

City of Cambridge
Regular City Council Meeting
Monday March 21, 2022
6:30 P.M.

Cambridge Community Building, 722 Patterson Street

The Cambridge City Council met in open and public session at the Cambridge Community Building, 722 Patterson Street on Monday March 21, 2022 at 6:30 P.M. Present were Mayor David Gunderson, City Council Members Vernita Saylor, Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf. Absent was Council Member Mike Harris. Also present were City Clerk/Treasurer Kandra Kinne, Utility Supervisor David Houghtelling, City Attorney Lisa Shifflet, Economic Development Director Melissa Jackson, and Pool Manager Sara Calvert. Visitors present were Genny Kubik for *The Valley Voice*, Jessica Fisher for *Tri Valley Health System*, Trevor Kubik, Brad Williams, Joshua Shiach and Jeff Tidyman of *Engineering International*, Tim Williams, Alan Koerperich, Howard Kester, Jim Ault, Daren Mowry, Sam Jaeger, Chris Haveman and John Kutnink for the *Cambridge EMTs*.

Mayor Gunderson led those present in the Pledge of Allegiance. Mayor Gunderson announced the Open Meeting Act is posted on the east wall of the meeting room and available for public inspection. Affidavit of Publication: Notice of the meeting was published in the Valley Voice on Thursday March 17, 2022, the designated method of giving notice. A copy is available at the office of the City Clerk and attached to these minutes.

PUBLIC HEARINGS:

a. Preliminary Plats for Williams Addition and Williams First Addition

6:30 p.m. Mayor Gunderson opened the Public Hearing. Joshua Shiach of Engineering International addressed Council about the preliminary plats. In summary his comments addressed the following: residential lots; agricultural zoning; proximity to flood plain; electrical easement; well easement; septic; legal descriptions and abutting property owners' names on plats; drainage plan; detention cell; street profiles and surfaces; access to Road 410; utility easements; water wells; and dead end street. There was no other public comment. Mayor Gunderson closed the Public Hearing at 7:00 p.m. Mayor Gunderson stated that preliminary plats are not a guarantee of approval of the final plat; there are 12 items that must be met before approval. He read through the 12 conditions for public discussion. The Planning Commission had found that all 12 conditions had been met. Tony Groshong stated the motion, seconded by Vernita Saylor, to approve the Preliminary Plats for Williams Addition and Williams First Addition. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously by City Council Members present for approval of the Preliminary Plats of Williams Addition and Williams First Addition.

b. Citizen Advisory Report for August 2021 to January 2022

7:05 p.m. Mayor Gunderson opened the Public Hearing.

Melissa Jackson, Economic Development Director, addressed Council about the Citizen Advisory Report for August 2021 to January 2022. The Board met on March 3 and approved all expenses. She also advised that there will be three openings on the Citizen Advisory Board. There was no other public comment. Mayor Gunderson closed the Public Hearing at 7:07 p.m. Vernita Saylor stated the motion, seconded by Jeff Ommert, to approve the Citizen Advisory Report for August 2021 to January 2022. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert and Kevin Banzhaf; absent and not voting was Mike Harris; Derek Raburn abstained; none voted no. Motion carried by City Council Members present.

CONSENT AGENDA: Minutes of March 7, 2022 and the claims report. Derek Raburn stated the motion, seconded by Tony Groshong, to approve the minutes of March 7, 2022, and the claims report. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Derek Raburn, and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously by City Council Members present for the minutes of March 7, 2022, and the following claims:

City of Cambridge

Claims Report

To Mayor and City Council

7-Mar-22

Period 02/22/2022 TO 03/07/2022

Check No.	Vendor, For <u>Combined Utility:</u>	Amount	Dept. Total
32627-32630	Payroll	4,627.63	
32631	Ag Valley, Fuel	281.47	
32632	American Agricultural Lab, Wastewater testing	153.25	
32633	Blue Cross Blue Shield, Health Insurance	11,233.58	
32634	BOK Financial, Bond payment	20,656.25	
32635	Cambridge General Store, Supplies	56.94	
32636	Card member Services, Postage Supplies Credit Card Payment	148.05	
32637	Electric Pump, Lift Station Repairs	44,841.39	
32638	Jim's Triple D Service, Repairs	22.50	
32639	Municipal Supply, Water Dept. Supplies	467.84	
32640	Nebraska Public Health, Water Testing	30.00	
32641	NMC Exchange, Repairs	5,469.89	
32642	Northwestern Mutual, Annuity	3,005.57	
32643	Olsson Associates, Electric Generation Reporting	190.23	
32644	River Valley Services, Repairs	110.65	
32645	Rob Musil, Benefit	500.00	
32646	Southwest Farm & Auto, Repairs	259.30	
32647	Twin Valleys Public Power, Utility, Contract, Services	11,100.87	
32648	USABLE Life, Insurance	81.00	
32649	State of Nebraska, Refund Payment to Utility Account	300.00	

ACH	Waypoint Bank, Return Item	200.00	
ACH	Payroll	4,600.68	
ACH	Nebraska Department of Revenue, Sales Tax	8,012.33	
ACH	IRS, Federal With holdings	2,871.56	119,220.98
	<u>Security Deposit Account:</u>		
2081	City of Cambridge, Hilary Ferreira Final	170.05	
2082	Hilary Ferreira, Refund balance of deposit	129.95	
2083	City of Cambridge, Nick Schaeffer Final	186.89	
2084	Nick Schaeffer, Refund Balance of Deposit	113.11	600.00
	<u>City Account (General Fund):</u>		
49921	Ag Valley, Fuel	183.50	
49922	Anew Travel Center, Fuel	233.01	
49923	Blooms Collectibles, Funeral Flowers	54.50	
49924	BOK Financial, Bond payment	88,466.27	
49925	Bound Tree Medical, Ambulance Supplies	136.12	
49926	Cambridge Chamber, Donation for Fireworks Display	1,800.00	
49927	Cambridge General Store, Supplies	76.73	
49928	Card member Services, Postage Supplies Credit Card Payment	125.75	
49929	CenturyLink, Police Phone	59.96	
49930	CLIA Laboratory Program, Program Fee	180.00	
49931	D & M Security, Museum Security	55.50	
49932	Eakes Office Solutions, Library Copier Meter	480.37	
49933	Kandra Kinne, Mileage, Meal	226.37	
49934	Matheson Tri Gas, Ambulance Oxygen	279.63	
49935	Medicare Part B, Refund Ambulance Payment	341.24	
49936	Miller & Associates, Flood Plain Management	100.00	
49937	Nebraska Department of Transportation, Maintenance Contract	3,364.90	
49938	River Valley Services, Repairs	909.30	
49939	Southwest Farm & Auto, Repairs	107.89	
49940	Stryker Sales, Power Load Cot	24,208.43	
49941	Twin Valleys Public Power, Utility	59.85	
49942	Nebraska Department of Revenue, Lottery License	100.00	
ACH	Cambridge Telephone, Library Utility	176.03	121,725.35
	<u>CDBG Project Fund:</u>		
131	Hydro Klean, Camera Sewers	23,336.14	23,336.14
	<u>City of Cambridge TIF:</u>		
1161	BOK Financial, Bond payment	18,889.48	
1162	First Central Bank McCook, Hotel TIF	656.01	19,545.49
	<u>LB840/ Revolving Loan/ HTC:</u>		
4523	Card member Services, Postage Supplies Credit Card Payment	101.50	101.50
Total:		284,529.46	284,529.46

BOARD APPOINTMENTS:

The Planning Commission recommended the appointment of Austin White to the Planning Commission. Jeff Ommert stated the motion, seconded by Vernita Saylor, to approve the appointment of Austin White to a three-year term on the Planning Commission. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously by City Council Members present.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES:

a. Miller & Associates Report – Application for Payment #7 for \$148,265.15 for Municipal Swimming Pool Modifications. Vernita Saylor stated the motion, seconded by Derek Raburn, to approve Pay Application #7 to Hackel Construction, Inc. for Municipal Swimming Pool Modifications. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously by City Council Members present. Dave Houghtelling reported that a light pole at the pool will need to be replaced after it was hit by the Contractor's truck. Council recommended checking into retrofit LED lighting.

b. Economic Development Board Report – Melissa Jackson, Director, reported on the last Board meeting. The 2020-21 Annual Report is complete and will be a flyer in the City's monthly utility billing as well as posted on the website. Jackson also advised that \$15,000 down payment assistance was approved and one intern hired.

c. Ambulance/Fire Report – John Kutnink reported that the power lift has been installed for the ambulance cot.

d. Planning Commission Report – Vernita Saylor stated the motion, seconded by Derek Raburn, to approve the Planning Commission Minutes of March 9, 2002, and approving the Site Plan and Land Use Permit Applications as follows: Alan Koerperich at 40204 Corn Husk Lane for a six-foot privacy fence, a 10 x 13 foot gazebo & pad and a 8 x 16 foot storage shed & pad; Hector & Lynette Arambula at 1018 Mousel Avenue to frame & drywall the basement and reconfigure plumbing for a full bathroom; Twin Valleys PPD at 1125 Nasby Avenue to erect a 4,800 square foot engineered steel building including a 15 x 80 foot approach to the building; and Dean Flear of 1010 Pacific Street to install a 30 x 36 x 9 foot three-car garage from the alley thereby removing the current 18.5 x 28 foot two-car garage and lean to. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously by City Council Members present.

e. Library Report – Vernita Saylor stated the motion, seconded by Tony Groshong to approve hiring two summer interns for the Library – Rachel Harris and Breanna Deterding. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously by City Council Members present. Vernita Saylor stated the motion, seconded by Tony Groshong, to approve

the Library Board Minutes of March 16, 2022. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously by City Council Members present.

f. Museum Report – The minutes reflected that Director Betty Kruger intends to retire on April 1. Loyd Thompson and Pearl Hinz will fill in when needed. Jeff Ommert stated the motion, seconded by Kevin Banzhaf, to approve the Museum Board Minutes of March 16, 2022. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously by City Council Members present.

g. Park Advisory/Tree Board – Vernita Saylor stated the motion, seconded by Tony Groshong to approve the Park Advisory/Tree Board Minutes of March 8, 2022. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously by City Council Members present.

h. Utility Supervisor Report - Dave Houghtelling reported on the following: three sewer plant pumps were replaced; the sewer jetter needs pump replacement estimated to cost \$11,000 of which insurance will cover some deductible due to heater failure; weed spraying will commence soon; and Rob Musil is at water operator training working toward certification.

i. City Clerk/Treasurer Report – Kandra Kinne advised the following: the Housing Revolving Loan Fund will require a public hearing at the next Council meeting; the Audit is complete and the Report needs to be filed by March 31 with the State Auditor’s Office.

NEW BUSINESS:

a. Audit Report - Kandra reviewed the Management Discussion and Analysis with Council. She recommended a motion specific to the Audit. Vernita Saylor stated the motion, seconded by Jeff Ommert, to approve the draft Financial Statements without changes, pending attorney letter and approval to issue the report to the Nebraska State Auditor’s Office before April 1, 2022. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously by City Council Members present.

b. Application for Moving Permit to 714 Parker Street – Tony Groshong stated the motion, seconded by Vernita Saylor, to approve the Application for Moving Permit of Tim Burke to move a house to 714 Parker Street. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously by City Council Members present.

c. Form 50G - City/County Lottery License Renewal for 2022-2024 – Vernita Saylor stated the motion, seconded by Tony Groshong, to approve the Form 50G – City/County Lottery License Renewal for 2044-2024. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Derek

Raburn and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously by City Council Members present.

d. Ordinance No. 799 – An Ordinance amending the Cambridge, Nebraska Zoning Ordinance and Subdivision Regulations Reports of 2015, Revised August 2020; Amending Article 2, Section 2-503 Conditional Uses adding Automotive and Truck Sales; to repeal other conflicting ordinances and sections and direct the publication of this ordinance and to provide an effective date – Second Reading. Tony Groshong stated the motion, seconded by Vernita Saylor, to approve Ordinance No. 799 on second reading Amending Article 2, Section 2-503 Conditional Uses adding Automotive and Truck Sales. Mayor Gunderson read the Ordinance by title. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously by City Council Members present for the second reading of Ordinance No. 799.

e. Employment Applications – Tony Groshong stated the motion, seconded by Vernita Saylor, to approve the following Swimming Pool Wage Report submitted by Pool Manager Sara Calvert: Tobiann Springer, Assistant Manager/Swim Team Coach at \$11.30/hr; Sara Calvert, Pool Manager at \$14.65/hr; Autumn Deterding, Assistant Manager at \$11.20/hr; Autumn Deterding, Life Guard at \$9.40/hr; Chloe Besler, Assistant Manager at \$11.20/hr; Chloe Besler, Life Guard at \$9.50/hr; Shane Howart, Assistant Manager at \$11.00/hr; Shane Howart, Life Guard at \$9.50/hr; Carsyn Hanes, Assistant Manager at \$11/hr; Carsyn Hanes, Life Guard at \$9.40/hr; Breelle Miller, Life Guard at \$9.20/hr; Kori Koeppen, Life Guard at \$9.20/hr; Leah Downer, Life Guard at \$9.10/hr; Brylyn Springer, Life Guard at \$9.10/hr; Carsen Trompke, Life Guard at \$9.10/hr; Ali Webb, Life Guard at \$9/hr; Gavin Gunderson, Life Guard at \$9/hr; Markel Macke, Life Guard at \$9/hr. and for Park & Cemetery Help submitted by Dave Houghtelling, Utility Supervisor: Park - Ron Schelling, \$13.13/hr; Gene Hasenkamp \$10.50/hr and Cemetery – Lyle Calvert \$11.14/hr. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously by City Council Members present.

MAYOR & CITY COUNCIL COMMENTS:

Mayor Gunderson advised that City Attorney Lisa Shifflet resides within 300 feet of the Williams projects, therefore, the City has retained the services of Whitney Linstedt, Attorney at Law, for guidance on this project.

ADJOURNMENT:

Jeff Ommert stated the motion, seconded by Vernita Saylor, to adjourn the City Council meeting at 7:45 p.m. Voting yes were Vernita Saylor, Tony Groshong, Jeff Ommert, Derek Raburn and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously by City Council Members present.

Attest: Kandra J. Kinne, City Clerk/Treasurer

David Gunderson, Mayor