

City of Cambridge
Regular City Council meeting
Monday January, 7, 2019

Pursuant to notice posted in the Cambridge City Office and published in the Cambridge Clarion, Thursday December 27, 2018, the Cambridge City Council met for regular meeting convening at 6:30 P.M. City Clerk/Treasurer Kandra Kinne announced a quorum of City Council Members are present: Mayor David Gunderson, City Council Member Tom McCarville, Keith Luedders, Jeff Ommert, Tony Groshong and Vernita Saylor. Absent was City Council Member Derek Raburn. City Staff present were City Clerk/Treasurer Kandra Kinne, Economic Development Director Monica Lueking, Utility Supervisor David Houghtelling, and City Attorney Lisa Shifflet. Visitors for the meeting were Cambridge Volunteer Fire Department Members Delaine Soucie, Darren Wulf, Chris Rich, Harry Bailey, Jay Sayer, Blake Soucie and Jeff Jackson. Cambridge Rescue Members present were Larry Maatsch and John Kutnink. Steve Johnson was present for the Cambridge Golf Club. Mark Harpst was present for the Cambridge Swimming Pool Committee. Jolene Miller, Reporter for the *Cambridge Clarion*, was also present. Mayor Gunderson opened the meeting with the Pledge of Allegiance and announced the Open Meeting Law is posted on the East wall of the meeting room and available for public inspection.

Inter-local Agreement for the Swimming Pool Project. Mark Harpst was present to discuss the draft inter-local agreement for the swimming pool project. Lisa Shifflet said the agreement was prepared by Brad Slaughter of Ameritas and that she reviewed the agreement. The draft agreement has been provided to Cambridge Public School Superintendent Greg Sheppard, School Board President Jason Houghtelling and Bobby Truhe, Attorney for Cambridge Public Schools. Mark asked if City Council Members would be able to attend. City Council Members indicated some would be able to attend. Tom McCarville stated the motion, seconded by Vernita Saylor, to approve the Inter-local agreement for the swimming pool project. Voting yes were Tom McCarville, Keith Luedders, Jeff Ommert, Tony Groshong and Vernita Saylor, none voted no, and Derek Raburn was absent and not voting. Motion carried unanimously by City Council Members present.

Ambulance/Fire Reports. Cambridge Volunteer Fire and Cambridge Rescue Members were present to request a change in the contract for the new office door and side entrance door at the fire barn to make a change from key lock entry to key pad entry. Firemen explained they don't always remember to bring and key to the door and when responding to calls they have to wait for someone who brings a key. They would like a key pad system with code. The Firemen said they would pay the additional cost from their golf fund. Keith Luedders stated the motion, seconded by Tom McCarville, to approve the change in contract from key lock entry doors to key pad entry doors, additional costs paid by the Fire Department Golf Funds. Voting yes were Tom McCarville, Keith Luedders, Jeff Ommert, Tony Groshong and Vernita Saylor, none voted no, and Derek Raburn was absent and not voting. Motion carried unanimously by City Council Members present.

Fire Department Roster. Fire Chief, Delaine Soucie, stated that the Fire Department voted at their meeting November 19, 2018 to have City Staff responsible for hanging up and taking down the American Flags for the dates they needed to be done starting January 1, 2019. Jeff Ommert stated the motion, seconded by Tom McCarville, to approve the Fire Department Roster for 2019. Voting yes were Tom McCarville, Keith Luedders, Jeff Ommert, Tony Groshong and Vernita Saylor, none voted no, and Derek

Raburn was absent and not voting. Motion carried unanimously by City Council Members present for the following Fire Department Roster for 2019:

Officers:

- Delaine Soucie Chief
- Darren Wulf Assistant Chief
- Chris Rich Administrative Assistant Chief
- Jay Sayer 1st Captain
- Jeff Jackson 2nd Captain
- Blake Soucie 1st Lieutenant
- Harry Bailey 2nd Lieutenant
- Doug Jones Safety Officer
- Wesley Hock Training

Firefighters:

Logan Baker
Chris Boley
Mike Callaway
Tyler Cobb
Brant Heitmann
Jeff McArthur
Jeff Nickell
Jerimy Pace
Jesse Pace
Conner Rich
James Schultz
Lance Shifflet
Tyler Shifflet
Bronson Soucie
Kyle Trumble
Nick Vargas

Cambridge Rescue Emergency Medical Technicians Roster for 2019: Vernita Saylor stated the motion, seconded by Keith Luedders to approve the Cambridge Rescue Roster for 2019. Voting yes were Tom McCarville, Keith Luedders, Jeff Ommert, Tony Groshong and Vernita Saylor, none voted no, and Derek Raburn was absent and not voting. Motion carried unanimously by City Council Members present for the following Cambridge Rescue Roster for 2019:

- Chris Boley
- Cyndi Groshong
- Judy Hayes
- Teresa Helms -*
- Mike Hotchkiss
- Lucille Kutnink
- John Kutnink
- Larry Maatsch
- Jeff Ommert
- Nick Vargas

- Megan Vargas

Economic Development Report. Economic Development Director Monica Lueking was present to give her report. Monica reported she is boosting Facebook ads for various businesses, closed on two down payment assistance loans, attended Rotary, Chamber of Commerce and Chamber of Commerce Board meetings, working on housing project for Harvest Meadows, have one new down payment assistance application, spoke with a couple wanting to build in Harvest Meadows Subdivision, met with them this past weekend, they are very interested in a lot. Met with a couple wanting to put up a building in Harvest Meadows Subdivision, they aren't sure yet what kind of business they are wanting to do they will call with ideas. Met with Besler Industries regarding an expansion and the use of CDBG Funds, participated in a leadership class training call, spoke with Ashley Gerlach regarding business needs in Cambridge, Spoke with Marcie Houghtelling regarding Twin Valleys Public Power District Revolving Loan fund, spoke with a couple regarding reserving a lot at Harvest Meadows Subdivision and participated in a conference call with interested parties regarding a joint housing project.

Nuisance Abatement Officer Resolution. Keith Luedders stated the motion, seconded by Tom McCarville, to approve Resolution 2019-01-01 to Appoint West Central Nebraska Development District Nuisance Officer for 2019. Voting yes were Tom McCarville, Keith Luedders, Jeff Ommert, Tony Groshong and Vernita Saylor, none voted no, and Derek Raburn was absent and not voting. Motion carried unanimously by City Council Members present for Resolution 2019-01-01 as follows:

Resolution No. 2019-01-01

Appointment of Nuisance Officer

The Mayor and City Council of the City of Cambridge (hereinafter the City) in regular session assembled at the City Council Chambers in Cambridge, Nebraska on this 7th day of January, 2019, hereby resolve as follows:

WHEREAS, the City desires to appoint a Nuisance Officer pursuant to the City Code of Ordinances (Ordinance No. 709), Article 2(A).

WHEREAS, West Central Nebraska Development District (hereinafter WCNDD) is fully willing, able and qualified to act as Nuisance Officer for the City.

NOW THEREFORE BE IT RESOLVED that the City approves the appointment of WCNDD to act as Nuisance Officer for the City of a period of twelve (12) months; from January 1, 2019 to December 31, 2019.

NOWTHEREFORE BE IT FURTHER RESOLVED that the Mayor is authorized to sign this resolution, and that any ordinance or resolution in conflict with the Resolution is hereby revoked to any part in conflict herewith.

Copier Lease. The City Council received a copy of a proposal to replace the leased copier in the city office. The current cost is \$746.41 per month and the proposed cost is \$641.74 per month. Jeff Ommert stated the motion, seconded by Tony Groshong, to approve the Eakes Office Solutions to replace the leased copier at a cost of \$641.74 per month. Voting yes were Tom McCarville, Keith Luedders, Jeff Ommert, Tony Groshong and Vernita Saylor, none voted no, and Derek Raburn was absent and not voting. Motion carried unanimously by City Council Members present.

Highway Maintenance Agreement. The City Council received a copy of the 2019 Highway Maintenance Agreement Renewal. Mayor Dave Gunderson reported he has talked to staff and reviewed the

agreement and the cost in the contract is for snow removal. Dave Houghtelling said that the Department of Transportation will also provide surface maintenance, striping lines, turning lanes, and signage in the road way, not in the curb and gutter. Tony Groshong stated the motion, seconded by Vernita Saylor to approve the 2019 Highway Maintenance Agreement renewal with the Nebraska Department of Transportation. Voting yes were Tom McCarville, Keith Luedders, Jeff Ommert, Tony Groshong and Vernita Saylor, none voted no, and Derek Raburn was absent and not voting. Motion carried unanimously by City Council Members present.

Resolution to de-obligate 2018 Owner Occupied Housing Rehab Income. Vernita Saylor stated the motion, seconded by Tom McCarville, to approve resolution 2019-01-02 De-obligate 2018 Owner Occupied Housing Rehab Income. Voting yes were Tom McCarville, Keith Luedders, Jeff Ommert, Tony Groshong and Vernita Saylor, none voted no, and Derek Raburn was absent and not voting. Motion carried unanimously by City Council Members present for Resolution 2019-01-02 as follows:

Resolution 2019-01-02

The MAYOR AND CITY COUNCIL OF THE CITY OF CAMBRIDGE (HEREINAFTER THE CITY) IN REGULAR SESSION ASSEMBLED AT THE CITY COUNCIL CHAMBERS IN CAMBRIDGE, NEBRASKA ON THIS 7th DAY OF JANUARY, 2019 HEREBY RESOLVES AS FOLLOWS:

WHEREAS, the City of Cambridge has adopted an Owner Occupied Housing Rehab program to benefit low to moderate income families in the City,

AND WHEREAS, families participating in the Owner Occupied Housing Rehab Program pay to the City housing rehab loans and is program income under the Owner Occupied Housing Rehab Program,

AND WHEREAS, Chapter 8 of the Community Development Block Grant Administration Manual describes program income \$35,000 or less, these funds will no longer be considered program income and will no longer require any additional reporting to the Department,

NOW THEREFORE BE IT RESOLVED, that the City has program income for the year 2018 in the amount of \$26,505.43,

BE IT FURTHER RESOLVED that the City desires to de-obligate \$26,505.43 of Community Development Block Grant Program Income in the Owner Occupied Housing Rehab program and move the funds from the Housing Rehab 2010 account to the City's General Fund for a purpose to be determined by the City.

Agreement for Tributary work on Medicine Creek Clean-out. Mayor Gunderson reported he attended a meeting with the Twin Valley Weed Management to discuss removal and cleanout work from the Medicine Creek Dam to the Republic River. Twin Valley Weed Management will pay 100% of the cost of the creek cleanout. The agreement will allow access across City property so that vehicles and equipment can have access to the creek. Work is scheduled in January or February 2019. The project will improve water flow in the Medicine Creek. Vernita Saylor stated the motion, seconded by Tony Groshong, to approve the agreement for tributary work on the medicine creek clean-out with Twin Valley Weed Management Area and the Southwest Weed Management Area. Voting yes were Tom

McCarville, Keith Luedders, Jeff Ommert, Tony Groshong and Vernita Saylor, none voted no, and Derek Raburn was absent and not voting. Motion carried unanimously by City Council Members present.

Ordinance No. 755 – to impose the 1% sales tax for LB840 and Water Fund Support – Second Reading.

Vernita Saylor stated the motion, seconded by Tony Groshong, to approve Ordinance No. 755 on the second reading. Voting yes were Tom McCarville, Keith Luedders, Jeff Ommert, Tony Groshong and Vernita Saylor, none voted no, and Derek Raburn was absent and not voting. Motion carried unanimously by City Council Members present for the second reading of Ordinance No. 755 as follow:

Ordinance No. 755

AN ORDINANCE PROVIDING THAT ON AND AFTER APRIL 1, 2021, A SALES AND USE TAX OF ONE PERCENT (1.0%) SHALL BE IMPOSED UPON THE SAME TRANSACTIONS WITHIN THE CORPORATE LIMITS OF THE CITY OF CAMBRIDGE, NEBRASKA, ON WHICH THE STATE OF NEBRASKA IS AUTHORIZED TO IMPOSE A TAX PURSUANT TO THE NEBRASKA REVENUE ACT OF 1967, AS AMENDED FROM TIME TO TIME; TO PROVIDE FOR THE ADMINISTRATION, THE ASCERTAINMENT, ASSESSMENT AND COLLECTION, DISTRIBUTION, AND MAKING OF RETURNS OF SUCH TAX; TO PROVIDE THAT THE PROCEEDS OF SUCH TAX SHALL BE USED TO FUND THE CAMBRIDGE ECONOMIC DEVELOPMENT PROGRAM AND WATER FUND SUPPORT PROGRAM, AS APPROVED BY THE CITY COUNCIL; TO PROVIDE A TERMINATION DATE FOR SUCH TAX; DIRECTING THE PUBLICATION OF THIS ORDINANCE AND PRESCRIBING THE TIME WHEN THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT.

Miller and Associates Report. Kandra presented a letter of intent for a potential storm shelter project. The storm shelter project is in the City's long term plan and Comprehensive Plan. The notice of interest will ensure Cambridge is on the list for FEMA funds. Vernita Saylor stated the motion, seconded by Tom McCarville, to approve the notice of interest for Hazard Mitigation Grant Funding. Voting yes were Tom McCarville, Keith Luedders, Jeff Ommert, Tony Groshong and Vernita Saylor, none voted no, and Derek Raburn was absent and not voting. Motion carried unanimously by City Council Members present.

Utility Supervisor Report. Utility Supervisor David Houghtelling reported Staff have been busy with snow removal. General Store needs white rock behind the store and discussed snow fence North of Prairie View Drive because of the problems with blowing snow in the last storm.

City Clerk/Treasurer Report. City Clerk/Treasurer Kandra Kinne submitted a written report. Non-class C liquor license renewals will be published, the Library Foundation received a donation for some improvements at the library, Kandra provided guidelines for use of public funds provided by the Nebraska Accountability and Disclosure Commission, and proposed a sewer bond fee added to utility bills to help pay the sewer bond debt. Kandra reported The Civic and Community Center Financing Fund Grant Program does provide funding for swimming pool re-hab projects. The City will need to submit a letter of intent. Tony Groshong stated the motion, seconded by Vernita Saylor, to approve a letter of intent to the Department of Economic Development for the Civic Center Financing Fund for the swimming pool re-hab project. Voting yes were Tom McCarville, Keith Luedders, Jeff Ommert, Tony Groshong and Vernita Saylor, none voted no, and Derek Raburn was absent and not voting. Motion carried unanimously by City Council Members present. Kandra provided copies of the League Midwinter conference schedule, and Utility Late Payment policy. Kandra discussed the fee to survey the bank property in Harvest Meadows. Right of way access or street for public right of way to the rest of the property will also be considered. Tom McCarville stated the motion, seconded by Tony Groshong, to approve a contract with Miller and Associates to survey the property in Lot 10 Harvest Meadows Third.

Voting yes were Tom McCarville, Keith Luedders, Jeff Ommert, Tony Groshong and Vernita Saylor, none voted no, and Derek Raburn was absent and not voting. Motion carried unanimously by City Council Members present.

Consent Agenda Minutes of December 17, 2018 and claims report. Vernita Saylor stated the motion, seconded by Tom McCarville to approve the minutes of December 17, 2018 and the claims report. Voting yes were Tom McCarville, Keith Luedders, Jeff Ommert, Tony Groshong and Vernita Saylor, none voted no, and Derek Raburn was absent and not voting. Motion carried unanimously by City Council Members present for the minutes of December 17, 2018 and the following claims:

*City of Cambridge
Claims Report
To Mayor and City Council
7-Jan-19*

Check No.	Vendor, For	Amount	Dept. Total
<u>Combined Utility:</u>			
30388-			
30393	Payroll	8,339.56	
30417	Twin Valleys PPD, Purchased Power	209,502.74	
30418	Employee Flex Spending, Vision	1,500.00	
30419	Cambridge Post Office, Postage	245.35	
30420	BIC, Purchased Water	2,013.00	
30421	Employee Flex Spending	150.00	
30422-			
30432	Void		
30433-			
30439	Payroll	8,430.68	
30440	Ag Valley, Fuel	187.96	
30441	Aramark Uniform, Mats	76.31	
30442	Brico Pest Control, Spraying	67.10	
30443	Cambridge General Store, Supplies	55.75	
30444	Cambridge Redimix, Concrete	140.00	
30445	Cambridge Telephone, Utility	738.87	
30446	Datatechnologies, Income Tax Forms	211.00	
30447	Dutton-Lainson, Supplies	1,560.90	
30448	Eakes Office, Office Supplies	458.69	
30449	Lord's, Inc. Community Building Cleaning Supplies	39.54	
30450	Municipal Supply, Supplies	1,729.33	
30451	Nebraska Public Health, Water Testing	96.00	
30452	Nebraska Rural Water, Registration	225.00	
30453	Nebraska Unemployment, Tax	1.87	
30454	Ommert Tech, Computer Lease	333.61	
30455	One Call Concepts, Locates	23.43	

30456	Schaben Sanitation, Trash Contract Fees	13,166.31	
30457	Sewer Improvement, Transfer	1,000.00	
30458	Southwest Farm & Auto, Supplies	24.78	
30459	Twin Valleys PPD, Utility	160.04	
30460	Underground Construction, Underground line to Plaza	4,728.10	
30461	Verizon Wireless, Cell Phones	178.08	
30462	Western Area Power, Purchased Power	5,254.74	
30463	Water System Extension, Transfer	1,083.33	
Bank	Return Item	313.33	
ACH	IRS, Federal With holding	2,806.14	
ACH	IRS, Federal With holding	3,422.08	
ACH	IRS, Federal With holding	15.07	
ACH	State of Nebraska, State With holdings	917.29	
ACH	City of Cambridge, Utility	3,820.72	273,016.70

Security Deposits:

1966	Security Deposit Refund	300.00	300.00
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City Account (General Fund):

46415-			
46462	Payroll	19,097.26	
46463	Ag Valley, Fuel	577.19	
46464	Aramark Uniform, Mats	11.55	
46465	Baker & Taylor, Library Books	267.85	
46466	Bernie Jones Auto, Truck Repairs	905.97	
46467	Cambridge Clarion, Publications	812.00	
46468	Cambridge General Store, Supplies	88.64	
46469	Cambridge Super Market, Supplies	123.92	
46470	Cambridge Super Market, Supplies	42.29	
46471	Cambridge Telephone, Utility	446.17	
46472	D & M Security, Museum Security	55.50	
46473	Eakes Office, Supplies	128.69	
46474	Family Handyman, Subscription	19.98	
46475	Farm & Home Publishers, Subscription	56.00	
46476	Fire/Ambulance Sinking Fund, Transfer	1,552.38	
46477	Frontier, Police Phone	45.37	
46478	Furnas County Clerk, Filing Fee	64.00	
46479	Furnas County Treasurer, Police Contract	4,776.15	
46480	Gale, Library Books	146.46	
46481	Intellicom, Library Computers	6,773.80	
46482	Landmark Implement, Tractor Repairs	2,066.10	
46483	Maria Downer, Supplies	225.55	
46484	Matheson Tri Gas, Oxygen	99.04	
46485	Mousel, Brooks, Schneider, Attorney Fees	810.00	
46486	National Geographic, Subscription	39.00	

46487	Nebraska Unemployment, Tax	79.65	
46488	Ommert Tech, Computer Lease	91.92	
46489	Saturday Evening Post, Subscription	15.00	
46490	Seven D Lock Shop, Repair lock, Key	151.00	
46491	Southwest Farm & Auto, Supplies	26.43	
46492	Total Turf, Library Lawn	75.00	
46493	Verizon Wireless, cell phones	99.37	
46494	Women's Day, Subscription	8.00	
ACH	State of Nebraska, State With holdings	38.54	
ACH	City of Cambridge, Utility	4,263.99	
ACH	IRS, Federal With holdings	179.82	
ACH	IRS, Federal With holdings	2,249.20	
ACH	Eakes Office, Library Copier Lease	146.84	
ACH	First Central Bank, Library Computer Loan	240.00	
ACH	IRS, Federal With holdings	806.33	47,701.95
	<u>Ambulance Bond:</u>		
318	First Central Bank, Interest Payment	615.46	615.46
	<u>Housing Rehab:</u>		
224	City of Cambridge, De-obligate Program Income	7,497.40	7,497.40
	<u>LB840:</u>		
3960	Payroll	995.18	
3961	Payroll	995.18	
3962	Credit Management, Garnishment	199.00	
3963	Cambridge Telephone, Utility	47.87	
3964	Eakes Office, Supplies	40.48	
3965	Flagship Publishing, Advertising	500.00	
3966	Nebraska Unemployment, Tax	13.68	
3967	Flagship Publishing, Advertising	515.04	
ACH	IRS, Federal With holdings	278.95	
ACH	State of Nebraska, State With holdings	70.84	
ACH	IRS, Federal Withholdings	313.38	3,969.60
	<u>Employee Health:</u>		
897-900	Employee Health Deductibles paid by City	76.85	76.85
	Total:	333,177.96	333,177.96

Adjournment. The next regular City Council meeting will be Monday January 21, 2019. Vernita Saylor stated the motion, seconded by Tom McCarville, to adjourn at 8:00 P.M. Voting yes were Tom McCarville, Keith Luedders, Jeff Ommert, Tony Groshong and Vernita Saylor, none voted no, and Derek Raburn was absent and not voting. Motion carried unanimously by City Council Members present.

Attest: _____

Kandra J. Kinne, City Clerk/Treasurer

David Gunderson, Mayor