

ROLLA CITY COUNCIL  
REGULAR MEETING  
MINUTES  
WEDNESDAY, NOVEMBER 17, 2021 at 7:30 p.m.

Present: Mayor John Hardy, Councilpersons: TJ Bergsrud, Kyle Hardy, Rebecca Albert, Paula Wilkie, Hovi Mitchell; Absent: Blake Gottbreht. Others in attendance: City Auditor Erica McDougall, Public Works Director Cliff Rush, Police Chief William Poitra.

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

**Mayors Minute:** Mayor John Hardy took a minute to give a shout out to the young kids in school that were selected to join the All Region Teams. Fall sports are now wrapped up and students are not only doing well in sports but academically as well.

**Addition to Agenda:** Mayor John Hardy discussed request for all agenda items to be submitted to him by Monday morning before council meeting.

1. Street Parking – Old Business
2. Nuisance Complaint – New Business
3. Building Permit Review – New Business

**Consent Agenda:**

***Motion to approve Consent Agenda by TJ Bergsrud, seconded by Paula Wilkie. No further discussion. All voted aye, motion carried.***

1. October 2021 Regular Council Meeting Minutes
2. November 2021 Administration Committee Meeting Minutes
3. November 2021 Police Committee Meeting Minutes
4. November 2021 Public Works Meeting Minutes
5. Financial Report
6. Community Center Minutes – add Malo Electric Bid

***Reading of the Bills: Motion was made to approve bills by Kyle Hardy, seconded by Paula Wilkie. No further discussion. All voted aye, motion carried.***

001933	ND PUB. EMPLOYEE RET. DEF. COM	11/5/2021	\$37.50
001934	INTERNAL REVENUE SERVICE	11/5/2021	\$4,682.58
001935	ND CHILD SUPPORT ENFORCEMENT	11/5/2021	\$381.60
001936	NORTHERN PLAINS ELECTRIC	11/1/2021	\$145.86
001937	AFLAC	11/2/2021	\$139.90
001938	TURTLE MOUNTAIN COMMUNICATIONS	11/2/2021	\$587.57
001939	PAYMENT SERVICE NETWORK	11/3/2021	\$96.70
001940	VERIZON WIRELESS	11/10/2021	\$394.58
001941	AFLAC	11/17/2021	\$139.90
001942	VISA	11/17/2021	\$3,221.98
001943	ND PUB. EMPLOYEE RET. DEF. COM	11/19/2021	\$37.50
001944	INTERNAL REVENUE SERVICE	11/19/2021	\$4,126.97
001945	ND CHILD SUPPORT ENFORCEMENT	11/19/2021	\$381.60
059825	ADVANCED ENGINEERING & ENVIRON	11/17/2021	\$5,542.91
059827	BANYON DATA SYSTEMS	11/17/2021	\$3,075.00
059828	CENEX FLEET CARD	11/17/2021	\$242.12
059829	CNH CAPITAL AMERICA LLC	11/17/2021	\$344.78
059830	COMPUTER SOLUTIONS	11/17/2021	\$1,405.00
059831	COMPUTERS N STUFF	11/17/2021	\$100.00
059832	CORE & MAIN	11/17/2021	\$1,058.05

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059833	FIRST STATE INSURANCE	11/17/2021	\$1,219.00
059834	GRAND FORKS UTILITY BILLING	11/17/2021	\$70.00
059835	GUSTAFSON OIL	11/17/2021	\$2,371.60
059836	HACH	11/17/2021	\$179.80
059837	HAWKINS INC	11/17/2021	\$24,008.24
059838	INFORMATION TECHNOLOGY DEPT- P	11/17/2021	\$110.55
059839	J -N-F TOWING	11/17/2021	\$60.00
059840	J. P. COOKE CO	11/17/2021	\$62.80
059841	LEEVEFS FOODS	11/17/2021	\$172.78
059842	LEGACY COOPERATIVE	11/17/2021	\$816.90
059843	MARC	11/17/2021	\$2,008.75
059844	MUNRO ACE HARDWARE	11/17/2021	\$493.66
059845	MUNRO MOTOR CO	11/17/2021	\$642.15
059846	NORTH DAKOTA ONE CALL	11/17/2021	\$6.95
059847	NORTHERN PLAINS ELECTRIC COOP	11/17/2021	\$77.56
059848	OLYMPIC SALES	11/17/2021	\$416.20
059849	OTTERTAIL POWER CO	11/17/2021	\$6,300.25
059850	RITEWAY	11/17/2021	\$913.62
059851	STAPLES CREDIT PLAN	11/17/2021	\$28.98
059852	STARION BOND SERVICES	11/17/2021	\$178,811.25
059853	SUPERIOR GLASS, INC.	11/17/2021	\$1,565.00
059854	TUOMALA PLUMBING & HEATING	11/17/2021	\$4,109.81
059855	TURTLE MOUNTAIN STAR	11/17/2021	\$438.28
059856	UNITED STATES POSTAL SERVICE	11/17/2021	\$265.00
059857	UNITED STATES POSTAL SERVICE	11/17/2021	\$170.00
059858	VERIZON WIRELESS	11/17/2021	\$276.61
059859	WASTE MANAGEMENT	11/17/2021	\$20,503.81
059860	WESTSIDE CSTORE	11/17/2021	\$20.00
059861	BANK OF NORTH DAKOTA	11/17/2021	\$47,112.73
059862	BANK OF NORTH DAKOTA	11/17/2021	\$1,071.47
059863	DUVAL CHEVROLET	11/17/2021	\$45,729.00

### Committee Reports:

#### Administrative Committee:

1. Audit reports are focus of the office. Mayor Hardy spoke to Tyson at Brady Martz regarding progress on audit.
2. The rent for the Community Center will be going through the auditors' office going forward.
3. Discussion on JDA Fund balances, Danielle Mickelson attended meeting looking for feedback on a project.

#### Police Committee:

1. Cold weather will decrease calls
2. Officer Brandon Sloan will join the Rolla Police Department upon graduation. The department will then be fully staffed.

#### Public Works Committee:

1. Public Works department needs a new laptop for the water department. *Motion to approve laptop for \$849.00 by Hovi Mitchell, seconded by TJ Bergsrud. No further discussion. All voted aye, motion carried.*
2. Jerry Larson with Filtronics discussed options included in \$995.00 quote to test water to lower the PH levels at the water treatment plant.

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3. Recycling center – Discussion was had about moving roll off bins out of recycle center and put fence around bins. Quote for fence access codes is estimated at \$13,500.00. Discussion was had about where to put bins outside.
4. Recycle Center employee hours have changed to cover different times during the week.
5. Red truck is not operational, not shifting, and box is not working. Repair is estimated between \$5,000 and \$15,000. Cliff Rush is researching options to replace truck.

**Street Improvement Committee:** No Meeting

**Community Center Committee:**

1. Lighting needs to be replaced at Community Center. Committee recommends going with Malo Electric bid. Hovi Mitchell is looking at funding availability, no action is needed tonight.
2. Discussion was had on window replacement at the Community Center, windows are not in yet.

*Motion to approve committee reports by TJ Bergsrud, seconded by Hovi Mitchell. No further discussion. All voted aye, motion carried.*

**Old Business:**

1. Ordinance 450 was reviewed by council for the second reading. *Motion to approve second reading of Ordinance 450 by Hovi Mitchell, seconded by Kyle Hardy. No further discussion. All voted aye, motion carried.*
2. Ordinance 451 was reviewed by council for the second reading. *Motion to approve second reading of Ordinance 451 by Kyle Hardy, seconded by Paula Wilkie. No further discussion. All voted aye, motion carried.*
3. Recycling Center - Rebecca Albert discussed ideas for a fence and security for the recycle center. More information is needed on this.
4. Surveillance Cameras – Discussion was had about putting surveillance cameras around town. Information was presented by Rebecca Albert and Kyle Hardy from other communities that have cameras installed. Cameras could assist police department in solving crimes. More will be presented on this later.

**New Business:**

1. Affordable Housing Developers Inc. requested support from City Council for work needed at Jewel City 1 and 2. Discussion was had about this work, city council was in full support.
2. Building Permit application was received by David Bercier for a shed. Discussion was had to increase time of completion on building permits to 12 months. *Motion to approve building permit by David Bercier for shed and allow 12 months to complete project by Rebecca Albert, seconded by Hovi Mitchell. No further discussion. All voted aye, motion carried.*
3. Demolition Permit from SMP St Kateri – No permit has been received.
4. Building Permit Review – Discussion was had regarding completion time frame for building permits. More information is needed.

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5. Street Parking – issues with traffic congestion have been brought up regarding street parking by Rolette County Public Health building. Rebecca Albert will discuss options with Barb Frydenlund. There is also a 72 hour ordinance that states vehicles cannot be left on the street longer than 72 hours. Street maintenance and snow removal are necessary around town.
6. Nuisance Complaint – As a point of record, the owner of a property received a letter from the Forestry and Beautification Committee regarding the condition of the property. Owner has asked for extension to December 15, 2021 versus November 30, 2021 to complete required task.

Meeting adjourned at 8:30 p.m.

ATTEST:

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John Hardy, Mayor

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Erica McDougall, City Auditor