# Rutland City Council
## May 1, 2023

The monthly City Council meeting was convened at 5:10 p.m. by Mayor Mahrer. Council President Erickson and Council Members Anderson, Lysne, McLaen present.

**Agenda:** Anderson/McLaen moved approval of the agenda. Motion carried.

**Minutes:** McLaen/Anderson moved approval of the April 3, 2023 Board of Equalization minutes and the April 3, 2023 regular minutes. Motion carried.

**Public Comment:** David Young asked about fixing the culvert and drainage on the southwest end of town by the County weed department building. The Mayor suggested installing a pipe to drain to the west to the existing County drain. Council members Anderson and McLaen concurred in fixing the drain.

Council Member Lysne entered the meeting at 5:10 p.m.

The discussion on the water main gate valves and lead service line inventory assistance was postponed to the June meeting when the City Engineer will be present.

**Hamilton Building:** The City Attorney issued a letter to Dr. Hamilton regarding the removal of vermin from the building. His response deadline is this week (seven days from receipt of the letter). The City Attorney has asked about demolition of the building. The Council stated preference to keep the building as the exterior is not in as bad shape as the interior. The matter will be on the next agenda for discussion pending receipt, or lack thereof, of a response from Dr. Hamilton.

**City Jail Building/Shed:** The Mayor noted that the roof on the old jail by the siren needs repair. The roof shingles are curling. Council Member Anderson said that the concrete building was a 1930 Works Progress Administration project and served as the City jail. The Mayor will get estimates for shingling and for a steel roof on the building.

**City Clean-Up Day:** City cleanup day will be held Saturday, May 20.

Council Member Erickson entered the meeting at 5:30 p.m.

**City ACH Software:** The City Auditor sent an email to 30 residents regarding an ACH option for paying water/sewer/garbage. Of the 30, two said no and 23 said yes. There are other residents that may elect this option. It will be a significant time saver for processing bill payments and reconciling bank statements. The initial cost is $995.00 with an annual $195.00 cost for the ACH software that would be allocated to the three enterprise fund accounts.

McLaen/Erickson moved approval of the Banyon ACH software module at the cost of $1,190.00 with an anticipated start date for the June utility billing. Motion carried unanimously.

**Hall Doors:** Anderson/Erickson moved acceptance of the bid from The Valley Glass Shop, LLC. to remove/replace the two front doors on the Hall and to install two industrial doors at a cost of $7,350.71. Motion carried unanimously.

**Financial Report:** Lysne/Erickson moved approval of the April 2023 financial report as presented. Motion carried.

**Bills:** Erickson/Anderson moved approval of the payment of bills:

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|---|---|---|---|
| 234e | ND Job Service | $48.62 | 1st Qtr. Unemployment Insurance |
| 235e | Waste Management | $99.74 | Hall trash |
| 236e | Waste Management | $1,779.95 | Contract garbage |
| 237e | DRN | $145.07 | Phone/Internet |
| 13585 | Bobcat of Gwinner | $599.54 | Edge cutting bolt, chains |
| 13586 | Sargent County Teller | $50.68 | March minutes |
| 13587 | Scott Haan | $957.05 | Mar 26- Apr 8 |
| 13588 | Vining Oil | $12.28 | Hall fuel oil |
| 13589 | Scott Haan | $918.88 | Apr 9-22, 2023 |
| 13590 | Deborah Banish | $831.15 | April |
| 13591 | Immense Impact | $605.00 | Annual/website |
| 13592 | Otter Tail Power | $1,304.54 | Electricity |
| 13593 | Roger Pearson | $90.00 | Readings, water service |
| 13594 | Rutland Oil | $17.70 | 3 tubes grease |
| 13595 | SE Water | $723.00 | 241,000 gals. 2/23-3/23/23 |
| 13596 | Vining Oil | $1,010.07 | 506.3 propane @1.99 |

2010 Streets Checking

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|---|---|---|---|
| 1038e | Stock Growers Bank | 17187.50 | Loan principal and interest |

Motion carried.

**Auditor Report:** The Auditor reported that the ARPA final report was submitted prior to the April 30 deadline as well as the Snow Grant Early Season application for the period October to December 2017 through 2022. The full season snow grant application is due May 30 for the period October through April of each of those years. The annual backflow report is due today and has yet to be filed. The Records Retention report is due the end of May and will include the 'routine' items that can be shredded and/or discarded. The issue of old documents such as the minutes and other items that are eligible for transfer to the State Archives can be discussed with additional information at a later date.

The Auditor reported that the City of Rutland has been recognized as a 2022 Tree City USA by the Arbor Day Foundation.

Mayor Mahrer suggested repairing the Christensen Addition road which is railroad property that is used by several residents north of the railroad. Two or three loads of gravel are needed to bring it to grade – it is lower than the shoulder. The Council concurred with improving that road.

The meeting adjourned at 6:10 pm.

ATTEST:

Deborah J Banish

Deborah Banish, City Auditor

Michael Mahrer, Mayor