

Rutland City Council

2024 Minutes

Rutland City Council
January 8, 2024

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

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

McLaen/Lysne moved approval of the December 4,2023 minutes. Motion carried.

The City Auditor approved and issued the Lariat Bar liquor license as the application and payment was received in mid-December after the Council meeting. McLaeniLysne moved approval of the liquor and beer license for the Lariat Bar, LLC, for January 1, through December 31,2024. Motion carried.

EricksonMcLaen moved approval of the December 2023 financial reports as presented. Motion carried.

Erickson/McLaen moved approval of the payment of bills: ND State Treasurer \$126.00; ND Job Service \$51.61; DRN \$146.29; Waste Management \$1742.97 and \$98.65; US Treasury \$1994.60; Scott Haan \$1050.33; Bill Anderson \$323.22; Deborah Banish \$1,329.84; Interstate Engineering \$4,067.28 and \$2,845.50; Kotaco Fuel & Propane \$1,196.60; Lori McLaen \$323.22; Michael Mahrer \$355.55; ND Secretary of State \$50.00; ND One Call \$1.30; Rodney Erickson \$230.87; Roger Pearson \$45.00; Sargent County Teller \$94.00; SE Water Users \$900.00. Motion carried.


There is one delinquent account and the water has been turned off. The Auditor also reported:

- The delinquent water account will be forwarded to small claims court if no arrangements for payment are made within the next 60 days.
- Tree City USA paperwork for a growth award was submitted prior to the December 31 deadline.
- The State Auditor has reviewed and approved the 2022 report; however, there are several discrepancies in the changes made by the State Auditor and they have been contacted. In addition, the 2021 State report has not yet been completed by the State Auditor.
- Year-end reports will be prepared for the January 29 meeting that will reflect the City'S financial situation.
- The bum permit submitted in December has not yet been approved by the State.


Erickson reported that he contacted Maguire about sandblasting the water tower as the Council has determined not to proceed with a replacement. Maguire informed him that a new tower was built recently equivalent to the Rutland tower; that cost was over \$2 million. The cost to sandblast and paint would be around \$100-200,000.

The meeting adjourned at 5:30 p.m.

ATTEST:



Deborah Banish, City Auditor



Michael Mahrer, Mayor

Rutland City Council
January 29, 2024

The monthly City Council meeting was convened at 5:00 p.m. by Mayor Mahrer. Council Members Anderson, Erickson, and Lysne present; McLaen absent. City Auditor also present.

Erickson/Lysne moved approval of the agenda. Motion carried,

Erickson/Lysne moved approval of the January 8, 2024, minutes. Motion carried.

The City Auditor has prepared two grant applications to the Garrison Diversion Conservancy District for a matching grant program for the TAP sidewalk project and also for a replacement of all City street signs. The City's matching portion for the sidewalk project has already been committed and the cost of the street signs can be covered by the City's operating budget. The grant deadline is March 1. The City would be eligible to receive up to 25% of the non-federal share.

Erickson/Lysne moved to authorize the City Auditor to submit two grant requests to the Garrison Diversion Conservancy District for the City sidewalk replacement project for \$28,676.75, and for new street signs in the amount of \$1,350.00. Motion carried.

Lysne/Erickson moved approval of the January 2024 financial reports as presented. Motion carried.

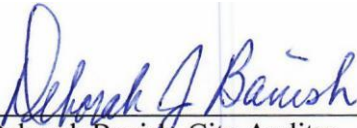
Erickson/Lysne moved approval of the payment of bills: USPO \$204.00; Scott Haan \$1000.33; Bobcat of Gwinner \$5,413.05; Deborah Banish \$1,329.84; Kotaco Fuel \$1,356.68; Municipal Finance Officers Association \$40; Nardini Fire \$368.00; Otter Tail Power \$1,356.26; Quill \$135.98; Rutland Oil \$957.00; Rutland Township \$224.53; Sargent County Auditor \$1,691.50; Sargent County Treasurer \$1,101.58; Scott Haan \$1,063.43; SE Water Users \$1,043.25; Sweeney Controls \$540.00; Walock-Johnson \$41.00. Motion carried.

The Auditor reported there are two delinquent accounts at this time. This is an election year and the following positions will be on the June 11, 2024 City Ballot: Mayor, City Council Member (2 positions - Anderson and Lysne), and Park Board Member (3 positions - Erickson, Mahrer, and Nelson). Each position is for a 4-year term starting July 1st, 2024 ending June 30th, 2028.

The Auditor will be out of the Office February 5 through March 3rd; however, email will be checked periodically.

The meeting adjourned at 5:20 p.m. The next meeting will be Monday, March 11, 2024.

ATTEST:



Deborah Banish, City Auditor



Michael Mahrer, Mayor

Rutland City Council
March 11, 2024

The monthly City Council meeting was convened at 5:00 p.m. by Mayor Mahrer. Council Members Anderson, Erickson, Lysne and McLaen present. City Auditor also present.

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

Lysne/McLaen moved approval of the January 29, 2024, minutes. Motion carried.

The Quit Claim Deed has not yet been processed for the property acquired through the County foreclosure in December. No action needed at this time.

Anderson/Lysne moved approval of the Gaming Site Authorization for the Rutland Sportsmens Club to conduct pull tab dispensing devices at The Lariat Bar and Grill for the period July 1, 2024 through June 30, 2025. Motion carried.

McLaen/Erickson moved approval of the February 2024 financial reports as presented. Motion carried.

Erickson/Lysne moved approval of the payment of bills:

ACH - Waste Management \$99.17	13765 - Otter Tail Power \$1,287.19
ACH - Waste Management \$1,756.89	13766 - Rutland Oil \$429.60;
ACH - DRN \$146.70	13767 - Teller \$116.04
13761 - Teller \$33.20	13769 - SE Water \$1,042.05
13762 - Forman Lumber \$14.75	13770 - Southside Automotive \$49.98.
13764 - Kotaco Fuel \$190.96	

Motion carried.

The Auditor reported: there is one delinquent account at this time; the 2022 State Audit is still being discussed with the State Auditor to correct inaccuracies in their audit; a pet clinic day will be scheduled soon and new pet licenses issued.

The Council set Saturday, May 11, as the City-wide cleanup day; there will only be one in 2024.


Mayor Mahrer reported that the lagoon needs to be released soon. He and Scott will contact the State to get the samples and permits to proceed with the project.


Erickson reported that progress with the Post Office has stalled due to funding so it may be several months yet before the Rutland Post Office reopens.

The meeting adjourned at 5:20 p.m.

The next meeting will be Monday, April 1, with the Board of Equalization and regular meeting.

ATTEST:


Deborah Banish, City Auditor


Michael Mahrer, Mayor

PROCEEDINGS OF City Board of Equalization

The Board met at the office of Rutland City at 5 o'clock p.m. April 1, 2024.

Council there and present those as listed: Mayor Michael Mahrer, Council Members Bill Anderson, Delores Lysne, Lori McLaen, City Auditor Deborah Banish, County Assessor LaJuana Hayen, Rutland residents Brad Siemieniewski, Randy and Vicky Huffman, Jerry and Patti Woytassek.

Deborah Banish
City Auditor

Minutes of the Proceedings:

Sargent County Assessor Hayen explained that due to State ratio requirements all County property taxes were increased. This is primarily due to home sales higher than their valuation. The increase on structures is 15%, and 10% on land values. The State offered a \$500.00 credit to property owners this year; application for that credit was due before April 1. Due to the increased property taxes, she believes that the State may offer that same credit in 2024. She also noted that Vanguard will return in 2025 to do another residential property evaluation throughout the County.

Jerry Woytassek asked about the property that has a home valued on it and that house was demolished.

Lysne/Erickson moved that the house value be removed from Property 10 29-9014000 as the home has been demolished. Motion carried unanimously.

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

Erickson/Lysne moved approval of the Assessment Books as presented with one change on Property 10 29-9014000. Motion carried unanimously.

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

Rutland City Council
April, 2024

The monthly City Council meeting convened at 5:00 p.m. Mayor Mahrer, Council Members Anderson, Erickson, Lysne and McLaen present. City Auditor also present. Residents present: Randy Huffman and Brad Siemieniewski.

The Pledge of Allegiance was recited.

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

Erickson/Anderson moved approval of the March 11,2024, minutes. Motion carried.

Public Comments: Randy Huffman asked if the culvert near his property could be raised or drained. The Mayor and Scott will try to life it with the skid steer to remedy the problem if possible.

AndersonlMcLaen moved approval of the March 2024 financial reports as presented. Motion carried.

EricksonlLysne moved approval of the payment of bills:

ACH - Waste Management \$99.08	13773 - Otter Tail Power \$1,262.82
ACH- Waste Management \$1,755.02	13774 - US Post Office \$68.00
ACH - DRN \$147.38	13775 - US Treasury \$2,575.89
13771 - Scott Haan \$1,244.63	13776 - SE Water \$1,278.45
13772 - Deborah Banish \$1,370.12	13777 - The Teller \$62.56

Motion carried.

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The Auditor reported: there are nine delinquent accounts at this time but most of those should be paid prior to the 15th. The Auditor reminded the Council that the petitions to file for City elections are due Monday, April 8, by 4 p.m.

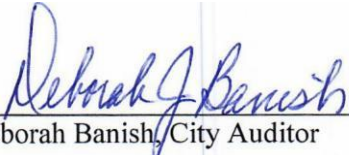
McLaen noted the increase in nuisance properties and cars parked on City property. The Auditor will issue a letter about parking and the citywide cleanup day on May 11.


Mayor Mahrer reported that the lagoon was discharged on March 21. The City Auditor will submit the required quarterly Discharge Monitoring Report to the State that covers this discharge.

The meeting adjourned at 6:00 p.m.

The next meeting will be Monday, May 6.

ATTEST:


Deborah Banish, City Auditor


Michael Mahrer, Mayor

Rutland City Council
May 6, 2024

The monthly City Council meeting was called to order at 5:00 p.m. by Council President Erickson. Council Members Anderson, Lysne and McLaen present. City Auditor also present. Mayor Mahrer was absent. Residents present: Brad Siemieniewski.

The Pledge of Allegiance was recited.

Anderson moved to add the Veterans Memorial to the agenda under new business. McLaen seconded approval of the agenda as amended. Motion carried.

McLaeniAnderson moved approval of the April 1 Board of Equalization and regular minutes. Motion carried.

Public Comments: Siemieniewski asked to have dirt applied where the old fire hydrant was moved; the pipe is about 10" above ground. Erickson said the hydrant was moved to the west end of the line. He will inspect the area to determine what should be done.

AndersoniLysne moved to accept sealed bids for Parcel No. 29-9012000, Lot 16, Block 2, Original Town, with existing structure, as is, located at 211 Arthur Street with a minimum bid of \$750.00. Bids due noon June 3. Bids will be opened at the meeting at which time oral bids will be accepted from those submitting sealed bids equal to or exceeding \$750.00 with oral bidding starting at the highest sealed bid submitted. Motion carried.

AndersoniMcLaen moved to approve building permit 249-24 for the Rutland-Cayuga Rural Fire District new 132'x 60' fire hall on Coopers Addition, Block 1, Lots 21-22-23 at a fee of \$250.00. Motion carried.

AndersoniMcLaen moved approval of the State Bonding Fund Bond coverage application for the City of Rutland in the amount of \$135,295.00. Motion carried.

McLaeniLysne moved approval of the disposal/destruction of City records in accordance with State Records Retention Requirements. Motion carried.

Anderson said he was contacted by Ted and Joan Lee who are concerned about the Veterans Memorial. They said the American Legion Post and American Legion Auxiliary raised funds for the Memorial. Ted and Joan Lee asked about a definite arrangement or agreement as to who owns the memorial and who will be responsible for it in the future. The memorial was dedicated in 2015.

The City Auditor stated that the City approved the installation of the Memorial on City property in September 2012 and agreed to insure the Memorial. In December 2013, the City Council sent a letter to the Park Board regarding maintenance of the green space between the American Legion building, the playground, basketball court areas and City Hall. The City Council stated that the maintenance of the area is the Park Board's responsibility including mowing and trimming. The Park Board has continued to maintain the area and mow since that time. The confusion may be the fact that the Park Board President Larry Christensen is also the Legion Commander.

Erickson stated that the Memorial is on City property and would be maintained by the Community Club and/or the City if the Legion and Auxiliary are unable to maintain the Memorial.

Anderson/Lysne moved approval of the April 2024 financial reports as presented. Motion carried.

McLaen/Lysne moved approval of the payment of bills from the general and 2010 Streets funds:

ACH	ND Job Service	\$50.17	13782	Forman Lumber	\$46.49
ACH	Waste Management	\$1,749.93	13782	Jacobson Plumbing	\$165.57
ACH	Waste Management	\$98.86	13782	Michael Mahrer	\$161.00
ACH	DRN	\$146.60	13782	Otter Tail Power	\$76.70
13778	Scott D. Haan	\$1,188.93	13782	Sargent County Teller	\$48.92
13779	Scott D. Haan	\$1,059.63	13782	Scott Haan	\$1,422.75
13780	Immense Impact, Inc.	\$665.00	13782	Southeast Water Users	\$1,657.50
13781	Otter Tail Power	\$1,355.39	13782	USPO	\$212.00
13782	Banyon Data Systems	\$195.00	13782	Valley Plains Equip.	\$108.44
13782	Deborah Banish	\$1,427.78		Total Checks - General Fund	\$11,836.66
1040	Stock Growers Bank	\$17,000.00			
		\$ 807.50			
	2010 Streets Fund	\$17,807.50			

Motion carried.

The City Auditor reported there are two delinquents at this time; payment is anticipated by the 15th.

The City Auditor reported that the Mayor contacted the company that now owns the Bradbury house and has asked them to remove the dead trees on the property. The Auditor has contacted a sign company to obtain signs for the City Trailer/campground area and the Municipal Waste Site as required. The Auditor is in contact with the State Auditors' office regarding the 2021 and 2022 audit reports.


Lysne asked about removing trees at Housing Building No.2. The trees are not on City property so that is the Housing's responsibility.

McLaen asked about the work to repair the water line at the Rutland Oil building. The excessive mud is getting onto the City streets when people drive on the Kulzer building property. Kulzer should be asked to block the street or clear the mud.


The meeting adjourned at 5:50 p.m.

The next meeting will be Monday, June 3, 2024

ATTEST:



 Deborah Banish, City Auditor



 Michael Mahrer, Mayor

**Rutland City Council
June 3, 2024**

The monthly City Council meeting was called to order at 5:00 p.m. by Mayor Mahrer. Council President Erickson and members Anderson, Lysne and McLaen present. City Auditor also present. Others present: Larry Christensen, Brad Siemieniewski, Andrew Woytassek, and David Young.

The Pledge of Allegiance was recited.

Erickson/Anderson moved approval of the agenda as submitted. Motion carried unanimously.

McLaeniLysne moved approval of the May 6, 2024 minutes. Motion carried.

Land Sale: The Auditor opened the bids submitted by noon, June 3, 2024: Patty Woytassek \$750.00 and Brad Siemieniewski \$750.00. The Mayor opened the oral bidding process for the two submitted bids. The top bid was \$2,000 from Brad Siemieniewski. Mr. Siemieniewski will submit the payment tomorrow morning. He will be required to clean up the trees and fix the existing garage either by demolition or repair.

Public Comments: David Young asked the Council to address the slough by draining the water. The Mayor informed Mr. Young that the drain is not on City water and he will need to address the issue with the property owner, Jimmy Fust. The slough can be drained to the west. The easement is on the other side of the drain so is not an issue.

Larry Christensen, Park Board President, informed the Council that the Park Board plans to create a Frisbee Golf Course on the land on the north side of right and center field at the ball diamond. That area is city property and the park board is requesting permission to utilize that land.

Lysne/Anderson moved the Council approve the request from the Park Board to install a Frisbee Golf Course on the city land adjacent to Sanderson Field and the ball diamond. Motion carried unanimously.

Anderson asked about the infield area at the diamond that needs clay or sand. Christensen says the Park Board plans to fill that in and will have Mahrer Construction bring in the sand.

McLaen asked about a pickle ball court utilizing the current basketball area to the east of the Hall. The Rutland Community Club could help with funding. Christensen said the Park Board will consider that option.

AndersonMcLaen moved to approve the agreement with ND Sewage Pump & Lift Station Service Company and authorize the Mayor and City Auditor to execute the agreement. Motion carried unanimously.

AndersoniLysne moved approval of the May financial report presented by the City Auditor. Motion carried unanimously.

AndersonMcLaen moved approval of the payment of bills:

ACH	Waste Management	\$1,727.89	ACH DRN	\$149.82
ACH	Waste Management	\$97.99	13793 Scott D. Haan	\$1,342.23

13794	NDDEQ	\$ 58.26	13809	Otter Tail Power	\$ 1,200.91
13795	Deborah Banish	\$ 1,452.21	13810	Rodney Erickson	\$ 56.82
13796	J. Deere Financial	\$ 108.44	13811	Rutland Oil	\$ 16.80
13797	Matt Smith	\$ 30.00	13812	The Teller	\$ 145.78
13798	Nardini Fire Equip.	\$ 526.00	13813	Scott Haan	\$1,401.47
13799	ND One Call	\$ 4.50	13814	SE Water	\$1,134.25
13800	ND Rural Water	\$ 265.00			

Motion carried.

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

The City Auditor reported that the August meeting will be the adoption of the preliminary budget so budget discussion will be on the July 8th agenda. There is not much room for changes as the City is at its maximum mill levy.

The Mayor said that Scott and others are working to find where the water is coming from that is going through the lift and into the lagoon. No residential or commercial water meters appear to be leaking. They are trying to determine if there is an abandoned well that is the cause of the water.

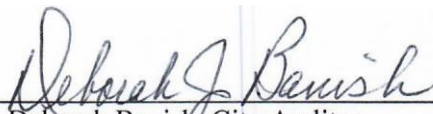
Anderson suggested the cistern behind the Hall might be a possibility. Two cisterns were installed after the 1914 fire - one was under the old fire hall and the other is behind the current hall where the recycling cans are located. The RFD should know where it is located. They may have drained from the eave troughs to fill them or hauled in water from the railroad well to fill them.

The Mayor said thousands of gallons of water are getting into the sewer somewhere but it is not coming through the tower water. The lagoon has been filling and Scott has been moving water but something needs to be done soon or the City will need to get a permit to release water from the lagoon soon.

The meeting adjourned at 5:45 p.m.

The next meeting will be Monday, July 8, 2024.

ATTEST:



 Deborah Banish, City Auditor

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Michael Mahrer, Mayor

Rutland City Council
July 8, 2024
Organization Meeting

The Rutland City Council organization meeting was called to order at 5:00 p.m. by Mayor Mahrer. Council members Anderson, Lysne and McLaen present. City Auditor also present. Others present: Kim Liebold.

Oaths of Office: Re-elected Council Members Bill Anderson and Delores Lysne submitted their notarized Oath of Office for the four-year term, July 1, 2024 - July 30, 2028. Mayor Michael Mahrer was re-elected to another four-year term and submitted his Oath of Office.

President: The Mayor called three times for nominations for Council President. Anderson nominated Rodney Erickson. Lysne seconded the nomination and asked that nominations be closed and a unanimous ballot declared. Motion carried.

Vice-President: The Mayor called three times for nominations for Council Vice President. Anderson nominated Lori McLaen. Lysne seconded the nomination and asked that nominations be closed and a unanimous ballot declared. Motion carried.

Appointments: Mayor Mahrer made the following appointments: City Attorney - LeeAnn Even, City Auditor - Deborah Banish, and City Engineer - Interstate Engineering. Anderson/McLaen moved to concur with the appointments. Motion carried.

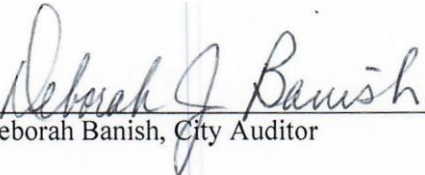
Newspaper: Lysne/Anderson moved to designate the Sargent County Teller as the Official Newspaper for the City, as approved by voters in the June election. Motion carried.

Portfolio Assignments: Lysne/McLaen moved to keep the portfolio assignments the same. Motion carried.

Park Board Appointment: The Auditor reported that there is one vacancy on the Park Board following the June election. Two members were on the ballot - Hal Nelson and Andrea Erickson. The third was a write-in candidate; a current Park Board member received the most write in votes so there is a vacancy. Lysne/Anderson moved to appoint Richard "Mac" Pherson to the Park Board vacancy for two-years, until the next election, when the position will be on the ballot again for the remaining two-years of the term. Motion carried.

The meeting adjourned at 5:15 p.m.

ATTEST:


Deborah Banish, City Auditor


Michael Mahrer, Mayor

Rutland City Council
July 8, 2024

The monthly City Council meeting was called to order at 5p.m. by Mayor Mahrer. Council members Anderson, Lysne and McLaen present; Erickson absent. City Auditor also present. Others present: Kim Liebold.

The Pledge of Allegiance was recited.

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

McLaen/Anderson moved approval of the June 3, 2024 minutes. Motion carried.

Public Comments: Resident Kim Liebold asked that the Council reduce the charge for her items for the city clean-up day. She was charged \$200.00 for items that were hauled to the City Shop. Two loads she took before to the Gwinner dump was only a \$46 charge.

The Mayor noted that white goods, tires and electronics are accepted at no charge and there is a \$20 minimum charge for cleanup day disposal; it is not a per item charge. The City rents a roll-off for cleanup as the landfill is not an inert landfill due to the location close to the WPA drainage. Only trees, compost, scrap iron and white goods can be dropped at the City's municipal waste site.

Scott Haan, Public Works, stated that the first trailer load included a couch and chairs plus other items; the boys were informed that the first load would be \$100.00 and that any other items would cost an additional amount. There were three trips of items for Ms. Liebold.

Ms. Liebold said she is unable to pay the \$200 at once. Lysne informed Ms. Liebold that the Council will not change the fee that was charged. Ms. Liebold left the meeting.

The Council agreed that the \$200 fee incurred by Ms. Liebold will not be subject to any late fees on the utility bill as long as she makes an attempt to pay the bill. Her water billing will continue to be subject to late fees in accordance with current rules.

Public Works: Scott Haan stated that the City's fire hydrants all need to be replaced and he suggested including replacement of the two along Main Street as part of the sidewalk project in 2025. According to ND Rural Water Association, the cost of each of the fire hydrants is approximately \$12,000.

He informed the Council that the sump pump/lift has been running 18 hours a day and a normal day is 5-6 hours. There may be some residents who drain their sump pump into the sewer. The City could install switch valves and locks and owners install a ball valve to drain pumps outside in the summer. Some cities have a \$350.00 fine if someone does a run-around the lock pipe.

Anderson suggested that Scott determine what the cost would be for the valves and locks in order to install them on each house in town. The Mayor stated that the cost will be different based on the 1.5 pipe or 2 inch pipe sizes.

Scott informed the Council that the old cistern behind the Hall has been drained. Water is flowing from behind the Hall and the RV Park into the sewer system. He is still working with Rural Water to try to find a leak. Rural Water can check every curb stop in town to determine if there is a leak; the cost for the use of their camera is \$150. The Council asked Scott to continue attempts to identify the leak location.

Scott informed the Council that the meter at 121 N. 2nd St. is no longer readable. The owner needs to replace corroded pipes in the basement but the curb stop cannot be turned off. It is near the neighbor's LP tank so it may be difficult to access. He will work with Jacobson PRE to get the curb stop off.

Scott suggested that the City have one key for the Municipal Waste Site (MWS) and that the gate open only by appointment. There has been a second key at the Elevator and people have used it and dumped branches still with Christmas lights and also piled pressboard on the wood burn pile. The Council agreed that access to the MWS needs to change so the City has control over what is dumped.

Scott asked for approval to purchase a backpack sprayer for the Lagoon to spray weeds there and in other places; a 4 gallon unit costs around \$300.00.

Lysne/Anderson moved approval to purchase a 4-gallon backpack sprayer for weeds at the Lagoon at an estimated cost of \$350.00. Motion carried.

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

Anderson/McLaen moved approval of the payment of bills:

ACH	Waste Management	\$ 1,735.87	13782	Lori McLaen	230.88
ACH	Waste Management	\$98.34	13782	Michael Mahrer	253.96
ACH	DRN	149.11	13782	ND League of Cities	366.00
ACH	Quill	93.98	13782	ND Rural Water	265.00
13815	Scott Haan	1,199.44	13782	Rodney Erickson	277.05
13816	Otter Tail Power	1,201.77	13782	Rutland Oil	485.85
13817	US Post Office	386.00	13782	Sargent County Teller	93.98
13818	Scott Haan	1,491.13	13782	SE Water Users	1,033.50
13819	Advantage Pest Control	160.00	13782	US Treasury	2,608.45
13779	Bill Anderson	277.05	13782	Van Diest Supply	612.75
13780	Deborah Banish	2,123.22	13783	Walock-Johnson	2,153.00
13781	Joe's Ag Supply	120.00	13785	Waste Management	628.95

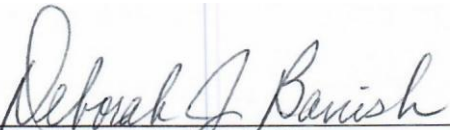
Motion carried.

The City Auditor reported there is one delinquent at this time.

The City Auditor reported that the 2025 preliminary budget will need to be approved at the August meeting; the City is at its maximum mill levy so there will be few changes.

The meeting adjourned at 6: 15 p.m. The next meeting will be Monday, August 5, 2024.

ATTEST:



 Deborah Banish, City Auditor


 Michael Mahrer, Mayor

Rutland City Council
August 5, 2024

The monthly City Council meeting was called to order at 5p.m. by Mayor Mahrer. Council members Anderson, Erickson, Lysne and McLaen present. City Auditor also present. Others present: Barry Christianson.

The Pledge of Allegiance was recited.

McLaeniLysne moved approval of the agenda as submitted. Motion carried unanimously.

McLaen/Anderson moved approval of the July 8 organization and regular minutes. Motion carried.

Public Comment: Barry Christianson discussed his problems with the water turn off valve and meter at his residence at 105 Second Street. The curb stop is not usable and he has seepage in his basement. The line needs to be turned off in order to have the internal lines replaced.

The Mayor said he has been in touch with Calvin (Jacobson Plumbing, Heating and Excavating) to get the turn off replaced. There is a 2" line that feeds the four houses in the area. He will follow up with Calvin again to get the work done quickly.

Water Rates: The Auditor noted that the Council discussed a possible water rate increase earlier this year. It would be best to determine any changes in advance so that residents can be informed of any rate increases before they occur in January. A change in the base rate will affect all water users; a change in the overage will affect the high-usage residents. The current rate is \$24.15 for the first 3,000 gals/month and the overage is \$5.25 per 1,000 gallons over. Information was provided on various percentage rate increases.

Lysne/Anderson moved to increase the monthly rate from \$24.15 to \$25 for the first 3,000 gallons and increase the overage fee by twenty-five cents to \$5.50 for each additional 1,000 gallons effective with the January 2025 billing. Motion carried.

Anderson asked that the rates be reviewed again in December prior to implementation of the increase.

2025 Preliminary Budget: The Auditor presented a proposed 2025 preliminary budget. The City is limited to 105 mills. The proposed budget is based on a valuation of \$388,800 with an estimated 107.8 mills to allow for any changes in the valuation between now and October. Last year the State Board of Adjustment had some increases to valuation. While no changes are anticipated, it is best to estimate on the high side as the Council can reduce but not increase these figures for the final budget.

Lysne/Anderson moved approval of the 2025 preliminary budget as follows:

General Fund	\$41 ,822.70
City Share of Specials	\$398.19
2010 Street Specials	\$17,987.44
Total Levy	\$60,208.33

Motion carried.

The 2025 budget hearing will be held on Monday, October 7, at 5 p.m.

McLaeniLysne moved approval of the July financials as presented. Motion carried unanimously.

Lysne/McLaen moved approval of the payment of bills:

ACH	Waste Management	\$ 1,731.96	13839 Forman Lumber	30.97
ACH	Waste Management	108.52	13840 ND Rural Water	150.00
ACH	DRN	148.11	13841 ND State Auditor	315.00
ACH	Innova Disc Golf	4290.76	13842 Otter Tail Power	1,167.97
13836	Scott Haan	1,154.99	13843 The Teller	79.28
13837	Scott Haan	1,250.54	13844 SE Water Users	1,274.00
13838	Deborah Banish	2,456.09	13845 Team Lab Chern.	957.00

Sewer and Lagoon Checking: Bank ofND \$6,990.00

Motion carried.

The City Auditor reported two delinquents at this time.


The City Auditor reported:

2. The City Discharge Permit is up for renewal. The public comment period runs July 24-August 31, 2024; the State posted the public notice in the paper. The application is due by September 15.
3. The petition for the property tax elimination measure will be Measure 4 on the November ballot. There will be an educational webinar on the issue on August 15 that is open to Council Members. The Auditor plans to participate.
3. There has been a request to install higher toilets and safety bars in the women's restroom. Two stalls, adjacent to the walls, could have bars and the higher toilets. It may also be needed in the men's restroom. The Anderson family has requested that their contributions from the Anderson Pinochle tournaments be used as funding for that project. The Auditor will work with the Rutland Community Club on the project.
4. The ND League of Cities convention will be in Grand Forks, September 18-20. The Auditor will attend the sessions on the State Audit, the property tax elimination measure, and planning for succession in cities, as well as other sessions offered at the conference.

The Mayor reported that the water meter at the Rutland Oil building has been turned off to prevent leaking into the gas tanks. Scott turned off the water to the campground which resulted in a reduction of water flow to the lift station. The source of the water leak is still being explored.

The meeting adjourned at 5:45 p.m. The next meeting will be Monday, September 9.

ATTEST:



 Deborah Banish, City Auditor



 Michael Mahrer, Mayor

**Rutland City Council
September 9, 2024**

The monthly City Council meeting was called to order at 5p.m. by Mayor Mahrer. Council members Anderson, Erickson, Lysne and McLaen present. City Auditor and City Engineer Mike Bassingthwaite also present.

The Pledge of Allegiance was recited.

Erickson/Lysne moved approval of the agenda with one item added. Motion carried unanimously.

Lysne/Erickson moved approval of the August 5, 2024 minutes. Motion carried.

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

City Engineer Mike Bassingthwaite asked about the City projects on the State DWSRF funding project list. The water tower and the water main lines are on the list and could be renewed. He stated that any projects under \$50,000 are not worth obtaining the State funding. The Council discussed the need to replace fire hydrants and will begin with the main street hydrants as part of the sidewalk project. Bassingthwaite said that the City should hire someone to replace the main street hydrants prior to starting the sidewalk project. Hydrant replacement would be around \$10,000 each and probably about \$25,000 to replace two of them. SRF has 2% loans that can help with some projects. The City will bid the sidewalk project in February and then develop plans. He noted that the ADA sidewalk slope requirements have changed so those will be done as part of the sidewalk project.

Council President Erickson said the old City well is not working due to a hole in the pump that was installed in about 1985. A new motor was installed in 1999. The City obtained an estimate to replace the pump and motor which is about \$13,000. The well is brittle and the City may not want to keep an old motor and install a new pump. The well cannot be abandoned as it is a backup water supply for the City. The City Auditor suggested that the cost of the well replacement could be covered by Municipal Infrastructure Fund (the Prairie Pothole Fund) as that would be an acceptable project for the use of the funds. The Council agreed that the work needs to be done and should proceed.

Lysne/McLaen moved to accept the estimate from Wieber Drilling for the well work including a new motor, pump, and cabling for an approximate cost of \$12,974.40 to be paid from the Municipal Infrastructure Fund. Motion carried.

McLaen/Lysne moved acceptance of the financial report for August as presented. Motion carried.

Anderson/Lysne moved approval of the payment of bills:

ACH	Waste Management	\$ 1,717.90	13851	US Treasury	260.84
ACH	Waste Management	107.85	13852	Deborah Banish	1,368.71
ACH	DRN	147.03	13853	Joe's Ag Supply	120.00
ACH	ND Job Service	78.10	13854	J. Deere Financial	94.94
13846	Scott Haan	1,321.01	13855	Michael Mahrer	46.00
13847	Scott Haan	1,340.85	13856	NO League of Cities	275.00
13848	Scott Haan	119.72	13857	NO One Call	6.00
13849	Walock-Johnson Ins.	1,462.00	13858	Scott Haan	1,204.69
13850	Otter Tail Power	1,220.16	13859	SE Water	1,247.64

Motion carried.

The City Auditor reported one delinquent at this time. The Council stated that if there is no payment received by September 23, the delinquent account should be immediately disconnected. The Auditor reported if there is no payment the account may be assessed to the property in October.

The Auditor reported that DRN will be providing an estimate for three external security cameras to be placed at the Hall.

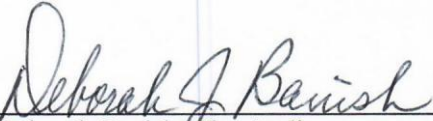
Council Member Anderson reported that Greg Donaldson asked him why he pays \$164.00 for Street improvements on his property taxes. He did not own the property at the time he purchased the lot and the street does not reach his lot. Erickson noted that there is no recourse on a special tax that has been approved.

The Mayor reported that the Park Board Frisbee golf court is getting installed. The course will be near the city municipal waste site so the gate will be moved to the end of the road. Some items stored in the site area can be sold such as chain link rolls and the large rack. McLaen said the bicycle rack belongs to the Park Board.

McLaen reported that the Community Club had hired Off the Wall in Britton to do a canvas hamburger for the sign. That is no longer an option and the sign will be painted around the 13-15th.

The meeting adjourned at 6:15 p.m. The next meeting will be Monday, October 7, beginning with the 2025 budget public hearing.

ATTEST:


Deborah Banish, City Auditor


Michael Mahrer, Mayor

Rutland City Council
October 7, 2024

The monthly City Council meeting was called to order at 5p.m. by Mayor Mahrer. Council members Anderson, Erickson, Lysne and McLaen present. City Auditor and City Engineer Mike Bassingthwaite also present.

The Pledge of Allegiance was recited.

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

McLaen/Lysne moved approval of the September 9, 2024 minutes. Motion carried.

Park Board President Larry Christensen introduced Pete Fust who has been working with him on creating the disk golf course at Sanderson Field. Fust stated that he has been doing these courses since the 1970s and was happy to help Rutland establish its own. Several other individuals have assisted or provided resources - such as a Bobcat - to create the course; those include Shannon Mehrer, Scott Haan, Mac Pherson, Calvin Jacobson, Rodney Erickson and others. The course is a 10-hole course and the City will have the possibility to expand it to 18 holes in the future. There are about 15,000 of these courses in the United States and there is a website and maps of the U.S. Frisbee golf courses. Larry Christensen said each of the 10 holes will have the Par, Hole number, and length like a golf course. The Park Board will have a dedication of the course in the spring. Interested individuals can come for an orientation this week on the course; date and time will be posted.

The Mayor called the Budget public hearing to order at 5: 15 p.m. There being no individuals to address the City on the proposed 2025 budget, the hearing was closed at 5:25 p.m.

The regular meeting reconvened.

Anderson/Erickson moved to set the levy for the City of Rutland at 105 mills for 2025 for an estimated tax of \$53,884.22, upon all taxable property in the City for the calendar year ended December 31, 2025, which levy is itemized as follows: General Fund \$35,498.59; City Share of Specials \$398.19, and the 2010 Street Specials \$17,987.44. Motion carried unanimously.

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

The Council received the Post Office construction drawings from the USPO.

Scott Haan, Public Works, presented cost proposals for a new Bobcat, a mower, and security cameras for the exterior of City Hall. He reported that the Bobcat only has 110 hours of use. It is not necessary to do a trade on that this year; Bobcat no longer does a municipal program. It will get warranty service before winter. The mower is three years old and has 430 hours on it, most of which is heavy mowing. The quote is for a tractor with mower attachment.

Lysne moved to purchase a new mower. Motion failed due to lack of a second.

The City will keep the current equipment and get another quote next year on a mower. No action was taken on the security cameras due to the price of the project.

Scott reported there is another water leak by the Tesch residence which is on the owner's side of the shut off valve.

Anderson/Lysne moved approval of the September financials as presented. Motion carried unanimously.

Lysne/McLaen moved approval of the payment of bills:

ACH	Waste Management	\$ 1,708.90	13867	Quill	217.08
ACH	Waste Management	107.47	13868	Rutland Oil	17.83
ACH	DRN	147.74	13869	Sargent Co. Auditor	456.77
13860	Otter Tail Power	1,187.94	13870	The Teller	76.52
13861	Scott Haan	1,126.97	13871	VOID	
13862	Deborah Banish	1,797.70	13872	SE Water Users	1,745.28
13863	Linde Gas	265.28	13873	SE Water	600.00
13864	NAPA Auto Parts	47.22	13874	Scott Haan	1,187.44
13865	NO One Call	7.50			
13866	NO Sewage Pump/Lift	455.00			

2010 Streets Checking: Stock Growers Bank (Loan interest) \$403.75

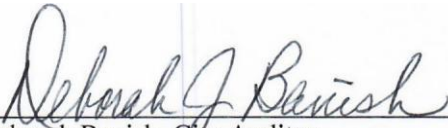
Motion carried.

The City Auditor reported one delinquent at this time. The Council stated that if there is no payment


The meeting adjourned at 6: 15 p.m.

The next meeting will be Monday, November 4.

ATTEST:



 Deborah Banish, City Auditor



 Michael Mahrer, Mayor

Rutland City Council
November 11,2024

The monthly City Council meeting was called to order at 5p.m. by Mayor Mahrer. Council members Anderson, Erickson, Lysne present; McLaen was unable to attend. City Auditor and City Engineer Mike Bassingthwaite also present.

The Pledge of Allegiance was recited.

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

Erickson/Anderson moved approval of the September 9,2024 minutes. Motion carried.

City Engineer Mike Bassingthwaite informed the Council that the Dept. of Transportation is requiring an archeological study of several buildings on the East side of Main Street. The State Historical Preservation Office (SHPO) has listed three of the buildings for potential historic designation. The archeologist would need to update the Lariat Bar, the insurance building, and the USPO/laundromat building. They are also asking for the general store, cafe and senior building to be reviewed as possible historical buildings. The concern is that replacement of the sidewalk abutting these buildings could damage the building exterior. This was unforeseen in the original budget. The estimate for this study is estimated around \$10,000 and is mainly measuring and taking photographs of the buildings and then completing a detailed document.

Erickson asked why it was not in the original budget. Bassingthwaite said the study was not deemed necessary. In the Milnor project, the Teller building was the only one that needed to be reviewed. He spoke to the DOT about the requirement at that time and was able to provide sufficient information that the DOT agreed not to do a Class 3 pedestrian survey. He anticipated being able to do the same for the Rutland project.

Bassingthwaite said the Auditor has provided information regarding the Lariat Bar, which is a new building and the old one has been moved out of the project area, the original store was demolished and the new store built in 2006. The fact that some of the buildings are no longer original, may help reduce the cost of the study. Building owners have no say in the process.

Anderson said the senior center building was constructed in 1947. The Post Office/laundromat building was built in 1942 using salvaged bricks from the 1941 fire and in the 1980s, new brick was added to the south half of the building. The cafe was built in 1948.

Anderson/Erickson moved approval of up to \$10,000 for the archeological study as required by the Department of Transportation for the sidewalk project. Motion carried.

Erickson/Anderson moved approval of the 2025 meeting schedule, with meetings held the first Monday of each month, with the exception of September that will be September 8, due to the Labor Day holiday. Motion carried.

Lysne entered the meeting at 4: 10 p.m.

Erickson/Anderson moved approval of the October financials as presented. Motion carried.

Erickson/Anderson moved approval of the payment of bills:

ACH	Waste Management	\$ 1,708.90	13881	Rutland Oil	717.75
ACH	Waste Management	107.39	13882	Scott Haan	1,229.37
ACH	DRN	146.99	13883	SE Water Users	12.59
ACH	ND Job Service	60.81	13884	Southside Automotive	134.06
13875	Scott Haan	960.64	13885	Sargent Co. Teller	30.00
13876	Deborah Banish	1,499.22	13886	Bobcat of Gwinner	916.66
13877	Interstate Engineering	5,392.50	13887	Justin Burns	1,110.00
13878	Nardini Fire	738.00	13888	Team Lab Chemical	1,032.00
13879	Otter Tail Power	1,153.89	13889	Wieber Drilling, LLC	13,202.40
13880	Riteway Business Forms	145.05			

Motion carried.

The City Auditor reported two delinquents at this time. The Federal Lead and Copper Rule Revision requires notification to all consumers whose service lines have been identified as lead, galvanized requiring replacement or lead status "Unknown" at their service line. The City report shows one Lead line and the rest as Unknown.

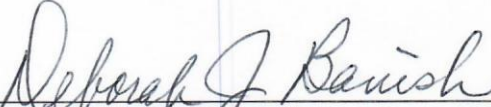
The Council noted there are no lead service lines in Rutland. The individual who reported the lead line status acknowledged their error in reporting. The Auditor stated because of this everyone must receive the notification letter and this must be repeated on an annual basis. No notification is required if the entire service line is non-lead.

The City Auditor notified individuals via email, posting on the City website, and also mailing to residents without an email address on file.

The meeting adjourned at 4:25 p.m.

The next meeting will be Monday, December 2.

ATTEST:


 Deborah Banish, City Auditor


 Michael Mahrer, Mayor

**Rutland City Council
December 2, 2024**

The monthly City Council meeting was called to order at 5p.m. on Monday, December 2, 2024, by Mayor Mahrer. Council members Anderson, Erickson, Lysne, and McLaen present. City Auditor also present. The Pledge of Allegiance was recited.

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

Lysne/Erickson moved approval of the November 11, 2024 minutes. Motion carried.

The Council reviewed the water rate increase approved in August that will begin with the January billing.

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

Erickson/Lysne moved approval of the payment of bills:

ACH	Waste Management	\$ 1,708.90	13899	Scott Haan	1,010.64
ACH	Waste Management	107.44	13900	Southside Automotive	55.55
ACH	DRN	148.93	13901	Jake's Feed & Seed	79.15
ACH	US Treasury	960.92	13902	Sargent Co. Teller	162.08
13890	Scott Haan	973.74	13903	B. Mahrer Construction	66.99
13891	Otter Tail Power	1,219.75	13904	Banyon Data Systems	1,680.00
13892	Deborah Banish	1,617.23	13905	HH Design	65.00
13893	J.P. Cooker	92.95	13906	Interstate Engineering	981.50
13894	Kotaco Fuel	1,308.37	13907	ND One Call	3.85
13895	Michael Mahrer	34.50	13908	SE Water	1,085.03
13896	ND League of Cities	100.00	ACH	US Treasury	877.01
13897	ND One Call	4.50	ACH	Rutland Park Board	1,966.45
13898	ND Water Users Assn.	100.00			

Motion carried.

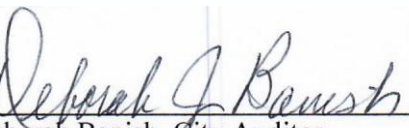
The City Auditor reported two delinquents. She reviewed the November financials and fund balances noting the Streets & Sidewalks is in the red and suggested that the 1994 Street Savings balance be transferred to the general fund.

Erickson/Lysne moved that the 1994 Street Savings account be closed and that the balance of approximately \$23,864.91 be transferred to the General Checking Account. Motion carried unanimously.

The Mayor reported that the broken OTP pole on Arthur Street has been replaced.

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

ATTEST:


Deborah Banish, City Auditor


Michael Mahrer, Mayor