

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

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

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 opened for public comment the hearing to consider the FY23 Maximum Property Tax Levy. The clerk explained that this is the first step in preparing a budget for the city for fiscal year 2023, and is a commitment by the council to establish the maximum amount of general property tax dollars they would request. Dana Accola, 326 S. Vine Street, addressed the council with a question about the current property tax rate. A motion by McBreen, seconded by Baxter, to close the public hearing. Roll Call: All Ayes.

Mayor Chubbic asked if there were any additions or corrections to the agenda for this meeting, or the minutes of the January 3<sup>rd</sup> meeting. Baxter asked that the minutes reflect that the council will be looking for residents to serve on the city's Park Board and Planning and Zoning Commission. McBreen asked for a spelling correction. A motion by Baxter, seconded by Harper, to approve the agenda and accept the minutes as amended. Roll Call: All Ayes.

Comments from the audience were asked for with David Hilgenberg, 402 S. Vine Street, addressing the council concerning his complaint about Heartland Co-op and the expansion of their Cambridge site. He feels that although this will effect his neighborhood initially, it will become a problem for the entire city. He feels they should have been cited for the noise and corn dust from the new bins. He stated and he called the HPD and the DNR about his concerns. He showed the council photos, including overhead, of the co-op site, and asked them to review the information and contact him if they have any questions. Dana Accola asked about city liability if a resident suffers because of these issues. Nathan Hovland, 108 Main Street, asked about the possibility of a grain bin explosion. Bassett asked Mr. Hilgenberg what his goal was related to the Co-op expansion, and he stated that he would like to see both of the new grain bins removed, and the fuel tanks moved. Mayor Chubbic indicated that he would contact the manager of the Co-op that the city worked with, and asked him to attend the next regular meeting to discuss the issues.

Dana Accola asked to be added to the agenda for the March regular meeting to discuss realigning his property line.

Following is a summary of receipts for January: General Fund, \$1,965.24; TIF/Special Revenues Fund; \$12,900.90; Road Use Tax, \$9,373.66; Debt Service, \$135.97; C.U.T.

Fire Fund, \$1.21; Library Fund, \$.98; Garbage Utility, \$6,277.34; Water Utility, \$9,537.66; Sewer Utility, \$11,037.82. Total Receipts: \$51,230.78.

Following is a summary of disbursements for January: General Fund, \$44,939.95; TIF/Special Revenues Fund, \$4,899.44; Road Use Tax, \$22,396.32; C.U.T. Fire Fund, \$11,297.67; Library Fund, \$452.82; Garbage Utility, \$6,545.98; Water Utility, \$8,231.58; Sewer Utility, \$56,136.54. Total Disbursements: \$154,900.30.

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

AG SOURCE	Analysis	658.50
ALLIANT ENERGY	Monthly Service	7,203.39
ANKENY SANITATION	Service-January	6,536.06
ARNOLD MOTOR SUPPLY	Parts	216.11
BAKER & TAYLOR	Books, DVD's	271.84
BROWN SUPPLY CO.	Water Main Supplies	30.48
EFTPS	Fed. & FICA W/H	3,034.35
EMERGENCY MEDICAL PRODUCTS	EMS Supplies	767.94
FEH DESIGN	Fees-Opera House	3,239.00
GATEHOUSE MEDIA IOWA	Publishing	12.90
HAWKINS, INC.	Water Treatment	300.36
HAZEL, LAURIE	Reimb. for Expenses	386.93
HEARTLAND CO-OP	Fuel	2,254.96
HUXLEY COMMUNICATIONS	Monthly Service	423.90
J&M DISPLAYS	Fireworks	2,500.00
I P E R S	Retirement	1,986.66
JOHN DEERE FINANCIAL	Supplies	152.94
KARL CHEVROLET	Truck Purchase	36,066.00
KEMPKER'S TRUE VALUE	Supplies	269.25
KOVARIK, STEVE	Reimb. for Website Fee	343.44
MARCO	Copier Rental, Supplies	161.72
MENARDS	Supplies	835.42
MIDWEST ALARM SERVICES	Annual Contract	781.08
MOLLY MAID OF ANKENY	Cleaning Services	500.00
MUNICIPAL SUPPLY	Tablet, Software (ARPA Grant)	9,020.00
RAMSEY, DEB	Utility Deposit Refund	20.56
72 DEGREES	Furnace Repair	680.00
SIBLEY, NICK	Utility Deposit Refund	100.00
STATE TREASURER	4 <sup>th</sup> Qtr. State W/H	1,279.00
STATE TREASURER	4 <sup>th</sup> Qtr. Water Excise Tax	1,778.85
STATE TREASURER	4 <sup>th</sup> Qtr. Sales Tax	164.75
STOREY KENWORTHY	Utility Bills, Acct. Supplies	331.30
STORY COUNTY ANIMAL	Rescue Services	38.50

CONTROL		
THOMPSON, DEBRA	Reimb. for Supplies	166.03
U.S. CELLULAR	Monthly Service	89.61
U.S. POSTMASTER	Billing Postage	160.00
VAN WALL EQUIPMENT	Tractor Repair	10.99
WAGES	Net Wages	9,313.21
WELLMARK BC/BS	Health Premium	3,957.70
KING KNUTSON	Pay Request #8-	
CONSTRUCTION CO.	Opera House Project	<u>93,214.58</u>
TOTAL CLAIMS		\$189,258.31

After discussion, a motion by Baxter, 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 discussing the leak in the water filter tank. He indicated that they were going to continue repairing the leaks as they occur, but felt that the filter would need to be replaced at some point. The council discussed setting reasonable civil penalty rates and a process for handling solid waste and vehicle code violations. Macki and Harper volunteered to look into this. Hennick reported that the street maintenance crew would be in Cambridge early this year. Macki discussed sledding at the cemetery, Park Board membership, and purchasing some new holiday pole decorations this year. The council referred the discussion of the decorations to the budget work session. He also discussed mowing of the cemetery for the upcoming season. After discussion, the council decided to take bids for the job and advertise locally and on the city's facebook page. McBreen reported that the city had been approved for the county ARPA funds to extend the storm drain tile north. The county is in the process of hiring someone to manage the grant process, and contracts should be coming in April. She also reported that she attended the SCEDG quarterly meeting on January 27<sup>th</sup>, and she was planning on attending the Economic Development 101 session this Friday offered by the Ames Chamber of Commerce. She found out that the grant money to upgrade the message board by the Post Office could be carried over to next year, and we can submit another grant application for the project. She had received an update quote for the sign at \$10,000-\$16,000, depending on how much of the existing structure could be reused. The next SCEDG meeting will be held on April 28<sup>th</sup> in Nevada. The council also discussed the insurance claim for the roof on the history building, and getting a credit card for the library and clerk. Bassett volunteered to move forward with this.

The first item under old business concerned the wastewater treatment system improvements project. Public Works Director Hennick reported that the flow meters still needed to be installed, and the project would be ready to set up.

The next item concerned the Cambridge Opera House project. Pay Request #8 to King Knutson Construction Co. in the amount of \$93,214.58 was submitted to the council. A motion by Macki, seconded by Baxter, to approve the pay request and add it to this month's list of claims. Roll Call: All Ayes. The council also discussed the purchase of appliances for the residential units, and reviewed the notes from the last month's progress meetings. The next progress meeting will be tomorrow at 9 a.m. McBreen reported that she had submitted the application for an IEDA Downtown Housing grant for up to \$300,000. The city should be notified by March 23<sup>rd</sup> if the grant is approved.

The next item under old business concerned the update of the city code. Mayor Chubbic suggested amending the code to move the regular council meeting from the first Monday to each month to allow extra time to complete reports, and for the council to review them before the meeting. The council will look into potential days for this change.

The next item concerned the budget for the city for FY22/23. The council set the first budget work session for Monday, February 21, at 6:00 p.m. at the community center. The council will hear budget proposals from the fire department and library at this session.

Other items discussed under old business but with no action taken included the 2020 Derecho, the state and county ARPA applications, the hiring of a new code enforcement position by the county, and the appointment of the city attorney for 2022.

The first item under new business concerned city staffing. The clerk reported that she would be retiring in the next few months. The timing would depend upon the hiring of a replacement. McBreen and Bassett volunteered to form a hiring committee for this position. The council also discussed City Hall hours of operation, and will coordinate this with the new city clerk.

The next item concerned the Story County Housing Trust. Mayor Chubbic reported that he had received an invoice for the city's membership for this organization. The council felt they didn't know have enough information about the organization, and referred discussion to the budget work session.

The clerk reported that auditors from the State would be beginning an annual exam for the city for FY2021 this week. This will be doing their field work this week and next week with a report to follow.

The last item under new business was a request from Polk County Public Works to review the preliminary plat for a subdivision that falls within the 2 mile radius of Cambridge. After review of the plat, a motion by Macki, seconded by Baxter, to waive the city's right of

review for the subdivision request. Roll Call: All Ayes. The council will act on a resolution to this effect at the March regular meeting.

Resolution No. 22-04, "Resolution Adopting Maximum Property Tax Levy", was presented to the council. A motion by Macki, seconded by Harper, was made to approve the resolution. Roll Call: Ayes: Bassett, Baxter, Harper, Macki, McBreen. Nays: None. Motion carried.

Mayor/Council comments were asked for with none brought forward.

A motion by Harper, seconded by Macki, to adjourn the meeting. Roll Call: All Ayes. The meeting was adjourned at 9:00 p.m.

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Debra L. Thompson, City Clerk

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Robert D. Chubbic, Mayor