

**Hazen City Commission  
Regular Meeting  
March 2, 2015  
Hazen City Hall**

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

**Absent:** Commissioner Haack

**Others Present:** Attorney Donovan, Mark Johnson (Ulteig), Planner Frovarp, Auditor Erhardt, Editor Coleman, Buster Langowski, Delmar Schramm, Ken Link, Mark Nygard, Kevin Hafner, Al Mautz, Dan Frei, Tim Johnson, Kasey Lesmann, and Dan Wettstein.

Meeting called to order at 5:30 PM CT by President Obenauer.

**Minutes:** Commissioner Wolf moved to dispense with the reading of the February 16<sup>th</sup> minutes and approve them as presented, second by Commissioner Brunmeier. Motion unanimously carried.

**Agenda:** President Obenauer noted that Williams Building Company would not be able to attend the meeting and asked that the other items under agenda #4 be shuffled to better accommodate discussions. Commissioner Brunmeier moved to approve the agenda as amended, second by Commissioner Wolf. Motion unanimously carried.

**CONSULTATION WITH ATTORNEY & ENGINEER**

**Lagoon Chemical – K. Hafner:** Kevin Hafner met with the commission to present information relating to enzyme use to control lagoon odors in the spring. Commissioner Brunmeier said she had met with Mr. Hafner and he had provided a list of cities that use the chemicals so she could visit with them about the results they have received. Mr. Hafner advised the commission that the chemical enzymes digest the solid matter in the lagoon and it was discussed that chemicals have been used by the city in the past and Mr. Hafner said the timing of the chemical placement is very important. President Obenauer asked how often the chemicals would need to be applied and Mr. Hafner said chemicals would need to be applied on a monthly basis. President Obenauer then asked if it was too late to have an effect this spring and Mr. Hafner said it was not. Mr. Hafner shared pricing information and estimated it would cost \$1500 to start the process. Ken Link asked about the quantities and Mr. Hafner said the necessary quantities are based on surface area of the lagoon not necessarily on the quantity of waste. Delmar Schramm asked if the amount of chemicals needed to address the odors would decrease over time and Mr. Hafner said it would. Mr. Link then talked about the factors that can also affect lagoon odors such as the temperature, wind speed and sunlight. Mr. Hafner agreed those are factors and said there are long-term benefits to enzyme use eating up the solid particles in the system. Mark Johnson, when asked, said the use of chemicals may be helpful in the cities primitive

system and said they can't hurt. Commissioner Brunmeier suggested using chemicals in two main cells of the system and President Obenauer suggested she work with Mr. Hafner to determine the area and the actual cost and bring the information back to the next meeting.

**Surge Funds – Project Prioritization:** President Obenauer touched on the surge funds that was approved by the legislature and signed by the Governor. The city of Hazen is expected to receive \$1,083,157.37 which is a one-time funding and is to be directed to infrastructure and community improvements. President Obenauer then said he had talked to Mr. Johnson to look at issues the city is facing with infrastructure and of the need to make good decisions, fairly quickly. Commissioner Stern asked if all the funds had to be expended this year and President Obenauer said it is not defined specifically but the funds were not intended to be held or used to pay down past debt. Commissioner Stern also questioned the availability of contractors with all the money being disbursed and all the projects others would be pursuing.

**Ulteig Engineers – M. Johnson:** President Obenauer wanted to make it clear that he had not contacted Mr. Johnson to make more business and money for Ulteig. Mr. Johnson first discussed the possible hotel construction and the need to bring water and sewer services to the property. Mr. Johnson estimates the cost to bring these services is \$15,000 for water and \$39,350 for sewer services to the property. Commissioner Wolf thought the services cost would be shared 50/50 and President Obenauer said the city would be responsible to provide the services to the property line and also said there may be cost to extend the street or frontage road to the property as well.

Mr. Johnson next discussed needed improvement to Lift Station #6. Mr. Johnson explained that the previous study included numbers which were only provided to present a comparison of cost and were not intended to be an estimate of the actual construction expense. President Obenauer suggested that any future studies be set up to provide more realistic cost estimates. Mr. Johnson said, based on the study, the pumps at lift station #6 should be replaced with larger pumps to meet additional development demands at an estimated cost of \$18,000. Mr. Link asked if the lift station is adequate to meet the demands if only the hotel is constructed and would only need additional work if the area is developed further with Mr. Johnson suggesting he would need additional information to properly answer the question. President Obenauer ask about the cost to get the additional information and Mr. Johnson said this is included in the engineering costs presented. Mark Nygard said that tests were part of the original study and questioned the need to do this again. Mr. Johnson said draw down tests were likely done but there is a need to get more detailed information of flows by the hour and minute. Commissioner Stern said the study recommended changing some sewer pipe in different areas and asked if the pipe is okay. Mr. Johnson could not say for sure as he did not focus on that and it would be part of the design process. Commissioner Stern said the pipe would need to be looked at and Mr. Johnson said there are no indications of immediate failure and suggested using cameras to look at the pipe. Commissioner Stern asked about undersized pipe and Mr. Johnson said the force mains appear to be okay and said if there were issues with gravity mains the city would already be having issues at residences. Mr. Schramm asked about the pumps in the lift stations and

Mr. Johnson said there are two pumps in each station which work independently but can operate at the same time if necessary.

Mr. Johnson next addressed concerns relating to lift station #5. Mr. Johnson said this lift station needs to be replaced due to design and capacity limitations. Mr. Johnson said lift station #5 could be reconstructed to pump directly to the lagoon and then lift station #3 would not have to be sized for additional capacity for development in southwest Hazen. The estimated cost for this option is \$87,000. Mr. Johnson also suggested moving lift station #5 to city owned property south of Main Street. By locating the lift station south of Main Street it could serve additional property development and the estimated cost for this option is \$274,000. Mr. Johnson said there is an option to construct a new lift station south of Main Street and have it pump independently to the lagoon. The estimated cost of this option is \$225,000. The final option Mr. Johnson presented with regard to lift station #5 was to replace the current lift station and construct an additional lift station south of Main Street. The estimated cost of this option is \$312,000. President Obenauer felt this was not a good option and suggested this would only be considered as a last resort. Mr. Link asked if lift station #5 is moved close to lift station #2 would it be an option to pump lift station #2 to lift station #5 and then out to the lagoon.

Mr. Johnson next directed the commission's attention to issues with lift station #3 in the area of 10<sup>th</sup> Street. Mr. Johnson said the current lift station location deters from development of the property in the adjacent cul de sac and there are concerns with this lift station reaching its service life. Mr. Johnson said there may also be issues of additional water in the system that is not intended to be in the sanitary sewer system. Mr. Johnson said there are a couple of options to address this with one being installation of a storm sewer which is cost prohibitive. Mr. Johnson then said if the RV Park is constructed it will need a lift station and asked if the city wanted to add another lift station to the system or work to use lift station #3 to meet this need. The cost to simply increase the capacity of lift station #3 is estimated at \$18,000. The option to replace the existing structure and to add storm sewer to the area is at an estimated cost of \$533,000. An option to replace the current system in the same location is estimated to cost \$87,000. The final option presented is to relocate lift station #3 to the east of the RV Park property near 4<sup>th</sup> Ave (Co Rd 18) at an estimated cost of \$189,000. President Obenauer said this location could then service the area north and west of the current city limits, when it is developed. Mr. Link questioned if lift station #5 would have its own force main to the lagoon under this plan and Mr. Johnson said #5 & #3 would share the force main with lift station #5 being primary and they would be set up to only pump one lift station at a time. Commissioner Stern asked about constructing the lift station within the flood plain and Mr. Johnson said it would be raised just above flood plain elevation. Commissioner Stern also asked about constructing a building over the lift station similar to lift station #1 and Mr. Johnson said it could be done but he did not believe there was a lot of advantage to do this to justify the additional costs. President Obenauer said that when looking at the priorities relocating lift station #3 East, near 4<sup>th</sup> Ave, make the most sense in the long term, in his opinion. Commissioner Stern said that if the capacity of lift station is increased under the first option

the "Basin Land" could still be added on to the system. Mr. Link said he agrees there are issues with lift station #3 at its present location and feels that moving this lift station to the east would be a beneficial plan in the long term. Mr. Schramm also said there are concerns with odor from lift station #3, in its present location.

Mr. Johnson then discussed issues with the water main in 10<sup>th</sup> Street that services this area. When conducting tests at two (2) of the hydrants in the area the dynamic water flow was not within state standards. Mr. Johnson suggests installing an eight inch (8") water main to replace the current four inch (4") water main. The estimated cost to install the new water main to 4<sup>th</sup> Ave NE, and to repair 10<sup>th</sup> Street, is estimated at \$188,500. There was discussion on the cost to benefit of installing an eight inch (8") main rather than a six inch (6") main. Planner Frovarp asked about installing six inch (6") main around the south of the area so 10<sup>th</sup> Street would not have to be torn up. Mr. Johnson said that may be an option but he would recommend the eight inch (8") main. Tim Johnson said there are concerns with the flow rate for a large part of the city north of the bypass and President Obenauer asked Fire Chief Wettstein if they had ever fought fire in this area. Chief Wettstein said they have not had to fight a fire on the north side of this area and they make sure not to draw down to less than 4 psi to avoid collapsing water lines. Commissioner Stern said there are many ideas to be discussed and President Obenauer agreed that there may be other priorities to consider. Commissioner Stern said that most of the calls he receives relate to water pressure in town and the situation with our tower. Commissioner Stern said there are different options to address this such as a new water tower or booster stations. The estimated cost of a new eighty foot (80') tower is roughly \$2,000,000 and while a booster station initial cost is less the annual cost is greater. President Obenauer said he had requested information on the sewer because its effect on the entire community. Commissioner Stern said that he would like to set aside a portion of the funds for a major street project in 2016, such as \$100,000 or 10% of a proposed project. Commissioner Stern also suggested using a portion of the funds to address the bike path from 3<sup>rd</sup> Ave NW to the east, using concrete to repair the path. President Obenauer said the fund will not be spent tonight and asked the commission to prepare to discuss and approve projects at the next meeting. Mr. Link commented that the water/sewer lines are out of sight – out of mind but the efforts to build the community require infrastructure. Commissioner Stern suggested that, along those lines, the city consider purchasing a portion of the Hanson property for development. President Obenauer again stated he would like to make some decisions at the next meeting and he would like the board to consider moving lift station #3 and work with the Park Board to get this done and to do something with lift station #5 with consideration to paying all the costs for projects with surge funds or special assess using surge funds to buy-down the cost.

## REPORTS

**President:** President Obenauer had nothing to report at this time.

**Water/Sewer:** Commissioner Brunmeier had received prices to replace a two inch (2") pump for the city. Commissioner Brunmeier moved to approve the purchase of a 2012 pump from RDO Equipment

at a cost of \$900, second by Commissioner Stern. President Obenauer said this will replace a spare pump that is no longer operational. On roll call vote; Brunmeier, "Aye", Stern, "Aye", Wolf, "Aye", Obenauer, "Aye", motion carried. Commissioner Brunmeier said a water leak had been repaired in the area of 614 4<sup>th</sup> Street NE and crews had to shut down nine (9) valves to bring the flow down enough to make repairs. The hospital was without water while the repairs were made and it was discussed that the city work with the hospital construction to ensure two lines of service are installed to their location. Commissioner Brunmeier said the curb, gutter and street will have to be repaired when weather permits. Commissioner Brunmeier said there was also a sewer issue on 7<sup>th</sup> Street NE near H&R Block when an air release valve broke. The repair was fixed but there are at least three (3) more air release valves that should be evaluated. Mr. Johnson said a contractor could be hired to address these areas and to exercise other valves within the city.

**Street/Cemetery:** Commissioner Stern informed the commission that a hydraulic motor on the street sweeper needs to be replaced at an estimated cost of slightly more than \$1000. Commissioner Stern moved to approve, up to, \$1,100 to repair/replace the hydraulic motor, second by Commissioner Wolf. On roll call vote; Stern, "Aye", Wolf, "Aye", Brunmeier, "Aye", Obenauer, "Aye", motion carried.

**Finance/Busing:** Commissioner Wolf had nothing to report at this time.

**Police/Fire:** Commissioner Haack absent. President Obenauer recognized Fire Chief Wettstein who advised the commission that the new truck is working great and he will discuss other matter when they appear on the agenda.

## **CORRESPONDENCE**

**HHS Post Prom Committee:** Commissioner Wolf moved to approve donation of \$125.00 to the Hazen High School Post Prom Committee for the 2015 Post Prom Party, second by Commissioner Brunmeier. On roll call vote; Wolf, "Aye", Brunmeier, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried.

## **OLD BUSINESS**

**Fire School/Equipment Purchase:** Chief Wettstein reported sixteen (16) volunteers attended fire school in Minot so the city will be receiving an invoice for the hotel and the rural department pays expenses for meals and mileage. Chief Wettstein informed the commission that the Asst. Chief, Kasey Lesmann, set a new record for the search/rescue drill at the school beating the old record by two (2) minutes. Chief Wettstein also provided a quote for the purchase of bunker gear. Commissioner Brunmeier moved to approve the purchase of one (1) set of bunker gear at a cost of \$1,930, second by Commissioner Stern. On roll call vote; Brunmeier, "Aye", Stern, "Aye", Wolf, "Aye", Obenauer, "Aye", motion carried. Chief Wettstein advised the commission that they intend to remove the old buildings in Heritage Park, weather permitting, on training night of March 24<sup>th</sup>.

**Armory Building:** President Obenauer asked the commission to consider how they would like to proceed with the armory since no bids were received at the minimum price requested. President Obenauer said he was approached by a resident that is interested in purchasing the armory to start a

retail business but was not willing to submit a bid for the minimum amount requested. Attorney Donovan informed the commission that, from a legal perspective, since the building had been put out on bids and none were received the commission or representative of the commission could negotiate the sale of the building without need of further advertising.

**NEW BUSINESS**

**FY2016 Bus Grant – Operating Funding:** The fiscal year 2016 bus grant is nearly complete and Auditor Erhardt requested approval to sign and submit the grant by the April 1<sup>st</sup> deadline. Commissioner Wolf moved to approve Auditor Erhardt to sign the bus grant and submit it, second by Commissioner Stern. On roll call vote; Wolf, “Aye”, Stern, “Aye”, Brunmeier, “Aye”, Obenauer, “Aye”, motion carried.

**Approval of Bills and Financial Statements:** Commissioner Wolf moved to approve the bills, second by Commissioner Brunmeier. Pre-paid and bills approved for payment are as follows: United States Postal Service, 268.73; AED Everywhere, 1777.00; BHG Inc, 2467.66; Border States Electric Supply, 149.36; Butler Machinery Co, 11372.60; Cardmember Service, 84.44; Convention & Visitors Bureau, 1852.06; Cross Country Courier, 69.61; D&E Supply, 188.34; Dan Wettstein, 320.00; Fastenal Co, 110.93; Hawkins Inc, 5.00; Hazen Hardware Inc, 33.96; J&M Hardware, 69.97; Jerry Obenauer, 86.25; Joseph & Karyn VanInwagen, 350.00; Kasey Lesmann, 100.00; Matthew Bender & Co, 22.44; Mercer County Auditor, 15.50; ND Chiefs Assn, 30.00; ND Housing Finance Agency, 90.00; Pam Borlaug, 68.60; Preble Medical Services, 53.00; Roughrider Industries, 503.00; SBM Inc, 401.19; Share Corp, 155.32; Sioux Valley Environmental Inc, 335.00; Southwest Water Authority, 26259.71; Steins Inc, 101.87; Verizon Wireless, 115.06. Motion unanimously approved.

There being no further business the meeting was adjourned at 7:25 PM CT. The next regular meeting of the commission will be Monday, March 16, 2015 at 5:30 PM CT in the Commission Room of the Hazen City Hall.

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

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