

Rutland City Council
May 3, 2021

The regular Rutland City Council meeting was called to order at 5:00 p.m. at City Hall by Mayor Mahrer. Council Members Erickson, Lysne and McLaen present, Corry Absent. City Auditor and City Attorney present.

Agenda: Erickson/Lysne moved approval of the agenda. Motion carried.

Minutes: Erickson/Lysne moved approval of the April 5, 2021 minutes. Motion carried.

Lead Local: Cindy Klapperich, Family & Community Wellness Extension Agent, NDSU Extension - Sargent County, provided information on the Lead Local workshop that will be held in July. She encouraged Council Members to attend and asked that the Council consider sponsoring Rutland resident(s) to attend the program. There will be a limit of 30 people. The Council thanked Ms. Klapperich for the information.

Public Comments: Bill Anderson urged the Council to take advantage of the resources provided by the NDSU Extension – Sargent County. He commended the Extension Office staff for the services they provide.

Anderson spoke as a member of the Rutland Housing Board and asked what the plan is for the ditch by the Housing four-plex west of Nordland Lutheran Church.

Mayor Mahrer reported that he will dig and clean the ditch again when it dries up and the weather allows.

Encroachment Agreement: City Attorney LeeAnn Even summarized and recommended using the process to obtain an alley vacation. The process takes more than a month. It may be best to approve the encroachment agreement and then proceed with the alley vacation so that the purchase and title work for the property will be able to be completed sooner.

McLaen/Lysne moved to approve the encroachment agreement for the property at 318 Anthony Street and proceed with the alley vacation process. Motion carried.

Public Works Position: The ND Job Service announcement for City Public Works position has been relisted. Mike Pyle has submitted an application to help with mowing as needed.

Water Tower: Erickson reported that Maguire Iron installed the epoxy liner on the water tower about 11 years ago and there is rust inside so the liner is not good. Maguire stated they reapply the epoxy every 12 or 15 years. He has spoken to another firm that does epoxy that uses a more expensive product but it lasts about 30 years; cost is about \$42,000 interior and \$42,000 for exterior work. Maguire is due to clean the tower this year and will do it sooner than scheduled. They will clean the tower for about \$1600, and then will do the repair at a cost of \$575/hour. The City has a contract with Maguire to perform cleaning every two years through 2026. They have another program to pay \$8000.00 annually, with a 5% annual increase; however, that is not a good program. They could do the annual cleaning and repair the leak this year. In a couple years, the City could hire another firm to sandblast all or just the bottom of the water tower, paint and install a better liner.

Erickson/Lysne moved that Maguire Iron be authorized to do the annual cleaning and repair the tower leak when they are on site. Motion carried.

Driveway Milling: The City sent a letter last December to inform the owner(s) of the property at 210 Gay Street that the City would proceed to have the driveway milled in April if they did not have it done. There has been no response to the letter so the Council will proceed to obtain estimates to have the work done and then will assess it to the property.

Records Disposal: Lysne/McLaen moved to approve the disposal of City records in accordance with the State Records Retention Requirements. Motion carried.

RCN	Title	To Dispose	Paper Volume	Electronic
		(month/ year and before)	(in inches)	(in MB)
010401	CITY BUDGET	2009	3	
010403	BUDGET WORKPAPERS	DECEMBER 2015 CFY	1.5	
011704	UTILITY BILLING ACTIVITY	DECEMBER 2015 CFY	2	
300102	PLEDGE OF SECURITIES	2014 ACM+5	0.25	
801105	WATER AND WASTE REPORTS	2007	0.25	0
010610	BANK STATEMENTS/DEPOSIT RECORDS	2013	0.5	N/A
011520	ACCOUNTS PAYABLE/VOUCHERS/EXPENSE REPORTS	DECEMBER 2015 CFY	3.5	1356 KB
011610	PAYROLL RECORDS	2013	0.25	N/A
011701	MONTHLY FINANCIAL STATEMENTS	DECEMBER 2015 CFY	N/A	4552 KB
260406	AFFIDAVITS OF PUBLICATIONS	DECEMBER 2016 CFY	0.5	N/A
100301	MONTHLY DISCHARGE REPORTS	2009	0.75	N/A
801113	WATER TREATMENT PLANT DAILY LAB SHEETS	2009	1.25	
800316	COUNTY ASSESSMENT ROLE	2016	0.5	
300916	BUILDING PERMITS	2016 CFY	1.5	N/A
800399	BACTERIOLOGICAL WATER ANALYSIS REPORTS	2015	3.75	N/A
	LEAD & COPPER REPORTS	2008	1	N/A

Financials: Erickson/Lysne moved to approve the April 2021 financials. Motion carried.

Bills: Lysne/Erickson moved approval of payment of bills from the General Fund:

132E	DRN	\$ 146.15	telephone
Auto	Waste Management	\$ 78.53	Hall garbage
Auto	Waste Management	\$1,667.87	Contract garbage
13189	Vining Oil & Gas LLC	\$ 301.29	Hall heat
13203	Deborah Banish	\$1,323.36	Salary, Conf. reimbursement
13204	Denny Pherson	\$ 300.00	Lagoon pumping - tractor rental
13205	Erickson Bros.	\$ 300.00	Lagoon - pump use 2020
13206	Immense Impact, LLC	\$ 549.45	Website annual
13207	Larry Christensen	\$ 80.00	Meter reading
13208	Nardini Fire Equipment	\$ 455.80	inspection Hall
13209	ND League of Cities	\$ 230.00	Spring Workshop
13210	ND Sewage & Pump	\$ 425.00	Lift station Annual service
13211	Otter Tail Power Co.	\$ 928.37	Electricity
13212	Quill	\$ 146.74	Office & Janitorial supplies
13213	Roger Pearson	\$ 38.79	March salary
13214	The Teller	\$ 61.84	Apr & Equal minutes publ.

13215 SE Water Users \$ 846.87 March - 282,290 gals.

Motion carried.

Delinquents: There are four delinquent accounts. If the bill for 419 Cooper Street is not paid by May 15th, it should be assessed to the property.

Erickson/Lysne moved to assess the amount of \$510.20 to 419 Cooper Street if not paid by May 15.
Motion carried.

City Auditor Report: The Auditor reported approval of building permit #237-22 for a new cabin at 218 Front Street. This replaces the old, dilapidated motor home at that location.

The Auditor reported on the Elected & Appointed Officials Spring Workshop she attended. There were several informative sessions including the NDIRF issues with handling the Fire & Tornado Fund Insurance and items to check with the new insurance renewal. She reported on several legislative bills that were passed this session that will effect cities regarding liquor licensing, State highway funding and other issues.

The Auditor reminded the Council that spring clean-up day as Saturday, May 15, with the Municipal Waste Site open 1-4 p.m.

Mayor's Report

The Mayor reported that a letter needs to be sent regarding a violation of the City's new RV Ordinance. The Auditor will work with the City Attorney to issue the violation letter.

The meeting adjourned at 6:45 p.m.

ATTEST:

Deborah Banish, City Auditor

Michael Mahrer, Mayor

The next meeting is Monday, June 7, 2021.