

## PUBLIC NOTICE

THE CAMBRIDGE CITY COUNCIL WILL MEET IN REGULAR SESSION ON MONDAY, APRIL 4, 2022, AT 7:00 P.M. AT THE CAMBRIDGE CITY HALL/COMMUNITY CENTER WITH THE FOLLOWING TENTATIVE AGENDA:

1. Call to Order and Pledge of Allegiance
2. Approval of the Agenda and Minutes of Previous Meetings
3. Comments from the Audience  
Andrew Collings, Story County Housing Trust
4. Approval of the List of Claims and Receipts
5. Monthly Reports  
Treasurer's Report  
Budget Balances Report  
Bank Reconciliation and List of Outstanding Checks  
Police Report
6. Correspondence
7. Reports from Standing Committees  
Water – Pump Repair Estimate  
Sewer/Solid Waste – Nuisance Abatement  
Road  
Cemetery/Park/Library – Cemetery Mowing  
Finance/Economic Development – Credit Card  
-Story County Technical Assistance Grant  
Communications – Recording Equipment
8. Old Business  
Wastewater Treatment System Project  
-Update  
Cambridge Opera House  
-Pay Request #11-King Knutson Construction Co., \$37,832.38  
-ASI #5 Updated Plans  
-Appliances  
-Progress Meetings  
-IEDA Downtown Housing Funds Grant  
City Code Update  
-Regular Council Meeting Schedule

2020 Derecho  
American Rescue Plan Act  
    -Story County Application  
    -State Grant Funds  
FY22/23 Budget  
    -Police Contract  
    -Amendment of the Current City Budget  
Appointment of City Attorney for 2022  
City Staffing  
    -Clerk  
State Auditor  
    -FY 2021 Annual Exam-Report Extension  
Nazareth Lutheran Church-Request to Waive Rental Fee

9. New Business  
Iowa DNR-Webinar "Community Revitalization Through Brownfields  
Redevelopment"
10. Mayor/Council Comments
11. Adjournment

## REGULAR COUNCIL MEETING – Monday, March 7, 2022

The Cambridge City Council met in regular session on Monday, March 7, 2022, at 7:00 p.m. at the Cambridge Community Center with the following council members present: Barb McBreen, Michael Macki, Mayor Robert Chubbic, Taylor Bassett, Whitney Baxter, Riley Harper. Absent: None. Visitors: Dana Accola, Steve Kovarik, Dale Hennick, Joe Marchesano, Pastor Marcia Kisner, David Hilgenberg, Caroline Hurst, Sara Spohnheimer, Nathan Hovland, Mark Benson.

The meeting was called to order by Mayor Chubbic at 7:00 p.m. He led the council and audience in the Pledge of Allegiance.

Mayor Chubbic asked if there were any additions or corrections to the agenda for this meeting, or the minutes of the February 7<sup>th</sup> meeting. McBreen asked for an addition to the agenda to discuss community center rental rates. A motion by McBreen, seconded by Macki, to approve the agenda as amended and accept the minutes as written. Roll Call: All Ayes.

Comments from the audience were asked for with Dana Accola, 326 S. Vine Street, addressing the council concerning adjusting his south property line. The council will look into this matter. He also expressed a complaint about the noise from the Heartland Co-op when their new bins are running. He asked that the council send them a citation/courtesy notice when this occurs. He feels that the noise and the corn dust from the site represents an environmental hazard and lowers the property values in the area. Mayor Chubbic reported that he had invited the manager of the co-op that the city had been working with on the construction of the new bins. He had responded that it would be a liability for the co-op for him to attend. David Hilgenberg, 402 S. Vine Street, also addressed the council concerning the co-op issues, and indicated that he had called the Huxley P.D. and the DNR to report his concerns. Mr. Accola asked that the council make a motion and take a vote to issue a citation to the Co-op when violations in the noise ordinance and corn dust issues occur. Macki felt that the council shouldn't take a vote at this time, but he will look into the basis for their concerns.

Pastor Marcia Kisner, Nazareth Lutheran Church, addressed the council with a request to waive the rental fee again this year for their play that will be held in the community center on July 29-31. After discussion, a motion by Macki, seconded by McBreen, to approve the request. Roll Call: All Ayes.

Following is a summary of receipts for February: General Fund, \$2,543.62; TIF/Special Revenues Fund, \$10,660.51; Road Use Tax, \$9,099.25; Debt Service, \$27.51; C.U.T. Fire Fund, \$.51; Library Fund, \$49.49; Garbage Utility, \$7,608.24; Water Utility, \$10,618.67; Sewer Utility, \$12,181.76. Total Receipts: \$52,789.56.

Following is a summary of disbursements for February: \$26,197.41; TIF/Special Revenues Fund, \$98,615.14; Road Use Tax, \$1,741.24; C.U.T. Fire Fund, \$2,014.41;

Library Fund, \$1,258.63; Garbage Utility, \$6,536.06; Water Utility, \$12,008.86; Sewer Utility, \$1,895.68. Total Disbursements: \$150,267.43.

The following list of claims was presented to the council for March:

|                               |  |                  |
|-------------------------------|--|------------------|
| AG SOURCE                     | Analysis                                   | 539.25           |
| ALLIANT ENERGY                | Monthly Service                            | 6,814.46         |
| AMES OUTDOOR SUPPLY           | Filters, Fuel Additive                     | 134.48           |
| ANKENY SANITATION             | Service-February                           | 6,729.13         |
| ARNOLD MOTOR SUPPLY           | Filters                                    | 22.92            |
| BAKER & TAYLOR                | Books, DVD's                               | 353.48           |
| COMPUTER EXPRESS              | Service                                    | 308.18           |
| EFTPS                         | Fed. & FICA W/H                            | 3,015.79         |
| EMERGENCY MEDICAL PRODUCTS    | EMS Supplies                               | 67.00            |
| FEH DESIGN                    | Fees-Opera House                           | 3,761.72         |
| GATEHOUSE MEDIA IOWA          | Publishing                                 | 268.26           |
| HACH                          | Testing Supplies                           | 200.70           |
| HAZEL, LAURIE                 | Reimb. for Expenses                        | 53.50            |
| HENNICK, DALE                 | Reimb. for Expenses                        | 50.00            |
| HUXLEY COMMUNICATIONS         | Monthly Service                            | 424.02           |
| I.M.W.C.A.                    | Service Fee                                | 50.00            |
| INTERSTATE ALL BATTERY CENTER | Batteries                                  | 64.80            |
| I P E R S                     | Retirement                                 | 1,982.99         |
| JOHN DEERE FINANCIAL          | Supplies                                   | 317.98           |
| KEMPKER'S TRUE VALUE          | Supplies                                   | 270.93           |
| MAIN STREET DESIGNS, INC.     | Holiday Pole Decorations                   | 2,228.00         |
| MARCO                         | Copier Rental, Supplies                    | 175.80           |
| MENARDS                       | Supplies                                   | 223.64           |
| MOLLY MAID OF ANKENY          | Cleaning Services                          | 500.00           |
| NATIONWIDE                    | Surety Bond                                | 443.00           |
| SCHULING HITCH CO.            | Parts                                      | 8.90             |
| STORY COUNTY CONSERVATION     | Seeding Contract                           | 150.00           |
| THOMPSON, DEBRA               | Reimb. for Supplies                        | 70.58            |
| U.S. CELLULAR                 | Monthly Service                            | 91.75            |
| U.S. POSTMASTER               | Billing Postage                            | 120.00           |
| VAN WALL EQUIPMENT            | Cutting Edge                               | 483.31           |
| WAGES                         | Net Wages                                  | 9,607.44         |
| WELLMARK BC/BS                | Health Premium                             | 3,957.70         |
| CHICK-A-PEN HILL              | Globes                                     | 398.00           |
| KING KNUTSON CONSTRUCTION CO. | Pay Request #9 and #10-Opera House Project | <u>58,583.73</u> |

TOTAL CLAIMS

\$102,442.66

After discussion, a motion by Macki, seconded by McBreen, to accept the receipts and approve all claims for payment. Roll Call: All Ayes.

The treasurer's report, budget balances report, bank reconciliation and list of outstanding checks, and police report were presented and accepted by the council.

Reports from standing committees were asked for with Public Works Director Dale Hennick reporting that they would be acidizing the filter this week. The council discussed using the process of nuisance abatement for more of the parking and solid waste violations, and Mayor Chubbic presented a form and resolution prepared by the acting city attorney that could be used. The process would offer the violator an opportunity for a hearing before the council on the violation. If the council upheld the violation, it would need to be abated by the violator as agreed, or abated by the city with the costs assessed to the violator's/property owner's taxes. A motion by McBreen, seconded by Macki, to adopt the policy and add the resolution to this agenda. Roll Call: All Ayes. The proposal for street repairs for the 2022 season was presented. The council reviewed the proposal and budget. A motion by Macki, seconded by McBreen, to hire LL Pelling Co. to perform street repairs for the city this year at a total of \$42,916.80. Roll Call: All Ayes. Public Works Director Hennick reported that he received 21 applications to mow the cemetery this season. He will be reviewing those and making contact with the applicants. Macki reported that he had two Eagle Scout candidates looking for project. He is looking for Park and Library Board candidates, and is looking into the DNR Community Forestry Grant Program. Bassett reported that the State doesn't have a credit company that they work with, and she is going to be making an application to U.S. Bank. Baxter discussed the purchase of recording equipment and transfer of the city's Zoom account. After reviewing the equipment options and discussion, she will continue to research the project.

The first item under old business concerned the wastewater treatment system improvements project. Public Works Director Hennick reported that the UV lights will be installed next week.

The next item concerned the Cambridge Opera House project. Pay Request #9 and #10 to King Knutson Construction Co. in the amount of \$58,583.73 was submitted to the council. A motion by McBreen, seconded by Baxter, to approve the pay requests and add them to this month's list of claims. Roll Call: All Ayes. Mayor Chubbic reported that the next progress meeting would be held on March 8<sup>th</sup> at 9 a.m., and that the purchase of appliances had been put on hold until we had a better idea of when they could be installed. McBreen reported that we should be notified if we received the IEDA Downtown Housing Grant by March 23<sup>rd</sup>.

The next item under old business concerned the update of the city code. The Library Board has agreed to move their regular monthly meetings to the first Monday of the month, and allow the council to conduct their regular monthly meetings on the second Monday of each month. An ordinance amendment will need to be drafted to make this change.

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The next item concerned the budget for the city for FY2022/23. The council set the public hearing to consider the budget for FY2023 for Monday, March 28, 2022, at 7:00 p.m. at the Cambridge Community Center. The council also discussed the proposed law enforcement contract with Huxley Police Department. It will be a 5-year contract with a 2.5% cost increase per year. The council agreed to move forward with the HPD contract, and take action to approve it at the special meeting on March 28<sup>th</sup>.

The last item under old business concerned city staffing. The council discussed the hiring of a new city clerk, and decided to hire one full-time person at this time. McBreen will post the hiring notice on Indeed.com, and all applications will be made through the site aiming for a start date by June 1.

Other items discussed under old business but with no action taken included the 2020 Derecho, the state and county ARPA applications, the appointment of the city attorney for 2022, and the FY2021 annual exam by the State Auditor's office.

The first item under new business was the notice that the Story County Board of Supervisors would be offering Technical Assistance Grants again this year. The grants will provide up to \$3,000 per community for technical assistance services. The deadline for applications is June 21, 2022. McBreen will prepare an application for the city. The 2022 draft CIP (Capital Improvements Plan) was also submitted to the council and community for comment.

The next item concerned available grants from the Story County Housing Trust. Mark Benson, 409 Pearl Street, indicated that he would be meeting with the director of SCHAT on behalf of his church to get additional information about it and the available grants. He will share this information with the council.

The last item under new business concerned rental rates for the community center. The council discussed raising the rates this year, and then reviewing it every year moving forward. McBreen will continue working on a proposal for this year's rate increase.

Resolution No. 22-05, "Resolution Waiving Subdivision Review", was presented to the council. A motion by Macki, seconded by McBreen, was made to approve the resolution waiving the right of review for a proposed subdivision request in Polk County that was discussed at the previous meeting. Roll Call: Ayes: Bassett, Baxter, Harper, Macki, McBreen. Nays: None. Motion carried.

Resolution No. 22-06, "Resolution Adopting Nuisance Abatement Notice for City of Cambridge, Iowa", was presented to the council. A motion by Macki, seconded by  
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McBreen, was made to approve the resolution setting the process for handling nuisance abatements in the city. Roll Call: Ayes: Bassett, Baxter, Harper, Macki, McBreen. Nays: None. Motion carried.

Mayor/Council comments were asked for with Mayor Chubbic reminding the council of the progress meeting for the Opera House on Tuesday at 9 a.m. Macki reported that the high school would be sponsoring a fund raiser for the Winterset tornado disaster.

A motion by Macki, seconded by McBreen, to adjourn the meeting. Roll Call: All Ayes. The meeting was adjourned at 9:04 p.m.

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Debra L. Thompson, City Clerk

Robert D. Chubbic, Mayor

**LIST OF RECEIPTS – FOR THE MONTH OF MARCH 2022**

|     |                        |  |  |  |
|-----|------------------------|--|--|--|
| 1.  | Anderson, Pam          | Donation – Comm. Center                  | 50.00  | 001-950-4700   |
| 2.  | Armstrong, Calli       | Utility Deposit -<br>405 Pearl Street    | 50.00<br><u>50.00</u><br>100.00                        | 600-810-4730<br>610-815-4730   |
| 3.  | Faith Baptist Church   | Rental – Comm. Center                    | 150.00   | 001-950-4310   |
| 4.  | Fidelity Bank          | C.D. Interest                            | 80.00  | 001-950-4300   |
| 5.  | Fidelity Bank          | Interest - Checking                      | 229.64<br>4.69<br>0.00<br>0.00<br><u>.98</u><br>235.31 | 001-950-4300<br>600-810-4300<br>610-815-4300<br>014-150-4340<br>031-410-4340 |
| 6.  | Hennick, Dale          | Rental – Comm. Center                    | 100.00   | 001-950-4310   |
| 7.  | Huxley Communications  | 2021 Allocation                          | 819.64   | 001-950-4340   |
| 8.  | I.C.A.P.               | Claim Payment – Roof                     | 4,003.98   | 001-950-4710   |
| 9.  | Iowa Plains Signing    | Rental – Comm. Center                    | 100.00   | 001-950-4310   |
| 10. | Library Miscellaneous  |  | 200.00   | 031-410-4340   |
| 11. | Nichols, Robin         | Rental – Comm. Center                    | 75.00  | 001-950-4310   |
| 12. | Praska, David          | ATV/UTV Permits                          | 50.00  | 001-950-4340   |
| 13. | Rhodes, Raymond        | Utility Deposit -<br>108 S. Water Street | 50.00<br><u>50.00</u><br>100.00                        | 600-810-4730<br>610-815-4730   |
| 14. | Rivera, Carlos         | Utility Deposit -<br>519 Main Street     | 50.00<br><u>50.00</u><br>100.00                        | 600-810-4730<br>610-815-4730   |
| 15. | State Treasurer        | Local Option Sales Tax                   | 8,656.62   | 121-950-4090   |
| 16. | State Treasurer        | Road Use Tax                             | 5,164.85   | 110-210-4430   |
| 17. | Story County Treasurer | Taxes                                    | 3,227.47<br>3.49<br>20,440.53                          | 001-950-4000<br>001-950-4003<br>125-950-4000                                 |



|     |                  |                       |                 |              |
|-----|------------------|-----------------------|-----------------|--------------|
|     |                  | <u>1,021.54</u>       | 200-950-4000    |              |
|     |                  | 24,693.03             |                 |              |
| 18. | Topp, Erin       | Rental – Comm. Center | 100.00          | 001-950-4310 |
| 19. | Water Revenues   | General Customers     | 12,148.75       | 600-810-4500 |
| 20. | Sewer Revenues   | General Customers     | 14,262.91       | 610-810-4500 |
| 21. | Garbage Revenues | General Customers     | <u>7,040.03</u> | 670-840-4500 |
|     | TOTAL RECEIPTS   |                       | \$78,230.12     |              |

**LIST OF CLAIMS – FOR THE MONTH OF APRIL, 2022**

|     |                              |   |               |              |
|-----|------------------------------|---|---------------|--------------|
| 1.  | AgSource                     | Analysis                                | 13.50         | 600-810-6499 |
|     |                              |   | <u>516.00</u> | 610-815-6499 |
|     |                              |   | 529.50        |              |
| 2.  | Ames Outdoor Supply          | Sweeper, Parts                          | 307.14        | 001-430-6320 |
|     |                              |   | 307.14        | 001-450-6320 |
|     |                              |   | <u>73.14</u>  | 110-210-6417 |
|     |                              |   | 687.42        |              |
| 3.  | Alliant Energy               | Monthly Service                         | 618.90        | 001-150-6371 |
|     |                              |   | 1,377.82      | 001-230-6371 |
|     |                              |   | 291.24        | 001-410-6371 |
|     |                              |   | 18.41         | 001-430-6371 |
|     |                              |   | 748.85        | 001-650-6371 |
|     |                              |   | 386.00        | 110-210-6371 |
|     |                              |   | 582.47        | 121-599-6399 |
|     |                              |   | 1,129.03      | 600-810-6371 |
|     |                              |   | <u>846.70</u> | 610-815-6371 |
|     |                              |   | 5,999.42      |              |
| 4.  | Ankeny Sanitation            | Service-March                           | 6,621.74      | 670-840-6499 |
| 5.  | Arnold Motor Supply          | Filters                                 | 15.27         | 014-150-6331 |
| 6.  | Baker & Taylor               | Books, DVD's                            | 191.91        | 031-410-6499 |
| 7.  | Ballard Dollars for Scholars | Scholarship                             | 400.00        | 001-399-6499 |
| 8.  | Brown Supply Co.             | Water Main Supplies                     | 1,039.16      | 600-810-6350 |
| 9.  | Campbell, Sue                | Overpayment & Utility<br>Deposit Refund | 33.24         | 600-810-6498 |
| 10. | Chinery, Colin               | BLS Certification                       | 750.00        | 014-150-6507 |
| 11. | Cowman, Dona                 | Reimb. for Easter Candy                 | 50.88         | 031-410-6499 |
| 12. | Dubberke, Wendy              | Reimb. for Easter Candy                 | 51.26         | 031-410-6499 |
| 13. | EFTPS                        | Fed. & FICA W/H                         | 1,602.59      | 110-270-6199 |
|     |                              |   | 943.32        | 001-620-6199 |
|     |                              |   | <u>336.55</u> | 001-410-6199 |
|     |                              |   | 2,882.46      |              |
| 14. | FEH Design                   | Fees – Opera House                      | 2,782.50      | 001-510-6499 |

|     |                                    |                         |               |              |
|-----|------------------------------------|-------------------------|---------------|--------------|
| 15. | Fox Strand                         | Fees                    | 651.75        | 610-815-6799 |
| 16. | Hach                               | Testing Supplies        | 143.91        | 600-810-6501 |
| 17. | Hawkins, Inc.                      | Water Treatment         | 2,427.16      | 600-810-6501 |
| 18. | Hazel, Laurie                      | Reimb. for Expenses     | 151.39        | 031-410-6499 |
| 19. | Hennick, Dale                      | Overtime                | 313.49        | 001-350-6501 |
|     |                                    |                         | 1,966.40      | 110-250-6507 |
|     |                                    |                         | 484.48        | 600-810-6010 |
|     |                                    |                         | <u>85.50</u>  | 610-815-6010 |
|     |                                    |                         | 2,849.87      |              |
| 20. | Huxley Communications              | Monthly Service         | 44.47         | 001-410-6373 |
|     |                                    |                         | 116.47        | 001-650-6373 |
|     |                                    |                         | 75.66         | 014-150-6373 |
|     |                                    |                         | 74.12         | 121-599-6399 |
|     |                                    |                         | <u>101.97</u> | 600-810-6373 |
|     |                                    |                         | 412.69        |              |
| 21. | Interstate Batteries of Upper Iowa | Battery                 | 44.96         | 001-430-6320 |
| 22. | Iowa League of Cities              | Mayors Assn. Dues       | 30.00         | 001-610-6507 |
| 23. | I P E R S                          | Retirement              | 1,004.02      | 110-270-6199 |
|     |                                    |                         | 591.49        | 001-620-6199 |
|     |                                    |                         | <u>281.24</u> | 001-410-6199 |
|     |                                    |                         | 1,876.75      |              |
| 24. | Iowa Pump Works                    | Service Pump            | 726.88        | 600-810-6310 |
| 25. | John Deere Financial               | Supplies                | 13.52         | 001-190-6399 |
| 26. | Kempker's True Value               | Supplies                | 50.98         | 110-210-6310 |
|     |                                    |                         | <u>39.82</u>  | 600-810-6310 |
|     |                                    |                         | 90.80         |              |
| 27. | Lewis Law Firm                     | Legal Services          | 1,203.66      | 001-640-6411 |
| 28. | Macki, Nathan                      | Utility Deposit Refund  | 50.00         | 600-810-6498 |
|     |                                    |                         | <u>50.00</u>  | 610-815-6498 |
|     |                                    |                         | 100.00        |              |
| 29. | Main Street Designs, Inc.          | Shipping Fees           | 213.33        | 001-230-6371 |
| 30. | Marco                              | Copier Rental, Supplies | 161.72        | 031-410-6499 |
| 31. | Menards                            | Supplies                | 29.94         | 014-150-6507 |

|     |                       |                   |              |
|-----|-----------------------|-------------------|--------------|
|     |                       | 133.96            | 001-410-6320 |
|     |                       | 263.24            | 001-650-6310 |
|     |                       | 57.97             | 110-210-6310 |
|     |                       | 92.92             | 110-210-6417 |
|     |                       | 29.97             | 610-815-6350 |
|     |                       | <u>157.73</u>     | 600-810-6310 |
|     |                       | 765.73            |              |
| 32. | Molly Maid of Ankeny  | Cleaning Services |              |
|     |                       | 125.00            | 001-410-6310 |
|     |                       | 125.00            | 001-650-6310 |
|     |                       | <u>250.00</u>     | 121-599-6399 |
|     |                       | 500.00            |              |
| 33. | OmniSite              | Wireless Service  |              |
|     |                       | 213.99            | 610-815-6799 |
| 34. | State Library         | Conference Fee    |              |
|     |                       | 150.00            | 031-410-6499 |
| 35. | U.S. Cellular         | Monthly Service   |              |
|     |                       | 91.75             | 600-810-6373 |
| 36. | U.S. Postmaster       | Billing Postage   |              |
|     |                       | 60.00             | 600-810-6507 |
|     |                       | <u>60.00</u>      | 610-815-6507 |
|     |                       | 120.00            |              |
| 37. | Wages                 | Net Wages         |              |
|     |                       | 5,077.43          | 110-270-6010 |
|     |                       | 2,734.20          | 001-620-6010 |
|     |                       | <u>2,017.27</u>   | 001-410-6010 |
|     |                       | 9,828.90          |              |
| 38. | Wellmark BC/BS        | Health Premium    |              |
|     |                       | 2,916.91          | 110-270-6199 |
|     |                       | <u>1,040.79</u>   | 121-699-6199 |
|     |                       | 3,957.70          |              |
|     | Subtotal General      | 18,330.55         |              |
|     | Subtotal Water        | 6,498.63          |              |
|     | Subtotal Sewer        | 2,453.91          |              |
|     | Subtotal Road Use     | 13,228.36         |              |
|     | Subtotal Garbage      | 6,621.74          |              |
|     | TOTAL GENERAL ACCOUNT | 47,133.19         |              |
|     | TOTAL FIRE FUND       | 765.27            |              |
|     | TOTAL LIBRARY FUND    | 757.16            |              |
|     | TOTAL CLAIMS          | \$48,655.62       |              |