

**RUGBY CITY COUNCIL  
REGULAR MEETING  
MONDAY, APRIL 2, 2012 - 7:30 P.M.  
COUNCIL CHAMBERS**

Council Members present: Rheault , Lotvedt, Jacobson, Bednarz, Hoffert, Harmel, Geiszler, and Wentz. Also present were City Attorney Hartl and City Auditor Hauck. Mayor Cichos was present by speaker phone.

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

There were no additions or deletions to the agenda.

Motion by Geiszler to approve the minutes of the March 5, 2012 regular council meeting. Second by Hoffert, all voting yes, motion carried.

The Council reviewed the bill list. Motion by Wentz to approve the financial statements, payment of the bills, and the bills paid since the last meeting. **Bills paid since last meeting:** 12495 Convention & Visitors Bureau \$8,915.19, 12496 D & S Motors, Inc. \$31,800.00, 12497 Farmers Union Oil Co. \$1,329.62, 12498 Graymont Western Canada, Inc. \$4,477.94, 12499 HACTC \$1,370.00, 12500 Heart of America Library \$38,191.92, 12501 ND Telephone Company \$404.17, 12502 Otter Tail Power Company \$11,475.55, 12503 Rugby Job Authority \$21,226.82, 12504 Chris MacGillivroy \$220.00, 12505 Community Service Program \$40.00, 12506 Ed Slaubaugh \$109.88, 12507 Martin Heintz \$250.00, 12508 Merchants Bank \$6,876.17, 12509 Postmaster \$303.86, 12510 Rugby Sanitation, Inc. \$20,754.86, Total Regular Bills Paid \$147,745.98, 12511-12548 Payroll Checks \$43,405.39, Soc. Sec \$5,609.26, Medicare Taxes \$1,564.22, Payroll Taxes \$4,561.30, Electronic Total \$11,734.78, 12549 AFLAC \$156.48, 12550 NDPERS \$8,893.28, 12551 Heart of America Health Plan \$1,044.60, 12552 NDPERS \$295.00, 12553 NDPERS \$4,705.86, 12554 State Tax Commissioner \$1,657.43, Total Bills For Payroll \$71,892.82, Grand Total All Bills Paid Since Last Meeting of 03/05/12 \$219,638.80. **Bills to be paid:** 12555 Aqua-Pure, Inc. \$50.67, 12556 Bartsch Electric, LLC \$608.00, 12557 Bremer Bank \$3,045.87, 12558 CRA Payment Center \$43.00, 12559 Dakota Fire Extinguishers \$1,913.10, 12560 Dawn Hauck \$252.69, 12561 Environmental Equipment \$1,833.43, 12562 Fargo Water Equipment, Inc. \$6,865.97, 12563 Flexible Pipe Tool Company \$74.83, 12564 Galls, LLC \$273.90, 12565 H.E. Everson Company, Inc. \$411.41, 12566 Hawkins, Inc. \$1,494.18, 12567 Heart of America Med. Center \$12.19, 12568 Icon Architectural Group \$2,936.88, 12569 Integrated Process Solutions \$1,799.35, 12570 Johnson's Plumbing Service \$1,817.77, 12571 KZZJ AM 1450 \$196.00, 12572 Law Enforcement Systems, Inc. \$120.05, 12573 M.J. McGuire Company \$42.46, 12574 Maintenance Engineering, LTD \$245.84, 12575 MARC \$1,132.60, 12576 Municipal Gov. Academy \$80.00, 12577 Nelson International \$364.59, 12578 Northern Plains Electric Coop. \$2,001.18, 12579 Northern Technologies, Inc. \$3,990.00, 12580 Pamida, Inc. \$117.50, 12581 Petty Cash \$42.98, 12582 Pierce County Auditor \$2,208.33, 12583 Pierce County Tribune \$289.82, 12584 Pioneer Mutual Life Ins. Co. \$150.50, 12585 Radisson Hotel Bismarck \$69.30, 12586 Rick Larson \$160.89, 12587 Rugby Hardware Hank \$310.63, 12588 Rugby Sanitation, Inc. \$135.00, 12589 Rugby Service Center \$1,111.38, 12590 Rugby Veterinary Service \$31.00, 12591 Rugby Welding & Machine \$18.00, 12592 Share Corporation \$150.36, 12593 SRT Communications, Inc. \$31.15, 12594 The Computer Store \$183.98, 12595 Titan Machinery, Inc. \$365.65, 12596 Verizon Wireless \$167.66, 12597 Zep Sales & Service \$264.87, Sub-Total Bills Submitted For Approval \$37,414.96, 41030 Automatic Withdrawal - Wells Fargo Bank / Dist. 2009-1 Bond Payment \$365,808.75, Total Bills Submitted For Approval \$403,223.71, Second by Geiszler. Roll call vote: all voting yes, motion carried.

Motion by Hoffert to approve the Municipal Judge's Report for March 2012. Second by Harmel, all voting yes, motion carried.

The council reviewed the JDA minutes and financials.

City Auditor Hauck requested that the council approve the quarterly reimbursement payment to the Fire Department to be paid in the second round of checks that are done in the middle of the month. The bill would still be reviewed by the council at the regular council meetings. Motion by Geiszler to approve the reimbursement to the Fire Department be made in the second batch of bills. Second by Wentz, all voting yes, motion carried.

Darin Williams, Assistant Fire Chief, was present to discuss the purchase of radios for the Fire Department. The FCC is requiring that all radios be switched to narrow band frequencies by the end of 2012. Three new radios will need to be purchased in order to switch the Fire Department radios to narrow band, since these three radios are too old to be reprogrammed. Williams requested that the City purchase three handheld radios from TEAM Electronics at approximately \$700 a piece plus a \$250 installation fee. Motion by Lotvedt to approve the purchase of the radios. Second by Rheault. A short discussion followed regarding the need and purpose of the radios. Roll call vote: all voting yes, motion carried.

A gravel bid was received from Schneider Custom Hauling. The bid was for Class five Gravel at \$12.45 per yard and washed sand at \$14.00 per yard. Motion by Hoffert to accept the bid. Second by Lotvedt, all voting yes, motion carried.

Discussion was held on the use of city parking lots. Councilman Geiszler asked if there were guidelines on who can park in the city parking lots and who cannot. The councilmen discussed whether a sign would be helpful to prevent unwanted parking in the lots. Police Chief Rose stated that if a sign was added to the parking lot, it would have to be alternating with the 'no parking' street signs so tenants would have a place to park at all times. Mayor Cichos turned the issue over to the Ordinance and Recreation Committee for further review and report back to the council at the May Council Meeting.

The Council discussed the removal and installation of the Armory floor. Councilman Bednarz recommended putting it back before summer basketball camp in June. A letter was received from Jeff Lind, Superintendent of Rugby Schools. Councilman Lotvedt stated that the Armory was built to be a civic center not just a gym. The city may need to abate the asbestos tile completely to take care of the asbestos problem. Discussion was held on the increase of rent paid by the school for use of the Armory. Bednarz will check with the school to see when their budget process is held to make sure that an increase in rent is included.

Councilman Lotvedt discussed the proposed second opinion for soil testing for the new fire hall site. Midwest Testing has asked for \$8,400 to conduct a soil test that would go twice as deep as the original. Ultimately, the reason for this type of test, according the architect, would be to see if pilings would be an option. Lotvedt stated that it would be the same cost and take the same amount of time to do this as to go with the original idea of over-filling the site and allowing it to settle before building on it. Several options were discussed. Lotvedt stated that possibly the fire hall could be moved to the south side of the lot. This would cause the doors to be facing north, but it would solve the issue with the building being on top of the sanitary sewer and storm sewer lines. Mayor Cichos also suggested that maybe there could be a deal made with Felice Anderson to switch lots and to move the daycare to another location. All options will be considered.

The city will need to appoint a new representative for the County Planning & Zoning Committee as City Attorney Hartl is currently on the committee and since he is no longer a councilman, he should not be on the committee. The next meeting will be held on April 11, 2012, at 7:30pm. The mayor stated that he will be back in town and would be able to attend the meeting until someone is appointed.

Councilman Rheault stated that interviews were held for the new Recreation Director. Motion by Rheault to hire Pake Hagen as the Recreation Director at a salary of \$1,700 per month. Second by Bednarz, all voting yes, motion carried.

Motion by Councilman Rheault to hire Eric Kuntz for the Pool Manager at a salary of \$1,700 per month. Second by Harmel, all voting yes, motion carried.

Councilman Rheault reported that equipment had been stolen from the city building at the ball diamonds. Rheault requested to spend up to \$5,000 to replace the stolen equipment until an insurance claim is filed and the money can be recovered. Motion by Hoffert to allow the Ordinance and Recreation Committee to spend up to \$5,000 to replace the equipment. Second by Lotvedt. Roll call vote, all voting yes, motion carried.

Councilman Rheault requested that the city crew look at putting bars on the window of the building at the ball diamonds to prevent further break-ins.

LeeAllen Leier was present to request that the council allow him to move his parent's home from Barton into Prairie View Estates Addition which is in city limits. The house is a ranch style home. The plan is to dig a basement for the home, put on new siding, and add a two stall garage. Planning and Zoning Commission President, Jay Burkhartsmeier, was present and stated that he looked at the house and he approved of it. Councilmen Lotvedt and Rheault are the councilmen in Ward 1, where the home will be placed, and both approve of the home. Motion by Lotvedt to approve the moving of the home into city limits at the proposed location. Second by Hoffert. Roll call vote, all voting yes, motion carried.

City Auditor Hauck discussed City Government Week occurring April 9 – 13, 2012. "City of Rugby" Pencils have been ordered to hand out to the kids at the grade schools. A few city employees along with Councilman Geiszler will be serving lunch at Ely Elementary sometime during the week. Hauck would like to host a "Coffee and Cookies with the Council" event also. Council President Jacobson requested that Hauck make the arrangements. Motion by Lotvedt to proclaim April 9 – 13, 2012 as City Government Week. Second by Wentz, all voting yes, motion carried.

The North Dakota State Arbor Day is set for May 4, 2012. Motion by Lotvedt to partake in State Arbor Day. Second by Geiszler, all voting yes, motion carried. Mayor Cichos requested that Councilmen Geiszler and Wentz find a spot where the city could plant a tree.

Committee Reports: **Public Safety** – Chairman Hoffert reported sirens have been checked. It is still unclear if the siren by Center Mutual is working properly. The new police Tahoe is here but will not be on the streets until next month when all of the equipment has been changed over. **Finance** – Chairman Jacobson reported that the committee discussed financing options for Chalmers First Addition. Motion by Hoffert to allow \$40,000 to be used out of the Infrastructure Fund for the start of Chalmers First Addition. Second by Geiszler, all voting yes, motion carried. Motion by Lotvedt to purchase the lot next to the water tower using money from the General Fund. Second by Wentz. Roll call vote: all voting yes with the

exception of Councilmen Hoffert and Bednarz who voted no. Motion carried. The next LEC meeting will not occur until the Mayor returns. **Ordinances/Rec** – Chairman Rheault reported that a discussion was held on man camps. A direction will need to be decided upon. The council will have to decide whether man camps will be banned completely or if they will be allowed and have strict regulations. Jay Burkhartsmeier stated that man camps will be discussed at the Planning and Zoning meeting on Monday, April 9 at 7:30pm. All ideas are welcome. Motion by Geiszler to table the man camp discussion until the May council meeting.

Second by Lotvedt, all voting yes, motion carried. **Water/Streets/Sewer** – Chairman Wentz discussed the possibility of applying for the Small Town Revitalization Endeavor (STRE) through NDDOT to improve Highway 3 and address the drainage issue with the underpass. AE2S asked for \$7,500 to produce the application for the STRE. With that high cost, the council does not wish to proceed with the application. An application was sent in for the North Dakota State Clean Diesel Grant. The city was informed that they did not receive the grant. A letter was received by Public Works Supervisor Larson regarding the achievements by the city water employees to provide clean safe drinking water. **Personnel** – No report. **Buildings/Property** – No report. **Infrastructure** – Chairman Lotvedt received pictures of the design of the lots from Interstate Engineering at 5:30pm today. Lotvedt will provide the email to City Auditor Hauck who will then disburse the drawing to the council. Discussion was held on the possibility of providing a road from the new addition to the golf course road.

Council President Jacobson stated that the Museum will host a picnic on June 5, 2012, for the councilmen and their families. City offices will be closed on April 6, 2012 to observe Good Friday. A Tax Equalization meeting will be held on April 10, 2012, at 7:30pm.

Meetings this month: Planning and Zoning Commission Meeting- April 9, 7:30pm; Committee Meetings on Wednesday, April 18 – Public Safety 9am, Finance at 10am, Ord/Rec at 11am, Water/Streets/Sewer at 1pm, Personnel at 2pm, Buildings/Property at 3pm. Some of the meetings may have to be moved due to conflicts in scheduling.

There being no further business to transact or to come before the Council at this time, Council President Jacobson adjourned the meeting at 9:24pm.

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Dawn Hauck, City Auditor

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Date Submitted

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Gerry Jacobson, Council President

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Date Approved