

**REGULAR RUGBY CITY COUNCIL MEETING MINUTES
MONDAY, MARCH 1, 2021– 7:30PM
CITY ARMORY GYMNASIUM AND BY GOTOMEETING**

Council Members present: Albrecht, Kraft, Bednarz, Berg, LaRocque, and Trottier. Council Members present by GOTOMEETING: Longie and Lunde. Also present were Mayor Steinke, City Attorney Hartl, Jim Olson, AE2S and City Auditor Stewart.

Mayor Steinke called the meeting to order at 7:47 pm.

Council members recited the Pledge of Allegiance.

Roll call was taken by Steinke.

There was a motion by Kraft to approve the agenda as presented. Second by Albrecht, motion carried.

The council considered the February 1, 2021 special meeting minutes. There was a motion by Albrecht to approve the minutes of the February 1, 2021, special council meeting. Second by Kraft, all voting yes, motion carried.

The council considered the February 1, 2021 meeting minutes. There was a motion by Berg to approve the minutes of the February 1, 2021, regular council meeting. Second by LaRocque, all voting yes, motion carried.

The council considered the February 8, 2021 special meeting minutes. There was a motion by Albrecht to approve the minutes of the February 8, 2021 special meeting minutes. Second by Bednarz, all voting yes, motion carried.

Stewart presented the results of the 2021 \$1,815,000 Refunding Series 2013 Refunding Improvement Bonds. The winning bidder was Piper Sandler & Co. and Cantor Fitzgerald with a price of \$1,830,236.05 with an interest rate of 1.3447%. There was a motion by Albrecht to accept the winning bid from Piper Sandler & Co and Cantor Fitzgerald for the 2021 \$1,815,000 Refunding Series 2013 Refunding Improvement Bonds and Resolution 2021-2. Second by Trottier, roll call vote, Albrecht-yes, Kraft-yes, Bednarz-yes, Berg-yes, LaRocque-yes, Trottier-yes, Lunde-yes, and Longie-yes. Motion carried.

Bills Paid Since Last Meeting of 2/1/2021:	\$193,192.28
21181 B & M Laundry Services	\$174.32
21182 CO2 Systems Inc.	\$632.50
21183 Coffee Cottage Café	\$68.31
21184 Comfort Inn Bismarck	\$172.80
21185 Convention & Visitors Bureau	\$149.69
21186 Convention & Visitors Bureau	\$1,366.03
21187 David Bednarz	\$72.80
21188 David Wermerskirchen	\$461.78
21189 Envision	\$732.64
21190 Hawkins Inc.	\$2,820.21
21191 Home of Economy Inc.	\$59.81

21192	Johnson's Plumbing	\$290.88
e-ck	JP Morgan Chase Bank	\$1,111.33
21193	Kara Harmel	\$127.50
21194	MARC	\$1,515.52
21195	Medico	\$282.00
21196	NAPA	\$201.89
21197	ND Dept. of Health-Chemistry	\$18.54
21198	ND Telephone Company	\$711.63
21199	Northern Plains Electric Co	\$2,997.29
21200	Otter Tail Power Company	\$11,610.47
21201	Pierce County Tribune	\$1,250.26
21202	Railroad Mgmt Co III, LLC	\$284.85
21203	Rugby Job Authority	\$26,635.06
21204	Rugby Welding	\$47.96
21205	Staples	\$215.94
21206	TomCo2 Systems Co	\$45,771.00
21207	Valli Information Systems	\$645.45
21208	Verizon Wireless	\$80.02
e-ck	Wex Bank	\$538.61
ACH	Payroll Checks	\$50,900.51
ACH	Social Security	\$8,020.12
ACH	Payroll Taxes	\$5,464.99
21209	AFLAC	\$971.77
ACH	NDPERS	\$375.00
ACH	NDPERS	\$8,453.52
ACH	Sanford Health / NDPERS	\$16,083.60
Bills Submitted for payment 03/01/2021:		\$ 75,784.97
ACH	BND	\$2,061.92
21210	ACME Tools	\$86.08
21211	Advanced Engineering	\$14,989.85
21212	Advanced Graphix, Inc.	\$350.00
21213	Brad Radomski	\$700.00
21214	Brad's Auto Service & Towing	\$762.99
21215	Circle Sanitation	\$20,155.00
21216	Core & Main	\$2,098.59
21217	Dakota Fence	\$2,250.00
21218	Drive Chevrolet Buick, Rugby	\$49.97
21219	First District Health Unit	\$75.00
21220	Flexible Pipe Tool Company	\$344.45
21221	H. E. Everson	\$238.93
21222	Harper Oil Company	\$1,964.47
21223	Johnson's Plumbing	\$2,020.50
21224	ND Sewage Pump and Lift	\$1,576.10
21225	Northern States Supply	\$104.28
21226	Petty Cash	\$54.88

21227	Pierce County Auditor	\$3,412.50
21228	Rebecca Jordan	\$170.00
21229	Rugby Fire Dept.	\$14,322.46
21230	Rugby Hardware Hank	\$1,575.80
21231	Rugby Insurance Agency	\$5,546.88
21232	Rugby Lumber Inc.	\$1,035.25
21233	Rugby Service Center	\$1,156.99
21234	Rugby Veterinary Service	\$244.00
21235	Wangler Construction LLC	\$500.00

The bills were reviewed by the council. Bills were individually reviewed by Kraft and Bednarz. There was a motion by Kraft to approve payment of the bills as presented. Second by Bednarz, roll call vote, Albrecht-yes, Kraft-yes, Lunde-yes, Bednarz-yes, Berg-yes, LaRocque-yes, Longie,-yes, and Trottier-yes, motion carried.

Stewart presented the cash report, revenues to budget and expenditure to budget reports. There was a motion by Trottier to approve the financials as presented. Second by Berg, roll call vote, Albrecht-yes, Kraft-yes, Lunde-yes, Bednarz-yes, Berg-yes, LaRocque-yes, Longie,-yes, and Trottier-yes, motion carried.

The council considered the February 2021 Municipal Court Report. There was a motion by Kraft to approve the February 2021 Municipal Court Report. Second by Albrecht, all voting yes, motion carried.

The council reviewed the Convention & Visitors Bureau meeting minutes for February 4, 2021, as well as the financials. Laurie Odden, CVB Executive Director, updated the council on the success of their 50/50 raffle. She explained they are taking bids to repair the monument and Northern Lights Tower. She requested permission to hang flower planters on city light poles in the business district. There was a motion by Bednarz to allow the CVB to hang flower pots from the city light poles in downtown. Second by LaRocque, all voting yes, motion carried.

Odden updated the council on the upcoming CVB events. There was a motion by LaRocque to approve the CVB February 4, 2021 minutes and financials as presented. Second by Trottier, all voting yes, motion carried.

The council reviewed and considered the JDA January 13, 2021 meeting minutes and financials presented at the February 10, 2021 JDA meeting. There was a motion by Albrecht to approve the JDA January 13, 2021 meeting minutes and February 10, 2021 financials. Second by Kraft. Berg questioned if Steinke was the acting interim JDA Director. Steinke is not, but has been assisting as have other board members to keep operations going without a director. Steinke called for a vote. Roll call vote, Albrecht- yes, Kraft- yes, Berg-yes, Bednarz – yes, LaRocque-yes, Trottier- yes, Lunde-yes, Longie-yes, motion carried.

Recreation Committee: Chairman Berg reported that the American Legion may be having a baseball team this year. They are currently advertising for a Recreation Director and Recreation Manager.

Finance Committee: Albrecht explained they discussed paying \$20,000 down on the new police vehicle and taking a loan with Merchants Bank out for the balance. There was a motion by Albrecht to take out a loan with Merchants Bank for \$18,893 and pay \$20,000 cash for the new Ford F-150 Pickup for the police department. Second by Trottier, roll call vote, Albrecht- yes, Kraft- yes, Berg-yes, Bednarz – yes, LaRocque-yes, Trottier- yes, Lunde-yes, Longie-yes, motion carried.

Ordinance Committee: Chairman Kraft explained that they had discussed purchasing policy and are still doing research on this. He explained that the Ordinance committee had received a request to change ordinance.

Public Works: Chairman Bednarz explained that the new overhead garage doors have been installed at the city shop. Bartsch Electric is working on wiring the lift stations. They are currently waiting on parts that are ordered. They have been painting in the water plant and the council chambers have been painted.

Public Safety Committee: Chairman Longie reported that they had discussed feral cat issues. Currently the ordinance allows for cats or dogs to be deposited at the veterinary clinic. They are boarded for three days and if no one claims them they are put down. The cost to the city tax payers per animal is approximately \$120.

Building: Chairman Berg explained that they had discussed putting the Armory project on hold. This is due to the lack of grant funds that were originally believed to be available. They will look at breaking the large project down into smaller projects. They reviewed an estimate from Dakota Design Floors to have a maintenance refinish of the Armory floor. Steinke reminded the council that two estimates are required for purchases over \$2,500. Steinke had instructed Stewart to obtain a second estimate from the company that Rugby Public Schools uses for their gymnasium floor. A formal estimate has not been obtained but a very rough estimate was. The formal estimate will be obtained and forwarded to the Buildings Committee. Berg indicated that new windows and increased ventilation are being looked into for the swimming pool.

Jim Olson updated the council on the CO2 tank for the water plant. He indicated that the tank would be arriving next week and should be set in place shortly after. Olson has been in contact with the State Water Commission to see if REM funds are available for the CO2 tank replacement. He indicated that they have been doing some research on manholes for the 2 ½ Ave project. He explained that the national USDA office must sign off on the funding. Until then the project is delayed. Olson explained that there is a sewer line that goes across the ball diamonds and an easement for this has not been located. They will be working on this. The Comprehensive Land Use Steering Committee will meet on March 9 at 2pm. Olson outlined the CO2 tank delivery and installation.

Olson explained that the water plant would need computer and integration upgrades. The current system is running on Windows 7 which is no longer supported by Microsoft. Windows 10 is the operating system that would be installed. Steinke reminded the council that when the 2018 Phase II of the water plant upgrade was complete Windows 10 had many “bugs” and it was

recommended that we stay with Windows 7. Olson is working on obtaining a second estimate for this project.

The council conducted the second reading of Ordinance 431- Chapter 19.28- I-3 Industrial Park District. There was a motion by Albrecht to accept the first reading of Ordinance 431- Chapter 19.28- I-3 Industrial Park District. Second by Kraft, all voting yes, motion carried.

The Dolly Parton Imagination Library Month Proclamation was considered by the council. There was a motion by Albrecht to approve the Dolly Parton Imagination Library Month Proclamation. Second by Berg, all voting yes, motion carried.

The council considered the National School Breakfast Week Proclamation. There was a motion by Albrecht to approve the National School Breakfast Week Proclamation. Second by Kraft, all voting yes motion carried.

The council considered the City Government Week Proclamation. There was a motion by Albrecht to approve the City Government Week Proclamation. Second by Bednarz, all voting yes, motion carried.

The council considered a variance from Elk Creek Capital, LLC. Previously Elk Creek Capital, LLC., had applied for a variance for the number of parking spaces for, the soon to be constructed, Dollar General. Upon further research, they found there is a North Dakota Department of Transportation easement on their property. Because of that easement they are requesting a reduction from the previously approved 30 parking spaces to 27 required parking spaces. There was a motion by Albrecht to approve the variance request from Elk Creek Capital, LLC. Second by Kraft, all voting yes, motion carried.

The council considered waiving the \$70 variance fee for Elk Creek Capital, LLC. They had previously applied and paid \$70 for their initial variance. The variance that the council acted on today was a change to the initial variance. There was a motion by Kraft to return the second \$70 variance fee to Elk Creek Capital, LLC. Second by LaRocque, all voting yes, motion carried.

Mia Woodman appeared by phone. Woodman has requested an ordinance change to allow snakes in the City of Rugby. Kraft explained that the Ordinance Committee had discussed this request. They have forward the topic to the Council, to see what the feelings of changing the ordinance are. The committee did not want to propose an ordinance change that would not even be considered at Council.

Bednarz questioned if the snakes are kept in a separate container within the home? Woodman explained that they live in their own terrarium inside the home. Kraft explained that the committee had referenced a Minot City ordinance, which allowed snakes that were not venomous and not dangerous.

Attorney Hartl referred to the current city ordinance regarding keeping of animals. He asked that if the ordinance is to be revised, that keeping of rabbits also be allowed in the community. Kraft explained that the committee has not prepared an edit to the ordinance as of yet. They wished to

speak to the council before beginning to edit the ordinance. Hartl explained that it may be possible that the City of Minot had other resources available to identify and handle snakes, which Rugby may not.

Albrecht cited that while Woodman seems to be very responsible with her pets, the next resident whom would have snakes may not be as responsible.

Trottier suggested that the Ordinance Committee do more research regarding allowing snakes as pets in the community. After that research they may bring a first reading forward to the Council. Steinke explained that this topic will be sent back to the Ordinance Committee for further review.

The council considered Gaming Site Authorizations for Rugby Amateur Hockey Association for locations at Dakota Farms Restaurant & Lounge, Lee's Bar and North Side Lounge. Hartl explained that they are all appropriate for approval. There was a motion by Berg to approve the Gaming Site Authorizations for Rugby Amateur Hockey Association for locations at Dakota Farms Restaurant & Lounge, Lee's Bar and North Side Lounge. Second by Trottier, all voting yes, motion carried.

The council considered an application for local permit for St. Therese the Little Flower Catholic Church to allow bingo and Rugby Senior Citizens to allow bingo. Hartl explained that both applications were suitable for approval. There was a motion by Albrecht to approve local permit for St. Therese the Little Flower Catholic Church to allow bingo and Rugby Senior Citizens to allow bingo. Second by Kraft, all voting yes, motion carried.

The council considered a call for gravel bids. There was a motion by Trottier to call for gravel bids. Second by Albrecht, all voting yes, motion carried.

The council reviewed correspondence from Little Flower School.

There being no further business to transact or come before the Council at this time, there was a motion by Bednarz to adjourn the Council Meeting. Second by Berg, all voting yes, motion carried. Meeting adjourned at 8:45p.m.

Susan Steinke, Mayor

ATTEST: _____
Jennifer Stewart, City Auditor

Date Approved