

**Rutland City Council
Minutes
January 6, 2020
Rutland Town Hall**

The meeting was called to order at 5:00 p.m. by Mayor Narum. Council Members Erickson, Lysne and Mahrer present. Council Member Siemieniewski absent. City Auditor present.

Minutes: Lysne/Mahrer moved approval of the December 2, 2019 minutes as submitted. Motion carried (Aye – Erickson, Lysne, Mahrer. Absent – Siemieniewski).

Public Comments: David Young stated his propane tank sits on the adjacent lot which he owns but which is not on the City map. He pays property taxes on that lot. Half of the street was vacated so he has two boulevards to maintain. After some discussion, Mr. Young was encouraged to find the existing survey pins or have the lot surveyed. He should petition to close the street and then each property owner would get half of that property.

City Elections: The Auditor reported that the City will have six positions on the ballot in the June 2020 elections: Mayor, two City Council positions (incumbents Delores Lysne and Bert Siemieniewski) and three Park Board positions (incumbents Andrea Erickson, Hal Nelson, and Jeff Olson). The City will also have the question on the publication of the minutes in the newspaper as is required every four years. Candidates for the vacancies can circulate petitions (as of January 1, 2020); the petitions are due to the City Auditor not later than 4 p.m. Monday, April 6, 2020.

Agent of Record: The Auditor reported that the ND Insurance Reserve Fund will handle the Fire & Tornado policies as a result of recent changes at the State level. The City needs to select an Agent of Record to handle the policies.

Lysne/Erickson moved that Waloch-Johnson be named as the exclusive agent of record for the City of Rutland insurance needs. Motion carried (Aye – Erickson, Lysne, Mahrer. Absent – Siemieniewski).

Special Event Permit: Lysne/Erickson moved approval of the Special Event Alcoholic Beverage Permit for The Lariat Bar for the February 7, 2020 LineBenders show at the Hall sponsored by the Rutland Community Club. (Aye – Erickson, Lysne, Mahrer. Absent – Siemieniewski).

Financials: Erickson/Lysne moved approval of the December 2019 financial reports as presented. Motion carried (Aye – Erickson, Lysne, Mahrer. Absent – Siemieniewski).

Fund Transfer: The Auditor noted that the general fund is in the red with a negative balance of \$2,917.82. The City may, by Statute, transfer up to 20% of the Enterprise Fund revenues (water, sewer and garbage) to the General Fund. Based on the balances of the three funds, a transfer from the water fund is recommended. Options are: 20% or \$6,319.58; 15% or \$4,824.68; 10% or \$3,209.79. This is a one-time transfer.

Erickson/Mahrer moved the transfer of 15% of the water fund 2019 revenues in the amount of \$4,814.68 to the General Fund. Motion carried (Aye – Erickson, Lysne, Mahrer. Absent – Siemieniewski).

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

ACH	Waste Management of WI-MN	78.29	Hall Garbage
-----	---------------------------	-------	--------------

ACH	Waste Management	\$1,636.60	Garbage contract
ACH	ND Job Service	3.93	Unemployment Ins Qtr4
12919	Bert Siemieniewski	277.05	Council pay, Jun-Dec 2019
12920	Deborah Banish	574.19	December salary
12921	Delores Lysne	177.05	Council pay, Jun-Dec 2019
12922	DRN Readitech	141.86	Telephone
12923	Jacobson Plumbing, Heating, Exc.	2,110.00	Hall furnace work
12924	Larry Christensen	42.00	Meter reading
12925	McLaen's Service	275.20	Bobcat, snowplow repairs
12926	Michael Mahrer	184.70	Council pay, Jun-Dec 2019
12927	ND Tax Commissioner	17.00	State withholding payable
12928	Quill Corporation	54.77	Office supplies
12929	Rodney Erickson	184.70	Council pay, Jun-Dec 2019
12930	Roger Pearson	57.26	December salary
12931	Ronald Narum	966.35	Mayor pay, December hourly
12932	Rutland Township	506.33	Half Joint Shop utilities/repair
12933	Sargent County Treasurer	3211.75	City Share of specials
12934	Sargent County Auditor	749.75	2020 Assessment books
12935	Southeast Water Users	859.50	286,500 gals. Nov. 2019
12936	US Treasury	643.36	Form 941 Qtr 4 payable
12937	US Post Office	70.00	Postcard stamps
12938	Nardini Fire Equipment	350.00	Annual Hall fire monitoring

Motion carried (Aye – Erickson, Lysne, Mahrer. Absent – Siemieniewski.).

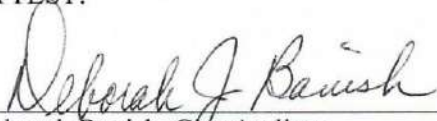
Delinquents: There are eight delinquent accounts at this time.

Auditor's Report: The Auditor reported that the County *Multi-Hazard Mitigation Plan* process includes a technical advisory committee (TAC) to guide the development of the plan. All Sargent County cities need to be represented on the committee. That will include four or five meetings over the next 16 months. After some discussion, the City Auditor will serve as Rutland's representative on the TAC.

The Auditor noted that in June the City will again appoint its City Engineer and asked for direction on the matter. The Council agreed to issue requests for information for prospective engineering firms as there is no cost associated with that process. The Council can then review the information and review them in May with the intent of appointing/naming the City Engineer in June.

There being no further business, the meeting adjourned at 5:35 p.m.

ATTEST:


Deborah Banish, City Auditor


Ronald Narum, Mayor

The next meeting will be Monday, February 3, 2020

**Rutland City Council
Minutes
February 3, 2020
Rutland Town Hall**

The meeting was called to order at 5:00 p.m. by Mayor Narum. Council Members Erickson, Lysne, Mahrer and Siemieniewski present. City Auditor present.

Minutes: Erickson/Lysne moved approval of the January 6, 2020 minutes as corrected and approval of the January 21, 2020 minutes as submitted. Motion carried unanimously.

Meeting Schedule: Lysne/Mahrer moved approval of the change of the August meeting date from August 3 to August 10, 2020. Motion carried unanimously.

Depository Designation: Lysne/Erickson moved that the Sargent County Bank be designated as the depository for the City of Rutland funds. Motion carried unanimously.

Zoning Commission Meeting: The City Auditor reported that the Planning Commission met on January 29 to receive a request for an addition to the City of Rutland. The Commission will hold a public hearing on February 17 regarding the Kathleen Brakke addition to the City of Rutland. The information and a public hearing will be scheduled for the next City Council meeting on March 2.

Sargent County Multi-Hazard Mitigation Plan Agreement: Mahrer/Erickson moved approval of the City of Rutland participation in the Sargent County MHMP and authorize the Mayor to sign the Memorandum of Agreement on behalf of the City. Motion carried unanimously.

Mayor Narum and the City Auditor will represent the City on the planning team for the MHMP.

NDLC Spring Workshop: Erickson/Mahrer moved approval of the City Auditor attendance at the North Dakota League of Cities Spring Workshop, and for interested Council Members, and authorized payment of registration and reimbursement for travel and lodging.

Financials: Lysne/Siemieniewski moved approval of the January 2020 financial reports as presented. Motion carried unanimously.

Bills: Lysne/Siemieniewski moved approval of payment of bills:

	Sewer & Lagoon Checking		
199	Bank of North Dakota	\$ 654.71	Loan interest & Admin. Fee
	General Fund		
12941	B. Mahrer Construction	\$835.00	Snow removal – Dec 2019
12942	Bobcat of Gwinner	626.49	Engine coolants/repairs
12943	Brad Siemieniewski	90.00	Snow removal
12944	City of Fargo	14.00	Health water sample
12945	Deborah Banish	574.19	January salary
12946	DRN Readitech	140.53	Telephone
12947	Jim Brown	120.00	Snow removal
12948	Larry Christensen	42.00	Meter reading
12950	Quill Corp.	160.40	Janitorial supplies

12951	Ron Narum	1078.99	Hourly; travel regis. & hotel
12952	Rutland Oil Company	922.25	Fuel oil
12953	Sargent County Treasurer	60.16	Property taxes
12954	Southeast Water Users	1052.70	350,000 gals; main parts
12955	Sargent County Teller	109.50	Minutes publications
12957	ND Workforce Safety	250.00	Workers compensation
12959	Roger Pearson	57.26	January
ACH	Waste Management	78.01	Hall garbage
ACH	Waste Management	1637.60	City garbage

Motion carried unanimously.

Delinquents: There are eight delinquent accounts at this time.

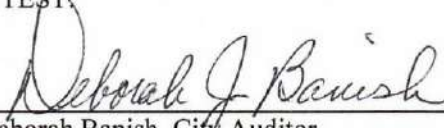
Mahrer suggested that the City pay Rodney Erickson \$20/hour for the time he took to fill the water tower; Erickson respectfully declined any payment for that work.

Mayor's Report: Narum said he has graveled the street where the water main was dug up/


Siemieniowski asked that the alley way on Main Street between the Post Office and the Senior Center be sanded or salted to prevent falls.

The Hall kitchen entry area sidewalk was discussed as the water pools by the door and enters the doorway when it is closed; that needs to be repaired.

ATTEST:



 Deborah Banish, City Auditor



 Ronald Narum, Mayor

The next meeting will be Monday, March 2, 2020

Rutland City Council
March 2, 2020
Rutland Town Hall

The public hearing to consider amending the City of Rutland Zoning Ordinance as recommended by the Rutland Planning Commission was convened and opened to the public at 5 p.m.

Present: Mayor Narum; Council Members Erickson, Lysne, Mahrer and Siemieniewski; City Auditor.

The City Auditor stated the purpose of the public hearing is to consider the petition of Bill Anderson to amend the Rutland Zoning Ordinance by changing the zoning of the property located at SW¹/₄ of Section 19 Township 130N Range 54 West of the Principal Meridian, Sargent County, ND, from agricultural to a residential District. The property is more fully described as the Kathleen Brakke addition to the City of Rutland. The property has been platted as indicated on the map.

The Council questioned the issue of water/sewer lines to that area of the City. If lots are sold for property development and building, the City could extend the water/sewer lines to that property (and area) and assess the cost of that access to those specific property owners.

It was noted that this was the same option presented to Dennis McLaen when he moved a building onto the agricultural land on the West side of town.

There being no further public comments, the hearing was closed to the public.

Erickson/Siemieniewski moved approval of the Kathleen Brakke Addition to the City of Rutland and the zoning of said addition as residential as platted. Motion carried unanimously.

The public hearing was closed at 5:10 p.m. and the regular meeting was convened.

Minutes: Siemieniewski/Lysne moved approval of the February 3, 2020 minutes as presented. Motion carried unanimously.

Public Comments: Nathan and Shawna Bergh inquired about the utility bill at 307 Anthony Street. They are purchasing the house on payment of back taxes and outstanding bills.

The City Auditor reported on the outstanding bill. The last payment was received in early August. The property received two estimated bills after that date as the City Office was not informed that there was no one occupying the premises. In addition, late fees accrued. The bill for water service after the August payment was \$491.64. The next two months were estimated and since then there have been late fee charges added.

Erickson/Mahrer moved to adjust the bill for 307 Anthony Street to \$491.64 which is the actual amount due for water and sewer services. Motion carried unanimously.

Water Tower Thaw: Council Member Erickson contacted Maguire Iron regarding the bill for the thawing of the water tower that was needed due to the recent water main break. Maguire miscalculated the travel time and also the time spent for thawing out the tower. The \$4500 minimum that was agreed to is what the City anticipated having to pay. The representative at Maguire is obtaining approval and the City will receive a corrected invoice from the company.

Arbor Day: The City Auditor reported that the Council needs to adopt the Arbor Day resolution so that the City is eligible to apply for grants from the State and National Arbor Day Foundation. The Council designated Arbor Day to follow the State Arbor Day celebration which is the first Friday in May. The Council may also want to schedule the City-wide clean-up at the same time.

The City-wide clean-up day was scheduled for Saturday, May 2. The City's municipal waste site will be open that day from 1-4 p.m. for residents to dispose of yard waste, branches, white goods and other items.

Erickson/Lysne moved that the City Council adopt the Arbor Day resolution and designate Friday, May 1, 2020 as Arbor Day in the City of Rutland. Motion carried unanimously.

Auditor Bond: Siemieniewski/Mahrer moved approval of the following resolution:

WHEREAS, the City of Rutland is covered by a blanket bond by the ND State Bond Fund; and
WHEREAS, the ND State Bonding Fund provides fidelity coverage for city employees and public officials in dealing with the public funds; and

WHEREAS, the bond is fixed by the city governing body by resolution as outlined in NDCC §40-14-03; and

WHEREAS, at the March 2, 2020 regular meeting of the Rutland City Council the current bond limits were reviewed and found necessary to be increased;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Rutland, North Dakota, that the Auditor Bond coverage by the State Bonding Fund has been reviewed and found necessary to increase to the amount of One-Hundred-Fifty-Thousand-Six-Hundred-Fifteen Dollars (\$150,615.00). Motion carried unanimously.

Financials: The City Auditor presented the 2019 year-end financial report as published in The Teller on February 28, 2020:

City of Rutland Financial Statement Year Ending 2019

Fund	Beg. Balance	Revenues	Expenses	Fund Transfers	Ending Balance
General	\$ 2,146.55	\$ 75,184.26	\$ 80,248.63	\$ 4,814.68	\$ 1,896.86
City Share Specials	\$ 1,507.45		\$ 398.19		\$ 1,109.26
Emergency Reserve	\$ 1,532.68				\$ 1,532.68
Water Fund	\$ 51,867.53	\$ 32,097.89	\$ 24,079.09	(\$ 4,814.68)	\$ 55,071.65
Sewer Fund	\$ 30,340.16	\$ 7,231.82	\$ 17,195.60		\$ 20,376.38
Garbage Fund	\$ 2,647.86	\$ 23,980.38	\$ 20,552.74		\$ 6,075.50
Emergency Lagoon	0	\$ 116,400.00	\$ 116,400.00	\$ 100.00	\$ 100.00
Sewer & Lagoon	\$ 70,017.52	\$ 120,600.76	\$ 133,498.59	(\$ 100.00)	\$ 57,019.69
2010 Streets Fund	\$ 21,004.15	\$ 19,333.46	\$ 17,726.25		\$ 22,611.36
1994 Streets Savings	\$ 23,574.51	\$ 47.19			\$ 23,621.70
TOTAL ALL FUNDS	\$204,638.41	\$394,875.76	\$410,099.09	0	\$189,415.08

Financials: Erickson/Siemieniewski moved approval of the February 2020 financial reports as presented. Motion carried unanimously.

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

12961	Bobcat of Gwinner	\$ 59.32	Fuel filter/separator
12962	CHS Dakota Plains	428.77	Hall propane
12963	City of Fargo	\$ 14.00	Health water sample

12964	Deborah Banish	574.19	February
12965	Larry Christensen	42.00	Meter reading
12966	Nardini Fire Equipment	381.05	Hall extinguisher inspection
12667	ND One Call	1.20	Line Locate
12668	Otter Tail Power	982.50	Electricity
12969	Roger Pearson	57.26	February
12970	Ron Narum	161.61	Hourly February
12971	Rutland Oil Company	98.67	Diesel nozzle
12972	Southeast Water Users	975.30	325,100 gals. Jan 2020
12973	Southside Automotive	1100.28	Snowplow repair, hoses/clamps
12974	Sweeney Controls	873.00	Water pump repairs
12975	Sargent County Teller	123.87	Minutes/legals publication
12976	US Post Office	70.00	Stamps
12977	DRN	140.03	Telephone
ACH	Waste Management	77.40	Hall garbage
ACH	Waste Management	1622.73	City garbage

Motion carried unanimously.

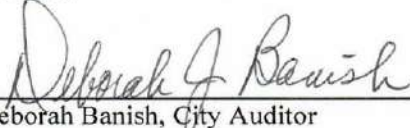
Delinquents: There are eight delinquent accounts at this time.

Reports: The Auditor reported that there will be a public meeting on the Sargent County Multi-Hazard Mitigation Plan on Tuesday, March 10, at noon at the Sargent County Courthouse Conference Room.

Erickson reported that the City is losing about 12,000 gallons of water a day and the location of the leak has not yet been determined.

Mahrer reported that Josh Nelson contacted the driveway company and his driveway is scheduled to be milled first this spring.

ATTEST:



 Deborah Banish, City Auditor



 Michael Mahrer, Acting Mayor

The next meeting will be Monday, April 6, 2020

**PROCEEDINGS
OF
CITY BOARD OF EQUALIZATION OF RUTLAND
APRIL 6, 2020**

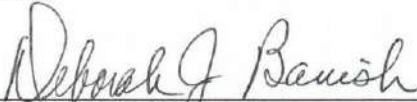
The Board of Equalization met at 5:00 p.m. in the Rutland Town Hall on Monday, April 6, 2020, with Mayor Narum, Council Members Erickson, Lysne and Siemieniewski present. Sargent County Tax Director Denise Ferderer was present by phone and the City Auditor was also present.

Erickson/Lysne moved approval of the real estate exemptions as submitted. Motion carried (Aye – Erickson, Lysne, and Siemieniewski. Absent – Mahrer).


Erickson/Lysne moved approval of the Homestead and Veterans Credits as presented by the County Assessor. Motion carried (Aye – Erickson, Lysne, and Siemieniewski. Absent – Mahrer).

The Board of Equalization meeting adjourned at 5:15 p.m.

ATTEST:



Deborah Banish, City Auditor



Michael Mahrer, Acting Mayor

Rutland City Council
Minutes
April 6, 2020
Rutland Town Hall

The meeting was called to order at 5:00 p.m. by Mayor Narum. Council Members Erickson, Lysne, and Siemieniowski present; Mahrer absent. City Auditor present.

Minutes: Erickson/Lysne moved approval of the March 2, 2020 minutes as presented. Motion carried (Erickson, Lysne, Siemieniowski; absent – Mahrer).

Public Comments: Bill Anderson stated that the Lariat Bar should be open now for take-out service. He asked the Council to consider granting an off-sale license for Nathan & Shawna Bergh so they can fill the void when they open the General Store.

Traffic Signs: Council Member Erickson reported that the new speed signs will be installed this spring.

COVID-19 Emergency Declaration: Siemieniowski/Lysne moved that the City Council adopt the Emergency Declaration as a proactive measure for the City of Rutland.

WHEREAS, COVID is a severe respiratory illness, caused by the SARS-CoV-2 virus, a new strain of coronavirus that is spread from person to person, posing a threat to the health and safety of the residents of North Dakota; and

WHEREAS, no drug or vaccine is currently available to treat or prevent COVID-19; and

WHEREAS, as of March 13, 2020, the Centers of Disease Control and Prevention (CDC) indicates there are more than 132,000 confirmed cases in 123 countries worldwide and more than 1600 confirmed cases in the united states; and

WHEREAS, United States Department of Health and Human Services Secretary Alex Azar declared a nation public health emergency for COVID-19 on January 27th 2020; and

WHEREAS, The World Health Organization declared COVID -19 a global pandemic on March 11, 2020; and

WHEREAS, On March 13, 2020, President Donald Trump issued a declaration of national emergency due to the growing COVID-19 crisis in the United States; and

WHEREAS, the North Dakota Department of Health activated its Emergency Operations Center in January 2020 and has been actively coordinating and in communication with health care providers, schools, universities, childcare providers, business, churches and the general public to make sure North Dakotans are educated and as prepared as possible to assist in reducing the spread of COVID -19; and

WHEREAS, proactively implemented preparedness containment and mitigation measures to slow the transmission and reduce the impact of the virus is in the best interest of North Dakotans and thus the city of Rutland and its citizens; and

NOW THEREFORE, BE IT RESOLVED that pursuant to the Home Rule Charter of the City of Rutland, N.D.C.C. § 37-17.1-10, and N.D.C.C. § 40-05-01, the Mayor of the City of Rutland does hereby declare an emergency in the response to the public health crisis resulting from the novel coronavirus (COVID-19), to recover from the situation, reduce hardship, and initiate the appropriate relief actions and mitigation measures by departments and agencies of local government to limit the hardships and impact of this emergency upon the citizens of Rutland.

Motion carried: Aye – Lysne, Siemieniewski. Nay – Erickson. Absent – Mahrer.

Tree Grant Application: The Auditor reported that the deadline for ND Forestry Service matching grants is April 20. She met with Mary O’Neill from NDFS to identify trees that need to be removed or pruned. Ms. O’Neill stated the City should remove additional trees this year before planting new trees.

Sump Pumps: Erickson said that residents need to be reminded to drain sump pumps into their yards or the street and not into the City sewer.

Financials: Erickson/Lysne moved approval of the March 2020 financial reports as presented. Motion carried (Erickson, Lysne, Siemieniewski; absent – Mahrer).

Bills: Siemieniewski/Lysne moved approval of payment of bills:

	Emergency Lagoon Checking		
	DL Barkie Construction	\$23,270.00	Construction
	General Fund		
12978	Otter Tail Power	\$ 991.52	Utilities
12982	Bobcat	204.01	Tires
12983	City of Fargo	14.00	Health water sample
ACH	DRN Readitech	58.57	Telephone
12984	Dakotah Paper	251.60	Janitorial & paper supplies
12985	Deborah Banish	574.19	March
ACH	ND Job Service	4.54	Workers comp
12996	ND State Tax Commissioner	17.00	State Qtr 1 withholding
12991	Quill Corp.	217.97	Office & janitorial supplies
12992	Riteway Business Forms	124.48	Utility billing forms
12995	SE Water	1445.70	Feb. 481,900 gals
12997	Sweeney Controls	4750.00	Remote system
12999	US Treasury	1046.02	Form 941 Qtr 1
13000	Vining Oil & Gas	422.02	Hall propane
12993	Roger Pearson	57.26	March
12988	Larry Christensen	42.00	Meter reading
12986	Grotberg Electric	134.00	Water pump repair
12987	Jacobson Plumbing, Htg.	7288.76	Backhoe/labor water break
12989	McLaen’s Service	52.45	Bobcat tire repairs
12990	ND One Call	.65	Line locate
12998	Sargent County Teller	101.76	Minutes publication
ACH	Waste Management	76.04	Hall garbage
ACH	Waste Management	1612.87	City garbage
1299	Ron Narum	169.80	March

Sewer & Lagoon Checking

Lake Agassiz Regional Council

\$ 4838.40

CDBG contract compliance

Motion carried (Erickson, Lysne, Siemieniewski; absent – Mahrer).

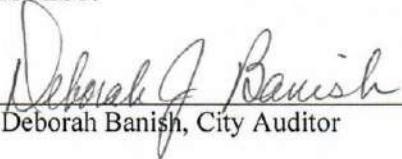
Delinquents: There are four delinquent accounts at this time.

Mayor's Report: Narum stated that residents need to get their Census reports submitted as soon as possible. It is important as the population count determines the level of funding that comes to the City which helps to keep the property taxes lower.

City Hall will be closed to the public as a result of the COVID-19 restrictions.

Siemieniewski/Erickson moved that the meeting be adjourned at 5:50 pm. Motion carried (Erickson, Lysne, Siemieniewski; absent – Mahrer).

ATTEST:



Deborah Banish, City Auditor



Michael Mahrer, Acting Mayor

The next meeting will be Monday, May 4, 2020

Rutland City Council Minutes
May 4, 2020
Rutland Town Hall

The meeting was called to order at 5:00 p.m. by Acting Mayor Michael Mahrer. Council Members Erickson, Lysne, and Siemieniewski present. City Auditor present.

Minutes: Lysne/Erickson moved approval of the April 6, 2020 minutes as presented. Motion carried unanimously.

Public Comments: Colton Corry stated he intended to file papers to run for the City Council but, unfortunately, missed the deadline. He is interested in serving on the Council. The Council thanked him for his interest and will announce when there is a vacancy to be filled.

Traffic Signs: Council Member Erickson reported that the new speed have been installed but are not functioning properly. He is in contact with the company to resolve the programming issues.

Mayor Narum Resolution: Erickson/Lysne moved adoption of the following resolution:

WHEREAS Ronald D. Narum was appointed to the Rutland City Council on November 2, 1970 to fill a vacancy on the Council for a two-year term; and,

WHEREAS Ronald D. Narum was elected Mayor of the City of Rutland, sworn into Office on April 18, 1972, and served as Mayor until his death; and,

WHEREAS Ronald D. Narum served on the North Dakota League of Cities Board representing cities under 2,500 population for several years; and,

WHEREAS Ronald D. Narum was recognized for his City service and was named Citizen of the Year in 1992 by the North Dakota League of Cities; and,

WHEREAS Ronald D. Narum served as the City's representative on the Sargent County Job Development Authority; and,

WHEREAS Ronald D. Narum served as an active firefighter from 1965 to 2014 and was a leader in the establishment of the Rutland-Cayuga Rural Fire District and was inducted into the North Dakota Firefighters Museum Hall of Fame in 2015; and,

WHEREAS Ronald D. Narum was an active participant on the Rutland Softball Team as a player and later as an umpire and served on the ND State Softball Association Board; and,

WHEREAS Ronald D. Narum was instrumental in the establishment of the Rutland Depot Museum and ensured that the Museum exhibits and building were maintained; and,

WHEREAS Ronald D. Narum helped improve the City of Rutland during his years of service as Mayor, as the Water and Wastewater System Operator, Municipal Waste Site Operator, City Shop Maintenance Man, and general City maintenance and mowing, and any other job that needed to be done in the City; and,

WHEREAS Ronald D. Narum was very active in other City, County and State organizations including the Sargent County Weed Control Board, Lake Agassiz Regional Council, Nordland Lutheran Church of Rutland, Sargent County Ambulance, and the Sargent County Museum, to name only a few.

NOW, THEREFORE, BE IT RESOLVED that the Rutland City Council extend its appreciation and gratitude to Ronald D. Narum and condolences to his family upon his death; and

NOW, THEREFORE, BE IT RESOLVED that the Rutland City Council designate April 18th as Ronald Narum Day in the City of Rutland to recognize his contributions and service to the City and its residents.

Motion carried unanimously.

City Bank Accounts: Erickson/Lysne moved that to authorize Michael Mahrer and Deborah Banish as signers on all City of Rutland accounts at the Sargent County Bank and remove Ronald Narum from the accounts. Motion carried unanimously.

City Mowing and Maintenance: Mahrer reported that Matt Smith and Logan Wyum have offered to assist with mowing City lots as needed. The City's mower blades are too long and were adjusted. They will be paid at the rate of \$14.00/hour.

City-wide Clean-Up: Erickson said there were a lot of items received at the landfill and people were charged according to the number and size of items. The amounts will be added to the next utility billing statements for payment. The total was \$550.00 and will help offset the cost of the roll-off.

Water Leak: Erickson said another water line break/leak has been located at Bill Anderson's property. His sump pump has been trying to keep up with the water leak which has caused water to pool across the street. Once the repairs are done, the water should lower.

The issue of sump dump discharge was again discussed and a letter on that and other summer-related items will be sent to residents.

Mowing: Lysne asked about City mowing private lawns that exceed the six-inch height limit. The City Auditor will publish the required notice in The Teller in addition to including that in the resident letter to be sent.

Lysne/Erickson moved that the City charge \$100.00 per time when the City is required to mow lawns that exceed six-inches in height. Motion carried.

The Auditor stated that once the notice to mow lawns is published, the City does not need to provide any prior notice to property owners and can proceed to mow said lawns. Any mowing costs that are not paid timely will be assessed to the property in September.

Sewer Lift Service Contract: Erickson/Siemieniewski moved approval of the service contract with ND Sewage Pump & Lift Station in the amount of \$425.00 for a period of twelve-months. Motion carried unanimously.

Building Permit: Building Permit #229-20 for Nathan and Shawna Bergh for a concrete drive at 115 Front Street. Motion carried unanimously.

Financials: Erickson/Siemieniewski moved approval of the April 2020 financial reports as presented. Motion carried unanimously.

Bills: Lysne/Siemieniewski moved approval of payment of bills:

General Fund			
ACH	DRN	\$ 139.85	Telephone
12979	USPO	73.40	Postage
12980	Otter Tail Power	1114.13	Electricity
13001	City of Fargo	14.00	Health Water samples
13002	Deborah Banish	574.19	April hours
13003	Maguire Iron	5245.00	Water tower thaw
13004	ND Sewage Pump & Lift	1242.50	Main lift service
13005	Roger Pearson	73.88	April hours
13006	Ronald Narum	253.96	Mayor salary
13007	Rutland Oil Company	805.73	Fuel
13008	SE Water Users	1269.30	423,100 gals. March 2020
13009	Sweeney Controls Company	1336.30	Freeze-up overfill
13010	Sargent County Teller	87.20	Minutes publication
13011	Vining Oil & Gas	320.39	Hall heat/propane
ACH	Waste Management	75.32	Hall garbage
ACH	Waste Management	1583.28	City garbage
2010 Streets			
1030	Sargent County Bank	\$16,208.75	2010 Streets loan payment

Motion carried unanimously.

Delinquents: There are two delinquent accounts at this time.


Acting Mavor's Report: Mahrer said the Council will need to determine how to proceed to fill the vacancy for the City maintenance work. The job description will be reviewed at the June meeting.

Council Members Mahrer and Erickson will examine the scrap iron at the City Shop to determine what should be disposed and what may be sold.

Council Member Lysne brought up the water billing for the Rutland Housing, Inc., which is done on a flat rate even when the apartments are not full. The Council concurred that Housing water usage should be billed on usage rather than a flat rate. That will be reviewed after the billing is done for a few months.

The meeting adjourned at 6 p.m.

ATTEST:


Deborah Banish, City Auditor


Michael Mahrer, Acting Mayor

The next meeting will be Monday, June 1, 2020

Rutland City Council Minutes
June 1, 2020
Rutland Town Hall

The meeting was called to order at 5:00 p.m. by Acting Mayor Michael Mahrer. Council Members Erickson, Lysne, and Siemieniewski present. City Auditor present.

Minutes: Erickson/Lysne moved approval of the May 4, 2020 minutes as presented. Motion carried unanimously.

Public Comments: Calvin Jacobson asked about the Council requirement that sump pumps be piped outside rather than into the sewer system. There are many low spots where the water would sit creating a mess in the street, contributing to road erosion and mosquito control problems. There is not a lot of natural drainage in town. He would agree to a monthly sewer charge/surcharge if the City needs to assess a fee for funds to cover costs for the sewer lift to handle sump pumps discharge. There are some curb stops that may be off but continue to leak even where there are no longer homes.

Erickson noted that the issue was that the Lagoon was overflowing before the snow was gone. That happened even with the cells empty last fall; they were at capacity in the spring. Lysne stated that some homes cannot drain sump pumps outside but those who can should be encouraged to do so. Siemieniewski stated that landscaping also helps to run water away from the home.

Sewer & Lagoon Project: City Engineer Tracy Eslinger is starting the project close-out phase and is asking for input on any issues that need to be addressed prior to close-out. Erickson stated that the pipes slid when the area was backfilled and they are not straight. Eslinger should contact him or Mike Mahrer regarding the matter.

City Public Works Position: Lysne/Siemieniewski moved that to advertise the City Public Works/Maintenance position and accept applications until the position is filled. Motion carried unanimously.

City Engineer: Three firms submitted a Statement of Qualifications in response to the City's request: Moore Engineering, Interstate Engineering and Bolton & Menk. Lysne/Erickson moved that Interstate Engineering be hired as the Rutland City Engineer. Motion carried on roll call vote: Aye – Erickson, Lysne, and Siemieniewski. Nay – none.

Preliminary 2021 Budget: A preliminary budget will be developed for discussion at the July meeting; the preliminary budget must be adopted and submitted to the County Auditor by August 10.

Building Permit: Chuck Sundlie and Kim Kohler have applied for a building permit to move in a new storage shed at 409 Cooper Street. The metal shed is 20'x14', 14' high; it meets zoning requirements.

Erickson/Lysne moved approval of Building Permit No. 230-20 for a storage shed at 409 Cooper Street. Motion carried unanimously.

Financials: Erickson/Lysne moved approval of the May 2020 financial reports as presented. Motion carried unanimously.

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

General Fund			
ACH	DRN	\$ 139.84	Telephone
13012	USPO	8.40	Sample postage
13013	B&K Electric	292.00	Office thermostat
13014	City of Fargo	14.00	Health Water samples
13015	Deborah Banish	574.19	June hours
13016	Ferguson Water Works	88.70	Remote reader charger
13017	Larry Christensen	42.00	May meter reading
13018	Nardini Fire Equipment	35.35	Shop fire inspection
13019	ND League of Cities	60.00	Budget training
13020	ND State Auditor	160.00	2019 yr. end audit
13021	Otter Tail Power Company	866.98	Electricity
13022	Roger Pearson	96.04	May salary & meter reading
13023	SE Water Users	1560.57	April 520,190 gallons
13024	Southside Automotive	27.85	Hydraulic hoses
13025	Sweeney Controls Company	540.00	Annual tower remote read
13026	Sargent County Teller	58.50	Cleanup day/Weeds ads
13027	Vining Oil & Gas	384.79	Hall propane 322 gals.
13028	Waste Management	155.891	Roll-off delivery
13029	Waste Management	738.89	Roll-off for Cleanup Day
13030	Logan Wyum	210.00	Mowing City lots
13031	ND One Call	3.60	Line locate

Motion carried unanimously.

Delinquents: There are three delinquent accounts at this time. They will be contacted to pay by the 15th or water will be turned off.

Auditor's Report: The ND Insurance Reserve Fund claim has been filed for the water tower freeze up last February.

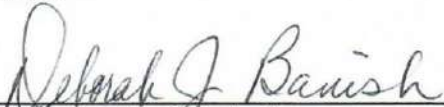
The Hall propane tank had a slow leak by the valves but it has been fixed for now. It may have been due to the recent fill. The valves are old and will need to be replaced if the problem continues. The City owns the tank so replacing the tank is not being considered.

Acting Mayor's Report: Mahrer reported that road patching is needed by the NLC old parsonage.

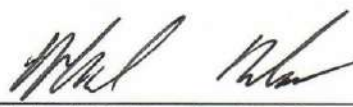
Erickson/Lysne moved approval of the purchase of two rolls of road patch at an estimated cost of \$1,000 to test it on areas needing repair. Motion carried unanimously.

The meeting adjourned at 6:45 p.m.

ATTEST:



 Deborah Banish, City Auditor



 Michael Mahrer, Acting Mayor

The reorganization meeting will be June 23, 2020 and the next regular meeting is Monday, July 6, 2020

Rutland City Council Minutes
June 23, 2020
Rutland Town Hall

The Organization meeting was called to order at 5:00 p.m. by incoming Mayor Michael Mahrer. Council Members Lysne, and Siemieniewski present; Erickson absent. City Auditor present by telephone. City Engineer Mike Bassingthwaite was also present.

Oaths of Office: Mayor Michael Mahrer and Council Members Delores Lysne and Bertha Siemieniewski were sworn into Office and provided signed, notarized Oath of Office forms as required by law.

Council Organization: *President:* Lysne nominated Rodney Erickson as Council President. Mayor Mahrer called for further nominations for President three times. Nominations for President were declared closed. The nomination of Rodney Erickson as Council President was put to vote and carried.

Vice-President: Lysne nominated Bert Siemieniewski as Council Vice-President. Mayor Mahrer called for further nominations for President three times. Nominations for Vice-President were declared closed. The nomination of Bert Siemieniewski as Council President was put to vote and carried.

Mayoral Appointments:

Mayor Mahrer made the following appointments:

- City Attorney – Lee Ann Even
- City Auditor - Deborah Banish
- City Engineer – Interstate Engineering

Lysne/Siemieniewski moved approval of the Mayoral appointments. Motion carried.

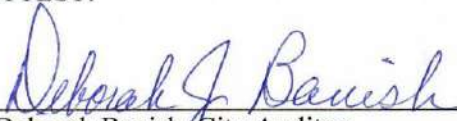
Mike Bassingthwaite, Interstate Engineering, was present and thanked the Council for selecting Interstate Engineering as the City's Engineer.

Official Paper: Lysne/Siemieniewski moved to designate the Sargent County Teller as the official newspaper for the City of Rutland as approved by the voters at the June 9, 2020 election. Motion carried.


Portfolio Assignment: Portfolio assignments will remain the same at this time.

The meeting adjourned at 5:30 p.m.

ATTEST:



Deborah Banish, City Auditor



Michael Mahrer, Mayor

The next regular meeting is Monday, July 6, 2020

Rutland City Council
July 6, 2020

The regular Rutland City Council meeting was called to order at 5:00 p.m. at Rutland City Hall by Mayor Michael Mahrer. Council Members Lysne, and Siemieniewski present; Erickson absent. City Auditor present.

Minutes: Lysne/Siemieniewski moved approval of the June 1 and 23, 2020 minutes as presented. Motion carried (Lysne, Siemieniewski; absent – Erickson).

City Public Works Position: Lysne said she discussed the position with potential candidates; they are looking for a job with more hours. The job position will be reviewed and revised for clarification on the position and expectations; it will be discussed at the August 3 meeting.

City Council Vacancy: Three individuals have indicated interest in the Council vacancy. Lysne/Siemieniewski moved to appoint Colton Corry to the two-year City Council vacancy effective August 3. Motion carried (Lysne, Siemieniewski, Maher; absent – Erickson).

Sargent County Emergency Management: Siemieniewski/Lysne moved adoption of the resolution for the Sargent County Emergency Management:

WHEREAS, the 49th Legislative Assembly passed the North Dakota Disaster Act of 1985 (NDCC 37-17.1) enacting an emergency management law embodying all aspects of disaster/emergency preparedness for all types of hazards which could seriously affect this city; and

WHEREAS, the law mandated the formation of local disaster organizations responsible to provide effective response and recovery capabilities to reduce the loss of life and property of our citizens from the effects of disaster or emergency; and

WHEREAS, the law provides that each county shall maintain an emergency management organization that serves the entire county, and each city shall provide an emergency management organization of its own, or it shall participate in the countywide emergency management organization; and

WHEREAS, the State Law requires the cities and counties to notify the North Dakota Department of Emergency Management of the manner in which their jurisdiction is secreting an emergency management capability,

NOW, THEREFORE, BE IT RESOLVED, that the City of Rutland will be a participant in the Sargent County Emergency Management Agency.

Motion carried (Lysne, Siemieniewski; absent – Erickson).

Preliminary 2021 Budget: The Council discussed the preliminary budget; the City Auditor was asked to prepare at least two different scenarios for the 2021 budget for consideration and adoption at the August 3 meeting.

Financials: Siemieniewski/Lysne moved approval of the June 2020 financial reports as presented. Motion carried (Lysne, Siemieniewski; absent – Erickson).

Bills: Lysne/Siemieniewski moved approval of payment of bills:

92e	ND TAX COMMISSIONER	\$9.00	2 nd Qtr. State Tax Withholding
93e	DRN READITECH	\$143.04	Telephone
13032	U.S. POSTMASTER	\$126.60	roll stamps, grant postage
13033	ADVANTAGE PEST CONTROL	\$160.00	Hall and museum spider control
13034	BERTHA SIEMIENIEWSKI	\$323.22	City Council Jan-June
13035	CITY OF FARGO	\$14.00	Sample testing
13036	DEBORAH BANISH	\$574.19	June salary
13037	DELORES LYSNE	\$223.22	City Council Jan-June
13038	FORMAN LUMBER	\$118.93	City weed control
13039	LARRY CHRISTENSEN	\$42.00	Meter reading
13040	LOGAN WYUM	\$245.00	17.5 hrs. Mowing
13041	MATT SMITH	\$280.00	20 hours mowing
13042	MICHAEL MAHRER	\$337.08	Council/Mayor Jan-June
13043	NARDINI FIRE EQUIPMENT, INC	\$94.50	Museum fire inspection
13044	ND LEAGUE OF CITIES	\$321.00	NDLC 2021 dues
13045	ND ONE CALL	\$2.40	line locate
13046	ND SEWAGE PUMP & LIFT	\$6,425.00	Lift Station Upgrades
13047	OTTER TAIL POWER	\$829.71	Utilities
13048	RITEWAY BUSINESS FORMS	\$139.22	Checks
13049	RODNEY ERICKSON	\$323.22	Council Jan -June
13050	ROGER PEARSON	\$73.88	June salary
13051	SE WATER USERS	\$1,094.61	364,870 gallons May 2020
13052	SARGENT CO. TELLER	\$73.97	Legal/minutes
13053	UNITED STATES TREASURY	\$392.37	2 nd Qtr. Payroll taxes
13054	WALOCK-JOHNSON INS	\$624.00	Property insurance
ACH	WASTE MANAGEMENT	\$ 1572.56	Garbage Contract
ACH	WASTE MANAGEMENT	\$75.28	Hall Garbage
	<u>Sewer & Lagoon Checking</u>		
201	Moore Engineering	\$1000.00	Post Construction Phase

Motion carried (Lysne, Siemieniewski; absent – Erickson).

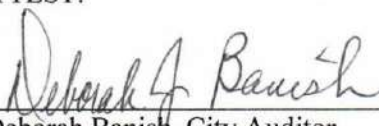
Delinquents: There are three delinquent accounts at this time.

Mayor’s Report: Mahrer reported that road patching is needed by the NLC old parsonage and several other areas in town. Overlay is needed and some may just be cut, dug and graveled for now. Water lines are also a problem.

There will be a “Meet the Mayor” event on Tuesday, July 21, from 5 to 6:30 p.m. at City Hall. Residents will also have an opportunity to complete their census report online. Safe distancing measures will be followed.

The meeting adjourned at 6:15 p.m.

ATTEST:



 Deborah Banish, City Auditor



 Michael Mahrer, Mayor

The next regular meeting is Monday, August 3, 2020

Rutland City Council
August 3, 2020

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

Minutes: Siemieniewski/Lysne moved approval of the July 6, 2020 minutes. Motion carried (Lysne, Siemieniewski. Absent – Corry, Erickson).

Public Comments: Bill Anderson informed the Council that the Sargent County Job Development Authority (JDA) is considering spec homes in the County. If Rutland is interested, the Council would need to identify an available lot either owned by the City or a privately-owned property. The City would have to provide the water and sewer access but the home would be built and sold by the JDA. The Council thanked Mr. Anderson for the information.

Public Works Position: The Council discussed the revised job description, including a minimum number of hours and the wage for the job. A set salary and guaranteed hours may encourage someone to apply for the position.

Siemieniewski/Lysne moved to approve the job description and the position at \$15.00 an hour with a guaranteed pay/minimum of twenty (20) hours a week with review after six months. Motion carried (Lysne, Siemieniewski. Absent – Corry, Erickson).

The City Auditor informed the Council that the position will be advertised through the ND Job Service and will be posted on the City website.

City Speed Sign: The City Auditor said the Rutland Park Board usually has the electricity to the park concession stand off during the winter. The issue of electricity to the sign had been discussed when the signs were purchased. The minimum cost for electricity is \$25.00 a month.

Lysne/Siemieniewski moved approval of payment for the City speed sign of \$25.00 per month for October through March annually for the City speed sign. Motion carried (Lysne, Siemieniewski. Absent – Corry, Erickson).

The Auditor said the payment would be made to the Park Board with \$75.00 paid in October and January each year.

City Auditor Salary: Lysne/Siemieniewski approved an increase to sixty (60) hours per month for the City Auditor and a salary increase to \$15.00/hour. Motion carried (Lysne, Siemieniewski. Absent – Corry, Erickson).

The City Auditor was asked to determine a regular schedule for some hours so that residents know when to call or come in for assistance. The Auditor stated that Tuesday and Thursday are generally worked but the Auditor is in as needed to ensure that deadlines are met.

Preliminary 2021 Budget: The Council discussed the preliminary budget and the need for street and sidewalk replacements.

Lysne/ Siemieniewski moved approval of the 2021 preliminary budget with an estimated 3% increase and moved to set the public hearing on the budget for the next regular meeting on Monday, September 14, 2020 at 5:00 p.m. Motion carried (Lysne, Siemieniewski; absent – Corry, Erickson).

Financials: Siemieniewski/Lysne moved approval of the July 2020 financial reports as presented. Motion carried (Lysne, Siemieniewski; absent – Corry, Erickson).

Bills: Lysne/Siemieniewski moved approval of payment of bills:

13055	WALOCK-JOHNSON INS.	\$2,064.00	Insurance – liability, fleet, marine
13056	CITY OF FARGO	14.00	Health Water Sample
13057	DEBORAH BANISH	574.19	July
13058	DRN READITECH	142.41	Telephone
13059	LARRY CHRISTENSEN	42.00	Meter reading
13060	OTTER TAIL POWER	842.64	Electricity
13061	QUILL CORPORATION	199.99	Office supplies
13062	ROGER PEARSON	112.67	July
13063	SE WATER USERS	1,461.36	487,120 Gals. June 2020
13064	SARGENT COUNTY TELLER	\$130.60	Minutes/legals
13065	VINING OIL & GAS LLC	\$109.50	Hall propane @ \$1.29
ACH	WASTE MANAGEMENT	\$ 1576.42	Garbage Contract
ACH	WASTE MANAGEMENT	\$75.28	Hall Garbage

Motion carried (Lysne, Siemieniewski. Absent – Corry, Erickson).

Auditor Report: The Auditor reported approval of Building Permit #233-20 to Nathan and Shawna Bergh for one additional storage shed on the property. They will be at the maximum allowable under City Ordinances.

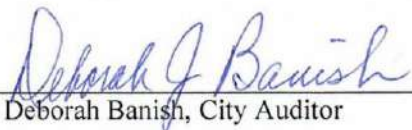
Delinquents: There are two delinquent accounts at this time.

Mayor's Report: Mahrer reported that only trees and branches, white goods and scrap iron are accepted at the City Municipal Waste Site.

Lysne reported progress on the removal of several vacant and dilapidated buildings in Rutland.

The meeting adjourned at 6:00 p.m.

ATTEST:


Deborah Banish, City Auditor


Michael Mahrer, Mayor

The budget public hearing and next regular meeting is Monday, September 14, 2020.

**Rutland City Council
September 14, 2020**

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

Public Hearing: The public hearing on the 2021 proposed budget was held at 5 p.m.; there being no comments on the budget, the hearing was closed at 5:10 p.m.

The Council welcomed new City Council Member Colton Corry to the meeting.

Minutes: Erickson/Corry moved approval of the August 3, 2020 minutes. Motion carried (Lysne absent).

Public Comments: Bill Anderson expressed concern that only two-thirds of the Rutland households have been reported as responding to the Census. He suggested calling each household to make sure they are counted. Individuals are required by Federal law to be counted in the Census every 10 years.

Job Development Authority: The JDA is still seeking a representative from the small cities under 500.

2021 Budget: Erickson/Siemieniewski moved that the City Council levy a tax of \$47,637.77, upon all taxable property in the City for the calendar year ended December 31, 2021, which levy is itemized as follows:

GENERAL FUND	\$ 29,024.08
SPECIAL REVENUE FUNDS:	
Emergency Fund	\$ 525.00
DEBT SERVICE FUND:	
2010 Street Specials.....	\$ 18,088.69
TOTAL	\$47,637.77

Motion carried (Lysne absent).

Council Member Lysne arrived at 5:20 p.m.

Financials: Siemieniewski/Erickson moved approval of the August 2020 financial reports as presented. Motion carried unanimously.

Bills: Erickson/Corry moved approval of payment of bills:

ACH	DRN READITECH	\$143.81	Telephone
ACH	WASTE MANAGEMENT	\$1,575.41	Garbage Contract
ACH	WASTE MANAGEMENT	\$75.32	Hall Garbage
13066	B. MAHRER CONSTRUCTION	\$50.00	PO Box repair
13067	CITY OF FARGO	\$14.00	Health water sample
13068	DEBORAH BANISH	\$586.64	August
13069	GS SERVICES	\$2,250.00	18 trees removed and clean-up
13070	JACOBSON PLUMBING	\$1,232.50	Curb Stop, break repair, 2 meters install
13071	LARRY CHRISTENSEN	\$42.00	Meter reading
13072	ND DEPT ENVIRON. QUALITY	\$251.58	State Environ. Testing
13073	ND ONE CALL	\$2.40	line locate
13074	OTTER TAIL POWER	\$807.97	Rural Water Electricity

13075	PRAXAIR INC	\$198.90	acetylene - annual
13076	ROGER PEARSON	\$119.57	August
13077	RUTLAND PARK BOARD	\$75.00	Oct-Dec electricity for speed sign
13078	SARGENT COUNTY AUDITOR	\$442.54	2020 election expense
13079	SARGENT COUNTY TELLER	\$74.52	Minutes and budget hearing
13080	SE WATER USERS	\$1,117.74	372,580 Gals. July
13081	SNOWMAN PLUS	\$495.00	Grind 18 tree stumps
13082	TEMPLE DISPLAY	\$2,639.73	Christmas Lights/RCC donation received
13083	USPO	\$70.00	Postcard stamps

Motion carried unanimously.

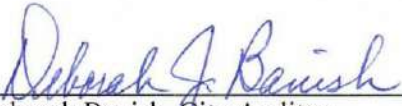
Auditor Report: The Auditor presented the Certification of Uncollected Taxes provided by the County for 2017, 2018 and 2019.

Delinquents: There are several delinquent accounts at this time.

Mayor's Report: Mahrer reported that it does not appear that the contractor has returned to make the corrections at the Lagoon. The City Auditor will contact Moore Engineering regarding the status of the project completion.

The meeting adjourned at 5:35 p.m.

ATTEST:



Deborah Banish, City Auditor



Michael Mahrer, Mayor

The next regular meeting is Monday, October 5, 2020.

Rutland City Council
October 5, 2020

The regular Rutland City Council meeting was called to order at 5:00 p.m. at Rutland City Hall by Mayor Michael Mahrer. Council Members Erickson, Lysne, and Siemieniewski present; City Auditor present. Council Member Corry absent.

Minutes: Erickson/Siemieniewski moved approval of the September 14, 2020 minutes. Motion carried (Lysne absent).

Public Comments: David Young informed the Council that three dead cottonwood trees behind his lot, which are on City property, were cut down last month. He asked the company that was doing the City tree removal to cut them down; he informed the company that they were on City property. Young has already paid the bill and is submitting it to the City.

Council Members informed Mr. Young that at the meeting last fall the issue of the property line was discussed and the agreement was that the lot would be measured to determine if it is City property or private property. If it is City property, Young had no authority to have the trees cut down. There is still the matter of removing the dead trees before winter.

Erickson/Lysne moved approval to reimburse David Young \$200.00 for the cost to cut the trees down. Motion carried (Aye – Erickson, Lysne, and Siemieniewski. Absent – Corry).

The City will remove the tree trees out of the area. The additional cost will be included in the State Forestry matching grant request. Volunteer hours for the cleanup will need to be included.

Public Works Position: There has been one inquiry on the position and additional information on the position was provided. The Mayor will be informed if there are any interested individuals.

Job Development Authority: The JDA is still seeking a representative from the small cities under 500.

City Engineer: Mike Bassingthwaite, Interstate Engineering, discussed SRF funding applications that are due this week. Two projects have been included in the past: water tower replacement and a water looping project (to improve water pressure). The City may want to have a larger project to replace several valves and water mains as one project.

NLC Culvert: The North/South culvert in the Church parking lot needs work. It has been determined that is the responsibility of NLC and not the City.

Fund Transfer: In September 2019, the Emergency Lagoon project engineer fees were paid from the General Sewer Fund rather than the Sewer/Lagoon Fund due to cash flow. The City had not yet received the CDBG or Governor's grant funding. The amount allocated from the Sewer Fund was \$14,001.96.

Erickson/Siemieniewski authorized a transfer from the Sewer & Lagoon Fund (700 account) to the Sewer Fund (502 account) in the amount of \$14,001.96 to restore the funds allocated in 2019 for the Emergency Lagoon Project. Motion carried (Aye – Erickson, Lysne, and Siemieniewski. Absent – Corry).

Liquor License: Erickson/Lysne moved approval of a beer and liquor license for Michelle Denault, doing business as The Lariat Bar, for the period October 1 through December 31, 2020. Motion carried (Aye – Erickson, Lysne, and Siemieniewski. Absent – Corry).

Special Liquor License: Siemieniewski/Lysne moved approval of a special event liquor license for The Lariat Board for a wedding reception at City Hall on Saturday, October 17, 2020. Motion carried (Aye – Erickson, Lysne, and Siemieniewski. Absent – Corry).

Financials: Lysne/Erickson moved approval of the September 2020 financial reports as presented. Motion carried unanimously.

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

ACH	DRN READITECH	\$146.65	Telephone
ACH	WASTE MANAGEMENT	\$1,574.42	Garbage Contract
ACH	WASTE MANAGEMENT	\$75.08	Hall Garbage
ACH	ND STATE TREASURER	6.00	3 RD Qtr State Tax
ACH	ND JOB SERVICE	\$14.00	3 RD Qtr Unemployment Tax
13084	CITY OF FARGO	\$14.00	Health water sample
13085	DEBORAH BANISH	\$831.15	September
13086	FERGUSON WATERWORKS	\$669.74	Meters & readers
13807	GERALD LEINEN	\$683.06	September
13096	LARRY CHRISTENSEN	\$42.00	Meter reading
13088	LOGAN WYUM	\$546.00	July & August mowing
13089	ND ONE CALL	\$1.20	line locate
13090	OTTER TAIL POWER	\$832.18	Electricity
13091	QUILL	\$270.15	Office & Janitorial supplies
13092	ROGER PEARSON	\$116.36	September
13093	SARGENT COUNTY TELLER	\$70.12	Minutes & job adv.
13097	SE WATER USERS	\$1,101.71	367,238 gals. August
13094	US TREASURY	\$653.55	3 rd Qtr Form 941
13083	USPO	\$70.00	Postcard stamps
13098	DAVID YOUNG	\$200.00	Trees removed

Motion carried (Aye – Erickson, Lysne, and Siemieniewski. Absent – Corry).

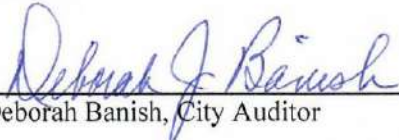
Delinquents: There is only one delinquent account at this time. If the balance is not paid by October 22, the amount will be certified as a special assessment against the property by November 1.

Auditor Report: The Auditor reported receiving three building permit applications: Jacobson for a cement slab/garage, Maloney to demolish one building on First Street, and to move a shed from 1st Street to 210 Gay Street.

Mavor's Report: Mahrer reported that the contract broadcast grass seed out at the Lagoon but is had not been worked in; it may be needed again. The contractor is planned to work on the concrete pads and adjust the gate valve boxes this week. The Engineer will be out again soon to inspect for final completion before final payment is made.

The meeting adjourned at 5:45 p.m.

ATTEST:


Deborah Banish, City Auditor


Michael Mahrer, Mayor

The next regular meeting is Monday, November 2, 2020.

**Rutland City Council
November 2, 2020**

The regular Rutland City Council meeting was called to order at 5:00 p.m. at Rutland City Hall by Mayor Michael Mahrer, joining by telephone. Council Members Corry, Erickson, Lysne, and Siemieniewski present; City Auditor present.

Minutes: Erickson/Siemieniewski moved approval of the October 5, 2020 minutes. Motion carried unanimously.

Public Works Position: No update on the Public Works position. There is an individual interested in doing the snow plowing this winter.

Job Development Authority: No update; item to be removed from Old Business.

2021 Meeting Schedule: Erickson/Siemieniewski moved to approve the 2021 meeting schedule:

January 4, 2021	July 12*
February 1	August 2
March 1	September 13*
April 5	October 4
April 15 - Board of Equalization (tentative)	November 1
May 3	December 6
June 7	*indicates second Monday of the month

Motion carried unanimously.

Southeast Water Users: Mayor Mahrer said the City's monthly water testing and State reports can be done through the Southeast Water Users. The City would not need to have a certified water operator take samples and file the quarterly reports with the State. The cost would be about \$50/month.

Erickson/Corry moved to approve the Operator Certification Contract with Southeast Water Users to perform water samples testing for the City to comply with all State regulations. Motion carried.

Financials: Siemieniewski/Corry moved approval of the October 2020 financial reports as presented. Motion carried unanimously.

Bills: Siemieniewski/Corry moved approval of payment of bills:

ACH	DRN	\$144.24	Telephone
ACH	Waste Management	\$1572.56	Garbage Contract
ACH	Waste Management	\$75.08	Hall Garbage
13099	John Deere Financial	1612.04	Mower repair
13100	Otter Tail Power	\$837.33	Electricity
13101	Advantage Pest Control	\$160.00	Cluster flies – Hall and Museum
13102	Deborah Banish	\$827.15	October
13103	Gerald Leinen	\$555.24	Mowing, tree cleanup
13104	Larry Christensen	\$42.00	Meter reading
13105	ND One Call	\$2.40	line locate
13106	Roger Pearson	\$119.57	October
13107	SE Water Users	\$313.15	Est 104,382 gals. Sept.

2010 Streets Fund
1031 Stock Growers Bank \$1,876.25 Bond Interest Payment

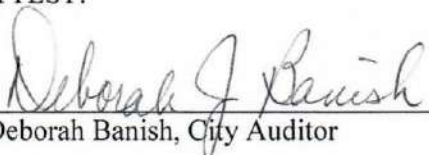
Motion carried unanimously.

Delinquents: There is only one delinquent account at this time. No delinquent bills were assessed for property taxes as they were paid prior to the special assessments reporting deadline.

Auditor Report: The Auditor reported propane quotes for Hall heat. The Council agreed that the propane should be filled off the truck at this time and that the City should contract for 2,200 gallons for winter propane.

The meeting adjourned at 5:45 p.m.

ATTEST:



Deborah Banish, City Auditor



Michael Mahrer, Mayor

The next regular meeting is Monday, December 7, 2020

**Rutland City Council
December 7, 2020**

The regular Rutland City Council meeting was called to order at 5:00 p.m. at Rutland City Hall by Mayor Michael Mahrer. Council Members Corry, Lysne, and Siemieniewski present; City Auditor present. Council Member Erickson absent.

Agenda: Lysne/Corry moved approval of the agenda as presented. Motion carried (Aye – Corry, Lysne, Siemieniewski. Absent – Erickson).

Minutes: Siemieniewski/Lysne moved approval of the November 2, 2020 minutes. Motion carried (Aye – Corry, Lysne, Siemieniewski. Absent – Erickson).

Public Works Position: No update on the Public Works position. The Council discussed the need for street snow removal this winter.

Snow Removal: Lysne/Corry moved that the City solicit bids for snow removal from City streets as needed during the 2020-21 season at a cost per hour and/or machine rate for removal. Motion carried (Aye – Corry, Lysne, Siemieniewski. Absent – Erickson).

Job Development Authority: Lysne/Siemieniewski moved that Michael Mahrer be appointed as representative on the Sargent County Job Development Authority to fill the three-year term, formerly held by Ronald Narum, through December 6, 2022. Motion carried (Aye – Corry, Lysne, Siemieniewski. Absent – Erickson).

Liquor License: Lysne/Siemieniewski moved approval of the beer and liquor license for the Lariat Bar for six-months, January – June 2021. Motion carried (Aye – Corry, Lysne, Siemieniewski. Absent – Erickson).

Financials: Siemieniewski/Lysne moved approval of the November 2020 financial reports as presented. Motion carried unanimously.

Bills: Siemieniewski/Lysne moved approval of payment of bills:

ACH	DRN Readitech	\$62.65	Telephone
ACH	Waste Management	1,570.55	Garbage Contract
ACH	Waste Management	75.61	Hall Garbage
13109	B. Mahrer Construction	10.18	Crushed gravel
13110	Banyon Data Systems	1,590.00	Software
13111	City of Fargo	14.00	Health Water Sample
13112	Deborah Banish	829.15	November
13113	J. Deere Financial	139.19	Repairs
13114	Larry Christensen	\$42.00	Meter reading
13115	ND League of Cities	75.00	GrantFinder access
13116	ND Rural Water Systems	130.00	Membership
13117	Otter Tail Power Company	808.90	Electricity
13118	Quill LLC	49.56	Office & Janitorial Supplies
13119	Roger Pearson	129.53	November
13120	Sargent County Teller	85.60	Oct & Nov minutes published
13121	SE Water Users	1,750.83	Oct. 583,610 gals.
13122	USPO	70.00	UB stamps

13123	Vining Oil & Gas LLC	2891.58	Oct. fill, contract
13124	Rutland Park Board	3128.25	Property Taxes pass through

Motion carried (Aye – Corry, Lysne, Siemieniewski. Absent – Erickson).

Delinquents: There is only one delinquent account at this time.

Auditor Report: The Auditor reported that the County Commissioners have allocated \$1,500.00 to the cities without law enforcement. The County received about \$215,000 in COVID relief funds to reimburse cities for contracted law enforcement/payroll and is providing funds to the cities that do not have law enforcement funds. The County can allocate additional funds to the Cities. The County waived the license fees for bars and set up a grant program for other small businesses closed due to COVID.

Lagoon: The Mayor reported the City is waiting for State approval on the sample submitted in order to transfer cells and drain the Lagoon. The first sample arrived 30 minutes too late and a second sample had to be submitted.

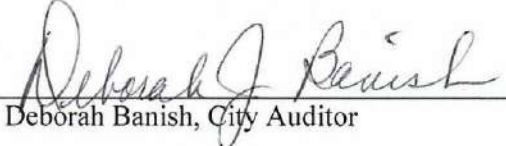
Gravel has been used as fill on Main Street by the Bar.


Council Member Siemieniewski reported this is her last meeting as a City Council Member as she is moving to Gwinner. She will be submitting her formal letter of resignation to the Council.

Mayor Mahrer thanked Bert Siemieniewski for her years of service on the City Council.

The meeting adjourned at 5:30 p.m.

ATTEST:


Deborah Banish, City Auditor


Michael Mahrer, Mayor

The next regular meeting is Monday, January 4, 2021.