

**RUGBY CITY COUNCIL
REGULAR MEETING
MONDAY, FEBRUARY 3, 2020 – 7:30PM
COUNCIL CHAMBERS**

Unapproved

Council Members present: Albrecht, Rheault, Kraft, Bednarz, LaRocque, Berg, and Melgaard. Also present were Mayor Steinke, City Attorney Hartl and City Auditor Stewart. Absent was Longie.

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

Council members recited the Pledge of Allegiance.

Roll call was taken by Steinke.

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

Motion by Kraft to approve the minutes of the January 6, 2020 regular council meeting. Second by Albrecht, all voting yes, motion carried.

Grand total of all bills paid after 01/06/2020 meeting: \$172,625.85

20272	B &M Laundry Service	\$70.31
20273	Dakota Farms	\$81.06
20274	Envision	\$1,486.11
20275	HACTC	\$156.00
20276	Hi-Way Tesoro	\$742.42
20277	Johnson's Plumbing	\$4,654.44
e-ck	JP Morgan Chase Bank	\$1,048.71
20278	Kirk Seaver	\$500.00
20279	Mark Krogstad	\$75.40
20280	Micayla Zook	\$460.00
20281	ND Dept. of Health/Chemistry	\$18.54
20282	ND One Call Concepts	\$1.85
20283	NDTC	\$1,041.24
20284	Otter Tail Power Company	\$12,719.61
20285	Rugby Insurance Agency	\$22,831.00
20286	Rugby Job Authority	\$34,302.27
20287	Valli Information Systems	\$625.23
20288	Verizon Wireless	\$80.02
ACH	Payroll Checks	\$50,086.98
	Social Security	\$8,261.78
	Medicare Taxes	\$1,932.24
	Payroll Taxes	\$6,338.56
20289	AFLAC	\$938.88
20290	State Disbursement Unit	\$555.60
ACH	NDPERS	\$385.00
ACH	NDPERS	\$8,188.92
ACH	NDPERS	\$15,043.68

Total Bills Submitted for 02/03/2020 meeting: \$102,615.80

20291	Advanced Engineering	\$81.40
20292	Alex Air Apparatus Inc.	\$2,059.72
20293	Aqua-Pure Inc.	\$983.48
20294	Circle Sanitation	\$19,025.75
20295	Comfort Suites	\$86.40
20296	Core & Main LP	\$61.85
20297	D & S Motors	\$35,755.00
20298	Dakota Farms	\$44.85
20299	David Jaeger	\$750.00
20300	Ethanol Products, LLC	\$1,169.70
20301	Harper Oil Co	\$1,908.96
20302	Hawkins	\$866.95
20303	Heseb Unlimited	\$67.00
20304	HR Collaborative	\$200.00
20305	Innovative Office Solutions	\$12,353.27
20306	John Rose	\$174.00
20307	Johnson's Plumbing	\$445.64
20308	Lisa Marshall	\$140.00
20309	MARC	\$912.70
20310	Metropolitan Compounds Inc.	\$455.66
20311	Municipal Finance Officers Assn	\$60.00
20312	ND League of Cities	\$30.00
20313	Newman Signs	\$76.65
20314	Petty Cash	\$35.72
20315	Pierce County Auditor	\$3,412.50
20316	Precision Autobody & Glass	\$2,120.09
20317	Railroad Management Co.	\$258.95
20318	Rebecca Jordan	\$170.00
20319	Rugby Broadcasters Inc.	\$24.00
20320	Rugby Farmers Union Elevator	\$89.00
20321	Rugby Fire Dept.	\$6,165.95
20322	Rugby Hardware Hank	\$1,129.02
20323	Rugby Insurance Agency	\$770.00
20324	Rugby Lumber	\$93.06
20325	Rugby Service Center	\$767.30
20326	Rugby Veterinary Service	\$119.80
20327	Rugby Welding & Machine	\$25.61
20328	Team Lab Chemical	\$239.00
20329	Verizon Wireless	\$403.89
20330	Vessco, Inc.	\$504.78
20331	WEX Bank	\$324.76
20332	Workforce Safety & Insurance	\$8,253.39

Grand Total All Bills Submitted for 02/03/2020: \$275,241.65

Bills were reviewed by Albrecht and Rheault. There was a motion by Albrecht to approve payment of the bills as presented. Second by Rheault, roll call vote, all voting yes, motion carried.

Stewart reviewed the Cash Report, Revenues and Expenditures with the Council. There was a motion by Berg to approve the financials as presented. Second by Bednarz, roll call vote, all voting yes, motion carried.

The January 2020 Municipal Judges Report was reviewed by the council. There was a motion by Albrecht to approve the January 2020 Municipal Judges Report. Second by Kraft, motion carried.

Alan Meckle, Community Service Coordinator, addressed the council with his annual report. Meckle reported that he currently has 41 open cases and in 2019 he served 141 clients. He explained that Judge Hurly continues to be an advocate of the Community Service Program. Steinke thanked Meckle for his annual report.

Liz Heisey, Rugby Job Development Executive Director, addressed the council regarding the programs the JDA has to offer and what they have been working on. Heisey explained the Main Street Initiative Vibrancy Grant Program as well as the Partners in Planning Grant Program. Heisey explained the Main Street ND Proclamation she has prepared. There was a motion by Kraft to approve the Mayor to sign the Main Street ND Proclamation. Second by Albrecht, motion carried.

There was a motion by Kraft to approve the JDA Minutes and Financials. Second by Albrecht, motion carried.

The council reviewed and considered the Planning and Zoning minutes. Hartl pointed to the October 14, 2019 minutes on the second page that “in his opinion the Chalmers addition should have a drainage pond” had been stricken when the Planning and Zoning minutes were approved. There was a motion by Albrecht to approve the minutes of the Planning and Zoning Committee meetings for October 14, 2019, as amended, and October 23, 2019. Second by Rheault, motion carried.

The council reviewed the Replat of Lots 3, 7 and 8 Block 1 Sveum Subdivision. Berg questioned if the 3A on the plat is where the new Rugby Detailing business is located. Hartl explained that it is near that vicinity. There was a motion by Kraft to approve the Replat of Lots 3, 7 and 8 Block 1 Sveum Subdivision. Second by Bednarz, motion carried.

Hartl explained the application for local permit for the Rugby Senior Center, for Bingo. He explained that it was in order. There was a motion by Albrecht to approve the application for local permit for the Rugby Senior Center. Second by Kraft, motion carried.

The council reviewed the petition filed by Rugby Public School District #5 regarding vacating and closing a street and portion of an alley. Hartl addressed the draft of the public notice that was included in the council packet. The date of the hearing cannot be less than 30 days after the date of the first publication. Therefore the date in the proposed draft must be edited. The first publication will occur on February 8. There was a motion by Kraft to consider the petition filed and publish a notice for a hearing date. Second by Albrecht, motion carried.

There was a motion by Albrecht to set the hearing date for the Rugby Public School District #5 petition for March 16, 2020 at 7:30pm. Second by Melgaard, motion carried.

The council reviewed the AE2S Proposal for Comprehensive Plan Update. Steinke explained that the Finance committee had reviewed priorities of what AE2S should be considering when the comprehensive land use plan is complete. Steinke asked for a motion to approve the AE2S final plan. There was a motion by Albrecht to approve AE2S Proposal for the Comprehensive Land use Plan. Second by Kraft, motion carried.

Kraft explained Ordinance 422 – Hotel/Motel Occupancy Tax and 423 – 423 Lodging and Restaurant Tax. Hartl explained that in Ordinance 422 – 3.04.010- “periods of less *fewer* than thirty...” Hartl asked that fewer be removed. Ordinance 423 – 3.06.013- “and acquire *of* buildings” Hartl asked the word of be removed. Hartl pointed out three other places the word of needed to be removed. There was a motion by Albrecht to approve the first reading of Ordinance 422, as amended. Second by Kraft, all voting yes, motion carried.

There was a motion by Kraft to approve the first reading of Ordinance 423, as amended. Second by Bednarz, all voting yes, motion carried.

Committee Reports:

Recreation: Chairman Berg explained that they are working on the Recreation position job descriptions. They are looking to hire a new Recreation Director this spring. Dave Bednarz has obtained an estimate from Ackerman-Estevold to repair the swimming pool and has another company coming to take a look at the pool.

Finance: Kraft explained they had discussed irrigation rates, specifically for the Golf Course. They had also looked at advertising contracts and the Comprehensive Land Use Plan.

Ordinance: Worked on Ordinance 422 & 423.

Public Works: Chairman Bednarz explained they are looking at estimates for a generator for the Armory and discussed grass clippings. Currently Public Works is working on drainage issues around town. Steinke has preliminary maps from AE2S for the mapping project.

Public Safety: Melgaard explained that Fire Chief Schneibel had given a verbal report and discussed the propane tanks at the grain elevator. They had discussed the police report as well.

Buildings: Chairman Berg told the council they are looking to update the lighting on the Armory Stage.

Unfinished Business: none.

New Business:

Dave England, citizen, questioned if Steinke had looked into the storm drains in his neighborhood. Steinke explained that Interstate Engineering had supplied some recommendations in the past, which she obtained. England pointed out that when Wold Engineering was Pierce County’s engineer the plan would have been paid by the county at 80% and 20% would have been the city share, according to England. Steinke referred this to Public

Works Committee. She asked Stewart to reach out to Wold to attempt to obtain a copy of the plans from the past, which England is referring to. She also suggested asking Pierce County for any minutes related to this topic. England referred to the Pierce County Fair, last year, which had to be cancelled one day due to flooding from a heavy rain.

Steinke explained that the City will do some research as to what had been proposed in the past and the committees will look further into this. England stated that the city pays Gary Laughridge for a holding pond storage on the north end of the street, just out of town. Steinke does not recall any check being issued to Gary Laughridge.

There being no further business to transact or to come before the Council at this time Kraft made the motion to adjourn the meeting at 8:22 p.m. Second by LaRocque, all voting yes, motion carried.

ATTEST: _____
Jennifer Stewart, City Auditor

APPROVED: _____
Susan Steinke, Mayor

DATE APPROVED: _____