

City of Cambridge
 Regular City Council Meeting
 Monday February 17, 2020
 5:30 P.M.

Notice of meeting was given in advance by publication in the *Cambridge Clarion*, Thursday, February 13, 2020, the designated method of giving notice, convening at 5:30 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, Keith Luedders and Jeff Ommert. Council Member Tony Groshong entered the meeting at 5:45 P.M. City Staff present were Utility Supervisor David Houghtelling and City Clerk/Treasurer Kandra Kinne. Visitors present for all or a portion of the meeting were Genny Kubik for the *Cambridge Clarion*; Larry Steele of *Miller & Associates Inc.*; Jessica Fisher of *Tri Valley Health Systems*; Maria Downer, Library Director, Butler Memorial Library Board Members Lisa Dutt, Jamie Weiss and Tobiann Springer; Brad Slaughter of *Piper Jaffrey*; and Blake Soucie, Jeff Jackson and Jay Sayer of the *Cambridge Volunteer Fire Department*. 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 February 3, 2020 and the Claims Report: The City Council received the Minutes of February 3, 2020 and the Claims Report prior to this meeting. Vernita Saylor stated the motion, seconded by Keith Luedders, to approve the Minutes of February 3, 2020 and the Claims Report. Voting yes were Vernita Saylor, Keith Luedders, Derek Raburn, Jeff Ommert and Kevin Banzhaf, none voted no, and Tony Groshong was absent and not voting. Motion carried unanimously by City Council members present for the Minutes of February 3, 2020 and the following Claims:

<i>City of Cambridge</i>			
<i>Claims Report</i>			
<i>To Mayor and City Council</i>			
<i>17-Feb-20</i>			
<i>Period 02/04/2020 to 02/17/2020</i>			
Check No.	Vendor, For	Amount	Dept. Total
	<u>Combined Utility:</u>		
31233-31240	Payroll	9,103.48	
31241	Ag Valley, Fuel	143.24	
31242	Bernie Jones Auto, Repairs	82.17	
31243	Brico Pest Control, Spraying Buildings	67.10	
31244	Cambridge General Store, Supplies	76.52	
31245	Card Member Services, Credit Card- Postage, Recertification	452.31	
31246	David Houghtelling, Reimbursed for Postage	28.85	
31247	Northwestern Mutual, Annuity	2,492.94	
31248	Paper Tiger Shredding, Shred Paper	141.92	
31249	River Valley Services, Repair Heater in Office	70.00	
31250	Samway Floor Covering, Office Carpet	4,456.50	
31251	Schaben Sanitation, Trash Pickup	13,286.67	
31252	Southwest Farm & Auto, Supplies	6.99	

31253	Twin Valleys Public Power, Utility	3,166.39	
31254	USA Blue Book, Sewer Plant Supplies	68.72	
31255	USABLE Life, Life Insurance	81.00	
31256	Western Area Power Administration, Purchased Power	5,435.31	
31257	Cambridge General Store, Supplies	16.33	
31258	Dutton-Lainson Electrical Supplies	1,516.71	
31259	Municipal Supply, Meter Reader update, Maintenance	3,785.98	
31260	Nebraska Public Health Lab, Water Testing	45.00	
ACH	Return Item	170.24	
ACH	Nebr. Dept. Revenue, Sales TX	8,220.38	
ACH	IRS, Federal Withholdings	3,030.65	
ACH	American Family Life, Insurance	299.16	
ACH	Black hills Energy, Utility	1,148.29	57,392.85
	<u>Security Deposit:</u>		
1993	Security Deposit Refund	50.00	50.00
	<u>City Account (General Fund):</u>		
47681-47683	Library Payroll	2,006.43	
47684	Cambridge Chamber, Lunch	8.00	
47685	Ag Valley, Fuel	353.05	
47686	Beaver Valley Animal Center, Board Dog	799.27	
47687	Blooms Collectible, Supplies	44.00	
47688	Card Member Services, Credit Card- Postage, Recertification	1,186.19	
47689	Century Link, Police Phone	59.96	
47690	First Central Bank, Fire Equip Loan Payment	793.92	
47691	Frontier, Police Phone	45.37	
47692	Greg Howerter, Reimbursement	36.08	
47693	Jim's Triple D Service,	1,346.70	
47694	Employee Deductible	235.35	
47695	Lord's, Inc., Supplies	41.28	
47696	Megan Vargas, Registration	110.00	
47697	NMC Exchange, Skid Steer Repairs	491.83	
47698	Southwest Farm & Auto, Supplies	719.24	
47699	Twin Valleys Public Power, Utility	59.85	
47700	Anew Travel Center, Fire Dept. Service Trucks	262.74	
47701	CAMAS Publishing, Supplies	142.48	
47702	D & S Hardware, repairs	423.69	
47703	Eakes Office, Supplies, Toner	179.94	
47704	Waypoint Bank, Loan Payment	1,545.00	
ACH	IRS, Federal Withholdings	479.49	
ACH	Black hills Energy, Utility	1,328.90	12,698.76

	<u>CDBG Projects:</u>		
1076	Cline Williams Wright, Attorney	2,630.00	2,630.00
	<u>LB840/ Revolving Loan/ HTC</u>		
4188	Cambridge Chamber, Lunch	8.00	
4789	CAMAS Publishing, Supplies	1,081.00	
4790	Card Member Services, Credit Card- Postage, Recertification	73.45	
4191	MP Design, Design Services	70.00	
4192	Andrew Benson, Down Payment Assistance	10,000.00	
4193	Blooms Collectible, Supplies	5,000.00	
4794	CAMAS Publishing, Supplies	1,081.00	
4195	Cambridge General Store, Supplies	5,000.00	
4196	Leadership Harbor, LLC, Grant	500.00	
4194	Town Talk Restaurant, Grant	5,000.00	
4198	City of Cambridge, Distribution Sales Tax	16,465.43	
4199	Cross Creek Golf, Distribution Sales Tax	7,366.44	51,645.32
	Total:	124,416.93	124,416.93

Introduction of Ordinances: Brad Slaughter of Piper Jaffrey, the City's bond counsel, addressed City Council. He advised that (1) the ordinance for the general obligation pool bond should not exceed \$1,250,000.00; and (2) the ordinance for the general obligation for Downtown Revitalization should not exceed \$604,000.00. He explained the breakdown for annual payments. The Pool bond would end April 2040 and the Downtown Revitalization would end April 2035. The interest rate for financing the projects is around 2.61 per cent which is the lowest rate since 2015-16.

5:45 p.m. Council member Tony Groshong entered the meeting.

Vernita Saylor introduced Ordinance No. 768 and motioned to waive reading Ordinance No. 768 on three different days, seconded by Derek Raburn. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Keith Luedders, Derek Raburn and Kevin Banzhaf, none voted no. Motion carried unanimously. Discussion continued on combining rates, levy, loan closing costs, etc. Mayor Gunderson read Ordinance No. 768 by title, authorizing the issuance of bonds. Vernita Saylor stated the motion, seconded by Derek Raburn, to approve Ordinance No.768 authorizing the issuance of. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Keith Luedders and Kevin Banzhaf, none voted no. Motion carried unanimously by City Council members for Ordinance No. 768 as follows:

ORDINANCE NO. 768

AN ORDINANCE OF THE CITY OF CAMBRIDGE, NEBRASKA AUTHORIZING THE ISSUANCE, SALE, AND DELIVERY BY THE CITY OF ITS GENERAL OBLIGATION VARIOUS PURPOSE BONDS, SERIES 2020, IN THE AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED ONE MILLION NINE HUNDRED THOUSAND DOLLARS (\$1,900,000); CANVASSING THE RETURNS OF THE SPECIAL ELECTION HELD IN CONNECTION WITH A PORTION OF SUCH BONDS; PRESCRIBING THE FORM AND CERTAIN DETAILS OF THE BONDS AND PROVIDING FOR THE FIXING AND ESTABLISHING OF OTHER DETAILS OF THE BONDS; PROVIDING FOR THE LEVY AND

COLLECTION OF AN ANNUAL TAX FOR THE PURPOSE OF PAYING THE PRINCIPAL OF, PREMIUM, IF ANY, AND INTEREST ON THE BONDS AS THEY BECOME DUE; DESIGNATING THE BONDS AS QUALIFIED TAX EXEMPT OBLIGATIONS; ADOPTING CERTAIN POST-ISSUANCE TAX COMPLIANCE AND DISCLOSURE POLICIES AND PROCEDURES WITH RESPECT TO THE BONDS; AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS IN CONNECTION THEREWITH; AND PROVIDING FOR THE PUBLICATION OF THE ORDINANCE IN PAMPHLET FORM

Tony Groshong introduced Ordinance No. 769 and motion to waive reading on three different days, seconded by Jeff Ommert. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Keith Luedders and Kevin Banzhaf, none voted no. Motion carried unanimously by City Council members. Tony Groshong stated the motion, seconded by Jeff Ommert, to approve Ordinance No. 769 approving a two (2%) percent city sales tax. Mayor Gunderson read Ordinance No. 769 by title. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Keith Luedders and Kevin Banzhaf, none voted no. Motion carried unanimously by City Council members for Ordinance No. 769 as follows:

ORDINANCE NO. 769

AN ORDINANCE OF THE CITY OF CAMBRIDGE, NEBRASKA AUTHORIZING THE ISSUANCE, SALE, AND DELIVERY BY THE CITY OF ITS GENERAL OBLIGATION VARIOUS PURPOSE BONDS, SERIES 2020, IN THE AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED ONE MILLION NINE HUNDRED THOUSAND DOLLARS (\$1,900,000); CANVASSING THE RETURNS OF THE SPECIAL ELECTION HELD IN CONNECTION WITH A PORTION OF SUCH BONDS; PRESCRIBING THE FORM AND CERTAIN DETAILS OF THE BONDS AND PROVIDING FOR THE FIXING AND ESTABLISHING OF OTHER DETAILS OF THE BONDS; PROVIDING FOR THE LEVY AND COLLECTION OF AN ANNUAL TAX FOR THE PURPOSE OF PAYING THE PRINCIPAL OF, PREMIUM, IF ANY, AND INTEREST ON THE BONDS AS THEY BECOME DUE; DESIGNATING THE BONDS AS QUALIFIED TAX EXEMPT OBLIGATIONS; ADOPTING CERTAIN POST-ISSUANCE TAX COMPLIANCE AND DISCLOSURE POLICIES AND PROCEDURES WITH RESPECT TO THE BONDS; AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS IN CONNECTION THEREWITH; AND PROVIDING FOR THE PUBLICATION OF THE ORDINANCE IN PAMPHLET FORM

Reports of officers, board and committees:

- a. Miller & Associates
 1. Swimming Pool Project – Larry Steele of Miller & Associates addressed Council about the project. The survey is not yet complete. He asked questions of staff about the slope of the pool, outdoor lighting, costs, and state requirements. He will meet with an electrical engineer. Council directed Steele to test the lights for state requirements and sufficiency.
- b. Ambulance/Fire Reports

Jay Sayer addressed the Council. He showed the new Grass Rig and First Responder. The Fire Department was also present to discuss estimated costs, potential selling price and replacement costs of the old Rescue Pumper. Council recommended selling the Rescue Pumper “as is”.

Public Hearing – Citizen Advisory Committee Report: Mayor Gunderson opening the public hearing, at 6:30 P.M., to receive input on the Citizen Advisory Committee Report. Clerk Kinne presented the CAC report. There were no other public comments. Mayor Gunderson closed the public hearing at 6:35 p.m. Vernita Saylor stated the motion, seconded by Tony Groshong, to approve the report of the Citizen Advisory Committee. Voting yes were Vernita Saylor, Keith Luedders, Derek Raburn, Jeff Ommert, Tony Groshong and Kevin Banzhaf, none voted no. Motion carried unanimously by City Council members.

Reports of officers, boards and committees:

- a. Library Report – Salaries: Minutes of the Library Board’s February 12, 2020 meeting were received and reviewed by City Council members. Minutes included a wage change recommendation. Maria Downer, Library Director, addressed council and her wage recommendation was discussed which was to increase the two library aides pay to \$12 per hour. Maria stated the only change in job description for the two employees is the title for their position has changed from Library Aids to Library Assistant and she did not feel they are paid appropriately. State Statute 17-108 states that the Mayor and City Council set the salary. An ordinance will be drafted to set the salary range for Butler Memorial Library employees.
- b. Miller & Associates – Owner Occupied Housing Rehab amendments. Kandra advised that Miller & Associates can do these amendments. Miller and Associates are listed as the Grant Administrators and the City will not need to procure for the services.
- c. Planning Commission Reports – Vernita Saylor stated the motion, seconded by Tony Groshong, to approve the following Site Plan and Land Use Permit Applications: Garrett Burke, 804 Flannery Avenue, for windows; Rodney Horst, 1004 Park Avenue, to replace breezeway roof, replace siding on west and north sides of garage and replace garage doors; and Andrew Carpenter, 42506 Wheat Ridge Drive, for signs. Voting yes were Vernita Saylor, Keith Luedders, Derek Raburn, Jeff Ommert, Tony Groshong and Kevin Banzhaf, none voted no. Motion carried unanimously by City Council members.
- d. Utility Supervisor Reports – Dave Houghtelling reported that Brooks Construction is continuing work cleaning out the ditch and will proceed to the other end once locates are done. Staff will be removing old carpet from the office for new carpet tiles to be installed later in the week.
- e. City Clerk/Treasurer Reports – Kandra Kinne reported on the following: The line loss report is 2.22% Electric and 14.80% water. Kandra provided the LB840 Sales Tax Income report for February 2020; and MiKayla Kent, Administrative Assistant, has completed her six-month probation and Kandra recommended a pay increased to \$14.62 an hour. City Council agreed with Kandra’s recommendation and the pay raise will be addressed in the next Pay/Salary ordinance.
- f. Tri Valley Health System – Jessica Fisher advised that the work with FEMA is nearly complete. She will advise Council when she receives FEMA’s recommendations.

New Business:

- a. Year End Certification of City Street Superintendent Resolution – City Clerk Kinne informed Council that a Resolution for Year-End Certification of City Street Superintendent Form – 2019 needs approval. Tony Groshong stated the motion, seconded by Vernita Saylor to approve Resolution #2020-02-01. Voting yes were Vernita Saylor, Keith Luedders, Derek Raburn, Jeff Ommert, Tony Groshong and Kevin Banzhaf, none voted no. Motion carried unanimously by City Council member for the following Resolution:

Resolution 2020-02-01

Signing of the Year-End Certification of City Street Superintendent Form 2019

Whereas; State of Nebraska Statutes, section 39-2302, and 39-2511 through 39-2515 detains the requirements that must be met in order for a municipality to qualify for an annual incentive Payment;

Whereas; The State of Nebraska Department of Transportation (NDOT) requires that each incorporated municipality must annually certify (by December 31st of each year) the appointment of the City Street Superintendent to the NDOT using the Year-End Certification of City Street Superintendent form;

Whereas; THE NDOT requires that such certification shall also include a copy of the meeting minutes showing the appointment of the City Street Superintendent by their name as it appears on their License (if applicable), their License Number and Class of License (if applicable), and type of appointment, i.e., employed, contract, (consultant, or inter-local agreement with another incorporated municipality and/or county), and the beginning date of the appointment; and

Whereas; The NDOT also requires that such Year-End Certification of City Street Superintendent form shall be signed by the Mayor or Village Board Chairperson and shall include a copy of a resolution of the governing body authorizing the signing of the Year-End Certification of City Street Superintendent form by the Mayor or Village Board Chairperson.

Be it resolved that the Mayor of the City of Cambridge is hereby authorized to sign the attached Year-End Certification of City Street Superintendent form.

- b. Mayor and City Council Comments – City Council discussed reports of City employees seen smoking in City vehicles. This is against City policy.

Adjournment:

Vernita Saylor stated the motion, seconded by Keith Luedders to adjourn at 7:14 p.m. Voting yes were Vernita Saylor, Derek Raburn, Keith Luedders, Jeff Ommert, Tony Groshong and Kevin Banzhaf, none voted no. Motion carried unanimously by City Council members present.

Attest: _____

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