

ROLLA CITY COUNCIL
MEETING MINUTES
MONDAY, APRIL 16, 2025 at 5:30 P.M.

Mayor Kevin Juntunen called the meeting to order on April 16, 2025 at 5:30 p.m. Members present: Mayor Kevin Juntunen, Councilpersons: Alex Albert, Clarence Booth, Deanna Counts, Willie Fritz and Paul Frydenlund present. Member Rebecca Hodgers absent. Others in attendance: Malique Trumbo, Danielle Mickelson, JDA Director, Dawn Fitzgerald, JDA President, Sarah Fenner, Chief of Police, and Cliff Rush, Public Works Director.

Members present joined in the Pledge of Allegiance.

Mayors Minute:

Last week, we celebrated City Government Week by spending some time at the school interacting with many of the students. City Government Week was meant to be a time for city leaders and staff to enhance public awareness of the role local government plays in the lives of citizens. What I experienced was some highly intelligent young people that care deeply for our community and had some great ideas of how to make Rolla a safer, more livable community.

First, I'd like to thank all the students who submitted essays for the "If I were mayor for a day" contest and recognize one more time the winners, Freddy Decoteau from the 3rd grade class and Braydon Wallette from the 7th grade.

Next, the 7th grade class provided a presentation on the need for radar reduced speed signs in town. I was very impressed with this presentation, including the thought and research put into the topic, as well as the relevance to making Rolla a safer community. We will be further discussing this topic in tonight's meeting with my hope that we can make this student presentation a reality real soon.

Lastly, the 7th hour Ag class presented the need for an outdoor sports complex. Again, this was a well put together presentation with much thought and research done. I agree that we need to be better as a community to provide places for healthy leisure activities for our youth and adults alike. I believe that a sports complex has many benefits to our community, ranging from places to have fun, promoting wellness and health, and driving commerce as families look at communities to bring new businesses to. I plan to pitch this idea in with other city organizations and entities as we discuss options for community centers, meeting places, and community leisure activities.

Thank you to the students who participated in city government week and to the Rolla School for hosting our city council meeting last week.

Motion by Frydenlund, seconded by Fritz, to approve the agenda with the addition of Legion Raffle, Brad Disrud Water Hookup Request, Dynamic Speed Signs – Proposal, Board of Equalization recessed to April 22nd, Nuisance Ordinance, and Landfill hours and fees under New Business. All members voted "AYE". Motion carried unanimously.

Consent Agenda:

ROLLA CITY COUNCIL
MEETING MINUTES
MONDAY, APRIL 16, 2025 at 5:30 P.M.

Motion by Albert, seconded by Counts, to approve the Consent Agenda. All members voted “aye”. Motion carried unanimously.

1. March Regular Meeting Minutes
2. April Admin Committee Minutes
3. April Police Committee Minutes
4. April 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.

Vendor	Amount	Vendor	Amount
INTERNAL REVENUE SERVICE	\$2,299.27	WASTE MANAGEMENT	\$20,828.31
INTERNAL REVENUE SERVICE	\$5,282.78	24/7 SEPTIC SERVICE	\$1,300.00
ND PUB. EMPLOYEE RET. DEF. COM	\$565.00	A-1 EVANS SEPTIC TANK SERVICE	\$1,112.50
ND PUBLIC EMPLOYEES RETIRMENT	\$8,079.35	ALBERT, REBECCA	\$240.00
UNITED STATES POSTAL SERVICE	\$277.97	BANYON DATA SYSTEMS	\$364.00
WEBSTAIRANT STORE	\$3,560.48	FIRST STATE INSURANCE	\$52.00
STARION BANK	\$3,676.87	FRYDENLUND, PAUL	\$380.00
AFLAC	\$481.44	GRAND FORKS UTILITY BILLING	\$70.00
CNH INDUSTRIAL ACCOUNTS	\$136.13	GUSTAFSON OIL	\$1,367.57
INTERNAL REVENUE SERVICE	\$4,799.02	HAWKINS INC	\$10.00
INTERNAL REVENUE SERVICE	\$5,259.94	HUNT, CHRISTINA	\$460.00
ND PUB. EMPLOYEE RET. DEF. COM	\$565.00	INTERSTATE BILLING SERVICE	\$222.41
ND PUB. EMPLOYEE RET. DEF. COM	\$565.00	ITD	\$51.75
ND PUBLIC EMPLOYEES RETIRMENT	\$8,055.02	LEGACY COOPERATIVE	\$2,077.25
ND STATE TREASURER	\$239.12	MEARS AUTO PARTS	\$103.79
NDPHIT	\$20,676.38	MICKELSON HENDRICKSON	\$450.00
NORTHERN PLAINS ELECTRIC	\$82.38	MICROLAP TECHNOLOGIES	\$48.37
OTTERTAIL POWER CO	\$6,664.07	MUNRO ACE HARDWARE	\$126.64
OTTERTAIL POWER CO	\$937.03	NEWMAN SIGNS	\$2,021.68
PAYMENT SERVICE NETWORK	\$205.90	OTTER TAIL POWER COMPANY	\$1,083.43
STARION BANK	\$15.00	POWERPLAN	\$464.07
STARION BANK	\$185.17	RADISSON HOTEL BISMARCK	\$205.00
TURTLE MOUNTAIN COMMUNICATIONS	\$801.31	ROLETTE COUNTY SHERIFF OFFICE	\$680.00
VERIZON BUSINESS	\$423.00	SMP HEALTH - ST KATERI	\$50.00
VERIZON BUSINESS	\$276.84	SVETLANA LEER	\$500.00
VERIZON CONNECT	\$63.80	TUOMALA PLUMBING & HEATING	\$130.02
VISA	\$80.00	TURTLE MOUNTAIN STAR	\$613.28
VISA	\$3,154.01	TOTAL	\$112,419.35

Committee Reports:

ROLLA CITY COUNCIL
MEETING MINUTES
MONDAY, APRIL 16, 2025 at 5:30 P.M.

Administrative Committee: Deanna Counts reported on Admin meeting. Rachel Mickelson-Hendrickson met with the committee regarding Streets and Sidewalks, Public Utilities, and Public Nuisance ordinance updates. Property acquired by the city, N 80' Lot 12, Block 14, OTS was to be removed by Public Works due to nuisance violation. There is a request for purchase and renovate from Clarence Booth. *After discussion, motion by Booth, seconded by Albert to request bids for sale of N 80', Lot 12, Block 14, OTS, with buyer to provide a bond in the amount of \$5,000, with requirement that purchaser has 90 days to remove debris from the property, and replace roof and siding. All members voted "Aye". Motion carried unanimously.* The committee had also discussed Rolla Community Center flooring replacement on the Nutrition United side. Flooring has been purchased with grant funds, to replace flooring in the kitchen, bathrooms and carpeted area in the Senior meeting room area. The committee has quotes to install flooring in the kitchen and bathrooms, and also one that includes the carpeted area of the Senior Room. Member Booth requested that the city look at finding funds to replace all of the flooring on the Nutrition United, with the exception of the small meeting room and offices. After discussion will get estimates to complete the remainder of the flooring. *Motion by Albert, seconded by Frydenlund to go proceed with quote from Jared Weiner to install flooring in the Kitchen, bathrooms and carpeted area of the Senior Room, for \$3,510. All members voted "Aye". Motion carried unanimously.* Utility rates for the city were discussed. Rate increase for garbage service are needed, with the new contract with Waste Management beginning May 1st and Water Rate analysis was completed by ND Rural Water systems was reviewed, indicating a need for increase in water rates, along with \$1/month increase to Water Improvements and Sewer Infrastructure to go towards Debt on projects. *Motion by Albert, seconded by Counts to increase utility billing fees as follows:*

UB MONTHLY RATE SCHEDULE: May 1, 2025

WATER:

MINIMUM – 2000 GALLONS: \$30.00
\$.007 PER GALLON OVER MINIMUM

WATER IMPROVEMENT: \$20.00

SEWER: \$15.00

SEWER INFRASTRUCTURE:

RESIDENTIAL: \$19.00
BUSINESS: \$11.00, \$21.00, \$31.00, \$41.00

GARBAGE:

RESIDENTIAL TOTE: \$23.50
RESIDENTIAL EXTRA TOTE: \$9.00
RESIDENTIAL 2 EXTRA TOTES: \$18.00
COMMERCIAL TOTE: \$25.00
RECYCLE CENTER: \$1.00
MULTI-FAMILY: \$23.50 X NUMBER OF UNITS

ROLLA CITY COUNCIL
MEETING MINUTES
MONDAY, APRIL 16, 2025 at 5:30 P.M.

COMMERCIAL DUMPSTERS:

	Every Other Week	1x/week	2x/week
2 YARD –	\$50	\$91	\$175
3 YARD –	\$61	\$115	\$216
4 YARD –	\$75	\$135	\$260
6 YARD –	\$95	\$176	\$340
8 YARD –	\$120	\$220	\$425

STREETLIGHTS

RESIDENTIAL: \$7.00

COMMERCIAL: \$8.00

MISCELLANEOUS PROJECTS: \$6.00 +

Residential	Flat rate	\$6.00
Commercial	based on water usage up to 2,000/mo	\$12.00
Commercial	2,001-7,700 gallons/mo	\$22.00
Commercial	7,701-17,7000 gallons/mo	\$32.00
Commercial	17,701 and over gallons/mo	\$42.00

All members voted “Aye”. Motion carried unanimously.

Police Committee: Deanna Counts reported on Police Committee meeting. There were 160 Calls for service, and 20 Citations this month. Quote for vehicle replacement was reviewed, but still looking at more quotes and availability.

Public Works Committee: Paul Frydenlund reported on the meeting. Cliff is looking to hire another Part-time worker for the summer, between Cemetery mowing, Landfill, etc. Waiting on legislature for approval for building transfer. ***Motion by Booth, seconded by Counts to move ahead with groundwork and concrete for the new shop, at Cliff’s discretion when time allows. All members voted “Aye”. Motion carried unanimously.***

Paul Frydenlund, informed the Council that the library raised \$4,000 on the Murder Mystery Fundraiser.

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

Old Business

- 1. Legendary Dart Bar: Youth Dart League** – Malique Trumbo, met with the Council again in regards to request for Youth Dart League, at the Legendary Dart Bar location. Mayor Juntunen reported that the City Attorney, said that if there was no alcohol being served, it would be legal to use the bard as an event space. Malique informed the council that he would like to allow the Youth Dart League on Sunday’s, and no alcohol would be allowed during this time. The Council discussed pros and cons to allowing this. After further

ROLLA CITY COUNCIL
MEETING MINUTES
MONDAY, APRIL 16, 2025 at 5:30 P.M.

discussion, motion by Frydenlund, seconded by Fritz, to allow the Youth Dart League for the Legendary Dart Bar, as long as no alcohol was being served during that time. On roll call vote, member Frydenlund, Fritz, and Booth voted “AYE”. Member Albert and Counts voted “NAY”. Motion carried.

New Business:

1. **JDA Report-** Danielle Mickelson, JDA Director and Dawn Fitzgerald appeared before the council to report on JDA Activities. Coast to Coast building is undergoing renovations, such as replacement of roof, heating and they have several potential buyers for the property once renovated. Bluegoose Smokehouse and Coal Mine Coffee House are nearing completion of renovations and should be opening in the near future. Collaboration Corner, which is the old Revere Estate Building, will provide office space for Rolla Development Corp, JDA, and Revitalize Rolla. A new website for Rolla JDA is in place. Current board members were in need of appointment by the City Council. *Motion by Albert, seconded by Counts to appoint Brad Nash, Bethany McCloud, and Paul Munro to 3-year terms ending December 31, 2025; Kevin Juntunen, Joshua Munro and Barbara Mothershead for 3-year terms ending December 31, 2026; and Nathan Neameyer, Luke Weston and Dawn Fitzgerald to 3-year terms ending December 31, 2027. All members voted “AYE”. Motion carried unanimously.*
2. **Bid Opening for Public Works Equipment:** Bids were reviewed for New Holland mowers, 2006 John Deere 1600 Turbo Batwing mower, Polaris 325 4-wheeler, and Woods Brushhog rotary cutter. *Motion by Frydenlund, seconded by Booth to accept the high bids as follows: Darren Welander - \$1400 for the 2010 and 2011 New Holland G5035 Mowers, Blake Gottbreht - \$3500 for 2006 JD Turbo Batwing Mower, Cliff Rush - \$200 for Polaris 325 4-wheeler and Stephan Loran - \$100 for Woods brushhog 3-point hitch rotary cutter. All members voted “AYE”. Motion carried unanimously.*
3. **Petition for Vacation of Street between Munro’s 1st and Munro’s 2nd Subdivision:** Petition submitted by Tyler Bergsrud and Blaine Moberg for Vacation of street between Lot 1, Block 4 of Munro’s 1st Subdivision and Lot 1, Block 6, Munro’s 2nd Subdivision, the street being 60’ wide and 130’ long, all within the city limits of Rolla. *Motion by Frydenlund, seconded by Albert to proceed with publication of petition to vacate the above-described street for 4 weeks, with Public Hearing to be held on May 21st at 5:30 PM. All members voted “AYE”. Motion carried unanimously.*
4. **Revised Ordinance – Resolutions:** City Council reviewed the below resolutions to coincide with the revision of the City Ordinances. *Motion by Fritz, seconded by Frydenlund that the following resolutions be approved:*

TITLE 2 – Administration and Personnel -Resolution for Date of City Council Meeting

The City Council resolves to hold its regular monthly meeting monthly on the third Wednesday of each month at 5:30 PM, at the Council Room, City Hall.

**ROLLA CITY COUNCIL
MEETING MINUTES
MONDAY, APRIL 16, 2025 at 5:30 P.M.**

TITLE 2 – Administration and Personnel - Resolution for Council Committees

The City Council resolves to establish the Council Committees, which shall include but are not limited to the following:

Public Works, which includes Street, Sewer, Water and Garbage

Police

Administrative, which includes Employee Relations, Budget & Buildings

Cemetery

TITLE 6 – Animals -Fee for license and replacement animal tag cost

The City Council resolves to establish a rate of \$15 for 3-year License and tag cost for animals and a replacement cost for lost tag of \$5.00

TITLE 8 – Intoxicating Liquor - Resolution for Fees of Alcohol License

The City Council resolves to set forth the Fees for each class of Liquor License:

- | | |
|--|---------|
| 1. On and Off Sale Beer and Liquor License | \$1,250 |
| 2. Off Sale Beer & Liquor License | \$ 500 |
| 3. On Sale Beer and Wine License | \$ 250 |
| 4. Club License | \$ 250 |

TITLE 14 – Public Utilities - Resolution for Hook on Charge – outside city limits -(Commercial & Residential)

The City Council resolves to establish a Hook on charge for service outside of City limits, which shall be subject to application for water and sewer service and shall be subject to approval by the City Council:

Residential Water	\$250.00
Residential Sewer	\$250.00
Commercial or business Water	\$500 minimum
Commercial or business Sewer	\$500 minimum

TITLE 14 – Public Utilities - Resolution appointing Public Works Director as Water & Sewer Utility and Street Superintendent

The City Council resolves to appoint the Public Works Director as the Water and Sewer Utility Superintendent and Street Superintendent.

TITLE 19 – Zoning - Resolution for Planning Commission – add 6th Person to Commission

The City Council resolves to add a 6th member to the 5-member Planning Commission, to be a person residing outside of the corporate limits of the city, but within the territorial limits of the subdivision authority, as is exercised by the city, if such person is available and willing to serve on the planning commission. Such person shall be appointed by the Rolette County Board of Commissioners.

NOW, THEREFORE, be it resolved by the City Council of the City of Rolla, North Dakota, has found to be in the best interest of city operations.

All members voted “Aye”. Motion carried unanimously.

The Council also discussed possible resolution to reduce the size of the City Council members from 6 members to 4 members, plus a mayor all elected at large. Member Albert advocated for the change, which would provide cost savings for the city and also provide

ROLLA CITY COUNCIL
MEETING MINUTES
MONDAY, APRIL 16, 2025 at 5:30 P.M.

more efficiencies in the council, with a reduced # of members. Member Albert also requested that the City Council look at adding the position of City Manager, which is essentially what current Auditor McCloud is providing for the city at this time. Draft Job Description was reviewed for the position. *After much discussion, motion by Frydenlund, seconded by Fritz, to table action on City Manager position to do more research, and gather more information for the next meeting. All members voted "Aye". Motion carried unanimously. Motion by Albert, seconded by Frydenlund to move forward with resolution to decrease the City Council size from 6 to 4 members, plus Mayor all elected at large, and hold a Special Election this summer with this measure, and have City Attorney assist in drafting resolution and ballot measure. All members voted "Aye". Motion carried unanimously.*

5. **Legion Raffle:** Raffle permit application from Rolla American Legion Auxiliary was reviewed. *Motion by Albert, seconded by Fritz to approve Raffle permit for Roll American Legion Auxiliary. All members voted "Aye". Motion carried unanimously.*
6. **Brad Disrud – Application for Water Hookup outside city limits:** –The council reviewed application received from Brad Disrud for hookup to City water service for N1/2NE1/4NW1/4 & N1/2SE1/4NW1/4 less out lot B, which is outside city limits of Rolla. *Motion by Frydenlund, seconded by Fritz to approve request for hookup up to city water for Brad Disrud for a fee of \$500 for residence and shop at N1/2NE1/4NW1/4 & N1/2SE1/4NW1/4 less Out lot B. All members voted "Aye". Motion carried unanimously.*
7. **Dynamic Speed Signs** – The council discussed the proposal from 7th Grade Ag Class at Mt. Pleasant Public School for placement of 5 Dynamic Speed signs for the highways entering city limits of Rolla, at an estimated cost of \$17,500. Possible grant options were discussed. *Motion by Frydenlund, seconded by Counts to proceed with 3 Dynamic Speeds signs to be placed on the East and West side of town on Highway 5/281 and North of town on County Road 23, and pursue grant funding options. All members voted "Aye". Motion carried unanimously.*
8. **Board of Equalization** – meeting has been moved to April 22nd at 4:30 PM.
9. **Nuisance Ordinance:** Member Booth requested that we look at nuisance ordinance and move forward with notice for abandoned building on Main Street at 308 Main Ave E.
10. **Landfill Hours and Fees:** Member Booth requested that regular hours be established for the Landfill/Inert Site and that city residents would not be charged for using the site. *After discussion, motion by Booth, seconded by Frydenlund to have Cliff and Val set hours for the site for the summer at 3x/week for approximately 12 hours and hire part-time staff to*

ROLLA CITY COUNCIL
MEETING MINUTES
MONDAY, APRIL 16, 2025 at 5:30 P.M.

***operate and collect fees, at an hourly rate of \$10-12/hour. All members voted "Aye".
Motion carried unanimously.***

On motion by Fritz and unanimously approved, the meeting adjourned at 8:45 PM.

Kevin Juntunen, Mayor

Valerie McCloud, City Auditor