

**RUGBY CITY COUNCIL
REGULAR MEETING
MONDAY, MAY 4, 2015 – 7:30 P.M.
COUNCIL CHAMBERS**

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

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 Hoffert to approve the Minutes of: the April 6th 2015 Council Meeting; the April 14th Tax Equalization Meeting; and the April 14th Special Council Meeting. Second by Kraft, all voting yes, motion carried.

Bills Paid Since Last Meeting of 04/06/15: 15846 Convention & Visitors Bureau \$6771.31, 15847 Envision \$402.2, 15848 Heart of America Med. Center \$12.96, 15849 Hi-Way Tesoro \$942.37, 15850 John Deere Financial \$4.41, 15851 M.J. McGuire Company \$29108, 15852 ND Dept. of Transportation \$6.5, 15853 ND Insurance Company \$3.3, 15854 Otter Tail Power Company \$10758.1, 15855 Pierce County Tribune \$596.64, 15856 Rugby Job Authority \$19885.15, 15857 State Water Commission \$4482.45, 15858 Amanda Amyotte \$300, 15859 Postmaster \$338.95, 15860 Rugby Sanitation, Inc. \$23226.93, 15861 SyAnn Graber \$533.07. **Total Bills Paid \$97372.34**

ACH Payroll Checks \$46945.21, (Social Security \$7917.32, Medicare Taxes \$1851.62, Payroll Taxes \$6662.12) Electronic Total \$16431.06, 15862 AFLAC \$140.58, 15863 Job Service ND \$200, 15864 NDPERS \$11782, 15865 ND Child Support Division \$384, 15866 NDPERS \$540, 15867 NDPERS \$8360.5, 15868 Child Support Division / ND \$316.8, **Total Bills For Payroll \$85100.15**

Grand Total All Bills Paid Since Last Meeting of 04/06/15 - \$182472.49

Bills Approved at 05/04/15 Meeting: 15869 Admin. Professional Today \$89, 15870 Advanced Engineering, Inc. \$8906.37, 15871 American Builders \$27470, 15872 Aqua-Pure, Inc. \$1685, 15873 Associated Supply Company \$166.75, 15874 B & J Excavating, Inc. \$1200, 15875 Bartsch Electric, LLC \$15269.34, 15876 Black Mountain Software \$100, 15877 Bonnie Berginski \$149.5, 15878 Bremer Bank \$3045.87, 15879 Commercial Glass Systems \$30359, 15880 D & S Motors \$863.58, 15881 Dakota Supply Group \$2110.05, 15882 Elizabeth Heisey \$1027.89, 15883 Environmental Equipment \$882, 15884 Ethanol Products, LLC \$1132.82, 15885 First District Health Unit \$66, 15886 Glenko Enterprises, LTD \$1819.22, 15887 Graymont Western Canada \$4729.46, 15888 H.E. Everson Company \$193.73, 15889 HACTC \$715, 15890 Hawkins, Inc. \$791.87, 15891 Hometown Quilting \$20, 15892 Integrated Process Solutions \$16690, 15893 International Code Council \$135, 15894 Job Service ND \$307.83, 15895 Johnson's Plumbing \$671.63, 15896 Lake Region Dist. Health Unit \$100, 15897 Lotvedt Lumber, Inc. \$444.5, 15898 Maintenance Engineering \$215.91

15899 ND Insurance Dept. \$3.18, 15900 Northern Plains Electric Coop. \$1828.21
15901 Petty Cash \$100.44, 15902 Pierce County Auditor \$2208.33, 15903 Premier
Lube & Tire \$39.55, 15904 Rebecca Jordan \$110, 15905 Recreation Supply Company
\$353.28, 15906 Rugby Farmers Union Elevator \$110, 15907 Rugby Fire Dept.
\$20323.25, 15908 Rugby Hardware Hank \$5901.72, 15909 Rugby Lumber, Inc.
\$525.29, 15910 Rugby Sanitation, Inc. \$154, 15911 Rugby Service Center \$513.17,
15912 Rugby Veterinary Service \$111.1, 15913 Shopko Hometown \$124.41, 15914
SRT Communications, Inc. \$32.88, 15915 Team Laboratory Chem. Corp. \$6601, 15916
The Computer Store \$2781.99, 15917 Uniform Center \$35.97, 15918 Van Diest Supply
Co. \$2789.6, 15919 Verizon Wireless \$330.8. **Total Bills Submitted For Approval
\$166335.49** A bill from Commercial Glass Systems for \$12,991.00 was submitted in
addition to the bill list at the request of Lotvedt. The bill was for the new windows at the
Armory and due to time constraints of 50/50 reimbursement agreement with the
National Guard and the City due by June 1st, Lotvedt requested payment as soon as
possible in order to satisfy the agreement by the deadline and requested that this bill be
added to the bill list. Motion by Kraft to approve payment of the bill to Commercial Glass
Systems. Second by Bednarz, roll call vote, all voting yes, motion carried. Bills were
reviewed by Rheault and Lotvedt. Motion by Lotvedt 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 April 2015. Second by
Wentz, all voting yes, motion carried.

A motion to approve the Poppy Day Proclamation, Second by Berg, all voting yes,
motion carried.

The Council reviewed and discussed the Fire Department financial statements. As of
December 31, 2014, the Fire Department had a total of \$186,949 in financial assets with
approximately \$22,000 assigned for Fallen Fireman and \$53,000 put aside for the new
fire hall. Chief Schneibel was also present to answer questions and address concerns.
Mayor Geiszler and Hoffert questioned the Fire Department's retention of funds and
asked if additional monies could be applied toward the new Fire Hall. Chief Schneibel
stated that he brought a check for \$23,000 from the Fire Department and a check from
the Fire Department Auxiliary for \$27,420. The Council and Chief Schneibel debated
and discussed the Fire Department's financial position and the use of those funds.
Pointing out previous audit concerns, Mayor Geiszler emphasized that the Fire
Department is part of the City and felt that it was in the City's best interest for the
department to transfer all bookkeeping over to the City. It was also noted that any
money contributed towards the Fire Hall would be used for the Fire Hall. City Auditor
Heisey and Attorney Hartl also provided comments regarding appropriation of funds and
the Fire Department's standing as a legal component of the City. Chief Schneibel stated
that he would take the concerns of the Council regarding the Fire Department before the
Fireman at their next meeting scheduled for Monday, May 11.

Motion by Lotvedt to approve the JDA Board Recommendation for Board Vacancy -
Bonnie Kuehnemund. Second by Rheault, all voting yes, motion carried.

The Council considered approval of a special events permit for fireworks submitted by Relay for Life. Recommendation was made by City Attorney Hartl for approval of the Special Event Permit for Fireworks with approval from Chief Rose for Relay for Life to be located at the Rugby High School Track. Motion by Hoffert to approve the permit. Second by Bednarz, all voting yes, motion carried. A Retail Alcoholic Beverage Permit submitted by Daniel Corum for the Chamber Softball Tournament to be located at the Rugby Baseball Diamonds was tabled for further clarification and referred to the Public Safety Committee for further review, after concerns brought by Chief Rose regarding the liquor license transfer. Gaming Site Authorizations were reviewed by the council. City Attorney Hartl recommended the approval of Gaming Site Authorizations for Rugby Aerie 3834 Fraternal Order of Eagles to be located at Lee's Bar and also for the Rugby Amateur Hockey Association located at Northern Lights Inn and Crooks Lounge. Motion by Kraft to approve the Gaming Site Authorizations. Second by Berg, all voting yes, motion carried. Two Retail Alcoholic Beverage Permits submitted by the Eagles for an event at the Fairgrounds and for the Mud Run were also tabled for further clarification and approval through the Public Safety Committee.


Committee Meeting times were reviewed by Council. The Council agreed upon committee meetings to be held at the following times: Public Safety at 9:00 am; Finance at 10:00 am; Ordinance and Rec at 11:00 am; Public Works at 1:00 pm; Buildings/Property at 2:00 pm; and Personnel at 3:00 pm.

Committee Reports: **Public Safety – Committee Chairman** Bednarz stated that they met on the 15th of April. Nuisance complaints were presented and reviewed. Employee evaluations were handed out to the departments and they were asked to complete them by June 15th. Bednarz presented concerns about an uncovered manhole and pump. **Finance** – Committee Chairman Hoffert reported that the Bonding process for the Fire Hall was in the final stages and the Committee had reviewed the costs, donations, and the balance remaining in the Fire Reserve Fund. The Committee felt that the City needed about \$360,000 to pay back the infrastructure fund. Hoffert reviewed overtime concerns. The Cash Report was also reviewed. He reminded the Council of the upcoming meeting for the Bond issue. **Ordinance and Recreation** – Committee Chairman Berg brought up the proposed changes in the nuisance ordinance from last year that had not made it through the second reading. Berg questioned City Attorney Hartl regarding the needed changes. Hartl explained that the original ordinance and proposed changes in the ordinance needed to be blended into one document. Hartl stated that the parts of the old ordinance that the ordinance committee wanted to be removed must be “struck” out of the existing language and the additions to the ordinance must be underlined. Berg updated the committee on maintenance at the ball diamonds including the lights and broken water line. He also noted that they were still looking for coaches but it was noted that there had been a few applicants. **Public Works** – Committee Chairman Wentz reported that the Water Plant Update has been at a standstill because of a special pipe that had been ordered. One train is running and the other one is down. The engineer needed to be contacted to discuss the hold up. There are two different levels for the trains that the engineer did not catch. PW Supervisor Larson stated that there was a foot difference so there was not enough room between the trough and the bottom of the filter, so a special pipe had to be ordered and

it had not arrived. Wentz stated that they were under a lot pressure to get the pool ready. He discussed the City-wide Clean Up and a few changes that were made. Scrap metal and appliances will be picked up starting on Thursday. A daily activities schedule was being developed. Wentz also brought up weed spraying for the Cattails. He obtained a bid from 3rd Ave to the bridge which would come to around \$3,800 per application. It is not a one-time application; two applications a year are needed to control the rushes. Hoffert suggested that the area be expanded. The Council discussed the Motion by Hoffert to spray the areas of cattails that had been cut, to not exceed \$3,500 per application. Second by Bednarz, roll call vote, all voting yes, motion carried. Wentz reported that the sweeper needed repairs for parts and service for about \$9,000. He felt that we needed to go back to a mechanical sweeper but until then we have to keep up with the maintenance. He also reported that we need new pumps out at the lift station at the lagoon. There was about \$20,000 appropriated within the budget to replace the pumps at the main lift station. All of the city's sewer is pumped out to that lagoon. Those pumps are responsible for lifting all of that sewage to the lagoon. Wentz pointed out the recent power failure caused by loose wires that ultimately resulted in lift station failure, in turn causing sewage back up in a resident's basement. The power failure also prevented the lift station alarm from going off. The City was notified in time to fix the problem and prevent further back up of the sewer. Lotvedt recommended a back-up alarm for lift station failure. **Personnel** – Mayor Geiszler stated that the Committee would be resuming its work on an alcohol and drug free policy. He stated that he would like to see all of the employee evaluations turned in by July 1st, in time for the budget and employee wage reviews. He also stated that all of the personnel policies would be reviewed. **Buildings** – Lotvedt stated that a push-button lock was installed at the Armory and that the committee had been at odds of who would be in control of the code. Lotvedt raised the question, "who does the City Council want to control that lockset". Hoffert and Kraft wanted the school to be in charge. Mayor Geiszler felt that the city should be in control of the key code. Motion by Lotvedt for the custodian of the Armory, Ryer Thompson, to have control of changing the code and coordinating that code with the school. Second by Wentz, roll call vote: Rheault, Lotvedt, Hoffert, Berg, Wentz voting yes, Kraft and Berg voting no. Motion carried 5-2.

Meetings this month: Special Council Meeting - May 6 at 7:00 pm; Planning & Zoning Commission Meeting – May 11; Committee Meetings – May 20; and JDA Board Meeting at noon.

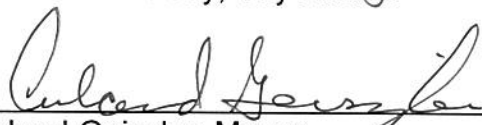
There being no further business to transact or to come before the council at this time, Lotvedt made the motion to adjourn the meeting at 10:13pm. Second by Bednarz.



Elizabeth Heisey, City Auditor



Date Submitted



Arland Geiszler, Mayor



Date Approved