CITY OF TERRYTOWN
Regular Meeting of the City Council
August 21st, 2025

The City of Terrytown Council met on Thursday, August 21st, 2025, at 6:30 PM, for their regular monthly meeting at the Community Room in the Carpenter Center, 116 Terry Blvd in the City of Terrytown, Nebraska. Notice of said meeting was published in the Star-Herald according to Nebraska State Law and posted in three prominent places as outlined by ordinance. Mayor, Chris Perales called the meeting to order at 6:31 p.m. Council Members present in person were Brandon Ettleman, Tyler Feil, and Emily Norman. Absent was Mike Minzey. City Clerk, Jeni Matten was present and took minutes. Also present, Jeff Wolfe, City Engineer, Utility Supervisor, Hugo Chairez and City Attorney, Libby Stobel.

The Pledge of Allegiance was recited by those in attendance. Mayor Perales pointed out the location of the poster for the Open Meetings Act..

There were no changes to the agenda and no emergency items.

There was no public comment.

For correspondence, Mattern let the council know there were two items from LARM regarding new members and a letter from the State of NE, regarding the State Revolving Fund. The letter was regarding a Reserve Account that was to have 10% above the reserve portion of collected amounts. Mattern confirmed with Grace Rittenburg, Federal Aid Administrator, that this reserve fund can be the same reserve fund used for the USDA reserve funds. Rittenburg said it can be.

Mattern gave an update regarding the 2023-2024 Audit. She has been in communication with the auditors and have given them additional information, as requested. It is expected that audit should be complete the end of September.

Stobel suggested signing the mutual release with Housing Partners of Western Nebraska regarding the past water meter billing issues. The release was forwarded to Housing Partners. Minzey asked, via email, whether or not this will leave the city "on the short end of the financial side"? Mattern let him know that the City won't be in a hardship. Norman clarified that this was following the discussion had at the July meeting. Mattern affirmed. Stobel gave explanation that this allows the city not owe Housing Authority for over charges for the "Lost Sock Laundromat" while forgiving unmetered irrigation sprinklers through May of 2025. Stobel recommended approval barring no major proposed changes by the Housing Authority. Norman made a motion to sign the Release. Feil seconded the motion. Aye's: Feil, Norman, and Ettleman. Nay's: none. Absent: Minzey. Motion carried.

Brian Neilsen representative of the CVMA NE 16-4A Veterans Organization was present on behalf of the Bike & Car show being held August 23rd, 2025. He is requesting that the classic cars be allowed to park on the grass at Hascall Park for roughly 5 hours. Ettleman asked if all other car shows park on grass. Mattern responded as far as she is aware. Norman asked if there was a major concern with this. Chairez said there would be about 30 – 40 vehicles on the grass. Norman asked if food trucks parked on the grass last year. Chairez stated "yes, two of them". Norman said "there is no where else to park, and the event is already

set". Mayor Perales asked Chairez if he is for or against this. Chairez said he is "so, so, because there is a chance they will kill the grass. Feil stated, you can't come to the council two days before the car show trying to de-rail whatever plans were already put in place. Feil asked when Neilsen was told he could do a car show. Neilsen and Mattern agreed this has been in the works for at least nine months. Robert Blanco, Utility Assistant, asked if the cars could be parked on the Monument Valley Pathway. Stobel advised against pointing out that may violate the government funding agreement for the pathway. Feil pointed out that at other car shows there are flags put out marking the sprinkler heads. Neilsen asked Chairez or Blanco show him where the sprinkler heads are and he will mark them. Feil moved to allow the CVMA NE 16-4A Veterans Helping Veterans Bile & Car show park cars on the grass at the park as long as the sprinkler heads are identified. Norman seconded the motion. Aye's: Norman, Ettleman, and Feil. Nay's: none. Absent: Minzey. Motion carried.

Regarding the Panhandle Humane Society Contract, Mattern stated the terms of the contract have not changed, just updating dates. Last contract was signed in 2023. Norman asked about the Humane Society picking up animals. Mattern and Stobel explained that they used to be staffed to do so, however, do not any longer have this ability. The amount the city pays the Humane Society is to keep kennels available open in case an animal is taken to the Humane Society by city employees. Stobel asked if the city was ever granted access to the Humane Society to drop off animals, Mattern informed her that did not happen. Norman moved to approve the General Contract for Services with Panhandle Humane Society. Ettleman seconded the motion. Aye's: Ettleman, Feil, and Norman. Nay's: none. Absent Minzey. Motion carried.

Mattern explained that Resolution 25-01 was stating the Employee Policy Manual is approved as written and that any future changes would have to be changed by Resolution. Norman moved to approve Resolution 25-01 A Resolution to Adopt an Employee Policy Manual. Ettleman seconded the motion. Aye's: Ettleman, Feil, and Norman. Nay's: none. Absent: Minzey Motion carried.

Mattern explained that in the storage container at the Sewer Lift Station there was many items that were being kept, per council request, for a "just in case" time. This being several years later there are many of those items that are a surplus and have zero-dollar value. Chairez mentioned that the equipment is old enough that even if they wanted to use them they are too old to get parts for. Norman moved to approve Resolution 25-04 A Resolution Declaring Surplus of Personal Property of the City of Terrytown, Nebraska. Ettleman seconded the motion. Aye's: Feil, Norman, and Ettleman. Nay's: none. Absent: Minzey. Motion carried.

Council reviewed two estimates for new tires and front-end repairs for the 2015 Silverado. One in the amount of $7,850.63 and one for $7,710.63. Minzey sent a note requesting a quote from a different shop. Discussion was had regarding items necessary for repairs and/or replacement due to the ware and tare from the snow plow. Blanco pointed out the one reason they like taking the vehicles to Panhandle Diesel is they will get them in right away so they are not without the vehicle for long periods of time. Feil moved for a second estimate for tires and repairs on the 2015 Chevy Silverado. Norman seconded the motion. Aye's: Norman, Ettleman, and Feil. Nay's: none. Absent: Minzey. Motion carried.

Panhandle Diesel requested small bills be paid timelier than being approved at the meeting. Stobel read the criteria for paying bills prior to council approval and their billing does not fall in the criteria.

Feil moved to approve the minutes from the July 17th, 2025 Regular Meeting. Norman seconded the motions. Aye's: Ettleman, Feil, and Norman. Nay's: none. Absent: Minzey. Motion carried.
Feil moved to approve the minutes from the July 31st, 2025 Special Meeting. Norman seconded the motion. Aye's: Feil, Norman, and Feil. Nay's: none. Absent: Minzey. Motion carried.

Feil moved to approve payment of regular claims for July 2025. Ettleman seconded the motion. Aye's: Norman, Feil, and Ettleman. Nay's: none. Absent: Minzey. Motion carried.

Council received July 2025 Expense & Revenue Reports and Communications Report.

Mattern explained that Resolution 25-05 Resolution for Signing of the Municipal Annual Certification of Program Compliance 2025 is as it states an annual resolution needed to receive highway allocation funds. Wolfe agreed. Feil moved to approve Resolution 25-05 Resolution for Signing of the Municipal Annual Certification of Program Compliance 2025. Norman seconded the motion. Aye's: Feil, Ettleman, and Norman. Nay's: none. Absent: Minzey. Motion carried.

Feil moved to approve the Municipal Annual Certification of Program Compliance to Nebraska Board of Public Roads Classification and Standards 2025. Ettleman seconded the motion. Aye's: Ettleman, Norman, and Feil. Nay's: none. Absent: Minzey. Motion carried.

Council discussed the Interlocal Agreement with Scotts Bluff County Communications. Discussion was had regarding the confusion on the additional costs added to the budget this year. Mayor Perales stated he had asked the former director to attend the meetings for explanation on numerous occasions and he never showed. Mayor Perales directed Mattern to invite Cindy Howard, Director for Scotts Bluff County Emergency Communications to the next meeting.

First reading of Ordinance No. 496 AN ORDINANCE OF THE CITY OF TERRYTOWN, NEBRASKA, REVISING AND AMENDING FEES FOR WATER CONNECTION AND SEWER TAP FEE.

Mattern requested council approve a spending budget for the Trunk or Treat and Chili Cook-off. Mattern stated that mainly the cost would be for prizes for the Chili Cook-off. Feil said it wouldn't hurt the city to pay for candy as well. Feil moved to approve up to $1,000 for candy, decorations and prizes for the Terrytown Trunk or Treat and Chili Cook-Off. Norman seconded the motion. Aye's: Norman, Feil, and Ettleman. Nay's: none. Absent: Minzey. Motion carried.

Norman moved to adjourn the meeting at 7:29 p.m. until the next regular meeting on Wednesday, September 10th, 2025 at 6:30 p.m. Ettleman seconded the motion. Aye's: Feil, Ettleman, and Norman. Nay's: none. Absent: Minzey. Motion carried.

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City of Terrytown

ATTEST:

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City Clerk

Payment of Claims July 2025

General: Beam - Dental, $10.90; Garnishment - $77.54; FICA - $18,311.96; Guardian – Life, $70.75; HR Ass Midlands – Classes, $40.00; Marketing Consultants – Shirt Logos, $90.00; U.C Fund – Taxes, $1,893.58; Dept. of Rev. - $463.04; NPPD - $511.24; Humane Society – Contracted Services, $954.88; Pitney Bowes – Postage, $500.00; Pomp's Tire – Mower Tire, $12.17; Principal - Vision, $56.10; Police Department – Contracted Services, $22,923.34; Simmons, Olsen – Legal Services, $2,670.00; IRA, $744.06; Column Software - Publications, $160.35; Tri-State Carports – Shop Carport, $2,610.00; Unemployment Tax - $8.66; Whiting Signs – Mayor Magnets, $150.00; **Street:** Barco – Signs, $349.45; Garnishment - $145.05; Eakes – Paper, $39.99; FICA - $1,812.45; Dept. of Rev. - $228.16; Northwest Pipe – Hydrant/Supplies, $5,753.36; NPPD - $3,647.92; Panhandle Diesel – Oil change/Pully/Snow Plow, $15,599.16; Paul Reed – Crushed Concrete, $1,635.40; Pomp's Tire – Tire Repair, $37.10; Powerplan – Back Hoe Repairs, $1,490.10; IRA, $392.74; Tims Electric – Speed Counter Batteries, $175.00; Tri-State Carports – Back Hoe Carport, $5,695.00; VISA – Gas, $29.29; **Keno:** A&A - Park Porta-Potties, $1,250.00; NPPD - $116.82; Pomp's Tire – Mower Tire, $19.38; Sandberg Implement – Kubota Hydraulic Leak - $1,117.74; **Water:** Allo – SCADA, $113.97; Century – Copier/Copies, $141.80; Garnishment - $149.32; Sales/Use Tax - $1,542.79; FICA - $1,455.59; Enviro Service – Labs, $120.00; City of Gering – Water/Storage Tank, $133,682.27; NE Dept. of Rev. - $197.73; NPPD - $684.74; IRA - $254.09; Terry Carpenter Inc. – Water Lease, $576.11; **Electric:** City of Gering - $55.64; NPPD - $84.43; **Sewer:** Garnishment - $98.89; City of Scottsbluff – Wastewater, $14,195.90; FICA - $886.73; Enviro Service – Labs, $430.00; Imperial Pump Solutions – VDF Replacement, $2,894.25; NE Dept. of Rev. - $120.99; NPPD - $359.48; One Call Concepts – Locates, $18.82; IRA, $147.82; Terry Carpenter Inc. – Sewer Lease, $412.00; Waste Connections – Trash Pick-up, $7,792.55;

Payroll: $19,025.18