

**RUGBY CITY COUNCIL MEETING MINUTES
WEDNESDAY, SEPTEMBER 18, 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, Kraft, Schneibel, Larson, Reinke, Brossart and Zachmeier.

Also, present were Mayor LaRocque, Attorney Mickelson Hendrickson, Chief Bommersbach, Public Works Director Munyer, Auditor Stewart and Student Representative Madeline Hurly.

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

The council considered the September 3, 2024, regular council minutes. There was a motion by Schneibel to approve the September 3, 2024, regular council minutes as presented. Second by Zachmeier, all voting yes, motion carried.

Chief Bommersbach presented the August 2024 police report. He explained that the department had 109 calls for service, 22 citations, 15 arrests, 3 vehicle accidents and 14 medical assistance calls in the month. There was a motion by Larson to approve the August 2024 Police Department report. Second by Kraft, all voting yes, motion carried.

Laurie Odden, CVB Executive Director, addressed the council. She explained that they have hired someone to paint the picnic area out by the northern lights tower. She explained that the Wine Walk is occurring tomorrow, with the Pumpkin Patch beginning this weekend. She received a new panel Christmas tree for the park downtown this year. She explained that My Town is beginning to release 9 videos, one each week, to introduce the upcoming series. They discussed the storage of the new Christmas tree. There was a motion by Reinke to approve the CVB report. Second by Larson, all voting yes, motion carried.

Odden explained that the Living Local App has been free for the last three years. The cost of the app, beginning in February 2025, will be \$750 per year. This covers the hosting and maintenance. She explained that the CVB/Chamber cannot afford to cover the cost, alone. She explained initially that it was discussed that the CVB/Chamber, JDA and City would potentially split the yearly fees. Kraft feels that the city could pay 1/3 of the cost. LaRocque explained that the JDA could as well. There was a motion by Nelson to have the city contribute \$250 towards the Living Local App yearly fee. Second by Kraft, roll call vote, all voting yes, motion carried.

Zachary Broadwell, JDA Executive Director, addressed the council and explained his travels to conferences this past month. He explained that the JDA Board of Directors has approved a Youth Entrepreneur Program and a Daycare Grant Program. He explained that they are still

looking at housing in the community. There was a motion by Lotvedt to approve the JDA minutes and financials. Second by Brossart, all voting yes, motion carried.

Portfolio Holder Reports

Buildings: Portfolio Holder Lotvedt explained that the carpet tiles at the Armory need to be cleaned. Estimates ranging from \$2,700 to \$8,000 have been obtained. He recommended taking them over to the pool and lay them out on the pool deck to clean them. He recommended that the city hire Maintenance Plus, in the amount of \$2,700, to clean the carpet tiles. There was a motion by Lotvedt to accept the bid from Maintenance Plus, for \$2,700, to clean the carpet tiles. Second by Schneibel, roll call vote, all voting yes, motion carried. Lotvedt explained that he is still working on a plan to renovate the diving boards at the pool.

Finance: Portfolio Holder Nelson explained that the state Prairie Dog Funds would likely be forwarded to cities before year end.

Ordinance: Portfolio Holder Zachmeier presented a draft of the parking ordinance to the council. They discussed the parking around Ely Elementary and the current ordinance. A First Reading will be held at the next council meeting.

Personnel: Portfolio Holder Schneibel had nothing to report.

Public Safety: Portfolio Holder Kraft explained that signage is ordered for pedestrian crossings to put up when stop signs are removed around Ely Elementary. The department is still looking to hire one police officer.

Public Works: Portfolio Holder Larson explained that the department is still looking to hire one employee. They are looking at purchasing a batwing mower and leasing a tractor, to maintain the lagoons, as prescribed by the state.

Recreation: Portfolio Holder Brossart explained that the pool is closed for the season. Brossart has been working down at the diamonds.

Unfinished Business

Nelson explained that the locates have been called in for the trailer homes that are to be destroyed in the mobile home parks. He informed the council that the owner of the mobile home parks will be in Rugby next week to look at his property.

The council conducted the second reading of Ordinance 453 Annual Appropriations and Ordinance 454 Shelterbelts and Windbreaks. There was a motion by Zachmeier to approve the second reading of Ordinance 453 and Ordinance 454. Second by Reinke, roll call vote, all voting yes, motion carried.

New Business

The council considered the Joint Powers Agreement- Contract for Boarding City of Rugby Inmates, with the Heart of America Correctional and Treatment Center, for 2025 at \$95.00 per day. There was a motion by Lotvedt to approve the Joint Powers Agreement for 2025. Second by Brossart, roll call vote, all voting yes, motion carried.

The council considered an application for Liquor and/or Beer License for Aaron Teigen for Lee's Bar. It was noted that the applicants background check has not been returned to the Chief of Police, and the ownership has not been transferred as of today's date. There was a motion by Lotvedt to approve the application for Liquor and/or Beer License for Lee's Bar, pending clear background check and deed to property. Second by Larson, all voting yes, motion carried.

The council considered local permit applications from Heart of America Medical Center Auxiliary for a raffle and Rugby Dollars for Scholars for a calendar raffle. There was a motion by Larson to approve local permit applications for Heart of America Medical Center Auxiliary and Rugby Dollars for Scholars. Second by Nelson, all voting yes, motion carried.

The council considered a gaming site authorization for Rugby Amateur Hockey Association for Lee's Bar. There was a motion by Lotvedt to approve the gaming site authorization for Rugby Amateur Hockey Association. Second by Nelson, all voting yes, motion carried.

The council commended the Ekren family for all their years of service and generosity to the Rugby community.

The next meeting is scheduled for October 7, 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 8:03 pm.

Frank LaRocque, Mayor

Attest: _____
Jennifer Stewart, City Auditor

Approved