

CITY OF TERRYTOWN
January 13th, 2022
Regular Meeting Minutes

The City of Terrytown Council met on Thursday, January 13th, 2022, 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 6:35 p.m. by Mayor, Chris Perales. Council Members present were: Tyler Feil, Jerry Green, and Mike Minzey. Absent: Marcia Sherlock. 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 switch agenda items #15 and item #12. Green seconded the motion. Aye's: Feil, Green, and Minzey. Nay's: none. Absent: Sherlock.

There were no Emergency items.

Collen Johnson from the Old West Balloon Races requested funds to help sponsor the cost of the races, which includes motel rooms for pilots, crews and officials and prize money. Minzey moved to use \$2500.00 from Keno funds to support the Old West Balloon Races. Feil seconded the motion. Aye's: Feil, Green, and Minzey. Nay's: none. Absent: Sherlock.

Feil approved to approve the meeting minutes from December 9th, 2021. Green seconded the motion. Aye's: Feil, Green, and Minzey. Nay's: none. Absent: Sherlock.

The council discussed a salary raise for the Mayor effective December 2022. Mattern spoke in regards to the number of hours the Mayor is working due to the absence of a City Administrator. She stated that it has been budgeted to pay the Mayor the City Administrator salary as long as the Mayor is also acting as City Administrator. Feil suggested \$1500/month. Perales stated that he was not comfortable with that amount and recommended less. Minzey moved to table the discussion. Green seconded the motion. Aye's: Feil, Green, and Minzey. Nay's: none. Absent: Sherlock.

Feil move to approve claims for November 4th, 2021 through December 7th, 2021. Minzey seconded the motion. Aye's: Feil, Green, and Minzey. Nay's: none. Absent: Sherlock.

Payment of Claims November 4th through December 11th 2021

KENO: Bluffs Facility Solutions, Park trash Bags-\$73.73; **GENERAL:** WeatherCraft Co.Inc., Roofs-\$63,075.48; Capital Bank & Trust, Contribution-\$550.00; Nebraska U.C. Fund, Q3NE-Unemployment Insurance, \$689.89; Farm Plan-Shop Supplies, \$287.97; Principal-\$89.76; Anne Reker-Decorations, \$66.29; Federal Tax Withholdings-\$4752.29; Jeni Mattern, Mileage-\$126.48; Guardian Insurance Col., Employee Life Insurance, \$52.00; Hugo Chairez, Reimbursement Water Supplies-\$80.40; Star Herald, Publication-\$436.68; Verizon Wireless, Cell Service-\$213.67; Scottsbluff & Gering Chamber of Commer., Pre-Legislative Breakfast-\$20.00; Bluffs Facility Solutions, Shop Towels-\$20.00; HI Performance Car Wash, Car Washes-\$20.25; Heartland Expressway, Dues-\$430.20; Panhandle Humane Society, Contracted Services-\$600.00; Ace Hardware, Shop Tools-\$35.88; Frank Parts Company, Filter/Tools-\$301.55; Wholesale Motive Service, A-Tork Roll Absorber-\$169.75; Contractors Materials Inc., Paint/cutting wheel-\$122.09; Cyclone Express, Gas-\$960.47; Blue Cross Blue Shield, Health Insurance-\$3726.79; Scottsbluff & Gering

Chamber of Commer., State of the Valley-\$30.00; Mark Chrisman Trucking, Final Demolition Project-\$8300.00; Region 22 Emergency Management, Emergency Mgt. Fee-\$581.93; Intralinks, Inc., Back up-\$261.50; NMMP, Power Manger-\$2020.00; Nebraska County Courts, Court cost-\$37.00; Print express, Statements-\$358.30; Pitney Bowes, Postage-\$500.00; Police department, Contracted Services-\$10,833.33; Scottsbluff County Sheriff's Office, Served Papers-\$40.72; WPCI, Testing-\$435.00; Beeline Service, Chevy Truck-\$1001.51; Federal Taxes, Employee tax-\$5416.70; Farm Plan, Thermo Cube-\$16.49; Nebraska Public Power, Lights-\$247.64; Visa, Misc.-\$282.26; Judy Hoatson CPA., Bookkeeping-\$1800.00; **STREETS:** Twin City Auto, Snow plow-\$ 775.00; Nebraska Public Power, Lights-\$280.34; Power Plan, Grader Repairs-\$1614.16; Twin City Auto, Removal of old Snow Plow-\$375.00; City of Scottsbluff, Street Sweeping-\$1834.25; Nebraska Public Power, Lights-\$1756.41; **WATER:** Nebraska Rural Water Assoc., Conference for Robert Blanco and Hugo Chairez-\$360.00; Nebraska Public Power, Lights-\$165.15; City of Gering, Labs Fees-\$2318.36; Ace Hardware, Mark Paint & Tools-\$248.50; Nebraska Department of Environment, Hugo Chairez License Renewal-\$115.00; Enviro Services Inc., Water Labs-\$40.00; Municipal Supply Inc., Parts-\$163.83; Nebraska Department of Environment & Energy, Loan-\$24,714.53; Nebraska Public Power, Lights-\$171.60; **SEWER:** Nebraska Public Power, Lights-\$251.79; One Call Concepts, Sewer Locates-\$66.91; Ace Hardware, Batteries/Paint-\$55.37; Frank Parts Company, Anti-Freeze/Len Tape-\$63.92; Enviro Services Inc., Sewer Labs-\$346.00; City of Scottsbluff, Waste water Sewer Fee-\$11,561.04; Waste Connections, Trash Collections 3 Months-\$21,408.40

Feil moved to approve claims from December 8th, 2021 through January 13th, 2022, Green seconded the motion. Aye's: Feil, Green, and Minzey. Nay's: none. Absent: Sherlock.

Payment of Claims December 12th 2021 Through January 11th 2022

KENO: Sandberg Implement, Inc., Hedge Trimmer-\$670.39; Contractor's Material, Inc., Cable Ties-\$29.18; Carpenter Center, Community Betterment-\$250.00; Nebraska Public Power, Street Lights-\$108.98; Visa, Grocery Gift Card-\$125.00; **GERERAL:** Capital Bank & Trust, Contribution-\$650.00; Twin City Development Association, Bronze Membership, \$750.00; Blue Cross Blue Shield, Health Insurance-\$3726.79; Cyclone Express, Fuel-\$146.37; Principal Life Insurance Co., Employee Benefits-\$44.88; Nebraska Dept. of Revenue, Taxes-\$919.66; Platte Valley Bank, HAS account set up-\$2500.00; State of Nebraska, Loan Payment-\$29,810.55; Capital Bank & Trust, Q4 Payment-\$1349.44; Guardian Insurance, Employee Life Insurance-\$104.00; Nebraska U.C. Fund, Q4 2021 UI Connect-\$49.90; Sales and Use Tax, Payment-\$1844.56; Allo Communication, Landline/Scada-\$237.19; Carpenter Center, Rent and Luncheon-\$1301.84; Scottsbluff/Gering Chamber Of Commerce, Membership Investment-\$461.00; Enviro Service, Inc. Sewer Labs-\$346.00; Frank Parts Company, Shop & Auto Parts Needs-\$166.75; Panhandle Humane Society, Contracted Services-\$600.00; HI Performance Car Wash, Truck Wash-\$13.50; IntraLinks, Inc., Computer Issues-\$1538.42; Nebraska County Courts, CR 21-1685 & CR 21 1750-\$34.00; Scottsbluff Police Dept., Contracted Services-\$10,833.33; Pitney Bowes Global Financial Services, Postage Machine Lease-\$159.63; Print Express, Envelopes and Cash Receipts-\$1042.70; Star Herald, Publications-\$157.50; ScottsBluff County Communications, Interlocal Agreement-\$6480.00; Schaff & Associates, M.C., Council Meeting-\$405.00; Logoz LLC., Shirts/Embroider-\$278.20; Contractor's Material, Inc., Impact Kit/ Battery-\$296.00; Nebraska Public Power, Lights-\$327.14; Simmons, Olsen, Ediger & Selze, Contracted Services- Prosecution-\$3546.00; Visa, T-Shirts/Trend Micro/ Amazon-\$1460.26; M.C. Schaff & Associates, Inc., Contracted Services-\$270.00; Cyclone Express, Fuel-\$209.06; North West Pipe Fittings, Inc., Repairs & Maintenance-\$202.45; Ace Hardware, Cleaning and shop Supplies-\$73.85; Alarm Security Technicians, Security Cameras-\$2397.65; Cobra Container, 40" Shipping Container-\$6255.19; **STREET:** Nebraska Public Power, City Lights-\$280.34; Power Plan, repairs to Grader-\$8425.18; Nebraska Public Power, Speed Counter/ Street Lights-\$1724.55; Waste Connections, Contracted Services-\$7485.64; **WATER:** Nebraska Public Power, Street Lights-\$164.53; City of Gering, 2120 Country Club-\$33.25; Enviro Service Inc., Water Labs-\$40.00; City of Gering, Lead & Copper Testing-\$1140.28; Schaff & Associates, M.C., Conference RE; Meter Pits-\$135.00; Terry

Carpenter, Inc., Water Well Lease-\$438.00; Nebraska Public Power, Lights-\$208.19; **SEWER:** Nebraska Public Power, Street Lights-\$292.84; Budge-it Drain Service, Hydro Jet-\$900.00; Enviro Service, Inc. Sewer Labs-\$346.00; City of Scottsbluff, Waste Water-\$7339.70; Terry Carpenter, Inc., Sewer Land Lease-\$150.00; City of Scottsbluff, Waste Water-\$8504.64; **ELECTRIC:** Tim Schuldies DBA Tim's Electric, Hanging Christmas Banners-\$100.00

The Utility Department requested additional funds for a Storage Container for the City. They explained that the Storage Container approved at the prior council meeting had already been sold. Feil moved to approve an additional \$3255.19 for a 40' container coming from Denver. Minzey seconded the motion. Aye's: Feil, Green, and Minzey. Nay's: none. Absent: Sherlock.

City Treasurer, Mike Scow discussed a Request for Proposal (RFP) for an Auditing firm for the 2020-2021. He recommended that the council approve the RFP be sent as soon as possible with a return deadline of January 31st, 2022. Feil moved to approve the RFP for an Auditing firm for the 2020-2021 and 2021-2022 fiscal years with a Special Meeting to follow.

Mattern requested the Council select new representatives for the ACE/NMPP Members' Council. She did point out that it will need to be done by resolution, however, Mayor Perales stated he would be the alternate and Feil would continue to be the representative. Mattern will have the Resolution next meeting.

Minzey moved to approve travel to Lincoln for the March 22nd, 2022 for the ACE Board meeting. Feil seconded the motion. Aye's: Feil, Green, and Minzey. Nay's: none. Absent: Sherlock.

Minzey moved to approve travel for Mattern to Grand Island for the Nebraska Clerks Institute and Academy. Feil Seconded the motion. Aye's: Feil, Green, and Minzey. Nay's: none. Absent: Sherlock.

Green nominated himself as the representative for the Heartland Expressway board. Feil seconded the motion. Aye's: Feil, Green, and Minzey. Nay's: none. Absent: Sherlock.

Green moved to approve leasing a new color printer/copier (Kyocera TASKalfa 308ci) from Century Business Solutions. Feil seconded the motion. Aye's: Feil, Green, and Minzey. Nay's: none. Absent: Sherlock.

Feil moved to approve the presented "Promise to Pay" application as a way for residents behind on their bills to catch up on payments. Minzey seconded the motion. Aye's: Feil, Green, and Minzey. Nay's: none. Absent: Sherlock.

No action was taken regarding the \$2500 to assist covering deductible.

Minzey moved to approve Mattern register for the Civic and Public Affairs Class through University of Wisconsin Green Bay for the 2.5 days of classes. Green seconded the motion. Aye's: Feil, Green, and Minzey. Nay's: none. Absent: Sherlock.

Green moved to approve the Partnership Agreement with DHHS for Water Assistance. Feil seconded the motion. Aye's: Feil, Green, and Minzey. Nay's: none. Absent: Sherlock.

Feil moved to direct staff to look into the feasibility of construction of a City Hall using ARPA funds. Minzey seconded the motion. Aye's: Feil, Green, and Minzey. Nay's: none. Absent: Sherlock.

The Council decided to proceed with interviews regarding the RFQ's for an architectural firm in regards to the building of City Hall. There will be a committee consisting of Minzey, Green, and City Engineer, Jeff Wolfe.

At 8:07 p.m. Minzey moved to adjourn the meeting until either a Special Meeting is called or the next regular council meeting on February 10th, 2022. Green seconded the motion. Aye's: Feil, Green, and Minzey. Nay's: none. Absent: Sherlock.

ATTEST:

Jerry D. Matton

City Clerk



Christopher Poulos
Mayor, City of Terrytown