

ROLLA CITY COUNCIL
MEETING MINUTES
TUESDAY, JUNE 18, 2025 at 5:30 P.M.

Mayor Kevin Juntunen called the meeting to order on June 18, 2025 at 5:30 p.m. Members present: Mayor Kevin Juntunen, Councilpersons: Paul Frydenlund, Alex Albert, Clarence Booth, Deanna Counts, and William Fritz present. Others in attendance: Sarah Fenner, Chief of Police, and Cliff Rush, Public Works Director.

Members present joined in the Pledge of Allegiance.

Mayors Minute:

I hope everyone is enjoying the summer so far and would like to make note of some of the fun things Rolla has to look forward to over the next few months. The Rolla Chamber of Commerce has once again put a lot of work into making sure we have fun things to do over the summer. I'd like to take this time to show my appreciation to the Chamber of Commerce board members. I know the events you put on take an enormous amount of time with planning and preparing, hosting the actual event, and then the cleanup afterward. Thank you for all that you do.

The Ragtop Festival will be July 3rd through the 5th which will include live music, a cornhole tournament, parade, RHS alumni social and a golf tournament. This will be a fun filled three days so come out and enjoy the festivities.

There will be an additional Music on Main event on July 17th. I understand the Chamber is still looking to add vendors to this event so if you know someone, let them know but come out and enjoy the music.

July 19th will be the 6th annual Turtle Mountain Motorcycle Ride. We will be having a poker run and hi/low dice game with 100% payout. The ride will start at West Side and end at the American Legion where there will be food and drinks for the riders.

Finally, will be Crazy Days in Rolla. This will be July 30 and 31. Dacotah Bank will be having customer appreciation days during this time as well. Come out and support our local businesses and take in some great sales.

I hope everyone is enjoying their summer so far and look forward to seeing many of you at these fun events. Again, I'd like to thank the Rolla Chamber of Commerce for organizing these events that are entirely in line with my goal to make Rolla a more livable community.

I also have a quick update to the emergency alert system that failed to alert the Rolla citizens during the May 4th fire. Cody Mattson with Rolette County Emergency Services has worked with technical support to find the fix and the last test run was successful. So, our emergency alert services will be in working order should we experience another situation where we need to get notifications out to the Rolla Citizens quickly.

Lastly, our public works department has many projects going on that may be causing temporary hardship for some homeowners. I have had primarily positive feedback from the Rolla citizens regarding the many improvement projects. I appreciate everyone's support as we work to improve the conditions of our infrastructure and just ask for everyone's patience as we continue through the summer. I assure you; our Public Works Department is working hard to give us some major improvements to our streets.

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Motion by Albert, seconded by Counts, to approve the agenda with the addition of Recycling Center Discussion. 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. May Regular Meeting Minutes
2. June 11th Special Meeting Minutes
3. June Admin Committee Minutes
4. June Police Committee Minutes
5. June Public Works Committee Minutes
6. 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.

Chk #	Search Name	Amount	Chk #	Search Name	Amount
2957	INTERNAL REVENUE SERVICE	\$5,607.24	59353	DAKOTA FIRE EXTINGUISHER	\$611.34
2958	ND PUBLIC EMPLOYEES RETIRMENT	\$11,993.88	59354	ENVIRO EQUIP & SERVICES INC	\$779.35
2959	UNITED STATES POSTAL SERVICE	\$277.10	59355	FIRST STATE INSURANCE	\$1,648.00
2960	STARION BANK	\$5,094.45	59356	GRAND FORKS UTILITY BILLING	\$70.00
2961	AFLAC	\$481.44	59357	GUSTAFSON OIL	\$2,468.88
2962	CNH INDUSTRIAL ACCOUNTS	\$289.14	59358	HAAS TIRE	\$275.00
2963	INTERNAL REVENUE SERVICE	\$5,397.70	59359	HAWKINS INC	\$4,167.16
2964	INTERNAL REVENUE SERVICE	\$61.40	59360	HIGHWAY 281 GAS & GO LLC	\$14.62
2965	ND PUB. EMPLOYEE RET. DEF. COM	\$540.00	59361	HR COLLABORATIVE	\$50.00
2966	NDPHIT	\$20,676.38	59362	ITD	\$41.60
2967	NORTHERN PLAINS ELECTRIC	\$82.48	59363	LEEVERS FOODS	\$14.16
2968	OTTERTAIL POWER CO	\$557.41	59364	LEGACY COOPERATIVE	\$397.08
2969	OTTERTAIL POWER CO	\$6,962.36	59365	LIL PRAIRIE GREENHOUSE	\$1,254.65
2970	PAYMENT SERVICE NETWORK	\$215.30	59366	MALO ELECTRIC	\$541.39
2971	STARION BANK	\$15.00	59367	MEARS IMPLEMENT	\$299.90
2972	STARION BANK	\$185.17	59368	MIKKELSEN AGGREGATES OF ROLLA	\$37.50
2973	TURTLE MOUNTAIN COMMUNICATIONS	\$703.76	59369	MOUNT PLEASANT SCHOOL DISTRICT	\$10,000.00
2974	VERIZON BUSINESS	\$338.13	59370	MUNRO ACE HARDWARE	\$5,492.30
2975	VERIZON BUSINESS	\$276.84	59371	MUNRO MOTOR CO	\$152.25
2976	VERIZON CONNECT	\$63.80	59372	ND MUNICIPAL JUDGES ASSOC.	\$25.00
2977	VISA	\$299.93	59373	ONE CALL CONCEPTS	\$33.85
2978	WASTE MANAGEMENT	\$27,503.73	59374	ROLLA DRUG	\$5.41
59347	ACME TOOLS	\$3,341.97	59375	ROLLA PARK BOARD	\$450.00
59348	BANK OF NORTH DAKOTA	\$35,211.20	59376	TERRY P HUDSON	\$31,499.76
59349	CASEY CARLSON	\$700.00	59377	TUOMALA PLUMBING & HEATING	\$1,136.40
59350	CLIFF RUSH	\$5,100.00	59378	TURTLE MOUNTAIN STAR	\$400.84
59351	CORE & MAIN	\$239.24	59379	WESTSIDE CSTORE	\$1,357.79
59352	CORE & MAIN	\$7,203.39	59380	WILKIE, JOTANNA	\$100.00
				Total	\$202,742.70

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Committee Reports:

Administrative Committee: Deanna Counts reported on Admin meeting. Discussion on hiring Rachael Mickelson-Hendrickson as the City Attorney. Rachael Mickelson-Hendrickson submitted an interest letter for city attorney. Rachael requested \$1,350.00/month to be paid as a salary. ***Motion by Albert, seconded by Counts to hire Rachael Mickelson-Hendrickson as City Attorney at requested salary. All members voted "Aye".*** Discussion was held regarding advertising for a part-time deputy auditor/clerk of court at a rate of \$20.00/hour. ***After discussion, motion by Frydenlund, seconded by counts to advertise for part time Deputy Auditor/Clerk of Court at rate of \$20.00/hr. All members voted "Aye".*** Next, there was discussion about holding a special meeting in early July for going over the budget. The inert site hours were discussed. No changes are being made to hours. Residents and Non-Residents are encouraged to pay at City Hall ahead of time and show receipt on site. If no receipt is presented on site you must pay cash before being allowed to dump. Residents receiving a utility bill have the option to show proof of residency and be billed later.

Police Committee: Deanna Counts reported on Police Committee meeting. There were 177 Calls for service, and 27 Citations this month. Discussion on the purchasing a Ford F-150 and rotation of vehicles. ***After discussion, motion by Frydenlund, seconded by Albert to give Mayor Juntunen consent to approve purchase of police vehicle. All members voted "Aye". Motion carried unanimously.***

Public Works Committee: Kevin Juntunen reported on the meeting. Discussion on purchase of media for water plant. ***Motion by Booth, seconded by Frydenlund approve purchase of media from Filtronics, freight, and fees to install media. All members voted "Aye". Motion carried unanimously.*** Discussion on grants, future media replacement, and other possible options at the water treatment plant.

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

New Business

1. **2nd Reading – Ordinance 455-Amendment** – Edit section 1.16 Hours and Time of Sale – Penalty, change 11 a.m. to 8 a.m. ***Motion by Counts, seconded by Albert to approve the 2nd Reading of Ordinance 455 – Amendment with time change. All members voted "AYE". Motion carried unanimously.***
2. **Liquor License Applications:** Applications for Liquor License were received and reviewed from Legendary LLC, Viking Inn, Rascal's Bottle Shop, Bilmar Motel, and American Legion Post 235. ***Motion by Albert, seconded by Counts to approve applications as received for Liquor License for the upcoming year for Legendary LLC, Rascal's Bottle Shop, Viking Inn, Bilmar Motel, & American Legion Post 235 with conditions that 2024 taxes are paid and surety bonds are valid through June 30, 2026. All members voted "AYE". Motion carried unanimously.*** Discussion on Liquor License

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Transfer request by the American Legion Post 235. ***Motion by Frydenlund, seconded by Albert to approve request by American Legion Post 235 to transfer liquor license on the dates of July 3, 2025 & July 17, 2025 to the Gap Park on Main Street. All members voted “Aye”. Motion carried unanimously.***

3. Auditor Bond Resolution: ***Motion by Albert, 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 18, 2025 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.

- 4. City Sales Tax Committee Letter** – Letter from City Sales Tax Committee stating the City Sales Tax Committee meeting held on June 12, 2025 approved the City of Rolla’s application for \$14,000.00 for Rolla Community Center improvements. ***Motion by Frydenlund, seconded by Counts to approve the City Sales Tax Commitment. All members voted “Aye”. Motion carried unanimously.***
- 5. City Attorney – Letter from Rachel Mickelson-Hendrickson**, motion made during Administrative Committee Report.
- 6. Recycling Center Discussion** – Due to abuse the council decided to close the Recycling Center until further notice. They will discuss again at the next special meeting to be scheduled soon for early July.

On motion by Counts and unanimously approved, the meeting adjourned at 7:21 PM.

Kevin Juntunen, Mayor

Tara McDougall, City Auditor