

City of Cambridge
Regular City Council Meeting
Monday December 3, 2018
6:30 P.M.

Pursuant to notice posted in the Cambridge City Office and published in the Cambridge Clarion Thursday November 22, 2018, the Cambridge City Council met for regular meeting convening at 6:30 P.M. Present were Mayor Mark Harpst, City Council Members Derek Raburn, Keith Luedders, Tony Groshong and Vernita Saylor. Absent were City Council Member Tom McCarville and Jeff Ommert. City Staff present were Utility Supervisor David Houghtelling, City Attorney Lisa Shifflet, Economic Development Director Monica Lueking and City Clerk/Treasurer Kandra Kinne. Present were Jolene Miller for the Cambridge Clarion, Tammy Sexton for First Central Bank, Burnell Shifflet and Mayor elect David Gunderson. Mayor Harpst opened the meeting with the Pledge of Allegiance and announced the open meeting law is posted on the east wall of the meeting room and available for public inspection.

Old Business:

- A. Water Line extension outside City Limits. Burnell Shifflet was present to discuss his plan to add one hydrant east of the existing service. Burnell has six hydrants and plans to add a new hydrant about 100 yards east of the east end of his existing service. Dave Houghtelling discussed the existing city policy about annexation and if the property is adjacent when the line will cross a county road. Burnell said the service will be metered. Mayor Harpst discussed the use of the service and possible cross contamination. Dave Houghtelling said the service will need an air gap. Burnell reported the service will be underground up to the point of use and no contamination is possible. The City Council discussed the existing City Utility Policy. Lisa Shifflet and Kandra Kinne will work on revisions to the policy for clarification. Tony Groshong stated the motion, seconded by Derek Raburn, to allow Burnell Shifflet to tap off existing water line. On roll call vote Derek Raburn, Tony Groshong, Vernita Saylor voted yes, Keith Luedders voted no, and Jeff Ommert and Tom McCarville were absent and not voting. Motion carried.
- B. Swimming pool Sales tax Issue Inter-local agreement. Mayor Harpst updated the City Council on the inter-local agreement for the swimming pool bond issue. Mayor Harpst reported he has had discussion with the School Superintendent. The Committee is working toward an agreement to present to the School Board at a future meeting. The intent of the inter-local agreement is that the school will not be liable for the bond issue. The Committee has asked the Bond Counsel to talk to the School Attorney to help with the language of the agreement. The Committee may not meet the December deadline for the school board packets and may wait until January.

Consent Agenda. Minutes of November 19, 2018, November 27, 2018 and November 28, 2018 and the claims report. Derek Raburn stated the motion, seconded by Vernita Saylor, to approve the minutes of November 19, 2018, November 27, 2018, November 28, 2018 and the claims report. On roll call vote Keith Luedders, Tony Groshong, Vernita Saylor and Derek Raburn voted yes, none voted no, Jeff Ommert and Tom McCarville were absent and not voting. Motion carried unanimously by City Council Members present for the minutes of November 19, 2018, November 27, 2018, November 28, 2018 and the following claims:

	City of Cambridge		
--	-------------------	--	--

	Claims Report		
	3-Dec-18		
Check No.	Vendor, For	Amount	Dept.
			Totals
	<u>Combined Utility</u>		
30337-30342	Payroll	8,230.96	
30343	Cambridge Post office, Postage	242.06	
30344-3056	void		
30361	Payroll	1,800.00	
30362	Ag Valley, Fuel	282.00	
30363	Aramark Uniform, Mats	73.27	
30364	BIC, Purchased Water	2,151.60	
30365	Cambridge Clarion, Publications	15.00	
30366	Cambridge General Store, Supplies	41.11	
30367	Cambridge Supermarket, Supplies	20.76	
30368	Eakes Office Solutions, Supplies	1,036.49	
30369	Hometown Leasing, Copier Lease	436.20	
30370	Hydro Optimization, Repairs	1,345.08	
30371	Consumer Refund	82.38	
30372	McCook Public Power, Repairs	1,550.63	
30373	Ommert Tech, Computer Lease	333.61	
30374	Sewer Improvement, Transfer	1,000.00	
30375	Southwest Farm & Auto, Supplies	10.38	
30376	Unitech, Supplies	298.00	
30377	Verizon Wireless, Cell Phones	178.08	
30378	Water System Extension, Transfer	1,083.37	
ACH	IRS, Federal Withholdings	2,796.16	
ACH	City of Cambridge, Utility	2,961.62	
ACH	Nebr. Dept. Revenue, State Withholdings	890.80	
ACH	IRS, Federal Withholdings	298.22	27,157.78
	<u>City Account (General Fund)</u>		
46328-46349	Payroll	7,188.76	
46350-46361	void		
46362-46367	Payroll	1,800.00	
46368	Ag Valley, Fuel	72.03	
46369	Aramark Uniform, Mats	11.00	
46370	Baker & Taylor, Books	1,176.98	
46371	Better Homes and Gardens, Subscription	10.00	
46372	Cambridge Clarion, Publications	778.74	
46373	Cambridge General Store, Supplies	9.67	
46374	Cambridge Supermarket, Supplies	24.98	

46375	Cambridge Supermarket, Supplies	13.03	
46376	Caterpillar Financial, Skid Steer Lease	5,200.00	
46377	DEMCO, Supplies	170.88	
46378	Fire/Ambulance Sinking Fund, Transfer	1,552.38	
46379	Frontier, Police Phone	45.37	
46380	Furnas County Treasurer, Inter-Local Contract	4,776.15	
46381	Great Plains Government, Dues	50.00	
46382	Intellicom, Fees	25.00	
46383	Magnolia Journal, Subscription	20.00	
46384	Maria Downer, Supplies	95.88	
46385	Mark's Pharmacy, Supplies	22.17	
46386	Matheson Tri Gas, Supplies	96.20	
46387	Mousel, Brooks, Schneider, Fees	640.00	
46388	Ommert Tech, Computer Lease	91.92	
46389	Oriental Trading, Supplies	53.45	
46390	Sandry Fire Supply, Supplies	4,537.33	
46391	Southwest Farm & Auto, Supplies	161.96	
46392	Tri Valley Health, Pre-employment	435.70	
46393	Verizon Wireless, Cell Phones	99.37	
46394	Payroll	318.16	
ACH	IRS, Federal Withholdings	76.71	
ACH	Nebr. Dept. Revenue, State Withholdings	4,027.51	
ACH	Nebr. Dept. Revenue, State Withholdings	62.63	
ACH	IRS, Federal Withholdings	1,489.52	
ACH	First Central Bank, Library Computer Loan	244.39	
ACH	Eakes Office, Library Copier Lease	146.84	
ACH	IRS, Federal Withholdings	102.42	35,627.13
	<u>LB840</u>		
3945	Payroll	1,215.66	
3946	void		
3947	Payroll	300.00	
3948	Cambridge Chamber, Chamber Bucks	40.00	
3949	Eakes Office Solutions, Supplies	13.99	
3950	Monica Lueking, Mileage	138.24	
ACH	IRS, Federal Withholdings	278.94	
ACH	Nebr. Dept. Revenue, State Withholdings	70.84	
ACH	IRS, Federal Withholdings	49.70	2,107.37
	<u>Employee Health</u>		
892-893	Deductible	54.21	54.21
	Total	64,946.49	64,946.49

Adjourn City Council. Mark Harpst talked to the City Council about his service to the community with the City Council, their accomplishments and his well wishes going forward. Mark thanked the City Council for their support during his term in office as City Council Member from 1994 to 2002 and Mayor from 2002 to 2018. Vernita Saylor presented Mark with a Mantel Clock and thanked him for all he has accomplished during his time in office. Vernita Saylor stated the motion, seconded by Tony Groshong, to adjourn City Council at 7:20 P.M. On roll call vote Tony Groshong, Vernita Saylor, Derek Raburn, and Keith Luedders voted yes, none voted no and Jeff Ommert and Tom McCarville were absent and not voting. Motion carried unanimously by City Council Members present.

Reconvene City Council. Vernita Saylor stated the motion, seconded by Keith Luedders to reconvene the City Council. On roll call vote Derek Raburn, Keith Luedders, Tony Groshong and Vernita Saylor voted yes, none voted no, and Tom McCarville and Jeff Ommert were absent and not voting. Motion carried unanimously by City Council Members present. The City Council was seated from the election of November 2018. City Council Members elected were Jeff Ommert in Ward I, Tony Groshong in Ward II, Derek Raburn in Ward III and David Gunderson Mayor. All Members present to the Oath of Office and were seated for Wards they represent and Mayor. The Oath of Office is attached to these minutes and signed by the newly elected City Council Members and Mayor. Jeff Ommert was absent from this meeting and will take the Oath of Office at a later date.

Elect President of the City Council. Tony Groshong stated the motion, seconded by Derek Raburn, to appoint Vernita Saylor as President of the City Council. On roll call vote Keith Luedders, Tony Groshong and Derek Raburn voted yes, Vernita Saylor abstained, none voted no and Tom McCarville and Jeff Ommert were absent and not voting. Motion carried.

Appointments. Mayor David Gunderson made the following appointments: City Attorney Tom Patterson, Interim City Attorney Lisa Shifflet, City Clerk/Treasurer Kandra Kinne, Flood Plain Administrator Miller and Associates, Street Superintendent Chris Miller of Miller and Associates as City Street Superintendent, Miller and Associates for City Engineer for Street, Water and sewer departments, Olsson Associates for City Engineer in the electrical department, Waypoint Bank and First Central Bank for the City's financial institutions, the Cambridge Clarion for the newspaper. Derek Raburn stated the motion, seconded by Tony Groshong, to approve the Mayor's appointments. On roll call vote Tony Groshong, Vernita Saylor, Derek Raburn and Keith Luedders voted yes, none voted no, and Tom McCarville and Jeff Ommert were absent and not voting. Motion carried unanimously by City Council Members present.

Ordinances/Agreements.

- A. **Discuss LB840 and Water Support Sales Tax Ordinance.** Kandra presented the Ordinance to adopt the LB840 and Water Support Sales Tax as approved by the voters. Kandra reported she has been in contact with the Department Revenue and keeping them informed about the City's sales tax rates. The item will be on the agenda for the next meeting to begin approval.

B.

New Business.

- A. **First Central Bank Lease.** Tammy Sexton, of the First Central Bank, was present to update the City Council about moving from their location in Harvest Meadows to their new building. Tammy said they do have a potential buyer and will need to work with the City Council to negotiate a sale of the land. The City Council agreed to look at subdividing the property the

Bank is on and moving forward with a sale. Kandra and Tammy would work together to have information on the value of the land.

B. Utility Services Policy. The City Council decided to table the policy until the next meeting. Lisa Shifflet would help prepare amendments to the policy.

C.

Reports of Officers/Boards/Committees.

A. Miller and Associates Reports. The City Council asked to have letters sent to business owners in the downtown revitalization project area. The Business Owner needs to contact Luke Dutcher before the end of December about any additional improvements in sidewalks that the business owners are wanting to have completed at their own expense while the contractor is on site.

B. Economic Development Report. Economic Development Director Monica Lueking was present to report that she is conducting business visits, has interest in down payment assistance loans, working with a business to re-locate to Cambridge, has been taking the Leadership Training, and has been in contact with the Senior Center. Monica said that a local business has contacted her about a possible expansion project. She has had inquiries about revolving loans for businesses, is working with the Board on a housing project in Harvest Meadows.

C. Ambulance/Fire Reports. Kandra reported Mitch Braun will be installing the new doors at the fire barn in the next week.

D. Utility Supervisor Reports. Utility Supervisor Dave Houghtelling reported the staff had a power outage at the Heritage Plaza over the last weekend. Dave has ordered the transformer for the Dollar General Project.

E. City Clerk/Treasurer Report. Kandra reported she will be advertising for summer help, life guards, pool manager and Recreation Director. Mayor David Gunderson recommended new e-mail accounts under the City of Cambridge, discussed looking into combining some City Accounts at the Banks and that Staff will work with the Auditors for recommendations.

Public Comment. Derek Raburn asked to meet with the Economic Development Board about the Down Town Revitalization project and ask for their assistance with the project.

Adjournment. The next City Council meeting is Monday December 17, 2018. Derek Raburn stated the motion, seconded by Tony Groshong to adjourn at 8:30 P.M. ON roll call vote Vernita Saylor, Derek Raburn, Keith Luedders and Tony Groshong voted yes, none voted no, Jeff Ommert and Tom McCarville were absent and not voting. Motion carried unanimously by City Council Members present.

Attest: _____
Kandra J. Kinne, City Clerk/Treasurer

David Gunderson, Mayor

Oath of Office

Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the State of Nebraska, against all enemies, foreign and domestic; that you will bear true faith and allegiance to the same; that you take this obligation freely, without any mental reservation or for purpose of evasion; and that you will faithfully and impartially perform the duties of the office of Mayor and City Council Member according to law, and to the best of your ability. And do you further swear that you do not advocate, nor are a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence; and that during

such time as you are in this position you will not advocate nor become a member of any political party Or organization that advocates the over throw of the government of the United States or of this state by force or violence. So help you God.

David Gunderson, Mayor

Tony Groshong, City Council Member, Ward II

Derek Raburn, City Council Member Ward III