

ROLLA CITY COUNCIL
REGULAR MEETING
MINUTES
WEDNESDAY, FEBRUARY 17, 2021 at 7:30 p.m.

Present: Mayor John Hardy, Councilpersons: Blake Gottbreht, TJ Bergsrud, Kyle Hardy, Rebecca Albert, Paula Wilkie, Hovi Mitchell. Others in attendance: City Auditor Erica McDougall, Public Works Director Cliff Rush, Engineer AE2S Jim Olson

Mayor Hardy called the meeting to order at 7:30.

Mayors Minute: Mayor John Hardy recognized young student athletes and wished them luck in the upcoming sporting events.

Addition to Agenda: None

Consent Agenda:

Motion to approve Consent Agenda by Blake Gottbreht, seconded by TJ Bergsrud. All voted aye, motion carried.

1. January 20, 2021 Regular Council Meeting Minutes: Minutes were approved at Special Meeting on February 3, 2021.
2. February 2021 Admin Committee Meeting Minutes
3. February 2021 Police Committee Meeting Minutes
4. February 2021 Public Works Meeting Minutes
5. February 3, 2021 Special Meeting Minutes
6. Financial Report – January 2021 update: City Auditor Erica McDougall plans to have up to date financial reports at Regular Meeting in March 2021.

Reading of the Bills: Motion was made to approve bills by Blake Gottbreht, seconded by Hovi Mitchell. All voted aye, motion carried.

US POSTAL SERVICE	Ck# 058417 2/01/2021	\$142.50
CLIFF RUSH	Ck# 058418 2/03/2021	\$27,802.88
POST BOARD	Ck# 058419 2/11/2021	\$45.00
AG PAYROLLS	Ck# 058420 2/17/2021	\$1,062.53
ATCO INTERNATIONAL	Ck# 058421 2/17/2021	\$124.25
BANYON DATA SYSTEMS	Ck# 058422 2/17/2021	\$400.00
CENEX FLEET CARD	Ck# 058423 2/17/2021	\$744.92
CNH CAPITAL AMERICA LLC	Ck# 058424 2/17/2021	\$237.89
DACOTAH BANK	Ck# 058425 2/17/2021	\$496.65
DAKOTA FIRE EXTINGUISHER	Ck# 058426 2/17/2021	\$337.77
ECONOMIC DEVL ASSOC. OF ND	Ck# 058427 2/17/2021	\$150.00
GAFFANEYS	Ck# 058428 2/17/2021	\$656.07
GRAND FORKS UTILITY BILLING	Ck# 058429 2/17/2021	\$70.00
HAWKINS INC	Ck# 058430 2/17/2021	\$3,942.13
INFORMATION TECHNOLOGY DEPT- P	Ck# 058431 2/17/2021	\$30.10
INFORMATION TECHNOLOGY DEPT- P	Ck# 058432 2/17/2021	\$74.00
LEEVEFS FOODS	Ck# 058433 2/17/2021	\$9.58
LEGACY COOPERATIVE	Ck# 058434 2/17/2021	\$110.78

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JOHN DEERE FINANCIAL	Ck# 058435 2/17/2021	\$771.27
MARC	Ck# 058436 2/17/2021	\$484.34
MCGUIRE	Ck# 058437 2/17/2021	\$2,509.43
MEARS AUTO PARTS	Ck# 058438 2/17/2021	\$59.90
MINNKOTA ENVIROSERVICES, INC	Ck# 058439 2/17/2021	\$106.39
MUNRO ACE HARDWARE	Ck# 058440 2/17/2021	\$28.48
ND LEAGUE OF CITIES	Ck# 058441 2/17/2021	\$1,316.00
ND RURAL WATER SYSTEMS ASSOC	Ck# 058442 2/17/2021	\$130.00
NORTHERN PLAINS ELECTRIC	Ck# 058443 2/17/2021	\$77.34
OLYMPIC SALES	Ck# 058444 2/17/2021	\$396.60
OTTERTAIL POWER CO	Ck# 058445 2/17/2021	\$7,181.75
PRESENTATION MEDICAL CENTER	Ck# 058446 2/17/2021	\$35.00
ROLETTE COUNTY SHERIFF OFFICE	Ck# 058447 2/17/2021	\$840.00
ROLETTE COUNTY TREASURER	Ck# 058448 2/17/2021	\$5,859.30
THE SHED CENTER	Ck# 058449 2/17/2021	\$12,560.90
THEEL MOTORS	Ck# 058450 2/17/2021	\$76.95
TURTLE MOUNTAIN COMMUNICATIONS	Ck# 058451 2/17/2021	\$1,132.63
TURTLE MOUNTAIN STAR	Ck# 058452 2/17/2021	\$421.80
TUOMALA PLUMBING & HEATING	Ck# 058453 2/17/2021	\$185.87
VERIZON WIRELESS	Ck# 058454 2/17/2021	\$418.00
VERIZON WIRELESS	Ck# 058455 2/17/2021	\$568.96
VISA	Ck# 058456 2/17/2021	\$1,693.23
VISA	Ck# 058457 2/17/2021	\$21.50
WASTE MANAGEMENT	Ck# 058458 2/17/2021	\$8,333.94
WASTE MANAGEMENT	Ck# 058459 2/17/2021	\$1,180.48
WASTE MANAGEMENT	Ck# 058460 2/17/2021	\$9,261.93
WESTSIDE CSTORE	Ck# 058461 2/17/2021	\$10.00
GUSTAFSON OIL	Ck# 058462 2/17/2021	\$9,304.84
ADVANCED ENGINEERING & ENVIRON	Ck# 058463 2/17/2021	\$17,692.82
RONALD DELORME	Ck# 058464 2/17/2021	\$400.00

Engineering Report: Jim Olson discussed the chlorine improvements at the water plants, this was delayed two weeks due to COVID. Jim also discussed the Lead Service Line Replacement Project. This project has a 90% loan forgiveness and to date, Rolla is number 8 on the list for approval. To go forward with this project application, the questionnaire was completed and signed with a deadline for application completion of April 1, 2021. Total cost and timeframe of finishing the project were discussed. Resolution of Governing Body of Applicant was read. Motion was made to allow City Auditor Erica McDougall to sign the Resolution on behalf of the city, to approve the application for State Revolving Fund of \$526,000 for the City of Rolla, and as part of the motion, authorize City Auditor Erica McDougall to be recording officer. Hovi Mitchell made a motion and Kyle Hardy seconded. All voted aye, motion carried.

Jim Olson discussed any work done by AE2S during the application process will be paid upfront before loan approval. Motion to pay AE2S for all work completed for the project regardless of

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approval by State Revolving Fund was made by Hovi Mitchell and seconded by Blake Gottbreht. All voted aye, motion carried.

Committee Reports:

Administrative Committee:

1. City Auditor Erica McDougall discussed priority list for the office, implementing the Accounts Payable function in Banyon, and training with Banyon.
2. Rebecca Albert discussed the issues with municipal court, concerns with Odyssey, and the possibility of abolishing municipal court. Discussion was had regarding pros and cons with keeping municipal court. Motion was made to pursue a resolution to abolish the Rolla Municipal Court by Paula Wilkie, seconded by Rebecca Albert. All voted aye, motion carried.
3. Administrative Committee was appointed to work with court to move forward.

Police Committee:

1. The police department hired Officer Roberto Cantu in February, he was introduced to area residents and local businesses.
2. Vehicle order has been pushed back due to GM constraints. Chief William Poitra is looking at other options for a vehicle.
3. Officer Jayde Slater had a repayment agreement with the City of Rolla. Payments were not received for January and February. Discussion was had on collection from Jayde Slater. City Auditor Erica McDougall will prepare a letter for Mayor John Hardy to sign regarding payment on loan.

Public Works Committee:

1. Public Works Director Cliff Rush discussed some issues that were fixed at the water treatment plant
2. Bid from Munro Motor Company to fix 1998 Chevrolet pickup for \$950.00 was received. Motion to fix 1998 Chevrolet pickup based on estimate was made by Rebecca Albert, seconded by Hovi Mitchell. All voted aye, motion carried.
3. Committee did a performance review for Cliff Rush and recommended a raise of 3% effective 1/1/2021. Motion to approve raise retroactive to 1/1/2021 was made by Blake Gottbreht, seconded by TJ Bergsrud. All voted aye, motion carried.

Street Improvement Committee: Road Design needs to be completed at some point, decide which roads are going to be redone. Jim Olson will work on cost estimate, utilize Prairie Dog Fund to make progress. Possibility of vote on Street Project in April. Will discuss project at meeting in March.

Motion was made to approve all Committee Reports as presented by Blake Gottbreht, seconded by Kyle Hardy. All voted aye, motion carried.

Old Business:

1. Rolla Mask Mandate: Mandate was extended in January to February meeting, discussion was had to continue the mandate or to allow it to expire. Motion was made to terminate the Rolla Mask Mandate effective immediately by Hovi Mitchell, seconded by TJ Bergsrud. All voted aye, motion carried.

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2. ND Sewage Pump & Lift Station Quote for School Lift Station: This was discussed in January and did not require any further discussion at this meeting.

New Business:

1. Payroll Pay dates change from Semi-Monthly to Bi-Weekly: Discussion was had regarding change in pay periods. Council agreed the decision was up to City Auditor Erica McDougall in regard to how payroll pay periods should be set as long as employees were notified of any changes.
2. Sheri Gefroh – Valve Leak: Sheri Gefroh voiced concern over a valve replacement done in 2017 at the Viking Inn. Discussion was had regarding work done by Public Works and Cliff Rush answered questions regarding the issue. Sheri Gefroh asked for a breakdown of the bill.

Discussion was had regarding liquor licenses. More information is needed regarding how many are available.

Discussion was had regarding the Drug and Alcohol Testing Pool with the North Dakota League of Cities. This has been paid every year. Police and public works employees may be drawn for random drug and alcohol testing. Motion to sign up for the Drug and Alcohol Testing Pool was made by Blake Gottbreht, seconded by Kyle Hardy. All voted aye, motion carried.

Meeting adjourned at 9:00 p.m.

ATTEST:

John Hardy, Mayor

Erica McDougall, City Auditor