

ROLLA CITY COUNCIL  
MEETING MINUTES  
WEDNESDAY, JUNE 19, 2024 at 5:30 P.M.

Present: Mayor Kevin Juntunen, Councilpersons: Hovi Mitchell, Blake Gottbreht, Rebecca Hodgers, Dennis Berg, Deanna Counts and Clarence Booth present. Others in attendance: Cliff Rush, Public Works Director.

Mayor Kevin Juntunen called the meeting to order at 5:30 p.m. Members present joined in the Pledge of Allegiance.

**Mayors Minute:**

I want to start tonight's announcements by acknowledging the multiple letters sent out to property owners in Rolla over the past month giving reminders of ordinances to maintain clean and groomed properties. These letters were not meant to insult citizens of Rolla but to merely remind everyone of the need to maintain a safe and clean city. Some received letters regarding clean up needed while others received notice regarding mowing or other needed grooming. For the most part, I would like to thank everyone for acknowledging the letters and taking quick action to groom or clean your property. The city has begun to mow some yards that needed grooming. This is being done at the expense of the owner. If you are unable to maintain your property or would like to discuss a plan with the city as to how you intend to clean it or make it safe, please call the auditor's office or one of the council members to go over your plan. Remember, this is an initiative to make Rolla a safer, more livable community and it takes all of us working together to do that.

In the spirit of making Rolla a safer, cleaner, and more livable community, I would like to give a big thank you to Susanne Weston for organizing the 4<sup>th</sup> Annual Rolla Paint Main Street Event and all the volunteers that gave their time and/or services to beautifying Rolla. I understand it was a very successful event again this year and the work your team of volunteers has done again this year is top notch. I would especially like to thank them for the much-needed landscaping work they did on the city hall property. If you have not had a chance to take in the many improvements the volunteers completed, you can find pictures on Facebook or you can take a drive around town to see the many improvements. It is very impressive. Thank you all again.

Lastly, our city council will be going through a transition at the end of this month. I would like to congratulate Paul Frydenlund, Deanna Counts, Clarence Booth and Alex Albert for being elected to the city council. I look forward to continuing working with Clarence and Deanna and look forward to adding Paul and Alex's insight and experience to our city leadership team. It appears there will be one city council position vacant following the election that the new city council will be looking to fill by appointment. If anyone is interested in being appointed to the city council, please call the auditor's office at city hall or myself to indicate your interest. Now I would like to thank the two city council members who have chosen to pursue other ventures in their lives and bring their services to the city council to a close. Hovi Mitchell and Black Gottbreht have been wonderful council members to work with and very helpful to me coming on in my position as the mayor two years ago. I have learned a lot from both of you and for that I am forever grateful. I appreciate the time and dedication you have given to the City of Rolla, and I would like to wish you the best with whatever you move on to. You will be

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missed at this table, but I understand the need for change comes to all of us. Thank you both for the years of service you have given to the City of Rolla.

**Additions to Agenda:** Rebecca Hodggers requested to add Mowing Notices, Water Treatment Plant and Sirens to the Agenda. *Motion by Mitchell, seconded by Counts to approve the agenda with the additions. On roll call vote, all members voted “AYE”. Motion carried unanimously.*

**Consent Agenda:**

*Motion by Mitchell, seconded by Counts, to approve the Consent Agenda. All voted aye. Motion carried unanimously.*

1. May Regular Meeting Minutes
2. June 5<sup>th</sup> Special Meeting Minutes
3. June Admin Committee Minutes
4. June Police Committee Minutes
5. June Public Works Committee Minutes
6. June Safety & Health Committee Report
7. Financial Report

**Reading of the Bills:** *Motion by Gottbreht, seconded by Counts, to approve the bills. All members voted Aye. Motion carried unanimously.*

Check	Vendor	Amount
2654	STARION BANK	\$185.17
2655	STARION BANK	\$6,595.37
2656	VONDAL, RAYMOND	\$2,700.00
2657	STARION BANK	\$15.00
2658	INTERNAL REVENUE SERVICE	\$5,081.84
2659	ND PUBLIC EMPLOYEES RETIRMENT	\$10,962.37
2660	UNITED STATES POSTAL SERVICE	\$246.44
2661	AFLAC	\$481.44
2662	CENEX FLEET CARD	\$308.02
2663	CNH INDUSTRIAL ACCOUNTS	\$462.95
2664	INTERNAL REVENUE SERVICE	\$4,483.50
2665	ND PUB. EMPLOYEE RET. DEF. COM	\$565.00
2666	NDPHIT	\$16,862.04
2667	NORTHERN PLAINS ELECTRIC	\$80.50
2668	OTTERTAIL POWER CO	\$487.07
2669	OTTERTAIL POWER CO	\$6,222.09
2670	PAYMENT SERVICE NETWORK	\$190.25
2671	STARION BANK	\$15.00
2672	STARION BANK	\$185.17

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2673	TURTLE MOUNTAIN COMMUNICATIONS	\$631.55
2674	VERIZON	\$63.80
2675	VERIZON BUSINESS	\$276.51
2676	VERIZON BUSINESS	\$201.16
2677	VISA	\$67.00
2678	VISA	\$192.60
2679	VISA	\$550.55
2680	VONDAL, RAYMOND	\$2,700.00
2681	WASTE MANAGEMENT	\$21,932.63
58966	IRONHIDE EQUIPMENT INC.	\$12,500.00
58967	ROLETTE COUNTY	\$1,209.09
58968	24/7 SEPTIC SERVICE	\$1,000.00
58969	ACME TOOLS	\$299.00
58970	BANK OF NORTH DAKOTA	\$32,774.92
58971	CORE & MAIN	\$104,956.20
58972	DAKOTA FIRE EXTINGUISHER	\$424.61
58973	DEPT OF ENVIORMENTAL QUAILITY	\$116.52
58974	GIBBENS LAW OFFICE	\$750.00
58975	GRAND FORKS UTILITY BILLING	\$140.00
58976	GUSTAFSON OIL	\$3,954.49
58977	HAWKINS INC	\$6,199.46
58978	ITD	\$51.60
58979	JACK AND JILL	\$12.99
58980	JERRI PEDERSON	\$100.00
58981	LEEVERS FOODS	\$9.19
58982	LEGACY COOPERATIVE	\$155.07
58983	LIL PRAIRIE GREENHOUSE	\$371.17
58984	MEARS AUTO PARTS	\$113.53
58985	MICKELSON HENDRICKSON	\$450.00
58986	MICROLAP TECHNOLOGIES	\$149.08
58987	MT PLEASANT SCHOOL	\$10,000.00
58988	MUNRO ACE HARDWARE	\$348.64
58989	MUNRO MOTOR CO	\$4,242.05
58990	ONE CALL CONCEPTS	\$9.00
58991	POWERPLAN	\$174.61
58992	ROLETTE COUNTY SHERIFF OFFICE	\$510.00
58993	TARA OKERSON	\$556.40
58994	TUOMALA PLUMBING & HEATING	\$4,286.09
58995	TURTLE MOUNTAIN STAR	\$540.75
	TOTAL	\$269,149.48

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**Committee Reports:**

**Administrative Committee:** Deanna Counts gave a report from the committee meeting, included Salary Survey, Budget review, and Auditor’s Office update on Nuisance Letters.

**Police Committee:** Hovi Mitchell reported on Police Committee meeting, grant has been submitted for camera, there were 144 calls for service, 24 citations, new unit is nearly complete, also discussed vehicles parked on the street and dogs roaming around unleashed.

**Public Works Committee:** Kevin Juntunen reported on meeting. 1<sup>st</sup> Ave NE infrastructure and street project was discussed and recommend from committee to move forward with Water, Sewer and Street improvement with City workers and contractors with an estimated cost of \$165,925, utilizing \$43,000 in Legacy Fund and \$120,000 in Prairie Dog Fund. *After much discussion, motion by Berg, seconded by Booth to proceed with 1<sup>st</sup> Ave NE Improvements with an estimate of \$165,295 with a 20% contingency, utilizing Legacy Fund and Prairie Dog Fund. Members Berg, Booth, Counts, Gottbreht and Mitchell voted “AYE”. Member Hodgers voted “NAY”. Motion carried unanimously.* Recommendation to hire Curt Bonn and Tom McCloud as part-time workers to assist Public Works. *Motion by Counts, seconded by Booth to hire Curt Bonn and Tom McCloud as part-time temporary workers for public works. All members voted Aye. Motion carried unanimously.*

Also discussed at length was the Roll-off dumpsters at the Recycling Center, and how to handle cost and use of the dumpsters. Mayor Juntunen stated that after the trial with remote access to the recycling Center, they roll-off dumpsters have continued to be an area of concern, and until further notice, the roll-off dumpsters will not be replaced.

**Safety & Health Committee:** Dennis Berg reported on status of various properties and efforts to have resident’s cleanup properties that have been identified as hazards. Member Hodgers requested the city needs to provide more leniency regarding mowing notices. Mayor Juntunen asked that city residents that receive notices can contact the Auditor’s Office or himself to with plans regarding mowing or cleanup. Auditor McCloud also updated the council on several properties that have received notices.

*Motion by Gottbreht, seconded by Counts, to accept the committee reports. All voted aye. Motion carried unanimously.*

**New Business:**

1. **Public Health – Program Updates:** Barb Frydenlund, Public Health Administrator was unable to attend the meeting, but Mayor Juntunen stated that new Harm Reduction is being implemented in Rolette County and the public can get more information from Rolette County Public Health.
2. **Emergency Declaration:** The following Emergency Declaration was discussed.

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WHEREAS, the City of Rolla has been severely impacted due by the spring snowfall and rain during the week of May 19<sup>th</sup>,

WHEREAS, the impact of 1-2 inches of rain and up to 9” inches of snow threaten the health, well-being and public safety of citizens in the City of Rolla.

WHEREAS, the rapid snowmelt and saturated ground conditions resulted in homeowners having 1-6 inches of water in their basements and using sump pumps to pump out water, some into the sewer system, which resulted excess runoff in lift station and alarms going off, because lift stations could not keep up with the inflows. City Public Works had to monitor the Lift Stations and contract with 24/7 to haul out sewage to keep up with the inflows. ND Sewage and Lift were also called in to assess the lift stations. This was in excess of city resources and constitute a declaration of emergency.

NOW, THEREFORE, BE IT RESOLVED that the City of Rolla declares a spring weather emergency to allow contractor, labor, and repair costs to be paid out of the City Emergency Fund in order to alleviate hardship and mitigate measures by the city to limit further hardships and impact of this emergency upon the citizens of the City of Rolla.

*Motion by Mitchell, seconded by Booth to approve the Emergency Declaration as stated. All members voted “AYE”. Motion carried unanimously.*

3. **Mt. Pleasant School Building Permit** – Application for Building Permit received from Mt. Pleasant School for 100’x120’ addition, was reviewed and approved pending approval by Building Inspector. *Motion by Gottbreht, seconded by Mitchell to approve. All members voted “AYE”. Motion carried unanimously.*
4. **Sale of 1986 Chevrolet 1.5 ton pickup:** Cliff Rush stated he has had inquiries on selling 1986 Chevrolet 1.5 ton pickup, which is not operating and they no longer use. *Motion by Gottbreht, seconded by Hodgers to advertise for bids until the next meeting. All members voted “AYE”. Motion carried unanimously.*
5. **Liquor License Applications:** Applications for Liquor License were received and reviewed from Club Bar, Viking Inn, Rascal’s Bottle Shop and Bilmar Motel. *Motion by Berg, seconded by Gottbreht to approve applications as received for Liquor License for the upcoming year for Club Bar, Rascal’s Bottle Shop, Viking Inn and Bilmar Motel. All members voted “AYE”. Motion carried unanimously.*

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**6. Auditor Bond Resolution: *Motion by Mitchell, seconded by Counts to approve the following resolution:***

WHEREAS, the City of Rolla is covered by a blanket bond by the North Dakota State Bond Fund; and,

WHEREAS, the North Dakota State Bonding Fund provides fidelity bond coverage for city employees and public officials in dealing with public funds; and,

WHEREAS, the bond is fixed by the city governing body and set by resolution as outlined in NDCC §40-13-02; and,

WHEREAS, at the June 19, 2024 Regular City Council meeting of the Rolla City Council reviewed the current bond limits and found it to be sufficient.

NOW, THEREFORE, be it resolved by the City Council of the City of Rolla, North Dakota, that the Auditor Bond coverage by the State Bonding Fund in the amount of Two Million Dollars (\$2,000,000) has been reviewed and found sufficient.

*All members voted "AYE". Motion carried unanimously.*

**7. Library Staff Changes:** Diana Lange stated she has received resignation from Throy Haadem as part-time Library staff, and requested to hire Christina Hunt. *Motion by Counts, seconded by Hodgers to approve hire of Christina Hunt for part time library staff. All members voted "AYE". Motion carried unanimously.*

**8. 2025 Preliminary Budget Review:** Auditor McCloud provided 2025 Preliminary Budget for review.

**9. Mowing Letters:** Member Hodgers asked that consideration be given before sending out notices regarding mowing. Auditor McCloud stated that before letters are sent, the lawns are generally much longer than the 6" requirement, and residents have around a week to complete the mowing.

**10. Water Plant:** Member Hodgers inquired about the operation of the Water Treatment plant and communications with Jim Olson, AE2S. Mayor Juntunen reaffirmed that the water treatment plant is treating the water, and water samples have confirmed that, but Interstate Engineering and Jerry Larson, Larsco Inc have met with Public Works and are addressing possible changes to the treatment process and will report back when they are done.

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- 11. Siren:** Member Hodgers inquired on the Tornado Siren operation and if it is functional. While it is functional remotely, the new Tornado Sirens are due to be installed in early July, which will be operational from dispatch at the Rolette County Law Enforcement Center.

On motion by Counts, the meeting adjourned at 7:15 PM.

ATTEST:

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Kevin Juntunen, Mayor

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Valerie McCloud, City Auditor