

**Hazen City Commission  
Regular Meeting  
February 4, 2019  
Hazen City Hall**

**Present:** President Obenauer, Commissioner Pillar, and Commissioner Stern.

**Absent:** Commissioner Haack and Commissioner Wolf.

**Others Present:** Attorney Kaffar, Editor Arens, Auditor Erhardt, PW Director Brousseau, Chamber Director Heier, Buster Langowski, Heather and Riley Cline.

The meeting was called to order at 5:30 PM by President Obenauer.

President Obenauer led the Pledge of Allegiance.

Commissioner Pillar led the commission in prayer.

**Minutes:** Commissioner Pillar moved to suspend the reading and approve the minutes of the January 21<sup>st</sup> meeting, second by Commissioner Stern. Motion unanimously carried.

**Agenda:** Commissioner Stern moved to approve the agenda, as presented, second by Commissioner Pillar. Motion unanimously carried.

**CONSULTATION WITH ATTORNEY & ENGINEER**

**Attorney Fees Change/Options:** The commission reviewed correspondence from Donovan and Kaffar, PLLP, relating to proposed fee changes for legal services provided to the city. With the retirement of Mr. Lange, the fees are being updated and Mr. Kaffar stated he did not anticipate further changes soon. Commissioner Pillar moved to accept the proposed retainer fee of \$1200/month with the hourly rate of \$200/hour applied for any additional work, second by Commissioner Stern. On roll call vote; Pillar, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried.

**REQUEST OF CITIZENS**

**4H Club Birdhouses:** Riely Cline, representing Country Kids 4H Club, appeared before the commission to discuss construction, and placement, of birdhouses at various locations around the city. Ms. Cline said the 4H club would like to build six (6) birdhouses and place two (2) of them along the bike path, one (1) at L&C RV Park and three (3) others at various park locations. The birdhouses would be filled with feed, by the club, and can be mounted with one (1) nail. The commission has no objection to the project, of the club, and thanked Ms. Cline for making the presentation to the board.

**Circus/Downtown Beautification – Hazen Chamber:** Chamber Director Antoinette Heier met with the commission to discuss hosting the Carson & Barnes "Circus Saurus", in Hazen, for two (2) shows on June 30<sup>th</sup>. The chamber was contacted by Carson & Barnes and presented an agreement to hold the event. The chamber would receive a portion of advance ticket sales. The chamber is responsible to furnish a location suitable for the performance (with underground utilities marked) and ensure there is access to potable water and refuse containers. Commissioner Pillar moved to allow the circus, upon selection of an approved location, second by Commissioner Stern. Motion unanimously approved.

Director Heier also spoke to the commission about programs to enhance downtown areas, as part of the Main Street Initiative. The commission reviewed information relating to decorative painting of fire hydrants and discussed decorative painting of street light poles along Main Street, and enhanced crosswalk appearance. There were questions about regulations relating to fire hydrant appearance and would like Director Heier to bring additional information to the commission.

**Free/Reduced Hall Rent – M & M Pet Rescue: Free/Reduced Hall Rent – Hazen Hospital Auxiliary:**

Commissioner Stern moved to approve free use of the hall as requested by M&M Pet Rescue and the Hazen Hospital Auxiliary, subject to the kitchen fee, if applicable, second by Commissioner Pillar. Motion unanimously approved.

**REPORTS**

**President:** President Obenauer informed the board that, he testified in opposition at a legislative committee hearing relating to a proposed requirement for local election candidates to declare party affiliation. President Obenauer reported that the Prairie Dog has been amended and has not come out of committee as of this meeting.

**Water/Sewer/Garbage:** Commissioner Stern reported that interviews of applicants for a part-time public works position were conducted on January 28<sup>th</sup>. Three candidates were interviewed, and all were good candidates. Commissioner Stern moved to offer the part-time position to Nancy Evanoff at a starting wage of \$19/hour, second by Commissioner Pillar. Upon discussion Commissioner Pillar was informed that the position is eligible for limited benefits according to city policy and that the employee would be assigned to various tasks by Director Brousseau, with the garbage route the main function of the position. On roll call vote; Stern, “Aye”, Pillar, “Aye”, Obenauer, “Aye”, motion carried.

**Street/Cemetery:** Commissioner Haack absent. PW Director Brousseau told the commission that the staff windrowed the emergency routes and they will be picked up on Tuesday. The commission, as part of the 2019 budget, had requested quotes to purchase a new tractor, 12' flex-wing mower and land plane for the public works department. Director Brousseau received a quote for the tractor from RDOP Equipment, Hazen Motor Farm Equipment did not provide a quote. The cost provided by RDO Equipment includes reduced pricing through the Sourcewell Cooperative Purchasing Agreement. Cost of the tractor was presented at \$52,502.37, the mower at \$17,390.00 and the land plane at \$2679.43 for a total of \$72,571.80. There is option to spread the payments out over a three-year period with nominal interest charges. Director Brousseau also presented cost information for a front-end loader that could be purchased later. Director Brousseau will check on warranty information. Commissioner Stern asked how long it would take to get the tractor and Director Brousseau said this is a 2018 tractor that is on hand. If the city does not authorize purchase at this time, they will be looking at purchasing a 2019 tractor at an additional cost of roughly \$5,000. Commissioner Stern asked about “turf tires” and Director Brousseau said this equipment will be used mainly on gravel or highway ditches like tractors used by the state. Commissioner Pillar moved to approve the purchase of the tractor, mower and land plane, as presented, utilizing the three-year purchase option, second by Commissioner Stern. Upon discussion Director Brousseau was asked to check on option to trade-in the city’s Massey tractor. On roll call vote: Pillar, “Aye”, Stern, “Aye”, Obenauer, “Aye”, motion carried.

**Finance/Busing:** Commissioner Wolf absent no report.

**Police/Fire/Forestry:** Commissioner Pillar had nothing to report at this time. Fire Department information is on the agenda as item 12B.

**HCD:** Buster Langowski reported there are now eight (8) tenants in the Hazen Pioneer Apartments and there is still a possibility of constructing garages for the project. Mr. Langowski reported that Land Stewards Inc has contacted him about property available in Hazen to locate their office and equipment.

## **CORRESPONDENCE**

**Hazen Art & Craft Association – Art Show:** The commission reviewed a letter with information regarding the 50<sup>th</sup> Annual Hazen Art Show to be held on April 27<sup>th</sup> and 28<sup>th</sup>. Commissioner Pillar moved to contribute \$35.00 to the Hazen Art and Craft Association to be used for the art show, second by Commissioner Stern. On roll call vote; Pillar, “Aye”, Stern, “Aye”, Obenauer, “Aye”, motion carried.

## **NEW BUSINESS**

**Busing Facility Maintenance Plan/Complaint Procedures/TAM:** With regard to the recent transit compliance review, there were items that needed updates and approval by the Busing Advisory Board and the City Commission. The commission reviewed proposed facility maintenance plans, complaint procedures and transit asset management information that has been approved by the Busing Advisory Board at their January 24<sup>th</sup> meeting. Commissioner Stern moved to adopt the plans and policies, as presented, second by Commissioner Pillar. On roll call vote; Stern, “Aye”, Pillar, “Aye”, Obenauer, “Aye”, motion carried.

**Fire School - Minot:** Commissioner Pillar reported that ten (10) volunteer firefighters will be attending the annual fire school in Minot. Commissioner Pillar moved to approve \$2,250 for lodging expenses for the volunteers to attend the school, second by Commissioner Stern. On roll call vote; Pillar, “Aye”, Stern, “Aye”, Obenauer, “Aye”, motion carried.

**Approval of Bills:** Commissioner Pillar moved to approve the bills, as presented, second by Commissioner Stern. Commissioner Stern had a question about the interest and fees for the Fleetcard statement and was informed that the payment was posted one-day after required so the fees were assessed however, the card issuer was contacted and has agreed to reverse the interest and fees in the next statement period. Pre-paid and bills approved for payment are as follows: Us Postal Service 268.37; Verizon Wireless, 87.44; Payroll, 122423.84; Alynn Beyer, 52.95; Ameripride, 330.50; Bank of ND, 8790.00; BHG Inc, 1027.89/ Bryce Sichmeller, 125.00; Capital City Restaurant Supply, 171.07; Cardmember Service, 462.33; Christy Metz, 56.00; CVB, 1906.53; D&E Supply Co, 192.39; Dakota Fire Extinguisher, 826.66; Dakota Transit Assoc, 140.00; Fastenal, 132.17; Fitterer Oil LLC-Hazen, 12.00; HACA, 35.00; Hazen Hardware Inc, 563.27; Hazen Motor Co, 778.16; Hazen Welding, 220.00; Innovative Office Solutions, 4.18; Krause’s, 91.27; Landon Schmidt, 125.00; Marco Technologies, 367.97; Matthew Edwards, 91.69; Mercer Co Historical Society, 25.00; Mercer Co Sheriff’s Dept, 14000.00; Moore Engineering Inc, 1327.50; MFOA, 30.00; NAPA, 316.77; Peggy Rahn, 346.96; Quinten

Ferebee, 125.00; Rough Rider Industries, 707.00; SW Water Authority, 29411.96; Stein's Inc, 387.15; Stroup Insurance, 37.00; Universal Premium Fleetcard, 4280.40; Verizon Wireless, 237.72; West River Telecommunications, 1020.14. On roll call vote; Pillar, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried.

There being no further business the meeting was adjourned at 6:18 PM CT. The next regular meeting of the commission will be Monday, February 18, 2019 at 5:30 PM CT in the Commission Room of the Hazen City Hall.

Approved: \_\_\_\_\_  
Jerry Obenauer, President

Attest: \_\_\_\_\_  
Monte J. Erhardt, Auditor