

ROLLA CITY COUNCIL  
REGULAR MEETING  
UNOFFICIAL MINUTES  
WEDNESDAY, JUNE 15, 2022 at 7:30 P.M.

Present: Mayor John Hardy, Councilpersons: Paula Wilkie, Hovi Mitchell, Kyle Hardy, TJ Bergsrud.  
Absent: Rebecca Albert and Blake Gottbreht  
Others in attendance: Auditor Erica McDougall, Police Chief William Poitra, Public Works Director Cliff Rush, TM Star John Rosinski, Kevin Juntunen, Rachael Mickelson Hendrickson, and Rebecca Hodgers.

Mayor Hardy called the meeting to order at 7:30 p.m.

**Mayors Minute:** Mayor John Hardy addressed the public for the last time as Mayor for the City of Rolla. John thanked the residents that entrusted him as Mayor, it was an honor and a privilege. Congratulations to the winners of the election, Mayor elect Kevin Juntunen, Councilpersons Ellie Swenson, TJ Bergsrud, and Rebecca Hodgers. Thank you to the Council Members that have served over the last four years, I appreciate the diligence and commitment to the City. The Committee Members work has been exceptional! Thank you to the Department Heads, Police Chief William Poitra, Public Works Director Cliff Rush, and Auditor Erica McDougall. William and Erica have had multiple predecessors and have experienced some struggles, thank you both for pulling through and working diligently in your departments. Thank you to Cliff Rush for stepping up and handling any issues thrown at you. Thank you to my wife, Becky, for being there over the last four years as my sounding board and offering your support. It's been quite a ride, one I'm not going to repeat any time soon. Thank you to the Rolla Community, I am a proud resident of Rolla and will work with incoming Mayor Kevin Juntunen. I am a proponent for the street improvement in this town and pledge to be a supporter of a street project.

**Addition to Agenda:** Under new business, item 11, Building Permit for Parcel 29-0015-29684-000.

**Consent Agenda:**

*Motion to approve the Consent Agenda by Hovi Mitchell, seconded by TJ Bergsrud.*

1. May 2022 Regular Council Meeting Minutes
2. June 2022 Admin Committee Meeting Minutes
3. June 2022 Police Committee Meeting Minutes
4. June 2022 Public Works Committee Meeting Minutes
5. Financial Report

**Reading of the Bills:** *Motion was made to approve bills when funds become available by Kyle Hardy, seconded by Hovi Mitchell. No further discussion. All voted aye, motion carried.*

|        |                          |           |            |
|--------|--------------------------|-----------|------------|
| 060088 | VOID                     | 6/15/2022 | 0.00       |
| 060089 | VOID                     | 6/15/2022 | 0.00       |
| 060090 | BRANDON SLOAN            | 6/15/2022 | \$325.46   |
| 060091 | CENEX FLEET CARD         | 6/15/2022 | \$60.06    |
| 060092 | CLIFF RUSH               | 6/15/2022 | \$4,050.00 |
| 060093 | CNH CAPITAL AMERICA LLC  | 6/15/2022 | \$120.39   |
| 060094 | CORE & MAIN              | 6/15/2022 | \$1,182.41 |
| 060095 | DAKOTA FIRE EXTINGUISHER | 6/15/2022 | \$758.37   |

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| 060096 | DENNIS BERG                    | 6/15/2022 | \$2,580.00  |
| 060097 | ENVIRONMENTAL EQUIP SERVICES   | 6/15/2022 | \$267.13    |
| 060098 | FIRST STATE INSURANCE          | 6/15/2022 | \$36,865.00 |
| 060099 | GIBBENS LAW OFFICE             | 6/15/2022 | \$1,769.70  |
| 060100 | GRAND FORKS UTILITY BILLING    | 6/15/2022 | \$70.00     |
| 060101 | GUSTAFSON OIL                  | 6/15/2022 | \$2,307.49  |
| 060102 | HACH                           | 6/15/2022 | \$268.07    |
| 060103 | HAWKINS INC                    | 6/15/2022 | \$285.89    |
| 060104 | INFORMATION TECHNOLOGY DEPT- P | 6/15/2022 | \$117.55    |
| 060105 | LEGACY COOPERATIVE             | 6/15/2022 | \$246.06    |
| 060106 | LIL PRAIRIE GREENHOUSE         | 6/15/2022 | \$2,025.55  |
| 060107 | MICROLAP TECHNOLOGIES          | 6/15/2022 | \$115.68    |
| 060108 | MUNRO ACE HARDWARE             | 6/15/2022 | \$7,691.71  |
| 060109 | MUNRO ACE HARDWARE             | 6/15/2022 | \$2,692.31  |
| 060110 | ND DEPT OF ENVIRON. QUALITY    | 6/15/2022 | \$229.76    |
| 060111 | NORTH DAKOTA ONE CALL          | 6/15/2022 | \$19.70     |
| 060112 | NORTHERN PLAINS ELECTRIC COOP  | 6/15/2022 | \$77.56     |
| 060113 | OTTERTAIL POWER CO             | 6/15/2022 | \$6,102.95  |
| 060114 | PETE MORIN                     | 6/15/2022 | \$2,466.00  |
| 060115 | RAYMONE VONDAL                 | 6/15/2022 | \$135.00    |
| 060116 | ROLETTE COUNTY ABSTRACT        | 6/15/2022 | \$510.00    |
| 060117 | ROLETTE COUNTY SHERIFF OFFICE  | 6/15/2022 | \$2,520.00  |
| 060118 | ROLLA CHAMBER OF COMMERCE      | 6/15/2022 | \$5,000.00  |
| 060119 | TUOMALA PLUMBING & HEATING     | 6/15/2022 | \$258.48    |
| 060120 | TURTLE MOUNTAIN STAR           | 6/15/2022 | \$608.16    |
| 060121 | TURTLE MOUNTAIN STAR           | 6/15/2022 | \$4.60      |
| 060122 | UNITED STATES POSTAL SERVICE   | 6/15/2022 | \$170.00    |
| 060123 | WASTE MANAGEMENT               | 6/15/2022 | \$21,198.44 |
| 060124 | WESTSIDE CSTORE                | 6/15/2022 | \$20.00     |
| 060126 | BANK OF NORTH DAKOTA           | 6/15/2022 | \$31,551.22 |
| 060127 | BANK OF NORTH DAKOTA           | 6/15/2022 | \$791.17    |
| 060128 | ND DEPT OF ENVIRON. QUALITY    | 6/15/2022 | \$129.76    |
| 060129 | ND DEPT OF ENVIRON. QUALITY    | 6/15/2022 | \$100.00    |

### Committee Reports:

**Administrative Committee:** Water issues in basement of City Hall caused by a water break in alley, Budget worksheets will be to department heads beginning of July, Clean up week going on right now, Liquor License applications have been received, updated copy of JDA By Laws are needed in the Auditors Office, Audits are now scheduled for July 18<sup>th</sup> and week of August 1<sup>st</sup>. Hovi Mitchell relayed frustration about delay with Brady Martz, requested meeting at next Administrative Committee with Brady Martz to discuss schedule.

**Police Committee:** Chief William Poitra is working on a program to ticket those wearing helmets with a Dairy Queen gift card as part of a summer campaign to promote helmet safety, Peddle bike ride is scheduled this weekend and Ragtop festival is coming up, department is ready for both activities with additional coverage.

**Public Works Committee:** Todd Mears attended meeting to discuss needs from public works department for Ragtop festival. There have been three water line breaks around town in the last two weeks department has worked on. Discussion was had regarding water bills for three Harris Court residents that experienced frozen water lines last winter. *Motion to adjust water bills to average water usage and waive late fees from February 2022 to May 2022 for three residents of Harris Court since*

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*public works department requested water to be left running to prevent freeze up by TJ Bergsrud, seconded by Kyle Hardy. No further discussion. All voted aye, motion carried.* New sewer lift station pump has not been installed, waiting on some electrical work. Public works department needs to install 12” gate valve, approval needed from state to drain sewer. Streets are needing pothole repair. Price for asphalt has increased since last year, Cliff Rush is requesting \$15,000 for asphalt. Discussion was had. *Motion to utilize \$15,000.00 of ARPA Funds for asphalt from Mayo Construction when it becomes available by Hovi Mitchell, seconded by Paula Wilkie. Discussion was had about increasing the amount if needed later on. No further discussion. All voted aye, motion carried.* Recycling Center had a water leak, water needs to be drained away from building. Transmission needs to be fixed in dump truck. AE2S offered quote for Firewall Replacement of \$2,975.00 which includes Equipment and configuration and implementation. The firewall was wrecked in the storm. *Motion to approve SCADA Firewall Replacement with AE2S for \$2,975 by TJ Bergsrud, seconded by Paula Wilkie. No further discussion. All voted aye, motion carried.*

*Motion to approve committee reports as presented by Kyle Hardy, seconded by TJ Bergsrud. No further discussion. All voted aye, motion carried.*

**Old Business:**

1. Recycle Center Hours – hours have been 8-12 Monday through Friday. This seems to be working, hours will remain 8-12 Monday through Friday.

**New Business:**

1. Bond of the City Auditor: *Resolution Setting Auditor Bond Limit at \$580,000 by Hovi Mitchell, seconded by Paula Wilkie. No further discussion. All voted aye, motion carried.*
2. Liquor License – *Motion to approve liquor licenses for the American Legion, Bilmar Motel, Inc, The Club Bar, Viking Inn, and Rascal’s Bottle Shop as requested on each application, with one request that Rascal’s Bottle Shop answers questions 1-6 satisfactory, by Hovi Mitchell, seconded by TJ Bergsrud. No further discussion. All voted aye, motion carried.*
3. Building Permit – *Motion to approve building permit for Parcel 29-0028-29912-000 by TJ Bergsrud, seconded by Paula Wilkie. No further discussion. All voted aye, motion carried.*
4. Building Permit – *Motion to approve building permit for Parcel 29-0011-29626-000 by Kyle Hardy, seconded by TJ Bergsrud. No further discussion. All voted aye, motion carried.*
5. Building Permit – *Motion to approve building permit for Parcel 29-0006-29425-000 & 29-0006-29409-000 by Hovi Mitchell, seconded by Paula Wilkie. No further discussion. All voted aye, motion carried.*
6. Demo Permit – *Motion to approve demo permit for Parcel 29-0014-29678-000 by TJ Bergsrud, seconded by Kyle Hardy. No further discussion. All voted aye, motion carried.*
7. Addition: Building Permit – *Motion to approve building permit for Parcel 29-0015-29684-000 by Hovi Mitchell, seconded by Paula Wilkie. No further discussion. All voted aye, motion carried.*

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Meeting adjourned at 8:25 p.m.

ATTEST:

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Kevin Juntunen, Mayor

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Erica McDougall, City Auditor