

**REGULAR RUGBY CITY COUNCIL MEETING MINUTES
MONDAY, AUGUST 2, 2021– 7:30PM
CITY HALL COUNCIL CHAMBERS AND BY GOTOMEETING**

Council Members present: Lunde, Kraft, Berg, LaRocque (by GOTOMEETING), Brossart and Trottier. Also present were Mayor Steinke, City Attorney Hartl, Jim Olson, AE2S and City Auditor Stewart. Absent was Bednarz.

Mayor Steinke called the meeting to order at 7:30 pm.

Council members recited the Pledge of Allegiance.

Roll call was taken by Steinke.

Trottier motioned to table the agenda item to consider Bruce Rheault and Neil Lotvedt’s requests to fill the vacant Ward 1 Council Seat. Steinke suggested the item could be discussed under new business or it could be discussed now. Steinke proposed holding a special election. Trottier suggested an interview process be used to ensure fairness to both candidates. Brossart seconded the motion to table the request to fill the vacant Ward 1 Council Seat. Roll call vote, Lunde - yes, Kraft – no, Berg- yes, Brossart – yes, Trottier – yes, LaRocque – no, motion carried.

Brossart questioned when the interviews for Ward 1 would be held. Steinke appointed LaRocque, Kraft and Trottier to the special committee. LaRocque explained that he is out of town until August 10. Steinke then appointed Bednarz to sit on the committee instead of LaRocque.

The council considered the July 6, 2021, meeting minutes. There was a motion by Kraft to approve the minutes of the July 6, 2021, regular council meeting. Second by Lunde, all voting yes, motion carried.

The council considered the July 21, 2021 special meeting minutes. There was a motion by Kraft to approve the minutes of the July 21, 2021 special council meeting. Second by Brossart, all voting yes, motion carried.

Bills Paid Since Last Meeting of 7/6/2021:	\$215,593.83
21594 A-1 Evans Septic Service	\$80.00
21595 American Welding & Gas	\$3,365.95
21596 Applied Concepts	\$461.05
21597 B & M Laundry	\$190.89
21598 Bechtold Paving Inc.	\$3,838.50
21599 Brad's Auto Service & Towing	\$154.00
21600 Chad or Keeya Hager	\$50.00
21601 Convention & Visitors Bureau	\$2,380.20
21602 Convention & Visitors Bureau	\$7,670.51
21603 Envision	\$780.62
21605 First District Health Unit	\$60.00
21606 Gabriella Sullivan	\$141.12
21607 Glenko Enterprises	\$1,938.07
21608 Hawkins	\$4,388.72

21609	Jeremy Johnston	\$50.00
e-ck	JP Morgan Chase Bank NA	\$788.96
21610	JS Wholesale and Vending	\$912.00
21611	Lautt's Rental Center	\$350.00
21612	MAS Modern Marketing	\$131.41
21613	MEDICO Life & Health Ins.	\$129.25
21614	Michael Todd & Co.	\$284.50
21615	NAPA Auto Parts of Rugby	\$8.05
21616	ND Dept of Health - Chemistry	\$18.54
21617	ND Dept of Environmental Quality	\$20.00
21618	ND Telephone Company	\$827.21
21619	Nicole McIvor r Company	\$13,104.18
21621	Pierce County Tribune	\$1,587.58
21622	Post Board	\$45.00
21623	Rugby Amateur Hockey Assoc.	\$3,300.00
21624	Rugby Job Authority	\$29,422.50
21625	Rugby Park District	\$182.50
21626	State Tax Commissioner	\$122.26
21627	Tanner Schock	\$50.00
21628	Taytum Risovi	\$25.00
21629	Team Laboratory	\$257.00
21630	Traffic Logix Corp.	\$6,298.00
21631	Tucker Volk	\$25.00
21632	Valli Information Systems	\$633.89
e-ck	Wex Bank	\$888.03
ACH	Payroll Checks	\$83,016.03
ACH	Social Security	\$12,531.20
ACH	Medicare Taxes	\$2,930.72
ACH	Payroll Taxes	\$6,694.16
	AFLAC	\$840.08
ACH	NDPERS	\$750.00
ACH	NDPERS	\$7,569.85
ACH	Sanford Health / NDPERS	\$16,106.30
	Bills Submitted for payment 8/2/2021:	\$246,246.27
21634	Advanced Engineering	\$177,312.93
21635	Austin Schneibel	\$155.00
21636	B & J Excavating	\$381.65
21638	Bonnie Berginski	\$175.78
21639	Brad Radomski	\$700.00
21640	BSN Sports LLC	\$4,374.76
21641	Circle Sanitation	\$20,378.00
21642	Cole Schneibel	\$25.00
21643	Core & Main	\$16,416.26
21644	Devan Michels	\$125.00
21645	Erik Foster	\$100.00
21646	First District Health Unit	\$75.00

21647	G & P Commercial Sales	\$124.64
21648	Glenko Enterprises	\$2,314.01
21649	Graymont Western Canada	\$5,090.63
21650	Jacob Ripplinger	\$165.00
21651	Jaden Wald	\$25.00
21652	Jennifer Stewart	\$100.00
21653	Jeremy Johnston	\$150.00
21654	JS Wholesale Vending	\$526.64
21655	Macen Heisler	\$25.00
21656	MARC	\$2,476.98
21657	ND League of Cities	\$120.00
21658	Pierce County Auditor	\$3,412.50
21659	Power Plan	\$943.74
21660	Rebecca Jordan	\$170.00
21661	Robert Spallinger	\$1,050.00
21662	Rugby Fire Dept.	\$2,191.64
21663	Rugby Hardware Hank	\$1,167.36
21664	Rugby Lumber, Inc.	\$3,560.61
21665	Rugby Service Center	\$1,097.53
21666	Taytum Risovi	\$25.00
21667	Team Laboratory Chemical Corp	\$688.50
21668	Tucker Volk	\$50.00
21669	Verizon Wireless	\$552.11

The bills were reviewed by the council. Bills were individually reviewed by Berg and Trottier. There was a motion by Berg to approve payment of the bills as presented. Second by Trottier, roll call vote, all voting yes, motion carried.

The council reviewed the financial reports presented. Stewart reviewed budget amendment 141 which was reducing the budget for the Hwy 3 project that was not done this year by \$300,000. The second budget amendment 142 was for the dump truck purchase that the city made in January. The money had been set aside for the purchase but not budgeted for in 2021. This amendment was in the amount of \$121,015. The third budget amendment 143 was to the 5060 Infrastructure Fund in the amount of \$115,321.17. There was a motion by Berg to approve the financial reports and budget amendments 141-143. Second by Kraft, roll call vote, all voting yes, motion carried.

The council considered the July 2021 Municipal Court Report. There was a motion by Kraft to approve the July 2021 Municipal Court Report. Second by Berg, all voting yes, motion carried.

Laurie Odden, CVB Executive Director, reported to the council that they did not have a meeting last month. She reported that she has received a grant for additional stone garbage cans for Main Ave. She asked for consideration when light poles, downtown, are upgraded or changed out that the council consider poles that allow for hanging of banners and flower pots. Odden reported that the Farmers Market has begun and has been well attended.

The council reviewed the JDA minutes and financials. There was a motion by Kraft to approve the JDA minutes and financials. Second by Berg, majority voting yes, motion carried.

The council reviewed and considered the JDA 2022 preliminary budget. Trottier questioned if the monthly JDA Director update has been discontinued. Steinke explained that the JDA Director was unavailable this evening. There was a motion by Kraft to approve the JDA 2022 preliminary budget. Second by Trottier, all voting yes, motion carried.

Recreation Committee: Chairman Berg explained that building repairs had been discussed and a survey was being sent out to recreation participants regarding the season. They will be looking at Job Descriptions for the recreation program.

Kraft asked that the kosha weed and other weeds, at the ball diamonds, need to be cut and sprayed yet this fall before the Recreation Manager is done for the season.

Finance: Chairman Kraft explained that their focus had been on the 2022 budget.

Public Works: Chairman Kraft explained that Jim Olson, AE2S, would be covering in his report what had been going on in Public Works.

Public Safety: Chairman LaRocque explained that they had discussed the candidates for a new police officer as well as digital radar signs and their mobility.

Buildings: Chairman Berg explained that they had discussed the Armory and pool roofs.

Jim Olson, AE2S, distributed a project calendar to the council. He discussed some of the issues that Pipe Detectives is uncovering as they televise the sewer lines in quadrant one of the city. He noted that NDTC has a fiber optic line through the city sewer main in the northeast part of town.

Olson explained that USDA has approved funding for the 2 ½ Ave project. The city currently needs to submit documents for the title opinion and a mandatory use ordinance. Once those are complete the USDA will allow the city to put the project out for bids.

The Comprehensive Land Use Plan is in the works. The next steering committee meeting will be later this month.

The swimming pool project contract is prepared and ready to be reviewed and signed by the contractor. The revised cost of the swimming pool project is \$189,660. Swanson estimated materials will take approximately 8 weeks to arrive. Brossart questioned if the wall girts will be replaced. Olson explained that the replacement of the wall girts will be a second contract. The first contract includes the removal of the current girts.

Olson explained that A & R Roofing will make repairs on the Armory and City Hall roofs this fall. The Armory roof will be completely redone in 2022 as well as the swimming pool roof. They discussed the new roof's manufacturer's warranty.

Olson explained that the Department of Water Resources, formerly known as the State Water Commission, offers a grant program that the water transmission line could qualify for. The future project to replace the waterline from the wells to the water treatment plant is estimated at \$10 million dollars. Olson will make application for this project.

They discussed Phase III of the Water Treatment Plant upgrades which would replace the clarifiers and tube settlers. Olson estimates the materials for the project to cost \$736,000 with an additional cost of \$300,000 per train for labor. The city has two trains. Materials would need to be ordered 16-18 weeks ahead of the project for the materials to be fabricated.

The council discussed the water transmission line further. They discussed easements, the cost to replace and the USDA grant. The Public Works committee will discuss this project further.

Kraft requested an update on Muni Code. Hartl explained that Muni Code is reworking the ordinances currently.

Stewart presented and reviewed the preliminary 2022 budget with the council.

Neil Lotvedt, citizen and former council member, questioned if the 2022 budget included anything for the new hospital. Steinke explained that it does not. Trottier explained that coordination between the city and hospital is essential. Steinke explained that she had spoken to Eric Christianson, CEO of Heart of America Medical Center, last week regarding the current status of the new hospital. Kraft questioned how much the city will receive from the American Rescue Plan Act. Stewart explained that \$406,000 is what has been allocated for Rugby. Kraft suggested that the ARPA funds could be used towards hospital costs.

Tonia Dosch, Rugby Park Board Member, addressed the council regarding the proposed elimination of the city paying the park board 2% of city state aid. The reason for cutting the payment to the Park Board is their ability to levy up to 38 mills. Each year the Park Board levies approximately 11-12 mills. Dosch believes that the city and the Park Board's relationship have diminished over the years. Kraft explained that the Park Board has room to levy to make up the difference if the city does not give the Park Board 2% of the city state aid. Dosch cited the necessity of the city state aid to allow the Park Board to keep their mill levy low and not have to ask the tax payers for more money. Dosch believes that the Park Board is entitled to the city state aid. Steinke explained that the Park Board receiving city state aid is at the city's discretion. Steinke explained that the Finance Committee was concerned that the Park Board would have time to increase their budget to offset the reduction in funds from the City of Rugby. Dosch believed the Park Board budget had to be submitted by August 3. Stewart explained that by NDCC, the Park Board had to submit their budget to the County by August 10, 2021.

Steinke revisited the topic of the hospital project. Olson questioned Lotvedt as to if there are concrete plans for the hospital water and sewer infrastructure. Lotvedt explained that the plans would need to be to the USDA by November.

Kraft questioned if the cities current infrastructure would need to be upsized for the new hospital. Lotvedt explained that the current infrastructure capacity would be adequate for the new hospital.

Jon Nelson, city resident and Hospital Steering Committee Member, explained that the walking path that the Park District owns would need to be rerouted with the new hospital. He explained the hospital committee would like to route the walking path through the hospital grounds. Steinke encouraged the Park Board Members to look into the state grants available for walking paths.

Trottier encouraged the city and park board officials to attend the Hospital Steering Committee meetings. He explained how important their feedback is to the committee.

Kraft made a motion to add the 2% State Aid estimate back into the preliminary 2022 Budget for the Park Board and approve the 2022 preliminary budget. Second by Brossart, roll call vote, Lunde – yes, Kraft- yes, Berg-yes, Brossart- yes, Trottier- no, LaRocque-yes, motion carried.

Kraft encouraged the park board to utilize their mill levy in the future for their funding.

The council considered an abatement application for E 5' Lot 20 and all of Lots 21-22, Comstock's Addition. There was a motion by Kraft to approve the abatement application as presented. Second by Berg, all voting yes, motion carried.

The council considered giving ownership of city owned street lights to Otter Tail Power. Steinke explained that the Finance Committee had met with Otter Tail regarding this change. Otter Tail would then be responsible for the maintenance of the pole and conversion to LED lighting. Currently the Public Service Commission does not allow Otter Tail Power to fix or maintain our city owned light poles. Any maintenance required to the city light poles is at the expense of the city. Kraft questioned if the decorative poles would cause the overhead power lines to be buried. Steinke suggested that Otter Tail meet with the entire council and answer questions about the city turning ownership over to Otter Tail. There was a motion by Kraft to have Otter Tail meet with the council to discuss the city owned light poles being turned over to Otter Tail. Second by Berg, all voting yes, motion carried.

The council considered accepting the American Rescue Plan Act- ARPA- funds on behalf of the City of Rugby. Rugby is scheduled to receive \$406,000. There was a motion by Trottier to accept the ARPA funds. Second by Brossart, roll call vote, all voting yes, motion carried.

The council considered a request from the Rugby Eagles Aerie #3834 for a refund of their beer license for 2021 with the city of Rugby. The Rugby Eagles, per ordinance, obtained a beer license to be granted a Special Event Permit for the beer gardens at the Pierce County Fair. Kraft made a motion to refund the Rugby Eagles their beer license fee. Hartl explained that there is no authority in ordinance that allows the council to grant this request for a refund. Hartl explained the ordinance to the council. Kraft rescinded his previous motion. Steinke recommended the Ordinance Committee review this at their next meeting.

The next council meeting is scheduled for September 7, 2021 at 7:30p.m. The city budget hearing is scheduled for September 7, 2021 at 6:30p.m.

There being no further business to transact or come before the Council at this time, there was a motion by Kraft to adjourn the Council Meeting. Second by Trottier, all voting yes, motion carried. Meeting adjourned at 9:17p.m.

Susan Steinke, Mayor

ATTEST: _____
Jennifer Stewart, City Auditor

Date Approved