

# Nebraska Municipal Clerks Newsletter

July  
2011



## MESSAGE FROM THE PRESIDENT

*Vanee Holtmeier, CMC, NMCA President*

**Hope everyone** is having an enjoyable summer. I do believe the dog days of summer are upon us. It is also hard to believe that most schools will be starting in less than a month. And a lot of the county fairs have or will be happening soon, with the finale of the State Fair in Grand Island at the end of August. Where did the summer go?

**And it's that time of the year** where most cities and villages are putting together their budgets for 2011/2012 and having their budget workshops and, soon to follow, budget hearings. Oct. 1 will also be here before we know it. I know a lot of you attended the Finance Conference that is put on by the League of Nebraska Municipalities every year. This year, it was in Kearney. It is always good to get updates on how to prepare our budgets and see what is new that will be hitting us as we all prepare our budgets.

**I would like to take** this opportunity to thank

## LEGISLATIVE INFORMATION

**Check the Legislature's web site** for more information about your state Senators and the legislative process. Interim hearings will likely begin in late summer and early fall.

**The web site address** is <http://nebraskalegislation.gov/web/public/home>.

the League of Nebraska Municipalities for sponsoring these conferences to make sure all of the municipalities are up to date with the most current laws and regulations, even as they are continuing to change every year.

I hope you are also planning on attending the Annual Conference that will be held this year in Lincoln at the Cornhusker Hotel on Sept. 28-30, 2011. We all should be done with our budgets and ready to get away for a few days. Registration for the Annual Conference should be coming out soon.

**Also, the Annual Conference** is when all the new NMCA Officers and Board of Directors will be approved for their 2011/2012 terms starting Oct. 1, 2011 at the clerk's meeting on Sept. 29, 2011 at the end of the day of sessions. I hope you can attend the clerk's meeting, even if you cannot attend the conference.



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## A BUILDER OR A WRECKER?

### A builder or a wrecker?

I watched them tearing a building down. A gang of men in a busy town. With a heave-ho and a lusty yell, they swung a beam and the side wall fell. I asked the foreman, "Are these men skilled? And the men you'd hire if you had to build?" He gave a laugh and said, "No indeed! Just common labor is all I need. I can easily wreck in a day or two. What builders have taken a year to do."

I thought to myself as I went my way, which of these roles have I tried to play? Am I a builder who works with care, measuring life by the rule and square? Am I shaping my deeds to a well-made plan, patiently doing the best I can?

Or am I a wrecker, who walks the town, content with the business of tearing down?

*Submitted by Jo Leyland, Imperial*

## STILL EAGER TO HELP

A young man was helping his elderly mother move into a new apartment building. He was sensitive to the fact that his mother had always been quite active, both in her job and in her volunteer work. But he was concerned that she would have trouble taking care of herself. So, as he

was unpacking boxes, he casually asked her, "Mom, have you ever considered Meals on Wheels?"

The mother sighed sadly. "I have, but you know, I just don't think I have the time to volunteer for them again."

## CLERKS NEWSLETTER INFORMATION SOUGHT

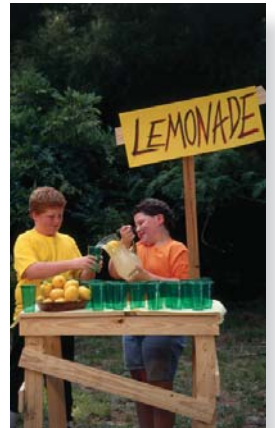
**Dorene Sattler**, Deputy City Clerk, City of Geneva, would like to remind you to submit your ideas and materials for the Municipal Clerks' Newsletter to Lynn Marienau at the League of Nebraska Municipalities.

**As you know**, the newsletter's usefulness to clerks depends on the material provided. Please use the newsletter to tell of relevant events taking place in your community, reports on workshops, seminars or meetings of interest to clerks and as an information exchange, or forum for solving problems facing you and your municipality.

## ANECDOTES

### A CRAFTY YOUNG ENTREPRENEUR

A little boy was selling lemonade at a stand. At the front of the stand he had a sign that said LEMONADE 55 CENTS: ALL YOU CAN DRINK.



*Photos.com*

A woman who was passing by thought about it, and even though the cups the boy stocked at his stand looked small, she decided to buy some lemonade since it was only 55 cents.

The boy handed her a cup and filled it; she drank the entire contents straight down and then held her cup out for a refill. However, the boy firmly shook his head no to her request.

"But it says, 'All you can drink' on your sign," the woman protested.

"That's right," the boy said. "And that's all you can drink."

LEAGUE OF NEBRASKA MUNICIPALITIES  
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# THE SHREDDER

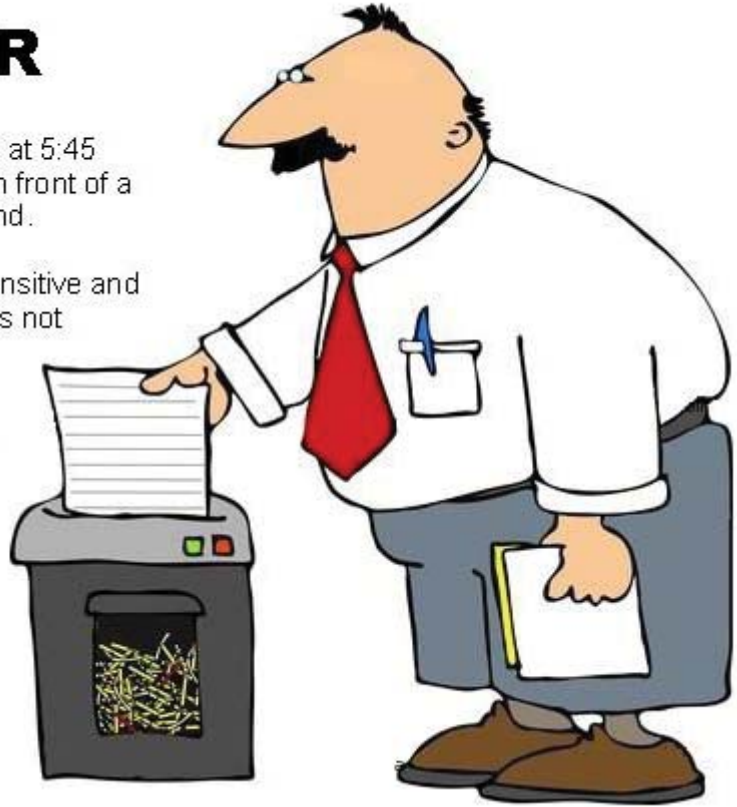
A young engineer was leaving the office at 5:45 p.m. when he found the CEO standing in front of a shredder with a piece of paper in his hand.

"Listen," said the CEO, "this is a very sensitive and important document, and my secretary is not here. Can you make this thing work?"

"Certainly," said the young engineer. He turned on the machine, inserted the paper, and pressed the start button.

"Excellent, excellent!" said the CEO as his paper disappeared inside the machine, "I just need one copy."

**Lesson:** Never, never, ever assume that your boss knows what he's doing.



*Submitted by Dorene Sattler  
Deputy City Clerk  
City of Geneva*

## SEPTEMBER BIRTHDAYS

Dee Arias .....Louisville ..... 9/1  
 Nancy Hert.....Waterloo ..... 9/4  
 Lyndsay Ellis.....DuBois..... 9/5  
 Darla Hopwood .....Shelby ..... 9/6  
 Melinda Ferree.....Wilcox..... 9/6  
 Ginger Neuhart.....Waverly..... 9/7  
 Gina Ainsworth.....Madison..... 9/8  
 Rita Johnson .....Creighton ..... 9/8  
 Melissa Johnson .....Waterloo ..... 9/9  
 Jean Nagey .....Hebron..... 9/10  
 Eileen Murdoch.....Murray..... 9/12  
 Vicki Miller .....Elgin..... 9/14  
 Kay Dammast.....Bellevue..... 9/17  
 Lynne McIntosh .....Fremont ..... 9/20  
 Lois Ikenberry.....Palmyra..... 9/20  
 Janelle Crone.....Kennard..... 9/21  
 Nicole Downey .....Arapahoe ..... 9/22  
 Kristi Thornburg.....Ainsworth..... 9/23  
 Andrew Devine.....Albion..... 9/23



Emily Dabney ..... Kennard ..... 9/25  
 Brenda Wheeler ..... Blair..... 9/26  
 Joni Belew ..... Bee..... 9/27  
 Carla Seaman ..... Hebron..... 9/27  
 Pam Diehl.....Brady ..... 9/29  
 Sherry Heskett ..... Auburn..... 9/30

*\* List reflects the names of those who have paid dues thus far.*

# Municipal Legal Calendar

(All statute citations to Revised Statutes of Nebraska)

## AUGUST 2011 CITIES OF THE FIRST CLASS

- Within 10 days following meeting or before next meeting (whichever is sooner)..... Clerk to have minutes available for public inspection. (84-1413)
- Within 15 days of Passage..... Clerk publishes ordinances passed. (16-405)
- Within 30 days of Council meeting..... Clerk publishes official proceedings of meeting, including claims. (19-1102)
- August 1 ..... Political subdivisions subject to city levy submit preliminary request for levy allocation to City Council.
- Prior to Notice of Budget Hearing... Proposed budget statement available to public. (13-504)
- Before August 15 ..... Job titles and salaries of employees shall be published. (19-1102)
- On or before August 20..... Should have received the current taxable value of all property subject to levy from the County Assessor. (13-509)
- On or before September 1 ..... City Council determines the final allocation of levy authority for its subdivisions (77-3443)
- On or before September 20..... File adopted budget statement with County and State Auditor's Office (13-508)
- At end of month..... Clerk files monthly report. (16-317)
- Within 20 days after end of month... Treasurer files monthly financial report. (16-318)
- \*\* ..... Clerk must prepare agenda prior to next Council meeting. (84-1411)

## CITIES OF THE SECOND CLASS

- Within 10 days following meeting or before next meeting (whichever is sooner)..... Clerk to have minutes available for public inspection. (84-1413)
- Within 15 days of Passage..... Clerk publishes ordinances passed. (17-613)
- Within 30 days of Council meeting... Clerk publishes official proceedings of meeting, including claims. (19-1102)
- August 1 ..... Political subdivisions subject to city levy submit preliminary request for levy allocation to City Council.
- Prior to Notice of Budget Hearing... Proposed budget statement available to public. (13-504)
- Before August 15 ..... Job titles and salaries of employees shall be published. (19-1102)
- On or before August 20..... Should have received the current taxable value of all property subject to levy from the County Assessor. (13-509)
- On or before September 1 ..... City Council determines the final allocation of levy authority for its subdivisions (77-3443)
- On or before September 20..... File adopted budget statement with County and State Auditor's Office (13-508)
- Within 20 days after end of month... Treasurer files monthly financial report. (17-606)
- \*\* ..... Clerk must prepare agenda prior to next Council meeting. (84-1411)

## VILLAGES

- Within 10 days following meeting or before next meeting (whichever is sooner)..... Clerk to have minutes available for public inspection. (84-1413)
- Within 15 days of Passage..... Clerk publishes ordinances passed. (17-613)
- Within 30 days of Board of Trustees' meeting..... Clerk publishes official proceedings of meeting, including claims. (19-1102)
- August 1 ..... Political subdivisions subject to village levy submit preliminary request for levy allocation to Village Board.
- Prior to Notice of Budget Hearing... Proposed budget statement available to public. (13-504)
- Before August 15 ..... Job titles and salaries of employees shall be published. (19-1102)
- On or before August 20..... Should have received the current taxable value of all property subject to levy from the County Assessor. (13-509)
- On or before September 1 ..... Village Board determines the final allocation of levy authority for its subdivisions (77-3443)
- On or before September 20..... File adopted budget statement with County and State Auditor's Office. (13-508)
- Within 20 days after end of month... Treasurer files monthly financial report. (17-606)
- \*\* ..... Clerk must prepare agenda prior to next Village Board meeting (84-1411)