

**RUGBY CITY COUNCIL MEETING MINUTES
MONDAY, MAY 4, 2026 – 7:00 PM
ARMORY COUNCIL CHAMBERS AND MICROSOFT TEAMS**

Mayor LaRocque called the meeting to order at 7:00 pm.

Council members recited the Pledge of Allegiance.

Roll call was taken by LaRocque.

Council Members present: Lotvedt, Nelson, Schneibel, Reinke, Larson, Santjer, and Zachmeier.

Absent: Kraft

Also, present were Mayor LaRocque, Public Works Director Munyer, Chief Bommersbach, Attorney Mickelson Hendrickson (by TEAMS), and Auditor Stewart.

The council considered the agenda. There was a motion by Nelson to approve the agenda as presented. Second by Zachmeier, all voting yes, motion carried.

The council considered the April 15, 2026, meeting minutes. There was a motion by Lotvedt to approve the minutes as presented. Second by Santjer, all voting yes, motion carried.

The bills were reviewed by Santjer and Zachmeier.

Bills Paid Since Last Meeting of 04/6/2026: \$248,087.39

26191	Aqua-Pure Inc	\$5,513.40
26192	B & J Excavating	\$100.00
26193	B & M Laundry	\$95.53
26194	Cole Papers	\$260.31
26195	Colonial Research Chemical Corp	\$4,975.68
26196	Computer Express	\$350.00
26197	Convention & Visitors Bureau	\$865.05
26198	Convention & Visitors Bureau	\$3,685.90
26199	EcoLab	\$203.49
26200	Envision	\$834.31
26201	First District Health Unit	\$90.00
26202	Information Technology Dept	\$213.20
26203	Integrated Process Solutions	\$18,500.00
26204	Jeccica Fjellanger	\$154.61
26205	John Deere Financial	\$678.53
E-Ck	JP Morgan Chase	\$7,277.65
26206	Lake Region District Health Unit	\$100.00
26207	Minot Daily News	\$194.22
26208	Motorola Solutions	\$106.30
26209	ND Dept of Health/Chemistry	\$20.39

26210	ND Department of Water Resources	\$13,026.15
26211	ND Telephone Co	\$933.82
26212	Northern Plains Electric Coop	\$3,583.42
26213	Otter Tail Power Company	\$14,947.10
26214	Peg Stadum - C/O Rodney Stadum	\$95.98
26215	Power Plan	\$4,721.53
26216	Rugby Airport Authority	\$1,532.86
26217	Rugby Greenhouse	\$75.00
26218	Rugby Job Authority	\$22,386.01
26219	Sanitation Products	\$2,107.42
26220	Schock's Safe & Lock	\$99.70
26221	Sensus	\$4,699.00
26222	St. Michel Furniture	\$5,138.00
26223	Travis Lafferty	\$497.82
26224	Valli Information Systems	\$895.78
E-Ck	Wex Bank	\$134.79
ACH	Payroll	\$68,580.69
ACH	Social Security	\$10,146.98
ACH	Medicare Taxes	\$2,373.12
ACH	Payroll Taxes	\$4,918.77
26225	AFLAC	\$494.62
26226	AFLAC	\$1,034.88
ACH	California State Disbursement Unit	\$787.00
ACH	NDPERS	\$825.00
ACH	NDPERS	\$11,590.42
ACH	Sanford Health / NDPERS	\$28,242.96
Bills to be approved at 5/4/2026 meeting \$		\$55,968.57
26227	American Welding & Gas	\$66.69
26228	Associated Supply Company	\$777.60
26229	ATCO International	\$300.00
26230	Brad's Auto Service & Towing	\$860.00
26231	Brandjord Chevrolet	\$127.81
26232	BSN Sports LLC	\$4,836.89
26233	Circle Sanitation	\$20,468.25
26234	Computer Express	\$350.00
26235	David Jaeger	\$1,300.00
26236	Ferguson Waterworks	\$6,356.69
26237	First District Health Unit	\$90.00
26238	Hawkins	\$4,252.10
26239	HESEB Unlimited	\$64.50
26240	Istate Truck Center	\$31.92
26241	Johnson's Plumbing Inc	\$132.70
26242	Lathem Time Company	\$1,390.61
26243	M. J. McGuire Co	\$153.10
26244	Minot Daily News	\$304.20
26245	ND Department of Transportation	\$214.44

26246	ND Envelope Co	\$333.50
26247	ND One Call Concepts	\$26.40
26248	Petty Cash	\$171.34
26249	Pierce County Auditor	\$3,765.33
26250	Rebecca Jordan	\$170.00
26251	Robert Spallinger	\$542.50
26252	Rugby Broadcasters Inc	\$167.10
26253	Rugby Hardware Hank	\$130.29
26254	Rugby Insurance Agency	\$1,129.00
26255	Rugby Lumber Inc	\$1,312.39
26256	Rugby Service Center	\$3,616.84
26257	Rugby Veterinary Services	\$166.00
26258	Running Supply Co	\$1,395.24
26259	Shaine Towe	\$105.29
26260	USA Blue Book	\$159.91
26261	Verizon Wireless	\$699.94

The council considered the monthly bills. There was a motion by Zachmeier to approve the monthly bills. Second by Santjer, roll call vote, all voting yes, motion carried.

The council considered the monthly financials that included the cash report, expenditures vs. budget, and revenues vs. budget. There was a motion by Larson to approve the financials as presented. Second by Reinke, roll call vote, all voting yes, motion carried.

The council reviewed the April municipal court report. There was a motion by Schneibel to approve the April municipal court report. Second by Reinke, all voting yes, motion carried.

Portfolio Reports

Buildings/Property: Portfolio Holder Lotvedt explained that the Highway 3 project has resumed. They are inquiring about working Saturdays and Sundays. There was a motion by Lotvedt to allow the contractors to work on the Highway 3 project on Saturdays and Sundays. Second by Nelson, all voting yes, motion carried. Lotvedt explained that he would be taking a look at the City Hall roof as minor maintenance may need to be completed.

Finance: Portfolio Holder Nelson had nothing to report.

Ordinance: Portfolio Holder Zachmeier had nothing to report.

Personnel: Portfolio Holder Schneibel had nothing to report.

Public Safety: Chief Bommersbach explained that with the warmer temps more people are out and about and crime has picked up.

Public Works: Portfolio Holder Larson explained that they have replaced lagoon valves, the antenna was placed on the water tower for the meter reading upgrade, they are completing seasonal pool maintenance and both Adrian Simpson and Andy Hallof passed DEQ Wastewater Exams.

Library Board: Reinke explained the activities that are happening at the library this spring.

Recreation: Portfolio Holder Santjer discussed Diamond 3 and the possibility of adding some clay to the current field aggregate to help bind things. Registration has taken place for summer baseball, and the pool is being prepared for the summer season.

Unfinished Business

The council explained to the board and attendees that Ordinance 474 was drafted to address the public concern with residents parking on their lawns. Lotvedt explained that the most recent draft would allow gravel as an approved surface to park on. He explained that there would be no action by the council on this proposed ordinance today. The floor was opened up for public comments on the topic.

Cindy Steier, resident, addressed the council regarding her concerns with the proposed ordinance. It was explained by Lotvedt that this proposed ordinance would apply to R-1 and R-2 Zoning, not commercial or mobile home parks.

William Planz, resident, addressed the council regarding his concerns with the proposed ordinance. Zachmeier explained changes in the proposed ordinance from the original draft.

Gabriel and Lacey Valdez, residents, addressed the council regarding their concerns with the proposed ordinance.

Kyler Lemar, property owner, addressed the council regarding the proposed ordinance.

Julie Nieuwsoma and Russell Steier, residents, addressed the council regarding the proposed ordinance.

Zachmeier explained that the council will continue to work on the ordinance and told the public to watch for updates on the city facebook page.

New Business

Munyer explained an estimate from Pipe Detectives to rehabilitate two existing manholes. The cost would be \$15,000. There was a motion by Larson to approve the estimate from Pipe Detectives to rehabilitate two manholes. Second by Lotvedt, roll call vote, all voting yes, motion carried.

Munyer explained a chip seal estimate for 2 ½ Ave. The estimate is from Morris Sealcoat & Trucking for \$53,650. The company is doing the Hwy 3 Project and will be in town this summer.

There was a motion by Lotvedt to approve the estimate from Morris Sealcoat & Trucking for \$53,650. Second by Schneibel, roll call vote, all voting yes, motion carried.

The council considered a rental agreement from Gooseneck Implement for a tractor for \$650 per agreement. This would be rented for two weeks at a time to allow Public Works to mow the lagoon banks and other areas. This will be done multiple times throughout the summer to utilize the batwing mower. There was a motion by Nelson to proceed with the two-week Gooseneck Implement agreement and others throughout the summer. Second by Larson, roll call vote, all voting yes, motion carried.

The council considered a proclamation for Arbor Day, May 11, 2026. There was a motion by Lotvedt to approve the proclamation for Arbor Day. Second by Schneibel, all voting yes, motion carried.

The council considered a proclamation for Police Week, May 10-16, 2026. There was a motion by Larson to approve the Police Week proclamation. Second by Santjer, all voting yes, motion carried.

The council considered a proclamation for EMS Week, May 17-23. There was a motion by Nelson to approve the EMS proclamation. Second by Lotvedt, all voting yes, motion carried.

The council considered a local permit application for Pierce County 4-H. There was a motion by Lotvedt to approve the local permit. Second by Zacheimer, all voting yes, motion carried.

The council considered gaming site authorizations for Rugby Amateur Hockey at Dakota Farms, Lee's Bar, and Back Roads Bar. There was a motion by Larson to approve the gaming site authorizations. Second by Santjer, all voting yes, motion carried.

There was no public comment.

The next council meeting is scheduled for Wednesday, May 20, 2026, at 7:00pm.

There being no further business to transact or come before the council at this time, LaRocque declared the meeting adjourned. The meeting adjourned at 8:38p.m.

Frank LaRocque, Mayor

Attest: _____
Jennifer Stewart, City Auditor