

City of Cambridge
 Regular City Council Meeting
 Monday, April 20, 2020
 6:30 P.M.

Notice of meeting was given in advance by publication in the *Cambridge Clarion*, Thursday, April 16, 2020, the designated method of giving notice, convening at 6:30 P.M. Advance notice of the meeting was given to the Mayor, Members of the City Council, and the *Cambridge Clarion*. The City Council held their meeting via Zoom. Present were Mayor David Gunderson, City Council Members Vernita Saylor, Tony Groshong, Jeff Ommert, Keith Luedders, Derek Raburn and Kevin Banzhaf. City Staff present were Utility Supervisor David Houghtelling, City Clerk/Treasurer Kandra Kinne, City Attorney Lisa Shifflet and Administrative Assistant MiKayla Kent. Visitors present for all or a portion of the meeting were Jenna Ebbers for the *Cambridge Clarion*; Jessica Fisher for *Tri Valley Health System*; Sara Calvert for the Swimming Pool Committee; Jacque Riener of *Southwest Environmental Engineering for Besler Industries*; and Jill Clay for *Contryman & Associates*.

City Clerk/Treasurer Kandra Kinne called the roll. Mayor David Gunderson announced the open meeting law is available at the Nebraska Attorney General’s website as this meeting is being conducted by video conference due to COVID-19.

Consent Agenda – Minutes of April 6, 2020 and the Claims Report. The City Council received the Minutes of April 6, 2020 and the Claims Report prior to this meeting. Mayor Gunderson noted two corrections to the April 6, 2020 Minutes. Vernita Saylor stated the motion, seconded by Kevin Banzhaf, to approve the Minutes of April 6, 2020 and corrections and the Claims Report. Voting yes were Vernita Saylor, Tony Groshong, Keith Luedders, Derek Raburn and Kevin Banzhaf, none voted no. Motion carried unanimously by City Council members present for the Minutes of April 6, 2020, corrections and the following Claims:

<i>City of Cambridge</i>			
<i>Claims Report</i>			
<i>To Mayor and City Council</i>			
<i>20-Apr-20</i>			
<i>Period 04/07/2020 to 04/17/2020</i>			
Check No.	Vendor, For	Amount	Dept. Total
<u>Combined Utility:</u>			
31360-31366	Payroll	9,180.24	
31367	Ag Valley, Fuel	342.35	
31368	American Agricultural Lab., Analysis	138.50	
31369	Blue Cross - Blue Shield, Health Insurance	9,038.36	
31370	Cambridge General Store, Supplies	72.86	
31371	Card Members Service, Credit Card Payment, Postage	379.47	
31372	City of Cambridge, Com Bldg. Rent	110.00	
31373	Cummins Sales and Service, Inspections	1,776.32	
31374	Kash Enterprises, Electric Rebate	716.00	
31375	Lord's, Inc., Supplies	31.64	

31376	Mike Smith, Community Bldg. Restroom updates	2,770.20	
31377	Municipal Supply, Repairs	708.51	
31378	Nebraska Public Health Laboratory, Water Testing	30.00	
31379	Nebraska Safety & Fire, Inspection	90.00	
31380	Northwestern Mutual, Annuity	2,492.94	
31381	River Valley Services, Supplies	38.00	
31382	Schaben Sanitation, Trash Pickup	13,335.68	
31383	Southwest Farm and Auto, Repairs	133.56	
31384	Twin Valleys Public Power District, Pole, Utility	3,150.09	
31385	USABLE Life, Life Insurance	81.00	
31386	Furnas County Treasurer, License Truck	412.25	
ACH	Nebraska Department of Revenue, Sales Tax	8,765.88	
ACH	IRS, Federal With holdings	3,045.43	
ACH	Black Hills Energy, Utility	685.00	
ACH	American Family Life, Insurance	299.16	57,823.44
	<u>City Account (General Fund):</u>		
47835	Waypoint Bank, DTR Project Interim Financing payoff	604,966.45	
47836	Maria Downer, Library Supplies	1.68	
47837	Payroll	573.47	
47838	void	0.00	
47839	Butler Memorial Library Foundation, Transfer Grant	1,000.00	
47840	Ag Valley, Fuel	158.26	
47841	BOK Financial, Sale of Bonds	750.00	
47842	Cambridge General Store, Supplies	78.99	
47843	Century Link, Police phone	59.96	
47844	Employee Health Insurance Deductible	211.47	
47845	First Central Bank, Fire Equipment Loan Payment	793.92	
47846	Frontier, Police Phone	99.74	
47847	void	0.00	
47848	Jan tenBensel, Refund for Cemetery Lot	100.00	
47849	Jim's Triple D , Service	167.81	
47850	Kutak Rock, LLP, Sale of Bonds	10,000.00	
47851	Miller & Associates, Flood Plain Management	100.00	
47852	Nebraska Municipal Power Pool, Dues	778.27	
47853	Page My Cell, Fire Dispatch Service	600.00	
47854	Sexton Construction, Street Repairs	5,600.00	
47855	Southwest Farm and Auto, Repairs	90.48	
47856	Twin Valleys Public Power District, Utility	59.85	
47857	Waypoint Bank, Golf Loan Payment	1,545.00	
ACH	IRS, Federal With holdings	98.13	
ACH	Cambridge Telephone, Utility	149.99	

ACH	Black Hills Energy, Utility	825.40	628,808.87
	<u>CDBG Projects:</u>		
128	Miller & Associates, replace lost check	46,816.95	46,816.95
	<u>LB840/ Revolving Loan/ HTC</u>		
4219	City of Cambridge, Distribution Sales Tax	10,193.55	
4220	Cross Creek Golf Links, Distribution Sales Tax	6,057.15	
4221	Card Members Service, Credit Card Payment, Meeting Meal	47.65	
4222	Furnas County Clerk, Filing Fee	28.00	16,326.35
	Total:	749,775.61	749,775.61

Recess City Council - Jeff Ommert stated the motion, seconded Vernita Saylor, to recess City Council and reconvene as the Community Development Agency (CDA). Voting yes were Vernita Saylor, Tony Groshong, Keith Luedders, Derek Raburn and Kevin Banzhaf, none voted no. Motion carried unanimously by City Council members present. The Community Development Agency convened at 6:35 P.M.

Convene CDA - Mayor Gunderson read Resolution #2020-04-03 by title which amends the Highway improvements and includes a turning lane and lighting. Derek Raburn stated the motion, seconded by Vernita Saylor to approve Resolution No. 2020-04-03. Voting yes were Vernita Saylor, Tony Groshong, Keith Luedders, Derek Raburn and Kevin Banzhaf, none voted no. Motion carried unanimously by City Council members present for Resolution 2020-04-03 as follows:

**COMMUNITY DEVELOPMENT AGENCY OF THE
CITY OF CAMBRIDGE, NEBRASKA**

**RESOLUTION #2020-04-03
(Highway Improvements Project)**

A RESOLUTION OF THE COMMUNITY DEVELOPMENT AGENCY OF THE CITY OF CAMBRIDGE, NEBRASKA, APPROVING AND ADOPTING AN AMENDMENT TO THE REDEVELOPMENT PLAN OF THE CITY OF CAMBRIDGE, NEBRASKA, TO IMPLEMENT THE HIGHWAY IMPROVEMENTS PROJECT IN THE REDEVELOPMENT AREA; AND TAKING OTHER ACTIONS REQUIRED OR PERMITTED UNDER THE COMMUNITY DEVELOPMENT LAW.

RECITALS

- A. The City of Cambridge, Nebraska (“City”), has adopted a general redevelopment plan (“Redevelopment Plan”) for certain portions of the City of Cambridge, Nebraska as defined in the Redevelopment Plan (the “Redevelopment Area”).
- B. The Community Development Agency of the City of Cambridge, Nebraska (“CDA”), in furtherance of the purposes and pursuant to the provisions of the Community Development Law, Neb. Rev. Stat. §§ 18-2101 to 18-2154, as amended (the “Act”) has prepared the Amendment to the Redevelopment Plan attached hereto as Exhibit “A” and incorporated by this reference (the “Amendment”).

C. The purpose of the Amendment is to clarify and further define two aspects of the Redevelopment Plan: (i) the inclusion of a certain portion of Highway 6 & 34 within the Redevelopment Area described in the Redevelopment Plan, and (ii) the clarification of the use of tax increment generated by certain identified redevelopment projects to be used for public highway and improvements (the “Highway Improvements Project”).

D. The Amendment is in conformance with the Act and the Redevelopment Plan, and it is deemed to be a minor modification and not a substantial change to the Redevelopment Plan within the meaning of Section 18-2117 of the Act.

NOW THEREFORE, BE IT RESOLVED by the Community Development Agency of the City of Cambridge, Nebraska, as follows:

1. The Amendment will, in accordance with the present and future needs of the City of Cambridge, promote the health, safety, morals, order, convenience, prosperity, and the general welfare of the community in conformance with the legislative declarations and determinations set forth in the Act.

2. The Amendment is in conformance with the general plan for development of the City of Cambridge as a whole, as set forth in the City of Cambridge Comprehensive Plan, as amended.

3. The highway improvements identified as part of the Highway Improvements Project have been previously identified in the Redevelopment Plan, are reasonably necessary public improvements, and would not be economically feasible and would not occur in the Redevelopment Area without the use of Tax Increment Financing on the Project.

4. The Amendment and the Highway Improvements Project will not authorize or cause any new division of ad valorem taxes pursuant to Section 18-2147 of the Act.

BE IT FURTHER RESOLVED, pursuant to the provisions of the Act and in light of the foregoing findings and determinations, the CDA hereby adopts the Amendment and amends the Redevelopment Plan as set forth therein.

BE IT FURTHER RESOLVED, the CDA hereby rescinds any other resolutions or actions that are contradictory or incompatible with this Resolution.

Adjourn CDA - Keith Luedders stated the motion, seconded by Derek Raburn to adjourn the CDA and reconvene as City Council. Voting yes were Vernita Saylor, Tony Groshong, Keith Luedders, Derek Raburn and Kevin Banzhaf, none voted no. Motion carried unanimously by City Council members present. The City Council reconvened at 6:40 P.M.

Reports of officers, board and committees:

Owner-Occupied Housing Rehab Amendment – Kandra advised that the amendment has been submitted to DED for approval which may be received by the next meeting and be on the agenda.

Utility Supervisor Report – Dave reported that the hours on the skid steer are excessive, and it may need to be traded before October. Staff has been removing diseased trees in the Cemetery and also have repaired the curb on Mousel Avenue.

New Business:

Audit Report – Jill Clay of Contryman & Associates reported on the 2019 Audit and advised of the highlights. Expenses overall show that the City is staying within budget. Utility income is in-line with revenue, and there is a decrease in operating expenses. She advised that overall the City of Cambridge is in good shape. There is a new accounting standard regarding long-term debt. The line of credit for DTR (Downtown Revitalization Project) disclosed an unused balance on the line of credit. Jill also advised that there will be a number of new standards for next year, but delayed by one year due to COVID-19. Historically, the City has a weakness in internal controls due to segregation of duties and small staffing. Staff will continue to review claims and the monthly financial status. Due to the size of the community, Jill recommended that City staff document any changes. Jill closed her report by answering questions.

City Clerk/Treasurer Report -

Kandra reported that the Financial Statements for periods ending January 31, 2020 and February 29, 2020 were included in Council packets. Kandra reported on progress at the cemetery: Volunteers have almost completed the inventory of burials, veterans and available lots. Shirley Houlden and Jim Jones have provided cemetery maps, documents, books, etc. Jim and Virginia have been coordinating information. John McLeod will be re-painting row markers if needed. Dave Houghtelling has met with Bill Rogers who repaired the mechanical part of the kiosk. Dave and Virginia met with Bruce Hoffman, an arborist of Common Scents, about spraying at the Cemetery for bag worms, a serious infestation which occurred last year.

Swimming Pool Project – No report.

City Attorney Report – No report

Unfinished Business

Besler Agreement – Jacque Riener on behalf of Besler Industries advised that Besler Industries has received the State of Nebraska permit. Negotiations resulted in two corrections to the agreement – meters for wastewater discharge, for flow pump and for water. Keith Luedders stated the motion, seconded by Derek Raburn to approve the Sewer Supply Agreement between the City of Cambridge and Besler Industries, Inc. and directed Mayor Gunderson to sign the Agreement. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Keith Luedders, Derek Raburn and Kevin Banzhaf, none voted no. Motion carried unanimously by City Council members present.

New Business

(1)17-DTR-106 & (2) Certification of Continued Environmental Compliance Approval – The City Council received a copy of the budget amendment that needs to be submitted to the Department of Economic Development. The amendment reflected a reduction of \$74,930 in City match for the project. The City received a grant of \$350,000 for the project. Vernita Saylor stated the motion, seconded by Jeff Ommert to (1) approve the 17-DTR-106 approving the Budget Amendment and authorizing Mayor Gunderson to sign the Approval; and (2) approving the Certification of Continued Environmental Compliance and authorizing Mayor Gunderson to sign the Approval. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Keith Luedders, Derek Raburn and Kevin Banzhaf, none voted no. Motion carried unanimously by City Council members present.

Reports of Officers, Board and Committees

Tri Valley Health System –

Jessica Fischer, CEO of *Tri Valley Health Systems*, reported on the information and resources of Tri Valley Health System and advised that the Health System is following CDC and Department of Health recommendations. Tri Valley Health System is providing masks and hand sanitizer to the public.

Mayor and City Council Comments

Keith Luedders inquired about the status of the pool project and reported that the walking trail needs cleared of garbage and debris. Dave Houghtelling and Economic Development have been looking at a volunteer project to clean the walking trail.

Adjournment

Kevin Banzhaf stated the motion, seconded by Jeff Ommert to adjourn at 7:20 p.m. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Keith Luedders, Derek Raburn and Kevin Banzhaf, none voted no. Motion carried unanimously by City Council members present.

Attest: Kandra J. Kinne, City Clerk/Treasurer David Gunderson, Mayor