Rutland City Council
September 11, 2023

The City Council convened the public hearing on the 2024 budget at 5:00 p.m. Mayor Mahrer, Council Members Anderson, Erickson, Lysne and McLaen present. City Auditor and the City Attorney were also present.

Budget Public Hearing: The hearing was closed at 5:05 p.m. as no members of the public were present.

The regular monthly meeting convened at 5:05 p.m.

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

Minutes: Lysne/Erickson moved approval of the August 7, 2023 minutes. Motion carried.

Public Comment: No members of the public were present. Anderson asked about a temporary fix of the sidewalk on First Street in front of The Lariat Bar; something needs to be done before Uffda Day to make it safer. Mahrer and Scott Haan will do some repair with Quikrete.

Anderson/Lysne moved to authorize a temporary repair of the sidewalk in front of The Lariat Bar for safety reasons. Motion carried unanimously.

Rutland Fire Department Update: Kris Jochim, Rutland-Cayuga Rural Fire Department, gave an update on the new fire hall project. The ground work is well underway. He distributed a map and building information to the Council. The project will include removal and installation of culverts. He submitted a building permit for the project.

Erickson/Lysne moved to permit the RCRFD to fill the area with clay and install, and remove, culverts for the new fire hall project. Motion carried unanimously.

The RCRFD will be responsible for replacing the blacktop on the streets where culvert work is done.

Hamilton Building: The City Attorney reported that the sale of the old post office and adjacent building is currently in negotiations. A purchase agreement has been sent to the owner.

Old Jailhouse Roof: There is no update on the roof installation. An insured contractor needs to be hired.

2024 Budget: The 2024 preliminary budget, estimated at 106.5 mills with revenue of $32,957.05, was approved in August. The State Board of Equalization has not yet provided the anticipated residential value increase percentages so that was not available in estimating the city's property value. The existing residential value at 105 mills generates $32,209.59 in revenue. The City budget should not be lowered as the anticipated residential value will provide more than $32,209.59 but the actual increase amount is not known.

Anderson/McLaen moved to approve the 2024 budget at the maximum 105 mills with anticipated revenues of approximately $32,957.05. Motion carried unanimously.

Quit Claim Deed: McLaen/Lysne moved to approve the Quit Claim deed of land to Andrew J. Woytassek and Jerry Woytassek described as Lots One and Two (1 and 2) in Block Five (5), Original Townsite, City of Rutland, Sargent County, ND. Motion carried unanimously.

Sargent County Emergency Management Agency: Anderson/McLaen moved to authorize the City of Rutland participation in the Sargent County Emergency Management Agency. Motion carried unanimously.

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

Bills: Erickson/McLaen moved approval of the payment of bills from the general fund:

266E	DRN	$145.51		phone, internet
13651	Otter Tail Power	$880.90		Utilities
13652	Scott Haan	$ 916.05		July 30 – Aug. 12
13653	Scott Haan	$1084.79		Aug. 13 – 25, 2023
13654	B. Mahrer Construction	$621.94		Gravel, trucking
13655	ND DEQ	$166.83		Water sample testing
13656	Deborah Banish	$848.22		Aug. salary, reimbursables
13657	Ecolab Pest Control	$150.00		Pest Control
13658	Even Law Office	$75.00		Prepare Res of Necessity
13659	J.P. Cooke Company	$88.35		Animal license tags 2024
13660	Kotaco Fuel & Propane	$409.27		Hall fuel oil
13661	ND One Call	$5.20		Line locate
13662	Roger Pearson	$45.00		August meter reading
13663	Rutland Oil	$102.00		Oil, grease
13664	Sargent County Teller	$101.36		Legals - July & August
13665	Scott Haan	$1,034.17		Aug. 27-Sept. 9, 2023
13666	SE Water Users	$1,314.00		Water 438,000 gals. July
13667	Voided			
13668	Team Lab Chemical	$806.50		Mega Bugs for Lagoon
267E	Waste Management	$1,804.01		Garbage contract
268E	Waste Management	$101.33		Hall garbage

Motion carried unanimously.

Delinquents: There is one delinquent account at this time.

Auditor Report: The Auditor reported approval of Building Permit #248-23 for a garage and deck addition on Parcel # 29-9105000 Greene's First Addition, Lot 7, Block 3 and vacated alley.

The Auditor will attend the ND League of Cities conference and the Municipal Officers Association training in Bismarck on September 20-22.

Erickson/McLaen moved approval of payment for registration, travel and lodging for the Auditor's attendance at the NDLC and MFOA conference in Bismarck. Motion carried unanimously.

There is no update on when the new doors will be installed at City Hall. They are anticipated to be installed this month.

City-wide cleanup day will be held Saturday, September 23, from 8 a.m. to 1 p.m. A roll-off has been ordered and will be at the City Shop. Electronics, tires, and whitegoods will also be accepted.

Water Tower: City Engineer Mike Bassingthwaite discussed capital improvement needs including the water tower, mains and valves and sidewalk replacements. He presented cost information on a recently bid project for a 75000 gallon water tank in the State; the bid was $1.65 million. If the project meets the State's full funding requirements, it will fund up to $1 million. DWSRF and BND currently have 2% interest loans available. He provided estimates on the payback costs and user costs to pay for such a project. There is a cost versus benefit consideration. He suggested that the City Council consider increasing water rates soon to help fund the future project(s) that the City is facing.

Anderson/McLaen moved to authorize the City Engineer to submit the pre-construction funding and lifecycle feasibility analysis to the State Water Commission before the end of October to start the water tower replacement process. Motion carried unanimously.

Bassingthwaite said the Council will need to determine where to locate the new water tower so the old tower can be removed. The Council concurred the new tower should be just north of the existing site.

Sidewalks: The Engineer said the Council needs to decide whether to accept the State ND DOT Transportation Alternatives Program grant funding. The City cost share of the grant would be about $100,000. The project was for the entire replacement along First (Main) street on both east and west sides from Front to Gay/Arthur Street.

Erickson stated it may be a challenge to get support to replace the west side sidewalk and to be compliant with the store area posts. Bassingthwaite said a four foot path is needed; the curb could be moved taking a portion of the Street.

Anderson noted that the County road right-of-way is 28' and the City is responsible for the area on either side.

The Council scheduled a public information meeting/special meeting for 5 p.m., Tuesday, September 26, in City Hall to provide information to residents and property owners on the proposed sidewalk project on First Street between Front Street and Gay/Arthur Street. Information on the project, estimated costs and funding sources will be prepared by the City Engineer to present at the hearing. The Council is seeking public input to guide in making decisions on the project.

The meeting adjourned at 7:00 pm.

ATTEST:

Deborah Banish, City Auditor

Michael Mahrer, Mayor