

---

# NEBRASKA MUNICIPAL CLERKS NEWSLETTER

January 2004



## January – A new beginning

By Debra Schaefer, Seward City  
Clerk-Treasurer/Administrator  
Assistant, NMCA President

January – a new beginning. It's up to us now – we get to start over again. A lot of what happens this new year depends on our efforts and our attitude. Granted, some things are beyond our control and those will undoubtedly be the most difficult with which to deal. But for the things that we do have some control and impact on, it's a lot more rewarding and fun to go at them positively and do the best we can.

*This bright new year is given  
me  
To live each day with zest...  
To daily grow and try to be  
My highest and my best.*

*I have the opportunity  
Once more to right some  
wrongs...  
To pray for peace, to plant a  
tree  
And sing more joyful songs.  
– William Arthur Ward*



### Some New Year and January thoughts:

*Youth is when you're allowed to stay up late on New Year's Eve.  
Middle Age is when you're forced to. – Bill Vaughn*

*The new year begins in a snow storm of white vows. – George William Curtis*

**DID YOU KNOW** – (some known facts about January and some little known facts too)

January is Wheat Bread Month & Bread Machine Baking Month (who would have ever thought?);  
January is National Soup Month;  
Jan. 13 is Poetry Break Day;  
Jan. 20 is Martin Luther King,

Jr.'s Birthday;  
Jan. 23 is National Pie Day (I think I like that one!);  
Jan. 25 is National Popcorn Day;

### SOME VALENTINE'S DAY FACTS -

**DID YOU KNOW** –  
73 percent of people who buy flowers for Valentine's Day are men;

About 1 billion Valentine's Day cards are exchanged each year. That's the largest seasonal card-sending occasion of the year, next to Christmas.

*Continued on page 2*





## Nominations sought for Honorary Membership in Nebraska Municipal Clerks' Association

We are, once again, seeking nominations for Honorary Membership in the Nebraska Municipal Clerks' Association. Section 3 of the NMCA Constitution and Bylaws reads as follows:

*"Any member who has been an active or associate member of the Nebraska Municipal Clerks' Association for a period of not less than ten years, and is a member of the Nebraska Municipal Clerks' Association at the time of his/her termination, or any person who meets the criteria for Associate Membership without having been an Associate Member and who has been in this capacity for at*

*least ten years prior to his/her termination, shall be eligible for Honorary Membership. Recommendations for Honorary Membership shall be submitted to any member of the Executive Committee for presentation at the next Annual Meeting. Approval of such Honorary Membership shall be by majority of those voting members present at such Annual Meeting."*

The Honorary Members are presented a certificate of Honorary Membership following Clerks' School.

If you would like to nominate someone for Honorary Membership, please send his or her

name, current address and, if possible, the period of time he or she served as City Clerk. Please

remember that he or she must have been a member of the Nebraska Municipal Clerks' Association for at least 10 years, not just that he or she was a City Clerk for 10 years. Please send this to me by March 7, 2004.

Thank you for your assistance.  
– Submitted by Barbara S. Rabe, Chair, Honorary Membership Committee, PO Box 367, Wisner, NE 68791



## January – A new beginning

*Continued from page 3*

– About 3 percent of pet owners will give Valentine's Day gifts to their pets.

– In the middle ages, young men and women drew names from a bowl to see who their valentines would be. They would wear these names on their sleeves for one week. To wear your heart on your sleeve now means that it is easy for other people to know how you are feeling.

– Cupid, another symbol of Valentine's Day, became associated with it because he was the son of Venus, the Roman god of love and beauty. Cupid often appears on Valentine cards holding a bow and arrows because he is believed to use magical arrows to inspire feelings of love.

**Happy Valentine's Day everyone!!!**

– Deb

## Share your news

Share your city or village's news with fellow municipal officials from across the state by sending information for the *Nebraska Municipal Review* to the League of Nebraska Municipalities, Attn: Lynn Marienau at 1335 L Street, Lincoln, NE 68508, 402-476-2829 by phone, 402-476-7052 by fax, or [lynnm@lonm.org](mailto:lynnm@lonm.org) by e-mail.



## 2004 legislative session gets underway

The gavel fell at 10 a.m. Jan. 7, signaling the beginning of the 2004 legislative session. This second session of the 98th Legislature is a "short," or 60-day session and is scheduled to end April 15. Senators are facing a projected \$211 million budget shortfall and several controversial issues held over from the 2003 session.

Committee hearings began Jan. 20. During the time of committee hearings, lawmakers will meet in the chamber during the mornings and then divide into committees to conduct hearings in the afternoons.



*Photo of George W. Norris Legislative Chamber taken on first day of session.*

### 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).

### IIMC schedule of conferences

#### IIMC Annual Conferences:

2004 – Whistler,  
British Columbia

## Seeking Nominations for District Directors For District 1 & 2

#### Eligibility requirements:

- Active member of the Nebraska Clerks Association
- Minimum of three continuous years of service as a Municipal Clerk
- \* Support your association
- \* Take an interest in the management
- \* Earn points towards certification

If interested or know of someone who may be, contact Kimberly Ramsay at Pilger 402-396-3563 or [pilger@ncfcomm.com](mailto:pilger@ncfcomm.com)



## 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.

## February Birthdays

Jennifer Carlson .....	Bancroft .....	2/1
Nancy Votta .....	Hickman .....	2/1
Nancy Schaad .....	Leigh .....	2/1
Kristine A. Cornell .....	Newport .....	2/1
Larry D. Alderson .....	Belden .....	2/2
Lynn Sorensen .....	Papillion .....	2/2
Jayne Gentzler .....	Plainview .....	2/3
Barbra J. Mikkelsen .....	Aurora .....	2/6
Mary Ann Promes .....	Fordyce .....	2/8
Linda Pankoka .....	Beaver Crossing .....	2/9
Kimball .....	Harold M. Farrar .....	2/9
Marilyn True .....	Bloomfield .....	2/11
Lori Voerdestrasse .....	Hastings .....	2/11
Margaret Sheldon .....	Hemingford .....	2/11
Connie Laflin .....	Humboldt .....	2/11
Joan Soucek .....	Bladen .....	2/13
Joan Hanoon .....	Concord .....	2/13
Michelle Trembly .....	Kearney .....	2/16



Randy Rogers .....	Lyons .....	2/17
Lanette Doane .....	Ansely .....	2/18
Geraldine Coakley .....	Leshara .....	2/19
Linda Carroll .....	Fairmont .....	2/21
Karen Hahlbeck .....	Ewing .....	2/26
Kimberly Volk .....	Fremont .....	2/26
Renae Hanquist .....	Hordville .....	2/27
Victoria Ramold .....	Palmer .....	2/28

# Overheard...

*Submitted by Debra Schaefer,  
Seward City Clerk-Treasurer/  
Administrator Assistant*

Never a dull moment in the life  
at City Hall –

A record of some actual phone  
calls –

*Ring, ring – City Hall, this is  
Ronda may I help you?*

*Hello – I moved last week and  
I need you to put the utilities in  
my name.*

*OK ma'am - can you give me  
your address?*

*Well no, but it's the little pink  
house next to the blue one on  
that street that has all the  
bricks – you know which one it  
is – right?*

*Ring, ring – City Hall, this is  
Marilyn may I help you?*

*Yes, there's a dead skunk in  
my back yard, can you send  
someone to pick it up?*

*Ring, ring – City Hall, this is  
Annie may I help you?*

*Yes, this is Delta Airlines and  
I have the remains of Mr. \_\_\_\_\_  
What would you like me to do  
with them?*

*Well – first of all I'd like you  
to call the mortuary and their  
number is \_\_\_\_\_*

*Ring, ring – City Hall, this is  
Debi may I help you?*

*Yes this is Henry Fonda, may I  
speak to the Mayor?*

*I'm sorry, but the Mayor is  
not in right now, may I take a  
message?*

*Yes, please tell her that I will  
not be able to come to the  
Fourth of July Celebration, but  
I certainly do appreciate her  
invitation.*

*OK, I will and thank you for  
calling Mr. Fonda.*

*(Then after I picked myself up  
off the floor – I could resume  
work)*

*Ring, ring – City Hall, this is  
Jan, may I help you?*

*Yes – my electric bill is way  
too high, there is no way I  
could have used that much  
electricity.*

*If you'll hold on a minute, I'll  
get the book and take a look at  
your usage.....the usage  
looks pretty consistent. It has  
been really hot out. Do you  
have an air conditioner?*

*No.*

*Do you have a lot of fans  
running?*

*No.*

*Have any of your appliances  
been acting up?*



*No – but hey wait, the guy  
who lives in the downstairs  
apartment has an air condi-  
tioner and he has been plug-  
ging into my outlet*

A record of some actual letters  
and/or notes:

*Light Company. I will be in  
tomorrow to pay my light bill.  
Please don't shut me off be-  
cause I need my clock to get up  
for work.....,*

*Utility Department - I will get  
paid Aug. 1. I would be in that  
day to pay the bill - Okay? It's  
only five days from now. I'm  
sorry for not coming in when it  
was due – I just had some  
problems.....,*

*Continued on page 6*



## Overheard...

*Continued from page 5*

*Dear Utility Company,  
I am trying to appreciate your  
bizarre sense of humor: Send-  
ing me a note threatening to  
discontinue my service because  
my bill might be overdue on  
Sunday. That's "cute." Next  
time you have one of these silly  
threats why not send it to the  
Mayor or somebody like that  
who enjoys getting junk mail.*

*I am sure it's some sort of a  
new city code or policy or  
whatever, but I do feel a certain  
amount of resentment at being  
threatened by a bunch of jokers*

*that are paid by the hour just to  
mail these things out.*

*You have never had to "col-  
lect" my bills, and you never  
will. Why not put your time  
and my tax money to better use  
and do something constructive.  
– Utility customer.....,*

*Hope you are happy robbing  
us without a gun. This bill  
can't be right. We get \$550 a  
month from Social Security for  
both of us. Thank you for  
robbing us.  
– Utility customer.....,*

*Submitted by Beverly Bornshclegl,  
Village of Bradshaw*

*A note from Creighton...*

*The family was moving from a  
newer house that had several  
bathrooms to an older home  
with one bathroom.*

*The lady wanted to know  
about how much their water  
bill would be and she was  
advised that it would be about  
the same as it had been in the  
past.*

*Her reply was, "But we're  
only going to have one bath-  
room now!"*

### Send conference topic ideas to MAFC committee members

If you have conference topic ideas for the Municipal Accounting and Finance Conference, please give them to MAFC Committee members throughout the year. Those members are:

**Chair: Geri Anthony**, Clerk/Treasurer, Sidney, PO Box 79, Sidney, NE 69162-0079, 308-254-5300

**Vice Chair: Dana Calta**, Accounting/Finance Supervisor, Fremont, PO Box 1266, Fremont, 68026-1266, 402-727-2627

**Member: Nancy Purscell**, Finance Director/Treasurer, Papillion, 122 East 3rd Street, Papillion, 68046-2302, 402-597-2000

**Member: Janet Greenwalt**, Clerk, St. Paul, 704 6th Street, St. Paul, 68873-2021, 308-754-4483.

**Member: David Noble**, Finance Officer, Chadron, PO Box 390, Chadron, 69337-0390, 308-432-0505.

## Password Privacy

Here are some tips to keep your computer password safe and sound:

- **Don't let anyone** see or hear it.
- **Commit your password** to memory; don't write it down anywhere.
- **When selecting a password**, be creative; don't go with simple, easily guessable or traceable words.
- **If there is even the slightest chance** your password might have been compromised, change it immediately.



## **Municipal Legal Calendar**

**(All statute citations to Revised Statutes of Nebraska)**

### **MARCH 2004**

#### **CITIES OF THE FIRST CLASS**

- On or before March 1 ..... One and six year plans are due at the Nebraska Department of Roads, Board of Public Roads, City Classification and Standards, March 1, 2004. Legal notice is required 10 days before the hearing. (39-2115 to 39-2119)
- 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 following Council meeting ..... Clerk publishes official proceedings of meetings, including claims. (19-1102)
- Last Day ..... Clerk files monthly report. (16-317)
- Last Day ..... Treasurer files monthly financial report. (16-318)
- Each Quarter ..... Report from Depository banks due. (16-714)
- \* \* ..... Clerk must prepare agenda prior to next Council meeting. (84-1411)

#### **CITIES OF THE SECOND CLASS AND VILLAGES**

- On or before March 1 ..... One and six year plans are due at the Nebraska Department of Roads, Board of Public Roads, Classification and Standards, March 1, 2004. Legal notice is required 10 days before the hearing. (39-2115 to 39-2119)
- 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 or posts ordinances passed. (17-613)
- Within 30 days following Council meeting ..... Clerk publishes official proceedings of meeting including claims. (19-1102)
- Last Day ..... Treasurer files monthly financial report. (17-606)
- \* \* ..... Clerk must prepare agenda prior to next Council meeting. (84-1411)

#### **VILLAGES**

- On or before March 1 ..... One and six year plans are due at the Nebraska Department of Roads, Board of Public Roads, Classification and Standards, March 1, 2004. Legal notice is required 10 days before the hearing. (39-2115 to 39-2119)
- 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 or posts ordinances passed. (17-613)
- Within 30 days following Board meeting ..... Clerk publishes official proceedings of meeting, including claims. (19-1102)
- Last Day ..... Treasurer files monthly financial report. (17-606)
- \* \* ..... Clerk must prepare agenda prior to next Board meeting. (84-1411)



## SILENT AUCTION 2004

## CLERKS' INSTITUTE AND ACADEMY

MARCH 15 – 19, 2004

SANDHILLS CONVENTION CENTER

NORTH PLATTE, NEBRASKA

THE PROCEEDS FROM THE SILENT AUCTION HELP SUPPORT THE SCHOLARSHIP FUND. WHAT A GREAT WAY TO HELP FELLOW CLERKS AND HAVE SOME FUN AT THE SAME TIME!! START THINKING NOW OF THAT SPECIAL SOMETHING THAT YOU CAN DONATE TO THE AUCTION.

SEE YOU AT CLERKS INSTITUTE IN THE SILENT AUCTION ROOM!!

**GET READY TO HAVE SOME FUN AT MARDI GRAS!!!!**

