

NEBRASKA MUNICIPAL REVIEW

Official Publication of the League
of Nebraska Municipalities

■ **NMCA announces
Clerks of the Year**

■ **City of Omaha to have its
first woman fire chief**

■ **Sidney, Blue Hill awarded
ACE Projects of the Year**

APRIL 2023



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Photo by Ashley Wolfe, LONM

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Melissa Harrell, City Administrator, Wahoo
Desiree Solomon, City Attorney, Waterloo

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CALENDAR

Municipal Accounting and Finance Conference.....June 21-23, 2023, Cornhusker Marriott Hotel, Lincoln
LONM Annual Conference.....Sept. 27-29, 2023, Cornhusker Marriott Hotel, Lincoln

Municipal Legal Calendar

(All statute citations to Revised Statutes of Nebraska)

JUNE 2023

CITIES OF THE FIRST CLASS

Within 10 working 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)

As determined by the Mayor
and CouncilBoard of Equalization meets. (16-707)

Within 30 days following
Council meeting.....Clerk publishes official proceedings of meetings,
including claims. (19-1102)

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 working 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.
(19-1102)

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 working 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
trustees' meeting.....Clerk publishes official proceedings of meeting,
including claims. (19-1102)

Within 20 days after end of month.....Treasurer files monthly financial report. (17-606)

* *Clerk must prepare agenda prior to next Board
meeting. (84-1411)

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LB 727: Revenue Committee advances bill to General File with Standing Committee Amendments incorporating 20 other bills, including several bills that are League-supported or of League interest

BY L. LYNN REX, EXECUTIVE DIRECTOR, LNM

The First Session of the 108th Legislature has been like none other, according to long-time lobbyists, legislative staff and former state Senators. **April 14 is “Day 62” of the 90-day session and the Legislature has not yet had the opportunity to vote to pass even one bill on Final Reading!**

As previously reported, committees are combining numerous bills into one major proposal to limit the amount of time available to those filibustering legislation this session. Senators can filibuster a bill for eight hours on General File, four hours on Select File and two hours on Final Reading before a “cloture vote” can be taken to end the filibuster with 33 of the 49 Senators voting in the affirmative. Following a successful cloture motion, Senators then vote on amendments and whether to advance the bill. Almost all the filibusters this session have been in opposition to LB 574, the *Let Them Grow Act*, which would prohibit doctors and medical professionals from providing transgender youth below the age of 19 with gender-altering procedures like surgeries and most gender-affirming care, including puberty blockers or hormone therapy. LB 574 also would allow an individual who received such care while younger than 19 years of age, or their parent or guardian, to bring a civil action against the healthcare practitioner.

To limit the time for filibustering legislation, the Revenue Committee advanced **LB 727** on April 5 to General File with **AM1152**, the Standing Committee Amendments incorporating provisions of 20 other tax-related bills which the Committee supported on an 8-0 vote. LB 727 was one of the Revenue Committee’s two “Priority Bills.” **Thanks to Elkhorn Sen. Lou Ann Linehan, Chair of the Revenue Committee, and other members of the Committee for**

including several League-supported bills into AM1152, the Standing Committee Amendments to LB 727. On April 5,



Sen. Lou Ann Linehan
District 39

Sen. Linehan also filed AM1217 to AM1152 as a “placeholder amendment” for provisions of other bills the Revenue Committee will vote to include in LB 727. **Hopefully, AM1217 will include provisions of a negotiated agreement between the League and the Nebraska Arts Council to provide maximum flexibility to the Nebraska Arts Council in distributing funds from state turnback tax to municipalities with “certified creative districts,” including the Civic and Community Center Financing Fund (CCCCF) grants in FY 23-24.** Due to passage of LB 927 in the 2022 session, only municipalities with “certified creative districts” are eligible to receive CCCCFF grants in FY 23-24; this eligibility requirement for CCCCFF grants relating to “certified creative districts” will not apply after FY 23-24.

Some of the 20 bills included in AM1152 (the Standing Committee Amendments to LB 727) are League-supported or of interest to municipalities:

- **LB 100** (Erdman) amends the **ImagiNE Nebraska Act** to include locations when the primary business activities are waste treatment and disposal; this bill was introduced by Sen. Erdman on behalf of the City of Kimball and Kimball County.
- **LB 384** (Bostar) creates, funds and regulates the spending of a newly formed **Department of Transportation Aeronautics Capital Improvement Fund**. The bill turns back sales taxes relating to aeronautics sales; LB 384 was supported by the City of Blair, Blair Airport Authority, Nebraska Aeronautics Commission and others.
- **LB 447** (Bostar) amends current law to allow retired firefighters a **deduction for health insurance premiums**

Continued on page 5 / See Revenue

Gov. Pillen proclaims March 29 Vietnam War Veterans Day & honors veterans

Aurora Mayor Marlin and Nancy Seeman and Council President Dick and Pat Phillips attended the National Vietnam War Veterans Day Commemoration at the Nebraska State Capitol March 29 in Lincoln.

The remarks and proclamation signing were conducted by Gov. Jim Pillen. Gov. Pillen then presented each Vietnam veteran with a "Lasting Memento Lapel Pin." The images displayed on the pin face are an eagle—symbolizing courage, a blue circle—symbolizing vigilance, a laurel wreath—symbolizing honor, stripes—symbolizing the American Flag and the message: "A grateful nation thanks and honors you!"

Marlin Seeman served in the U.S. Army. He was wounded in Vietnam in October 1967.

Dick Phillips served in the U.S. Army. He was wounded in Vietnam in June of 1968.

Both servicemen were awarded the Purple Heart for their injuries in battle. ■



Source – Write-up and photo courtesy of Mayor Marlin Seeman

Revenue

Continued from page 4

paid and to allow for tuition waivers for firefighters and dependents of law enforcement officers and firefighters.

LB 447 was introduced on behalf of the Nebraska Professional Fire Fighters Association, Nebraska Sheriffs Association, Police Chiefs Association of Nebraska, Police Officers Association of Nebraska, the League of Nebraska Municipalities, Nebraska Association of County Officials and several other organizations.

- **LB 580** (Holdcroft) as amended by AM634 eliminates **special requirements for agricultural or horticultural land** in sanitary improvement districts (SIDs), cities, or villages required to receive special valuation under the statutes; AM634 adds an effective date retroactive to Jan. 1, 2023.
- **LB 692** (Linehan) as amended by AM1012 creates the **Good Life Transformational Projects Act**, establishing a new statutory system to allow for state assistance to certain projects within a "good life district" that meet certain benchmarks. AM1012 replaces the original bill, keeps the concept of "good life districts" and adds a revised schedule of required investment, required new jobs, and required apparent sales from outside the state for different municipalities as shown below: **Project eligibility** is contingent on the following: **Development costs:** (i) \$1 billion if the project will be located in a city of the metropolitan class; (ii) \$750 million if the project will be located in a city of the primary class; (iii) \$500 million if the project will be located in a city of the first class, city

of the second class, or village within a county with a population of 100,000 inhabitants or more; or (iv) \$100 million if the project will be located in a city of the first class, city of the second class, or village within a county with a population of less than 100,000 inhabitants. **Jobs created:** (i) 1,000 new jobs if the project will be located in a city of the metropolitan class; (ii) 500 new jobs if the project will be located in a city of the primary class; (iii) 250 new jobs if the project will be located in a city of the first class, city of the second class, or village within a county with a population of 100,000 inhabitants or more; or (iv) 50 new jobs if the project will be located in a city of the first class, city of the second class, or village within a county with a population of less than 100,000 inhabitants. *The League testified in a neutral capacity on LB 692. Representatives of the City of Gretna, Sarpy County and others testified in support. No one testified in opposition to LB 692.*

- **LB 697** (Conrad) as amended by the Committee would amend provisions of the **Nebraska Job Creation and Mainstreet Revitalization Act**. The bill redefines historically significant real property to include at-grade or above ground structures. The bill redefines improvement to include projects with a total cost which equal or exceed \$5,000. LB 697 also seeks to change the amount of nonrefundable credits being equal to 20% of eligible expenditures up to a maximum credit of \$1 million to the following: For historically significant real

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Jo Leyland spending final week at city post

Leyland has had a seat at the council table for 25 years, served the city for 43

— BY JAN SCHULTZ
THE IMPERIAL REPUBLICAN —

Editor's note: This story was originally printed in the March 29, 2023 issue of the Imperial Republican.

As the city council and mayor discussed nuisance code reviews and housing grants, Jo Leyland sat in the back row in the seats for visitors.

Her seat at the council's March 20 meeting was on the opposite end of the room where city business is conducted in the council chambers.

As Imperial's outgoing Administrator/Clerk/Treasurer, she's had a place at the council table the past 25 years.

She's held the city's top administrative post that long, but has been with the city 43 years in all.

This Friday marks Leyland's final day with the city.

Tyler Pribbeno, currently the city's Community Development Director, will take over as Administrator April 1.

Sarah Hoskovec will serve as City Clerk and Hillary Mundt, the City Treasurer.

Leyland's career with the city began in 1980 after a job she had taken didn't last long—4 hours actually.

She and husband Jeff, who passed away in January this



Jo Leyland has had more relaxed duties the last few weeks, as the transition to new city administration takes place. Here, she and Police Chief Ryan Wisniewski visit during a break in last week's council meeting. Photo courtesy of Jan Schultz, The Imperial Republican.

year, had moved here in April 1980 for the job he accepted with Kansas-Nebraska, the city's natural gas supplier at the time.

She had inquired about a position with the city, but hadn't yet heard back, so took the other job after it was offered, she said.

When that job didn't pan out, she called City Clerk/Treasurer Leonard Gloy asking if there were any positions

Continued on page 19 / See Leyland



File photo courtesy of Jan Schultz, The Imperial Republican.

City of Imperial renames recycling center to honor Jo Leyland

At the April 3 Imperial City Council meeting, Mayor Craig Loeffler issued a proclamation renaming the town recycling center to the Jo Leyland Recycling Center.

The proclamation highlighted

Jo's commitment to the beautification and betterment of her community. According to the proclamation, one of Jo's passions and priorities during her tenure of service was the development of and the continued success of a recycling program and recycling center. The proclamation also states that under Jo's leadership the recycling center has been known and recognized as one of the best in the state and region. Congratulations, Jo! ■

City of Omaha to have its first woman fire chief

Kathy Bossman succeeds retiring Fire Chief Dan Olsen

■ **BY CINDY GONZALEZ**
NEBRASKA EXAMINER ■

The City of Omaha will have its first woman fire chief as Kathy Bossman succeeds retiring Fire Chief Dan Olsen.

The appointment was announced by Mayor Jean Stothert.

Bossman joined the department in 1997 as a firefighter paramedic. She has been promoted to captain, battalion chief and, in 2017, assistant fire chief.

Among Bossman's achievements is helping to design a peer support program and a diversity, equity and inclusion education program for the department. Currently, Bossman supervises the 184 firefighters and seven battalion chiefs assigned to the "C" shift and manages the Emergency Medical Services Division.

"As Chief, I intend to continue our diversity, equity, inclusion and sense of belonging, especially in our higher ranks," Bossman said in a statement. "We value the different perspectives that a diverse workforce offers."

The city entertained only internal applicants from the department. Pending approval of the Personnel Board, her annual salary will be \$184,205.

Bossman earned a master of arts degree in organizational leadership with a concentration in fire/rescue executive leadership from Waldorf University, a bachelor of arts degree in psychology from the University of Nebraska-Lincoln and an associate degree in science-fire science from Southeast Community College. She received paramedic certification from Creighton University.

Olsen is set to retire March 24 after 30 years with the department.

During his tenure, Olsen supervised the design and construction of Omaha's first new fire station in 22 years — Station 31 at 34th and L Streets in South Omaha. Plans currently are underway to build a fire station in northwest Omaha and a joint Omaha Fire-Omaha Police public safety headquarters.

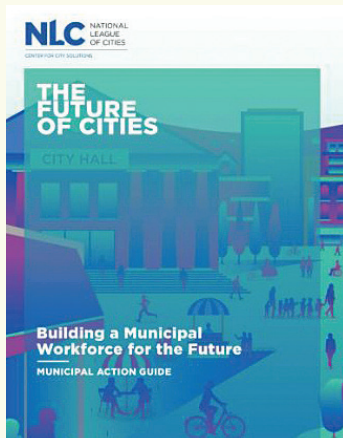


Kathy Bossman has been selected from within the ranks as Omaha's new fire chief, succeeding Dan Olsen, who retires this month. Photo courtesy of City of Omaha.

Olsen's gross monthly pension benefit will be \$10,514, according to a statement from Stothert's office.

Bossman takes the helm at a time of growth in the city that requires updated emergency plans, facilities, equipment, technology and advanced training for firefighters, the mayor said. ■

Source — The Nebraska Examiner. See the Examiner at www.nebraskaexaminer.com.



New resource

National League of Cities: Building a Municipal Workforce for the Future

Are you looking to build a more diverse and skilled municipal workforce in your area? Check out the National League of Cities' latest report, offering valuable, practical strategies for attracting, retaining, and developing top talent.

To download the report, visit NLC.org, navigate to Resources & Training and click on the Resource Library. ■

Source — National League of Cities

Sidney, Blue Hill awarded ACE Projects of the Year

Each year ACE returns funds to its member communities to be used for various community betterment projects

Public Alliance for Community Energy (ACE), the community-owned natural gas supplier, presented Project of the Year awards to two of its member communities at the NMPP Energy Annual Conference March 22 in Lincoln.

Through its revenue return program, ACE returns funds to its 75 Nebraska member communities. These funds are used by each community for various community betterment projects. Earlier this year, the ACE Board of Directors approved returning \$200,000 to its Nebraska member communities. Since forming in 1998, ACE has returned more than \$3.5 million to its Nebraska member communities.

Communities submitted project nominations and winners were determined through voting on ACE's Facebook page. The awards were presented in two community population categories. The following projects were awarded a plaque and \$200 to be used toward future community betterment projects:

- City of Sidney Park Project (pop. 1,000 and above)
- Local volunteers in conjunction with the City of Sidney raised funds, along with its ACE revenue funds, to build a new playground at Legion Park. The playground was designed to promote inclusion,



NMPP Executive Director Bob Poehling (right) presents an ACE Project of the Year award to the City of Sidney representative, Mike Palmer. Photo courtesy of NMPP.

exposure and exploration through play. The project creates a safe place with playground equipment and ground surfaces allowing all abilities and ages to come together to foster community and play. The project broke

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Nebraska Municipal Power Pool honors Alma's Russ Pfeil with service award



The Nebraska Municipal Power Pool (NMPP) awarded Russ Pfeil, utility superintendent for the City of Alma, with the Bob Arraj Service Award at the NMPP Energy Annual Conference on March 22.

The award is presented annually to an official or employee of a NMPP member utility system who has excelled in service in the utility industry. The award is a memorial tribute to Bob Arraj, former city administrator and utilities superintendent of Kimball. Arraj's years of knowledge, insight and expertise in the energy field

allowed NMPP members to benefit from numerous energy and service projects.

Pfeil has served the City of Alma for 47 years, starting in the electric department when the city owned its own power plant. He eventually transferred to the natural gas department and ultimately became the city's utility superintendent.

His knowledge has been a key component over the years in completing many projects for the city, including:

- Transitioning from a wastewater treatment plant to lagoons,
- Adding new wells to the water system,
- Completing two major water main phases to improve the city's water supply to residents.

Pfeil continues to make improvements to the city's natural gas system as budget allows and recently has completed a Pipe-

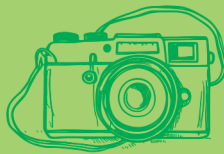
line and Hazardous Materials Safety Administration (PHMSA) grant for more than \$3 million to update and replace aging infrastructure. He serves as the city's board of director's representative for the National Public Gas Agency, the city's wholesale natural gas supplier and is diligent in keeping the City's natural gas system in compliance with regulations.

Pfeil's award nomination cited his long-term dedication over the decades to the city and his irreplaceable knowledge of the city's utility infrastructure.

As the recipient of the award, Pfeil received \$350 which will be designated to go to a local project or program of his choosing. ■

Source— NMPP Energy.

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League
highlight
YOUR
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Send pictures to ashleyw@lonm.org

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Clerk of the Year Awards



The Nebraska Municipal Clerk Institute and Academy was held March 13-17 in Kearney. At the conference, Erin Saathoff, City Clerk for the City of Beatrice, was named Outstanding Clerk for a First-Class City; Janine Schmidt, City Clerk of the Village of Morrill was named Outstanding Clerk for a Village and Kellie Crowell, City Clerk for the City of Ravenna, was named Outstanding Clerk for a Second-Class City. This award is the highest honor awarded by the Nebraska Municipal Clerks Association. Photo provided.

Thank you, Clerks for all you do!!

Projects

Continued from page 8

ground in April 2022 and was completed in August 2022. The new playground will be enjoyed for many years by the Sidney community.

- City of Blue Hill Infill Lot Workforce House Project (pop. below 1,000) – The City of Blue Hill partnered with its local economic development district (South Central Economic Development District) to build a new house on an infill lot. The City used its ACE revenue funds to purchase the lot and prepare the site for

construction. The house was completed in June 2022 and sold immediately. The project helped spur residential construction on infill lots and met the need for more housing in the community.

Nebraska communities formed ACE to provide competitively priced natural gas while retaining local control and keeping more revenue in Nebraska's ACE member communities. The 2023 Nebraska Choice Gas program selection period will run from April 6-26. ■

Source– NMPP Energy.

“He’s what makes Columbus great”

– Councilman Lohr reflects on decades of service to Columbus

■ BY MATT LINDBERG
CITY OF COLUMBUS ■

Longtime Columbus City Councilman John Lohr has never felt his decades of public service made him special. The call of duty was just in his blood.

His grandfather, Harry Lohr, was Columbus’ mayor from 1937-1944 and a longtime member of the Columbus City Council. His son and Lohr’s father, “Bus” Lohr, once served as the president of the Columbus Area Chamber; was a member of the Columbus Volunteer Fire Department, Boy Scout Executive Board, Columbus Home Builders, Loup River Basin Association, Red Cross Membership Committee, Community Chest Board and the Y.M.C.A., among other things.

“I had a great mentor. My Dad was in all kinds of things and didn’t make a big deal about it,” Lohr recalled on a recent afternoon at City Hall. “He loved to hunt and kept time for hunting and fishing, but his heart was in Columbus and what he could do for Columbus.

For about 19 years (five-consecutive terms), Lohr also has proudly served on the Columbus City Council representing the Fourth Ward. But citing “personal reasons,” he recently announced his decision to resign from the Columbus City Council. During his tenure, Lohr has served under two mayors (Mike Moser and Jim Bulkley) and three city administrators (Joe Frei, Joe Mangiamelli and Tara Vasicek)



Longtime Columbus City Councilman John Lohr retired earlier this year after serving five-consecutive terms on the Council. Lohr and his family have a long history of public service in the Columbus area. Photo courtesy of City of Columbus/Matt Lindberg.

and enjoyed working with them all.

“They were all different, but all very, very good,” he said. “I got along with all of them.”

“He’s been on the City Council the whole time I’ve been on the council and now as mayor. It has certainly been a pleasure to have John on the council,” Bulkley said. “He has brought a lot of knowledge and background to the Council being a lifelong resident of Columbus and an active businessman in our community for years. I’ve just always respected the business mind he has brought to the discussions we’ve had.”

Lohr is someone who always did his homework when it came to City Council matters and asked

good questions before weighing in on a matter, the mayor noted, adding he considers him a friend and community leader.

Of course, that doesn’t mean they didn’t have fun while doing the work. Lohr became known for showing up to City Council meetings “right on time,” according to the mayor. Members of the Columbus City Council awaited Lohr’s arrival to the Feb. 6 meeting when he walked in all smiles at 6:59 p.m. He and the other council members shared a laugh as he sat down and Bulkley swung his gavel to commence the 7 p.m. meeting.

“He was never too early to a meeting. That became his calling card,” Bulkley

Continued on page 11 / See Columbus

Columbus

Continued from page 10

said, with a laugh. "With two-three minutes to go, he'd come in, and if he was early, he'd take a walk. That was just John's way."

City Clerk Janelle Kline met Lohr shortly after he was elected to the City Council in late 2004 and praised his commitment to his role and the community.

"Council Member Lohr is very easy to work with. He is dedicated to his community and genuinely interested in making decisions that are best for the community as a whole," Kline said. "He researches, asks questions, and does whatever it takes to become fully educated about any issue before making decisions."

City Administrator Tara Vasicek echoed that sentiment.

"John always has been just a selfless servant to the City. He has just been a good representative for the City of Columbus," Vasicek said. "He doesn't ever come with preconceived notions. He always wants to learn, he's always respectful of the public and city staff, and he always made good decisions based on what was good for the majority." ■

This is a condensed version of the story. For the full story, visit Columbusne.us and navigate to About Us and click news. The story was posted on February 9.

Source – City of Columbus

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USDA Rural Development: your partner in preparedness

Nebraska mayors, city council members, city managers, and staff members must be prepared for anything! At USDA Rural Development, we know that on any given day, local leaders must respond to a wide variety of needs, request, and even emergencies.

As we turn the corner to spring, your mind may be on the potential for severe weather or wildfires or your vision for a new community center for events and activities. USDA Rural Development is your partner in responding to the short and long-term needs in your community.

The USDA Rural Development [Community Facilities Direct Loan and Grant Program](#) provides affordable funding to develop essential community facilities in rural areas of 20,000 residents or less. The program offers affordable funding for public safety services like fire departments, police stations, public works vehicles and equipment.

For example, last year we provided the Unadilla Volunteer Fire Department with a grant to assist in the purchase of a power cot and fastener system for the department's ambulance.

USDA Rural Development offers



USDA Rural Development has numerous opportunities available to help municipalities respond to short and long-term needs within their community. In 2022, USDA Rural Development provided Unadilla Fire Department with a grant to assist in the purchase of a power cot and fastener system for the department's ambulance. Photo courtesy of USDA Rural Development.

grants and loans through our Community Facilities Program to help your community prepare for long-term needs as well. As local leaders, you know what your community needs to grow and succeed. The USDA Rural Development [Community Facilities Direct Loan and Grant Program](#) provides affordable funding to develop essential community facilities ranging from town halls to child care centers to hospitals. As your community identifies your needs, consider USDA

as a partner in financing and planning.

Local municipal leaders and staff members are the folks who make our rural Nebraska communities run, grow, and succeed. Thank you for your hard work, heart, and partnership with USDA Rural Development. Reach out to us at rd.usda.gov/ne or (402) 437-5551 – we are ready to partner with you to meet your community's next challenge! ■

Source — USDA Rural Development

Grant opportunities

Two federal grants from NE Game and Parks Commission

1. Land and Water Conservation Fund (LWCF) program: <https://outdoornebraska.gov/lwcf/>

a. This grant program funds outdoor recreation amenities like pools, playgrounds, picnic shelters, fishing access, wildlife viewing opportunities, natural playgrounds, and land acquisition for outdoor recreation.

b. LWCF is a 50:50 match grant program and will fund a project as small as \$40,000 (your project can be \$80,000 or more) or up to \$400,000 (your project can

be \$800,000 or more).

2. Recreational Trails Program (RTP) - <https://outdoornebraska.gov/rtp/>

a. RTP funds trail design, development, and land acquisition for trails.

b. RTP is an 80:20 match grant program and will fund up to \$250,000

Grant applications open: May 1 - Sept. 4.

Questions? Reach out to Hannah Jones - hannah.jones@nebraska.gov or Erin Johnson - erin.l.johnson@nebraska.gov. ■

Source — Nebraska Game and Parks Commission

Requisition: April 22TH

DB David Bos <edirectorr043@gmail.com>
To Diane Becker

First clue:
Not his email address

EXTERNAL EMAIL

Are you in the office this morning? I need you to run a quick errands for me. I'm heading into a meeting with limited communication access, so just reply by email.

David Bos

Executive Director
League Association of Risk Management

Screenshot of an email Diane received highlighting some of the common tactics used by hackers. Photo provided.

Suspicious Emails



■ **BY DIANE BECKER**
COMMUNICATIONS/MARKETING
DIRECTOR, LARM ■

A growing number of hackers have found that installing ransomware on someone else's business computer can be a lucrative pastime. As a result, the sophistication and the number of emails we get that are malicious are bound to increase. I recently received an email that was evidence of that.

My first inclination of proof it was an email from a hacker was that the topic was a supposed bill that LARM needed to pay. **Most malicious emails will require urgent action, so you're more apt to open them.** No one wants to leave a bill unpaid, so I wasn't ready to delete the email without doing more research.

The next thing that made the email look suspicious is that it had an attachment.

Never click on a link or attachment in an email when you are unsure of the sender. An email that includes an attachment should cause you to stop and scrutinize its content and sender.

Another step in identifying whether you have received a legitimate email is to look to see if the email in the "From" line shows that it is actually from an address that you know is accurate and familiar to you. Hover your mouse over the email and if what comes up is different than what is in the email, you know it's from a hacker, and you can immediately delete it. This particular email was set up to look like it was from a well-known company, but that doesn't mean that it wasn't still from a hacker, so I continued to do some checking.

The address listed in the email's signature was one based locally, so I did a search on it, and Google showed that the physical address listed was matched to an empty office building. This mismatch was another clue that this wasn't a legitimate email.

You should try to call the business's phone number associated with the email to see if the email did originate with that business. There were two phone numbers in the signature line of the suspicious email I had received, so I called them, and both were answered by

a voicemail of someone who said I was to leave a message. This was also a red flag as it was the exact message on both numbers stating they were the same person whose name was listed on the email.

Although this person used the name of a large company and that company's logo in the email, the biggest clue that this was not a valid email for payment was the awkward wording used. **A good giveaway that an email is not legitimate is if it is misspelled, has improper capitalization, or is grammatically incorrect.** The wording on this email was "Please, Kindly find attached payment remittance that was sent today."

Another clear clue that this was a malicious email was that **it showed a different address when I hovered over the website address and phone in the email.** It's possible I would be allowing someone else to activate software on my computer if I clicked on it.

I took more time identifying this email than most of you or I will ever have time to do, especially when we get multiple emails per day. Hackers will depend on people not taking time to look over their emails carefully. It's worth the time and effort to check out suspicious emails or spend hours and thousands of dollars trying to correct your mistake. ■



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Carolyn Bosn appointed to Nebraska Legislature

Gov. Jim Pillen held a press conference April 6 to announce the appointment of Carolyn Bosn of Lincoln as the next representative for District 25 in the Nebraska Legislature.

Bosn, an attorney and adjunct professor at the University of Nebraska College of Law, will complete the final year of Lincoln Sen. Suzanne Geist's term, which ends in January 2025. Geist announced her resignation April 5, saying she intends to focus on her mayoral campaign.

Pillen described Bosn as "tough" and "smart" and someone who would "do whatever it takes" to retain the LD25 seat. Bosn said she will run in November 2024.

A native of Columbus, Bosn is a former prosecutor in the Lancaster County Attorney's Office who said she left that position six years ago to be a stay-at-home mom.



She and husband Reggie have four children.

"As a public servant, I approached every day as an opportunity to do what is fair and right," Bosn said. ■

Source – Nebraska Unicameral Update



CONGRESSIONAL CITY CONFERENCE

and Nebraska Breakfast



In March, some League staff and League President Deb VanMatre traveled to Washington D.C for the National League of Cities Congressional City Conference. One highlight of the trip included attending the Nebraska Breakfast and thanking the NE Congressional Delegation for the work they do for municipalities. President VanMatre also visited with Congressman Adrian Smith after the Nebraska Breakfast. In 2008, Mayor VanMatre worked for him in his Grand Island District Office where she served for two and one-half years as his "Constituent Services Liaison for Agriculture" helping constituents address issues or problems they had with federal agencies such as the U.S. Dept. of Agriculture, the U.S. Dept. of Housing and Urban Development and the U.S. Postal Service. She also represented Congressman Smith at industry events and conferences relating to agriculture and natural resources.



Tara A. Stingley

U.S. Dept. of Labor issues guidance on FLSA obligations for nursing mothers' break time

BY TARA A. STINGLEY, CLINE WILLIAMS
WRIGHT JOHNSON & OLDFATHER, L.L.P.

On February 9, 2023, the U.S. Department of Labor (DOL) issued a Field Assistance Bulletin providing guidance on key aspects of employers' obligations under the federal Fair Labor Standards Act (FLSA).ⁱ Our article for last month addressed proper compensation for hours worked for employees, including those who telework from home. This month's article will address the Field Assistance Bulletin's guidance on employers' obligations under the FLSA to provide reasonable break time for nursing mothers.

A. General Legal Principles Under the FLSA

In general, the FLSA requires covered employers to compensate employees for their work.ⁱⁱ More specifically, the FLSA requires that covered, non-exempt employees receive at least the federal minimum wage for all hours worked as well as overtime compensation of at least one and one-half times their regular rate of pay for hours worked over 40 hours per workweek.ⁱⁱⁱ This includes work performed in an employee's home or otherwise away from the employer's premises or job site, such as telework.^{iv}

B. Reasonable Break Time for Nursing Mothers

With regard to new mothers, the

FLSA requires that employers provide covered employees "reasonable break time for an employee to express breast milk for such employee's nursing child for 1 year after the child's birth each time such employee has need to express the milk."^v This particular protection applies at the employee's worksite, including when an employee is teleworking from their home or another location.

As noted in the DOL's Field Assistance Bulletin, "On December 29, 2022, President Biden signed the Consolidated Appropriations Act, 2023 into law, which includes the PUMP for Nursing Mothers Act ("PUMP Act"). Pub. L. No. 117-328, 136 Stat. 4459, 6093-97 (Dec. 29, 2022). The PUMP Act extended coverage to more employees, among other changes. The PUMP Act did not change the basic requirements under the FLSA that reasonable break time and space must be provided to employees for pumping breast milk."^{vi} Nearly all employers are subject to the PUMP Act, with limited exceptions for workers in the transportation industry and employers with fewer than 50 employees if compliance would impose an undue hardship on the employer. According to the DOL, "Whether compliance would be an undue hardship is determined by looking at the difficulty or expense of compliance for a specific employer in comparison to the size, financial resources, nature, and structure of the employer's business."^{vii}

Employers must allow reasonable break time *each time* an employee has a need to express milk. This break time must also account for the location of the designated space to be used by the employee and the steps reasonably necessary to express breast milk (such as pump setup).

The DOL's Field Assistance Bulletin provides guidance for employers on the frequency and length of breaks for nursing mothers, stating: "The frequency and duration of the breaks that a nursing employee needs will vary depending on the individual situation. In most cases, an employer cannot deny the employee the right to take a needed break to pump breast milk."^{viii}

C. Private Location to Pump

The FLSA also requires that employers provide employees with "a place, *other than a bathroom*, that is shielded from view and free from intrusion from coworkers and the public, which may be used by an employee to express breast milk."^{ix} According to the DOL, "a bathroom, even if private, is not a permissible location for the employer to provide for pumping breast milk."^x

The DOL's Field Assistance Bulletin states the following:

"For example, an employer must provide an appropriate place for an employee to pump breast milk when the employee is working at an off-site location, such as a client worksite. Additionally, an employer must ensure the employee has a place to express

Continued on page 18 / See FLSA

Continued from page 17

breast milk that is ‘shielded from view.’” This includes ensuring that an employee is free from observation by any employer provided or required video system, including a computer camera, security camera, or web conferencing platform, when they are expressing breast milk regardless of the location they are working from.”^{xi}

Again, this protection applies at the employee’s worksite, including when an employee is teleworking from their home or another location. This right also applies to all covered employees, including both exempt and non-exempt.

D. Compensation for Break Time

Must nursing employees be compensated for lactation breaks? On this point, the DOL clarifies that the FLSA, by itself, does not require non-exempt employers to compensate nursing employees for breaks taken for the purpose of expressing milk (though such breaks may be required under applicable state law). “However, if an employer provides compensated breaks, an employee who uses that break time to express milk must be compensated for the break.”^{xii} For example:

Molly is a non-exempt employee who works for a manufacturer. Molly’s employer provides all employees with two paid 15-minute rest breaks each day.

Molly chooses to use both of the paid 15-minute breaks to pump breast milk for her six-month-old infant. If Molly needs additional breaks to pump, the additional break time does not have to be compensated as long as Molly does not perform any work during the breaks.

In addition, applying the FLSA generally, if a nursing employee is not *completely relieved* from duty during breaks taken for the purpose of expressing milk, the time *must be compensated* as work time.^{xiii} For example, according to the DOL, if a remote employee chooses to attend a video meeting or conference call while pumping – even if the employee’s video conference camera is off or they are muted – generally the employee is not relieved from duty, and the employee must be paid for that time.^{xiv}

For exempt employees, they must be paid their regular weekly salary, regardless of breaks taken for the purpose of expressing breast milk.

E. Best Practices for Employers

As illustrated by the DOL’s Field Assistance Bulletin, compliance with wage and hour obligations under the FLSA (and state law) presents ongoing challenges. Employers may wish to consider the following best practices:

Employers should review their workplace accommodation policies with regard to break time and space for

nursing mothers and update such policies as needed.

Employers should designate a private space, shielded from view and free from intrusions, for nursing mothers to express breast milk. This space does not have to be permanent, but it must be available as needed for nursing mothers.

Employers should educate their workforce, especially frontline managers and supervisors, on these requirements.

Every employer of employees subject to the FLSA’s minimum wage provisions must post a notice explaining the FLSA. This notice must be displayed in a conspicuous place in all of an employer’s establishments to enable all employees to readily read it. A copy of this notice is available at: <https://www.dol.gov/agencies/whd/posters/flsa>.

For more information about compliance and best practices under the FLSA, employers can visit the DOL’s website at www.dol.gov. ■

Editor’s Note: This article is not intended to provide legal advice to its readers. Rather, this article is intended to alert readers to new and developing issues. Readers are urged to consult their own legal counsel or the author of this article if they wish to obtain a specific legal opinion regarding their particular circumstances. The author of this article, Tara A. Stingley, can be contacted at Cline Williams Wright Johnson & Oldfather, L.L.P., 12910 Pierce Street, Suite 200, Omaha, NE 68144, (402) 397-1700, tstingley@cllinewilliams.com or www.clinewilliams.com.

End notes

i See U.S. Department of Labor, Wage and Hour Division, Field Assistance Bulletin No. 2023-1, *Telework under the Fair Labor Standards Act and Family and Medical Leave Act* (Feb. 9, 2023), available at <https://www.dol.gov/sites/dolgov/files/WHd/fab/2023-1.pdf> (last checked March 19, 2023).

ii See 29 U.S.C. § 201 et seq.

iii See 29 U.S.C. § 206(a)(1); 29 U.S.C. § 207(a)(1). Note that Nebraska’s minimum wage obligations are currently higher than federal law; Nebraska employers must provide the higher minimum wage to covered employees.

iv See 29 C.F.R. § 785.11-12.

v 29 U.S.C. § 218d(a).

vi Field Assistance Bulletin No. 2023-1, at 3, n. 1.

vii DOL Fact Sheet #73: *FLSA Protections for Employees to Pump Breast Milk at Work*, available at <https://www.dol.gov/agencies/whd/fact-sheets/73-flsa-break-time-nursing-mothers> (last checked April 12, 2023).

viii Field Assistance Bulletin No. 2023-1, at 4.

ix 29 U.S.C. § 218d(a) (emphasis added).

x See DOL Fact Sheet #73: *FLSA Protections for Employees to Pump Breast Milk at Work*.

xi Field Assistance Bulletin No. 2023-1, at 3 (internal citations omitted).

xii *Id.*

xiii 29 U.S.C. § 218d(b).

xiv Field Assistance Bulletin No. 2023-1, at 4.

Leyland

Continued from page 6

available with the city. He asked her to come in that afternoon for an interview.

She was hired to do billing and serve as receptionist, and has been there ever since.

After Gloy retired, Tom Spunaugle was hired Clerk/Treasurer, and the Administrator title was added to his position. Leyland was eventually appointed Deputy Clerk/Treasurer

After Spunaugle left, Leyland was named Administrator/Clerk/Treasurer in 1998.

Leyland said she may find time now to do more traveling.

Daughter Shelby and husband live in Seattle, Washington, as does daughter Chelsea.

Pribbeno will continue to handle the Community Development Director position along with his Administrator duties, while Hoskovec and Tricia Moreno are sharing other administrative work as Deputy Administrator and Deputy Clerk. ■

Source — The Imperial Republican



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Nebraska Department of Economic Development awards \$10 million for economic recovery in greater Nebraska QCTs

The Nebraska Department of Economic Development (DED) has awarded \$10 million in American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds to 14 economic recovery projects within Qualified Census Tracts (QCTs) in Greater Nebraska. The QCT Recovery Grant Program – Greater Nebraska was created under LB 1024, also known as the Economic Recovery Act, to respond to the negative economic impacts of the coronavirus public health emergency. DED received applications for 30 projects totaling over \$30 million dollars in requests.

The funds awarded through the QCT Recovery Grant Program – Greater Nebraska provide grants to aid multiple Greater Nebraska QCTs in their economic recovery from the negative impacts of the COVID-19 public health emergency. Awarded projects will revitalize public spaces in Greater Nebraska's QCTs, create innovative housing solutions, and help multiple Greater Nebraska QCTs attract, retain, and develop a diverse and highly qualified workforce. ■

Source – Nebraska Department of Economic Development

QCT Recovery Grant Program Greater Nebraska Recipients

- Banisters Leadership Academy – \$368,500
- Center for Rural Affairs – \$750,000
- Board of Regents of the University of Nebraska DBA University of Nebraska at Kearney – \$400,000
- City of Norfolk – \$81,500
- City of South Sioux City – \$750,000
- Winnebago Tribe of Nebraska – \$750,000
- United Way of South Central Nebraska Inc. – \$750,000
- City of Fairbury – \$750,000
- City of Fairbury – \$1,000,000
- City of Norfolk – \$1,500,000
- Board of Regents of the University of Nebraska DBA University of Nebraska at Kearney – \$750,000
- The Salvation Army DBA The Salvation Army of Norfolk – \$1,000,000
- Nebraska Enterprise Fund – \$750,000
- City of Beatrice – \$400,000

For more information

For more information on QCT Recovery Grant Program – Greater Nebraska, visit the program webpage at <https://opportunity.nebraska.gov/programs/recovery/qct-recovery-grant-program/>. For information on other Economic Recovery Act programs, visit <https://opportunity.nebraska.gov/programs/recovery/>.

Twelve Nebraska communities awarded funding for rural workforce housing land development

The Nebraska Department of Economic Development (DED) has awarded \$10 million in American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds (SLFRF) to 12 rural Nebraska communities. The Rural Workforce Housing Land Development Program was created under LB 1014 to respond to the negative economic impacts of the coronavirus public health emergency. Awarded projects will revitalize communities that were disproportionately impacted by the pandemic by increasing long-term housing stability.

DED opened applications for the program Nov. 15, 2022. DED received

27 applications totaling over \$19 million in funding requests.

The funds awarded through the Rural Workforce Housing Land Development Program will aid communities in their economic recovery from the negative impacts of the COVID-19 public health emergency through projects resulting in the preparation of land for workforce housing pursuant to the Nebraska Rural Workforce Housing Investment Act in conjunction with the Rural Workforce Housing Fund (RWHF) program. ■

Source – NE Department of Economic Development

Rural Workforce Housing Land Development Program Awardees

- City of North Platte – \$1,000,000
- City of Central City – \$1,000,000
- City of Hastings – \$750,000
- City of Alma – \$1,000,000
- City of Red Cloud – \$1,000,000
- City of St. Paul – \$1,000,000
- Village of Pender – \$1,000,000
- City of Beatrice – \$1,000,000
- Village of Bertrand – \$491,260
- Village of Palmer – \$535,970
- City of McCook – \$1,000,000
- Village of Arnold – \$222,770

For more information

For more information on the Rural Workforce Housing Land Development Program, email: ded.rwhflanddevelopment@nebraska.gov or visit the program webpage at <https://opportunity.nebraska.gov/programs/recovery/rural-workforce-housing-land-development-program/>.

Mayor, city officials tout benefits of biosolids program in Lincoln

Innovative program provides a new use for materials previously destined for the landfill

Mayor Leirion Gaylor Baird and Lincoln Transportation and Utilities (LTU) officials said that the latest expansion of Lincoln's Biosolids Program will bolster the city's innovative efforts to secure economic and environmental benefits from waste materials.

"This is another example of the city's innovative approach to building a more resilient Lincoln," said Mayor Gaylor Baird. "Expanding the biosolids program lowers costs, helps the environment, and supports the local economy. By joining forces with our partners in agriculture, our Biosolids Program enriches the future by enriching the soil and water on which our future depends."

The Biosolids Program converts biosolids created from wastewater treatment into a dry, nutrient-rich, soil-like fertilizer for crops. Biosolids are valuable to the Lincoln community and surrounding area, LTU officials said, because they improve the soil, increase water reuse efforts, and divert material from the landfill, where biosolids were deposited prior to the program.

LTU recently installed conversion equipment at the Northeast Water Resource Recovery Facility, 7000 N. 70th St., to match equipment already in use at the Theresa Street Water Resource Recovery Facility, 2400 Theresa St.

LTU Director Liz Elliott said the project updated aging infrastructure and creates a material that's easier for agriculture producers to use that will expand the marketplace for additional sales and use of dry biosolids to area

farmers.

"The material we create is a more environmentally desirable product, reduces the use of synthetic fertilizer by our agriculture partners, and is easier for agriculture producers to apply to their crops," Elliott said. "Working with dry biosolids versus a liquid form also is easier for our Wastewater teammates to manage at both of our facilities and will avoid an estimated \$200,000 in material hauling costs annually."

"One fourth-generation farmer told us he's been able to decrease his use of synthetic fertilizer by 80% since he began incorporating our biosolids into the soil," said Todd Boling, Lincoln Wastewater System Superintendent. "Liquid biosolids can only be used a few months out of the year during the growing season. The program upgrade offers farmers a way to use the dry biosolids year-round."

The Northeast Water Resource Recovery Facility generates 175,000 gallons of liquid biosolids per week, the equivalent to 500 acres of land dry biosolids are applied to, and a total of nearly 2,000 acres that Lincoln Wastewater System can impact annually. Lincoln Wastewater System has had nearly 90 agriculture partners and has applied biosolids to more than 37,000 acres of agricultural land since 1992.

The two wastewater facilities are estimated to bring in more than \$40,000 annually for the sale of the dry biosolids. All revenue earned is reinvested back into the program. The expansion project took three and a half years to complete

Biosolids What can it do?

This soil-like, nutrient-rich matter can be put on crops year-round instead of just during the growing season.



Biosolids offer agriculture producers a fertilizer filled with healthy nutrients that is more environmentally friendly than synthetic fertilizers.



This project gives the city another way to reuse resources recovered from the community's wastewater.



Source – City of Lincoln

and has been in full operation since early December 2022.

For more information, visit lincoln.ne.gov/biosolids. For more information to purchase the biosolids, agriculture producers and landowners can contact David Smith, Biosolids Coordinator, at 402-441-6378 or email him at dsmith@lincoln.ne.gov. ■

Source – City of Lincoln

Revenue

Continued from page 5

property located in a county that includes a city of the metropolitan class or a city of the primary class, the credit would be equal to 25% of eligible expenditures. For historically significant real property located in any other county, the credit would be equal to 30% of eligible expenditures. In all cases, the maximum credit allocated to any one project would be \$2 million. An amendment was added to include the portion of LB 213 that lowers the match required by the applicant under the Rural Workforce Housing Investment Act to 25% for all cities; and to replace the start and sunset dates with the start and sunset dates from LB 756.

- **LB 706** (Moser) as amended by AM692 creates new statutes that allow, under the **Build Nebraska Act, for issuing bonds up to \$450 million**, with a provision for \$30 million annually for debt service, for new roads projects, and harmonizes corresponding statutes to reflect the new sections. AM692 added a provision to extend the sunset date of the Build Nebraska Act to match with the sunset date of the new bonding under LB 706.
- **LB 732** (Bostar) as amended by the Committee amendment amends the **Convention Center Facility Financing Assistance Act** to extend the date for applications for assistance under the Act from Dec. 31, 2012, to Dec. 31, 2030; this provision relates to a proposed convention center in Lincoln. An amendment also was adopted to incorporate some of the provisions of LB 797, introduced by Sen. Wayne on behalf of the City of Omaha, to include the definition of

“nearby retailer” to collect receipts within 600 yards of a “program area”; the amendment also defines a “program area” by a map or maps submitted with an application, applying such changes for collection of such state sales tax.

As of April 14, LB 727 has not

been scheduled for consideration on General File. Please stay informed on the status of important League bills and other legislation affecting municipal governance and operations by reviewing the League’s *Legislative Bulletins* published weekly during the legislative session. ■

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Positions

City Administrator, Minden. The City of Minden is seeking qualified candidates for City Administrator. With a population just over 3000, Minden is a 2nd class city with a Mayor-council form of government with an annual budget of more than 18 million.

The city is full-service, offering water, wastewater, sanitation, and electricity, as well as the library, museum, street, and park departments. Law enforcement is also provided by the city as well as Fire and EMT.

The city seeks candidates with strong interpersonal and communications skills. Applicants should have a bachelors' degree in public administration or related field, master's degree preferred. Work experience may be substituted for education. A successful candidate must be able to competently create and manage budgets, oversee and develop personnel.

The city of Minden offers a competitive salary, DOE and qualifications. Benefits package includes medical, dental, vision, and paid vacation and sick leave. Employees also may participate in a matching 5% retirement plan.

Please apply by submitting a resume, cover letter, and contact info for 3 professional references to: Joe Patterson - 4103 Osborne Dr. East, Hastings, NE, 68901 or jpatterson@playasaball.com

Position is open until filled; City of Minden is an EOE.

Utility Supervisor, Cambridge. The City of Cambridge is seeking a qualified individual to serve as a full-time Utility Supervisor.

This long-term position will supervise and perform duties in the day-to-day operations and maintenance of the generation plant; substations; multi community water agency; sewer and water systems; streets; storm drainage; parks; swimming pool; city equipment; public buildings; heavy equipment operations; and other tasks as assigned for the City of Cambridge, as well as oversee utility employees and seasonal employees. Candidate must be in good physical condition and possess a valid Nebraska driver's license and a clean driving record. State Certification as a Grade 4 Water Operator, a Grade 2 Wastewater Operator license are required (or the ability to obtain proper licensure within 1 year of employment) and willingness to obtain a Pesticide Applicators License. Ability to work

with city clerk on annual budget items.

Pay based on experience and certification. Resumes will be reviewed as received, and it would be preferred to receive them as soon as possible. Applications will be accepted until the position is filled.

Please contact the City Clerk at (308) 697-3711 or cambridge.cityclerk@gmail.com for an application and complete job description. City of Cambridge is an EOE. Please email or send completed application and resume to: Cambridge.cityclerk@gmail.com or City of Cambridge - 722 Patterson, PO Box Q, Cambridge, NE 69022

City Attorney, Papillion.

Reports to: City Administrator

Supervises: Assistant City Attorney

Purpose of position: Responsible for the performing, planning, directing and coordinating of complex professional legal services for the Mayor, City Council, City Administrator, City Departments and various boards and commissions.

Base Pay:

\$98,923.00 - \$145,475.00 / Year

Essential functions:

Directs the legal activities of the city and provides policy, technical and administrative support to the Mayor, City Council and City Administrator.

Prepares legal opinions relating to city matters; conducts research on specific points of law.

Advises city staff on legal problems and questions; assists departments in the administration of personnel matters; provides and coordinates management staff training on legal topics.

Drafts ordinances, resolutions, contracts, deeds, leases, agreements and other legal documents; assists in formulating proposed legislation for enactment by the State legislature in regard to matters of interest to the city.

Monitors and interprets legislation impacting or affecting the city or its operations and activities.

Develops and administers the annual budget for the legal department including presentation to the City Council; maintains various financial records and reports for the legal department.

Prepares civil cases for trial; investigates claims and complaints by or against the city; tries cases before county, state and federal courts.

Serves as the City Prosecutor; investigates

and prosecutes criminal cases arising under the city's code.

Works with the city's insurance carrier and its attorney, regarding claims against the city.

Attends various meetings including the City Council, Planning Commission and Board of Adjustment meetings and serves as a member of various committees and boards to answer inquiries and make recommendations pertaining to legal issues for the city.

Provides information and answers inquiries from the general public pertaining to legal matters affecting the city.

Establishes and maintains a complex file system by accurately filing legal records, documents and reference material.

Attends various seminars and conferences to maintain awareness and keep abreast of changes in legal and legislative responsibilities.

Performs administrative duties including the preparation and presentation of various legal reports and records.

Supervises Legal Department staff, typically including an assistant city attorney and a legal clerk.

Operates standard office equipment in the performance of job duties, i.e. fax machines, copier, personal computer, calculator, etc.

Establishes and maintains positive public relations with the general public, other employees, other governmental agencies and municipal officials; attends community events for the promotion of the city.

Please visit www.papillion.org, click on 'Apply for Job' to find the entire job posting.

Children's & Young Adult Librarian, Chadron. If you enjoy helping others find joy in literature, or inspiring young people to seek out the answers to questions even the internet can't seem to answer, we might have just the career opportunity for you with the Chadron Public Library. Responsibilities include organizing and supervising the Summer Reading Program, Story Time, Teen Advisory Board and more.

The successful candidate will: be an excellent listener, have solid customer service experience, have experience working with patrons in a library setting, have the ability to work with a diverse population and to work collaboratively

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to accomplish goals. Flexibility and willingness to adapt and work in a rapidly changing environment are a must.

The application form is available to download or email personnel@chadron-nebraska.com.

Qualifications - Bachelor's degree (with preferred coursework in library and/or information science) from an accredited college or university and a minimum of one year relevant library experience OR an equivalent combination of education and experience.

Salary - \$14.15 - \$19.70, based on qualifications and experience, with excellent benefits: comparable wages, sick leave, annual leave after thirty days, three personal leave days and nine paid holidays. A full benefits package including an excellent health care plan (full family coverage is \$247.09 per month), dental and vision insurance, \$50,000 in term life insurance, Employee Assistance Program and 7% retirement benefit. A city educational assistance program is available for those looking to further their education and career.

Special Requirements - Valid driver's license, pre-employment drug test and background check are required if an offer is made. Position is open until filled.

Aquatics Center Supervisor, Chadron. The City of Chadron is offering a unique opportunity for individuals seeking a career in the recreation industry in the position of Aquatics Center Supervisor. The ideal candidate will be a decisive, energetic, insightful leader that naturally presents information in a clear, concise, and direct manner; thorough in preparation; and an excellent example and mentor to staff. This full-time position involves substantial public contact and requires strength in multi-tasking, excellent organizational skills, and collaborating to strategize and prioritize projects, programs, and issues. A full job description is available on request. Comprehensive background check, pre-employment physical and pre-employment drug test are required if a conditional offer is made.

Applications are available at City Hall, 234 Main Street, Chadron, NE 69337, or can be downloaded from our website.

Desired minimum qualifications: Education and Experience: Bachelors Degree in Recreation Management, Community Recreation or related

leisure services field, or equivalent in training and experience; Valid Nebraska Driver's License; One to three years of experience in supervising an organized aquatics program; Experience in planning, coordinating and scheduling of sports, aquatics, special events or other leisure programs; Skill in the use of computers; Previous supervisory experience.

Salary - The salary range for this position is \$19.05-\$26.67 per hour based on prior experiences and certifications. Includes an excellent benefits package featuring: comparable wages, sick leave, annual leave, three personal leave days and nine paid holidays, an outstanding health care plan (full family coverage is just \$249.07 per month), dental and vision insurance, \$50,000 in term life insurance as well as a 7% retirement benefit and Employee Assistance Program.

Special Requirements - Must possess or have the ability to obtain within six months from hire date the following: a. American Red Cross CPR for the Professional Rescuer Certificate or equivalent; b. American Red Cross Water Safety Instructor Trainer or equivalent; c. American Red Cross Lifeguarding Instructor Certificate or equivalent; d. American Red Cross Adult, Child and Infant CPR and AED Instructor Certificate, to include care for choking and obstructed airway or equivalent; and e. Pool Operators Certificate.

Miscellaneous information - an equal opportunity employer. Position open until filled.

Police officer, Chadron. Have you always longed for a sense of community and are looking to make a real impact with your career? If so, the City of Chadron Police Department is seeking capable, motivated individuals, with compassion and a willingness to work with citizens to maintain a healthy and safe community. Our officers are well equipped with vehicles, firearms, bullet proof vests, body cameras and all the necessary equipment and training to be successful in this challenging profession. Entry level, experienced and out of state applicants are all encouraged to apply.

Qualifications - The successful candidate will be an individual with integrity, committed to public service; with a High School Diploma or equivalent, minimum age 21 years, excellent physical condition, valid driver's license, and be of good moral character with no felony conviction.

Pre-employment drug test, polygraph, physical standards test and psychological test are required if you receive a conditional offer of employment. Nebraska Certified Officer is preferred but is not required.

Salary - No prior law enforcement experience necessary. New employees will attend the Nebraska Law Enforcement Training Center (NLETC) at the Chadron Police Department's expense. Salary is based on qualifications and experience, \$20.55 - \$26.55/hr., with excellent benefits: comparable wages, overtime, sick leave, annual leave, two personal leave days and nine paid holidays. A full benefits package including an excellent health care plan (family coverage is \$247.09 per month), dental and vision insurance, \$50,000 in term life insurance, long term disability insurance, Employee Assistance Program and 7% retirement benefit. A city educational assistance program is available and Chadron State College has a strong Criminal Justice program for those looking to further their education and career. Current hiring incentives include 5% of the base wage for all non-certified sworn officers and 10% of the base wage for all certified sworn officers or those that can obtain certification through reciprocity within one year of employment. For more information please contact us.

Special requirements - Officers certified in Nebraska will be granted a lateral entry upon completion of Field Training Officer (FTO) program. Candidates certified in other states will be granted lateral entry upon successful completion of Nebraska Law Enforcement Training Center's requirements for reciprocity certification and FTO. Bonus pay and paid leave options would apply as hiring incentives. Please contact us for more information.

Miscellaneous information - Application information packets may be requested from Bev Bartlett, Secretary of the Civil Service Commission, P.O. Box 390, Chadron, NE 69337; Phone (308)432-0505; Email personnel@chadron-nebraska.com. An equal opportunity employer. Position open until filled.

Line Technician - Full Time, Lincoln. Construct, operate, and maintain electrical line facilities and operate substations in accordance with LES design standards and established

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policies, safety rules, procedures, and practices to provide a reliable electrical service for LES customers. Work is subject to direct supervision during progress and upon completion by a supervisor for compliance with instructions. Perform emergency and overtime work as necessary. Consistent and reliable attendance is required. Please note, LES is interested in every qualified candidate who is eligible to work in the United States. However, LES is not able to sponsor employment-based immigrant or non-immigrant visas.

Education and/or experience:

- Completion of a recognized program at a vocational school/college for power line technicians, and
- Construction work experience involving line technician work with 6 months of progressively responsible experience in area of assignment, or
- An equivalent combination of education and experience sufficient to successfully perform the essential duties of the job.

Certificates, licenses, registrations:

- Valid commercial driver's license
- Mobile Crane Operator Certification specializing in Service Truck Cranes or the ability to obtain within 18 months
- LES Apprentice Line Technician Program at the First-Class level

Multiple positions to fill. Hourly range is \$30.83 - \$50.23. Further information and application available at www.les.com/careers.

City Administrator, Fairbury. City of Fairbury is seeking qualified candidates for position of City Administrator.

With a population just under 4,000, Fairbury is a 2nd class city with a Mayor-Council form of government with an annual budget more than \$30 million. The city is a full-service, offering water, wastewater, sanitation, and electric, as well as library, museum, street, and park departments. Law enforcement is provided by the Jefferson County Sheriff's Department and fire is provided by the RFD.

The city seeks candidates with strong interpersonal & communication. Applicants should have a bachelor's degree in public administration or a related field, master's degree preferred. Work experience may be substituted for education. The successful candidate must be able to competently create and manage budgets,

oversee & develop personnel.

The City of Fairbury offers a competitive salary, DOE and qualifications. Benefits package including medical, dental/vision and paid vacation and sick leave. Employees may also participate in a matching 6% retirement plan. www.fairburyne.org

Please apply by submitting a resume, cover letter, & contact info for three professional references to: Erin Reimer, City Clerk, P.O. Box 554 Fairbury, NE 68352 or email ereimer@fairburyne.org. Position is open until filled; City of Fairbury is an EOE.

Electric Lineman, Fairbury. City of Fairbury, Nebraska, has one (1) opening for an Electric Lineman position. Applicants must have a high school diploma. Individuals with a degree in electrical power and distribution are strongly preferred. Position is involved in the installation, maintenance, and repair of underground and overhead electric distribution and service lines, transformers, meters, metering equipment, and related equipment. Operating a variety of equipment including but not limited to digger truck, bucket truck, backhoe, skid steer, etc. will be necessary. Position will assist other City operations and perform other duties as required. Finalists must possess a valid driver's license with acceptable driving history. Individual must be able to obtain a Class B, CDL within the probationary period. Post-Offer Employment Testing (POET), including but not limited, to drug screening, criminal background check and a Physical Capacity Profile will be required. Position will remain open until filled. Candidates must submit a completed job application to Erin Reimer, City Clerk, P.O. Box 554, Fairbury, NE 68352. A job application form along with a complete job description is available at City Hall or at www.fairburyne.org. Please contact Nate Francis, Electric Superintendent, at 402-729-3648 for additional information and a detailed job description. EOE

Utility Billing/ Finance Clerk, Papillion.

Reports to: Assistant Finance Director/Deputy Treasurer

Purpose of position: Responsible for assisting in the detailed performance and maintenance of bookkeeping, record keeping and other fiscally related tasks to ensure the efficient operation of the city government. An incumbent in this position is also responsible for related clerical

duties and administrative support functions in the daily operation of the department.

Essential functions:

Administers and coordinates the city Utility Billing process from start to finish, through various activities, including but not limited to maintaining customer data and accounts, processing records, creating, analyzing and reviewing reports as needed to ensure accuracy of utility bills, transferring billing file to direct mailing company, and uploading to outside payment processing vendor website.

Perform duties in the collection of current utility accounts that have become delinquent, including preparation and mailing of notices, and processing disconnect and reconnect orders.

Responsible for processing annual billings, letters of credit, bankruptcy and estate claims, and setting up contract payments.

Coordinates with meter technicians in order to complete the billing process in a timely manner.

Responds to customer inquiries and complaints concerning bills and services.

Responsible for processing monthly ACH transfer of utility payments for direct-pay customers.

Assists in balancing city funds, reconciling accounts and maintaining monthly financial reports of receipts and disbursements; assists in the preparation of financial records.

Assists cashier by helping at the front counter; receives a variety of payments from the general public such as utility payments, licenses and permits; completes standardized forms regarding the receipts of payments; post changes to account ledgers.

Provides public records and information to citizens, the media and other agencies, upon the discretion of the Finance Director.

Answers the telephone, takes messages and refers caller to appropriate source for assistance and provide information to callers, as needed.

Performs a variety of clerical duties such as data entry, photocopying, and other duties as needed.

Operates standard office equipment including, but not limited to, computer, tablet device, copier, scanner, telephone, etc.

Establishes and maintains positive public relations with the general public, other employees, community groups, other governmental agencies and municipal officials.

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Please visit www.papillion.org, click on 'Apply for Job' to find the entire job posting.

City of Peru – City Clerk-Treasurer. The City of Peru is accepting applications for the full-time position of City Clerk-Treasurer. The City Clerk shall perform all the requirements for this position as provided by state statutes and city ordinances. The individual selected shall act as the primary support staff for the City Council and Mayor and is responsible for the maintenance, updating and keeping of all the records.

The City Clerk is responsible for but not limited to the following: interact and respond to requests from the community, record and maintain attendance at municipal meetings, record and maintain minutes of municipal meetings and publish records, manage and maintain city records, licensing and permitting; pet, building permits, liquor tobacco and other actions, use the computer and Microsoft Office: Word, Excel, etc. to draft and compile correspondence and notices, maintain financials using QuickBooks Pro and other duties as assigned.

The City Treasurer is responsible for but not limited to the following: collect and deposit city funds and maintain accurate accounting records, record financial entries in QuickBooks Pro, other duties as assigned.

The work is performed under the general direction of the Mayor with the Clerk-Treasurer exercising considerable independent judgment in the planning and execution of duties.

Qualification & Requirements: The successful applicant should have general knowledge of accounting principles, practices, and procedures, strong QuickBooks background and current experience, the ability to maintain confidentiality, strong attention to detail, good organizational skills, excellent oral and written communication skills and be proficient with Microsoft Office Suite products.

Education: A minimum of 12 months experience as a city clerk and High School Diploma or Equivalent is Required. An Associate's Degree or Bachelor's degree in Public or Business Administration is preferred.

Required: A minimum of 12 months City Clerk experience or comparable training and experience. Six month's current experience working with QuickBooks Pro or recent training/courses. Applicants are expected to attend continuing education and work toward completion of a Municipal Clerk Certification if they have not previously done so. Must be bondable.

The City of Peru provides potential partial benefits package including life insurance, possible stipend towards health insurance, PTO, vacation, and a competitive \$25-\$35 hourly wage based on experience and qualifications.

Please submit your resume and references to City of Peru, P.O. Box 369, Peru, NE 68421 or email to cityclerkcityofperu@gmail.com. The City of Peru is an Equal Opportunity Employer.

Utility line worker, 2nd Class/Apprentice line worker or 1st Class/Journeyman line worker, West Point. The City of West Point is accepting applications for a utility line worker, 2nd Class/Apprentice line worker or 1st Class/Journeyman line worker. Work duties include the construction and maintenance of underground, overhead, primary and secondary-electric distribution system; lifting, general labor and upkeep of the municipal electric system. Must have valid Nebraska driver's license

City has an excellent benefit package with health and life insurance, retirement, vacation, sick and personal leave and paid holidays. Successful applicant must pass a pre-employment drug test. Position open until filled. Salary depending on experience. Application form is online at the City's website www.westpointne.gov or contact the City Office at 402-372-2466 for an

application. Return resumes and applications to the City of West Point, 444 S. Main Street, P.O. Box 327, West Point, NE 68788 or email to cityclerk@westpointne.gov.

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