

ROLLA CITY COUNCIL
UNOFFICIAL MEETING MINUTES
WEDNESDAY, OCTOBER 16, 2024 at 5:30 P.M.

Mayor Kevin Juntunen called the meeting to order on October 16, 2024 at 5:30 p.m. Members present: Mayor Kevin Juntunen, Councilpersons: Alex Albert, Clarence Booth, Deanna Counts, Willie Fritz, and Paul Frydenlund present. Member Rebecca Hodggers absent. Others in attendance: Sarah Fenner, Chief of Police, and Cliff Rush, Public Works Director.

Members present joined in the Pledge of Allegiance.

Mayors Minute:

I have just a few announcements to begin tonight's meeting.

First, I'd like to invite the community to bring the children out on the evening of October 25th as the Rolla Chamber of Commerce will be doing their Trunk or Treat event. This will take place in front of City Hall between the hours of 5:30 and 6:30 pm with Rolla businesses handing out candy. I am told the Rolla Volunteer Firemen are also having their haunted house that same night so after filling up with candy you can take in the haunted house just around the corner from the city hall. Then on Halloween, October 31st, the City of Rolla will be having trick or treating between the hours of 5:00 to 6:30 pm. Come on out and have some fun with the Halloween activities. During these times, I'd like to ask the public to be mindful of the children taking in the Halloween festivities and drive safely.

I'd also like to take this time to remind citizens of Rolla as you are doing fall clean up work around your yards and businesses to remember to check your trees for obstruction to the street or sidewalk areas. If you are wondering if your trees need to be trimmed back, you can call the auditor's office, and they can help you. With winter looming soon, trees hanging over the streets are easily damaged by snow removal equipment and in some cases, city equipment is damaged by trees that are in the way of the equipment. Let's all do our part to save the trees in town, prevent undue damage to city equipment and keep our town safe by trimming the trees back.

Additions to Agenda:

4. Purchase of pickup for Public Works
5. Disposal of 2014 Ford Explorer

Motion by Albert, seconded by Fritz, to approve the agenda. On roll call vote, all members voted "AYE". Motion carried unanimously.

Consent Agenda:

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

1. September Regular Meeting Minutes
2. October Admin Committee Minutes
3. October Police Committee Minutes

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4. October Public Works Committee Minutes
5. Financial Report

Reading of the Bills: Motion by Albert, seconded by Counts, to approve the bills as funds become available. All members voted Aye. Motion carried unanimously.

| Check | Vendor | Amount | Check | Vendor | Amount |
|-------|----------------------------|-------------|-------|-----------------------------|--------------|
| 2760e | INTERNAL REVENUE SERVICE | \$1,135.81 | 59096 | ND DEPT OF TRANSPORTATION | \$10.00 |
| 2761e | STARION BANK | \$4,451.41 | 59097 | ACME TOOLS | \$1,128.00 |
| 2763e | AFLAC | \$481.44 | 59098 | CORE & MAIN LP | \$277.21 |
| 2764e | CENEX FLEET FUELING | \$569.35 | 59099 | EDWARD'S CONSTRUCTION | \$12,450.00 |
| 2765e | CNH INDUSTRIAL ACCOUNTS | \$101.95 | 59100 | GIBBENS LAW OFFICE | \$150.00 |
| 2766e | INTERNAL REVENUE SERVICE | \$4,846.87 | 59101 | GRAND FORKS UTILITY BILLING | \$70.00 |
| 2767e | INTERNAL REVENUE SERVICE | \$4,581.97 | 59102 | HAAS TIRE OTR & AG Service | \$100.00 |
| 2768e | ND PUB. EMPLOYEE RET. DEF. | \$565.00 | 59103 | HAWKINS, INC | \$7,104.91 |
| 2769e | ND PUB. EMPLOYEE RET. DEF. | \$565.00 | 59104 | INTERSTATE BILLING SERVICE | \$130.85 |
| 2770e | ND PUBLIC EMPLOYEES | \$7,298.26 | 59105 | INFORMATION TECHNOLOGY | \$31.45 |
| 2771e | NDPHIT | \$16,793.16 | 59106 | JEREMIAH HAAS | \$250.00 |
| 2772e | OTTERTAIL POWER CO | \$6,622.20 | 59107 | LEEVEES FOODS | \$11.98 |
| 2773e | OTTERTAIL POWER CO | \$475.95 | 59108 | LEEVEES FOODS | \$21.91 |
| 2774e | PAYMENT SERVICE NETWORK | \$189.70 | 59109 | LEGACY COOPERATIVE | \$17.00 |
| 2775e | TURTLE MOUNTAIN | \$629.25 | 59110 | MEARS AUTO PARTS | \$228.37 |
| 2776e | US POSTAL SERVICE | \$265.35 | 59111 | MICKELSON HENDRICKSON | \$187.43 |
| 2777e | VERIZON BUSINESS | \$276.78 | 59112 | MIDSTATES WIRELESS | \$619.52 |
| 2778e | VERIZON BUSINESS | \$201.18 | 59113 | MUNRO ACE HARDWARE | \$1,893.47 |
| 2779e | VERIZON CONNECT | \$63.80 | 59114 | MUNRO MOTOR CO | \$382.55 |
| 2780e | VISA | \$75.03 | 59115 | ND SOLID WASTE & RECYCLING | \$90.00 |
| 2781e | VISA | \$1,223.53 | 59116 | ONE CALL CONCEPTS | \$25.50 |
| 2782e | WM CORPORATE SERVICES, | \$21,953.46 | 59117 | STEVE HERMAN & SONS LLC | \$21,668.00 |
| 2783e | STARION BANK | \$200.17 | 59118 | TUOMALA PLUMBING & | \$104.80 |
| 59091 | ANDY STEINDERGER | \$23,500.00 | 59119 | TURTLE MOUNTAIN STAR | \$677.60 |
| 59092 | KEITH BENNING | \$50.00 | 59120 | WESTSIDE C-STORE | \$25.00 |
| 59093 | PUGHS SAND & GRAVEL | \$1,969.65 | 59121 | FIRST STATE INSURANCE | \$740.00 |
| 59094 | PUGHS SAND & GRAVEL | \$1,688.85 | 59122 | NOAH SWENSON | \$225.00 |
| | | | | Total | \$149,395.67 |

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Committee Reports:

Administrative Committee: Kevin Juntunen reviewed minutes from meeting. Nuisance updates were provided, delinquent Utility bills were reviewed and will be added to special assessments if not paid, and still waiting on completion of 2019-20 Audit.

Police Committee: Deanna Counts reported on Police Committee meeting. There were 176 Calls for service, and 19 Citations this month. Continuing to work with Russ on locations for remaining cameras, pickup radio has been fixed, and 2015 pickup is at Munro Motors for idling issue.

Public Works Committee: Kevin Juntunen reported on the meeting. Hydrants have been flushed, H & H Coating replaced the tower mixer in September. ND Sewage & Lift serviced lift stations per contract. 1st Ave NE, valley gutter was raised and concrete poured, and the street is reopened. Will be purchasing approximately 200 yards of sand for the winter. Ryan resigned at the Recycling Center effective 10/11/2024. Discussion on changing the position from PT to FT to assist with Inert site, and also help with infrastructure projects, and pay range for the position and possibly adjusting current Public Works employee. *Motion by Fritz, to adjust hourly wage of Jared Weiner to \$22.00/hour beginning 11/1/2024, and advertise for a Full-time Public Works Technician at starting pay of \$20/hour, with closing date for applications of 10/31/2024 and Public Works Committee to review and hire. All members voted Aye. Motion carried unanimously.* Discussion on Inert site, which is actually in JDA's name as owner, will look at options for possibly trading land. Also discussed was utility billing for JDA property. *Motion by Frydenlund, seconded by Counts to not bill Rolla JDA for utilities, unless the property is generating revenue. All members voted Aye. Motion carried unanimously.*

Motion by Fritz, seconded by Counts to accept the committee reports. All members voted Aye. Motion carried unanimously.

New Business:

1. **Planning and Zoning Board Minutes – Application for Variance for Darwin Fedorwich and Jessie Mickelson –** *Motion by Frydenlund, seconded by Albert to approve recommendation from the Planning and Zoning Committee to allow for variance for Jessie Mickelson & Darwin Fedorwich to use the garage that is attached to the house at Lot 18, Block 11 of Original Townsite of Rolla as an office for their real estate business. All members voted Aye. Motion carried unanimously.*
2. **Landfill -Account and payment options –** Auditor McCloud reviewed options for accepting electronic payments for the inert/landfill site. Dacotah Bank proposed using Move 5000 Terminal for accepting payments at the Inert/Landfill site, along with setting up an account for funds to be deposited into. *After discussion, motion by Frydenlund, seconded by Albert to open a checking account at Dacotah Bank with Kevin Juntunen, Deanna Counts, Valerie*

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McCloud, and Tara McDougall as authorized signers on said account and approve purchase of Move 5000 terminal for Inert/Landfill site electronic payments, with no additional convenience charged to customers. All members voted Aye. Motion carried unanimously.

3. **Lead and Copper Line Replacement Facility Plan:** The board reviewed timeline and repayment plan for replacement of Lead Water lines in the city. *Motion by Albert, seconded by Frydenlund, to approve Rolla City Category D Facility Plan for Lead Service lines, with a timeline of February, 2025 for Project Bid, April, 2025 for Project Construction and, Summer 2027 for Project Completion, with City using In-kind contribution for city cost share of the project. All members voted Aye. Motion carried unanimously.*
4. **Purchase of pickup for Public Works** –Quote was submitted from Munro Motors for work truck for Public Works. Discussion on purchase of 2025 Chevrolet Silverado. *Motion by Albert, seconded by Booth to approve purchase of 2025 Chevrolet Silverado 2500 work pickup for Public Works for \$49,775 to be paid 50% Water fund and 50% Sewer fund. All members voted Aye. Motion carried unanimously.*
5. **Disposal of 2014 Ford Explorer** – The council discussed 2014 Ford Explorer Police vehicle, which motor is out. *Motion by Fritz, seconded by Counts to approve of disposal of 2014 Ford Explorer with North Country Auto. All members voted Aye. Motion carried unanimously.*

On motion and unanimously approved, the meeting adjourned at 6:46 PM.

ATTEST:

Kevin Juntunen, Mayor

Valerie McCloud, City Auditor