

7:30 p.m., Wednesday, May 17, 2017, the meeting of the Rolla City Council was called to order by Council President Christopher Albertson. Council members present were Albert, Gottbreht, Hemmy and Vollmer.

Absent: Mayor Scott Mitchell, Councilman Jerry Sparrow

Others present: Brian Julius, Moore Engineering; Sandra Olson; Ardell Olson; Public Works Director Cliff Rush and Police Chief Joseph Boehm

Additions to Agenda: Under Consent Agenda: Building Permits - Nathan & Shelby Tandeski- fence; David & Chivi Houle- replace front porch; Privacy fence; Phyllis Harrington – fence; Raffle Permit- Microlap Employee Assistance Fund (MEAF) New Business: Increase hours for Rebecca Questell starting June 1st to 30 hrs a week; Rolette County Notices of Foreclosure of Tax Lien

Consent Agenda: April Starion and Dacotah bank statements submitted at the meeting.

Councilmember Vollmer moved, Councilmember Gottbreht seconded, to approve the Consent Agenda of April 19th council meeting minutes and April 11th Board of Equalization meeting minutes and April 11th special council meeting minutes; April Financial Report; Time sheets 04/28/17 & 05/15/17; Expenses for HR Seminar-Devils Lake and MFOI Conference –Bismarck; Gaming Authorization- Munich Area Development; Building Permits (upon Building Inspector’s approval)- Brandon Elick-storage, Tyler Bergsrud- garage addition, Nathan & Shelby Tandeski-fence; David & Chivi Houle- replace front porch and add fence, Phyllis Harrington – fence; Raffle Permit- Microlap Employee Assistance Fund (MEAF); and State Tax Commissioner sales tax administration contract and Transfers: \$ 87,838.25 from Contingency Fund #230 to St Imprv#2015-1 Debt Service# 614 and \$ 87,780 from Imprv#2012-2 Fund 411 to Wtr Imprv #2013-1 Fund 412. All members on roll call voted “yes”. None voted “no”. Motion carried.

- Minutes –April 19th council meeting; April 11th Board of Equalization and April 11th special council meeting
- Financial Report – April including transfers
- Time Sheets- 04/28/17 PR and 05/15/17 PR
- Expenses for HR Seminar-Devils Lake and MFOI- Bismarck
- Gaming Authorization- Munich Area Development
- Building Permits - Brandon Elick-storage
Tyler Bergsrud- garage addition
Nathan & Shelby Tandeski-fence
David & Chivi Houle- replace front porch and add fence
Phyllis Harrington – fence
- State Tax Commissioner Sales Tax Administration Contract
- Transfers: \$ 87,838.25 from Contingency Fund #230 to St Imprv#2015-1 Debt Service# 614
\$ 87,780 from Imprv#2012-2 Fund 411 to Wtr Imprv #2013-1 Fund 412

Bills:

VENDOR NAME	DESCRIPTION	AMOUNT	CK #
ROLLA PARK BOARD	CITY SALES TAX GRANT	\$ 10,800.00	56086
AMERICAN GENERAL CONTRACTORS	WTR PLANT IMPRV # 2015-2	\$ 92,537.19	56087
MOORE ENGINEERING	WTR PLANT IMPRV # 2015-2	\$ 32,530.35	56088
US POSTAL SERVICE	UTILITY BILLING POSTAGE	\$ 142.00	56089
BANK OF NORTH DAKOTA	JDA-FlexPace BuyDown RE:B.Gattke	\$ 1,290.55	56090
BANK OF NORTH DAKOTA	JDA-FlexPace BuyDown RE:NB Seed	\$ 2,507.16	56091
TAMI THOMAS	BOND REFUND	\$ 500.00	56092
AFLAC	PREMIUM	\$ 433.28	56093
BALCO UNIFORM CO INC	POLICE	\$ 106.45	56094
BANK OF NORTH DAKOTA	JDA-FLEX PACE INTEREST BUYDOWN	\$ 3,355.20	56095
BANYON DATA SYSTEMS	UB METER DEVICE SUPPORT	\$ 295.00	56096
CENEX FLEET CARD	GAS - POLICE	\$ 1,095.32	56097
CNH- ROLLA IMPLEMENT	POLICE./ STREETS	\$ 238.34	56098
COMPUTERS N STUFF	BATTERY BACKUPS/CITY OFFICES	\$ 320.00	56099
FIRST STATE INSURANCE	PREMIUM - POLICE RADIOS	\$ 68.00	56100
GALLS	POLICE	\$ 382.40	56101
GATTKE EXCAVATING	SPRING FLOODING CONTRACT LABOR	\$ 2,260.00	56102
GIBBENS LAW OFFICE	LEGAL FEES- CITY SALES TAX ORD	\$ 80.00	56103
GRAND FORKS LABORATORY	WATER TESTING	\$ 52.00	56104
GUSTAFSON OIL	PROPANE/GAS/DIESEL	\$ 354.35	56105
HACH	CHEMICALS	\$ 1,203.85	56106
HAWKINS	CHEMICALS	\$ 1,935.50	56107
HR COLLABORATIVE	REGISTRATION - K. SCHLENVOGT	\$ 50.00	56108
INFORMATION TECH. DEPT.	VPN- POLICE	\$ 62.80	56109
INFORMATION TECH. DEPT.	VPN-COURT	\$ 12.70	56110
LADUCER SANITATION	SERVICE	\$ 17,890.00	56111
LAKE REGION LAW ENFORCEMENT	BOARD - 3 DAYS DETENTION	\$ 225.00	56112
LEEVEFS FOODS	POP	\$ 49.60	56113
MEARS AUTO PARTS	MAINTENANCE	\$ 342.96	56114
MINOT DAILY NEWS	JDA - PROGRESS AD	\$ 90.00	56115

MITCHELL, SCOTT	REIMB'D TOOLS from NODAK	\$ 356.98	56116
MUNRO ACE HARDWARE	SUPPLIES	\$ 82.82	56117
ND ASSOCIATION OF COUNTIES	ILG REG. EXCEL - K. SCHLENOVGT	\$ 35.00	56118
ND DEPT OF HEALTH-CHEMISTRY	LABORATORY FEES 2016-APRIL 2017	\$ 798.03	56119
ND SEWAGE PUMP & LIFT STATION	SERVICED ABS PUMP	\$ 2,436.00	56120
NORTH CENTRAL GRAIN COOP	STREETS/POLICE	\$ 220.67	56121
NORTH DAKOTA ONE CALL	STREETS	\$ 2.55	56122
NORTHERN PLAINS ELECTRIC	LAGOON	\$ 73.87	56123
NORTHWEST PIPE FITTINGS	WATER MAINTENANCE	\$ 70.08	56124
OTTER TAIL POWER	ELECTRICITY	\$ 6,413.41	56125
OVERHEAD DOOR COMPANY	SERVICE CALL- RECYCLING CENTER	\$ 818.00	56126
ROLETTE COUNTY JAIL	BOARD- 10 PERSONS - APRIL 2017	\$ 1,400.00	56127
ROLETTE COUNTY	LEGAL FEES	\$ 150.00	56128
ROLLA WELDING	STREET MAINTENANCE	\$ 55.26	56129
RURAL DEVLPMNT FINANCE CORP	JDA- PRINCIPAL/ INTEREST PMT	\$ 5,118.62	56130
SCHLENOVGT, KERRY	Clerk Court Conference- Mileage/Perdiem	\$ 155.34	56131
SLEEP INN	Clerk of Court Conf. - K. Schlenvogt	\$ 81.90	56132
STARION BANK	POSTAGE	\$ 22.23	56133
VOIDED	VOIDED	\$ -	56134
TURTLE MOUNTAIN STAR	PUBLISHING	\$ 2,085.88	56135
VERIZON WIRELESS	PUBLIC WORKS	\$ 217.76	56136
VISA	OFFICE SUPPLIES	\$ 118.40	56137
TUOMALA PLUMBING & HEATING	CITY HALL- SERVICE CALL ON BOILER	\$ 714.25	56138
Electronic Payments			
Payroll 941 Tax Deposit	Apr 28, 2017 Payroll Tax Deposit	\$ 5,866.48	1132
Payroll 941 Tax Deposit	May 15, 2017 Payroll Tax Deposit	\$ 5,094.87	1140
NDPERS	Def. Compensation-Apr 28th PR	\$ 1,375.00	1137
NDPERS	Def. Compensation- May 15th PR	\$ 1,375.00	1139
NDPERS	Health Ins- May 2017 premium	\$ 4,599.60	1138
NDPERS	Retirement- Apr 2017	\$ 4,897.59	1133
NORTHERN PLAINS ELECTRIC	JDA -LOAN PMT- May 2017	\$ 145.86	1136
PAYROLL	04/28/17 PAYROLL	\$ 14,208.56	401670- 401686
PAYROLL	05/15/17 PAYROLL	\$ 13,050.83	401687- 401704
STARION FINANCIAL	SERVICE CHG Apr 2017	\$ 4.00	1134
PAYMENT SERVICES NETWORK	APRIL FEES	\$ 81.20	1141
VERIZON	POLICE- VERIZON JETPACK PLAN	\$ 382.98	1135
CITY OF ROLLA	#413 SAVINGS TO #413 CHECKING	\$125,312.54	1147
DACOTAH BANK	2015 PICKUP LOAN PMT	\$ 595.27	1145
DACOTAH BANK	2017 SKIDSTEER LOAN PMT	\$ 720.78	1146
TURTLE MOUNTAIN COMMUNICATIONS	TELEPHONE	\$ 615.66	1142
ND PUBLIC FINANCE AUTHORITY	Storm Sewer Bond Payment	\$ 39,987.50	1144
ND PUBLIC FINANCE AUTHORITY	Seal Coat Bond Payment-final pmt	\$ 50,344.18	1143

Rolla Community Center cash account

VENDOR NAME	DESCRIPTION	AMOUNT	CK #
OTTER TAIL POWER	ELECTRICITY	\$ 848.30	2234
TUOMALA PLUMBING	REPAIRS- MEN'S STOOL REPAIRED	\$ 82.12	2235

Councilmember Gottbreht moved, Councilmember Hemmy seconded, to pay bills- except for 3 invoices for Tuomala Plumbing and Heating- are read when funds are available. All members on roll call voted "yes". None voted "no". Motion carried.

Committee Reports

Public Works Committee – Started sewer jetting in the northeast part of town; sweeping streets and mowing.

Councilmember Vollmer moved, Councilmember Gottbreht seconded, to approve expenses for two Public Works employees to attend classes in June. All members on roll call voted "yes". None voted "no". Motion carried.

2017 Spring Flooding- invoices and overtime hours to be compiled for reimbursement

Police –

Councilmember Hemmy moved, Councilmember Gottbreht seconded, to purchase for the Police Department a 4x4 Chevy 2017 short box pickup through Theel Motors. Council members voting "yes", Hemmy and Gottbreht. Council members voting "no", Albert and Vollmer. Council President Albertson voted "yes" to break the tie. Motion carried.

Councilmember Hemmy moved, Councilmember Gottbreht seconded, to pay Guardian to install equipment in new police vehicle. All members on roll call voted "yes". None voted "no". Motion carried

Councilmember Hemmy moved, Councilmember Vollmer seconded, to have Starion Bank release the title for the Tahoe and substitute the 2017 Chevy pickup as collateral with the insurance proceeds applied to pickup purchase and balance paid by the City from available funds. All members on roll call voted "yes". None voted "no". Motion carried.

Councilmember Vollmer moved, Councilmember Hemmy seconded, to amend previous motion for Starion Bank to release the title for the Tahoe and substitute the 2017 Chevy pickup and authorize Christopher Albertson and Kerry Schlenvogt to sign necessary documents required by the bank to complete the substitution of loan collateral. All members on roll call voted "yes". None voted "no". Motion carried.

Other Committees:

Forestry- Arbor Day celebration set for Friday, May 19th at 2:30 p.m. at the Rolla School old gym

Cemetery- Councilmember Hemmy moved, Councilmember Vollmer seconded, to hire Christopher Belgarde as cemetery caretaker at a rate of \$6200 for the 2017 season. All members on roll call voted "yes". None voted "no". Motion carried.

Administrative- Rolette County Notices of Foreclosure of Tax Lien submitted for council review

Library : Councilmember Albert moved, Councilmember Vollmer seconded, to accept resignation of Ashley Page, library director, and approve the appointment of Rebecca Sheridan as new library director effective May 25, 2017. All members on roll call voted "yes". None voted "no". Motion carried.

Increase Hours for part time office clerk- Councilmember Albert moved, Councilmember Gottbreht seconded, to approve temporary increase of hours for part time office clerk, Rebecca Questell, to 30 hours a week. All members on roll call voted "yes". None voted "no". Motion carried.

Rolette County Notices of Foreclosure of Tax Lien- notices reviewed by the council
Councilmember Vollmer moved, Councilmember Hemmy 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: Councilmember Vollmer moved. Councilmember Gottbreht seconded, to approve the American General Pay Request # 10 in the amount of \$ 95,402.23 and the Sweeney Controls invoice #13078 for \$ 142,500. All members on roll call voted "yes". None voted "no". Motion carried.

Councilmember Gottbreht moved. Councilmember Vollmer seconded, to approve Water Improvement # 2015-2 Change Order # 4 in the amount of \$ 17,786.93. All members on roll call voted "yes". None voted "no". Motion carried.

Councilmember Vollmer moved. Councilmember Gottbreht seconded, to approve the Moore Engineering invoice # 15557 in the amount of \$ 46,008.06. All members on roll call voted "yes". None voted "no". Motion carried.

Street Improvements # 2017-1 Councilmember Vollmer moved, Councilmember Gottbreht seconded, to approve the Moore Engineering plans and specifications for Street Improvement Project # 2017-1. On roll call, all council members voted "yes". None voted "no". Motion carried.

Councilmember Gottbreht moved, Councilmember Hemmy seconded, to allow Moore Engineering to advertise Street Improvement Project # 2017-1 for bids. On roll call, all council members voted "yes". None voted "no". Motion carried.

Bid Opening 4 p.m. on Thursday, June 15th

Need to set up Project Reserve Fund for funding requirement

Gas Bid Opening - Bids received from Bill's Service, Gustafson Oil and North Central Grain Cooperative.

Councilmember Gottbreht moved, Councilmember Hemmy seconded, to accept the low bid submitted by Gustafson Oil for gas, diesel and propane. All members on roll call voted "yes". None voted "no". Motion carried.

Next regular city council meeting is Wednesday, June 21, 2017.

There being no further business, Council President Albertson adjourned the meeting at 9:30 p.m.

Christopher Albertson, Council President

ATTEST:

Mae Murphy, City Auditor