

**RUGBY CITY COUNCIL MEETING MINUTES
WEDNESDY, AUGUST 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 LaRocque.

Council Members present: Lotvedt, Nelson, Schneibel, Larson, Reinke, Brossart and Zachmeier.

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

Absent was Kraft.

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

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

Chief Bommersbach presented the July 2024 police report. He explained the department had 133 calls for service, 18 citations, 7 arrests, 4 vehicle accidents and 24 medical assistance calls in the month. There was a motion by Schneibel to approve the July 2024 Police Department report. Second by Larson, all voting yes, motion carried.

Zachary Broadwell, JDA Executive Director, explained that he is still working to attract an optometrist to Rugby. He explained the need for daycare in the community and how the JDA is trying to alleviate the need. He explained recent applications for programs that were considered and approved by the JDA Board. There was a motion by Lotvedt to approve the JDA minutes and financials as presented. Second by Brossart, all voting yes, motion carried.

Portfolio Holder Reports

Buildings: Portfolio Holder Lotvedt explained that the diving boards at the pool are likely going to be replaced. They are looking to relocate the food pantry, in the Armory, around the first of the year. Nelson explained that the city would have some costs to update electrical panels if the food pantry is moved to the west area of the Armory. Nelson is working to find someone to lead the food pantry once the current director retires. He is also working with the Great Plains Food Bank to coordinate the distributions. Schneibel questioned the cleaning process for the carpet tiles that are put down in the armory. Lotvedt explained that they are working on finding a way to clean them. Munyer explained that it is hard to dry them out when they have tried to clean them. The company that sells them recommends steam cleaning the carpet tiles.

Finance: Portfolio Holder Nelson had nothing to report.

Ordinance: Portfolio Holder Zachmeier had nothing to report.

Personnel: No report.

Public Safety: Lotvedt asked that the stop signs around Ely Elementary School and downtown be reviewed and some of them removed. They decided to discuss this with the Chief of Police and develop a plan.

Public Works: Portfolio Holder Larson explained that the employees are finishing up painting crosswalks, finished black top repairs and working on catch basins. Nelson suggested including the water plant in the high school work co-op.

Recreation: Portfolio Holder Brossart explained that the pool diving boards will need to be replaced. He explained the need for a culvert and some gravel at the ball diamonds for the roadway. He explained that he and Lotvedt took a look at the drain tile caps on the ball diamond grounds.

Unfinished Business

Nelson explained that the removal of the trailer homes should be completed this fall. The city received funds to remove three units. Mr. Kremer, owner of the trailer parks, has agreed to pay for the removal of one. Steve Jacobson, B & J Excavating, who received the bid to remove the three trailers for the city has agreed to remove the fifth one at his expense. All five of the trailer homes identified for removal should be removed this fall.

Nelson explained the need to clean up an area near the railroad tracks near Eastgate Trailer Park. Nelson believes the junk would best be removed by burning. They will look into the situation further before anything is completed.

Larson explained that Planning and Zoning has a recommendation to approve the platting and rezoning of Outlot 602 for Copper Creek Developers, LLC., which is legally described as Governmental Lot 1 & 2 & E ½ NW ¼, 7-156-72. The zoning will change from agricultural to C2 General Commercial. There was a motion by Larson to approve the plat for Outlot 602 and rezoning to C2 General Commercial legally described as Governmental Lot 1 & 2 & E ½ NW ¼, 7-156-72. Second by Brossart, all voting yes, motion carried.

The council held the first reading of Ordinance 454 Shelterbelts and Windbreaks. There was a motion by Zachmeier to approve the first reading of Ordinance 454 Shelterbelts and Windbreaks. Second by Schneibel, all voting yes, motion carried.

New Business

The council considered Resolution 2024-4 NDPERS Public Safety Retirement Plan. There was a motion by Nelson to approve Resolution 2024-4 NDPERS Public Safety Retirement Plan. Second by Lotvedt, roll call vote, all voting yes, motion carried.

The council considered CD rates for a current CD that will terminate on August 31, 2024. There was a motion by Larson to approve putting the current CD balance into a CD with Merchants for 12 months at a 5% rate. Second by Brossart, roll call vote, all voting yes, motion carried.

Lotvedt explained the consideration of a fee for use of the Armory kitchen, when renting the Armory. He explained it is not a prep kitchen. He also explained that the kitchen needs to be cleaned up after each use. They discussed different possible fee amounts for the use and the cleaning of the kitchen if not cleaned up. There was a motion by Lotvedt to set the rate for the Armory kitchen at \$100 and to assess a \$200 fee should they not clean up the kitchen after use. Second by Schneibel, roll call vote, all voting yes, motion carried. They discussed that they would need to provide their own cleaning supplies when cleaning the kitchen.

The council considered an application for local permit for the Rugby FFA to conduct a 50/50 raffle. There was a motion by Larson to approve the local permit for the Rugby FFA. Second by Brossart, all voting yes, motion carried.

Reinke discussed his understanding of how the city charges to mow lawns that are in violation of the length of grass. Munyer explained that the city has only had to mow two lawns this summer.

The next meeting is scheduled for September 3, 2024, at 7:00p.m.

There being no further business to transact or come before the council at this time, LaRocque declared the meeting adjourned. The meeting adjourned at 8:06 pm.

Frank LaRocque, Mayor

Attest: _____
Jennifer Stewart, City Auditor

Approved