

**RUGBY CITY COUNCIL MEETING MINUTES
MONDAY, APRIL 3, 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: Gannarelli, Larson, Schneibel, Kraft, and Zachmeier

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

Also present were Mayor LaRocque and Auditor Stewart.

The application for local permit for Little Flower Catholic Church was removed from the agenda. There was a motion by Larson to approve the agenda as amended. Second by Zachmeier, all voting yes, motion carried.

Nelson joined the meeting at 7:02pm

The council considered the March 20, 2023, meeting minutes. There was a motion by Schneibel to approve the March 20, 2023, meeting minutes. Second by Kraft, all voting yes, motion carried.

Bills Paid Since Last Meeting of 03/06/2023: \$240,224.81

23036 Abby Klein	\$114.63
23037 ACME Tools	\$3,870.00
23038 Aqua-Pure Inc	\$894.65
23039 B & M Laundry Svc	\$222.05
23040 Brad's Auto Service & Towing	\$120.00
23041 Butler Machinery Company	\$247.17
23042 Coffee Cottage Café	\$77.76
23043 Computer Express	\$752.00
23044 Convention & Visitors Bureau	\$45.16
23045 Convention & Visitors Bureau	\$2,474.78
23046 Dakota Fire Extinguisher	\$915.12
23047 Ecolab	\$173.80
23048 Envision	\$1,708.75
23049 Expressway Suites	\$352.80
23050 First District Health Unit	\$90.00
23051 Glenko Enterprises	\$2,311.34
23052 Graymont Western Canada	\$5,874.84
23053 H. E. Everson	\$87.76
23054 Heart of America Library	\$46,941.89
23055 HESEB Unlimited	\$258.00
23056 Information Technology Dept	\$73.00
23057 John Deere Financial	\$1,678.13
e-ck JP Morgan	\$230.74

23058	Napa Auto Parts	\$37.01
23059	ND Dept. of Health-Chemistry	\$18.54
23060	ND Telephone Co	\$694.41
23061	Otter Tail Power Co.	\$14,192.11
23062	Pomp's Tire Service	\$1,834.98
23063	Radisson Hotel Bismarck	\$218.00
23064	Rugby Farmers Union Elevator	\$16.50
23065	Rugby Job Authority	\$34,168.27
23066	Rugby Park District	\$9,005.23
23067	Sean Hurly	\$38.50
23068	Travis Lafferty	\$268.88
23069	Valli Information Systems	\$766.97
23070	Wayne's Construction	\$5,500.00
e-ck	Wex Bank	\$1,083.87
ACH	Payroll Checks	\$59,100.11
ACH	Social Security	\$8,799.08
ACH	Medicare Taxes	\$2,057.86
ACH	Payroll Taxes	\$4,925.84
23071	AFLAC	\$992.45
ACH	NDPERS	\$800.00
ACH	NDPERS	\$7,712.15
ACH	Sanford Health / NDPERS	\$16,412.96
23072	State Tax Commissioner	\$2,066.72

Bills To Be Approved and Paid 04/03/2023: \$630,128.94

23073	Brad's Auto Service & Towing	\$1,013.00
23074	BSN Sports LLC	\$451.50
23075	Circle Sanitation	\$20,052.00
23076	Civic Plus	\$975.00
23077	Cole Papers	\$1,252.81
23078	Community Service Program	\$6,000.00
23079	Computer Express	\$5,223.00
23080	David Jaeger	\$950.00
23081	Hawkins Inc	\$779.26
23082	Interstate Billing Services	\$155.35
23083	Interstate Engineering	\$16,208.79
23084	Jennifer Stewart	\$222.70
23085	Johnson's Plumbing	\$31,854.48
23086	MARC	\$989.29
23087	NDDEQ	\$525.00
23088	ND Dept of Water Resources	\$4,482.00
23089	ND League of Cities	\$200.00
23090	Normont Equipment Co	\$235.87
23091	Pierce County Auditor	\$3,412.50
23092	Power Plan	\$515.34
23093	Radisson Hotel Bismarck	\$172.80

23094	Ramkota Hotel & Conference Ctr.	\$218.00
23095	Rebecca Jordan	\$170.00
23096	Rugby Broadcasters Inc/KZZJ	\$119.75
23097	Rugby Hardware Hank	\$252.75
23098	Rugby Insurance Agency	\$1,759.50
23099	Rugby Lumber Inc	\$523.44
23100	Schaan Oil Co.	\$251.66
23101	Sensus	\$1,949.94
23102	Souris Basin Planning Council	\$300.00
23103	St Michel Furniture Inc	\$84.53
23104	Team Laboratory Chemical LLC	\$3,469.50
23105	US Bank	\$523,825.00
23106	Verizon Wireless	\$584.59
23107	Westlie Motor Company	\$949.59

The bills were individually reviewed by Gannarelli and Larson. There was a motion by Larson to approve the bills as presented. Second by Gannarelli, roll call vote, all voting yes, motion carried.

The council considered the monthly financial reports. Stewart reviewed the cash report, expenditure vs. budget and revenue vs. budget financial reports with the council. There was a motion by Kraft to approve the financial reports as presented. Second by Zachmeier, roll call vote, all voting yes, motion carried.

The council considered current certificate of deposit rates at local financial institutions. The city has a certificate of deposit that will mature on April 12, 2023, with Merchants Bank. The best rate, as of today, is Merchants Bank for 19 months at a rate of 4.25%. There was a motion by Lotvedt to renew the current certificate of deposit with Merchants Bank for 19 months, at the rate of 4.25%. Second by Kraft, roll call vote, all voting yes, motion carried.

The council considered the March 2023 Municipal Court Report. There was a motion by Kraft to approve the March 2023 Municipal Court Report. Second by Zachmeier, all voting yes, motion carried.

Convention and Visitors Bureau: Laurie Odden, Executive Director, reported that the Barbox Pool Tournament had just wrapped up. She reported that there had been a total of 270 players throughout the event. 27 of the players were from Canada and one came from Argentina. Odden reported that many of the players would like to see the community have this event again next year. Odden explained that the Cobblestone Hotel was booked for the event and the Northern Lights Inn did not have many available rooms. The council thanked Odden for all the time she put into this event.

JDA: Karl Frigaard, Executive Director, explained he is working on the year-to-date budget. He explained that at their last meeting they approved the transfer of the Dunseith Clinic to Heart of America Medical Center. His board decided to put the Johnson's Clinic monthly payment of \$4,700 directly to the principal of the loan the JDA has for their facility.

Frigaard explained that Patrick Bertagnolli, Executive Director of Job Service ND, will be in Rugby on April 11, 2023. Frigaard explained that Bertagnolli will be meeting with different businesses and have a presentation open to the public at the Rugby High School Auditorium.

LaRocque asked Frigaard to update the council on the Natural Gas Project. He reported that the legislature is working to guarantee 30%-40% capacity of a natural gas pipeline. There was a motion by Lotvedt to approve the JDA minutes and financials as presented. Second by Kraft, all voting yes, motion carried.

Portfolio Reports

Buildings/Property: Portfolio Holder Lotvedt reported that LaRocque and Lotvedt will be meeting with the school regarding the school contracts for their use of the Armory. Lotvedt explained he is looking at the use of the Armory by the Pierce County Food Pantry and the needs of Municipal Court at the Armory. He intends to have a proposal to optimize the use of the Armory for all three of these entities. He explained that the Rugby Public Schools, Vocational Agriculture Department, is doing a plasma cut Geographical Center Logo to hang in the new council meeting room.

Lotvedt reported that the retention pond for the new hospital will require manholes. B & J Excavating may need elevations for the manholes. Interstate Engineering may need to put the elevations together, so the city may have an expense for that.

Lotvedt questioned why the high school prom is being asked to pay \$295 to put down carpet tiles in the Armory when the pool tournament also used the carpet tiles. Lotvedt questioned why the cost was not split between both events. LaRocque explained that he talked to Jessica Fritz, Prom Advisor, who explained that the carpet tiles had been put down on the Armory floor for an archery shoot and were left down for prom and then for the pool tournament. LaRocque feels that the prom should only pay half of the amount. Stewart explained that archery did not have the carpet tiles down for their event. The \$295 charge to prom was for the use or rent of the carpet tiles. Zachmeier expressed that the school currently pays a large sum of money to lease the armory each year. Nelson believes that the city should support young people in activities in the community. There was a motion by Nelson to waive the carpet tile fee for the school prom. Second by Zachmeier, roll call vote, all voting yes, motion carried.

Finance: nothing to report.

Ordinance: Portfolio Holder Zachmeier explained that she is looking at ordinance 8.08.045- Location of premises which prohibits a beer/liquor license within two hundred feet of a school. Murray explained that the city special event permit does not allow for an exemption of the two hundred feet. Murray recommended amending the ordinance 8.08.045 and or updating the special event permit to allow for the temporary location. Zachmeier explained that she had received unofficial complaints about the alcohol signage outside of the Armory during the pool tournament.

Personnel: nothing to report.

community. Larson agreed that there are some lead lines in the community. Munyer explained that abandoned lines need to be inventoried as well. He indicated the difficulty of locating some of these lines that have been abandoned for many years. Nelson indicated that he would reach out to the NDDEQ and have them meet with Munyer and Kraft in May. There was a motion by Nelson to table the NDDEQ Public Water Systems Lead Service Line Inventory discussion. Second by Schneibel, all voting yes, motion carried.

The council briefly reviewed the request from Municipal Judge Adam, for a permanent location of the municipal courtroom in the Armory. There was a motion by Lotvedt to table Municipal Judge Adam's request for a permanent location of the municipal courtroom in the Armory. Second by Kraft, all voting yes, motion carried.

The council reviewed and considered a proclamation for National Library Week, April 23-29, 2023, and World Wish Day April 29, 2023. There was a motion by Kraft to approve the proclamation for National Library Week and World Wish Day. Second by Larson, all voting yes, motion carried.

The next meeting is scheduled for April 17, 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 Larson to adjourn the council meeting. Second by Gannarelli, all voting yes, motion carried. Meeting adjourned at 8:14p.m.

*These are unofficial minutes, subject to edits, and have not been approved by the city council.