



CITY OF IMPERIAL

Julie Gockley

Nick Colton

Craig Loeffler, Mayor

Jan Elliott

John Miller

NOTICE IS HEREBY GIVEN that a regular meeting of the Mayor and City Council of the City of Imperial, Nebraska will meet in open and public session at 6:00 PM., Tuesday, September 8, 2026 at the City Council Chambers, 740 Court Street, Imperial, NE 69033. This agenda may be enlarged until twenty-four (24) hours before the meeting, after which only items of an emergency nature may be added.

The Agenda and Minutes for this meeting may be located at <https://meeting.sparqdata.com/Public/PublicNotice/2661?meeting=765212>.

ROLL CALL

PLEDGE OF ALLEGIANCE

MAYORAL NOTICE TO PUBLIC OF THE OPEN MEETING ACT POSTING

CONSENT AGENDA

Review and Accept the Minutes of the August 17, 2026 Regular City Council Meeting

Review and Accept the Minutes of the August 31, 2026 Budget Retreat and Special City Council Meeting

PETITIONS AND COMMUNICATIONS

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Discussion and Action on Ordinance No. 26-08-02, an Ordinance to Stipulate Wages for City of Imperial, Nebraska Employees for the 2026-2027 Fiscal Year (Second Reading)

NEW BUSINESS

Discussion and Action to Consider Approval of Settlement Agreement with Nichole Miller regarding Nebraska Equal Opportunity Commission (NEOC) Charge

Discussion and Action on Wage Range Administration Policy

Discussion and Action on the FY 2026-2027 Budget Hearing and Adoption Plan

Discussion on Street Lights

PUBLIC COMMENT

ADJOURNMENT

**CITY OF IMPERIAL CITY COUNCIL MEETING MINUTES
AUGUST 17, 2026**

A Regular meeting of the Mayor and City Council of the City of Imperial was held in the Council Chambers, City Council Chambers, 740 Court Street, Imperial, NE 69033 on August 17, 2026, Beginning no Earlier Than 6:00 P.M.

Notice of this meeting was given in advance thereof by notice of meeting being posted at the Imperial Lied Library, City Office, and Imperial Post Office and on the City of Imperial's website at <http://www.Imperial-NE.com>.

Notice of this meeting was communicated in advance notice to the Mayor and Council. All proceedings hereafter shown were taken while the convened meeting was open to the public.

Mayor Craig Loeffler called the meeting to order at 6:00 P.M. and instructed the Interim City Administrator to call the roll, with the following results:

Present:

Nick Colton, Jan Elliott, Julie Gockley, John Miller, and Mayor Craig Loeffler.

A quorum was declared present, and the meeting continued.

Others Present:

Edward Dunn	–	Interim City Administrator
Chris Peterson	–	Utility Billing Clerk
Chad Ostmeyer	–	Police Chief
Josh Wendell	–	City Attorney

The pledge of allegiance was recited.

MAYORAL NOTICE TO PUBLIC OF THE OPEN MEETINGS ACT AND ITS AVAILABILITY

The Mayor Announced this Meeting is Being Conducted Pursuant to the Nebraska Open Public Meetings Act and that a Copy of the Open Meetings Act is Posted on the East Wall of the Council Chambers.

CONSENT AGENDA

Review and Approve the Minutes of the August 3, 2026, Regular City Council Meeting

Motion was made by Jan Elliott to Approve the Consent Agenda as Presented, and it was seconded by Julie Gockley. On call for the vote, the following votes were shown on the voting lights: Nick Colton: Yea, Jan Elliott: Yea, Julie Gockley: Yea, John Miller: Yea. Motion Carried.

PETITIONS AND COMMUNICATIONS

Interim City Administrator Dunn informed the Council and Public that there would be a Senior Services Board Meeting on August 24, 2026, at 4:30 P.M. at the Manor.

Interim City Administrator Dunn also informed the Council and Public that, due to online access issues, payroll will not be deposited until Wednesday rather than Tuesday of this Week and Profusely Apologized for the one (1) day delay and stated that all issues have been corrected and this cannot and will not happen in the future.

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Discussion and Action on Ordinance No. 26-08-01, an Ordinance by the City of Imperial, Nebraska Authorizing Elected Officials to Assist in Day-to-Day Administration Tasks for the City of Imperial Administrative Office (2nd Reading)

Motion was made by Jan Elliott to Waive the Third Reading of Ordinance 26-08-01 by Title so that it may be Adopted at this Meeting and it was seconded by Nick Colton. On call for the vote, the following votes were shown on the voting lights: Nick Colton: Yea, Jan Elliott: Yea, Julie Gockley: Yea, John Miller: Yea. Motion Carried.

Motion was made by Jan Elliott to Adopt Ordinance 26-08-01 and it was seconded by Nick Colton. On call for the vote, the following votes were shown on the voting lights: Nick Colton: Yea, Jan Elliott: Yea, Julie Gockley: Yea, John Miller: Yea. Motion Carried.

Discussion and Action on Procurement of Nancy Bryan of MMC Consulting, LLC. (Stromsburg, NE) For Training of City of Imperial, Nebraska City Office/Administrative Staff

Motion was made by Jan Elliott to Approve Interim City Administrator Edward Dunn be Authorized to Enter into Negotiations with Nancy Bryan of MMC Consulting, LLC. For Procurement of a Contract for Services in Relation to the Training of City Office/Administrative Staff and it was seconded by Julie Gockley. On call for the vote, the following votes were shown on the voting lights: Nick Colton: Yea, Jan Elliott: Yea, Julie Gockley: Yea, John Miller: Yea. Motion Carried.

Mayor Loeffler Opened the Public Hearing for Continuation of an Economic Development Program in the City; to Adopt a Proposed Plan for an Economic Development Program; to Order Such Program to Be Presented to the Voters of the City of Imperial for Approval on November 3, 2026; to Specify the Language of the Ballot Question; and Related Matters @ 6:15 P.M.

Mayor Loeffler Closed the Public Hearing for Continuation of an Economic Development Program in the City; to Adopt a Proposed Plan for an Economic Development Program; to Order Such Program to Be Presented to the Voters of the City of Imperial for Approval on November 3, 2026; to Specify the Language of the Ballot Question; and Related Matters @ 6:57 P.M.

Discussion And Action On Resolution R26-08-02, a Resolution of the Mayor and City Council of the City of Imperial, Nebraska, to Provide for Continuation of an Economic Development Program in the City; to Adopt a Proposed Plan for an Economic Development Program; to Order Such Program to Be Presented to the Voters of the City of Imperial for Approval on November 3, 2026; to Specify the Language of the Ballot Question; and Related Matters.

Motion was made by Julie Gockley to Introduce and Approve Resolution R26-08-02, a Resolution of the Mayor and City Council of the City of Imperial, Nebraska, to Provide for Continuation of an Economic Development Program in the City; to Adopt a Proposed Plan for an Economic Development Program; to Order Such Program to Be Presented to the Voters of the City of Imperial for Approval on November 3, 2026; to Specify the Language of the Ballot Question; and Related Matters and it was seconded by John Miller. On call for the vote, the following votes were shown on the voting lights: Nick Colton: Yea, Jan Elliott: Yea, Julie Gockley: Yea, John Miller: Yea. Motion Carried.

Discussion and Action on Ordinance No. 26-08-02, an Ordinance to Stipulate Wages for City of Imperial, Nebraska Employees for the 2026-2027 Fiscal Year (First Reading)

Mayor Loeffler Read Ordinance No. 26-08-02 by Title for the First Time.

Discussion and Action on Scheduling a Budget Retreat Meeting Date and Time

Motion was made by Julie Gockley to Approve a Budget Retreat for the City Council and Department Heads be Held on August 31, 2026, at 4:00 P.M. in the Council Chambers located at 740 Court St., Imperial, NE 69033 and it was seconded by John Miller. On call for the vote, the following votes were shown on the voting lights: Nick Colton: Yea, Jan Elliott: Yea, Julie Gockley: Yea, John Miller: Yea. Motion Carried.

Discussion and Action on a Job Description Manual for the Administrative and City Office Department

DISCUSSION WAS HELD, NO ACTION WAS TAKEN

Discussion and Action on Cemetery Kiosk Options

DISCUSSION WAS HELD, NO ACTION WAS TAKEN

Discussion and Action on Annual Membership with West Central Nebraska Development District (WCNDD)

Motion was made by Julie Gockley to Approve Annual Membership with West Central Nebraska Development District (WCNDD) for the term of July 1, 2026 through June 30, 2027, with Annual Membership Dues Being Paid in the Amount of \$4,200.00 and it was seconded by Nick Colton. On call for the vote, the following votes were shown on the voting lights: Nick Colton: Yea, Jan Elliott: Yea, Julie Gockley: Yea, John Miller: Yea. Motion Carried.

DEPARTMENT REPORTS

Police: National Night Out was a success with support from multiple agencies, departments, local businesses, etc... Gratitude was conveyed for allowing the additional officer support for the Chase County Fair.

Manor: Census is 28. Marketing is the Primary Focus. Referral Sources have Ticked up, 7 are Open/Pending. The Community BBQ was a Success; Backpacks were Handed out to Preschoolers. Job Fair @ 1324 Broadway, Saturday, 10-Noon. Has a new Facebook Page. Incentives for Joining the Facebook Page with a Drawing on 9/17.

Public Works: Nothing at this time.

PUBLIC COMMENT

Rebecca Berry gave an update on the Collen Williams In-Person Visit Based off of Community Murals. She stated that Imperial was in the top two (2) for its specific gallery and will move to the next round beginning on August 24th. For this Round Specifically, Individuals will Need to hit the HEART Button and the Mural with the most HEART'S will Move on.

ADJOURNMENT

Motion was made by John Miller to Adjourn the meeting at 7:27 P.M. and it was seconded by Julie Gockley. On call for the vote, the following votes were shown on the voting lights: Nick Colton: Yea, Jan Elliott: Yea, Julie Gockley: Yea, John Miller: Yea. Motion Carried.

SEAL:

Mayor – Craig Loeffler

Attest: Interim City Clerk – Edward Dunn

*****THESE MINUTES ARE UNOFFICIAL UNTIL APPROVED, SIGNED, AND SEALED*****

AUGUST 31, 2026
CITY OF IMPERIAL CITY COUNCIL BUDGET RETREAT AND SPECIAL MEETING
MINUTES

A Budget Retreat & Special meeting of the Mayor and City Council of the City of Imperial was held in the Council Chambers, City Council Chambers, 740 Court Street, Imperial, NE 69033 on August 31, 2026.

Notice of this meeting was given in advance thereof by notice of meeting being posted at the Imperial Lied Library, City Office, and Imperial Post Office and on the City of Imperial's website at <http://www.Imperial-NE.com>.

Notice of this meeting was communicated in advance notice to the Mayor and Council. All proceedings hereafter shown were taken while the convened meeting was open to the public.

ROLL CALL

Mayor Craig Loeffler called the meeting to order at 4:00 P.M local time and instructed the Interim City Administrator to call the roll, with the following results:

Present: Jan Elliott, Julie Gockley, John Miller, and Mayor Craig Loeffler

Absent: Council President Nick Colton.

A quorum was declared present, and the meeting continued.

Also, Present: Edward Dunn – Interim City Administrator, Christina Peterson – City Treasurer/Deputy City Clerk, Chad Ostmeyer – Imperial Police Department Chief of Police, Doug Mitchell – Imperial Volunteer Fire Department Chief, & Bethel Falla – Lied Imperial Public Library Director.

PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

MAYORAL NOTICE TO PUBLIC OF THE OPEN MEETINGS ACT AND ITS AVAILABILITY

Mayor Loeffler announced that the meeting is being conducted pursuant to the Nebraska Open Public Meetings Act and that a copy of the Open Meetings Act is posted on the east wall of the Chambers.

FY 2026-2027 BUDGET RETREAT

Interim City Administrator Dunn gave the Council a breakdown of each budget worksheet and answered questions by the Council noting that substantial work could be done to improve the line items within the budget worksheets themselves. Opportunity was given to department heads that were present to provide context into their individual budgets and was received favorably.

Discussion and Action on Approval of Consulting Agreement for Administrative Staff Training Services as Provided by Nancy Bryan of MMC Consulting, LLC

Motion by Julie Gockley: To Approve the Consulting Agreement with Nancy Bryan of MMC Consulting, LLC for Administrative Staff Training Services as amended by City Attorney Josh Wendell if Necessary, second by Jan Elliott. On call for the vote, the following votes were shown on the voting lights: Nick Colton: Absent, Jan Elliott: Yea, Julie Gockley: Yea, John Miller: Yea. Motion Carried.

Discussion and Action on Appointment of Emily Browning as City Clerk/Deputy City Administrator for the City of Imperial, NE

Motion by Jan Elliott: To Approve Emily Browning be Appointed to City Clerk/Deputy City Administrator for the City of Imperial, NE effective September 1, 2026, second by Julie Gockley. On call for the vote, the following votes were shown on the voting lights: Nick Colton: Absent, Jan Elliott: Yea, Julie Gockley: Yea, John Miller: Yea. Motion Carried.

Discussion and Action on Ordinance No. 26-08-03 an Ordinance to Stipulate Wages for City of Imperial, Nebraska Employees for the 2025-2026 Fiscal Year (First Reading)

Motion by Jan Elliott: To Introduce Ordinance No. 26-08-03, an Ordinance to Stipulate Wages for City of Imperial, Nebraska Employees for the 2025-2026 Fiscal Year and Waive the Second and Third Readings of Ordinance No. 26-08-03 by Title so that it may be Adopted at this Meeting, second by John Miller. On call for the vote, the following votes were shown on the voting lights: Nick Colton: Absent, Jan Elliott: Yea, Julie Gockley: Yea, John Miller: Yea. Motion Carried.

Discussion and Action on Appointment of Erica Greene to the Theatre Board

Motion by John Miller: To Approve the Mayoral Appointment of Erica Greene to the Theatre Board, second by Jan Elliott. On call for the vote, the following votes were shown on the voting lights: Nick Colton: Absent, Jan Elliott: Yea, Julie Gockley: Yea, John Miller: Yea. Motion Carried.

Discussion and Action on Appointment of Josie Bell to the Park & Tree Board

Motion by John Miller: To Approve the Mayoral Appointment of Josie Bell to the Park & Tree Board, second by Julie Gockley. On call for the vote, the following votes were shown on the voting lights: Nick Colton: Absent, Jan Elliott: Yea, Julie Gockley: Yea, John Miller: Yea. Motion Carried.

PUBLIC COMMENT

The questions was asked during public comment about the liability for the fire damage due to electrical shortages and whether or not it was being addressed in future Insurance discussion/negotiations.

The comment was made about the high training requirements of our local and county police staff and the appreciation to both the City and County for their dedicated service to Imperial and Chase County.

ADJOURNMENT

Motion by John Miller: To Adjourn the Budget Retreat and Special Meeting of the Imperial, NE City Council, second by Julie Gockley. On call for the vote, the following votes were shown on the voting lights: Nick Colton: Absent, Jan Elliott: Yea, Julie Gockley: Yea, John Miller: Yea. Motion Carried.

SEAL:

Mayor

Attest: Interim City Clerk

ORDINANCE NO. 26-08-02

**AN ORDINANCE OF THE CITY OF IMPERIAL, CHASE COUNTY, NEBRASKA,
ESTABLISHING ANNUALIZED SALARIES AND WAGES FOR THE FISCAL YEAR
BEGINNING OCTOBER 1, 2026, AND ENDING SEPTEMBER 30, 2027, OF THE CITY
OFFICERS AND EMPLOYEES; REPEALING ALL PRIOR CONFLICTING ORDINANCES
AND ORDERING THE PUBLICATION OF THIS ORDINANCE IN PAMPHLET FORM.**

**BE IT ORDAINED BY THE MAYOR AND COUNCIL FOR THE CITY OF IMPERIAL,
NEBRASKA AS FOLLOWS:**

SECTION 1. The Mayor and City Council of the City of Imperial, Nebraska hereby establishes the following annualized salaries for the elected officials and salaried positions of the City of Imperial, Nebraska:

DEPARTMENT	TITLE	EMPLOYEE	ACTUAL WAGE
City Office			
	Director of Public Works	Steven P. Davison	\$ 115,960.00
	City Administrator	VACANT	
	City Treasurer/Deputy City Clerk	Christina Peterson	\$ 67,500.00
	City Clerk/Deputy City Administrator	Emily Browning	\$ 60,000.00
	Zoning Officer/Building Inspector	Jeff Lempke	\$ 18,720.00
Police			
	Chief of Police	Chad Ostmeyer	\$ 94,458.00
	Police Sergeant	Christopher Bustillos	\$ 76,762.00
	Police Officer	Julia Slade	\$ 67,704.00
	Police Officer	David Ripley	\$ 56,567.00
Recreation			
	Soccer Director		\$5,200/season
	Summer Rec. Director		\$7,280/season
	Summer Rec. Groundskeeper		\$7,280/season

SECTION 2. The Mayor and City Council of the City of Imperial, Nebraska hereby establishes the following hourly wages for the following positions of the City of Imperial, Nebraska:

DEPARTMENT	TITLE	EMPLOYEE	ACTUAL WAGE
City Office			
	Interim City Administrator	Edward Dunn	\$71.12/hr
	Assistant Building Inspector	Nick Schultz	\$31.20/hr
	Utility Billing Clerk	Amiee Schrage	\$23.00/hr
	Office Assistant	Deaun Carpenter	\$18.72/hr
Public Works			
	Public Works Operator/Laborer	Dan Leibhart	\$40.53/hr
	Public Works Operator/Laborer	Matt Owens	\$37.80/hr
	Public Works Operator/Laborer	Tina Mandeville	\$32.21/hr
	Public Works Operator/Laborer	Misael Garcia Ramirez	\$29.60/hr
	Public Works Operator/Laborer	Corkey Waide	\$26.00/hr
	Public Works Operator/Laborer	Ryan Wisnieski	\$26.00/hr
	Public Works Operator/Laborer	Lori Rowley	\$21.58/hr
	Public Works Operator/Laborer	Theodora Harris	\$20.45/hr
	Public Works Operator/Laborer	Justin Sanchez	\$20.14/hr
	Public Works Operator/Laborer	Adam Schneweis	\$18.72/hr
	Public Works Operator/Laborer	Tiffany Harris	\$17.06/hr
	Public Works Operator/Laborer	Sebastian Harris	\$15.87/hr
	Temporary Employees		
Pool			
	Swimming Pool Manager		
	Assistant Pool Manager		
	Lifeguards		
Theatre			
	Head Projectionist	Eric Dittler	\$24.80/hr
	Projectionist	Janet Sheaffer	\$20.76/hr
	Projectionist	Jodie Liess	\$20.76/hr
	Projectionist	Marlea Thompson	\$20.76/hr
Library			
	Director	Beth Falla	\$26.95/hr
	Aide	Elizabeth Fortkamp	\$23.26/hr
	Aide	Becky Carman	\$15.87/hr
	Part-Time Aide/Library Substitutes		

PASSED AND APPROVED ON THIS 31ST DAY OF AUGUST 2026.

Craig Loeffler – Mayor

ATTEST:

Edward Dunn – Interim City Clerk

Basis & Methodology

- Base adjustment. Every position's current wage is first increased 4.0% over its rate in the existing wage ordinance. The 4.0% figure is a cost-of-living adjustment referenced to the Midwest Region Consumer Price Index (CPI-U), which rose 3.8% for the 12 months ending June 2026 (U.S. Bureau of Labor Statistics); 4.0% is applied for administrative simplicity and to keep pace with the inflation trend.
- Actual wage. The Actual Wage column states the wage currently set for each position.
- Minimum wage. No position falls below Nebraska's \$15.26/hour minimum wage effective January 1, 2027.

CITY OF IMPERIAL, NEBRASKA
Wage Range Administration Policy

Companion to Ordinance No. 26-08-02 (Annual Wage Ordinance, FY 2026–2027)

1. Purpose

The Annual Wage Ordinance establishes a salary or hourly wage range for each City position and the actual wage currently set within that range. This policy explains how an employee's actual wage moves within their range – who may authorize an increase, how an increase is justified and documented, and when and how often increases may occur. It is intended to give employees a clear, consistent, and fair path for wage movement while keeping the Council in control of the overall pay structure and the City's budget.

2. Quick Reference

Who Recommends	The Employee's Department Head
Who Reviews	The City Administrator
Who Approves	The Mayor and City Council
Basis	Merit / Job Performance
How Often Considered	Semi-Annually (Up to Twice Per Fiscal Year)
Effective When	Start of the Next Pay Period After Council Approval
Size Limit	No Fixed Per-Action Cap; Must Remain at or Below the Range Ceiling
Range Ceiling	Hard Cap – Only the Council may Exceed a Range, and Only by Amending the Wage Ordinance

3. Definitions

- Range – the lower and upper wage thresholds established for a position in the Wage Ordinance.
- Range floor / ceiling – the lowest and highest wage payable for a position under the adopted range.
- Actual wage – the specific salary or hourly rate at which a position is currently paid, stated in the Actual Wage column of the Wage Ordinance.
- Within-range increase – an increase to an employee's actual wage that keeps the wage at or below the range ceiling. A within-range increase does not require amending the Wage Ordinance.

4. Authority to Grant an Increase

An increase to an employee's actual wage follows a three-step chain of recommendation, review, and approval:

- 4.1** The department head recommends the increase for an employee in their department, based on the employee's job performance, and forwards the recommendation and its justification to the City Administrator.

4.2 The City Administrator reviews the recommendation for consistency with this policy, the position's range, internal equity across departments, and available budget, and forwards supported recommendations to the Mayor and City Council.

4.3 The Mayor and City Council approve or deny the increase. No increase to an employee's actual wage takes effect until approved by the Council.

For positions where the department head is also the City Administrator, or where the employee reports directly to the Council, the City Administrator's and department head's roles are performed by the next appropriate supervising authority, with the recommendation forwarded to the Council in the same manner.

5. Basis for an Increase (Justification)

Within-range increases are based on merit – the employee's demonstrated job performance. A recommendation for an increase must be supported in writing and should identify the performance that justifies it, such as:

- The results of the employees' most recent performance review or evaluation.
- Demonstrated growth in the scope, quality, or reliability of the employee's work.
- Assumption of additional duties or responsibilities within the position.
- Sustained performance above the expectations for the role.

The written justification is retained in the employee's personnel file. Cost-of-living adjustments applied to all positions are handled separately through the annual Wage Ordinance and are not within-range merit increases under this policy.

6. How and When an Increase Is Implemented

6.1 Once the Council approves an increase, the new actual wage is recorded, and the change is documented in the employee's personnel file and in the City's payroll system.

6.2 The increase takes effect at the start of the next pay period following Council approval. Increases are not applied retroactively unless the Council expressly directs otherwise by motion.

6.3 The Actual Wage column of the Wage Ordinance record is updated to reflect Council-approved changes so the City's wage record stays current between annual ordinances.

7. Frequency

An employee may be considered for a within-range increase on a semi-annual basis – no more than twice per fiscal year. This allows performance to be recognized during the year without requiring an ordinance amendment, while giving each increase enough time to be evaluated on results. Consideration is not automatic; a recommendation must be initiated and must move through the authority chain in Section 4. An employee's eligibility to be considered does not guarantee an increase.

8. Range Ceiling and Limits

There is no fixed cap on the size of a single within-range increase; however, an approved increase may not raise an employee's actual wage above the ceiling of their position's range. The range ceiling is a hard cap. An actual wage may exceed a range ceiling only if the Council amends the Wage Ordinance to change the range itself.

9. Budget and Equity

All increases are subject to funds appropriated in the adopted budget. The City Administrator's review ensures increases are consistent across departments and do not create unintended inequities among comparable positions. The Council may decline or defer an otherwise-justified increase where budget conditions require.

10. Adoption and Amendment

This policy is adopted as a companion to the Annual Wage Ordinance and may be amended by the Council. Where this policy and the Wage Ordinance differ as to a wage figure or range, the Wage Ordinance controls; where they differ as to procedure, this policy controls.