
NEBRASKA MUNICIPAL CLERKS NEWSLETTER

September 2005



Message from your new President

*By Harold Farrar
Clerk/Treasurer, Kimball
NMCA President*

Hello fellow clerks! This is the first article I have written for the Clerks' Association. SO HELLO! As many of you know, I like to enjoy life. After all, life can be too short, so make sure you make the most of it! I would like to thank you for the opportunity to serve you as your president. It is an honor for me to serve you. We have a great board of directors; make sure you let them know if you need something or have a recommendation for the association to make improvements. Make sure you thank your representatives and officers on the board for their time and commitment to the association. I would like to take this opportunity to thank Jolynn Weber, Albion, your past president, for all her hard work this past year. I hope I can be as efficient and effective as she has been.

I encourage each of you to attend your regional meetings. Get involved in your regional

organization. Volunteer for an office or a committee. Once you get accustomed to serving at that level, volunteer for a committee or an office at the state level. It can be loads of fun, getting to know others within your own region and state. That is what our organization is all about, networking. As is stated numerous times during League conferences or the Clerks' Institute and Academy, "We can learn more during the off times than we do in the conference or classes."

Speaking of the Institute and Academy, they are right around the corner. Your executive board met with the UNO staff during the League Annual meeting in Kearney. They look to have a great slate of speakers set up for us. The dates for the Institute and Academy is March 12-17. We are back in North Platte this year. They have a nice facility and are very happy we are coming back after spending a year in Kearney.

The annual I.I.M.C. conference is set for May 2006 in Anaheim, Calif. I encourage each of you

to ask your council or board to budget for you to attend at least one of these national conferences during your tenure with your municipality. I have had the opportunity to attend two of them. Both were great experiences as you meet people from all over the world.

I have to remember that there are 11 more months for you to get to know me through this forum. Please feel free to contact me. I mostly use e-mail, but do answer the telephone. My e-mail at work is ckimball@megavision.com. My home e-mail is h.farrar@charter.net. My work e-mail is looked at daily. My home e-mail is probably checked weekly. Send clerk-related stuff to my work address and fun stuff to my home address. My telephone number at work is 308-235-3639 and my home phone is 308-235-3381. As most of you are, I am



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**Message from
your new President**

Continued from page 1

at work more than home. I am here to serve you, but to do that to the best of my ability, you need to let me know what you want of me. Please feel free to communicate with me. I am here for you. I hope each of you has a pleasant month. Talk with you next month.

YMOS, Harold M. Farrar

**Nebraska Municipal Clerks'
Association Board of Directors
2005-2006**

President

Harold M. Farrar Kimball

1st Vice President

Joan Kovar David City

2nd Vice President

Jerry Wilcox Curtis

Secretary/Treasurer

Beth Deck Norfolk

Past President

Jolynn Weber Albion

District 1 Director

Joyce Mick Bayard

District 2 Director

Jo Leyland Imperial

District 3 Director

Diane Fries Franklin

District 4 Director

Mary Kempf West Point

District 5 Director

Vanee Holtmeier McCool Junction

**Nebraska Municipal Clerks'
Association Committees
& Members 2005-2006**

Certification/Membership.

Chairperson: Beth Deck, Norfolk
Kimberly Neiman, Pilger

Honorary Membership

Chairperson: Barbara Rabe, Wisner
Joyce Mick, Bayard
Tammy Cooley, Morrill

Celebration of Clerks

Chairperson: Past President Jolynn Weber,
Albion

Nominating Committee

Chairperson: Past President Jolynn Weber,
Albion

Ginger Newhart, Waverly
Betty McGuire, Wayne
Jeanne Stokes, Petersburg
Vicki Miller, Elgin
Nicole Downey, Arapahoe
Darla Hopwood, Shelby
Angela Oliver, Clarks

Monday Night Hospitality

Chairperson: Jennifer Niemier, Papillion
Sandy Seidel, Crawford
Karmajo Hill, Hayes Center
Kristi Purintum, Overton

Wednesday Night Hospitality

Chairperson: Cindy Keslar, Ravenna
Kellie Crowell, Ravenna
Bonnie Otte, Scottsbluff
Janet Greenwalt, St. Paul
Connie Beck, St. Paul

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Nebraska Municipal Clerks' Association Committees & Members 2005-2006

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Scholarship

Chairperson: 1st Vice President Joan Kovar,
David City

Thursday Night Banquet

Panhandle Clerks' Association

Co-Chairperson: Rosie Russell, Gering
Co-Chairperson: Tammy Cooley, Morrill
Joyce Mick, Bayard
Irene Cooper, Bridgeport
Kim Robb, Lyman
LeAnn Brown, Oshkosh
Brandi Livingston, Broadwater
Pam Richter, Gering
Peggy Sheldon, Hemingford
Bonnie Otte, Scottsbluff
Harold Farrar, Kimball

Clerks' Newsletter

Chairperson: Debra Schaefer, Seward
Joyce Mick, Bayard
Julie Allison, Stombsburg
Darla Hopwood, Shelby

Clerks' Directory

Chairperson: Joyce Mick, Bayard
Irene Cooper, Bridgeport
Tammy Cooley, Morrill
Shelly Horsand, Sargent

Clerks' History

Chairperson: Linda Jensen, Central City
Jennifer Niemier, Papillion

Silent Auction

Chairperson: 2nd Vice President
Jerry Wilcox, Curtis
Sue Petersen, South Sioux City
Bonnie Doremus, Shelton
Cindy Keslar, Ravenna
Barb Whitley, Geneva
Kandra Kinne, Cambridge .
Ronile Ivie, Exeter
Kellie Crowell, Ravenna
Marla Knecht, Wood River
Jennifer Carlson, Bancroft
Diane Fries, Franklin
Jean Polzkill, Central City

Clerks' Education

Chairperson: Kay Dammast, Bellevue
Alice Schumaker, Director
Barbara Rabe, Wisner
Nancy Hert, Waterloo
Linda Carroll, Fairmont
Nancy Bryan, Osceola
Darla Hopwood, Shelby
Brenda Wheeler, Blair
RaNae Edwards, Grand Island
Peggy Sheldon, Hemingford



Nebraska Municipal Clerks' Association General Membership Meeting Minutes

**Holiday Inn, Kearney
Thursday, Sept. 22, 2005
4:45 p.m.**

President Jolynn Weber called the Nebraska Municipal Clerks' Association General Membership meeting to order at 4:45 p.m. at the Holiday Inn, Kearney, Neb.

Clerks present at the meeting were: Jolynn Weber, Albion; Donna Rust, Chadron; Carmen Jacobs, Creighton; Gary Yank, Crete; Joyce Beck, Crete; Jerry Wilcox, Curtis; Joan Kovar, David City; Linda Carroll,

Gwen Grabouski extends thanks

Clerks of Nebraska, you are the greatest! Your cards, words of comfort and memorial donations are in the favorite word of Paul's, "unbelievable." Southeast clerks, present and retired, your presence and hugs were so uplifting! We have lost a husband, father and grandfather who lived life to the fullest. Our family thanks you all.
– *Gwen, Mike, Kent, Susan, John, Jami, Jace, Claire, Justin, Chantel, Jordan, Holly, Rachel and Katelyn .*

Fairmont; Diane Fries, Franklin; Pam Richter, Gering; Jo Leyland, Imperial; Harold M. Farrar, Kimball; Beth Deck, Norfolk; Cynthia Petersen, Oakland; Cindy Keslar, Ravenna; Connie Jo Beck, St. Paul; Janet Greenwalt, St. Paul; Debra Schaefer, Seward; Bonnie Doremus, Shelton; Sue Petersen, South Sioux City; Joan Suhr, Valley; Betty McGuire, Wayne; and Mary Kempf, West Point.

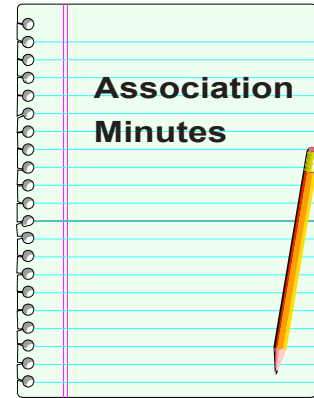
Approval of Minutes

Weber requested consideration of approval of the minutes of the March 17, 2005 General Membership meeting held at the Holiday Inn, Kearney, Neb.

Deb Schaefer, Seward, moved, seconded by Carmen Jacobsen, Creighton, to approved the minutes of the March 17, 2005 General Membership meeting held at the Holiday Inn, Kearney, Neb., as printed. Roll call: All Ayes. Nays: None. Motion carried.

Confirmation of Election of Officers and Board Members

Election of officers and board members was held on March 17, 2005 at the Holiday Inn, Kearney, Nebraska, as follows:



President – Harold Farrar, Kimball
1st Vice President – Joan Kovar, David City of Norfolk
2nd Vice President – Jerry Wilcox, Curtis
Secretary/Treasurer – Beth Deck, Norfolk
Past President – Jolynn Weber, Albion
District 1 Director – Joyce Mick, Bayard
District 2 Director – Jo Leyland, Imperial
District 3 Director – Diane Fries, Franklin
District 4 Director – Mary Kempf, West Point
District 5 Director – Vanee Holtmeier, McCool Junction

Betty McGuire, Wayne, moved, seconded by Pam Richter, Gering, to confirm and approve election of officers and board

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Nebraska Municipal Clerks' Association General Membership Meeting Minutes

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members held on March 17, 2005. Roll call: All Ayes. Nays: None. Motion carried.

Committee Reports

Celebration of Clerks – Jolynn Weber, Albion, reported nothing has yet been done on the committee.

Silent Auction – Jerry Wilcox, Curtis, stated the committee is working on a theme. The Panhandle Clerks are in charge of the banquet and Wilcox would like to incorporate the theme into the Silent Auction.
Monday Night Hospitality – Jennifer Niemier, Papillion. No report.
Wednesday Night Hospitality – Cindy Keslar, Ravenna, reported no final decisions have been made for the hospitality night.

Thursday Night Banquet – Rosie Russell, Gering, and Tammy Cooley, Morrill. Harold Farrar, Kimball, stated the committee is working on a theme.

Honorary Membership – Barbara Rabe, Wisner. No report.

Clerk of the Year – Buster Brown, Omaha. No report.

Nominating Committee –

Jolynn Weber, Albion, had nothing to report for the committee.

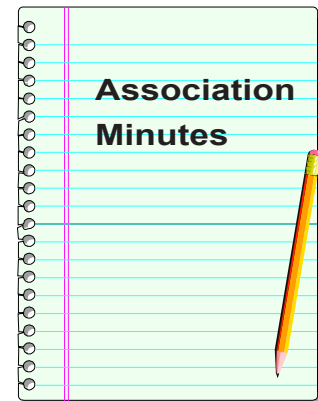
Clerks' Newsletter – Debra Schaefer, Seward, requested clerks e-mail, mail or call with information on festivals in their communities. Schaefer stated the information needs to be received one month in advance of the event to be printed in the newsletter. Schaefer stated any type of article, including heart-warming articles, are welcome for the newsletter.

Clerks' Directory – Joyce Mick, Bayard. No report.

History – Linda Jensen, Central City of Norfolk, NE Education – Kay Dammast, Bellevue. No report.

Scholarship – Joan Kovar, David City, had nothing to report.

This is Alice Shoemaker's last year as Director of the Nebraska Municipal Clerks Association Institute and Academy. Shoemaker has served as director for the past 13 years. Dr. Chris Reed, with the UNO School of Public Relations, will be the new Academy/Institute Director. Melanie will continue working with the Academy/



Institute and a student worker will be hired to help with the programs. The Institute next year is March 12-17, 2006 and the Academy is March 15-17, 2006 in North Platte. Banquet tickets for a prime rib meal are \$24. The Banquet Committee will decide for sure as to what will be served for the meal.

Other Business

Weber reported the Ohio Municipal Clerks Association requested a resolution from the Nebraska Clerks Association opposing the need for a degree, or 15 years of service as a clerk to obtain the Master Municipal Clerk certification. There are four levels of achievement in the MMCA program: Entry, First, Second and Third. Point

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Nebraska Municipal Clerks' Association General Membership Meeting Minutes

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requirements and categories are the same for all four Academy levels.

However, beginning Jan. 1, 2013, Master Municipal Clerk Academy members applying for the final level in the Academy will need, in addition to completion of all four levels, either a Bachelor's degree, or 15 years of service as a Municipal or Deputy Clerk. The Ohio Municipal Clerks Association is gathering resolutions from various states to oppose the requirements of a Bachelor's

degree, or 15 years of service as a clerk. Alice Shoemaker will verify requirement information and publish in the clerks' newsletter.

Linda Carroll, Fairmont, moved, seconded by Sue Petersen, South Sioux City, to approve a resolution opposing the requirements of a Bachelor's degree, or 15 years of service as a clerk for the MMCA program and forward to the Ohio Municipal Clerks Association.

Roll call: All Ayes. Nays: None. Motion carried.

There being no other business, the meeting was adjourned at 5:10 p.m.

Submitted by Elizabeth A. Deck, Secretary-Treasurer

On the origins of the jack o'lantern

Have you ever wondered how the practice of turning pumpkins into scary jack o'lanterns

was born? The origin is quite fascinating.

O'lantern sounds Irish, and it is. The flickering, carved pumpkin faces that animate the American Halloween derive from an old Irish custom of creating rustic lanterns from vegetables. The Irish child's typical Halloween flashlight was a hollowed-out turnip or potato with a candle inside, and when the Irish landed in America in the nineteenth century, they were quick to spot the possibilities in the pumpkin.

– from *IdeaBank*



Thank you, Clerks

Within minutes of placing on the League's website the *Nebraska Municipal Clerks' Newsletter*, which included a request for a missing copy of the *Nebraska Municipal Review*, I received a call from Peggy Sheldon of Hemingford. Peggy told me that she had a copy of the August 1992 *Review* that the League was missing and needed in order to have that year's magazines profession-

ally bound. A few days later, I received another call from Carmen Jacobs of Creighton, who also had a copy of the issue the League was missing.

Thank you, Peggy and Carmen, and thanks to other clerks who searched their files on our behalf. We couldn't have completed this project without your help.
Sincerely, Lynn Marienau, LNM



Northeast Nebraska Clerks Association Minutes

July 21, 2005 Minutes

The Northeast Nebraska Clerks Association met on July 21, 2005 at the Norfolk City Council Chambers in Norfolk. President Elaine Hamm called the meeting to order at 1 p.m. Vice President Alisha Bartling was also in attendance. Secretary Nancy Morfeld recorded the minutes. Treasurer Patricia Borgelt gave the treasurer's report. Clerks from the following communities were present: Betty Raabe – Hadar, Shari Nygren – Newman Grove, Dianne Werner – Battle Creek, Steven Freese – Battle Creek, Kim Schilousky – Cedar Rapids, Jolynn Weber – Albion, Beth Deck – Norfolk, Jeanne Stokes – Petersburg, Vicki Miller – Elgin, Crystal Lenzen – Hartington.

Elaine Hamm introduced the guest speaker, Bob Perry, from the League Association of Risk Management, to give a presentation on Loss Control Management in our communities. He explained employer responsibilities, benefits, worker's compensation, how rates are determined and what can be done to lower costs.

The January meeting minutes were read. Crystal Lenzen motioned to approve the minutes, seconded by Betty Rabe. All ayes, no nays, motion carried.

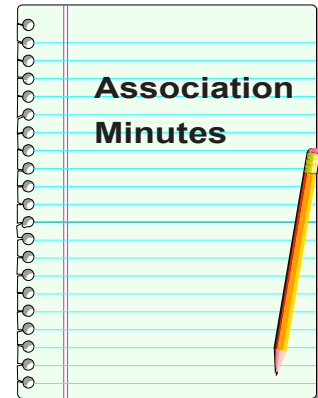
The Treasurer Report was read:

Checking Balance: \$201.35

Savings Balance: \$829.38

Crystal Lenzen motioned to approve the treasurer report, the postage claim of \$3.22 and cost of the meals seconded by Betty Rabe. All ayes, no nays, motion carried.

The Sunshine Committee gave an update. A card was sent to Monica Cook in Winnebago.



Kim Schilousky made a motion to pay the Tshirt Factory for a printed shirt, but hold the shirt until it is paid for. Beth Deck seconded the motion. All ayes, no nays, motion carried.

Meeting adjourned at 2:45 p.m.
Submitted by Nancy Morfeld - Secretary



Mark your calendars for these League Conferences

Utilities Section Annual Conference

**Jan. 18-20, Cornhusker Hotel
Lincoln**

Midwinter Conference

**Feb. 6-7, Cornhusker Hotel
Lincoln**



Heartland Clerk's Association Meeting Minutes

*Aug. 18, 2005
Kearney, Nebraska*

The Heartland Clerk's Association met in Kearney, Neb. on Thursday, Aug. 18, 2005, at Sydney's Best Western. President Cindy Keslar of Ravenna called the meeting to order at 12 p.m. with eighteen (18) members; Annette Gallaway, Loup City; Missy Carkoski, Loup City; Linda Jensen, Central City; Martha Mayhew, Alda; Susan Kluthe, Cairo; Diane Fries, Franklin; Janet Greenwalt, St. Paul; Connie Jo Beck, St. Paul; Lanette Doane, Ansley; Sandy Kruml, Ord; Vicki Powers, Gibbon; Marla Knecht, Wood River; Thomasine Moore, Campbell; Kristi Purintun, Overton; Bonnie Doremus, Shelton; Jean Polzkill, Central City; Cindy Keslar, Ravenna; Kellie Crowell, Ravenna.

Linda Jensen moved to approve the minutes from April 21, 2005 meeting. Martha Mayhew seconded the motion. ROLL CALL: AYES: 18. NAYS: None. MOTION CARRIED.

Missy Carkoski moved to approve the treasurer's report. Kellie Crowell seconded the

motion. ROLL CALL: AYES: 18 Ayes. NAYS: None. MOTION CARRIED.

OLD BUSINESS: None

NEW BUSINESS: Welcome new Clerks – Kristi Purintun from Overton and Thomasine Moore from Campbell, Neb.

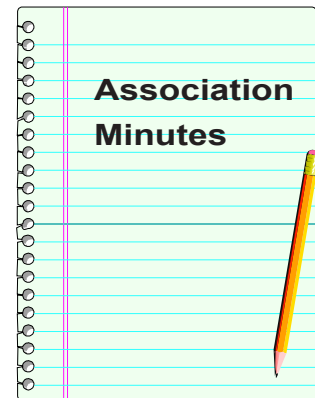
Special thanks were given from Diane Fries and Raquel from Franklin, Neb. for flowers in time of crisis.

Heartland Annual Memberships are due by the end of September 2005.

Also discussed was the Scholarship Fund for Clerk's School. Diane Fries moved to approve \$200 for the Scholarship Fund designated to go to (2) two Heartland Clerk's. Janet Greenwalt seconded the motion. ROLL CALL: AYES: 18 Ayes. NAYS: None. MOTION CARRIED.

Cindy Shultz R.N. from the Health Lifestyle Dept. of the Good Samaritan Hospital gave an outstanding program on health promotion, disease management and prevention on heart wellness.

A brief discussion was given regarding the IIMC Conference in St. Paul, MN and a reminder of the Annual League Confer-



ence coming up in September in Kearney, Neb.

Some ideas given (stress management and Tai Chi) for a program for our next meeting. Jean Polzkill moved to adjourn the meeting. Annette Gallaway seconded the motion.

ROLL CALL: AYES: 18 Ayes. NAYS: None. President Cindy Keslar declared the meeting adjourned.

*Respectfully submitted,
Connie Jo Beck, Secretary/
Treasurer*

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, PO Box 94604
Lincoln, NE 68509



Three Rivers Clerks Association Meeting Minutes

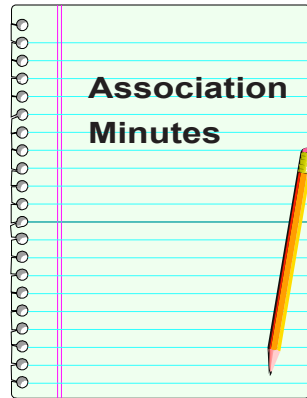
Aug. 18, 2005

The Three Rivers Clerks Association met on Aug. 18, 2005 at Hilltop Lanes in Dodge, Neb. for a luncheon meeting. President Mary Kempf called the meeting to order with 15 members and the guest speaker present: Mary Kempf – West Point, Lorraine Smith – Clarkson, Shirley Mallette – Uehling, Jennifer Carlson – Bancroft, Jeanette Cordes – Scribner, Lori Kathol – Dodge, Theresa Busse – North Bend, Patty Knobbe – Snyder, Cynthia Petersen – Oakland, Dorothy Gaeth – Arlington and Lynn McIntosh – Fremont.

Jennifer Carlson made a motion to approve the minutes from the June 14th meeting, seconded by Shirley Mallette. Motion carried.

The Treasurer's report showed a balance of \$1,165.08.

The Mayor/Council forum was discussed. Linda Fetty from the Department of Economic Development will be the guest speaker. The forum will be held Nov. 3, at the Senior Citizen Center in Fremont. Dorothy Gaeth made a motion to raise the registration fee to \$10 per person this year, seconded by



Cynthia Petersen and it will be served by A Taste of Elegance.

Those attending the Finance Conference this year said it was very informative and really helped to understand the Budget process.

The League Conference will be held in Kearney – Sept. 21-23rd this year.

Congratulations to Joan Suhr – she has worked for the City of Valley for 25 years and Happy Birthday to Patty Knobbe who celebrated it July 1st. Shirley Mallette was very excited when she shared the fact that she was going to be getting a computer in her office.

Mary Kempf provided the group with updated copies of the handicap applications that are available on the internet. Also, the site where one can get copies of IRS forms and Clerks

applications for certifications.

Sen. Mike Flood was supposed to speak to the group regarding LB 962, the new water law, but due to the fact that the Governor was in Norfolk that day, he was unable to attend out meeting.

The next meeting will be held Oct. 20, 2005 in Fremont.

There being no further business, Theresa Busse moved to adjourn, seconded by Dorothy Gaeth.

*Respectfully submitted,
Jeanette Cordes, Secretary*

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 by e-mail.



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.

October Birthdays

Linda Koch	Beatrice	10/2
Roxanne Schlegel	Shickley	10/2
Amy Lockwood	Page	10/3
Cynthia Couch	Inman	10/5
Norma Price	Murray	10/5
Lois Reed	Inglewood	10/6
Arlene Roesler	Western	10/7
Connie Stull	Gothenburg	10/9
Janet Bruggeman	Hoskins	10/9
Joyce Mick	Bayard	10/10
Beverly Newport	Long Pine	10/10
Nancy Evans	Maywood	10/12
Kathy Mensik	Morse Bluff	10/14
Joan Nelson	Maskell	10/15
Sharon Miller	Mitchell	10/16
Vicki Owings	Stella	10/16
Kay Gerdes	Weeping Water	10/16
Michael Hoefler	Firth	10/19
Linda Welsher	Fort Calhoun	10/19
Ona Malleck	Indianola	10/20
Bonnie Doremus	Shelton	10/20



Kerri Langemeier	Schuyler	10/21
Mary Kempf	West Point	10/22
Judy Smith	Chester	10/23
Beverly Hrdy	Bellevue	10/24
Linda Roberts	Dorchester	10/25
Linda Secord	Nebraska City	10/25
Brenda Kehler	Greeley	10/26
Ralph Brown	Spalding	10/26
Judy Hickman	Bennington	10/27
Virginia Filsinger	Clear Water	10/27
Nancy Foxhoven	Crofton	10/27
Linda Walters	Columbus	10/30
Donna Pluta	Greenwood	10/30
Brandi Livingston	Broadwater	10/31



Municipal Legal Calendar

(All statute citations to Revised Statutes of Nebraska)

NOVEMBER 2005 CITIES OF THE FIRST CLASS

First day Class C liquor license year begins. (53-124)
Within 15 days of Passage Clerk publishes ordinances passed. (16-405)
Within 10 days from meeting
or before next meeting
(whichever is sooner) Clerk to have minutes available for public inspection.
(84-1413)
Within 30 days from
Council meeting Clerk publishes official proceedings of meetings including
claims. (19-1102)
Each month Clerk files monthly report. (16-317)
Within 10 days after end of month Treasurer files monthly financial report. (16-318)
* * Clerk must prepare agenda prior to next Council meeting.
(84-1411)
Reminder 1 and 6 year plans are due at the Nebraska Department of
Roads no later than March 1, 2006. (39-2115, 39-2119)

CITIES OF THE SECOND CLASS AND VILLAGES

First day Class C liquor license year begins. (53-124)
Within 15 days of Passage Clerk publishes ordinances passed. (17-613)
Within 10 days from meeting
or before next meeting
(whichever is sooner) Clerk to have minutes available for public inspection.
(84-1413)
Within 30 days from Council
or Board meeting Clerk publishes official proceedings of meetings including
claims. (19-1102)
Within 10 days after end of month Treasurer files monthly financial report. (17-606)
* * Clerk must prepare agenda prior to next Council or Board
meeting. (84-1411)
Reminder 1 and 6 year plans are due at the Nebraska Department of
Roads no later than March 1, 2006 (39-2115, 39-2119)