

7:30 pm, Wednesday, January 15, 2020, the meeting of the Rolla City Council was called to order by Mayor John Hardy.

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

Others present: Sandra Olson, Judy Martinson-Rolette County Public Health, Barbara Frydenlund-Rolette County Public Health, LeeAnn Vollmer-Revitalize Rolla, Jason Nordmark-TM Star, Jim Olson-AE2S, Daryl Cameron-Police Chief, Cliff Rush-Public Works Director, and Carolynn Orey-City Auditor.

Additions to Agenda: Revitalize Rolla – Demolition of Mercantile Building Storefront

Consent Agenda

Council Member Lange moved, Council Member Gottbreht seconded, to approve the Consent Agenda.

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

- Minutes: December 18, 2019 City council meeting
- Financial Report – December 2019
- JDA Board appointment for three year term-Brad Nash
- Planning and Zoning Board re-appointment- Gordon Krech and James Bucher
- Transfers between funds per 2019 budget: \$26,169.44 from #230 Contingency to #616 Street Imp. 2017-1 Debt Service for Bond Payment, \$77,370.06 from #601 Water to #605 Water Project for Bond Payment, \$6,750 from #604 Infrastructure to #610 Improv. Dist. 2012-2 Debt Service for Bond Payment

With no contest from the City Council, Mayor Hardy moved Rolette County Tobacco Prevention Coordinator from New Business to the Consent Agenda.

Barbara Frydenlund, Rolette County Public Health & Judy Martinson, Rolette County Tobacco Prevention Coordinator– Barbara Frydenlund, Rolette County Public Health suggested the City consider adopting an ordinance for: the ban of selling e-cigarettes and vape paraphernalia, and the smoke free ND law as it was written in 2012. Mayor Hardy appointed Council Member Hardy as City Council liaison to coordinate with the Rolette County Public Health.

Check	Vendor Name	Amount	Description
1687	ND STATE TAX COMMISSIONER	\$1,026.61	4TH QUARTER ND WHD TAX PAYMENT
1688	AFLAC	\$167.46	DECEMBER PREMIUM
1689	ND CHILD SUPPORT DIVISION	\$381.60	re: ID# 256301
1690	ND PUBLIC EMPLOYEES RETIRMENT	\$6,031.47	PERA 12/2019
1691	ND PUB. EMPLOYEE RET. DEF. COM	\$62.50	DEFERRED COMP 1231PR
1692	INTERNAL REVENUE SERVICE	\$5,511.36	MEDICARE
1693	DACOTAH BANK	\$595.27	2015 Pickup #5418859
1694	DACOTAH BANK	\$720.78	Skidsteer Loan #5426721
1695	STARION BANK	\$4.00	Service Charge December 2019
1696	STARION BANK	\$307.74	Charge Back Item NSF
1697	PAYMENT SERVICE NETWORK	\$94.70	PSN Gateway Fee December 2019
1698	NORTHERN PLAINS ELECTRIC	\$145.86	JDA PAYMENT #90
1699	ND PUBLIC EMPLOYEES RET. INS	\$9,820.14	January 2020 NDPERS Health Insurance
1700	VERIZON WIRELESS	\$380.08	POLICE- January JETPACK
57824	CENEX FLEET CARD	\$957.19	Police - Gas
57825	PAUL WEIGAND	\$2,679.60	REIMBURSEMENT FOR MILEAGE FROM BISMARCK TO ROLLA ND DURING POLICE ACADEMY
57826	US POSTAL SERVICE	\$140.00	Utility Bills for December 2019
57827	POST BOARD	\$45.00	POLICE LICENSE-WEIGAND
57828	POST BOARD	\$45.00	POLICE LICENSE - SLATER
57829	POST BOARD	\$45.00	POLICE LICENSE - W POITRA
57830	TURTLE MT. COMMUNICATIONS	\$639.63	Phone Services
57831	VISA	\$14.71	JDA-ANNUAL FEE
57833	Jayde Slater	\$3,215.52	REIMBURSEMENT FOR MILEAGE FROM BISMARCK TO ROLLA DURING POLICE ACADEMY
57834	ADVANCED ENGINEERING & ENVIRON	\$24,742.65	2019 General Engineering Services
57835	BANK OF NORTH DAKOTA	\$2,488.99	JDA-RE: JOSH MUNRO
57836	DOUGHERTY & COMPANY INC	\$350.00	Continuing Disclosure Services through 12/31/2018
57837	DOWNTOWN FLORAL	\$50.00	Floral Arrangement for Merlin Ruppelius
57838	GRAND FORKS UTILITY BILLING	\$99.50	Water Samples
57839	GUSTAFSON OIL	\$2,476.14	Propane, Gas
57840	HACH	\$73.40	Buffer Solution
57841	HAWKINS INC	\$3,317.91	3 Chlorine Sets, 2 Tube Assemblies, Azone 15, Sodium Bisulfate
57842	INFORMATION TECHNOLOGY DEPT- P	\$95.65	Multifactor Authentication Fee
57843	J. P. COOKE CO	\$69.90	2020 Pet Tags and Receipt Book
57844	LADUCER SANITATION	\$16,690.00	December 2019 Garbage Contract
57845	MARC	\$2,332.38	10 SUPER LIFT STATION CLEANERS
57846	MEARS AUTO PARTS	\$120.94	Switch for 1998 Chevy
57847	MUNRO ACE HARDWARE	\$102.33	VACUUM BAGS
57848	NORTH DAKOTA ONE CALL	\$3.05	3 Tickets @ \$1.20
57849	NORTHERN PLAINS ELECTRIC COOP	\$77.12	LAGOON ACCT # 3709000
57850	OTTERTAIL POWER CO	\$7,292.67	SEWER
57851	POWER PLAN OIB	\$750.48	2 Batteries for Blade
57852	PREBLE MEDICAL	\$80.00	Pre Employment Drug Testing- P. Enmo

57853	ROLETTE COUNTY JAIL	\$140.00	December Invoice - 2 Inmates
57854	ROLETTE COUNTY TREASURER	\$5,415.13	SPECIALS- CITY LOTS
57855	ROLLA CHAMBER OF COMMERCE	\$150.00	2020 Annual Dues
57856	ROLLA FIRE DEPT.	\$12,329.44	2 of 6 PAYMENTS CITY SALES TAX
57857	SECRETARY OF STATE	\$10.00	RCC 2020 ANNUAL RENEWAL SFN50879
57858	SENSUS METERING SYSTEMS	\$1,949.94	2020 Autoread Support Annual Renewal
57859	THEEL MOTORS	\$34.60	Filter and Oil Change on 2018 Chevrolet Silverado
57860	TM STAR	\$824.16	Garbage Transition Ad
57861	TUOMALA PLUMBING & HEATING	\$10.98	3 BLK Pipe SCH 40 21
57862	U.S. WATER SERVICES, INC	\$51,236.53	72 Membranes
57863	VERIZON WIRELESS	\$252.94	PUBLIC WORKS-January INVOICE
57864	VISA	\$10.56	Amazon Prime
57865	WESTSIDE CSTORE	\$40.00	Car Wash Tokens
57866	WORKFORCE SAFETY & INSURANCE	\$5,722.92	2020 Annual Premium
57867	ND Clerks Association	\$100.00	2020 Membership Dues
57868	STARION BANK	\$23.55	Petty Cash-Postage for Water Samples
500227e	Semi Month-Hourly ACH	\$5,922.79	
500228e	Semi-Monthly- Salary ACH	\$7,765.86	
500229e	Semi-Monthly-Council ACH	\$5,818.05	
500230e	Semi Month-Hourly ACH	\$6,021.04	
500231e	Semi-Monthly- Salary ACH	\$9,607.59	
		\$207,630.41	

Council Member Gottbreht moved, Council Member Lange seconded, to pay bills as submitted. All members on roll call voted "yes". None voted "no". Motion carried.

Engineering Report

2020 Street and Utility Condition Assessment

Jim Olson, AE2S presented an updated map to the City Council for review. AE2S is continuing to work on the 2020 Street and Utility Condition Assessment.

2015-1 Water Improvement

Jim Olson, AE2S stated that USDA Rural Development agreed to extend the funding deadline for the 2015-1 Water Improvement project to January 31, 2020.

Jim Olson, AE2S presented photos of the VFR tank that is leaking. He received an estimate of \$1,500. The remaining funds will be on hold for the time being in order to repair the VFR tank.

Old Business

Gattke Excavating

Mayor Hardy stated he and Cliff will provide a proposal to Theel Motors for 50% of the Gattke Excavating invoice from July for gravel on the street near Theel Motors.

Sandra Olson 2019 Property Taxes

Council Member Albert reported that the taxes cannot be reduced. The taxes are the lowest amount they can be based on the condition, lot size and age of the house. No action taken.

Committee Reports

Administrative

Discussion was held regarding the trailer and pickup truck that is on the lot deeded to the City from Rolette County. City Auditor Carolynn Orey recommended that Mayor Hardy and the City Council wait on Gibbens Law Office for guidance on the necessary legal actions that the City needs to take.

Annual employee evaluation was presented for Kerry Schlenvogt. Committee recommended a 3% wage increase. Council Member Albert moved to approve a 3% wage increase for Kerry Schlenvogt, seconded by Council Member Mitchell. All members on roll call voted "yes". None voted "no". Motion carried.

Police Committee

Mayor Hardy presented a 6 month evaluation and stated the Police Committee recommends a 5% wage increase for Police Chief Daryl Cameron based on 6-month evaluation.

Council Member Gottbreht moved to approve the recommended 5% wage increase for Police Chief Daryl Cameron. Council Member Hardy seconded. All members on roll call voted "yes". None voted "no". Motion carried.

Annual employee evaluation was presented for William Poitra. Committee recommended a 3% wage increase. Council Member Wilkie moved to approve a 3% wage increase for William Poitra, seconded by Council Member Lange. All members on roll call voted "yes". None voted "no". Motion carried.

Library

Annual employee evaluation was presented for Throy Haadem. Committee recommended a 3% wage increase. Council Member Albert moved to approve a 3% wage increase for Throy Haadem, seconded by Council Member Mitchell. All members on roll call voted "yes". None voted "no". Motion carried.

Annual employee evaluation was presented for Rebecca Sheridan. Committee recommended a 3% wage increase. Council Member Albert moved to approve a 3% wage increase for Rebecca Sheridan, seconded by Council Member Gottbreht. All members on roll call voted "yes". None voted "no". Motion carried.

Public Works Committee

Mayor Hardy clarified a motion from the April 17th, 2019 City Council minutes referencing incentive raises. The motion was to approve a \$.50 per hour wage increase per certification ND Department of Health Water Users Exam for City employees.

New Business

Prairie Lanes- Extension for Liquor License

Council Member Wilkie moved, Council Member Gottbreht seconded, to approve an extension for the temporary liquor license expiring on April 15, 2020 for the Coffee Shop until Prairie Lanes is ready to open. All members on roll call voted "yes". None voted "no". Motion carried.

Starion Bank – Signatory Approval for Carolynn Orey

Council Member Gottbreht moved, Council Member Hardy seconded, to add Carolynn Orey as an authorized signatory for Starion Bank. All members on roll call voted "yes". None voted "no". Motion carried.

Revitalize Rolla – Demolition of Mercantile Building Storefront

Council Member Albert moved, Council Member Wilkie seconded, to have Revitalize Rolla take down the Mercantile Building store front by January 31st, 2020. Five members on roll call voted "yes". One member voted "no". Motion carried.

There being no further business, Mayor Hardy adjourned the meeting at 9:00 pm
The next scheduled meeting of the City Council is Wednesday, February 19, 2020.

John Hardy, Mayor

ATTEST:

Carolynn Orey, City Auditor
Dated 01/17/2020