

**RUGBY CITY COUNCIL MEETING MINUTES
TUESDAY, JANUARY 17, 2023– 7:00 PM
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 Mayor LaRocque.

Council Members present: Schneibel, Kraft, Larson, Zachmeier, and Gannarelli.

Council Members present by TEAMS: Nelson, Brossart and Lotvedt.

Also present were Mayor LaRocque, Auditor Stewart, Attorney Murray and Chief Bommersbach.

The council considered the agenda. There was a motion by Kraft to approve the agenda as presented. Second by Zachmeier, all voting yes, motion carried.

The council considered the January 3, 2023, meeting minutes. There was a motion by Lotvedt to approve the January 3, 2023, meeting minutes. Second by Brossart, all voting yes, motion carried.

7:02 p.m. Jon Nelson joined the meeting.

Stewart reviewed the 2022-year end cash report with the council. Nelson questioned the snow removal budget. Stewart explained that currently the fund is doing well. The city did not levy for snow removal in the 2022 budget due to the snow removal fund balance in 2021. The city did levy in the 2023 budget for snow removal and those levy funds are currently being received. Nelson indicated that the state is looking to appropriate funds for snow removal for entities, however the details of that appropriation are still being worked out. It is possible that the city may qualify for those funds later.

The council reviewed expenditure and revenue to budget reports for the 2022 year. The council then considered budget transfer and amendments for year-end 2022. There was a motion by Schneibel to approve the 2022 cash transfers of: \$5,000 from the General Fund to the Building Capital Improvement Reserve Fund for the addition of Agri-lime to the baseball field that was not completed in 2023; \$50,000 from Water Supply & Treatment Enterprise Fund to Water Supply & Treatment Enterprise Capital Improvement Fund. \$20,000 for fire hydrant replacements, \$14,000 for painting the 100,000 gallon storage tank, \$16,000 for Water Tower Painting; \$24,600 from the Sewer Operations Enterprise Fund to Sewer Operations Capital Improvements Fund for the lift station alarms that were ordered, but not installed in 2022; \$28,000 from Sewer Operations Enterprise Fund to Sewer Operations Enterprise Capital Improvements Fund for a new vehicle to replace the 2013 Chevrolet-vehicle was ordered, due to supply chain issues it has not arrived and to approve the budget amendment document 152 with amendments one through thirty-nine. Second by Kraft, roll call vote, all voting yes, motion carried.

The council reviewed the pledge of securities form Merchants Bank. There was a motion by Kraft to approve the pledge of securities from Merchant Bank. Second by Lotvedt, all voting yes, motion carried.

The council considered the December 2022 Rugby Police Department report. Chief Bommersbach explained the department had 99 calls for service, 11 citations, 3 arrests, and 25 medical assist calls in the month of December. There was a motion by Larson to approve the December 2022 Rugby Police Department report. Second by Schneibel, all voting yes, motion carried.

Portfolio Holder Reports

Recreation: Lotvedt explained that the Girls Wrestling program would like to utilize a basement room at the Armory. There is a wall dividing the room that Chris Brossart, Girls Wrestling Head Coach, has volunteered to tear out. There was a motion by Lotvedt to allow the Rugby High School Girls Wrestling to utilize the basement room and remove the wall in the room. Second by Kraft, all voting yes, motion carried.

Lotvedt explained that the Armory remodel is going well and carpet tiles should be laid in the south classroom the end of February.

It was discussed that a contract, like the other contracts the school has for other parts of the Armory, would be in the best interest of the school and city. At this point no fee will be associated with the contract.

Finance: Nelson does not have anything to report currently.

Ordinance: Zachmeier does not have anything to report currently.

Personnel: Gannarelli reported that employee policy 703- Corrective Actions and Discipline has been reviewed by Attorney Murray and will be brought to council at their next meeting.

Public Safety: Larson had nothing new to report.

Public Works: Kraft explained that a pump at one of the wells is in need of repair and the company will be onsite next week to complete the repair. Munyer reported that Johnson's Plumbing had installed one backflow preventer today.

Recreation: Schneibel reported that they are taking applications for the Recreation Director position. He has spoken to a potential individual, who has not yet turned in an application.

Attorney Murray explained to the council the proper procedure to enter and exit an Executive Session, as it was the next topic on the agenda.

Kraft asked the council to move the New Business portion of the meeting, ahead of the Unfinished Business. The council agreed to this.

The council considered the 2023 FBLA Proclamation. There was a motion by Kraft to approve the 2023 FBLA Proclamation. Second by Gannarelli, all voting yes, motion carried.

The council considered the 2023 Pierce County Tribune advertising agreement. There was a motion by Schneibel to approve the 2023 Pierce County Tribune advertising agreement. Second by Zachmeier, roll call vote, all voting yes, motion carried.

The council considered an application for liquor and or beer license for Kay Quick and BackRoads Bar, L.L.C. Attorney Murray has reviewed the application and asked if there has been an inspection to make sure the building meets safety and sanitation issues. She also questioned if the applicant had the ability to utilize the premise right now, or if the final sale must be complete. The purchase agreement attached does not indicate Ms. Quick's right to occupy the premises before the sale. She also questioned if a background check has been complete yet. Murry explained that state statute and city ordinance both allow for this. Murray noted that on question 1 of the application, Quick has indicated that she is not Incorporated, however BackRoads Bar, LLC is listed on the floor plan. Murray suggested that any motion be contingent upon background check, building inspection and ownership.

Dana Lemar, addressed the council, indicating that the building is currently gutted out. North Central Builders will be doing the remodel. ADA accessible restrooms will be added. Kay Quick, applicant, addressed the council indicating that her plan is to be open for business by April 2023. The council discussed that a Fire Inspection would be completed after the remodel is completed. Lotvedt motioned to approve the application for liquor and or beer license for Kay Quick and BackRoads Bar LLC, contingent upon the conditions Attorney Murray has advised the council of. Second by Schneibel. The council discussed the conditions and timeline for fire inspections and building inspections. Lemar asked if a list of conditions would be provided to Quick. Murray agreed that a specific list of conditions would be given to Quick. LaRocque called for a vote, all voting yes, motion carried.

The council discussed if they wanted to go into Executive Session to discuss the 2 ½ Ave Project to include the Wagner Construction correspondence and pay application 9. The council and attorney had a lengthy discussion regarding Wagner Constructions change order 5 and 6 regarding fuel escalation charges and trucking escalation charges over and above the contract. There was a motion by Schneibel to deny Wagner Construction pay application 9, that includes change orders 5 and 6, and not discuss them in the future. Second by Larson, roll call vote, all voting yes, motion carried.

The next meeting is scheduled for February 6, 2023, at 7:00p.m.

There being no further business to transact or come before the council at this time, there was a motion by Kraft to adjourn the council meeting. Second by Schneibel, all voting yes, motion carried. Meeting adjourned at 8:07p.m.

Frank LaRocque, Mayor

Attest: _____
Jennifer Stewart, City Auditor

Approved