

**STAFF MEETING MINUTES  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
THURSDAY, OCTOBER 4, 2018  
COUNTY-CITY BUILDING  
ROOM 113 - BILL LUXFORD STUDIO  
8:30 A.M.**

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

Commissioners Absent: Deb Schorr

Others Present: Kerry Eagan, Chief Administrative Officer; Ann Ames, Deputy Chief Administrative Officer; Dan Nolte, 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 October 3, 2018.*

The Chair noted the location of the Open Meetings Act and opened the meeting at 8:33 a.m.

**AGENDA ITEM**

**1) APPROVAL OF STAFF MEETING MINUTES FOR SEPTEMBER 27, 2018**

**MOTION:** Amundson moved and Brinkman seconded approval of the September 27, 2018 Staff Meeting minutes. Avery, Amundson, Brinkman and Wiltgen voted yes. Schorr was absent. Motion carried 4-0.

**2) PRUDENTIAL CONTRACT RENEWAL - Doug Cyr, Chief Deputy County Attorney; Kerry Eagan, Chief Administrative Officer**

Doug Cyr, Chief Deputy County Attorney, reported Prudential sent a proposal to extend the current contract for 5 years in which they would immediately reduce fees from 10 points to 7.5, to 7 points in 2024 to 6.5 points in 2025.

Wiltgen asked if Frank Picarelli, Senior Vice President, Segal Marco Advisors, gave an opinion as to why Prudential was proposing a five-year contract. Cyr answered it is in Prudential's interest to have a longer contract. The County has been with Prudential since 2009.

It was the consensus of the Board for Cyr to direct Frank Picarelli to negotiate with Prudential and bring the findings to the Board.

## CHIEF ADMINISTRATIVE OFFICER REPORT

### A. Feedlot Moratorium

The consensus of the Board was to not move forward with a moratorium and allow the working group to present a proposal in the spring of 2019.

### 3) CHILD SUPPORT CONTRACT WITH NANCY WYNNER, ESQ. - Joe Nigro Public Defender

Joe Nigro, Public Defender, stated this is a three-year contract for Nancy Wynner, who is the primary attorney for child support cases. The proposal for the contract includes a 2% increase each year and appeals would be compensated at \$1,500 each.

The Public Defender's Office will forward the number of cases handled per the contract to the Commissioners.

This item will be on the next Tuesday Board of Commissioners meeting agenda.

### 4) JUSTICE ASSISTANCE GRANT APPLICATION FOR \$80,000 TO NEBRASKA CRIME COMMISSION - Sara Hoyle, Human Services Director

Sara Hoyle, Human Services Director, said the Justice Assistance Grant (JAG) is a competitive grant for federal funding through the Nebraska Crime Commission for the next grant year which will be used for two Diversion Officers who would work with the RESTORE and School-Based Alcohol and Marijuana Intervention (SAMI) programs, and the third Millennium online classes.

The Nebraska Crime Commission has received this grant before; however, it is held up in the Supreme Court, causing the current grant dollars to not be released.

Wiltgen asked what funds are being used in lieu of the funds being held up in the Supreme Court. Hoyle stated excess State Community Aid funds were appropriated from the previous fiscal funds, and when the current grant funds are released, those will be redistributed to the State aid dollars and then the Nebraska Crime Commission will ask for an extension to spend down the funds for the subsequent year.

**MOTION:** Amundson moved and Brinkman seconded to authorize Sara Hoyle to apply for the Justice Assistance Grant (JAG) and to authorize the County Board Chair to sign the application. Avery, Amundson, Brinkman and Wiltgen voted yes. Schorr was absent. Motion carried 4-0.

### OTHER BUSINESS

Hoyle said the Nebraska Crime Commission was awarded a federal Department of Justice grant for \$250,000 for juvenile prosecutor training. The Nebraska Crime Commission is sub-awarding the grant funds to Lancaster County Human Services. The County Attorney's Office will host the statewide trainings, which will be broadcast online for attorneys unable to attend in person.

## CHIEF ADMINISTRATIVE OFFICER REPORT

### B. 2019 Legislative Priorities

Kerry Eagan, Chief Administrative Officer, reviewed the legislative priorities (see agenda packet) and said he will make the following updates for Tuesday's agenda: switch Legislative priorities 5 and 6, and add language referencing LB 1112 to Standing Priorities Funding for Juvenile Justice Reform.

### C. Claim for Review PV #626109 to Safeguard Business System from the Lancaster County Treasurer dated September 25, 2018 in the Amount of \$707.81. The Invoice is Dated April 17, 2018. This Claim is Beyond the 90 Day Time Period.

Candace Meredith, Chief Deputy County Treasurer, said the claim was beyond the 90-day period due to the invoice getting lost in an employee's email junk box.

**MOTION:** Brinkman moved and Amundson seconded to move the claim to the next Tuesday meeting as a regular claim. Amundson, Avery, Wiltgen, and Brinkman voted yes. Schorr was absent. Motion carried 4-0.

### 5) **POTENTIAL LITIGATION** - Dan Zieg, Deputy County Attorney

**MOTION:** Amundson moved and Avery seconded to enter Executive Session at 9:13 a.m. for the purposes of potential litigation, legal advice on the sale of Trabert Hall and to protect public interest.

The Chair said it has been moved and seconded that the Board enter Executive Session.

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

The Chair restated the purpose for the Board entering Executive Session.

**MOTION:** Brinkman moved and Amundson seconded to exit Executive Session at 9:38 a.m. Avery, Amundson, Brinkman and Wiltgen voted yes. Schorr was absent. Motion carried 4-0.

### 6) **TRABERT HALL SALE** - David Derbin, Deputy County Attorney

See motion above.

### 7) **COURTROOM TECHNOLOGY** - Jared Gavin, District Court Administrator

Jared Gavin, District Court Administrator, stated four of the courtrooms need new wiring and audio-visual upgrades, including Elmo's (projectors) and monitors, and needs Board permission to get bids for new equipment. When asked for a rough estimate, Gavin said probably close to \$22,000 per courtroom. He spoke with Dennis Meyer, Budget and Fiscal Officer, who said some funds were available.

Avery asked what happens to the trial if the electronics fail. Gavin responded worst-case scenario

would be to hold someone in custody while moving a trial date.

**MOTION:** Brinkman moved and Amundson seconded authorization for Gavin to continue with the bid process for technological updates to four courtrooms in consultation with Dennis Meyer.

Brinkman confirmed with Gavin the quote would only be for four courtrooms, with an additional four courtrooms needing updated later in the year. Wiltgen asked how Gavin came up with his estimate of \$22,000. Gavin responded he had seen the invoice for Courtroom 5 on a previous Staff meeting agenda and saw the updates were similar.

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

**8) EARLY HIRE OF PAYROLL SPECIALIST - Dan Nolte, County Clerk; and Tim Genuchi, Accounting Operations Manager**

Dan Nolte, County Clerk, and Tim Genuchi, Accounting Operations Manager, requested the Board's permission to hire a new Payroll Specialist to begin before the current one retires in February 2019. If the new employee were able to begin December 1, there would be a budgetary impact between \$17,660 and \$22,000.

**MOTION:** Amundson moved and Brinkman seconded to authorize the early hire of a Payroll Specialist. Avery, Amundson, Brinkman and Wiltgen voted yes. Schorr was absent. Motion carried 4-0.

**CHIEF ADMINISTRATIVE OFFICER REPORT**

D. October 11, 2018 Staff Meeting

The October 11, 2018 staff meeting was cancelled.

**CHIEF DEPUTY ADMINISTRATIVE OFFICER REPORT**

A. P-Card Communication

Ann Ames, Deputy Chief Administrative Officer, will draft a communication to all County staff from the County Board outlining why the Purchase Card (P-card) is important and Wiltgen will sign on the Board's behalf.

B. Fleet Management Communication

Discussion was tabled until Bob Walla, Purchasing Agent, is available to discuss rental car policies.

## **GENERAL ADMINISTRATIVE ITEMS**

- C. Rural Opioid Epidemic Roundtable - Tuesday, October 30, 2018, 9:00 - 11:30 a.m.  
Room 124 (First Floor) Federal Building, 100 Centennial Mall North Lincoln

Amundson will attend the meeting.

## **DISCUSSION OF BOARD MEMBER MEETINGS ATTENDED**

- A. Lincoln Chamber of Commerce Coffee – Wiltgen

Wiltgen stated there were updates from the Lincoln Convention and Visitors Bureau, Lincoln Partnership for Economic Development, City Council and the Lincoln Public Schools School Board. The Lincoln Electric System (LES) Chief Executive Officer gave an update on LES rate calculation modification.

## **9) BREAK**

A break was taken from 10:03 a.m. to 10:20 a.m.

## **CHIEF ADMINISTRATIVE OFFICER REPORT**

- E. Legal Opinion Request from the Lancaster County Board Infrastructure Task Force

Brinkman reviewed a draft letter to Pat Condon, County Attorney, asking for legal guidance in response to questions outlined in the letter (see agenda packet). The following question will be added to the letter: are there restrictions on where money is collected versus spent? Pam Dingman, County Engineer, suggested sending a history of wheel tax discussion with the letter. Wiltgen will sign the letter on behalf of the Board.

## **10) EXTENSION BUILDING PUBLIC RESTROOM REMODEL PROJECT - Karen Wobig, Unit Leader**

Karen Wobig, Unit Leader Lancaster County Extension Office, reviewed the request for the remodel of the public restrooms next to the conference rooms at a cost of \$37,597.62.

Avery asked how a bathroom remodel would affect a possible facility expansion. Wobig answered the expansion would only impact staff offices and not the public restrooms.

## **11) ANNUAL REPORT FROM BRENT MEYER, WEED CONTROL SUPERINTENDENT**

Brent Meyer, Weed Control Superintendent, reviewed his presentation.

Wiltgen exited and entered the meeting at 10:45 a.m. and 10:51 a.m., respectively.

Brinkman inquired if attorneys are involved with legal notices. Meyer answered not for the 10-day enforcement notices, but the department does work with the attorneys when fines are imposed. If

the Department treats for weeds, a lien is filed against the property.

Amundson asked how phragmite seeds are spread and controlled. Meyer said the plant's runners, birds, wind, and rivers all spread the seeds and it needs to be sprayed to be controlled.

## **12) CHIEF ADMINISTRATIVE OFFICER REPORT**

- A. Feedlot Moratorium
- B. 2019 Legislative Priorities
- C. Claim for Review PV #626109 to Safeguard Business System from the Lancaster County Treasurer dated September 25, 2018 in the Amount of \$707.81. The Invoice is Dated April 17, 2018. This Claim is Beyond the 90 Day Time Period.
- D. October 11, 2018 Staff Meeting
- E. Legal Opinion Request from the Lancaster County Board Infrastructure Task Force

Items A-E were moved forward on the agenda.

## **13) CHIEF DEPUTY ADMINISTRATIVE OFFICER REPORT**

- A. P Card Communication
- B. Fleet Management Communication

Items A and B were moved forward on the agenda.

## **14) GENERAL ADMINISTRATIVE ITEMS**

- A. Rural Opioid Epidemic Roundtable - Tuesday, October 30, 2018, 9:00 - 11:30 a.m. Room 124 (First Floor) Federal Building, 100 Centennial Mall North Lincoln

Item was moved forward on the agenda.

## **15) DISCUSSION OF BOARD MEMBER MEETINGS ATTENDED**

- A. Lincoln Chamber of Commerce Coffee - Wiltgen

Item was moved forward on the agenda.

## **16) SCHEDULE OF BOARD MEMBER MEETINGS**

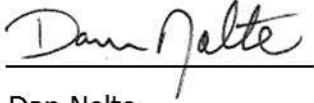
For informational purposed only.

## **17) EMERGENCY ITEMS**

There were no emergency items.

**18) ADJOURNMENT**

**MOTION:** Brinkman moved and Amundson seconded to adjourn the meeting at 11:58 a.m. Avery, Amundson, Brinkman and Wiltgen voted yes. Schorr was absent. Motion carried 4-0.



Dan Nolte  
Lancaster County Clerk

