

7:30 p.m., Wednesday, February 21, 2018, the Rolla City Council meeting was called to order by Mayor Scott Mitchell. Council members present: Hemmy, Gottbreht, Vollmer and Sparrow. Council members absent: Albertson.

**Others present:** Public Works Director, Cliff Rush; Chief of Police, Nathan Gustafson; City Auditor Matt Mutzenberger; City Attorney, Michelle Gibbens; Mark Sweeny, Jesse Berg, Moore Engineering; Ethan Kitsch, DOT; Scott Davis, Lakota-Ojibway Commissioner; Alysia LaCounte, Attorney for TMBCI; Jamie Azure, Chairman, Turtle Mountain Band of Chippewa; and Chad Davis.

**Consent Agenda:** January 17, 2018 City Council meeting minutes; February 1, 2108 Special City Council meeting minutes; Financial Report (including Transfers); January 31, 2018 and February 15, 2018 Payroll; 2016 Audit Report; Patrick LaRocque's resignation; City/County Election Joint Powers Agreement; 2018 Notice of Election Filing Deadline; 2017 End of Year Financial Report for publication.

Sparrow moved, Vollmer seconded, to approve the February 21, 2018 Consent Agenda. Motion carried.

Reading of the Bills:

**To Be Approved on 2/21/2018**

**LISTING  
AS OF 2/16/18**

<b>VENDOR NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
AFLAC	JANUARY PREMIUM	\$371.92
ABRAHAMSOM REFRIDGERATION	REPAIR POP MACHINE	\$81.00
BALCO UNIFORM COMPANY	NAMETAPE-VELCRO	\$21.76
CENEX VOYAGER FLEET	POLICE GAS	\$1,244.76
CNH INDUSTRIAL CAPITAL	AUTO PARTS	\$23.37
COMPUTERS N' STUFF	ETHERNET CABLES	\$21.38
CORE & MAIN	4" HYMAX CPLG	\$894.32
ELIZABETH OSMAN	RESTITUTION RE: E. LAVERDUE	\$168.97
EXPRESSWAY SUITES	WATER CONFERENCE LODGING	\$167.40
GRAND FORKS ENVIRONMENATAL LAB	WATER TESTING	\$52.00
GUSTAFSON OIL	GAS/DIESEL/PROPANE/LP	\$6,291.95
HEALTH CHEMISTRY LAB	WATER TEST	\$49.44
HR COLLABORATIVE	CONVENTION REGISTRATION	\$400.00
HACH	CHEMICALS	\$108.16
HAWKINS	CHEMICALS	\$1,596.99
INFORMATION TECH. DEPT.	VPN-COURT	\$26.00
INFORMATION TECH. DEPT.	VPN- POLICE	\$62.80
JOB SERVICE OF NORTH DAKOTA	REIMBURSEMENT	\$75.46
LADUCER SANITATION	GARBAGE AND RECYCLING	\$17,290.00
LEEVERS	POP AND OFFICE SUPPLIES	\$65.19
MARC	MISC.SUPPLIES	\$673.66
MATT MUTZENBERGER	TRAVEL REIMBURSEMENT	\$133.67
MEARS AUTO PARTS	SHOP SUPPLIES	\$284.65
MEARS IMPLEMENT	SUPPLIES	\$72.80
MOORE ENGINEERING	PROJECT SERVICES	\$23,255.68
MUNICIPAL GOVERNMENT ACADEMY	MARCH MADNESS AND WEBINAR	\$445.00
MUNRO ACE HARDWARE	SUPPLIES	\$574.54
ND LEAGUE OF CITIES	2018 ANNUAL MEMBERSHIP	\$1,240.00
ND RURAL WATER SYSTEM ASSOC.	2018 WATER EXPO REGISTRATION	\$500.00
ND SEWAGE PUMP AND LIFT	ALCO LIFT STATIUON 2	\$939.00
NORTH CENTRAL GRAIN COOPERATIVE	POLICE TIRES, SHOP PARTS, GAS	\$767.38
NORTH DAKOTA ONE CALL	LOCATING	\$6.20
NORTHERN PLAINS ELECTRIC	LAGOON	\$73.32
OFFICE OF THE STATE AUDITOR	2016 AUDIT REVIEW FEE	\$165.00
OLYMPIC SALES	BAILING WIRE	\$375.11
OTTER TAIL POWER	ELECTRICITY	\$7,873.69
OVERDRIVE	LIBRARY PARTICIPATION	\$1,500.00
PRAIRIE POWER CENTER	ATV SERVICE	\$72.93
RICH PATTON	COMPUTOR SETUP	\$495.00
ROLETTE COUNTY	LEC WATER MAIN LOOP	\$32,338.50
ROLETTE COUNTY JAIL	DECEMBER INMATE HOUSUNG	\$3,250.00
STAPLES CREDIT PLAN	OFFICE and MISC.	\$362.49
STAPLES CREDIT PLAN	OFFICE and MISC.	\$114.17
STARION BANK	PETTY CASH	\$47.85

STONE'S MOBILE RADIO	SHIPPING AND HANDLING	\$15.00
TUOMALA PLUMBING AND HEATING	PARTS AND SERVICE	\$412.25
TURTLE MOUNTAIN COMMUNICATIONS	JANUARY TELEPHONE	\$623.58
TURTLE MOUNTAIN STAR	PUBLISHING	\$331.52
US POST OFFICE	FEBRUARY UTILITY BILLING	\$140.00
VERIZON WIRELESS	POLICE	\$254.83
VERIZON WIRELESS	PWD PHONES	\$271.32
VISA - Kerry	OFFICE SUPPLIES	\$286.97
VISA - Matt	COMPUTERS and TM STAR AD.	\$3,230.27
WORKFORCE SAFETY	2018 PREMIUM	\$5,419.71
	total checks to approve	<b>\$115,558.96</b>

**Electronic Payments**

Bank of North Dakota	Bond Interest and Administrative Fees	\$17,875.00
Payroll 941 Tax Deposit	Jan. 31, 2018 Payroll Tax Deposit	\$5,593.72
Payroll 941 Tax Deposit	Feb. 15, 2018 Payroll Tax Deposit	\$4,732.14
ND Tax Commissioner	4th Qtr, ND Whd.	\$1,293.42
NDPERS	Def. Compensation - Jan.31 PR	\$37.50
NDPERS	Def. Compensation - Feb. 15 PR	\$37.50
NDPERS	Health Ins- February, 2018	\$5,962.98
NDPERS	Retirement- January, 2018	\$5,210.07
PAYROLL	01/31/18 Payroll	\$17,096.09
PAYROLL	02/15/18 Payroll	\$15,413.03
Patment Service Network	February fees	\$84.45
Dacota Loan Pmt. - Skid Steer	January payment	\$720.78
Dacota Loan Pmt. - 2017 Chevy	January payment	\$595.27
Starion Bank	January service charge	\$4.00
	total electronic payments to approve	\$74,655.95

**TOTAL CHECKS AND EFT \$190,214.91**

**Rolla JDA**

NORTHERN PLAINS ELECTRIC	Loan Pmt. #66 - Feb.1, 2018	\$145.86
GEORGE YOUNGERMAN	Travel Reimbursement	\$430.91
	Total JDA	<b>\$576.77</b>

**Rolla Community Center**

Ottertail Power	Utilities	\$1,084.04
ND Secretary of State	Annual Report	\$10.00
	RCC TOTAL	<b>\$1,094.04</b>

**2/14/2018 Transfers as Budgeted**

\$50,000 Contingency Fund to General Fund  
 \$45,000 Water Fund to General Fund  
 \$18,163 Streets Fund to General Fund

The City Auditor requested that the Moore Engineering Invoice be handled separately due to forthcoming changes in the amount previously invoiced.

Hemmy moved, Gotbreht seconded, to pay bills as listed. Motion carried.

**Old Business:** Hearing none.

**Committee Reports:**

**Engineering**

Moore Engineering re-presented, contractors' application for payment #15 and #16 for American General Contracting in the amount of \$157,326.30 on the 2015 Water Plant

Project. The City Council agreed to apply liquid damages, in agreement with counsel, for \$40,000.00. Hemmy moved, Gottbreht seconded, to accept and approve payment application #15 and #16 on the following conditions: (1) that the total payment made to American General Contractors be reduced by the sum of \$40,000 in liquidated damages. Motion carried.

Sparrow moved, Vollmer seconded, to approve Amendment #2 to the Owner-Engineer Agreement. (this is a cost shifting amendment that modifies payments to the engineer) Motion carried.

Vollmer moved, Gottbreht seconded, to approve Moore Engineering invoice #17820 for the 2015-2 Water Plant Improvements for \$32,000.00. Motion Carried.

**Public Works:**

Ethan Kitsch addressed the Council on a curb-cut issue on a frontage road (a 36 foot approach versus a 30 foot approach), and the removal of a gravel road in conjunction with a new business on Highway 5. The Council inquired as to who would be paying for these modifications.

An add will be placed in the TM Star for a 20 hour per week recycling center worker.

**Police:**

Scott Davis addressed the Council on the benefits of a law enforcement MOU, or a cooperative powers agreement between area law enforcement entities.

There was discussion on the feasibility of implementing city cameras as another tool the police department could use to reduce crime in town.

**Administrative:**

The Administrative Committee did not meet in February.

**Cemetery:**

Councilmember Hemmy stated that he is putting some bids together to either fix or replace some fencing at the cemetery.

Gottbreht moved, Hemmy seconded, to approve the committee reports. Motion carried.

**New Business:**

Maureen Munro's special assessment issues will be referred to a special assessment committee composed of the Mayor and Councilmember Vollmer, and recommendation will be made to the full council.

**The meeting adjourned at 9:26 pm.**

**The next scheduled meeting of the City Council is Wednesday, March 21, 2018.**

Scott Mitchell, Mayor

ATTEST:

Matt Mutzenberger-City Auditor  
Dated 2/21/2018