

ROLLA CITY COUNCIL
UNOFFICIAL MEETING MINUTES
WEDNESDAY, APRIL 15, 2026 at 5:30 P.M.

Mayor Kevin Juntunen called the meeting to order on April 15, 2026 at 5:30 p.m. Members present: Mayor Kevin Juntunen, Councilpersons: Alex Albert, Clarence Booth, Willie Fritz, Paul Frydenlund, and Damond Schemmel. Deanna Counts appeared via zoom. Others in attendance: Cliff Rush, Public Works Director, Sarah Fenner, Chief of Police, and Tara McDougall, City Auditor. Rachael Mickelson-Hendrickson, City Attorney, Rebekah Bryant, JDA Director, Dawn Fitzgerald, JDA President, Diana Juntunen, and Billie Lentz.

Members present joined in the Pledge of Allegiance.

Mayors Minute:

Good evening neighbors and city council members.

I'd like to start by expressing my pleasure in being invited to the Mt Pleasant School in Rolla last week to celebrate City Government Week. Seeing our young people engage with local government — asking thoughtful questions, learning how decisions are made, and taking part in civic life — is inspiring and gives me great hope for the future of our community.

I want to congratulate the winners of the “If I Were Mayor for the Day” essay contest, Marshal Jeannotte and Aria Parslow. Your ideas, creativity, and commitment to improving Rolla impressed all of us. Thank you for sharing your visions and for reminding us why public service matters.

I also want to thank the FFA group, Emily Senger, Eric Good and Haley Juntunen for their thoughtful proposal, “Voices for Veterinary Services” advocating for the city to explore and invest in bringing a veterinarian to Rolla. That kind of community-focused, practical thinking is exactly what helps our city grow stronger and better meet residents’ needs. We will take your proposal seriously and work with you and our staff to evaluate how the city can support this initiative.

Finally, thank you to the Rolla School administration and faculty for hosting this special council meeting and for inviting us into your classrooms. Your partnership in civic education is invaluable. We appreciate your hospitality and the opportunity to learn alongside your students.

Thank you all.

Motion by Frydenlund, seconded by Albert, to approve the agenda with the addition of Ottertail Street lighting. On roll call vote, all members voted “AYE”. Motion carried unanimously.

Consent Agenda:

Motion by Albert, seconded by Schemmel, to approve the Consent Agenda. On roll call vote, 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. April Forestry Committee Minutes
6. April 8th Special Meeting Minutes

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7. Financial Report

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.

CK#	VENDOR	Amount	CK#	VENDOR	Amount
3206	USDA RD	\$96,913.00	60718	DEPT OF ENVIORMENTAL QUALITY	\$238.71
3207	STARION BANK	\$3,588.77	60719	DIANA LANGE	\$70.00
3208	UNITED STATES POSTAL SERVICE	\$294.37	60720	ENVIRONMENTAL EQUIP SERVICES	\$2,067.90
3209	AFLAC	\$624.72	60721	FIRE EXTINGUISHING SYSTEMS INC	\$360.90
3210	CNH INDUSTRIAL ACCOUNTS	\$87.19	60722	FIRST STATE INSURANCE	\$768.00
3211	INTERNAL REVENUE SERVICE	\$6,259.09	60723	GRAND FORKS UTILITY BILLING	\$70.00
3212	INTERNAL REVENUE SERVICE	\$5,623.49	60724	GUSTAFSON OIL	\$3,550.49
3213	ND PUB. EMPLOYEE RET. DEF. COM	\$340.00	60725	HAAS TIRE	\$128.00
3214	ND PUB. EMPLOYEE RET. DEF. COM	\$340.00	60726	HAWKINS INC	\$3,550.52
3215	ND PUBLIC EMPLOYEES RETIRMENT	\$8,046.91	60727	HIGHWAY 281 GAS & GO LLC	\$12.96
3216	ND STATE TREASURER	\$245.81	60728	INTERSTATE BILLING SERVICE	\$181.85
3217	NDPHIT	\$22,386.12	60729	ITD	\$44.85
3218	NORTHERN PLAINS ELECTRIC	\$89.44	60730	LEEVEES FOODS	\$11.03
3219	OTTERTAIL POWER CO	\$1,096.19	60731	MEARS AUTO PARTS	\$47.90
3220	OTTERTAIL POWER CO	\$7,345.26	60732	MEARS IMPLEMENT	\$37.52
3221	PAYMENT SERVICE NETWORK	\$213.10	60733	MICROLAP TECHNOLOGIES	\$414.48
3222	STARION BANK	\$15.00	60734	MUNRO ACE HARDWARE	\$311.93
3223	TURTLE MOUNTAIN COMMUNICATIONS	\$879.93	60735	NDAAO SECRETARY	\$50.00
3224	VERIZON BUSINESS	\$268.18	60736	ONE CALL CONCEPTS	\$4.80
3225	VERIZON CONNECT	\$63.80	60737	ROLETTE COUNTY SHERIFF OFFICE	\$540.00
3226	VISA	\$100.00	60738	SARAH FENNER	\$104.11
3227	VISA	\$719.56	60739	SENSUS	\$4,699.00
3228	VISA	\$444.94	60740	SVETLANA LEER	\$1,000.00
3229	WASTE MANAGEMENT	\$25,660.80	60741	TARA MCDUGALL	\$742.00
60715	BANYON DATA SYSTEMS	\$364.00	60742	TUOMALA PLUMBING & HEATING	\$430.11
60716	CLIFF RUSH	\$1,170.00	60743	TURTLE MOUNTAIN STAR	\$868.16
60717	DAKOTA PUMP & CONTROL INC	\$6,930.14		TOTAL	\$210,415.03

Public Comment Period:

No one appeared to make public comment.

Committee Reports:



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Administrative Committee: Mayor Juntunen reviewed minutes from meeting. A six-month performance review was done for Lisa Tackett by Tara McDougall. ***Motion by Albert, seconded by Counts to approve a 3% salary increase for Lisa Tackett. On Roll call vote, all members voted “Aye”. Motion carried unanimously.*** Tara reinvested CD 5417 for 4 months with a 3.12% interest rate. Tara has spoken with waste management and scheduled roll off dumpsters to be delivered to the Inert Site for the Citywide Cleanup. Tara contacted ITD and found out the prices for state email however not sure if the Microsoft 365 will work with Banyon, Tara will discuss with Rich. The Administrative committee recommended designating \$5000.00 in funds from contingency or general fund for the Time Capsule Committee. No action taken at this time.

Police Committee: Mayor Juntunen reported on Police Committee meeting. There were 116 Calls for service, and 48 Citations for March. The white Chevrolet Silverado, was experiencing issues on a transport, currently at Munro Motors. Found a part time employee, beginning the hiring process. Discussed security options for the Ragtop events.

Public Works Committee: Mayor Juntunen reported on the public works committee meeting. Ordered a fan for the water treatment plant to remove fumes produced by chemicals used. No Action taken at this time.

Forestry Committee: Member Fritz reported on the Forestry Committee meeting. ***Motion by Fritz, seconded by Frydenlund to appoint Chris Cahill to the Forestry Committee. On roll call vote, all members voted “AYE”. Motion carried unanimously.*** Discussion on need for a pickup or side-by-side, no action taken at this time.

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

New Business:

1. **JDA – Quarterly Update** – Rebekah Bryant, JDA Director, and Dawn Fitzgerald, JDA President, appeared to give a quarterly update. Rebekah spoke about the benefits to be a part of the Turtle Mountain Tourism Alliance Charter. ***Motion by Frydenlund, seconded by Schemmel to adopt the Turtle Mountain Tourism Alliance Charter. On Roll call vote, all members voted “Aye”. Motion carried unanimously.***
2. **Chamber of Commerce - Update** – Chamber President, Billie Lentz, appeared to give a quarterly update. Billie provided a list of new chamber members and events from the past year. A financial report was provided.
3. **Land Lease Bids** – One bid was submitted for the 64.00 crop acres in the SW 21-162-69. ***Motion by Albert, seconded by Frydenlund to accept the bid from Dillon Slaubaugh of \$42.00/acre for 3 years. On Roll call vote, all members voted “Aye”. Motion carried unanimously.***
4. **Home Sweet Home Daycare Parking** – Diana Juntunen appeared to discuss reserved parking signs at Home Sweet Home Daycare. Diana expressed concerns over hazards during bus drop off, winter icy conditions, and safety concerns. ***Motion by Frydenlund,***

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seconded by Fritz to allow Reserved Parking Signs with designated hours at Home Sweet Home Daycare. On roll call vote, all members voted “Aye”. Motion carried unanimously.

5. **2nd Reading of City Council Student Representative** – *Motion by Fritz, seconded by Schemmel to approve the 2nd Reading of City Council Student Representative. On roll call vote, all members voted “Aye”. Motion carried unanimously.*
6. **City Sales Tax Committee** – The council reviewed the City Sales Tax Committee recommendations to approve three grant applications. *Motion by Schemmel, seconded by Booth to approve \$7,500.00 grant to Rolla Archery Club from the City Sales Tax Committee. On roll call vote, all members voted “Aye”. Motion carried unanimously. Motion by Frydenlund, seconded by Booth to approve \$10,000.00 grant to City of Rolla from the City Sales Tax Committee. On roll call vote, all members voted “Aye”. Motion carried unanimously. Motion by Frydenlund, seconded by Counts to approve \$10,000.00 grant to Mt Pleasant School Playground Committee from the City Sales Tax Committee. On roll call vote, member Fritz voted “Nay”, members Booth, Counts, Albert, Frydenlund, & Schemmel voted “Aye”. Motion carried unanimously.*
7. **Building Permits** – The council reviewed 2 incomplete building permits from Booth Inc., Permit # 2023-2 & Permit #2024-3. *Motion by Albert, seconded by Frydenlund to approve a 1-year extension on the building permits. On roll call vote, all members voted “Aye”. Motion carried unanimously.*
8. **Cemetery Committee** – The council discussed who was mowing at the cemetery in 2025. *Motion by Fritz, seconded by Booth to hire Tory Danielson as the cemetery caretaker for 2026. On roll call vote, all members voted “Aye”. Motion carried unanimously.*
9. **Revitalize Rolla, Gaming Site Authorization** – Revitalize Rolla turned in a gaming site authorization form for Mulligans on Main. *Motion by Frydenlund, seconded by Albert to approve the gaming site authorization at Mulligans on Main for Revitalize Rolla for the period of 7/1/2026-6/30/2027. On roll call vote, all members voted “Aye”. Motion carried unanimously.*
10. **Curb & Street Painting** – The council discussed painting around town. *Motion by Schemmel, seconded by Booth to allow up to \$10,000.00 to be used for painting areas on Main Street and adjacent streets at Cliff Rush, Public Works Director, discretion. On roll call vote, all members voted “Aye”. Motion carried unanimously.*
11. **Ottertail Street Lighting** – The council reviewed the maps provided by Ottertail showing where twenty-three streetlight replacements would occur. *Motion by Frydenlund, seconded by Booth to approve an Agreement for Purchase, Installation and Operation & maintenance of Outdoor Lighting Facilities between Ottertail Power Company and The City of Rolla. On roll call vote, all members voted “Aye”. Motion carried unanimously.*

On motion and unanimously approved, the meeting adjourned at 7:44 PM.

Kevin Juntunen, Mayor

Tara McDougall, City Auditor