

ROLLA CITY COUNCIL
REGULAR MEETING
MINUTES
WEDNESDAY, NOVEMBER 16, 2022 at 7:30 P.M.

Present: Mayor Kevin Juntunen, Councilpersons: Hovi Mitchell, Paula Wilkie, TJ Bergsrud, Blake Gottbreht, Eleanor McCloud, and Rebecca Hodgers.

Others in attendance: Auditor Erica McDougall, Police Chief William Poitra, Public Works Director Cliff Rush, and Rachael Mickelson.

Mayor Kevin Juntunen called the meeting to order at 7:32 p.m.

Mayors Minute: Mayor Kevin Juntunen took a moment to recognize the positive and successful trend setting in the community, I'd like to recognize the North Prairie Cougars football team on the successful year and advancing to the North Dakota 9-Man Semifinals, it's fun not only to watch high school athletes, but it provides many benefits to the community in general. High school athletics provide many opportunities for life lessons students can't learn in the classroom while strengthening the bond that brings communities together. I'd like to thank the student athletes, the coaches, and the parents of the North Prairie Cougar football team for all the work they've put into the season. It's been very entertaining to watch the success and see the growth of the individuals on the team. Thank you and congratulations on your success.

Addition to Agenda: None *Motion to approve the Agenda by TJ Bergsrud, seconded by Blake Gottbreht.*

Consent Agenda:

Motion to approve the Consent Agenda by Blake Gottbreht, seconded by TJ Bergsrud.

1. October 2022 Regular Council Meeting Minutes
2. October 31, 2022 Special Police Committee Minutes
3. November 2022 Admin Committee Meeting Minutes
4. November 2022 Police Committee Meeting Minutes
5. November 2022 Public Works Committee Meeting Minutes
6. November 2022 Rolla Community Center Minutes
7. October 2022 JDA Financial Report
8. Financial Report

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

060278	DACOTAH BANK	10/27/2022	\$6,081.67
060279	SOUTH CENTRAL DAKOTA REGIONAL	10/27/2022	\$1,000.00
060280	ACME TOOLS	11/16/2022	\$2,299.90
060281	ADVANCED ENGINEERING & ENVIRON	11/16/2022	\$2,010.80
060282	BANK OF NORTH DAKOTA	11/16/2022	\$47,112.73
060283	BANYON DATA SYSTEMS	11/16/2022	\$3,210.00
060284	CNH CAPITAL AMERICA LLC	11/16/2022	\$66.45
060285	GIBBENS LAW OFFICE	11/16/2022	\$750.00
060286	GRAND FORKS UTILITY BILLING	11/16/2022	\$70.00
060287	GUSTAFSON OIL	11/16/2022	\$3,051.44
060288	HAAS TIRE	11/16/2022	\$1,060.00

ROLLA CITY COUNCIL
REGULAR MEETING
MINUTES
WEDNESDAY, NOVEMBER 16, 2022 at 7:30 P.M.

060289	HAWKINS INC	11/16/2022	\$5,439.85
060290	HIGHWAY 281 GAS & GO LLC	11/16/2022	\$930.05
060291	INFORMATION TECHNOLOGY DEPT- P	11/16/2022	\$104.30
060292	LEEVEERS FOODS	11/16/2022	\$227.15
060293	LEGACY COOPERATIVE	11/16/2022	\$5.70
060294	MALO ELECTRIC	11/16/2022	\$249.98
060295	MIDSTATES WIRELESS	11/16/2022	\$2,824.68
060296	MUNRO ACE HARDWARE	11/16/2022	\$218.58
060297	MUNRO MOTOR CO	11/16/2022	\$52.15
060298	ND LEAGUE OF CITIES	11/16/2022	\$560.00
060299	ND WATER USERS ASSOCIATION	11/16/2022	\$300.00
060300	NORTH DAKOTA ONE CALL	11/16/2022	\$14.30
060301	NORTHERN PLAINS ELECTRIC COOP	11/16/2022	\$77.34
060302	OTTERTAIL POWER CO	11/16/2022	\$6,537.31
060303	TUOMALA PLUMBING & HEATING	11/16/2022	\$84.02
060304	TUOMALA PLUMBING & HEATING	11/16/2022	\$211.94
060305	TURTLE MOUNTAIN COMMUNICATIONS	11/16/2022	\$1,698.00
060306	TURTLE MOUNTAIN STAR	11/16/2022	\$878.01
060307	UNITED STATES POSTAL SERVICE	11/16/2022	\$275.00
060308	WASTE MANAGEMENT	11/16/2022	\$21,232.97
060309	WESTSIDE CSTORE	11/16/2022	\$50.00
060310	UNITED STATES POSTAL SERVICE	11/16/2022	\$185.00

Committee Reports:

Administrative Committee: Audits are delayed due to staffing issues at Brady Martz, discussion was had about the Rolla Community Center lease, and Auditor Erica McDougall is looking at Fund Accounting software options.

Police Committee: New radios are installed, rebate paperwork is in the works. Police department is down to two officers so police committee is recommending sending Wesley Kom to Police Academy with the Educational Allowance Agreement. Wesley Kom will work part time while attending Police Academy for \$19.00 per hour. *Motion to hire Wesley Kom with an Educational Allowance Agreement of up to \$9,500.00 to attend the Police Academy to become a certified Police Officer with a minimum of 2 years of service with the Rolla Police Department following the successful completion of the Police Academy and a starting salary of \$41,000 and benefits as defined in the City of Rolla Employee Policy Manual, and work part time before completion of the Police Academy for \$19.00 per hour, by Paula Wilkie, seconded by TJ Bergsrud. No further discussion. All voted aye, motion carried.* Discussion was had about hiring Officer Sarah Fenner as part time for the Rolla Police Department. *Motion to hire Officer Sarah Fenner as part time for the Rolla Police Department for \$19.00 per hour by Hovi Mitchell, seconded by Eleanor McCloud. No further discussion. All voted aye, motion carried.* Rolette County Sheriff Nathan Gustafson and Rolette County Deputy Mitch Slater met with the police committee to discuss officer shortage and combining the Rolla Police Department with the Rolette County Sheriff Department. More information is needed to consider this option.

Public Works Committee: New air compressor is at the Water Treatment Plant, Rich Patton is going to Bismarck this month for water testing, trouble with one well, pump has to be pulled, estimated

ROLLA CITY COUNCIL
REGULAR MEETING
MINUTES
WEDNESDAY, NOVEMBER 16, 2022 at 7:30 P.M.

expense is \$2,388, still waiting on VFD's, 52 bales of cardboard were loaded out of the Recycle Center, Duane Henry is helping with snow removal, and dump truck is getting worked on in Rolette.

Motion to approve repairs of dump truck of up to \$12,000 using ARPA Funds by TJ Bergsrud, seconded by Blake Gottbreht. No further discussion. All voted aye, motion carried.

Preliminary Engineering Report requested by City Engineer Jim Olson was discussed. This report does need to be completed before street project, report does not expire, but updates may be needed. Mayor Kevin Juntunen voiced concern with the Audits not being completed, Rebecca Hodggers stated she would like to get the Preliminary Engineering Report in process, Blake Gottbreht wants to see movement on the report but is conflicted due to status of the Audit. TJ Bergsrud is concerned on expense to amend report. Hovi Mitchell asked that Jim Olson attend next months meeting via phone to discuss concerns. Jim Olson charges the city each time he attends a meeting for mileage and time.

Rolla Community Center Committee: Discussion on door project, leases for building, and quote for flooring.

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

Old Business:

1. Alcoholic Beverage Ordinance 455 – First Reading: ***Motion to approve first reading of Ordinance 455 Alcoholic Beverages by TJ Bergsrud, seconded by Rebecca Hodggers. No further discussion. All voted aye, motion carried.***

New Business:

1. Resolution for Rolla Community Center Building:

Resolution for Rolla Community Center Building:

The City of Rolla will be taking over management control of the Rolla Community Center building and surrounding property owned by the City of Rolla effective January 1, 2023. The Rolla Community Center building is located at 111 6th Ave NE Rolla, ND 58367. The Rolla Community Center Board, or Rolla Community Center Inc, will no longer be managing the building.

- The Mayor and City Council for the City of Rolla will appoint three committee members to the Rolla Community Center Committee, at least two committee members must be on the Rolla City Council.
- Members of the Rolla Community Center Committee may not be tenants of the Rolla Community Center building.
- The Rolla Community Center Committee will oversee the building and renter(s).
- The Rolla Community Center Committee will meet bi-monthly, unless otherwise needed, and bring all recommendations to the Rolla City Council.
- All financial decisions will be reviewed by the Rolla City Council.

ROLLA CITY COUNCIL
REGULAR MEETING
MINUTES
WEDNESDAY, NOVEMBER 16, 2022 at 7:30 P.M.

Motion to approve Resolution for Rolla Community Center Building by Eleanor McCloud, seconded by Paula Wilkie. No further discussion. All voted aye, motion carried.

Meeting adjourned at 8:23 p.m.

ATTEST:

Kevin Juntunen, Mayor

Erica McDougall, City Auditor