Rutland City Council
October 2, 2023

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

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

Minutes: Lysne/Anderson moved approval of the September 11 and 26, 2023 minutes. Motion carried.

General Store: Lysne asked if the Rutland Store is commercial or residential for utilities. The Auditor stated it is zoned commercial but utilities are charged the same for both residential and commercial. Lysne stated the new owner has two utility bills, one for the store and one for the apartment. The Auditor stated the Council policy for the prior owner received three bills for water in the apartment, the store, and the café. There are separate meters for the store and the café; the café water is turned off. The residential unit was billed according to City Ordinances on residential garbage; the apartment does not have a separate meter so there are two separate bills sent.

Erickson noted that this is continuing the policy from the previous owner. The City Auditor requested Council action if that policy is changed.

Lysne/McLaen moved that the new owner of the store building receive one bill for the residence with usage based on the store meter while the building is only used as a residence; if the building is returned to commercial use, this change will be reconsidered. Motion carried.

Sidewalk Project: Anderson/Erickson moved that the City approve the Transportation Alternatives Project (TAP) grant application for the sidewalk replacement project along First Street from Front Street to Gay/Arthur on the east and west side in 2025. Motion carried: Aye – Anderson, Erickson, McLaen; nay Lysne.

Resolution of Public Necessity: Anderson/McLaen approved adoption Resolution No. 23-01: A Resolution of the City Council of the City of Rutland, North Dakota, to establish a Sidewalk Improvement District No 23-01.

WHEREAS, pursuant to applicable provisions of the North Dakota Century Code Chapter 40-22 and the Rutland Home Rule Charter #8, requiring the responsibility of the City Council to provide for the use and operation of public grounds and improvements; and,

WHEREAS, it has been determined by the Rutland City Council through a vote taken on July 10, 2023, that the city sidewalks are in need of restoration from Front to Gay Street on the East side and from Front to Arthur Street on the West side of First Street; and,

WHEREAS, the Rutland City Council, advised obtaining an estimated cost assessment regarding the sidewalk project to be produced by Interstate Engineering; and,

WHEREAS, the City Council wishes to declare its intent to establish a Sidewalk Improvement District, and to set a public hearing for the public and all affected persons to consider its establishment;

Now, therefore, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RUTLAND AS FOLLOWS:

Section 1. The City Council of the City of Rutland hereby declares its intention to establish a citywide street improvement district in accordance with Rutland Home Rule Charter #8.

Section 2. The Sidewalk Improvement District No. 23-01 shall be within the following boundaries as shown on the map attached as Exhibit "A"

Section 3. The City Council orders the City Auditor's Office to publish a Notice of Hearing on said establishment of a sidewalk improvement district in the official newspaper for the City of Rutland on October 27 and November 3, 2023 to be held in the City chambers at 5:00 p.m. on November 6, 2023 to hear and determine the sufficiency of protests.

Motion carried unanimously.

Bobcat: Scott Haan, Public Works, presented a quote for the City Bobcat replacement. The government program is no longer available. The current Bobcat will need new tires. Erickson said the City used to keep the Bobcat until it neared 1,000 hours, maybe we should keep it for 2,500 hours. The next time the hours and figures should be examined to determine the City's options.

Anderson/Lysne moved approval of the purchase of a new Bobcat with trade-in for an anticipated cost of $5,413.05. Motion carried unanimously.

Public Works Salary: Haan has been in the public works position for two years as of October 25. He is requesting a $2.00/hour raise. He uses his own vehicle and fuel with a $50.00/month reimbursement.

Lysne/Anderson moved approval of the public works hourly wage to $23.00/hour with $50.00/month for use of a personal vehicle effective October 3, 2023. Motion carried unanimously.

Auditor Salary: The Auditor presented a 2021 salary survey of City Auditors. Auditor pay is $15/hour with 60 hours/month. Assistant City Auditors were paid more than $15/hour in 2021. Similar size city salary comparisons were reviewed.

McLaen/Erickson moved that the City Auditor salary be increased to $24/hour effective November 1, 60 hours/month, with a 5% annual increase for five years at which time the salary will again be reviewed. Motion carried unanimously.

Mayor/Council Pay: The Auditor presented a Mayor/Council pay survey from 2021 which was received and filed the information. Lysne informed the Auditor that she does not want to receive Council pay.

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

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

	General Fund		
ACH	DRN	$ 147.00	Phone
ACH	Waste Mgmt.	101.77	Hall garbage
ACH	Waste Mgmt.	1,814.01	City Contract
13669	Scott Haan	1468.28	Sept 10-23
13670	US Treasury	2,710.09	F941 3r Qtr. 2023
13671	Southside Automotive	143.42	Parts

13672	SE Water Users	1,017.00	339,000 gals. August
13673	Rutland Oil	402.00	Fuel
13674	Roger Pearson	45.00	September
13675	Otter Tail Power	948.26	Electricity
13676	ND League of Cities	275.00	Convention registration
13677	Linde Gas & Equipment	244.95	Cylinder lease
13678	Forman Lumber	85.92	Quikrete
13679	Deborah Banish	1300.29	Salary & reimbursement
13680	ND One Call	1.30	Line locate
13681	Sargent County Teller	170.92	September minutes & budget publ.
13682	Scott Haan	933.11	Sept. 24- Oct. 7
13683	Waste Management	1250.60	Fall Clean-up Day container
	2010 Streets Fund		
1039	Stock Growers Bank	807.50	2010 Streets Loan interest

Motion carried.

Delinquents: There are two delinquent accounts at this time.

City Auditor Report: The Certification of Uncollected Taxes for 2020-2022 was presented. The Auditor noted that the 2010 Streets Fund should uncollected taxes of $2401.81 for 2022; the Council passed a special levy of $7,000 to help cover the fund shortages for 2022 and prior years.

Mayor/Council Reports: The Mayor stated that the 2023 Uffda Day celebration was a success. The ice cream 'booth' was a success alone making a $1,200 profit.

Council President Erickson stated that the City should have one clean-up day, possibly earlier in September, due to the cost of the roll off and the small amount that individuals pay to dispose of large items.

Erickson reported that the water tower cleaning crew stated that the City's water tower is in excellent condition and the nicest they have worked on. This crew from Texas did the contracted cleaning of the tower (through Maguire Iron); they have built water towers in the past. They estimate that the City could use the existing tower for another 14-15 years. Over 200 pictures and information is in the report that he will send to the City Engineer.

The Mayor stated the tower was last relined in 2008 or 2009. The relining and exterior maintenance on the tower will continue to help prolong the useful life of the tower.

The meeting adjourned at 5:50 pm.

ATTEST:

Deborah Banish, City Auditor

Michael Mahrer, Mayor