

**STAFF MEETING MINUTES  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
TUESDAY, SEPTEMBER 4, 2018  
COUNTY-CITY BUILDING  
ROOM 112 – COUNTY-CITY CHAMBERS  
9:30 A.M. OR IMMEDIATELY FOLLOWING THE CONCLUSION OF THE  
COUNTY BOARD OF EQUALIZATION MEETING**

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

Commissioners Absent: Roma Amundson

Others Present: Kerry Eagan, Chief Administrative Officer; Cori Beattie, Deputy County Clerk; and Leslie Brestel, County Clerk's Office

*Advance public notice of the Board of Commissioners Staff Meeting was posted on the County-City Building bulletin board and the Lancaster County, Nebraska web site and provided to the media on Friday, August 31, 2018.*

The Chair noted the location of the Open Meetings Act and opened the meeting at 9:41 a.m.

**AGENDA ITEM**

**1) APPROVAL OF STAFF MEETING MINUTES FOR AUGUST 30, 2018**

**MOTION:** Schorr moved and Avery seconded approval of the August 30, 2018 Staff Meeting minutes. Avery, Brinkman, Schorr and Wiltgen voted yes. Amundson was absent. Motion carried 4-0.

**2) TAX EQUALIZATION REVIEW COMMISSION (TERC) EXPERT CONTRACT - David Derbin, Lancaster County Deputy Attorney; and Dan Zieg, Lancaster County Deputy Attorney**

Dan Zieg, Lancaster County Deputy Attorney, reported he and David Derbin, Lancaster County Deputy Attorney, met with Great Plains Appraisal, Inc. and Kubert Appraisal Group, P.C. regarding the Tax Equalization and Review Commission (TERC) expert contract for 2018. He said both groups are interested in the contract and that rates have been received from Kubert Appraisal Group but not from Great Plains Appraisal. Zieg recommended this year's contract be awarded to Kubert Appraisal Group.

Schorr asked if Great Plains Appraisal knew the contract was going to be discussed today. Zieg stated yes and that they indicated they would have pricing to him by Friday, but he had not received a response. Derbin explained Great Plains Appraisal was originally told the meeting was going to be Thursday, September 6, 2018. Zieg sent them an email today asking for pricing as soon as possible.

When questioned about the current backlog at TERC, Zieg replied there are a handful of cases.

Schorr inquired about the rates for Kubert Appraisal Group. Zieg said they were \$115 per hour for Tom Kubert's services; \$70 per hour for an appraiser trainee; \$35 per hour for clerical services; and \$75 per hour for subcontracting. Kubert Appraisal Group would have to subcontract residential properties. Derbin reported these rates were higher than the previous TERC contract, which was \$95 per hour for Tom Kubert's services.

Derbin stated the length of the contract is traditionally one year; however, it is at the direction of the Board. He confirmed all prior TERC cases will remain with Great Plains Appraisal.

**MOTION:** Schorr moved and Wiltgen seconded to direct the County Attorney's Office to prepare a one-year contract with Kubert Appraisal Group, P.C. for TERC expert services for 2018.

The Chair asked for any additional discussion.

Brinkman questioned the rush to prepare a contract without getting pricing from Great Plains Appraisal. Zieg answered to avoid a backlog of cases. Brinkman felt she cannot support this motion now as she needs to have pricing to compare both companies.

Avery felt the process needs to be fair.

Derbin stated there is also not a current contract for next year's Board of Equalization Referee Coordination services.

Wiltgen asked if there is a contract for appraisal services. Derbin responded appraisal services are ad hoc contracts.

Schorr called the question.

**ROLL CALL:** Schorr and Wiltgen voted yes. Avery and Brinkman voted no. Amundson was absent. Motion failed 2-2.

Zieg and Derbin will present pricing from Great Plains Appraisal, Inc. at the September 13, 2018 staff meeting.

### **3) INSURANCE REQUIREMENTS FOR ANNUAL REPAIR SERVICES FOR CONSTRUCTION AND PURPOSE-BUILT EQUIPMENT** - Sue Eckley, Lancaster County Risk Manager; and Bob Walla, Lincoln-Lancaster County Purchasing Agent

Bob Walla, Lincoln-Lancaster County Purchasing Agent, said he received the correct insurance documents from NMC, Inc. and RDL but not from Johnson Diesel Repair. After discussion on State, County and City regulations for written cancellation of insurance notice, the County is reviewing why the regulations are not the same. Walla said he emailed the City Risk Department and the City Attorney for their expertise on the 30-days written cancellation of insurance notice.

It was the consensus of the Board to go forward with the NMC, Inc. and RDL contracts.

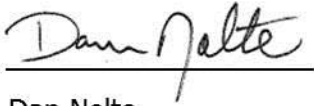
Walla will bring the Johnson Diesel Repair contract to the September 13, 2018 staff meeting.

#### 4) EMERGENCY ITEMS

There were no emergency items.

#### 5) ADJOURNMENT

**MOTION:** Schorr moved and Brinkman seconded to adjourn the meeting at 10:13 a.m. Avery, Brinkman, Schorr and Wiltgen voted yes. Amundson was absent. Motion carried 4-0.



Dan Nolte  
Lancaster County Clerk

