

**RUGBY CITY COUNCIL
REGULAR MEETING
MONDAY, APRIL 6, 2015 – 7:30 P.M.
COUNCIL CHAMBERS**

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

Mayor Geiszler called the meeting to order at 7:30 pm. Council members recited the Pledge of Allegiance. Roll call of council members was taken by Mayor Geiszler.

There were no additions to the agenda.

Motion by Bednarz to approve the Minutes of the March 2, 2015 Council Meeting. Second by Kraft, all voting yes, motion carried.

Bills Paid Since Last Meeting of 03/02/15: 15755 Associated Supply Company \$275, 15756 B & M Laundry Service \$109.47, 15757 Bonnie Berginski \$300, 15758 David Serrato, Jr. \$480, 15759 Envision \$1351.99, 15760 First District Health Unit \$132, 15761 Grant Fasthorse \$250, 15762 HACTC \$260, 15763 Heart of America Med. Center \$12.96, 15764 Hi-Way Tesoro \$881.47, 15765 John B. Rose \$184, 15766 Lincoln Republic Ins. Co. \$164.81, 15767 ND Telephone Company \$607.63, 15768 Otter Tail Power Company \$14360.03, 15769 Pierce County Tribune \$511.41, 15770 Power Plan \$7.64, 15771 Verizon Wireless \$329.60, 15772 Convention & Visitors Bureau \$9041.53, 15773 Heart of America Library \$38523.74, 15774 Rugby Job Authority \$21095.47, 15775 Carter Tuenge \$500, 15776 Postmaster \$340.57, 15777 Rugby Sanitation, Inc. \$23523.46. **Total Bills Paid: \$113242.78**

ACH Payroll Checks: \$ 46690.80, (Social Security \$7642.32, Medicare Taxes \$1787.38, Payroll Taxes \$5286.04) Electronic Total: \$14715.74, 15778 AFLAC \$140.58, 15779 Job Service ND \$200, 15780 NDPERS \$11571.90, 15781 ND Child Support Division \$384, 15782 NDPERS \$540, 15783 NDPERS \$7627.90, 15784 State Tax Commissioner \$1625.27, 15785 Child Support Division / ND \$316.80. **Total Bills For Payroll: \$83812.99**

Grand Total All Bills Paid Since Last Meeting of 03/02/15 \$197055.78

Bills To Be Approved at 04/06/15 Meeting: 15786 Aaron Reile \$45, 15787 Advanced Engineering, Inc. \$2334.05, 15788 Atco International \$732, 15789 B & M Laundry Service \$95, 15790 Bartsch Electric \$1542.80, 15791 Bonnie Berginski \$499.48, 15792 Bremer Bank \$3045.87, 15793 BW Ramkota Hotel \$74.70, 15794 Checkrite of Minot, Inc. \$10, 15795 Comfort Inn \$74, 15796 Dakota Fire Extinguishers \$700.18, 15797 Elizabeth Heisey \$184, 15798 Environmental Equipment \$52.30, 15799 Ethanol Products, LLC \$1061.19, 15800 First District Health Unit \$66, 15801 H.E. Everson, Co., Inc. \$105.21, 15802 Hawkins, Inc. \$791.87, 15803 Heseb Unlimited \$63.80, 15804 I

Design, Inc. \$187.70, 15805 Interstate Engineering, Inc. \$8625.28, 15806 J.P. Cooke Company \$98.35, 15807 Jemco, Inc. \$9993.04, 15808 Johnson's Plumbing Service \$19.74, 15809 KZZJ AM 1450 \$267.50, 15810 Lincoln Republic Ins. Co. \$187.31
15811 Lotvedt Lumber, Inc. \$75.20, 15812 Maintenance Engineering, LTD \$475.63, 15813 MARC \$185.02, 15814 Mindy Stier \$57.50, 15815 Municipal Gov. Academy \$225, 15816 ND Chiefs of Police Assn. \$30, 15817 ND One Call Concepts, Inc. \$5.5
15818 ND Rural Water Systems Assn. \$225, 15819 ND Telephone Company \$715.86
15820 Northern Plains Electric Coop. \$2051.92, 15821 Office of the State Auditor \$165, 15822 Petty Cash \$11.37, 15823 Phyllis Johnson \$100, 15824 Pierce County Auditor \$2208.33, 15825 Postmaster \$490, 15826 Power Plan \$2414.67, 15827 Precision Autobody & Glass \$161.60, 15828 Premier Lube & Tire \$115.25, 15829 Radisson Hotel Bismarck \$149.40, 15830 Rebecca Jordan \$110, 15831 Rugby Hardware Hank \$6365.51, 15832 Rugby Lumber, Inc. \$119.82, 15833 Rugby Sanitation, Inc. \$154, 15834 Rugby Service Center \$303.40, 15835 Rugby Veterinary Service \$91.30, 15836 Rugby Welding & Machine \$773.25, 15837 Scott Craun \$201.16, 15838 Sensus USA, Inc. \$1784.47, 15839 SRT Communications, Inc. \$32.83, 15840 Staples Credit Plan \$216.03, 15841 Swanberg Construction Co. \$277265, 15842 The Computer Store \$230
15843 Uniform Center \$15.98, 15844 Verizon Wireless \$332.80, 15845 Workforce Safety & Insurance \$250. **Sub-Total Bills Submitted For Approval: \$328964.17**

42125 Automatic Withdrawal - Wells Fargo Bank / Dist. 2009-1 Bond Payment
Principal Due \$290000, Interest Due \$82390. **Total Withdrawal for Dist. 2009-1 \$372390**

42125 Automatic Withdrawal - Wells Fargo Bank / Dist. 2013-1 Bond Payment
Principal Due \$67260, Interest Due \$12959.81. **Total Withdrawal for Dist. 2013-1 \$80219.81**

42125 Automatic Withdrawal - Wells Fargo Bank / Dist. 2013-2 Bond Payment
Principal Due \$57740, Interest Due \$11125.19. **Total Withdrawal for Dist. 2013-2 \$68865.19**

Total Bills Submitted For Approval: \$850439.17

Bills were reviewed by Wentz and Rheault. Motion by Wentz to approve payment of the bills. Second by Rheault, roll call vote, all voting yes, motion carried.

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

Motion by Hoffert to approve the JDA minutes and financials. Second by Bednarz, all voting yes, motion carried.

A Variance Request by Ken Kuntz was presented to the Council for approval. The Council discussed the percentage of the lot to be covered if the variance was granted. Public Works Supervisor Larson noted that the Variance was for the addition of a 28 x 40 garage. Hoffert requested that future variance requests specifically notate what percentage of property was extended beyond the allowable thirty percent. Motion by

Kraft to approve the Variance Request submitted by Ken Kuntz. Second by Rheault, all voting yes, motion carried.

Gravel Bids were opened. Sealed bids were opened from: Deplazes Redi-Mix & Construction, LLC; Schneider Custom Hauling; and B & J Excavating, Inc. Deplazes bid Class 5 gravel for \$15.00 per yard and washed sand for \$20.00 per yard. Schneider bid gravel for \$12.50 per yard and sand for \$14.00 per yard. B & J Excavating bid Class 5 gravel at \$15.25 per yard and manufactured sand for \$27.19 per yard and also fine sand with no rocks or pebbles for \$22.19 per yard. The Council discussed the various sand and gravel and also availability. Motion by Wentz to accept all bids. Second by Rheault, roll call vote, all voting yes, motion carried.

Motion by Hoffert to approve the City Government Week Proclamation. Second by Kraft, all voting yes, motion carried.

Motion by Kraft to approve the Arbor Day Proclamation. Second by Bednarz, all voting yes, motion carried.

A Resolution to approve a change order for the 2014 Water and Sewer Expansion project was presented to the Council by B & J Excavating to extend the completion of the project from April 15th to September 15th. The project was delayed due to early onset of winter and electrical service provided to the area. It was noted that Northern Plains was the rural electric provider but with annexation, Ottertail will assume responsibility for providing the service necessary for the project to proceed. All parties were in agreement with the change order. Motion by Hoffert to approve Resolution 2015-4 for Change Order No. 1, B & J Excavating. Second by Kraft, all voting yes, motion carried.

After advisement and review by City Attorney Hartl, a motion was made by Rheault for the approval of the following raffles: First Lutheran LYO; Catholic Daughters of America; and Rugby Chamber of Commerce. Second by Wentz, all voting yes, motion carried.

After advisement and review by City Attorney Hartl, a motion was made by Hoffert to approve the special event/retail alcohol sales permit submitted by 3rd Street Station - Dan Corum with the stipulation that the applicant hire an officer for security. Second by Kraft, all voting yes, motion carried.

Committee Reports: **Public Safety** – Bednarz stated that everyone was present at the meeting. There was an issue with a “dog at large” that had been frequenting the hospital grounds concerning hospital staff and the well-being of patients. Chief Rose stated that the new car should be ready by the end of the month. Bednarz stated that they were now fully staffed and expected overtime to decrease. Chief Rose had been working with a local towing company to develop an agreement for impounds and parking enforcements. Hoffert asked that police be vigilant in enforcing speed limits because of the spring weather and increased activity of pedestrians and children playing. **Personnel Committee** – No report. **Finance** – Hoffert reported that the committee was still working on the financing for the New Fire Hall. Mayor Geiszler noted that our financing will be limited to the amount we can pay back every year. Banking regulations

limit us to the revenue produced by 5 Mills. Our amortization schedule will be based upon the 5 Mill limitations. Mayor Geiszler asked that the Fire Department check on any additional donations that may help to reduce the amount that must be borrowed. Hoffert brought up the continuing discussion on overtime and emphasized the importance of all overtime being justified. Hoffert stated that there was a list of surplus equipment that still needs to be sold and that all departments follow up on disposal of these items. In efforts to save money, Hoffert felt that aggressive maintenance would save money in the long run. Geiszler felt it may be cost beneficial to look at scheduling the '09 street resurfacing earlier to take advantage of falling oil prices. Wentz agreed with Mayor Geiszler's comments on looking at starting the street project earlier. Wentz noted that resurfacing the roads had already been assessed to the public through the '09 project and money has been set aside. Hoffert was concerned about having too many projects at the same time. Mayor Geiszler noted that the project at water plant has been progressing nicely, noting that the city will be finalizing financing on that project soon. Hoffert, on behalf of the finance committee, presented a request to the council to approve bonuses for Deputy City Auditor Johnson and City Clerk Munyer in recognition of their increased efforts and outstanding performance during the vacancy of the City Auditor position. Hoffert noted that the Finance Committee wanted to commend the employees for putting in several extra hours and taking on an extra work load without any complaints. The Committee recommended that they should receive bonuses of \$500.00 each for January and February. Mayor Geiszler also commended the efforts of Deputy City Auditor Johnson and City Clerk Munyer and requested a motion for \$500.00 each. Motion by Rheault to approve the bonuses of \$500.00 each for Johnson and Munyer. Second by Bednarz, roll call vote, all voting yes, motion carried. **Ordinance and Recreation** – Hoffert stated that a local business had contacted him and was concerned about people selling fruit without a license or permit. Hoffert recommended that the Ordinance Committee take a look at that ordinance. He also asked the Ordinance Committee to look into the Peddlers Ordinance that excludes selling produce. Mayor Geiszler expressed the need for updating our nuisance and tree ordinance as well. Mayor Geiszler reported that Pool Manager, Bonnie Berginski was able to address the committee and share concerns regarding maintenance and low wages. After discussion, the Recreation Committee had made a motion to approve an up to \$2.00 an hour raise for lifeguards and water safety instructors, noting that the wage scale had not been updated for several years. Motion by Hoffert to approve an update of pool wages. Second by Rheault, roll call vote, all voting yes, motion carried. **Public Works** – Wentz noted that a transformer went out on the Friday before Easter, in turn, causing a power outage that affected a lift station. He commended the Public Works department for responding quickly and addressing the situation on the holiday weekend. Wentz also provided a Water Plant update, stating that there were a few setbacks but they should be finished at the end of the month and everything was now progressing as planned. They have been working at the pool to address needed repairs, install new heaters and an enclosure. Wentz also addressed concerns about the street sweeper creating a significant amount of dust. The street sweeper is a vacuum-type sweeper as opposed to mechanical sweeper and the amount dust cannot be avoided because of the blower-vacuum type of sweeper it is and it has no trade-in value. Wentz recommended finding a used mechanical sweeper. Geiszler suggested getting quotes

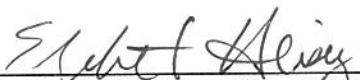
for budget time. Wentz provided an update for City-Wide clean-up and the stalled negotiations with Rugby Sanitation. Wentz wanted to rein in costs of the clean-up. The council discussed ideas of how costs could be reduced. Wentz and Bednarz discussed management of projects and logging time. Bednarz wanted all time logged. Mayor Geiszler suggested they take that issue back to committee. **Buildings** – Update on the Fire Hall was provided by Kraft, Fire Chief Schneibel, and Mayor Geiszler. Final punch lists had been received with exception of the architect. Mayor Geiszler noted that ownership of the Hall will not take place until the building was completed and contracts were satisfied. Kraft had been in contact with the National Guard regarding the Armory Project and we were waiting on the installation of windows and doors.

Old Business – Bednarz wanted to see if the Nuisance Ordinance, which the committee had been previously working on, was being addressed. Bednarz wanted to see that employee evaluation forms are distributed and filled out before wage increases. Mayor Geiszler wanted to see them completed by the end of June. Wentz provided a report by Rod Roc showing only .035% water losses within the plant, greatly differing from previous readings that showed large losses. Mayor Geiszler believed that the previous reports were erroneous. He also stated that the city was working on metered water discrepancies. Kraft wanted the city to provide reporting that would reflect how many metered gallons of water were billed out last year in comparison with the number of meter gallons distributed from the water plant. Mayor Geiszler noted that the City is working to retrieve that information.

New Business - Mayor Geiszler informed the Council that no one had filed for the 4th ward vacancy. The election will still be held for write-in candidates only.

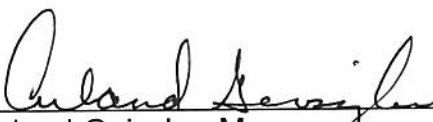
Meetings this month: Planning & Zoning Commission Meeting – April 13 at 7:30pm; Tax Equalization Meeting - April 14 at 7:30pm; Committee Meetings - April 15; JDA Board Meeting – April 15 at noon.

There being no further business to transact or to come before the council at this time, Hoffert made the motion to adjourn the meeting at 7:58pm. Second by Bednarz



Elizabeth Heisey, City Auditor

5/4/2015
Date Submitted



Arland Geiszler, Mayor

5-6-15
Date Approved