7:30 p.m., Wednesday, February 15, 2017, the meeting of the Rolla City Council was called to order by Council President Christopher Albertson. Council members present were Gottbreht, Sparrow and Vollmer. **Absent**: Mayor Scott Mitchell; Councilwoman Rebecca Albert and Councilman Patrick Hemmy **Others present**: Keith Benning; Jesse Berg, Moore Engineering; Public Works Director Cliff Rush; Police Chief Joseph Boehm

Additions to the Agenda- Animal Rescue-Keith Benning

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

Councilmember Vollmer moved, Councilmember Gottbreht seconded, to approve the Consent Agenda of January 18th council meeting minutes; January Financial Report; Time sheets 01/31/17 & 02/15/17; EOY Financials and Over/Under Report and Amended 2016 Budget. All members on roll call voted "yes". None voted "no". Motion carried.

- Minutes –January 18th council meeting
- Financial Report January including transfers
- Time Sheets- 01/31/17 PR and 02/15/17 PR
- EOY Financials; Over/Under Report; Amended 2016 Budget

2016 OVER-UNDER REPORT - AMENDED BUDGET												
	FUND		REVENU	E			EXPENDITURE					
		REC. OVER REC. UNDER			SI	PENT OVER	ENT UNDER					
			BUDGET	_	BUDGET		BUDGET		BUDGET			
100	GENERAL	\$		\$	25,448.76	\$	-	\$	59,758.78			
105	POLICE RESERVE	\$	-	\$	-	\$	_	\$	-			
201	STREET	\$	-	\$	29,664.77	\$	17,403.28	\$	-			
202	SOCIAL SECURITY	\$	=	\$	4,913.73	\$	· -	\$	3,720.72			
206	EMERGENCY	\$	4.45	\$	· <u>-</u>	\$	752.40	\$	· =			
208	CEMETERY	\$	-	\$	244.63	\$	-	\$	2,200.00			
210	RETIREMENT	\$	-	\$	5,034.07	\$	-	\$	3,992.75			
230	CONTINGENCY	\$	-	\$	4,726.37	\$	7,104.23	\$, -			
240	INSURANCE	\$	6,487.47	\$, -	\$	42,395.58	\$	-			
250	CORRECTIONAL FACILITY	\$	· -	\$	869.91	\$	1,212.57	\$	=			
301	TEMP. REVENUE BOND 2013	\$	-	\$	_	\$	-	\$	-			
302	TEMP. REVENUE BOND 2014	\$	-	\$	-	\$	-	\$	-			
410	IMPROV. DISTRICT # 2012-1	\$	-	\$	-	\$	-	\$	-			
411	IMPROV. DISTRICT 2012-2	\$	-	\$	_	\$	-	\$	-			
412	IMPROV. DISTRICT 2013-1	\$	-	\$	326,495.96	\$	-	\$	321,574.01			
413	IMPROV. DISTRICT 2014-1	\$	1,009,682.32	\$	-	\$	876,816.26	\$	-			
414	STREET IMPRV. # 2015-1 Construction	\$	8.41			\$	8.41	\$	-			
501	SPECIAL RE	\$	-	\$	116.12	\$	95.11	\$	-			
515	STREET IMPRV. # 2015-1	\$	-			\$	604.41	\$	-			
518	SPEC ASSESS. DEF	\$	-	\$	230.42	\$	-	\$	-			
527	SEWER/LAGOON #27	\$	7,077.72	\$	-	\$	378,888.54	\$	-			
601	WATER FUND	\$	45,613.17	\$	-	\$	-	\$	11,951.47			
602	SEWER FUND	\$	-	\$	3,392.95	\$	-	\$	10,028.94			
603	GARBAGE FUND	\$	-	\$	7,574.06	\$	3,515.45	\$	-			
604	INFRASTRUCTURE FUND	\$	-	\$	8,961.62	\$	1,495.60	\$	-			
605	WATER PROJECT FUND	\$	-	\$	115.26	\$	-	\$	77.76			
606	WATER EMERGENCIES/EXTENSIONS	\$	-	\$	-	\$	-	\$	-			
607	SWR/LAGOON PROJECT RESERVE	\$	-	\$	-	\$	-	\$	-			
608	SEAL COAT DEBT SERVICE	\$	-	\$	-	\$	-	\$	280.69			
609	IMPROV. District 2012-2 RESERVE	\$	-	\$	-	\$	-	\$	-			
610	IMPROV.District 2012-2 DEBT SERVICE	\$	1,495.60	\$	-	\$	1,495.60	\$	-			
611	WTR IMPRV.# 2013-1 DEBT SERVICE	\$	1,737.23	\$	-	\$	-	\$	175.77			
612	WTR IMPRV.# 2015-2 DEBT SERVICE	\$	-	\$	-	\$	-	\$	8,545.77			
613	WTR IMPRV.# 2013-1 RESERVES	\$	15,063.00	\$	-	\$	-	\$	-			
614	STR.IMPRV. #2015-1 DEBT SERVICE	\$	80,638.00	\$	-	\$	596.00	\$	-			
803	FORESTRY	\$	5,917.11	\$	-	\$	11,871.32	\$	-			
804	LIBRARY	\$	-	\$	3,350.37	\$	-	\$	5,767.73			
805	JOB DEVELOP.	\$	5,313.91	\$	-	\$	8,952.12	\$	-			
806	SALES TAX	\$	-	\$	3,313.69	\$	-	\$	8,627.42			
808	PUBLIC REC	\$	-	\$	1,141.42	\$	-	\$	-			
809	CITY PROMOTION	\$	-	\$	2,140.31	\$	-	\$	-			
830	ROLLA COMMUNITY CNTR	\$	7,423.28	\$	-	\$	9,071.78	\$	-			
836	HORIZONS PROGRAM	\$	-	\$	-	\$	-	\$	2,000.00			
	TOTALS	\$	1,186,461.67	\$	427,734.42	\$	1,362,278.66	\$	438,701.81			

	NOTES on Expenditures over Budget:
Fund 100	over budget due to unbudgeted bonds and restitution; City Hall CDBG project; higher jail board expenditures
Fund 201	over budget due to 4th Ave SE improvement expense
Fund 413	over due to unbudgeted expenditures for construction project
Fund 527	over due to unbudgeted extra payment on revenue bonds
Fund 604	over budget due to increased transfer out to Fund 610 for Storm Sewer project debt service
Fund 610	over budget due to unbudgeted Storm Sewer project debt service
	Funds 202, 240, 250 and 803 over due to closing funds into General Fund
Fund 805	and Fund 806over budget due to increase in grant distributions
	NOTES on Revenues:
Fund 100	under budget due to decreased revenue sharing and fine collections
Fund 201	under budget due to decreased highway tax distributions
Fund 230	under budget due to decrease in sales tax revenue
Funds 413	, 414, 610, 611, 613, 614 and 830 over budget due to unbudgeted revenue for funding of construction projects

CITY OF ROLLA 2016	JAN. 1, 2016	2016	2016			DEC. 31, 2016		DEC. 31. 2016
FUND	Beg. Balance	RECEIPTS	EXPENDITURES & PR	Transfers In	Transfers Out	BALANCE	INVESTMENT	INVEST.& CASH
GENERAL	\$ 129,150.73	\$ 352,354.96	\$ 487,514.55	\$ 118,984.22	\$ -	\$ 112,975.36	\$ -	\$ 112,975.36
POLICE RESERVE	\$ 4,569.41	\$ -	\$ 16,490.43	\$ 17,000.00	\$ -	\$ 5,078.98	\$ -	\$ 5,078.98
STREET	\$ 301,335.49	\$ 144,685.23	\$ 191,488.48	\$ -	\$ 264.80	\$ 254,267.44	\$ -	\$ 254,267.44
SOCIAL SECURITY	\$ 1,193.01	\$ 32,086.27	\$ 35,899.58	\$ 2,620.30	\$ -	\$ -	\$ -	\$ -
EMERGENCY	\$ 16,363.40	\$ 4.45	\$ 417.20	\$ -	\$ 335.20	\$ 15,615.45	\$ -	\$ 15,615.45
CEMETERY	\$ 26,393.72	\$ 8,157.12	\$ 6,200.00	\$ -	\$ -	\$ 28,350.84	\$ 500.00	\$ 28,850.84
RETIREMENT	\$ 1,041.32	\$ 32,965.93	\$ 36,670.19	\$ 2,662.94	\$ -	\$ -	\$ -	\$ -
CONTINGENCY	\$ 561,713.53	\$ 220,273.63	\$ -	\$ -	\$ 459,325.23	\$ 322,661.93	\$ -	\$ 322,661.93
INSURANCE	\$ 35,898.11	\$ 35,497.47	\$ 46,688.66	\$ -	\$ 24,706.92	\$ -	\$ -	\$ -
CORRECTIONAL FACILITY	\$ 2,082.48	\$ 5,830.09	\$ 4,809.95	\$ -	\$ 3,102.62	\$ -	\$ -	\$ -
WTR. IMPROV. 2013-1	\$ (4,921.99)	\$ -	\$ -	\$ -	\$ -	\$ (4,921.99)	\$ 100.04	\$ (4,821.95)
WTR PLANT IMPROV. # 2015-2	\$ -	\$ 1,105,283.13	\$ 1,105,283.13	\$ -	\$ -	\$ -	\$ 687,447.98	\$ 687,447.98
Street Improvement # 2015-1	\$ -	\$ -	\$ 8.41	\$ 8.41	\$ -	\$ -	\$ -	\$ -
SPECIAL RE	\$ 994.29	\$ 733.88	\$ 945.11	\$ -	\$ -	\$ 783.06	\$ -	\$ 783.06
Street Improvement # 2015-1	\$ 168,406.91	\$ -	\$ -	\$ 6,353.59	\$ -	\$ 174,760.50	\$ -	\$ 174,760.50
SPEC ASSESS. DEF.	\$ 204.85	\$ 1,769.58	\$ -	\$ -	\$ -	\$ 1,974.43	\$ -	\$ 1,974.43
SEWER/LAGOON #27	\$ 605,450.19	\$ 276,103.58	\$ 576,209.79	\$ -	\$ 2,625.86	\$ 302,718.12	\$ -	\$ 302,718.12
WATER FUND	\$ 140,160.08	\$ 363,487.31	\$ 195,669.41	\$ -	\$ 110,253.26	\$ 197,724.72	\$ -	\$ 197,724.72
SEWER FUND	\$ 124,372.42	\$ 119,596.95	\$ 98,871.06	\$ -	\$ 14,000.00	\$ 131,098.31	\$ -	\$ 131,098.31
GARBAGE FUND	\$ 77,874.56	\$ 232,425.94	\$ 257,515.45	\$ 14,000.00	\$ -	\$ 66,785.05	\$ -	\$ 66,785.05
INFRASTRUCTURE FUND	\$ 103,399.87	\$ 142,538.38	\$ -	\$ -	\$ 152,895.60	\$ 93,042.65	\$ -	\$ 93,042.65
WATER PROJECT FUND	\$ 13,000.00	\$ 2,055.62	\$ 114,934.74	\$ 112,879.12	\$ -	\$ 13,000.00	\$ 100,000.00	\$ 113,000.00
WATER Emerg.& Extensions	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -	\$ 40,000.00	\$ -	\$ 40,000.00

SEWER/LAGOON E & E RESERVE	\$ -	\$	-	\$ -	\$	-	\$ -	\$ -	\$ 176,880.00	\$ 176,880.00
SEAL COAT 2012 DEBT SERVICE	\$ 58,125.72	\$	-	\$ 55,918.06	\$ 53	,525.00	\$ -	\$ 55,732.66	\$ -	\$ 55,732.66
IMPRV. DISTRICT 2012-2 Reserve	\$ 117,070.00	\$	-	\$	\$	-	\$ -	\$ 117,070.00	\$ -	\$ 117,070.00
IMPRV.DISTRICT 2012-2 Debt Serv.	\$ -	\$	-	\$ 152,895.60	\$ 152	,895.60	\$ -	\$ -	\$ -	\$ -
Wtr Improv #2015-2Debt Service	\$ -	\$	-	\$ 96,737.23	\$ 96	,737.23	\$ -	\$ -	\$ -	\$ -
Wtr Plant Improve #2015-2 Reserve	\$ -			\$ 91,454.23	\$ 100	,000.00	\$ -	\$ 8,545.77	\$ -	\$ 8,545.77
Street Improv. # 2015-1 Debt Service	\$ -	\$	-	\$ 80,638.00	\$ 80	,638.00	\$ -	\$ -	\$ -	\$ -
Wtr Main Improv.# 2013-1 Reserve	\$ 9,696.00	\$	-	\$ -	\$ 15	,063.00	\$ -	\$ 24,759.00	\$ -	\$ 24,759.00
FORESTRY	\$ 5,354.21	\$	9,417.11	\$ 8,913.40	\$	-	\$ 5,857.92	\$ -	\$ -	\$ -
LIBRARY	\$ 14,816.13	\$	14,199.63	\$ 11,732.27	\$	-	\$ -	\$ 17,283.49	\$ 10,000.00	\$ 27,283.49
JOB DEVELOP.	\$ 227,216.09	\$	64,395.32	\$ 61,572.18	\$	-	\$ -	\$ 230,039.23	\$ 216,520.00	\$ 446,559.23
SALES TAX	\$ 64,180.11	\$	41,736.31	\$ 36,372.58	\$	-	\$ -	\$ 69,543.84	\$ 26,125.00	\$ 95,668.84
PUBLIC REC	\$ 1,210.70	\$	7,853.93	\$ 9,000.00	\$	-	\$ -	\$ 64.63	\$ 2,216.69	\$ 2,281.32
CITY PROMOTION	\$ 4,001.75	\$	15,859.69	\$ 18,000.00	\$	-	\$ -	\$ 1,861.44	\$ -	\$ 1,861.44
ROLLA COMMUNITY CENTER	\$ -	\$	-	\$ -	\$	-	\$ -	\$ -	\$ 13,842.09	\$ 13,842.09
HORIZONS PROGRAM	\$ 9,089.18	\$	-	\$ -	\$	-	\$ -	\$ 9,089.18	\$ -	\$ 9,089.18
RCC- CASH ACCOUNT	\$ 4,273.80	\$	22,969.92	\$ 24,121.78	\$	-	\$ -	\$ 3,121.94	\$ -	\$ 3,121.94
TOTALS	\$ 2,863,716.07	\$ 3	,252,281.43	\$ 3,822,971.47	\$ 773	,367.41	\$ 773,367.41	\$ 2,293,026.03	\$ 1,233,631.80	\$ 3,526,657.83

Bills:

Billo:			
REVITALIZE ROLLA	CITY SALES TAX GRANT	\$ 7,000.00	55927
STARION BANK	JDA	\$ 200,000.00	55928
JOB SERVICE ND	PREMIUM	\$ 165.44	55929
PAUL MUNRO	JDA- MAIN STREET IMPROV. GRANT	\$ 1,500.00	55930
AMERICAN GENERAL	WTR PLANT IMPRV # 2015-2	\$ 58,310.85	55931
BANK OF NORTH DAKOTA	JDA- FLEX PACE INTEREST BUYDOWN	\$ 3,016.52	55932
MOORE ENGINEERING	WTR PLANT IMPRV # 2015-2	\$ 8,910.90	55933
US POSTAL SERVICE	BILLING POSTAGE	\$ 140.93	55934
AFLAC	PREMIUM	\$ 433.28	55935
BOILER INSPECTION	ANNUAL INSPECTION FEE	\$ 70.00	55936
CENEX FLEET CARD	GAS - POLICE	\$ 1,307.45	55937
EDND	JDA - 2017 MEMBERSHIP	\$ 150.00	55938
FIRST STATE INSURANCE	ADD'L PREMIUM -SKIDSTEER	\$ 53.00	55939
GRAND FORKS LABORATORY	WATER TESTING	\$ 52.00	55940
GUSTAFSON OIL	PROPANE/GAS/DIESEL	\$ 2,882.28	55941
HACH	CHEMICALS	\$ 289.52	55942
HAWKINS	CHEMICALS	\$ 6,833.60	55943
HENDRICKSON TRUCKING - ROLLA	TRUCKING - ROAD SALT	\$ 922.50	55944
INFORMATION TECH. DEPT.	VPN- POLICE	\$ 62.80	55945
INFORMATION TECH. DEPT.	VPN-COURT	\$ 12.70	55946
INNOVATIVE TECHNOLOGY	JDA- WEBSITE	\$ 3,625.00	55947
LADUCER SANITATION	SERVICE	\$ 17,290.00	55948
LAKE REGION LAW ENFORCEMENT	JAIL BOARD- 4 DAYS	\$ 300.00	55949
LEEVERS FOODS	POP	\$ 68.28	55950

MARC	MAINTENANCE SUPPLIES	\$	1,384.46	55951	
MCGUIRE	POLICE- FAN & MOTOR	\$	99.38	55952	
MEARS AUTO PARTS	STREETS	\$	166.38	55953	
MUNRO ACE HARDWARE	SUPPLIES	\$	187.97	55954	
ND DEPT OF HEALTH-LAB	WATER TESTING	\$	1,158.22	55955	
ND LEAGUE OF CITIES	DRUG/ALCOHOL TESTING PROGRAM	\$	60.00	55956	
ND SURPLUS PROPERTY	POLICE - MOVING RADAR	\$	600.00	55957	
NORTH CENTRAL GRAIN COOP	STREETS/POLICE	\$	383.92	55958	
NORTH DAKOTA ONE CALL	STREETS	\$	1.00	55959	
NORTHERN PLAINS ELECTRIC	LAGOON	\$	73.54	55960	
OLYMPIC SALES	RECYCLING - BALING WIRE	\$	341.11	55961	
OTTER TAIL POWER	ELECTRICITY	\$	7,269.56	55962	
OVERHEAD DOOR CO- MINOT	MAINTENANCE	\$	1,667.50	55963	
POWER PLAN	STREETS- BLADE & LOADER	\$	2,860.00	55964	
PRETTY -N- PINK	POLICE- PATCHES SEWN	\$	80.00	55965	
R & D HENDRICKSON TRUCKING	SNOW REMOVAL & SEWER	\$	10,815.00	55966	
ROLETTE COUNTY ROLLA CHAMBER OF COMMERCE	LEGAL FEES 2017 MEMBERSHIP	ф Ф	600.00 135.00	55967 55968	
ROLLA CHAMBER OF COMMERCE ROLLA WELDING	DUMP TRUCK BOX EXTENSIONS	Φ	1,285.00	55969	
SENSUS METERING SYSTEMS	AUTOREAD SUPPORT PROGRAM	\$	1,665.98	55970	
STARION BANK	PETTY CASH SLIPS- Postage	\$	10.95	55971	
SWEENEY CONTROLS COMPANY	WATER - WELL # 5	\$	131.30	55972	
THEEL MOTORS	POLICE/ STREETS	\$	162.14	55973	
TUOMALA PLUMBING AND HEATING	WATER	***************	827.96	55974	
TURTLE MOUNTAIN STAR	PUBLISHING	\$	259.76	55975	
UNIFORM CENTER	POLICE	\$	1,047.72	55976	
VERIZON WIRELESS	PUBLIC WORKS	\$	217.60	55977	
VIZA	eFILE4biz 1096 FORMS 2016	\$	34.10	55978	
VOIDED ck 55692	VOIDED CK # 55692 dated 09/21/2016	\$	_		
		•			
Electronic Payments					
Payroll 941 Tax Deposit	Jan 31, 2017 Payroll Tax Deposit	\$	5,051.69	1086	
Payroll 941 Tax Deposit	Feb. 15, 2017 Payroll Tax Deposit	\$	5,257.10	1100	
NDPERS	Def. Compensation-Jan 31st PR	\$	1,140.00	1085	
NDPERS	Def. Compensation- Feb 15th PR	\$	1,375.00	1099	
NDPERS	Health Ins- Feb 2017 premium	\$	4,599.60	1098	
NDPERS	Retirement- Jan 2017	\$	4,807.41	1087	
NORTHERN PLAINS ELECTRIC	JDA -LOAN PMT- Feb 2017	\$	145.86	1094	
PAYROLL	01/31/17 PAYROLL		12,687.08	401560-	401575
PAYROLL	02/15/17 PAYROLL	\$ \$	13,558.21	401576-	401595
STARION FINANCIAL	ACH FEE	\$	29.08	1090	
STARION FINANCIAL	SERVICE CHG Jan 2017	\$	4.00	1091	
PAYMENT SERVICES NETWORK	FEBRUARY FEES	\$	81.45	1093	
VERIZON	POLICE- VERIZON JETPACK PLAN	\$	382.80	1088	
ROLLA JDA	CD 12040 Cashed	\$	35,000.00	1092	
CITY OF ROLLA	#413 SAVINGS TO #413 CHECKING	\$	67,221.75	1084	
BANK OF NORTH DAKOTA	Revenue Bond 2012 Payment SRF	\$	17,785.30	1095	
DACOTAH BANK	2015 PICKUP LOAN PMT	\$	595.27	1096	
DACOTAH BANK	2017 SKIDSTEER LOAN PMT	\$	720.78	1097	
-	Center cash account			CK#	
VENDOR NAME	DESCRIPTION		AMOUNT		
ND SEC. OF STATE	ANNUAL REPORT	\$	10.00	2227	
NORTH CENTRAL GRAIN COOP	SOFTNER SALT	\$	84.00	2228	
OTTER TAIL POWER	ELECTRICITY	\$	1,219.96	2229	

Councilmember Sparrow moved, Councilmember Vollmer 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 Gottbreht moved, Councilmember Sparrow seconded, to approve \$140 closing costs to be included in \$40,000 loan for skidsteer. All members on roll call voted "yes". None voted "no". Motion carried.

Councilmember Gottbreht moved, Councilmember Sparrow seconded, to shut have power hut off to lagoon building. All members on roll call voted "yes". None voted "no". Motion carried.

Duane Henry twelve month employment evaluation: Councilmember Sparrow moved, Councilmember Gottbreht seconded, to approve a raise to \$16 per hour for Duane Henry effective upon twelve month employment date. All members on roll call voted "yes". None voted "no". Motion carried.

Farmland Lease Ad and February 15, 2017 bid opening Councilmember Vollmer moved, Councilmember Vollmer seconded, to accept farm land bid of \$ 25.63 per acre from Ryan Schoening. All members on roll call voted "yes". None voted "no". Motion carried.

Police – Proposed new radio system for law enforcement with an expected cost to the city of \$57,000 Nathan Gustafson and Joseph Boehm still on administrative leave, maybe until March 6th

Councilmember Gottbreht moved, Councilmember Sparrow seconded, to pay The Attic invoice # 2296 in the amount of \$1514.50. All members on roll call voted "yes". None voted "no". Motion carried.

Other Committees:

Councilmember Vollmer 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:

Hawkins invoice # 4016541 01/25/17 \$ 6758.60 (submit invoice for reimbursement under project)

Installing RO system, demolished old HVAC and installing new HVAC; expect pre-start up in 2 – 3 weeks

Councilmember Gottbreht moved. Councilmember Vollmer seconded, to approve the American General Pay Request #7 in the amount of \$ 141,852.66. All members on roll call voted "yes". None voted "no". Motion carried.

Councilmember Sparrow moved, Councilmember Vollmer seconded, to submit CWSRF pay Request for Project # 2012-2 in the amount of \$ 28,177 to close out the loan. All members on roll call voted "yes". None voted "no". Motion carried.

Street Improvements-

NDLC City Government Week- April 3-7, 2017

Next regular city council meeting is Wednesday, March 15, 2017.

There being no further business, Council President Albertson adjourned the meeting at 8:51 p.m.

Christopher Albertson, Council President
ATTEST:

Mae Murphy, City Auditor