

7:40 pm, Wednesday, July 15, 2020, the meeting of the Rolla City Council was called to order by Mayor John Hardy.

Council Members Present: Leonard Lange, Blake Gottbreht, Hovi Mitchell, Kyle Hardy and Paula Wilkie.

Others present: Danielle Mickelson – JDA Director, John Rosinski – TM Star, Jim Olson – AE2S, Cliff Rush –Public Works Superintendent, Daryl Cameron – Police Chief,Carolynn Orey – City Auditor Rebecca Sheridan – Library Director, and Paul Munro.

Council Member Absent: Rebecca Albert

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.

- Minutes: June 17, 2020 City Council meeting
- Minutes: June 23, 2020 Organizational meeting minutes
- Minutes: June 23, 2020 Special Council meeting
- Financial Report – June 2020
- City Sales Tax grant applications – City of Rolla \$15,00; Rolla Chamber of Commerce \$5,000
- Abstract of Votes Cast at June 9, 2020 Election
- Building Permit: Dennis Neameyer
- Building Permit: Perry Mears

Discussion was held regarding Auditor’s request for unpaid leave. Council Member Lange moved, Council Member Mitchell seconded, to approve Carolynn Orey’s unpaid time-off request for July 30th through August 3rd. All members on roll call voted “yes”. None voted “no”. Motion carried.

Reading of the Bills

DACOTAH BANK \$1,316.05; ND PUBLIC EMPLOYEES RETIRMENT \$6,056.60; AFLAC \$255.74; ND PUB. EMPLOYEE RET. DEF. COM \$75.00; ND STATE TAX COMMISSIONER \$1,004.32; ND CHILD SUPPORT DIVISION \$381.60; STARION BANK \$4.00;ND PUBLIC EMPLOYEES RET. INS \$11,611.48; INTERNAL REVENUE SERVICE \$5,738.78; PAYMENT SERVICE NETWORK \$106.95; VERIZON WIRELESS \$384.79; ROLETTE COUNTY RECORDER \$20.00; US POSTAL SERVICE \$142.50; VISA \$3.30;CNH INDUSTRIAL CAPITAL-R.IMP \$966.93; CORE & MAIN \$2,014.94; FIRST STATE INSURANCE \$34,260.00; GALL S \$95.57;GATTKE EXCAVATING \$15,942.00; GOOSENECK IMPLEMENT \$123.37;GRAND FORKS UTILITY BILLING \$70.00;GUSTAFSON OIL \$680.42; HAWKINS INC \$3,776.88; INFORMATION TECHNOLOGY DEPT- P \$111.30;LEGACY COOPERATIVE \$1,291.93; MEARS AUTO PARTS \$123.65; MICROLAP TECHNOLOGIES \$64.64; MUNRO ACE HARDWARE \$344.07; NDIRF \$66.93; NDSWRA \$90.00; NORTH DAKOTA ONE CALL \$18.00; NORTHERN PLAINS ELECTRIC COOP \$77.45; OTTERTAIL POWER CO \$1,450.45; OVERDRIVE \$1,500.00; PETTY CASH \$2.44; RITEWAY \$860.27; ROLETTE COUNTY JAIL \$770.00; ROLLA CHAMBER OF COMMERCE \$9,201.94; SHERIDAN, REBECCA \$46.90; Terry P Hudson \$2,160.00; THEEL MOTORS \$1,333.68; TM STAR \$957.11;TUOMALA PLUMBING & HEATING \$99.24; VERIZON WIRELESS \$286.50; VISA \$59.75;WESTSIDE CSTORE \$30.00;WM CORPORATE SERVICES, INC \$20,840.62;CENEX FLEET CARD \$338.77;HEALTH CHEMISTRY LAB \$434.28;MID AMERICA BOOKS \$337.92; RANDY ROGERS \$1,400.00;Semi Monthly -Hourly ACH \$6,060.14;Semi Monthly -Salary ACH \$9,308.59;Semi Monthly - Council ACH \$6,649.20

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

Engineer Report:

City Wide Utility Improvement Project:

Jim Olson, AE2S stated that the City is currently using an outdated method to track the special assessments. He proposed that the City consider two options. Option 1 is to join 2 spreadsheets using GIS software to update frontages that are missing from current special assessments which would cost between \$500 and \$2,000. Option 2 would be using GIS software to revamp specials based on a plat map and recalculate old specials which would cost between \$12,000 and \$18,000.

Council Member Mitchell made a motion to accept Option 1 to determine front footage not to exceed \$2,000. Council Member Wilkie seconded. All members on roll call voted "yes". None voted "no". Motion carried.

Old Business

Special Assessments: Paul Munro

Council Member Wilkie accepted the Special Assessments Committee's change to Paul Munro's property. Council Member Lange seconded. All members on roll call voted "yes". None voted "no". Motion carried.

Tobacco Ordinances: Second Reading of Ordinance No. 426 An Ordinance Prohibiting Smoking in Public Places and places of employment within the City of Rolla, ND. Second Reading of Ordinance No. 427 An Ordinance Regulating the Sale of Tobacco and Related Devices and Products within the City of Rolla, ND.

Bryant Mueller discussed several changes that would need to be made to the Tobacco ordinances. Discussion was held regarding the Century Code and the statistics in the Ordinances.

Council Member Wilkie made a motion to reject the second reading of Ordinance #426. Council Member Gottbreht seconded. All members on roll call voted "yes". None voted "no". Motion carried.

Council Member Wilkie made a motion to reject the second reading of Ordinance #427. Council Member Gottbreht seconded. All members on roll call voted "yes". None voted "no". Motion carried.

Committee Reports

Administrative

Council Member Mitchell moved, Council Member Lange seconded, to remove Kerry Schlenvogt as an authorized signatory for Starion Bank. All members on roll call voted "yes". None voted "no". Motion carried.

Council Member Wilkie moved, Council Member Hardy seconded to add City Auditor Carolyn Orey, Mayor John Hardy, and Council President Blake Gottbreht as the authorized signatories for Starion Bank. All members on roll call voted "yes". None voted "no". Motion carried.

Police Committee

Council Member Mitchell moved, Council Member Hardy seconded to accept the Police Sergeant job description as presented. All members on roll call voted "yes". None voted "no". Motion carried.

Council Member Lange moved, Council Member Gottbreht seconded, to promote Officer William Poitra to the position of Sergeant, at an annual salary of \$ 46,000 with a 3% annual raise with continued benefits. All members on roll call voted "yes". None voted "no". Motion carried.

Public Works Committee

Discussion was held regarding garbage rates. Public Works Superintendent Cliff Rush spoke with Paul Kalibabsky at Waste Management regarding garbage rates. He said that the commercial garbage rates may need to be reviewed.

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

New Business

Conditional Use Permit on Behalf of Rolla JDA, allow RV Park in the C-2 Zone District.

Council Member Gottbreht moved, Council Member Mitchell seconded, to approve the conditional use permit to allow RV Park currently zoned in the C-2 zone district on the west side of town. All members on roll call voted "yes". Motion carried.

City Wide Improvement Project: Approve Election Workers; Set Pay

Council Member Wilkie moved, Council Member Gottbreht seconded, to approve Jerry Sparrow, Dorothy Gustafson, Connie Hendrickson as the special election workers for the August 11th Special City Election. All members on roll call voted "yes". None voted "no". Motion carried.

Council Member Wilkie moved, Council Member Gottbreht seconded, to pay the election workers \$10.50 per hour. All members on roll call voted "yes". None voted "no". Motion carried.

2021 Budget

City Auditor Carolynn Orey is continuing to work on the 2021 Budget. The preliminary budget is due before August 10th to Rolette County Auditor.

There being no further business, Mayor Hardy adjourned the meeting at 9:25 p.m.

The next scheduled special meeting of the City Council is Tuesday, August 19, 2020 at 7:30 p.m.

John Hardy, Mayor

ATTEST:

Carolynn Orey, City Auditor
Dated 07/21/2020

