

ROLLA CITY COUNCIL
MEETING MINUTES
WEDNESDAY, MAY 15, 2024 at 5:30 P.M.

Present: Mayor Kevin Juntunen, Councilpersons: Hovi Mitchell, Blake Gottbreht, Rebecca Hodgers, Dennis Berg and Clarence Booth present. Absent: Deanna Counts. Others in attendance: Cliff Rush, Public Works Director and Diana Lange

Mayor Kevin Juntunen called the meeting to order at 5:30 p.m. Members present joined in the Pledge of Allegiance.

Mayors Minute:

I just want to take a moment to acknowledge the hard work the Safety and Nuisance Committee has been doing over the past year. Dennis, Deanna and Val have been working hard to target unsafe and unfit parts of the city and urging owners and businesses to do their part to keep Rolla clean and inviting for visitors as well as safe for our citizens.

With that being said, I'd like to remind everyone that the City of Rolla will be holding their annual City-Wide Cleanup soon. May 25th through June 7th there will be dumpsters set outside of the recycling center for citizens of Rolla to use while doing spring cleanup jobs. This is a courtesy of the city each year and I would like to encourage everyone to take advantage of this by hauling any garbage that has been piling up around your homes or businesses.

Also, during this same timeframe, we would like to encourage anyone that has an item they no longer need or want but it is too good to toss in a dumpster, you can set those items on the berm by the sidewalk and others can then pick those items up if they have a need for them. This goes along with the old saying, "One man's junk is another man's treasure."

In the spirit of cleaning up the city, I would like to take this time to recognize Suzanne Weston for her work with organizing her annual event to beautify the City of Rolla each year. This year's event will take place on June 7th and 8th and will start at 10 am. I'm sure Suzanne would enjoy as many volunteers as possible. So, if you happen to be in town that weekend and want to help, you can find the 4th Annual Rolla Painting and Work event on Facebook for more information or to contact Suzanne.

I know cleanup can be a daunting task but if we all do our part or whatever we are able to do, we will all get to enjoy a cleaner, safer community.

Additions to Agenda: *Motion by Mitchell, seconded by Booth to approve the agenda with the addition of Letter from State Dept of Environmental Quality and Building Permit for Clarence Booth. On roll call vote, all members voted "AYE". Motion carried unanimously.*

Consent Agenda:

Motion by Gottbreht, seconded by Clarence, to approve the Consent Agenda. All voted aye. Motion carried unanimously.

1. April Regular Meeting Minutes
2. April 29, 2024 Special Meeting Minutes

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3. May 1, 2024 Special Meeting Minutes
4. May Admin Committee Minutes
5. May Police Committee Minutes
6. May Public Works Committee Minutes
7. Financial Report

Reading of the Bills: Motion by Mitchell, seconded by Booth, to approve the bills. All members voted Aye. Motion carried unanimously.

2632e	STARION BANK	\$2,467.52
2633e	OTTERTAIL POWER CO	\$1,518.05
2634e	US POSTAL SERVICE	\$245.22
2635e	STARION BANK	\$15.00
2636e	AFLAC	\$481.44
2637e	CENEX FLEET CARD	\$434.56
2638e	CNH INDUSTRIAL ACCOUNTS	\$1,133.52
2639e	INTERNAL REVENUE SERVICE	\$5,574.36
2640e	INTERNAL REVENUE SERVICE	\$4,865.14
2641e	ND PUB. EMPLOYEE RET. DEF. COM	\$565.00
2642e	ND PUB. EMPLOYEE RET. DEF. COM	\$565.00
2643e	NDPHIT	\$16,780.92
2644e	NORTHERN PLAINS ELECTRIC COOP	\$80.20
2645e	OTTERTAIL POWER CO	\$7,218.92
2646e	PAYMENT SERVICE NETWORK	\$185.60
2647e	TURTLE MOUNTAIN COMMUNICATIONS	\$623.66
2648e	VERIZON	\$63.80
2649e	VERIZON BUSINESS	\$198.90
2650e	VERIZON BUSINESS	\$276.51
2651e	VISA	\$99.56
2652e	VISA	\$1,487.01
2653e	WM CORPORATE SERVICES, INC	\$20,067.97
58936	ROLETTE COUNTY TREASURER	\$680.22
58937	BRAD RUPPELIUS	\$395.38
58938	CLIFF RUSH	\$1,178.00
58939	CORE & MAIN LP	\$634.47
58940	DEPT OF ENVIORMENTAL QUAILITY	\$13.24
58941	GIBBENS LAW OFFICE	\$1,380.00
58942	GUSTAFSON OIL	\$2,597.80
58943	H&H COATINGS, INC	\$1,800.00
58944	HAWKINS, INC	\$3,633.69
58945	INFORMATION TECHNOLOGY DEPARTMENT	\$51.60
58946	LEEVERS FOODS	\$120.00
58947	LEEVERS FOODS	\$12.02

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58948	MALO ELECTRIC	\$554.71
58949	MARC	\$298.73
58950	MEARS AUTO PARTS	\$14.97
58951	MICKELSON HENDRICKSON LAW	\$281.25
58952	MICROLAP TECHNOLOGIES	\$47.50
58953	MINNESOTA VALLEY TESTING	\$592.00
58954	MUNRO ACE HARDWARE	\$294.55
58955	MUNRO MOTOR CO	\$89.93
58956	ND DEPT OF TRANSPORTATION	\$5.00
58957	OFFICE OF STATE AUDITOR	\$23,958.48
58958	ONE CALL CONCEPTS	\$9.85
58959	RICHARD PATTON	\$401.20
58960	ROLETTE COUNTY SHERIFF OFFICE	\$765.00
58961	TARA MCDOUGALL	\$364.30
58962	TUOMALA PLUMBING & HEATING	\$589.88
58963	TUOMALA PLUMBING & HEATING	\$381.50
58964	TURTLE MOUNTAIN STAR	\$687.68
58965	WESTSIDE C-STORE	\$131.10
	TOTAL	\$106,911.91

Committee Reports:

Library Committee: Diana Lange reported on activities for the Library for the past year.

Administrative Committee: Mayor Juntunen gave a report from the committee meeting, which included discussion on utility billing fees, researching salary study, raffle permits will be approved by the Auditor's Office, will work on City Hall landscaping in the next month to improve drainage, and Auditor's Office has began sending Nuisance Letters.

Police Committee: Hovi Mitchell reported on Police Committee meeting, Public Health informed the Committee of Harm Reduction Program they are implementing, a new agreement with Rolette County for jail boarding is being reviewed, the were 150 calls for service, 14 citations, the Tahoe has been picked by Guardian Fleet, and they are now fully staffed. *Motion by Mitchell, seconded by Berg to approve repairs to 2015 Chevy Silverado in the amount of \$4900. All members voted "AYE". Motion carried unanimously.*

Public Works Committee: Blake Gottbreht reported that the mixer at the Water Tower needs to be replaced. Cost estimates were reviewed. *Motion by Gottbreht, seconded by Mitchell, to approve mixer replacement and installation, along with cleaning the Water Tower, not to exceed \$25,000 from the Prairie Dog Funds. All members voted "AYE". Motion carried unanimously.* Service Agreement with AE2S for IT services for the Water Treatment Plant was reviewed. *Motion by Gottbreht, seconded by Booth, to approve and enter into AE2S for Instrumentation and Control Services on an as needed basis. All members voted "AYE". Motion carried unanimously.* Also

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discussed at length was the Roll-off dumpsters at the Recycling Center, and how to handle cost and use of the dumpsters. The Committee will continue to discuss solutions. Spring Cleanup Week will be May 25-June 7th. The New Holland mower is needing to be replaced. Quotes were provided from Rolla Implement and Ironhide Equipment, for a Commercial 72” mower. ***Motion by Berg, seconded by Gottbreht, to approve Cliff Rush, Public Works Director to proceed with purchase of Commercial 72” zero-turn mower, to be paid out of the Hwy Distribution Fund. All members voted “AYE”.*** ***Motion carried unanimously.***

Safety & Health Committee: Dennis Berg reported on continued efforts to have resident’s cleanup properties that have been identified as hazards.

Motion by Gottbreht, seconded by Booth, to accept the committee reports. All voted aye. Motion carried unanimously.

Old Business:

1. **First Reading – Minor in Possession Ordinance:** ***Motion by Mitchell, seconded by Booth to approve First Reading - Ordinance for Minor in Possession. All members voted “AYE”.*** ***Motion carried unanimously***

New Business:

1. **Nuisance Letters:** Auditor McCloud updated the council on response to Nuisance Letter to Jim Hamley, Russell Bercier Heirs, C/O Karen Bercier, and Steve Kakela. Jim Hamley requested to have Special Assessments removed and Deed the property of E 50’ of Lot 12, Block 3, White’s 2nd Addition to the City and provided a Warranty Deed to Rolla City for the property. ***Motion by Booth, seconded by Gottbreht, to cancel the special assessments owing for the parcel for 2021, 2022 and 2023 amounting to \$3,576.70. All members voted “AYE”.*** ***Motion carried unanimously. Motion by Hodgers, seconded by Gottbreht, to accept offer from Thad (TJ) Poitra, to purchase the property for \$2,000, which will be applied to the remaining unpaid real estate taxes, unpaid utility bills, and recording fees. All members voted “AYE”. Motion carried unanimously.*** The Council also discussed Steve Kakela, request for extension to remove damaged mobile home 204 11th St SW. ***After discussion, motion by Booth, seconded by Gottbreht to provide a 30-day extension for remove and cleanup of debris of mobile home at 204 11th ST SW, Rolla. All members Hodgers, Mitchell, Gottbreht, and Booth voted “AYE”. Member Berg voted “NAY”. Motion carried.***
2. **2017-2018 Audit Report:** Auditor McCloud reviewed 2017-18 Audit Report with the Council. Will begin working on the 2019-20 Audit now.
3. **JDA Audit Fee –** Discussion on bill to JDA for the JDA portion of the Audit, because the City was providing Administration of the JDA Funds during 2017-18 timeframe. It was decided to not bill JDA for this Audit.

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4. ND State Department of Environmental Quality Letter regarding water complaint.

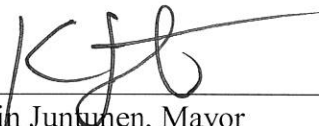
Mayor Juntunen reviewed letter regarding formal complaint from city resident in regards to water quality that had been provided to the DEQ. Water testing was reviewed and flushing hydrants was completed to address the matter. Rolla was found to be compliant with Safe Drinking Water standards.

5. Booth Building Permit: Building Permit was reviewed for residential structure to be placed on S 206' of W1/2 Lot 2 and E 3' of S 206' of Lot 3, Block 3, McIntyre's First Survey.

Motion by Gottbreht, seconded by Mitchell to approve Building Permit for Clarence Booth for residential structure to be placed on above mentioned parcel. All members voted "AYE". Motion carried unanimously.

6. ND Sewage and Pump Service Agreement: *Motion by Gottbreht, seconded by Mitchell to approve Service Agreement with ND Sewage and Pump. All members voted "AYE". Motion carried unanimously.*

On motion by Counts, the meeting adjourned at 6:59 PM.



Kevin Juntunen, Mayor

ATTEST:



Valerie McCloud, City Auditor