

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PAWNEE CITY, HELD ON MONDAY, MAY 11, 2026, AT 7:00 P.M. AT THE CORNERSTONE BUILDING, 601 G STREET, ALL IN PAWNEE CITY, PAWNEE COUNTY, NEBRASKA.

Notice of this meeting was given in advance thereof by advertising in the Pawnee Republican, a designated method for giving notice as shown by the Affidavit of Publishing on file in the office of the City Clerk. Notice of this meeting was given to the Mayor and City Council and a copy of their acknowledgment of receipt of the notice and the Agenda are on file in the office of the City Clerk. The availability of the agenda was communicated in advance and in the notice to the Mayor and Council of this meeting. All proceedings shown hereafter were taken while the convened meeting was open to the attendance of the public.

Present: Mayor Charlie Hatfield, Council Members Pat Hatfield, Donnie Fisher, Susan Eisenhower and Vickie Zelenka; Deputy City Clerk Kellie Wiers, City Clerk/Treasurer Tamela Curtis, and Foreman Spencer Cumley. **Absent:** None

Mayor Charlie Hatfield called the meeting to order at 7:00 p.m. informing all those present of the Poster stating the Open Meeting Law Changes on the West meeting room wall, next to the storage closet, accessible to the public. At this time, all those present stood to recite the Pledge of Allegiance.

Council Member Zelenka moved to accept April 27, 2026, regular meeting minutes. Council Member Eisenhower seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

The Treasurer submitted the following claims for consideration: **3/10/26 Payroll:** \$12,339.40; **Union Bank & Trust**, FWH 3609.17; **NE Dept. of Rev**, SWH 453.66/April 2026 sales & use tax 2043.84; **John Hancock**, retirement 1656.80; **Amazon**, parts/office sup 435.98; **OPPD**, elec at wells 306.96; **NPPD**, city elec 2473.95; **H&H Auto**, rep parts/sup 777.08; **Midwest Lab**, swr samp 472.07; **One Call Concepts**, Digger Hotline Locates 28.23; **Stehlik Law**, May atty fees 1,050.00; **Eakes Office Sol.**, IT/Elevate PH 959.20; **Pawnee Co. Rural Water**, water @ pond 49.50; **Windstream**, libr & pool ph/office internet 322.27; **Joe Norman**, May Zoning services 800.00; **Hometown Leasing**, Libr copier lease 100.79; **Martin Marietta**, rock for G str inters 775.84; **Casey's**, equip fuel 769.03; **Meyer Labs**, park TP sup 3435.00; **H.G. Klug Sons**, 2-swr plant motor 11,950.00; **Nebr. Rural Wtr Assn.**, wtr system renew 300.00; **Stef Rauner**, reimb lifeguard train 265.00; **Binder Bros.**, concrete str rep 6384.24; **Coral's Clean Service**, April clean 80.00; **Pawnee Co Reg of Deeds**, file DOR 10.00; **Quill**, office sup 214.16; **Shalee Rightsell**, lifeguard certs. 562.50; **Tori Ward**, lifeguard certs. 862.50
Council Member Zelenka moved to approve the claims as submitted. Council Member Fisher seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Review April Treasurer's Report: Council reviewed the April 2026 Treasurer's report with no questions.

Sheriff Braden Lang: *Discuss dog incident:* Sheriff Lang stated two weekends ago there was a dog bite incident that involved a dog that did not have any rabies vaccination records and a 10-yr-old girl. The owner of the dog and his young boys were at Pawnderosa City Pond with the dog not being on a leash. Sheriff Lang had been told that the little girl had walked up to the dog and asked to pet it. She held her hand out for the dog to sniff it and then the dog attacked her. He bit her on the face, hand, and leg and one wound did require stitches. Matt Arnold owns the dog, but he did not have a current rabies and the dog wasn't licensed. Sheriff Lang took the dog to impoundment. The next day, Sheriff Lang, with the owners permission, euthanized the dog inside the kennel since it was aggressive, then took it to an Auburn veterinarian so that it could be tested for rabies. Sheriff Lang stated that since the city pond is located outside city limits, Matt Arnold will have to be cited through the County and go to court. The parents of the little girl have filed a civil suit against the dog owner for medical expenses. This same dog bit a child about a month ago but it wasn't reported. Sheriff Lang has questions for the city attorney about enforcing city ordinances at the city pond since it is located outside city limits. Tickets will be written on dogs that are not currently licensed in the city that Nancy Tilton and DC Wiers had discussed earlier in the day. More discussion followed on having the City Pond annexed into the City Limits.

Heidi Koster, Old Guys Brew: *Discuss placing smaller tables out front of Coffee Shop:* Heidi Koster, from Old Guys Brew met with Council to inquire if they could put some smaller tables out front of the Coffee Shop for people to be able to sit outside and enjoy their coffee? Heidi stated that they would only be taking a small space of the sidewalk area, leaving plenty of room for people to still walk on the sidewalk in front of Old Guys Brew. Mayor Hatfield suggested Heidi contact Steve Glenn and ask him about the picnic tables he had set in front of the old Subway to see what size they were. The Mayor also suggested Heidi "chalk out" the size and placement of the tables and chairs on the sidewalk in front of the coffee shop to see if there would be enough room for tables and chairs and for people to be able to walk around them. Also, the coffee shop will extend their open hours until 4:00 p.m. after school dismisses for the summer. Then there was discussion about the patio behind the bar. Discussion was had about the minimum amount of area of 36-40" of space left open to allow for electric scooters or wheelchairs to be able to navigate through items displayed on the sidewalk in front of downtown businesses. More discussion followed. Council Member Eisenhauer moved to allow Old Guys Brew to allow seating arrangements out in front of the Coffee Shop area leaving a minimum of 40" clearance space to allow people and mobility devices to easily go through their sidewalk area. Council Member Fisher seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. Council directed the Clerks to send letters to all downtown businesses directing them to allow a minimum of 40" for electric scooters and wheelchairs to be able to navigate around display items on the sidewalk in front of their stores.

Donations to organizations: PC Historical Society: RJ Hickey, president of the Historical Society, explained to the Council he did not have information about donations, expenses, and fundraisers for 2025 to share because the treasurer has been dealing with family health issues and has not had time to write up a report. RJ reported that blueprints have been drawn up for a new building which will be named the "Duane & Yvonne Dalluge Memorial Visitors Center" and is designed much like the Poteet Hall so the Historical Society will have a place to host their own fundraisers and activities. Discussion was had that the donation to the water account should be

held off for now since the Society isn't using much water but wants to make sure the water is covered. Their current balance is a (689.00) credit. Council Member Zelenka suggested RJ come back later to request a donation with an update and balance of their water utility account and give the Council an update on when the building is set to be built.

Suzanne Borchert, Pawnee City Community Foundation, Discuss hydrant use only at new homes to water the grass: *Review emails & history of both locations:* Suzanne explained the two new houses are both empty, but they have now been listed with a realtor and hopefully will sell soon. Currently, PCCF is paying \$112.00 in water, sewer, and sanitation services for each house. They plan to seed the ground and will be only using the water hydrant for the grass but are requesting the sewer and trash charges be taken off and charge like a "water hydrant" account to save money. Once the houses are sold, the new owners will set up their own water utility accounts. Council Member Zelenka moved to allow PCCF's two new houses at 1242 C Street and 333 13th Street be moved to water service only to use outside hydrants to establish the new grass and remove sewer and sanitation services. Council Member Fisher seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. Council asked if PCCF will be hosting any "open house" events for the houses? It was suggested that an "open house" day be designated for all of the houses listed for sale in Pawnee City. Clerk Curtis stated that if PCCF could let her know when they plan to hold their open houses, they could print a flyer on the back of the water bill.

Donations to organizations: Pawnee City Ball Association: Rob and Courtney Kosiski explained to the Council that there are currently 119 kids registered to play ball this year and they only had 96 kids last year. There are 27 games scheduled for this year at home. Last year insurance cost \$6400, which was about twice the cost of the year before but this year it was lowered to \$4042 as they are no longer insuring any of the benches or dugouts. The Ball Assn. is spending about \$58.76 per child while registration fees are \$25 to play plus the \$15 cost of the shirt. It would be hard to raise fees to try to meet the costs because they are already losing kids at the current fees due to costs and other activities during the summer. The Ball Association spent \$3,790 on mowing in 2025 with the field prep for all games being donated. For their 2026 Projects they have added new picnic tables up by the concession stand and two new sets of bleachers with handrails and backs to them. They are in hopes to begin adding backs and railings to all of the current benches. For their fundraisers they have the outfield banners, hold a meat raffle, team photo sales, the concession stand and their puzzle trifecta, which was a huge success last year. ***Review letter from NPPD switching this account from a General Service DEMAND Rate to a General Service Rate – this should save at least \$170/month in Rate Fees.***

Council Member Hatfield stated he had contacted NPPD and they had sent him a sheet showing the KW usage for the ball fields each month from 3/2024 through 4/2026. Recently NPPD completed a review³ of the ball field's account to ensure the electric service was being billed under the most appropriate and advantageous rate classification. As a result, the ball field's NPPD account has been updated to General Service Rate of \$50/month vs. what it had been set at monthly as a General Service Demand Rate at \$220/month. So that is a \$170 savings each month. This change was made because apparently last year the ball fields didn't use as much KW of electricity as they had in the previous years. If the ball fields can keep that KW rate down, then their NPPD Rate should remain at the General Service Rate. Council Member Hatfield moved to pay the electric bill for the ball field as a donation to the PC Ball Association.

Council Member Eisenhower seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Katharina (Schultheiss) Rogers, Request for Sub-division of irregular tract lots: *Review application, proposed sub-division map & email from City Atty Stehlik-Ladman:* Council reviewed the application for sub-division of irregular tracts from Katharina (Schultheiss) Rogers. ***Review/Approve Resolution #4 approving Katherina (Schultheiss) Rogers' application for the subdivision of irregular tract lots:*** Council Member Eisenhower moved to approve Resolution #4 approving Katherina (Schultheiss) Rogers' application for the subdivision of irregular tract lots. Council Member Zelenka seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Review email from Mark Sunneberg Jr, Pawnee City Indians Booster Club requesting to set up their Firework's Fundraising Stand by the Water Tower where the parking is for the fire department: Council Member Eisenhower moved to approve Mark Sunneberg Jr., Pawnee City Indians Booster Club requesting to set up their Firework's Fundraising Stand by the Water Tower where the parking is located for the fire department. Council Member Fisher seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Review & take action on Ordinances (1071-1088) presented by the League of Nebraska Municipalities and recommended by City Attorney Jennifer Stehlik-Ladman on First Reading: Clerk Curtis stated that on this first reading of the League Ordinances, they will each need to be voted upon separately. **Ordinance #1071 Vacancy:** proposed ordinance does not make a substantive change to the current city ordinance; however, it will update terminology that will clarify the procedure; specifically replacing "governing body" with "Council" and specifies that the Mayor can cast a tie breaking vote, *Recommendation: Adopt as revised City Code 1-105.* Council Member Eisenhower moved to approve Ordinance #1071, Vacancy, adopting as revised City Code 1-105. Council Member Hatfield seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. **Ordinance #1072 Generally:** Proposed ordinance adds requirement under NRS 32-404 to provide information to Secretary of State and Election Commissioner or County Clerk. *Recommendation: Adopt as revised City Code 1-701.* Council Member Zelenka moved to approve Ordinance #1072, Generally adopting as revised City Code 1-701. Council Member Eisenhower seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. **Ordinance #1073 Investment and Use of Surplus Funds:** No current ordinance outlining use of surplus funds. *Recommendation: Adopt as new City Code 1-1119.* Council Member Hatfield moved to approve Ordinance #1073, Investment and Use of Surplus Funds, adopting as new City Code 1-1119. Council Member Zelenka seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. **Ordinance #1074 Credit Cards:** No current ordinance related to acceptance of payment methods or types of currency. *Recommendation: Adopt as new City Code 1-1120.* Council Member Fisher moved to approve Ordinance #1074, Credit Cards, adopting as new City Code 1-1120. Council Member Eisenhower seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. **Ordinance #1075 Open Burning Ban; Waiver:** Specifies information to be included in the burn permit and updates signature forms. *Recommendation: Adopt as revised City Code 7-*

206. Council Member Fisher moved to approve Ordinance #1075, Open Burning Ban; Waiver, adopting as revised City Code 7-206. Council Member Eisenhauer seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Ordinance #1076 Keg Sales: Adds tribal enrollment card as acceptable form of ID.

Recommendation: Adopt as revised City Code 10-412. Council Member Fisher moved to approve Ordinance #1076, Keg Sales, adopting as revised City Code 10-412. Council Member Eisenhauer seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. **Ordinance #1077 License Application:** Articulates applicant procedure required by state law. *Recommendation: Adopt as revised City Code 10-416.* Council Member Fisher moved to approve Ordinance #1077, License Application, adopting as revised City Code 10-416. Council Member Eisenhauer seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. **Ordinance #1078 Rights to Licensee:** Adds phrase that references the state statute that sets the revocation period before license may be reissued. *Recommendation: Adopt as revised City Code 10-417.* Council Member Fisher moved to approve Ordinance #1078, Rights to License, adopting as revised City Code 10-417. Council Member Zelenka seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. **Ordinance #1079 Re-Issuance of Revoked and Forfeited License:** Articulates and revocation periods and reinstatement process required under state law. *Recommendation: Adopt as new City Code 10-418.* Council Member Fisher moved to approve Ordinance #1079, Re-Issuance of Revoked and Forfeited License, adopting as new City Code 10-418. Council Member Zelenka seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. **Ordinance #1080 Candidate Election Forms:** Changes to filing dates. *Recommendation: Adopt as revised City Code 1-708.01.* Council Member Fisher moved to approve Ordinance #1080, Candidate Election Forms, adopting as revised City Code 1-708.01. Council Member Eisenhauer seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. **Ordinance #1081 Special Election:** Substantive changes were made to subsection © of NRS 32-405. *Recommendation: Adopt as revised City Code 1-710.* Council Member Hatfield moved to approve Ordinance #1081, Special Election, adopting as revised City Code 1-710. Council Member Eisenhauer seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. **Ordinance #1082 Write-In & Other Candidates:** Substantive changes to filing dates and petition requirements. *Recommendation: Adopt as revised City Code 1-711.* Council Member Zelenka moved to approve Ordinance #1082, Write-In & Other Candidates, adopting as revised City Code 1-711. Council Member Eisenhauer seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. **Ordinance #1083 Exit Polls, Poll Watchers:** Additional new rules for poll watchers and haven't previously been adopted by the City are contained in paragraphs B and C of the proposed ordinance. *Recommendation: Adopt as revised City Code 1-722.* Council Member Eisenhauer moved to approve Ordinance #1083, Exit Polls; Poll Watchers, adopting as revised City Code 1-722. Council Member Zelenka seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. **Ordinance #1084 Open Meetings, Notice, Agenda:** NRS 84-1411 contains new language related to publishing notice on a statewide website if no local paper is available. *Recommendation: Adopt as revised City Code 1-503.* Council Member Zelenka moved to approve Ordinance #1084, Open Meetings, Notice, Agenda, adopting as revised City Code 1-503. Council Member Eisenhauer seconded the motion. Roll Call vote indicated all present voting in favor of the motion,

whereupon motion carried. **Ordinance #1085 Penalties for Speeding Violations:** The State increased penalties for speeding violations. Currently, the City does not have specific penalties for such violations. *Recommendation: Adopt as revised City Code 5-601. (Paragraph A of the proposed ordinance should be substituted for current section (1) and (2) of existing ordinance.* Council Member Fisher moved to approve Ordinance #1085, Penalties for Speeding Violations, adopting as revised City Code 5-601. Council Member Eisenhauer seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. **Ordinance #1086 Animal Abandonment and Abuse:** Adds definition for “Animal Control Officer”, “Mutilation”, “Repeated Beating”, “Serious Injury or Illness”, and “Torture”; and expands definition of “Cruelly Mistreat”. *Recommendation: Adopt as revised City Code 6-204.* Council Member Hatfield moved to approve Ordinance #1086, Animal Abandonment and Abuse, adopting as revised City Code 6-204. Council Member Zelenka seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. **Ordinance #1087 Levies Authorized:** NRS 35-106 authorizes an occupation tax on a fire insurance company of not more than \$5 per annum. The current City Code 10-301 assesses a tax of \$25. The ordinance appears to be in conflict with state statutes and needs to be amended. *Recommendation: Adoption of the proposed ordinance is not necessary but 10-301 needs to be amended to resolve conflict with state law.* Council Member Zelenka moved to approve Ordinance #1087, Levies Authorized, adopting as revised City Code 10-301. Council Member Eisenhauer seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. **Ordinance #1088 Liquor Licenses:** Adds language to provide for publication in a newspaper of statewide circulation. *Recommendation: Adopt as revised City Code 10-407.* Council Member Eisenhauer moved to approve Ordinance #1088, Liquor Licenses, adopting as revised City Code 10-407. Council Member Fisher seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Review/approve Three-Year Engagement with Julie Bauman for City AUDITING Process \$13,635 for 2025/26; \$14,135 for 2026/27 & \$14,535 for 2027/28: Council Member Hatfield moved to approve the Three-Year Engagement with Julie Bauman for the City Auditing Process at \$13,635 for 2025/26; \$14,135 for 2026/27 & \$14,535 for 2027/28. Council Member Eisenhauer seconded the motion. Roll call vote indicated all present voting in favor of the motion.

Review/approve Five-Year Engagement with Julie Bauman for BUDGET Process \$2800 for FY 2026/27; \$2900 for FY 2027/28; \$3000 for FY 2028/29; \$3100 for FY 2029/30 & \$3200 for FY 2030/31: Council Member Eisenhauer moved to approve the Five-Year Engagement with Julie Bauman for the Budget Process at \$2800 for FY 2026/27; \$2900 for FY 2027/28; \$3000 for FY 2028/29; \$3100 for FY 2029/30 & \$3200 for FY 2030/31. Council Member Fisher seconded the motion. Roll call vote indicated all present voting in favor of the motion.

One-on-One Budget Workshop: Council chose Tuesday, June 30th as the date for the one-on-one budget workshop with Julie Bauman with proposed meeting times as: Vickie (Water & Fire): 9-11 a.m.; Susan (Pool & Parks): 11 a.m.–1 p.m.; Break: 1-1:30 p.m.; Donnie (Streets): 1:30–3:00 p.m. and Pat (Sewer): 3:00-4:30 p.m.

A Report and update from Foreman Cumley: *Discuss Wells:* City Crew Member Lucas Barloon had checked the wells, and they are all three, staying steady, even after filling the pool. ***Review Letter on Lead Waterline Replacement Plan:*** Foreman Cumley explained the Lead Waterline Replacement project is progressing and now each municipality must submit a plan to the State of Nebraska and EPA but MAP—Midwest Assistance Program will offer assistance in developing the plan and templates to use. Clerk Curtis stated there isn't any funding available to assist towns with replacing lead and galvanized lines. You may also have to supply water filters to homes for a period of time and 10% of the lines must be replaced by 2028 and 100% in 10 years. Some of the lines run under the streets so there will also be road repair. ***Discuss updates on various projects in the City:*** The pool has been filled. The city crew has been working at the intersection at the end of G & Boston Street which is about two thirds finished. There are about three pours left on this project. Various other repairs have come up such as restroom toilet and sink leaks.

A Report and update from Council Member Eisenhauer: *Items for discussion are: Review Pool Opening Poster:* Council reviewed the pool opening poster. Council Member Eisenhauer explained the pool has been filled and scheduled to open Saturday, May 23, 2026, and close on Sunday, August 2nd. Prices will remain the same as last year. The pool will have to be drained immediately after we close to prepare for the resurfacing work.

CORRESPONDENCE: Council reviewed the Firemen's Memorial Day Pancake Feed poster, and all agreed to not be a Pawnee City Public Schools yearbook sponsor as Council Member Eisenhauer stated that was not a good way to spend taxpayer funds.

JENNIFER STEHLIK-LADMAN, CITY ATTY: Review/Discuss Camping & Dog Ordinance Updates: Jennifer stated there was a dog bit incident last fall and Sheriff Lang had stated to her that there was difficulty in taking action because of the intermingling between dangerous and potentially dangerous dog definitions. So, Jennifer made changes to the ordinance to make it clearer between the two definitions. Clerk Curtis had emailed the changes to Sheriff Lang but did not receive any feedback. Council Member Zelenka stated she agreed with the changes. Discussion was had whether the label "dangerous dog" follows a dog if it moves to another community. Jennifer stated the way the ordinance is written, it puts that responsibility upon the dog owner to inform the new city. Council Member Eisenhauer stated she feels the designation of "potentially dangerous dog" should also follow a dog to a different community. Jennifer stated then that change needs to be made to the ordinance. Council Member Eisenhauer asked whether the city ordinances would be enforceable at the city pond since it is not located within city limits. It is currently written on notice at the city pond that all dogs have to be on a leash. Jennifer stated the city ordinances probably cannot be enforced at the city pond since it is not within city limits so that would probably have to be under state statute. Jennifer stated the Council can still set rules for the campground since the City owns the land, but section 5 of the camping ordinance is problematic whether it can be enforced. Discussion was had about annexing the city pond into city limits. Council Member Eisenhauer stated the sooner, the better to annex the city pond into city limits. Rules posted at the city pond can still be enforced under state statutes. Jennifer said she will start working on the city pond annexation process. Clerk Curtis will put the suggested changes to the dog ordinance in ordinance form. Council Member

Eisenhauer stated she agrees to the suggested changes in the camping ordinance and Clerk Curtis should put that in ordinance form, also. They will be listed on the next meeting's agenda.

Discuss updates on Parkers 728 9th Street & 1120 5th Street Nuisance Properties: Jennifer explained she has sent Parkers proposed purchase agreements on both properties but has not heard back from them. She emailed Barb Parker and Barb stated she had never received the email, but they were interested in selling the properties, so Jennifer emailed them again but did not hear back. She then emailed them again and offered to stop by their residence in Lincoln to get signatures but no response. Jennifer tried calling but the voicemailbox was full so Jennifer sent Barb a text message and explained their properties were listed on this meeting's agenda but still no response. Jennifer also mentioned in the text that there is a water lien on one of the properties and interest is being charged on outstanding property taxes. Jennifer suggested setting another date for a hearing and giving notice to the Parkers. Council agreed to move forward. Jennifer stated that they have to try and serve the Parkers again even though it wasn't successful the first time and then if not successful again, then notice can be advertised in the newspaper. Council set hearing date of June 9, 2026, at 7:00 p.m. for the Parker property. Mayor Hatfield asked for an update on the Johnson property at 1038 7th street. DC Wiers explained she had spoken with the owner. The owner said they had cleaned out the house and moved some items to a storage unit and planned to sell some items online. The owner had also talked with someone who is interested in purchasing the property. Council Member Eisenhauer stated the owner had originally agreed to sign it over to PCDC. Council agreed to add this property to the same night set for the Parker hearing. It will at least alert the owner to keep the process moving along on the property.

Discuss updating Zoning Administrator reporting requirements to the City Council:

Council Member Eisenhauer explained she reviewed the zoning regulations. They state that the zoning commission is supposed to hold a meeting at least every calendar quarter except the governing body (City Council) may require them to meet more frequently and the zoning administrator may call for a meeting more often to deal with pending business. Recently, there have been issues with having a quorum in order to conduct a meeting, but meetings should be held at least every quarter or at least document that he tried to have a meeting but didn't have a quorum. These minutes should be filed and kept in the city office and available for public inspection. The previous zoning administrator may not have been following this directive either, but the Council should be forcing the issue to have quarterly meetings (at the minimum) and document them. There should also be an agenda filed with the minutes. Also, Eisenhauer feels that the zoning administrator should report to the Council on a regular basis at least monthly or bimonthly, otherwise, the Council has no idea what's happening. The zoning administrator needs to report on the number of building permits each month, zoning minutes and what he is working on because he needs to justify his pay each month. It needs to be held to the standard that is written in the zoning regulations regardless of who is the zoning administrator because they are working for the City in a contract position. Council agreed to have the zoning administrator report to the Council on a monthly basis about the number of building permits issued that month and the quarterly meetings. This way, the Council would have been better informed about the chicken operation on the edge of town and the current issue with the patio/beer garden. Jennifer suggested adding notices to neighboring landowners about new construction. Therefore, Council Member Eisenhauer suggested amending Ord 2-205 to include these changes. She will also talk with Zoning Admin. Joe Norman for his input on these changes. Clerk Curtis stated the zoning

commission will be getting busy working on the Comp Plan soon so they need to find more members so they can have a quorum. Council Member Fisher suggested the zoning admin. also check on construction during the process to make sure the landowner is following the building permit. A property owner has six months to get started and two years to finish construction.

Discussion of Incident Reports; Corrective Action Plans; Liaison Meetings & Personnel Matters, possible Executive Session: Discussion was had whether to remain in open session or go into closed session. Mayor Hatfield stated that if incident reports are discussed and it involves a person that isn't present, then you cannot talk about them. He said that Vickie Zelenka, one of the employee liaisons, is present but the other employee liaison, Joe Norman, is not present. Mayor Hatfield suggested going into executive session with the two employee liaisons present, but the other liaison wasn't notified so he is not present. Council Member Zelenka stated she did not want to be an employee liaison anymore and Clerk Curtis had pointed out to her that a motion was never made outside of executive session to appoint liaisons. Council Member Eisenhower stated she felt something should be done as a Council to address the current situation. Council Member Hatfield stated he wanted to know what was said in the liaison meetings and felt the Council should know. Council Member Zelenka read her notes to the Council from the employee liaison meetings. Employees present: Foreman Cumley and crew members, Gary Droge, Jr., Lucas Barloon, and Brandon Holthus agreed to stay in open session to discuss employee incident reports and corrective actions. Much discussion was had about current incident reports involving the city crew members. Mayor Hatfield asked DC Wiers if she wanted to discuss her incident report, also? DC Wiers stated she did not want to discuss her incident report in open session but would discuss it in executive session. Council members stated that communication and teamwork are important. Clerk Curtis stated there needs to be better communication between the mayor and the clerks. At this time, Mayor Hatfield stated he was excusing himself from the meeting and Council President Donnie Fisher would be in charge of the rest of the meeting. He would be back in two weeks at the next council meeting then left the building. City Crew Member Lucas Barloon left the building, also. City Atty Stehlik-Ladman asked if there are resources available that employees could use to complete corrective action. She also stated it is important to keep documentation on everything.

FYI- For Budget Purposes the Supervisors will be doing their employee evaluations in the next few weeks. These evaluations may affect the Wage Committee's recommendations on wages to the City Council. **REMINDER we meet at 6:00 p.m. for the May 26th Council Meeting for the Clerk/Foreman Evaluations.**

Council Member Zelenka moved to adjourn the meeting. Council Member Hatfield seconded the motion. Roll Call vote indicated all in favor of the motion and meeting adjourned at 10:02 p.m.

Attest: Tamela S. Curtis, City Clerk/Treasurer

Charlie Hatfield, Mayor