

**Hazen City Commission
Regular Meeting
October 19, 2015
Hazen City Hall**

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

Absent: Commissioner Stern

Others Present: Attorney Donovan, Planner Frovarp, Auditor Erhardt, Mark Johnson (Ulteig), Kelsey Timmer & Mark Sweeney (KLJ), Lori Spina Hoherz, Cipriano Banda, Daryl and Shelly Metzger, Ben Harvey, and Trina Lundquist

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

Minutes: Commissioner Wolf moved to suspend the reading of the October 5th minutes and approve them as presented, second by Commissioner Haack. Motion unanimously carried.

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

CONSULTATION WITH ATTORNEY & ENGINEER

Surge Project Update - Ulteig: Mark Johnson informed the commission that the projects are substantially complete, the lift stations are operational though lift station #5 controls need to be looked at. Paving in the project is expected to be completed within a day and the project looks clean with a few minor things to be addressed as part of the punch list developed earlier today. Commissioner Haack asked if there are any concerns about the joints between the old and new asphalt and Mr. Johnson said they could be an issue in the long term. Mr. Johnson said there is one new item, one hundred feet of sidewalk and he would recommend this be done based on the current unit pricing. President Obenauer asked about the punch list and Mr. Johnson said there are roughly twenty to thirty items, that are relatively small, that need to be done. Mr. Johnson said the Marco Pablo of Ulteig would not be on-site any longer and he would work with the contractor to conduct a final walk-through when the punch list is completed and to prepare for final payment of the project. President Obenauer asked Cipriano Banda, Tand Construction, about the punch list and Mr. Banda indicated the concrete items are the major things on the punch list and they hope to have the project complete within the week.

REQUEST OF CITIZENS

Eagle Scout Project Proposal – B. Harvey: Benjamin Harvey met with the commission to present information to install Dog/Pet Waste Stations along the paths in and around Hazen as part of his Eagle

Scout requirements. Mr. Harvey is proposing to install six waste stations at an estimated cost of \$1115, if the stations do not all have a waste can, as much as \$1600 if all stations provide a waste can. Mr. Harvey presented this information to the Hazen Park Board and they are willing to participate in funding the project, up to 50%, if the city is also willing to participate. President Obenauer suggested installing stations with a can at each location and also said Mr. Harvey consider more than just six (6) stations. In response to a question of the commission, Mr. Harvey said he proposes to start work on the project in the spring of 2016. President Obenauer agreed it would be better for the Park Board and City to share in these costs and Mr. Harvey asked what the next step would be. President Obenauer said if the project is approved the next step would be to meet with a representative from the Park Board and City Commission to determine the number and location of the stations for appropriate funding. Commissioner Haack moved to proceed with funding of 50% for Mr. Harvey's Eagle Scout Project, second by Commissioner Wolf. On roll call vote; Haack, "Aye", Wolf, "Aye", Brunmeier, "Aye", Obenauer, "Aye", motion carried.

APPROVAL OF APPLICATIONS & BUILDING PERMITS

Local Permit – Bingo – Hazen Community Health Task Force: Commissioner Wolf moved to approve Local Permit 2016-01 as requested by Hazen Community Health Task Force to conduct bingo games at Hazen High School, second by Commissioner Brunmeier. Motion unanimously carried.

Building Permit w/Variance Request– T. Lundquist: Planner Frovarp reviewed an application for building permit and variance request as submitted by Trina Lundquist to place a mobile home at 1040 Fayette Drive. Based on the structures currently on the lot and the size of the mobile home Ms. Lundquist is requesting a four and one-half foot (4 ½') variance from the side property line. President Obenauer said it appears the structures will be close together and asked when Ms. Lundquist hopes to move the mobile home. Ms. Lundquist said she would like to move it as soon as possible and hoped to have it moved by October 23rd. Commissioner Haack moved to approve the permit and variance request as presented by Ms. Lundquist, second by Commissioner Wolf. On roll call vote; Haack, "Aye", Wolf, "Aye", Brunmeier, "Aye", Obenauer, "Nay", motion carried.

REPORTS

President: President Obenauer had nothing to report at this time but asked Commissioner Brunmeier if she had received any further information as to the pit at the meat market. Commissioner Brunmeier has not received any further information but will attempt to contact the ND Rural Water Association representative again. Commissioner Brunmeier said there are different responses from Custer District Health and the State Health Department with regard to this matter.

Water/Sewer: Commissioner Brunmeier had nothing to report at this time.

Street/Cemetery: Commissioner Stern absent. No report at this time.

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

Police/Fire/Forestry: Commissioner Haack had nothing to report but asked if the city had received a response with regard to the bus facility. Auditor Erhardt said there has been no response as of this time.

CORRESPONDENCE

Assessor Certification Requirements – County Tax Director: The commission reviewed a letter from County Tax Director Gary Emter relating to the certification requirements for city assessors that must be place before July 31, 2017. Assessor Frovarp said this matter was discussed briefly during assessor training earlier this year and it is not clear if this is something the county will contract to complete. Assessor Frovarp suggested the contract would be beneficial if possible but the commission may want to consider training someone for the position. No further action on this matter at this time.

OLD BUSINESS

Request to Purchase Lot – Christmann Addition – D. Metzger: Daryl Metzger met with the commission to ask if they had come to a decision with regard to his request to purchase Lot 5, Block 4, Christmann 2nd Addition. President Obenauer indicated that he would not be against selling the lot if it would be more attractive to a buyer looking to build a home. Commissioner Wolf stated she would like to see the lot sold. Commissioner Wolf moved to offer the lot to Mr. Metzger for a total price of \$6000, second by Commissioner Brunmeier. On roll call vote; Wolf, “Aye”, Brunmeier, “Aye”, Haack, “Aye”, Obenauer, “Aye”, motion carried.

NEW BUSINESS

Sales Tax Collection Contract – Office of State Tax Commissioner: The commission reviewed a contract authorizing the State Tax Commissioner’s office to administer the city’s local sales tax at a cost of \$341.00/month. Auditor Erhardt explained that this contract and fee is the same as the previous year. Commissioner Wolf moved to approve the contract, second by Commissioner Haack. On roll call vote; Wolf, “Aye”, Haack, “Aye”, Brunmeier, “Aye”, Obenauer, “Aye”, motion carried.

Truck Repairs - Freightliner: Auditor Erhardt explained that Commissioner Stern hoped to be here to present the information relating to cost to repair the springs and bushings in the Freightliner truck. Total cost for the repairs, parts and labor, is estimated at \$3000. Commissioner Brunmeier moved to approve the repairs to the truck at an estimated cost of \$3000, second by Commissioner Wolf. On roll call vote; Brunmeier, “Aye”, Wolf, “Aye”, Haack, “Aye”, Obenauer, “Aye”, motion carried.

President Obenauer said that Mr. Langowski (HCD) told him that they are still collecting tax credits for the pioneer apartment project and that HCD has approved \$15,000 for the parking lot repairs at the commerce center.

Mark Johnson said he has not heard anything more on the hotel project but he does not feel a road could be constructed anymore this year if not approved very soon.

Approval of Bills: Commissioner Wolf moved to approve the bills and financial statement, second by Commissioner Brunmeier. Pre-paid and bills approved for payment are as follows: WCS Wilson's Concrete Service, 30563.00; Ameripride Linen & Apparel, 722.40; Black Mountain Software, 7600.00; Challenger Industries Inc, 93.20; Cross Country Freight Solutions, 71.25; D'Andreas, 79.94; Discovery Benefits Co, 25.00; Fastenal Co, 98.97; Hack Co, 21.93; Hazen Drug, 6.98; J&M Hardware, 23.94; Joyce Lemer, 77.00; Loren Wiest, 630.00; Matthew Bender & Co, 255.71; Millennium Express, 12.39; Montana Dakota Utility, 4226.08; Myron Stern, 29.25; ND Dept of Health, 32.00; ND One Call, 33.00; Northland Financial, 302.00; Power Plan, 99.27; Pride Contracting, 1700.00; Ron Muth, 150.00; Rough Rider Industries, 503.00; Roughrider Electric Coop Inc, 2249.10; Sakakawea Hazen Clinic, 226.00; Sakakawea Medical Center, 13.06; Samantha Melberg, 177.10; SBM Inc, 8.38; St Alexius Medical Center, 250.00; Stein's Inc, 209.24; Swanston Equipment Corp, 301.08; The Neenan Co, LLLP; 2500.00; West River Telecommunications, 836.68. On roll call vote; Wolf, "Aye", Brunmeier, "Aye", Haack, "Aye", Obenauer, "Aye", motion carried.

There being no further business the meeting was adjourned at 6:08 PM CT. The next regular meeting of the commission will be Monday, November 2, 2015 at 5:30 PM CT in the Commission Room of the Hazen City Hall.

Approved: _____
Jerry Obenauer, President

Attest: _____
Monte J. Erhardt, Auditor