

City of Cambridge  
 Regular City Council Meeting  
 Monday December 6, 2021  
 5:30 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 December 6, 2021 at 5:38 P.M. Present were Mayor David Gunderson, City Council Members Vernita Saylor, Derek Raburn, Mike Harris and Kevin Banzhaf. Absent was City Council Members Tony Groshong and Jeff Ommert. Also present were City Clerk/Treasurer Kandra Kinne, City Attorney Lisa Shifflet and Utility Supervisor David Houghtelling. Visitors present were Genny Kubik for the *Valley Voice*, Scott Clifford of *Miller & Associates*; Debbi Runner and Barb Langley of *Cambridge Rotary*; Gabby Raburn and Megan tenBensel of *Cambridge Public School*; and Howard Johnson of *HoJo's Hideaway*.

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 November 25, 2021, the designated method of giving notice. A copy is available at the office of the City Clerk and attached to these minutes.

Public Hearing: 5:40 P.M.:

A. 1-6 Year Street Plan Hearing – Mayor Gunderson opened the public hearing. Council discussed the proposed projects. There was no public comment. Mayor Gunderson closed the public hearing at 5:44 p.m.

B. Resolution 2021-12-01 – Derek Raburn stated the motion, seconded by Vernita Saylor, to approve Resolution 2021-12-01 to adopt the 1-6 Year Street Improvement Program. Voting yes were Vernita Saylor, Derek Raburn, Mike Harris and Kevin Banzhaf. Tony Groshong and Jeff Ommert were absent and not voting, none voted no. Motion carried unanimously by City Council Members present to approve Resolution 2021-12-01 as follows:

**Resolution 2021-12-01**

BE IT RESOLVED, by the City of Cambridge, Nebraska that the attached 1 & 6 Year Street Improvement Program is hereby adopted by said Board. The said Board attests that a Notice of Public Hearing was posted in the following three public places:

Cambridge City Office  
 First Central Bank  
 Waypoint Bank

BE IT FURTHER RESOLVED, this Program was approved as presented.

Consent Agenda:

Minutes of November 15, 2021 and Claims report. The City Council received the minutes of November 15, 2021 prior to this meeting and a claims report prior to this meeting and additional claims report at this meeting. Derek Raburn stated the motion, seconded by Kevin

Banzhaf, to approve the Minutes of November 15, 2021 and the claims report. Voting yes were Vernita Saylor, Derek Raburn, Mike Harris and Kevin Banzhaf. Absent and not voting was Tony Groshong and Jeff Ommert, none voted no. Motion carried unanimously by City Council Members present for the minutes of November 15, 2021 and the following claims report:

<i>City of Cambridge</i>			
<i>Claims Report</i>			
<i>To Mayor and City Council</i>			
<i>15-Nov-21</i>			
<i>Period 11/02/2021 TO 11/15/2021</i>			
<i>Check No.</i>	<i>Vendor, For</i>	<i>Amount</i>	<i>Dept. Total</i>
	<u>Combined Utility:</u>		
32453	Twin Valleys Public Power District, Purchased Power	184,110.45	
32454	Cambridge Post Office, Postage	277.72	
32455-32458	Payroll	5,785.20	
32459	Ag Valley, Fuel	318.51	
32460	American Agricultural Lab, Analysis	153.25	
32461	BIC, Purchased Water	2,673.00	
32462	BRICO Pest Control, spray buildings	67.25	
32463	Cambridge General Store, Supplies	197.85	
32464	Cambridge Super Market, Supplies	23.15	
32465	Cambridge Telephone, Utility	788.32	
32466	Eakes Office Solutions, Supplies	80.45	
32467	Faw Motor Company, Repairs	64.08	
32468	Furnas County Treasurer, Property Tax	832.70	
32469	GPM, Repairs	515.00	
32470	Hometown Leasing, Copier Lease	641.74	
32471	Employee Flex Spending, vision	1,500.00	
32472	Lord's, Inc., Supplies	147.69	
32473	Nebraska Public Health Environmental Lab	200.00	
32474	NMC Exchange, Repairs	123.23	
32475	Ommert Tech, Computer Lease	333.61	
32476	Paper Tiger Shredding, shred paper	40.00	
32477	Schaben Sanitation, Trash Pickup	14,027.47	
32478	Verizon Wireless, Cell Phones	165.21	
32479	Western Area Power Administration, Purchased Power	5,278.10	
ACH	Waypoint Bank, Service Charge	17.00	
ACH	Payroll	2,706.86	
ACH	American Family Life, Insurance	228.24	
ACH	Nebraska Department of Revenue, Sales Tax	7,562.75	
ACH	City of Cambridge, Utility	2,917.72	
ACH	IRS, Federal With holdings	2,712.59	

ACH	Nebraska Department of Revenue, State With holdings	1,364.68	
Tr	Sewer Improvement, Transfer	1,000.00	
Tr	Water System Extension, Transfer	1,083.37	237,937.19
	<u>Security Deposit Account:</u>		
2056-2061	Security Deposit Refunds	953.50	953.50
	<u>City Account (General Fund):</u>		
19653	Hackel Construction, Contract	164,225.05	
49654	Mid-State Engineering, Testing	842.50	
49655-49670	Payroll	3,341.04	
49671	Ag Valley, Fuel	171.05	
49672	Amazon, Library Supplies	513.17	
49673	Anew Travel Center, Fuel	61.93	
49674	Baker & Taylor, Library Books	419.90	
49675	Bird & Bloom, Library Subscription	12.98	
49676	Bound Tree Medical, Supplies	39.54	
49677	CAMAS Publishing, Publications	388.38	
49678	Cambridge Chamber, Chamber Bucks	100.00	
49679	Cambridge General Store, Supplies	85.73	
49680	Cambridge General Store, Supplies	25.35	
49681	Cambridge Super Market, Supplies	2.78	
49682	Cambridge Super Market, Supplies	25.72	
49683	Cambridge Telephone, Utility	515.37	
49684	City Baseball League, Donation	2,500.00	
49685	Eakes Office Solutions, Supplies	625.52	
49686	Family Handyman, Library Subscription	18.28	
49687	First State Insurance, Bond	400.00	
49688	Frontier, Police Phone	45.37	
49689	Furnas County Treasurer, Property Tax, Police Contract	21,168.19	
49690	Void	0.00	
49691	Employee Deductible	6.34	
49692	Hometown Agency, Bond	100.00	
49693	Intellicom, Library Service	138.00	
49694	Kandra Kinne, Mileage	84.78	
49695	Kiplinger's Personal Financial, Library Subscription	32.20	
49696	Maria Downer, Facebook Ads	25.00	
49697	Mark's Pharmacy, Ambulance Supplies	113.56	
49698	Martha Stewart Living, Library Subscription	16.13	
49699	Matheson Tri Gas, Oxygen	111.20	
49700	Matt Friend Truck, Blade	2,566.35	
49701	Matt Volk, Tree Rebate	441.36	
49702	Menards, Supplies	95.46	

49703	Mid America, Library supplies	790.80	
49701	Miller & Associates, Flood Plain Administration	100.00	
49705	Mindful, Library Subscription	29.95	
49706	Ommert Tech, Computer Lease	91.92	
49707	River Valley Services, Repairs	214.40	
49708	Southwest Farm & Auto, Repairs	547.90	
49709	Steve Johnson, Insurance	546.00	
49710	Sun Life Financial, Insurance	2,467.32	
49711	Verizon Wireless, Cell Phones	95.10	
49712	Gale, Library Books	158.63	
49713	River Valley Services, Repairs	640.34	
49714	Tri Valley Health System, Public Transportation Match	4,350.00	
ACH	Cambridge Telephone, Utility	43.95	
ACH	Eakes Office Solutions, Library Copier Lease	146.84	
ACH	Payroll	3,511.16	
ACH	City of Cambridge, Utility	2,855.92	
ACH	IRS, Federal With holdings	100.73	
ACH	Nebraska Department of Revenue, State With holdings	112.38	
ACH	IRS, Federal With holdings	1,242.97	
Tr	City of Cambridge, Transfers	33,250.00	
Tr	Fire/Ambulance Sinking Fund, Transfer	1,696.66	252,251.20
	<u>LB840/ Revolving Loan/ HTC:</u>		
4482	Cambridge Chamber, Meeting Lunch	6.00	
4483	CAMAS Publishing, Publications	706.00	
4484	Cambridge Telephone, Utility	63.97	
4485	Melissa Jackson, Contract	1,140.00	
4486	MP Design, Business Promotion	140.00	2,055.97
	Total:	493,197.86	493,197.86

Appointments:

A. Elect President of the Council – Derek Raburn nominated Vernita Saylor for President of Council. Voting yes were Vernita Saylor, Derek Raburn, Mike Harris and Kevin Banzhaf. Tony Groshong and Jeff Ommert were absent and not voting. The election of Vernita Saylor as President of Council was approved.

B. Appoint City Attorney – Vernita Saylor nominated Lisa Shifflet as City Attorney. Voting yes were Vernita Saylor, Derek Raburn, Mike Harris and Kevin Banzhaf. Tony Groshong and Jeff Ommert were absent and not voting. The appointment of Lisa Shifflet as City Attorney was approved.

C. Appoint City Clerk/Treasurer – Vernita Saylor nominated Kandra Kinne as City Clerk/Treasurer. Voting yes were Vernita Saylor, Derek Raburn, Mike Harris and Kevin Banzhaf. Tony Groshong and Jeff Ommert were absent and not voting. The appointment of Kandra Kinne as City Clerk/Treasurer was approved.

D. Appoint Flood Plain Administrator – Council to consider appointment of Chad Dixson of Miller & Associates, Consulting Engineers P.C. for Flood Plain Administrator. Voting yes were Vernita Saylor, Derek Raburn, Mike Harris and Kevin Banzhaf. Tony Groshong and Jeff Ommert were absent and not voting. The appointment was approved.

E. Appoint Street Superintendent – Council to consider appointment of Chris Miller #S-1091A of Miller & Associates, Consulting Engineers, P.C., as Street Superintendent. Voting yes were Vernita Saylor, Derek Raburn, Mike Harris and Kevin Banzhaf. Tony Groshong and Jeff Ommert were absent and not voting. The appointment was approved.

F. Appoint City Engineer – Council to consider appointment of Chris Miller of Miller & Associates, Consulting Engineers, P.C., as City Engineer. Voting yes were Vernita Saylor, Derek Raburn, Mike Harris and Kevin Banzhaf. Tony Groshong and Jeff Ommert were absent and not voting. The appointment was approved.

G. Appoint Financial Institutions – Council to consider the appointment of Waypoint Bank and First Central Bank as the City’s financial Institutions. Voting yes were Vernita Saylor, Derek Raburn, Mike Harris and Kevin Banzhaf. Tony Groshong and Jeff Ommert were absent and not voting. The appointments were approved.

H. Appoint Newspaper – Council to consider the appointment of the Valley Voice as the newspaper of record. Voting yes were Vernita Saylor, Derek Raburn, Mike Harris and Kevin Banzhaf. Tony Groshong and Jeff Ommert were absent and not voting. The appointment was approved.

I. Appoint BIC Board Members – Consider to consider the nominations of Derek Raburn and Tony Groshong to serve on the BIC Board. Voting yes were Vernita Saylor, Derek Raburn, Mike Harris and Kevin Banzhaf. Tony Groshong and Jeff Ommert were absent and not voting. The appointments were approved.

J. Appoint Board of Health – Council to consider the nominations of Mayor Gunderson, Sheriff Brown, and Dr. Michael Powell to serve as the Board of Health. Voting yes were Vernita Saylor, Derek Raburn, Mike Harris and Kevin Banzhaf. Tony Groshong and Mike Harris were absent and not voting. The appointments were approved.

K. Appoint Joint Committee – Council to consider the nominations of Jeff Ommert, Vernita Saylor and Mayor Gunderson to the Joint Committee. Voting yes were Vernita Saylor, Derek Raburn, Mike Harris and Kevin Banzhaf. Tony Groshong and Mike Harris were absent and not voting. The appointments were approved.

L. Appoint Nuisance Officer by Resolution – Vernita Saylor stated the motion, seconded by Derek Raburn to approve Resolution No. 2021-12-02 appointing West Central Nebraska Development District as Nuisance Officer for the City of Cambridge. Voting yes were Vernita Saylor, Derek Raburn, Mike Harris and Kevin Banzhaf. Tony Groshong and Jeff Ommert were absent and not voting, none voted no. Motion carried unanimously by City Council Members present for Resolution 2021-12-02 as follows:

**RESOLUTION NO. 2021-12-02  
NUISANCE OFFICER**

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 6<sup>th</sup> day of December, 20\_21, hereby resolve as follows:

WHEREAS, The City desires to appoint a Nuisance Officer pursuant to the City Code of Ordinances (Ordinance No. 709) ARTICLE 2(A).

WHEREAS, West Central Nebraska Development District (hereinafter WCNDD) is fully willing, able and qualified to act as Nuisance Officer for the City.

NOW THEREFORE BE IT RESOLVED that the City approves the appointment of WCNDD to act as Nuisance Officer for the City for a period of twelve (12) months; from January 1, 2022 to December 31, 2022.

NOW THEREFORE BE IT FURTHER RESOLVED that the Mayor is authorized to sign this resolution, and that any ordinance or resolution in conflict with this Resolution is hereby revoked to any part in conflict herewith.

Reports of Officers, Board and Committees:

A. Library Board - Council received the Library Board Minutes of November 10, 2021. Council discussed the proposed Library Handbook but had no recommendations. Vernita Saylor stated the motion, seconded by Mike Harris, to approve the Library Board Minutes of November 10, 2021. Voting yes were Vernita Saylor, Derek Raburn, Mike Harris and Kevin Banzhaf. Tony Groshong and Jeff Ommert were absent and not voting, none voted no. Motion carried unanimously by City Council Members present.

B. Utility Supervisor Report – Dave Houghtelling reported on the following: the rotor bearings at the sewer plant; tie line between Heritage Plaza and Twin Valleys PPD to help prevent outages and coming in under budget, and changed the underground at the Plaza; no deficiencies at the sewer plant inspection; and walls are being poured for the baby pool and gutters started this week at the pool.

C. City Clerk/Treasurer Report – Kandra Kinne reported on the following: annual TIF report and a Workman’s Compensation Claim.

Unfinished Business:

A. Nuisance Abatement for 2022 – determine area to serve - Vernita Saylor stated the motion, seconded by Derek Raburn to approve Area A for 2022 for service by West Central Nebraska Development District, Inc. Voting yes were Vernita Saylor, Derek Raburn, Mike Harris and Kevin Banzhaf. Tony Groshong and Jeff Ommert were absent and not voting, none voted no. Motion carried unanimously by City Council Members present.

B. Tree Trimming Update – no report

New Business:

A. First Reading Ordinance No. 798 – “An Ordinance Amending Chapter 1, Article 1-205 “City Council: Number and Qualifications” to repeal conflicting ordinances and sections and direct the publication of this ordinance and to provide an effective date. Derek Raburn stated the motion, seconded by Mike Harris, to approve the first reading of Ordinance No. 798. Voting yes were Vernita Saylor, Derek Raburn, Mike Harris and Kevin Banzhaf. Tony Groshong and Jeff Ommert were absent and not voting, none voted no. Motion carried unanimously by City Council Members present for the first reading of Ordinance No. 798 as follows:

**Ordinance No. 798**

An Ordinance Amending Chapter 1, Article 1-205 entitled “City Council: Number and Qualifications”; to repeal conflicting ordinances and sections and direct the publication of this ordinance and to provide an effective date.

B. Annual Banner Permit – Vernita Saylor stated the motion, seconded by Kevin Banzhaf, to approve the Comprehensive Annual Banner Application and Banner Permit with the State of

Nebraska. Voting yes were Vernita Saylor, Derek Raburn, Mike Harris and Kevin Banzhaf. Tony Groshong and Jeff Ommert were absent and not voting, none voted no. Motion carried unanimously by City Council Members present.

C. Rotary Project (Shelter) for Downtown Park – Debbi Runner and Barb Langley were present to request a letter from City Council in support of construction for a 24 x 24 wood frame building for the Downtown Park to be placed on the concrete. The estimated cost is \$12,000; Rotary is looking for donations and grants. Council recommended placing electrical outlets in the shelter and agreed to provide a letter of support.

D. HoJo's Hideaway Special Designated Liquor Permit for January 21, 2022 at the Community Building for a Mid-West Equipment event. Vernita Saylor stated the motion, seconded by Mike Harris, to approve a Special Designated Liquor Permit for HoJo's Hideaway. Voting yes were Vernita Saylor, Derek Raburn, Mike Harris and Kevin Banzhaf. Tony Groshong and Jeff Ommert were absent and not voting, none voted no. Motion carried by City Council Members present.

E. Land Bank Agreement – Council reviewed the initial draft of the Southwest Nebraska Land Bank Inter-local Agreement. The next meeting is scheduled for December 9, 2021.

F. Holiday Lighting Rebates – Vernita Saylor stated the motion, seconded by Derek Raburn, to approve the annual Holiday Lighting Rebate of \$5 for each electrical utility customer and an additional \$5 for each customer displaying outside holiday lights and registering at the City Office.

G. Employee Recognition Dinner – Council discussed available dates.

H. Employee Longevity Pay – Discretionary Compensation – Vernita Saylor stated the motion, seconded by Derek Raburn, to provide \$300 net bonus for full time and part time employees. Voting yes were Vernita Saylor, Derek Raburn, Mike Harris and Kevin Banzhaf. Tony Groshong and Jeff Ommert were absent and not voting, none voted no. Motion carried by City Council Members present.

Adjournment. Vernita Saylor stated the motion, seconded by Mike Harris to adjourn at 6:44 P.M. Voting yes were Vernita Saylor, Derek Raburn, Mike Harris and Kevin Banzhaf. Tony Groshong and Jeff Ommert were absent and not voting, none voted no. Motion carried unanimously by City Council Members present.

Attest: Kandra J. Kinne, City Clerk/Treasurer

David Gunderson, Mayor