

ROLLA CITY COUNCIL  
REGULAR MEETING  
MINUTES  
WEDNESDAY, APRIL 21, 2021 at 7:30 p.m.

Present: Mayor John Hardy, Councilpersons: Blake Gottbrecht, 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, Engineer from AE2S Jim Olson.

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

**Mayors Minute:** Mayor John Hardy wanted to thank the group of people that came together for the After Prom Party, this event keeps kids safe after prom and the volunteers did a great job of putting the event together.

**Addition to Agenda:**

1. Cemetery Bid
2. Library Director Position

**Consent Agenda:**

***Motion to approve Consent Agenda by Blake Gottbrecht, seconded by Paula Wilkie. All voted aye, motion carried.***

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

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

059511	AG PAYROLLS	4/21/2021	\$582.86
059512	ADVANCED ENGINEERING & ENVIRON	4/21/2021	\$71,262.43
059513	AMERICAN LEGION	4/21/2021	\$40.00
059514	BANYON DATA SYSTEMS	4/21/2021	\$959.00
059515	BANK OF NORTH DAKOTA	4/21/2021	\$934.78
059516	CLIFF RUSH	4/21/2021	\$1,100.00
059517	CNH CAPITAL AMERICA LLC	4/21/2021	\$15.98
059518	CORE & MAIN	4/21/2021	\$108.63
059519	CENEX FLEET CARD	4/21/2021	\$517.10
059520	DAKOTA SUPPLY GROUP	4/21/2021	\$201.17
059521	GUSTAFSON OIL	4/21/2021	\$1,551.71
059522	GRAND FORKS UTILITY BILLING	4/21/2021	\$70.00
059523	HAWKINS INC	4/21/2021	\$3,539.60
059524	J -N-F TOWING	4/21/2021	\$300.00
059525	JOHN DEERE FINANCIAL	4/21/2021	\$372.10
059526	KURITA AMERICA INC.	4/21/2021	\$1,122.50
059527	LEGACY COOPERATIVE	4/21/2021	\$64.97
059528	LEEVEFS FOODS	4/21/2021	\$15.98
059529	MUNRO ACE HARDWARE	4/21/2021	\$294.73
059530	MEARS AUTO PARTS	4/21/2021	\$143.40
059531	NEAMEYER BODY SHOP	4/21/2021	\$30.00
059532	NORTHLAND COMM. HEALTH-NCHC	4/21/2021	\$289.00
059533	NORTHERN PLAINS ELECTRIC	4/21/2021	\$77.45

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059534	LAND SURVEYING SERVICES	4/21/2021	\$1,590.00
059535	NORTH DAKOTA ONE CALL	4/21/2021	\$6.00
059536	OTTERTAIL POWER CO	4/21/2021	\$7,883.97
059538	PRESENTATION MEDICAL CENTER	4/21/2021	\$35.00
059539	PROFESSIONAL DATA MANAGEMENT	4/21/2021	\$162.00
059540	MALO ELECTRIC	4/21/2021	\$4,549.39
059541	RURAL DEVLPMNT.FINANCE CORP	4/21/2021	\$5,118.62
059542	ROLETTE COUNTY SHERIFF OFFICE	4/21/2021	\$490.00
059543	R+L CARRIERS INC	4/21/2021	\$743.61
059544	KIWANIS CLUB OF ROLLA	4/21/2021	\$275.00
059545	STARION BOND SERVICES	4/21/2021	\$3,771.25
059546	STARION BOND SERVICES	4/21/2021	\$17,405.00
059547	STARION BOND SERVICES	4/21/2021	\$73,112.50
059548	SANDE ELECTRIC	4/21/2021	\$1,546.79
059549	Terry P Hudson	4/21/2021	\$288.00
059550	TURTLE MOUNTAIN COMMUNICATIONS	4/21/2021	\$50.89
059551	THEEL MOTORS	4/21/2021	\$2,002.59
059552	TUOMALA PLUMBING & HEATING	4/21/2021	\$107.46
059553	TURTLE MOUNTAIN STAR	4/21/2021	\$141.80
059554	VERIZON WIRELESS	4/21/2021	\$298.09
059555	VISA	4/21/2021	\$926.24
059556	VISA	4/21/2021	\$328.57
059557	WESTSIDE CSTORE	4/21/2021	\$10.00
059558	WASTE MANAGEMENT	4/21/2021	\$20,122.91

**Engineering Report:** AE2S Engineer Jim Olson discussed the Lead Water Line Replacement Project status – the City of Rolla was rejected for funding because the city audits are not up to date. The city has the option to apply for the grant next year. The survey has started around town. The Water Treatment Plant project is moving forward with electrical and plumbing work taking place. Drought conditions are affecting wells 8 & 9 on the north side of town. Jim Olson will keep looking at options for these wells. State water applications are due July 1, 2021, funds may be available for the city with this application. Jim was also in contact with the North Central Planning Council for the community center, Hovi Mitchell is also working with the North Central Planning Council for funds to fix the community center. Community project funding form was sent in by AE2S for review by Representative Kelly Armstrong. The city may be a good candidate for funds.

**Public Works Report:** None

**Committee Reports:**

**Administrative Committee:**

1. Audits are behind so the city does not qualify for any grants or funds for projects.
2. Auditor Erica McDougall has reviewed applicants for the Deputy Auditor position, she is recommending two candidates to hire, Shelby Campbell as Deputy Auditor, a full time position, and Rebecca Hodgers as Administrative Assistant, a part time position. The Administrative Assistant position will be reevaluated after 12 months. ***Motion was made to approve hiring Shelby Campbell and Rebecca Hodgers by Kyle Hardy, seconded by TJ Bergsrud. All voted aye, motion carried.***
3. Auditor Erica McDougall contacted Brady Martz out of Minot to perform audits. This firm has the capability to perform the audits in a timely manner. The goal is to have them started on

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audits in May. *Motion was made to approve hiring Brady Martz by Rebecca Albert, seconded by Hovi Mitchell. All voted aye, motion carried.*

4. Auditor Erica McDougall is requesting a laptop for \$1,500.00 and a docking station for up to \$200.00 for the office. *Motion was made to approve purchase by Rebecca Albert, seconded by Blake Gottbrecht. All voted aye, motion carried.*
5. Rebecca Albert presented information on Municipal Court, there is resistance with moving court to Rolette County. Discussion was had regarding Judges salary. More information is needed on this.
6. Rolla Community Center needs full council discussion regarding maintenance on the building. Gutters are in need of immediate replacement before more building issues arise. Contractor estimates will be requested for the work to take place. A special meeting may be necessary to approve work.

**Police Committee:**

1. Police Committee has approved training for \$376.00
2. Chief William Poitra has a candidate in mind for Sargent position – Officer Aryton Yozamp has completed a 30 day review and may move to Sargent in May.
3. Need certified person to transport prisoners in and out of town at \$15.00 per hour. Currently the city is paying Rolette County to transport prisoners at a higher rate. More information is needed to continue this discussion.

**Public Works Committee:**

1. Public Works Director Cliff Rush discussed the issues with the north wells drying up.
2. There are some signs that need replacing around town.
3. Briand Kraft with RDO Equipment presented payment options for the purchase of a new loader. Trade in value for the current loader is \$85,000, the lease for the new loader would be for \$109,300. *Motion was made to move forward with purchase new loader from RDO Equipment with annual payments of \$20,321.88 for 72 months by Blake Gottbrecht, seconded by Rebecca Albert. All voted aye, motion carried.*
4. Rich Patton review will be revisited with John Hardy and Cliff Rush so no action will be taken tonight.
5. Lighting at the Recycling Center needs to be replacement. Cole Malo gave an estimate to do 9 fixtures for \$1,986.25. *Motion was made to approve expense of \$1986.25 to replace light fixtures at the Recycling Center by TJ Bergsrud, seconded by Kyle Hardy. All voted aye, motion carried.*

**Street Improvement Committee:**

1. No discussion

**Old Business:**

1. JDA Director Danielle Mickelson presented a survey regarding the addition and modification of new streets. *Motion to accept survey, to maintain new streets RV Park Drive and 1<sup>st</sup> Ave NW by Kyle Hardy, seconded by Hovi Mitchell. All voted aye, motion carried. Document was signed by Major John Hardy and Auditor Erica McDougall.*

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2. Lighting at the Football Field and funding options was discussed. ***Motion to approve the removal of light poles around the football field by Legacy and Ottertail was made by Paula Wilkie, seconded by Blake Gottbrecht. All voted aye, motion carried.***

**New Business:**

1. Planning & Zoning Committee recommended approval for Munro Plat as described Munro's 3<sup>rd</sup> Addition. ***Motion to approve recommendation by Planning & Zoning Committee for Munro 3<sup>rd</sup> Addition as described by Hovi Mitchell, seconded by Paula Wilkie. All voted aye, motion carried.***
2. Building Permit – no permit was received prior to this meeting.
3. Cemetery Bid – one bid was received by Dennis Berg for the Cemetery for \$7,950.00. ***Motion to hire Dennis Berg to mow the cemetery for \$7,950.00 for 2021 was made by Rebecca Albert, seconded by Kyle Hardy. All voted aye, motion carried.***
4. Library Director – discussion was had about the Library Director position, Diana Lange was hired in April to fill the vacancy. More information was be presented in May. ***Motion to approve hiring Diana Lange as Library Director with salary approval at a later date was made by Rebecca Albert, seconded by TJ Bergsrud. All voted aye, motion carried.***

Meeting adjourned at 9:15 p.m.

ATTEST:

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John Hardy, Mayor

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Erica McDougall, City Auditor