

7:30 p.m., Wednesday, December 21, 2016, the meeting of the Rolla City Council was called to order by Mayor Scott Mitchell. Council members present were Albertson, Gottbreht, Hemmy, and Vollmer. Absent: Councilwoman Rebecca Albert and Councilman Jerry Sparrow

Others present: Brian Julius, Moore Engineering; Public Works Director Cliff Rush; Police Officer Calib Poitra; Sandra Olson; Ardell Olson; Kernis Pantsari and Allen Eldridge, Combined Insurance

Additions to the Agenda- JDA Board Appointments; Transfer \$ 7404.79 for bond interest payment: Calib Poitra's 6 month evaluation; Combined Insurance; NDLC Mayor for a Day Essay Contest

Consent Agenda: November Starion bank statements submitted at the meeting.

Councilmember Albertson moved, Councilmember Gottbreht seconded, to approve the Consent Agenda of the November 16th council meeting minutes; November Financial Report; Timesheets for 11/30/16 and 12/15/16; All members on roll call voted "yes". None voted "no". Motion carried.

- Minutes November 16th council meeting
- Financial Report – November including transfers
- Transfer \$ 7404.79 Water Fund #601 to Water Project Fund #605 for Debt service
- Time Sheets- 11/30/16 PR and 12/15/16 PR
- JDA Board Appointments- Dennis Berg and Paula Munro

Bills:

MOORE ENGINEERING	WTR PLANT IMPRV # 2015-2	\$	3,331.85	55823
WAGNER CONSTRUCTION	WTR PLANT IMPRV # 2015-2	\$	139,254.75	55824
BANK OF NORTH DAKOTA	JDA- WUORI FLEXPAGE BUY DOWN	\$	2,001.49	55825
AFLAC	PREMIUM	\$	466.75	55826
US POSTAL SERVICE	BILLING POSTAGE	\$	144.05	55827
VISA	JDA	\$	293.91	55828
JODY LADUCER	BOND REFUND	\$	1,000.00	55829
POST BOARD	LICENSE RENEWAL re: C. WRIGHT	\$	45.00	55830
BANK OF NORTH DAKOTA	JDA-Rolla Seed FlexPace Interest	\$	1,016.85	55831
KIWANIS CLUB OF ROLLA	JDA- 2017 MEMBERSHIP	\$	275.00	55832
MAIN STREET INSPIRATIONS SALON	JDA- NEW BUSINESS GRANT	\$	2,500.00	55833
TURTLE MOUNTAIN STAR	JDA- VOTE YES Block Ads	\$	132.00	55834
VISA	JDA- POSTAGE/ANNUAL FEE	\$	109.00	55835
AFLAC	PREMIUM	\$	433.28	55836
BANK OF NORTH DAKOTA	COMM. WTR LOAN INTEREST	\$	7,404.79	55837
CENEX FLEET CARD	GAS - POLICE	\$	919.06	55838
CLIFF RUSH	SKIDSTEER RENTAL	\$	337.50	55839
DACOTAH BANK	2015 PICKUP PMT	\$	595.27	55840
DAKOTA FIRE EXTINGUISHER	ANNUAL SERVICE	\$	444.37	55841
GAFFANEYS	MAINTENANCE AGREEMENT	\$	623.27	55842
GIBBENS LAW OFFICE	LEGAL FEES	\$	250.00	55843
GRAND FORKS LABORATORY	WATER TESTING	\$	52.00	55844
GUSTAFSON OIL	PROPANE/GAS/DIESEL	\$	5,231.44	55845
HAWKINS	CHEMICALS	\$	1,503.90	55846
HD SUPPLY WATERWORKS	WATER MAINTENANCE	\$	1,540.63	55847
INFORMATION TECH. DEPT.	VPN- POLICE	\$	62.80	55848
INFORMATION TECH. DEPT.	VPN-COURT	\$	12.70	55849
J & F TOWING	POLICE	\$	300.00	55850
JACK AND JILL	POLICE	\$	77.19	55851
KIWANIS CLUB	OCT 2016-SEPT 2017 MEMBERSHIP	\$	275.00	55852
LADUCER SANITATION	SERVICE	\$	17,890.00	55853
LEEVERS	POLICE/RECYCLING	\$	92.51	55854
MARC	LIQUID ICE MELTER	\$	897.51	55855
MEARS AUTO PARTS	STREETS	\$	128.53	55856
MUNRO ACE HARDWARE	SUPPLIES	\$	73.30	55857
ND WATER AND POLLUTION	2016 Conference RE:Brad R.	\$	205.00	55858
ND WATER USERS ASSOCIATION	2017 MEMBERSHIP	\$	300.00	55859
NORTH CENTRAL GRAIN COOP	STREETS/POLICE	\$	59.98	55860
NORTH DAKOTA ONE CALL	STREETS	\$	11.00	55861
NORTHERN PLAINS ELECTRIC	LAGOON	\$	66.91	55862
OTTER TAIL POWER	ELECTRICITY	\$	5,603.50	55863
POITRA, CALIB	POLICE - COURT	\$	20.00	55864
PREBLE MEDICAL	PRE EMPLOYMENT TESTS	\$	93.00	55865
ROLETTE COUNTY	LEGAL FEES./ ELECTIONS	\$	2,250.00	55866
ROLLA CHAMBER OF COMMERCE	SALES TAX FUNDING	\$	9,000.00	55867
ROLLA PARK BOARD	2016 Public Recreation distribution	\$	9,000.00	55868
STAPLES CREDIT PLAN	OFFICE SUPPLIES	\$	157.82	55869
STARION BANK	PETTY CASH SLIPS	\$	18.27	55870
SWEENEY CONTROLS	WATER PLANT	\$	1,720.00	55871
TECTA AMERICA	CITY HALL ROOF- final payment	\$	5,579.00	55872
THE ATTIC	POLICE- AMMO	\$	969.00	55873
TUOMALA PLUMBING AND HEATING	WATER	\$	175.00	55874
TURTLE MOUNTAIN COMMUNICATIONS	TELEPHONE	\$	619.06	55875
TURTLE MOUNTAIN STAR	PUBLISHING	\$	1,348.32	55876
VERIZON WIRELESS	PUBLIC WORKS	\$	217.76	55877
VISA	PET TAGS/ POLICE	\$	97.49	55878
WESTSIDE C STORE	POLICE- CAR WASH TOKENS	\$	40.00	55879
WORKFORCE SAFETY	PREMIUM	\$	250.00	55880

Electronic Payments

Payroll 941 Tax Deposit	Nov 30, 2016 Payroll	\$	4,678.60	001059 EFT
Payroll 941 Tax Deposit	Dec. 15, 2016 Payroll	\$	5,514.11	001068 EFT
NDPERS	Def. Compensation-Nov 30th PR	\$	1,140.00	001060 EFT
NDPERS	Def. Compensation- Dec 15th PR	\$	1,140.00	001067 EFT
NDPERS	Health Ins- Dec 2016 premium	\$	5,186.88	001066 EFT
NDPERS	Retirement- Nov 2016	\$	4,644.29	001063 EFT
NORTHERN PLAINS ELECTRIC	JDA -LOAN PMT- Dec 2016	\$	145.86	001070 EFT
PAYROLL	11/30/16 PAYROLL	\$	12,008.51	401488- 401503
PAYROLL	12/15/16 PAYROLL	\$	13,912.69	401504- 401519
STARION FINANCIAL	ACH FEE	\$	29.32	001061 EFT
STARION FINANCIAL	SERVICE CHG	\$	4.00	001062 EFT
PAYMENT SERVICES NETWORK	NOVEMBER FEES	\$	173.45	001069 EFT
VERIZON	POLICE- VERIZON JETPACK PLAN	\$	383.40	001064 EFT
CITY OF ROLLA	#413 SAVINGS TO #413 CHECKING	\$	146,886.60	001065 EFT

Rolla Community Center cash account

VENDOR NAME	DESCRIPTION	AMOUNT	CHECK #
MUNRO ACE HARDWARE	SUPPLIES	\$ 14.98	2223
OTTER TAIL POWER	ELECTRICITY	\$ 716.50	2224
TUOMALA PLUMBING & HEATING	REPAIRS	\$ 238.95	2225

Councilmember Albertson moved, Councilmember Hemmy seconded, to pay bills are read when funds are available. All members on roll call voted "yes". None voted "no". Motion carried.

Committee Reports

Public Works Committee –

Snow Removal pay rate---Councilmember Albertson moved, Councilmember Gottbreht seconded, to pay \$12.00 an hour for temporary, as needed, snow removal employees. All members on roll call voted "yes". None voted "no". Motion carried.

Police – Councilmember Hemmy moved, Councilmember Albertson seconded, to approve five percent raise for Calib Poitra effective upon six month employment date. All members on roll call voted "yes". None voted "no". Motion carried.

Other Committees:

Councilmember Albertson moved, Councilmember Hemmy seconded, to approve wage and salary increases effective January 1, 2017 as reflected in the 2017 Budget. All members on roll call voted "yes". None voted "no". Motion carried.

Councilmember Albertson moved, Councilmember Gottbreht seconded, to approve the committee reports. All members on roll call voted "yes". None voted "no". Motion carried.

Water Treatment Plant Improvement Project # 2015-2:

Councilmember Albertson moved to approve the American General Pay Request # 4 for \$ 201,672.18. Councilmember Gottbreht seconded the motion. All members on roll call voted "yes". None voted "no". Motion carried.

Councilmember Vollmer moved to approve the American General Pay Request # 5 for \$ 347,192.66. Councilmember Albertson seconded the motion. All members on roll call voted "yes". None voted "no". Motion carried.

Councilmember Albertson moved to table the Wagner Construction Final Balancing Change Order #3. Councilmember Vollmer seconded the motion. All members on roll call voted "yes". None voted "no". Motion carried.

Councilmember Albertson moved to approve the Wagner Construction Pay Request # 3 for a total of \$ 40,496.50 contingent upon paperwork amendment for \$9250.00 balance to finish. Councilmember Gottbreht seconded the motion. All members on roll call voted "yes". None voted "no". Motion carried.

Street Improvements-

Combined Insurance- Councilmember Vollmer moved, Councilmember Albertson seconded, to allow Combined Insurance to present benefit policy information to the city employees. All members on roll call voted "yes". None voted "no". Motion carried.

NDLC Mayor for a Day Essay Contest- deadline Feb. 15, 2017

Next regular city council meeting is Wednesday, January 18, 2017.

There being no further business, Mayor Mitchell adjourned the meeting at 9:05 p.m.

Scott Mitchell, Mayor

ATTEST:

Mae Murphy, City Auditor