

ROLLA CITY COUNCIL
REGULAR MEETING
MINUTES
WEDNESDAY, JULY 19, 2023 at 7:30 P.M.

Present: Mayor Kevin Juntunen, Councilpersons: Hovi Mitchell, Rebecca Hodggers, Dennis Berg, Clarence Booth, Blake Gottbreht and Deanna Counts. Others in attendance: Public Works Director Cliff Rush, AE2S Engineer Jim Olson, and Sarah Fenner, Chief of Police.

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

Mayors Minute: I'd like to start this month's Mayor's Minute by acknowledging and thanking the Rolla Chamber of Commerce and all the volunteers that took part in the planning, preparation and facilitating of all the events associated with the 135th Celebration of Rolla and the Ragtop Festival! As always, the annual celebration was a great success and I want everyone to know your work does not go unappreciated. I would just like to pass on my gratitude for all that the Chamber Board and the rest of the volunteers do to make Rolla a more livable community and a great destination to visit.

With that being said, I hope everyone is enjoying their summer so far and I'd like to remind everyone of some upcoming events for everyone to partake in.

This weekend July 22nd, the Chamber will be hosting the 4th Annual Turtle Mountain Motorcycle Ride. Classic cars are also welcome, and the ride will start in Rolla, take a tour through the ND Prairie, make a pass through the Turtle Mountains and return to Rolla for a meal and prizes.

On July 25th, the Jim Langseth Memorial Golf Tournament will be held at the Rolla Country Club. This is an event to raise money for the Rolla Community Endowment Fund. This will be a fun pact golf outing with fun, food, and prizes.

And on August 3rd, the last of the Music on Main events will be held with the Boys of Summer taking the stage to entertain us.

It's been a great summer in Rolla thus far, but it is quickly passing us by. Come on out and enjoy the fun events Rolla has to offer.

Additions to Agenda: Engineer's Report. *Motion by Mitchell, seconded by Hodggers to add the item to the Agenda and approve the agenda. On roll call vote, all members voted "AYE". Motion carried unanimously.*

Consent Agenda:

Motion by Mitchell, seconded by Counts to approve the Consent Agenda. All voted aye. Motion carried unanimously.

1. June, 2023 Regular Council Meeting Minutes
2. July 17, 2023 Special Meeting Council Minutes

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3. July 2023 Admin Committee Meeting Minutes
4. July 2023 Police Committee Meeting Minutes
5. July 2023 Public Works Committee Meeting Minutes
6. July 2023 Audit Oversight Meeting Minutes
7. Financial Report

Reading of the Bills: *Motion by Gottbreht, seconded by Booth, to approve the bills when funds become available. All voted aye. Motion carried unanimously.*

58576	ABRAHAMSON'S REFRIGERATION	19-Jul-23	\$380.00
58577	ACME TOOLS	19-Jul-23	\$219.90
58578	ADVANCED ENGINEERING &	19-Jul-23	\$7,748.38
58579	AJS TS & ENGRAVING	19-Jul-23	\$40.00
58580	CLIFF RUSH	19-Jul-23	\$1,748.00
58581	CNH INDUSTRIAL ACCOUNTS	19-Jul-23	\$634.10
58582	COMPUTER SOLUTIONS INC	19-Jul-23	\$60.00
58583	CORE & MAIN LP	19-Jul-23	\$2,235.09
58584	DEPT OF ENVIORNMENTAL QUAILITY	19-Jul-23	\$548.17
58585	EASTWEST BOOKS	19-Jul-23	\$17.99
58586	ENVIORNMENTAL EQUIPMENT	19-Jul-23	\$353.48
58587	FARGO GLASS AND PAINT CO	19-Jul-23	\$17,533.00
58588	FIRST STATE INSURANCE	19-Jul-23	\$880.00
58589	GRAND FORKS UTILITY BILLING	19-Jul-23	\$18.00
58590	GUSTAFSON OIL	19-Jul-23	\$1,844.89
58591	HAWKINS, INC	19-Jul-23	\$7,778.42
58592	ITD	19-Jul-23	\$100.40
58593	KNOW BUDDY RESOURCES	19-Jul-23	\$19.99
58594	LEGACY COOPERATIVE	19-Jul-23	\$81.44
58595	MUNRO ACE HARDWARE	19-Jul-23	\$1,343.14
58596	MUNRO MOTOR CO	19-Jul-23	\$70.33
58597	ND LEAGUE OF CITIES	19-Jul-23	\$1,451.00
58598	ND STATE LIBRARY	19-Jul-23	\$19.00
58599	ND STATE TREASURER	19-Jul-23	\$1,470.48
58600	NORTH DAKOTA ONE CALL	19-Jul-23	\$16.90
58601	NORTHERN PLAINS ELECTRIC	19-Jul-23	\$78.40
58602	POWERPLAN	19-Jul-23	\$1,021.70
58603	REBECCA ALBERT	19-Jul-23	\$53.97
58604	TUOMALA PLUMBING & HEATING	19-Jul-23	\$473.87
58605	TURTLE MOUNTAIN STAR	19-Jul-23	\$34.30
58606	US POSTAL SERVICE	19-Jul-23	\$197.00
58607	VERIZON	19-Jul-23	\$63.80
58608	WM CORPORATE SERVICES, INC	19-Jul-23	\$22,017.02
	TOTAL PAYMENTS		\$70,552.16

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Engineers Report: Jim Olson, AE2S met with the council to discuss the 2024 Phase 1 Infrastructure Project. Town Hall Public Meeting is scheduled for August 16th at 6 PM in the Eller Room, Rolla City Hall. Discussion on survey for residents, along with potential grants opportunities for this project from USDA, State Water Commission, Etc. Discussion on special assessments and how the specials would be split across the project area or citywide. Will look for historical data on repairs for Water/Sewer lines. Also discussed was a dedication of Sales Tax for the project.

Committee Reports:

Administrative Committee: Updates were provided for the Auditor's Office. Full-time staff will be starting by the end of the month. Computers have arrived and will work on getting them installed. Val and Tara will start taking over Clerk of Court duties and will dedicate time for training once in the office full-time.

Police Committee: Calls for service and Citations were reviewed. Guardian Fleet will be picking up pickup tomorrow and should be done by mid-August. Discussion on cameras for surveillance system, along with cost and funding. Working on a contract with Rolette County for office space. Candidates are being interviewed for another officer. Also working with BIA on acquiring tasers.

Public Works Committee: Water main was rerouted for Legacy project and water main break on Main Avenue in front of Clark Building was repaired. Water plant will be inspected next week by DEQ. Looking at swapping the Public Works Shop with the Recycling Center, which would make better use of resources. Might insulate the west ½ of the current recycling center for a heated shop and leave the east half for cold storage. Office space on the west end could be used by Cliff. Lead/Cooper exploration project was discussed to use example of Bismarck. Letters could be sent to residents and have them send photos with their address to Cliff to record.

Community Center Committee: New flooring and paint is planned and are looking for a contractor. Will plan on fundraisers in the future to defray costs for building upkeep.

Audit Oversight Committee: Audit report was given Hodgers. Val has spoke with Brady Martz and will begin work on Audits once they are in the office FT. Will get the State Auditor petition sent in by mid-August. Discussion on Brady Martz engagement letter for 2018. Also discussed was utility billing discrepancies, which will be addressed, along with traffic citation revenue and checking for accuracy.

Motion to approve committee reports as presented by Gottbreht, seconded by Booth. All voted aye. Motion carried unanimously.

New Business:



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1. Building Permit – Matt and Marian Peterson: *Motion by Gottbreht, seconded by Mitchell to approve Matt and Marian building permit. All voted aye, motion carried.*
2. City Sales Tax Committee Requests: *Motion by Mitchell, seconded Gottbreht to approve \$11,000.00 for the Rolla Park and Rolla Legion Baseball for inground sprinkler system & \$13,000.00 to Rolls – Public Works for street asphalt patching. All voted aye, motion carried.*
3. Discussion on changing the time of the Regular Council meetings. *Motion by Mitchell, seconded by Counts to change the meeting time from 7:30 PM to 5:30 PM for regular meetings on the third Wednesday of each month. All voted aye, motion carried.*
4. Office space – Rolette County Sheriff’s Office agreement with Rolla Police. Discussion on agreement for rent of office space, and computer use for the Rolla Police at the Rolette County LEC. *Motion by Mitchell, seconded by Berg to approve the agreement with annual rental payment, pending approval by the City Attorney. All voted aye, motion carried.*
5. Special Assessment Committee appointments: The council discussed appointment of three city residents to a Special Assessment Committee for the Phase 1 City Infrastructure Project. *Motion by Gottbreht, seconded by Booth to appoint Lowell Tupa, Alex Albert and Paul Frydenlund to the Special Assessment Committee for the Phase 1 City Infrastructure Project. All voted aye, motion carried.*

Motion to adjourned at 8:43 p.m. by Gottbreht.

ATTEST:

Kevin Juntunen, Mayor

Valerie McCloud, Interim City Auditor

