

**RUGBY CITY COUNCIL MEETING MINUTES  
MONDAY, OCTOBER 6, 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: Lotvedt, Nelson, Kraft, Schneibel, Larson, Reinke, Santjer, and Zachmeier.

Also, present were Mayor LaRocque, Public Works Director Munyer, Chief of Police Bommersbach, Representative Madeline Hurly, Attorney Mickelson Hendrickson, and Auditor Stewart.

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

The council considered the September 17, 2025, Budget Hearing minutes. There was a motion by Schneibel to approve the September 17, 2025, Budget Hearing minutes. Second by Nelson, all voting yes, motion carried.

The council considered the September 17, 2025, meeting minutes. There was a motion by Lotvedt to approve the September 17, 2025, meeting minutes. Second by Zachmeier, all voting yes, motion carried.

The bills were reviewed by Zachmeier and Santjer.

Bills Paid Since Last Meeting of 09/02/2025: \$230,509.99

25732	Aqua-Pure Inc	\$450.00	
25733	B & J Excavating	\$4,884.00	
25734	B & M Laundry	\$114.10	
25735	Convention & Visitors Bureau	\$2,475.25	
25736	Convention & Visitors Bureau	\$4,258.46	
25737	Disco K9	\$9,500.00	
25738	EcoLab	\$182.49	
25739	Envision	\$522.92	
25740	Fargo Glass & Paint	\$3,867.00	
25741	H. E. Everson Co	\$43.85	
25742	HP Ink	\$754.72	
25743	Heart of America Library	\$5,570.77	
25744	I Design	\$552.49	
25745	Information Technology Dept	\$186.55	
25746	Interstate Engineering	\$1,163.50	

25747	Ironhide Equipment	\$4,889.44
25748	John Deere Financial	\$15.58
E-Ck	JP Morgan Chase	\$1,101.03
25749	Leevers Foods	\$25.77
25750	MARC	\$3,461.17
25751	Minot Daily News	\$84.24
25752	Napa Auto Parts	\$144.42
25753	ND One Call Concepts	\$34.70
25754	ND Telephone Co	\$985.91
25755	Northern Plains Electric Coop	\$3,525.70
25756	Otter Tail Power Company	\$11,703.94
25757	Rugby Broadcasters	\$36.00
25758	Rugby Hardware Hank	\$2,704.20
25759	Rugby Job Authority	\$23,839.62
25760	Rugby Park District	\$9,533.55
25761	Running Supply Co	\$243.12
25762	Valli Information Systems	\$858.08
25763	Wellabe	\$141.00
E-Ck	Wex Bank	\$712.02
25764	Yvonne Hagen	\$337.50
ACH	Payroll	\$65,866.98
ACH	Social Security	\$9,821.78
ACH	Medicare Taxes	\$2,297.06
ACH	Payroll Taxes	\$5,279.77
25765	AFLAC	\$547.72
25766	AFLAC	\$1,034.88
ACH	NDPERS	\$800.00
ACH	NDPERS	\$9,718.87
ACH	NDPERS	\$22,155.86
ACH	California State Disbursement	\$787.00
25767	State Tax Commissioner	\$936.98
25768	Devils Lake Cars	\$12,360.00

Bills To Be Approved at 10/6/25 Meeting: \$257,725.36

25769	American Welding & Gas	\$70.86
25770	Aqua-Pure Inc	\$5,400.00
25771	B & J Excavating	\$10,583.78
25772	Bonnie Berginski	\$309.80
25773	Brad's Auto & Towing	\$81.00
25774	Circle Sanitation	\$20,641.03
25775	CNH Industrial Accounts	\$334.16
25776	Cole Papers	\$994.26
25777	Colonial Research Chemical Corp	\$5,235.45
25778	Computer Express	\$350.00
25779	David Jaeger	\$1,300.00
25780	Envision	\$36.85

25781 H. E. Everson Co \$8.70  
 25782 Hawkins Inc \$881.84  
 25783 HP Inc \$2,438.00  
 25784 Information Technology Dept \$186.55  
 25785 Johnson's Plumbing \$168.40  
 25786 KDL Construction \$1,800.00  
 25787 M. J. McGuire Co \$1,169.05  
 25788 Mark Pfau/Dakota Diverse Contract \$500.00  
 25789 Minot Daily News \$391.56  
 25790 ND Department of Transportation \$162,583.86  
 25791 ND Dept of Water Resources \$20,018.70  
 25792 Pierce County Auditor \$3,672.92  
 25793 Rebecca Jordan \$170.00  
 25794 Robert Spallinger \$2,165.00  
 25795 Rugby Broadcasters \$36.00  
 25796 Rugby Farmers Elevator \$43.00  
 25797 Rugby Hardware Hank \$844.06  
 25798 Rugby Lumber \$214.24  
 25799 Rugby Service \$1,637.75  
 25800 Running Supply Inc \$228.02  
 25801 Schaan Oil \$99.09  
 25802 Scott Bommersbach \$342.30  
 25803 State Tax Commissioners \$189.13  
 25804 U. S. Bank / St Paul \$12,600.00

The council considered the monthly bills. There was a motion by Zachmeier to approve the monthly bills. Second by Santjer, roll call vote, Santjer-yes, Zachmeier-yes, Larson-abstain, Reinke-yes, Schneibel-yes, Kraft-yes, Nelson-yes, and Lotvedt-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 Bremer year-to-date interest. There was a motion by Reinke to approve the financials as presented. Second by Zachmeier, roll call vote, all voting yes, motion carried.

The council considered the September Municipal Court Report. There was a motion by Kraft to approve the September Municipal Court Report as presented. Second by Schneibel, all voting yes, motion carried.

### Portfolio Reports

**Buildings/Property:** Portfolio Holder Lotvedt explained they are working on the Armory exhaust fans that are located in the basement. The Armory windows are in and will be installed when the contractor has time.

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

Ordinance: Portfolio Holder Zachmeier discussed with the council the concerns from Chalmer's residents about future building. Mickelson Hendrickson recommended that the council consider changing their ordinance if they want to have larger homes built in Rugby. Mickelson Hendrickson proposed updated ordinances to address all nuisances in the community.

Personnel: Portfolio Holder Schneibel informed the council of open positions with the JDA office.

Public Safety: Portfolio Holder Kraft explained that a new officer is starting November 3 with the Police Department. New tasers have been ordered. These were previously budgeted for. The current tasers are 10 years old. They discussed the use of tasers. The K9 is at the trainer's facility currently.

Public Works: Portfolio Holder Larson explained that the water tower was inspected, and no issues were reported. The Public Works Department is getting ready for the winter season. It was discussed that the city owned land that is rented out, with the well heads on it, will need to be put into hayland and no longer farmed to protect the well heads.

Recreation: Portfolio Holder Santjer had nothing to report.

Library Board: Reinke explained that Friday the Heart of America Library will host a children's author. They have a hospice speaker coming to the library in October and a Rugby author.

Food Pantry: Hurly explained the next distribution is October 20 and Little Flower CYO will be holding a food drive for the food pantry.

### Unfinished Business

Dave Bendarz, Rugby resident, addressed the council regarding the former Cow Country property located just north of 1<sup>st</sup> St. The city has a judgement from District Court and can clean up the property. They had a lengthy discussion regarding the condition of the property. They discussed the pickup trailers and enclosed trailers. The council viewed drone footage of the property. Attorney Mickelson Hendrickson advised the council to follow the judgement and clean up what is allowed and then follow up anything else with our current ordinances. There was a motion by Schneibel to put an advertisement for bids to enforce the judgement and have a contractor clear the property of the items that the judgement allowed to be removed by the City.

The council considered a call for bids for the city owned property that is rented out for farming, pasture and hayland. Mickelson Hendrickson explained to the council the law that explains how the city puts property out for bids. There was a motion by Nelson to approve the Notice for Bids for City owned property. Second by Santjer, all voting yes, motion carried.

The council considered the Final Certification of Local Match from the ND Department of Transportation for the new hospital frontage road. It was explained that this provides the fund that the city used to pay their portion of the project. There was a motion by Schneibel to approve

the Final Certification of Local Match. Second by Zachmeier, roll call vote, all voting yes, motion carried.

The council considered correspondence to Edwin Pfeifer regarding his dangerous building at 119 6<sup>th</sup> St SW. There was a motion by Kraft to approve the correspondence. Second by Lotvedt, all voting yes, motion carried.

The council reviewed the correspondence from Souris Basin.

The council reviewed the updated project completion schedule for the Hwy 3 Project.

The next meeting is scheduled for Wednesday, October 15, 2025- 7:00p.m.

There being no further business to transact or come before the council at this time, LaRocque declared the meeting adjourned. The meeting adjourned at 8:12p.m.

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Frank LaRocque, Mayor

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