

City of Cambridge  
 Regular City Council Meeting  
 Monday February 03, 2020  
 6:30 P.M.

Notice of meeting was given in advance by publication in the *Cambridge Clarion*, Thursday, January 31, 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, Vernita Saylor, and Keith Luedders. Absent were City Council Members Jeff Ommert and Tony Groshong. 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*; Ashley Weesner of Miller & Associates Inc.; Swimming Pool Committee Members Ashley Gerlach and Sara Calvert; and Kim Shifflet, Roger Witte and Ken Houghtelling for the Rural Fire Board. 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.

Public Hearing: Mayor Gunderson opening the Public Hearing to receive input on the progress of the Community Development Block Grant (CDBG) 17-DTR-106, Downtown Revitalization Project. The total project was \$890,070.00, with drawdowns of \$79,200, \$43,720, \$25,000 and \$5,000, and the final Change Order #1 \$737,150.00, including deducts for completing the project after the contract date. There were no comments. Mayor Gunderson closed the hearing at 6:37 p.m.

Consent Agenda – Minutes of January 20, 2020 and the Claims Report: The City Council received the minutes of January 20, 2020 and the claims report prior to this meeting. Keith Luedders stated the motion, seconded by Derek Raburn, to approve the minutes of January 20, 2020 and the claims report. Voting yes were Vernita Saylor, Keith Luedders, Derek Raburn and Kevin Banzhaf, none voted no, and Jeff Ommert and Tony Groshong were absent and not voting. Motion carried unanimously by City Council members present for the Minutes of January 20, 2020 and the following Claims:

<i>City of Cambridge</i>			
<i>Claims Report</i>			
<i>To Mayor and City Council</i>			
<i>02/03/20250</i>			
<i>Period 01/21/2020 to 02/03/2020</i>			
<i>Check No.</i>	<i>Vendor, For</i>	<i>Amount</i>	<i>Dept. Total</i>
<u>Combined Utility:</u>			
31210	Nebraska Concrete Coating, Down Pay Comm. Bldg.- Floors	1,635.88	
31211	Cambridge Post Office, Postage	261.00	
31212-31818	Payroll	9,478.78	
31819	Ag Valley, Fuel	367.78	
31820	Aramark Uniform, Mats Mops for comm. bldg.	116.44	
31821	BIC, Purchased Water	2,207.70	
31222	Cambridge General Store, Supplies	49.60	

31223	Eakes Office Solutions, Office Supplies	21.49	
31224	Nebraska Public Health Environment Lab, Water Testing	15.00	
31225	Southwest Farm & Auto, Supplies	36.43	
31226	Twin Valleys Public Power District, Purchased Power	208,131.27	
31227	Verizon Wireless, Cell Phones	179.01	
31228	Cambridge General Store, Supplies	34.75	
31229	Cambridge Telephone, Utility	721.93	
31230	Home Town Leasing, Copier Lase	641.74	
31231	Ommert Tech, Computer Lease	333.61	
31232	Twin Valleys Public Power, Supplies	124.80	
Tr	Water System Extension, Transfer from Water fund	1,083.33	
Tr	Sewer Improvement Fund, Transfer from Sewer Fund	1,000.00	
ACH	City of Cambridge, Utility	3,849.59	
ACH	Nebr. Dept. Revenue, State Withholdings	1,487.20	231,777.33
	<u>City Account (General Fund):</u>		
47620	Mousel, Brooks, Schneider, Attorney Fees	840.00	
47621	NSVFA Fire School, Dues	325.00	
47622	Ag Valley, Fuel	74.82	
47623	Ambulance Check Card, Registration	210.00	
47624	Anew Travel Center, Fuel	56.34	
47625	Cambridge Chamber, Chamber Bucks	20.00	
47626	Cambridge General Store, Supplies	20.50	
47627	void	0.00	
47628	Employee Deductible	26.32	
47626	D & S Hardware, Repair Concrete Saw	270.04	
47630	Employee Deductible	64.99	
47631	Fancy That Signs, Signs for Fire Truck	212.55	
47632	Farr Ag & Auto, Ranch Hand Grill	1,100.00	
47633	Fire Rescue Specialties, Flat Bed for Truck	11,745.00	
47634	Employee Deductible	64.99	
47635	Mousel, Brooks, Schneider, Attorney Fees	1,187.20	
47636	River Valley Services, Repair Thermostat at Museum	76.00	
47637	Southwest Farm & Auto, Supplies	360.06	
47638	Verizon Wireless, Cell Phones	99.68	
47639	Advantage Preservation, Microfilm Digitizing	705.00	
47640	Amazon, Library Supplies	282.70	
47641	Baker & Taylor, Library Books	701.34	
47642	Besler Industries, Iron	77.00	
47643	Better Homes and Gardens Magazine, Subscription	8.00	
47644	Book Page, Subscription	30.00	
47645	Cambridge General Store, Supplies	26.26	

47646	Cambridge Supermarket, Supplies	35.60	
47647	Cambridge Telephone, Utility	418.66	
47648	Eakes Office Solutions, Office Supplies	229.58	
47649	Furnas County Treasurer, Police Contract	4,583.33	
47650	Gale, Library Books	86.80	
47651	Game & Fish Magazine, Subscription	14.97	
47652	Good Housekeeping Magazine, Subscription	7.77	
47653	Hometown Agency, Airport Truck Insurance	101.00	
47654	Kiplinger's Personal Finance Magazine, Subscription	19.95	
47655	Maria Downer, Books, Decor, Software Subsc., Facebook Ads	247.97	
47656	Matheson Tri Gas, Oxygen for Ambulance	108.24	
47657	Mindful, Subscription	24.00	
47658	National Geographic Magazine, Subscription	15.00	
47659	Ommert Tech, Computer Lease	91.92	
47660	Ranger Rick Zoo books, Library Books	24.95	
47661	Taste of Home Magazine, Subscription	8.00	
47662	The Pioneer Woman, Subscription	18.00	
47663-47680	Payroll	2,124.54	
Tr	Fire/Ambulance Sinking Fund, Transfer from Ambulance & Fire	1,599.17	
Tr	General Fund Transfers	32,992.02	
ACH	Payroll	461.75	
ACH	IRS, Federal Withholdings	472.67	
ACH	City of Cambridge, Utility	4,077.41	
ACH	First Central Bank, Library Computer Loan	240.00	
ACH	Eakes Office Solutions, Library Copier Lease	146.84	
ACH	Nebr. Dept. Revenue, State Withholdings	58.64	66,792.57
	<u>CDBG Projects:</u>		
126	Miller & Associates, Engineering Fees	5,652.75	
127	Blessing Construction, Application for Payment DTR Project	110,622.20	116,274.95
	<u>LB840/ Revolving Loan/ HTC</u>		
4185	Mousel, Brooks, Schneider, Attorney Fees	30.00	
4186	Cambridge Telephone, Utility	45.92	
4187	Melissa Jackson, Contract	779.61	855.53
	Total:	415,700.38	415,700.38

Reports of officers, boards and committees:

a. Miller & Associates –

1. Downtown Revitalization Project. Ashley Weesner of Miller & Associates presented Draw Down #16 for \$64,583.62, Draw Down #17 for \$2,500, Blessing Construction Application for payment #5 and Final \$110,622.20, Miller & Associates for Construction Management

\$3,152.72 and Grant Administration of \$2,500, Change Order #1 and Final and Certificate of Completion. Keith Luedders stated the motion, seconded by Vernita Saylor, to approve Draw Down #16 and #17. Voting yes were Vernita Saylor, Keith Luedders, Derek Raburn and Kevin Banzhaf, none voted no, and Jeff Ommert and Tony Groshong were absent and not voting. Motion carried unanimously by City Council members present. Derek Raburn stated the motion, seconded by Vernita Saylor, to approve the Certificate of Completion. Voting yes were Vernita Saylor, Keith Luedders, Derek Raburn and Kevin Banzhaf, none voted no, and Jeff Ommert and Tony Groshong were absent and not voting. Motion carried unanimously by City Council members present. Derek Raburn stated the motion, seconded by Vernita Saylor, to approve the final pay request to Blessing Construction in the amount of \$110,622.20. Voting yes were Vernita Saylor, Keith Luedders, Derek Raburn and Kevin Banzhaf, none voted no, and Jeff Ommert and Tony Groshong were absent and not voting. Motion carried unanimously by City Council members present.

b. Economic Development – No report.

c. Ambulance/Fire Reports – The Fire Department Roster was presented and Kim Shifflet of the Rural Fire Department explained a possible conflict with the Holbrook Fire Department. The Fenton Fire Truck was also discussed, but the issue was tabled. The EMT 2020 Roster was presented but also tabled for the City Attorney to review along with the possible conflict of interest.

a. 2. Swimming Pool Project – The Committee asked for direction from Council for the slide option #1, i.e. insurance; cost of extra lifeguard; cost of maintenance; life of the slide, etc. cost to put in a larger water line to the bigger slide would also have to be added to construction costs. The timeline for the project was reviewed. Sara Calvert recommended to Council the pool employees and the salaries for 2020. She also advised that an annual CPR class will be coordinated for lifeguards. Derek Raburn stated the motion, seconded by Kevin Banzhaf to approve the hiring of pool employees and the salaries for 2020. Voting yes were Vernita Saylor, Keith Luedders, Derek Raburn and Kevin Banzhaf, none voted no, and Jeff Ommert and Tony Groshong were absent and not voting. Motion carried unanimously by City Council members present for the following Swimming Pool staff for the 2020 season: Brielle Miller \$9.00/hr., Erin Witte \$11.10/hr., Cali Gunderson \$9.30 and \$11.00/hr., Olivia Taylor \$9.40 and \$11.00/hr., Tobiann Springer \$11.10/hr., Kori Keoppen \$9.00/hr., Shane Horwart \$9.20/hr., Autumn Deterding \$9.10/hr., Carsyn Hanes \$9.10/hr., Chloe Bester \$9.20/hr., Abby Andrews \$9.00/hr., Ryann Lewis \$11.10/hr., Blake Williams \$9.40 and \$11.00/hr., and Sara Calvert \$14.45/hr.

a. 3. Update City Limits Map – Craig Bennett of Miller & Associates has scheduled a planning meeting to discuss City limits map options.

#### Unfinished Business:

C.Owner-Occupied Housing Rehab Program Amendments – Ashley Gerlach of the Department of Economic Development advised that the swimming pool plan would not be feasible because Davis-Bacon Act for construction workers salaries would be time consuming and involved in the use of the

funds also an environmental review would be required to use the funds for the swimming pool project. Other options were discussed such as downtown sidewalks and handicapped power doors at the community building. The City Council discussed the options and decided power doors at the community building would require less planning, Davis Bacon and environmental review would not be needed since the project would be smaller than the swimming pool project.

Reports of officers, board and committees:

e. Cemetery Report – Council reviewed the minutes from the last two meetings of the Cemetery Board. The situation is complicated by a grant request not approved to date from the Cemetery Foundation. Ordinance book updates were tabled.

f. Library Report – Council received a request from Maria Downer, Library Director, on behalf of the Library Foundation, for salary increases for two employees. The budget for the Library was approved last October by City Council and will be done again in October 2020 since the budget is done annually.

g. Utility Supervisor Reports – Dave Houghtelling reported on the following: Brooks Construction will commence work next week to clear the drainage ditch; and the windshield is broken out in the skid steer.

h. City Clerk/Treasurer Reports – Kandra Kinne reported on the following: office staff has completed bank reconciliation and the December financial report; MiKayla Kent's six-month probation will be complete at the end of the month at which time an employee evaluation will be done; the audit was held on January 29, 30 and 31; easements have been signed for Heritage Plaza and are being filed with the Furnas County Clerk; and the Citizen Advisory Committee will be reviewing the LB840 plan.

Unfinished Business:

b.1. Dog Regulations for Ordinance Book Codification- The dog regulations need to be updated in the City's ordinances. There have been dog issues in Cambridge with the County issuing tickets.

New Business:

- a. Special Designated Liquor Permit Request of Ho Jo's Hideaway. Vernita Saylor stated the motion, seconded by Derek Raburn to approve the Special Designated Liquor Permit Request for Ho Jo's Hideaway for Saturday March 28, 2020 at the Cambridge Community Building for the Pheasants Forever Banquet. Voting yes were Vernita Saylor, Keith Luedders, Derek Raburn and Kevin Banzhaf, none voted no, and Jeff Ommert and Tony Groshong were absent and not voting. Motion carried unanimously by City Council members present.
- b. 510 Butler Avenue – Nuisance Abatement – continue to see progress. The City Council decided to review again during the spring when nuisance abatement program would be in progress for 2020.

- d. Mayor and City Council Comments - Mayor Gunderson advised that he has received a letter from DOT about reducing the speed near Harvest Meadows and the Department of Transportation decided a reduction in speed is not needed at this time.

Executive Session: Keith Luedders stated the motion, seconded by Derek Raburn, to go into executive session for personnel and property at 8:35 P.M. On roll call vote Vernita Saylor, Keith Luedders, Derek Raburn and Kevin Banzhaf voted yes, none voted no, and Jeff Ommert and Tony Groshong were absent and not voting. Motion carried unanimously by City Council members present. Vernita Saylor stated the motion, seconded by Derek Raburn, to return to regular meeting at 8:47 P.M. On roll call vote Vernita Saylor, Keith Luedders, Derek Raburn and Kevin Banzhaf voted yes, none voted no, and Jeff Ommert and Tony Groshong were absent and not voting. Motion carried unanimously by City Council members present. Mayor Gunderson stated the only item discussed in executive session was personnel and real estate and no decisions were made in execution session.

Adjournment:

Vernita Saylor stated the motion, seconded by Keith Luedders to adjourn at 8:48 p.m. Voting yes were Vernita Saylor, Derek Raburn, Keith Luedders and Kevin Banzhaf, none voted no, and Jeff Ommert and Tony Groshong were absent and not voting. Motion carried unanimously by City Council members present.

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