

Regular Council Meeting

October 3, 2021

The Wakefield City Council met in a regular meeting on October 3, 2021 in the Council Chambers at 407 Main Street at 5:30 P.M. with the following present: Also present: Mayor Eaton, City Administrator Litchfield, City Attorney Miner, Utility Foreman Mogus, Administrative Coordinator Decker, and Clerk Vander Veen.

Mayor Eaton opened the meeting at 5:30 P.M.

Mayor Eaton informed those present of the Nebraska Open meetings Law, and where a copy of such was posted in the Council Chambers for review.

Salaries for City Clerk/Treasurer position were compared from Pender, Plainview, and Ponca. A salaries survey was also presented via email to the council members with several same-sized Nebraska communities. Council Member Val Bard moved to set City Clerk/Treasurer salary at \$42,000 for a probationary period of six months at such time, she will be re-evaluated. Council Member Ross Hansen seconded the motion. Motion Carried. Val Bard: aye, Ross Hansen: aye, Scott Hansen: aye, Larry Soderberg: aye

Council Member Larry Soderberg moved to approve Pam Vander Veen as one of the signors for the City of Wakefield financial accounts beginning Monday, October 4, 2021. Council Member Scott Hansen seconded the motion. Motion Carried.

Val Bard: aye, Ross Hansen: aye, Scott Hansen: aye, Larry Soderberg: aye

Advertising in the *Omaha World Herald* paper is \$1011 for two times. The paper also offers electronic advertising to their job board for \$350 for thirty days. Council would like the City Administrator position to be advertised on the League of Municipalities and the Nebraska Municipal Power Pool websites. Jim Litchfield will take care of getting the position information to these websites. Mayor Eaton will contact Wes Blecke, Wayne City Administrator, to get the number for University of Nebraska at Omaha's Public Administration program to see if they have any qualified candidates.

Council Member Larry Soderberg moved to pursue electronic advertising and possible paper advertising with a \$500 limit for the City Administrator position. Council Member Ross Hansen seconded the motion. Motion Carried.

Val Bard: aye, Ross Hansen: aye, Scott Hansen: aye, Larry Soderberg: aye

Three individuals have applied so far for the City Administrator position. The Council would like to interview all three persons in person; however, one candidate may have to be interviewed via Zoom. Mayor Eaton will call the candidates to set up interviews with the Council. In the meantime the Council will compile a basic benefits package to share with candidates. Council members will also generate questions for the interviews.

Council Member Ross Hansen moved to adjourn special meeting at 6:01 P.M.. Council Member Scott Hansen seconded the motion. Motion Carried.

Val Bard: aye, Ross Hansen: aye, Scott Hansen: aye, Larry Soderberg: aye

Paul Eaton, Mayor

State of Nebraska)
County of Dixon)
City of Wakefield)

I, the undersigned City Clerk of Wakefield, Nebraska, do certify that all the subjects in the attached proceedings, were contained in the agenda for the meeting on October 3, 2021 kept current and available for public inspection at the office of the City Clerk, that such subjects were contained in said agenda for at least twenty-four hours to the meeting, that said minutes were in written form and available for public inspection within ten working days prior to the next convened meeting of said body.

Pam Vander Veen, City Clerk