

**Hazen City Commission
Regular Meeting
May 2, 2016
Hazen City Hall**

Present: President Obenauer, Commissioner Brunmeier, Commissioner Haack, Commissioner Stern and Commissioner Wolf.

Others Present: Attorney Donovan, Planner Frovarp, Auditor Erhardt, Adam Schoenherr (Ulteig), Mark Sweeney (Moore) Eric Schuler & Kelsey Timmer (KLJ), Editor Arens, Dan Pillar, Leonard Hibl and Buster Langowski.

Meeting was called to order at 5:28 PM CT by President Obenauer.

Minutes: Commissioner Brunmeier moved to approve the minutes of the April 18th meeting, as presented, second by Commissioner Haack. Motion unanimously carried.

Agenda: Commissioner Haack moved to approve the agenda, as presented, second by Commissioner Wolf. Motion unanimously carried.

CONSULTATION WITH ATTORNEY & ENGINEER

2016 Street Projects: Eric Schuler (KLJ) met with the commission and presented updated cost/street based on the bids received. President Obenauer asked if the date to mobilize for this project has been established and Mr. Schuler said it has not. Mr. Schuler presented the contract documents for President Obenauer's signature and said that once the contracts are in place they will schedule a pre-construction meeting and determine when and how the project will proceed.

Engineering RFP: Auditor Erhardt informed the commission that Attorney Donovan had reviewed, and proposed some corrections, to a request for proposals for the commission to review prior to appointment of a city engineer. Commissioner Stern thought this was a very good idea. Commissioner Haack moved to have the auditor work with Attorney Donovan to finalize and publish the request for proposal for city engineer, second by Commissioner Stern. On roll call vote; Haack, "Aye", Stern, "Aye", Brunmeier, "Aye", Wolf, "Aye", Obenauer, "Aye", motion carried.

INTRODUCTION, READING & APPROVAL OF ORDINANCES

Roughrider Electric Franchise Ordinance: The commission reviewed the Roughrider Electric Franchise Ordinance. First reading and approval was conducted at the April 18th meeting. Commissioner Wolf moved to approve the second reading of the Roughrider Electric Franchise Ordinance and adopt the same, second by Commissioner Haack. On roll call vote; Wolf, "Aye", Haack, "Aye", Stern, "Aye", Brunmeier, "Aye", Obenauer, "Aye", motion carried.

REPORTS

President: President Obenauer informed the commission that he would like to see some improvements at Heritage Park where the buildings were once located and stated he is talking with a group about some type of canopy over a concrete slab in this area. President Obenauer does not feel there are sufficient shelters around the city and has been approached by different organizations that would hold events in Hazen if there were additional sheltered areas. President Obenauer would like input from the other commission members.

President Obenauer said, as the new RV Park fills up, there are individuals tearing up the grass and road surfaces in the park and he has brought this to the attention of the police department.

President Obenauer said the work on the east side of city hall is complete and is an improvement over the old siding.

President Obenauer, later in the meeting, referred to recent discussions at the MCED meeting about decreased revenue from coal severance and conversion tax proceeds. President Obenauer said it was also discussed that the Great River Energy plant at Stanton will be reducing output drastically and only operating during peak times. President Obenauer has requested a representative of the Lignite Energy Council to appear at a future meeting to update the commission on challenges facing the industry.

Water/Sewer: Commissioner Brunmeier stated she has also noticed the tracks and damage at the RV Park. Commissioner Brunmeier had received correspondence from a resident with regard to additional work (fill/seeding) that needed to be done after the surge project in 2015. The work relates to a manhole that was collapsed and the soil has settled leaving a large hole. Adam Schoenherr, Ulteig, will review the situation and follow up with the project contractor to address the matter. Commissioner Brunmeier also informed the commission that water/sewer staff have been busing flushing systems this spring.

Street/Cemetery: Commissioner Stern said the street crews have been out sweeping streets and sealing cracks. Commissioner Stern also said they are using extra sand to cover the sealing tar to avoid excessive tracking of the tar.

Finance/Busing: Commissioner Wolf that the bus facility, groundwork, will be starting very soon.

Police/Fire/Forestry: Commissioner Haack had nothing to report other than the upcoming Arbor Day activities.

HCD: Buster Langowski advised the commission that the grant funding, in the amount of \$1,981,500, for the Pioneer Apartment project was approved today. As part of the overall project, which was reduced from 22 to 18 units, the Hazen Housing Authority has established the Hazen Pioneer Apartments Inc (HPA) as a single purpose entity for receipt and disbursement of grant funding as well as reviewing and approving construction documents and contracts. Mr. Langowski said that Greg McCarthy serves as president of this and the Housing Authority board. Mr. Langowski also informed the commission that Joe Armstrong is still very involved in the project and a meeting of the HPA board is scheduled later in the week. President Obenauer asked if the Housing Authority will be the owner of

the property and Mr. Langowski said that the HPA will actually own the property and Eide Bailly will serve as accountant for the project and will assist HPA in obtaining 501-C3 status. President Obenauer asked about the by-laws for HPA and was advised that the Housing Authority worked with Attorney Donovan and these have been adopted. President Obenauer also asked if the property could be rented/leased by essential workers if there were vacancies. Mr. Langowski informed the commission that elderly, mobility impaired and low income have the first opportunity to rent and if any units are available after a certain period they can be offered to essential workers that are earning 140% of median income in Mercer County. Mr. Langowski said that the next steps in the process will be to finalize detailed plans for the structure and then begin the process of bidding with the hope to start construction and get the buildings closed up by fall. Commissioner Stern had a question about the old Alco building for Mr. Langowski. Mr. Langowski said that a business is coming to town but he has not been authorized to release any further information at this time. President Obenauer said that, as he understands, the new business hopes to be in and operational by August 1, 2016. Mr. Langowski said that recent legislation allows a city to expand the Renaissance Zone and there may be meetings to look at expanding our current Renaissance Zone to the west, along with other areas of the city.

NEW BUSINESS

Arbor Day Proclamation: Commissioner Haack moved to approve the 2016 Arbor Day Proclamation for May 14, 2016, second by Commissioner Stern. Motion unanimously carried.

Approval of Bills and Financial Statements: Commissioner Brunmeier moved to approve the bills, second by Commissioner Haack. Pre-paid and bills approved for payment are as follows: Jeff Bannister, 3528.40; US Postal Service, 263.16; Payroll, 184902.48; Alex Air Apparatus Inc, 564.56; BHG Inc, 1042.00; CVB, 1988.72; Dakota Pump & Control, 560.00; Dan Wettstein, 320.00; Fastenal, 719.70; Grand Forks Fire Equip, 730.10; Hazen Hardware Inc, 221.78; Hazen Public Library, 399.98; Hazen Welding, 48.75; Kadrmas Lee & Jackson, 15324.32; Kasey Lesmann, 100.00; Krause's Super Valu, 74.99; Mad Skills Contracting LLC, 1600.00; Marc Corp, 240.67; Matthew Bender & Co, 62.18; Menards, 17.88; Monte Erhardt, 75.60; Nathan Nider, 75.99; Northern Safety Co, 137.98; Preble Medical Services, 100.00; Richard Jacobson, 452.12; Sanitation Products Inc, 74.81; SBM Inc, 5.52; Share Corp, 1263.08; Southwest Water Authority, 25963.23; Stein's Inc, 48.27; Steve Frovarp, 16.20; Stone's Mobile Radio Inc, 1222.02; The Attic, 594.00; Union Bank, 6375.00; Universal Premium Fleetcard, 2774.63; Verizon Wireless, 116.00; West Dakota Lumber, 11.99. On roll call vote; Brunmeier, "Aye", Haack, "Aye", Wolf, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried.

There being no further business the meeting was adjourned at 6:05 PM CT. The next regular meeting of the commission will be Monday, May 16, 2016 at 5:30 PM CT in the Commission Room of the Hazen City Hall.

Approved: _____
Jerry Obenauer, President

Attest: _____
Monte J. Erhardt, Auditor