

7:30 p.m., Wednesday, March 16, 2016, the meeting of the Rolla City Council was called to order by Mayor Scott Mitchell. Council members present were Albert, Albertson, Bercier, Hemmy and Sparrow. Absent: Councilwoman LeAnn Vollmer

Others present: Public Works Director David Gunville, Jr; Police Chief Joseph Boehm; Brian Julius, Moore Engineering; Ardell Olson, Sandra Olson and Cody Buchholz

Consent Agenda: February Starion bank statement was submitted at the meeting. Building Permit-Demolition of house- Ardell Olson pulled from agenda at this time

Councilmember Albertson moved, Councilmember Sparrow seconded, to approve the Consent Agenda of the February 17th council meeting minutes; Feb. 3rd special council meeting minutes; February Financial Report; Time sheets for 02/29/16 and 03/15/16; Expenses for HR Conference-April 13th & 14th in Bismarck; State mileage reimbursement rate of \$.54 per mile and Starion Bond Principal and Interest Payments of \$ 13208 and 54846.75 on Street Imprv# 2015-1. All members on roll call voted "yes". None voted "no". Motion carried.

- Minutes Feb 17th council meeting and Feb. 3rd special council meeting
- Financial Report –February
- Time Sheets- 02/29/16 PR and 03/15/16 PR
- Expenses for HR Conference- April 13th & 14th in Bismarck
- State mileage reimbursement rate of \$.54 per mile
- Starion Bond Principal and Interest Payments \$ 13208 and 54846.75 on Street Imprv# 2015-1

Building Permit- Addition- Sandra Olson- handled separately. Councilmember Albertson moved, Councilmember Hemmy seconded, to approve the building permit from Sandra Olson contingent upon the approval of the building inspector. All members on roll call voted "yes". None voted "no". Motion carried.

Bills to be paid:

BANK OF NORTH DAKOTA	JDA- re:Josh Munro-escrow deposit	\$	3,177.99	55295
INNOVATIVE TECHNOLOGIES	JDA- WEBSITE GRAPHIC DESIGN	\$	3,625.00	55296
ROLLA DRUG	JDA- Storefront Improv. Program	\$	180.00	55297
JENNIFER POITRA	BOND REFUND	\$	90.90	55298
CHRISTA DAVIS	BOND REFUND	\$	500.00	55299
YOUNGERMAN, GEORGE	JDA -Travel	\$	650.19	55300
US POSTAL SERVICE	BILLING POSTAGE	\$	156.65	55301
AFLAC	PREMIUM	\$	127.35	55302
AMERICAN WATER WORKS ASSOC.	OPERATOR DVDs	\$	347.00	55303
BLUE TARP FINANCIAL	PUBLIC WORKS	\$	39.99	55304
BUSINESS FORMS & ACCTG	LASER UTILITY BILL FORMS	\$	770.93	55305
CENEX FLEET CARD	POLICE - GAS	\$	1,053.26	55306
CNH (Rolla Imp.chg acct)	STREETS	\$	204.15	55307
CURT BONN	WEBSITE DESIGN TRAINING	\$	800.00	55308
DACOTAH BANK	2015 PICKUP PMT	\$	595.27	55309
DAKOTA SUPPLY GROUP	WATER METER	\$	643.05	55310
ENVIRONMENTAL EQUIPMENT	STREETS- GUTTER BROOMS	\$	505.16	55311
GUNVILLE, DAVID JR.	MILEAGE-WasteWtr Training-Minot	\$	129.60	55312
GUSTAFSON OIL	PROPANE	\$	34.00	55313
GUSTAFSON, NATHAN	COURT	\$	60.00	55314
HACH	CHEMICALS	\$	110.87	55315
HAWKINS	CHEMICALS	\$	169.00	55316
IN-CONTROL, INC	CONTRACT- SERVICE CALL	\$	5,313.11	55317
INFORMATION TECH. DEPT.	VPN- POLICE	\$	62.80	55318
INFORMATION TECH. DEPT.	VPN-COURT	\$	12.70	55319
KJ EXCAVATING & HEATING	LIFT STATION- SERVICE CALL	\$	500.00	55320
LADUCER SANITATION	SERVICE	\$	7,290.00	55321
LARSCO	WATER PLANT	\$	27.91	55322
LEEVERS	POP/Wtr& Rec Cntr SUPPLIES	\$	52.95	55323
MARC	SUPPLIES	\$	609.36	55324
MEARS AUTO PARTS	SUPPLIES	\$	206.69	55325
MEARS IMPLEMENT	SUPPLIES	\$	150.41	55326
MICROLAP TECHNOLOGIES	PUBLIC WORKS -FED EX CHGS	\$	22.37	55327
MITCHELL, SCOTT	MILEAGE, PER DIEM-NDLC	\$	277.48	55328
MUNRO ACE HARDWARE	SUPPLIES	\$	455.78	55329
MURPHY, MAE	MILEAGE, PER DIEM-NDLC	\$	311.96	55330
ND LEAGUE OF CITIES	WEBINARS/MARCH MadnessMTG	\$	630.00	55331
ND SEWAGE PUMP/LIFT STATION	SERVICE CALL-SHOPKO LIFT	\$	2,866.50	55332
NORTH CENTRAL GRAIN COOP	GAS	\$	377.57	55333
NORTH CENTRAL TIRE	STREETS	\$	75.00	55334

NORTH COUNTRY AUTO	STREETS	\$	200.00	55335
NORTHERN PLAINS ELECTRIC	LAGOON	\$	66.91	55336
OTTER TAIL POWER	ELECTRICITY	\$	6,827.03	55337
PRESENTATION MEDICAL CENTER	PRE-EMPLOYMENT PHYSICALS	\$	344.00	55338
RAMADA- BISMARCK	MARCH MADNESS-MM, SM, JS	\$	356.40	55339
RAVNAAS, GARY	CONTRACT- ON CALL LABOR	\$	150.00	55340
ROLETTE COUNTY JAIL	JAIL BOARD - JAN/FEB 2016	\$	4,750.00	55341
ROLLA CHAMBER	2016 MEMBERSHIP	\$	135.00	55342
ROLLA WELDING	STREETS	\$	80.88	55343
SIRCHIE	POLICE- SUPPLIES	\$	114.33	55344
SPARROW, JERRY	MILEAGE, PER DIEM-NDLC	\$	277.48	55345
STAPLES CREDIT PLAN	OFFICE SUPPLIES/JDA	\$	311.85	55346
STARION FINANCIAL	PETTY CASH SLIPS	\$	44.19	55347
THEEL MOTORS	STREETS	\$	1,419.37	55348
TURTLE MOUNTAIN COMMUNICATION	TELEPHONE	\$	708.35	55349
TUOMALA PLUMBING AND HEATING	WATER SUPPLIES	\$	74.00	55350
TURTLE MOUNTAIN STAR	PUBLISHING	\$	605.48	55351
VERIZON WIRELESS	PUBLIC WORKS	\$	220.09	55352
VISA	POLICE /OFFICE	\$	239.83	55353
ND SURPLUS PROPERTY	POLICE -RADAR	\$	300.00	55354

Electronic Payments

Payroll 941 Tax Deposit	Feb. 29, 2016 Payroll	\$	4,754.39	
Payroll 941 Tax Deposit	Mar. 15, 2016 Payroll	\$	6,527.86	
NDPERS	Def. Compensation-Feb. 29th PR	\$	1,062.50	
NDPERS	Def. Compensation- Mar. 15th PR	\$	1,062.50	
NDPERS	Health Ins-March 2016 premium	\$	4,599.60	
NDPERS	Retirement- Feb. 2016	\$	3,912.72	
NORTHERN PLAINS ELECTRIC	JDA -LOAN PMT- Mar 2016	\$	145.86	
PAYROLL	02/29/16 PAYROLL	\$	12,040.46	
PAYROLL	03/15/16 PAYROLL	\$	15,827.48	
STARION FINANCIAL	ACH FEE & SERVICE CHG	\$	32.96	
ND CHILD SUPPORT ENFORCEMENT	02/29/16 PR DEDUCTION	\$	378.60	
ND CHILD SUPPORT ENFORCEMENT	03/15/16 PR DEDUCTION	\$	378.60	
PAYMENT SERVICES NETWORK	FEB. FEES	\$	69.45	
THE UNITED STATES OF AMERICA	USDA-RD Loan #91-07Pmt#2013-1	\$	96,737.23	
DEBIT on Canadian Exchange	Court payment exchange DEBIT	\$	10.75	

Rolla Community Center cash account

VENDOR NAME	DESCRIPTION	AMOUNT	CHECK #
OTTER TAIL POWER	ELECTRICITY	\$1,005.00	2195

Councilmember Albertson moved, Councilmember Albert seconded, to pay bills are read when funds are available. All members on roll call voted "yes". None voted "no". Motion carried.

Committee Reports

Public Works Committee – 03/08/16 committee minutes submitted at meeting and on file in the auditor's office.

Councilmember Albertson moved, Councilmember Bercier seconded, to give Councilman Pat Hemmy the authority to make the decision on getting the pickup and truck obtained from military surplus location to Rolla. All members on roll call voted "yes". None voted "no". Motion carried.

Lift station service contract to be reviewed by public works

Sewer issue on 210 6th Ave NE- Cody and Karyn Buchholz – the line issue was determined the responsibility of the property owner to repair. Cody Buchholz stated he will abandon that line and replace it with a new line once weather permits.

Police: Minutes of the 03/08/16 committee meeting submitted in the council packet and on file in auditor's office.

Councilmember Bercier moved, Councilmember Albertson seconded, to approve purchase of radar in the amount of \$300 from ND Surplus Property. All members on roll call voted "yes". None voted "no". Motion carried.

Other Committees:

Cemetery - Caretaker- Councilmember Hemmy moved, Councilmember Albertson seconded, to re-hire Chris Belgarde as cemetery caretaker at the same rate as last year of \$6200. All members on roll call voted "yes" except Councilman Lyman Bercier who abstained. None voted "no". Motion carried.

Councilmember Albertson moved, Councilmember Sparrow seconded, to approve obtaining land from Pam Halone for the cemetery with the city to pay survey and all other related costs. All members on roll call voted "yes". None voted "no". Motion carried.

Election petitions deadline 4 p.m. on Friday, April 11, 2016 -City Council Member (3 positions) (4 year term) ----- City Park Board Member (3 positions) (4 year term); **Publishing Minutes Measure** to be on June ballot

Councilmember Albertson moved, Councilmember Hemmy seconded, to approve the committee reports. All members on roll call voted "yes". None voted "no". Motion carried.

Street Improvement District # 2015-1: Special assessment committee to schedule a meeting: Brian Julius, Moore Engineering, will contact the committee members -- Dennis Neameyer, Lowell Tupa, Alex Albert and Gibbens Law Office, city attorney.

Water Treatment Plant Improvement Project # 2015-2: Bid Opening was held on March 15, 2016 at 2 p.m.

Councilmember Albertson moved, Councilmember Sparrow seconded, to approve for the Water Improvement District # 2015-2 the low bid for Contract #1 in the amount of \$ 1,958,606.37 from American General Contractors and approve the low bid for Contract #2 in the amount of \$ 383,958 from Wagner Construction. All members on roll call voted "yes". None voted "no". Motion carried.

Street Improvements- Ballot language for future street improvements

Set Board of Equalization - Tuesday, April 12th at 7:00 p.m

April Council meeting date – changed council meeting date and time to Tuesday, April 12th at 5:30 p.m.

There being no further business, Mayor Mitchell adjourned the meeting at 9:26 p.m.

Scott Mitchell, Mayor

ATTEST:

Mae Murphy, City Auditor