budget hearings on Thursday, June 14, 2018 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).**
- C. The Lancaster County Board of Commissioners will hold its next regular meeting on Tuesday, June 19, 2018 at 9:00 a.m., in Room 112 of the County-City Building (555 S. 10<sup>th</sup> Street, Lincoln).**
- D. County Commissioners can be reached at 402-441-7447 or [commish@lancaster.ne.gov](mailto:commish@lancaster.ne.gov).**
- E. The Lancaster County Board of Commissioners meeting is broadcast live on LNKTv City. For the rebroadcast schedule visit [lincoln.ne.gov](http://lincoln.ne.gov) (keyword: LNKTv). Meetings are also streamed live on LNKTv and can be viewed on YouTube (LNKTvcity).**

8) **ADJOURNMENT**

**MOTION:** Brinkman moved and Amundson seconded to adjourn the Lancaster County Board of Commissioners meeting at 9:30 a.m. Avery, Amundson, Brinkman and Wiltgen voted yes. Schorr was absent. Motion carried 4-0.



Dan Nolte  
Lancaster County Clerk







"B-133"

2014/06/04



**MINUTES**  
**LANCASTER COUNTY BOARD OF EQUALIZATION**  
**COUNTY-CITY BUILDING, ROOM 112**  
**TUESDAY, JUNE 12, 2018**  
**9:00 A.M.**  
**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 8, 2018.*

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

Commissioners absent: Deb Schorr

Others present: Ann Ames, Deputy Chief Administrative Officer; Jenifer Holloway, Deputy County Attorney; Cori Beattie, Deputy County Clerk; and Kelly Lundgren and Monét McCullen, County Clerk's Office

*The Chair called the meeting to order at 9:30 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, May 15, 2018.**

**MOTION:** Brinkman moved and Amundson seconded approval of the minutes. Avery, Brinkman and Amundson voted yes. Wiltgen abstained. Schorr was absent. Motion carried 3-0 with one abstention.

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

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

**3) NOTICE OF TAXABLE STATUS**

**A. City of Lincoln**

Scott Gaines, Chief Administrative Deputy Assessor/Register of Deeds said this is a vacant lot that the City has been leasing to the owner of O Street Carpet which is currently being used for parking. The lease was issued in 2016. The notice will notify the City that this property will be taxed since it is no longer being used for a public purpose.



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

**4) PUBLIC HEARING:**

**A. Motor Vehicle Tax Exemption Applications (See correlating item 5)**

College View Academy	Resources for Human Development
Indian Hills Community Church	Second Baptist Church
Peoples City Mission	Southern Heights Presbyterian Church
Radiant Church	St. John the Apostle School

The Chair opened the public hearing.

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

The Chair closed the public hearing.

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

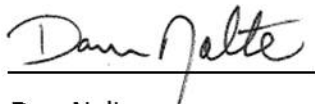
**MOTION:** Amundson moved and Avery seconded approval of the motor vehicle applications. Amundson, Avery, Brinkman and Wiltgen votes yes. Schorr was absent. Motion carried 4-0.

**6) 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.

**7) ADJOURNMENT**

**MOTION:** Brinkman moved and Avery seconded to adjourn the Lancaster County Board of Equalization meeting at 9:34 a.m. Brinkman, Avery, Amundson and Wiltgen voted yes. Schorr was absent. Motion carried 4-0.



Dan Nolte  
Lancaster County Clerk

