

ROLLA CITY COUNCIL
UNOFFICIAL MEETING MINUTES
WEDNESDAY, DECEMBER 18, 2024 at 5:30 P.M.

Mayor Kevin Juntunen called the meeting to order on December 18, 2024 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, and Cliff Rush, Public Works Director.

Members present joined in the Pledge of Allegiance.

Mayors Minute:

Tonight, I'd like to begin our meeting by reflecting on the past year and acknowledging the hard work and progress I am grateful to have been a part of this year in Rolla.

Progress has come in many shapes and forms. First, thanks to a combined effort of the auditor's office and public works department, we have seen a huge and much needed improvement to city hall. It not only looks great, but I have had many compliments from citizens regarding this upgrade. We have made considerable progress with our financial audits, nearly bringing us into compliance. Thank you to Val and Tara and your department for all that you do to make sure the City Hall is open and available to our citizens and the support you provide the other departments and council as well.

Progress has been made with the Rolla Police Department. It is my current consensus that citizens and business owners feel safer in town today due to the proactive work of the Rolla Police Department. Much progress has been made with installing new citywide security cameras, new police cruisers, upgraded tasers and protective equipment and warm weather gear to keep our officers warm as they protect us in the winter elements. Thank you to Chief Fenner and Sargent Kom and your officers for your hard work and sacrifices you make to keep our city and citizens safe.

Progress has been significant with the public works department this year as they pulled off an experimental infrastructure project with the grace and professionalism unknown to previous public works departments. This experiment opens the door to many more possibilities as we look to the coming year for additional upgrades to our city infrastructure. Additional progress comes in the form of a city landfill, and progress towards water treatment fixes to assure long-term, safe, and affordable water for the City of Rolla. Thank you, Cliff and the rest of the guys, on the public works department. I know you have put in some long hours over the summer and your hard work did not go unnoticed.

Progress with our Municipal Court has been immeasurable with the skills and knowledge of our municipal judge and prosecuting attorney. Our court is no longer a financial burden of misjudgments but a well-run institution to enforce the laws and ordinances of the city. Thank you, Judge Albert and Prosecuting Attorney Mickelson-Hendrickson, for all the work you have done transforming our municipal court.

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I'd like to thank the council members who have given their time to the City of Rolla and helped to make decisions with a forward thought process that will help Rolla evolve, not just for today, but well into the future. My goal when I became Mayor was to work to make Rolla a more livable community with all that we do. I believe we have made progress with this goal this year thanks to the hard work and dedication of the employees of the city of Rolla. For all of you, and for any that I did not mention, I am forever grateful to be a part of our city government at this time of mass progress and improvement.

I would like to wish you all, and all the citizens of Rolla and the surrounding community a blessed Merry Christmas and a happy and safe New Year. May we continue to bring great, and much needed change to the City of Rolla in 2025.

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

Consent Agenda:

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

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

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

Chk #	Vendor	Amount	Chk #	Vendor	Amount
2808	INTERNAL REVENUE SERVICE	\$5,043.41	59176	CLIFF RUSH	\$400.00
2809	ND PUBLIC EMPLOYEES RETIRMENT	\$11,057.23	59177	CORE & MAIN	\$1,513.70
2810	USDA RD	\$44,341.55	59178	FIRST STATE INSURANCE	\$496.00
2811	STARION BANK	\$5,574.96	59179	GUSTAFSON OIL	\$3,830.13
2812	AFLAC	\$481.44	59180	HAWKINS INC	\$1,973.11
2813	CENEX FLEET CARD	\$617.18	59181	HIGHWAY 281 GAS & GO LLC	\$1,043.67
2814	CNH CAPITAL AMERICA LLC	\$286.08	59182	ITD	\$41.60
2815	INTERNAL REVENUE SERVICE	\$5,910.60	59183	LEEVERS FOODS	\$18.64
2816	ND PUB. EMPLOYEE RET. DEF. COM	\$565.00	59184	LEGACY COOPERATIVE	\$25.00
2817	NDPHIT	\$20,899.18	59185	MALO ELECTRIC	\$1,462.00

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2818	NORTHERN PLAINS ELECTRIC COOP	\$34.61	59186	MARC	\$575.90
2819	OTTERTAIL POWER CO	\$5,792.51	59187	MEARS AUTO PARTS	\$199.88
2820	OTTERTAIL POWER CO	\$688.57	59188	MICKELSON HENDRICKSON	\$300.00
2821	PAYMENT SERVICE NETWORK	\$286.90	59189	MUNRO ACE HARDWARE	\$309.47
2822	STARION BANK	\$200.17	59190	ND LEAGUE OF CITIES	\$80.00
2823	TURTLE MOUNTAIN COMMUNICATIONS	\$628.82	59191	OFFICE OF STATE AUDITOR	\$14,535.98
2824	UNITED STATES POSTAL SERVICE	\$280.14	59192	ONE CALL CONCEPTS	\$11.55
2825	VERIZON BUSINESS	\$276.81	59193	POWERPLAN	\$583.51
2826	VERIZON BUSINESS	\$216.30	59194	ROLETTE COUNTY SHERIFF OFFICE	\$255.00
2827	VERIZON CONNECT	\$63.80	59195	SVETLANA LEER	\$1,000.00
2828	VISA	\$1,266.29	59196	Terry P Hudson	\$1,680.00
2829	WASTE MANAGEMENT	\$20,548.67	59197	TUOMALA PLUMBING & HEATING	\$226.10
59172	DACOTAH BANK	\$835.75	59198	TURTLE MOUNTAIN COMMUNICATIONS	\$3,523.05
59173	BANK OF ND	\$3,455.65	59199	TURTLE MOUNTAIN STAR	\$69.00
59174	ALLERY, PATTY	\$500.00	59200	UNIFORM CENTER	\$1,831.92
59175	CITY OF ROLLA	\$180.80		TOTAL	\$166,017.63

Committee Reports:

Administrative Committee: Deanna Counts reviewed minutes from meeting. Nuisance updates were provided. Quit Claim deed was given to city on 109 2nd Ave SE, from Joel Guderjohn, TBG Properties. *Motion by Frydenlund, seconded by Counts to accept the Quit Claim Deed, and cancel the special assessments on the parcel and pay the taxes, before recording the deed and have house removed with Public Works assisting in the removal. All members voted Aye. Motion carried unanimously.*

The Admin Committee also reviewed employee evaluations and salaries. The Council discussed salary adjustments for employees. *After discussion, motion to approve salary increase for library staff of \$15/hour for Dianna Lange, \$12/hour for Christina Hunt and \$10/hour for Shayla Yoder effective January 1, 2025. All members voted Aye. Motion carried unanimously. Motion by Frydenlund, seconded by Albert to approve 5% salary increase effective January 1, 2025 for Cliff Rush, Brad Ruppelius, Rich Patton, Sarah Fenner, Wes Kom, Duane Charette, Seth Smith, Tara McDougall and Ginger Gailfus. All members voted Aye. Motion carried unanimously.*

The Admin Committee also reviewed end of year fund to fund transfers, and authorized Auditor McCloud to proceed with fund to fund transfers.

Police Committee: Deanna Counts reported on Police Committee meeting. There were 144 Calls for service, and 14 Citations this month. Continuing to work with Russ Lund on cameras. Will get the City Hall office ready for office space by updating computer and securing evidence locker, and then quit Rolette County rental space.

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Public Works Committee: Kevin Juntunen reported on the meeting. Tower mixer costs associated were sent to Cleanwater1, who supplied the mixer and they are agreeing to pay \$10,460, which leaves \$9360 unpaid, and Val has submitted to a claim to insurance. Wade Senger, Interstate Engineering reviewed report of assessment of the water treatment plant, which includes a new air stripper and acetone filter to be installed to the current system at a cost of \$2,863,000. Will explore all available options prior to making final decision regarding this. Recycling Plant is cleaned up and roll off dumpsters removed, and new inert site is now available by appointment. Quote for Snowgate for the blade was reviewed, to remove snow piles at the end of residential driveways. \$7,000 estimate from RDO Equipment was reviewed. Motion by Frydenlund, seconded by Counts to approve purchase of snowgate from RDO Equipment, at a cost of approximately \$7,000 installed. On roll call vote, members Frydenlund, Counts, Booth, and Juntunen voted "AYE". Members Fritz, Albert and Hodgers voted "NAY". Motion carried.

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

New Business:

1. **2nd Reading Franchise Ordinance – Midcontinent Communications and Turtle Mountain Communications:** *Motion by Counts, seconded by Albert to approve 2nd Reading of revised ordinances for Midcontinent Communications and Turtle Mountain Communications for Franchise agreement to construct, operate, and main communications services within the boundaries of Rolla and approve the adoption. All members voted Aye. Motion carried unanimously.*
2. **Lead and Cooper Line Replacement Updates:** Auditor McCloud reviewed requirements of Lead and Cooper Rule Improvements and timeline for identifying lead water and galvanized water service lines and replacement of such. A quote for a 2023 Vermeer LP573SDT, Vactron from RDO Equipment was reviewed for a cost of \$85,460, which would assist public works in identifying service lines at the curb stops without damaging yards with larger equipment. This equipment would also be helpful with doing projects and repairing water lines. Financing was reviewed with RDO Equipment, and also State SRF Funding. *Motion by Frydenlund, seconded by Albert to approve purchase of 2023 Vermeer LP573SDT, with Auditor McCloud to determine the most beneficial finance options with ND SRF Funds or RDO Equipment Lease. All members voted Aye. Motion carried unanimously.*
3. **Drain Cleanout east and south of Rolla – Rolette County Water Board bill:** Bill for drain cleanout was reviewed to clean drains east and south of Rolla, to help assist with water drainage on city streets. Rolette County Water Board contracted with Hudson to clean drains, with a cost of \$18,080. *Motion by Albert, seconded by Booth to pay 50% of the Bill for cleanout of drains east and south of Rolla. All members voted Aye. Motion carried unanimously.*

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On motion and unanimously approved, the meeting adjourned at 6:53 PM.

Kevin Juntunen, Mayor

Valerie McCloud, City Auditor