

CITY OF TERRYTOWN  
January 12<sup>th</sup>, 2023  
Regular Meeting Minutes

The City of Terrytown Council met on Thursday, January 12<sup>th</sup>, 2023, 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 Scottsbluff Star-Herald according to Nebraska State Law. The meeting was called to order at 6:34 p.m. by Mayor, Chris Perales. Council Members present were: Tyler Feil, Bill Fedorchik, Brandon Ettleman, and Mike Minzey. City Clerk, Jeni Mattern was present and took minutes.

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.

Feil moved to remove Consent Agenda item #1 Approve minutes of the December 8<sup>th</sup>, 2022 and place it on item #3a of the Agenda. Minzey seconded the motion. Aye's: Ettleman, Feil, Minzey, and Fedorchik. Nay's: none. Motion carried.

Minzey moved to approve the remaining consent agenda item: Regular claims from December 8<sup>th</sup>, 2022 through January 11<sup>th</sup>, 2023. Feil seconded the motion. Aye's: Ettleman, Feil, Minzey, and Fedorchik. Nay's: none. Motion carried.

Payment of Claims  
December 8<sup>th</sup>, 2022 through January 11<sup>th</sup>, 2023

**General:** NPPD – Utilities, \$237.61; Nebraska Child Support Payment Center - Child Support Withholding, \$235.40; Principal Life Insurance - Employee Benefits, \$44.88; Staples - Office Supplies, \$258.77; Cyclone Express - Gas & Oil, \$1,270.93; Carpenter Center - Office Rent, \$1,211.83; Ace Hardware – Supplies, \$249.82; Panhandle Humane Society - Contracted Services, \$450.00; Guardian Insurance - Employee Benefits, \$168.00; Blue Cross Blue Shield - Employee Benefits, \$5,625.13; Capital Bank & Trust - Simple IRA, \$5,651.50; High Performance Car Wash - Vehicle Maintenance, \$13.00; Gardner, Loutzenhiser & Ryan, P.C. -Contracted Services, \$6,550.00; Visa - Supplies & Expenses, \$2,507.65; Allo Communications - Phone Services, \$245.45; Ace Hardware – Supplies, \$100.71; Cyclone Express - Gas & Oil, \$611.03; Century Business - Office Expense, \$139.30; Platte Valley Bank - Banking Fees, \$10.00; Judy Hoatson, CPA - Contracted Services, \$4,000.00; Gould Glass - Vehicle Windshield, \$240.00; gWorks – Software, \$16,830.00; Print Express – Supplies, \$88.42; Pitney Bowes – Lease, \$169.29; Western Nebraska Papers – Publications, \$165.76; Simmons, Olsen, Ediger & Selze - Contracted Services, \$3,965.00; SoGreen Irrigation – Services, \$276.90; Verizon Wireless - Phone Services, \$205.24; Wyoming First Aid – Supplies, \$161.53; Interlinks INC. – Services, \$481.50; Payroll, \$32,761.40; Nebraska Department of Revenue – Taxes, \$2,732.84; Carpenter Center – Office Rent, \$1,211.83; Jake's Electric – Container Wiring, \$400.00  
**Water:** NPPD – Utilities, \$333.25; Municipal Supply INC of NE - Parts & Supplies, \$77.97; Enviro Services - Lab Testing Fees, \$25.00; NPPD – Utilities, \$170.78; City of Gering – Water, \$3,607.06; Terry Carpenter INC. - Water Lab Lease, \$438.00  
**Sewer:** NPPD – Utilities, \$498.05; Waste Connections - Garbage Services, \$7,458.20; Waste Connections - Garbage Services, \$7,305.40; Enviro Services - Lab Testing Fees, \$215.00; One Call Concepts - Sewer Locates, \$68.52; Terry Carpenter INC – Sewer Land Lease, \$150.00; Russell Industries – Lift Station, \$73,379.00  
**Street:** NPPD – Utilities, \$1,722.18; Panhandle Co-Op - Back Hoe

Repair, \$209.62; Cyclone Express - Gas & Oil, \$151.94; Twin City Auto – Services, \$60.20; City of Gering – Maintenance, \$3,000.

There were no Emergency items.

Correspondence was received, Wholesale Discharge Permit from the City of Scottsbluff. It was noted that there were no changes from the prior year.

Reviewing the December Regular Meeting Minutes Minzey noted they reflected the need to open a bank account for the customer deposits, this was to be on the agenda for the January Regular Meeting. Mattern noted that it did not make the agenda. There was no additional discussion or corrections. Minzey moved to approve the Regular Meeting Minutes from the December 8<sup>th</sup>, 2022. Ettleman seconded the motion. Aye's: Ettleman, Feil, Minzey, and Fedorchik. Nay's: none. Motion carried.

The Street Sweeper approved for purchase in December is no longer available. Maintenance staff presented another available option that is less expensive and would no longer require the operator to have a CDL. Feil moved to take no action on purchasing a different Street Sweeper at this time and not take action until a City Treasurer has been hired and the Budget is clearly explained. Minzey seconded the motion. Aye's: Ettleman, Feil, Minzey, and Fedorchik. Nay's: none. Motion carried.

Feil moved to ratify the decision made by Mayor Perales to award employee safety incentives in the amount of \$100 each in December. Ettleman seconded the motion. Aye's: Ettleman, Feil, Minzey, and Fedorchik. Nay's: none. Motion carried.

Discussion was had the current 5-year lease for Terry's Lake expires on February 28, 2023 Feil recommended Mayor Perales reach out to TCI to begin new negotiations on purchase of Terry's Lake or a renewal of the the Lake Lease. Mayor Perales will pursue prior to next meeting.

Feil moved to allow Hugo Chairez to carry over an additional 32 hours of his 2022 vacation due to the major snow storm which prevented him from using it in December. Minzey seconded the motion. Aye's: Ettleman, Feil, Minzey, and Fedorchik. Nay's: none. Motion carried.

Council reviewed the Financial Reports from October 2022 and November 2022.

Regarding the pursuit of a City Treasurer, City Attorney, Libby Stobel updated the council that the City of Scottsbluff and Gering are willing to assist the City with oversight of the Treasurer role if we can find someone willing to fill the vacancy left by Mike Scow and Judy Hoatson. Stobel and Mayor Perales have had conversations with interested candidates and Stobel recommended the Council designate a committee to interview possible candidates and make a recommendation for the actual role. The Committee will be comprised of Minzey, Mayor Perales, Stobel, and The Gering and Scottsbluff Director of Finance, Elizabeth Loutzenhiser. The Council recommended to tentatively schedule discussions with two candidates next week.

Seconded reading for Ordinance No. 476 AN ORDINANCE OF THE CITY OF TERRYTOWN, NEBRASKA, CONCERNING RATES CHARGED FOR CITY-OWNED WATER AND SEWER UTILITIES, REPEALING PRIOR ORDINANCES AND PROVIDING FOR AN EFFECTIVE DATE, with the recommendation of changing the names of the present businesses at each location to the physical address, so that there will be no confusion as to which rates are set for which commercial property.

Discussion was had regarding the Floor plans for the City office was made to markup recommendations from the council to the current floor plan and send to the hired architects.

Minzey moved to approve Mattern's attendance the LONM Mid-Winter Conference in Lincoln, NE February 27- February 28, 2023. Ettleman seconded the motion. Aye's: Ettleman, Feil, Minzey, and Fedorchik. Nay's: none. Motion carried.

Fedorchik moved to approve Office Assistant, Britney Metter's attendance at the 2023 Municipal Clerk's school Sunday March 12-Monday March 13, 2023, Mattern's attendance Tuesday March 14 – March 17, 2023 in Kearney NE. Ettleman seconded the motion. Aye's: Ettleman, Feil, Minzey, and Fedorchik. Nay's: none. Motion carried.

Stobel presented a brief overview of LB840, how it can benefit Terrytown, and what steps would have to be set out before this economic development program could be utilized.

No report from Chief Kevin Spencer.

No Closed Session.

During Public Comment Gary Pfortmiller, president of SID #2 addressed the Council regarding a manhole cover between 33 and 34 Crestview that is in the middle of the road and is sinking, he is unclear as to who is responsible for repairing the man hole. Another SID #2, board member Kim Brackett, stated the manhole on Canyon and Crestview the road is not level. Both were referred to the City Engineer for review.

Feil moved to adjourn the Regular City Council until the February 9<sup>th</sup>, 2023, Regular City Council Meeting, unless a Special Meeting is warranted at 8:07. Fedorchik seconded the motion. Aye's: Ettleman, Feil, Minzey, and Fedorchik. Nay's: none. Motion carried.

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Mayor, City of Terrytown

ATTEST:

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City Clerk