

Nebraska Municipal Clerks Newsletter

JULY 2022

MESSAGE FROM THE PRESIDENT

Wendy L. McKain, DBA, MBA, MMC
Village Clerk/Treasurer, Village of Trenton
NMCA President

FOURTH OF JULY OR INDEPENDENCE DAY

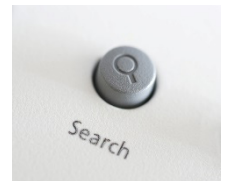
Americans often celebrate Independence Day by enjoying a day with a picnic or barbecue. Many take advantage of the day off and, depending on the weekday, a long weekend to gather with friends and family. Decorations, such as streamers, balloons and red, white and blue clothing, the colors of the American Flag. Many communities have parades that are often in the morning, before family get-togethers and then have fireworks displays that take place after dark.



Last week, the League of Nebraska Municipalities held the Municipal Accounting and Finance Conference in Kearney. Sessions included budget updates, legislative report, FEMA and our favorite ARPA updates, etc. The League has some great information to share with clerks. The League also is establishing an insurance program called League Insurance Government Health Team (LIGHT), which sounds very beneficial to smaller villages to provide health insurance to their employees. I just want to emphasize that if any one of us is stumbling on an issue, the League of Nebraska Municipalities and several state agencies can provide guidance. Remember that treasurers are required

to have continuing education. The League conferences are a great resource for continuing education.

In search of....a person to fill the District 2 Director, as Kandra Kinne is retiring from Cambridge. Anyone interested, please contact me at wendy.vtrenton@gmail.com or 308-334-5488.



The Executive Board met on June 16 at the League's Municipal Accounting and Finance Conference. Several items were discussed; however, there were not enough in attendance to hold a meeting. It was noted that many people do not know what each position on the executive board entails. The by-laws have the following descriptions for duties of the executive board.

SECTION 1. PRESIDENT

The President shall preside at all meetings of NMCA and shall prepare and distribute agendas and any required notices of regular, special or Executive Committee meetings. The President shall appoint all committees and shall be an ex-officio member of all committees.

SECTION 2. FIRST VICE PRESIDENT

The First Vice President shall coordinate the Scholarship Program with the University of Nebraska-Omaha, perform the duties of the

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President in his/her absence and shall act in an advisory capacity at all times. In case of the resignation or death of the President, he/she shall become President for the unexpired term.

SECTION 3. SECOND VICE PRESIDENT

The Second Vice President shall coordinate the Silent Auction and, in the absence of the First Vice President perform his/her duties as stated in Section 2 above, and act in an advisory capacity at all times. In case of the resignation or death of the First Vice President, he/she shall become First Vice President for the unexpired term.

SECTION 4. SECRETARY-TREASURER

The Secretary-Treasurer shall conduct the correspondence of NMCA and shall publish ballots in connection with elections and amendments to these by-laws as outlined in these by-laws.

The Secretary-Treasurer shall keep an accurate record of the proceedings of all regular, special and Executive Committee meetings of NMCA. The Secretary Treasurer shall publish all minutes in the *Nebraska Municipal Clerks Newsletter*.

The Secretary-Treasurer shall keep a list of names and addresses of all members of NMCA.

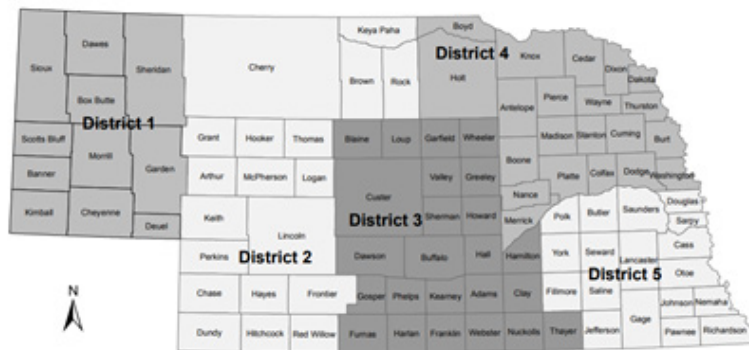
The League of Nebraska Municipalities shall provide bookkeeping, accounting and auditing at cost to NMCA and shall provide written reports thereon.

The League of Nebraska Municipalities shall pay all bills of NMCA approved by the President and/or Secretary-Treasurer of NMCA and shall keep an itemized record of all receipts and expenditures, together with all other financial records in a permanent file.

The Secretary-Treasurer shall keep all other records and letters of continuing value to NMCA and its officers in a permanent file to be transferred to his/her successor at the end of his/her term. After five (5) years, historical documents shall be forwarded to the League of Nebraska Municipalities for safe-keeping.

There has been some talk about separating the secretary-treasurer position. I will make this a discussion item on the NMCA agenda at the LONM Annual Conference at the Cornhusker Marriott Hotel in Lincoln Sept. 14-16, 2022.

Nebraska Municipal Clerks' Association Districts



District 1: Panhandle Area Clerks' Association
District 2: Southwest Area Clerks' Association; Undesignated North-Central Area
District 3: Heartland Area Clerks' Association; South Central Clerks' Association; Midlands Area Clerks' Association
District 4: Northeast Area Clerks' Association; Three Rivers Clerks' Association
District 5: Southern Seven Area Clerks' Association; Southeast Area Clerks' Association

Nebraska statehood

In early 1867, Congress passed an act admitting Nebraska to the Union, provided that the Nebraska Legislature remove a clause in its proposed state constitution that limited the right to vote to free white males.

President Andrew Johnson, convinced that the imposition of this condition on the state constitution was a violation of the U.S. Constitution, vetoed the act, but Congress overrode his veto. Johnson, a Democrat, also did not want Nebraska admitted to the Union because the territory had a Republican majority.

Nebraska joined the Union as the 37th state on March 1, 1867. The people elected David Butler as the first governor and Lincoln was selected as the site of the state capital on July 29. A state university and agriculture college were established Feb. 15, 1869

Source – The Nebraska Blue Book



Chimney Rock. Cavan Images.

AUGUST BIRTHDAYS

Vicky Thompson Milligan 8/1
 Jennifer Buchner Shubert 8/6
 Jami Mroczek..... Loup City..... 8/7
 Karen Kleinschmit..... Wausa 8/9
 Jessica Owen Broken Bow 8/14
 Carrie Hansen..... North Loup 8/14
 Stephanie James Wisner 8/15
 Tara Craig Orleans 8/17
 Beth Binder..... Spencer 8/18
 Theresa Kavan Dunbar 8/20
 Liz Hansen-Hoeschen Ralston 8/20
 John Schwab Friend 8/22
 Shirley Harbin Bellevue..... 8/23
 Lori Vinzant..... Bertrand 8/23
 Vikki Carlson..... Laurel 8/23
 Tarrah Johnson..... Alliance 8/27



Tammy Tisdall Gretna..... 8/27
 Shelby Steenson..... Wolbach 8/27
 Melissa Campbell..... Belden 8/28
 Cathie Walker Phillips 8/30
 Chris Burbach..... Scottsbluff..... 8/30
 Mary Jean Rogers..... Pierce 8/31

Municipal Legal Calendar

(All statute citations to Revised Statutes of Nebraska)

AUGUST 2022 CITIES OF THE FIRST CLASS

Within 10 days following meeting or before next meeting (whichever is sooner)..... Clerk to have minutes available for public inspection. (84-1413)

Within 15 days of Passage..... Clerk publishes ordinances passed. (16-405)

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

On or before August 1..... Political subdivisions subject to city levy submit preliminary request for levy allocation to City Council. (77-3443)

Prior to Notice of Budget Hearing..... Proposed annual or biennial budget statement available to public. (13-504) *

Before August 15..... Job titles and salaries of employees shall be published. (19-1102)

On or before August 20..... Should have received the current taxable value of all property subject to levy from the County Assessor. (13-509)

On or before September 1..... City Council determines the final allocation of levy authority for its subdivisions (77-3443)

On or before September 30..... File adopted budget statement with County and State Auditor's Office (13-508)*

On or before September 30..... File information on trade names and interlocal agreements with State Auditor's Office (13-513)

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)

On or after September 17 and July to September 29..... Joint public hearing if increasing property tax request by more than allowable growth percentage

By September 5..... Provide information to county if participating in joint public hearing

CITIES OF THE SECOND CLASS

Within 10 days following meeting or before next meeting (whichever is sooner)..... Clerk to have minutes available for public inspection. (84-1413)

Within 15 days of Passage..... Clerk publishes ordinances passed. (17-613)

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

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On or before September 30..... File information on trade names and interlocal agreements with State Auditor's Office (13-513)

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)

On or after September 17 and July to September 29..... Joint public hearing if increasing property tax request by more than allowable growth percentage

By September 5..... Provide information to county if participating in joint public hearing

VILLAGES

Within 10 days following meeting or before next meeting (whichever is sooner)..... Clerk to have minutes available for public inspection. (84-1413)

Within 15 days of Passage..... Clerk publishes ordinances passed. (17-613)

Within 30 days of Board of Trustees' meeting..... Clerk publishes official proceedings of meeting, including claims. (19-1102)

On or before August 1..... Political subdivisions subject to village levy submit preliminary request for levy allocation to Village Board. (77-3443)

Prior to Notice of Budget Hearing..... Proposed annual or biennial budget statement available to public. (13-504) *

Before August 15..... Job titles and salaries of employees shall be published. (19-1102)

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*** Does not apply to cities with a biennial budget that are in the second year of the biennial budget period.**