

7:30 pm, Wednesday, July 17, 2019, the meeting of the Rolla City Council was called to order by Mayor John Hardy.

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

Others present: Cliff Rush - Public Works Director, Jim Olson & Adam Zach – AE2S, Brad Ebensteiner, Jaime De Los Santos, Jerry Sparrow, Linda Cameron Hickman, Genette Cameron Walker, Jason Nordmark-TM Star, Daryl Cameron – Police Chief and Carolynn Orey - City Auditor

**Additions to Agenda:** Northland Health Centers-letter of support, Engineering Report- Jim Olson, and City Policing Letter from Rolette County

**Consent Agenda**

Council Member Gottbreht moved; Council Member Hardy seconded to approve the Consent Agenda.

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

- Minutes: June 19, 2019 Regular council meeting
- Minutes June 24, 2019 Special council meeting
- Minutes: July 11, 2019 Special council meeting
- Financial Report – June 2019
- City Auditor’s Bond set at \$2,000,000

Paid Chk# 001582	DACOTAH BANK	6/28/2019	\$720.78	Skidsteer Loan #5426721
Paid Chk# 001583	DACOTAH BANK	6/28/2019	\$595.27	2015 Pickup #5418859
Paid Chk# 001584	AFLAC	6/28/2019	\$550.01	POLICE- JULY JET PACKS
Chk# 001585	STARION BANK	7/2/2019	\$4.00	Service Charge 2019 June
Chk# 001588	INTERNAL REVENUE SERVICE	7/15/2019	\$4,854.52	Fed Tax WHD
Chk# 001589	ND CHILD SUPPORT DIVISION	7/15/2019	\$381.60	re: ID# W Poitra
Chk# 001590	ND PUB. EMPLOYEE RET. DEF. COM	7/15/2019	\$50.00	DEFERRED COMP 0630PR
Chk# 001586	ND PUBLIC EMPLOYEES RET. INS	7/1/2019	\$8,338.10	JULY 2019 NDPERS HEALTH INSURA
Chk# 001587	NORTHERN PLAINS ELECTRIC	7/2/2019	\$145.86	JDA Loan Interest Payment #84
Chk# 001591	ND STATE TAX COMMISSIONER	7/15/2019	\$1,044.87	2nd QTR ND WH TAX PYMT
Chk# 001592	PAYMENT SERVICE NETWORK	7/15/2019	\$96.95	PSN GATEWAY FEE JUNE 2019
Chk# 057493	THEEL MOTORS	7/2/2019	\$1,917.51	POLICE - MOUNT & BALANCE 4 NEW
Chk# 057494	MIKKELSEN AGGREGATES LLC	7/2/2019	\$2,088.00	RECYCLED ASPHALT - MILLINGS
Chk# 058485	CLIFF RUSH	6/19/2019	\$712.50	BACKHOE RENTAL 7.5 HOURS FOR S
Chk# 57420	VISA	6/18/2019	\$187.86	JDA-LODGING
Chk# 057461	RUGBY LAWN & TREE	6/19/2019	(\$1,250.00)	10 POTTED PLANTS, 15 HANGING F
Chk# 057495	RUGBY GREENHOUSE	7/2/2019	\$1,250.00	REISSUE CHECK FOR 10 POTTED PL
Chk# 057496	HENRY, JESSICA	7/10/2019	\$500.00	Bond Refund Re: P.Mears
Chk# 057497	EXPRESSWAY INN	7/17/2019	\$169.20	HR CONFERENCE LODGING
Chk# 057498	FIRST STATE INSURANCE	7/17/2019	\$29,238.00	Inland Marine Renewal IM 220 2
Chk# 057499	GALL'S LLC	7/17/2019	\$1,018.27	SHIPPING ON INVOICE 013017866
Chk# 057500	GATTKE EXCAVATING	7/17/2019	\$9,266.00	15 LOADS OF PITRUN GRAVEL FOR
Chk# 057501	GIBBENS LAW OFFICE	7/17/2019	\$260.00	JDA-LOAN TO ROLLA DRUG, INC &
Chk# 057502	GOOSENECK IMPLEMENT	7/17/2019	\$483.96	FREIGHT ON SPINDLE
Chk# 057503	GRAND FORKS UTILITY BILLING	7/17/2019	\$67.00	WATER TESTING
Chk# 057504	GUSTAFSON OIL	7/17/2019	\$453.74	OIL CHANGE, FILTER, WINDSHIELD
Chk# 057505	HAWKINS, INC INFORMATION TECHNOLOGY	7/17/2019	\$1,987.90	FREIGHT
Chk# 057506	DEPT	7/17/2019	\$92.95	VPN - POLICE
Chk# 057507	J -N- F TOWING	7/17/2019	\$40.00	DOOR LOCK REPAIR ON FORD EXPLO
Chk# 057508	KINETIC LEASING	7/17/2019	\$18,010.00	TYMCO Street Sweeper Lease# Cl
Chk# 057509	LADUCER SANITATION	7/17/2019	\$17,890.00	Roll-off X 2
Chk# 057510	LEEVEFS FOODS	7/17/2019	\$2.38	TOILET PAPER
Chk# 057511	LEGACY COOPERATIVE	7/17/2019	\$35.71	3/4" HYD ENDS
Chk# 057512	MARC	7/17/2019	\$2,332.38	LIFT STATION CLEANER
Chk# 057513	MEARS AUTO PARTS	7/17/2019	\$329.65	STARTER GENERATOR
Chk# 057514	MICROLAP TECHNOLOGIES	7/17/2019	\$99.66	FEDEX SHIPPING SAMPLES TO ND D
Chk# 057515	MOORE ENGINEERING	7/17/2019	\$1,107.95	CONSTRUCTION SERVICES FOR 2018
Chk# 057516	MUNRO ACE HARDWARE	7/17/2019	\$423.65	BULBS
Chk# 057517	ND CHEMISTRY LAB ND SEWAGE PUMP & LIFT	7/17/2019	\$103.58	WATER SAMPLES
Chk# 057518	STATION	7/17/2019	\$2,026.40	SERVICE CALL TO MAIN LIFT STAT
Chk# 057519	NEAMEYER BODY SHOP	7/17/2019	\$1,881.12	REPAIRS ON 1998 CHEVY PICKUP
Chk# 057520	NORTH DAKOTA ONE CALL	7/17/2019	\$13.20	11 TICKETS @ \$1.20
Chk# 057521	NORTHERN PLAINS ELECTRIC	7/17/2019	\$77.66	LAGOON acct# 3709000
Chk# 057522	OTTERTAIL POWER CO	7/17/2019	\$5,551.77	WHEAT SCULPTURE
Chk# 057523	OVERDRIVE INC	7/17/2019	\$1,500.00	LIBRARY- ND Digital Consortium
Chk# 057524	PERSONNEL CONCEPTS	7/17/2019	\$12.92	LABOR LAW POSTERS FOR WTP
Chk# 057525	PREBLE MEDICAL ROLLA CHAMBER OF	7/17/2019	\$260.00	PRE-EMPLOYMENT DRUG TESTING-P.
Chk# 057526	COMMERCE	7/17/2019	\$200.00	\$200 ROLLA BUCKS FOR SURVEY

Chk# 057527	STARION BANK	7/17/2019	\$55.11	Postage for water samples-Pett
Chk# 057528	STATE FIRE & TORNADO	7/17/2019	\$3,732.78	2019-20 State Fire & Tornado I
Chk# 057529	TUOMALA PLUMBING & HEATING	7/17/2019	\$644.86	HANDLE, CURB BOX KEYS & SHUTOF
Chk# 057530	US POSTAL SERVICE	7/17/2019	\$22.00	LATE FEE FOR ANNUAL RENEWAL
Chk# 057531	VERIZON WIRELESS	7/17/2019	\$274.28	PUBLIC WORKS JULY INVOICE
Chk# 057532	VISA	7/17/2019	\$17.99	AMAZON PRIME
Chk# 057533	DAVID WALLETTTE	7/17/2019	\$1,400.00	JUNE CEMETERY MOWING SERVICES
Chk# 057534	WILBUR- ELLIS	7/17/2019	\$50.16	7/8" OD CLEAR HOSE
Chk# 057535	CENEX FLEET CARD PRESENTATION MEDICAL CENTER	7/17/2019	\$858.66	POLICE - GAS
Chk# 057536		7/17/2019	\$2,908.00	DRUG TESTING-B. LEDOUX
Chk# 057537	SCHLENOGOT, KERRY	7/17/2019	\$502.84	HR Conference - Bismarck
Chk# 500201E	Hourly-Semi Month ACH	6/30/2019	\$6,555.50	
Chk# 500202E	Semi-Monthly- Salary ACH	6/30/2019	\$8,408.74	
Chk# 500203E	Semi-Monthly-Council ACH	6/30/2019	\$7,757.40	
Chk# 500204E	Hourly-Semi Month ACH	7/15/2019	\$6,220.14	
Chk# 500205E	Semi-Monthly- Salary ACH	7/15/2019	\$7,391.81	
			\$163,923.15	

Council Member Mitchell moved, Council Member Lange seconded, to omit check #57500 Gattke Excavating and pay remaining bills as submitted. All members on roll call voted "yes". None voted "no". Motion carried.

### Old Business:

#### Velma Gapp Water Bill

Mayor Hardy stated that the auditor's office adjusted off the additional charge on Velma Gapp's Water Bill.

#### Rolla Fire Department Budget

Discussion was held on Rolla Fire Department request for an additional 5 mills for capital improvements for the 2020 budget. Brad from Rolla Fire Department presented a long term plan in regards to the additional 5 mills for capital improvements. Discussion was tabled until the special city council meeting July 22<sup>nd</sup>, 2019.

#### Engineer Report

Jim Olson, AE2S will be contacting Christy with USDA Rural Development for a reimbursement request for ELC Concrete LLC invoice for the amount of \$1,700. Adam Zach, AE2S discussed what the priorities are moving forward with Water Plant improvements.

### Committee Reports

#### Administrative:

Carolynn informed the committee that the USDA Rural Development will be performing a compliance review audit on Friday, July 12, 2019.

Discussion regarding the 2020 budget.

Discussion regarding building permit enforcement. Council Member Albert will create a cover page for building permit applications with further information and instructions on completing building permit forms.

Discussion regarding equity pay raises. Council Member Wilkie will use the information from the NDLC wage report to make a reasonable plan for equity pay raises.

#### Public Works Committee:

Mayor Hardy stated the street sweeper is in need of repairs at an estimated cost of \$6,959.64.

Council Member Albert moved, Council Member Hardy seconded to approve \$6,959.64 for repairs on the street sweeper. All members on roll call voted: "yes". None voted "no". Motion carried.

Council Member Leonard moved, Council Member Albert seconded to approve \$5,500 for milling on Harris Court by Mayo Construction.

#### Police:

Council Member Gottbreht moved, Council Member Hardy seconded, to approve presented resignation from William Poitra. All members on roll call voted "yes". None voted "no". Motion carried.

Mayor Hardy reported the Police Committee requested to hire Daryl Cameron for the open Chief of Police position. Council Member Gottbreht moved, Council Member Lange seconded to hire Daryl Cameron for the open Chief of Police position with a starting salary of \$48,000. All members on roll call voted: "yes". None voted "no".

Discussion regarding the 2020 budget.

#### Library:

No report submitted

**Forestry:**

Council Member Albert presented annual employee evaluation for Throy Haadem. Council Member Albert moved, Council Member Lange seconded, to approve a wage increase to \$10.36 per hour. All members on roll call voted: “yes”, None voted “no”.

Committee requested to increase 2020 Budget by \$500 to allow for increases in flowers and supplies.

**Cemetery:**

No report submitted

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**

**Heartland Health Center-letter of support**

Council Member Lange moved, Council Member Albert seconded, to send a letter of support on behalf of the City Council.

**2019 USDA Rural Development Compliance Review Questionnaire**

Carolynn reported that the USDA performed their audit and asked the council to complete a questionnaire and return to the auditor’s office.

**2020 Budget**

Discussion was held on the 2020 budget. Mayor Hardy proposed that the 2020 budget discussion be continued to the special city council meeting on Monday July 22<sup>nd</sup>.

There being no further business, Mayor Hardy adjourned the meeting at 10:20 pm

The next scheduled meeting of the City Council is Wednesday, August 21, 2019.

John Hardy, Mayor

ATTEST:

Carolynn Orey, City Auditor  
Dated 07/23/2019