

VILLAGE OF NEHAWKA RESOLUTION 2023-1

**A RESOLUTION OF THE GOVERNING BODY OF THE VILLAGE OF NEHAWKA
ADOPTING A POLICY RELATING TO A KEY POLICY FOR ALL VILLAGE BOARD
MEMBERS AND EMPLOYEES FOR ACCESS TO VILLAGE PROPERTY**

WHEREAS, the Village of Nehawka (the "Village") owns various improved real property and desires to control who has access to said property through the implementation of Village Key Policy.

NOW, THEREFORE, BE IT RESOVLED, by the Village Board of the Village of Nehawka, by majority vote, that:

1. The Village adopts the following policy relating to the possession and control of keys to access village property:

A. No Village Board Member will have a key to village office located at 217 Sherman Avenue, Nehawka, NE 68413;

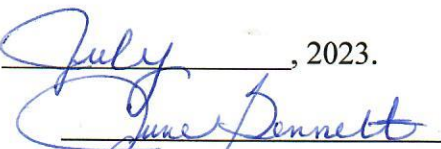
B. The Village Clerk and Village Maintenance Supervisor will have a key to the Village Office located at 217 Sherman Avenue, Nehawka, NE 68413;

C. At any time a Village Board Member or Village Employee resigns, is discharged, or otherwise ceases to occupy his or her position as Village Board Member or Village Employee he or she shall immediately turn in to the Village Clerk all keys in his or her possession to any Village property;

D. A master key to the Village Office shall be provided to the Village Attorney to hold in escrow in case any copies are lost or misplaced;

E. No Village Board Member or Village Employee shall be permitted to copy or duplicate any key to any Village property without obtaining permission to do so by a majority vote of the then acting Village Board ~~Member~~.

PASSED AND APPROVED this 12th day of July, 2023.


June Bennett, Chairperson

Attest:


Chris Lowther, Village Clerk/Treasurer