

ROLLA CITY COUNCIL
MEETING MINUTES
WEDNESDAY, FEBRUARY 19, 2025 at 5:30 P.M.

Mayor Kevin Juntunen called the meeting to order on February 19, 2025 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: I want to start tonight by sharing some gratitude for our city employees that have had to work out in the elements this past two weeks. Often, your work goes without notice and I would like to acknowledge and give thanks to both our police department and our public works department. Over the past two weeks, we have seen temperatures reaching -50 with a wind chill and I have not received one complaint about having to be in the elements.

Last week, a water break was discovered on the west side of town and the public works department spent more than 12 hours outdoors working in those elements to repair the break that assured nobody went without water.

And as always, no matter what the conditions, our police department has been on the job making sure that our community is safe, and that crime is being deterred to the best of our ability.

For all of you working through this cold spell and every other day as well, I give thanks to you, and I want you to know your efforts are not going unnoticed or unappreciated.

Lastly, I have a quick audit update as we have received information from Mick Scherr, the audit manager, this week that we did not have in time for committee meetings. The 2021-2022 audit should be completed soon as it is with quality assurance right now. We have signed the engagement letter for the 2023-2024 audit, and we will be receiving a cost proposal soon.

Motion by Counts, seconded by Fritz, to approve the agenda with the addition of Gaming Site Authorization for Revitalize Rolla under New Business. All members voted "AYE". Motion carried unanimously.

Consent Agenda:

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

1. January Regular Meeting Minutes
2. February Admin Committee Minutes
3. February Police Committee Minutes
4. February Public Works Committee Minutes

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5. February Library Board Minutes
6. 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
2859	STARION BANK	\$5,373.03	59238	GIBBENS LAW OFFICE	\$100.00
2860	UNITED STATES POSTAL SERVICE	\$278.40	59239	GRAND FORKS UTILITY BILLING	\$70.00
2861	AFLAC	\$481.44	59240	GUSTAFSON OIL	\$5,892.24
2862	BANK OF NORTH DAKOTA	\$10,312.50	59241	HAWKINS INC	\$6,605.90
2863	CENEX FLEET CARD	\$172.59	59242	HIGHWAY 281 GAS & GO LLC	\$2,967.93
2864	CNH INDUSTRIAL ACCOUNTS	\$1,285.64	59243	ITD	\$51.75
2865	INTERNAL REVENUE SERVICE	\$5,116.00	59244	LEEVEERS FOODS	\$29.63
2866	INTERNAL REVENUE SERVICE	\$4,769.26	59245	LEGACY COOPERATIVE	\$1,371.11
2867	ND PUB. EMPLOYEE RET. DEF. COM	\$565.00	59246	MEARS AUTO PARTS	\$105.53
2868	ND PUB. EMPLOYEE RET. DEF. COM	\$565.00	59247	MICKELSON HENDRICKSON	\$225.00
2869	ND PUBLIC EMPLOYEES RETIRMENT	\$8,111.69	59248	MUNRO ACE HARDWARE	\$416.38
2870	NDPHIT	\$20,676.38	59249	MUNRO MOTOR CO	\$300.00
2871	NORTHERN PLAINS ELECTRIC	\$82.28	59250	ND CLERKS ASSOCIATION	\$100.00
2872	OTTERTAIL POWER CO	\$1,138.53	59251	ND SEWAGE PUMP & LIFT STATION	\$300.00
2873	OTTERTAIL POWER CO	\$6,545.02	59252	ONE CALL CONCEPTS	\$2.35
2874	TURTLE MOUNTAIN COMMUNICATIONS	\$628.46	59253	POWERPLAN	\$5,631.24
2875	VISA	\$1,217.88	59254	RDO EQUIPMENT CO. - FARGO	\$4,200.00
2876	VISA	\$15.00	59255	RITWAY	\$1,007.95
2877	VISA	\$716.11	59256	SENSUS	\$3,700.00
2878	WASTE MANAGEMENT	\$21,569.92	59257	SVETLANA LEER	\$500.00
59234	BLUE360 MEDIA	\$85.02	59258	TUOMALA PLUMBING & HEATING	\$2,951.73
59235	CLIFF RUSH	\$2,000.00	59259	TURTLE MOUNTAIN STAR	\$369.60
59236	CORE & MAIN	\$359.77	59260	USDA RD	\$96,913.00
59237	GAFFANEYS	\$656.07	59261	WORKFORCE SAFETY & INSURANCE	\$13,030.68
TOTAL					\$239,563.01

Committee Reports:

Administrative Committee: Deanna Counts reviewed minutes from meeting. Nuisance updates were provided. Rachel Mickelson-Hendrickson met with the committee regarding ordinance updates for Administration and Personnel and Revenue and Finance. Community Center, several repairs to lighting and baseboard heater were being completed and researching replacement of range and dishwasher. Looking into activities for City Government week April 7-11th.

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Police Committee: Deanna Counts reported on Police Committee meeting. There were 120 Calls for service, and 14 Citations this month. Office space is ready and need to secure lock for evidence locker. Camera at Cenex location is now functional.

Public Works Committee: Kevin Juntunen reported on the meeting. CL2 pump at the water treatment plant has been installed and working well. MXU units are being installed around town. Discussions with Tom & Terry Hudson on 2025 infrastructure projects. Snow gate for the Motor Grader has been installed. Wiring harness is out on the 2022 Bobcat and needs to be replaced at a cost of \$5,000. *Motion by Booth, seconded by Frydenlund to approve repairs for Bobcat at a cost of \$5,000. All members voted "Aye". Motion carried unanimously.*

Library Board: Paul Frydenlund reported on Library Board meeting. Discussion on Murder Mystery Party that the Library is sponsoring, and will be held in March at the City Hall.

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

New Business:

1. **NDLC Spring Workshop-** NDLC Spring Workshop and Elected Official training will be held March 19-20th in Bismarck. Several council members expressed interest in attending. Will move regular meeting to March 17th at 5:30 PM.
2. **Rolla Municipal Airport Authority Resolution** – Rolla Municipal Airport Authority requested approval of Resolution changing name of “The City of Rolla Municipal Airport Authority” to “Rolla Municipal Airport Authority”. *Motion by Fritz, seconded by Hodgers to approve the following Resolution:*

**Resolution Changing the Name of
“The City of Rolla Municipal Airport Authority”**

To

“Rolla Municipal Airport Authority”

WHEREAS, the City of Rolla Municipal Airport Authority, was created in 1967 by resolution under the authority of the City of Rolla granted in Section 2-06-02 of the NDCC; and

WHEREAS, The City of Rolla Municipal Airport Authority has remained in continuous operation since that time, and

WHEREAS, The City of Rolla Municipal Authority has often used the name Rolla Municipal Airport Authority interchangeably in the past; and

WHEREAS, The City of Rolla Municipal Airport needs to update its SAM and other registrations with its correct name;

NOW THEREFORE BE IT RESOLVED, that the City of Rolla Municipal Airport Authority hereby renames itself to the “Rolla Municipal Airport Authority”.

All members voted "Aye". Motion carried unanimously.

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3. **2025 Bank Designation-** *Motion by Albert, seconded by Frydenlund, according to NDCC 21-04-05, that Starion Bank and Dacotah Bank be designated as depository of public funds for the City of Rolla. All members voted "Aye". Motion carried unanimously.*
4. **Public Works Maintenance Shop – Cost Estimates to move NDDOT Shop –** Discussion on possibly moving the DOT Maintenance Shop in Rolla to city property east of the current city shop in the park area of Block 5, White's 2nd Addition. Cost estimates were reviewed. *Motion by Booth, seconded by Albert to pre-purchase rebar and in floor heat supplies up to \$30,000 for the project. All members voted "Aye". Motion carried unanimously.*
5. **Public Works – Cold Weather gear, warming hut.** Discussion on Public Works employees working on water line breaks in sub-zero temperatures and the need for proper clothing or a warming hut to use during those instances for safety purposes. *Motion by Booth, seconded by Counts to allow up to \$2,500 for cold weather gear for the 5 public works employees. All members voted "Aye". Motion carried unanimously.*
6. **Gaming Site Authorization for Legendary Dart Bar -** Review and discussion on Application for Revitalize Rolla for Gaming Site Authorization for Legendary Dart Bar, which was the Club Bar. *Motion by Frydenlund, seconded by Albert to approve Gaming Site Authorization for Revitalize Rolla for the Legendary Dart Bar from March 1, 2025- June 30, 2025. All members voted "Aye". Motion carried unanimously.*

On motion and unanimously approved, the meeting adjourned at 6:49 PM.



Kevin Juntunen, Mayor



Valerie McCloud, City Auditor