

7:30 p.m., Wednesday, February 18 2015, the meeting of the Rolla City Council was called to order by Council President Christopher Albertson. Council members present were Albertson, Hemmy and Sparrow. Absent: Mayor Scott Mitchell and Councilwoman Albert and Councilman Bercier.

Also present: Gar Wiedrich; Public Works Director Dean Martin; Police Officers Joseph Boehm and Colt Allery

Consent Agenda:

Councilmember Sparrow moved, Councilmember Hemmy seconded, to approve the Consent Agenda of minutes of the January 21st council meeting; January Financial Report; Transfer of funds; Time sheets for 01/30/15 and 2/13/15; 2014 End of Year Balances Report, Amended Budget and Over and Under Report; Mahlum Goodhart audit contract; Planning and Zoning recommendation to change OTS, Blk 12, Lots 9-12 to C-1; to pay the bills, as read when funds become available. All members on roll call voted "yes". None voted "no". Motion carried.

- Minutes: January 21st council meeting
- Financial Report –January
- Transfer between Funds in February: per budget \$17,000 from General Fund #100 to Police Reserve Fund # 105
- Time Sheets- 01/30/15 PR and 02/13/15 PR
- 2014 End of Year Reports- Balances; Amended Budget; Over and Under
- Mahlum Goodhart audit contract
- Planning and Zoning recommendation- OTS, Blk 12, Lots 9-12 changed to C-1 (Central Commercial District)
- Reading of Bills

VENDOR NAME	DESCRIPTION	AMOUNT
US POSTAL SERVICE	BILLING POSTAGE	\$ 160.27
ND RURAL WATER SYSTEMS ASSOC.	ANNUAL EXPO REG- D. MARTIN	\$ 230.00
NORTH COUNTRY AUTO	JDA GRANTS	\$ 2,596.00
ROLLA DAY CARE	HORIZONS -toward security system	\$ 1,200.00
WAGNER CONSTRUCTION	#2013-1 Pay Requests 3,4 and 5	\$ 2,175,149.17
CURTIS JUNTUNEN	BOND REFUND	\$ 500.00
AFLAC	PREMIUM	\$ 127.35
ALLERY, COLT	POLICE-CELLPHONE /COURT	\$ 100.00
AT&T	POLICE - MOBILE SHARE PLAN	\$ 145.64
BANK OF NORTH DAKOTA	SWR # 2012-2 INTEREST PMT	\$ 16,407.53
BOEHM, JOSEPH	POLICE- CELL PHONE	\$ 40.00
CENEX FLEET CARD	POLICE - GAS	\$ 885.91
DAKOTA COMMUNICATIONS	POLICE	\$ 12,450.75
ENVIRONMENTAL SAFETY INC	SEWER	\$ 2,208.00
GALLS	POLICE- UNIFORMS	\$ 167.92
GRAND FORKS CITY	TESTING	\$ 52.00
HAWKINS	CHEMICALS	\$ 1,000.37
INFORMATION TECH. DEPT.	VPN-POLICE	\$ 162.80
INFORMATION TECH. DEPT.	VPN-COURT	\$ 12.70
LADUCER SANITATION	SERVICE	\$ 17,290.00
LARSCO	WATER PLANT -service call	\$ 1,960.98
LEEVERS FOODS	POP/SUPPLIES	\$ 60.52
MARTIN, DEAN	COURT SERVICES FEE 02/03/15	\$ 25.00
MOORE ENGINEERING	ENGINEERING FEES # 2013-1	\$ 96,620.38
MUNRO ACE HARDWARE	SUPPLIES	\$ 177.12
MY PINK GRANDMA	POLICE- PATCHES SEWN	\$ 30.00
ND WATER AND POLLUTION	CONF REG - BRAD RUPPELIUS	\$ 30.00
NDBOA	2015 MEMBERSHIP	\$ 30.00
NEWMAN SIGNS	STREETS	\$ 173.63
NODAK	MAINTENANCE	\$ 523.32
NORTH CENTRAL GRAIN COOP	GAS /PROPANE	\$ 3,371.70
NORTH CENTRAL TIRE	POLICE	\$ 15.00
NORTH DAKOTA ONE CALL	SERVICE	\$ 2.20
OTTER TAIL POWER	ELECTRICITY	\$ 8,420.27
PRESENTATION MEDICAL CENTER	TESTING - POLICE	\$ 42.80
RICH PATTON	LIBRARY -	\$ 48.00
ROLETTE COUNTY JAIL	BOARD- 17 PERSONS	\$ 4,550.00
ROLETTE COUNTY	STATES ATTY LEGAL FEES	\$ 400.00
ROLLA COMMUNITY CENTER	MAINTENANCE PER BUDGET	\$ 14,000.00
ROLLA IMPLEMENT	MAINTENANCE	\$ 781.86
ROLLA PARK BOARD	REVENUE SHARING PER BUDGET	\$ 4,200.00
ROLLA WELDING	REPAIRS - STREETS	\$ 449.32
STARION FINANCIAL	PETTY CASH SLIPS	\$ 30.75
THEEL MOTORS	POLICE /STREETS	\$ 144.19
TUOMALA PLUMBING AND HEATING	SERVICE - WELL#5	\$ 1,122.43
TURTLE MOUNTAIN COMMUNICATIONS	TELEPHONE	\$ 729.21
USA BLUEBOOK	MAINTENANCE	\$ 1,325.74
VERIZON WIRELESS	PUBLIC WORKS	\$ 228.38
WESTSIDE SERVICE	CAR WASH TOKENS	\$ 20.00
WORKFORCE SAFETY	ANNUAL PREMIUM	\$ 5,247.28
WRIGHT, CHRIS	POLICE- CELL PHONE	\$ 40.00

Payroll 941 Tax Deposit	Jan. 30, 2015 Payroll	\$	3,921.51
Payroll 941 Tax Deposit	Feb. 13, 2015 Payroll	\$	5,246.68
NDPERS	Def. Compensation-Jan. 30th PR	\$	625.00
NDPERS	Def. Compensation- Feb. 27th PR	\$	700.00
NDPERS	BCBS- Jan. 2015 premium	\$	4,207.36
NDPERS	Retirement- Jan. 2015	\$	3,513.77
NORTHERN PLAINS ELECTRIC	JDA -LOAN PMT	\$	145.86
PAYROLL	1/30/15 PAYROLL	\$	10,176.27
PAYROLL	02/13/15 PAYROLL	\$	12,200.61
STARION FINANCIAL	ACH FEE & SERVICE CHG	\$	33.08
ND CHILD SUPPORT ENFORCEMENT	1/30/15 PR DEDUCTION	\$	378.60
ND CHILD SUPPORT ENFORCEMENT	02/13/15 PR DEDUCTION	\$	378.60
PAYMENT SERVICES NETWORK	JANUARY FEES	\$	62.70
STARION BOND SERVICES	TEMP.REVENUE BOND PAYMENT	\$	2,358,765.94

Rolla Community Center cash account

VENDOR NAME	DESCRIPTION		AMOUNT
MUNRO ACE HARDWARE	SUPPLIES	\$	8.49
OTTER TAIL POWER	ELECTRICITY	\$	1,072.71
TUOMALA PLUMBING	REPAIRS	\$	82.73

CITY OF ROLLA 2014	JAN. 1, 2014	2014	2014	DEC. 31, 2014	DEC. 31, 2014			
FUND	Beg. Balance	REVENUES	EXPENDITURES & PR	Transfers In	Transfers Out	BALANCE	INVESTMENT	INVEST.&CASH
GENERAL	\$ 181,731.82	\$ 585,768.15	\$ 574,399.85	\$ -	\$ 9,244.70	\$ 183,855.42	\$ -	\$ 183,855.42
POLICE RESERVE	\$ 3,050.56	\$ -	\$ 12,388.72	\$ 17,000.00	\$ -	\$ 7,661.84	\$ -	\$ 7,661.84
STREET	\$ 437,662.98	\$ 168,002.49	\$ 202,026.12	\$ -	\$ -	\$ 403,639.35	\$ -	\$ 403,639.35
SOCIAL SECURITY	\$ 5,991.89	\$ 29,474.24	\$ 30,841.21	\$ -	\$ -	\$ 4,624.92	\$ -	\$ 4,624.92
EMERGENCY	\$ 15,750.12	\$ 369.84	\$ -	\$ -	\$ -	\$ 16,119.96	\$ -	\$ 16,119.96
CEMETERY	\$ 21,043.88	\$ 8,292.44	\$ 4,780.00	\$ -	\$ -	\$ 24,556.32	\$ 500.00	\$ 25,056.32
RETIREMENT	\$ 3,515.73	\$ 29,286.41	\$ 30,064.38	\$ -	\$ -	\$ 2,737.76	\$ -	\$ 2,737.76
CONTINGENCY	\$ 249,772.69	\$ 238,873.44	\$ -	\$ -	\$ 92,035.00	\$ 396,611.13	\$ -	\$ 396,611.13
INSURANCE	\$ 24,893.15	\$ 29,717.84	\$ 26,913.00	\$ -	\$ -	\$ 27,697.99	\$ -	\$ 27,697.99
CORRECTIONAL FACILITY	\$ 383.11	\$ 5,638.79	\$ 6,409.77	\$ 440.35	\$ -	\$ 52.48	\$ -	\$ 52.48
TEMP. REVENUE BOND	\$ -	\$ -	\$ 302,632.00	\$ 302,632.00	\$ -	\$ -	\$ -	\$ -
TEMP. REVENUE BOND	\$ -	\$ 2,157,210.00	\$ -	\$ -	\$ 4,400.00	\$ 2,152,810.00	\$ -	\$ 2,152,810.00
IMPRV. DISTRICT 2012-1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
IMPRV. DISTRICT 2012-1 Reserve	\$ 567,505.88	\$ 1,887,712.63	\$ 1,344,820.46	\$ -	\$ 1,110,398.05	\$ -	\$ -	\$ -
WTR. IMPROV. 2013-1	\$ 1,299,901.77	\$ -	\$ 811,205.18	\$ 807,766.05	\$ -	\$ 1,296,462.64	\$ -	\$ 1,296,462.64
WTR PLANT IMPROV. # 2014-1	\$ -	\$ -	\$ 4,400.00	\$ 4,400.00	\$ -	\$ -	\$ -	\$ -
SPECIAL RE	\$ 1,168.82	\$ 777.27	\$ 846.22	\$ -	\$ -	\$ 1,099.87	\$ -	\$ 1,099.87
SPEC ASSESS. DEF.	\$ 10,156.96	\$ 4,647.81	\$ 14,804.77	\$ -	\$ -	\$ -	\$ -	\$ -
ST. IMPROVE. #18	\$ (15,609.12)	\$ -	\$ -	\$ 15,609.12	\$ -	\$ -	\$ -	\$ -
SEWER/LAGOON #27	\$ 412,225.45	\$ 284,764.47	\$ 200,379.75	\$ -	\$ -	\$ 496,610.17	\$ -	\$ 496,610.17
WATER FUND	\$ 187,611.56	\$ 321,737.10	\$ 245,308.49	\$ -	\$ 111,033.07	\$ 153,007.10	\$ -	\$ 153,007.10
SEWER FUND	\$ 136,904.44	\$ 122,844.78	\$ 115,174.63	\$ -	\$ 18,000.00	\$ 126,574.59	\$ -	\$ 126,574.59
GARBAGE FUND	\$ 77,480.22	\$ 238,685.05	\$ 255,237.88	\$ 9,000.00	\$ -	\$ 69,927.39	\$ -	\$ 69,927.39
INFRASTRUCTURE FUND	\$ 96,205.58	\$ 146,765.39	\$ -	\$ -	\$ 133,025.00	\$ 109,945.97	\$ -	\$ 109,945.97
WATER PROJECT FUND	\$ 13,000.00	\$ 2,050.00	\$ 113,083.07	\$ 111,033.07	\$ -	\$ 13,000.00	\$ 100,000.00	\$ 113,000.00
WATER Emerg.& Extensions	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -	\$ 40,000.00	\$ -	\$ 40,000.00
SEWER/LAGOON RESERVE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 176,880.00	\$ 176,880.00
SEAL COAT 2012 DEBT SERVICE	\$ 63,332.43	\$ -	\$ 55,951.15	\$ 53,500.00	\$ -	\$ 60,881.28	\$ -	\$ 60,881.28
IMPRV. DISTRICT 2012-2 Reserve	\$ 40,000.00	\$ -	\$ -	\$ 38,535.00	\$ -	\$ 78,535.00	\$ -	\$ 78,535.00
IMPRV.DISTRICT 2012-2 Debt Serv.	\$ 2,918.06	\$ -	\$ 135,844.79	\$ 133,025.00	\$ -	\$ 98.27	\$ -	\$ 98.27
FORESTRY	\$ 6,311.19	\$ 4,348.24	\$ 5,512.19	\$ -	\$ -	\$ 5,147.24	\$ -	\$ 5,147.24
LIBRARY	\$ 17,148.69	\$ 12,517.62	\$ 13,603.28	\$ -	\$ -	\$ 16,063.03	\$ 10,000.00	\$ 26,063.03
JOB DEVELOP.	\$ 137,252.73	\$ 94,967.37	\$ 68,476.33	\$ -	\$ -	\$ 163,743.77	\$ 216,520.00	\$ 380,263.77
SALES TAX	\$ 115,949.04	\$ 45,225.45	\$ 10,000.00	\$ -	\$ -	\$ 151,174.49	\$ 26,125.00	\$ 177,299.49
PUBLIC REC	\$ 7,339.00	\$ 7,840.69	\$ 12,500.70	\$ -	\$ -	\$ 2,678.99	\$ 2,204.92	\$ 4,883.91
CITY PROMOTION	\$ 1,320.81	\$ 17,199.86	\$ 16,800.00	\$ -	\$ -	\$ 1,720.67	\$ -	\$ 1,720.67
ROLLA COMMUNITY CENTER	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,269.02	\$ 30,269.02
HORIZONS PROGRAM	\$ 10,289.18	\$ -	\$ -	\$ -	\$ -	\$ 10,289.18	\$ -	\$ 10,289.18
RCO- CASH ACCOUNT	\$ 4,479.78	\$ 11,011.59	\$ 12,029.61	\$ -	\$ -	\$ 3,461.76	\$ -	\$ 3,461.76
TOTALS	\$ 4,176,688.40	\$ 6,455,728.96	\$ 4,626,433.55	\$ 1,492,940.59	\$ 1,478,135.82	\$ 6,020,788.58	\$ 562,498.94	\$ 6,583,287.52

2014 OVER-UNDER REPORT - AMENDED BUDGET

FUND		REVENUE		EXPENDITURE	
		REC. OVER	REC. UNDER	SPENT OVER	SPENT UNDER
		BUDGET	BUDGET	BUDGET	BUDGET
100	GENERAL	\$ 203,801.89	\$ -	\$ 68,473.96	\$ -
105	POLICE RESERVE	\$ -	\$ -	\$ -	\$ 4,560.72
201	STREET	\$ -	\$ 16,447.51	\$ 17,926.12	\$ -
202	SOCIAL SECURITY	\$ -	\$ 4,525.76	\$ -	\$ 2,658.79
206	EMERGENCY	\$ 369.84	\$ -	\$ -	\$ -
208	CEMETERY	\$ -	\$ 1,011.56	\$ -	\$ 4,320.00
210	RETIREMENT	\$ -	\$ 4,713.59	\$ -	\$ 2,935.62
230	CONTINGENCY	\$ 28,873.44	\$ -	\$ -	\$ 50,000.00
240	INSURANCE	\$ 2,367.84	\$ -	\$ -	\$ 87.00
250	CORRECTIONAL FACILITY	\$ -	\$ 861.21	\$ -	\$ 30.58
301	TEMP. REVENUE BOND 2013	\$ 632.00	\$ -	\$ 632.00	\$ -
302	TEMP. REVENUE BOND 2014	\$ 2,157,210.00	\$ -	\$ 4,400.00	\$ -
411	IMPROV. DISTRICT 2012-2	\$ 2,636,850.21	\$ -	\$3,204,356.09	\$ -
412	IMPROV. DISTRICT 2013-1	\$ -	\$ 310,096.37	\$ -	\$ 2,129,657.24
413	IMPROV. DISTRICT 2014-1	\$ 4,400.00	\$ -	\$ 4,400.00	\$ -
501	SPECIAL RE	\$ -	\$ 72.73	\$ -	\$ 3.78
518	SPEC ASSESS. DEF	\$ -	\$ 852.19	\$ -	\$ -
520	ST. IMPROVE. #18	\$ -	\$ -	\$ -	\$ -
527	SEWER/LAGOON #27	\$ 13,364.47	\$ -	\$ 529.75	\$ -
601	WATER FUND	\$ -	\$ 74,537.90	\$ -	\$ 39,708.44
602	SEWER FUND	\$ -	\$ 1,055.22	\$ 10,074.63	\$ -
603	GARBAGE FUND	\$ -	\$ 2,314.95	\$ 6,237.88	\$ -
604	INFRASTRUCTURE FUND	\$ -	\$ 3,834.61	\$ 15,025.00	\$ -
605	WATER PROJECT FUND	\$ -	\$ 266.93	\$ -	\$ 209.43
608	SEAL COAT DEBT SERVICE	\$ -	\$ -	\$ -	\$ 748.85
609	IMPROV. District 2012-2 Reserve	\$ -	\$ -	\$ -	\$ -
610	IMPROV. District. 2012-2 Debt Service	\$ 15,025.00	\$ -	\$ 135,844.79	\$ -
803	FORESTRY	\$ 1,448.24	\$ -	\$ 2,612.19	\$ -
804	LIBRARY	\$ -	\$ 7,232.38	\$ -	\$ 4,896.72
805	JOB DEVELOP.	\$ 39,274.46	\$ -	\$ 12,983.65	\$ -
806	SALES TAX	\$ 3,625.45	\$ -	\$ -	\$ 31,600.00
808	PUBLIC REC	\$ -	\$ 1,160.21	\$ 3,900.70	\$ -
809	CITY PROMOTION	\$ -	\$ 800.14	\$ -	\$ 1,200.00
830	ROLLA COMMUNITY CNTR	\$ 310.44	\$ -	\$ -	\$ 12,620.39
TOTALS		\$ 5,107,553.28	\$ 429,783.26	\$3,487,396.76	\$ 2,285,237.56

NOTES on Expenditures over Budget:

- Fund 100 over budget due to unbudgeted drug testing program, bonds and restitution; City Hall hand rail
Police salary increases, Police vehicles and new equipment; unbudgeted Police grant expenditures
- Fund 201 over budget due to equipment purchase of street sweeper; increase in gas and supplies expense
- Fund 604 over budget due to increased transfer out to Fund 610 for Storm Swr project debt service
- Fund 610 over budget due to unbudgeted Storm Sewer project debt service
- Funds 301, 302, 411, 412 and 413 over due to unbudgeted expenditures for projects
- Fund 805 over budget due to increase in grant distributions

NOTES on Revenues over Budget:

- Fund 100 over budget due to increased revenue sharing, fine collections, in lieu of taxes revenue and police grants
- Fund 230 over budget due to increase in sales tax revenue
- Fund 527 over budget due to increased sales tax revenue
- Funds 301, 302, 411, 412, 413, 604, 609 and 610 over budget due to unbudgeted revenue

Committee Reports

Public Works Committee —02/03/15 committee minutes included in packet and on file in the auditor’s office. Kemper Construction to come in near future to work on pipe replacement in the water treatment plant. Well houses need upkeep. Well #5 telemetry is not working right.

Councilmember Hemmy moved, Councilmember Sparrow seconded, to approve the public works department to spend up to \$2000 on fire cabinets with preference to a local business. On roll call, all council members voted “yes”. None voted “no”. Motion carried.

Councilmember Vollmer moved, Councilmember Hemmy seconded, to approve the purchase of air stripper packing from Larsco. On roll call, all council members voted “yes”. None voted “no”. Motion carried.

Bid Opening for Demolition and Clean up of garage at 115 1st St NE Council President Albertson opened the bids submitted by Peach Construction, Gattke Excavating, R & D Hendrickson Trucking and Johnson Construction.

Councilmember Sparrow moved, Councilmember Hemmy seconded, to accept the \$2400 bid for demolition and disposal of abandoned garage by June 1, 2015 submitted by Gattke Excavating. On roll call, all council members voted "yes". None voted "no". Motion carried.

Bid Opening for Construction of fence at water treatment plant Council President Albertson opened the bids submitted by Peach Construction, Edwards Construction, Johnson Construction and Steve Herman.

Councilmember Vollmer moved, Councilmember Sparrow seconded, to table the decision on the fence bid. On roll call, all council members voted "yes". None voted "no". Motion carried.

Police: Police committee met on January 13th and minutes were included in the council packet and are on file in the city auditor's office. Interviews of applicants for the Police Chief position to be scheduled after February 27th. City attorney is creating a letter template for the police department to use in conjunction with the nuisance ordinance. The Tahoe utilized by Acting Police Chief Wright needs service on the 4 wheel drive.

Councilmember Hemmy moved, Councilmember Sparrow seconded, to advertize for bids for transcription services. On roll call, all council members voted "yes". None voted "no". Motion carried.

Councilmember Vollmer moved, Council member Hemmy seconded, to approve the committee reports. All voted "yes". Motion carried.

City Improvement Project # 2013-1 – project completed last summer; warranty work to be completed this summer

Street Improvement District # 2015-1 - (Park Drive, Munro Drive) Bid opening 2 p.m. on Tuesday, March 3rd

Water Treatment Plant Improvement Project Public Hearing was held on Feb. 12th. The special election set for Tuesday, February 24th with polls open from 10 a.m. – 7 p.m..

Special Election Canvassing Board: March 2nd at 2 p.m. – consists of Mayor, Auditor and City Attorney and two council members. Councilmember Vollmer moved, Council member Albertson seconded, to appoint Pat Hemmy and Jerry Sparrow to serve on the special city election canvassing board along with the city attorney, mayor and auditor. On roll call, all members voted "yes". None voted "no". Motion carried.

CDBG grants – City Hall Improvement Project – Councilmember Vollmer moved, Council member Sparrow seconded, to approve payment of \$ 44,793 to Munro Contractors as partial payment on CDBG project. On roll call, all members voted "yes". None voted "no". Motion carried.

Rolla Community Center project – bid opening 1 p.m. March 3rd

March Madness-Bismarck, March 17th-18th Councilmember Hemmy moved, Council member Sparrow seconded, to approve payment of expenses for council, deputy auditor and auditor attending NDCL March Madness. On roll call, all members voted "yes". None voted "no". Motion carried.

March council meeting date: Councilmember Sparrow moved, Councilmember Vollmer seconded, to change March regular council meeting date to Thursday, March 19, 2015. On roll call, all members voted "yes". None voted "no". Motion carried.

Next meeting will be Wednesday, March 19, 2015.

There being no further business, Mayor Mitchell adjourned the meeting at 8:45 p.m.

Christopher Albertson, Council President

ATTEST:

Mae Murphy, City Auditor