

**RUGBY CITY COUNCIL MEETING MINUTES  
MONDAY, JUNE 3, 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 LaRocque.

Council Members present: Lotvedt, Schneibel, Kraft, Gannarelli, Zachmeier and Brossart.

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

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

The council considered the May 15, 2024, meeting minutes. There was a motion by Lotvedt to approve the May 15, 2024, meeting minutes. Second by Schneibel, all voting yes, motion carried.

The bills were reviewed by Schneibel and Kraft.

Bills Paid Since Last Meeting of 05/06/2024: \$167,095.98

24081	Adrian Simpson	\$89.92
24082	Andrew Hallof	\$91.79
24083	B & J Excavating	\$3,655.50
24084	B & M Laundry	\$220.70
24085	Convention & Visitors Bureau	\$1,974.98
24086	Convention & Visitors Bureau	\$5,500.44
24087	EcoLab	\$173.80
24088	Envision	\$88.52
24089	First District Health	\$90.00
24090	HACTC	\$87.00
24091	Information Technology Dept/BND	\$97.20
e-ck	JP Morgan	\$1,275.96
24092	Lake Region District Health	\$100.00
24093	ND Dept of Health	\$13.24
24094	ND One Call Concepts, Inc	\$34.50
24095	NDTC	\$832.00
24096	Northern Plains Electric Coop	\$3,043.27
24097	Otter Tail Power Company	\$11,044.84
24098	Pierce County Tribune	\$348.54
24099	Rugby Job Authority	\$31,358.90
24100	Valli Information Systems	\$770.02
24101	Wellabe	\$340.75

e-ck	Wex Bank	\$1,054.54
ACH	Payroll Checks	\$56,312.54
ACH	Social Security	\$8,370.14
ACH	Medicare Taxes	\$1,957.58
ACH	Payroll Taxes	\$4,501.56
24102	AFLAC	\$430.38
24103	AFLAC	\$861.65
ACH	NDPERS	\$825.00
ACH	NDPERS	\$8,982.64
ACH	Sanford Health / NDPERS	\$22,115.08
24104	California State Disbursement	\$453.00
Bills To Be Approved at 06/03/24 Meeting:		\$79,704.29
ACH	ND Public Finance Authority	\$57,816.67
24105	Adrian Simpson	\$150.00
24106	Andrew Hallof	\$150.00
24107	Aqua-Pure Inc	\$900.00
24108	Brad's Auto & Towing	\$576.50
24109	Brady Martz & Associates, PC	\$13,500.00
24110	Candy Munyer	\$150.00
24111	Circle Sanitation	\$20,661.89
24112	Cole Papers	\$4,335.49
24113	David Jaeger	\$1,300.00
24114	Drive Chevrolet Rugby	\$391.28
24115	First District Health Unit	\$70.00
24116	G & P Commercial Sales	\$136.08
24117	Glenko Enterprises	\$2,342.13
24118	Graymont Western Canada	\$6,373.93
24119	I Design	\$260.00
24120	Jennifer Stewart	\$150.00
24121	Johnson's Plumbing	\$2,156.80
24122	Lexipol	\$498.60
24123	M. J. McGuire Co.	\$77.86
24124	Melissa Anderson	\$150.00
24125	Minot Daily News	\$421.20
24126	NDDOT	\$2,392.97
24127	Newman Signs	\$4,133.62
24128	Petty Cash	\$101.07
24129	Pierce County Auditor	\$3,583.13
24130	Rebecca Jordan	\$170.00
24131	Robert Spallinger	\$1,860.00
24132	Rugby Broadcasters / KZZJ	\$580.25
24133	Rugby Hardware Hank	\$4,364.79
24134	Rugby Lumber	\$250.29
24135	Rugby Service Center	\$1,743.67
24136	Rugby Veterinary Service	\$228.00
24137	Schaan Oil Co	\$102.09

24138 Secretary of State	\$36.00
24139 Spartan Firearms	\$2,575.00
24140 Steven Mattern	\$450.00
24141 The Computer Store	\$119.99
24142 Verizon Wireless	\$661.66
24143 West Shore Services	\$1,600.00

The council considered the monthly bills. There was a motion by Schneibel to approve the monthly bills as presented. Second by Kraft, roll call vote, all voting yes, motion carried.

The council reviewed the May monthly financials to include the cash report, expenditures vs. budget and revenues vs. budget. There was a motion by Brossart to approve the monthly financials to include the cash report, expenditures vs. budget and revenues vs. budget. Second by Zachmeier, roll call vote, all voting yes, motion carried.

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

LaRocque read aloud Resolution 2024-2 Annexation by Resolution of City of Rugby. The council considered the resolution. There was a motion by Lotvedt to approve Resolution 2024-2 Annexation by Resolution of City of Rugby, as presented. Second by Kraft. They discussed line 5 in the resolution stating that the proposal is to develop housing. They discussed that the proposal is to develop a development. Lotvedt amended his motion to approve Resolution 2024-2 Annexation by Resolution of City of Rugby and amend line 5 to read, “The reason for the proposal is to develop a development that would benefit City of Rugby residents.” Second by Kraft. Mickelson Hendrickson explained the annexation process. LaRocque called for a roll call vote, all voting yes, motion carried.

Wade Senger, Interstate Engineering, addressed the council regarding the baseball diamond sewer project. Senger distributed a map to all the council members. The estimate of cost is \$433,728. Senger explained the ownership of the property at the ball diamonds. There are areas of undetermined ownership. Mickelson Hendrickson explained the process to clear up the title issue to the council. There was a motion by Schneibel to approve the project estimate of cost at \$433,728, plans and specifications, and authorize bids contingent upon USDA approval. Second by Kraft, roll call vote, all voting yes, motion carried.

There was a motion by Schneibel to authorize the city attorney to file a quiet title for all undermined areas on the map of the ball diamonds, provided by Interstate Engineering, and property 179159. Second by Lotvedt, roll call vote, all voting yes, motion carried.

### Portfolio Reports

**Buildings/Property:** Portfolio Holder Lotvedt explained that the leafy spurge on the city land, that is rented, is being looked into to get rid of the spurge.

**Finance:** no report.

Ordinance: Portfolio Holder Zachmeier is working on a first reading for the next meeting.

Personnel: Portfolio Holder Gannarelli explained A & R Roofing has touched up the roof where the leaks were.

Public Safety: Portfolio Holder Kraft had nothing to report. Chief Bommersbach explained that he has contacted Rough Rider Industries multiple times and still does not have a design or estimates for office furniture. Kraft asked Bommersbach to get updated pricing from Innovative for the next meeting.

Public Works: Munyer explained that the pool is up and running. They have sprayed dandelions. Munyer talked to David Walker, and he will be spraying the noxious weeds in the city limits in June. City Wide Clean-Up yielded 10 roll-offs full of garbage. Munyer explained that the dura patcher will be arriving late this week or early next week to fill the roadway cracks. Munyer explained that they are renting this machine and will be dedicating two weeks to completing this.

Recreation: Portfolio Holder Brossart explained that the summer recreation program and pool are slated to begin tomorrow. The new lights at the swimming pool are being installed.

Lotvedt questioned where the bid process for the abandoned auto fund is at. Stewart is waiting for information regarding the trailer homes that are eligible for demolition and who owns them. This information is necessary, so bidders are aware of what the job consists of.

The council considered the Notice of Termination – to cancel coverage under NDPDES general permit for storm water discharges associated with construction activities that was tabled at the February 2024 council meeting. There was a motion by Gannarelli to approve the Notice of Termination. Second by Brossart, roll call vote, all voting yes, motion carried.

The council considered Resolution 2024-1 Setting the Auditor Bond Limit. There was a motion by Schiebel to approve Resolution 2024-1 Setting the Auditor Bond Limit. Second by Gannarelli, all voting yes, motion carried.

The next meeting is scheduled for Thursday, June 20, 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 Kraft to adjourn the meeting. Second by Gannarelli, all voting yes, motion carried. Meeting adjourned at 7:53p.m.

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David Schneibel, Vice President

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

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Approved