

**Rolla City Council  
City of Rolla, ND**

7:30 p.m., Wednesday, January 17, 2018, the Rolla City Council meeting was called to order by Mayor Scott Mitchell. Council members present: Hemmy, Gottbreht, and Sparrow. Council members absent: Vollmer, and Albertson.

**Others present:** Public Works Director, Cliff Rush; Interim Chief of Police, Nathan Gustafson; Police Officer Chris Parisien; City Auditor Matt Mutzenberger; and Jim Olson, AE2S.

**Consent Agenda:** Approve minutes from the December 20<sup>th</sup> City Council meeting; Designation of Depositories – Starion and Dacotah Bank; Chamber of Commerce request for remaining 2017 funds in the amount of \$7,180.03; Planning and Zoning Committees' recommendation to re-zone Rolla's 2<sup>nd</sup> Addition, Outlot B, Lots 1, 2, and 3 from RMH (Residential Mobile Homes) to C-2 Highway Commercial; Assessment Committees' recommendation re-assess McIntyre's 2<sup>nd</sup> Addition, lots 3, 4, 5, and 6; Financial Report – December, 2017 and January 2018; and the Chamber of Commerce's Application for a Local Permit.

Sparrow moved, Gottbreht seconded, to approve the January 17, 2018 Consent Agenda. Motion carried.

Reading of the Bills:

**To Be Approved on 1/17/2018**

**LISTING  
AS OF 1/17/17**

VENDOR NAME	DESCRIPTION	AMOUNT	CHECK #
AFLAC	MONTHLY PREMIUM		
AMERICAN GENERAL CONTRACTORS	<b>APPLICATION 15 AND 16</b>	7326.36	56523
CENEX VOYAGER FLEET	POLICE GAS	\$1,236.36	565240
	BALANCE OF SALES TAX		
CHAMBER OF COMMERCE	REVENUE	\$7,180.03	56521
CHRISTOPHER PARISIEN	WITNESS FEE PAY	\$40.00	5525
DAVID MARTIN	BOND REFUND	\$500.00	56515
	CONTINUING DISCLOSURE		
DOUGHERTY AND COMPANY	SERVICES	\$500.00	56526
	WATER TESTING (RE-ISSUE		
EBERLINE SERVICES	CHECK)	\$253.20	56527
GIBBENS LAW OFFICE	LEGAL SERVICES	\$450.00	56528
GRAND FORKS ENVIRONMENATAL LAB	WATER TESTING	\$52.00	56529
HACH	CHEMICALS	\$130.65	56530
HAWKINS	CHEMICALS	\$2,695.06	56531
INFORMATION TECH. DEPT.	VPN-COURT	\$26.00	
INFORMATION TECH. DEPT.	VPN- POLICE	\$62.80	56532
J.P. COOK	2018 PET TAGS	\$68.55	56533
KELLER PAVING	APPLICATION FOR PAYMENT #2	\$26,907.71	56520
LADUCER SANITATION	GARBAGE AND RECYCLING	\$17,290.00	56534
LANCE JOHNSON	RESTITUTION	\$60.05	56516
LEEVERS	RESTITUTION	\$2.29	56517
MAHLUM GOODHART	2016 AUDIT SERVICES	\$11,100.00	56535

MALO ELECTRIC	WELL SITE OUTLETS	\$1,425.76	56536
MARC	LIQUID ICE MELT	\$628.20	56537
MEARS AUTO PARTS	SHOP SUPPLIES	\$248.85	56538
MEARS IMPLEMENT	SUPPLIES	\$6.95	56539
MUNRO ACE HARDWARE	SUPPLIES	\$243.56	56540
ND CLERKS ASSOCIATION	2018 MEMBERSHIP DUES	\$100.00	56541
	MARCH MADNESS		
ND LEAGUE OF CITIES	REGISTRATION	\$1,685.00	56542
ND SEWAGE PUMP AND LIFT	ALCO LIFT STATIUON 2	\$5,113.20	56543
NORTH DAKOTA INSURANCE			
DEPT.	BOILER INSPECTION AND CERT.	\$120.00	56544
NORTH DAKOTA ONE CALL	STREETS	\$2.00	56545
NORTHERN PLAINS ELECTRIC	LAGOON	\$73.54	56546
OTTER TAIL POWER	ELECTRICITY	\$5,611.65	56547
POWER PLAN		\$569.64	56548
RENA TANDESKI	RESTITUTION	\$50.00	56519
ROLLET COUNTY SCD	2018 ARBOR DAY TREE ORDER	\$350.00	56549
SENSUS	2018 SUPPORT	\$1,949.94	56550
SHOPKO	RESTITUTION	\$30.00	56518
SYMBOLGY INCORPORATED	BAR CODES W/READER	\$526.70	56551
THEEL MOTORS	TIRES FOR 2018 SILVERADO	\$264.40	56552
TUOMALA PLUMBING AND			
HEATING	PARTS	\$230.25	56553
TURTLE MOUNTAIN STAR	CITY COUNCIL AND ZONING ADS	\$275.40	56554
VERIZON WIRELESS	PWD PHONES	\$276.32	56555
VISA - Kerry	OFFICE SUPPLIES	\$1,270.29	
VISA - Matt	COMPUTORS and TM STAR AD.	\$1,272.75	56556
	total checks to approve	\$98,205.40	

### Electronic Payments

Payroll 941 Tax Deposit	Dec. 29, 2017 Payroll Tax Deposit	\$6,776.59	1247
Payroll 941 Tax Deposit	Jan. 15, 2018 Payroll Tax Deposit	\$5,044.00	1254
NDPERS	Def. Compensation-Dec.29 PR	\$37.50	1248
NDPERS	Def. Compensation-Jan.15 PR	\$37.50	1253
NDPERS	Health Ins- Jan. 2018 premium	\$5,962.98	1255
NDPERS	Retirement- Dec. 2017	\$6,135.97	1249
PAYROLL	12/29/17 PAYROLL	\$20,807.34	
PAYROLL	01/15/18 PAYROLL	\$15,149.62	
PAYMENT SERVICES NETWORK	December fees	\$84.70	1251
Dacota Loan Pmt. - Skid Steer	December Payment	\$720.78	
Dacota Loan Pmt. - 2017 Chevy	December Payment	\$595.27	1246
Starion Bank	December Service Charge	\$4.00	
	total electronic payments to approve	\$61,356.25	

TOTAL CHECKS AND EFT \$159,561.65

**Rolla JDA**

NORTHERN PLAINS ELECTRIC	Loan Pmt. #65- Jan.1, 2017	\$145.86	1250
VISA -George	Annual Fee	\$15.00	56514
BANK OF NORTH DAKOTA	FlexPace interest buydown	\$2,848.09	56522
SPECTRUM	HP Ink	\$90.88	56513
	Total JDA	\$3,099.83	

**Rolla Community Center**

Ottertail Power	Utilities	907.99	2252
Tuomal Plumbing	service call	\$235.78	2253
	RCC TOTAL	\$1,143.77	

**Transfers**

transfer \$1,491.64 from 2015 Water Construction Project to Checking  
transfer \$1,425.76 from 2015 Water Construction Project to Checking

Gottbreht moved, Hemmy seconded, to pay bills as listed. Motion carried.

**Old Business:** Hearing none.

**Committee Reports:**

**Engineering**

Moore Engineering presented, via telephone, contractors' application for payment #15 and #16 for American General Contracting in the amount of \$157,326.30 on the 2015 Water Plant Project. The City Council agreed to apply liquid damages, according to the contract, for \$150,000.00. Gottbreht moved, Sparrow seconded, to accept and approve payment application 15 and 16 on the following conditions: (1) that final completion of the water plant improvement project occurs on or before January 31, 2018, and (2) that the total payment made to American General Contractors will be reduced by the sum of \$150,000 as liquidated damages. Motion carried.

**Public Works:**

Hemmy moved, Sparrow seconded, to send Brad Ruppelius and Wendell Held to the 32<sup>nd</sup> Annual Water Systems Expo and Conference in February 13, 14 and, 15 in Fargo. Motion carried.

Hemmy moved, Sparrow seconded, to allow Robert Simms to work at the recycling plant under a federal program, 22 hours per week at no cost to the city, pending a background check and drug screening. Motion carried.

**Police:**

Sparrow moved, Hemmy seconded, to accept the Police Officer Poitra's resignation, effective January 16, 2018. Motion carried.

Hemmy moved, Gottbreht seconded, to promote Nathan Gustafson to Chief of Police, with an annual salary of \$47,250. Motion carried.

**Administrative:**

Sparrow moved, Gottbreht seconded, to table the third reading of a proposed change to City Ordinance 405, section 3 to read: **Regular Meetings. The City Council shall hold its regular monthly meeting on the second Wednesday of each month at the City Hall.** Motion Carried.

**Cemetery:**

Hemmy stated he is putting some bids together to do some general upkeep this spring.

Gottbreht moved, Hemmy seconded, to approve the committee reports. Motion carried.

**New Business:**

Sparrow moved, Gottbreht seconded, to send Kerry Schlenvogt and Becky Questell to the HR Collaborative in Bismarck, April 18 and 19, 2018. Motion carried.

Sparrow moved, Gottbreht seconded, to approve FEMAs' Hazard Mitigation Proposal for Project 2536 for \$41,960.00, which the City is responsible for 15% or \$6,294.00. Motion carried.

**The meeting adjourned at 8:34 pm.**

**The next scheduled meeting of the City Council is Wednesday, February 21, 2018.**

Scott Mitchell, Mayor

ATTEST:

Matt Mutzenberger-City Auditor  
Dated 1/18/2018

