

**RUGBY CITY COUNCIL MEETING MINUTES  
WEDNESDAY, JANUARY 15, 2025 – 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: Schneibel, Zachmeier, Kraft, and Larson

Council Members present by TEAMS: Brossart, Lotvedt, Nelson, Reinke, and Attorney Mickelson Hendrickson.

Also, present were Mayor LaRocque, Chief Bommersbach, Public Works Director Munyer, and Auditor Stewart.

The council considered the agenda. There was a motion by Schneibel to remove the JDA Minutes and Financials and approve the agenda as amended. Second by Kraft, all voting yes, motion carried.

The council considered the January 6, 2025, regular council minutes. There was a motion by Larson to approve the January 6, 2025, regular council minutes as presented. Second by Lotvedt, all voting yes, motion carried.

Wade Senger, Interstate Engineering, addressed the council regarding the Industrial Contracting Services correspondence regarding the change request denied. Senger explained that \$9126.61 is yet owed to ICS. He explained that the grant funds would cover 60% of this cost and the city would be responsible for 40%. The city cost would be \$3,650.64.

7:06 pm Reinke joined the meeting.

Senger explained that there are two gate valves that do not work correctly. Lotvedt suggested that we ask ICS to repair the two gate valves and then pay the balance. Larson explained that Munyer had to put one of the old valves in due to the new one not working. When the second basin is drained, Munyer will have to install the second old valve. These two “new” valves should be working. Senger’s concern is that the basin would have to be taken out of service to make the repairs. Senger suggested that ICS be notified that the city will pay the balance of \$9,126.61, once ICS repairs the two new gate valves and blowoffs. There was a motion by Nelson to have Senger notify ICS of the city’s agreement to pay the \$9,126.61 balance to ICS once they repair the two new gate valves and blowoffs. Second by Lotvedt, roll call vote, all voting yes, motion carried.

7:13pm Senger left the meeting.

Chief Bommersbach presented the December 2024 police report. He explained that the department had 88 calls for service, 21 citations, 3 arrests, 8 vehicle accidents and 12 medical assistance calls in the month. There was a motion by Larson to approve the December 2024 Police Department report. Second by Schneibel, all voting yes, motion carried.

## Portfolio Holder Reports

**Buildings:** Portfolio Holder Lotvedt explained that the Armory pantry floor has been painted, and they need baseboard put in. The electrician still has some work to do. The food pantry is working on written bylaws for the council, before they move locations.

**Finance:** Portfolio Holder Nelson had nothing to report.

**Ordinance:** Portfolio Holder Zachmeier asked Attorney Mickelson Hendrickson to explain the necessity of the first readings of the ordinances on the agenda.

**Personnel:** Portfolio Holder Schneibel had nothing to report.

**Public Safety:** Portfolio Holder Kraft explained the history of fire department air packs and the newly purchased packs. The city has put \$95,000 away for the air packs. Schneibel explained that a new pumper truck currently costs \$700,000. We are looking at purchasing in approximately four years. Kraft explained several photos, of property around town that are nuisance properties. He explained the need to address the properties due to the condition of the structures. They will be turned over to the police department to remedy. Bommersbach explained that the Task Force has hired an individual with 20+ years of law enforcement experience. He anticipates the start date will be in February.

**Public Works:** Portfolio Holder Larson explained that they are working on the Armory food pantry as well as snow removal.

**Recreation:** Portfolio Holder Brossart explained that they are advertising for a Recreation Director, but none have been submitted.

**Library:** Reinke explained that the library has 38 schools planning to attend the Holocaust exhibit at the library.

## Unfinished Business

LaRocque explained the correspondence received from ND DOT regarding the Highway 3 Project. The low bid for the project was \$10,857,895.25, with the city's share estimated at \$694,658.30. The state is looking for concurrence from the city before the award the bid. There was a motion by Nelson to concur with the bid for the Highway 3 project. Second by Reinke, roll call vote, all voting yes, motion carried.

The council conducted the first reading of Ordinance 458- Transfer of Title of Vehicle, Ordinance 459- Use by an individual under 21, Ordinance 460-Driving without Liability Insurance, and Ordinance 461- Vehicle Registration. There was a motion by Zachmeier to approve the first reading of Ordinance 458- Transfer of Title of Vehicle, Ordinance 459- Use by an individual under 21, Ordinance 460-Driving without Liability Insurance, and Ordinance 461- Vehicle Registration. Second by Kraft, all voting yes, motion carried.

New Business

The council considered a local permit application for Pierce County Ducks Unlimited. There was a motion by Larson to approve the local permit application for Pierce County Ducks Unlimited. Seconded by Zachmeier, all voting yes, motion carried.

The next meeting is scheduled for February 3, 2025, at 7:00p.m.

There being no further business to transact or come before the council at this time, LaRocque declared the meeting adjourned at 7:53 pm.

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Frank LaRocque, Mayor

Attest: \_\_\_\_\_  
Jennifer Stewart, City Auditor

Approved: \_\_\_\_\_