

MINUTES OF SPECIAL MEETING OF THE NELIGH MAYOR AND CITY COUNCIL  
March 26, 2020

A special meeting of the City Council of the City of Neligh was held on Thursday, March 26, 2020 at 5:30 P.M. at the City Council Chambers. Present were Mayor Joe Hartz and Council Members Dale Wilkinson, Leonard Miller, Brent Pickrel and Ted Hughes. Also in attendance were City Attorney Jim McNally, City Clerk Danielle Klabenes and Deputy Clerk Rhonda Heithoff. Notice of the meeting was given in advance thereof by posting in four public places on March 24, 2020. A copy of the City Council acknowledgement of receipt of notice and the agenda is attached to the minutes. Mayor Hartz offered a prayer before opening the meeting. All proceedings hereafter shown were taken while the convened meeting was open by video streaming through Antelope County News. Mayor Hartz presided over the meeting and noted that parts of the Open Meetings Act was waived by the Governor's Executive Order No. 20-03 and that the public could participate by telephone, 402-887-4066, if they so desired. Clerk Klabenes recorded the minutes. The Pledge of Allegiance was recited.

**FAMILIES FIRST CORONAVIRUS RESPONSE ACT**

City Attorney Jim McNally reported on the recently enacted Families First Coronavirus Response Act for eligible employees and qualifying reasons for emergency paid sick leave and emergency family medical leave from COVID-19. He reported that the law has been amended 3 times already. Discussion was held that most of the municipal operations except the library were considered essential functions by Homeland Security. Discussion was held that a few library employees had elected to stay home beginning March 23<sup>rd</sup>. Discussion was held and it was the consensus of the council that employees could use their accrued paid sick leave and then paid personal leave from the City until April 1<sup>st</sup> when the Families First Act became effective.

**COVID-19 MUNICIPAL OPERATIONS PROCEDURES**

Clerk Klabenes reported on each department with the following departments operating as usual and employees working regular hours: Solid Waste with Tree Dump, Compactor and curb-side pickups; Electric, Sewer, Water, Street and Park. She reported the City office employees continued to work however with the construction of the vestibule at the front of the city office, the front door was locked and the drop box was being used to hand out dumpster stickers to businesses or receipts for utility bills. She reported dog tags and ATV/Golf cart registrations could have information emailed to the city office in advance but these items were not an immediate need. She reported the dog tag fees would not increase in price until May 1<sup>st</sup>. She reported garbage bags were being stocked at the grocery store. It was the consensus of the council to open the city office to the public upon the glass window installed and completion of the vestibule.

She reported that Dial-A-Ride was assisting the grocery store with grocery delivery to the home on a temporary basis due to COVID-19. She reported the drivers would drop off groceries at the recipients home and back away from the door to keep drivers healthy, grocery store personnel and the recipient healthy. Discussion was held for face masks to be provided to the drivers. Council Member Pickrel will try to obtain the face masks to make available to the drivers.

Discussion was held for a comment made on social media from a library employee the previous Friday. A copy of the city policy on social media from the employee handbook was distributed. Since the library personnel are city employees, discussion was held in regard to allowing such employees to be absent from work due to the Coronavirus. It was the consensus of the council that the library stay open for the time being with employees using accrued paid sick leave first and accrued personal leave second, if needed.

Discussion was held for upcoming month end and utility disconnects for non payment. It was the consensus of the council to use the regular schedule for disconnects with no changes in March and re-consider the matter again in April if extenuating circumstances changed.

Discussion was held and it was the consensus of the council to hold an emergency meeting if a positive case of COVID-19 was confirmed in Antelope County.

**PUBLIC COMMENTS**

Before adjourning the meeting, the Council opened the meeting to public comment by telephone. No public comments were received.

There being no further business to conduct Council member Hughes motioned to adjourn the meeting, seconded by Miller. Roll call votes in favor were Wilkinson, Hughes, Pickrel, Miller. Opposed: None. Thereupon Mayor Hartz declared the meeting adjourned. Time: 6:42 P.M.

City of Neligh

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Joe Hartz, Mayor

(ATTEST)

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Danielle Klabenes, City Clerk

**CERTIFICATION**

I, the undersigned, City Clerk of the City of Neligh, Nebraska, hereby certify that the foregoing is a true and correct copy of proceedings had and done by the Council on March 26, 2020 that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and readily 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 prior to said meeting; that at least one copy of all reproducible material discussed at the meeting was available for public inspection at least twenty-four hours before the meeting; that the said minutes from which the foregoing proceedings have been extracted were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body; that all news media requesting notification concerning meetings of said body were provided advance notification of the time and place of said meeting and the subjects to be discussed at said meeting.

(SEAL)

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Danielle Klabenes, City Clerk