

7:30 p.m., Wednesday, March 15, 2017, the meeting of the Rolla City Council was called to order by Council President Christopher Albertson. Council members present were Albert, Gottbreht, Sparrow and Vollmer.

Absent: Mayor Scott Mitchell and Councilman Patrick Hemmy

Others present: Jesse Berg and Dan Portlock, Moore Engineering; Police Chief Joseph Boehm; Sandra Olson and Ardell Olson

Consent Agenda: February Starion bank statements submitted at the meeting.

Councilmember Vollmer moved, Councilmember Gottbreht seconded, to approve the Consent Agenda of February 15th council meeting minutes; February Financial Report; Time sheets 02/28/17 & 03/15/17; 2015 Audit Report-Mahlum Goodhart PC and Raffle Permit- ParkView Assisted Living; City Sales Tax Grant Applications- \$7000 Rolla Fire Dept and \$6000 Rolette County Public Health; ND Health Dept Chemistry Laboratory Contract and State mileage reimbursement rate of \$.535 per mile. All members on roll call voted "yes". None voted "no". Motion carried.

- Minutes –February 15th council meeting
- Financial Report – February including transfers
- Time Sheets- 02/28/17 PR and 03/15/17 PR
- 2015 Audit Report- Mahlum Goodhart PC
- Raffle Permit- ParkView Assisted Living
- City Sales Tax Grant Applications- Rolla Fire Dept\$ 7000; Rolette County Public Health \$ 6000
- ND Health Dept Chemistry Laboratory Contract
- State mileage reimbursement rate of \$.535 per mile

Bills:

NDBOA	2017 MEMBERSHIP	\$ 30.00	55980
TURTLE MT. COMMUNICATIONS	TELEPHONE- JAN & FEB 2017	\$ 1,277.08	55981
DOROTHY STEEL	BOND REFUND	\$ 300.00	55982
US POSTAL SERVICE	UTILITIY BILLING POSTAGE	\$ 142.00	55983
AMERICAN GENERAL CONTRACTORS	WTR PLANT IMPRV # 2015-2	\$ 141,652.66	55984
WORKFORCE SAFETY & INS.	ANNUAL PREMIUM	\$ 5,208.63	55985
AFLAC	PREMIUM	\$ 433.28	55986
BLUE TARP FINANCIAL	MAINTENANCE- HOT LINE RENEWAL	\$ 39.99	55987
BORDER STATES ELECTRIC SUPPLY	STREET LIGHT HEADS	\$ 619.14	55988
CENEX FLEET CARD	GAS - POLICE	\$ 1,095.86	55989
FILTRONICS	WATER PLANT	\$ 245.00	55990
GATTKE EXCAVATING	SNOW REMOVAL- DEC 2016-FEB 2017	\$ 8,400.00	55991
GIBBENS LAW OFFICE	LEGAL FEES	\$ 280.00	55992
GRAND FORKS LABORATORY	WATER TESTING	\$ 52.00	55993
GUSTAFSON OIL	PROPANE/GAS/DIESEL	\$ 2,650.00	55994
HAAS TIRE	STREETS	\$ 118.00	55995
HANSON SERVICES LLC	SEWER JET	\$ 500.00	55996
HAWKINS	CHEMICALS	\$ 327.15	55997
INFORMATION TECH. DEPT.	VPN- POLICE	\$ 62.80	55998
INFORMATION TECH. DEPT.	VPN-COURT	\$ 12.70	55999
LADUCER SANITATION	SERVICE	\$ 17,290.00	56000
LEEVEFS FOODS	POP	\$ 63.96	56001
MAHLUM GOODHART PC	2015 AUDIT FEE	\$ 12,950.00	56002
MARC	MAINTENANCE SUPPLIES	\$ 103.62	56003
MEARS AUTO PARTS	STREETS	\$ 27.80	56004
MITCHELL, SCOTT	Mileage-Celebrate Cities;get snowbucket	\$ 419.22	56005
MUNICIPAL GOVERNMENT ACADEMY	WEBINARS	\$ 90.00	56006
MUNRO ACE HARDWARE	SUPPLIES	\$ 385.03	56007
ND RURAL WATER SYSTEMS	2017 MEMBERSHIP	\$ 230.00	56008
NORTH CENTRAL GRAIN COOP	STREETS/POLICE	\$ 135.61	56009
NORTH CENTRAL TIRE	POLICE	\$ 115.00	56010
NORTH DAKOTA ONE CALL	STREETS	\$ 2.55	56011
NORTHERN PLAINS ELECTRIC	LAGOON	\$ 73.54	56012
OTTER TAIL POWER	ELECTRICITY	\$ 8,586.01	56013
POWER PLAN	STREETS	\$ 1,499.22	56014
ROLETTE COUNTY JAIL	BOARD- JAN & FEB 2017	\$ 4,000.00	56015
ROLETTE COUNTY	LEGAL FEES	\$ 100.00	56016
STAPLES CREDIT PLAN	OFFICE SUPPLIES	\$ 273.22	56017
STARION BANK	POSTAGE- WTR SAMPLES- GF LAB	\$ 9.45	56018
STARION BOND SERVICES	Sewer#27-WARRANT PAYMENT	\$ 192,759.00	56019
THEEL MOTORS	POLICE	\$ 721.80	56020
TUOMALA PLUMBING & HEATING	WATER	\$ 548.55	56021
TURTLE MOUNTAIN STAR	PUBLISHING	\$ 176.20	56022
VERIZON WIRELESS	PUBLIC WORKS	\$ 217.60	56023
VISA	OFFICE SUPPLIES	\$ 106.47	56024
Electronic Payments			
Payroll 941 Tax Deposit	Feb. 28, 2017 Payroll Tax Deposit	\$ 6,018.83	1101
Payroll 941 Tax Deposit	Mar. 15, 2017 Payroll Tax Deposit	\$ 7,462.95	1116

NDPERS	Def. Compensation-Feb 28th PR	\$ 1,375.00	1102	
NDPERS	Def. Compensation- Mar 15th PR	\$ 1,375.00	1115	
NDPERS	Health Ins- Mar 2017 premium	\$ 4,599.60	1111	
NDPERS	Retirement- Feb 2017	\$ 4,829.01	1110	
NORTHERN PLAINS ELECTRIC	JDA -LOAN PMT- Mar 2017	\$ 145.86	1105	
PAYROLL	02/28/17 PAYROLL	\$ 15,104.63	401596-	401613
PAYROLL	03/15/17 PAYROLL	\$ 17,724.34	401614-	401632
STARION FINANCIAL	SERVICE CHG Feb 2017	\$ 4.00	1103	
PAYMENT SERVICES NETWORK	FEBRUARY FEES	\$ 84.70	1114	
VERIZON	POLICE- VERIZON JETPACK PLAN	\$ 382.80	1104	
ROLLA JDA	CD early withdrawal penalty	\$ 25.00	1	
ROLLA JDA	CD closed to cash account	\$ 34,995.61	1106	
ROLLA JDA	CD closed to cash account	\$ 65,002.59	1108	
CITY OF ROLLA	#413 SAVINGS TO #413 CHECKING	\$ 141,852.66	1117	
STARION BANK	SERVICE CHG Feb 2017-Wtr Main Svgs	\$ 3.00	1107	
DACOTAH BANK	2015 PICKUP LOAN PMT	\$ 595.27	1113	
DACOTAH BANK	2017 SKIDSTEER LOAN PMT	\$ 720.78	1112	
THE UNITED STATES OF AMERICA	USDA LOAN # 91-07 payment	\$ 96,912.99	1109	

Rolla Community Center cash account

CK #

VENDOR NAME	DESCRIPTION	AMOUNT	CK #
OTTER TAIL POWER	ELECTRICITY	\$ 1,191.20	2230

Councilmember Sparrow moved, Councilmember Vollmer seconded, to pay bills are read when funds are available. All members on roll call voted "yes". None voted "no". Motion carried.

Committee Reports

Public Works Committee – Having issues with lift stations- need to educate public on proper disposal of flushable wipes, diapers, fats, oil and grease.

Councilmember Albert moved, Councilmember Sparrow seconded, to approve auto pay for Turtle Mountain Communications. All members on roll call voted "yes". None voted "no". Motion carried.

Councilmember Vollmer moved, Councilmember Gottbreht seconded, for the \$100,000 CD and \$13,000 from cash account be invested at highest paying institution for a term of one year. All members on roll call voted "yes". None voted "no". Motion carried.

Cliff Rush 6 month employment evaluation *The City Auditor informed the council of the employee policy manual in regards to the raise and this action is in conflict with prior implementation of the six month employment wage increase..*

Councilmember Vollmer moved, Councilmember Gottbreht seconded, to approve a six percent raise for Cliff Rush effective upon six month employment date. All members on roll call voted "yes". None voted "no". Motion carried.

Police – Two officers have been cleared of administrative leave as of yesterday. Ann Millerbernd worked her last shift last night as temporary police officer during the time of the administrative leave. The council requested Chief Boehm to submit overtime hours put in by Sgt. Wright during the administrative leave of the two officers. Chief Boehm submitted Stone's Radio quote of \$ 51,670.29

Other Committees:

Administration--- Councilmember Albert moved, Councilmember Sparrow seconded, to approve hiring Rebecca Questell for part time office clerk at \$12 an hour for up to 20 hours a week. All members on roll call voted "yes". None voted "no". Motion carried.

Councilmember Gottbreht moved, Councilmember Vollmer seconded, to approve the committee reports. All members on roll call voted "yes". None voted "no". Motion carried.

Water Treatment Plant Improvement Project # 2015-2: Expected timeline- Mid April for start up of new filter; mid May for membrane unit start up and new well to start up sometime in April.

Councilmember Gottbreht moved to approve the American General Contractors Change Order #2 for \$1470 and Change Order #3 for \$ 2822.89. Councilmember Vollmer seconded the motion. All members on roll call voted "yes". None voted "no". Motion carried.

Councilmember Albert moved. Councilmember Gottbreht seconded, to approve the American General Pay Request #8 in the amount of \$ 132,555.19. All members on roll call voted "yes". None voted "no". Motion carried.

Councilmember Sparrow moved, Councilmember Vollmer seconded, to rescind the February 15, 2017 motion to submit CWSRF pay Request for Project # 2012-2 in the amount of \$ 28,177 to close out the loan. All members on roll call voted "yes". None voted "no". Motion carried.

Councilmember Sparrow moved, Councilmember Vollmer seconded, to submit CWSRF pay Request for Project # 2012-2 in the amount of \$ 87,779.84 for Final request for payment. All members on roll call voted "yes". None voted "no". Motion carried.

Street Improvements- Special city council meeting- March 22nd at 8:30 p.m.

Tax Equalization meeting- Tuesday, April 11th at 7:00 p.m. - Councilmember Vollmer moved, Councilmember Gottbreht seconded, to hold Board of Equalization meeting at 7 p.m. on Tuesday, April 11th with monthly council meeting to follow. All members on roll call voted "yes". None voted "no". Motion carried.

Next regular city council meeting is Wednesday, April 11, 2017.

There being no further business, Council President Albertson adjourned the meeting at 9:08 p.m.

Christopher Albertson, Council President

ATTEST:

Mae Murphy, City Auditor