

City of Cambridge
City Council Meeting
Wednesday, January 16, 2023
6:30 P.M.
Cambridge Community Building
722 Patterson St

Pursuant to notice published in the Valley Voice on Thursday January 12, 2023, the Cambridge City Council convened in open public meeting at 6:30 P.M. on January 16, 2023 at the Cambridge Community Building, 722 Patterson Street. Present were Mayor David Gunderson, City Council Members Vernita Saylor, John Kutnink, Jeff Ommert, Mike Harris, Nora McGowen and Kevin Banzhaf. City Staff present were City Clerk/Treasurer Courtney Stanton, Utility Supervisor David Houghtelling and City Attorney Lisa Shifflet. Visitors present were Genny Kubik for the *Valley Voice*, Jessica Fisher, Bethany Stritt and Derek Downer. 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: The City Council received a copy of the minutes January 4, 2023 and the claims report. Jeff Ommert stated the motion, seconded by John Kutnink, to approve minutes of January 4, 2023 and claims report. Voting yes were Kevin Banzhaf, Nora McGowen, Mike Harris, Jeff Ommert, John Kutnink and Vernita Saylor; Motion carried unanimously by City Council members present.

City of Cambridge
Claims Report
To Mayor and City Council
1/4/2023
Period 12/20/2022 to 01/04/2023

| Check No. | Vendor, For | Amount | Dept. Total |
|-------------|---|----------|-------------|
| | <u>Combined Utility</u> | | |
| 33147-33149 | Payroll | 3,957.94 | |
| 33150 | Ag Valley, Fuel | 203.25 | |
| 33151 | Blooms Collectibles, Flowers | 53.00 | |
| 33152 | Blue Cross, Health Insurance | 9,338.16 | |
| 33153 | Brico Pest Control, Spray Buildings | 67.25 | |
| 33154 | Butler Memorial Library, Grant | 349.20 | |
| 33155 | Cambridge General Store, Supplies | 43.00 | |
| 33156 | Cambridge Supermarket, Supplies | 21.47 | |
| 33157 | Cardmember Services, Postage, Meals, Software | 594.45 | |
| 33158 | Eakes Office Solutions, Supplies | 83.58 | |
| 33159 | Lord's, Supplies | 194.58 | |
| 33160 | Northwestern Mutual, Annuity | 4,080.72 | |

| | | | |
|-----------|---|-----------|-----------|
| 33161 | Schaben Sanitation, Haul Roll off | 15,407.75 | |
| 33162 | Southwest Farm and Auto, Repairs | 126.43 | |
| 33163 | Twin Valleys Public Power, Utility, Contract | 10,417.23 | |
| 33164 | USABLE Life, Insurance | 67.50 | |
| ACH | Payroll | 16,854.36 | |
| ACH | Return Item | 229.69 | |
| ACH | Nebraska Department of Revenue- Sales Tax | 7,820.71 | 69,910.27 |
| | <u>Security Deposit Account</u> | | |
| 2112-2113 | Security Deposit Refunds | 300.00 | 300.00 |
| | <u>City of Cambridge</u> | | |
| 50745- | | | |
| 50771 | Payroll | 20,787.92 | |
| 50772 | Ag Spray Equipment, Repairs | 572.10 | |
| 50773 | Ag Valley, Fuel | 198.78 | |
| 50774 | Bound Tree Medical, Ambulance Supplies | 168.48 | |
| 50775 | CAMAS Publishing, Publications | 17.64 | |
| 50776 | Cambridge General Store, Supplies | 54.95 | |
| 50777 | Cardmember Services, Postage, Meals, Software | 203.27 | |
| 50778 | CenturyLink, Police Phone | 59.96 | |
| 50779 | Hometown Agency, Insurance | 100.00 | |
| 50780 | Sandry Fire, Fire Dept. Supplies | 1,685.05 | |
| 50781 | Southwest Farm and Auto, Repairs | 11.88 | |
| 50782 | Twin Valleys Public Power, Utility | 104.74 | |
| 50783 | Vernita Saylor, Reimbursement | 500.00 | |
| 50784 | Virginia Roberts, Reimbursement | 37.72 | |
| ACH | Nebraska Dept. Revenue, Sales Tax | 19.53 | |
| ACH | Payroll | 2,022.46 | 26,544.48 |
| | <u>LB840</u> | | |
| 4633 | Cambridge Community Daycare, Grant | 1,094.25 | |
| 4634 | Cardmember Services, Postage, Meals, Software | 107.51 | |
| 4635 | Furnas County Clerk, Filing Fee | 80.00 | 1,281.76 |
| | Totals | 98,036.51 | 98,036.51 |

Reports of Officers, Boards and Committees

A. Miller and Associates – Nothing to report

B. Economic Development Director Report – Nothing to report

C. Ambulance/Fire Reports – Fire Department Minutes of December 19, 2022. Vernita Saylor stated the motion, seconded by Mike Harris, to approve Cambridge Fire Department Minutes of December 19, 2022. Voting yes were Kevin Banzhaf, Nora McGowen, Mike Harris, Jeff Ommert, John Kutnink and Vernita Saylor. Motion carried unanimously by City Council members present. John Kutnink reported to the council the need to purchase a Lucas Device from Stryker for the ambulance in the amount of \$17,650.42. There may be a grant to use for purchase. Vernita Saylor stated the motion, seconded by

Nora McGowen, to approve purchase of Lucas Device. Voting yes were Kevin Banzhaf, Nora McGowen, Mike Harris, Jeff Ommert, John Kutnink and Vernita Saylor. Motion carried unanimously by City Council members present.

D. Planning Commission Reports –Planning Commission Minutes of January 11, 2023. Jeff Ommert stated the motion, seconded by Vernita Saylor, to approve Planning Commission Minutes of January 11, 2023. Voting yes were Kevin Banzhaf, Nora McGowen, Mike Harris, Jeff Ommert, John Kutnink and Vernita Saylor. Motion carried unanimously by City Council members present. Planning Commission Board appointment were discussed, Troy Westadt will replace Debbi Runner. Vernita Saylor stated the motion, seconded by Mike Harris, to approve Planning Commission Board appointment, Troy Westadt. Voting yes were Kevin Banzhaf, Nora McGowen, Mike Harris, Jeff Ommert, John Kutnink and Vernita Saylor. Motion carried unanimously by City Council members present.

E. Cemetery Report – Nothing to report.

F. Library Report – Nothing to report.

G. Museum Report – Nothing to report.

H. Park Board Report – Park Board Minutes from December 13, 2022. Vernita Saylor stated the motion, seconded by John Kutnink, to approve Park Board Minutes. Voting yes were Kevin Banzhaf, Nora McGowen, Mike Harris, Jeff Ommert, John Kutnink and Vernita Saylor. Motion carried unanimously by City Council members present.

I. Utility Supervisor Report – Dave Houghtelling reported the grass pile at the tree dump is getting big and would like to advertise for people to come get loads for mulch. An audit by NDEE for the generators was conducted and the only finding was oil changes needed to be completed every year. Dave will set this up through CAT and estimated cost will be around \$15,000.00. In the future we will need to update the software and meter at the substation meter for the Ethanol Plant.

J. City Clerk/Treasurer Report – Courtney Stanton recommended hiring Bethany Stritt as the Utility Billing Clerk at \$17.50 per hour. Vernita Saylor stated the motion, seconded by Nora McGowen, to approve hiring Bethany Stritt as Utility Billing Clerk at \$17.50 per hour. Voting yes were Kevin Banzhaf, Nora McGowen, Mike Harris, Jeff Ommert, John Kutnink and Vernita Saylor. Motion carried unanimously by City Council members present. Bank Reconciliation reports and Financial Statements were provided and reviewed. The city received property tax in the amount of \$76,991.36. A franchise fee was received from Black Hills Energy in the amount of \$4,211.24 for the period of January 2022 – December 2022.

K. City Attorney – Nothing to report.

Unfinished Business:

- A. Salary Ordinance No. 811 was discussed. The council approved Salary Ordinance No. 811 with changes. Vernita Saylor stated the motion, seconded by Jeff Ommert, to approve waiving 3 readings for Ordinance No. 811. Voting yes were Kevin Banzhaf, Nora McGowen, Mike Harris, Jeff Ommert, John Kutnink and Vernita Saylor. Motion carried unanimously by City Council members present. Vernita Saylor stated the motion, seconded by Jeff Ommert, to approve Salary Ordinance No. 811. Voting yes were Kevin Banzhaf, Nora McGowen, Mike Harris, Jeff Ommert, John Kutnink and Vernita Saylor. Motion carried unanimously by City Council members present. John Kutnink stated the motion, seconded by Jeff Ommert, to approve setting wage at \$28.00 an hour for City Clerk/Treasurer Courtney retro to December 6, 2022. Voting yes were Kevin Banzhaf, Nora McGowen, Mike Harris, Jeff Ommert, John Kutnink and Vernita Saylor. Motion carried unanimously by City Council members present.

- B. Payment Change Order #3 for swimming pool modifications in the amount of \$10,981. Vernita Saylor stated the motion, seconded by John Kutnink, to approve paying Change Order #3. Voting yes were Kevin Banzhaf, Nora McGowen, Mike Harris, Jeff Ommert, John Kutnink and Vernita Saylor. Motion carried unanimously by City Council members present.

New Business:

- A. Board appointments for the Housing Authority as follows: Kris Shifflet, Chairman; Keith Klock, Vice Chairman; and Ken Dutt. Vernita Saylor stated the motion, seconded by Mike Harris, to approve Housing Authority Board Appointments. Voting yes were Kevin Banzhaf, Nora McGowen, Mike Harris, Jeff Ommert, John Kutnink and Vernita Saylor. Motion carried unanimously by City Council members present.
- B. Resolution 2023-01-01 Signing of the Year-End Certification of City Street Superintendent 2022. Jeff Ommert stated the motion, seconded by John Kutnink, to approve Resolution 2023-01-01. Voting yes were Kevin Banzhaf, Nora McGowen, Mike Harris, Jeff Ommert, John Kutnink and Vernita Saylor. Motion carried unanimously by City Council members present.
- C. Year-End Certification of City Street Superintendent for Determining Incentive Payment in Calendar Year 2022. Mike Harris stated the motion, seconded by Vernita Saylor, to approve Certification. Voting yes were Kevin Banzhaf, Nora McGowen, Mike Harris, Jeff Ommert, John Kutnink and Vernita Saylor. Motion carried unanimously by City Council members present.
- D. Utility Policies were discussed and were approved with changes. It was approved to no longer send reminder notices by mail. Kevin Banzhaf stated the motion, seconded by Vernita Saylor, to approve Utility Policies with changes. Voting yes were Kevin Banzhaf, Nora McGowen, Mike Harris, Jeff Ommert, John Kutnink and Vernita Saylor. Motion carried unanimously by City Council members present.
- E. Application No. 11 in the amount of \$107,085.32 for Swimming Pool Modifications final payment. Vernita Saylor stated the motion, seconded by Nora McGowen, to approve payment for Application No. 11. Voting yes were Kevin Banzhaf, Nora McGowen, Mike Harris, Jeff Ommert, John Kutnink and Vernita Saylor. Motion carried unanimously by City Council members present.

Adjournment:

Vernita Saylor stated the motion, seconded by Nora McGowen, to adjourn at 7:30 P.M. Voting yes were Kevin Banzhaf, Nora McGowen, Mike Harris, Jeff Ommert, John Kutnink and Vernita Saylor. Motion carried unanimously by City Council members present.

Attest: _____
Courtney Stanton, City Clerk/Treasurer

David Gunderson, Mayor