

City of Cambridge  
 Regular City Council Meeting  
 Tuesday, December 17, 2019  
 6:30 P.M.

Notice of meeting was given in advance by publication in the *Cambridge Clarion*, Thursday, December 12, 2019, 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, Jeff Ommert, Tony Groshong and Derek Raburn. Absent were City Council Members Vernita Saylor and Keith Luedders. City Staff present were City Clerk/Treasurer Kandra Kinne, Utility Supervisor David Houghtelling, City Attorney Lisa Shifflet and Interim Economic Development Director Melissa Jackson. Visitors present during the meeting were Jessica Fisher, CEO of Tri Valley Health Systems and Ginny Kubik for the Cambridge Clarion.

Public Hearing – Cambridge Public School Conditional Use Permit Application for a Day Care Hearing.

Mayor Gunderson opening the meeting. The application was filed by the Cambridge Daycare Foundation for property described as All of Block G, Bakers Addition – Cambridge Public School. The Planning Commission approved the permit at its meeting on December 11, 2019. No public comment was made at this hearing. The Public Hearing was closed at 6:33 p.m.

Consent Agenda – Minutes of December 2, 2019 and the Claims Report. The City Council received the minutes of December 2, 2019 and the claims report prior to this meeting. Jeff Ommert stated the motion, seconded by Tony Groshong, to approve the minutes of December 2, 2019 and the claims report. Voting yes were Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf, none voted no, and Vernita Saylor and Keith Luedders were absent and not voting. Motion carried unanimously by City Council members present for the Minutes of December 2, 2019 and the following Claims:

Check No.	Vendor, For	Amount	Dept. Total
	<u>Combined Utility:</u>		
31107-31113	Payroll	10,010.75	
31114	Cambridge Telephone, Utility	732.04	
31115	Southwest Farm & Auto	24.99	
31116	Town Talk Restaurant, Employee Recognition Dinner	589.49	
31117	Ag Valley, Fuel	236.43	
31118	Bartley Lumber	16.99	
31119	Bernie Jones Auto LLC	9.00	
31120	BIC, Purchased Water	2,329.80	
31121	Blue Cross Blue Shield	9,038.36	
31122	Brico Pest Control	67.10	
31123	Cambridge General Store, Supplies	195.06	
31124	Cambridge Supermarket	22.19	
31125	Card member Service	425.45	
31126	City of Cambridge	100,000.00	

31127	Dutton-Lainson	1,158.13	
31128	Eakes Office Solutions	73.62	
31129	Employee Health Fund	21,003.00	
31130	Furnas County Treasurer, Inter-Local Law Contract	1,642.06	
31131	Municipal Supply Inc.	4,070.28	
31132	Northwestern Mutual Life	2,492.94	
31133	Olsson	7,559.43	
31134	One Call Concepts, Inc.	48.83	
31135	Schaben Sanitation	27,328.33	
31136	Southwest Farm & Auto	8.98	
31137	Swanson Sign Company Inc.	615.00	
31138	Twin Valleys Public Power	3,429.70	
31139	void		
31140	Usable Life	81.00	
31141	Western Area Power Administration	5,048.10	
31142	USA Blue Book, Supplies	276.91	
ACH	EFTPS	3,312.21	
ACH	Black Hills Energy	317.62	
ACH	Black Hills Energy	395.93	
ACH	Black Hills Energy	208.51	
ACH	American Family Life	299.16	
Tr	Electric Improvement, Transfer	25,000.00	
ACH	American Family Life, Ins.	299.16	
ACH	Nebr. Dept. Revenue, State With holdings Tax	981.54	229,348.09
	<u>City Account (General Fund):</u>		
47502	Election Systems & Software, Ballots	1,031.22	
47503	Cambridge Telephone, Utility	423.26	
47504	Ag Valley, Fuel	210.67	
47505	Anew Travel Center	22.39	
47506	CAMAS Publishing, Publications	98.84	
47507	CenturyLink	59.96	
47508	Void		
47509	Clint Wickizer	91.31	
47510	First Central Bank	793.92	
47511	Frontier	99.74	
47512	Furnas County Treasurer	3,653.42	
47513	Hometown Agency	100.00	
47514	Kandra Kinne	37.28	
47515			
47516	NEMSA	140.00	

47517	Prairie State Communication	650.33	
47518	Sandry Fire Supply, Fire Dept. Supplies	64.45	
47519	Steve Johnson	81.90	
47520	Twin Valleys Public Power	2,716.90	
47521	Waypoint Bank	357.15	
47522	KBK Creative Designs, EMT Polo Shirts, Jackets	1,520.50	
ACH	Black Hills Energy	357.15	
ACH	Black Hills Energy	71.59	
ACH	Black Hills Energy	223.14	
ACH	Black Hills Energy	386.36	
TR	General Fund Transfer	65,985.04	
ACH	First Central Bank, Computer Loan	240.00	
ACH	Nebr. Dept. Revenue, State With holdings Tax	87.37	
ACH	IRS, Federal With holdings	682.12	80,186.01
	<u>CDBG Projects:</u>		
121	Blessing Construction	299,330.92	299,330.92
	<u>TIF:</u>		
1076	Cline, Williams, Attorney Fees	464.00	
1077	Furnas County Treasurer	11,468.62	11,932.62
	<u>LB840/ Revolving Loan/ HTC</u>		
4161	Diane E Gumaer	1,819.84	
4162	Derek Raburn, Façade Grant	582.62	
4163	Ryan Sheely, Refund DPA	125.00	
4164	Cambridge Chamber	600.00	
4165	Cambridge Telephone, Utility	46.50	
4166	Card member Service	694.36	
4167	City of Cambridge	8,687.92	
4168	Cross Creek Golf Links	5,326.98	
4169	Jodi Cobb	578.71	
4170	McCook Daily Gazette	895.00	
4171	CAMAS Publishing, Publications	1,000.00	
4172	void		
4173	Hometown Radio, Advertising	700.00	
ACH	IRS, Federal With holdings	682.12	21,739.05
	<u>Ambulance Check Card Account</u>		
Debit	Cash for carwash	20.00	20.00
	Total:	642,556.69	642,556.69

Communications/Appointments.

- a. Citizen Advisory Committee Appointments. Tony Groshong stated the motion, seconded by Derek Raburn, to appoint Tammy Sexton to replace Derek Downer and to re-appoint Pam

Westadt and Jim Jones to the Citizen Advisory Committee. Voting yes were Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf, none voted no, and Vernita Saylor and Keith Luedders were absent and not voting. Motion carried unanimously by City Council members present.

- b. Cambridge Housing Authority Appointment. Derek Raburn stated the motion, seconded by Kevin Banzhaf, to re-appoint Keith Klocke to the Cambridge Housing Authority. Voting yes were Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf, none voted no, and Vernita Saylor and Keith Luedders were absent and not voting. Motion carried unanimously by City Council members present.

#### Reports of Officers, Boards and Committees.

- a. Miller & Associates.

- (1) Downtown Revitalization Project. Kandra advised that she received a copy of Craig Bennett's Power Point Presentation as well as a report about payments to date to the contractor, Blessing Construction, and the balance due on the project. Luke Dutcher of Blessing Construction will address Council on the final pay request and negotiations for late fees. Last week a walk-thru of the project was held and items noted. Dave Houghtelling advised that the electrician will need to make some adjustments on the street lights, and the railing is to be installed at Mark's Pharmacy.

- (2) Swimming Pool Project. The vote on the swimming pool project on December 3 was successful. The pool committee has planned a fundraiser. Sara Calvert, pool manager for 2019, would like to participate in the final design. She recommended advertising for the pool positions.

- b. Economic Development Director Report.

- (1) Hardship Grant Application and Agreement. Interim Director Melissa Jackson reported that she visited with local businesses regarding the effects of the Downtown Revitalization Project. Also she has researched the use of LB480 funds for businesses to use for a grant or a loan. She is working on a one-time hardship grant for up to \$5,000 which must show a clear need; both retail and food services would qualify for the potential 16 businesses as applicants. The ED Board will review the application at its February meeting. Melissa suggested a discount for utilities for January, February and March which Council discussed. Council directed Melissa to move forward with the application, but the City would need to be involved for utility assistance. Melissa is gathering information on the next phase of Downtown Revitalization using LB840 funds for façade grants. Council discussed if sidewalks could be included in a façade grant request.

- (2) Economic Development Director Position. Mayor Gunderson sent a letter to the Board asking to be included in the interview process. An interview is scheduled.

- c. Ambulance/Fire Reports.

The November 18, 2019 minutes of the Fire Department were presented and discussed. City Attorney Lisa Shifflet advised Council on corporate accounts and the liability.

- d. Planning Commission Reports.

Derek Raburn stated the motion, seconded by Tony Groshong, to approve the following Site Plan and Land Use Permit Applications: Kaden Huxoll 1011 Pacific Street for a fence; Carla Sayer 921 Pacific Street for new roof on house and garage; and Andrew Carpenter 42506 Wheat Ridge Drive for a business sign. Voting yes were Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf, none voted no, and Vernita Saylor and Keith Luedders were absent and not voting. Motion carried unanimously by City Council members present. Derek Raburn stated the motion, seconded by Tony Groshong, to approve the Cambridge Public School Day Care Conditional Use Permit Application. Voting yes were Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf, none voted no, and Vernita Saylor and Keith Luedders were absent and not voting. Motion carried unanimously by City Council members present.

Utility Supervisory Report. Dave reported that snow removal went well. He advised that the electrical plug-ins on the new light poles will need to be shut off to avoid private use.

City Clerk/Treasurer Report. Kandra advised that she has corresponded with West Central Development District about 510 Butler requesting that the property be cleared by January 2020; City office staff has been cleaning the office vault and working on retention files; a letter was sent to the property owner who has been allowing a camper as a residence; council packets contain McNally Law for Ordinance codification which will be addressed in January; the Department of Labor advised the 2020 unemployment insurance rate for 2020 will be .35% - down from .45%; the Workers Compensation Experience Rating is 1.53, last year it was 1.52; MiKayla Kent is interested in attending the Nebraska Clerks Institute in March with Kandra; and Courtney Stanton has resigned her part-time library assistant position at the Library. Kandra asked Council for input on the snow plow insurance at the Airport. She will check with the City's insurance carrier, but Council feels that the Airport Authority should carry the insurance.

Unfinished Business.

a. Heritage Plaza.

Jessica Fisher reported the following: the Department of Labor and the Fire Marshall have inspected the apartments - there were no deficiencies; an open house will be held in January; the easements need to be sent to the City Attorney; the Senior Center moved back to its location but are welcome to return at any time; the Hospital will return to preparing lunch for Plaza residents; and FEMA representatives are reviewing the flooding at the hospital.

b. Besler Industries Agreement.

Chris Miller of Miller & Associates is reviewing the Agreement with Besler Industries and will have more comments. The City will need to amend its sewer rate ordinance.

c. Ordinance Book Codification. Council will review and address at the next meeting.

d. MEDC Indemnifications Agreement for Affordable Housing Trust Fund Program. Tony Groshong stated the motion, seconded by Derek Raburn, to approve the updated agreement with Benkelman and McCook. Voting yes were Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf, none voted no, and Vernita Saylor and Keith Luedders were absent and not voting. Motion carried unanimously by City Council members present.

New Business.

- a. Agreement with Miller & Associates for Cemetery Mapping. Tony Groshong stated the motion, seconded by Derek Raburn, to approve an agreement with Miller & Associates for \$1,200 for cemetery mapping. Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf voted yes, none voted no, and Vernita Saylor and Keith Luedders were absent and not voting. Motion carried unanimously by City Council members present.
- b. Ho Jo's Hideaway Special Designated Liquor Permit for Saturday, January 11, 2020. Jeff Ommert stated the motion, seconded by Tony Groshong, to approve the Special Designated Liquor Permit for Ho Jo's Hideaway on January 11, 2020. Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf voted yes, none voted no, and Vernita Saylor and Keith Luedders were absent and not voting. Motion carried unanimously by City Council members present.
- c. Schoolhouse in the Park – Insurance. Tony Groshong stated the motion, seconded by Kevin Banzhaf, to approve adding insurance coverage to the Sunny Hillside Schoolhouse Museum. Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf voted yes, none voted no, and Vernita Saylor and Keith Luedders were absent and not voting. Motion carried unanimously by City Council members present.
- d. 2020 Highway Maintenance Agreement. Tony Groshong stated the motion, seconded by Jeff Ommert, to approve the 2020 Highway Maintenance Agreement in the amount of \$3,364.90. Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf voted yes, none voted no, and Vernita Saylor and Keith Luedders were absent and not voting. Motion carried unanimously by City Council members present.
- e. 2019 Certificate of Compliance for the 2019 Maintenance Agreement. Tony Groshong stated the motion, seconded by Derek Raburn, to approve the 2019 Certificate of Compliance for the 2019 Maintenance Agreement. Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf voted yes, none voted no, and Vernita Saylor and Keith Luedders were absent and not voting. Motion carried unanimously by City Council members present.
- f. Mayor and City Council Comments. Council directed Kandra to contact West Central Development District regarding the property at 615 Butler Drive. Mayor Gunderson reported that Twin Valley Weed Management started clearing trees from the Medicine Creek in the City limits, but were unable to complete the project.

Executive Session. Derek Raburn stated the motion, seconded by Kevin Banzhaf, to approve going into executive session at 8:00 P.M. for the purpose of discussing personnel. Voting yes were Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf, none voted no, and Vernita Saylor and Keith Luedders were absent and not voting. Motion carried unanimously by City Council members present. Tony Groshong stated the motion, seconded by Derek Raburn, to return to regular meeting at 8:12 P.M. Voting yes were Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf, none voted no and Vernita Saylor and Keith Luedders were absent and not voting. Motion carried unanimously by City Council Members present. Mayor Gunderson stated the only item discussed in executive session was budget and purchasing power.

Adjournment. Tony Groshong stated the motion, seconded by Derek Raburn, to adjourn at 8:12 P.M. Voting yes were Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf, none voted no and

Vernita Saylor and Keith Luedders were absent and not voting. Motion carried unanimously by City Council members present. Meeting adjourned.

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

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David Gunderson, Mayor