

ROLLA CITY COUNCIL
UNOFFICIAL MEETING MINUTES
WEDNESDAY, MAY 20, 2026 at 5:30 P.M.

Mayor Kevin Juntunen called the meeting to order on May 20, 2026 at 5:30 p.m. Members present: Mayor Kevin Juntunen, Councilpersons: Alex Albert, Clarence Booth, William Fritz, Paul Frydenlund, Damond Schemmel, and Deanna Counts. Others in attendance: Cliff Rush, Public Works Director, Sarah Fenner, Chief of Police, and Tara McDougall, City Auditor, Rachael Mickelson-Hendrickson, City Attorney, Rebekah Bryant, JDA Director, Valerie McCloud, City Manager, Diana Lange, Library Director, and Ryan Hiatt, Rolette County 911 Coordinator.

Members present joined in the Pledge of Allegiance.

Mayor's Minute:

Good evening, members of the council, city staff, and fellow citizens.

I want to begin by highlighting several upcoming community events that showcase the energy and spirit of our city. City Wide Cleanup Week runs May 23 through June 6 — a great opportunity for neighbors, businesses, and volunteers to work together to keep our community safe and attractive. On June 6 we'll follow with the City-Wide Rummage Sale, a wonderful chance to recycle household items, find treasures, and support one another. On June 13 the Rolla Chamber of Commerce will host the 7th Annual Turtle Mountain Motorcycle Ride — a fun, family-friendly event that brings visitors to our area and benefits local businesses. Looking ahead, the Chamber of Commerce and the Time Capsule Committee have completed the schedule for this year's Ragtop Festival, July 2–4. The festival will offer activities and events for all ages, and I encourage everyone to mark their calendars and participate. You can find the full list of events on the City of Rolla Facebook page or the Rolla Chamber of Commerce Facebook page.

On the topic of City-Wide Cleanup, I'd like to send a gentle reminder to all citizens and business owners: please use this time to tidy and maintain your property to avoid nuisance notices. Remove junk, trash, debris, abandoned vehicles, and any discarded materials that accumulated over the winter. Properly dispose of construction materials, broken furniture, tires, and scrap. Ensure properties are cleared of rubble and unsafe structures, and trim trees, shrubs, or hedges that overhang streets or sidewalks. As summer approaches, please also keep lawns groomed and mowed to maintain the health, safety, and appearance of our neighborhoods. Additional details regarding the City-Wide Cleanup can be found on the City of Rolla Facebook page also.

These events and our cleanup efforts are about more than appearances — they strengthen community pride, support public safety, and help our local economy thrive. I appreciate the cooperation of residents, business owners, volunteers, and our civic partners for helping make our city a welcoming place for everyone.

Thank you.

Motion by Frydenlund, seconded by Fritz, to approve the agenda. On roll call vote, all members voted "AYE". Motion carried unanimously.

ROLLA CITY COUNCIL
UNOFFICIAL MEETING MINUTES
WEDNESDAY, MAY 20, 2026 at 5:30 P.M.

Consent Agenda:

Motion by Albert, seconded by Schemmel, to approve the Consent Agenda. On roll call vote, all members voted “aye”. Motion carried unanimously.

1. April Regular Meeting Minutes
2. April Board of Equalization Minutes
3. May Admin Committee Minutes
4. May Police Committee Minutes
5. May Public Works Committee Minutes
6. Financial Report

Reading of the Bills: Motion by Frydenlund, seconded by Fritz, to approve the bills as funds become available. On roll call vote, all members voted “Aye”. Motion carried unanimously.

CK	Vendor	Amount	CK	Vendor	Amount
3230	VERIZON BUSINESS	\$172.32	60748	AE2S	\$544.00
3231	UNITED STATES POSTAL SERVICE	\$296.71	60749	AJS TS & ENGRAVING	\$80.00
3232	STARION BANK	\$5,125.95	60750	CITY OF ROLLA	\$40.00
3233	AFLAC	\$624.72	60751	CLIFF RUSH	\$10,920.00
3234	CNH INDUSTRIAL ACCOUNTS	\$1,692.85	60752	CORE & MAIN	\$1,216.45
3235	INTERNAL REVENUE SERVICE	\$6,580.79	60753	DEPT OF ENVIORNMENTAL QUAILITY	\$183.41
3236	INTERNAL REVENUE SERVICE	\$5,644.63	60754	GRAND FORKS UTILITY BILLING	\$18.00
3237	ND PUB. EMPLOYEE RET. DEF. COM	\$340.00	60755	GUSTAFSON OIL	\$820.43
3238	ND PUB. EMPLOYEE RET. DEF. COM	\$340.00	60756	HAWKINS INC	\$10,963.56
3239	NDPHIT	\$22,386.12	60757	INTERSTATE ENGINEERING	\$736.00
3240	NORTHERN PLAINS ELECTRIC	\$89.44	60758	ITD	\$44.85
3241	OTTERTAIL POWER CO	\$7,511.74	60759	LEGACY COOPERATIVE	\$3,955.37
3242	OTTERTAIL POWER CO	\$757.08	60760	MALO ELECTRIC	\$1,797.57
3243	PAYMENT SERVICE NETWORK	\$211.45	60761	MEARS AUTO PARTS	\$181.67
3244	STARION BANK	\$15.00	60762	MICROLAP TECHNOLOGIES	\$208.46
3245	TURTLE MOUNTAIN COMMUNICATIONS	\$776.98	60763	MIKKELSEN AGGREGATES OF ROLLA	\$104.00
3246	VERIZON BUSINESS	\$268.24	60764	MUNRO ACE HARDWARE	\$150.87
3247	VERIZON BUSINESS	\$172.30	60765	ND MUNICIPAL JUDGES ASSOC.	\$25.00
3248	VERIZON CONNECT	\$63.80	60766	NEWMAN SIGNS	\$3,110.84
3249	VISA	\$108.49	60767	ONE CALL CONCEPTS	\$11.40
3250	VISA	\$2,873.35	60768	POWERPLAN	\$9,449.94
3251	WASTE MANAGEMENT	\$27,151.72	60769	REBECCA ALBERT	\$1,206.80
60744	MT PLEASANT SCHOOL	\$10,000.00	60770	ROLETTE COUNTY SHERIFF OFFICE	\$1,530.00
60745	NDAAO SECRETARY	\$680.00	60771	TUOMALA PLUMBING & HEATING	\$24.49
60746	DARVS TIRES & AUTO REPAIR	\$350.00	60772	TURTLE MOUNTAIN STAR	\$153.04
60747	24/7 SEPTIC SERVICE	\$900.00		Total	\$142,609.83

ROLLA CITY COUNCIL
UNOFFICIAL MEETING MINUTES
WEDNESDAY, MAY 20, 2026 at 5:30 P.M.

Public Comment Period:

No one appeared to make public comment.

Committee Reports:

Administrative Committee: Mayor Juntunen reviewed minutes from meeting. *Motion by Albert, seconded by Counts to appoint Damond Schemmel to the Rolla Airport Authority Board. On Roll call vote, members Fritz, Booth, Counts, Albert, and Frydenlund voted "Aye". Member Schemmel abstained from voting. Motion carried.* Vendor fees for the Rolla Ragtop Festival have been waived. Building permit submitted for the removal of the school playground equipment, after reviewing it was determined it is not needed. Tara attending ADA Digital Accessibility webinars and working on keeping the city website in compliance. Microsoft 365 was purchased for \$129.99/year so updates could be made to Banyon Software. Liquor Licenses applications have been sent out and need to be returned by June 8th. Discussed gaming site ordinance and state regulations.

Police Committee: Mayor Juntunen reported on Police Committee meeting. There were 141 Calls for service, and 31 Citations for April. The white Chevrolet Silverado is still at Munro Motors; engine is being replaced. Repairs are under warranty. Officer Kom requesting overtime pay for hours worked in Officer Charette medical absence. *Motion by Albert, seconded by Fritz to approve payout of 44 hours of overtime. On roll call vote, all members voted "Aye". Motion carried unanimously.*

Public Works Committee: Mayor Juntunen reported on the public works committee meeting. Water main to the west of city limits completed, sewer main to be completed in coming weeks. Inert site is open. Regular hours are Tuesday from 5pm-7pm, Saturday & Sunday from 2pm-5pm. Milling on the 5th St NE project has started. Two part-time applications were received. *Motion by Albert, seconded by Booth to approve hiring Jesse Counts & Christopher Azure as part-time seasonal employees for the road department at \$18.00/hr. On Roll call vote, members Fritz, Booth, Schemmel, Albert, and Frydenlund voted "Aye". Member Counts abstained from voting. Motion carried.* Ross McDougall offered to sell parts, supplies, & equipment at \$1.50/lb. *Motion by Frydenlund, seconded by Schemmel to approve purchase of parts & supplies at \$1.50/lb from Ross McDougall. On roll call vote, all members voted "Aye". Motion carried unanimously. Motion by Frydenlund, Seconded by Albert to hire Duane Henry as a part-time seasonal employee for the mowing at \$15.00/hr. On roll call vote, all members voted "Aye". Motion carried unanimously.*

Motion by Fritz, seconded by Schemmel to accept the committee reports. On roll call vote, all members voted "Aye". Motion carried unanimously.

New Business:

1. **Ryan Hiatt – Radio Operations** – Ryan Hiatt, Rolette County 911 Coordinator, appeared before the board to make a recommendation on a cellular phone siren network. The current radio network used by the city does not get signal when inside buildings. A cellphone on the siren network would be a backup and the radios in the police units would still be used. Ryan recommended a three-button rugged cellphone. The buttons are push to talk for easy

ROLLA CITY COUNCIL
UNOFFICIAL MEETING MINUTES
WEDNESDAY, MAY 20, 2026 at 5:30 P.M.

and fast access to reach dispatch, emergency, and body camera. ***Motion by Frydenlund, seconded by Schemmel to approve the purchase of three phones through Verizon Wireless. On Roll call vote, all members voted “Aye”. Motion carried unanimously.***

2. **Library Update** – Diana Lange gave the city council an update on projects, events, and activities the library has been involved in the past year.
3. **JDA – North Central Planning Council Listening Sessions** – Rebekah Bryant, JDA Director appeared to notify and invite the city council and all Rolette County residents to the Rolla City Hall on June 24th for a Listening Session. The session is a chance for residents to give their input on what the community needs and priorities should be. Participation is greatly appreciated.
4. **Rolla American Auxiliary – Local Permit Application** – Rolla American Legion Auxiliary submitted a local permit application for a calendar raffle to be held daily during the month of September. ***Motion by Frydenlund, seconded by Albert to approve the local permit application for the Rolla American Legion. On roll call vote, all members voted “Aye”. Motion carried unanimously.***
5. **Mulligans on Main – Food Truck** – Jade Malatterre and Eric McCloud appeared before the council to discuss placement of a food truck. ***Motion by Frydenlund, seconded by Fritz to approve a temporary vendor fee charge of \$25.00/day or \$75.00/month for the months of June, July, and August. On roll call vote, all members voted “Aye”. Motion carried unanimously.*** Parking will be addressed on a as need basis.

On motion and unanimously approved, the meeting adjourned at 6:48 PM.

Kevin Juntunen, Mayor

Tara McDougall, City Auditor