

**RUGBY CITY COUNCIL
REGULAR MEETING
MONDAY, JUNE 6, 2011 - 7:30 P.M.
COUNCIL CHAMBERS**

Council members present: Rheault, Lotvedt, Jacobson, J. Harmel, Wentz, and Hoffert by speakerphone. Also present were Mayor Cichos and City Auditor K. Harmel. Absent were Council Member Bednarz and City Attorney Hartl.

Mayor Cichos called the meeting to order at 7:30pm. Council members recited the Pledge of Allegiance.

There were no amendments, additions or deletions to the agenda.

Motion by Geiszler to approve the minutes of the May 2, May 10, and May 16, 2011 meetings. Second by Wentz, all voting yes, motion carried.

Motion by Jacobson to approve the financial statements, payment of the bills, and the bills paid since the last meeting: 11385 Alltel \$120.70, 11386 B & M Laundry \$112.32, 11387 Convention & Visitors Bureau \$3,493.39, 11388 Farm Plan \$19.00, 11389 Farmers Union \$3,021.19, 11390 HACTC \$6,045.00, 11391 Hi-Way Tesoro \$15.98, 11392 ND Public Health Lab \$48.00, 11393 NDTC \$536.96, 11394 Otter Tail \$8,095.56, 11395 Postmaster \$495.56, 11396 Rugby JDA \$13,276.69, 11397 D & S Motors \$23,000.00, 11398 Postmaster \$270.74, 11399 Rugby Sanitation \$18,774.49, Total Regular Bills Paid \$77,325.58; 11400-11426 Payroll Checks - May 2011 \$42,428.57, Social Security \$5,519.82, Medicare Taxes \$1,539.18, Payroll Taxes \$4,855.15, Electronic Total \$11,914.15, 11427 AFLAC \$342.60, 11428 NDPERS \$7,682.86, 11429 NDPERS \$545.00, 11430 NDPERS \$3,668.12, Total Bills For Payroll \$66,581.30, 11431 Hoffman Auction Service \$3,500.00, Grand Total All Bills Paid Since Last Meeting \$147,416.97; and the bills to be paid: 11432 A & E Auto Parts \$1.99, 11433 Adapco \$1,151.50, 11434 Advanced Engineering \$39.50, 11435 Alert Magazine \$170.00, 11436 B & M Laundry \$112.32, 11437 Chamber of Commerce \$154.00, 11438 Charlotte Hartl \$10.00, 11439 Comfort Inn \$71.00, 11440 Ethanol Products \$1,573.73, 11441 Fargo Water Equipment \$241,076.00, 11442 Farmers Union \$5,292.33, 11443 Flexible Pipe Tool Co. \$76.34, 11444 Fritz Delivery \$7.00, 11445 Gerrell's \$1,758.00, 11446 Glenko Enterprises \$1,684.66, 11447 H.E. Everson \$44.43, 11448 HACTC \$5,850.00, 11449 Hawkins \$2,516.82, 11450 Icon \$7,074.30, 11451 John Rose \$229.10, 11452 Johnson Plumbing \$88.77, 11453 Juneberi Creations \$35.00, 11454 Karla Harmel \$161.81, 11455 KZZJ \$106.00, 11456 Lake Reg. Law Enforcement \$70.00, 11457 Leever's Food \$28.15, 11458 Lotvedt Lumber \$817.54, 11459 Luis V. Coca, Jr. \$297.12, 11460 M.J. McGuire \$623.35, 11461 MARC \$96.00, 11462 Mark Krogstad \$73.59, 11463 Marlene Hoffman \$40.00, 11464 Michael Todd & Company \$151.31, 11465 ND Public Health Lab \$48.00, 11466 Newman Signs \$1,020.80, 11467 Northern Plains Electric \$2,286.20, 11468 Otter Tail \$41.60, 11469 Pamida \$203.46, 11470 Petty Cash \$20.18, 11471 Pierce County Auditor \$2,208.33, 11472 Pierce County Tribune \$428.39, 11473 Pioneer Mutual Life Ins. \$220.50, 11474 Pizza Hut \$142.99, 11475 Postmaster \$195.10, 11476 Premier Lube \$34.55, 11477 Rugby FFA Chapter \$757.63, 11478 Rugby Hardware Hank \$424.77, 11479 Rugby Insurance Agency \$202.00, 11480 Rugby Sanitation \$4,867.00, 11481 Rugby Service Center \$43.07, 11482 Rugby Veterinary Service \$373.90, 11483 SRT \$28.97, 11484 Streicher's \$297.95, 11485 Team Laboratory \$4,091.00, 11486 The Computer Store \$83.99, 11487 Wells Fargo Bank \$400.00, 11488 Windshield Dr. \$225.00, Total Bills Submitted \$290,127.04. Second by Rheault, roll call vote: all voting yes, motion carried.

Motion by Jacobson to approve the Municipal Judge's report for May 2011. Second by Wentz, all voting yes, motion carried.

The Council reviewed the JDA minutes and financial statements. Brenda Foster, Executive Director of Rugby JDA, presented information on a Renaissance Zone application submitted by Vicki Falkner for 127 South Main Avenue. The application is for a commercial building renovation of the former American Family Insurance building. Motion by Jacobson to approve the application. Second by Lotvedt, all voting yes, motion carried.

The Council also reviewed the Rugby JDA Audit Compilation presented by Foster. Motion by Geiszler to approve the compilation. Second by Lotvedt, all voting yes, motion carried.

The council reviewed the Safe Routes to Schools preconstruction conference meeting minutes and a response from the engineer regarding SRTS fees. Motion by Hoffert to request more specific information on those costs and to hold a special meeting if necessary. Second by Lotvedt, roll call vote: all voting yes, motion carried.

The council reviewed a recommendation from the finance committee regarding financing of the water meter project. Motion by Hoffert to approve Resolution 2011-6 Providing for the Issuance and Sale of \$167,000.00 City of Rugby, North Dakota Water Revenue Bonds, Series 2011 and Related Matters. Second by Geiszler, roll call vote: all voting yes, motion carried.

City Auditor K. Harmel updated the Council on the progress of the water meter project, which will start on June 13.

Motion by Lotvedt to approve the second reading to amend ordinance 17.04.440 Dangerous Buildings, a copy of which is attached. Second by Rheault, roll call vote: all voting yes, motion carried.

Water, Sewer & Street Committee Chairman Wentz presented recommendations from the committee in regards to the water, sewer and street departments. The departments will continue as one department, known as the public works dept. The committee also recommended keeping on Rick Larson as Public Works Director, with a \$2.00 per hour raise in wages effective June 1, due to additional job responsibilities. The committee also recommended a \$1.00 per hour raise in wages effective June 1st for permanent full time employees Boucher, Munyer, Radomski, and Volk, and recommended the Finance Committee review wages in other departments at their June meeting. Motion by Lotvedt to approve a \$2.00 per hour raise for Larson effective June 1st. Second by Jacobson, roll call vote: all voting yes. Motion by J. Harmel to approve a \$1.00 per hour raise for Boucher, Munyer, Radomski, and Volk, effective June 1st. Second by Lotvedt, roll call vote: all voting yes, except Hoffert, motion carried.

Mayor Cichos appointed Geiszler as the County Redistricting Board Representative.

Jay Burkhartsmeier, Building Inspector, reported on a metal addition to a garden shed. Motion by Geiszler to approve the metal addition, Second by Lotvedt, all voting yes, motion carried. Discussion was held on metal roofing and metal clad buildings. Motion by Lotvedt to approve the continuation of the 2003 moratorium on residential steel clad buildings and

pole barn type structures without council approval. Second by Jacobson, all voting yes, motion carried. Discussion was also held on prohibiting the Building Inspector from locating property lines, as only a registered surveyor is qualified to do so. The council agreed to have legal counsel develop a disclaimer for property lines.

Motion by Jacobson to approve a variance as recommended by the Planning & Zoning Commission for Al & Sue Steinke for the Minimum Retail space requirements for the East 95 feet of Lot 2, Block 6 of Southview Estates, to the City of Rugby. The variance requires 2,000 square feet of commercial retail space, which is approximately 40%, with a minimum of eight parking spaces. The building will be stick frame with concrete footings, steel wall, 18 ft. sidewalls and roof sheathing. Second by Geiszler, all voting yes, motion carried.

The Council reviewed the 2010 Fire Dept. financial reports.

Motion by Jacobson to approve the ND Health Dept. Contract. Second by Lotvedt, all voting yes, motion carried.

There was no other business or new business.

Motion by Jacobson to approve site authorizations for the Rugby Jaycees at Jesters, Rugby Jaycees at Third Street Station, and Little Flower School at Little Flower School, pending City Attorney approval. Second by Wentz, all voting yes, motion carried.

Motion by Lotvedt to approve raffles for the Barton Sportsmans on October 10 at the American Legion, pending City Attorney approval. Second by Geiszler, all voting yes, motion carried.

Motion by Jacobson to approve special event permits for the American Legion, Third Street Station, and Crooks Lounge for the all school reunion dance at the municipal parking lot (Rugby Armory in case of inclement weather) on July 2, and for Crooks Lounge in the Crooks parking lot on June 30, pending City Attorney approval. Second by Lotvedt, all voting yes, motion carried.

Committee Reports: Buildings/Property - the committee viewed a product that may work well for the Armory, and intend to review the product where it has already been installed. The committee also met with the Architect and Engineer on a new fire hall and discussed proposed locations. Finance - no report. Ordinances/Rec - no report. Personnel - no report. Public Safety - the police department has purchased a used 2007 Crown Victoria for \$3500.00 and is experiencing a manpower shortage. Water/Streets/Sewer - no report.

Correspondence, Meetings and Reminders: Planning & Zoning Commission Meeting at 7:30pm – Monday, June 13, Building/Property Committee Meeting at 3pm - Tuesday, June 21, All School Reunion Events – July 1 – 4, Independence Day Holiday – Monday, July 4, Council Meeting at 7:30pm – Tuesday, July 5.

The Council also determined that all regular committee meetings would be held on the third Wednesday of each month with the following schedule (subject to change): Public Safety – 9am, Finance – 10am, Ord/Recreation – 11am, Water/Sewer/Streets – 1pm, Personnel – 2pm, Buildings/Property 3pm

There being no further business to transact or to come before the Council at this time, Mayor Cichos adjourned the meeting at 8:41pm.

A handwritten signature in cursive script that reads "Karla Harmel".

Karla Harmel, City Auditor

6/14/11

Date Submitted