

7:30 p.m., Wednesday, October 21, 2015, the meeting of the Rolla City Council was called to order by Council President Christopher Albertson. Council members present were Albert, Bercier, Hemmy, Sparrow and Vollmer. Absent: Mayor Scott Mitchell

Others present: Public Works Director Dean Martin; Police Chief Joseph Boehm; Police Officer Colt Allery; Brian Julius, Moore Engineering and John Rosinski, Turtle Mountain Star

Agenda Additions: Building Permit- Sandra Olson

**Consent Agenda:** Councilmember Vollmer moved, Councilmember Hemmy seconded, to approve the minutes of the September 16<sup>th</sup> council meeting and September 8<sup>th</sup> special city council meeting. All members on roll call voted "yes". None voted "no". Motion carried.

Councilmember Albert moved, Councilmember Sparrow seconded, to approve the Consent Agenda of the September Financial Report; Time sheets for 09/30/15 and 10/15/15; Building Permits- North Central Grain Cooperative and Sandra Olson; Delinquent accounts certified to taxes; Transfer \$ 64,454 from Water # 601 to Water Project Fund # 605; Mahlum Goodhart- Federal Audit Reports for 2013 and 2014 ;City Sales Tax grant applications \$ 6632.67 Rolla Park/Rolla School and \$1837 Rolla Police Department. All members on roll call voted "yes". None voted "no". Motion carried.

- Financial Report –September- including transfer from Fund #604 to Fund #610 for Debt Service
- Time Sheets- 09/30/15 PR and 10/15/15 PR
- Building Permits- North Central Grain Cooperative and Sandra Olson
- Delinquent accounts certified to taxes
- Transfer \$ 64,454 from Water #601 to Water Project Fund #605 for bond payment
- Mahlum Goodhart –Federal Audit Reports for 2013 and 2014
- City Sales Tax grant applications \$ 6632.67 Rolla Park/Rolla School and \$1837 Rolla Police Dept

**Bills to be paid:**

ROY CROMWELL	BOND REFUND	\$	200.00	54995
MARLENE DAUPHINAIS	BOND REFUND	\$	150.00	54996
LEANN SLAUBAUGH	BOND REFUND	\$	100.00	54997
US POSTAL SERVICE	BILLING POSTAGE	\$	159.89	54998
GEORGE YOUNGERMAN	JDA - TRAVEL	\$	311.05	54999
VOIDED CHECK	VOIDED	\$	-	55000
VISA	JDA - OFFICE SUPPLIES	\$	12.83	55001
GIBBENS LAW OFFICE	JDA- LEGAL FEES	\$	370.00	55002
PAUL PEDERSON	BOND REFUND	\$	500.00	55003
VISA	POLICE - Training -Bismarck LaQuinta	\$	141.26	55004
VISA	JDA - Postage- Rolla CEF	\$	63.00	55005
AFLAC	PREMIUM	\$	127.35	55006
ALLERY, COLT	POLICE-CELLPHONE & COURT	\$	80.00	55007
ARROWHEAD PRINTING	POLICE - DECAL	\$	10.00	55008
BANYON DATA SYSTEMS	FUND INVOICE BILL SUPPORT	\$	195.00	55009
BOEHM, JOSEPH	POLICE- CELL PHONE	\$	40.00	55010
CENEX FLEET CARD	POLICE - GAS	\$	845.49	55011
CHASE, SCOTT	NDBOA CONFERENCE-MEDORA	\$	410.56	55012
CNH ( Rolla Imp.chg acct)	STREETS -supplies	\$	246.10	55013
COMPUTERS N STUFF	WATER PLANT LAPTOP & City Offices	\$	180.00	55014
DAKOTA COMMUNICATIONS	POLICE	\$	172.00	55015
DAKOTA SUPPLY GROUP	PUBLIC WORKS - METERS/MXU	\$	2,164.36	55016
FIRST STATE INSURANCE	PREMIUM	\$	18.00	55017
GAFFANEY'S	OFFICE - SHARP COPIER	\$	4,999.99	55018
GCR TIRE CENTERS	POLICE - TIRES	\$	479.24	55019
GIBBENS LAW OFFICE	LEGAL FEES/ JDA	\$	350.00	55020
GRAND FORKS CITY	TESTING	\$	52.00	55021
GUSTAFSON, NATHAN	POLICE-CELLPHONE;perdiem	\$	154.50	55022
HAWKINS	CHEMICALS	\$	1,004.87	55023
HOLIDAY INN- FARGO	NDLC annual conference- Fargo	\$	624.00	55024
INFORMATION TECH. DEPT.	VPN- POLICE	\$	62.80	55025
INFORMATION TECH. DEPT.	VPN-COURT	\$	12.70	55026
J & F TOWING	POLICE - TOW 1999 DODGE RAM	\$	200.00	55027
JOHNSON, ANDREW	JUDGE'S CONFERENCE-BISMARCK	\$	382.77	55028
LADUCER SANITATION	SERVICE	\$	17,890.00	55029
LAKE REGION LAW ENFORCEMENT	BOARD	\$	600.00	55030
LEEVEES FOODS	SUPPLIES	\$	55.52	55031
MARTIN, DEAN	NDWPCC CONF- BISMARCK	\$	265.66	55032
MEARS AUTO PARTS	STREETS -supplies	\$	71.87	55033
MEARS IMPLEMENT	STREETS	\$	148.31	55034
MICHAEL LEE CONTRACTING	SEWER- LAGOON	\$	195.00	55035
MICROLAP	FEDEX SHIPPING FEES	\$	113.87	55036
MOORE ENGINEERING	WATER PLANT IMPROV.# 2015-2	\$	25,990.00	55037
MUNRO ACE HARDWARE	SUPPLIES	\$	554.29	55038
MURPHY, MAE	NDLC annual conference- Fargo	\$	375.76	55039

ND LEAGUE OF CITIES	ANNUAL CONFERENCE-FARGO	\$	675.00	55040
ND SEWAGE PUMP & LIFT STATION	SERVICE	\$	893.30	55041
NODAK STORE	POLICE - LIVE TRAPS	\$	159.98	55042
NORTH CENTRAL GRAIN COOP	GAS	\$	925.07	55043
NORTH CENTRAL TIRE	STREETS/POLICE	\$	613.24	55044
NORTH DAKOTA ONE CALL	SERVICE	\$	7.70	55045
OTTER TAIL POWER COMPANY	STREET LIGHT FIXTURE	\$	156.67	55046
OTTER TAIL POWER	ELECTRICITY	\$	5,338.78	55047
POWER PLAN OIB	STREETS -CUTTING EDGES/GRIP	\$	1,472.13	55048
PRESENTATION MEDICAL CENTER	POLICE- TESTING	\$	42.80	55049
RADISSON HOTEL BISMARCK	POLICE- N.GUSTAFSON	\$	160.20	55050
ROLETTE COUNTY	LEGAL FEES	\$	900.00	55051
ROLETTE COUNTY JAIL	BOARD - AUG & SEPT	\$	6,375.00	55052
ROLLA WELDING	SHOP SUPPLIES	\$	397.17	55053
SCHLENVOGT, KERRY	NDLC annual conference- Fargo	\$	641.41	55054
STAPLES CREDIT PLAN	OFFICE SUPPLIES	\$	154.74	55055
STARION BOND SERVICES-WATER	WATER REVENUE BOND PAYMENT	\$	64,454.00	55056
STARION FINANCIAL	PETTY CASH SLIPS	\$	55.30	55057
THE ATTIC	POLICE- AMMO	\$	738.00	55058
THEEL MOTORS	STREETS	\$	40.00	55059
TUOMALA PLUMBING AND HEATING	CITY SHOP	\$	242.95	55060
TURTLE MOUNTAIN COMMUNICATIONS	TELEPHONE	\$	638.04	55061
TURTLE MOUNTAIN STAR	PUBLISHING/SUBSCRIPTION	\$	375.28	55062
VERIZON WIRELESS	PUBLIC WORKS	\$	227.43	55063
VISA	NDBOA CONF.; Police & envelopes	\$	1,532.50	55064
WESTSIDE SERVICE	CAR WASH TOKENS	\$	40.00	55065
WRIGHT, CHRIS	POLICE- CELL PHONE	\$	40.00	55066

Electronic Payments

Payroll 941 Tax Deposit	Sept. 30, 2015 Payroll	\$	4,517.26	
Payroll 941 Tax Deposit	Oct. 15, 2015 Payroll	\$	4,084.57	
NDPERS	Def. Compensation-Sept. 30th PR	\$	875.00	
NDPERS	Def. Compensation- Oct. 15th PR	\$	975.00	
NDPERS	Health Ins- Oct. 2015 premium	\$	5,431.20	
NDPERS	Retirement- Sept. 2015	\$	4,257.45	
NORTHERN PLAINS ELECTRIC	JDA -LOAN PMT	\$	145.86	
PAYROLL	09/30/15 PAYROLL	\$	12,311.76	
PAYROLL	10/15/15 PAYROLL	\$	10,408.56	
STARION FINANCIAL	ACH FEE & SERVICE CHG	\$	33.56	
STARION FINANCIAL	POLICE VEHICLES LOAN PAYMENT	\$	16,490.43	
ND CHILD SUPPORT ENFORCEMENT	09/30/15 PR DEDUCTION	\$	725.38	
ND CHILD SUPPORT ENFORCEMENT	10/15/15 PR DEDUCTION	\$	761.03	
PAYMENT SERVICES NETWORK	SEPT. FEES	\$	64.45	
STARION FINANCIAL	NSF check- T. Davis	\$	20.00	
ND STATE TAX COMMISSIONER	ND Withholding Tax 3rd Qtr. 2015	\$	1,231.85	

**Rolla Community Center cash account**

VENDOR NAME	DESCRIPTION	AMOUNT	CHECK #
MUNRO CONTRACTORS	CDBG sidewalk project- local share	\$ 10,181.00	2180
FIRE EXTINGUISHING SYSTEMS INC	ANNUAL SERVICE	\$ 204.90	2181
OTTER TAIL POWER	ELECTRICITY	\$ 511.96	2182
KEEGAN LOCK AND KEY SERVICE	CENTER DOOR - new lock	\$ 60.00	2183

Councilmember Hemmy 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** – 10/03/15 committee minutes included in packet and on file in the auditor's office. Salt and sand have been ordered and the 15yds of sand has been delivered. Water service was dug in to the city shop and installed a freeze-less riser. Dropping lagoon levels. Flushed hydrants. Sweeping the streets. Public Works Committee clarified

**Acid Removal Proposal-** Councilmember Hemmy moved, Councilmember Albert seconded, to recommend approval of Aqua-Pure Inc. proposal of \$20,000 to remove HCL acid and utilize the USDA-RD funding for the water treatment plant improvement project to pay the proposal. All members on roll call voted "yes". None voted "no". Motion carried.

**Pickup Purchase:** Councilmember Hemmy moved, Councilmember Sparrow seconded, to cancel agreement with Theel Motors on the purchase of the 2007 Ford King Ranch pickup. All members on roll call voted "yes". None voted "no". Motion carried.

**Police:** Minutes of the 10/03/15 committee report were submitted at the council meeting.

Having DUI and No Liability Insurance ordinances updated as per ND Legislative changes. Applied for sales tax grant for gate at gun range. Looking into additional storage room in basement for evidence.

**Overtime for Colt Allery:** Councilmember Hemmy moved, Councilmember Sparrow seconded, to approve overtime for Colt Allery to work the night shift when Nathan Gustafson gone for training. All members on roll call voted "yes". None voted "no". Motion carried.

**Other Committees:** No reports

Councilmember Sparrow moved, Councilmember Hemmy seconded, to approve the committee reports. All members on roll call voted "yes". None voted "no". Motion carried.

**City Improvement Project # 2013-1:** Councilmember Hemmy moved, Councilmember Albert seconded, to approve Change Order #3 for a balancing change order reducing project contractor cost. All members on roll call voted "yes". None voted "no". Motion carried.

Councilmember Bercier moved, Councilmember Vollmer seconded, to approve Pay Request #6 for \$ 213,495.03 to Wagner Construction. All members on roll call voted "yes". None voted "no". Motion carried.

Councilmember Bercier moved, Councilmember Albert seconded, to approve Moore Engineering invoice # 11363 in the amount of \$ 15,651.96. All members on roll call voted "yes". None voted "no". Motion carried.

**Street Improvement District # 2015-1:** Councilmember Hemmy moved, Councilmember Vollmer seconded, to approve Pay Request #3 for \$ 459,792.41 to Quam Construction. All members on roll call voted "yes". None voted "no". Motion carried.

Councilmember Sparrow moved, Councilmember Hemmy seconded, to commence one year warranty period for Street Improvement # 2015-1. All members on roll call voted "yes". None voted "no". Motion carried.

Councilmember Vollmer moved, Councilmember Hemmy seconded, to approve Moore Engineering invoice # 11362 in the amount of \$ 50,988.82. All members on roll call voted "yes". None voted "no". Motion carried.

Special assessment committee to schedule a meeting: Brian Julius, Moore Engineering, will contact the committee members -- Dennis Neameyer, Lowell Tupa, Alex Albert and Gibbens Law Office, city attorney.

**Water Treatment Plant Improvement Project # 2015-2:** Loan closing set for 2 p.m. on November 20<sup>th</sup>. Grant funds available for use to repair well houses

There being no further business, Council President Albertson adjourned the meeting at 9:22 p.m.

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Christopher Albertson, Council President

ATTEST:

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Mae Murphy, City Auditor