

MINUTES OF A REGULAR MEETING OF THE MAYOR AND CITY COUNCIL
OF THE CITY OF PERU, NEBRASKA ON THE 17th DAY of NOVEMBER 2025 AT 6:00 P.M.

The Mayor and Council of the City of Peru, Nemaha County, Nebraska were called to meet at City Hall at 614 5th Street, Peru, Nebraska 68421, on the 17th of NOVEMBER, 2025, at 6:00 P.M., for a Regular Meeting. This meeting was open to the general public with advance notice of said regular meeting, the designated method of giving notice, including the agenda for said meeting, or the availability thereof was posted at: Peru City Hall, Western National Bank (Bank of Peru), and the Community Bulletin Board.

Mayor Katy Novak called the meeting to order and informed the public of the location of the Nebraska Open Meetings Act.

Agenda Item 1 – Roll Call

At 6:00pm a roll call was taken and the following was recorded for attendance.

PRESENT – Mayor Katy Novak; Councilmembers Brent Brown, Rachel Brown, Theresa Westfall, and Josh Whisler.

A quorum was declared pursuant to Neb. Rev. Stat. 17-105.

Agenda Item 2 – Recognition of Visitors:

Mayor Katy Novak informed the public that a copy of City Resolution #2017-02 Pertaining to Conduct Rules for City Council Meetings may be requested from the City Clerk.

Said resolution was read aloud by Councilmember T. Westfall.

Agenda Item 3 – Public Hearing: None

Agenda Item 4 – Consent Agenda:

A. Approval of Minutes:

- (i.) Approval of Minutes from the September 15th, Regular Council Meeting
- (ii.) Approval of Minutes from the October 20th, Regular Council Meeting

B. Approval: Moving Funds from Wellhead Protection Fund to General Funds. | *Agenda Item from Finance Committee*

C. Approval: City Staff & Council Annual Gathering for Saturday, December 20th, 2025, and for the Service of Alcoholic Beverages on City Property for Annual Employee Gathering.

D. Approval: City-Recognized Holidays for 2026 Calendar Year.

E. Approval: RESOLUTION NO. 2025-12: SIGNING OF THE YEAR-END CERTIFICATION OF CITY-STREET SUPERINTENDENT.

F. Approval: Purchase of Plow Controller for 1Ton. | Agenda Item from Maintenance Department

Councilmember T. Westfall moved to pull item 4C. from the consent agenda and approve the remaining items on the consent agenda. B. Brown seconded the motion.

On this roll call vote, the vote was as follows:

B. Brown – AYE, T. Westfall – AYE, R. Brown – AYE, J. Whisler – AYE.

On this vote, the AYES are 4, the NAYS are 0.

Motion Carried.

There was discussion about whether the City was purchasing alcohol for the party, and the costs of the party. City staff stated that any alcohol would not be purchased with city funds and that the cost for the dinner was \$24 per person. There was no further discussion.

Councilmember J. Whisler moved to approve Agenda Item 4C. “City Staff & Council Annual Gathering for Saturday, December 20th, 2025, and for the Service of Alcoholic Beverages on City Property for Annual Employee Gathering.” B. Brown seconded the motion.

On this roll call vote, the vote was as follows:

T. Westfall – AYE, B. Brown, AYE, R. Brown – AYE, J. Whisler – AYE.

On this vote, the AYES are 4, the NAYS are 0.

Motion Carried.

Agenda Item 5 – Correspondence

G. None for this Meeting.

Agenda Item 6 – Old Business

H. Approval of Claims

(i.) Ratification of Claims Already Paid Pursuant to Resolution No. 2018-01.

(ii.) Claims Still Needing Approval.

There was discussion about employee timecards for the Oct. 31st and the Nov. 15th pay periods including employee actions and any overtime that was used. There was discussion about on-call policies for the Maintenance Department, including the duties for the on-call person and their effect on the budget. There also was discussion about the benefits of having a membership in the International Institute of Municipal Clerks. There was discussion regarding purchases on the City Credit card, and if they were emergent expenses. There was also discussion about how expenses are authorized by the mayor. There was no further discussion.

Councilmember T. Westfall moved to approve claims except for the International Institute of Municipal Clerks claim. B. Brown seconded the motion.

On this roll call vote, the vote was as follows:

T. Westfall – AYE, B. Brown, AYE, R. Brown – AYE, J. Whisler – AYE.

On this vote, the AYES are 4, the NAYS are 0.

Motion Carried.

The following claims were presented to the City Council by the City Clerk and were subsequently reviewed, and approved for payment: Auburn Board of Public Works (Wtr/Swr) - \$17,136.81 // Black Hills Energy (Fire/Res) - \$93.56 // Black Hills Energy - \$58.58 // Kinetic (Gen) - \$726.04 // Nebraska Department of Water, Energy, and Environment (Wtr/Swr) - \$125.00 // OPPD (Gen) - \$772.93 // OPPD (Gen) - \$1,202.69 // Personnel Payroll including taxes for 10/31 (Gen) - \$12,459.69 // Personnel Payroll including taxes for 11/15 (Gen) - \$10,653.93 // Sinclair/WEX Bank (Gen) - \$826.11 // xpress-BillPay (Wtr/Swr) - \$174.81 // Access Systems (Gen) - \$196.31 // Action Technology Services, Inc. (Gen) - \$1,795.00 // American Recycling and Sanitation (Wtr/Swr) - \$2,660.00 // Auburn Auto Center (Gen) - \$21.00 // Auburn BPW (Wtr/Swr) - \$488.87 // Bill Walters and Son Shop (Gen) - \$225.00 // Bound Tree Medical (Rescue) - \$1,034.51 // Casey's Business Mastercard (Gen) - \$174.87 // Cornhusker Press (Gen) - \$107.05 // FeldFire (Rural Fire, City Fire) - \$14,054.00 // First National Bank of Omaha (Gen) - \$5,197.17 // Sara Harms (Gen) - \$320.00 // Interstate Power Systems (Wtr/Swr, Gen) - \$866.04 // iWorq Systems (Wtr/Swr, Streets) - \$5,500.00 // Dennis Kirkpatrick (Gen) - \$100.00 // KanEquip (Wtr/Swr, Streets) - \$676.33 // Kimball Midwest (Streets) - \$39.80 // Miller Farrell Insurance Agency (Gen) - \$19,200.75 // NAPA Autoparts (Park Maint, Gen) - \$481.77 // Nemaha Valley Observer (Gen, Wtr/Swr) - \$128.86 // Katy Novak (Gen) - \$6.00 // Nick Novak (Gen) - \$258.18 // One Call Concepts (Gen) - \$2.46 // Paper Tiger Shredding (Gen) - \$35.00 // Heather Pemberton (Gen) - \$852.20 // Pitney Bowes (Gen) - \$260.58 // Verizon (Gen) - \$20.02

I. Water Report: Mayor Novak was stated that there is a copy of the water report in the Clerk's Office. There was no further discussion.

J. Mayor's Report: Mayor Katy Novak gave the Mayor's Report.

She stated that she was invited to help judge the MLK Day essays and art at Peru State College.

She stated that Trunk or Treat was a success, and that PCIG ran out of cider and cocoa.

She reported that she attended the Old Man River Days Chili Feed and Bingo event held by the Peru State Residence Hall Association. She further reported that Old Man River Days are coming up and that the committee is working hard to make it better than ever.

She stated that there she went to Finance Committee this month as well.

K. Clerk's Report: City Clerk / Treasurer Dennis Kirkpatrick gave the Clerk's Report.

He stated that he provided a Treasurer's Report in the council's packet which included revenue and non-claimed expenditures for the month.

He reported that the audit was finally complete and was turned in on time. He stated that they plan to begin the audit in December to avoid any headaches in the future. He also stated that the highway allocation funds had been distributed and that he hoped that would get it soon.

He reported that the City was distributing outstanding deposits so that the audit would be easier. He also stated that the City was attempting to collect on delinquent water accounts. He stated that if the account holders did not pay their final balance, then the burden would come onto the property owner. And that the ultimate result may be a lien against the property. That process would go through council first.

He reported that pet license renewal letters were mailed out on October 31st. He stated that people could come in at any time to get their 2026 Pet Licenses and Tags. There was discussion regarding when the renewal letters were sent out and where people could get the renewal form.

He reported that the Board of Health will be meeting on December 1st about some properties to be abated.

He stated that future minutes would be shorter and more condensed and would not be in transcript form. He stated that the audio file and transcript can be requested from City Hall.

L. Grant Report: Deputy Clerk / Grant Coordinator Mary Williams gave the Grant Report.

She reported that the North end of town project had reached the final phase of completion. She stated that all payments were received and that everything passed EPA inspection. That all they do now is quarterly reporting and maintenance for the next 3 years.

She reported that all materials have been turned in asking for reimbursement for repairing the water lagoons.

She reported that Rebecca Blizzard from the state walked her and City Clerk Dennis Kirkpatrick through some state and federal processes. And that FEMA was completely radio silent due to the government shutdown.

She stated that she was going after reimbursement for the water line project.

She reported that there were some grants that she would be going after when they come up in the spring. She also stated that she was working with the USDA for grants that may open up for North end water loop.

She reported that she had been working with Parks and Recreation Commission Chair Nick Novak to reach out for some park-related grants.

She reported that the Nebraska Department of Energy was interested in the light project outside city hall. They asked if the city would fill out a nomination form to honor the city. It was noted that there can only be one nominated project per year.

M. Facilities Report: Maintenance Supervisor Donald Roberts gave the Facilities Report.

(i.) Auburn Booster Station Incident Report: D. Roberts reported an incident that occurred at the Auburn Booster Station on November 11th, 2025. He stated that he had received a notification that one of the doors to the booster station had been opened at 10:43PM. He stated he contacted the Auburn Board of Public Works and the Nemaha County Sheriff's Office to check it out. Upon inspection, it appeared that the door appeared to have been locked but that the door to the ammonia room was unlocked. He stated that there were no discrepancies in the water and that they believed it may have been a homeless person attempting to find some place warm to sleep. He stated that he was working with the Auburn BPW to see if there were any security measures that they could implement.

He reported that the flags at City Hall and the Post Office would remain at half staff until Dick Cheney's internment on the 20th.

He reported that the Maintenance Department was preparing the street trucks for winter. He stated that they were also trying to get some road seal on the roads when the weather is good.

He reported that he was working with Fire Chief Brent Lottman to find a date that works to burn the tree dump.

He reported that Alan Slater from the Auburn BPW was assisting the city with water testing until Donald was able to get his certifications.

He stated that he wanted to get the military flags on the side of City Hall soon, but after it had been put on the council agenda.

N. Commission and Committee Reports:

Parks and Recreation Commission: Commission Chair Nick Novak gave the Parks and Recreation Commission Report.

He reported that the commission had discussed reusing some of the logs at Neil Park.

He stated that they had been working on a preschool project with some donors and maybe fast tracking a playground. He also asked for people who may be interested in serving on the commission or any of its subcommittees to reach out to him or other commission members.

He reported that the commission had been working on getting a Facebook page up and running.

Finance Committee: Mayor Katy Novak gave the Finance Committee Report.

She reported that the committee had met on November 12th. And that financial statements were not available for review at the time due to a delay in the numbers being submitted to the CPA.

She reported that proprietary income was discussed, but since there were no financial statements, there were no numbers to look at.

She reported that the committee hoped that everyone had reviewed the audit. She also stated that the committee was reviewing the numbers for the water line loans.

Streets and Alleys Committee: Committee Chair Theresa Westfall gave the Streets and Alleys Committee Report.

She reported that the committee had recommended to council the purchase of a new remote control for raiding and lowering the plow, as well as the purchase of a different blade for the skid steer.

She reported that the committee had contacted Peru State College regarding the water runoff at Morgan Hall and that they hope to get updates next month.

She reported that Maintenance would be working on sealing potholes and that they would be ordering 5 cold patch bags.

She reported that maintenance found that the skid steer lease specified that all attachments must be approved by the leasing company prior to use. She said that the city office was going to reaching out to the City Attorney about getting permission to use the attachments.

She stated that there would be a reminder in the newsletter for businesses to renew their downtown business sign agreement, and that the second-year fee is only \$25.

Water and Sewer Committee: There was no report.

O. Reports from Other Organizations: There was no report.

Agenda Item 7 – New Business

P. DISCUSSION AND POSSIBLE ACTION: Purchase of Tires for Street Trucks. | *Agenda Item from Michael Pruett.*

There was discussion about the need for new tires on the city street trucks. There was further discussion about the pricing of new truck tires, and how many to purchase. There was also discussion about the state bid process with the purchase of tires. There was no further discussion.

Councilmember B. Brown moved to approve the purchase of two tires from Koch's Auto Service in Dawson for the ¾ ton truck. J. Whisler seconded the motion.

On this roll call vote, the vote was as follows:

B. Brown – AYE, R. Brown – AYE, J. Whisler – AYE, T. Westfall – AYE

On this vote, the AYES are 4, the NAYS are 0.

Motion Carried.

Q. DISCUSSION AND POSSIBLE ACTION: Revoking Purchase Authorization of 12' Box Blade. Approval of Purchase of 9' Straight Plow. | *Agenda Item from Streets Committee*

There was discussion about the previous purchase authorization. It was stated that the previously authorized plow did not perform as the council was led to believe, and that there is a conflict with the current skid steer. There was also discussion about where the city received bids from for the straight plow. There was further discussion about the need for the plow. There was no further discussion.

Councilmember T. Westfall moved to revoke the purchase authorization for the 12' Box Blade and to approve the purchase of a 9' straight plow from Ty's Outdoor World and the quick connection hoses that are needed for the 9' straight plow. J. Whisler seconded the motion.

On this roll call vote, the vote was as follows:

J. Whisler – AYE, B. Brown – AYE, T. Westfall – AYE, R. Brown – AYE

On this vote, the AYES are 4, the NAYS are 0.

Motion Carried.

R. DISCUSSION AND POSSIBLE APPROVAL: Purchase of Additional TactaCams for Auburn Booster Station. | Agenda Item from Maintenance Department

There was discussion about the need for the camera system at the Auburn Booster System. There was also discussion about the viability of the tactacams, and looking into other systems for next council. There was no further discussion.

There was no further action.

S. DISCUSSION AND POSSIBLE ACTION: Usage of Rewards Points on Credit Card. | Agenda Item from Finance Committee

There was discussion about the rewards points on the City's credit card and possible usage of the funds. There was discussion about discussing usage of the funds after they have been deposited into the general fund.

Councilmember T. Westfall moved to redeem the rewards points in the form of a paper check to be deposited into the general bank account. J. Whisler seconded the motion.

On this roll call vote, the vote was as follows:

R. Brown – AYE, T. Westfall – AYE, B. Brown – AYE, J. Whisler - AYE

On this vote, the AYES are 4, the NAYS are 0.

Motion Carried.

T. DISCUSSION AND POSSIBLE ACTION: Disposition of the 2004 Ford/Wheeled Coach Ambulance. | Agenda Item from Peru Rescue Squad.

There was discussion about the manner of putting the ambulance up for sale, including auction sites and sealed bid. There was further discussion about the value of the ambulance, and the wording for a resolution for the City Attorney to draft. There was no further discussion.

There was no further action.

Agenda Item 8 – Adjournment

The meeting adjourned on the same day at 7:28pm CT.

HEREBY ATTESTED AND ACKNOWLEDGED:

Katy Novak
KATY NOVAK, MAYOR

Dennis Kirkpatrick
DENNIS KIRKPATRICK, CITY CLERK

