

City of Cambridge
Regular City Council Meeting
Monday December 17, 2018
6:30 P.M.

Pursuant to notice posted in the Cambridge City Office and published in the Cambridge Clarion, Thursday December 13, 2018, the Cambridge City Council met for regular meeting convening at 6:50 P.M. Present were Mayor David Gunderson and City Council Members Keith Luedders, Jeff Ommert, Tony Groshong and Vernita Saylor. Absent were City Council Members Tom McCarville and 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. Present for the meeting were Howard Johnson for Ho Jo's Hideaway, Tammy Sexton for First Central Bank, and Jolene Miller for the Cambridge Clarion, and Department of Economic Development Representative Ashley Rice-Gerlach. Mayor Gunderson opened the meeting and announced the open meeting law is posted on the east wall of the meeting room and available for public inspection. Jeff Ommert took the Oath of Office that is added at the end of these minutes.

Ho Jo's Hideaway. Howard Johnson was present to request a special designated liquor permit for Saturday January 12th at the Cambridge Community Building for the Nebraska Corn Processing employee dinner. Kandra reported that the request was made too late for a public hearing notice. After discussion Kandra would contact the Nebraska Liquor Control Commission for their opinion about the procedure to approve a special designated liquor permit. Vernita Saylor stated the motion, seconded by Jeff Ommert to approve a special designated liquor permit for Ho Jo's Hideaway for Saturday January 12, 2018 at the Cambridge Community Building. On roll call vote Vernita Saylor, Tony Groshong, Jeff Ommert and Keith Luedders voted yes, none voted no and Tom McCarville and Derek Raburn were 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 – First Reading. The City Council reviewed the proposed ordinance at the last meeting. Vernita Saylor stated the motion, Seconded by Tony Groshong, to approve the first reading of Ordinance No. 755. On roll call vote Tony Groshong, Jeff Ommert, Keith Luedders and Vernita Saylor voted yes, none voted no and Tom McCarville and Derek Raburn were absent and not voting. Motion carried unanimously by City Council Members present for the first reading of Ordinance No. 755 as follows:

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.

Economic Development Board Report. Economic Development Director, Monica Lueking reported she has completed business retention and expansion visits with the Cambridge Bed and Breakfast, the 706 Boutique and Cambridge Lanes, boosted Facebook posts for businesses, researched past façade grants, met with someone interested in starting a daycare, researched various department of Economic Development housing programs, spoke with Ken Dutt regarding the Senior Center, spoke with Besler Industries regarding a possible expansion, met with Kristi McClung and Ashley Gerlach regarding a possible housing project, contacted family/home builders received information regarding modular homes, attended cultivating rural leaders we toured the hotel and the new bank, had speakers from DED and Nebraska Business Development Center, attended the South Platte United Chambers of Commerce legislative summit, working with a business wanting to locate in Cambridge to find space.

Resolution 2018-12-01- Resolution to de-obligate 2017 program income from the owner occupied housing rehab program. Kandra explained the City received a grant in 2010 to rehab 11 owner occupied homes in Cambridge meeting low to moderate income guidelines. Since that time the City has received program income from loans made from the grant. This year the Department of Economic Development is informing communities they have the opportunity to de-obligate program income and move the funds out of the owner occupied housing rehab program to be used for purposes determined by the City Council. The City can only de-obligate program income received the previous year, 2017. Income received prior and not de-obligated will stay in the owner occupied housing rehab program. Ashley Rice-Gerlach was present to speak about the regional grant application the McCook Economic Development Corporation is wanting to prepare. The Grant would provide housing in communities that participate. The community would need to provide up to \$50,000 for site prep and the grant would purchase the home. The McCook Economic Development Corporation is asking if Cambridge and Benkelman would be a part of the Grant application since both communities are considered ready to participate in the project. Cambridge has done nuisance abatement, has lots available to build and is a leadership community. These items made a stronger application. The City Council discussed how the program would work and was interested in more information before they would commit to the project. The City Council expressed interest in partnering with the Cambridge Economic Development Board if they are interested. After discussion Vernita Saylor stated the motion, seconded by Jeff Ommert, to approve Resolution 2018-12-01. On roll call vote Jeff Ommert, Keith Luedders, Vernita Saylor and Tony Groshong voted yes, none voted no and Tom McCarville and Derek Raburn were absent and not voting. Motion carried unanimously by City Council Members present for Resolution 2018-12-01 as follows:

Resolution 2018-12-01

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 17th DAY OF DECEMBER, 2018 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 2017 in the amount of \$7,497.40,

BE IT FURTHER RESOLVED that the City desires to de-obligate \$7,497.40 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.

Utility Service Policy. The City Council received an updated utility service policy. The policy would allow utility service outside city limits with the approval of the City Council. Jeff Ommert stated the motion, seconded by Vernita Saylor, to approve the Utility Service Policy. On roll call vote Keith Luedders, Vernita Saylor, Tony Groshong and Jeff Ommert voted yes, none voted no, Tom McCarville and Derek Raburn were absent and not voting. Motion carried unanimously by City Council Members present for the following Utility Service Policy:

UTILITY SERVICE POLICY FOR UTILITIES OUTSIDE CORPORATE LIMITS

The Mayor and City Council for the City of Cambridge, Nebraska, hereby resolves that the following statements and conditions are the policy for utility services outside the corporate limits of the City of Cambridge, Nebraska:

1. The City of Cambridge encourages the extension of water and sanitary sewer mains to encourage population growth. Services outside the City Limits of the City of Cambridge shall follow Chapter 7 of the City of Cambridge Municipal Code. Developers are responsible for paying 100% of the costs of the water and sewer mains including lift stations.
2. The City, at its discretion, may provide consumers electric energy service outside its corporate limits, but within its electric utility service territory, at a rate and under such conditions to be determined by the Mayor and City Council at the time it is approved.
3. Effective October 1, 1998, the City will not provide water and/or sewer utility service outside its corporate limits of the City of Cambridge, unless it has been approved by the Mayor and City Council, and an agreement is entered into for annexing said service area within the corporate limits of the City of Cambridge if the Mayor and City Council find such agreement to be beneficial to the City of Cambridge. Those consumers with water and/or sewer utility hook-ups provided by the City of Cambridge, existing prior to October 1, 1998, shall continue to be

served such utility service at a rate and under such conditions determined by the Mayor and City Council.

4. For areas annexed into the City of Cambridge on or about September 7, 2004, water and sewer distributed to an area outside of the corporate limits and already in existence shall continue without change or addition. After September 7, 2004, developers or individual requesting services outside the corporate limits of the City of Cambridge will require acceptance and written agreement with the Mayor and City Council of the City of Cambridge, Nebraska. The developers or the individual requesting services is responsible for paying 100% of the costs associated with the installation.
5. Any water and/or sewer line connected to a main line of the City of Cambridge outside of the corporate limits shall be installed with the recommendation of the City of Cambridge's Utility Supervisor and in compliance with any federal, state or local law and regulations.

Utility Supervisor Report. Utility Supervisor David Houghtelling reported that he has contacted Miller and Associates for an estimate on fees associated with camera and inspection of sewer mains. The City has about 60,000 feet of sewer main and the estimated cost is about \$90,000.00. The inspection is listed in the needs survey submitted to the Nebraska Department of Environmental Quality. If funding becomes available they will contact the City. Staff will be working with the contractor to bury new electric line to the Heritage Plaza and place a new transformer. Land Owners on the Medicare Creek have been notified of an informational meeting to discuss cleanout of the Medicine Creek. Dave Gunderson and Dave Houghtelling will attend.

First Central Bank Land Negotiations – executive session for negotiations. Keith Luedders stated the motion, seconded by Jeff Ommert, to go into executive session for land negotiations with First Central Bank Representative at 8:07 P.M. On roll call vote Vernita Saylor, Tony Groshong, Jeff Ommert and Keith Luedders voted yes, none voted no, and Tom McCarville and Derek Raburn were absent and not voting. Motion carried unanimously by City Council Members present. Vernita Saylor stated the motion, seconded by Tony Groshong, to return to regular session at 8:30 P.M. On roll call vote Tony Groshong, Jeff Ommert, Keith Luedders and Vernita Saylor voted yes, none voted no, and Tom McCarville and Derek Raburn were absent and not voting. Motion carried unanimously by City Council Members present.

Banner Permit. Kandra explained the City is required to have approval from the Nebraska Department of Transportation to display US Flags along the highway during holidays and events. Keith Luedders stated the motion, seconded by Vernita Saylor, to approve the Banner Permit with the Nebraska Department of Transportation for 2019. On roll call vote Jeff Ommert, Keith Luedders, Vernita Saylor and Tony Groshong voted yes, none voted no, and Tom McCarville and Derek Raburn were absent and not voting. Motion carried unanimously by City Council Members present.

Library Computer Loan. The Butler Memorial Library Board has approved a loan to purchase new computers through a loan at First Central Bank in the amount of \$6,781.80 at 3.990% interest for three years. Tony Groshong, stated the motion, seconded by Vernita Saylor, to approve a loan with First Central Bank, to purchase 7 computers. On roll call vote Keith Luedders, Vernita Saylor, Tony Groshong, and Jeff Ommert voted yes, none voted no and Tom McCarville and Derek Raburn were absent and not voting. Motion carried unanimously by City Council Members present.

Miller and Associates Report. Kandra prepared a long term planning report based on information from the planning meeting in September, needs discussed by staff and long term goals in the Comprehensive Master Plan 2013-2023. The City Council discussed financing for some projects and priorities. Tony Groshong stated the motion, seconded by Vernita Saylor to approve the Long Term Planning report. On roll call voted Vernita Saylor, Tony Groshong, Jeff Ommert and Keith Luedders voted yes, none voted no, Tom McCarville and Derek Raburn were absent and not voting Tom McCarville and Derek Raburn. Motion carried unanimously by City Council Members present.

City Clerk/Treasurer Report. Kandra reported the Workers Compensation Rating will be 1.52, the League of Municipalities Midwinter Conference is in February. Kandra presented the financial report for November 2018. Line loss was 2.03% Electric and 6.78% water. Kandra reported letters have gone out to businesses about the Downtown Revitalization Project and contact information for the engineer.

Consent Agenda Minutes of December 3, 2018 and the Claims Report. Jeff Ommert stated the motion, seconded by Tony Groshong, to approve the minutes of December 3, 2018 and the claims report. On roll call vote Tony Groshong, Jeff Ommert, Keith Luedders and Vernita Saylor, voted yes, none voted no and Tom McCarville and Derek Raburn were absent and not voting. Motion carried unanimously by City Council Members present for the minutes of December 3, 2018 and the following claims report:

<i>City of Cambridge</i>			
<i>Claims Report</i>			
<i>To Mayor and City Council</i>			
<i>17-Dec-18</i>			
Check No.	Vendor, For	Amount	Dept.
			Total
	<u>Combined Utility:</u>		
30379	Employee Dental/Vision	121.00	
30380	Cambridge Post Office, Postage	187.54	
30381-30387	Payroll	8,584.92	
30394-30395	Employee Flex Spending	1,579.37	
30396	Ag Valley, Fuel	247.56	
30397	American Family Life, Ins.	350.52	
30398	Bernie Jones Auto, Keys	9.00	
30399	Blue Cross Blue Shield, Health Ins. Premium	8,563.20	
30400	Brico Pest Control, Spraying	67.10	
30401	Cambridge General Store, Supplies	334.76	
30402	Cambridge Telephone, Utility	818.58	

30403	Card member Services, Credit Card Payment	315.20	
30404	City of Cambridge, Tr to Comm Bldg Fund, Petty Cash	120.00	
30405	Dutton-Lainson, Street Lights-LED	8,102.55	
30406	Eakes Office, Office Supplies	105.47	
304074	Furnas County Treasurer, Property Tax	975.64	
30408	Municipal Chemical, Supplies	180.00	
30409	Northwestern Mutual, Annuity	2,331.38	
30410	Olsson Associates, Engineering Fees	495.58	
30411	Schaben Sanitation, Trash Pickup Fees	13,534.64	
30412	Twin Valleys Public Power, Utility	2,898.11	
30413	USABLE Life, Life Insurance	81.00	
30414	Western Area Power Administration, Purchased Power	5,048.10	
ACH	IRS, Federal With holdings	2,848.22	
ACH	Nebr. Dept. Revenue, Sales Tax	7,671.48	
ACH	Black Hills Energy, Utility	1,191.31	66,762.23
	<u>Security Deposits:</u>		
1963-1965	Customer Refunds	330.05	330.05
	<u>City Account (General Fund):</u>		
46395	Ag Valley, Fuel	67.01	
46396	Ambulance Bond Fund, Transfer	136.05	
46397	American Family Life, Ins.	104.88	
46398	Bernie Jones Auto, Repairs	55.74	
46399	Bound Tree Medical, Ambulance Supplies	417.88	
46400	Cambridge General Store, Supplies	1.99	
46401	Cambridge Telephone, Utility	424.94	
46402	Card member Services, Credit Card Payment	399.43	
46403	CenturyLink, Police Phone Utility	59.96	
46404	First Central Bank, Fire Equipment Loan Payment	793.92	
46405	First State Insurance, Bond	300.00	
46406	Furnas County Treasurer, Property Tax	3,338.34	
46407	Hometown Agency, Bond	100.00	
46408	Miller & Associates, Flood Plain Administration	100.00	
46409	Municipal Code Services, Codify Ordinances	4,500.00	
46410	Omaha Flag Company, Flags	120.00	
46411	River Valley Services, Repairs	94.40	
46412	Twin Valleys Public Power, Utility	59.85	
46413	Waypoint Bank, Donation for Airport Loan Payment	25,000.00	
46414	WCNDD, Nuisance Abatement	1,125.00	
46434	Waypoint Bank, Golf Loan Payment	1,545.00	
ACH	Black Hills Energy, Utility	1,171.75	
ACH	Cambridge Telephone, Utility	247.23	40,163.37

	<u>TIF:</u>		
1049	Furnas County Clerk, Filing Fee	22.00	
1051	Cline Williams, Wright, Attorney Fees	1,665.00	1,687.00
	<u>LB840:</u>		
3951	Payroll	1,215.66	
3952	Blue Cross Blue Shield, Health Ins. Premium	605.23	
3953	Cambridge Telephone, Utility	46.32	
3954	Card member Services, Credit Card Payment	96.77	
3955	City of Cambridge, Sales Tax Distribution	10,401.65	
3956	Cross Creek Golf Links, Sales Tax Distribution	1,784.12	
3957	McCook Daily Gazette, Promotion	160.00	
3958	Northwestern Mutual, Annuity	180.00	
3959	USABLE Life, Life Insurance	13.50	
ACH	IRS, Federal With holdings	278.94	14,782.19
	<u>Employee Health:</u>		
894-896	Employee Health Deductibles paid by City	192.94	192.94
	<u>LB840 HTC:</u>		
1003	McCook Abstract, Loan	8,700.00	
1004	McCook Abstract, Loan	8,250.00	16,950.00
	Total:	140,867.78	140,867.78

Adjournment. The next regular meeting will be January 7, 2019. Vernita Saylor stated the motion, seconded by Jeff Ommert, to adjourn at 8:50 P.M. All voted yes, none voted no, Tom McCarville and Derek Raburn were absent and noting voting. Motion carried unanimously by City Council Members present.

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

David Gunderson, Mayor

Oath of Office

Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the State of Nebraska, against all enemies, foreign and domestic; that you will bear true faith and allegiance to the same; that you take this obligation freely, without any mental reservation or for purpose of evasion; and that you will faithfully and impartially perform the duties of the office of City Council Member according to law, and to the best of your ability. And do you further swear that you do not advocate, nor are a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence; and that during such time as you are in this position you will not advocate nor become a member of any political party Or organization that advocates the over throw of the government of the United States or of this state by force or violence. So help you God.

Jeff Ommert, City Council Member Ward I