

**RUGBY CITY COUNCIL
REGULAR MEETING
MONDAY, MARCH 2, 2015 – 5:30 P.M.
COUNCIL CHAMBERS**

Council Members present: Rheault, Lotvedt, Kraft, Bednarz, Berg and Wentz. Also present were Mayor Geiszler, City Auditor Heisey, and Deputy Auditor Johnson. Absent: Council Member Hoffert and City Attorney Hartl

Mayor Geiszler called the meeting to order at 5:30pm. Council members recited the Pledge of Allegiance. Roll call of council members was taken by Mayor Geiszler.

There was an addition to the agenda, a raffle permit was added.

Motion by Lotvedt to approve: Minutes of February 2, 2015 Council Meeting; Minutes of February 12, 2015 Special Council Meeting; and Minutes of February 18, 2015 Special Council Meeting. Second by Kraft, all voting yes, motion carried.

The Council reviewed the bill list. **Bills paid since last meeting:** 15692 Bottineau Courant \$39.00, 15693 Devils Lake Journal \$98.70, 15694 Envision \$382.61, 15695 HACTC \$65.00, 15696 Hi-Way Tesoro \$933.76, 15697 Lincoln Republic Ins. Co. \$153.56, 15698 Minot Daily News \$327.00, 15699 Mouse River Journal \$29.40, 15700 ND Telephone Company \$608.82, 15701 Otter Tail Power Company \$14,499.87, 15702 Pierce County Tribune \$567.12, 15703 The Herald-Press \$15.01, 15704 Verizon Wireless \$329.27, 15705 Williston Daily Herald \$280.80, 15706 Workforce Safety & Insurance \$6,640.34, 15707 Municipal Finance Officers Assn. \$90.00, 15708 Convention & Visitors Bureau \$774.24, 15709 Rugby Job Authority \$17,005.62, 15710 Postmaster \$338.46, 15711 Rugby Sanitation, Inc. \$23,674.46, Total Bills Paid \$66,853.04. ACH Payroll Checks \$42,207.38, Social Security \$7,144.36, Medicare Taxes \$1,670.84, Payroll Taxes \$5,947.69, Electronic Total \$14,762.89, 15712 AFLAC \$140.58, 15713 Job Service ND \$200.00, 15714 Emp. Health Ins. \$9,131.46, 15715 Child Support \$384.00, 15716 Deferred Compensation Plan \$540.00, 15717 Emp. Retirement \$7,776.78, 15718 Child Support \$316.80, Total Bills For Payroll \$75,459.89, Grand Total All Bills Paid Since Last Meeting of 02/02/15 \$142,312.93.

Bills to be paid: 15719 Aaron Reile \$100.00, 15720 Advanced Engineering \$4,975.20, 15721 Arland Geiszler \$74.75, 15722 Atco International \$366.00, 15723 B & J Excavating, Inc. \$2,000.00, 15724 Bremer Bank \$3,045.87, 15725 BW Ramkota Hotel \$178.00, 15726 D & S Motors, Inc. \$134.46, 15727 Dakota Supply Group \$1,799.90, 15728 Derek Lowstuter \$75.00, 15729 Greg Boucher \$100.00, 15730 H.E. Everson Co., Inc. \$26.06, 15731 HACTC \$92.91, 15732 Hawkins, Inc. \$1,047.54, 15733 I Design \$46.45, 15734 Information Technology Dept. \$750.00, 15735 Interstate Engineering, Inc. \$592.50, 15736 Johnson's Plumbing Service \$104,228.16, 15737 Mack Law Office, P.C. \$150.00, 15738 MARC \$897.00, 15739 Mindy Stier \$35.00, 15740 ND League of Cities \$60.00, 15741 ND Municipal Judge's Assn. \$25.00, 15742 ND One Call Concepts, Inc. \$3.30, 15743 Northern Plains Electric Coop. \$1,892.89, 15744 Petty Cash \$72.86, 15745 Pierce County Auditor \$2,208.33, 15746 Railroad

Management Co. \$160.78, 15747 Rebecca Jordan \$110.00, 15748 Rugby Eagles \$102.45, 15749 Rugby Hardware Hank \$296.19, 15750 Rugby Sanitation, Inc. \$154.00, 15751 Rugby Service Center \$488.43, 15752 Shopko Stores \$100.58, 15753 SRT Communications, Inc. \$32.83, 15754 Uniform Center \$108.97, Total Bills Submitted For Approval: \$126,531.41. Bednarz questioned billing for hauling out cattails. He questioned why the fire department had not burned the area as they had in past years. Mayor Geiszler stated that the cattails were cut, bundled, and it had snowed and as a result, the fire department felt that the bundles would smolder too long. Mayor Geiszler explained that the cattails had to be removed to prevent blocking the natural waterways. Wentz stated that the cattails had to be removed from the low spot because they would plug up the culvert resulting in worse problems. He stated that the cattails would be laid out to dry next year so that they could be burned. Bednarz brought up spraying, Mayor Geiszler said the subject had been researched and would take about 5 years of repeated spraying and wet years would hinder the project. Wentz stated that the removal of the cattails cost the City with the use of city resources over \$6,000. Berg emphasized that the fire department would be the most effective in making sure the area was burned out as they had in many previous years. Mayor Geiszler agreed that the fire department burning the area was the best plan of action and ensured that we would not have a repeat of last year. Other than the removal of the cattails, Berg stated that everything looked fine. Motion by Bednarz to approve the payment of the bills and the bills paid since the last meeting. Second by Berg. Roll call vote: all voting yes, motion carried.

Motion by Lotvedt to approve the Municipal Judge's Report for February 2015. Second by Wentz, all voting yes, motion carried.

There were no JDA minutes and financials to approve.

In consideration of approval of raffles, special event permits, etc., a raffle application submitted by Randi Heisler was tabled and will be reviewed at the next Council meeting. Applicant was not present to answer questions nor was legal counsel there to advise on the subject. Motion by Lotvedt to table the raffle. Second by Wentz, all voting yes, motion carried.

Mayor Geiszler presented for approval the National School Breakfast Week 2015 Proclamation. He stated that the proclamation was to raise awareness of the benefits of providing a healthy breakfast to school-age children. He was formally invited to have breakfast with the children at Ely Elementary on Tuesday and opened the invitation to other council members. Mayor Geisler was looking forward to eating breakfast with the children. Motion by Wentz, second by Kraft, all voting yes, motion carried.

A tax abatement for Edward Selensky was presented by Pierce County Tax Director, Kelsey Sigler. Sigler, whom noted that the home had previously qualified under the homestead credit, stated that the family is no longer eligible to receive the credit since the original owner had since passed away. Sigler stated that the property was in very poor condition and was not inhabitable. The state of disrepair led Sigler to believe that valuation of the property should be based upon the cost of tearing the house down and

the lot value. Comparable property values received by Sigler from Brokers 12 for the lot valued for around \$10,000 and estimates of around \$4,000 to tear down the house. Noting the poor condition, Sigler devalued the property to \$14,000, a significant decrease from the previously assessed value of \$28,607. Sigler stated that the home owners would still be liable for the taxes based upon the devalued assessment. Motion by Lotvedt to devalue the property from \$28,607 to \$14,000. Second by Wentz, all voting yes, motion carried.

There was a call for bids for gravel and washed sand. Wentz made the motion, second by Berg, all voting yes, motion carried.


Mayor Geisler stated that a resolution was needed and requested approval for a Resolution for General Obligation Bonds. Hoffert and Geiszler have been working with Bremer Bank and the bank's legal counsel informed them that the general obligation bond must go through a publication and a call for bids. There will be a 60-day time period to call for bids and this notice will be placed in the local newspaper. Per statute, bids will be open to any lending institution or individual. Municipalities must abide by statutes and call for competitive bids. Lenders can bid the interest rates and terms of the loan. Monies that have been transferred into the Fire Reserve from the Infrastructure fund will remain during the lending process until it is complete. Geiszler stated that we need to call for a resolution for bonds necessary to complete the Fire Hall. Motion by Kraft, second by Berg. Roll call vote: all voting yes, motion carried.

Committee Reports: **Public Safety** – Bednarz stated that Fire Fighter I and Fire Fighter II certification training is on-going, and that approximately 9 firefighters will attend fire school. Police report was relatively uneventful, a new policeman was hired, Russell Anthony. High overtime hours were discussed and ways to cut overtime are being evaluated. Bednarz will work with Chief Rose weekly/monthly as to work on cutting overtime costs. He noted that a new officer was hired and overtime was expected to decrease. Bednarz presented a draft application that he had been working on with Scott Craun for a 50/50 sidewalk replacement funding policy that would be made available to private residents as well as commercial entities to be completed within the year it is approved. Bednarz stated the application would be subject to building inspector and public safety approval. Lotvedt motioned that application be approved upon the condition that the application be changed to remove the option of 100% funding and that the warranty be changed to 1 year. \$25,000 out of the infrastructure fund had been approved and would be set aside for this project annually. Mayor Geiszler requested approval of the sidewalk application. Motion by Berg, second by Rhealt. Roll call vote: all voting yes, motion carried. Bednarz stated that he will work with the county on an agreement for shared costs on out-of-town calls because the City has to bring another officer on duty to cover for the officer being called to assist. **Finance** – No report. **Ordinance/Recreation** – Berg stated that will be working on nuisance ordinance in the next couple of months. He also stated that Bonnie Berginski and Alex McClintock would be resuming their roles as Pool Director and Recreation Director for the City's recreation program. Lawn mowers are to be bid, repairs are needed at the ball diamonds and pool. Wentz and Berg discussed a new tree ordinance. **Water/Streets/Sewer** – Wentz

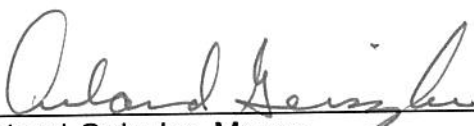
affirmed that the Water Treatment Plant project is progressing as planned. He stated that the week of the 15th the drain would be tested. Wentz stated that they were still waiting on a bid for the chlorination probe. Furnaces did get fixed and other maintenance was being addressed. Mayor Geiszler requested an addendum be made to the original contract removing the \$46,000 control system programming. He affirmed that Rod Rock with Integrated Process Solutions would be doing the programming. **Personnel** – Mayor Geisler stated that an Alcohol and Drug policy was being explored since the city does not have a formal policy in place, nothing to be approved. **Buildings / Property / Infrastructure** - Lotvedt stated there were still some issues that needed to be resolved in the construction of the new fire hall. A preconstruction meeting was held for the Gooseneck Sewer and Water Expansion Project that was supposed to be completed by April 15, but the ground froze too early last fall delaying construction. He stated that a new schedule for the project was being developed and would be presented at the April Council Meeting. He also stated that the contractor had already spoken to the land owners and would assume any crop damages. Lotvedt said that the project would not be able to be started until power is supplied. Lotvedt noted that a discrepancy on extending Country Road to the south was still being worked out. The engineers and surveyors are working to get all corrected. He stated there were easement concerns with the 2014 Water and Sewer project due to discrepancies with surveying. This was being resolved with the surveying companies and engineers. Lotvedt stated that Chalmer's is giving 21 feet and Kirchofner is giving 21 feet resulting in 42 feet for the street. The owners were not willing to give 30 feet for commercial use. He said that the street would someday hook up with the south side of the hockey rink and the back of the hotel. More discussion was held on when the fire hall would be complete. Lotvedt scheduled a meeting with builders and expressed dissatisfaction with the meeting results. The project was nearing completion but details are not being taken care of. Completion of the Fire Hall and insurance plan coverage for Fire and Tornado Insurance were discussed. Mayor Geisler emphasized that final payments would be withheld until the project is completed to the City's satisfaction and all parties approve.

Meetings this month: Planning & Zoning Commission Meeting – March 9 at 7:30pm; Committee Meetings - March 11; JDA Board Meeting - March 18 at noon.

There being no further business to transact or to come before the council at this time, Lotvedt made the motion to adjourn the meeting at 6:16pm. Second by Rheault,


Elizabeth Heisey, City Auditor

3/6/2015
Date Submitted


Arland Geiszler, Mayor

4/6/15
Date Approved