

ROLLA CITY COUNCIL
MEETING MINUTES
WEDNESDAY, APRIL 17, 2024 at 5:30 P.M.

Present: Mayor Kevin Juntunen, Councilpersons: Hovi Mitchell, Blake Gottbreht, Rebecca Hodggers, Deanna Counts and member Booth attending via Zoom. Absent: Dennis Berg. Others in attendance: Cliff Rush, Public Works Director, Rachel Mickelson-Hendrickson, Brielle Peterson, and her mother Marian Peterson, Lydia Belgarde, and her parents Chris and Cheri Belgarde.

Mayor Kevin Juntunen called the meeting to order at 5:34 p.m. Members present joined in the Pledge of Allegiance.

Mayors Minute:

City Government week was April 1-5, 2024, and in observance, I attended the Rolla 3rd and 7th grade classrooms to spend time with the students discussing various aspects of city government and answering any questions they may have. The 3rd and 7th grade students submitted essays for a contest titled "If I were mayor for a day". The top essay writers chosen from each class were from the 3rd grade, Lydia Belgarde, and from the 7th grade, Brielle Peterson.

Both students are attending tonight's meeting, and I would be honored if they would share their essays with us at this time.

And lastly, in conjunction with City Government Week, we hosted a photo contest for photographers of all ages to participate in. I would like to announce that the winners of our photo contest are:

- 1st place, tie to Kelly Mickelson-Wheat Sculpture and Suzanne Weston-Truck (east side of Rolla)
- 3rd place, Renae Henderson-Seed plant
- 4th place, Peggy Langan-Legion Members
- 5th place, Suzanne Weston-City truck at fall
- 6th place, Kelly Mickelson-Wheat sculpture at sunrise
- 7th place, Renae Henderson-Orange sunset
- 8th place, Peggy Langan-Winter front

The photo contest winners will be receiving prizes donated from various businesses in Rolla and their entries will be displayed in the newly renovated city hall.

Thank you to all that participated as well as our guest students for sharing their essays and attending tonight's meeting.

Additions to Agenda: *Motion by Counts, seconded by Gottbreht to approve the agenda. On roll call vote, all members voted "AYE". Motion carried unanimously.*

The Council then discussed #4 on the New Business portion of the meeting, - Ordinance for Minor in Possession. Rachel Mickelson Hendrickson informed that board that when the Alcohol Ordinance has been updated it had inadvertently omitted language regarding Minor in Possession. Attorney Nathan

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Gibbens prepared the new Ordinance to address these situations. *Motion by Gottbreht, seconded by Mitchell to approve the Ordinance draft for Minor in Possession and add to the agenda in May and June for 1st and 2nd Readings. On roll call vote, all members voted "AYE". Motion carried unanimously.*

Consent Agenda:

Motion by Mitchell, seconded by Counts to approve the Consent Agenda. All voted aye. Motion carried unanimously.

1. March Regular Meeting Minutes
2. April 10, 2024 Special Meeting Minutes
3. April Admin Committee Minutes
4. April Police Committee Minutes
5. April Public Works Committee Minutes
6. Financial Report

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

002606	STARION BANK	\$3,049.89
002607	UNITED STATES POSTAL SERVICE	\$244.41
002608	STARION BANK	\$15.00
002610	AFLAC	\$481.44
002611	CENEX FLEET CARD	\$529.73
002612	CNH INDUSTRIAL ACCOUNTS	\$709.73
002613	INTERNAL REVENUE SERVICE	\$5,930.88
002614	INTERNAL REVENUE SERVICE	\$5,089.72
002615	ND PUB. EMPLOYEE RET. DEF. COM	\$565.00
002616	ND PUB. EMPLOYEE RET. DEF. COM	\$565.00
002617	ND PUBLIC EMPLOYEES RETIRMENT	\$7,274.88
002618	ND STATE TREASURER	\$589.62
002619	NDPHIT	\$14,958.54
002620	NORTHERN PLAINS ELECTRIC	\$80.20
002621	OTTERTAIL POWER CO	\$6,494.97
002622	OTTERTAIL POWER CO	\$934.41
002623	PAYMENT SERVICE NETWORK	\$189.40
002624	STARION BANK	\$185.17
002625	TURTLE MOUNTAIN COMMUNICATIONS	\$738.22
002626	VERIZON	\$63.80
002627	VERIZON BUSINESS	\$276.57
002628	VERIZON BUSINESS	\$198.90
002629	VISA	\$77.36

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002630	VISA	\$2,253.34
002631	WASTE MANAGEMENT	\$21,870.13
058906	24/7 SEPTIC SERVICE	\$200.00
058907	ACME TOOLS	\$508.00
058908	ATCO INTERNATIONAL	\$213.52
058909	BANYON DATA SYSTEMS	\$364.00
058910	CLIFF RUSH	\$760.00
058911	FIRE EXTINGUISHING SYSTEMS INC	\$309.90
058912	GRAND FORKS UTILITY BILLING	\$140.00
058913	GUSTAFSON OIL	\$4,612.98
058914	HAWKINS INC	\$10.00
058915	ITD	\$41.45
058916	JACK AND JILL	\$18.29
058917	LEEVERS FOODS	\$14.04
058918	LEGACY COOPERATIVE	\$142.93
058919	MEARS AUTO PARTS	\$105.71
058920	MICKELSON HENDRICKSON	\$393.75
058921	MICROLAP TECHNOLOGIES	\$52.38
058922	MINNESOTA VALLEY TESTING LABS	\$592.00
058923	MUNRO ACE HARDWARE	\$603.68
058924	ONE CALL CONCEPTS	\$6.70
058925	OVERHEAD DOOR COMPANY - MINOT	\$1,391.00
058926	POWERPLAN	\$35.29
058927	RITWAY	\$996.64
058928	ROLETTE COUNTY SHERIFF OFFICE	\$340.00
058929	SVETLANA LEER	\$840.00
058930	TUOMALA PLUMBING & HEATING	\$3,695.57
058931	TURTLE MOUNTAIN STAR	\$583.52
058932	WESTON SCHOENING	\$250.00
058933	WESTSIDE CSTORE	\$20.00
058934	BRASE DRILLING LLC	\$2,955.00
058935	GIBBENS LAW OFFICE	\$230.00
	TOTAL	\$93,792.66

Committee Reports:

Administrative Committee: Mayor Juntunen informed the board that he had discussed the need to update the City Ordinances with Rachel Mickelson-Hendrickson, and she prepared a Outline of the process and cost estimate. Rachel informed the council that she would have a law student this summer and would propose to use the student to assist with updating the City Ordinances, at a proposed rate of \$21,000, with an estimated completion by the end of the year. Rachel will review ordinances with the

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staff and committees to assure that the ordinances meet their needs and would not charge for that time. *After review, motion by Mitchell, seconded by Hodgers, to approve Proposal by Mickelson-Hendrickson to update City Ordinances for a cost not to exceed \$21,000. All members voted "AYE". Motion carried unanimously.*

Deanna Counts reported the committee had met and Member Booth requested that Revitalize Rolla purchased the Clark Building and will apply for a Brownsfield grant for asbestos removal and cleanup of the building. Clarence requested the city consider paying the taxes on this property so the deed could be recorded. *Motion by Booth, seconded by Gottbreht, to pay the taxes owing on parcel # 29000129109000, Lots 16, 17, & 18, Block 8, OTS to Rolette County, to be paid out of the General Fund. All members voted "AYE". Motion carried unanimously.*

Police Committee: Hovi Mitchell reported on Police Committee meeting, with request to move forward with Live 911 for city officers, as Rolette County is implementing this also. Initial Cost will be \$1600 and then \$1000 annually thereafter. *Motion by Mitchell, seconded by Gottbreht to approve implementation of Live 911 for Police department, with Rolette County. All members voted "AYE". Motion carried unanimously.* Also discussed was performance raise for Wes Kom. No action was taken.

Public Works Committee: Blake Gottbreht reported that they have been doing more tests at the Water Treatment plant, as the treatment process with the filter media, has not been working effectively since the Air Stripping tower was removed back in 2015 when the Water Treatment Plant was redone. Discussions with Jerry Larson and Interstate Engineering who built the plant back in the 1990's, as to why the Air Stripping tower was necessary to treat and filter the well water. Mixer at the Water Tower is not working and will have H & H come investigate what is going on. Recycling Center rates for non-residents were discussed. Blake discussed ending contract with AE2S for General Engineering and Preliminary Engineering services, as it seems we aren't getting enough bang for our buck. *After discussion, motion by Booth, seconded by Gottbreht to terminate General and Preliminary Engineering Services with AE2S, but keep AE2S for IT services for the Water Treatment Plant. Hodgers questioned if they should contact AE2S first. All members voted "AYE". Motion carried unanimously.*

Safety & Health Committee: Auditor McCloud reported that Dennis has not had any resolution on the properties needing to be cleaned up or removed, that he has been working on. Following the Nuisance Ordinance, the Auditor will begin notification to owners to cleanup and will bring updates to the Council next month.

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

Old Business:

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1. **Second Reading to replace Ordinance #371:** The council reviewed revised Ordinance for Building Permit, replacing #371. *Motion by Counts, seconded by Mitchell to approve Second Reading for Ordinance replacing #371 for Building Permit fees and approval of residential permits under 2,500 sq ft by Building Inspector and Auditor. All members voted "AYE". Motion carried unanimously*
2. **Lease Agreements with Rolla Community Daycare and Nutrition United:** Lease agreements with Rolla Community Daycare and Nutrition United have been approved by both entities for the upcoming year. *Motion by Mitchell, seconded by Counts to approve lease agreements, with a correction of a typo, for the upcoming year, with an increase in rent for Rolla Community Daycare to \$650/month and Nutrition United for \$800/month. All members voted "AYE". Motion carried unanimously.*

New Business:

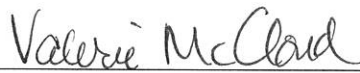
1. **Revitalize Rolla- Gaming Site Authorization:** Application for Gaming Site Authorization was reviewed for Revitalize Rolla, for the Viking Inn, The Club Bar for the operation of Bingo, Pulltabs and Electronic Pulltabs and for Luna's Foodwagon, for the operation of Electronic Pulltabs. *Motion by Gottbreht, seconded by Counts to approve the Application for Gaming Site Authorization for Revitalize Rolla as requested. All members voted "AYE". Motion carried unanimously.*
2. **Fund to Fund Transfer:** Auditor McCloud requested to transfer \$36,000 from #230 - Contingency to #613- 2013-1 Water Improvements, to comply with USDA Reserve Balance. *Motion by Mitchell, seconded by Counts to approve the transfer from Fund 230 to Fund 613, in the amount of \$36,000 for Reserve Balance requirements for December 31, 2023. All members voted "AYE". Motion carried unanimously.*
3. **Flex Fund Application** – NDDOT letter was reviewed regarding application for Flexible Funding for paving several streets in town, which were not awarded. No action was taken.

On motion by Counts, the meeting adjourned at 6:44 PM.



Kevin Juntunen, Mayor

ATTEST:



Valerie McCloud, City Auditor