

**Programs, Planning, and Operations Subcommittee
Meeting Minutes
December 11, 2012**

A meeting of the Papio-Missouri River Natural Resources District's Programs, Projects, and Operations Subcommittee was held at the Natural Resources Center, 8901 S. 154th Street, Omaha, Nebraska, on December 11, 2012. The meeting was called to order by Chairperson John Conley at 6:52 p.m.

Quorum Call

Quorum call was taken. The following subcommittee members were in attendance.

Subcommittee Members Present	Subcommittee Members Absent	Other Directors Present	Others in Attendance
John Conley, Chairman	Rich Tesar	Rick Kolowski	John Winkler
Fred Conley, Vice-Chair		Scott Japp	Marlin J. Petermann
David Klug		Dorothy Lanphier	Paul Peters
Jim Thompson		Gus Erickson	Dick Sklenar
Tim Fowler			Jean Tait
			Heather Borkowski
			Gerry Bowen
			Amanda Grint
			Lori Laster
			Ross Hoppock
			Carey Fry
			Shawn Melotz
			Jerry Herbster Terry Schumacher
			Dan Dolezal, EGA Curt Frost
			Patrick Bonnett
			Ron Woodle
			Patrick Leahy

Adoption of Agenda

It was moved by Klug, and seconded by Thompson, that the agenda be adopted.

Roll call was taken on the motion. The motion carried on a vote of 5-0.

Voting Yes: F. Conley, J. Conley, Klug, Fowler, Thompson
 Voting No: None

Abstaining: None
Excused Absence: Tesar
Absent: Tesar, Fred Conley*

Note: * Absent for the adoption of the agenda but present for rest of the meeting

Proof of Publication of Meeting Notice

Public notice of the meeting was posted at all District offices and in the Omaha World-Herald on December 6, 2012. The proof of publication affidavit is included with the file copy of these minutes.

Review and Recommendation on Western Douglas County Trails Project – Professional Services Agreement with Ehrhart Griffin & Associates:

It was stated by Gerry Bowen that a professional services agreement was entered with Ehrhart Griffin & Associates (EGA) in 2006 for the design of the Western Douglas County Trails Project. It was not until early last year that the District requested EGA to cease work because a supplemental agreement was not forthcoming from the Nebraska Dept. of Roads (NDOR). John Winkler reminded the Subcommittee that the Federal Highway Administration had changed the rules for funding the project, thus the long delay. Directors Japp, Lanphier and John Conley had questions regarding the project and the engineering services contract. Gerry Bowen explained that the proposed additional professional services contract with EGA was to complete final and right-of-way design for phases 1 and 2 of the project. It was pointed out that the new agreement would be cost-shared by NDOR at 80%. There was further discussion.

It was moved by Fowler, and seconded by Fred Conley, that the PPO Subcommittee recommends to the Board, that the General Manager be authorized to execute the proposed Additional Professional Services agreement with Ehrhart Griffin & Associates for the Western Douglas County Trail Project in the amount of \$166,133.62, subject to changes deemed necessary by the General Manager and approved as to form by District Legal Counsel; and that the proposed Nebraska Department of Roads resolution be approved, authorizing the General Manager to execute the proposed LPA-Consultant Professional Services Agreement with Ehrhart Griffin & Associates for the Western Douglas County Trails Project in the maximum, not to exceed, amount of \$159,605.21.

Roll call was taken on the motion. The motion carried on a vote of 4-1.

Voting Yes: F. Conley, J. Conley, Fowler, Thompson,
Voting No: Klug
Abstaining: None
Excused Absence: Tesar
Absent: Tesar

Review and Recommendation on Amendments to District Policies:

- a. 1.0 through 1.5 Policy Manual, 15.0 through 15.9 Purchasing, and 16.0 through 16.9 District Property

Suggestions for changes to the District’s policy manual were presented by Marlin Petermann, some of which would be tabled until the next regularly scheduled Board meeting. Changes were suggested to the purchasing and property management policies.

The following individuals addressed the Subcommittee:

- Shawn Melotz, 10404 N. 132nd Street, Omaha, NE

There was further discussion by the Subcommittee members on the recommendations.

It was moved by Fred Conley, and seconded by Fowler, that the PPO Subcommittee recommends to the Board that the proposed amendments to District Policies 1.0-1.5, 15.0-15.9 and 16.0-16.9 be tabled for consideration at the next regular meeting of the Board.

Director Klug made a motion to strike Management’s 15.0 through 15.9 recommendations. Motion died for lack of a second.

The following amendments were made to the staff recommendations to District Policies.

Policy 15.1 Purchasing – Construction Services. It was moved by Fred Conley, and seconded by Thompson, that an amendment be made to increase Management’s authority to contract for construction or professional services and to purchase personal property from \$20,000 to \$40,000.

Roll call was taken on the motion. The motion carried on a vote of 4-1.

Voting Yes:	F. Conley, J. Conley, Fowler, Thompson
Voting No:	Klug
Abstaining:	None
Excused Absence:	Tesar
Absent:	Tesar

Policy 15.5 Purchasing – Repair Services. It was moved by John Conley, and seconded by Thompson, that an amendment to the recommendation be made to increase Management’s authority to repair and maintain equipment and property would increase from \$7,500 to \$15,000.

Roll call was taken on the motion. The motion carried on a vote of 4-1.

Voting Yes:	F. Conley, J. Conley, Fowler, Thompson
Voting No:	Klug
Abstaining:	None
Excused Absence:	Tesar

Absent: Tesar

15.2 Purchasing – Professional Services. It was moved by John Conley, and seconded by Fred Conley, that an amendment to the recommendation be made to increase Management’s authority to effectuate change orders for professional services up to 10% of the contracted amount, with a not-to-exceed amount of \$40,000.

Roll call was taken on the motion. The motion carried on a vote of 4-1.

Voting Yes: F. Conley, J. Conley, Fowler, Thompson
Voting No: Klug
Abstaining: None
Excused Absence: Tesar
Absent: Tesar

16.3 District Property – Repair and Maintenance. It was moved by Fred Conley, and seconded by Fowler, that an amendment to the recommendation be made to increase Management’s authority to repair and maintain District buildings would increase from \$7,500 to \$15,000.

Roll call was taken on the motion. The motion carried on a vote of 4-1.

Voting Yes: F. Conley, J. Conley, Fowler, Thompson
Voting No: Klug
Abstaining: None
Excused Absence: Tesar
Absent: Tesar

- b. 17.0 through 17.43 District Programs, 18.0 through 18.32 District Project and 22.0 through 22.4 Miscellaneous

Director Lanphier noted that the District staff failed to change the name of Pigeon/Jones Site 15 to Danish Alps Recreation Area.

18.30 District Project – Pigeon/Jones Site 15. It was moved by Klug, and seconded by Fred Conley, that the Subcommittee recommends to the Board that reference to Pigeon/Jones Site 15 in the District’s policy manual be changed to Danish Alps Recreation Area – Kramper Lake.

Roll call was taken on the motion. The motion carried on a vote of 5-0.

Voting Yes: F. Conley, J. Conley, Fowler, Klug, Thompson
Voting No: None
Abstaining: None
Excused Absence: Tesar
Absent: Tesar

It was moved by Klug , seconded by Fred Conley, that the PPO Subcommittee recommends to the Board that the proposed amendments to District Policies 17.0-17.43, 18.0-18.40 and 22.0-22.4 be adopted and incorporated into the District Policy Manual as amended.

Roll call was taken on the motion. The motion carried on a vote of 5-0.

Voting Yes: F. Conley, J. Conley, Fowler, Klug, Thompson
Voting No: None
Abstaining: None
Excused Absence: Tesar
Absent: Tesar

It was moved by Fred Conley, and seconded by Fowler, that the PPO Subcommittee recommends to the Board that the proposed amendments to District Policies 1.0-1.5, 15.0-15.9 and 16.0-16.9 be tabled for consideration at the next regular meeting of the Board as amended.

Roll call was taken on the motion. The motion carried on a vote of 5-0.

Voting Yes: F. Conley, J. Conley, Fowler, Klug, Thompson
Voting No: None
Abstaining: None
Excused Absence: Tesar
Absent: Tesar

Review and Recommendation on Contract with Dykon Explosive Demolition Corp. for Ice Jam Explosive Services:

Amanda Grint stated that the 5 year contract with Dykon Explosive Demolition Corporation will expire by year's end. Fortunately, there has been no need for the firm's services in recent years. The last time explosives were used for an ice jam on the Platte River was in 1998. District staff recommends the contract with Dykon be renewed for another 5 years.

It was moved by Klug, seconded by Fred Conley, that the PPO subcommittee recommends to the Board of Directors that the General Manager be authorized to execute the proposed Contract for Explosive Services with Dykon Explosive Demolition Corporation for Platte River ice-jam removal, subject to changes deemed necessary by the General Manager and approval as to form by District Legal Counsel

Roll call was taken on the motion. The motion carried on a vote of 5-0.

Voting Yes: F. Conley, J. Conley, Fowler, Klug, Thompson
Voting No: None
Abstaining: None
Excused Absence: Tesar

Absent: Tesar

Review and Recommendation on Contract Renewal with USGS to maintain and monitor floodwarning system for 2013:

The stream and rain gauge flood warning system for the metro area has been completely upgraded this year according to Amanda Grint. She stated the contract renewal with the United States Geological Survey (USGS) would be for calendar year 2013 for maintenance of all 22 gauge sites. The upgrade of all sites, and maintenance by USGS, has enhanced the confidence of all readings. The data is reported in real time and is available to the public via the National Weather Service and USGS web sites.

It was moved by Klug, seconded by Fred Conley, that the PPO Subcommittee recommends to the Board that the General Manager be authorized to execute a proposed contract with the USGS in the amount of \$112,070.00 for the operation of the District's flood warning system.

Roll call was taken on the motion. The motion carried on a vote of 5-0.

Voting Yes: F. Conley, J. Conley, Fowler, Klug, Thompson
Voting No: None
Abstaining: None
Excused Absence: Tesar
Absent: Tesar

Update on King Lake Buyout Program:

Lori Laster reported to the Subcommittee that on November 13, 2012, Douglas County declined to approve the agreement for cost-sharing costs on the buyout of parcels at King Lake. The City of Omaha has not yet voted on the agreement. At this time, the District's staff is continuing to work with the County and City staff and to seek other funding sources to cover the local share. Director Japp inquired about the buyout of Iske Park in Sarpy County. Lori responded that the District has yet to receive a response from the Federal Emergency Management Agency (FEMA) on that subject. No action was taken by the Subcommittee.

Adjournment

There being no further business, the meeting adjourned by acclamation at 8:23 p.m.