

CITY OF CRETE, NEBRASKA  
CITY COUNCIL REGULAR MEETING  
February 15, 2016

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

Those in attendance pledged allegiance to the flag.

1. Open Meeting
2. Roll Call
3. Special Order of Business
  - 3.A. Community Assistance Office  
2/15/16 Recommend to City Council to create a position for Community Assistance Carried with a motion by Jack Oelschlager and a second by David Bauer.  
David Bauer: Aye, Kyle Frans: Aye, Jack Oelschlager: Aye  
Aye: 3, No: 0
  - 3.B. Personnel Policy - Life Insurance  
2/15/16 Recommend that the Personnel Rules and Regulations are updated regarding life insurance for volunteer firefighters Carried with a motion by Jack Oelschlager and a second by David Bauer.  
David Bauer: Aye, Kyle Frans: Aye, Jack Oelschlager: Aye  
Aye: 3, No: 0
  - 3.C. Police Pension Plan Amendment  
2/15/16 Recommend that the amendment to the Police Pension Plan be approved by the City Council Carried with a motion by David Bauer and a second by Jack Oelschlager.  
David Bauer: Aye, Kyle Frans: Aye, Jack Oelschlager: Aye  
Aye: 3, No: 0
4. Officers' Reports
5. Adjournment

Mayor

(SEAL)

City Clerk-Treasurer

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

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City Clerk-Treasurer

(S E A L)

## **Jerry Wilcox**

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**From:** Glothrop@aol.com  
**Sent:** Tuesday, February 09, 2016 2:10 PM  
**To:** Tom Ourada; Roger Foster; Jerry Wilcox  
**Subject:** Please forward to City Council

Dear Mayor Foster and The Crete City Council

I am writing on behalf of the Crete Area Improvement and Development Corporation in support of a new city position of Community Assistance Office.

Having been a part of our community for 58 years, I know how much Crete has changed and I believe that a new Community Assistance person can be an invaluable asset with regards to what is expected of someone moving into the community who might be at a disadvantage because of a language barrier.

Often times, problems arise with parking/housing/and other City ordinances simply because the persons new to Crete, have grown up in an environment where housing/parking expectations were so very different. The ability to have a person who speaks their language and is able to "communicate" the Do's and Don'ts, will be a win-win for all parties involved.

The Crete Area Improvement and Development Corporation basically spells out our mission statement in our name and envisions the creation of this position as a positive way to "Improve" the lives of all persons in the Crete Area. We believe that "People want to do the Right thing....They just need to know what the Right thing is'. The creation of this position should help immensely.

Let us Know if CAIDC can help with this matter in any way....Thanks for All you do for the City of Crete...

Gary F. Lothrop

President of CAIDC.....2/9/2016

## **CITY OF CRETE COMMUNITY ASSISTANCE OFFICE DIRECTOR**

**General Description:** Develop, organize, implement, and manage all aspects of Community Assistance Office. Reports to City Administrator. Full-time salaried position (Exempt Status).

**Desired Qualifications:** Any combination of work experience and training that allows the duties and responsibilities of this position to be achieved. Preference will be given to job applicants documenting successful experience in like or similar positions, who have completed coursework/training/ and or displaying an in-depth understanding of a position assisting people in adapting and complying with relocation to communities, cultures, rules and regulations that may be unfamiliar to the individuals, families, and/or groups relocating to the Crete area.

**Work Type:** Light/Sedentary Classification (as described by ADA).

### **Typical Duties and Responsibilities:**

1. Receive, understand, and comply with instructions, directives, and requests of the city administrator.
2. Effectively generally assist individuals in relocation from outside the Crete area to the Crete area.
3. Identify and respond to needs of the community.
4. Provide interpretation services to individuals in a variety of situations, not necessarily involving city functions.
5. Assist individuals, families, and groups in compliance with city/state/federal laws, rules, and regulations that are applicable to Crete residents.
6. Work with City, State, and Federal officials as needed to render aid and assistance to Crete residents.
7. Effectively facilitate inside and outside public and private services to Crete residents.
8. Attend meetings, training, and educational activities that further the proficiency of the Community Assistance Office.
9. Work with the Police department in order to gain trust and confidence of community residents who may fear law enforcement for any reason.

**Desired Knowledge, Skills, and Abilities:**

1. Ability to receive and understand directives, instructions, and guidance from city administrator in proficiently executing functions and meeting expectations of the position.
2. Ability to work in discrete and confidential manner when dealing with Crete residents.
3. Working understanding of City of Crete government policies and procedures.
4. Ability to learn, understand, and communicate relevant aspects of building, zoning, and flood plain regulations.
5. Ability to work effectively with people of all ages, of all backgrounds, of all levels of education, independently to build trust of community members who seek guidance and assistance.
6. Ability to assist in networking community residents with questions of legal, immigration, citizenship, and other questions and concerns with the proper individuals, entities, organizations, and agencies that provide these resources.
7. Knowledge of, skill in, and ability to relate to cultures of the majority and minority residents of, and/or contemplating moving to the Crete area.
8. Ability to work independently.

## Sec. 5.02 LIFE/ACCIDENTAL DEATH INSURANCE

Life insurance offers you and your family important financial protection. The City provides a basic life insurance plan for eligible employees and elected officials. Additional supplemental life insurance coverage may also be purchased.

Employees in the following employment classifications are eligible to participate in the life insurance plan:

- Regular Status Full-time employees
- Part-time employees who work thirty (30) hours or more per week. The premium is pro-rated.

Eligible employees and elected officials may participate in the life insurance plan subject to all terms and conditions of the agreement between the City and the insurance carrier.

All employees and elected officials participating in this are covered for \$10,000 of life insurance which is paid for by the City. An additional supplemental insurance may be purchased by the employee or elected official.

Volunteer Firefighters~~Firemen~~ receive \$10,000 of paid life insurance from the City's Group Policy as required in Nebraska State Statute 35-108 reissue 2008. An eligible city employee that is also a Volunteer Firefighter~~fireman~~ receives \$20,000 of paid life insurance subject to all terms and conditions of the agreement between the City and the insurance carrier.

**35-108. Volunteer fire and rescue personnel; group life insurance; municipality or district; purchase; maintain; coverage termination.**

The governing body of any incorporated municipality having a volunteer fire department or the board of directors of each rural or suburban fire protection district shall purchase and maintain in force a policy of group term life insurance to age sixty-five covering the lives of all of its active volunteer fire and rescue personnel, except that when any such person serves more than one municipality or district such policy shall be purchased only by the first municipality or district which he or she serves. Such policy shall provide a minimum death benefit of ten thousand dollars for death from any cause and shall, at the option of the insured, be convertible to a permanent form of life insurance at age sixty-five. The coverage of such policy shall terminate as to any individual who ceases to be an active volunteer member of the fire department of the municipality or district.

**Source:** Laws 1971, LB 750, § 1; Laws 1973, LB 249, § 1; Laws 2003, LB 167, § 1.

**FIRST AMENDMENT TO THE  
CITY OF CRETE, NEBRASKA POLICE OFFICERS PENSION PLAN**

WHEREAS, the City of Crete, Nebraska (the “Employer”) desires to amend the City of Crete, Nebraska Police Officers Pension Plan (the “Plan”) to define the term “sex-neutral basis”.

NOW THEREFORE the Plan is amended to read as follows effective August 1, 2015:

1. Section 1.4 is amended to read as follows:

**1.4 “Actuarial Equivalent”** means equality in value of the aggregate amount of benefit expected to be received under the different forms of benefit or at different times determined as of a given date, as adopted by the Employer or the Retirement Committee for use by the Plan. Actuarial Equivalent shall be determined in accordance with the mortality table and applicable interest rate described in Code Section 417(e)(3)(A), provided that if benefits are obtained through the purchase of an annuity contract from an insurer, Actuarial Equivalent shall be determined by the amount of benefit which can be purchased or provided by the Participant’s Account, together with any Additional Contributions which the Employer may be required to contribute as provided under the terms of the Plan. All actuarial and mortality assumptions adopted by the Employer or the Retirement Committee shall be made on a ~~sex~~Sex-nNeutral ~~b~~Basis.

2. Section 1.32A is added and reads as follows:

1.32A “Sex-Neutral Basis” with respect to actuarial assumptions, mortality assumptions, and annuity conversion rates means utilizing a blended, non-gender-specific rate for a particular participant except that if a blended, non-gender-specific rate is not available for purchase in Nebraska, the benefit calculation shall be performed using the arithmetic mean of the male-specific actuarial assumptions, mortality assumptions, or annuity conversion rates and the female-specific actuarial assumptions, mortality assumptions, or annuity conversion rates, as applicable, for a particular participant, and the arithmetic mean shall be determined by adding the male-specific actuarial assumptions, mortality assumptions, or annuity conversion rates to the female-specific actuarial assumptions, mortality assumptions, or annuity conversion rates applicable to a particular participant and dividing the sum by two.

IN WITNESS WHEREOF this Amendment has been executed by the Employer on February \_\_\_\_, 2016.

CITY OF CRETE, NEBRASKA

By: \_\_\_\_\_  
Roger Foster, Mayor

**Resolution 2016-07**

WHEREAS, the City maintains the City of Crete, Nebraska Police Officers Pension Plan (the "Plan"); and

WHEREAS, the City desires to amend the Plan to define the term "sex-neutral basis" with respect to actuarial assumptions, mortality assumptions, and annuity conversion rates.

NOW, THEREFORE, BE IT RESOLVED, that the City Council authorizes and directs the Mayor to execute the First Amendment to the Plan in substantially the form that was presented to the City Council at its meeting.

BE IT FURTHER RESOLVED, that the City Council authorizes and directs the Mayor and City Clerk to take such actions and execute such documents as they deem necessary or appropriate to carry out the intent and purposes of the above preambles and resolutions, and to cause the Plan to be administered according to its terms and applicable law.

Dated: \_\_\_\_\_

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

(SEAL)