

Cambridge City Council Proceedings

City Council convened in open public meeting at 6:30 P.M. on November 20, 2023 at the Cambridge Community Building, 722 Patterson Street. Present were Mayor David Gunderson, City Council Members Vernita Saylor, John Kutnink, Jeff Ommert, Nora McGowen, and Kevin Banzhaf. City Staff present were City Clerk/Treasurer Courtney Stanton, Utility Supervisor Dave Houghtelling, Mike Tomlin and City Attorney Lisa Shifflet.

Consent Agenda:

Approval of minutes of previous City Council Meetings (provided prior to meeting)

- November 20, 2023

Approval of Claims Report

- Claims # 1-40
- Cambridge Emergency Medical Service Minutes
- Special Designated Liquor License Cross Creeks Golf Links December 31, 2023

City of Cambridge
 Claims Report
 To Mayor and City Council
 12/5/2023
 11/21/2023 to 12/5/2023

Claim

Number	Check No.	Vendor, For	Amount	Dept. Total
<u>COMBINED UTILITY AND CITY ACCOUNT</u>				
1	33995	Cambridge Post Office, Postage	281.61	
	33996-			
2	33997	Payroll	3,742.64	
3	33998	Town Talk Restaurant, Recognition Dinner	775.07	
	33999-			
4	34002	Payroll	678.77	
5	34003	Ag Valley, Fuel	1,009.86	
6	34004	American Agricultural Lab, Wastewater Analysis	54.75	
7	34005	Bethany Stritt, Employee Health Deductible	223.74	
8	34006	Blooms Collectibles, Embroider Logo on Sweatshirts	44.50	
9	34007	CAMAS Publishing, Publications	545.93	
10	34008	Cambridge General Store, Supplies	281.01	
11	34009	Cambridge Telephone, Utility	1,290.41	
12	34010	Courtney Stanton, Mileage & Meals for Clerk Meeting	153.34	
13	34011	First State Insurance, Policy Renewal	300.00	
14	34012	Frontier, Police phone	42.42	
15	34013	Furnas County Treasurer, Furnas County Law Contract	5,666.67	
16	34014	Integrated Security Solutions, Museum Security System	59.39	
17	34015	Matheson Tri-Gas, Ambulance Oxygen	120.92	
18	34016	Mousel, Brooks, Schneider, Attorney Fees	859.21	
19	34017	Nebraska Public Health Environmental Lab, Water Analysis	132.00	
20	34019	Paper Tiger Shredding, Shred Paper	45.00	

21	34020	River Valley Services, Christmas Light Ground J Box	342.85	
22	34021	Schaben Sanitation, Trash Fees	16,313.83	
23	34022	Seven D Lock Shop, Duplicate Keys	20.00	
24	34023	Southwest Farm & Auto, Supplies, Repairs	236.27	
25	34024	Verizon, Cell Phones	267.31	
26	34025	NMC Exchange, Generator Maintenance	8,090.00	
27	ACH	Payroll	13,761.79	
28	ACH	City of Cambridge, Utility	5,716.22	
29	ACH	Internal Revenue Service, With holdings	3,677.51	
30	ACH	Nebraska Department of Revenue, State With holdings	637.74	
31	ACH	Five Points Bank, Computer Lease	463.64	
32	ACH	Internal Revenue Service, With holdings	1,075.33	
33	ACH	Nebraska Department of Revenue, State With holdings	36.33	
34	ACH	Five Points Bank, Computer Lease	129.47	67,075.53
<u>LB840 Economic Development:</u>				
35	4741	Blooms Collectibles, Façade Grant	8,874.00	
36	4742	CAMAS Publishing, Publications	882.50	
37	4743	Cambridge Telephone, Utility	70.41	
38	4744	Melissa Jackson, Contract	2,270.86	
39	4745	Shirley K's Coffee Shop, Meeting Meal	98.12	12,195.89
		TOTAL	79,271.42	79,271.42
40	34018	Ommert Tech, Computer Lease	425.53	

Mayor Gunderson removed claim #40 from consent agenda.

John Kutnink stated the motion, seconded by Vernita Saylor to approve items listed under the consent agenda. Voting yes were Vernita Saylor, John Kutnink, Jeff Ommert, Nora McGowen and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously.

Vernita Saylor stated the motion, seconded by John Kutnink to approve claim #40. Voting yes were Vernita Saylor, John Kutnink, Nora McGowen and Kevin Banzhaf; abstaining from vote was Jeff Ommert; absent and not voting was Mike Harris; none voted no. Motion carried unanimously.

Mayor David Gunderson reported that Miller & Associates sent letters to Utility entities regarding easements and the preliminary plat for the Harvest Meadows 10th project. Miller & Associates stated bids would need to be acquired. Public hearings would be held, preliminary plat would go to Planning Commission and then to City Council for approval. Mayor Gunderson stated that Miller & Associates would be present at the City Council meeting on December 18 to discuss upcoming projects.

David Houghtelling reported a level two assessment which is good now and water samples went out on Monday. Nebraska Department of Environment and Energy inspected the tree and grass pile and said everything is fine. Dave will be meeting on December 14th with Nebraska Public Power District, Nebraska Corn Processing and Twin Valleys Public Power District to discuss generation. Dave spoke with Miller &

Associates regarding sewer plant repairs to rotors, electrical, screw pumps and digester. Chris Miller with get estimates for sewer plant repairs and upgrades. The city is working on replacing street signs. Faw Motor Co. got a pickup in the city could purchase, the cost is \$43,000 with trade and no box, cost of the box would be an additional \$10,000 to \$12,000. Dave discussed the possibility of waiting on a mower and purchasing the box for budget reasons. Vernita Saylor stated the motion, seconded by John Kutnink, to approve purchase of the 2024 ¾ ton Chevrolet in the amount of \$43,000. Voting yes were Vernita Saylor, John Kutnink, Jeff Ommert, Nora McGowen and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously.

Courtney Stanton reported auditors came for a preliminary visit to become familiar with the City of Cambridge. Courtney has heard nothing from Utility Financial Solutions regarding electric rate study. She will reach out again.

Amanda Huxoll and Chris Haveman were not in attendance and will not be able to attend a December City Council meeting.

Melissa Jackson, Ashley Gerlach and Tom Shoemaker presented information regarding the Rural Workforce Housing Grant, Cambridge Housing Study Lite, Summary of Workforce Housing and support letters. Rural Workforce Housing Grant is for any type of housing and had no income restrictions. Grant could be awarded in the amount of up to \$2.5 million. Cambridge Daycare foundations is applying for the grant as the 501C3. There are private donors. Cambridge Economic Development made motion to repurpose the revolving loan budget line item of \$162,000 to the capital projects-workforce housing line item. In order to apply for the grant a Housing Study Lite was completed. Ashley Gerlach stated in 2022 the Nebraska Department of Economic Development dispersed the first round of Workforce Housing Grant funds. The time line for this round of funds would be received in the second quarter 2024.

Vernita Saylor stated the motion, seconded by John Kutnink, to approve Resolution No. 2023-12-01
Signing of the Year-End Certification of City Street Superintendent 2023

Voting yes were Vernita Saylor, John Kutnink, Jeff Ommert, Nora McGowen and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously.

Resolution 2023-12-01

Signing of the Year-End Certification of City Street Superintendent 2023

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

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(s) to the NDOT using the Year-End Certification of City Street Superintendent form; and

Whereas: The NDOT requires that each certification shall also include a copy of the documentation of the City street superintendent's appointment, i.e., meeting minutes; showing the appointment of the City Street Superintendent by their name as it appears on their License (if applicable), their License Number (if applicable), 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 completed form(s).

John Kutnink stated the motion, seconded by Nora McGowen to approve hiring Randy Hoelscher for Utility Employee, starting wage \$18.00. Voting yes were Vernita Saylor, John Kutnink, Jeff Ommert, Nora McGowen and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously.

John Kutnink stated the motion, seconded by Kevin Banzhaf, to appoint Vernita Saylor as President of the City Council. Voting yes were Vernita Saylor, John Kutnink, Jeff Ommert, Nora McGowen and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously.

Jeff Ommert stated the motion, seconded by Vernita Saylor to appoint Lisa Shifflet and Mousel, Brooks, Schneider, Mustion & Shifflet, P.C., L.L.O as City Attorney. Voting yes were Vernita Saylor, John Kutnink, Jeff Ommert, Nora McGowen and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously.

Nora McGowen stated the motion, seconded by Kevin Banzhaf, to appoint Courtney Stanton as City Clerk/Treasurer. Voting yes were Vernita Saylor, John Kutnink, Jeff Ommert, Nora McGowen and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously.

Vernita Saylor stated the motion, seconded by John Kutnink, to appoint Chad Dixson of Miller & Associates, Consulting Engineers, P.C., as Flood Plain Administrator. Voting yes were Vernita Saylor, John Kutnink, Jeff Ommert, Nora McGowen and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously.

Nora McGowen stated the motion, seconded by Jeff Ommert, to appoint Christopher Miller #S-1091A of Miller & Associates, Consulting Engineers, P.C., as Street Superintendent. Voting yes were Vernita Saylor, John Kutnink, Jeff Ommert, Nora McGowen and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously.

Vernita Saylor stated the motion, seconded by John Kutnink, to appoint Christopher Miller of Miller & Associates, Consulting Engineers, P.C., as City Engineer. Voting yes were Vernita Saylor, John Kutnink, Jeff Ommert, Nora McGowen and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously.

Nora McGowen stated the motion, seconded by Vernita Saylor, to appoint Waypoint Bank and First Central Bank as the financial institutions for the City of Cambridge. Voting yes were Vernita Saylor, John Kutnink, Jeff Ommert, Nora McGowen and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously.

John Kutnink stated the motion, seconded by Jeff Ommert, to appoint The Valley Voice as the newspaper of record. Voting yes were Vernita Saylor, John Kutnink, Jeff Ommert, Nora McGowen and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously.

Vernita Saylor stated the motion, seconded by Kevin Banzhaf, to appoint Jeff Ommert and John Kutnink to serve as Bartley-Indianola-Cambridge (BIC) Board members. Voting yes were Vernita Saylor, John Kutnink, Jeff Ommert, Nora McGowen and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously.

Nora McGowen stated the motion, seconded by John Kutnink, to appoint Jeff Ommert, Vernita Saylor and Mayor David Gunderson to the Joint Committee. Voting yes were Vernita Saylor, John Kutnink, Jeff Ommert, Nora McGowen and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously.

Vernita Saylor stated the motion, seconded by John Kutnink, to approve Resolution No. 2023-12-02 appointing West Central Nebraska Development District as the Nuisance Officer. Voting yes were Vernita Saylor, John Kutnink, Jeff Ommert, Nora McGowen and Kevin Banzhaf; absent and not voting was Mike Harris; none voted no. Motion carried unanimously.

RESOLUTION NO. 2023-12-02

NUISANCE OFFICER

The Council President 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 5th day of December, 2023, 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, 2024 to December 31, 2024.

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.

INTRODUCED AND PASSED THIS 5th DAY OF December, 2023.

David Gunderson- Mayor

Attested to:

Courtney Stanton- City Clerk

A.

Adjournment:

Kevin Banzhaf stated the motion, seconded by Nora McGowen to adjourn at 8:16 P.M. Voting yes were Nora McGowen, Kevin Banzhaf, Vernita Saylor, John Kutnink and Jeff Ommert; absent and not voting was Mike Harris; none voted no. Motion carried unanimously.

Attest: _____
Courtney Stanton, City Clerk/Treasurer

David Gunderson, Mayor

