

---

# NEBRASKA MUNICIPAL CLERKS NEWSLETTER

JULY 2003



---

## Speaker Bromm announces formation of LB 407 Task Force

Sen. Curt Bromm of Wahoo, Speaker of the Nebraska Unicameral Legislature, announced in June the formation of the LB 407 Legislative Task Force.

Beginning as an amendment offered by Bromm to the main-line budget bill (LB 407), the Task Force is comprised of the chairpersons of each of the Legislature's standing committees and is charged with examining all aspects of state government, including education, health care, corrections and political

subdivisions, as well as the overall state budget needs and the current sources of revenue. The Task Force is required to submit a report with its findings and any recommendations to the full legislative body by January 2004. Members of the Task Force held an organizational meeting in late May, and Speaker Bromm was appointed as chairperson of the Task Force. An executive committee was also selected, consisting of Sens. Roger Wehrbein of Plattsmouth, Ron Raikes of Lincoln, Jim Jensen of

Omaha, David Landis of Lincoln and Kermit Brashear of Omaha, chairpersons of the



*Speaker Curt Bromm*

Legislature's Appropriations, Education, Health and Human Services, Revenue and Judiciary Committees, respectively.

Task Force members and respective committee staffs will work through the summer and fall conducting interim studies and compiling their recommendations in a single report. Some of the relevant interim studies include LR's 133, 180, 174 and 130.

Bromm said: "The Legislature will make every effort through the interim to identify any major, long-term policy changes in expenditures, revenues and government structure that should be considered to assure that we meet the essential needs of the state and still balance the state budget in future years."

### ***Municipal Clerks Newsletter information sought***

**Betty McGuire**, Wayne City Clerk and the Nebraska Municipal Clerks Association President, 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.



## St. Paul Deputy Clerk awarded CMC designation

Connie Jo Beck, CMC, Deputy Clerk of the City of St. Paul, has been awarded the designation of Certified Municipal Clerk (CMC) from the International Institute of Municipal Clerks (IIMC) for achieving its high educational, experience and service requirements.

Ms. Beck has been employed with the City of St. Paul since November 1996, serving as Secretary before appointment to her current position of Deputy Clerk in April 1998.

She attained her designation as Certified Municipal Clerk through completion of the IIMC-ap-

proved Municipal Clerks Institute Program conducted by the school of Public Administration, University of Nebraska, Omaha.

She has attended courses and seminars sponsored by the state of Nebraska, League of Nebraska Municipalities, League Association of Risk Management, Nebraska Technology Transfer Center, Olsson Associates, the Cities of Norfolk and Columbus, Saint Francis Medical Center, Howard County Community Hospital, Rockhurst College, Central Community College, Lessons in Leadership and Fred Pryor.

**CHEERS!**

Active in professional affiliations, she is a member of the International Institute of Municipal Clerks, League of Nebraska Municipalities, Heartland Clerks Association of Nebraska and serves as a Notary Public.

Ms. Beck has been a member of the IIMC since May 1999. She joins 122 active Municipal Clerks from the state of Nebraska who currently hold the designation of Certified Municipal Clerk.

## Lincoln City Clerk awarded CMC designation

Joan E. Ross, CMC, City Clerk of the City of Lincoln, has been awarded the designation of Certified Municipal Clerk (CMC) from the International Institute of Municipal Clerks (IIMC) for achieving its high educational, experience and service requirements.

Ms. Ross has been employed with the City of Lincoln since May 1980, serving as Deputy City Clerk before her appointment to her current position of City Clerk in December 2000.

She attained her designation as Certified Municipal Clerk through completion of the IIMC-approved Municipal Clerks Institute Program conducted by the School of Public Administration, University of Nebraska, Omaha. She has attended courses and seminars sponsored by the League of Nebraska Municipalities, the City of Lincoln and the University of Nebraska.

Active in professional affiliations, she is a member of the International Institute of Municipal

**CHEERS!**

Clerks and the Nebraska Municipal Clerks Association. Ms. Ross has been a member of the IIMC since March 2001. She joins 122 active Municipal Clerks from the state of Nebraska who currently hold the designation of Certified Municipal Clerk.



## Gretna Deputy City Clerk awarded CMC designation

Pamela A. Buethe, CMC, Deputy City Clerk of the City of Gretna, has been awarded the designation of Certified Municipal Clerk (CMC) from the International Institute of Municipal Clerks (IIMC) for achieving its high educational, experience and service requirements.

Ms. Buethe has been employed with the City of Gretna since April 2000, where she serves in the

position of Deputy City Clerk. She attained her designation as Certified Municipal Clerk through completion of the IIMC-approved Municipal Clerks Institute Program conducted by the School of Public Administration, University of Nebraska, Omaha. She holds a Bachelor of Science Degree in Business Administration from the University of Nebraska, Lincoln. She has attended courses

**CHEERS!**

and seminars sponsored by the League of Nebraska Municipalities, Data Technologies, Graeve, Garrelts, Denham and Bruce and Kirkham Michael.

Active in professional affiliations, she is a member of the IIMC, the Nebraska Municipal Clerks Association, and the Southeast Area Clerks Association.

Ms. Buethe has been a member of the IIMC since June 2000. She joins 122 active municipal clerks from the state of Nebraska who currently hold the designation of Certified Municipal Clerk.

## Votta awarded CMC designation

Nancy J. Votta, CMC, City Clerk/Treasurer of the City of Hickman, has been awarded the designation of Certified Municipal Clerk (CMC) from the International Institute of Municipal Clerks (IIMC) for achieving its high educational, experience and service requirements.

Ms. Votta has been employed with the City of Hickman since April 1985, serving as Utility Clerk and Deputy Clerk before appointment to her current position of City Clerk/Treasurer in March 1999.

She attained her designation as Certified Municipal Clerk through completion of the IIMC-approved Municipal Clerks

Institute Program conducted by the School of Public Administration, University of Nebraska, Omaha.

She has attended courses and seminars sponsored by the University of Nebraska at Omaha and the League of Nebraska Municipalities.

Active in professional affiliations, she is a member of the IIMC, Nebraska Municipal Clerks Association, and the Southeast Area Clerks Association.

Ms. Votta has been a member of the IIMC since October 1999. She joins 122 active municipal clerks from the state of Nebraska who currently hold the designation of Certified Municipal Clerk.

### How to contact your state Senator

What address do I use to write my state Senator?

To write your state Senator, you need only to include on the envelope:

Senator's name  
District number  
State Capitol  
Lincoln, NE 68509

In addition, most Senators have e-mail available through the Legislature's web site at [www.unicam.state.ne.us](http://www.unicam.state.ne.us).



## How to register for newsletter e-mail list

Here is how you sign up to have your name placed on the newsletter e-mail list. Through this list, you will be notified of when the latest *Nebraska Municipal Clerks Newsletter* is available to view online.

- 1) **Go to the League's website at <http://lonm.org>.** Click on the Sections and Committees tab that appears on the right hand side of the main page. On the Sections and Committees page, immediately under the heading "Sections and Committees," there is a paragraph, which begins with the words "Attention Municipal Clerks."
- 2) **Click on the underlined phrase "Sign-Up,"** which will link you to a Newsletters Alert Sign-Up Form. Fill out the requested information and create a username and password of your choosing. Click on the box with the words "Sign-Up" in it. Your name and e-mail address is automatically added to the list. When a new newsletter is available, a notice will be sent to you.
- 3) **Later, if you want to remove your name and e-mail address** from this list or change your e-mail address, you follow the above directions, but click on the "Sign-In" link. There you can login with your existing information and make the necessary changes.
- 4) **To access the list of newsletters,** you can go to the Sections and Committees page and click on the underlined phrase "click here" in the paragraph above the list of NMCA officers. The list of Clerks Newsletters will be at the bottom of the page filed by date and title.

## August Birthdays

Victoria Bunker .....	8/1 .....	Milligan
Janice Vanek .....	8/2 .....	Prague
Debra Harms .....	8/5 .....	St. Helena
Constance Foust .....	8/7 .....	South Sioux City
Rose M. Hill .....	8/8 .....	Bloomington
Karen Kleinschmit .....	8/9 .....	Wausa
Linda Hess .....	8/10 .....	Kenesaw
Robert L. Olson .....	8/10 .....	Niobrara
Judy Schott .....	8/11 .....	Nelson
Phyllis M. Davis .....	8/11 .....	Wood Lake
Laurie Kellen .....	8/12 .....	Chapman
Lori Streeter .....	8/12 .....	Davey
Carrie Hansen .....	8/14 .....	North Loup
Nancy Thormahlen .....	8/15 .....	Burr
Debbie Murphy .....	8/15 .....	Dannebrog
Jeanne Stokes .....	8/15 .....	Petersburg
Jody Kotschwar .....	8/16 .....	Moorefield
Jami Hall .....	8/16 .....	Republican City
Kim Schilousky .....	8/19 .....	Cedar Rapids
Sarah Davenport .....	8/21 .....	Overton



Patricia M. Rule .....	8/23 .....	Bennett
Phyllis Smith .....	8/23 .....	DuBois
Melpha M. Hiser .....	8/23 .....	Litchfield
Deanna M. Schmit .....	8/25 .....	Cody
Rachelle Keller .....	8/26 .....	Rulo
Amy Speckman .....	8/26 .....	Yutan
Beverly Kimminau .....	8/27 .....	Trumbull
Sharon Graham .....	8/30 .....	Coleridge
Cathie Walker .....	8/30 .....	Phillips
Lola Wentz .....	8/30 .....	Sterling
Mary Jean Rogers .....	8/31 .....	Pierce
Victoria Bowman .....	8/31 .....	Trenton



**Municipal Legal Calendar  
(All statute citations to Revised Statutes of Nebraska)**

**SEPTEMBER 2003**

**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)  
On or before September 1 ..... City Council determines final allocation of levy authority for its subdivisions. (77-3443)  
On or before September 20 ..... File adopted budget statement with County Clerk and State Auditor's Office. (13-508)  
Last Day ..... Clerk files monthly report. (16-317)  
Last Day ..... Treasurer files monthly financial report. (16-318)  
Last Day ..... End of Fiscal Year (16-701)  
\* \* ..... 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 following  
Council meeting ..... Clerk publishes official proceedings of meeting, including claims.(19-1102)  
On or before September 1 ..... City Council determines final allocation of levy authority for its subdivisions. (77-3443)  
On or before September 20 ..... File adopted budget statement with County Clerk and State Auditor's Office.(13-508)  
Last Day ..... Treasurer files monthly financial report. (17-606)  
Last Day ..... End of Fiscal Year (17-701)  
\* \* ..... 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 following Trustees'  
meeting ..... Clerk publishes official proceedings of meeting, including claims.(19-1102)  
On or before September 1 ..... Village Board determines final allocation of levy authority for its subdivisions. (77-3443)  
On or before September 20 ..... File adopted budget statement with County Clerk and State Auditor's Office. (13-508)  
Last Day ..... Treasurer files monthly financial report. (17-606)  
Last Day ..... End of Fiscal Year (17-701)  
\* \* ..... Clerk must prepare agenda prior to next Council meeting. (84-1411)