

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

Notice of meeting was given in advance by publication in the *Cambridge Clarion*, Thursday, January 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*. Present were Mayor David Gunderson, City Council Members Kevin Banzhaf, Derek Raburn, Jeff Ommert, Tony Groshong and Vernita Saylor. Absent was City Council Member Keith Luedders. City Staff present were Utility Supervisor David Houghtelling, City Clerk/Treasurer Kandra Kinne, and City Attorney Lisa Shifflet. Visitors present for all or a portion of the meeting were Genny Kubik for the *Cambridge Clarion*, Jessica Fischer for *Tri Valley Health Systems*, and Swimming Pool Committee Members Tobiann Springer, Ashley Gerlach, Sara Calvert and Mark Harpst. Mayor Gunderson opened the Meeting with the Pledge of Allegiance. Mayor Gunderson announced the open meeting law is posted on the east wall of the meeting room and available for public inspection.

Consent Agenda – Minutes of January 6, 2020 and the Claims Report: The City Council received the minutes of January 6, 2020 and the claims report prior to this meeting. Vernita Saylor stated the motion, seconded by Tony Groshong, to approve the minutes of January 6, 2020 and the claims report. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf, none voted no, and Keith Luedders was absent and not voting. Motion carried unanimously by City Council members present for the Minutes of January 6, 2020 and the following Claims:

<i>City of Cambridge</i>			
<i>Claims Report</i>			
<i>To Mayor and City Council</i>			
<i>20-Jan-20</i>			
<i>Period 01/07/2020 to 01/20/2020</i>			
Check No.	Vendor, For	Amount	Dept. Total
<u>Combined Utility:</u>			
31183-31189	Payroll	9,370.26	
31190	Ag Valley, Fuel	199.11	
31191	Blue Cross Blue Shield of Nebraska, Health Insurance	9,038.36	
31192	Brico Pest Control, Spraying buildings	67.10	
31193	Cambridge General Store, Supplies	61.36	
31194	Cardmember Services, Credit Card for postage, advert	832.03	
31195	Dutton-Lainson, Electrical Supplies	1,629.77	
31196	Eakes Office Solutions- Office Supplies	434.99	
31197	Faw Motor Company, Repairs	785.04	
31198	Jim's Triple D Service, Tire Repair	20.00	
31199	Lord's, Inc., Supplies	124.50	
31200	Employee Vision Benefit	500.00	
31201	Mousel, Brooks, Schneider, Attorney Fees	150.00	
31202	Municipal Supply, Supplies	522.42	

31203	NMC Exchange, Repairs	246.37	
31204	Northwestern Mutual, Annuity	2,492.94	
31205	Paper Tiger Shredding, Shred office paper	40.00	
31206	Schaben Sanitation, Trash hauling	13,270.33	
31207	Southwest Farm & Auto, Supplies	17.94	
31208	Twin Valleys Public Power District, Utility	3,089.84	
31209	USABLE Life, Employee Life Insurance	81.00	
Expense	From Water Salesman, Carwash	13.50	
ACH	Black Hills Energy, Utility	1,052.57	
ACH	American Family Life Insurance, Insurance	448.74	
ACH	IRS, Federal Withholdings	3,141.29	47,629.46
	<u>City Account (General Fund):</u>		
47602	Eakes Office Solutions, Office Supplies	134.50	
47603	Payroll	327.62	
47604	Gale, Library Books	90.39	
47605	Anew Travel Center, Fuel	62.13	
47606	Cambridge Airport Authority, Donation	1,171.90	
47607	Century Link, Police Phone	59.96	
47608	Cyndi Groshong, Reimburse NEMSA Dues	30.00	
47609	First Central Bank, Loan Payment	1,211.34	
47610	Employee Deductible	12.96	
47611	Hometown Agency, Insurance	180.00	
47612	Employee Deductible	86.09	
47613	Lord's, Inc., Supplies	65.99	
47614	Miller & Associates, Flood Plain Administration	100.00	
47615	Mousel, Brooks, Schneider, Attorney Fees	780.00	
47616	NMC Exchange, Repairs	123.18	
47617	NSVFA Fire School, Dues	365.00	
47618	Twin Valleys Public Power District, Utility	59.85	
47619	Waypoint Bank, Loan Payment	1,545.00	
ACH	Black Hills Energy, Utility	1,275.23	
ACH	IRS, Federal Withholdings	54.26	7,735.40
	<u>CDBG Projects:</u>		
125	Waypoint Bank, Loan Payment	65,044.16	65,044.16
	<u>LB840/ Revolving Loan/ HTC</u>		
4181	Cardmember Services, Credit Card for postage, advert	195.00	
4182	City of Cambridge, Distribution of Sales Tax	9,078.53	
4183	Cross Creek Golf Links, Distribution of Sales Tax	4,990.27	
4184	Mousel, Brooks, Schneider, Attorney Fees	90.00	14,353.80
	Total:	134,762.82	134,762.82

Reports of officers, boards and committees:

1. Miller & Associates –

- a. Downtown Revitalization Project. Luke Dutcher of Miller & Associates will meet with Blessing Construction and present on behalf of the City for the \$800 a day fee for not completing the project on time. Dutcher will report back to Council at the next meeting on February 3.
- b. Downtown Revitalization Project Businesses Assistance. No report on applicants.
- c. Update City Limits Map. No report

2. Economic Development Director Report – Economic Development reported that sales tax revenue was \$22,940.38 for November 2019.

3. Ambulance/Fire Reports – The Fire Department submitted a written report advising of trouble with the rescue truck which has a Detroit engine which may need to be replaced.

4. Planning Commission Reports – Tony Groshong stated the motion, seconded by Derek Raburn to approve the site plan and land use permit applications approved by the Planning Commission on January 8, 2020 as follows: Jay Davis, 604 Park Avenue for toilet, shower, sink, floor, dishwasher, counter and floor; Aliesha Luke, 715 Neosha Street for siding and doors; Andrew Carpenter, 42504 Wheat Ridge Drive for signage; and Lesley & Kamie Towsen, 1105 Neosha Street for an addition to existing house, bedroom, bathroom and basement. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf, none voted no, and Keith Luedders was absent and not voting. Motion carried unanimously by City Council members present.

5. Utility Supervisor Reports – Dave Houghtelling reported on the following: no one applied for the cemetery position; the Work Ethic Camp is scheduled to assist in tree removal and trimming; ice melt without salt has been ordered for the streets and sidewalks in town; Dave and Greg Howerter will be attending a wastewater class in Kearney on January 22 and 23 in Kearney; and Brooks Construction will commence work next week to clear the drainage ditch.

6. City Clerk/Treasurer Reports – Kandra Kinne reported on the following: auditors will be in the office January 29, 30 and 31; recommends filing a utility lien on 206 Penn Street; City received \$4,685.76 from Black Hills Energy for 2019 franchise fees; Liquor License Renewals are published for NPC Fuel Services, LLC dba Anew Travel Center, SK Inc. dba Cambridge Super Market, Casey's Retail Company dba Casey's General Store #2709, and Cambridge Hotel Group LLC dba Cobblestone Inn & Suites; and Kinne has been working on financial reports and line loss reports and end-of-year fiscal reports for electric and water sales. Tony Groshong stated the motion, seconded by Derek Raburn to approve filing a utility lien on 206 Penn Street. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf, none voted no, and Keith Luedders was absent and not voting. Motion carried unanimously by City Council members present.

Kinne further reported that Community Development Agency of the City of Cambridge has received a letter from Cline Williams regarding using TIF funds for the proposed turning lane on Highway 6 & 34

and highway lighting improvements. TIF funds can be used for the project because the project is necessary for the continued development of Harvest Meadows. The City Council authorized Cline Williams to prepare the Re-development plan amendment.

Library minutes for January 8, 2020 and Park Board/Tree Advisory minutes for October 10, 2019 were received. Also, Kinne has received the office carpet bid from Samway.

Unfinished Business:

1. Besler Industries Agreement for Service – tabled until the next meeting
2. Heritage Plaza Easements – No update

New Business:

Owner Occupied Housing Rehab Program amendments – Ashley Gerlach recommended submitting for two projects – downtown sidewalks and pool bathhouse modification.

Reports of officers, boards and committees:

Swimming Pool Project – Ashley Gerlach reported that the committee met January 15, 2020. A letter of intent must be submitted to CCCFC for \$310,000.00. A meeting of the swimming pool committee is scheduled for January 22. Sara Calvert discussed some of the improvements she would like to see in the bath house to make the floors level, in the office to provide more storage.

Summer Park and Swimming Pool Applications: Jeff Ommert stated the motion, seconded by Tony Groshong to approve the employment applications for Ron Schelling for Park Maintenance and Sara Calvert for Pool Manager. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf, none voted no, and Keith Luedders was absent and not voting. Motion carried unanimously by City Council members present.

Unfinished Business:

Ordinance Book Codification – The City Council reviewed recommendations from McNally Law for chapters 5 through 9 and approved the items submitted.

New Business:

Personnel Rules Review – Council reviewed the employee handbook. Discussion concerned call back pay, comp time, paid time off, sick leave, health insurance costs, and hours of operation, city-owned vehicles usage and drug testing. Kandra and Lisa would prepare changes to review.

Adjournment:

Tony Groshong stated the motion, seconded by Vernita Saylor to adjourn at 9:51 p.m. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf, none voted no, and Keith Luedders was absent and not voting. Motion carried unanimously by City Council members present.

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