

MINUTE RECORD

**FRIEND CITY COUNCIL
MINUTES-REGULAR MEETING
Tuesday, January 6, 2026**

Mayor Knoke called the regular meeting of the City Council to order at 7:00 p.m. at the City Hall. Advanced notice of the meeting was given by publication in The Sentinel, the appointed method for giving advanced notice. All proceedings shown were taken while the meeting was open to the attendance of the public.

Mayor Judith Knoke presided, and City Clerk John R. Schwab recorded the proceedings. The following Councilmembers were present: A quorum being present, and the meeting duly convened, the following proceedings were had and done.

As required by the Nebraska Open Meetings Act, Mayor Knoke announced that a copy of the Nebraska Open Meetings Act has been posted on the south door of the City Hall meeting room for all in attendance to review.

Judith K. Knoke, Mayor

ATTEST

John R. Schwab, City Clerk

I, the undersigned, City Clerk of the City of Friend, Nebraska, hereby certify that the foregoing is a true and correct copy of proceedings had and done by the Council on September 1, 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 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 at the meeting for examination and copying by members of the public; that the said minutes from which the foregoing proceedings have been extracted and were in written form and available for public inspection within ten working days; that all news media requesting notification concerning meeting of said body were provided advance notification of the time and place of said meeting and the subjects to be discussed at said meeting.

City Clerk

NOTICE OF MEETING

MINUTE RECORD

CITY OF FRIEND, NEBRASKA

Notice is hereby given that the City Council of the City of Friend, Nebraska will meet at 7:00 p.m. on at the City Hall which meeting will be open to the public. Agenda for said meeting is kept current and is available in the City Clerk's office during regular business hours. Request to be on the agenda must be in the City Clerk's office 24 hours prior to the start of the meeting.

John R. Schwab, City Clerk

NEBRASKA OPEN MEETINGS ACT

84-1407. Act, how cited.

Sections 84-1407 to 84-1414 shall be known and may be cited as the Open Meetings Act.

Source: Laws 2004, LB 821, § 34.

84-1408. Declaration of intent; meetings open to public.

It is hereby declared to be the policy of this state that the formation of public policy is public business and may not be conducted in secret.

Every meeting of a public body shall be open to the public in order that citizens may exercise their democratic privilege of attending and speaking at meetings of public bodies, except as otherwise provided by the Constitution of Nebraska, federal statutes, and the Open Meetings Act.

Source: Laws 1975, LB 325, § 1; Laws 1996, LB 900, § 1071; Laws 2004, LB 821, § 35.

Annotations

- Nebraska's public meetings laws do not apply to school board deliberations pertaining solely to disputed adjudicative facts. *McQuinn v. Douglas Cty. Sch. Dist. No. 66*, 259 Neb. 720, 612 N.W.2d 198 (2000).
- The primary purpose of the public meetings law is to ensure that public policy is formulated at open meetings. *Marks v. Judicial Nominating Comm.*, 236 Neb. 429, 461 N.W.2d 551 (1990).
- The public meetings law is broadly interpreted and liberally construed to obtain the objective of openness in favor of the public, and provisions permitting closed sessions must be narrowly and strictly construed. *Grein v. Board of Education of Fremont*, 216 Neb. 158, 343 N.W.2d 718 (1984).
- A county board of equalization is a public body whose meetings shall be open to the public. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).

84-1409. Terms, defined.

For purposes of the Open Meetings Act, unless the context otherwise requires:

(1)(a) Public body means (i) governing bodies of all political subdivisions of the State of Nebraska, (ii) governing bodies of all agencies, created by the Constitution of Nebraska, statute, or otherwise pursuant to law, of the executive department of the State of Nebraska, (iii) all independent boards, commissions, bureaus, committees, councils, subunits, or any other bodies created by the Constitution of Nebraska, statute, or otherwise pursuant to law, (iv) all study or

advisory committees of the executive department of the State of Nebraska whether having continuing existence or appointed as special committees with limited existence, (v) advisory committees of the bodies referred to in subdivisions (i), (ii), and (iii) of this subdivision, and (vi) instrumentalities exercising essentially public functions; and

(b) Public body does not include (i) subcommittees of such bodies unless a quorum of the public body attends a subcommittee meeting or unless such subcommittees are holding hearings, making policy, or taking formal action on behalf of their parent body, except that all meetings of any subcommittee established under section 81-15,175 are subject to the Open Meetings Act, and (ii) entities conducting judicial proceedings unless a court or other judicial body is exercising rulemaking authority, deliberating, or deciding upon the issuance of administrative orders;

(2) Meeting means all regular, special, or called meetings, formal or informal, of any public body for the purposes of briefing, discussion of public business, formation of tentative policy, or the taking of any action of the public body; and

(3) Virtual conferencing means conducting or participating in a meeting electronically or telephonically with interaction among the participants subject to subsection (2) of section 84-1412.

Source: Laws 1975, LB 325, § 2; Laws 1983, LB 43, § 1; Laws 1989, LB 429, § 42; Laws 1989, LB 311, § 14; Laws 1992, LB 1019, § 124; Laws 1993, LB 635, § 1; Laws 1996, LB 1044, § 978; Laws 1997, LB 798, § 37; Laws 2004, LB 821, § 36; Laws 2007, LB296, § 810; Laws 2011, LB366, § 2; Laws 2021, LB83, § 11.

Annotations

- A township is a political subdivision, and as such, a township board is subject to the provisions of the public meetings laws. *Steenblock v. Elkhorn Township Bd.*, 245 Neb. 722, 515 N.W.2d 128 (1994).
- A county agricultural society is a public body to which the provisions of the Nebraska public meetings law are applicable. *Nixon v. Madison Co. Ag. Soc'y*, 217 Neb. 37, 348 N.W.2d 119 (1984).
- Failure by a public governing body, as defined under section 84-1409, R.R.S.1943, to take and record a roll call vote on an action, as required by section 84-1413(2), R.S.Supp.,1980, grants any citizen the right to sue for the purpose of having the action declared void. In this case such failure could not be later corrected by a nunc pro tunc order because there was no showing that a roll call vote on the disputed action was actually taken, and even if it was the record showed it was not recorded until over a year later. Sections 23-1301, R.R.S.1943, and 23-1302, R.R.S.1943, make it the duty of the county clerk to record proceedings of the board of county commissioners. *State ex rel. Schuler v. Dunbar*, 208 Neb. 69, 302 N.W.2d 674 (1981).

- As an administrative agency of the county, a county board of equalization is a public body. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).
- The electors of a township at their annual meeting are a public body under the Open Meetings Act. *State ex rel. Newman v. Columbus Township Bd.*, 15 Neb. App. 656, 735 N.W.2d 399 (2007).
- The meeting at issue in this case was a "meeting" within the parameters of subsection (2) of this section because it involved the discussion of public business, the formation of tentative policy, or the taking of any action of the public power district. *Hansmeyer v. Nebraska Pub. Power Dist.*, 6 Neb. App. 889, 578 N.W.2d 476 (1998).
- Informational sessions in which the governmental body hears reports are briefings. *Johnson v. Nebraska Environmental Control Council*, 2 Neb. App. 263, 509 N.W.2d 21 (1993).

84-1410. Closed session; when; purpose; reasons listed; procedure; right to challenge; prohibited acts; chance meetings, conventions, or workshops.

(1) Any public body may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. The subject matter and the reason necessitating the closed session shall be identified in the motion to close. Closed sessions may be held for, but shall not be limited to, such reasons as:

(a) Strategy sessions with respect to collective bargaining, real estate purchases, pending litigation, or litigation which is imminent as evidenced by communication of a claim or threat of litigation to or by the public body;

(b) Discussion regarding deployment of security personnel or devices;

(c) Investigative proceedings regarding allegations of criminal misconduct;

(d) Evaluation of the job performance of a person when necessary to prevent needless injury to the reputation of a person and if such person has not requested a public meeting;

(e) For the Community Trust created under section 81-1801.02, discussion regarding the amounts to be paid to individuals who have suffered from a tragedy of violence or natural disaster; or

(f) For public hospitals, governing board peer review activities, professional review activities, review and discussion of medical staff investigations or disciplinary actions, and any strategy session concerning transactional negotiations with any referral source that is required by federal law to be conducted at arms length.

Nothing in this section shall permit a closed meeting for discussion of the appointment or election of a new member to any public body.

(2) The vote to hold a closed session shall be taken in open session. The entire motion, the vote of each member on the question of holding a closed session, and the time when the closed session commenced and concluded shall be recorded in the minutes. 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 public body holding such a closed session shall restrict its consideration of matters during the closed portions to only those purposes set forth in the motion to close as the reason for the closed session. The meeting shall be reconvened in open session before any formal action may be taken. For purposes of this section, formal action shall mean a collective decision or a collective commitment or promise to make a decision on any question, motion, proposal, resolution, order, or ordinance or formation of a position or policy but shall not include negotiating guidance given by members of the public body to legal counsel or other negotiators in closed sessions authorized under subdivision (1)(a) of this section.

(3) Any member of any public body shall have the right to challenge the continuation of a closed session if the member determines that the session has exceeded the reason stated in the original motion to hold a closed session or if the member contends that the closed session is neither clearly necessary for (a) the protection of the public interest or (b) the prevention of needless injury to the reputation of an individual. Such challenge shall be overruled only by a majority vote of the members of the public body. Such challenge and its disposition shall be recorded in the minutes.

(4) Nothing in this section shall be construed to require that any meeting be closed to the public. No person or public body shall fail to invite a portion of its members to a meeting, and no public body shall designate itself a subcommittee of the whole body for the purpose of circumventing the Open Meetings Act. No closed session, informal meeting, chance meeting, social gathering, email, fax, or other electronic communication shall be used for the purpose of circumventing the requirements of the act.

(5) The act does not apply to chance meetings or to attendance at or travel to conventions or workshops of members of a public body at which there is no meeting of the body then intentionally convened, if there is no vote or other action taken regarding any matter over which the public body has supervision, control, jurisdiction, or advisory power.

Source: Laws 1975, LB 325, § 3; Laws 1983, LB 43, § 2; Laws 1985, LB 117, § 1; Laws 1992, LB 1019, § 125; Laws 1994, LB 621, § 1; Laws 1996, LB 900, § 1072; Laws 2004, LB 821, § 37; Laws 2004, LB 1179, § 1; Laws 2006, LB 898, § 1; Laws 2011, LB390, § 29; Laws 2012, LB995, § 17.

Annotations

- There is no absolute discovery privilege for communications that occur during a closed session. *State ex rel. Upper Republican NRD v. District Judges*, 273 Neb. 148, 728 N.W.2d 275 (2007).
- If a person present at a meeting observes a public meetings law violation in the form of an improper closed session and fails to object, that person waives his or her right to object at a later date. *Wasikowski v. Nebraska Quality Jobs Bd.*, 264 Neb. 403, 648 N.W.2d 756 (2002).
- The public interest mentioned in this section is that shared by citizens in general and by the community at large concerning pecuniary or legal rights and liabilities. *Grein v. Board of Education*, 216 Neb. 158, 343 N.W.2d 718 (1984).
- Hearing in closed executive session was contrary to this section since there was no showing of necessity or reason under subdivision (1)(a), (b), or (c), but did not result in reversal of board decision. *Simonds v. Board of Examiners*, 213 Neb. 259, 329 N.W.2d 92 (1983).
- Negotiations for the purchase of land need not be conducted at an open meeting but the deliberations of a city council as to whether an offer to purchase real estate should be made should take place in an open meeting. *Pokorny v. City of Schuyler*, 202 Neb. 334, 275 N.W.2d 281 (1979).
- Public meeting law was not violated where the Board of Regents of the University of Nebraska voted to hold a closed session to consider the university president's resignation, and also discussed the appointment of an interim president during such session. *Meyer v. Board of Regents*, 1 Neb. App. 893, 510 N.W.2d 450 (1993).

84-1411. Meetings of public body; notice; method; contents; when available; right to modify; duties concerning notice; virtual conferencing authorized; requirements; emergency meeting without notice; appearance before public body.

(1)(a) Each public body shall give reasonable advance publicized notice of the time and place of each meeting as provided in this subsection. Such notice shall be transmitted to all members of the public body and to the public.

(b)(i) Except as provided in subdivision (1)(b)(ii) of this section, in the case of a public body described in subdivision (1)(a)(i) of section 84-1409 or such body's advisory committee, such notice shall be published in a newspaper of general circulation within the public body's jurisdiction and, if available, on such newspaper's website.

(ii) In the case of the governing body of a city of the second class or village or such body's advisory committee, such notice shall be published by:

(A) Publication in a newspaper of general circulation within the public body's jurisdiction and, if available, on such newspaper's website; or

(B) Posting written notice in three conspicuous public places in such city or village. Such notice shall be posted in the same three places for each meeting.

(iii) In the case of a public body not described in subdivision (1)(b)(i) or (ii) of this section, such notice shall be given by a method designated by the public body.

(c) In addition to a method of notice required by subdivision (1)(b)(i) or (ii) of this section, such notice may also be provided by any other appropriate method designated by such public body or such advisory committee.

(d) Each public body shall record the methods and dates of such notice in its minutes.

(e) Such notice shall contain an agenda of subjects known at the time of the publicized notice or a statement that the agenda, which shall be kept continually current, shall be readily available for public inspection at the principal office of the public body during normal business hours. Agenda items shall be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting. Except for items of an emergency nature, the agenda shall not be altered later than (i) twenty-four hours before the scheduled commencement of the meeting or (ii) forty-eight hours before the scheduled commencement of a meeting of a city council or village board scheduled outside the corporate limits of the municipality. The public body shall have the right to modify the agenda to include items of an emergency nature only at such public meeting.

(2)(a) The following entities may hold a meeting by means of virtual conferencing if the requirements of subdivision (2)(b) of this section are met:

(i) A state agency, state board, state commission, state council, or state committee, or an advisory committee of any such state entity;

(ii) An organization, including the governing body, created under the Interlocal Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act;

(iii) The governing body of a public power district having a chartered territory of more than one county in this state;

(iv) The governing body of a public power and irrigation district having a chartered territory of more than one county in this state;

(v) An educational service unit;

(vi) The Educational Service Unit Coordinating Council;

(vii) An organization, including the governing body, of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act;

(viii) A community college board of governors;

- (ix) The Nebraska Brand Committee;
- (x) A local public health department;
- (xi) A metropolitan utilities district;
- (xii) A regional metropolitan transit authority;
- (xiii) A natural resources district; and
- (xiv) The Judicial Resources Commission.

(b) The requirements for holding a meeting by means of virtual conferencing are as follows:

(i) Reasonable advance publicized notice is given as provided in subsection (1) of this section, including providing access to a dial-in number or link to the virtual conference;

(ii) In addition to the public's right to participate by virtual conferencing, reasonable arrangements are made to accommodate the public's right to attend at a physical site and participate as provided in section 84-1412, including reasonable seating, in at least one designated site in a building open to the public and identified in the notice, with: At least one member of the entity holding such meeting, or his or her designee, present at each site; a recording of the hearing by audio or visual recording devices; and a reasonable opportunity for input, such as public comment or questions, is provided to at least the same extent as would be provided if virtual conferencing was not used;

(iii) At least one copy of all documents being considered at the meeting is available at any physical site open to the public where individuals may attend the virtual conference. The public body shall also provide links to an electronic copy of the agenda, all documents being considered at the meeting, and the current version of the Open Meetings Act; and

(iv) Except as otherwise provided in this subdivision or subsection (4) of section 79-2204, no more than one-half of the meetings of the state entities, advisory committees, boards, councils, organizations, or governing bodies are held by virtual conferencing in a calendar year. In the case of an organization created under the Interlocal Cooperation Act that sells electricity or natural gas at wholesale on a multistate basis or an organization created under the Municipal Cooperative Financing Act, the organization may hold more than one-half of its meetings by virtual conferencing if such organization holds at least one meeting each calendar year that is not by virtual conferencing. The governing body of a risk management pool that meets at least quarterly and the advisory committees of the governing body may each hold more than one-half of its meetings by virtual conferencing if the governing body's quarterly meetings are not held by virtual conferencing.

(3) Virtual conferencing, emails, faxes, or other electronic communication shall not be used to circumvent any of the public government purposes established in the Open Meetings Act.

(4) The secretary or other designee of each public body shall maintain a list of the news media requesting notification of meetings and shall make reasonable efforts to provide advance notification to them of the time and place of each meeting and the subjects to be discussed at that meeting.

(5) When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes and any formal action taken in such meeting shall pertain only to the emergency. Such emergency meetings may be held by virtual conferencing. The provisions of subsection (4) of this section shall be complied with in conducting emergency meetings. Complete minutes of such emergency meetings specifying the nature of the emergency and any formal action taken at the meeting shall be made available to the public by no later than the end of the next regular business day.

(6) A public body may allow a member of the public or any other witness to appear before the public body by means of virtual conferencing.

(7)(a) Notwithstanding subsections (2) and (5) of this section, if an emergency is declared by the Governor pursuant to the Emergency Management Act as defined in section 81-829.39, a public body the territorial jurisdiction of which is included in the emergency declaration, in whole or in part, may hold a meeting by virtual conferencing during such emergency if the public body gives reasonable advance publicized notice as described in subsection (1) of this section. The notice shall include information regarding access for the public and news media. In addition to any formal action taken pertaining to the emergency, the public body may hold such meeting for the purpose of briefing, discussion of public business, formation of tentative policy, or the taking of any action by the public body.

(b) The public body shall provide access by providing a dial-in number or a link to the virtual conference. The public body shall also provide links to an electronic copy of the agenda, all documents being considered at the meeting, and the current version of the Open Meetings Act. Reasonable arrangements shall be made to accommodate the public's right to hear and speak at the meeting and record the meeting. Subsection (4) of this section shall be complied with in conducting such meetings.

(c) The nature of the emergency shall be stated in the minutes. Complete minutes of such meeting specifying the nature of the emergency and any formal action taken at the meeting shall be made available for inspection as provided in subsections (5) and (6) of section 84-1413.

Source: Laws 1975, LB 325, § 4; Laws 1983, LB 43, § 3; Laws 1987, LB 663, § 25; Laws 1993, LB 635, § 2; Laws 1996, LB 469, § 6; Laws 1996, LB 1161, § 1; Laws 1999, LB 47, § 2; Laws 1999, LB 87, § 100; Laws 1999, LB 461, § 1; Laws 2000, LB 968, § 85; Laws 2004, LB 821, § 38; Laws 2004, LB 1179, § 2; Laws 2006, LB 898, § 2; Laws 2007, LB199, § 9; Laws 2009, LB361, § 2; Laws 2012, LB735, § 1; Laws 2013, LB510,

§ 1; Laws 2017, LB318, § 1; Laws 2019, LB212, § 5; Laws 2020, LB148, § 3; Laws 2021, LB83, § 12.

Cross References

- **Intergovernmental Risk Management Act**, see section 44-4301.
- **Interlocal Cooperation Act**, see section 13-801.
- **Joint Public Agency Act**, see section 13-2501.
- **Municipal Cooperative Financing Act**, see section 18-2401.

Annotations

- Under subsection (1) of this section, the Legislature has imposed only two conditions on the public body's notification method of a public meeting: (1) It must give reasonable advance publicized notice of the time and place of each meeting and (2) it must be recorded in the public body's minutes. *City of Elkhorn v. City of Omaha*, 272 Neb. 867, 725 N.W.2d 792 (2007).
- An emergency is "(a)ny event or occasional combination of circumstances which calls for immediate action or remedy; pressing necessity; exigency; a sudden or unexpected happening; an unforeseen occurrence or condition." *Steenblock v. Elkhorn Township Bd.*, 245 Neb. 722, 515 N.W.2d 128 (1994).
- An agenda which gives reasonable notice of the matters to be considered at a meeting of a city council complies with the requirements of this section. *Pokorny v. City of Schuyler*, 202 Neb. 334, 275 N.W.2d 281 (1979).
- When notice is required, a notice of a special meeting of a city council posted in three public places at 10:00 p.m. on the day preceding the meeting is not reasonable advance publicized notice of a meeting as is required by this section. *Pokorny v. City of Schuyler*, 202 Neb. 334, 275 N.W.2d 281 (1979).
- Teacher waived right to object to lack of public notice in board of education employment hearing by voluntary participation in the hearing without objection. *Alexander v. School Dist. No. 17*, 197 Neb. 251, 248 N.W.2d 335 (1976).
- A county board of commissioners and a county board of equalization are not required to give separate notices when the notice states only the time and place that the boards meet and directs a citizen to where the agendas for each board can be found. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).
- A county board of equalization is a public body which is required to give advanced publicized notice of its meetings. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).
- Notice of recessed and reconvened meetings must be given in the same fashion as the original meeting. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).
- True notice of a meeting is not given by burying such in the minutes of a prior board proceeding. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).
- An agenda notice which merely stated "work order reports" was an inadequate notice under this section because it did not give interested persons knowledge that

plans for a 345 kv transmission line through the district was going to be discussed and voted upon at the meeting. Inadequate agenda notice under this section meant there was a substantial violation of the public meeting laws; however, later actions by the board of directors cured the defects in notice, and such actions were in substantial compliance with the statute. *Hansmeyer v. Nebraska Pub. Power Dist.*, 6 Neb. App. 889, 578 N.W.2d 476 (1998).

84-1412. Meetings of public body; rights of public; public body; powers and duties.

(1) Subject to the Open Meetings Act, the public has the right to attend and the right to speak at meetings of public bodies, and all or any part of a meeting of a public body, except for closed sessions called pursuant to section 84-1410, may be videotaped, televised, photographed, broadcast, or recorded by any person in attendance by means of a tape recorder, a camera, video equipment, or any other means of pictorial or sonic reproduction or in writing.

(2) It shall not be a violation of subsection (1) of this section for any public body to make and enforce reasonable rules and regulations regarding the conduct of persons attending, speaking at, videotaping, televising, photographing, broadcasting, or recording its meetings, including meetings held by virtual conferencing. A body may not be required to allow citizens to speak at each meeting, but it may not forbid public participation at all meetings.

(3) No public body shall require members of the public to identify themselves as a condition for admission to the meeting nor shall such body require that the name of any member of the public be placed on the agenda prior to such meeting in order to speak about items on the agenda. The body shall require any member of the public desiring to address the body to identify himself or herself, including an address and the name of any organization represented by such person unless the address requirement is waived to protect the security of the individual.

(4) No public body shall, for the purpose of circumventing the Open Meetings Act, hold a meeting in a place known by the body to be too small to accommodate the anticipated audience.

(5) No public body shall be deemed in violation of this section if it holds its meeting in its traditional meeting place which is located in this state.

(6) No public body shall be deemed in violation of this section if it holds a meeting outside of this state if, but only if:

(a) A member entity of the public body is located outside of this state and the meeting is in that member's jurisdiction;

(b) All out-of-state locations identified in the notice are located within public buildings used by members of the entity or at a place which will accommodate the anticipated audience;

(c) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including making virtual conferencing available at an in-state location to members, the public, or the press, if requested twenty-four hours in advance;

(d) No more than twenty-five percent of the public body's meetings in a calendar year are held out-of-state;

(e) Out-of-state meetings are not used to circumvent any of the public government purposes established in the Open Meetings Act; and

(f) The public body publishes notice of the out-of-state meeting at least twenty-one days before the date of the meeting in a legal newspaper of statewide circulation.

(7) Each public body shall, upon request, make a reasonable effort to accommodate the public's right to hear the discussion and testimony presented at a meeting.

(8) Public bodies shall make available at the meeting or the in-state location for virtual conferencing as required by subdivision (6)(c) of this section, for examination and copying by members of the public, at least one copy of all reproducible written material to be discussed at an open meeting, either in paper or electronic form. Public bodies shall make available at least one current copy of the Open Meetings Act posted in the meeting room at a location accessible to members of the public. At the beginning of the meeting, the public shall be informed about the location of the posted information.

Source: Laws 1975, LB 325, § 5; Laws 1983, LB 43, § 4; Laws 1985, LB 117, § 2; Laws 1987, LB 324, § 5; Laws 1996, LB 900, § 1073; Laws 2001, LB 250, § 2; Laws 2004, LB 821, § 39; Laws 2006, LB 898, § 3; Laws 2008, LB962, § 1; Laws 2021, LB83, § 13.

Annotations

- To preserve an objection that a public body failed to make documents available at a public meeting as required by subsection (8) of this section, a person who attends a public meeting must not only object to the violation, but must make that objection to the public body or to a member of the public body. *Stoetzel & Sons v. City of Hastings*, 265 Neb. 637, 658 N.W.2d 636 (2003).

84-1413. Meetings; minutes; roll call vote; secret ballot; when; agenda and minutes; required on website; when.

(1) Each public body shall keep minutes of all meetings showing the time, place, members present and absent, and the substance of all matters discussed.

(2) Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the public body in open session, and the record shall state how each member voted or if the member was absent or not voting. The requirements of a roll call or viva voce vote shall be

satisfied by a public body which utilizes an electronic voting device which allows the yeas and nays of each member of such public body to be readily seen by the public.

(3) The vote to elect leadership within a public body may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes.

(4) The minutes of all meetings and evidence and documentation received or disclosed in open session shall be public records and open to public inspection during normal business hours.

(5) Minutes shall be written, except as provided in subsection (6) of this section, and available for inspection within ten working days or prior to the next convened meeting, whichever occurs earlier, except that cities of the second class and villages may have an additional ten working days if the employee responsible for writing the minutes is absent due to a serious illness or emergency.

(6) Minutes of the meetings of the board of a school district or educational service unit may be kept as an electronic record.

(7) Beginning July 31, 2022, the governing body of a natural resources district, the city council of a city of the metropolitan class, the city council of a city of the primary class, the city council of a city of the first class, the county board of a county with a population greater than twenty-five thousand inhabitants, and the school board of a school district shall make available on such entity's public website the agenda and minutes of any meeting of the governing body. The agenda shall be placed on the website at least twenty-four hours before the meeting of the governing body. Minutes shall be placed on the website at such time as the minutes are available for inspection as provided in subsection (5) of this section. This information shall be available on the public website for at least six months.

Source: Laws 1975, LB 325, § 6; Laws 1978, LB 609, § 3; Laws 1979, LB 86, § 9; Laws 1987, LB 663, § 26; Laws 2005, LB 501, § 1; Laws 2009, LB361, § 3; Laws 2015, LB365, § 2; Laws 2016, LB876, § 1; Laws 2021, LB83, § 14.

Annotations

- If a person present at a meeting observes and fails to object to an alleged public meetings laws violation in the form of a failure to conduct rollcall votes before taking actions on questions or motions pending, that person waives his or her right to object at a later date. *Hauser v. Nebraska Police Stds. Adv. Council*, 264 Neb. 944, 653 N.W.2d 240 (2002).
- Subsection (2) of this section does not require the record to state that the vote was by roll call, but requires only that the record show if and how each member voted. Neither does the statute set a time limit for recording the results of a vote, after which no corrections of the record can be made. If no intervening rights of third persons have arisen, a board of county commissioners has power to correct the record of the proceedings had at a previous meeting so as to make them speak the

truth, particularly where the correction supplies some omitted fact or action and is done not to contradict or change the original record but to have the record show that a certain action was taken or thing done, which the original record fails to show. *State ex rel. Schuler v. Dunbar*, 214 Neb. 85, 333 N.W.2d 652 (1983).

- Failure by a public governing body, as defined under section 84-1409, R.R.S.1943, to take and record a roll call vote on an action, as required by section 84-1413(2), R.S.Supp.,1980, grants any citizen the right to sue for the purpose of having the action declared void. In this case such failure could not be later corrected by a nunc pro tunc order because there was no showing that a roll call vote on the disputed action was actually taken, and even if it was the record showed it was not recorded until over a year later. Sections 23-1301, R.R.S.1943, and 23-1302, R.R.S.1943, make it the duty of the county clerk to record proceedings of the board of county commissioners. *State ex rel. Schuler v. Dunbar*, 208 Neb. 69, 302 N.W.2d 674 (1981).
- There is no requirement that a public body make a record of where notice was published or posted. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).

84-1414. Unlawful action by public body; declared void or voidable by district court; when; duty to enforce open meeting laws; citizen's suit; procedure; violations; penalties.

(1) Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken in violation of the Open Meetings Act shall be declared void by the district court if the suit is commenced within one hundred twenty days of the meeting of the public body at which the alleged violation occurred. Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken in substantial violation of the Open Meetings Act shall be voidable by the district court if the suit is commenced more than one hundred twenty days after but within one year of the meeting of the public body in which the alleged violation occurred. A suit to void any final action shall be commenced within one year of the action.

(2) The Attorney General and the county attorney of the county in which the public body ordinarily meets shall enforce the Open Meetings Act.

(3) Any citizen of this state may commence a suit in the district court of the county in which the public body ordinarily meets or in which the plaintiff resides for the purpose of requiring compliance with or preventing violations of the Open Meetings Act, for the purpose of declaring an action of a public body void, or for the purpose of determining the applicability of the act to discussions or decisions of the public body. It shall not be a defense that the citizen attended the meeting and failed to object at such time. The court may order payment of reasonable attorney's fees and court costs to a successful plaintiff in a suit brought under this section.

(4) Any member of a public body who knowingly violates or conspires to violate or who attends or remains at a meeting knowing that the public body is in violation of any provision of

the Open Meetings Act shall be guilty of a Class IV misdemeanor for a first offense and a Class III misdemeanor for a second or subsequent offense.

Source: Laws 1975, LB 325, § 9; Laws 1977, LB 39, § 318; Laws 1983, LB 43, § 5; Laws 1992, LB 1019, § 126; Laws 1994, LB 621, § 2; Laws 1996, LB 900, § 1074; Laws 2004, LB 821, § 40; Laws 2006, LB 898, § 4.

Annotations

- The Legislature has granted standing to a broad scope of its citizens for the very limited purpose of challenging meetings allegedly in violation of the Open Meetings Act, so that they may help police the public policy embodied by the act. *Schauer v. Grooms*, 280 Neb. 426, 786 N.W.2d 909 (2010).
- Any citizen of the state may commence an action to declare a public body's action void. *City of Elkhorn v. City of Omaha*, 272 Neb. 867, 725 N.W.2d 792 (2007).
- The reading of ordinances constitutes a formal action under subsection (1) of this section. *City of Elkhorn v. City of Omaha*, 272 Neb. 867, 725 N.W.2d 792 (2007).
- If a person present at a meeting observes a public meetings law violation in the form of an improper closed session and fails to object, that person waives his or her right to object at a later date. *Wasikowski v. Nebraska Quality Jobs Bd.*, 264 Neb. 403, 648 N.W.2d 756 (2002).
- Under the Public Meetings Act, a county lacks capacity to maintain an action to declare its official conduct "void" for noncompliance with the act. *County of York v. Johnson*, 230 Neb. 403, 432 N.W.2d 215 (1988).
- When a petitioner under this section is successful in the district court, that court may allow attorney fees. *Tracy Corp. II v. Nebraska Pub. Serv. Comm.*, 218 Neb. 900, 360 N.W.2d 485 (1984).
- Informal discussions between the Tax Commissioner and the State Board of Equalization in which instructions were clarified, with such clarification leading to the amendment of hearing notices, did not constitute a public meeting subject to the provisions of this section. *Box Butte County v. State Board of Equalization and Assessment*, 206 Neb. 696, 295 N.W.2d 670 (1980).
- The right to collaterally attack an order made in contravention of the Public Meeting Act must occur within a period of one year as is specifically provided by this section. *Witt v. School District No. 70*, 202 Neb. 63, 273 N.W.2d 669 (1979).
- Statutory change, requiring "publicized notice" for board of education employment hearings, occurring between dates meeting scheduled and conducted, held not to void proceedings. *Alexander v. School Dist. No. 17*, 197 Neb. 251, 248 N.W.2d 335 (1976).
- Voiding an entire meeting is a proper remedy for violations of the Open Meetings Act. Once a meeting has been declared void pursuant to Nebraska's public meetings law, board members are prohibited from considering any information

obtained at the illegal meeting. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).

- Actions by the board of directors were merely voidable under this section, and not void. Pursuant to subsection (3) of this section, the plaintiffs were awarded partial attorney fees because they were successful in having the court declare that the board of directors was in substantial violation of the statute, even though the plaintiffs did not get the relief requested of having the board's actions declared void. *Hansmeyer v. Nebraska Pub. Power Dist.*, 6 Neb. App. 889, 578 N.W.2d 476 (1998).

--

Source: http://nebraskalegislature.gov/laws/display_html.php?begin_section=84-1407&end_section=84-1414

Date: July 2021



**I pledge allegiance to the Flag
of the United States of America,
and to the Republic for which it stands,
one Nation under God, indivisible,
with liberty and justice for all.**

October 2025 Treasurer's Report

1. **General:** The treasurer's report only shows the checking account balance. It does not show the certificates of deposit that were part of the transfer from the light department totaling \$163,469.38. In addition, there is \$855,880.47 in the general ICS account and another \$23,098.75 in the money market account that is not reflected on the treasurer's report. The grand total of all funds in the general fund as of 11/18/25 is **\$196,343.75**.
 - a. **Recommendation #1:** Cash in CD's as they mature.
 - i. # 101614 matures 12/5/25 \$9,104.59.
 - ii. # 102310 matures 12/9/25 \$20,635.37.
 - iii. # 104000 matures 12/4/25 \$2,783.18.
 - iv. # 110110247 matures 1/23/26 \$55,939.68.
 - v. # 0652 matures after the first of the year (just renewed) \$16,501.35.
 - vi. # 1945 matures after the first of the year (just renewed) \$27,272.44.
 - vii. # 1941 matures after the first of the year (just renewed) \$31,232.77.
 - b. **Recommendation #2:** Move funds out of the ICS Account and into the general checking account.

The above actions are needed because the City needs to have money in the general checking account for the general fund because most of the revenues used to support it have not been received yet. Much of the funding to support the general fund are property taxes, most of which are not received until May and September, and the Norris payments, which are paid quarterly in December, March, June and September.

2. **Community Center:**
 - a. The community center had a negative cash balance of \$56,430.36 on 9/30/25. \$57,541.48 was transferred in per the budget which brought the beginning (10/1/25) cash balance to \$1,111.12.
 - b. The insurance was paid in October which was a large expense (\$2,302.22) and the county treasurer receipts and other income were only \$603.87 so at the end of October it has a negative cash balance. Once additional tax receipts come in, the fund should be back in balance, but this may take several months since most of the county treasurer receipts do not come until May and September due to when property taxes are due.
3. **Park/Pool:** Once the City receives reimbursement from FEMA for the Axline bill from the storm (\$33,800), the negative will be corrected. This may take some time.

There is \$127,171.44 in the pool bond account so overall, as of 11/18/25 the grand total is \$94,238.03.

4. **Light:** Two posting errors were made when posting claims (Windstream and Johanthan and Jacob Clouse). They were posted to light rather than sewer. The correction has been made and now the fund has \$0 as it should since the resolution passed earlier this year closed the fund.
5. **# 680 District Improvement Bond:**
 - a. The transfer in totaling \$168,728.13 has been made. The funds are in three different CD's. The balance of these CD's is not reflected on the treasurer's report because the report only shows the checking account. As of November 18, 2025, the fund had a total cash balance of **\$106,828.79**.
 - b. The bond principal and interest payments are budgeted to be paid out of property taxes; however, most of these tax revenues will not be received until May and September. The first payment of \$104,598.75 is due 12/1/25.
 - c. **Recommendation:** When Certificates of Deposits #108335 and #108334 mature in December, 2025, cash in to cover a portion of the deficit in the checking account and to help cover the bond principal and interest payment. The remaining CD (#110227) does not mature until May but should also be cashed in to clear out the remaining checking deficit in both this fund and in fund 650 (street bond).
 - i. When property tax receipts are received in May and September, any excess funds can then be put into a new CD but should be a short term to allow for these funds to be available in December 2026 for the next principal and interest payment.
6. **#650 Street Bond:**
 - a. The internal loan of \$36,581 from the street department has not been paid back to the street bond as of October 31st. I researched this loan earlier this year, and according to an audit report from about 10 years ago, it stated the loan would be paid back when funds were available. Obviously, this was not followed up on and was not done. Repayment of this internal loan is on your December agenda to be paid.
 - b. The CD should be cashed in and is the same CD as in #5 above.
 - c. Once the above are completed, the checking will have a \$0 balance.

7. **#660 Highway Allocation Bond:** The remaining transfer has been made and this no longer has a deficit.

8. Insurance:

- a. An error was made when posting the BCBS and Principal claims. They came out of the insurance fund instead of each fund the employees work in. The error has been fixed.
 - b. There were additional transfers that needed to be made that have now been made in November so this now has a zero balance.
 - c. I will need to follow up with the auditors on the corrections made to make sure the entries are correct.
-
-

1. Recommendations:

- a. The **Street Department** has \$484,165.40 in the checking account as of 11/18/25. Unless you plan to do some major street work which would use some of these funds, I would recommend you move \$200,000 to a CD to earn more interest. Your checking account earns around 1.40% interest and a CD earns around 4%. In a year's time this would earn about \$5,200 in additional interest.
 - b. The **Water Department** has \$818,268.76 in the checking account as of 11/18/25. The total budgeted expenses for the year are \$268,666.98. I would recommend moving \$525,000 to a CD. This will earn approximately \$13,650 in additional interest.
 - c. **Pool Bond:** There is \$268,057.54 in the checking account as of 11/18/25. There is an interest payment of \$21,783.75 due 1/15/26 and a principal and interest payment of \$136,783.75 due 7/15/26. The average monthly sales tax receipts are about \$5,300. I would recommend moving \$150,000 to earn more interest. Over a year's time this will earn the City approximately \$3,900 in additional interest.
 - d. **Fire Sinking:** I mentioned to Stan and Brent they may want to move these funds to a CD as it sounds like it is a year or two out before they may be using these funds.
-
-

Doing all of the above will still leave a significant amount of money in the checking account. It will help with cash flows in departments that have too much in certificates of deposit and will move money into certificates of deposit where there is too much money sitting in the checking account. Once the City gets a few more months into the fiscal year, there may be additional

opportunities to move funds to certificates of deposit. This should be monitored and the budget used as a guide to determine where there are excess funds in the checking account.

Treasurer's Report:

Would you like a treasurer's report that provides additional information? State Statute requires the treasurer's report to show "the state of the treasury at the date of such account and the balance of money in the treasury." By only providing a treasurer's report showing the checking account, the report does not, in my opinion, meet the requirement of the statute.

Recommendation for More Efficiency: There are departments such as the cemetery and rescue that have multiple Certificates of Deposit. The rescue for example has 6 Certificates of Deposit, 3 of which were taken out at the same time for the same amount with the same maturity date. These could all be put into one CD and if the Rescue needed to use a portion of the funds, then you can simply take out what is needed at maturity and renew the remaining balance. The Cemetery Perpetual Care fund has 4 CD's, and the cemetery fund has an additional 3 CD's plus one that is split with the Perpetual Care fund. The general fund has 7 CD's that were in the light department. It would be far more efficient for the office staff, bank, and auditors if these were combined into one or two CD's per department as it would be fewer accounts to post interest and reconcile monthly, fewer accounts to maintain on the Highest Daily Bank Balance spreadsheet the auditors require be maintained, fewer CD's to renew at the bank (there are several every month), and it would be fewer accounts for the auditors to verify when doing the audit. Managing this many CD's (more than 20 for the city has a whole) is adding a significant amount of time each month with little or no benefit to the City.



PO Box 367
846 S 13th St.
Geneva, NE 68361

Toll Free: 888-496-3902
Phone: 402-759-3902
Fax: 402-759-4960

*Providing Complete Municipal, Industrial and Agricultural
Pump and Well Service*

December 2, 2025

City of Friend
235 Maple St.
Friend, NE 68359

Attn: Honorable Board Members

RE: Shop and Pond Well Report.

Sargent Drilling has recently pulled and completed a video inspection on the Shop and Pond Wells. Here is a brief summary of the results.

Pond Well: This pump was pulled because the well isn't producing. This well is 90-100% plugged causing it to produce less water. It was noted on video log at 154' it has a possible hole in the well casing. It was also noted at 219' and 239' that there are holes at each joint. A liner was installed in this well because the original well failed.

Shop Well: This pump was pulled because it is pumping a trace amount of fine sand. This well is 80-90% plugged. It is determined that the sand maybe coming through the screen because of a plugging issue. It is possible the sand is falling form below the liner. The liner was installed because the original well had holes in it. This well has several deep pits from 184' to 205'. At 248' the liner has a hole in it.

Conclusions: Sargent Drilling recommends that the City of Friend replace both of these wells with one new well. Both wells have liners that cannot be pulled out or fixed, they are permanent in each well. These wells can be used until a new well could be designed and built. Both pumps have been installed and ready for coliform sampling. A new well would need to be designed by an engineer and approved by the State of Nebraska before construction could start.

Sincerely,

A handwritten signature in black ink, appearing to read "Ivan Mumm", written over a white background.

Ivan Mumm,
Technician

IM/ah

2026
COUNCIL COMMITTEES (annual)
and other appointments

STANDING COMMITTEES: ----- (Mayor is member of each)

Utilities Committee (2 councilpersons)-----Collier & Sladek

Finance Committee-----All of Council

Street & Alley Committee (2 councilpersons)-----Milton & Sladek

Park Committee ----- All of Council

Police Committee (2 councilpersons)-----Schwab & Collier

Chief of Police -----Vacant

City Attorney Civil-----Katie Spohn

Prosecuting Attorney -----County Attorney

City Engineer----- Kirkham-Michael

City Street Superintendent----- Miller & Assoc

City Clerk/Treasurer-----Vacant

Deputy City Clerk/Treasurer-----Heather Varney

Building Inspector -----Mark Stutzman

City Physician -----Michael Karel, PA-C

Solid Waste Management Coalition -----David Sladek

2026
LIBRARY BOARD

5 members
4-year term

Ruth Ziegler – 2023, 2024, 2025, 2026
Jill Cradick Milton – 2024, 2025, 2026, 2027
Nancy Corman Vossler – 2025, 2026, 2027, 2028
Sarah Sheehan Mitchell – 2025, 2026, 2027, 2028
Gayle Miller – 2022, 2023, 2024, 2025

Previously Served: Nancy Vossler, Greg Holdren, Marie Barney, Roberta Kellough, Vera Losh, Patricia Ricenbaw, Darcee Fricke, Julianne Miller, Karalyn Hoefler, Connie Pieper, Marla Weber, Marge Johansen, Mary Kubicek, Shelley Smith, Beverly Krause, Connie Pieper, JoAnn Drake, Margo Houlden, Jordan McGowen, Linda Woolsey, Diane Odoski, Dave McClatchey, Richard Ziegler, Shelly Bresson, Greg Holdren

2026
PLANNING COMMISSION

5 members + 1 alternate member
3-year terms

Stan Houlden – 2024, 2025, 2026
John Ellison – 2025, 2026, 2027
Dave McCracken – 2025, 2026, 2027
Roger Brandt – 2024, 2025, 2026
Anita Meyer - 2023, 2024, 2025
Alternate Member, _____

Previously Served: Virg Edwards, Tom Ahern, Harold Brown, Roger Brandt, Les Weber, Bill Bode, Virgil Nelsen, Jean Talley, Dave Stutzman, Max Kellough

2026
BOARD OF ADJUSTMENT

5 members
3-year term

Bob Milton - 2024, 2025, 2026
Brian Himmelberg - 2024, 2025, 2026
Wayne Milton - 2023, 2024, 2025
Kyle Kohout - 2025, 2026, 2027
Eric Bresson - 2025, 2026, 2027
President of the Planning Commission, Stan Houlden
(Alternate), _____

Previously Served: Dennis Peters, Don Anderson, Brian Himmelberg

2026
HEALTH BOARD
4 members
1 year term

MAYOR – Judith Knoke
PRESIDENT of City Council – Kristen Milton
MEDICAL ADVISOR – Michael Karel, PA-C
4th Member – Ray Rohrig
SECRETARY & QUARANTINE OFFICER – VACANT

2026
HOSPITAL & NURSING HOME BOARD
5 members (Mayor is automatic member.)
3-year terms

Emmet Beckler– 2023, 2024, 2025
Jen Stutzman – 2024, 2025, 2026
Nick Svehla – 2023, 2024, 2025
Mayor Judith Knoke – 2019
Phyllis Schwab – 2025, 2026, 2027

Previously Served: Jack Scavo, Dr. McKeeman, Jim Vossler, Linda Gill, Roger Horner, Jim Neimeyer, Gary Tuttle, Leonard Torson, Dennis Peters, Ron Corbett, Wayne Milton, Dan Drake, Aubrey Paulsen, Steve Ryan, Nancy Vossler

2026
CEMETERY BOARD
6 members
3-year term

John Steyer – 2023, 2024, 2025
Marla Weber – 2024, 2025, 2026
Paul Johansen– 2023, 2024, 2025
Will Yokel– 2024, 2025, 2026
Bill Bruntz – 2025, 2026, 2027
Jill Speece – 2025, 2026, 2027

Previously Served: Keith Clouse, Roger Brandt, Gene Roll, Paul Huber, Dwaine Bruntz, Merna Belle Stranske, Don Bean, Bob Samuelson, Don Weber, Vera Losh, Faye Bean, Virgil Nelsen, Bob Theis, Richard Thompson, Jim Taylor

2026
HOUSING AUTHORITY
5 members
5-year terms

Lori Milton-2022,2023,2024,2025,2026
Roy Shrunk-2021, 2022, 2023, 2024, 2025
Danielle Cox – 2025, 2026, 2027, 2028, 2029
John Ellison- 2025, 2026, 2027, 2028
Diane Odoski - 2023, 2024, 2025,2026,2027

Previously Served: Max Kellough, Gene Martin, Edw. Ahern, Wm. Rohrig, Caroline Eigsti, Don Plummer, Bill Sand, Rosalie Surber, Cathy Burns, Bill Sand, Marvin Kraus, Dolores Becwar, Wayne Olmsted, Lois Schweitzer, Greg Holdren, Sheryl McKeeman, Brian Himmelberg

COMMUNITY BETTERMENT CHAIRPERSONS

Bill Bode
Les Weber

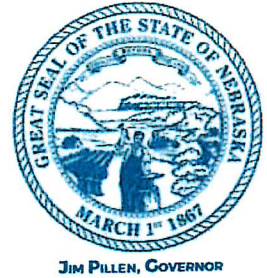
Previously Served: David Clouse

FIRE INSPECTOR

Brent Milton

2026
COMMUNITY REDEVELOPMENT AUTHORITY
5 members
5-year terms (established in 2007)

Layton Dockweiler – 2025, 2026, 2027, 2028, 2029
Jim Neimeyer- 2024, 2025, 2026, 2027, 2028
Jake Clouse- 2025, 2026, 2027, 2028, 2029
Sam Pendleton- 2025, 2026, 2027, 2028, 2029
Jim Vossler – 2022,2023,2024,2025,2026
Previously Served: Brian Himmelberg, Anita Meyer, Dave Bruntz, Bill Voss, Jim Moore, Dave Clouse, Stan Houlden, Jim Ryan



November 25, 2025

City of Friend
ATTN: Heather Varney
235 Maple St.
Friend, NE 68359

RE: FEMA-DR-4868 Subgrant Application Award (AL #97.036)

Dear Ms. Varney,

PW 52 has been written and obligated by FEMA, through the Public Assistance grant program, for the amount of \$4,400.00.

Please note there may be construction, environmental, or other conditions placed on this project by local, state, and/or federal organizations. It is the subrecipient's responsibility to obtain all permissions and/or permits before beginning work. This documentation will be collected during project closeout. Failure to meet all required project conditions can result in the de-obligation of the project and loss of funding. The obligated project scope of work may be different than what you originally approved so **please review it in detail.**

If there are any issues or errors regarding your awarded Subgrant Application (SA); You have 60 days from the date of this letter to file an appeal with the State. If there are no issues or errors with the project, then no further action is required, and this is a copy for your records only. This is not a Research and Development (R&D) project and there are no indirect management costs associated with it.

Enclosed for your review and record is the following documentation:

- Project Report
- Record of Environmental Consideration

If you have any questions, please contact Joel Beckman at (402) 471-7223 or joel.beckman@nebraska.gov.

Sincerely,

Lexy Hindt
Recovery Section Manager