

7:30 pm, Wednesday, February 19, 2020, the meeting of the Rolla City Council was called to order by Mayor John Hardy.

Council Members Present: Leonard Lange, Blake Gottbreht, Hovi Mitchell, Rebecca Albert, and Paula Wilkie.

Absent: Council Member Kyle Hardy, Daryl Cameron-Police Chief

Others present: Sandra Olson, Jason Nordmark-TM Star, Rich Patton – IT, Cliff Rush-Public Works Director, and Carolynn Orey-City Auditor.

**Additions to Agenda:** Forestry Committee Minutes

### **Consent Agenda**

Council Member Albert moved, Council Member Mitchell seconded, to approve the Consent Agenda.

All members on roll call voted “yes”. None voted “no”. Motion carried.

- Minutes: January 15, 2020 City council meeting
- Financial Report – January 2020
- Designation of Depositaires – Starion and Dacotah Bank
- Rolette County Joint Power Election Agreement

### **Reading of the Bills**

INTERNAL REVENUE SERVICE, \$5,237.84; INTERNAL REVENUE SERVICE, \$5,407.59; DACOTAH BANK, \$720.78; DACOTAH BANK,\$595.27 AFLAC, \$215.30; ND CHILD SUPPORT DIVISION, \$381.60; ND PUB. EMPLOYEE RET. DEF. COM, \$62.50; STARION BANK, \$4.00; NORTHERN PLAINS ELECTRIC, \$145.86; PAYMENT SERVICE NETWORK, \$99.95; ND PUBLIC EMPLOYEES RET. INS, \$9,820.14;VERIZON WIRELESS, \$388.02; STARION BANK, \$512.00;ND PUB. EMPLOYEE RET. DEF. COM, \$62.50;INTERNAL REVENUE SERVICE, \$5,281.88; CENEX FLEET CARD, \$1,043.71; STAPLES CREDIT PLAN, \$168.75; TURTLE MT. COMMUNICATIONS, \$620.14; US POSTAL SERVICE, \$140.00; ADVANCED ENGINEERING & ENVIRON, \$13,614.05; CENEX FLEET CARD, \$1,002.97; GALL S, \$585.96; GRAND FORKS UTILITY BILLING, \$67.00; GUSTAFSON OIL, \$3,983.39; HACH, \$383.13; HAWKINS INC, \$3,100.53; HR COLLABORATIVE, \$200.00; INFORMATION TECHNOLOGY DEPT- P, \$69.85; LEGACY COOPERATIVE, \$39.48; MARC, \$75.42; MCGUIRE, \$1,107.00; MFOA, \$30.00; MUNRO ACE HARDWARE, \$234.72; ND LEAGUE OF CITIES, \$1,698.00; NDBOA, \$30.00; NORTH DAKOTA ONE CALL, \$2.40; NORTHERN PLAINS ELECTRIC COOP, \$77.34; OLYMPIC SALES, \$397.80; OTTERTAIL POWER CO, \$8,908.22; R & D HENDRICKSON TRUCKING LLC, \$540.00; ROLETTE COUNTY JAIL, \$280.00; STARION BANK, \$519.80; TM STAR, \$511.49; TUOMALA PLUMBING & HEATING, \$1,927.98; U.S. WATER SERVICES, INC, \$1,800.00; UNIFORM CENTER, \$187.98; USA BLUEBOOK, \$801.02; VERIZON WIRELESS, \$237.56; VISA, \$24.05; WESTSIDE CSTORE, \$40.00; WM CORPORATE SERVICES, INC, \$18,451.26; CLIFF RUSH, \$650.00; Semi Month-Hourly ACH, \$7,212.56; Semi-Monthly- Salary ACH, \$9,120.32; Semi Month-Hourly ACH, \$6,282.75; Semi-Monthly- Salary ACH, \$9,417.09

Council Member Albert moved, Council Member Mitchell seconded, to pay bills as submitted. All members on roll call voted “yes”. None voted “no”. Motion carried.

### **Old Business**

#### **Gattke Excavating**

Mayor Hardy reviewed an easement to Theel’s property. It was determined that the bill is the responsibility of the City. No motion made.

#### **Trailer and Ford Exploror on City Lot Purchased from Rolette County**

The Council reviewed the response from Nathan Gibbens, City Attorney and will move forward with the abandonment process on the trailer and the vehicle.

### **Committee Reports**

#### **Administrative**

Discussion was held regarding City Government week. NDLC City Government Week is April 6-10, 2020. Administrative Committee recommends moving the April 15, 2020 City Council Meeting to 1pm at Rolla Public School. City Auditor will make the necessary arrangements with Rolla Public School. Council Member Albert moved, Council Member Mitchell seconded, to move the April 15<sup>th</sup> City Council meeting at 7:30pm at

City Hall to April 15<sup>th</sup> at 1 pm at Mount Pleasant School. All members on roll call voted “yes”. None voted “no”. Motion carried.

**June 2020 City Election:** The deadline for petitions is 4:00 p.m. on April 6, 2020. Positions to be on the June ballot are City Council Members (3 positions) (4 year term); and City Park Board Member (3 positions) (4 year term). Publishing minutes measure to be on the June ballot. Petitions need 28 signatures and the forms may be picked up at city hall or obtained online at vote.nd.gov.

#### **Police Committee**

Vehicle repairs on the Ford Explorer are currently on hold. The Police Department is looking for a reliable used vehicle to purchase. The grant that was providing two bulletproof vests to the Police Department will now be providing four new bulletproof vests and should arrive in 6 weeks. The Police Department is looking into ordering new badges.

#### **Public Works Committee**

Annual employee evaluation was presented for Cliff Rush. Committee recommended a 3% wage increase. Council Member Lange moved to approve a 3% wage increase for Cliff Rush, seconded by Council Member Gottbreht. All members on roll call voted “yes”. None voted “no”. Motion carried.

#### **Forestry Committee**

Forestry committee agreed upon 16 hanging baskets and 12 sidewalk plants for Main Street. Forestry committee is in search for 2 more members.

Council Member Gottbreht moved, Council Member Mitchell seconded, to approve the committee reports. All members on roll call voted “yes”. None voted “no”. Motion carried.

#### **New Business**

#### **First Reading of Ordinance No. 424**

#### **Ordinance No. 424- Preventing arrest or Discharge of other duties**

BE IT ORDAINED by the City Council of The City of Rolla, Rolette County, North Dakota:

SECTION 1: Preventing arrest or Discharge of other duties. A person with the intent to prevent a public servant from effecting an arrest of himself or another for a misdemeanor or infraction, or from discharging any other official duty, he creates a substantial risk of bodily injury to the public servant or to anyone except himself, of employs means justifying or requiring substantial force to overcome resistance to effecting the arrest of the discharge of the duty in violation of Chapter 12.1-08-02 of the North Dakota Century Code, and all subsequent amendments thereto.

SECTION 2: Penalty. Any person violating this ordinance is guilty of a class B misdemeanor.

SECTION 3: Repeal of Conflicting Ordinances. All ordinances or parts of ordinances in conflict with this ordinance are repealed.

SECTION 4: Effective Date of Ordinance. This ordinance is in force and takes effect from and after its passage and publication as provided by law.

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Carolynn Orey, Auditor

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John Hardy, Mayor

First Reading: February 19, 2020  
Second/Final Reading: March 18, 2020

Council Member Gottbreht moved, Council Member Albert seconded, to approve the first reading of Ordinance No.424. All members on roll call voted “yes”. None voted “no”. Motion carried.

#### **Starion Bank – Signatory Approval for Carolynn Orey and Remove Sandra Allery**

Council Member Albert moved, Council Member Lange seconded, to remove Sandra Allery and add Carolynn Orey as an authorized signatory for Starion Bank. All members on roll call voted “yes”. None voted “no”. Motion carried.

**Sandra Olson – Prairie Lanes Update**

Discussion was held regarding Prairie Lanes liquor license transfer. Sandra Olson will let Council know if they will need to transfer the liquor license before April 15<sup>th</sup>. No motion made.

**Rich Patton – City Hall Sonic Wall and City Website Update**

Rich Patton is updating the City Website. Rich stated that support for the current sonic wall at City Hall will expire in March. Council Member Wilkie moved, Council Member Gottbreht seconded, to approve the purchase of a sonic wall and support at the quote of \$1,537.39. All members on roll call voted “yes”. None voted “no”. Motion carried.

**Farm land Lease Bid Opening**

Two persons submitted bids for the farm land. Bids were opened and awarded to the highest bidder.

Council Member Lange moved, Council Member Albert seconded, to accept farm land bid of \$65 per acre from Dillon Slambaugh. All members on roll call voted “yes”. None voted “no”. Motion carried.

**2019 Budget Amendments**

City Auditor presented the 2019 Budget Amendments for review and approval. Council Member Wilkie moved, Council Member Lange seconded, to approve the presented 2019 budget amendments. All members on roll call voted “yes”. None voted “no”. Motion carried.

2019 OVER-UNDER REPORT - AMENDED BUDGET					
FUND	REVENUE		EXPENDITURE		
	REC. OVER	REC. UNDER	SPENT OVER	SPENT UNDER	
	BUDGET	BUDGET	BUDGET	BUDGET	
100 GENERAL	\$ 218,963.64	\$ -	\$ 16,602.28	\$ -	
105 POLICE RESERVE	\$ 17,000.00	\$ -	\$ 16,490.43	\$ -	
201 STREET	\$ 7,181.43	\$ -	\$ 84,922.77	\$ -	
202 SOCIAL SECURITY	\$ -	\$ -	\$ -	\$ -	
206 EMERGENCY	\$ -	\$ 766.06	\$ -	\$ -	
208 CEMETERY	\$ 830.50	\$ -	\$ 2,498.48	\$ -	
210 RETIREMENT	\$ -	\$ -	\$ -	\$ -	
230 CONTINGENCY	\$ 32,512.08	\$ -	\$ 5,500.86	\$ -	
240 INSURANCE	\$ -	\$ -	\$ -	\$ -	
250 CORRECTIONAL FACILITY	\$ -	\$ -	\$ -	\$ -	
301 TEMP. REVENUE BOND 2013	\$ -	\$ -	\$ -	\$ -	
302 TEMP. REVENUE BOND 2014	\$ -	\$ -	\$ -	\$ -	
410 IMPROV. DISTRICT # 2012-1	\$ -	\$ -	\$ -	\$ -	
411 IMPROV. DISTRICT 2012-2	\$ -	\$ -	\$ -	\$ -	
412 IMPROV. DISTRICT 2013-1	\$ 295,581.85	\$ -	\$ 292,272.57	\$ -	
413 IMPROV. DISTRICT 2014-1	\$ 310,735.32	\$ -	\$ 296,507.36	\$ -	
414 STREET IMPRV. # 2015-1 Construction	\$ -	\$ -	\$ -	\$ -	
416 SEAL COAT PROJECT 2017-1	\$ -	\$ -	\$ -	\$ -	
417 CDBG	\$ 56,480.51	\$ -	\$ -	\$ 323,198.15	
501 SPECIAL RE	\$ 1,775.56	\$ -	\$ -	\$ 55.42	
515 STREET IMPRV. # 2015-1	\$ -	\$ 25,000.00	\$ -	\$ 99,500.00	
518 SPEC ASSESS. DEF	\$ -	\$ 78.23	\$ -	\$ -	
527 SEWER/LAGOON #27	\$ -	\$ -	\$ 102,152.37	\$ -	
601 WATER FUND	\$ -	\$ 9,218.26	\$ 47,274.19	\$ -	
602 SEWER FUND	\$ 1,078.07	\$ -	\$ 7,526.62	\$ -	
603 GARBAGE FUND	\$ -	\$ 21,458.33	\$ -	\$ 890.27	
604 INFRASTRUCTURE FUND	\$ -	\$ 21,269.82	\$ 6,750.00	\$ -	

605	WATER PROJECT FUND	\$ 2,297.50	\$ -	\$ -	\$ 232.00
606	WATER EMERGENCIES/EXTENSIONS	\$ -	\$ -	\$ -	\$ -
607	SWR/LAGOON PROJECT RESERVE	\$ -	\$ -	\$ -	\$ -
608	SEAL COAT DEBT SERVICE	\$ -	\$ -	\$ -	\$ -
609	IMPROV. District 2012-2 RESERVE	\$ -	\$ -	\$ -	\$ -
610	IMPROV.District 2012-2 DEBT SERVICE	\$ 6,750.00	\$ -	6,750.00	\$ -
611	WTR IMPRV.# 2013-1 DEBT SERVICE	\$ -	\$ -	\$ -	0.01
612	WTR IMPRV.# 2015-2 DEBT SERVICE	\$ 113,487.60	\$ -	\$ -	546.22
613	WTR IMPRV.# 2013-1 RESERVES	\$ -	\$ -	\$ -	\$ -
614	STR.IMPRV. #2015-1 DEBT SERVICE	\$ 25,871.22	\$ -	234.00	\$ -
616	ST IMP #2017-1 DEBT SERVICE	\$ 26,169.44	\$ -	26,169.44	\$ -
617	ST IMP #2017-1 RESERVE	\$ -	\$ -	\$ -	\$ -
803	FORESTRY	\$ -	\$ -	\$ -	\$ -
804	LIBRARY	\$ -	\$ 1,182.01	1,069.01	\$ -
805	JOB DEVELOP.	\$ 23,886.04	\$ -	59,947.16	\$ -
806	SALES TAX	\$ 523.42	\$ -	53,489.00	\$ -
808	PUBLIC REC	\$ -	\$ 282.91	\$ -	\$ -
809	CITY PROMOTION	\$ -	\$ 1,885.75	\$ -	2,721.09
830	ROLLA COMMUNITY CNTR	\$ -	\$ 407.85	7,809.84	\$ -
836	HORIZONS PROGRAM	\$ -	\$ -	\$ -	\$ -
TOTALS		\$ 1,141,124.18	\$ 81,549.22	1,033,966.38	\$ 427,143.16

Council Member Wilkie moved, Council Member Albert seconded to transfer \$4,331.42 from #230 Contingency to #201 Highway Distribution Fund to cover deficit spending. All members on roll call voted "yes". None voted "no". Motion carried.

### 2019 End of Year Report for Publication

City Auditor presented the 2019 End of Year Report for review and approval. Council Member Wilkie moved, Council Member Lange seconded, to approve the presented 2019 End of Year Report for Publication. All members on roll call voted "yes". None voted "no". Motion carried.

CITY OF ROLLA 2019	JAN. 1, 2019	2019	2019			DEC. 31, 2019		DEC. 31, 2019
FUND	Beg. Balance	RECEIPTS	EXPENDITURES & PR	Transfers In	Transfers Out	BALANCE	INVESTMENT	INVEST.& CASH
GENERAL	(\$56,257.19)	\$ 444,607.55	\$ 598,758.71	\$ 328,998.96	\$ 39,514.43	\$79,076.18	\$0.00	\$79,076.18
POLICE RESERVE	\$ 22,078.98	\$0.00	\$ 16,490.43	\$ 17,000.00	\$0.00	\$ 22,588.55	\$0.00	\$22,588.55
STREET	\$ 77,741.34	\$ 143,950.01	\$ 120,827.45	\$3,870.55	\$ 104,734.45	\$ -	\$0.00	\$0.00
SOCIAL SECURITY	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$ -	\$0.00	\$0.00
EMERGENCY	\$ 15.45	\$4,133.94	\$ -	\$0.00	\$0.00	\$ 4,149.39	\$0.00	\$4,149.39
CEMETERY	\$ 15,991.27	\$ 5,548.25	\$ 7,213.48	\$0.00	\$0.00	\$ 14,326.04	\$ 500.00	\$14,826.04
RETIREMENT	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$ -	\$0.00	\$0.00
CONTINGENCY	\$ 296,324.62	\$ 389,512.08	\$ 32,338.50	\$0.00	\$416,363.86	\$ 237,134.34	\$0.00	\$237,134.34
INSURANCE	\$ -	\$ 6,116.12	\$ 1,425.00	\$0.00	\$4,691.12	\$ -	\$0.00	\$0.00
CORRECTIONAL FACILITY	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$ -	\$0.00	\$0.00
WTR. IMPROV. 2013-1	\$ 82,847.01	\$295,504.00	\$ 288,681.83	\$0.00	\$3,590.74	\$ 86,078.44	\$ 77,895.91	\$163,974.35
WTR PLANT IMPROV. # 2015-2	\$ 53,759.97	\$ 132,545.32	\$ 117,065.88	\$ 3,590.74	\$0.00	\$ 72,830.15	\$ 53,303.12	\$126,133.27
Street Improvement # 2015-1	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$ -	\$0.00	\$0.00
Seal Coat Project	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$ -	\$0.00	\$0.00
CDBG 2018-1 Emergency Sewer	\$ (40,899.71)	\$56,480.51	\$ 32,808.30	\$18,060.25	\$0.00	\$ 832.75	\$0.00	\$832.75
SPEC ASSESS. CITY LOTS	\$ 810.26	\$ 2,475.56	\$ 3,944.58	\$3,300.00	\$0.00	\$ 2,641.24	\$0.00	\$2,641.24
Street Improvement # 2015-1	\$ 73,192.37	\$0.00	\$0.00	\$0.00	\$0.00	\$ 73,192.37	\$0.00	\$73,192.37
SPEC ASSESS. DEF.	\$ 5,620.44	\$ 1,921.77	\$0.00	\$0.00	\$0.00	\$ 7,542.21	\$0.00	\$7,542.21
SEWER/LAGOON #27	\$ 102,152.37	\$0.00	\$0.00	\$0.00	\$102,152.37	\$ -	\$0.00	\$0.00
WATER FUND	\$ 169,822.55	\$ 316,281.74	\$ 145,635.41	\$0.00	\$ 227,138.78	\$ 113,330.10	\$0.00	\$113,330.10
SEWER FUND	\$ 44,903.52	\$ 114,598.31	\$ 37,984.82	\$3,979.80	\$87,041.80	\$ 38,455.01	\$0.00	\$38,455.01
GARBAGE FUND	\$ 78,196.40	\$ 221,541.67	\$ 219,853.93	\$0.00	\$22,255.80	\$ 57,628.34	\$0.00	\$57,628.34
INFRASTRUCTURE FUND	\$ 57,573.87	\$ 135,630.18	\$ -	\$0.00	\$163,250.00	\$ 29,954.05	\$0.00	\$29,954.05
WATER PROJECT FUND	\$ 6,829.00	\$ 2,542.50	\$ 114,130.00	\$ 114,130.00	\$0.00	\$ 9,371.50	\$ 113,000.00	\$122,371.50
WATER Emerg. & Extensions	\$ 40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 40,000.00	\$0.00	\$40,000.00
SEWER/LAGOON E & E RESERVE	\$ -	\$ 3,979.80	\$0.00	\$0.00	\$3,979.80	\$ -	\$ 176,880.00	\$176,880.00
SEAL COAT 2012 DEBT SERVICE	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$ -	\$0.00	\$0.00
IMPRV. DISTRICT 2012-2 Reserve	\$ 117,070.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 117,070.00	\$0.00	\$117,070.00
IMPRV. DISTRICT 2012-2 Debt Serv.	\$ -	\$0.00	\$ 113,750.00	\$ 113,750.00	\$0.00	\$ -	\$0.00	\$0.00
Wtr Improvement #2015-2Debt Service	\$ -	\$0.00	\$ 96,912.99	\$ 97,000.00	\$0.00	\$ 87.01	\$0.00	\$87.01
Wtr Plant Improve #2015-2 Reserve	\$ 143,540.92	\$ 113,487.60	\$ 91,453.78	\$0.00	\$0.00	\$ 165,574.74	\$0.00	\$165,574.74
Street Improvement # 2015-1 Debt Service	\$ 54,885.00	\$0.00	\$0.00	\$ 15,063.00	\$0.00	\$ 69,948.00	\$0.00	\$69,948.00
Street Improvement 2015-1 Debt Service	\$ 223,766.22	\$ 94,371.22	\$ 103,061.50	\$ -	\$0.00	\$ 215,075.94	\$0.00	\$215,075.94
Chip Seal Coat/Street Improvement 2017-1	\$ -	\$0.00	\$ 126,169.44	\$ 126,169.44	\$0.00	\$ -	\$0.00	\$0.00
Street Improvement 2017-1	\$ 90,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 90,000.00	\$0.00	\$90,000.00
FORESTRY	\$ -	\$0.00	\$ -	\$0.00	\$0.00	\$ -	\$0.00	\$0.00
LIBRARY	\$ 25,945.29	\$ 12,329.99	\$ 4,568.52	\$ -	\$9,950.49	\$ 23,756.27	\$ 10,000.00	\$33,756.27
JOB DEVELOP.	\$ 187,105.15	\$ 84,704.09	\$ 82,975.00	\$0.00	\$36,536.68	\$ 152,297.56	\$ 281,520.00	\$433,817.56
SALES TAX	\$ 75,593.92	\$ 42,613.42	\$ 64,289.00	\$0.00	\$0.00	\$ 53,918.34	\$ 26,125.00	\$80,043.34
PUBLIC REC	\$ 7,718.06	\$ 8,717.09	\$ 9,000.00	\$0.00	\$0.00	\$ 7,435.15	\$ 2,216.69	\$9,651.84
CITY PROMOTION	\$ 3,143.78	\$ 16,114.25	\$ 15,278.91	\$0.00	\$0.00	\$ 3,979.12	\$0.00	\$3,979.12
RCC- CASH ACCOUNT	\$ 5,555.53	\$ 10,662.15	\$ 18,809.84	\$5,000.00	\$0.00	\$ 2,407.84	\$ 13,007.10	\$15,414.94
HORIZONS PROGRAM	\$ 3,189.18	\$0.00	\$ -	\$0.00	\$0.00	\$ 3,189.18	\$0.00	\$3,189.18
TOTALS	\$ 1,968,215.57	\$ 2,660,369.12	\$ 2,463,427.30	\$ 849,912.74	\$1,221,200.32	\$1,793,869.81	\$754,447.82	\$ 2,548,317.63

There being no further business, Mayor Hardy adjourned the meeting at 8:50 pm

The next scheduled meeting of the City Council is Wednesday, March 18, 2020.

John Hardy, Mayor

ATTEST:

Carolynn Orey, City Auditor  
Dated 02/24/2020