

ROLLA CITY COUNCIL
UNOFFICIAL MEETING MINUTES
WEDNESDAY, JANUARY 22, 2025 at 5:30 P.M.

Mayor Kevin Juntunen called the meeting to order on January 22, 2025 at 5:30 p.m. Members present: Mayor Kevin Juntunen, Councilpersons: Alex Albert, Clarence Booth, Deanna Counts, Willie Fritz, Rebecca Hodgers and Paul Frydenlund present. Others in attendance: Sarah Fenner, Chief of Police, Cliff Rush, Public Works Director, Malique Trumbo and Jessica Dryer.

Members present joined in the Pledge of Allegiance.

Mayors Minute:

I have just a couple announcements before we get started tonight and they are just reminders of the property tax credit and renter's refund opportunities with the State of North Dakota.

First is the Homestead Property Tax Credit & Renter's Refund for Senior Citizens and individuals with disabilities. The second is the Primary Residence Credit for all homeowners. The third is the Disabled Veterans Property Tax Credit.

There is more information on these tax credit opportunities on the website for the State Tax Commissioner. If you think you may qualify for any of these credits, I encourage you to seek additional information. I know there is an application deadline of March 31st for these credits so there is still time to apply.

***Motion by Frydenlund, seconded by Fritz, to approve the agenda. All members voted "AYE".
Motion carried unanimously.***

Consent Agenda:

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

1. December Regular Meeting Minutes
2. January Admin Committee Minutes
3. January Police Committee Minutes
4. January Public Works Committee Minutes
5. Financial Report

Reading of the Bills: Motion by Albert, seconded by Frydenlund, to approve the bills as funds become available. All members voted "Aye". Motion carried unanimously.

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Check	Vendor	Amount	Check	Vendor	Amount
2830	STARION BANK	\$4,223.83	59203	AE2S	\$91.00
2831	INTERNAL REVENUE SERVICE	\$5,136.85	59204	ATCO	\$237.20
2832	ND PUB. EMPLOYEE RET. DEF. COM	\$565.00	59205	CLIFF RUSH	\$1,700.00
2833	ND PUBLIC EMPLOYEES RETIRMENT	\$7,872.24	59206	CORE & MAIN	\$469.89
2834	UNITED STATES POSTAL SERVICE	\$277.97	59207	CORE & MAIN	\$34,576.63
59201	Terry P Hudson	\$9,040.00	59208	GIBBENS LAW OFFICE	\$450.00
59202	ROLETTE COUNTY	\$1,156.01	59209	GRAND FORKS UTILITY BILLING	\$140.00
2835	AFLAC	\$481.44	59210	GUSTAFSON OIL	\$1,724.74
2836	CENEX FLEET CARD	\$464.77	59211	H H COATINGS INC	\$17,000.00
2837	CNH INDUSTRIAL ACCOUNTS	\$582.90	59212	HAWKINS INC	\$3,643.60
2838	INTERNAL REVENUE SERVICE	\$5,196.29	59213	INTERSTATE ENGINEERING	\$16,500.00
2839	INTERNAL REVENUE SERVICE	\$4,689.17	59214	ITD	\$41.60
2840	JOHN DEERE FINANCIAL	\$20,081.91	59215	LEEVERS FOODS	\$22.84
2841	ND PUB. EMPLOYEE RET. DEF. COM	\$565.00	59216	LEGACY COOPERATIVE	\$747.58
2842	ND PUB. EMPLOYEE RET. DEF. COM	\$565.00	59217	MALO ELECTRIC	\$3,817.50
2843	ND PUBLIC EMPLOYEES RETIRMENT	\$8,061.48	59218	MARC	\$2,815.67
2844	ND STATE TREASURER	\$277.61	59219	MEARS AUTO PARTS	\$97.74
2845	NDPHIT	\$18,623.37	59220	MICKELSON HENDRICKSON	\$281.25
2846	NORTHERN PLAINS ELECTRIC	\$80.40	59221	MICROLAP TECHNOLOGIES	\$33.87
2847	OTTERTAIL POWER CO	\$6,348.78	59222	MUNRO ACE HARDWARE	\$387.98
2848	OTTERTAIL POWER CO	\$980.59	59223	MUNRO MOTOR CO	\$1,097.83
2849	PAYMENT SERVICE NETWORK	\$202.10	59224	ND SEWAGE PUMP & LIFT STATION	\$5,087.93
2850	STARION BANK	\$200.17	59225	OLYMPIC SALES	\$520.93
2851	TURTLE MOUNTAIN COMMUNICATIONS	\$627.35	59226	ONE CALL CONCEPTS	\$2.35
2852	VERIZON BUSINESS	\$276.81	59227	RITWAY	\$275.00
2853	VERIZON BUSINESS	\$216.33	59228	ROLETTE COUNTY	\$3,701.91
2854	VERIZON CONNECT	\$63.80	59229	ROLETTE COUNTY SHERIFF OFFICE	\$680.00
2855	VISA	\$3,351.95	59230	ROLLA CHAMBER OF COMMERCE	\$10,063.01
2856	VISA	\$1,007.38	59231	Terry P Hudson	\$1,020.00
2857	WASTE MANAGEMENT	\$22,030.52	59232	TUOMALA PLUMBING & HEATING	\$771.92
2858	WATERLY	\$3,500.00	59233	TURTLE MOUNTAIN STAR	\$1,252.90

Total

\$235,999.89

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New Business:

1. **Application for Liquor License- Malique Trumbo, Legendary Dart Bar:** Malique Trumbo and Jessica Dryer appeared with Application for Liquor License for new license for Legendary Dart Bar, which they are purchasing the Club Bar from Sam Booth. The Council reviewed application. Malique stated that they had just completed a Contract for Deed, and submitted it to go with the application, they are still waiting on Surety Bond. *Motion by Frydenlund, seconded by Booth to approve Application for Liquor License for Malique Trumbo, dba Legendary Dart Bar, upon filing of Surety Bond. All members voted "Aye". Motion carried unanimously.*

Committee Reports:

Administrative Committee: Deanna Counts reviewed minutes from meeting. Nuisance updates were provided. Rolette County Housing Authority property with unpaid special assessments and utility bills, which were added to specials were discussed. Upon advice of Attorney Gibbens, NDCC states Housing Authority is exempt from taxes and special assessments, so advised the city to remove specials and collect unpaid Utility bills separately. *Motion by Albert, seconded by Counts remove special assessments on Parcel 29-0028-29877-000 for Street Project 2015-1 in the amount of \$726.20 for years 2020-2024 and remove unpaid utility bills added to specials in the amount of \$6,228.12 for 2023 and \$5,296.82 for 2024 and add them back on Utility bill for the parcel and for Parcel #29-0028-29875-000 for Street Project 2015-1 in the amount of \$575.52 for tax years 2020-2024, and remove unpaid utility bills added to specials in the amount of \$5,977.40 for 2023 and \$3,601.27 for 2024 and add them back on utility bill for the parcel. All members voted "Aye". Motion carried unanimously.*

The Admin Committee reviewed lease agreements for the Community Center and advised to increase rent by 10% for tenants. Also discussed team building events and reviewed Holiday Policy. 2021-22 Audit is near completion, and will go ahead and schedule the 2023-24 Audit with the State Auditor's Office when they are available. The following budget amendments were approved.

Fund	Description	Budgeted Expenditures	Actual Expenditures	Budget Amendment
100	General	\$698,270.00	\$833,468.57	
	Transfers	\$7,000.00	\$0.00	
	Subtotal	\$705,270.00	\$833,468.57	\$833,470.00
201	Highway Distribution	\$227,000.00	\$296,763.12	\$296,770.00
202	Legacy	\$43,671.40	\$43,671.40	
206	Emergency	\$10,000.00	\$13,000.00	\$13,000.00
208	Cemetery	\$14,800.00	\$13,603.87	
230	Contingency	\$445,000.00	\$368,072.00	
425	Prairie Dog	\$0.00	\$191,501.87	\$191,510.00

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426	ARPA	\$60,000.00	\$109,314.50	\$109,320.00
501	Special Assessments - City Lots	\$5,000.00	\$4,555.47	
518	Special Assess - Deficiency	\$8,000.00	\$0.00	
601	Water	\$261,250.00	\$295,929.80	
		\$37,120.00	\$67,960.00	
	Subtotal		\$363,889.80	\$363,890.00
602	Sewer	\$89,970.00	\$150,228.88	
			\$30,000.00	
	Subtotal		\$180,228.88	\$180,230.00
603	Garbage	\$295,090.00	\$334,756.37	\$334,800.00
	Subtotal		\$334,756.37	
604	Infrastructure	\$127,000.00	\$129,750.00	\$129,750.00
605	Water Project	\$37,120.00	\$149,230.57	\$140,230.57
607	Reserve Sewer/Lagoon Project	\$0.00	\$176,880.00	\$176,880.00
610	Improv Dist 2012-2 Debt Serv	\$118,000.00	\$118,000.00	
611	Water Imprv 2013-1 Debt	\$96,913.00	\$96,913.00	
612	Wtr Plant Improv 2015-2 Debt	\$91,454.29	\$91,454.29	
		\$29,500.00	\$29,500.00	
	Subtotal		\$120,954.29	
614	Street Imprv 2015-1 Debt	\$100,290.00	\$100,555.00	\$100,555.00
804	Library	\$20,000.00	\$26,630.71	\$26,340.00
806	City Sales Tax	\$50,000.00	\$58,956.78	\$58,960.00
809	City Promotion	\$19,000.00	\$20,651.72	\$20,660.00
830	Rolla Community Center	\$12,000.00	\$31,077.39	\$31,080.00

Police Committee: Deanna Counts reported on Police Committee meeting. There were 124 Calls for service, and 7 Citations this month. Working on office space by updating computer and securing evidence locker, and then quit Rolette County rental space. Discussed renewal of Agreement with Rolette County Inmate Boarding for the upcoming year, at the same rate. *Motion by Fritz, seconded by Hodgers to approve Agreement with Rolette County for boarding inmates. All members voted "AYE". Motion carried unanimously.* Also, discussed and reviewed salaries for officers, especially Sargent position. After review, no action was taken.

Public Works Committee: Kevin Juntunen reported on the meeting. CI2 pump at the water treatment plant is not functioning properly and needs to be replaced for a cost of \$3,600. *Motion by Albert, seconded by Frydenlund to approve purchase of replacement CI2 pump for the water treatment plant. All members voted "AYE". Motion carried unanimously.* Also discussed garbage contract with Waste Management, which was reviewed with Richard Mower. Richard will work on renewal contract and present at the February meeting.

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*Motion by Counts, seconded by Booth to accept the committee reports. All members voted "Aye".
Motion carried unanimously.*

Old Business:

1. **2nd Reading Alcohol-Minors Ordinance –Motion by Counts, seconded by Albert to approve
2nd Reading of revised Alcohol-Minors Ordinance. All members voted "Aye". Motion
carried unanimously.**

On motion and unanimously approved, the meeting adjourned at 6:38 PM.

Kevin Juntunen, Mayor

Valerie McCloud, City Auditor