

Regular Council Meeting February 12, 2024

Mayor Stan Townsend called the meeting to order at 6:30 p.m. In attendance were Darwin Sietsema, Brian Baartman, and Chris McCurdy. Also in attendance were Jessica Foley, Laura Ostlie, and Darrin Haroldson.

The Pledge of Allegiance was recited by all those in attendance.

Minutes of the January meeting were approved by M/Baartman 2/McCurdy/cd unanimously.

Councilmember Kathy Rupp submitted a letter of resignation on January 26, 2024 effective immediately due to health issues. The council regrettably accepted her resignation with Resolution 2024-04; A Resolution Accepting Resignation and Declaring a Vacancy approved by M/Sietsema 2/Baartman/cd unanimously.

The regular meeting closed, and the public hearing opened at 6:31 p.m. Jessica Foley of Development Services Inc. (DSI) congratulated the council on having a competitive application and making it to the next round. She reviewed the proposed activities, location, overall cost, and proposed financing with Small Cities Development grant. She also reviewed the implementation schedule, past performance of the proposed staff to carry out the project, and compliance with historic requirements. The public hearing closed at 6:35 p.m. and the regular meeting re-opened.

Housekeeping items needed to be completed following the public hearing with DSI. Conflict of Interest Disclosure statements were discussed and signed by one (1) council member. Motion by McCurdy 2/Sietsema/cd to approve DSI to move forward with the final application and authorize the mayor to sign the grant application form when it is completed. Resolution 2024-03; Local Government Resolution was approved by M/Sietsema 2/McCurdy/cd. Motion by Sietsema 2/McCurdy/cd to move forward with the request for proposals for administrative services.

Laura Ostlie from Bollig Engineering was here to talk to the council about Congressionally Directed Spending Requests (CDSR). The federal legislature is planning on accepting requests for CDSR applications. Bollig would prepare an FY 2025 request and help submit it on the city's behalf for \$2500.00. It was approved to sign Task Order #4 authorizing Bollig Engineering prepare and submit the CDSR Application for \$2500.00 by M/Baartman 2/Sietsema/cd unanimously.

To accept grant awards from federal and state sources the city is at times required to use the Request for Proposal process. M/Baartman 2/Sietsema to move forward with the request for proposals for engineering services. Engineering services will have until 5:00 p.m. on March 22, 2024 to submit a Request for Proposal. The city will have a Special Meeting on Monday, March 25, 2024 to select an engineer.

Wastewater Supervisor, Darrin Haroldson gave the council his report for the month of January and answered the council's questions.

Bids were opened for the selling of the 1979 fire truck. Four (4) bids were received. Bids were received from Henry Sankey for \$2550.00; Al Winters for \$2501.00; Jeremy Reber for \$2676.00; and from Mark Hurd for \$1449.00. The council approved to accept the bid of \$2676.00 from Jeremy Reber by M/Sietsema 2/Baartman/cd unanimously.

The January bills were presented and approved by M/Baartman 2/Sietsema/cd unanimously.

It was approved to have Meulebroeck, Taubert & Co. to conduct the city's annual audit for 2023 for \$7800.00 by M/Sietsema 2/McCurdy/cd unanimously.

The council reviewed an updated draft of the personnel policy. After discussion it was approved to adopt the updated personnel policy by M/Baartman 2/Sietsema/cd unanimously.

The meeting adjourned at 8:25 p.m.

Rochelle VanderWoude
Ruthton City Clerk/Treasurer