ROLLA CITY COUNCIL
OFFICIAL MEETING MINUTES
WEDNESDAY, JUNE 17, 2026 at 5:30 P.M.

Mayor Kevin Juntunen called the meeting to order on June 17, 2026 at 5:30 p.m. Members present: Mayor Kevin Juntunen, Councilpersons: Alex Albert, Clarence Booth, Paul Frydenlund, and Damond Schemmel. Member Deanna Counts present by Zoom. Member William Fritz absent. Others in attendance: David Berginski, Cliff Rush, Public Works Director, Sarah Fenner, Chief of Police, Tara McDougall, City Auditor, Rachael Mickelson-Hendrickson, City Attorney, Rebekah Bryant, JDA Director, and Valerie McCloud, City Manager.

Members present joined in the Pledge of Allegiance.

Mayor's Minute:
Good evening, members of the council and guests.

First, please join me in congratulating Clarence Booth, Damond Schemmel, and David Berginski on being elected to the City Council. Welcome to new elect, David, who will be taking his seat next month — I look forward to your service and know there is much important work ahead to bring you up to speed on. I am certain you will do great in this new position.

The City Administration is currently reviewing write-in votes for the three open Park Board positions; that process is underway and those seats will be filled soon.

We are also nearing completion of planning for this year's Ragtop Festival. We will continue many of the activities we have enjoyed over the past years as well as many events that will be new to the Ragtop Festival. I encourage everyone to come out, enjoy the celebration, and support our local vendors and performers. For more information regarding the Ragtop Festival, please visit the Rolla Chamber of Commerce or City of Rolla Facebook pages.

Finally, I want to recognize Alex Albert, who is attending his last council meeting after deciding to retire from his position on the city council. Alex, your dedication and service to Rolla have been greatly appreciated. Thank you for your time, effort, and continued commitment to our community.

Thank you, and I look forward to our continued work together, just on a lesser role.

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

Consent Agenda:
Motion by Frydenlund, seconded by Schemmel, to approve the Consent Agenda. On roll call vote, all members voted "aye". Motion carried unanimously.

1. May Regular Meeting Minutes
2. May 20th Board of Equalization Meeting Minutes
3. June 8th Special Meeting Minutes
4. June Admin Committee Minutes
5. June Police Committee Minutes
6. June Public Works Committee Minutes
7. Financial Report

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

Chk #	Vendor	Amount	Chk #	Vendor	Amount
3252	INTERNAL REVENUE SERVICE	$7,254.53	60780	GRAND FORKS UTILITY BILLING	$122.00
3253	ND PUBLIC EMPLOYEES RETIRMENT	$12,022.04	60781	GUSTAFSON OIL	$6,251.53
3254	AFLAC	$624.72	60782	H H COATINGS INC	$1,625.00
3255	INTERNAL REVENUE SERVICE	$8,596.76	60783	HAAS TIRE	$270.00
3256	ND PUB. EMPLOYEE RET. DEF. COM	$340.00	60784	HAWKINS INC	$9,143.74
3257	NDPHIT	$22,386.12	60785	INTERSTATE BILLING SERVICE	$544.89
3258	NORTHERN PLAINS ELECTRIC	$89.54	60786	INTERSTATE ENGINEERING	$1,900.00
3259	OTTERTAIL POWER CO	$7,144.69	60787	ITD	$44.85
3260	OTTERTAIL POWER CO	$585.60	60788	LEEVERS FOODS	$23.26
3261	PAYMENT SERVICE NETWORK	$218.05	60789	LEGACY COOPERATIVE	$1,313.37
3262	STARION BANK	$15.00	60790	Little Prairie Greenhouse	$1,811.51
3263	TURTLE MOUNTAIN COMMUNICATIONS	$782.00	60791	MARC	$5,693.37
3264	VERIZON BUSINESS	$268.24	60792	MEARS AUTO PARTS	$270.86
3265	VERIZON CONNECT	$63.80	60793	MEARS IMPLEMENT	$539.85
3266	VISA	$1,183.25	60794	MINNESOTA VALLEY TESTING LABS	$60.00
3267	VISA	$305.81	60795	MUNRO ACE HARDWARE	$2,093.86
3268	WASTE MANAGEMENT	$28,770.46	60796	MUNRO MOTOR CO	$283.65
3269	STARION BANK	$5,564.78	60797	POITRA, MICHAELA	$433.33
3270	UNITED STATES POSTAL SERVICE	$295.31	60798	TUOMALA PLUMBING & HEATING	$1,771.76
60774	ACME TOOLS	$285.41	60799	TURTLE MOUNTAIN COMMUNICATIONS	$3,057.77
60775	BANK OF NORTH DAKOTA	$21,210.23	60800	TURTLE MOUNTAIN STAR	$594.78
60776	CORE & MAIN	$34,379.50	60801	UNIFORM CENTER	$76.99
60777	DAKOTA FIRE EXTINGUISHER	$495.60	60802	Ward County Sheriff's Office	$60.14
60778	DEPT OF ENVIORMENTAL QUAILITY	$276.06	60803	CLIFF RUSH	$11,637.00
60779	FURNITURE CONNECTION	$819.00	60804	TERRY P HUDSON	$53,673.55
				TOTAL $257,273.56	

Public Comment Period:

No one appeared to make public comment.

Committee Reports:

Administrative Committee: Mayor Juntunen reviewed minutes from meeting. Rebekah Bryant appeared to request hiring Hardy Impact Consulting for a 12 month strategic planning process that would cost $5,500.00 from Rolla Job Development Authority and $9,900.00 from the City of Rolla.

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Motion by Frydenlund, seconded by Albert to approve the hiring of Hardy Impact Consulting for 12 month strategic planning process for a fee of $9,900.00. On roll call vote, all members voted "Aye". Motion carried unanimously. The Auto-Read software, which is used to read water meters, will no longer have any software support. Core & Main is replacing Auto-Read with Flex-Read. Core & Main will cover the setup fee of $10,000.00 if we switch to Flex-Read before January 1, 2027. Flex-Read has an annual fee of $4,000.0. A quote for a Base Station System was also provided by Core & Main that would allow us to read meters from the office without having to send someone to drive around town gathering the readings. A Base Station System has an annual fee of $6,675.00 and a one time fee of $48,488.58. ***Motion by Booth, seconded by Frydenlund to approve the purchase of the Flex-Read Program and the Base Station System. On roll call vote, all members voted "Aye". Motion carried unanimously.*** Larry Leonard supplied two proposals. The first was for a mop sink to be installed in the Rolla Community Center garage for $2,850.00. The state health inspector informed Larry they need to have a mop sink in place by October of 2026. The second proposal was for a circulating pump to be installed to help get hot water to the kitchen faster. ***Motion by Albert, seconded by Booth to approve the proposal of $2,850.00 for a mop sink to be installed at the Rolla Community Center. On roll call vote, all members voted "Aye". Motion carried unanimously.*** A new fridge was purchased for the Eller Room at City Hall. The old fridge was donated to the Rolla Pool.

Police Committee: Mayor Juntunen reported on Police Committee meeting. There were 124 Calls for service, and 26 Citations for May. The white Chevrolet Silverado is repaired and working properly. Information provided on an open records request. No action take at this time.

Public Works Committee: Mayor Juntunen reported on the public works committee meeting. Frydenlund reported on grant/loan options for the water treatment plant repairs and water main replacement. Public works crew is finished with the water main replacement on 5th Street. The crew is working to fill and compact to prepare for paving. Discussion on vacating Front Street due to drainage issues. Rachael will work on getting a petition ready. Discussed milling material uses.

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

New Business:

1. **JDA-USDA Rural Business Development Grant –** Rebekah Bryant appeared to discuss applying for USDA Rural Development Rural Business Development Grant. ***Motion by Albert, Seconded by Schemmel to apply for the USDA Rural Development's Rural Business Development Grant for the project of establishing a Revolving Loan Fund with signing authority to Rebekah Bryant as Economic Development Director for the grant application. On Roll call vote, all members voted "Aye". Motion carried unanimously.***
2. **Liquor License Applications:** Applications for Liquor License were received and reviewed from North 40, Mulligans On Main, Viking Bar LLC, Rascal's Bottle Shop, & American Legion Post 235. ***Motion by Albert, seconded by Frydenlund to approve applications as received for Liquor License for the upcoming year for North 40, Mulligans On Main, Rascal's Bottle Shop, Viking Bar LLC, & American Legion Post 235 with conditions that 2025 taxes are paid and surety bonds are valid through June 30,***

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2027. On Roll call vote, members Schemmel, Counts, Albert, and Frydenlund voted "Aye". Member Booth abstained from voting. Motion carried.

3. **Resolution Setting Auditor Bond Limit –** ***Motion by Frydenlund, seconded by Schemmel 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 17, 2026 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. **First Reading – Ordinance 506 Chapter 3.08 Sales and Use Tax Ordinance:** The board reviewed Ordinance 506. The ordinance would remove the current sunset clause. ***Motion by Albert, seconded by Frydenlund to approve First Reading of Ordinance 506 Chapter 3.08 Sales & Use Tax Ordinance. On roll call vote, all members voted "Aye". Motion carried unanimously.***

On motion and unanimously approved, the meeting adjourned at 6:57 PM.

ATTEST:

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Deanna Counts, President Tara McDougall, City Auditor

ROLLA NORTH DAKOTA