

7:30 p.m., Wednesday, July 20, 2016, the meeting of the Rolla City Council was called to order by Mayor Scott Mitchell. Council members present were Albert, Albertson, Gottbreht, Hemmy, Sparrow and Vollmer.

Others present: Brian Julius, Moore Engineering; Interim Public Works Director Brad Ruppelius; Randall Rogers, Police Officer Calib Poitra and Police Chief Joseph Boehm

**Agenda Additions:** Ballot Measure for Nov 2016; Building Inspector position

**Consent Agenda:** June Starion bank statements submitted at the meeting.

- Councilmember Albertson moved, Councilmember Sparrow seconded, to approve the Consent Agenda of the June 15<sup>th</sup> council meeting minutes; June 28<sup>th</sup> special council meeting minutes; June Financial Report; Timesheets for 06/30/16 and 07/15/16; Transfer \$ 53,570.20 from #413 Water Plant Svgs to #413 Water Plant cash account; City Sales Tax grant applications – Rolla Pool \$15,000; Rolla Senior Center \$ 1100 and Rolla Community Center \$5000; Building Permit-Crystal Good- deck and Bennett and Nonnie Charbonneau-deck, NDLC Auditor Workshop-Bismarck, August 16<sup>th</sup> expenses and Abstract of Votes Cast at June 14, 2016 Election. All members on roll call voted “yes”. None voted “no”. Motion carried.
  - Minutes June 15<sup>th</sup> council meeting and June 28<sup>th</sup> special city council meeting
  - Financial Report – June
  - Time Sheets- 06/30/16 PR and 07/15/16 PR
  - Transfer \$ 53,570.20 from #413 Water Plant Svgs to #413 Water Plant cash account
  - City Sales Tax grant applications – Rolla Pool \$15,000; Rolla Senior Center \$ 1100 and Rolla Community Center \$5000
  - Building Permit-Crystal Good- deck and Bennett and Nonnie Charbonneau- deck
  - NDLC Auditor Workshop-Bismarck, August 16<sup>th</sup> expenses
  - Abstract of Votes Cast at June 14, 2016 Election

**Bills:**

US POSTAL SERVICE	BILLING POSTAGE	\$	149.99	55548
McCABE FAMILY CHIROPRACTIC	JDA- NEW BUSINESS GRANT	\$	2,500.00	55549
VISA	JDA	\$	669.31	55550
DAVID GUNVILLE JR	REFUND 7/1/16 HEALTH PREMIUM	\$	141.88	55551
CALIB POITRA	REFUND HEALTH INS. PREMIUM	\$	88.08	55552
ROLLA FIRE DEPARTMENT	CITY SALES TAX GRANT -final pmt	\$	3,056.58	55553
AFLAC	PREMIUM	\$	221.86	55554
AMERICAN LEGION	FLAGS - US and ND	\$	156.00	55555
CENEX FLEET CARD	GAS - POLICE & PUBLIC WORKS	\$	918.67	55556
CLIFF RUSH	GATE VALVE/ WTR MAIN BREAK	\$	5,325.00	55557
CNH ( Rolla Imp.chg acct)	STREETS	\$	351.42	55558
COAST 2 COAST	POLICE/INERT SITE	\$	174.98	55559
DACOTAH BANK	2015 PICKUP PMT	\$	595.27	55560
DAKOTA SUPPLY GROUP	8 Meters for wells	\$	7,462.52	55561
FILTRONICS	WTR PLANT #2015-2- 30% DOWN	\$	45,009.00	55562
FIRST STATE INSURANCE	INSURANCE	\$	104.00	55563
GALLS	POLICE	\$	373.82	55564
GATTKE EXCAVATING	EXCAVATING - Trlr Ct gate valve	\$	2,949.00	55565
GRAND FORKS LABORATORY	WATER TESTING	\$	156.00	55566
GUSTAFSON OIL	GAS - POLICE & PUBLIC WORKS	\$	440.58	55567
GUSTAFSON, NATHAN	POLICE - COURT	\$	20.00	55568
HAWKINS	CHEMICALS	\$	691.62	55569
INFORMATION TECH. DEPT.	VPN- POLICE	\$	62.80	55570
INFORMATION TECH. DEPT.	VPN-COURT	\$	12.70	55571
JACK AND JILL	POLICE- PARADE CANDY	\$	129.59	55572
JOB SERVICE ND	CLAIMS re:D MARTIN	\$	1,433.78	55573
KINETIC LEASING	TYMCO STREET SWEEPER PMT	\$	18,010.00	55574
LADUCER SANITATION	SERVICE	\$	17,890.00	55575
LARSCO	WATER PLANT	\$	1,874.34	55576
LEEVERS	POLICE	\$	9.98	55577
LIBRARYWORLD	LIBRARY annual subscription	\$	439.00	55578
MARION TRUCKING/CONSTRUCTION	GRAVEL	\$	933.68	55579
MARY JO HANNESSON	FORESTRY - BEDDING PLANTS	\$	58.32	55580
MEARS AUTO PARTS	SUPPLIES	\$	163.25	55581
MEARS IMPLEMENT	SUPPLIES	\$	447.29	55582
MUNRO ACE HARDWARE	SUPPLIES	\$	213.61	55583
MURPHY, MAE	WATER SAMPLES TO GF LAB	\$	351.08	55584
ND HEALTH DEPT	RENEWAL - B. RUPPELIUS	\$	20.00	55585
ND SURPLUS PROPERTY	LIBRARY- items from JobService ND	\$	315.00	55586
NDIRF	INSURANCE	\$	3,124.42	55587
NDSWRA	2016 MEMBERSHIP	\$	75.00	55588
NODAK	STREETS	\$	217.99	55589
NORTH CENTRAL GRAIN COOP	GAS	\$	261.02	55590
NORTH CENTRAL GRAIN	NC TIRE- POLICE/Public Works	\$	136.00	55591
NORTH DAKOTA ONE CALL	STREETS	\$	14.00	55592
NORTHERN PLAINS ELECTRIC	LAGOON	\$	67.34	55593
OTTER TAIL POWER	ELECTRICITY	\$	5,293.61	55594
OVERDRIVE INC	LIBRARY TO GO	\$	1,500.00	55595
PEGGY JOHNSON	LIBRARY	\$	314.83	55596
PREBLE MEDICAL	TESTING	\$	85.00	55597
PRETTY-N-PINK	POLICE- PATCHES SEWN	\$	80.00	55598
REBECCA LEONARD	BALANCE BILL SHARE per 5/18/16	\$	550.00	55599

ROLETTE COUNTY	LEGAL FEES 40-2016-CR-00187	\$	200.00	55600
STAPLES CREDIT PLAN	OFFICE SUPPLIES	\$	71.94	55601
STARION FINANCIAL	PETTY CASH SLIPS	\$	122.73	55602
TUOMALA PLUMBING AND HEATING	WATER SUPPLIES	\$	641.83	55603
TURTLE MOUNTAIN COMMUNICATIONS	TELEPHONE - JUNE/JULY	\$	1,305.80	55604
TURTLE MOUNTAIN STAR	PUBLISHING/JDA	\$	285.35	55605
VERIZON WIRELESS	PUBLIC WORKS	\$	217.96	55606
VISA	POLICE/PUBLIC WORKS	\$	462.82	55607
WESTSIDE C STORE	POLICE- CAR WASH TOKENS	\$	40.00	55608
WOUNDED WARRIOR GUIDE SERVICE	MISC - 6/15/16 J.S.	\$	10.00	55609

Electronic Payments

Payroll 941 Tax Deposit	June 30, 2016 Payroll	\$6,070.78
Payroll 941 Tax Deposit	June 30, 2016 Payroll -City Council	\$1,615.31
Payroll 941 Tax Deposit	July 15, 2016 Payroll	\$4,902.75
NDPERS	Def. Compensation-June 30th PR	\$1,127.50
NDPERS	Def. Compensation- July 15th PR	\$1,127.50
NDPERS	Health Ins-July 2016 premium	\$4,599.60
NDPERS	Retirement- May 2016 adj. C.Poitra	\$393.61
NDPERS	Retirement- June 2016	\$4,703.38
NORTHERN PLAINS ELECTRIC	JDA -LOAN PMT- July 2016	\$145.86
PAYROLL	06/30/16 PAYROLL	\$13,432.75
PAYROLL	06/30/16 PAYROLL -City Council	\$6,085.74
PAYROLL	07/15/16 PAYROLL	\$12,775.54
STARION FINANCIAL	ACH FEE & SERVICE CHG	\$39.40
PAYMENT SERVICES NETWORK	JUNE FEES	\$82.95
ND STATE TAX COMMISSIONER	2016 2nd Qtrr ND WH TAX	\$1,433.18
STARION FINANCIAL-BOND SERVICES	BOND PAYMENT SWRLAG #27	\$380,340.00
STARION FINANCIAL	NSF CK DEBITED- C.E. #3527	\$75.00
STARION FINANCIAL-BOND SERVICES	BOND Interest Pmt SWRLAG #27	\$1,653.04

**Rolla Community Center cash account**

VENDOR NAME	DESCRIPTION	AMOUNT	CK #
DEREK BELGARDE	CARPET CLEANED	\$271.40	2207
OTTER TAIL POWER	ELECTRICITY	\$568.25	2208
ABRAHAMSON REFRIGERATION	SUPPLIES	\$72.00	2209
MUNRO CONTRACTORS	REFUND OF PROJECT BID BOND	\$2,400.00	2210

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 –** Councilmember Albertson moved, Councilmember Hemmy seconded, to hire Ryan Wickerham at \$10 per hour for part-time recycling center position of 20 hours a week. All members on roll call voted "yes". None voted "no". Motion carried.

Councilmember Albert moved, Councilmember Sparrow seconded, to hire Cliff Rush for Public Works Director position at an annual salary of \$50,000 plus benefits effective September 1, 2016.

Councilmember Albertson moved, Councilmember Vollmer seconded, to amend motion to hire Cliff Rush effective to start when he can. On roll call, council members voting "yes", Albertson, Gottbreht and Vollmer. Council members voting "no". Albert, Hemmy and Sparrow. Mayor Mitchell voted "yes" to break the tie. Motion carried.

Councilmember Albert moved, Councilmember Sparrow seconded, to hire Cliff Rush for Public Works Director position at an annual salary of \$50,000 plus benefits effective to start when he can. All members on roll call voted "yes". None voted "no". Motion carried.

Councilmember Vollmer moved, Councilmember Albertson seconded, to pay expenses for August 4<sup>th</sup> workshop in Rugby. All members on roll call voted "yes". None voted "no". Motion carried.

**Police:** Nuisance letters being worked on- some lawns may need to be mowed by the city crew

**Other Committees:**

Councilmember Albertson moved, Councilmember Hemmy seconded, to hire Lyman Bercier for the part-time building inspector position. On roll call, council members voting "yes", Albert, Albertson, Gottbreht, Hemmy and Sparrow. Council woman Vollmer voted "no". Motion carried.

Committee appointments – committees were reviewed and updated

Councilmember Albertson moved, Councilmember Albert 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:** Contract #1 in the amount of \$ 1,958,606.37 from American General Contractors ; Contract #2 in the amount of \$ 383,958 from Wagner Construction.

Councilmember Albertson moved, Councilmember Albert seconded, to approve Wagner Construction, Inc. Work Change Directive No. 1. All members on roll call voted "yes". None voted "no". Motion carried.

No action on Change Order No. 1 submitted by Wagner Construction, Inc. A special city council meeting will be held so Wagner Construction, Inc. may be present to discuss the change order request.

Councilmember Albertson moved, Councilmember Vollmer seconded, to approve Contractor Payment #1 of 90,584.12 to American General Contractors, Inc. All members on roll call voted "yes". None voted "no". Motion carried.

**Street Improvements-**

**2017 Budget-** Committees budgets worksheets distributed to members. Completed budgets to be returned to city auditor by August 10<sup>th</sup>

**Ballot Measure for November 2016-** city attorney to review ballot measure language for business tax exemption to be put on the November Election ballot

There being no further business, Mayor Mitchell adjourned the meeting at 9:15 p.m.

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Scott Mitchell, Mayor

ATTEST:

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Mae Murphy, City Auditor