

7:30 pm, Wednesday, August 21, 2019, the meeting of the Rolla City Council was called to order by Mayor John Hardy.

Council Members Present: Rebecca Albert, Leonard Lange, Blake Gottbreht, Paula Wilkie, and Kyle Hardy via telephone conference call.

Others present: Alex Albert, Nathan Neameyer, Danielle Mickelson, John Rosinski-TM Star, Sandra Olson, Daryl Cameron-Police Chief, Cliff Rush-Public Works Director, and Kerry Schlenvogt-Deputy City Auditor

Consent Agenda

Council Member Gottbreht moved; Council Member Lange seconded to approve the Consent Agenda. All members on roll call voted “yes”. None voted “no”. Motion carried.

- Minutes: July 17, 2019 City council council meeting
- Minutes: July 22, 2019 Special council meeting
- Minutes August 5, 2019 Special council meeting
- Minutes August 9, 2019 Special council meeting
- Financial Report – July 2019
- Transfer \$36,759.94 from #601 Water to #605 Water Project Fund for Bond Payment
- Building Permit: Cheri Sczygiel. Council Member Gottbreht moved, Council Member Lange seconded, to approve the presented building permit from Cheri Sczygiel. All members on roll call voted “yes”. None voted “no”. Motion carried.
- Rolette County Jail Contract. Council Member Gottbreht moved, Lange seconded, to accept the Rolette County Jail Contract. All members on roll call voted “yes”. None voted “no”. Motion carried.

1594	ND PUB. EMPLOYEE RET. DEF. COM	16-Jul-19	\$25.00	DEFERRED COMP 0715PR
	ND PUBLIC EMPLOYEES RETIRMENT	25-Jul-19	\$6,304.31	PERA 06/19
1595	INTERNAL REVENUE SERVICE	25-Jul-19	\$4,517.37	Fed Tax WHD
1596	DACOTAH BANK	30-Jul-19	\$595.27	2015 Pickup #5418859
1597	DACOTAH BANK	30-Jul-19	\$720.78	Skidsteer Loan #5426721
1598	ND CHILD SUPPORT DIVISION	31-Jul-19	\$381.60	re: ID# W Poitra
1599	AFLAC	31-Jul-19	\$167.46	JULY 2019 PAYMENT
1600	INTERNAL REVENUE SERVICE	31-Jul-19	\$4,930.99	Fed Tax WHD
1601	NORTHERN PLAINS ELECTRIC	02-Aug-19	\$145.86	JDA Loan Interest Payment #85
1602	VERIZON WIRELESS	02-Aug-19	\$376.96	POLICE-AUGUST JETPACK
1603	ND PUB. EMPLOYEE RET. DEF. COM	06-Aug-19	\$37.50	DEFERRED COMP 0731PR
1604	PAYMENT SERVICE NETWORK	06-Aug-19	\$89.45	PSN GATEWAY FEE JULY 2019
1605	ND PUB. EMPLOYEE RET. DEF. COM	06-Aug-19	\$37.50	CORRECTION FOR C. ERICKSON DEF COMP 6/15
1606	STARION BANK	31-Jul-19	\$4.00	Service Charge 2019 July
1607	INTERNAL REVENUE SERVICE	31-Jul-19	\$1,285.20	941 COUNCIL WITHHOLDING
1608	ND STATE TAX COMMISSIONER	30-Jun-19	\$1,044.08	2ND QTR ND WHD TAX PAYMENT
1609	CITY OF ROLLA	09-Aug-19	\$1,122.52	ACH ITEM DEPOSITED PAUL WEIGAND, INVALID ACH ROUTING NUMBER FROM 6/30 PAYROLL
1610	ND CHILD SUPPORT DIVISION	16-Aug-19	\$381.60	re: ID# W Poitra
1611	ND PUB. EMPLOYEE RET. DEF. COM	16-Aug-19	\$37.50	DEFERRED COMP 0815PR
1612	INTERNAL REVENUE SERVICE	16-Aug-19	\$4,572.63	Fed Tax WHD
1613	LIPP, CARLSON, WITUCKI & ASSOC	15-Jul-19	\$500.00	WEIGAND PSYCH EVAL (BILLED TO PAUL)
57539	CASSEY LONGIE	24-Jul-19	\$500.00	Bond Ref Re: B.Carrington
57540	STAPLES CREDIT PLAN	29-Jul-19	\$26.74	PUBLIC WORKS-PLANNER
57541	SUPERIOR GLASS, INC.	29-Jul-19	\$895.00	REPLACE SPRING IN FRONT DOOR AT CITY HALL
57542	TURTLE MT. COMMUNICATIONS	29-Jul-19	\$623.27	RECYCLING CENTER
57543	VISA	29-Jul-19	\$2.30	FINANCE CHARGE
57544	ND SOLID WASTE & RECYCLING	30-Jul-19	\$75.00	Aug 1, 2019 - July 31, 2020 Membership Dues
57545	PROUTY REMODELING	30-Jul-19	\$1,470.40	REPAIR GARAGE DOOR @ FIRE HALL
57546	POST BOARD	31-Jul-19	\$45.00	OFFICER LICENSE-WEIGAND
57547	US POSTAL SERVICE	31-Jul-19	\$140.00	Utility Bills for July 2019
57548	FILTRONICS	06-Aug-19	\$9,829.80	30% DEPOSIT FOR MEDIA LOAD
57549	NORTHERN PLAINS ELECTRIC	12-Aug-19	\$77.56	LAGOON acct# 3709000
57550	OTTERTAIL POWER CO	12-Aug-19	\$5,089.32	SEWER
57551	RUSTED NUT TOOLS	12-Aug-19	\$229.53	1/2 DR 15/16 DR, 7 PC CROWSFOOT, INLINE SKATE C
57552	ADVANCED ENGINEERING & BALCO UNIFORM CO. INC	21-Aug-19	\$21,828.00	2019 General Engineering Services
57553	BALCO UNIFORM CO. INC	21-Aug-19	\$900.00	SHARE OF SLATER'S VEST
57554	BILL'S SERVICE	21-Aug-19	\$393.90	424 FLUID
57555	CENEX FLEET CARD	21-Aug-19	\$792.13	POLICE - GAS
57556	CNH CAPITAL AMERICA LLC	21-Aug-19	\$45.25	BELT
57557	COMPUTER SOLUTIONS INC	21-Aug-19	\$99.00	GRASS CLIPPING & WOOD CHIPS SIGN

57561	CORE & MAIN LP	21-Aug-19	\$3,357.28	RW GATE,GASKETS,SPLICES, T-HEADS, COUPLINGS, WIRE
57562	E L C CONCRETE LLC	21-Aug-19	\$1,700.00	Replace driveway apron at 409 1st Avenue SE
57563	ENVIRONMENTAL EQUIPMENT	21-Aug-19	\$7,361.56	WALL MOUNT NOZZLE
57564	GALL'S LLC	21-Aug-19	\$228.85	GUN MOUNT WEAPON LIGHT
57565	GATTKE EXCAVATING GRAND FORKS UTILITY	21-Aug-19	\$3,664.00	24 LOADS OF PITRUN GRAVEL
57566	BILLING	21-Aug-19	\$67.00	WATER TESTING
57567	GUSTAFSON OIL	21-Aug-19	\$432.71	BRAD UNLEADED
57568	HACH	21-Aug-19	\$1,238.38	FERROVER PWD PLWS 25 ML, PAN IND SOLN, ALKALINE, CYANIDE, ROCHELLE SALT SOLUTION, PH STD SOLN
57569	HAWKINS, INC	21-Aug-19	\$1,421.51	360 LB ZINC ORTHOPHOSPHATE, SODIUM PERMANGANTE 20%
57570	INFORMATION TECHNOLOGY DEPT	21-Aug-19	\$94.30	STATE EXCHANGE EMAIL,VPN, ACTIVE DIRECTORY USER
57571	LADUCER SANITATION	21-Aug-19	\$17,890.00	Roll-Off X 2
57572	LEGACY COOPERATIVE	21-Aug-19	\$797.29	HOSES
57573	MARC	21-Aug-19	\$158.02	TROPICAL PINEAPPLE DEOD
57574	MARION TRUCKING	21-Aug-19	\$4,097.00	DIG UP WATERLINE ON HARRIS COURT
57575	MAYO CONSTRUCTION	21-Aug-19	\$5,500.00	ASPHALT ON HARRIS COURT
57576	MEARS AUTO PARTS	21-Aug-19	\$167.25	3 BAGS OF FLOOR DRY
57577	MEARS IMPLEMENT	21-Aug-19	\$38.95	END SECTION
57578	Danielle Mickelson	21-Aug-19	\$237.80	EXPENSE VOUCHER- MILEAGE TO MANDAN
57579	MICROLAP TECHNOLOGIES	21-Aug-19	\$59.78	FEDEX SHIPPING SAMPLES TO ND DEPT OF HEALTH
57580	MUNRO ACE HARDWARE	21-Aug-19	\$211.73	WASHERS, NUTS, BOLTS
57581	ND LEAGUE OF CITIES	21-Aug-19	\$150.00	AUDITORS CERTIFICATION PROGRAM-CAROLYNN
57582	POST BOARD	21-Aug-19	\$135.00	PSYCH EVALUATION - WEIGAND
57583	ND SAFETY COUNCIL	21-Aug-19	\$300.00	2020 MEMBERSHIP
57584	ND SEWAGE PUMP & LIFT STATION	21-Aug-19	\$3,350.17	90 DEGREE ELBOW, NIPPLES, AIR RELEASE VALVE FOR MAIN LIFT STATION REPAIR
57585	NODAK STORE INC	21-Aug-19	\$119.99	12 VOLT PUMP
57586	NORTH DAKOTA ONE CALL	21-Aug-19	\$18.00	15 TICKETS @ \$1.20
57587	NCHC	21-Aug-19	\$123.00	P.Weigand Physical
57588	ROLETTE COUNTY JAIL	21-Aug-19	\$7,700.00	JUNE INVOICE-8 INMATES
57589	ROLLA PARK BOARD	21-Aug-19	\$10,800.00	City Sales Tax Grant per 04/19/17 council motion- 3rd annual payment of 6
57590	REBECCA SHERIDAN	21-Aug-19	\$31.76	REIMBURSE FOR SUPPLIES FOR SUMMER READING PROGRAM
57591	STAPLES CREDIT PLAN	21-Aug-19	\$196.32	Dep Aud - Manila Folders, Copy Paper, Highlighters
57592	SWEENEY CONTROLS COMPANY	21-Aug-19	\$20,700.00	HIGH SERVICE PUMP VFD, LOAD REACTOR FOR WATER TANK
57593	THEEL MOTORS	21-Aug-19	\$55.13	REPROGRAM TRANSFER CASE MODULE ON 2015 CHEVROLET TAHOE
57594	TM STAR	21-Aug-19	\$726.87	JULY 17 MINUTES & BILLS
57595	TUOMALA PLUMBING & HEATING	21-Aug-19	\$81.61	FLIP A/C TRIPPED BREAKER
57596	VERIZON WIRELESS	21-Aug-19	\$269.28	PUBLIC WORKS AUGUST INVOICE
57597	VISA	21-Aug-19	\$129.64	6 OUTLET BATTERY BACKUP
57598	DAVID WALLETTTE	21-Aug-19	\$1,400.00	JULY CEMETERY MOWING SERVICES
500206e	Semi Month-Hourly ACH	31-Jul-19	\$6,110.99	
500207e	Semi-Monthly- Salary ACH	31-Jul-19	\$8,708.07	
500208e	Semi Month-Hourly ACH	15-Aug-19	\$6,550.02	
500209e	Semi-Monthly- Salary ACH	15-Aug-19	\$7,629.18	
			\$194,348.22	

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

Old Business:

Engineer Reports:

Council Member Hardy moved, Council Member Lange seconded, to accept the Water Treatment Plant proposal from AE2S for the amount of \$10,000. All members on roll call voted "yes". None voted "no". Motion carried.

Gottbreht moved, Lange seconded, to approve the Wagner Construction Pay Request #2 in the amount of \$10,273.25 for Emergency Sanitary Sewer Replacement 2018-1. All voted "yes". None voted "no". Motion carried.

Committee Reports

Administrative:

Discussion regarding the 2020 Budget.

Council Member Wilkie presented a performance change of status form that will be used when a change in salary or job position takes place.

Discussion regarding collection on delinquent water bills.

Mayor Hardy stated that there is an open position for tax assessor for the City of Rolla.

Council Member Albert requested that a copy of approved building permits be mailed to the homeowner for their information.

Public Works Committee:

Director report and committee report submitted

Police:

Police Officer Jayde Slater will graduate from the Police Academy on August 23rd. Police Officer Paul Weigand will start the Police Academy in September.

Discussion regarding Police Officer lunch breaks.

Discussion regarding vehicle repairs.

Library:

Discussion regarding research for more grant opportunities.

Forestry:

No Report submitted.

Cemetery:

No report submitted.

Council Member Lange moved, Council Member Albert seconded, to approve the committee reports. All members on roll call voted "yes". None voted "no". Motion carried.

New Business

Procedures for Utility Bills for Vacant/Seasonal Properties & Delinquent Utility Bills

Discussion regarding delinquent utility bills. All households and commercial properties will be billed the monthly minimum charges.

JDA/Sales Tax for 2020 Budget

On March 20, 2019 City Council approved to reinstate the dedications of tax proceeds beginning January 2020 from 10.5% to 11% pending available funding in 2020 budget. After reviewing the 2020 budget, Council Member Wilkie moved, Council Member Lange seconded, to approve the sales tax proceeds for JDA Fund back to 10.5% where it was before March 20, 2019 for the 2020 Budget.

2020 Budget Public Hearing

The Public Hearing on 2020 Final Budget will be held at 6:00 p.m. on Wednesday, September 11, 2019.

There being no further business, Mayor Hardy adjourned the meeting at 9:05pm

The next scheduled meeting of the City Council is Wednesday, September 18, 2019.

John Hardy, Mayor

ATTEST:

Carolynn Orey, City Auditor
Dated 08/21/2019