

ROLLA CITY COUNCIL
REGULAR MEETING
MINUTES
WEDNESDAY, MAY 19, 2021 at 7:30 p.m.

Present: Mayor John Hardy, Councilpersons: Blake Gottbreht, Kyle Hardy, Rebecca Albert, Hovi Mitchell, Paula Wilkie, TJ Bergsrud. Others in attendance: City Auditor Erica McDougall, Public Works Director Cliff Rush, JDA Director Danielle Mickelson, Library Director Diana Lange, Police Chief William Poitra, Engineer from AE2S Jim Olson.

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

Mayors Minute: Mayor John Hardy took a minute to applaud the students and staff at the Rolla School on completing a complex and trying year. Congratulations to the Graduating Class and to all underclassmen. Enjoy summer vacation and an extra thank you to the staff for getting students through the year.

Addition to Agenda:

1. Liquor License
2. Library Report

Consent Agenda:

Motion to approve Consent Agenda by Kyle Hardy, seconded by Hovi Mitchell. All voted aye, motion carried.

1. April 2021 Regular Council Meeting Minutes
2. May 2021 Administration Committee Meeting Minutes
3. May 2021 Police Committee Meeting Minutes
4. May 2021 Public Works Meeting Minutes
5. May 2021 Financial Report

Reading of the Bills: No discussion was had regarding bills. *Motion was made to approve bills by Blake Gottbreht, seconded by Kyle Hardy. All voted aye, motion carried.*

059563	ADVANCED ENGINEERING & ENVIRON	5/19/2021	\$11,980.85
059564	AG PAYROLLS	5/19/2021	\$345.80
059565	BANK OF NORTH DAKOTA	5/19/2021	\$2,793.42
059566	COAST TO COAST SOLUTIONS	5/19/2021	\$124.86
059567	CENEX FLEET CARD	5/19/2021	\$338.08
059568	CLIFF RUSH	5/19/2021	\$550.00
059569	CNH INDUSTRIAL CAPITAL-R.IMP	5/19/2021	\$117.73
059570	CORE & MAIN	5/19/2021	\$411.07
059571	COLLIER INTERNATIONAL	5/19/2021	\$200.00
059572	DAKOTA SUPPLY GROUP	5/19/2021	\$201.17
059573	ERICA MCDOUGALL	5/19/2021	\$1,419.00
059574	DENNIS BERG	5/19/2021	\$1,590.00
059575	FIRE EXTINGUISHING SYSTEMS INC	5/19/2021	\$239.90
059576	GUARDIAN FLEET SAFETY	5/19/2021	\$383.88
059577	GRAND FORKS UTILITY BILLING	5/19/2021	\$130.00
059578	GUSTAFSON OIL	5/19/2021	\$2,822.67
059579	HACH	5/19/2021	\$331.69
059580	HAWKINS INC	5/19/2021	\$4,044.07
059581	INFORMATION TECHNOLOGY DEPT- P	5/19/2021	\$104.10
059582	LEGACY COOPERATIVE	5/19/2021	\$149.73

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059583	LEEVERS FOODS	5/19/2021	\$34.51
059584	MALO ELECTRIC	5/19/2021	\$10,563.29
059585	MALO ELECTRIC	5/19/2021	\$1,182.43
059586	MUNRO ACE HARDWARE	5/19/2021	\$68.28
059587	ND CHEMISTRY LAB	5/19/2021	\$13.24
059588	NEAMEYER BODY SHOP	5/19/2021	\$486.81
059589	NORTHERN PLAINS ELECTRIC	5/19/2021	\$77.56
059590	NORTH DAKOTA ONE CALL	5/19/2021	\$67.20
059591	OTTERTAIL POWER CO	5/19/2021	\$7,630.99
059592	PROFESSIONAL DATA MANAGEMENT	5/19/2021	\$1,180.00
059593	ROLLA CHAMBER OF COMMERCE	5/19/2021	\$9,029.97
059594	ROLETTE COUNTY SHERIFF OFFICE	5/19/2021	\$280.00
059595	TURTLE MOUNTAIN STAR	5/19/2021	\$22.60
059596	TURTLE MOUNTAIN STAR	5/19/2021	\$926.26
059597	TURTLE MOUNTAIN COMMUNICATIONS	5/19/2021	\$595.69
059598	TUOMALA PLUMBING & HEATING	5/19/2021	\$408.04
059599	TUOMALA PLUMBING & HEATING	5/19/2021	\$3,624.59
059600	WESTSIDE CSTORE	5/19/2021	\$60.00
059601	WASTE MANAGEMENT	5/19/2021	\$20,105.15
059602	WORKFORCE SAFETY & INSURANCE	5/19/2021	\$6,072.37

Engineering Report: AE2S Engineer Jim Olson discussed the Water Plant issues, still waiting for Department of Health for blessing to move forward, information is needed to dig the north Wells 8 and 9 deeper. Per Cliff Rush, roughly 50 pounds a day more chemical is needed due to the quality of water from South Wells. A teleconference with Congressman Kelly Armstrong regarding a grant for the street project was held with Mayor John Hardy, Jim Olson, and Auditor Erica McDougall, the City of Rolla was selected as a top pick for the grant, but due to the fund availability and issues with budget at the federal level, no projects are getting funded right now.

Committee Reports:

Administrative Committee:

1. Training is going on in the office with the new personnel.
2. Utility Billing is up to speed, Deputy Auditor Shelby Campbell will be taking this over.
3. Rolla Community Center received bids for gutter replacement, a special meeting was held on May 7, 2021 to approve and accept the bid that was received.
4. Financial Year 2017 Audit is being looked over in the Auditors office, should see some movement on this by the end of the month.

Police Committee:

1. Officer Trenton Gunville has resigned without notice effective immediately.
2. Chief William Poitra discussed how current officers will provide coverage for the city.
3. Officer Roberto Cantu is eligible for a 5% increase at his 90 day review, hire date was on February 1, 2021. Police Committee recommended the increase. ***Motion was made to approve 5% increase for Roberto Cantu by Blake Gottbreht, seconded by Kyle Hardy. Discussion was had with an issue presented by Rebecca Albert, the Employee Handbook states that reviews are available at 6 months, not at 90 days. Motion was rescinded by Blake Gottbreht, seconded motion was rescinded by Kyle Hardy. Motion is removed.***
4. Officer Aryton Yozamp is recommended to council for the Sergeant position with retro pay to April 1, 2021. Per Chief William Poitra, Aryton has showed the ability to be a good candidate for Sergeant. Salary requested by committee for Officer Aryton Yozamp is \$45,000. ***Motion to***

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approve request by committee and Chief William Poitra for increase salary for Officer Aryton Yozamp to \$45,000 with retro pay back to April 1, 2021 by Blake Gottbreht, seconded by Paula Wilkie. No further discussion was had. All voted aye, motion carried.

5. Chief Poitra will continue to search for a new officer.
6. Request was brought forth by the Police Committee to approve temporary overtime hours until position is filled. Discussion was had about limitations on overtime, concern about officer burnout, and scheduling. *Motion to approve overtime for the police department until a new officer is hired and allow Police Chief William Poitra to be fiscally responsible in running his department was made by Blake Gottbreht, seconded by Paula Wilkie. No further discussion. All voted aye, motion carried.*
7. A review was done on the base wages for the Police Department, as officers are being approached with other job opportunities. The city cannot compete with Stone Garden and Rolette County, but to improve officer retention, the city needs competitive wages to maintain long term officers. The City of Rolla needs departments that people want to work for.
8. Police Pursuit vehicle info was presented by Chief William Poitra, this quote is good for 30 days. COVID funds may help with this purchase.

Public Works Committee:

1. Two streetlights are damaged on the west end of town. There are police reports on incident on both poles. Insurance Agent Kevin Svingen gave information regarding policy on fixing or replacing streetlight poles. Auto owners insurance policy should cover damage. NDIRF has advised that most cities do not separately list streetlight poles. Cliff Rush is doing research on replacement poles.
2. Waste Management has contacted the city regarding the unacceptable items that are being put in the garbage. Guidelines for Acceptable/Unacceptable Waste have been included in the Council Packet. Garbage pickup days are changing effective June 7, 2021 to Commercial pickup will be on Mondays and Thursdays, and Residential pickup will be on Tuesdays. Some issues at the Recycling center were discussed about non-residents dumping garbage at the center.
3. Performance review was done for Richard Patton. Public Works Committee recommended a 3% increase be approved by council. *Motion to approve a 3% increase in pay for Richard Patton as recommended by Public Works Committee by Hovi Mitchell, seconded by Blake Gottbreht. Discussion was brought forth by Rebecca Albert regarding concern over IT pay and Building Inspector pay. Issues were resolved in discussion. All voted aye, motion carried.*
4. Street Sweeper attachment for street maintenance was discussed. Mayor John Hardy, who works for Rolla Implement where quote of roughly \$7,500 came from, excused himself and let Blake Gottbreht take over discussion. A street sweeper attachment would help with snow removal on sidewalks and with asphalt patching. Blake Gottbreht discussed budget constraints and if there were any funds available. Auditor Erica McDougall discussed budget for Street Improvement fund and where monies would come from. Discussion was tabled until more information is received.
5. Asphalt patches are needed in several spots around town. Paula Wilkie discussed if funds are available for patch work. Cliff Rush said the price for asphalt was the same this year as last year. This is necessary for the upkeep of the streets in town and budgeted for yearly.

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6. Cliff Rush said curbs need to be painted this year, approximate expense will be \$2,500. Mayor John Hardy discussed the areas that need improvements, but budget needs to be reviewed by Cliff Rush and Auditor Erica McDougall as this is necessary to keep up the streets in town.
Motion to paint curbs after review of budget by Rebecca Albert, seconded by Paula Wilkie. No further discussion. All voted aye, motion carried.

Street Improvement Committee:

1. No discussion

Motion to approve committee reports by Blake Gottbreht, seconded by Kyle Hardy. No further discussion. All voted aye, motion carried.

Old Business:

1. Library Director Position was discussed at previous council meeting with the approval of hiring Diana Lange as Library Director. The library board recommended a wage of \$12.50 per hour for Diana Lange. ***Motion to approve the wage recommended by the Library Board of \$12.50 per hour by Hovi Mitchell, seconded by Blake Gottbreht. No further discussion. All voted aye, motion carried.***

New Business:

1. Gaming Permits – City Council has the authority to decide which entity site authorization to approve. Revitalize Rolla, Munich Area Development Corporation, and Dunseith Community Betterment have all submitted Gaming Site Authorizations within city limits.
- a. Revitalize Rolla submitted Gaming Site Authorization for Prairie Lanes Restaurant and Lounge and the Viking Inn. Discussion was had regarding intentions of Revitalize Rolla and where funds would be directed within the community. Revitalize Rolla wants to improve the community.
 - b. Dunseith Community Betterment submitted Gaming Site Authorization for the Main Street Saloon.
 - c. Munich Area Development Corporation submitted Gaming Site Authorization for Main Street Saloon, Prairie Lanes, and the Viking Inn. Matt Mitzel stated that Munich Area Development Corporation has provided services for this area for over 20 years. Discussion was had about where funds were distributed in the community over the past year. Matt Mitzel discussed regulations based off of the Century Code and information from the League of Cities. Much discussion was had with the Munich Area Development Corporation.
2. Council discussed requests and decisions of the business owners where the gaming sites would be and what is best for the community. ***Motion to approve gaming site authorization for the following entities:***
- a. ***Motion to approve Gaming Site Authorization for Revitalize Rolla for Prairie Lanes Restaurant and Lounge by Blake Gottbreht, seconded by Hovi Mitchell. No further discussion. All voted aye, motion carried.***
 - b. ***Motion to approve Gaming Site Authorization for Revitalize Rolla for the Viking Inn by Blake Gottbreht, seconded by Hovi Mitchell. No further discussion. All voted aye, motion carried.***

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- c. ***Motion to approve Gaming Site Authorization for Dunseith Community Betterment for Main Street Saloon by Kyle Hardy, seconded by Blake Gottbreht. No further discussion. All voted aye, motion carried.***
- 3. Garbage Day Changes were discussed during Public Works Committee.
- 4. Building Permits
 - a. GMS Building LLC submitted a Building Permit Application for Parcel Number 29-0028-29867-0002. ***Motion to approve Building Permit for Parcel Number 29-0028-29867-0002 as stated on the application by Blake Gottbreht, seconded by Kyle Hardy. No further discussion. All voted aye, motion carried.***
 - b. Romel Canapi submitted a Building Permit Application for Parcel Number 29-0006-29421-000. ***Motion to approve Building Permit for Parcel Number 29-0006-29421-000 as stated on the application by Blake Gottbreht, seconded by Kyle Hardy. No further discussion. All voted aye, motion carried.***
 - c. Neameyer Storage submitted a Building Permit Application for Parcel Number 29-0004-29280-000 and Parcel Number 29-0004-29282-010. ***Motion to approve Building Permit for Parcel Number 29-0004-29280-000 and Parcel Number 29-0004-29282-010 as stated on the application by Paula Wilkie, seconded by Hovi Mitchell. No further discussion. All voted aye, motion carried.***
- 5. Annual Drinking Water Quality Report was discussed and attached in the council packet. This is available at the Auditors Office upon request.

Additions to Agenda:

- 1. Liquor License – no information
- 2. Library Director Rebecca Sheridan discussed the Library Report presented to the council and the benefits of the library to the community. Rebecca Sheridan has resigned her position with the city effective end of May.

Meeting adjourned at 9:12 p.m.

ATTEST:

John Hardy, Mayor

Erica McDougall, City Auditor