

Rutland City Council
January 6, 2025

The monthly City Council meeting was called to order at 5p.m. on Monday, January 6, 2025, by Council President Erickson. Council members Anderson, Lysne, and McLaen present. Mayor Mahrer absent. City Auditor also present. The Pledge of Allegiance was recited.

McLaen/Lysne moved approval of the agenda. Motion carried unanimously.

McLaen/Anderson moved approval of the December 2, 2024 minutes. Motion carried.

Anderson/McLaen moved approval of the December financials as presented. Motion carried.

The Auditor noted the negative balance in the Street Fund and presented options for a fund transfer. The 2010 Streets balance is just over \$34,000. There will be a loan payment in May of \$17,403.75. There will be additional specials collected in 2025. The May payment will be the last on the loan so there will be a balance that will be possible to transfer to the Street fund and be used for the sidewalk project. The Auditor recommended a transfer of \$10,000.

Anderson/McLaen moved to transfer \$10,000 from the 2010 Streets Fund to the General Street Fund to be allocated as a December 2024 transfer to balance the account. Motion carried unanimously.

McLaen/Lysne moved approval of the payment of bills:

| | | | |
|------------------------------|-----------|--------------------------------|-----------|
| 13909 Kotaco Fuels | \$ 876.96 | 13917 Lori McLaen | \$ 230.87 |
| 13910 Scott Haan | 960.64 | 13918 Michael Mahrer | 304.75 |
| 13911 Interstate Engineering | 5834.90 | 13919 Otter Tail Power | 1,185.30 |
| 13912 ND One Call | 1.50 | 13920 Quill | 62.90 |
| 13913 Even Law Office | 250.00 | 13921 Rodney Erickson | 230.87 |
| 13914 Scott Haan | 1,012.73 | 13922 Rutland Township | 233.99 |
| ACH DRN | 149.45 | 13923 Sargent County Teller | 32.28 |
| ACH Waste Management | 1,704.99 | 13924 Sargent County Treasurer | 20.00 |
| 13915 Bill Anderson | 277.05 | 13925 SE Water | 1,790.09 |
| 13916 Deborah Banish | 1,515.11 | ACH ND Job Service | 48.45 |

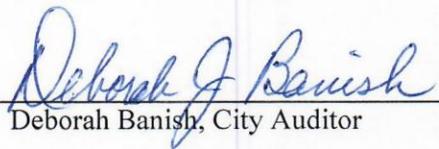
Motion carried.

The City Auditor reported five delinquents.

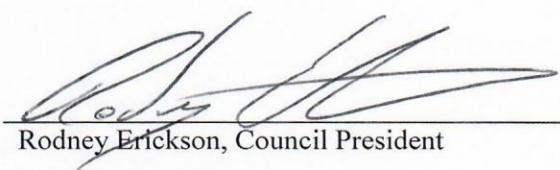
Council Member McLaen reported that the Post Office has stated they are working on the lease and are finding contractors to do the internal remodeling on the proposed location in Rutland.

The meeting adjourned at 5:30 p.m. The next meeting will be Monday, February 3, 2025.

ATTEST:



Deborah Banish, City Auditor



Rodney Erickson, Council President

Rutland City Council
February 3, 2025

The monthly City Council meeting convened at 5p.m. on Monday, February 3, 2025. Mayor Mahrer, presiding. Council members Anderson, Erickson, Lysne, and McLaen present. City Auditor also present. Engineers Bassingthwaite and Senger present. Jake Erickson also present. The Pledge of Allegiance was recited.

Anderson/Lysne moved approval of the agenda. Motion carried.

McLaen/Erickson moved approval of the January 6, 2025 minutes. Motion carried.

Jake Erickson, property owner, asked permission to burn the remaining rubble from the fire at 408 Anthony on January 31. The Fire Marshall and the RC-RFD Fire Chief have approved the burning and then the removal of the rubble.

Anderson/Erickson moved approval to burn in place and remove the debris at 408 Anthony, coordinating with the RC-RFD. Motion carried.

Anderson/Lysne moved approval of the Special Event Alcohol Permit for The Lariat Bar for the Glow Ball Mini-Golf event to be held at the Hall on Saturday, February 8th. Motion carried.

Anderson asked about the City fire hydrants. Erickson said all hydrants were flushed in the spring; the Fire Department flushed them in the fall. Some froze as they did not drain properly after that flushing. The Fire Chief was informed of the need to pump the water or have sufficient time before freeze-up for them to drain properly.

McLaen/Anderson moved approval of the January financials as presented. Motion carried.

McLaen/Erickson moved approval of the payment of bills:

| | | | |
|------------------------------|------------|--------------------------------|------------|
| Kotaco Fuels, 586.6 gals | \$ 876.96 | Lori McLaen, Council | \$ 230.87 |
| Scott Haan, Dec. 1-14 | \$ 960.64 | Michael Mahrer, Mayor | \$ 304.75 |
| Interstate Eng. | \$5,834.90 | Otter Tail Power, electricity | \$1,185.30 |
| ND One Call, line locate | \$ 1.50 | Quill, janitorial supplies | \$ 62.90 |
| Even Law, Quit Claim Deed | \$ 250.00 | Rodney Erickson, Council | \$ 230.87 |
| Scott Haan, Dec. 15-28, 2024 | \$1,012.73 | Rutland Twp., taxes/utilities | \$ 233.99 |
| DRN, phone | \$ 149.45 | The Teller, Dec. minutes | \$ 32.28 |
| Waste Mgmt. garbage contract | \$1,704.99 | Sargent Co. Treas., title rec. | \$ 20.00 |
| Bill Anderson, Council | \$ 277.05 | SE Water, 21943 gals. | \$1,790.90 |
| Deborah Banish, December | \$1,515.11 | | |

Motion carried.

The City Auditor reported three delinquents. A lock box was requested for the drop slot into the Hall office for payments and mail. Heat is drastically being lost due to the open mailbox slot on the South side of the building. Council Member Erickson said he will secure a lock box for the Hall office.

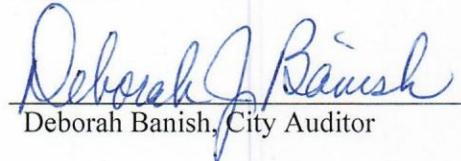
City Engineer Mike Bassingthwaite entered the meeting at 5:30 p.m. He said the archeological historian is the hold-up on the sidewalk project; a report should be available mid-February. Contractors are looking for work so the May bid letting should have some bids.

Wade Senger, Interstate Engineering, Jamestown, is the key individual working on the lead line project. Senger informed the Council that the inventory needs to be done for both sides of the curb stop, public and private. Residents may have reported that they have PVC or copper lines but the main report still states "Unknown" as the City side has not yet been verified. The baseline inventory is due October 2027. Any known lead lines must be replaced by 2037.

Senger said another survey letter will be sent to all residents to start Phase 2 of the process. Only 20 surveys were received as a result of the first process. IE will need to go door-to-door to check the lines on both sides for those properties that have not yet been reported. If the City has documentation that includes the year built and lines installed, that can be used to prove the public side. Just knowing the information is insufficient for this process; everything must be recorded and documented. If not, then during Phase 3 of this process, IE will need to dig in all the yards with a hydromap to determine the material on the city service line side. If there is any digging in any areas, the city should take a photo and submit it to IE to avoid doing the mapping later. Phase 2 is focusing on the private side and Phase 3 will focus on the public side. The EPA is not allowing to simply test the water for lead.

The meeting adjourned at 6:15 p.m. The next meeting will be Monday, March 3, 2025.

ATTEST:



Deborah Banish, City Auditor



Rodney Erickson, Council President

Rutland City Council
March 3, 2025

The monthly City Council meeting convened at 5p.m. on Monday, March 3, 2025. Mayor Mahrer, presiding. Council members Anderson, Erickson, and McLaen present; Lysne absent. City Auditor also present. The Pledge of Allegiance was recited.

Erickson/Anderson moved approval of the agenda. Motion carried.

McLaen/Anderson moved approval of the February 3, 2025 minutes. Motion carried.

McLaen/Erickson moved approval of the February financials as presented. Motion carried.

Erickson/McLaen moved approval of the payment of bills:

| | | |
|------------------------------------|------------|---------------------------------------|
| Waste Management | \$ 1720.94 | Garbage Contract |
| Waste Management | 109.05 | Hall dumpster |
| DRN | 150.15 | Phone |
| US Treasury | 825.75 | February monthly payroll taxes |
| Scott Haan | 962.73 | Jan. 25 – Feb. 8 |
| Scott Haan | 962.73 | Feb. 9 – 21 |
| Deborah Banish | 1,026.19 | February |
| Kotaco Fuels | 618.36 | Hall propane, 324.6 gals. |
| Otter Tail Power | 1,322.18 | Utilities |
| Sargent County Auditor | 843.75 | Assessment books |
| SC Teller | 113.79 | Minutes & Financial Stmt. Publication |
| SE Water Users | 801.19 | Dec. 19-Jan 23; 276,164 gals. |
| Quill | 280.14 | Office ribbon, janitorial supplies |
| Jacobson PHE | 2,258.65 | Water break 2024 repair |
| Sewer & Lagoon Checking | | |
| Bank of ND | \$ 930.00 | Wastewater Bond Interest & Admin. Fee |

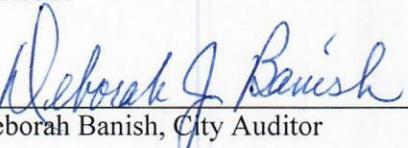
Motion carried.

The City Auditor reported two delinquents. Payment is pending on one and the other may need to be assessed to the property. The Council agreed to hold **one** Cleanup day this year and scheduled it for Saturday, May 17, 8 a.m. to 1 p.m. or until the dumpster is full, whichever is first.

McLaen asked about the cleanup of the fire at 215 Cooper Street. It was noted that the Fire Department plans to work on the cleanup when weather permits.

The meeting adjourned at 5:30 p.m. The next meeting will be Monday, April 7, 2025 beginning with the Board of Equalization meeting.

ATTEST:



Deborah Banish, City Auditor



Michael Mahrer, Mayor

2025

COPY

Record of the Proceedings of the Board of Equalization of the City of Rutland, Sargent County, North Dakota

BOARD OF EQUALIZATION

Duties, Complaints and Grievances

NORTH DAKOTA CENTURY CODE -- CHAPTER 57-11

57-11-01. Membership of board - Quorum - Meeting.

1. The board of equalization of a city consists of the members of the governing body, and shall meet at the usual place of meeting of the governing body of the city within the first fifteen days of April of each year. The executive officer of the governing body shall act as chairman, but in the executive officer's absence the governing body may elect one of its members to preside. A majority of the board constitutes a quorum to transact business, and it may adjourn from day to day until its work is completed. If a quorum is not present at any time, the clerk may adjourn from day to day and publicly announce the time to which the meeting is adjourned.

2. If the same person performs the duties of assessor for two or more cities or townships, the city auditor may, after consultation with the assessor involved, designate the hour and day in the month of April at which the meeting provided for in subsection 1 must be held for each city board of equalization; provided, that notice of the hour and day must be published in the official newspaper of the political subdivisions involved and posted at the usual place of meeting by the city auditor at least ten days before the meeting.

57-11-02. Duties of auditor.

The city auditor, as clerk, shall keep an accurate record of all changes made in valuation, and of all other proceedings, and, within ten days after the completion of the equalization of the assessment, shall deliver the assessments as equalized to the county auditor of the county in which the city is situated, with the city auditor's certificate that the assessments are correct as equalized by the city board of equalization. The assessment as equalized must be accepted by the board of county commissioners in lieu of all other assessment rolls for the property in said city.

57-11-03. Duties of board - Limitation on increase - Notice.

At its meeting, the board of equalization shall proceed to equalize and correct the assessment roll. It may change the valuation and assessment of any real property upon the roll by increasing or diminishing the assessed true and full valuation thereof as is reasonable and just to render taxation uniform, except that the board may not increase the valuation of any property returned by the assessor to an amount that results in a cumulative increase of more than fifteen percent from the amount of the previous year's assessment without first giving the owner or the owner's agent reasonable notice and opportunity to be heard regarding the intention of the board to increase it. All complaints and grievances of residents of the city must be heard and decided by the board and it may make corrections as appear to be just. Complaints by nonresidents with reference to the assessments of any real property and complaints by others with reference to any assessment made after the meeting of the city board of

equalization must be heard and determined by the county board of equalization. The board shall comply with any requirement for notice of an assessment increase under section 57-02-53.

57-11-04. Application for correction of assessment.

During the session of the board, any person, or the attorney or agent of any person feeling aggrieved by anything in the assessment roll, may apply to the board for the correction of alleged errors in the listing or valuation of real property, and the board may correct the errors as it may deem just.

57-11-05. Adding property to assessment list.

The board of equalization shall place upon and add to the assessment roll any real property subject to taxation which has been omitted by the owner or the assessor and shall enter the property at a valuation which will bear an equal and just proportion of the taxation.

57-11-06. No reduction after session of board - Exception.

After the adjournment of the board each year, neither the governing body of the city nor the city board of equalization may change or alter any assessment. Neither may the governing body or the board of equalization reduce or abate, or authorize the reduction, abatement, or return, of any taxes levied upon such assessments for any cause except that the property assessed was not subject to taxation at the time the assessment was made.

57-11-07. Effect of failure of board to meet.

The failure of the board of equalization to hold its meeting does not vitiate nor invalidate any assessment or tax except as to the excess of valuation or tax thereon shown to have been made or levied unjustly.

PROCEEDINGS OF City Board of Equalization

The Board met at the office of Rutland City at 5 o'clock p.m. April 7, 2025.

Council there and present those as listed: Mayor Michael Mahrer, Council Members Bill Anderson, Rodney Erickson, Delores Lysne, Lori McLaen, City Auditor Deborah Banish, County Assessor LaJuana Hayen, Rutland residents James Fust, Robert Hoflen and David Young.

Deborah Banish
City Auditor

Minutes of the Proceedings:

Sargent County Assessor Hayen explained that due to State ratio requirements all County property taxes were again increased with an average of 10-15%. This is primarily due to home sales higher than their valuation. The State offered a \$500.00 credit to property owners again this year; application for that credit was due before April 1.

McLaen/Lysne moved approval of the Homestead and Veteran Credits as presented by the County Assessor. Motion carried unanimously.

Erickson/Anderson moved approval of the Assessment Books as presented. Motion carried unanimously.

Anderson/Lysne moved approval of the changes in valuation as presented by the County Assessor. Motion carried unanimously.

The Board of Equalization meeting adjourned at 5:20 p.m.

I hereby certify that the following is a correct transcript of the proceedings of the City Board of Equalization of Rutland City, Sargent County, North Dakota. In Testimony Whereof, I hereunto set my hand this 7th day of April, 2025.

Deborah J. Baish
City Auditor Signature

City Auditor Signature

City Completes:

**State of North Dakota
County of Sargent
City of Butland**

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We, the undersigned Council of the City of Rutland in said County, do hereby certify that we, and each of us, attended at the office of the City Auditor of said City on the day set forth in the notice given by the Assessor of said City, and that we then and there remained in session the whole of said day as a Board of Review.

Witness our hands this 7th day of July, 2025

Council Member Signature

Council Member Signature

Council Member Signature

✓ 80.1
Council Member Signature

510678-11

Chairman

Rutland City Council
April 7, 2025

The monthly City Council meeting convened at 5:20 p.m. on Monday, April 7, 2025. Mayor Mahrer, presiding. Council members Anderson, Erickson, Lysne and McLaen present. City Auditor also present. Others present: James Fust, Robert Hoflen, David Young, Michael Wyum and Nate Trosen. The Pledge of Allegiance was recited.

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

Erickson/McLaen moved approval of the March 3, 2025 minutes. Motion carried.

Michael Wyum, Sargent County Water Resource Board (SCWRB), and Nate Trosen, Moore Engineering, were present to discuss a feasibility study to look at possible options to make Drain 8 safer. The SCWRD has received a grant to explore alternatives further. The information would be brought back to the Council for further discussion. Costs for this study would be paid through the grant and the Water Board. The Council had no objection to having the feasibility study done.

Erickson/Lysne approved the gaming site authorization for the Rutland Sportsman's Club at the Lariat Bar & Grill for the period July 1, 2025 through June 30, 2026. Motion carried unanimously.

McLaen/Lysne moved approval of the March financials as presented. Motion carried.

Erickson/Anderson moved approval of the payment of bills:

| | | |
|------------------------|-----------|---|
| Waste Management | \$ 109.87 | Hall dumpster - April |
| Waste Management | 1,713.98 | Garbage - April |
| DRN | 149.54 | Phone |
| US Treasury | 720.52 | March monthly payroll taxes |
| Waste Management | 1,713.98 | Garbage - May |
| Waste Management | 108.82 | Hall dumpster - May |
| Scott Haan | 962.74 | Feb. 22 - March 7 |
| Jake's Feed & Seed | 79.15 | Reissued check |
| Scott Haan | 1,012.73 | March 8-21 |
| Scott Haan | 1,012.73 | Mar. 22- Apr. 4 |
| Deborah Banish | 2,066.66 | March plus reimbursable expenses |
| Immense Impact | 737.00 | City website |
| Interstate Engineering | 2,059.50 | Sidewalk project |
| Jacobson Plumbing | 5,531.13 | City share water line for new Fire Hall |
| ND League of Cities | 250.00 | NDLC Convention |
| Otter Tail Power | 1,257.67 | Utilities |
| SE Water Users | 842.51 | 259,234 gals. Jan. 23-Feb. 21 |

Motion carried.

The City Auditor reported two building permits have been approved: #252-25 for a deck and steps on the south side at 113 Cooper Street, and #253-25 for a garage at 216 South First Street.

Mike Bassingthwaite, City Engineer, reported that the TAP sidewalk funding is still secure. However, the archeological study is still waiting on final approval from the DOT. Due to that delay, there will not be

enough time to complete the bids and project this year. The archeological study was done in February and through the State Historic Preservation Office in March; however, there has been no response from the DOT. The project can be bid in the fall for spring work.

Bassingthwaite said one red flag with the project is the store building and the pillars on main that would need to be removed which would also require removal of the overhand. Any new grant funding is highly unlikely. The Prairie Dog Fund does not anticipate any revenue over the next five years.

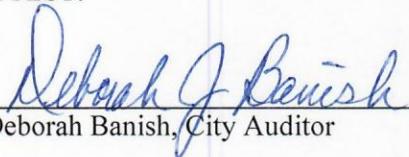
McLaen asked about the cleanup of the fire at 215 Cooper Street. It was noted that the Fire Department plans to work on the cleanup when weather permits.

Council Member Bill Anderson stated that he will be moving from the City this week so will resign his position on the City Council as of this evening.

In accordance with City Ordinance, Chapter 1, Article 3, after fifteen days of the vacancy, the council may appoint a person to fill the vacancy until the next city election at which time the unexpired term shall be filled. Council Member Anderson's term expires in June 2028; the vacancy will be on the 2026 ballot for an unexpired two-year term.

The meeting adjourned at 6:30 p.m. The next meeting will be Monday, May 5, 2025.

ATTEST:



Deborah J. Banish

Deborah Banish, City Auditor



Michael Mahrer, Mayor

Rutland City Council
May 5, 2025

The monthly City Council meeting convened at 5 p.m. on Monday, May 5, 2025. Mayor Mahrer, presiding. Council members Erickson (by phone), Lysne and McLaen present. City Auditor also present. Others present: William Hoflen and Brad Siemieniewski. The Pledge of Allegiance was recited.

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

Erickson/McLaen moved approval of the April 7 Board of Equalization and regular meeting minutes. Motion carried.

Brad Siemieniewski said he purchased the trailer next door to his residence last fall. He has been cleaning it out and plans to remove it after that. He asked to have some dirt provided and placed around the old fire hydrant to even out the ground. The Mayor said Scott will check on the hydrant area ground.

Mayor Mahrer said William "Billy" Hoflen is interested in serving on the Council to fill Bill Anderson's position. Anderson has relocated to Lisbon.

Erickson/Lysne moved to appoint William Hoflen to fill the vacancy until the next election in 2026 when the remaining two-years of the term will be on the ballot. Motion carried.

The City Auditor will provide Hoflen with the Oath of Office and other materials prior to the next meeting.

The Auditor presented a proposed Ordinance that would allow Otter Tail Power to have the franchise in the City. The current franchise agreement expires in June. The item will be on the June agenda for approval.

Council Member Lysne asked about allowing chickens in City limits. She was informed that existing Ordinances do not allow chickens or fowl of any kind within the City. If she wishes to pursue the matter, sample ordinances can be provided by the City Auditor. Mayor Mahrer said a change to allow fowl might need to be done by a community vote.

McLaen/Lysne moved approval of the April financials as presented. Motion carried.

Erickson/Lysne moved approval of the payment of bills:

| | | |
|------------------------|----------|---------------------------------------|
| DRN | 149.72 | Phone |
| US Treasury | 720.48 | April monthly payroll taxes |
| US Treasury | 415.07 | 1 st quarter payroll taxes |
| Scott Haan | 962.73 | Apr. 5-18, 2025 |
| Amazon Capital Serv. | 123.88 | Museum supplies (RCC reimb.) |
| Bill Anderson | 184.70 | Council pay |
| Deborah Banish | 1,515.11 | April |
| Interstate Engineering | 667.50 | Lead service line project |
| John Deere Financial | 142.97 | Mower chute |
| ND One Call | 3.00 | Line locate |
| Otter Tail Power | 1,340.07 | Utilities |
| Quill | 177.24 | Museum items (RCC reimb.) |

| | | |
|-----------------------|-----------|---------------------------------|
| Sargent County Teller | 71.00 | minutes publication |
| Scott Haan | 1,180.12 | Apr. 19 – May 2, 2025 |
| SE Water Users | 899.72 | 276,836 gals. Feb. 21- March 24 |
| US Post Office | 224.00 | Postcard (utility) stamps |
| 2010 Streets Checking | | |
| Stock Growers Bank | 17,403.75 | Streets loan P&I |

Motion carried.

The City Auditor reported one delinquent at this time. A building permit application has been received to move a mobile home onto 211 Arthur Street. It was noted that this would be a Conditional Use and needs to have a hearing. The Auditor will schedule a Zoning Commission meeting/public hearing as soon as possible.

The Council discussed the application in relation to current Ordinances.

Erickson/Lysne moved approval of the Building Permit from Kadyn Wolters to place the 65 foot x 14 foot mobile home at 211 Arthur Street upon a conditional use hearing and notice to adjacent land owners. Motion carried.

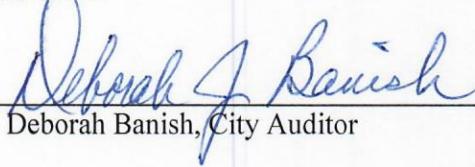
The City Auditor reported that WSI has awarded a grant to the City for new ergonomic office furniture. Not everything in the grant request was approved as WSI did not deem it ergonomically needed or was not included in the completed study. Some of the City items have been placed for sale. A bid of \$210 was received for the security system that the City purchased years ago and that had not been used. File cabinets will be used for long term storage needs or disposed of if unable to be sold.

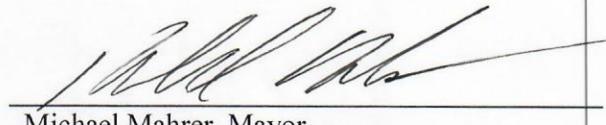
City-wide clean-up day is May 17, starting at 8 a.m. A dumpster will be at the City Shop. Information has been posted at the bank and Senior Center, on the City website, app and Facebook page and noted on the water/utility bills sent out in April and May.

The Mayor reported that the leak at 422 First Street South was located and there is a leak on both the City and the resident side that will be repaired.

The meeting adjourned at 5:35 p.m. The next meeting will be June 2, 2025.

ATTEST:


Deborah Banish, City Auditor


Michael Mahrer, Mayor

Rutland City Council
June 2, 2025

The monthly City Council meeting convened at 5 p.m. on Monday, June 2, 2025. Mayor Mahrer, presiding. Council members Erickson, Hoflen, Lysne and McLaen present. City Auditor also present. Others present: Scott Haan, Michael Wyum, Nate Trossen, Collin Kremeier, Dale Rubisch. The Pledge of Allegiance was recited.

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

Hoflen/Lysne moved approval of the May 5, 2025, meeting minutes. Motion carried.

Michael Wyum, Sargent County Water Board, and Nate Trossen, Moore Engineering, discussed Drain 8 and the need for a public information meeting before proceeding with the study. The Water Board has received a DES infrastructure grant to study alternatives to improve the slope of Drain 8 south of Rutland. The Water board wants to hold public meetings on the project in late July. Notices would be sent to property owners in the City and outside of town in Ransom and Rutland townships and others affected by any reassessment of Drain 8. Trossen discussed the updated City of Rutland water flow map. A public meeting will be scheduled to be held in Rutland.

Collin Kremeier and Dale Rubisch from Otter Tail Power discussed the franchise agreement renewal for the poles and wires in the city. This is a standard 20-year agreement. The City Attorney has reviewed the proposed agreement. Kremeier said the substation in Cayuga may be removed and OTP would use the Geneseo substation. Erickson asked if OTP would be replacing poles with underground lines. Kremeier said not at this time. Generally, the poles and lines have a 25-year life, and they are on a replacement schedule. They were informed that the city plans to replace the First Street sidewalk next year. Kremeier said OTP puts diamond squares around the poles so they can be replaced as needed without damaging the sidewalk.

Erickson/McLaen moved approval of the OTP Franchise Agreement and second reading and adoption of Ordinance #2025-1 for the franchise agreement. Motion carried.

The Council discussed the proposed draft chicken ordinance for the city that was requested by Council Member Lysne.

Erickson/Hoflen moved that the issue of allowing chickens in the City of Rutland be placed on the next general election ballot to be voted on by the residents of Rutland. Motion carried. Aye – Erickson, Hoflen, McLaen. Nay – Lysne.

McLaen/Lysne moved approval of the May financials as presented. Motion carried.

Erickson/Lysne moved approval of the payment of bills:

| | | | |
|-------|------------------|------------|------------------------------------|
| ACH | DRN | \$ 150.86 | phone |
| ACH | Waste Management | \$ 108.06 | Hall dumpster |
| ACH | Waste Management | \$1,705.87 | Contract garbage |
| ACH | US Treasury | \$ 829.68 | Apr. taxes due |
| ACH | US Treasury | \$ 829.70 | Qtr. 2 monthly taxes |
| ACH | Amazon Capital | \$ 920.92 | WSI grant/desk/chair/file cabinets |
| 13974 | US Post Office | \$ 56.00 | Roll post card stamps |

| | | | |
|-------|----------------------|------------|--------------------------------------|
| 13975 | Scott Haan | \$1,332.34 | May 3-17, 2025 |
| 13976 | Banyon | \$ 195.00 | UB Direct pay support |
| 13977 | Deborah Banish | \$1,423.15 | May |
| 13978 | John Deere Financial | \$ 142.97 | Mower chute |
| 13979 | Kotaco Fuel | \$ 829.87 | Hall propane 617 gals. |
| 13980 | Marshall Thol | \$ 50.00 | Campground weed control |
| 13981 | MobilityPLUS | \$ 134.63 | Ergo assessment 25% share |
| 13982 | Otter Tail Power | \$1,281.96 | Utilities |
| 13983 | Quill | \$ 12.54 | Office supplies/hanging file folders |
| 13984 | Scott Haan | \$1,114.38 | May 18-31, 2025 |
| 13985 | SE Water | \$ 830.17 | 255,437 gallons |
| 13986 | USPO | \$ 224.00 | Postcard stamps, 4 rolls |

Motion carried.

The City Auditor presented the map for layout of the property at 211 Arthur Street. The Conditional Use Permit was approved by the Zoning Board at the public hearing on May 27.

There are currently two delinquents. One will be assessed to the property unless it is paid this month.

Scott Haan informed the Council that the meter at 121 Second Street North is now working. The issue was a loose wire and not a defective reading meter inside the home. The water bill has been estimated for more than a year as access to check the meter was not permitted by the homeowner. The new reading shows that the bill was underestimated, and the owner will have an additional 20,000 gallons of use to be paid. The Auditor will allocate the cost over a period of three to five months so alleviate a large bill to the homeowner.

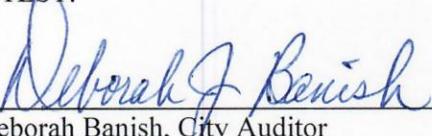
Scott asked the Council about hiring a youth to help with various painting needs this summer – white poles, fire hydrants, and other items.

Lysne/Erickson moved to hire Greta Bladow at the rate of \$15.00/hour to complete various painting needs for the city. Motion carried.

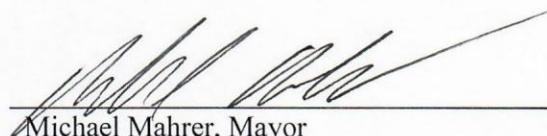
Scott informed the Council that the boulevard tree at 220 Gay Street will be cut down as it is dead. The stump will be ground at that location in addition to tree stumps at Rutland Housing.

The meeting adjourned at 6 p.m. The next meeting will be July 7, 2025.

ATTEST:



Deborah Banish, City Auditor



Michael Mahrer, Mayor

Rutland City Council
July 7, 2025

The monthly City Council meeting convened at 5 p.m. on Monday, July 7, 2025. Council President Erickson presiding. Council members Hoflen, Lysne and McLaen present. Mayor Mahrer absent. City Auditor also present. Others present: Brad Siemieniewski, Joel Quanbeck and Megan Burns. The Pledge of Allegiance was recited.

McLaen/Hoflen moved approval of the agenda. Motion carried.

McLaen/Lysne moved approval of the June 2, 2025, meeting minutes. Motion carried.

Brad Siemieniewski informed the Council that he would like to proceed to demolish the trailer at 220 Front Street. He would have the frame hauled out and would like to demolish and bury the building onsite. Erickson informed him that the City would need to check on burying onsite. The Auditor stated that the building must be checked for asbestos, and the State would need to be notified of any demolition. She will get the appropriate forms to Brad.

Joel Quanbeck and Megan Burns, KLJ Engineering, stated that FEMA requires updating of the County Multi-Hazard Mitigation Plan (MHMP) every five years. It is important to update the plan to be more inclusive of projects than exclusive. For instance, there may be a need for building removals or changes. Burns discussed the planning process to update the MHMP. The Council discussed possible issues and equipment that may need to be included, specifically noting the Railroad crossing, City Hall as an emergency facility, keeping the lift station functional, and the well house. If any of that equipment would not be working, that would cause problems for the city and residents. Quanbeck reviewed the current MHMP, and the Council noted items that have been accomplished in the old MHMP.

The Auditor presented a draft Public Comment Process as required by NDCC 44.04. The Council reviewed the draft and suggested changes to the document to be presented at the August meeting.

McLaen/Lysne moved approval of the June financials as presented. Motion carried.

Hoflen/McLaen moved approval of the payment of bills:

| | | | |
|-------|------------------------|------------|----------------------------|
| ACH | Waste Management | \$107.87 | Hall dumpster |
| ACH | Waste Management | \$1,703.98 | Contract garbage |
| ACH | US Treasury | \$722.36 | May liabilities |
| ACH | US Treasury | \$968.73 | Fed Tax Deposit Qtr. 2 |
| ACH | DRN | \$149.56 | Telephone |
| 13987 | Sargent County Teller | \$149.98 | Legals |
| 13988 | Scott Haan | \$999.70 | May 31- June 13, 2025 |
| 13989 | Scott Haan | \$1,321.46 | June 14-27, 2025 |
| 13990 | Waste Management | \$655.16 | Clean Up Day roll off |
| 13991 | Advantage Pest Control | \$160.00 | Hall & Museum spider spray |
| 13992 | Computer Express | \$1,777.00 | PC & Monitors/ partial WSI |
| 13993 | Deborah Banish | \$1,515.11 | June |
| 13994 | J. Deere Financial | \$288.80 | Mower parts |
| 13995 | Kurt Breker | \$90.00 | Tree stump grinding |
| 13996 | Lori McLaen | \$277.05 | Council pay |
| 13997 | Michael Mahrer | \$253.96 | Mayor pay |

| | | | |
|-------|--------------------------|------------|--------------------------------------|
| 13998 | Pye Barker Fire & Safety | \$450.00 | Nardini fire inspection |
| 13999 | ND One Call | \$1.50 | Line locate |
| 14000 | Quill | \$4.09 | Office supplies |
| 14001 | Rodney Erickson | \$277.05 | Council pay |
| 14002 | Rutland Oil | \$419.85 | Fuel |
| 14003 | Sargent County Teller | \$49.76 | Legals - minutes |
| 14004 | SE Water Users | \$1,395.03 | 4/23/2025-5/22/2025: 429,241 gallons |
| 14005 | Team Lab | \$441.00 | Lagoon Chem |
| 14006 | Walock-Johnson Insurance | \$2,153.00 | Property insurance |
| 14007 | William Hoflen | \$46.17 | Council pay |
| 14008 | Bill Anderson | \$184.70 | reissued Council pay |

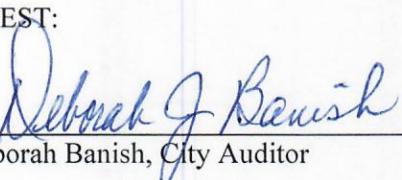
Motion carried.

The City Auditor reported that there are no delinquents at this time. She informed the Council that new street signs are needed, and quotes were solicited with one vendor responding. The estimated cost for the new signs is \$1,679.07 plus shipping.

McLaen/Lysne moved to purchase new city street signs from Newman Signs at an estimated cost of \$1,725.00. Motion carried unanimously.

The meeting adjourned at 6 p.m. The next meeting will be August 4, 2025.

ATTEST:



Deborah Banish, City Auditor



Michael Mahrer, Mayor

Rutland City Council
August 4, 2025

The monthly City Council meeting convened at 5 p.m. on Monday, August 4, 2025. Mayor Mahrer, presiding. Council members Hoflen, Lysne and McLaen present; Erickson absent. City Auditor Banish and City Attorney Even also present. Others present: Brad Siemieniewski and Scott Haan. The Pledge of Allegiance was recited.

Hoflen/Lysne moved approval of the agenda. Motion carried.

Lysne/Hoflen moved approval of July 7, 2025, meeting minutes. Motion carried.

City Attorney LeeAnn Even discussed the proposed public comment policy that is required by NDCC 41-04-20.1. Currently under NDCC 44-02-21.2, there is not a civil enforcement mechanism for NDCC 41-04-20.1. The Council has had a “public comments” section on the agenda. The legislation arose after issues in larger ND communities. Rutland currently allows public comments as found in NDCC Chapter 41-04-20.1.

The City Auditor presented a proposed 2026 budget noting that the City is restricted to a 3% increase by State law. The preliminary budget figure is based on the same estimated taxable valuation for Rutland for 2024. That may change. If the valuation increases, then the estimated mills would decrease. It is best to approve a higher preliminary budget and then reduce it later once the new taxable valuation is known.

McLaen/Lysne moved to approve the 2026 preliminary budget as presented and to set the public hearing for October 6, 2025, 5 p.m., followed by the monthly Council meeting. Motion carried.

The Auditor reported that the preliminary budget will be available to the public by calling the City Office.

The Auditor presented the DEQ Water and Wastewater Survey/inspection that was done June 11. The City was cited with three defects: (1) Water system valves exercised; (2) Lift station not properly vented; and (3) the system operator is not properly certified. The valves were exercised last September and ND Sewage and Pump will be out again soon to perform the maintenance. A new lift station vent screen will be ordered. There is still the issue of the system operator not being certified. The City has been cited on this issue in the past. The individual needs to be certified for Water Distribution 1A, Wastewater Collection 1A, and Wastewater Treatment 1A to be in full compliance. The City contracts with ND Rural Water to do the regular water sampling. There may be an opportunity to contract out for the certification. The Auditor has contacted the ND Rural Water about an apprenticeship program and will be meeting with Rural Water staff about that and any other possible options for the City.

Lysne/Hoflen moved approval of the July financials as presented. Motion carried.

McLaen/Lysne moved approval of the payment of bills:

| | | | |
|-------|--------------------|------------|----------------------------|
| ACH | Waste Management | \$ 108.90 | Hall dumpster |
| ACH | Waste Management | \$1,727.89 | Contract garbage |
| ACH | DRN | \$ 149.65 | Telephone |
| ACH | Stock Growers Bank | \$ 22.10 | Bank fees |
| ACH | American Express | \$ 341.00 | Office supplies, equipment |
| 14009 | Joe's Ag Supply | \$ 60.00 | Chemical |
| 14010 | ND One Call | \$ 10.50 | Line Locate |

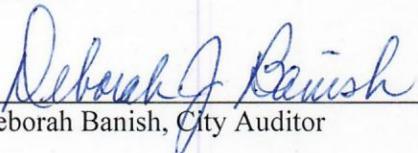
| | | | |
|-------|---------------------|------------|--------------------------------|
| 14011 | Scott Haan | \$1,156.78 | 6/28-7/11/2025 |
| 14012 | Voided | | |
| 14013 | NR Rural Water | \$ 50.00 | GIS mapping |
| 14014 | Otter Tail Power | \$1,150.57 | Utilities |
| 14015 | Scott Haan | \$1,012.73 | 7/12-25/2025 |
| 14016 | Waste Management | \$ 16.38 | Roll Off bal. due |
| 14017 | Amazon Capital | \$ 149.02 | Office supply; WSI furniture |
| 14018 | Deborah Banish | \$1,515.11 | July |
| 14019 | Ferguson Waterworks | \$ 219.52 | Water parts |
| 14020 | ND One Call | \$ 3.00 | Line Locate |
| 14021 | SE Water | \$ 951.75 | 292,846 gals. 5/22 - 6/23/2025 |
| 14022 | Team Lab | \$ 957.00 | Lagoon Meg Bugs |
| 14023 | US Post Office | \$ 78.00 | Roll 1st class stamps |
| 14024 | Van Diest Supply | \$1,287.00 | Mosquito control |

Motion carried.

The City Auditor reported that there are no delinquents at this time.

The meeting adjourned at 5:45 p.m. The next meeting will be September 8, 2025.

ATTEST:



Deborah Banish, City Auditor



Michael Mahrer, Mayor

Rutland City Council
September 8, 2025

The meeting convened at 5 p.m., Monday, September 8, 2025. Mayor Mahrer, presiding. Council members Erickson, Hoflen, Lysne and McLaen present. City Auditor Banish present. Others present: Larry Christensen, Scott Haan, Calvin Jacobson, Brad Siemieniewski, and David Young. The Pledge of Allegiance was recited.

Erickson/McLaen moved approval of the agenda. Motion carried.

Lysne/Hoflen moved approval of August 4, 2025, meeting minutes. Motion carried.

David Young asked about mowing the Weed Control lot south of his home expressing concern about possible rocks breaking his window when the lot is mowed. The Council stated the City will no longer mow the lot; it is the responsibility of the County. Mr. Young was advised to contact the County regarding the matter. The City will only mow the lot if/when the height exceeds six inches.

Larry Christensen expressed concern about the drainage from the southeast corner of his lot to the nearby slough. The natural outlet appears to be filled or blocked and is not flowing. The Mayor will contact the adjacent landowner to discuss the flow and to take corrective action.

Brad Siemieniewski asked about overhanging and dead branches. The Mayor said trimming is the owner's responsibility. Siemieniewski requested that the landfill be unlocked so it is easy to access. The Mayor stated that the landfill is open by appointment; the State mandates that the site be locked. Scott Haan stated that a recent training session emphasized that only burnable wood is accepted, no sheetrock, pressboard or other materials. Branch and leaf piles must be turned monthly and must be covered by straw. Cornstalks are permissible in the leaf pile; they cannot be burned.

The City Auditor said that Mike Bassingthwaite, City Engineer, has requested to meet with some council members to discuss the City sidewalk project. The City is in a good position with the State to move the project forward. The preliminary plans will be discussed including hydrant replacement. The City Auditor noted that fewer than three can meet or it will need to be publicized as a public meeting. Mayor Mahrer and Council President Erickson will meet with the Engineer on Wednesday, September 10th at 7 p.m. for a walk through of the project. Formal action will be presented for consideration at the October 7th meeting.

McLaen/Lysne moved approval of the August financials as presented. Motion carried.

The Auditor reported that the City has received \$4,349.51 from the ND Flexible Transportation Fund as a city in a non-oil producing county. Flex funds can be used for road, bridges and other infrastructure including replacement, maintenance and repair including stormwater infrastructure curb and gutter construction so the funds could be used for the sidewalk project in 2026.

Erickson/Hoflen moved approval of the payment of bills:

| | | | |
|-------|------------------|------------|-------------------|
| ACH | Waste Management | \$ 109.25 | Hall dumpster |
| ACH | Waste Management | \$1,735.00 | Contract garbage |
| ACH | DRN | \$ 153.88 | Telephone |
| ACH | US Treasury | \$ 714.49 | July payroll |
| 14025 | Scott Haan | \$1,119.82 | July 26- Aug. 8 |
| 14026 | Scott Haan | \$ 962.73 | Aug 9-22 est. pay |

| | | | |
|-------|------------------------|--------------|------------------------------------|
| 14027 | Walock-Johnson Ins. | \$1,584.00 | Gen. liability & equip. insurance |
| 14028 | American Express | \$ 197.96 | WSI grant furniture |
| 14029 | Otter Tail Power | \$ 194.00 | trailer park electricity |
| 14030 | Crossroads Electric | \$ 230.00 | Trailer park power supply |
| 14031 | Deborah Banish | \$ 1,515.11 | August |
| 14032 | Even Law Office | \$ 135.00 | Policy review |
| 14033 | Ferguson Waterworks | \$ 102.00 | water parts |
| 14034 | Greta Bladow | \$ 638.11 | hydrant and pole painting |
| 14035 | Interstate Engineering | \$ 11,655.45 | Archaeology study, Eng. & travel |
| 14036 | Newman Signs | \$ 1,600.48 | street signs |
| 14037 | Otter Tail Power | \$ 1,015.28 | Electricity |
| 14038 | Riteway Business Forms | \$ 159.91 | Utility billing postcards |
| 14039 | Sargent Co. Teller | \$ 37.12 | July minutes publication |
| 14040 | Scott Haan | \$ 1,683.61 | Aug. est. pay due; Aug. 23-Sept. 5 |
| 14041 | SE Water | \$ 981.85 | 302,108 gallons. July |
| 14042 | Jacobson Plumbing | \$ 4,363.18 | water line repairs, Hall furnace |

Sewer & Lagoon Checking

| | | | |
|-----|------------|-------------|-------------------------------|
| ACH | Bank of ND | \$ 6,930.00 | Loan payment, interest & fees |
|-----|------------|-------------|-------------------------------|

Motion carried.

The Auditor reported that the State will no longer be licensing or inspecting campgrounds operated by political subdivisions. The City Auditor reported that there are three delinquents at this time.

Scott Haan said the new street signs are difficult to install due to the bolting so it will take some time. One street pole is also missing so posts will be needed and will be ordered.

Council Member Lysne will recommend an increase in the trailer park camping rate at the next meeting.

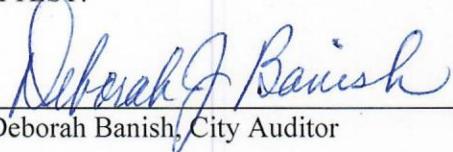
McLaen asked about the Sitter property fire cleanup. The Fire Department stated it would do the cleanup, but nothing has been done. The Council instructed staff to send a letter to the Sitter's with a 30-day notice to clean up and remove the debris from the December fire or the City will have the work done and bill the Sitter's and/or assess the cost to the property.

The Council discussed the condition of the street in front of the new fire hall. The Fire Department needed to install culverts and level the area to ensure that water does not pond. The Mayor will contact the Fire Chief Jesse Maly and Chris Jochim to have the matter repaired.

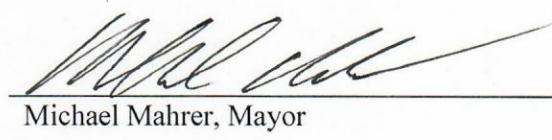
McLaen informed the Council that the Hall fluorescent lights will be replaced with energy-efficient bulbs, and the Rutland Community Club will pay for the cost of the replacements.

The meeting adjourned at 5:35 p.m. The next meeting will be October 6, 2025.

ATTEST:



Deborah Banish, City Auditor



Michael Mahrer, Mayor

Rutland City Council
October 6, 2025

The meeting convened at 5 p.m., Monday, October 6, 2025. Mayor Mahrer, presiding. Council members Erickson, Hoflen and McLaen present; Lysne absent. City Auditor Banish present. Others present: Scott Haan and Brad Siemieniewski. The Pledge of Allegiance was recited.

The public hearing on the proposed 2026 budget opened at 5 p.m. There being no one present to address the Council on the budget the hearing was closed at 5:10 p.m. and the regular meeting was convened.

McLaen/Hoflen moved approval of the agenda. Motion carried.

McLaen/Erickson moved approval of September 8, 2025, meeting minutes. Motion carried.

Brad Siemieniewski reported that he has started demolishing the back porch of the trailer and asked about burning the scrap on site. The Mayor informed him that the building cannot be burned as it is within City limits. Brad said he has someone willing to take the frame but that will take some time. He is making some progress. McLaen asked if the work will be completed before winter. Brad said it will not. He has already had a few 6-yard dumpsters hauled away. He will continue to work on the site, but it will not be done before spring.

The Council discussed fees and charges focusing on the trailer park rates. McLaen said that Council Member Lysne recommend raising the fee to \$20/day and \$100/week starting January 1, 2026.

Hoflen/McLaen moved that the City raise the trailer park camping rate to \$25.00/night, \$100/week and \$350/month effective January 1, 2026. Motion carried (Lysne absent).

Scott Haan, Public Works, requested an hourly pay increase to \$25.00/hour with a guarantee of 25/hours a week. He has been working for the City for four years and has not had a raise during that time.

Hoflen/Erickson moved to approve a pay increase from \$23.00 to \$25.00 per hour for Scott Haan with a guaranteed 50 hours per two-week period. Motion carried.

Scott also raised the issue of the vehicle allowance, currently \$50 a month, for using his personal vehicle. He requested that the City obtain a vehicle for use starting in November. The Mayor said the City will investigate getting a pickup or a golf cart for use by Public Works.

Scott informed the Council that he plans to retire effective December 31, 2026. If assistance is needed with clearing snow that year, he would be willing to help but would bill the City for the work. He also suggested that the City purchase a new mower. The current mower has 600 hours, and it should have full-service work and maintenance done by RDO during the winter.

Scott informed the Council that the lift station now has an electrical line to the City Shop, and the conduit needs to be installed. Rodney Erickson has all the parts and will help finish the work. The power for the lift station can then be controlled inside the shop.

McLaen/Hoflen moved approval of the 2026 budget as submitted and that the budget be sent to the County by October 10, as required by law. Motion carried.

Mayor Mahrer reported on the session with the City Engineer on the City sidewalk project. Information and action on the project will be presented by the Engineer at a future meeting. The project will be done in 2026.

McLaen/Erickson moved approval of the September financials as presented. Motion carried.

McLaen/Hoflen moved approval of the payment of bills:

| | | | |
|-------|------------------------|------------|------------------------------|
| ACH | Waste Management | \$ 108.97 | Hall dumpster |
| ACH | Waste Management | \$1,729.93 | Contract garbage |
| ACH | DRN | \$ 150.21 | Telephone |
| ACH | US Treasury | \$1,299.55 | Aug. payroll taxes |
| 14043 | Otter Tail Power | \$1,306.13 | Electricity |
| 14044 | Scott Haan | \$1,142.10 | Sept. 6-19 |
| 14045 | Scott Haan | \$1,584.50 | Sept. 20-Oct.3, lift wiring |
| 14046 | Advantage Pest Control | \$ 160.00 | Cluster flies, Hall & museum |
| 14047 | Deborah Banish | \$2,065.91 | Sept., NDLC travel/lodging |
| 14048 | Linde Gas & Equipment | \$ 288.62 | Shop cylinders |
| 14049 | ND League of Cities | \$ 275.00 | NDLC Convention |
| 14050 | Quill | \$ 120.89 | Janitorial & office supplies |
| 14051 | SC Teller | \$ 66.68 | Legals, minutes |
| 14052 | SE Water Users | \$ 833.24 | July 23-8/21, 256,381 gals. |
| 14053 | USPO | \$ 305.00 | utility billing stamps |
| 14054 | Van Diest Supply | \$ 551.25 | Lagoon chemicals |

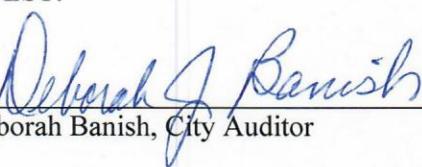
Motion carried.

The Council noted that the burned trailer on Cooper street is being cleaned up by the property owners and that it should be completed soon.

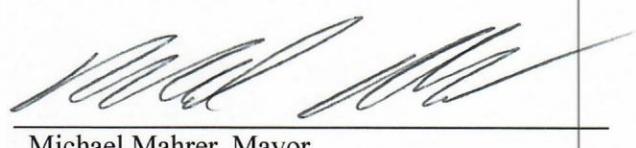
McLaen reported that one of the kitchen outlets is not working and the main electrical breaker is worn and needs to be repaired or replaced. Erickson said he will install a new breaker

The meeting adjourned at 6:05 p.m. The next meeting will be on November 3, 2025.

ATTEST:



Deborah Banish, City Auditor



Michael Mahrer, Mayor

Rutland City Council
November 4, 2025

The meeting convened at 5 p.m., Tuesday, November 4, 2025. Mayor Mahrer, presiding. Council members Hoflen, Lysne and McLaen present; Erickson absent. City Auditor Banish present. Others present: Scott Haan. The Pledge of Allegiance was recited.

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

Lysne/Hoflen moved approval of October 6, 2025, meeting minutes. Motion carried.

Scott Haan, Public Works, reported that the new Street signs have been installed. He asked about disposal of the old signs that are aluminum or pop metal. They can be recycled as scrap metal. The Council agreed to dispose of them accordingly.

Haan requested that residents be informed not to blow grass clippings or snow into the alleys or streets. Also, that there be no parking on the City streets when snow is forecasted. The Council agreed and directed that notifications be put on the City water/sewer/garbage utility bills.

Haan said the City has yield signs that need to be replaced. He would like to get all 3 ft signs. The Mayor suggested contacting Tim Faber at the County to see if they have some for sale or could obtain some at a reduced cost for the City. Scott will proceed with getting new yield signs.

Haan discussed the City snowplow Wolf wing cutting blades that need to be replaced. They are accessories and are expensive if purchased from the local distributor. The Mayor said they may be available at a lower cost at Macs in Fargo. He will check that soon.

Haan stated that the trailer park water lines have been blown out and turned off for winter.

Mayor Mahrer said all agenda items need to be listed on the agenda prior to the meeting and not brought up at the end. Council members need to contact the City Auditor to have a line item added.

The Auditor noted that the old post office building on Main Street will be on the Sargent County Tax Forfeited property sale with bids due on November 18th to the County.

The Auditor reported on an available grant program that might be a possibility for the City for museum building improvements such as painting or siding and roofing. The Mayor noted that the jailhouse needs a roof. McLaen noted the Museum needs a new roof soon as well.

The Council briefly reviewed the public works/waterworks job position. The issue of a certified water operator was discussed and whether another city water operator could be shared. Hoflen will check with Milnor on their water position.

McLaen/Hoflen moved approval of the October financial report as presented. Motion carried.

Hoflen/McLaen moved approval of the payment of bills:

| | | | |
|-----|------------------|------------|------------------|
| ACH | Waste Management | \$ 108.97 | Hall dumpster |
| ACH | Waste Management | \$1,729.93 | Contract garbage |
| ACH | DRN | \$ 149.87 | Telephone |

| | | | |
|-------|------------------------|------------|---------------------------------|
| ACH | US Treasury | \$ 638.45 | September payroll taxes |
| ACH | American Express | \$ 435.71 | meter wire; street sign poles |
| 14055 | Otter Tail Power | \$1,209.91 | Electricity |
| 14056 | Scott Haan | \$1,167.77 | Oct.4-17 |
| 14057 | Deborah Banish | \$1,515.11 | October |
| 14058 | Even Law Office | \$ 165.00 | Fire cleanup letter |
| 14059 | Interstate Engineering | \$6,266.50 | Sidewalk prelim. Engineer phase |
| 14060 | Kotaco Fuel | \$ 171.00 | reset tank |
| 14061 | Pye Barker Fire Safety | \$ 562.00 | Fire extinguisher inspections |
| 14062 | ND One Call | \$ 9.00 | line locates |
| 14063 | ND Sewer Pump & Lift | \$ 445.00 | Lift annual maintenance |
| 14064 | Rutland Oil | \$ 419.00 | fuel |
| 14065 | Rutland Park Board | \$ 150.00 | Street sign electricity |
| 14066 | SC Teller | \$ 84.76 | Legals, minutes |
| 14067 | Scott Haan | \$1,093.09 | Oct. 18-31 |
| 14068 | SE Water Users | \$1,246.23 | 383,456 gals. |
| 14069 | SE Water | \$ 600.00 | City water sampling annual fee |
| 14070 | Team Lab chemical | \$1,032.00 | Lagoon mega bugs/winter chem. |

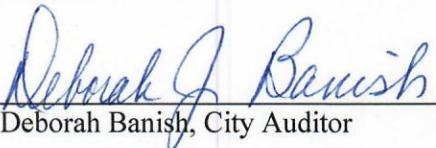
Motion carried.

The Auditor reported that there are three delinquents at this time.

The Mayor reported that he is checking on a Ranger or a ½ ton pickup for use by public works. A pickup would be cheaper. He will continue to check used vehicles for sale.

The meeting adjourned at 5:40 p.m. The next meeting will be December 1, 2025.

ATTEST:


Deborah Banish, City Auditor


Michael Mahrer, Mayor

Rutland City Council
December 1, 2025

The meeting convened at 5 p.m., Tuesday, December 1, 2025. Council President Erickson presiding. Council members Hoflen, Lysne and McLaen present; Mayor Mahrer absent. City Engineer Bassingthwaite and City Auditor Banish present. Others present: Scott Haan. The Pledge of Allegiance was recited.

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

McLaen/Lysne moved approval of November 4, 2025, meeting minutes. Motion carried.

Mike Bassingthwaite, City Engineer, discussed the sidewalk project. Several certification letters are required to be part of the bid documents. A template DOT Contract has been submitted to the City Attorney for review. The completion date for the project is set for Saturday, October 3rd, 2026.

Council Member Hoflen entered the meeting at 3:10 p.m.

Hoflen/McLaen moved to adopt the following 2026 meeting schedule:

| | |
|---|--|
| January 5 | July 6 |
| February 2 | August 2 |
| March 2 | August 31 -due to Labor Day in September |
| April 6 – Regular & Board of Equalization | October 8 |
| May 4 | November 2 |
| June 1 | December 7 |

Motion carried.

Lysne/McLaen moved to purchase the tax forfeited property located at Lots 13-14, Block 2, Cooper's Addition, for the price of \$1.00 plus specials for a total cost of \$379.68. Motion carried unanimously.

The City Auditor noted that the property will need to be held for three months before the City can offer it for sale.

McLaen/Hoflen moved approval of the November financial report as presented. Motion carried.

McLaen/Hoflen moved approval of the payment of bills:

| | | | |
|-------|---------------------|------------|---------------------------|
| ACH | Waste Management | \$ 109.07 | Hall dumpster |
| ACH | Waste Management | \$1,729.93 | Contract garbage |
| ACH | DRN | \$ 149.65 | Telephone |
| ACH | US Treasury | \$1,211.84 | September payroll taxes |
| 14071 | Scott Haan | \$1,043.09 | Nov. 1-14. 2025 |
| 14072 | Acme Tools | \$ 556.46 | SnowWolf cutting edges |
| 14073 | Banyon Data Systems | \$1,730.00 | Fund & UB software |
| 14074 | ND DEQ Chemical Lab | \$ 218.30 | water testing in 2025 |
| 14075 | Deborah Banish | \$1,614.61 | November + software |
| 14076 | Forman Lumber | \$ 16.98 | Supplies |
| 14077 | Nardini | \$ 226.00 | Shop fire ext. inspection |

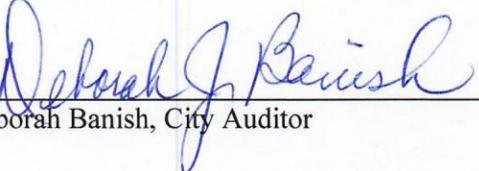
| | | | |
|-------|---------------------|------------|------------------------------|
| 14078 | ND League of Cities | \$ 90.00 | Grant software |
| 14079 | ND One Call | \$ 12.00 | line locates |
| 14080 | ND Water Users | \$ 125.00 | Membership |
| 14081 | Otter Tail Power | \$1,244.60 | Electricity |
| 14082 | Quill | \$ 65.53 | Paper & envelopes |
| 14083 | Rutland Oil | \$ 646.00 | fuel |
| 14084 | SC Teller | \$ 58.12 | Legals, minutes |
| 14085 | Scott Haan | \$1,261.70 | Nov. 15-29 |
| 14086 | SE Water Users | \$ 836.36 | 257,343 gals., 9/24-10/22/25 |

Motion carried.

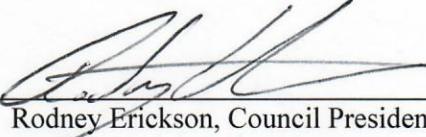
The Auditor reported that there will be six delinquents as of December 15th; however, it is anticipated that those will be paid prior to the deadline.

The meeting adjourned at 5:25 p.m. The next meeting is January 5, 2026.

ATTEST:



Deborah Banish, City Auditor



Rodney Erickson, Council President