Rutland City Council
July 10, 2023

The monthly City Council meeting was convened at 5:05 p.m. by Mayor Mahrer. Council Members Erickson, Lysne, McLaen present; Anderson present by phone. City Auditor also present.

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

Minutes: McLaen/Erickson moved approval of the June 5, 2023 minutes. Motion carried.

Water Mains/gate valves: The City Engineer will attend the August meeting to discuss the water projects.

City Sidewalk Project: Anderson/McLaen moved that the City Council instruct the City Attorney to draft a resolution of necessity and prepare the other documents needed to establish a special assessment district for a new sidewalk area from Front to Gay Street on the East side and from Front to Arthur on the West side of First Street. The amount/cost of the estimated assessment to be determined based on the Engineer's estimate for the cost of the work. A public hearing on the proposed project should be scheduled ASAP, to inform the public about the sidewalk project as applied for in the TAP grant application, or as described in alternatives suggested by the City Engineer.

The Council discussed the project and whether the special assessment would be for the entire city or just adjacent property owners. Anderson noted that the argument can be made that that a portion of the levy could be on all properties. This action would start the process for a public hearing and the assessment issue can be considered later.

Motion carried.

Hamilton Building: The Mayor said that Ecolab will check the Hamilton building for pest and rodent control. McLaen stated that there has been no sign of raccoons recently in the building. The Auditor stated that Hamilton is now delinquent on the 2022 property taxes.

Old Jailhouse Roof: The Mayor said the old jailhouse roof needs to be replaced. Jim Brown will submit estimates for the work for shingles and for steel roofing.

Demolition Permit: The Auditor presented a demolition permit submitted by Jerry & Andrew Woytassek to demolish the house and garage at 206 2nd Street West.

Anderson/Lysne moved that the Council approve the demolition of the house and garage at 206 2nd Street West. Motion carried unanimously.

Trailer Park Inspection: The RV Park/Campground Inspection Report for the City RV park found two violations: Cross-connection/backflow connections missing, and the procedure for responding to emergencies and complaints is not posted. Corrections will be made as required prior to the next inspection June 27, 2024.

Commercial Building & Personal Property Insurance Coverage: The latest coverage report was received and filed. Changes were made recently and coverage is acceptable.

2024 Budget: The 2024 preliminary budget will need to be adopted at the August meeting. There will not be any increase in the cost for publishing/printing, SE Water Users is increasing water rates, and other

cost increases are anticipated. The Council had discussed an annual water/sewer/garbage rate increase that may be something to consider. The mill levy set last year is about 104.3 mills so there is little room for increases with a 105 mill levy limit. Property values will be increased 2% by the State Board of Equalization and will have a slight impact on the revenue.

Financial Report: Erickson/Lysne moved approval of the June 2023 financial reports as presented. Motion carried.

Bills: Lysne/Anderson moved approval of the payment of bills:

245e	DRN	$ 145.42		Phone
246e	Waste Mgmt.	$ 98.15		Hall garbage
247e	Waste Mgmt.	$ 1,731.96		City Contract
13612	Walock-Johnson Insurance	$ 1,777.00		Property Insurance
13613	Otter Tail Power Company	$ 1,069.17		Electricity
13614	Sargent County Teller	$ 42.40		May minutes
13615	Scott Haan	$ 2,052.38		June 4-17
13616	Scott Haan	$ 1,224.55		June 18-July 1
13617	Advantage Pest Control	$ 160.00		Spiders
13618	B & K Electric	$ 1,500.00		Hall lighting
13619	Bill Anderson	$ 230.87		Jan-June 2023
13620	Bobcat of Gwinner	$ 147.53		Hydraulic Fluid Bobcat
13621	Deborah Banish	$ 831.15		June salary
13622	Delores Lysne	$ 260.12		Jan-June 2023
13623	Ferguson Waterworks	$ 1,270.66		New Reader/Touch pads
13624	J. Deere Financial	$ 162.17		Bobcat filters, blades
13625	Lori McLaen	$ 280.22		Jan-Jun 2023
13626	Michael Mahrer	$ 304.75		Jan-June 2023
13627	ND League of Cities	$ 355.00		2024 membership
13628	ND One Call	$ 2.60		line locate
13629	ND Rural Water	$ 260.00		July 2023-Jn 2024
13630	Rodney Erickson	$ 230.87		Jan-June 2023
13631	Roger Pearson	$ 45.00		June meter reading
13632	Rutland Oil Company	$ 504.00		oil, fuel
13633	Rutland Park Board	$ 150.00		Street Signs
13634	Sargent County Teller	$ 137.44		Minutes/Legals
13635	SE Water Users	$ 957.00		319,000 Gallons May
13636	Southside Automotive	$ 17.28		Hydraulic coupler/adapter
13637	US Treasury	$ 2,072.32		Social Security
13638	US Postmaster	$ 270.00		roll stamps
	Total Checks	$ 18,290.01		

Motion carried.

Delinquents: There are four delinquent accounts at this time.

Auditor Report: The Auditor reported that the full season snow grant payments have been received for a total of $15,161.90, and the new automatic ACH utility bill payment process is going well with more signing up for the option. It has been a time saver. The Auditor thanked the Council for approving the software.

The Auditor reported that a free workshop is being held in Bismarck sponsored by the Municipal Finance Officers Association July 25 and 26. Topics will cover municipal finance, budgets, and more.

Anderson/Erickson moved approval for the Auditor's attendance at the MFOA workshop in Bismarck on July 25 and 26 and reimbursement for hotel and mileage. Motion carried unanimously.

Mayor Report: The Mayor reported that the Fire Department has had the lot surveyed for their new building and ground work will begin. The City Attorney has investigated the Fish and Wildlife Easement near the drain that needs to be cleaned. The drain is at an angle and it is not in the easement area.

Council President Erickson reported that the new Hall entry doors will be installed in August.

The Mayor said another tree need to be removed from the Bradbury property as it is unsafe.

The meeting adjourned at 5:50 pm.

ATTEST:

Deborah Banish, City Auditor

Michael Mahrer, Mayor