

**Rolla City Council**  
**City of Rolla, ND**  
*Official Minutes*

7:30 pm, Wednesday, October 17, 2018, the meeting of the Rolla City Council was called to order by Mayor John Hardy.

Council Members present: Blake Gottbreht, Hovi Mitchell, Leonard Lange, Pat Hemmy, and Rebecca Albert.

Absent: Kyle Hardy

Others present: Cliff Rush, Public Works Director; Jesse Berg, Sandra Olson; Dawn Reed; Chris Albertson, LeAnn Vollmer; Dennis Neameyer; Sean Slowinski, Jason Nordmark, Ron Disrud, Sue Nelson, Paul Munro, Gordy Krech, Raymi Hendrickson

**Consent Agenda**

Mayor Hardy requested to remove protested parcels, lots 14-15-16-17-18 of block 5, lots 2-3-4-5-6-7-8-9 of block 5, and lots 10 and 11 of block 5, from the Specials/Utilities to be Certified until Special Assessment Meeting. Council Member Albert moved, Hemmy seconded, all member on roll call voted “yes”. None voted “no”. Motion carried.

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

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

- Minutes: September 19, 2018 council meeting
- Financial Report – September 2018
- Transfer \$3,500.00 from General Fund 100-4100-31100 to Forestry Fund 100-41640-31100 tax revenue per 2018 budget.
- Transfer \$3,300.00 from 230 Contingency Fund to 501 Special Assessment City Lots per 2018 budget.
- Building Permits: Presentation Medical Center, fence
- Raffle Permit: Monday Morning Investment Club

Council Member Gottbreht moved, Council Member Hemmy seconded to approve the building permit for Presentation Medical Center. Roll call vote Gottbreht “yes”, Hemmy, “yes”, Lange “yes”, Mitchell “yes”, Albert “no”. Motion carried.

Discussion regarding city equipment used by Presentation Medical Center for the project. Council Member Lange moved to allow Presentation Medical Center to use Rolla City equipment for the project, Council Member Mitchell seconded. Roll call vote; Lange “yes”, Mitchell “yes”, Albert “no”, Hemmy “no”, Gottbreht “no”. Motion defeated.

Mayor Hardy requested to amend the September 6, 2018 special board meeting minutes to add a start date of October 1, 2018 for City Auditor, Sandra Allery. Council Member Hemmy moved, Council Member Gottbreht seconded, all members on roll call voted “yes”. None voted “no”. Motion carried.

**Bills:**

CHECK #	VENDOR NAME	DISCRIPTION	AMOUNT
56996	CANADINNS	Rooms- Leonard, Becky and Kerr	\$668.10
56997	CNH INDUSTRIAL CAPITAL	BWD S15002 Blower Switch-1998	\$21.98
56998	CORE & MAIN LP	LUBE 1 QT F/WATER/SWR PIPE	\$129.60
56999	GATTKE EXCAVATING	2 Loads Crushed Gravel DQ	\$690.00
57000	GRAND FORKS UTILITY BILLING	Water Test 09/11/18	\$67.00
57001	GUSTAFSON OIL	Chief 1340	\$2,473.98
57002	INFORMATION TECHNOLOGY DEPT	MULTI FACTOR AUTHENTICATION	\$25.80
57003	INTERNAL REVENUE SERVICE	Medicare	\$0.00
57004	LADUCER SANITATION	GARBAGE CONTRACT	\$17,290.00
57005	LEEVERS FOODS	Drug Task Force	\$48.27
57006	MARC	FREIGHT	\$713.78
57007	MEARS AUTO PARTS	Blower Motor/Toggle	\$233.36
57008	MEARS IMPLEMENT	Woods Mower	\$176.22
57009	MUNRO ACE HARDWARE	PLUG SQUAREHEAD 3/4" MPT, THRE	\$162.95
57010	MURPHY, MAE	Mae Reimb Sept Working Auditor	\$1,627.50
57012	ND DEPT OF HEALTH- LABORATORY	Water Testing	\$489.63
57013	ND PLANNING ASSOCIATION	2018 MEMBER CONFERENCE FEE AND	\$180.00
57015	NODAK STORE INC	900' Garden Hose	\$338.74
57016	NORTH CENTRAL GRAIN COOP	Qwiklift HTB 2.5 GAL	\$38.99
57017	NORTH DAKOTA ONE CALL	Regular Tickets 8 @ \$1.20	\$9.60
57018	NORTHERN PLAINS ELECTRIC	LAGOON acct# 3709000	\$72.12
57019	OTTERTAIL POWER CO	FIRE SIREN	\$11,273.94
57020	PIPE & TANKS LLC	5-15-18 Tank Evaluation/ROV/Bo	\$6,877.50
57021	ROLETTE COUNTY	2018 Estimated Tax Notices	\$107.40
57022	ROLETTE COUNTY JAIL	BOARD - 5 PERSONS	\$2,030.00
57023	ROLLA PARK BOARD	City Sales Tax Grant per 04/19	\$16,700.00
57024	ROLLA WELDING	Shop	\$175.52
57025	SLEEP INN	2018 Bldg Inspector Conference	\$89.00
57026	STAPLES CREDIT PLAN	Copy Paper, Sticky Notes, Dura	\$112.55
57027	STARION BOND SERVICES	\$200,000 Bonds 2015, Series B-	\$11,756.50
57028	TURTLE MT. COMMUNICATIONS	FAX- CITY HALL/Fire Dept	\$612.93
57029	TUOMALA PLUMBING & HEATING	Fernco Band 4 HUBxHUB	\$758.74
57030	TURTLE MT. STAR	Annual Subscription	\$70.40
57031	VISA	Sept Amazon Prime	\$1,406.72
57032	WESTSIDE SERVICE	CAR WASH TOKENS	\$20.00
57033	YOUNGERMAN, GEORGE	Reimbursement-AFLAC payroll de	\$127.35
57034	CENEX FLEET CARD	POLICE - GAS	\$810.34
57035	CNH CAPITAL AMERICA LLC	MACHINE & EQUIPMENT	\$0.00

57036	GATTKE EXCAVATING	5 Loads Crushed	\$4,670.00
57037	JUSTIN LENOIR	Reimb. PR Ded NDPERS Health	\$2,103.03
57038	KEEGAN LOCK & KEY SERVICE	Duplicate Keys 3 @3.50	\$35.50
57039	ND CHILD SUPPORT DIVISION	re: ID# 122633 10/15/2018 PR	\$104.00
57040	ROLLA PARK BOARD	Public Recreation distribution	\$9,000.00

**Total checks to approve** **\$94,299.04**

**Electronic Payments**

1008101	DACOTAH BANK	2015 Pickup #5418859	\$595.27
1008102	INTERNAL REVENUE SERVICE	Federal	\$2,464.46
1008103	ND CHILD SUPPORT DIVISION	ND Child Support Division	\$104.00
	Payroll 941 Tax Deposit	Sept 30, 2018 Payroll Tax Deposit	\$4,321.31
	Payroll 941 Tax Deposit	Oct 15, 2018 Payroll Tax Deposit	\$4,967.84
1008104	NDPERS	Def. Compensation - Sept 30 PR	\$37.50
	NDPERS	Def. Compensation - Oct 15 PR	\$25.00
	NDPERS	Health Ins- October, 2018	\$6,465.38
	NDPERS	Retirement- October, 2018	\$6,607.74
	NDPERS	Retirement September 2018	\$5,745.81
	PAYROLL	09/30/2018 Payroll	\$13,372.52
	PAYROLL	10/15/2018 Payroll	\$15,116.57
		<b>TOTAL EFT</b>	<u><b>\$59,823.40</b></u>

**TOTAL CHECKS AND EFT** **\$154,122.44**

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

**Engineer Report**

Jesse Berg, Moore Engineering, Inc., reported on project budgets for Rural Development Eligible Projects.

*Water Tower Rehab Project:* Berg presented proposals to council for approval. Council Member Gottbreht moved to approve presented proposal B&G (Option 1) for \$3,450.00, with Sweeney Controls Proposal (Base = Option A) \$19,900.00 + \$800.00, seconded by Council Member Lange, all member on roll call voted “yes”. None voted “no”. Motion carried.

Council Member Gottbreht moved to approve presented Water Tower Rehab Project invoice #19638 totaling \$24,244.73, seconded by Council Member Hemmy, all members on roll call voted “yes”. None voted “no”. Motion carried.

*Water Treatment Plant Project:* Discussion regarding pump not working and additional; costs to the city. Council Member Gottbreht moved to set a date of October 31, 2018 for AGC to provide the City of Rolla the O&M Manuals and documentation listed under 15.06(A0(2) of the contract and to give permission to Jesse Berg to talk with City of Rolla Attorney to progress with a bond claim if AGC does not provide listed documentation, seconded by Council Member Mitchell, all members on roll call voted “yes”. None voted “no”. Motion carried.

Council Member Lange moved to approve the presented Water Treatment Plant invoices #17695 - \$23,255.68, #17877 - \$5,238.89, #18252 - \$1,472.50, #19639 - \$17,789.22, seconded by Council Member Gottbreht. All members on roll call voted “yes”. None voted “no”. Motion carried.

*Street Improvement Project:* Discussion regarding invoices presented for the Street Improvement Project. Council Member Hemmy moved to approve the Street Improvement Project Final Contractor’s Application for Payment \$22,983.11, invoice as presented, seconded by Council Member Mitchell, all members on roll call voted “yes”. None voted “no”. Motion carried. Berg presented Engineering invoices #17247 -\$35,578.20 and invoice #19637 - \$9,900.00, for the Street Improvement Project for approval. After discussion regarding invoice #19637, Council Member Gottbreht moved to rescind the motion to approve payment of the \$22,983.11 Final Contractor’s Application for Payment, seconded by Council Member Hemmy. All members on roll call voted “yes”. None voted “no”. Motion carried. Council Member Hemmy moved to table the approval of invoice #19637 - \$9,900.00 seconded by Council Member Gottbreht. All members on roll call voted “yes”. None voted “no”. Motion carried.

*Technical Service Agreement:* Council Member Lange moved to approve presented invoice #19640 - \$5,276.78, seconded by Gottbreht. All members on roll call voted “yes”. None voted “no”. Motion carried.

*Clean Water State Revolving Fund Questionnaire:* Jesse will submit a Questionnaire.

**New Business**

**Liquor License – Sandra Olson**

Council Member Albert moved to approve the transfer of the liquor license from the bowling alley to the coffee shop pending approval documentation from state, Council Member Gottbreht seconded. All members on roll call voted “yes”. None voted “no”. Motion carried.

**Starion Bank – Signatory Approval**

Council Member Gottbreht moved to add Sandra Allery as an authorized signatory for Starion Bank, Hemmy seconded. All members on roll call voted “yes”. None voted “no”. Motion carried.

**Pledge and Securities**

Council Member Albert moved to approve the presented Pledges and Securities, Hemmy seconded. All members on roll call voted “yes”. None voted “no”. Motion carried.

**Building Permit – North Central Grain Cooperative, bins**

Discussion regarding the water and sewer lines location around the project. Council Member Gottbreht moved, Council Member Mitchell seconded to approve permit contingent with further discussion regarding water and sewer lines. All members on roll call voted “yes”. None voted “no”. Motion carried.

**Gaming Permit – Monday Morning Investment Club**

Council Member Lange moved to approve the gaming raffle permit, seconded by Albert. All members on roll call voted “yes”. None voted “no”. Motion carried.

**Committee Reports**

**Administrative:**

Committee report submitted

**Public Works Committee:**

Committee report submitted

Council Member Albert moved to approve the purchase of salt for streets. All members on roll call voted “yes”. None voted “no”. Motion Carried.

**Police:**

Committee report submitted

Council Member Gottbreht moved, Council Member Hemmy seconded to hire William Poitra for the open Officer position with a starting salary of \$40,000 plus benefits according to policy.

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

**Library:**

No report submitted

**Forestry:**

Committee report submitted

**Cemetery:**

Committee report submitted

Council Member Hemmy moved, Council Member Gottbreht seconded, to approve the committee reports. All members on roll call voted “yes”. Motion carried.

There being no further business, Mayor Hardy adjourned the meeting at 11:00pm

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

John Hardy, Mayor

ATTEST:

Sandra M. Allery, City Auditor

Dated 10/25/2018