

**RUGBY CITY COUNCIL MEETING MINUTES
MONDAY, MARCH 2, 2026 – 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: Zachmeier, Larson, Reinke, Schneibel, and Kraft.

Absent: Santjer, Nelson, and Lotvedt.

Also, present were Mayor LaRocque, Public Works Director Munyer, Chief Bommersbach, Attorney Mickelson Hendrickson, 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 February 17, 2026, meeting minutes. There was a motion by Schneibel to approve the minutes as presented. Second by Reinke, all voting yes, motion carried.

The bills were reviewed by Kraft and Schneibel.

Bills Paid Since Last Meeting of 02/02/2026: \$220,877.34

ACH	BND (Bank of ND)	\$100.00
26055	Convention & Visitors Bureau	\$3,260.23
26056	Convention & Visitors Bureau	\$5,173.24
26057	American Welding & Gas	\$4,718.40
26058	Aqua-Pure Inc	\$450.00
26059	B & M Laundry Service	\$150.82
26060	Cole Papers	\$678.48
26061	Computer Express	\$350.00
26062	Convention & Visitors Bureau	\$2,781.62
26063	Convention & Visitors Bureau	\$4,272.38
26064	Ecolab	\$182.49
26065	Environmental Sys Research Inc	\$1,475.00
26066	Envision	\$1,776.65
26067	First District Health Unit	\$90.00
26068	H. E. Everson	\$61.29
26069	Information Technology Dept	\$213.20
26070	Jeccica Fjellanger	\$89.88
e-check	JP Morgan Chase Bank	\$621.38
26071	Maxair, LLC / Jemco	\$2,152.43
26072	Minot Daily News	\$282.36

26073	NAPA	\$108.15
26074	ND Department of Health/Chemistry	\$40.78
26075	ND Dept of Environmental Quality	\$525.00
26076	ND Telephone Company	\$925.88
26077	Northern Plains Electric Coop	\$3,642.35
26078	Otter Tail Power Co	\$14,265.95
26079	Petty Cash	\$42.00
26080	Railroad Management Co. III, LLC	\$458.76
26081	Rugby Job Authority	\$40,149.76
26082	Rugby Service Center	\$1,667.85
26083	Share Corporation	\$181.10
26084	Uniform Center	\$1,773.00
26085	Valli Information Systems	\$895.74
26086	Vessco Inc	\$2,837.00
26087	Wellabe	\$176.25
e-ck	Wex Bank	\$26.76
ACH	Payroll Checks	\$70,675.09
ACH	Social Security	\$10,510.84
ACH	Medicare Taxes	\$2,458.18
ACH	Payroll Taxes	\$5,479.82
ACH	NDPERS	\$825.00
ACH	NDPERS	\$12,206.24
ACH	NDPERS	\$28,242.96
26088	AFLAC	\$494.62
26089	AFLAC	\$1,034.88
ACH	California State Disbursement Unit	\$787.00
Bills To Be Approved at 03/02/2026 Meeting:		\$47,988.36
26090	Aqua-Pure Inc	\$5,985.83
26091	B & J Excavating	\$1,493.08
26092	Circle Sanitation	\$20,456.75
26093	Civic Plus LLC	\$1,074.95
26094	Computer Express	\$7,309.00
26095	Dakota Farms	\$88.25
26096	David Jaeger	\$1,300.00
26097	Hawkins Inc	\$2,102.36
26098	Johnson's Plumbing	\$2,364.48
26099	Minot Daily News	\$548.53
26100	Pierce County Auditor	\$3,765.33
26101	Rugby Broadcasters Inc	\$36.00
26102	Rugby Hardware Hank	\$121.25
26103	Rugby Lumber	\$146.32
26104	Rugby Veterinary Service	\$244.00
26105	Schaan Oil Co	\$165.11
26106	Stryker Sales	\$87.00
26107	Verizon Wireless	\$700.12

The council considered the monthly bills. There was a motion by Schneibel to approve the monthly bills. Second by Kraft, roll call vote, all voting yes, motion carried.

The council considered the monthly financials that included the cash report, expenditures vs. budget, and revenues vs. budget. They also reviewed the Old National year-to-date interest. There was a motion by Larson to approve the financials as presented. Second by Zachmeier, roll call vote, all voting yes, motion carried.

The council reviewed the February municipal court report. There was a motion by Schneibel to approve the February municipal court report. Second by Kraft, all voting yes, motion carried.

Portfolio Reports

Buildings/Property: Stewart explained that they are obtaining an estimate to replace 30-50 carpet tiles for the Armory floor.

Ordinance: Mickelson Hendrickson explained the options the council has regarding parking on private residential property. She explained that we currently have nuisance ordinances that could address most of the issues that have been raised. She explained that adding additional ordinance regarding parking in residential yards would need a public hearing for residents to voice their concerns. Mickelson Hendrickson suggested that specific concerns should be photographed and forwarded to the Chief of Police and herself to see if we have an ordinance to address the specific situation and then address it. Zachmeier explained that they don't want to work on drafting something new if the council is not on the same page with specific ordinance language. They continued to discuss the array of nuisance ordinances that much of these concerns may be addressed with. Zachmeier would prefer to amend the current ordinance versus creating a new ordinance.

Personnel: Portfolio Holder Schneibel had nothing to report.

Public Safety: Portfolio Holder Kraft had nothing to report.

Public Works: Portfolio Holder Larson explained that the John Deere grader is not working. They believe it is the turbo, which is approximately \$4,800. He recommended looking into newer used graders for future replacement. Well 5 still has the pump out which will be replaced when the weather warms up. Reinke commended the department for their efforts with snow removal.

Library Board: Reinke explained some important events going on at the library now and in the next few months. He explained that he visited the Frank Peterson Memorial highway sign located on Hwy 200.

Unfinished Business

Mickelson Hendrickson and the council discussed the Prairie View Estates Sub-division and the streets thereof. Mickelson Hendrickson explained that the plat dedicated the streets to the public so it would be the responsibility of the city to maintain the current streets. She explained that no improvements must be made, but for the safety of public travel it is the responsibility of the city to maintain the streets. Anything to the east of Prairie View Estates is not dedicated to the public and not the responsibility of the city. Dave Zwingel, resident of Prairie View Estates, was present. They discussed that any improvements could be specially assessed to the residents. Zwingel explained that currently the residents are looking for repairs or maintenance. Mickelson Hendrickson explained that the alleys of this sub-division are not dedicated to the public. There was a motion by Schneibel to accept the legal opinion provided by Mickelson Hendrickson regarding Prairie View Estates and maintain the street. Second by Reinke, roll call vote, all voting yes motion carried.

The council conducted the second reading of Ordinance 471 Dangerous Buildings. Mickelson Hendrickson explained the process to enforce the ordinance. There was a motion by Zachmeier to approve the second reading of Ordinance 471 Dangerous Buildings. Second by Kraft, all voting yes, motion carried.

New Business

The council considered a call for gravel bids. There was a motion by Larson to approve the call for bids to be published. Second by Kraft, all voting yes, motion carried.

There was no public comment.

The council reviewed correspondence received from the Jerome Voeller Family.

The next council meeting is scheduled for Wednesday, March 18, 2026, at 7:00pm.

There being no further business to transact or come before the council at this time, LaRocque declared the meeting adjourned. The meeting adjourned at 7:45p.m.

Frank LaRocque, Mayor

Attest: _____
Jennifer Stewart, City Auditor