

ROLLA CITY COUNCIL  
REGULAR MEETING  
MINUTES  
WEDNESDAY, OCTOBER 19, 2022 at 7:30 P.M.

Present: Mayor Kevin Juntunen, Councilpersons: Hovi Mitchell, TJ Bergsrud, Blake Gottbreht, Eleanor McCloud, and Rebecca Hodgers. Absent: Paula Wilkie  
Others in attendance: Auditor Erica McDougall, Police Chief William Poitra, Public Works Director Cliff Rush, Deputy Auditor Shelby Campbell, City Attorney Nathan Gibbens, Dennis Berg.

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

**Mayors Minute:** Mayor Kevin Juntunen took a moment to recognize the Rolla School, Jodi Hudson and Kristen Mitchell, as well as the Rolla Bulldog Elementary students, who had a huge part in winning the National Foundation Don't Quit Fitness Center. Several members of the community had an opportunity to tour the Fitness Center at the ribbon cutting. Great job to all the youth that represented themselves and the community in such a positive way with a lot of enthusiasm.

**Addition to Agenda:** Library minutes under Consent Agenda and Committee Reports. *Motion to approve the Agenda with additions by Eleanor McCloud, seconded by TJ Bergsrud.*

**Consent Agenda:**

*Motion to approve the Consent Agenda by TJ Bergsrud, seconded by Blake Gottbreht.*

1. September 2022 Regular Council Meeting Minutes
2. September 21 2022 Public Budget Meeting Minutes
3. September 28 2022 Public Budget Meeting Minutes
4. October 2022 Admin Committee Meeting Minutes
5. October 2022 Police Committee Meeting Minutes
6. October 2022 Public Works Committee Meeting Minutes
7. October 2022 Rolla Community Center Minutes
8. JDA Minutes and Financials
9. Addition: Library Minutes
10. Financial Report

**Reading of the Bills:** *Motion was to approve bills when funds become available by Hovi Mitchell, seconded by TJ Bergsrud. No further discussion. All voted aye, motion carried.*

060246	ACME TOOLS	10/19/2022	\$279.00
060247	ADVANCED ENGINEERING & ENVIRON	10/19/2022	\$138.00
060248	AZURES EXCAVATING	10/19/2022	\$1,920.00
060249	BRENDA BERCIER	10/19/2022	\$200.00
060250	CENEX FLEET CARD	10/19/2022	\$231.32
060251	CIERA ZASTE	10/19/2022	\$300.00
060252	CORE & MAIN	10/19/2022	\$1,796.29
060253	ENVIRONMENTAL EQUIP SERVICES	10/19/2022	\$31.13
060254	ERICA MCDOUGALL	10/19/2022	\$194.22
060255	FIRE EXTINGUISHING SYSTEMS INC	10/19/2022	\$264.90
060256	GRAND FORKS UTILITY BILLING	10/19/2022	\$70.00
060257	GUSTAFSON OIL	10/19/2022	\$1,189.38
060258	HAWKINS INC	10/19/2022	\$2,676.87
060259	INFORMATION TECHNOLOGY DEPT- P	10/19/2022	\$104.30

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060260	J & F TOWING	10/19/2022	\$60.00
060261	KOISTINEN, JOHNATHAN	10/19/2022	\$100.00
060262	LEEVEFS FOODS	10/19/2022	\$13.98
060263	LEGACY COOPERATIVE	10/19/2022	\$393.43
060264	MUNRO ACE HARDWARE	10/19/2022	\$475.96
060265	ND DEPT OF ENVIRON. QUALITY	10/19/2022	\$47.67
060266	ND DEPT OF ENVIRON. QUALITY	10/19/2022	\$100.00
060267	ND SEWAGE PUMP & LIFT STATION	10/19/2022	\$1,700.00
060268	NORTH DAKOTA ONE CALL	10/19/2022	\$13.00
060269	NORTHERN PLAINS ELECTRIC COOP	10/19/2022	\$77.45
060270	OTTERTAIL POWER CO	10/19/2022	\$7,087.03
060271	ROLETTE COUNTY SHERIFF OFFICE	10/19/2022	\$350.00
060272	TUOMALA PLUMBING & HEATING	10/19/2022	\$61.46
060273	TURTLE MOUNTAIN STAR	10/19/2022	\$164.74
060274	UNITED STATES POSTAL SERVICE	10/19/2022	\$170.00
060275	WASTE MANAGEMENT	10/19/2022	\$21,290.83
060276	WILBUR ELLIS	10/19/2022	\$15.60
060277	WUORIS REPAIR	10/19/2022	\$152.50

### Committee Reports:

**Administrative Committee:** Request from retiring employee to donate sick leave to other employees. Discussion was had, Employee Manual states leave sharing may only occur when another City employee has a qualifying illness, injury, impairment, or physical or mental condition, that is of an extraordinary or severe nature. City Council thanked Duane Henry for his many years with the City of Rolla. Discussion about Auditors Office and Utility Billing open business hours.

**Police Committee:** Still looking for fourth Police Officer, some options for school candidates are being evaluated by Police Chief and Police Committee. Some cold weather gear is needed for the Officers. New radios are here, will be installed soon.

**Public Works Committee:** Gate valve at Lagoon is repaired, Well 9 is operational, air compressor issue has been handled. Recycling Center hours are Tuesday through Saturday, 8-12. Fall street sweeping is currently going on. Red dump truck is not repaired. Discussion about PER report as requested by City Engineer Jim Olson, this report does not expire after 12 months. ***Motion to table PER discussion until November meeting by TJ Bergsrud, seconded by Blake Gottbreht. No further discussion. All voted aye, motion carried.*** Discussion about road salt for this winter, price has increased. ***Motion to spend up to \$4000 on road salt by Blake Gottbreht, seconded by Rebecca Hodgers. No further discussion. All voted aye, motion carried.***

**Rolla Community Center Committee:** Discussion on rents and updating lease agreements. Complaint received about condition of rented room, discussion was had on how to fix issue. City Sales Tax Committee approved updating doors, other projects are on hold as more information is needed.

**Library Board:** Good things are happening at the Library, fundraisers are planned, art projects are well received, book nook is being used, and some holiday events are planned. Request to hire part time employee for the Library by the Library Board and Director. ***Motion to hire Shayla Yoder at \$7.25 per***

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*hour as part time employee for the Library by Blake Gottbreht, seconded by Eleanor McCloud. No further discussion. All voted aye, motion carried.*

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

**Old Business:**

1. Alcoholic Beverage Ordinance: City Attorney Nathan Gibbens answered questions on language in Ordinance. *Motion to approve language in Alcoholic Beverage Ordinance 455 with readings on November 16, 2022 and December 21, 2022 by Hovi Mitchell, seconded by Blake Gottbreht. No further discussion. All voted aye, motion carried.*

**New Business:**

1. Trick or Treat Hours: *Motion to set Halloween Trick or Treat Hours to 5:00 – 6:30 pm on October 31, 2022 by Blake Gottbreht, seconded by TJ Bergsrud. No further discussion. All voted aye, motion carried.*
2. Cemetery Letter from Dennis Berg: Dennis Berg discussed upkeep at cemetery and needs for next year. Community needs to take pride in Cemetery and some cleanup is still needed.
3. Rolla Airport Authority Committee Appointment: Discussion was had on which council member will be on the Rolla Airport Authority Committee. Blake Gottbreht was appointed. *Motion to appoint Blake Gottbreht to Rolla Airport Authority Committee by TJ Bergsrud, seconded by Eleanor McCloud. No further discussion. All voted aye, motion carried.*
  - a. Rolla Airport Authority Committee Members: Gordon Krech, Phil Soukup, Paul Munro, Scott Mitchell, and Blake Gottbreht.

Motion to adjourn the meeting at 8:53 p.m. by Blake Gottbreht, seconded by TJ Bergsrud.

ATTEST:

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Kevin Juntunen, Mayor

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Erica McDougall, City Auditor