

**CITY OF CRETE, NEBRASKA  
CITY COUNCIL REGULAR MEETING  
November 19, 2019**

Notice of the meeting was given by posting and publishing in The Crete News, the appointed method for giving notice as shown by the Proof of Publication attached to the minutes. Advance notice of the meeting was also given to the Mayor and City Council. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, the City has posted a current copy of the Open Meetings Act, Laws of the State of Nebraska in the back of the Council Chambers. Additional copies are available to read. The City may consider items listed on the agenda in random order. All proceedings shown were taken while the meeting was open to the attendance of the public.

Those in attendance pledged allegiance to the flag.

**1. Open Meeting**

The City has posted a copy of the Open Meetings Act in the back of the council chambers. Additional copies are available to read. If anyone wishes one during this meeting, please advise. The City also has assisted listening devices available, if needed please advise.

Agenda items may be considered in random order. If there are any questions concerning an agenda item, please advise when the item is being considered.

Notice of this meeting was posted in three public places:

City Hall - 1st Floor  
Post Office - Lobby  
City Bank and Trust - Front Entry

Personnel Committee Chair Brian Carnes called the meeting to order at 5:35pm.

**2. Roll Call**

Attendance of Committee members will be recorded to determine the presence of a quorum for official actions.

Travis Sears: Absent

Brian Carnes: Present

Ryan Hinz: Present

Present: 2, Absent: 1.

Also present: City Administrator Tom Ourada, City Clerk Judi Meyer, Finance Director Jerry Wilcox, Human Resources Coordinator Shelby Brown, City Attorney Kyle Manley, Building Inspector Brad Bailey, other City Council members, members of the public.

**3. Special Order of Business**

The Committee may take action to hear testimony in favor of or in opposition to, discuss/limit discussion and take action to approve or disapprove a recommendation to the City Council on any matter presented under this title.

**3.A. Consider and provide a recommendation to the Council regarding the Janitor job description.**

Recommend City Council approve the Janitor job description. Carried with a motion by Ryan Hinz and a second by Brian Carnes.

Brian Carnes: Aye, Ryan Hinz: Aye  
Aye: 2, No: 0

Tom Ourada reported that the City has sent a notice of contract termination to the firm holding the current janitorial contract.

3.B. Consider and provide a recommendation to the Council regarding the Economic Development Coordinator job description.

Recommend City Council approve the Economic Development Coordinator job description. Carried with a motion by Ryan Hinz and a second by Brian Carnes.

Brian Carnes: Aye, Ryan Hinz: Aye  
Aye: 2, No: 0

3.C. Consider and provide a recommendation to the Council regarding the Geographic Information Systems (GIS) Technician job description.

Recommend City Council approve the Geographic Information Systems Technician job description. Carried with a motion by Ryan Hinz and a second by Brian Carnes.

Brian Carnes: Aye, Ryan Hinz: Aye  
Aye: 2, No: 0

3.D. Consider and provide a recommendation to the Council regarding Ordinance 2100: An Ordinance of the City of Crete, Nebraska creating the employment classifications of Economic Development Coordinator and GIS Technician and setting wages and salaries for the new classifications.

Recommend City Council Adopt Ordinance 2100 creating employment classifications for Economic Development Coordinator and GIS Technician and setting wages and salaries for the classifications. Carried with a motion by Ryan Hinz and a second by Brian Carnes.

Brian Carnes: Aye, Ryan Hinz: Aye  
Aye: 2, No: 0

Tom Ourada noted that the Media Specialist position has been changed to a salaried position.

#### 4. Officers' Reports

Reports may be given by Department Heads, other Committees and Council members concerning current operations of the City. Questions may be asked and answered. No action can be taken by the Committee on matters presented under this title except to answer any question posed and to refer the matter for further action.

Tom Ourada requested the committee set a special meeting for an upcoming item. The Committee set a special meeting for December 2, 2019 at 5:00pm at City Hall.

#### 5. Adjournment

The City Council Committee will review the above matters and take such actions as they deem appropriate. The Committee may enter into closed session to discuss any matter on this agenda when it is determined by the Committee that it is clearly necessary for protection of the public interest or the prevention of needless injury to the reputation of an individual and if such and individual has not requested a public meeting, or as otherwise allowed by law. Any closed session shall be limited to the subject matter for which the closed session was called. If the motion to close passes, then the presiding officer immediately prior to the closed session shall restate on the record the limitation of the subject matter of the closed session. The City of Crete assures that no person shall on the grounds of race, color, national origin, age, disability, handicap or sex, be excluded from participation

in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity of the City receiving Federal financial assistance. To report discrimination, contact the City Clerk's office.

The meeting was adjourned at 5:50pm.

Mayor

(SEAL)

City Clerk

I, Judi Meyer, City Clerk for the City of Crete, hereby certify that the foregoing is a true and correct copy of the proceedings had and done by the Mayor and Council. I hereby certify that a copy of the Open Meetings Act was posted in the back of the Council Chambers. I certify that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and available for public inspection at the office of the City Clerk. I certify that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting and that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public. I certify that the minutes were in written form and available for public inspection within ten working days and prior to the next convened meeting of the City Council. I certify that all news media requesting notification concerning meetings of the City Council were provided with advance notification of the time and place of said meeting and the subjects to be discussed.

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City Clerk

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