



Lancaster County
Board of Commissioners

1998 Staff Agendas & Minutes

**STAFF MEETING AGENDA
LANCASTER COUNTY BOARD OF COMMISSIONERS
THURSDAY, DECEMBER 17, 1998 - 8:00 A.M.
COUNTY-CITY BUILDING - ROOM 113**

AGENDA ITEM

- 1 APPROVAL OF STAFF MEETING MINUTES OF DECEMBER 10, 1998
- 2 ADDITIONS TO AGENDA
- 3 8:00 am COMMISSIONER MEETING REPORTS (See Item #13)
- 4 8:30 am CITIZEN INFORMATION CENTER SERVICES - Bill Luxford, CIC
- 5 8:45 am PAVING AGREEMENTS WITH DEVELOPERS RELATING TO YANKEE HILL ROAD BETWEEN 14TH STREET AND 27TH STREET - Don Thomas, Lancaster County Engineer
- 6 9:15 am RESTORATIVE SERVICES CONTRACT - Larry Van Hunnik, Lancaster Manor Administrator
- 7 9:30 am LANCASTER COUNTY BOARD OF CORRECTIONS QUARTERLY MEETING - Mike Thurber, Corrections Director
- 8 10:00 am JURY COMMISSIONER - Patty Hansen, Election Commissioner; Beth Tallon, Interim District Court Clerk; Kelly Guenzel, District Court Clerk Elect
- 9 ACTION ITEMS
- 10 CONSENT ITEMS
 - a. Vacation Requests:
 1. Kerry Eagan - Friday, January 8 and Monday, January 11, 1999
 2. Mike Thurber - Thursday, December 24, 1998
 3. Larry Van Hunnik - Monday, December 28 through Thursday, December 31, 1998 and Monday, January 11 and Tuesday, January 12, 1999
 - b. Microcomputer Request C#98336 for \$1,096.24 from Weed Control Budget for Inkjet Printer and Digital Camera
- 11 ADMINISTRATIVE OFFICER REPORT
 - a. Commissioner Meetings in January, February and March, 1999
 - b. Request from Alanon to Use Trabert Hall
- 12 PENDING
- 13 DISCUSSION OF BOARD MEMBER MEETINGS
 - a. Parks & Recreation Advisory Board - Heier
 - b. Government Access & Information Committee - Steinman
- 14 SCHEDULE OF BOARD MEMBER MEETINGS
 - a. Master Plan Steering Committee - Thursday, December 17, 1998 at 1:00 p.m., at the County-City Building, Room 106 - Hudkins
- 15 INVITATIONS TO BOARD MEMBERS
- 16 CORRESPONDENCE TO THE COUNTY BOARD
- 17 CORRESPONDENCE FROM THE COUNTY BOARD
- 18 AGENDA ITEMS FOR COUNTY BOARD MEETING OF JANUARY 5, 1999

**MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
MEETING ROOM #113
THURSDAY, DECEMBER 17, 1998
8 A.M.**

Commissioners Present: Linda Steinman, Chair
Kathy Campbell
Larry Hudkins
Bernie Heier

Commissioners Absent: Steve Svoboda

Others Present: Kerry Eagan, Chief Administrative Officer
Ann Taylor, County Clerk's Office

AGENDA ITEM

1 APPROVAL OF MINUTES OF COUNTY BOARD OF COMMISSIONERS MEETING OF DECEMBER 10, 1998

MOTION: Campbell moved and Heier seconded approval of the minutes. On call Campbell, Heier, Hudkins and Steinman voted aye. Motion carried.

2 ADDITIONS TO THE AGENDA

- a. Stevens Creek Land Use
- b. Application for Community Technology Grant for Video Streaming of Public Meetings via the Internet
- c. Mid-Year Budget Review Letter
- d. Recognition of Steve Svoboda, County Commissioner, at the Tuesday, January 5th County Board of Commissioners Meeting

MOTION: Campbell moved and Heier seconded to approve the additions to the agenda. On call Campbell, Heier, Hudkins and Steinman voted aye. Motion carried.

3 COMMISSIONER MEETING REPORTS - (See Item 11)

- a. Parks & Recreation Advisory Board - Heier

Heier reported that items of discussion included:

Swimming pool rates
Suggestion to open Woods Swimming Pool one month earlier for club members
Fencing around the Highlands Golf Course
Renovation of the "F" Street Recreation Center

- b. Government Access & Information Committee - Steinman

Steinman reported that discussion focused on the following:

Migration of Register of Deeds' records to the mainframe
Need for "Web Assistants" in City and County departments to keep Internet information current and relevant
Development of an interlocal agreement between the City and County defining projects the Government Access & Information Committee is responsible for
Proposal to seek a Community Technology Grant for video streaming of public meetings via the Internet

2 ADDITIONS TO THE AGENDA

- a. Stevens Creek Land Use

Heier suggested formation of a committee to research and make recommendations on land use in the Stevens Creek area.

Campbell noted that the Commons had requested the Planning Department to prepare a Subarea Plan for Stevens Creek and suggested that a formal report be requested. She suggested that the Planning Department be

requested to provide staff support and materials to the committee.

Campbell also requested that discussion of land use issues be scheduled with Planning Department staff at the Mid Year Budget Review.

4 CITIZENS INFORMATION CENTER SERVICES - Bill Luxford, Citizens Information Center Services; Terry Lowe, InterLinc Project Manager

Bill Luxford, Citizens Information Center Services (CICS), stated that CICS has programming tools to assist government agencies in educating the public on important issues. He noted timely topics may include:

Beltway Corridor Selection
Wilderness Park
Stevens Creek
Antelope Valley Major Improvement Study
Year 2000 Project

Luxford suggested that Commons and Super Commons meetings, structured work sessions and town hall meetings also be televised.

Property valuation protest procedures and Emergency Services training were also suggested as suitable topics.

In response to a question from Steinman, Luxford stated that access to the programming would currently be limited to Cablevision subscribers. He noted that changes in cable franchise agreements and additional fiber optic infrastructure could extend that coverage in the future.

Eagan suggested that representatives of the City, County, and village governments, University of Nebraska, Lincoln Public Schools (LPS) and Lincoln Electric System (LES) hold a summit to discuss telecommunications infrastructure.

MOTION: Hudkins moved and Heier seconded to authorize the County Board to send a letter to Mayor Dale Young, outlining the thought process that the County Board would like to see employed in any future cable franchise agreements, with copies to members of the City Council.

Eagan suggested that a copy of the article, Telecommunication Strategies for Local Governments, published by the International City/County Management Association, be attached to the letter.

The Board concurred with Eagan's suggestion.

ON CALL: Hudkins, Heier, Campbell and Steinman voted aye. Motion carried.

The Board requested Luxford to work with Eagan and Dave Kroeker, Budget & Fiscal Officer, to determine the fiscal impact of programming.

Campbell also requested that the Board explore purchasing programming time with CICS for pro-active efforts, such as press conferences.

Terry Lowe, InterLinc Project Manager, explained that video of public meetings could be made accessible to the public on the Internet through Project InterLinc infrastructure. He explained there is also potential for virtual training and interactive capabilities.

Lowe requested the Board's authorization to apply for a Community Technology Grant from the State of Nebraska Information Technology Commission for funding of the video streaming project (Exhibit A). He noted that a 25% match, which Information Services has indicated it will provide through hardware equipment, and a 25% cash match will be required.

MOTION: Campbell moved and Hudkins seconded to authorize the Chair to sign a letter supporting application of a Community Technology Grant from the State of Nebraska Information Technology Commission for funding of the video streaming project. On call Campbell, Hudkins, Heier and Steinman voted aye. Motion carried.

5 PAVING AGREEMENTS WITH DEVELOPERS RELATING TO YANKEE HILL ROAD BETWEEN 14TH STREET AND 27TH STREET - Don Thomas, County Engineer

Don Thomas, County Engineer, reported that his department has been involved in discussions with the Public Works Department and the developer on the south side of Yankee Hill Road between 14th Street and 17th Street regarding grading of the road that will meet urban standards.

He indicated that his department has agreed to build the developer's half of the road wide enough to accept a future four-lane roadway, while retaining a rural appearance with a ditch. The developer has agreed to retain sufficient dirt to fill in that ditch once the City is ready to change it to a concrete curb and gutter section. Each subsequent developer will be responsible for extending their grading and culvert sections.

Thomas indicated that his department will continue to coordinate with the City to establish grade lines that can be modified to meet urban standards, whenever possible. Existing roads will also be reviewed to see if they can be modified to grade line prior to paving.

In response to a question from Steinman, Thomas stated that he does not anticipate a significant fiscal impact to the County, as his department will not be acquiring excess right-of-way property in anticipation of development by the City.

Thomas noted that an amendment to the agreement signed in May will be necessary, as paving will be extended three feet on each side of Yankee Hill Road.

6 RESTORATIVE SERVICES CONTRACT - Larry Van Hunnik, Lancaster Manor Administrator

Larry Van Hunnik, Lancaster Manor Administrator, reported that Rehab Visions will be terminating their rehabilitative services agreement with the County, effective December 31st, 1998, due to reimbursement issues.

Van Hunnik indicated that Lancaster Manor is prepared to offer the contract to Ambassador Home Care. However, due to the holiday meeting schedule, the earliest opportunity for the Board to vote on the contract would be at the January 5th County Board of Commissioners meeting.

MOTION: Campbell moved and Heier seconded to authorize Ambassador Home Care to occupy space in the Lancaster Manor facility, prior to execution of a contract with them for the provision of rehabilitative services, noting that it is the County's intent to enter into such an agreement with Ambassador Home Care. On call Campbell, Heier, Hudkins and Steinman voted aye. Motion carried.

2 ADDITIONS TO THE AGENDA

c. Mid-Year Budget Review Letter

Eagan distributed copies of a letter prepared for distribution to County departments requesting that budgetary information be submitted prior to the County Board's Mid-Year Budget Review, which is scheduled for February 4, 1999 (Exhibit B).

MOTION: Hudkins moved and Campbell seconded approval of the letter and directed that it be sent to all County departments. On call Hudkins, Campbell, Heier and Steinman voted aye. Motion carried.

d. Recognition of Steve Svoboda, County Commissioner, at the Tuesday, January 5th County Board of Commissioners Meeting

The Board briefly discussed presentation of a wall plaque, honoring Steve Svoboda's years of public service at the January 5th County Board of Commissioners meeting, which will be the conclusion of his term of office.

Eagan agreed to contact Svoboda to confirm his attendance at the meeting.

7 LANCASTER COUNTY BOARD OF CORRECTIONS QUARTERLY MEETING - Mike Thurber, Corrections Director

(Separate Minutes)

8 JURY COMMISSIONER - Patty Hansen, Election Commissioner; Beth Tallon, District Court Clerk; Kelly Guenzel, District Court Clerk Elect; Doug Cyr, Deputy County Attorney; Dave Kroeker, Budget & Fiscal Officer

Eagan reported that the Nebraska Revised Statutes require the Election Commissioner to serve as Jury Commissioner in counties with population in excess of 200,000. A Deputy Jury Commissioner must also be appointed, in concurrence with the District Court Judges. He noted that a judicial order, directing the District Court Clerk to provide the services of Jury Commissioner, has been in effect to this point, although all parties

have agreed that the Patty Hansen, Election Commissioner, will assume these duties, as of January 7th, 1999.

Beth Tallon, District Court Clerk, reported that the person currently performing these duties in the District Court Clerk's is reluctant to accept the position of Deputy Jury Commissioner, if it would necessitate moving out of the classified personnel service.

Eagan noted that a legal opinion from the County Attorney will be needed to determine whether the Deputy Jury Commissioner must serve at the pleasure of the Jury Commissioner or can retain classified employee status.

Doug Cyr, Deputy County Attorney, indicated that a response to an opinion request may be delayed, due to his office's current workload and the holidays.

Eagan suggested that the Deputy Election Commissioner, serve as Deputy Jury Commissioner, and that a job classification be created for a position to perform the back-up jury related work. He noted that a job description for this position would need to be developed with the Personnel Department, approved by the Personnel Policy Board and the job opening posted. However, time constraints would prevent all of this from being accomplished by the target date of January 7th.

Cyr indicated that the judicial order directing the District Court Clerk to provide the services of Jury Commissioner will remain in effect until modified by the Court.

Kelly Guenzel, District Court Clerk Elect, noted concern that a critical vacancy will occur in the District Court Clerk's Office, should the person currently performing jury related duties transfer to the Election Commissioner's Office.

Tallon indicated that an additional full-time employee is needed in the District Court Clerk's Office to meet workload requirements, regardless of whether a transfer is effected.

The Board requested the following:

- * A request for a written legal opinion on the issue of whether the Deputy Jury Commissioner will serve as an "at will" employee or can retain classified employee status be submitted to the County Attorney's Office
- * The Election Commissioner and District Court Clerk make interim arrangements for jury related duties until the issue is resolved
- * The Election Commissioner and District Court Clerk develop a written proposal for the transfer of jury related duties to the Election Commissioner's Office
- * The District Court Clerk develop a job description for the requested additional full-time position in that office

9 CONSENT ITEMS

- a. Vacation Requests
 - 1. Kerry Eagan, Chief Administrative Officer - Friday, January 8 and Monday, January 11, 1999
 - 2. Mike Thurber, Corrections Director - Thursday, December 24, 1998
 - 3. Larry Van Hunnik, Lancaster Manor Administrator - Monday, December 28 through Thursday, December 31, 1998 and Monday, January 11 and Tuesday, January 12, 1999
- b. Microcomputer Request, C#98336, for \$1,096.24 from Noxious Weed Control Authority Budget for an Inkjet Printer and Digital Camera

MOTION: Campbell moved and Hudkins seconded approval of the Consent Items. On call Campbell, Hudkins, Heier and Steinman voted aye. Motion carried.

10 ADMINISTRATIVE OFFICER REPORT

- a. Review County Commissioner Meeting Schedule for January, February and March, 1999

Board members indicated the following absences:

January, 1999

Heier January 8th - 24th

Steinman January 20th - 24th
Campbell January 23rd - 30th

February, 1999

Heier February 8th - 10th
Hudkins February 9th - 12th
Campbell February 11th - 22nd
Steinman February 25th

March, 1999

Hudkins March 4th
March 24th - 25th
Heier March 8th - 12th
Campbell March 11th - 18th

Steinman indicated that she will also be absent sometime in March, although she is unsure of the dates.

The Board agreed to review March absences after the first of the year.

- b. Request from Alanon, Alateen and AA Groups to Hold Weekly Meetings in Trabert Hall

Eagan reported that Don Killeen, County Property Manager, has some liability concerns regarding the request.

MOTION: Campbell moved and Hudkins seconded to direct that Kerry Eagan, Chief Administrative Officer, and Don Killeen, County Property Manager, review the request, and if they are satisfied that concerns have been addressed, to grant the request on a six month trial basis. On call Campbell, Hudkins, Heier and Steinman voted aye. Motion carried.

2 ADDITION TO THE AGENDA

- e. Discussion of a Communication Received from Jeff Fortenberry, City Council, Regarding Wilderness Park

MOTION: Campbell moved and Hudkins seconded approval of the addition to the agenda. On call Campbell, Hudkins, Heier and Steinman voted aye. Motion carried.

2 ADDITION TO THE AGENDA

- e. Discussion of a Communication Received from Jeff Fortenberry, City Council, Regarding Wilderness Park

Steinman reported that Jeff Fortenberry, City Council, has suggested that the Nebraska Legislature be approached about a State takeover of Wilderness Park. She indicated that it is Fortenberry's belief that the State would have more funds available to expand the park to the south.

Board members indicated that they would support City and County representatives initiating discussion of the issue with the Nebraska Game and Parks Commission, but would oppose any lobbying of the Nebraska Legislature to appropriate funds to purchase Wilderness Park, as such action could jeopardize other appropriation efforts.

11 DISCUSSION OF BOARD MEMBER MEETINGS

- a. Parks & Recreation Advisory Board - Heier
- b. Government Access & Information Committee - Steinman

These items were moved forward on the agenda.

12 SCHEDULE OF BOARD MEMBER MEETINGS

- a. Master Plan Steering Committee - Thursday, December 17, 1998 at 1 p.m., at the County-City Building, Room 106 - Hudkins

13 INVITATIONS TO BOARD MEMBERS

14 CORRESPONDENCE TO THE COUNTY BOARD

15 CORRESPONDENCE FROM THE COUNTY BOARD

16 AGENDA ITEMS FOR COUNTY BOARD MEETING OF JANUARY 5, 1999

17 EMERGENCY ITEMS AND OTHER BUSINESS

18 ADJOURNMENT

By direction of the Chair, the meeting was adjourned.

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