

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

7:30 pm, Wednesday, January 16, 2019, the meeting of the Rolla City Council was called to order by Mayor John Hardy.

Council Members present: Blake Gottbreht, Hovi Mitchell, Leonard Lange, Becky Albert, and Kyle Hardy.

Absent: Pat Hemmy

Others present: Cliff Rush- Public Works Director; Adam Zach – AE2S Engineering, Brock Baker, Brad Ebensteiner, Jason Nordmark, and Sandra Allery- City Auditor

Mayor Hardy requested to add the City Sales Tax Request from the Rolla Fire Department to the consent agenda.

Mayor Hardy requested to add the Rolette County Multi-Hazard Mitigation Plan to the agenda under New Business.

Consent Agenda

Council Member Gottbreht moved, Council Member Lange seconded to approve the Consent Agenda.

All members on roll call voted “yes”. None voted “no”. Motion carried.

- City Sales Tax Request – The Sales Tax Advisory Board met January 16, 2019 and approve \$64,600.00 to the Rolla Fire Department for the purchase of new bunker gear. \$10,000 down payment -January 2019. The amount to be financed is \$54,600.00 with 5 equal payments spread over 5 years.
- Minutes: December 19, 2018 council meeting
- Financial Report – December 2018
- Transfer of funds
 - \$50,207.76 from #413 Water Plant Svgs to #413 Water Plant Chkg
 - \$2,599.50 from #413 Water Plant Svgs to #413 Water Plant Chkg
 - \$38,651.81 from #413 Water Plant Svgs to #413 Water Plant Chkg
 - \$73,813.14 from #601 Water Fund Acct to #605 Water Project Fund-Bond pymt
 - \$92.78 from #803 Forestry Acct to #100 Gen Fund – Close out acct

Bills:

CHECK #	VENDOR NAME	DESCRIPTION	AMOUNT
57163	US POSTAL SERVICE	UTILITY BILLS DECEMBER 2018	\$140.00
57164	ND WATER AND POLLUTION	NDWPSS- REGISTRATION -	\$40.00
57165	ABRAHAMSON'S REFRIGERATION	REPAIR POP MACHINE CITY HALL	\$45.00
57166	BANK OF NORTH DAKOTA	JDA - RE: JOSHUA MUNRO	\$2,672.35
57167	CENEX FLEET CARD	GAS - POLICE	\$838.63
57168	CHICKEN HUT	LUNCH/MAIN STREET INITIATIVE	\$55.00
57169	VOID	VOIDED CHECK	
57170	DAVIS, GARY	REMOVAL CARPET/GLUE OFFICE CIT	\$200.00
57171	FREDERICK FLOORING & CONSTR	INSTALL VINYL PLANK/BASEBOARD	\$877.50
57172	GALL'S LLC	2 POLO SHIRTS/ 2 PANTS BAKER	\$226.48
57173	GIBBENS LAW OFFICE	ATTORNEY FEES	\$630.00
57174	GRAND FORKS UTILITY BILLING	WATER TESTING	\$67.00
57175	GUSTAFSON OIL	REFUND PROPANE	\$2,259.66
57176	HACH	SUPPLIES	\$92.91
57177	HAWKINS, INC	SUPPLIES	\$10,084.59
57178	INFORMATION TECHNOLOGY DEPT	MULTI FACTOR AUTHENTICATION 6	\$25.80
57179	J. P. COOKE CO	PET TAGS AND RECEIPT BOOK	\$67.50
57180	LADUCER SANITATION	GARBAGE CONTRACT	\$17,890.00
57181	MEARS AUTO PARTS	BATTERY MTP-78DT	\$142.90
57182	MEARS IMPLEMENT	AIR FILTER	\$66.50
57183	MOORE ENGINEERING	INVOICE #20040	\$12,276.67
57184	MUNRO ACE HARDWARE	MISC/SUPPLIES	\$1,205.42
57185	MURPHY, MAE	WORKING W/AUDITOR 14.5 HRS X	\$507.50
57186	NATIONAL BUSINESS FURNITURE	OFFICE FURNITURE	\$6,842.46
57187	ND CHEMISTRY LAB	WATER TESTING	\$103.58
57188	ND CLERKS ASSOCIATION	2019 MEMBERSHIP DUES	\$100.00
57189	ND HEALTH DEPARTMENT	WATER AND WASTEWATER OPERATOR	\$20.00
57190	ND LEAGUE OF CITIES	2019 DRUG AND ALCOHOL TESTING	\$480.00
57191	NORTH CENTRAL GRAIN COOP	MISC	\$47.93
57192	NORTH DAKOTA ONE CALL	1__ TICKET X \$1.20	\$2.40
57193	NORTHERN PLAINS ELECTRIC	LAGOON acct# 3709000	\$72.34

57194	OTTERTAIL POWER CO	WATER	\$12,450.06
57195	POWER PLAN OIB	GOVERNMENTAL TRANSACTION P3221	\$33.90
57196	PREBLE MEDICAL	SPECIMEN COLLECTION FEE/BAKER	\$35.00
57197	ROLETTE COUNTY JAIL	BOARD - 3__ PERSONS	\$560.00
57198	ROLETTE COUNTY TREASURER	SPECIALS- CITY LOTS	\$3,944.58
57199	STAPLES CREDIT PLAN	OFFICE SUPPLIES	\$156.21
57200	STARION BANK	PETTY CASH SLIPS	\$100.00
57201	STITCHES AND STUFF	REPAIR 2 SHIRTS/2PATCHES	\$20.00
57202	TURTLE MT. COMMUNICATIONS	SEWER LIFTS 6889; 9353	\$621.74
57203	TM STAR	PUBLIC HEARING LIQUOR LICENSE	\$20.71
57204	TUOMALA PLUMBING & HEATING	INVOICE #393758	\$66.60
57205	U.S. WATER SERVICES, INC	PREFILTER CARTRIDGES	\$243.90
57206	VISA	AMZN MKTP US M 279S9AW2	\$88.94
57207	TUOMALA PLUMBING & HEATING	SERVICE CALL TO REPAIR LEAKS I	\$193.96

Electronic Payments

	VERIZON WIRELESS	POLICE - JET PACK/PW	\$638.19
12/31/18	INTERNAL REVENUE SERVICE	941 Tax Deposit/ Dec 31st PR	\$6,543.20
01/02/19	ND CHILD SUPPORT DIVISION	Child Support/ Dec 31st PR	\$1,078.69
01/04/19	ND PUB. EMPLOYEE RET. DEF. COM	Def Compensation/ Dec 31st PR	\$50.00
01/15/19	ND PUB. EMPLOYEE RET. DEF. COM	Def Compensation/ Jan 15th PR	\$62.50
01/15/19	INTERNAL REVENUE SERVICE	941 Tax Deposit/ Jan 15th PR	\$5,818.14
01/15/19	ND CHILD SUPPORT DIVISION	Child Support/ Jan 15th PR	\$1,078.69
01/04/19	ND PUBLIC EMPLOYEES RETIREMENT	Retirement- Jan Premium	\$6,686.22
12/19/18	ND PUBLIC EMPLOYEES RET. INS	Health Ins- Jan Premium	\$8,542.02
12/26/18	DACOTAH BANK	Skid Steer Loan #5426721	\$720.78
12/26/18	DACOTAH BANK	2015 Pickup Loan #5418859	\$595.27
01/04/19	PAYMENT SERVICES NETWORK	DEC FEES	\$92.70
01/02/19	NORTHERN PLAINS	JDA PAYMENT	\$145.86
12/31/18	STARION BANK	Service Chg Dec 2018	\$4.00
12/31/18	Semi-Annual Council ACH	12/31/2018 Payroll	\$8,311.50
12/31/18	Semi-Monthly- Payroll ACH	12/31/2018 Payroll	\$15,063.36
01/15/19	Semi-Monthly- Payroll ACH	1/15/2019 Payroll	\$17,617.37
		TOTAL CHECKS AND EFT	\$149,664.21

Council Member Gottbreht moved, Council Member Hardy seconded, to pay bills as submitted. All members on roll call voted “yes”. None voted “no”. Motion carried.

Old Business`

Engineering Services – 2019 Water Treatment Plant Technical Services

Public Works Committee met to discuss 2019 Water Treatment Plant Technical Service proposals from Moore Engineering and AE2S. Committee recommended AE2S. Council Member Gottbreht moved to approve the 2019 Water Treatment Plant Technical Services contract from AE2S Engineering, seconded by Council Member Mitchell, all members on roll call voted “yes”. None voted “no”. Motion carried.

Engineer Report

No report

Committee Reports

Administrative:

Annual employee evaluation was presented for Cliff Rush. Committee recommended a 3% wage increase. Council Member Lange moved to approve a 3% wage increase for Cliff Rush, seconded by Council Member Mitchell. All members on roll call voted “yes”. None voted “no”. Motion carried.

Resignation from Becky Questell was presented for review and approval. Council Member Gottbreht moved to approve the resignation from Becky Questell, seconded by Hovi Mitchell. All members on roll call voted “yes”. None voted “no”. Motion carried.

Mayor Hardy stated the City of Rolla owes gratitude and thanks to Becky for her years of experience.

Public Works Committee:

Brad Ruppelius and Wendel Held will be attending the ND Water System Training and Testing.

Annual employee evaluation was presented for Brad Ruppelius. Committee recommended a 2% wage increase. Council Member Lange moved to approve a 2% wage increase for Brad Ruppelius, seconded by Council Member Gottbreht. All members on roll call voted “yes”. None voted “no”. Motion carried.

Annual employee evaluation was presented for Duane Henry. Committee recommended a 2% wage increase. Council Member Lange moved to approve a 2% wage increase for Duane Henry, seconded by Council Member Mitchell. All members on roll call voted “yes”. None voted “no”. Motion carried.

Police:

Discussion regarding the open Chief of Police position.

Resignation from Nathan Gustafson was presented for review and approval. Council Member Lange moved, seconded by Council Member Hardy, to approve the resignation from Nathan Gustafson.

Mayor Hardy stated the City of Rolla owes gratitude and thanks to Nathan for his years of experience.

Library:

Council Member Albert presented annual employee evaluation for Becky Sheridan. Committee recommended a 3% wage increase. Council Member Albert moved to approve a 3% wage increase for Becky Sheridan, seconded by Council Member Gottbreht. All members on roll call voted “yes”. None voted “no”. Motion carried.

Forestry:

No report submitted

Cemetery:

No report submitted

Council Member Gottbreht moved, Council Member Hardy seconded, to approve the committee reports. All members on roll call voted “yes”. Motion carried.

New Business

Rolette County Multi-Hazard Mitigation Plan- ND Department of Emergency Services Resolution

County Member Gottbreht moved to adopt the Rolette County Hazard Mitigation Plan as approved by the Federal Emergency Management Agency, seconded by Council Member Lange. All members on roll-call-voted “yes”. None voted “no”. Motion carried.

There being no further business, Mayor Hardy adjourned the meeting at 8:30pm

The next scheduled meeting of the City Council is Wednesday, February 20, 2019.

John Hardy, Mayor

ATTEST:

Sandra M. Allery, City Auditor
Dated 01/21/2019