

**REGULAR RUGBY CITY COUNCIL MEETING MINUTES
TUESDAY, JULY 6, 2021– 7:30PM
CITY HALL COUNCIL CHAMBERS AND BY GOTOMEETING**

Council Members present: Lunde, Kraft, Bednarz, Berg, LaRocque, Brossart and Trottier. Also present were Mayor Steinke, City Attorney Hartl, Jim Olson, AE2S and City Auditor Stewart. Mayor Steinke called the meeting to order at 7:30 pm.

Council members recited the Pledge of Allegiance.

Roll call was taken by Steinke.

There was an addition of the Shively house to unfinished business and fire pits were removed from the agenda. There was a motion by Berg to approve the agenda as amended. Second by Brossart, all voting yes, motion carried.

The council considered the June 7, 2021, meeting minutes. There was a motion by Kraft to approve the minutes of the June 7, 2021, regular council meeting. Second by Bednarz, all voting yes, motion carried.

The council considered the June 24, 2021 special meeting minutes. There was a motion by LaRocque to approve the minutes of the June 24, 2021 special council meeting. Second by Berg, all voting yes, motion carried.

Bills Paid Since Last Meeting of 6/7/2021:	\$159,162.71
21518 Applied Concepts Inc.	\$383.25
21519 B & M Laundry Service	\$222.12
21520 C & H Repair	\$125.00
21521 Community Service Program	\$6,000.00
21522 Convention & Visitors Bureau	\$11.27
21523 Convention & Visitors Bureau	\$1,259.09
21524 Dakota Fence Company	\$1,846.80
21525 David Bednarz	\$72.80
21526 Envision	\$280.95
21527 First District Health Unit	\$75.00
21528 G & P Commercial Sales Inc.	\$39.64
21529 Heart of America Library	\$5,873.16
21530 JS Wholesale & Vending	\$805.35
e-ck JP Morgan Chase Bank/P-Card	\$738.30
21531 NAPA	\$95.69
21532 ND Dept. of Health / Chemistry	\$37.08
21533 ND Dept. of Environmental Quality	\$20.00
21534 ND Envelope Company	\$189.85
21535 ND Sewage Pump & Lift Station	\$108.51
21536 Nicole McIvor	\$1,375.00
21537 Otter Tail Power Company	\$12,972.84
21538 Pierce County Tribune	\$48.00
21539 Rugby Farmers Union Elevator	\$16.00

21540	Rugby Job Authority	\$15,624.42
21541	Rugby Park District	\$1,066.00
21542	Share Corporation	\$168.94
21543	Valli Information Systems	\$633.23
e-ck	Wex Bank	\$1,102.68
21544	ND Dept. of Environmental Quality	\$5.00
ACH	Payroll Checks	\$101,640.95
ACH	Social Security	\$15,387.62
ACH	Medicare Taxes	\$3,598.72
ACH	Payroll Taxes	\$8,548.67
21545	AFLAC	\$971.77
ACH	NDPERS	\$825.00
ACH	NDPERS	\$9,220.34
ACH	Sanford Health / NDPERS	\$16,841.02
21546	State Tax Commissioner	\$2,128.62
Bills Submitted for payment 7/6/2021:		\$105,211.18
21547	Aqua Pure Inc.	\$2,125.00
21548	Austin Schneibel	\$140.00
21549	Bartsch Electric LLC	\$12,089.99
21550	Bonnie Berginski	\$256.97
21551	Brad Radomski	\$700.00
21552	BSN Sports	\$1,965.22
21553	Circle Sanitation	\$20,340.00
21554	Core & Main LP	\$1,346.20
21555	Devan Michels	\$200.00
21556	Ethan Brandt	\$72.80
21557	FLR Sanders	\$4,128.00
21558	G & P Commercial Sales	\$249.28
21559	Graymont Western Canada	\$5,105.06
21560	H. E. Everson	\$67.26
21561	Home of Economy	\$237.21
21562	I Design	\$145.00
21563	Integrated Process Solutions	\$5,739.21
21564	Jacob Ripplinger	\$25.00
21565	Jeremy Johnston	\$100.00
21566	John Deere Financial	\$216.42
21567	Johnson's Plumbing	\$498.74
21568	LaserZip	\$55.00
21569	Leevers Foods	\$869.07
21570	Lexipol LLC	\$3,054.00
21571	Light and Siren	\$5,724.84
21572	Macen Heisler	\$25.00
21573	Merchants Bank	\$114.68
21574	ND One Call	\$35.45
21575	North Central Printing	\$115.00

21576 Northern Plains Electric Coop	\$4,242.02
21577 Northern States Supply	\$81.92
21578 Petty Cash	\$64.35
21579 Pierce County Auditor	\$3,412.50
21580 Rebecca Jordan	\$170.00
21581 Rick Larson	\$7,860.00
21582 Robert Spallinger	\$1,435.00
21583 Rugby Eagles	\$50.00
21584 Rugby Hardware Hank	\$3,632.60
21585 Rugby Insurance Agency	\$7,353.00
21586 Rugby Lumber	\$574.53
21587 Rugby Service Center	\$1,467.94
21588 Rugby Veterinary Service	\$122.00
21589 Sanitation Products Inc.	\$113.38
21590 Staples Credit Plan	\$130.42
21591 State Water Commission	\$8,051.55
21592 Verizon Wireless	\$549.99
21593 Zep Sales & Service	\$159.58

The bills were reviewed by the council. Bills were individually reviewed by Kraft and Bednarz. There was a motion by Bednarz to approve payment of the bills as presented. Second by Kraft, roll call vote, all voting yes, motion carried.

The council reviewed the financial reports presented. Brossart questioned the negative available appropriation listed on the Expenditure Budget vs. Actual Report. Stewart explained that this was due to the purchase of two dump trucks earlier in the year and a budget amendment would be made in the future to reflect the purchase.

Brossart questioned if the JDA wages included the fringe benefits for the position. Stewart explained that the wages and benefits are reflected in the financial report.

Trottier requested to see the JDA Director's contract. Steinke does not believe a contract was signed as he is an employee. Stewart explained that the JDA Director is an employee, not a contract worker. Trottier requested salary and benefit information for the JDA Director. Stewart will provide this after the meeting to Trottier.

Brossart questioned when the 2015 GO Fire Bonds are due to be paid off. Kraft believes that it will be paid off in 2025. Stewart will email the bond schedule to Brossart.

There was a motion by Trottier to approve the financial reports as presented. Second by Brossart, roll call vote, all voting yes, motion carried.

The council considered the June 2021 Municipal Court Report. There was a motion by Berg to approve the June 2021 Municipal Court Report. Second by Trottier, all voting yes, motion carried.

Steinke explained that the Convention and Visitors Bureau had not met since the last meeting. They will be having their annual softball tournament July 9-10 and Crazy Days will be held July 15.

The council reviewed the JDA minutes and financials. There was a motion by Kraft to approve the JDA minutes and financials. Second by Bednarz, all voting yes, motion carried.

Recreation Committee: Bednarz explained that the hole in the recreation road needs to be filled in by Munyer prior to the weekend softball tournament. He requested Munyer blade the recreation road as well. The work on Diamond 3 dugouts is still in progress.

Public Works: Chairman Bednarz explained they have been painting the streets, repaired a fan at the pool for ventilation, tabled the Cenex West project, and opened bids for new windows and ventilation at the pool. The committee determined that manual open windows would be utilized. Bednarz would like to discuss going out for bids as soon as possible for the 2 ½ Ave Project.

Jim Olson, AE2S, addressed the council regarding 2 ½ Ave. He explained that the council needed to determine if they should go to bid now or wait until September. He explained that the USDA contract needs to have a few items in place prior to the city going out for bids. The estimated time frame is 30-45 days before the USDA gives the city the go ahead to go out to bids for the project. Bednarz would like to see the project go to bid as soon as possible. They continued to discuss the availability of contractors and pipe prices. Olson requested that the council let him watch the pipe market and have the letter of conditions from the USDA complete in the next 30 days and see where they are at. Brossart questioned how the city will pay for their share of the project. Stewart explained that \$300,000 will need to be paid with cash on hand. She explained that the water fund reserves could be utilized or the Municipal Infrastructure Fund, aka Prairie Dog Funds, could be utilized to pay the \$300,000. The decision will be up to council. She explained that the city will need to obtain a loan for the \$4,934,000. Bednarz agrees that 30 days is acceptable to wait before going out for bid. Olson estimated the project to begin April 2022. The council agreed that waiting 30 days is acceptable before going out for bids.

Olson explained that the transmission line from the wells to the plant project is now number 6 on the State Water Commission list of projects. He explained that July 8 he will meet with the SWC regarding the project. The SWC is a grant that would cover 60% of the project. They do not offer funding for loans. Olson explained that because the city's current transmission line is asbestos cement it is important to run a new transmission line in the future. Kraft questioned how the city moved from number 13 on the State Water Commission's list to number 6. Olson explained that they look at the asbestos cement pipe, that it is the major transmission line from the wells to the plant and the repairs to the main that we have had to make. They also look at catastrophic circumstances and the jeopardy to get water to the residents of Rugby and the surrounding area.

Kraft questioned what would move Rugby back down the list if we don't do the project when it is available. Olson said that the project would stay on the list and could be revised. Kraft

questioned Boucher if the water transmission line has failed anywhere except under water. Boucher explained that they have had one break that was not under water.

Bednarz had spoken to the contractor who repaired the last major water line break and he explained that the asbestos cement pipe joints are leaking water along the line. This is due to the age of the pipe.

Olson will update the council once the State Water Commission makes a decision.

Neil Lotvedt, former council member and city resident, questioned if Olson had spoken to All Seasons Rural Water. Olson has not; he is awaiting a response from the State Water Commission. At that point he will contact All Seasons. Kraft expressed the need to prioritize the infrastructure projects and determine what the city can afford.

Olson asked the council to consider a proposal by Pipe Detectives to continue to televise the sewer lines in Quadrant 1, at the cost of \$59,221. He explained the importance of having this completed to better determine where the future infrastructure repairs and replacements are necessary. Bednarz explained that this work will include flushing the lines and removing debris and tree roots from the lines.

Kraft explained that he has heard for years how bad the sewer lines in town are. He is not in favor of replacing all the sewer lines if they are in good shape. The televising helps determine what needs to be repaired or replaced. Steinke explained the question this evening is to determine if the city should move forward with televising the balance of Quadrant 1, with Pipe Detectives, in the amount of \$59,221.

Bednarz explained that the purpose of televising the sewer lines was to get an idea of what shape the sewer lines are in. The city did not have any immediate plans to replace or repair lines. The lines that have been televised do show that some of the lines are in need of repair or replacement. Kraft asked if the televising that has been done tells us exactly where the breaks and collapses in the lines are. Olson explained that they have exact locations of these problems. There was a motion by Bednarz to accept Pipe Detectives estimate for televising the balance of Quadrant 1 in the amount of \$59,221. Second by LaRocque, roll call vote, Kraft-yes, Bednarz-yes, Berg-yes, LaRocque-yes, Brossart-no, Trottier-yes, motion carried.

Olson explained that the CDBG Application was applied for with Souris Basin Planning Commission. They will meet August 11 to score applications.

The swimming pool re-window project had gone out to bid and since then the Building Committee discussed installing manual windows instead of operable sashes. This brings the cost to \$182,000. This project includes windows, new fans and new garage doors. Brossart asked if the building purlins on the wall are being replaced in this project. Olson explained that those are not in this project. Olson refers to these as wall girts, not purlins. Bednarz explained that the girts do need to be replaced, in a second project. He explained the need for the current proposed project to remedy the humidity issues before they replace the roof on the pool again.

Brossart explained that he and Joel Berg had met with Bonnie Berginski and she would like to see the walk-out door on the south side of the pool stay put.

8:39pm Matt Lunde joined the meeting.

Kraft questioned if the wall girts at the pool created a structural problem. Lotvedt explained that wall girts are a secondary structural item. He stressed the necessity of replacing the girts in a timely manner. Kraft questioned how many girts are on each wall. Lotvedt explained that there are two on each wall.

The council discussed the possibility of installing two overhead doors, instead of three and leaving the walk-out door on the south side. They feel that the cost of the third overhead door will offset the cost to install two new girts. Kraft questioned if the girts are bolted on to the wall. He asked if the city employees could install the girts. The council agreed it would be best to have the contractor make this repair.

Olson will send out the condition assessment that was done prior, for the swimming pool to the council.

The council directed Olson to exclude the third overhead door and replace the girts.

Brossart explained that the southeast corner of the pool wall needs to be repaired. He had Kimball Masonry take a look at the cement blocks. This is a repair that needs to be made once the rain gutters are no longer blocked or replaced.

Hartl questioned if two garage doors are enough for increased ventilation or if the three doors are necessary. Steinke stressed that new fans will be installed and will help with ventilation. Lotvedt believes that there are enough cubic feet, with the addition of the second garage door, to take care of the ventilation issues.

Trottier questioned if there are safety compliance standards for indoor swimming pools and where does our building fit into that. Olson explained that these items are addressed in the conditions assessment. Trottier is wondering what is next for the pool to get the structure updated. Steinke explained that the building committee chose a project that would fit within the funds that have been set aside to make repairs.

Brossart explained that the cement blocks in the corner of the building does not hold the steel pool structure up. The loose cement blocks could fall at some point and should someone be near they could be harmed. It is important to repair the cement block wall, but does not compromise the structure.

Lotvedt explained that the city switched to gas chlorine which creates less corrosion than the powder or liquid chlorine.

Olson explained the proposals for roof repairs for the Armory and City Hall. TECTA America estimate for the Armory \$190,000, swimming pool \$110,000, City Hall repairs \$3,052. They

would give a \$6,000 discount if they were doing both the Armory and pool roofs. Jessen Roofing estimate for the Armory \$199,500 with the City Hall repairs included. They have not submitted an estimate for the swimming pool roof. A & R Roofing Armory- \$159,850, swimming pool \$98,750 and City Hall repairs would be less than \$5,000. Olson does want to wait to decide on these proposals until Jessen Roofing submits an estimate for the pool roof. The roof estimates will be reviewed at the July Buildings Committee meeting.

The Water Plant computer upgrade project is still waiting on an estimated ship date for the computers.

The council received and considered bids for equipment that had been put out to bid. The first item was the 1989 Freightliner. Bids received from Mark Pfau \$5,000, Rick Larson \$2,500, Jeremy Wentz \$2,100, Roger Tank \$3,550 and Dale Klein \$3,580 were opened and considered. There was a motion by Bednarz to accept the high bid from Mark Pfau for \$5,000. Second by Brossart, roll call vote, all voting yes, motion carried.

The council opened and considered bids for the 1988 GMC. Bids received from Mark Pfau \$3,500, Rick Larson \$2,600, Jeremy Wentz \$1,750, Roger Tank \$500, Dale Klein and Jeff Bromley \$2,610. There was a motion by Bednarz to accept the high bid from Mark Pfau for \$3,500. Second by Berg, roll call vote, all voting yes, motion carried.

The council opened and considered bids for the LECO fogger. Bids received from Mark Pfau \$100, Rick Larson \$280, Jeremy Wentz \$100.01 and Duane Drader \$329. There was a motion by Brossart to accept the high bid received from Duane Drader for \$329. Second by Trottier, roll call vote, all voting yes, motion carried.

The council opened and considered bids for the JD 1445 Mower. Bids received from Mark Pfau \$3,750, Troy Munyer \$526, Rick Larson \$2,500, Jeremy Wentz \$1,850, Maurus Hole Jr \$1,825, and Dale Klein \$2,930. There was a motion by Bednarz to accept the high bid from Mark Pfau for \$3,750. Second by LaRocque, roll call vote, all voting yes, motion carried.

The council opened and considered bids for the John Deere 60 inch broom. Bids received from Mark Pfau \$250, Troy Munyer \$210, Dale Klein \$365 and Rick Larson \$325. There was a motion by Kraft to accept the high bid from Dale Klein for \$365. Second by LaRocque, roll call vote, all voting yes, motion carried.

Kraft explained that he has received complaints about the state of the Shively home, which was destroyed by fire in April 2020. Hartl explained that correspondence had been sent in June and July of 2020 to the family to clean up the property. The family did not clean up the property by the end of 2020. Hartl had sent correspondence to the family in early 2021 to clean up the property by July 1, 2021. He does not believe progress has been made. He explained that the next step for the city would be to proceed in District Court with condemnation procedures. There was a motion by Berg to move forward with condemnation procedures with the Shively house located just north of Ellery Park. Second by Trottier, all voting yes, motion carried.

The council reviewed and considered Jacqueline Albrecht’s resignation from Ward 1, effective June 30, 2021. There was a motion by Berg to accept Jacqueline Albrecht’s resignation from Ward 1. Second by Brossart, all voting yes, motion carried.

The council reviewed and considered the Committee Appointments. There was a motion by Brossart to accept the Committee Appointments as presented. Second by Bednarz, all voting yes, motion carried.

The council reviewed and considered the Joint Powers Agreement for boarding city inmates. The effective rate for 1/1/2022-12/31/2023 is \$79.50. There was a motion by Kraft to approve the Joint Powers Agreement for boarding city inmates. Second by Bednarz, roll call vote, all voting yes, motion carried.

Hartl explained that the Rugby Sports Boosters Local Permit application was in order for approval. There was a motion by Kraft to approve the Rugby Sports Boosters Local Permit application. Second by Berg, all voting yes, motion carried.

The next council meeting is scheduled for August 2, 2021 at 7:30p.m.

There being no further business to transact or come before the Council at this time, there was a motion by Berg to adjourn the Council Meeting. Second by Brossart, all voting yes, motion carried. Meeting adjourned at 9:21p.m.

Susan Steinke, Mayor

ATTEST: _____
Jennifer Stewart, City Auditor

Date Approved