CITY OF TERRYTOWN
Regular Meeting of the City Council
December 12th, 2024

The City of Terrytown Council met on Thursday, December 12th, 2024, at 6:30 PM, for their regular monthly meeting at the Housing Partners of Western Nebraska Community Room, at 89A Woodley Park Road in the City of Terrytown. Notice of said meeting was published in the Star-Herald according to Nebraska State Law. Mayor, Chris Perales called the meeting to order at 6:31 p.m. Council Members present in person were Brandon Ettleman, Tyler Feil, Mike Minzey, and Emily Norman. Jeni Mattern, City Clerk was present and took minutes. Also present, City Attorney, Libby Stobel; City Engineer, Jeff Wolfe; and Utility Supervisor, Hugo Chairez.

The Pledge of Allegiance was recited by those in attendance. Mayor Perales pointed out the location of the poster for the Open Meetings Act, a copy which is also available on the City of Terrytown website.

There were no emergency items.

There were changes to the agenda. Between items 6 and 7 adding a motion and vote to re-convene the council and a motion to accept the declination letter from Tom Blackos.

Gary Pfortmiller, 55 Ridge Drive, spoke to the Council regarding the amount of trash on Terrytown property as you go up the hill to Bellevue.

Feil moved to approve the submitted 2022-2023 Fiscal Year Audit. Minzey seconded the motion. Aye's: Ettleman, Feil, Minzey, and Norman. Nay's: none. Motion carried.

Feil moved to approve the meeting minutes from the November 14th, 2024 Public Hearing and Regular Council Meeting. Norman seconded the motion. Aye's: Feil, Minzey, Norman, and Ettleman. Nay's: none. Motion carried.

Feil moved to approve Payment of Regular Claims from November 2024. Ettleman seconded the motion. Aye's: Minzey, Norman, Ettleman, and Feil. Nay's: none. Motion carried.

Meeting adjourn sine die and leave the dias. Brandon Ettleman was thanked for his service.

Feil moved to amend the agenda and re-convene the meeting. Norman seconded the motion. Aye's: Norman, Minzey, and Feil. Nay's: none. Motion carried.

Feil moved to accept letter of declination from Tom Blackos to serve as council person for Ward I for his elected term ending December 31, 2028. Minzey seconded the motion. Aye's: Norman, Feil, E and Minzey.

Mattern gave the Oath of Office to Elected Council Member Emily Norman, who was elected to Ward II.

Minzey nominated Norman for Council President for the 2025 calendar year. Minzey made a motion for Norman to be Council President for 2025 calendar year. Aye's: Feil, Minzey, and Norman. Nay's: none. Motion carried.

Feil moved to accept Mayor Perales' appointment for City Officers for the 2025 calendar year; Jennifer Mattern as Clerk/Treasurer, Libby Stobel on behalf of Simmons Olsen Law firm as City Attorney, Jeff Wolfe on behalf of M.C. Schaff as City Engineer, Jeff Wolfe as Street Superintendent, Hugo Chairez as Utility Supervisor, Scottsbluff Police Department as Law Enforcement, Platte Valley Bank as Financial Institution, and Scottsbluff Star-Herald as Publication of Records. Norman seconded the motion. Aye's: Minzey, Norman, and Feil. Nay's: none. Motion carried.

No action was taken on "Direction to City Clerk regarding Notice of Vacancy" as there was not agenda item declaring the vacancy. Stobel recommended this be added to the January 2025 Agenda in proper format and then fill vacancy for Ward I council person at the February 2025 meeting.

Chairez requested a year-end "Safety Incentive" for the full-time employees, in the amount of $200.00. Stobel and Mattern expressed concern regarding the request. Feil moved to approve "Safety Incentive" in the amount of $200.00 for full-time employees. Norman seconded the motion. Aye's: Norman, Feil, and Minzey. Nay's: none. Motion carried.

Council received the Revenue & Expense Reports for November 2024.

Wolfe updated the council regarding a meeting with Housing Authority regarding installation of meters for their sprinkler system, which it was discovered were not metered as part of the water project. To ensure the sprinkler system is fully metered, it will realistically require installation of approximately 5 meters. It is believed the oversight occurred because at the time of installation the Housing Authority asked for the meters be installed inside the buildings and, the sprinklers unknowingly bypassed the meters. Robert Blanco, utility assistant noted that there is an additional issue with the meters inside the buildings due to the boilers causing sediment at the meter. Wolfe recommended Mattern check with gWorks to see if there is an option for "Master/Slave" meter reading.

Feil moved to waive three readings for Ordinance No 489 AN ORDINANCE OF THE CITY OF TERRYTOWN, NEBRASKA AMENDING PORTIONS OF CHAPTER 10, SECTION 104 OF THE TERRYTOWN MUNICIPAL CODE IN DEALING WITH ZONING AND MISCELLANEOUS REGULATIONS BY INCLUDING ADDING REGULATIONS CONCERNING SHIPPING CONTAINERS, AND RESTRICING THE USE OF SHIPPING CONTAINERS AND ACCESSORY BUILDINGS GENERALLY, REPEALING PRIOR PORTIONS OF CHAPTER 10, SECTION 104. ADDING IN CHAPTER 10, SECTION 107 DEALING WITH ARIPORT ZONING AND ENFORCEMENT, PROVIDING FOR AN EFFECTIVE DATE AND PROVIDING FOR PUBLICATION IN PAMPHLET FORM. Norman seconded the motion. Aye's: Norman, Minzey, and Feil. Nay's: none. Motion carried.

Feil moved to approve Ordinance No 489 AN ORDINANCE OF THE CITY OF TERRYTOWN, NEBRASKA AMENDING PORTIONS OF CHAPTER 10, SECTION 104 OF THE TERRYTOWN MUNICIPAL CODE IN DEALING WITH ZONING AND MISCELLANEOUS REGULATIONS BY INCLUDING ADDING REGULATIONS CONCERNING SHIPPING CONTAINERS, AND RESTRICING THE USE OF SHIPPING CONTAINERS AND ACCESSORY BUILDINGS GENERALLY, REPEALING PRIOR PORTIONS OF CHAPTER 10, SECTION 104. ADDING IN CHAPTER 10, SECTION

107 DEALING WITH ARIPORT ZONING AND ENFORCEMENT, PROVIDING FOR AN EFFECTIVE DATE AND PROVIDING FOR PUBLICATION IN PAMPHLET FORM. Norman seconded the motion. Aye's: Feil, Minzey, and Norman. Nay's: none. Motion carried.

Feil moved to waive three readings on Ordinance No 490 AN ORDINANCE OF THE CITY OF TERRYTOWN, NEBRASKA AMENDING PORTIONS OF CHAPTER 8, SECTION 101 OF THE TERRYTOWN MUNICIPAL CODE DEALING WITH THE CITY'S APPOINTED FIRE DEPARTMENT GENERALLY, REPEALING PRIOR PORTIONS OF CHAPTER 8, SECTION 101. PROVIDING FOR AN EFFECTIVE DATE AND PROVIDING FOR PUBLICATION IN PAMPHLET FORM. Norman seconded the motion. Aye's: Minzey, Norman, and Feil. Nay's: none. Motion carried.

Feil moved to approve Ordinance No 490 AN ORDINANCE OF THE CITY OF TERRYTOWN, NEBRASKA AMENDING PORTIONS OF CHAPTER 8, SECTION 101 OF THE TERRYTOWN MUNICIPAL CODE DEALING WITH THE CITY'S APPOINTED FIRE DEPARTMENT GENERALLY, REPEALING PRIOR PORTIONS OF CHAPTER 8, SECTION 101. PROVIDING FOR AN EFFECTIVE DATE AND PROVIDING FOR PUBLICATION IN PAMPHLET FORM. Norman seconded the motion. Aye's: Minzey, Norman, and Feil. Nay's: none. Motion carried. Feil moved to approve the updated lease with Terry and Hazeldeane Carpenter Center. Minzey seconded the motion. Aye's: Norman, Feil, and Minzey. Nay's: none. Motion carried.

No action was taken on Ordinance No 491 AN ORDINANCE OF THE CITY OF TERRYTOWN, NEBRASKA, ESTABLISHING SALARIES AND COMPENSATION FOR CITY OFFICIALS AND EMPLOYEES REPEALING ORDINANCE 486 AND ALL PRIOR ORDINANCES AND PROVIDING AN EFFECTIVE DATE. Stobel mentioned that the verbiage needed clarified stating the Deputy Clerk, Echo Woyak, successfully completed her 90-day probationary period and has received a positive review. The heading will also need changed as, at this time, Woyak is the only person with a wage increase and a subsequent wage increase. Stobel preferred the ordinance be clarified that the wage increase effective December 15th, 2024 was only for the Deputy Clerk, as a result of successful completion of her probationary period.

Feil moved to approve the updated lease with Terry Hazeldeane Carpenter Center. Minzey seconded the motion. Aye's: Feil, Minzey, and Norman. Nay's: none. Motion carried.

Council received the November 2024 Communications Report.

Police Chief, Kevin Spencer, gave an update to the Council regarding staffing.

At 7:36 p.m. Norman moved to adjourn the meeting. Minzey seconded the motion. Aye's: Minzey, Norman, and Feil. Nay's: none. Motion carried.

Christopher Lewis
Mayor, City of Terrytown

ATTEST: Jennifer Matter
City Clerk

CITY CLERK Seal TERRYTOWN, NEBRASKA

Payment of Claims November 2024

General: Ace Hardware – $3.85; Allo – Phone/SCADA/Internet, $259.27; Beam – Insurance, $136.35; Carpenter Center – Rent, $1,211.83; Century Business – Copier, $258.47; Garnishment – $64.62; CNA Surety – Bonds, $355.00; FICA – $4,628.98; Casey Peterson – Audit, $28,499.00; Guardian Life – Insurance, $56.00; gWorks – Annual Subscription, $11,577.00; Hugo – Reimbursement, $7.68; Intralinks – ADA Compliance Screens, $2,433.45; Marketing Consultants – Stitching, $272.00; Medica – Insurance, $5,854.16; Monument Prevention Coalition – Membership, $782.25; NE Dept. of Rev. – $707.23; Northwest Pipe – Curb Box, $42.83; NPPD – $193.44; O'Reilly – Battery, $170.01; Panhandle Collections – $495.00; Humane Society – $477.41; Principal – Insurance, $44.88; Scotts Bluff County – Interlocal $415.79; Sandberg Implement – Repairs, $9.06; Police Department – Contracted Services, $11,461.67; Scotts Bluff County Clerk – Prosecution, $51.00; Simmons, Olsen – Legal Services, $2,060.00; Capital Bank and Trust – Ira, $760.45; Column Software, -- Publication, $176.17; Verizon – $263.10; VISA – $209.44; **Street:** Ace Hardware – Screws, $40.39; BARCO – Signs, $2,159.24; Ben's Construction – Sidewalk, $970.00; Garnishment – $119.06; Legacy Coop – Mower Tires, $97.98; Cyclone Express – Gas, $686.03; FICA – $1,870.48; Hi Performance – $42.00; NE Dept. of Rev. – $293.51; NPPD – $1,805.46; Paul Reed – Rock, $238.80; M. C. Schaff – Engineering, $432.00; Capital Bank – Ira, $242.74; Column Software – Bids, $79.38; Visa – PPE, $43.55 **Keno:** A&A Porta-Potties, $300.00; NPPD – $113.02 **Water:** Garnishment – $168.83; Sales/Use Tax -- $1,572.21; FICA – $2,272.08; Enviro Service – Labs, $50.00; Gering – Water, $15,079.33; Mission Communication – Renewal, $347.40; NE Public Health Environmental – Annual Labs, $485.00; Dept. of Rev. – $368.09; Northwest Pipe – Galvanized Nipple, $7.22; NPPD – $67.38; Pitney Bowes – Postage, $500.0; Print Express – Envelopes, $391.10; Capital Bank – Ira, $232.85; Terry Carpenter Inc. – Lease, $412.00; Visa – Recorder, $241.35 **Electric:** NPPD – $31.58; **Sewer:** Budge-It Drain – Repairs, $6,640.00; Garnishment – $118.29; Scottsbluff – Interlocal, $16,002.82; FICA – $1,712.19; Enviro Services – Labs, $430.00; Gering – Dump Fees, $48.77, Intralinks – Datto Back Up, $179.00;League of NE Utilities – Membership, $577.00; Dept. of Rev. – $284.28; NPPD – $268.67; One Call Concepts -- Locates, $9.94; Print Express – Envelope, $290.65; Capital Bank – Ira, $165.41; Terry Carpenter Inc. – Lease, $576.11; Waste Collections – $7,709.21

Payroll: $30,606.36