

**RUGBY CITY COUNCIL MEETING MINUTES
THURSDAY, SEPTEMBER 7, 2023– 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: Gannarelli, Larson, Lotvedt, Schneibel, Brossart, Kraft, Nelson, and Zachmeier.

Council Members present by TEAMS: none.

Council Members absent: none.

Also present was Mayor LaRocque, Attorney Murray, and Auditor Stewart.

The council considered the agenda. There was an addition of AE2S Correspondence. There was a motion by Schneibel to approve the agenda as amended. Second by Kraft, all voting yes, motion carried.

The council considered the August 21, 2023, meeting minutes. There was a motion by Lotvedt to approve the August 21, 2023, meeting minutes. Second by Nelson, all voting yes, motion carried.

Bills Paid Since Last Meeting of 8/02/2023: \$206,507.30.

23429 Applied Concepts Inc	\$20.00
23430 B & M Laundry	\$24.30
23431 Badger Daylighting Corp	\$7,291.36
23432 BSN Sports LLC	\$2,420.68
23433 CNH Industrial Accounts	\$27.55
23434 Cole Papers	\$296.24
23435 Convention & Visitors Bureau	\$1,980.35
23436 Convention & Visitors Bureau	\$5,452.03
23437 EcoLab	\$173.80
23438 Envision	\$42.00
23439 First District Health Unit	\$70.00
23440 Heart of America Medical Center	\$2,436.25
23441 Home of Economy	\$694.54
23442 Information Technology Department	\$81.00
23443 Jeremy Monroe	\$200.00
23444 John Deere Financial	\$32.51
23445 Johnson's Plumbing	\$35.63
e-Ck JP Morgan	\$3,100.68
23446 Leever's Foods	\$481.74
23447 M. J. McGuire Co	\$77.20
23448 ND Dept of Health/Chemistry	\$18.54
23449 ND One Call Concepts	\$47.55

23450	ND Telephone Co	\$875.43
23451	Northern Plains Electric Coop	\$4,054.53
23452	Northern States Supply Inc	\$21.19
23453	Otter Tail Power Company	\$8,591.63
23454	Petty Cash	\$50.89
23455	Pierce County Tribune	\$126.00
23456	Post Board	\$45.00
23457	Recreation Supply Co	\$42.91
23458	Rugby Farmers Elevator	\$1,075.00
23459	Rugby Job Authority	\$39,558.29
23460	Rugby Welding	\$20.30
23461	Schock's Safe & Lock	\$187.70
23462	Scott Bommersbach	\$450.00
23463	Sean Hurly	\$200.00
23464	Staples Credit Plan	\$105.77
23465	Travis Lafferty	\$200.00
23466	Uniform Center	\$2,270.00
23467	USA Blue Book	\$493.71
23468	Valli Information Systems	\$771.28
23469	Wellabe	\$164.50
e-Ck	Wex Bank	\$1,256.49
ACH	Payroll	\$70,032.76
ACH	Social Security	\$10,226.76
ACH	Medicare Taxes	\$2,391.82
ACH	Payroll Taxes	\$5,211.52
23470	AFLAC	\$992.45
ACH	NDPERS	\$600.00
ACH	NDPERS	\$8,174.76
ACH	NDPERS / Sanford Health	\$22,115.08
ACH	NDPERS / Sanford Health	\$1,197.58
Bills To Be Approved and Paid 9/07/2023:		\$76,755.37
ACH	BND	\$36,320.00
23471	Advanced Engineering	\$38.25
23472	American Welding & Gas	\$3,043.54
23473	Aqua-Pure Inc	\$1,077.45
23474	C & H Repair	\$108.05
23475	Circle Sanitation	\$20,417.00
23476	Column Software	\$144.30
23477	Core & Main LP	\$546.21
23478	David Jaeger	\$950.00
23479	Deplazes Redi-Mix	\$165.00
23480	Drive Chevrolet	\$8.99
23481	First District Health Unit	\$90.00
23482	H. E. Everson Co	\$77.75
23483	Hawkins	\$40.00
23484	Home of Economy	\$857.39

23485	Ironhide Equipment	\$4,000.00
23486	Johnson's Plumbing	\$792.10
23487	Leevers Foods	\$331.41
23488	ND Sewage Pump and Lift Stn Svc	\$1,827.50
23489	NDTC	\$3,084.65
23490	Northern Plains Electric Cooperative	\$3,901.56
23491	Pierce County Auditor	\$3,412.50
23492	Power Plan	\$2,430.52
23493	Precision Autobody & Glass	\$7,054.04
23494	Rebecca Jordan	\$170.00
23495	Rec Supply Co	\$88.38
23496	Rick Larson	\$1,500.00
23497	Robert Spallinger	\$1,100.00
23498	Rugby Broadcasters Inc	\$116.00
23499	Rugby Farmers Elevator	\$314.00
23500	Rugby Fire Department	\$2,201.67
23501	Rugby Hardware Hank	\$526.33
23502	Rugby Lumber Inc	\$679.57
23503	Rugby Park Board	\$5,000.00
23504	Rugby Service Center	\$900.52
23505	Schaan Oil	\$207.00
23506	Shaine Towe	\$700.00
23507	The Computer Store	\$7,035.00
23508	U. S. Bank / St Paul	\$500.00
23509	Verizon Wireless	\$618.69
23510	Yvonne Hagen	\$700.00

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

There was a motion by Brossart to approve the bill payable to Richard Larson, for 50/50 sidewalk. Second by Gannarelli, roll call vote, Brossart-yes, Zachmeier-yes, Gannarelli-yes, Larson-abstain, Schneibel-yes, Kraft-yes, Nelson-yes, Lotvedt-yes, motion carried.

The council reviewed the AE2S bill in the amount of \$38.25, which was approved with the other bills above.

Murray addressed the council regarding the draft correspondence to Advanced Engineering, regarding the termination of the AE2S contract and 2 ½ Ave Project. Lotvedt explained some of the information that AE2S may have that would be helpful to the city to obtain. There was a brief discussion about potential future billings until the closeout of the 2 ½ Ave Project. There was a motion by Lotvedt to send the correspondence as presented by Attorney Murray. Second by Brossart, all voting yes, motion carried.

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

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

Lotvedt explained that the JDA has been working with Ellen Huber, Community Matters, LLC., who has been hired as a consultant. They are working on recruiting an optometrist to open a practice in Rugby. They are also looking at programs that would help recruit an optometrist. There was a motion by Nelson to approve the JDA Financials and Minutes. Second by Brossart, all voting yes, motion carried.

Laurie Odden, Executive Director CVB/Chamber, addressed the council regarding their 2024 Budget. There was a motion by Schneibel to approve the CVB minutes, financials and 2023-2024 Budget. Second by Larson, roll call vote, all voting yes, motion carried.

Odden explained that they have a new sign by the Chamber/CVB Office. The kiosk by the monument should be placed in the next week or so. She asked that the flower planters be removed from downtown by the city Public Works as they have time. The Chamber/CVB is hosting a Customer Service Workshop at Ag Country Farm Credit Services, October 3 from 9am-Noon, free of charge to Chamber members. She explained that the Wine Walk is September 21, and the Prairie Pumpkin Patch opens September 23. Odden explained that next summer they may be adding some planters around the train depot. Amtrak has agreed to pay for those flowers.

Portfolio Reports

Buildings/Property: Portfolio Holder Lotvedt reported that the city shop is beginning to rust so they are looking into that. One of the pool heaters has been taken offline as it is leaking. Nelson and Lotvedt met with the Health Department regarding the splash pad, which should be moving forward now. Lotvedt explained that he had a complaint regarding the weeds along the train tracks. This has been forwarded to the proper city official to investigate. Nelson and Lotvedt have also met with the Health Department regarding the trailer courts in the community and cleaning them up. The state will reach out to the owner of the trailer court.

Finance: Portfolio Holder Nelson explained that the 2024 Budget Hearing is scheduled for September 18, 2023, at 6:00pm. He explained that the proposed budget is a very conservative budget compared to other communities around the state.

Ordinance: Portfolio Holder Zachmeier explained that at the September 18 meeting there will be a first reading of Ordinance 19.02.050.

Personnel: Portfolio Holder Gannarelli had nothing to report.

Public Safety: Portfolio Holder Larson reported that the pedestrian crossing signs by the school need to be updated or replaced. Larson reported that Superintendent McNeff has requested a crosswalk on the north side of 3rd Ave SW, near the new sidewalk that was poured by the swimming pool and tennis courts east of the high school. There was a motion by Nelson to install a painted crosswalk at 3rd Ave SW, near the new sidewalk that was poured by the swimming pool. Second by Lotvedt, all voting yes, motion carried.

Public Works: Portfolio Holder Kraft asked when the clarifier construction will begin. Public Works Supervisor Munyer explained that Wade Senger, Interstate Engineering, will be holding a Pre-Construction meeting on Tuesday, September 12. The time is yet to be determined.

Recreation: Portfolio Holder Schneibel explained that baseball and swimming lessons have wrapped up. They discussed mowing the diamonds this fall. Schneibel is working on getting that done.

Unfinished Business

None.

New Business

Kay Quick addressed the council regarding BackRoads Bar having North Dakota Community and Rec conduct gaming at her establishment. Rachel Nadeau, ND Community and Rec, addressed the council and distributed a summary of the organizations 2022 quarterly income, expenses, prizes paid out, profit, ND gaming tax, net proceeds and charitable contributions. Nadeau explained the columns and information extensively to show the council where the funds from gaming go.

Nadeau explained that she had discussed with her board about having an advisory committee regarding the charitable contributions distributed, using the funds generated from the community. She explained they would add one board member from Rugby and that individual would head the advisory committee. Nadeau explained that the recommendation from the advisory committee to the board would be considered when awarding funds.

Quick explained that no other gaming organizations have come to her establishment to ask her to allow them to conduct gaming at BackRoads Bar. She explained that she is looking for something different than what the local gaming organizations offer.

Nadeau provided a copy of the ND Community and Rec's 2022 quarterly state returns. Nadeau explained that the organization has not denied requests that are eligible requests. They have only granted portions of the request due to the requested amount being more than they have available. Nadeau explained a potential process to choose a board member from the Rugby community to the council. She listed the current board members for the council.

The council discussed their past precedence of only allowing local organizations to conduct gaming in the community. They discussed how they will maintain local gaming if they allow ND Community and Rec to conduct gaming in Rugby.

Schneibel explained that he had discussed it with Quick and understands where she is with this request. He does have concerns about the board of directors for ND Community and Rec and where the funds will go.

Dana Odden, Rugby resident, addressed the council regarding gaming and the opportunity to offer different games compared to what the local organizations currently offer.

They discussed the different machines that are available through different distributors.

LaRocque advised Quick to approach the local organizations to see if they would conduct gaming at her establishment. Quick explained that she wants to have different types of games, compared to what the local organizations offer.

The council considered Resolution 2023-4 Providing for the Issuance and Sale of Water and Sewer Revenue Bond, Series 2023. Murray explained that the document is in order for the council to consider which complies with the state requirements. There was a motion by Lotvedt to approve Resolution 2023-4 Providing for the Issuance and Sale of Water and Sewer Revenue Bond, Series 2023. Second by Brossart, roll call vote, all voting yes, motion carried.

The council considered the Application for Liquor and/or Beer License for Envision Cooperative. Murray explained that the application is in order for consideration. She explained that someone under the age of 21 may sell the off sale at Envision.

Justin Kongsli, Envision Cooperative Regional Manager, explained that they opened a Beer Cave in Towner approximately a year ago. He explained that the till must be within 15' of the Beer Cave door and it will be at the Rugby location. There was a motion by Schneibel to approve the application for Liquor and/or Beer License for Envision Cooperative. Second by Larson. Kongsli explained that since they opened in Towner, he has spoken to the distributors and their business has not had much of an impact on the other local off sales. LaRocque called for a vote, all voting yes, motion carried.

The council considered the Rugby Hockey Association and City of Rugby Open Skating Agreement. Currently the city pays \$50 per hour for ice time, pays the hourly admissions worker and advertises open skating. RHA has requested that they hire and pay the admissions worker instead of the city. In turn the city cost per hour for ice time would increase to \$65 per hour.

Kraft questioned why the RHA would need \$3,000 from the city each year to have open skating. There was a motion by Schneibel to table the Rugby Hockey Association and City of Rugby Open Skating Agreement until the next meeting and he will ask RHA about his. Second by Lotvedt, all voting yes, motion carried.

The council reviewed and considered applications for Local Permit for Little Flower School PTO for a raffle and HAMC Hospital Auxiliary for a raffle. There was a motion by Nelson to approve applications for Local Permit for Little Flower School PTO for a raffle and HAMC Hospital Auxiliary for a raffle. Second by Gannarelli, all voting yes, motion carried.

The council considered the 2024 Calendar. LaRocque suggested it be tabled and changes be made if council members have conflicts. He recommended any proposed changes be brought to the next meeting.

The next meeting is scheduled for Monday, September 18, 2023, at 6:00p.m., and 7:00p.m.

There being no further business to transact or come before the council at this time, there was a motion by Lotvedt to adjourn the council meeting. Second by Brossart, all voting yes, motion carried. The meeting was adjourned at 8:25p.m.

Frank LaRocque, Mayor

Attest: _____
Jennifer Stewart, City Auditor

Approved