

ROLLA CITY COUNCIL  
MEETING MINUTES  
MONDAY, MAY 21, 2025 at 5:30 P.M.

Mayor Kevin Juntunen called the meeting to order on May 21, 2025 at 5:30 p.m. Members present: Mayor Kevin Juntunen, Councilpersons: Alex Albert, Clarence Booth, Deanna Counts, and Willie Fritz present. Member Rebecca Hodgers and Paul Frydenlund absent. 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 want to start tonight by providing some clarity about the wildfire that nearly engulfed the City of Rolla on Sunday, May 4<sup>th</sup>. First, it is believed that the fire started because of wet grass and leaf clippings at the inert site becoming hot and then the wind spreading the fire into the dry grass around the lagoon. The public works department was initially on site to try to put the fire out by smothering it with dirt; however, it got into the dry grass too quickly and the fire department was called.

The Rolla Volunteer Fire Department, many of whom were already assisting with fighting wildfires on the Turtle Mountain Reservation, responded immediately and with the help of multiple surrounding community fire departments, worked for hours to put out the blaze that covered the entire south side of the town.

My gratitude goes out to all the firemen, first responders, law enforcement officers, electricians and citizens that volunteered, provided food and water for the firefighters, or offered other services in support of the effort. It was nice to see the community come together so quickly in a time of need to save the city.

During the firefight, an emergency cell phone alert was sent out concerning the fire and the city's need to conserve water. I understand that the alert system did not work properly, and we are acting with Cody Mattson, Director of Emergency Management for Rolette County. I have been provided with verification that there is a work order in place with Everbridge, the company that provides technical support for the emergency alerts. I hope to have assurance soon that if needed again in the future, that service will be working effectively.

I have also been in talks about how to prevent such a fire in the future and will continue with these talks. Some options discussed already include cleaning out the coulee so that the water drains better and less cattails grow in the area or spaying the coulee to prevent such overgrowth of dry vegetation. We will continue to look for the right preventive measure to avoid such a possible disaster in the future.

***Motion by Albert, seconded by Fritz, to approve the agenda with the addition of Revitalize Rolla Gaming Site Authorization and Request for Vacation of Street in D & D Subdivision. All members voted "AYE". Motion carried unanimously.***

**Consent Agenda:**

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

1. April Regular Meeting Minutes
2. April 22<sup>nd</sup> Special Meeting Minutes
3. May 12<sup>th</sup> Special Meeting Minutes
4. May Admin Committee Minutes
5. May Police Committee Minutes
6. May Public Works Committee Minutes
7. May Library Report
8. Financial Report

***Reading of the Bills: Motion by Albert, seconded by Booth, to approve the bills as funds become available. All members voted “Aye”. Motion carried unanimously.***

Chk #	Search Name	Amount	Chk #	Search Name	Amount
2935	STARION BANK	\$3,728.56	59323	CORE & MAIN	\$38,295.50
2936	AFLAC	\$481.44	59324	DEPT OF ENVIORMENTAL QUALITY	\$29.12
2937	CNH INDUSTRIAL ACCOUNTS	\$434.41	59325	GIBBENS LAW OFFICE	\$350.00
2938	INTERNAL REVENUE SERVICE	\$5,740.70	59326	GRAND FORKS UTILITY BILLING	\$70.00
2939	INTERNAL REVENUE SERVICE	\$4,883.55	59327	HAAS TIRE	\$155.00
2940	ND PUB. EMPLOYEE RET. DEF. COM	\$565.00	59328	HAWKINS INC	\$2,840.05
2941	ND PUB. EMPLOYEE RET. DEF. COM	\$565.00	59329	INTERSTATE BILLING SERVICE	\$2,306.00
2942	NDPHIT	\$20,676.38	59330	ITD	\$51.75
2943	NORTHERN PLAINS ELECTRIC	\$82.38	59331	LEGACY COOPERATIVE	\$539.51
2944	OTTERTAIL POWER CO	\$926.94	59332	MEARS AUTO PARTS	\$29.90
2945	OTTERTAIL POWER CO	\$7,866.51	59333	MICKELSON HENDRICKSON	\$225.00
2946	PAYMENT SERVICE NETWORK	\$202.35	59334	MUNRO ACE HARDWARE	\$269.11
2947	STARION BANK	\$15.00	59335	OFFICE OF STATE AUDITOR	\$14,850.00
2948	STARION BANK	\$185.17	59336	ONE CALL CONCEPTS	\$13.50
2949	TURTLE MOUNTAIN COMMUNICATIONS	\$707.83	59337	ROLETTE COUNTY SHERIFF OFFICE	\$345.00
2950	UNITED STATES POSTAL SERVICE	\$277.97	59338	ROLLA PARK BOARD	\$42.50
2951	VERIZON BUSINESS	\$276.84	59339	SVETLANA LEER	\$1,000.00
2952	VERIZON BUSINESS	\$338.13	59340	TERRY P HUDSON	\$7,848.00
2953	VERIZON CONNECT	\$63.80	59341	TM RIFLE & PISTOL CLUB	\$60.00
2954	VISA	\$577.80	59342	TUOMALA PLUMBING & HEATING	\$3,195.76
2955	VISA	\$1,028.49	59343	TURTLE MOUNTAIN STAR	\$819.00
2956	WASTE MANAGEMENT	\$21,368.31	59344	WESTSIDE CSTORE	\$1,439.60
59320	AE2S	\$219.25	59345	WORKFORCE SAFETY & INSURANCE	\$34.05
59321	ATCO INTERNATIONAL	\$229.17	59346	COMPUTER SOLUTIONS	\$1,295.00
59322	CLIFF RUSH	\$4,155.00		Total	\$151,699.33

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**Committee Reports:**

**Administrative Committee:** Deanna Counts reported on Admin meeting. Discussion on Hodgers resignation letter, resolution to reduce City Council size and Special Election. 2023-24 Audit is almost complete. Fencing at the Community Center for the Daycare area needs to be repaired or replaced, and Daycare has submitted application for grant funding.

**Police Committee:** Deanna Counts reported on Police Committee meeting. There were 195 Calls for service, and 21 Citations this month. Seth Smith has resigned his position, and Sarah is recommending that we not replace his position, but they will staff with 3 officer department and use a Part-time as needed. Salaries were discussed, and Sarah requested additional compensation for the 3 officers, \$7,702.25/year for Chief position, \$8,532.56/year for Sergeant, and \$4,455.27/year for Officer 1, which still allows for an allowance for part-time officer. *After discussion, motion by Albert, seconded by Counts to proceed with salary increases as requested for the 3 officers and part-time officer as needed at \$20/hour. All members voted "Aye". Motion carried unanimously.*

**Public Works Committee:** Kevin Juntunen reported on the meeting. Val is looking at funding for Generators for backup power, look at possible drainage south of town. Cliff requested to hire Mike Wuori to help with summer construction projects at \$20/hour. *Motion by Booth, seconded by Albert to hire Mike Wuori as temporary Public Works employee for the summer at \$20/hour. All members voted "Aye". Motion carried unanimously.* Discussion on vacation leave for Cliff Rush as he is nearing his limit, will review again in November.

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

**Old Business**

1. **City Manager Position** – Discussion on creating a City Manager position. Albert said the city has gone through traditional positions, but Auditor McCloud has essentially been completing these duties for a couple of years and would like to continue to use the position which would work directly with the Departments Heads and City Council. *After much discussion, motion by Fritz, seconded by Booth effective June 1<sup>st</sup> to change Val McCloud from City Auditor to City Manager position, based on the Job Description provided. All members voted "AYE". Motion carried unanimously.*

**New Business:**

1. **Public Hearing for Petition for Vacation of Street between Munro's 1<sup>st</sup> and Munro's 2<sup>nd</sup> Subdivision:** No one appeared in opposition to the Petition submitted by Tyler Bergsrud and Blaine Moberg for Vacation of street between Lot 1, Block 4 of Munro's 1<sup>st</sup>

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Subdivision and Lot 1, Block 6, Munro's 2<sup>nd</sup> Subdivision, the street being 60' wide and 130' long, all within the city limits of Rolla. *Motion by Booth, seconded by Counts to vacate street between Lot 1, Block 4 of Munro's 1<sup>st</sup> Subdivision and Lot 1, Block 6, Munro's 2<sup>nd</sup> Subdivision, the street being 60' wide and 130' long, all within the city limits of Rolla. All members voted "AYE". Motion carried unanimously.*

2. **Building Permit Application – Tyler Bergsrud:** Application for Building permit for Residential House and garage was reviewed from Tyler Bergsrud for Lot 1, Block 4, Munro's 1<sup>st</sup> Subdivision. *Motion by Albert, seconded by Fritz to approve building permit as presented. All members voted "AYE". Motion carried unanimously.*
3. **Bid for Sale of City Property- N 80' Lot 12, Block 14, OTS:** City Council opened bid received from Booth, Inc. for the above stated property in the amount of \$4,000, with \$5,000 bond for removal of debris, and residing house and roof within 90 days. Member Booth abstained from voting. *Motion by Albert, seconded by County to accept with bid in the amount of \$4,000 from Booth, Inc. for the property, with \$5000 bond for repairs within 90 days. All members voted "AYE". Motion carried unanimously.*
4. **Resignation of Rebecca Hodgers:** *Motion by Albert, seconded by Fritz to accept letter of resignation received from Rebecca Hodgers for City Council position. All members voted "AYE". Motion carried unanimously.*
5. **Resolution to reduce City Council members, Special Election measure:** Council reviewed resolution to reduce the City Council size from 6 to 4 City Council members,

*The following resolution was introduced by Fritz, seconded by Counts:*

*BE IT RESOLVED, pursuant to N.D.C.C. § 40-06-09, the City Council of the City of Rolla, North Dakota, approves the reduction of the composition of the City Council from 6 members to 4 members, plus a Mayor all elected at-large. The eliminated council seats will be the position of Rebecca Hodgers, which was vacated on May 21, 2025 by resignation and which term expires in June, 2026. In, June, 2026 and June, 2028 General Elections, electors will only elect two councilmembers should this measure pass. If there is a resignation of a current Councilmember with a term ending in June, 2028 that position would not be filled.*

*The same is hereby directed to be placed on the election ballot on July 29, 2025 for approval by voters pursuant to N.D.C.C. § 40-06-09.*

*All members voted "Aye". Motion carried unanimously.*

6. **Ordinance 455 Amendment:** The Council reviewed Ordinance 455 and amendment relating to penalties for allowing patrons on premises after closing hours. *Motion by Fritz,*


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*seconded by Booth to approve amendments and schedule First and Second Reading. All members voted "Aye". Motion carried unanimously.*

7. **Quote Tamper:** –Cliff Rush submitted estimate for tamper for Tamper. *Motion by Albert, seconded by Fritz to approve purchase of Tamper per quote for Public Works Department. All members voted "Aye". Motion carried unanimously.*
8. **Landfill Rates** – The council discussed landfill rates for residents vs Non-residents and discussion on charges. It was decided to include trees and branches as no charge, but keep all remaining fees the same at this time.
9. **Revitalize Rolla Gaming Site Authorization:** Application for Gaming Site Authorization for Revitalize Rolla for Viking Inn and Legendary Dart Bar locations was reviewed. *MSC by Fritz and Booth to approve Site Authorization.*
10. **Petition vacating Street in D & D Subdivision:** Petition submitted by Rolla Development Corporation and Rick Hendrickson for vacating that portion of Second Street Southwest lying between Lot 9 & 10, Block 2, D & D Subdivision, and Wuori's First Survey, all within the city limits of Rolla, the street being 60' wide and 240' long. *Motion by Albert, seconded by Fritz to proceed with publication of petition to vacate the above-described street for 4 weeks, with Public Hearing to be held on July 16<sup>th</sup> at 5:30 PM. All members voted "AYE". Motion carried unanimously.*

On motion by Booth and unanimously approved, the meeting adjourned at 7:18 PM.

  
Kevin Juntunen, Mayor

  
Valerie McCloud, City Auditor