

ROLLA CITY COUNCIL
REGULAR MEETING
MINUTES
WEDNESDAY, DECEMBER 15, 2021 at 7:30 p.m.

Present: Mayor John Hardy, Councilpersons: TJ Bergsrud, Kyle Hardy, Rebecca Albert, Paula Wilkie, Hovi Mitchell, Blake Gottbreht. Others in attendance: City Auditor Erica McDougall, Public Works Director Cliff Rush, Police Chief William Poitra, Rachael Mickelson Hendrickson, and Jason Nordmark – Turtle Mountain Star

Mayor Hardy called the meeting to order at 7:30 p.m.

Mayors Minute: Mayor John Hardy took a minute to give a shout out to the Rolla Chamber. Todd Mears and the rest of the group have done a great job all year putting activities together, Christmas kickoff last week was a big success and encouraged people to come to town.

Addition to Agenda: None

Consent Agenda:

Mayor John Hardy requested to set aside the Community Center Minutes due to necessary approval of recommendation. Motion to approve Consent Agenda items 1, 2, 3, 4, 5, 7, and 8 by Paula Wilkie, seconded by TJ Bergsrud. No further discussion. All voted aye, motion carried.

1. November 2021 Regular Council Meeting Minutes
2. December 2021 Administration Committee Meeting Minutes
3. December 2021 Police Committee Meeting Minutes
4. December 2021 Public Works Meeting Minutes
5. November 23, 2021 Special Meeting Minutes
6. December 1, 2021 Planning and Zoning Committee Minutes
7. Financial Report
8. Community Center Minutes

Notice was given that the Planning and Zoning Commission of the City of Rolla, North Dakota, held a public hearing on a proposed amendment to the Zoning District Map for the City of Rolla, and the unincorporated territory located within one-half mile of its city limits in any direction, such hearing was held at the City Hall in the City of Rolla on Wednesday, December 1, 2021 at 7:00 P.M. The proposed amendment would change the zoning of the following property from C-1 (Central Commercial District) to R-2 (Residential Multi-Family) as requested by Affordable Housing Developers for Jewel City 1 Apartments. The Property to be changed is described as: City of Rolla The South Half (S1/2) of all of Lots Four (4), Five (5), and Six (6) and all in Block Seven (7), Original Townsite of Rolla, Rolette County, North Dakota.

After discussion, Ron Disrud made the motion, Blaine Moberg seconded to approve the change of zoning for this property to R-2. Members Krech, Disrud, and Moberg all voted yes, Motion Carried.

Recommendation of the Planning and Zoning Committee was presented to city council. *Motion to approve recommendation of Planning and Zoning Committee to change zoning for said property*

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from C-1 to R-2 by Hovi Mitchell, seconded by Rebecca Albert. No further discussion. All voted aye, motion carried.

Reading of the Bills: Motion was made to approve bills by TJ Bergsrud, seconded by Blake Gottbreht. No further discussion. All voted aye, motion carried.

059865	BLUE360 MEDIA	12/15/2021	\$77.75
059866	BANK OF NORTH DAKOTA	12/15/2021	\$744.09
059867	BANK OF NORTH DAKOTA	12/15/2021	\$5,615.45
059868	CNH CAPITAL AMERICA LLC	12/15/2021	\$26.99
059869	CORE & MAIN	12/15/2021	\$85.62
059870	CHRISTINE BERCIER	12/15/2021	\$100.00
059871	ROLLA PARK BOARD	12/15/2021	\$14,868.00
059872	GUSTAFSON OIL	12/15/2021	\$3,800.42
059873	GAFFANEYS	12/15/2021	\$656.07
059874	HACH	12/15/2021	\$313.71
059875	HAWKINS INC	12/15/2021	\$1,860.05
059876	INFORMATION TECHNOLOGY DEPT- P	12/15/2021	\$110.55
059877	LEGACY COOPERATIVE	12/15/2021	\$62.50
059878	LEXIPOL	12/15/2021	\$376.00
059879	EDND	12/15/2021	\$150.00
059880	MEARS IMPLEMENT	12/15/2021	\$7.09
059881	MUNRO ACE HARDWARE	12/15/2021	\$595.08
059882	MUNRO MOTOR CO	12/15/2021	\$357.00
059883	NORTHERN PLAINS ELECTRIC COOP	12/15/2021	\$77.34
059884	NORTH DAKOTA ONE CALL	12/15/2021	\$10.70
059885	ND SEWAGE PUMP & LIFT STATION	12/15/2021	\$1,267.50
059886	OTTERTAIL POWER CO	12/15/2021	\$6,677.22
059887	ROLLA CHAMBER OF COMMERCE	12/15/2021	\$150.00
059888	GRAND FORKS UTILITY BILLING	12/15/2021	\$70.00
059889	TURTLE MOUNTAIN STAR	12/15/2021	\$549.96
059890	TUOMALA PLUMBING & HEATING	12/15/2021	\$1,442.44
059891	WASTE MANAGEMENT	12/15/2021	\$19,163.55
059892	WESTSIDE CSTORE	12/15/2021	\$20.00

Committee Reports:

Administrative Committee:

1. Audit is going well, sending corrected information to Brady Martz in January.

Police Committee:

1. Committee is recommending putting new radars in police vehicles for a cost of \$9,320.00. If three radars are purchased, the fourth one is free. Discussion was had on where funding would come from. ***Motion to approve Committee recommendation of four new radars with an estimated cost of \$9,320.00 by Hovi Mitchell, seconded by Blake Gottbreht. No further discussion. All voted aye, motion carried.***
2. The police department needs ammunition, price quote was received for \$2,594.29. Ammunition has not been purchased for several years now. ***Motion to approve purchase of ammunition for the police department with an estimated cost of \$2,594.29 by TJ Bergsrud, seconded by Paula Wilkie. No further discussion. All voted aye, motion carried.***
3. Police Tahoe had damage done, repair cost is estimated at \$2,910.73 by Munro Motors. Restitution may be received to cover cost. ***Motion to approve Tahoe repair with an estimated cost of \$2,910.73 by Blake Gottbreht, seconded by Hovi Mitchell. No further discussion. All voted aye, motion carried.***

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4. Issue with dogs at large in city limits. Police Department is working with Turtle Mountain Animal Rescue on the issue.
5. Officer Roberto Cantu is going part time at end of month.
6. Committee recommends hiring Officer Brandon Sloan as a full time officer. ***Motion to approve hiring of Officer Brandon Sloan following guidelines set by Employee Manual with a salary of \$41,000.00 by Hovi Mitchell, seconded by Paula Wilkie . No further discussion. All voted aye, motion carried.***
7. Committed recommends hiring Officer Andrew Saari as a full time officer. ***Motion to approve hiring of Officer Andrew Saari following guidelines set by Employee Manual with a salary of \$43,000.00 by TJ Bergsrud, seconded by Blake Gottbreht. No further discussion. All voted aye, motion carried.***

Public Works Committee:

1. Rachael Mickelson Hendrickson attended meeting as attorney for Cam and Danielle Mickelson to discuss issue with Utility Bill at Lena's Market on Main Street. Cam Mickelson attended Public Works meeting in October 2021 to discuss bill. An agreement was made between Public Works Committee and Cam Mickelson and motion was made at the Regular Council Meeting on October 20, 2021 "***Motion to approve credit \$104.11 in late fees and water charge of \$261.00 as recommended by Public Works Committee by Paula Wilkie, seconded by Kyle Hardy. No further discussion. All voted aye, motion carried.***" Attorney Rachael Mickelson Hendrickson agreed this discussion took place and that Cam Mickelson was in agreement with the Public Works Committee on waiving late fees and water charge. Attorney Rachael Mickelson Hendrickson stated that after the Public Works meeting, more information was received, therefore Cam and Danielle Mickelson were not happy with the agreed upon results. Attorney Rachael Mickelson Hendrickson also stated that per ordinance, garbage cannot be cancelled. Discussion was had regarding amount put on taxes in October 2020. Cam and Danielle Mickelson were aware of the bill at that time and spoke to the Auditors office and Council members at that time. Mayor John Hardy asked why the city council should treat this utility billing customer any different than other customers. Attorney Rachael Mickelson Hendrickson submitted request from Cam and Danielle Mickelson to waive \$955.00 from the utility bill for Lena's Farmers Market from August 2020 to July 2021. A check for \$95.29 was received for the utility bill at Lena's Farmers Market. No motion was made. Rachael Mickelson Hendrickson also stated that this issue can be litigated in District Court if necessary. Rachael Mickelson Hendrickson also requested to review resolutions related to utility billing from the Auditors Office. This request was first made on November 3, 2021. Auditors office is working on this request. ***Motion was made to suspend late fees until public records/resolutions are submitted to Mickelsons by Paula Wilkie, seconded by TJ Bergsrud. Discussion was had regarding situation. Paula Wilkie rescinded motion, TJ Bergsrud rescinded seconded motion.*** Discussion was had about \$25.00 water shut off fee. Attorney Rachael Mickelson Hendrickson discussed her opinion of the ordinance and requested the ability to pay \$25.00 and have all utility billing items removed from the property. More review is needed regarding shut off fee. ***Motion was made to research \$25.00 Water Shut Off Fee before further action by Paula Wilkie, seconded by Blake Gottbreht. No further discussion. All voted aye, motion carried.*** Request was made to remove \$21.75 water charge on October 2021 bill and late fees.

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Motion to remove \$21.75 water charge and late fees on October 2021 utility bill by Hovi Mitchell, seconded by Rebecca Albert. No further discussion. Blake Gottbreht voted nay, rest of council voted aye. Motion Carried.

2. Recycling Center – overhead door needs replacement. Two estimates were received. Before new door can be installed, side wall of building needs repair. Public Works Committee received quotes for door, insulated with opener quote is \$7,883.72 and non insulated door is \$7,483.72. Discussion was had regarding access and door opener. ***Motion was made to accept recommendation for insulated door of \$7,883.72 by Rebecca Albert, seconded by Blake Gottbreht. No further discussion. All voted aye, motion carried.***

Street Improvement Committee: None

Motion to approve committee reports as presented by Blake Gottbreht, seconded by TJ Bergsrud. No further discussion. All voted aye, motion carried.

Old Business:

1. Surveillance Cameras – more information is needed for further discussion.
2. Demolition Permit for SMP St Kateri was received. ***Motion to approve Demolition Permit as presented for SMP St Kateri by Blake Gottbreht, seconded by TJ Bergsrud. No further discussion. All voted aye, motion carried.***

New Business:

1. Gar Wiedrich requested option to purchase lot from city. More information is needed before continuing discussion. City Attorney Nathan Gibbens will need to review request on behalf of City of Rolla.
2. Building Permit Review – Auditor Erica McDougall needs to research this further.
3. Department Spending Limit – discussion was had on spending limit by Head of Department. Current spending limit is \$500.00 for Department Head and \$1,000.00 approval by Mayor. ***Motion to set spending limit to \$1,000.00 by Department Head and \$1,500.00 Mayor approval by Rebecca Albert, seconded by Blake Gottbreht. No further discussion. All voted aye, motion carried.***
4. Resolution for Utility Billing Rates – Auditor Erica McDougall presented the Utility Billing Rate Schedule.

UB MONTHLY RATE SCHEDULE:

WATER:

MINIMUM – 2000 GALLONS: \$21.75
\$.007 PER GALLON OVER MINIMUM

WATER IMPROVEMENT: \$19.00

SEWER: \$15.00

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SEWER INFRASTRUCTURE:

RESIDENTIAL: \$18.00

BUSINESS: \$10.00, \$20.00, \$30.00, \$40.00

GARBAGE:

RESIDENTIAL TOTE: \$27.50

RESIDENTIAL EXTRA TOTE: \$9.00

RESIDENTIAL 2 EXTRA TOTES: \$18.00

COMMERCIAL TOTE: \$30.00

COMMERCIAL SURCHARGE: \$3.50

RECYCLE CENTER: \$1.00

MULTI-FAMILY: \$27.50 X NUMBER OF UNITS

DUMPSTER:

2 YARD – 1 PICKUP PER WEEK: \$50.00

3 YARD – 1 PICKUP PER WEEK: \$75.00

4 YARD – 1 PICKUP PER WEEK: \$100.00

6 YARD – 1 PICKUP PER WEEK: \$150.00

4 YARD – 2 PICKUPS PER WEEK: \$165.00

6 YARD – 2 PICKUPS PER WEEK: \$300.00

8 YARD – 2 PICKUPS PER WEEK: \$390.00

STREETLIGHTS

RESIDENTIAL: \$4.00

COMMERCIAL: \$5.00

MISCELLANEOUS PROJECTS: \$5.00

Motion to approve Utility Billing Rate Schedule as presented by Paula Wilkie, seconded by Rebecca Albert. No further discussion. All voted aye, motion carried.

Mayor John Hardy wished a Merry Christmas to residents and council members and is looking forward to 2022. Thank you council for the hard work and dedication over this past year.

Meeting adjourned at 9:12 p.m.

ATTEST:

John Hardy, Mayor

Erica McDougall, City Auditor

