

**RUGBY CITY COUNCIL MEETING MINUTES
WEDNESDAY, FEBRUARY 21, 2024 – 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 Mayor LaRocque.

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

Council Members present by TEAMS: Brossart and Lotvedt.

Also, present were Mayor LaRocque, Attorney Murray (by TEAMS), Chief Bommersbach, Public Works Director Munyer, and Auditor Stewart.

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

The council considered the February 5, 2024, regular council minutes. There was a motion by Schneibel to approve the February 5, 2024, regular council minutes as presented. Second by Zachmeier, all voting yes, motion carried.

The council considered the January 2024 Rugby Police Department report. Chief Bommersbach explained the department had 74 calls for service, 5 citations, 1 arrest, 4 vehicle accidents and 19 medical assistance calls in the month of January. There was a motion by Larson to approve the January 2024 Police Department report. Second by Gannarelli, all voting yes, motion carried.

Ellen Huber, JDA Consultant, addressed the council regarding the most recent JDA activity. She updated them on the new Housing Incentive Program, to assist in marketing the Chalmers lots. She explained that a group of community individuals is working together to help develop a redevelopment plan for the existing hospital site.

Huber explained the Regional Workforce Impact Program and the grant funds that were awarded to the Convention and Visitors Bureau to assist with the upcoming docuseries “My Town”. She explained that the JDA is still searching for an Executive Director and is hoping to attract an Optometrist to Rugby. Huber explained the need for housing in Rugby. There was a motion by Lotvedt to approve the JDA minutes and financials. Seconded by Kraft, all voting yes, motion carried.

Portfolio Holder Reports

Buildings: Portfolio Holder Lotvedt reported that the stainless steel for the Armory kitchen has arrived. Public Works will be painting the kitchen and flooring will be installed in April. Lotvedt discussed a bill from Interstate Engineering regarding the easements that were completed for the bike path by the new hospital. The total is \$857.50. LaRocque suggested that for the minor amount that the city consider paying the bill, without asking others for contributions toward the bill. There

was a motion by Lotvedt to pay the Interstate Engineering bill for the easement for the bike path in the amount of \$857.50. Seconded by Nelson, roll call vote, all voting yes, motion carried.

Finance: Portfolio Holder Nelson had nothing to report on city finances. Nelson reported that he hopes to hear from the North Dakota Department of Environmental Quality regarding the status of the Abandoned Auto Fund grant.

Ordinance: Portfolio Holder Zachmeier had nothing new to report.

Personnel: Portfolio Holder Gannarelli reported that the library had two applicants for their maintenance position.

Public Safety: Portfolio Holder Kraft had nothing to report.

Public Works: Portfolio Holder Larson reported that a new employee will begin March 4. Interstate Engineering and SUEZ should be onsite February 27 to start up Train B and make sure the construction was successful. He explained that the old street sweeper needs a new fan at an approximate estimate of \$7,500. This repair is maintenance.

Recreation: Portfolio Holder Schneibel explained that they have not received any applicants for the Recreation Director position. He would like to see applications come in soon for this position.

Unfinished Business

LaRocque briefly discussed the need to locate an Optometrist for the community.

New Business

Larson reported that he heard that the school is going to fix the drainage, in the spring, around Ely with a new valley gutter to allow the water to move.

The next meeting is scheduled for March 4, 2024, at 7:00p.m.

There being no further business to transact or come before the council at this time, there was a motion by Lotvedt to adjourn the meeting. Second by Larson, all voting yes, motion carried.

Frank LaRocque, Mayor

Attest: _____
Jennifer Stewart, City Auditor

Approved