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The Christmas City
Minden NEBRASKA

Minutes of Council Meeting
City of Minden, Nebraska
October 30, 2023

The City Council of the City of Minden, Nebraska, met on this day at 6:00 p.m. in special session in the Council Chambers, pursuant to advance notice of said meeting simultaneously transmitted to all members of the Council and to the public as shown by the copy thereof posted in the Minden City Hall, Outside the Minden City Hall, First Bank & Trust Co., Minden Exchange Bank & Trust Co., and the Post Office. A copy of the notice is on file in the office of the City Clerk.

Mayor Evans called the meeting to order at 6:00 p.m. The following City Council members were present: Jarvis Kring, Teresa Sumstine, Jack Yant and Alyssa Schneider. The following City Officials were present: Mayor, Larry Evans, City Attorney Andrew Olson, City Administrator Michael Krings and City Clerk Abbey Jordan.

All proceedings hereinafter were taken while the convened meeting was open to the attendance of the public.

After roll was called, Evans led those in attendance in the Pledge of Allegiance.

Then Evans made the following statement:

> "Pursuant to the Open Meetings Act and Public Records Law Requirements a current copy of the Open Meetings Act is posted for public inspection on the east wall of the Council Chambers. In addition, for public inspection, there is located on the table to the south of the chairs in the Council Chambers, a copy of the Council packet that was distributed to the members of the Council prior to this meeting.
>
> The council will take comments on an agenda item, not related to a public hearing, during the public forum only. Please state your name and address prior to commenting."

Agenda Item #3, The following items were listed under the agenda item "**consent agenda**" for this meeting:

a. Consider Approval of Minutes of Previous City Council Meetings
b. Consider Acceptance of Excused Absence of Mayor or Council Member(s)
c. Consider Reports that are Enclosed in the Council Packets for This Council Meeting

Yant motioned to approve the consent agenda and Schneider seconded. On roll call, the following voted aye: J. Kring, Sumstine, Yant, and Schneider. Motion carried.

Agenda Item #4, Comprehensive Plan Priorities: Improve Existing Housing Market, Promote Commercial Development, Enhance Downtown Square Beautification, Enhance Amenities, Promote Tourism, Enhance Gateway Entrances Beautification, Improve Public Infrastructure

M. Krings provided the Comprehensive Plan Priorities and reviewed each item. M. Krings wishes to ask citizens one to two question surveys starting with ranking the priorities. Schneider suggested utilizing QR codes for accessing the surveys. The council also wishes to educate residents with the results. The goal is to get a buzz going within the community to keep them participating. Kring expressed concerns with the city being landlocked. Evans wishes to share the survey results with the public and provide education. Kring reminded them the new city design launches on the website on Wednesday and Thursday.

No action taken.

Agenda Item #5, Employee Manual & Benefits, HR Specialist.

M. Krings believes the employee manual needs revamped, reviewed, and simplified. He stated the office has the opportunity to reorganize job duties and to add value to positions. He plans to have Elizabeth Cline be an HR specialist and handle everything related to HR. M. Krings wants to have subject matter experts on various topics. M. Krings has found the networks with cities are very sharing. This network will be utilized to gather information to bring matters to the city council as needed. M. Krings wants employees to be happy and feel as if this is the greatest job they ever have. M. Krings stated all office employees will have multiple job titles and therefore duties. All employees need to have training.

No action taken.

Agenda Item #6, Council and Board Meeting Procedures.

M. Krings believes we need to research the proper procedures for all city boards, commissions, and councils to keep our liability to a minimum. M. Krings wants to have a staff report for most agenda items which can hopefully answer most questions in advance.

Sumstine wanted to remind everyone of the statement in the public participation policy concerning creating other rules of public participation. M. Krings stated the council should state "Point of Order" to stop discussion and make a point concerning the rules. M. Krings also believes the council can call for the question at any time during the discussion.

No action taken.

Agenda Item #7, Citizen Concern/Complaint Process.

Olson stated several complaints by citizens have been given multiple responses. Olson requested the council and mayor send complaints to M. Krings and tell residents their complaints would be looked into. This will assist Olson in responding to complaints and keeping liability to a minimum.

Agenda Item #8, Planning & Zoning: Development Services Director, Code Clean Up, Nuisance Abatement, Inspections.

M. Krings believes there is an opportunity for planning and zoning within the city. Currently our permits officer is one day a week, which has been difficult for contractors. Also, nuisances need to be constantly monitored. Currently, the cemetery superintendent position is open. M. Krings wishes to combine all of these items, building permits, nuisance, cemetery, planning and zoning, city code; all into one position.

For a potential new development, M. Krings wishes to get all possible departments together and meet with the developer including utilities, streets, office, permits officer, and legal if needed. This would be a pre-development meeting to get a project started off on the right foot with the city's rules and regulations.

Agenda Item #9, Economic Development; ED Fund through City, Establish 501(c)6, www.discovermindennebraska.org

M. Krings stated he has a background in economic development and is ready to do great things in Minden. He has written bylaws for a 501(c)6 group. Currently, the Kearney County Economic Development Agency does small business loans, but that's it. M. Krings stated there needs to be business recruitment, and business retention and expansion done too. The 501 group would be a separate organization that wouldn't be subject to the City's public meetings laws and therefore could sign a non-disclosure agreement with the potential businesses. There is also funding options that the organization could apply for that the city couldn't. There is a state statute that allows the city to legally provide funding for economic development organizations.

Schneider agreed this is a great idea and wants to find the best fit for the board members. Sumstine asked about economic development funds versus community redevelopment funds. M. Krings stated the redevelopment funds are the CRA's. Currently, the CRA has been doing development versus redevelopment. Olson stated redevelopment is of blighted and substandard areas.

M. Krings stated there is a law allowing municipalities to have a vacant house registry and to charge fines. The city is researching it and will bring it to a future council meeting.

Agenda Item #10, Adjournment

Kring motioned to adjourn at 7:33 pm and Schnieder seconded. On roll call, the following voted aye: J. Kring, Sumstine, Yant, and Schneider. Motion carried.

_____
Larry Evans, Mayor

Attest:

_____
Abbey Jordan, City Clerk

(SEAL)