

RUGBY CITY COUNCIL MEETING MINUTES
MONDAY, MAY 6, 2024 – 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: Nelson, Lotvedt, Kraft, Schneibel, Larson, Gannarelli, Brossart, and Zachmeier.

Also present was Mayor LaRocque, Attorney Murray, Chief of Police Bommersbach, Public Works Director Munyer and Auditor Stewart.

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

The council considered the April 17, 2024, meeting minutes. There was a motion by Schneibel to approve the April 17, 2024, meeting minutes. Second by Brossart, all voting yes, motion carried.

The bills were reviewed by Lotvedt and Nelson.

Bills Paid Since Last Meeting of 04/1/2024: \$180,914.73

24003 American Welding & Gas	\$4,381.82
24004 Aqua-Pure Inc	\$2,305.65
24005 B & J Excavating	\$536.00
24006 B & M Laundry	\$179.17
24007 Bismarck Hotel & Conf. Center	\$192.60
24008 Candy Munyer	\$258.40
24009 Clarion Hotel	\$176.40
24010 Cole Papers	\$736.74
24011 Computer Express	\$350.00
24012 Convention & Visitors Bureau	\$934.16
24013 Convention & Visitors Bureau	\$4,078.14
24014 Corrpro Companies	\$925.00
24015 David Bednarz	\$87.10
24016 EcoLab	\$173.80
24017 Envision	\$896.88
24018 First District Health Unit	\$90.00
24019 Hawkins Inc	\$60.00
24020 Home of Economy	\$202.39
24021 I Design	\$435.00
24022 Information Technology Dept	\$97.20
24023 John Deere Financial	\$19.71
E-Ck JP Morgan Chase	\$2,484.61
24024 M. J. McGuire Co	\$158.31
24025 NAPA Auto Parts	\$120.23

24026 ND Dept of Health/Chemistry	\$18.54
24027 ND Dept of Water Resources	\$4,912.35
24028 ND One Call Concepts	\$2.60
24029 ND Telephone Co	\$939.81
24030 NDLTAP-UGPTI	\$50.00
24031 Northern Plains Electric Coop	\$3,179.70
24032 Otter Tail Power Company	\$13,151.69
24033 Petty Cash	\$81.44
24034 Pierce County Tribune	\$711.96
24035 Radisson Hotel Bismarck	\$109.43
24036 Rugby Job Authority	\$19,887.01
24037 Schock's Safe & Lock	\$736.85
24038 Stone's Mobile Radio	\$200.00
24039 Team Laboratory	\$7,701.50
24040 U. S. Bank	\$500.00
24041 Valli Information Systems	\$769.91
24042 Wayne's Construction	\$1,000.00
24043 Wellabe	\$188.00
E-Ck Wex Bank	\$900.27
ACH Payroll Checks	\$56,510.72
ACH Social Security	\$8,450.34
ACH Medicare Taxes	\$1,976.28
ACH Payroll Taxes	\$4,842.03
24044 AFLAC	\$430.38
24045 AFLAC	\$861.65
24046 California State Disbursement Unit	\$453.00
ACH NDPERS	\$825.00
ACH NDPERS	\$9,529.88
ACH Sanford Health / NDPERS	\$22,115.08
Bills To Be Approved at 05/06/24 Meeting:	\$72,762.31
24047 American Welding & Gas	\$66.53
24048 Aqua-Pure Inc	\$2,719.47
24049 Brad's Auto Service & Towing	\$144.00
24050 C & H Repair	\$120.00
24051 Circle Sanitation	\$20,089.25
24052 Computer Express	\$350.00
24053 Core & Main LP	\$137.26
24054 David Jaeger	\$1,300.00
24055 Flexible Pipe Tool Co	\$232.15
24056 G & P Commercial Sales	\$516.25
24057 Harper Oil Co	\$3,940.10
24058 Hawkins	\$1,234.10
24059 Home of Economy	\$584.13
24060 Interstate Engineering Inc	\$15,850.00
24061 Johnson's Plumbing Inc	\$1,829.85
24062 Lathem Time Company	\$766.00

24063 Leever's	\$14.49
24064 Minot Daily News	\$1,459.38
24065 NAPA Auto Parts	\$56.12
24066 Natalie J. Henes	\$13.00
24067 Pierce County Auditor	\$3,583.13
24068 Rebecca Jordan	\$170.00
24069 Robert Spallinger	\$1,470.00
24070 Rugby Broadcasters	\$121.00
24071 Rugby Greenhouse	\$111.90
24072 Rugby Hardware Hank	\$323.88
24073 Rugby Lumber Inc	\$420.46
24074 Rugby Service Center	\$1,254.10
24075 Rugby Veterinary Services	\$430.00
24076 Team Laboratory Chemical	\$11,794.50
24077 The Computer Store	\$99.60
24078 Turtle Mountain Babe Ruth League	\$400.00
24079 U. S. Bank / St Paul	\$500.00
24080 Verizon Wireless	\$661.66

The council considered the monthly bills. There was a motion by Nelson to approve the monthly bills as presented. Second by Lotvedt, roll call vote, all voting yes, motion carried.

The council reviewed the April monthly financials to include the cash report, expenditures vs. budget and revenues vs. budget. There was a motion by Larson to approve the monthly financials to include the cash report, expenditures vs. budget and revenues vs. budget. Second by Zachmeier, roll call vote, all voting yes, motion carried.

The council considered the April Municipal Court Report. There was a motion by Kraft to approve the April Municipal Court Report as presented. Second by Lotvedt, all voting yes, motion carried.

Seth Syverson, Northern Plains Electric Cooperative General Manager, addressed the council regarding NPEC providing power to the future annexation, for Copper Creek Developers, to be placed just east of the current Gooseneck Equipment location. Syverson explained that they currently serve the storage units just north of the Copper Creek property. He asked that the city consider a franchise or service area agreement between NPEC and the city. The council and Syverson discussed future power supply availability.

Jeremy Rham, OtterTail Power Company Area Manager, addressed the council regarding OTPC providing power to the Copper Creek Developers future annexation. Rham asked that the council consider OTPC serving Copper Creek Developers. The council and Rham discussed the Public Service Commission's role within the state. They discussed modified franchise agreements in other communities.

Lotvedt explained that if the city is providing sewer service and annexing the area into the city limits, he believes OTPC should serve the Copper Creek Development. He explained a

development on the east side of Rugby that is served by Rural Water and not the city. There was a motion by Lotvedt to stick with one franchise to proceed with Copper Creek with OtterTail Power. Second by Larson. Nelson explained that he opposed deciding at this meeting regarding this. He elaborated on his reasons to take more time before deciding on this. They discussed how bumping the decision down the road could hold up their construction. Steve Jacobson, Copper Creek Developers, explained that sewer service and annexation are important to them. Murray explained that the council would need to decide if they want to have OTPC or NPEC provide electricity for the future annexation area. Lotvedt wants the council to do what is best for the city, not anyone else. Jacobson asked if the city would allow sewer service without annexation. LaRocque and Lotvedt both explained no, the city would not. LaRocque called for the roll call vote, Brossart-yes, Zachmeier-yes, Gannarelli-yes, Larson-yes, Schneibel-no, Kraft-yes, Nelson-no, Lotvedt-yes, motion carried.

8:00pm Syverson and Rham left the meeting.

Portfolio Reports

Buildings/Property: Portfolio Holder Lotvedt explained that the new doors in the southeast side of the Armory have been installed.

Finance: Portfolio Holder Nelson had nothing to report.

Ordinance: Portfolio Holder Zachmeier provided a rough draft of a possible new ordinance for a Student Representative. Attorney Murray had concerns with someone who was a minor and explained their parents would have to sign off on their child being a student representative. She also had concerns with agenda packet material and confidentiality and suggested the student representative only receive the agenda and minutes. It was discussed that the school would complete the initial screening and then the city would interview or screen the applicants. They determined it should be a one-year term. They also determined that the student needs to be a city resident either enrolled in Rugby Public Schools or who is homeschooled. Zachmeier will work on the draft with the suggested revisions.

Personnel: Portfolio Holder Gannarelli explained that Mandie Medalen, Public Library Director, will be traveling to Washington, D.C. next week to prepare to host the Americans of the Holocaust traveling exhibit which will be at the library later this year.

Public Safety: Portfolio Holder Kraft explained they ordered new taser batteries.

Public Works: Portfolio Holder Larson explained that the lead-service line identification for properties that are older than 1948 will be receiving information from Interstate Engineering to help complete the inventory. The sewer project at the ball diamonds will be advertising for bids, to open in June. Larson explained there are 10 items on the Water Plant Project punch-list. LaRocque asked Larson to look at the curb and gutter along 4th St SW. It was explained that City-Wide clean up will be Tuesday and Wednesday from 8-5pm and Thursday from 8am-7pm.

Nelson explained that Aval ecare is a mental health crisis option for individuals who are suicidal but not able to be committed. This is an I Pad, tele-med option, that connects the individual to mental health providers.

Recreation: Portfolio Holder Brossart explained that registration was held April 30 and May 1. Recreation Director Cole Schneibel will begin his duties May 13. He has spoken to Pool Director Bonnie Berginski and believes she has enough lifeguards for the summer.

Nelson explained that he has spoken to the owner of the trailer parks, and they are having a tough time getting a roll off for East Gate to clean up. Residents have concerns about the fences in the park that divide them from the residential area. Parts of the fence in Eastgate have fallen and some parts are not fenced. Nelson explained the progress is slow. He commented that the roadways in both parks are not good when they are wet.

The council conducted the second reading of Ordinance 450- JDA Executive Director. There was a motion by Zachmeier to approve the second reading of Ordinance 450-JDA Executive Director. Second by Lotvedt, roll call vote, Brossart-yes, Zachmeier-yes, Gannarelli-yes, Larson-yes, Schneibel-no, Kraft-yes, Nelson-yes, and Lotvedt-yes. Motion carried.

The council considered the North Dakota DOT lighting project ND-3-002-(180)212. There is no cost to the city. There was a motion by Lotvedt to approve the ND DOT project ND-3-002-(180)212. Second by Kraft, roll call vote, all voting yes, motion carried.

The council considered proclamations for Police Week, Emergency Medical Services Week, and Arbor Day. There was a motion by Nelson to approve the proclamations for Police Week, Emergency Medical Services Week, and Arbor Day. Second by Zachmeier, all voting yes, motion carried.

The council received a thank you from Deb and Dave Zwingel and friends regarding armory use for pickle ball in the winter.

The next meeting is scheduled for Wednesday, May 15, 2024, at 7:00p.m.

There being no further business to transact or come before the council at this time, LaRocque declared the meeting adjourned at 8:39p.m.

Frank LaRocque, Mayor

Attest: _____
Jennifer Stewart, City Auditor

Approved