

ROLLA CITY COUNCIL
REGULAR MEETING
MINUTES
WEDNESDAY, APRIL 20, 2022 at 7:30 P.M.

Present: Mayor John Hardy, Councilpersons: TJ Bergsrud, Paula Wilkie, Rebecca Albert, Hovi Mitchell, Blake Gottbreht, Kyle Hardy. Others in attendance: Deputy Auditor Shelby Campbell, Public Works Director Cliff Rush, Police Chief William Poitra, Rachael Mickelson Hendrickson, Cameron Mickelson, and Casey Sovo.

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

Mayors Minute: Mayor John Hardy took a minute to acknowledge the City crew working with the snow removal this season. Cliff Rush and crew put in a lot of hours this last week, giving up their Good Friday holiday to clear the streets, so they were given Saturday off. I would also like to recognize Brad Ebensteiner with the State Highway Department for helping to clear the roads when our public works crew wasn't able to. Our East to West lanes wouldn't have been drivable if it weren't for Brad and his crew. Also, thanks to everyone in the community for helping with snow removal. It has really been a community effort. Again, congrats to Jaden Juntunen for achieving the Eagle Scout Award and other merit badges. He is the 9th Eagle Scout in Rolla. Lastly, I would like to recognize the Archery group. They will be going to Nationals in Utah, including eighteen students, along with their families and coaches. Congratulations.

Addition to Agenda: Under New Business – City Sales Tax Committee and Long-Term Vendor Permit - License to Sell

Consent Agenda:

Motion to approve the Consent Agenda by Paula Wilkie, seconded by TJ Bergsrud. Kyle Hardy requested to pull out Special Meeting March 28, 2022 Item #6, be moved to Old Business Item #4. No further discussion. All voted aye, motion carried.

1. March 2022 Regular Council Meeting Minutes
2. April 2022 Admin Committee Meeting Minutes
3. April 2022 Police Committee Meeting Minutes
4. April 2022 Public Works Committee Meeting Minutes
5. April 2022 Community Center Minutes
6. Special Meeting March 28, 2022
7. Rolla JDA Minutes February 24, 2022
8. Financial Report

Reading of the Bills: Bills were reviewed by council. Hovi Mitchell would like to review Cenex Fleetcard bill. Police Chief William Poitra stated he would take care of it and Hovi Mitchell stated we would need something in writing. Hovi Mitchell also questioned AE2S bill. John Hardy read over the bill and charges. Cliff Rush said they were having issues with their computer at the plant which is why Christopher Decker came. Total check is \$2,977.65. John Hardy said to hold off on AE2S bill. **Motion**

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was made to approve bills when funds become available by TJ Bergsrud, seconded by Hovi Mitchell. No further discussion. All voted aye, motion carried.

060011	ADVANCED ENGINEERING & ENVIRON	4/20/2022	\$2,977.65
060012	BANK OF NORTH DAKOTA	4/20/2022	\$481.00
060013	BANYON DATA SYSTEMS	4/20/2022	\$364.00
060014	BERCIER, BONNIE & LYMAN	4/20/2022	\$100.00
060015	BRAD RUPPELIUS	4/20/2022	\$245.70
060016	CENEX FLEET CARD	4/20/2022	\$1,249.98
060017	CNH INDUSTRIAL CAPITAL-R.IMP	4/20/2022	\$957.72
060018	DISTRICT 9 REPUBLICAN PARTY	4/20/2022	\$100.00
060019	ENVIRONMENTAL EQUIP SERVICES	4/20/2022	\$873.65
060020	GRAND FORKS UTILITY BILLING	4/20/2022	\$70.00
060021	GUSTAFSON OIL	4/20/2022	\$4,751.55
060022	HACH	4/20/2022	\$250.44
060023	HAWKINS INC	4/20/2022	\$3,253.09
060024	HIGHWAY 281 GAS & GO LLC	4/20/2022	\$608.36
060025	HOSPITALITY MARKETERS	4/20/2022	\$4,300.00
060026	INFORMATION TECHNOLOGY DEPT- P	4/20/2022	\$117.55
060027	KURITA AMERICA INC.	4/20/2022	\$834.60
060028	LAKESIDE SURVEILLANCE LOCK & KEY	4/20/2022	\$3,088.52
060029	LEEVEES FOODS	4/20/2022	\$17.98
060030	LEGACY COOPERATIVE	4/20/2022	\$3.46
060031	MARC	4/20/2022	\$386.35
060032	MUNRO ACE HARDWARE	4/20/2022	\$91.95
060033	MUNRO MOTOR CO	4/20/2022	\$1,284.82
060034	ND SEWAGE PUMP & LIFT STATION	4/20/2022	\$1,662.50
060035	NORTH DAKOTA ONE CALL	4/20/2022	\$3.90
060036	NORTHERN PLAINS ELECTRIC COOP	4/20/2022	\$77.34
060037	OTTERTAIL POWER CO	4/20/2022	\$8,093.58
060038	POLICE CHIEF ASSOCIATION OF ND	4/20/2022	\$150.00
060039	R & D HENDRICKSON TRUCKING LLC	4/20/2022	\$4,820.00
060040	ROLETTE COUNTY SHERIFF OFFICE	4/20/2022	\$2,660.00
060041	ROLLA DRUG	4/20/2022	\$13.49
060042	STARION BOND SERVICES	4/20/2022	\$90,148.75
060043	TUOMALA PLUMBING & HEATING	4/20/2022	\$408.48
060044	TURTLE MOUNTAIN STAR	4/20/2022	\$399.63
060045	UNITED STATES POSTAL SERVICE	4/20/2022	\$170.00
060046	WASTE MANAGEMENT	4/20/2022	\$19,123.29

Committee Reports:

Administrative Committee: Suggestion to combine all committee meetings into one meeting. It will be the decision for whoever is next in office. Auditor Erica McDougall is getting prepared for election. Door knobs and keys in City Hall have been changed to comply with ADA. Shirley Hamley will be taking 6-8 weeks off for medical reasons. Discussion was had to hire Kristi Haadem to temporarily take over Shirley's job duties. A salary for Kristi must be discussed. *Motion to pay Kristi Haadem the same salary that Shirley Hamley is currently making for the time being for the janitorial duties by Paula Wilkie, seconded by Blake Gottbreht. No further discussion. All voted aye, motion carried.* Municipal Judge's salary and court schedule was discussed. *Motion to set Judge's wage at \$150.00 per court date and to set the court schedule to twice a month by Rebecca Albert, seconded by Paula Wilkie. Recommendation to table deciding on an "on call" wage for the Judge until next month. No further discussion. All voted aye, motion carried.* Discussion was had on the Rolla Access Channel and how Midco cable subscribers are not able to view and hear council room activities. Midco provided information regarding cost of updating the equipment and its compatibility with Turtle

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Mountain Communication systems. No decision was made by council. Rebecca Albert questioned the AE2S survey done last fall, which entailed sewer and water line location.

Police Committee: Police Chief William Poitra presented his report. 93 calls for service for March. Chief William Poitra is to conduct an equipment and sensitive item inventory over the next 30 days to develop a better log of equipment and what may be needed for the department. Chief William Poitra was not able to attend the Vision Zero training, but will be able to view some of it online.

Public Works Committee: Public Works Director Cliff Rush presented multiple reports. Well #4 was discussed about its lack of operation. Stu from Watersmith thinks it may be a buildup on the screens and will check them when in the area. Street signs need posts to be replaced in some areas of town. Recycle center sent out a load of paper and had a load of cardboard ready to go. The water pump is here and needs to be installed in the street sweeper. Ford truck is at Mikkelson's getting the transmission repaired. Recommendation from the committee to approve VFD for Main Lift pumps bid from Malo Electric for \$3,900.22 and to approve City Shop lighting bid from Malo Electric for \$1,410.98. ***Motion to approve bids for VFD and City Shop Lighting from Malo Electric by Rebecca Albert, seconded by Blake Gottbreht. No further discussion. All voted aye, motion carried.***

Motion to approve committee reports as presented by Blake Gottbreht, seconded by TJ Bergsrud. No further discussion. All voted aye, motion carried.

Old Business:

1. Surveillance Cameras – nothing to report.
2. Gar Wiedrich property – Discussed with Gar about buying certain parts of his property. It was found out to not be City Property, just that it is on a City Street. Council cannot remove the street as a City Street, therefore Gar has to rethink how he will get an entrance to his building.
3. Recycle Center Hours – Cliff said the new hours of operation at the recycle center is going well. It is open from 8:00 a.m. to 12:30 p.m., Monday through Friday, to both businesses and residents. We haven't switched a roll-off in two months. Recommendation from council to continue to keep hours as is.
4. Special Meeting March 28, 2022 – Kyle Hardy is questioning if Council can decide if we can charge an average bill for the Harris Court residents. No decision made.

New Business:

1. Salary Approval for employees in 2022:

City of Rolla – Annual Salary Approval

Auditor: \$53,550.00 Salary

Deputy Auditor: \$15.75 / hour

Public Works Director: \$63,300.42 Salary

Maintenance 1: \$18.19 / hour

Maintenance 2: \$22.49 / hour

Water Works 1: \$20.05 / hour

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Recycle Center 1: \$10.00 / hour
Police Chief: \$52,530.00 Salary
Officer 1: \$45,000.00 Salary
Officer 2: \$41,000.00 Salary
Officer 3: \$43,000.00 Salary
Fill in Officer: \$19.00 / hour
Library Director: \$12.88 / hour
Library 1: \$11.26 / hour
Library 2: \$10.50 / hour
Forestry: \$10.30 / hour
Cleaning: \$13.51 / hour
Judge: \$8,608.80 Salary
JDA Director: \$27,295.00 Salary

Motion to approve Annual Salary Statement for 2022 by Rebecca Albert, seconded by Kyle Hardy. No further discussion. All voted aye, motion carried.

2. Building Permit: increase time from 6 months to 12 months – ***Motion to approve timeframe of building permit from 6 months to 12 months by Blake Gottbreht, seconded by Kyle Hardy. No further discussion. All voted aye, motion carried.***
3. Building Permit: Clarence Booth – ***Motion to approve Booth Inc Building Permit by TJ Bergsrud, seconded by Rebecca Albert. No further discussion. All voted aye, motion carried.***
4. Cemetery Bid – No decision made. Council directs Cemetery Committee to meet with Dennis Berg to negotiate bid.
5. Gambling Permit: Amend to add Bingo for 2022 – ***Motion to approve amendment to add Bingo by Blake Gottbreht, seconded by Hovi Mitchell. No further discussion. All voted aye, motion carried.***
6. Gambling Permit – ***Motion to approve Gambling Permits by Blake Gottbreht, seconded by Paula Wilkie. No further discussion. All voted aye, motion carried.***
7. City Sales Tax Committee – ***Motion to approve grant of \$5,000 to Library made by TJ Bergsrud, seconded by Kyle Hardy. No further discussion. All voted aye, motion carried. Motion to approve \$500 grant to Forestry to beautify flower beds made by Blake Gottbreht, seconded by Kyle Hardy. Members on roll call voting “yes”, Paula Wilkie, Kyle Hardy, Hovi Mitchell, and Blake Gottbreht. Members TJ Bergsrud and Rebecca Albert abstained. No further discussion, motion carried.***
8. Long-Term Vendor License to Sell – Ernest Luna would like to have a 6 month deal for his food truck during the summer. No decision made.

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Meeting adjourned at 8:49 p.m.

ATTEST:

John Hardy, Mayor

Shelby Campbell, Deputy City Auditor