

**Hazen City Commission  
Regular Meeting  
December 19, 2016  
Hazen City Hall**

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

**Absent:** Commissioner Haack

**Others Present:** Attorney Donovan, Auditor Erhardt, Editor Arens and Buster Langowski.

Meeting was called to order at 5:39 PM CT by President Obenauer.

**Minutes:** Commissioner Wolf moved to suspend the reading and approve the minutes of the December 5<sup>th</sup> meeting, as presented, second by Commissioner Pillar. Motion unanimously carried.

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

**APPROVAL OF APPLICATIONS AND BUILDING PERMITS**

**Lease Agreement – Amendment – American Tower Corp:** Attorney Donovan informed the commission that he has reviewed the proposed amendment of the lease agreement with American Tower. This agreement is to amend the terms of the lease with the option of a lump sum payment or installment payments for a period of eighty-four (84) months. It was discussed that, if interest rates were more advantageous it would be wise to exercise the option for single payment but, at this time, the installment option is more beneficial to the city. Commissioner Pillar moved to approve the amended lease agreement exercising the installment option of \$1,254/month, second by Commissioner Stern. On roll call vote; Pillar, “Aye”, Stern, “Aye”, Wolf, “Aye”, Obenauer, “Aye”, motion carried.

**2016 Street Project – Engineering Agreement Amendment – KLJ:** The commission reviewed an amendment to the engineering agreement for the 2016 street improvement project relating to the increased fees of \$22,389.28. Commissioner Stern moved to approve the amendment to the owner-engineer agreement, as presented, second by Commissioner Pillar. On roll call vote; Stern, “Aye”, Pillar, “Aye”, Wolf, “Aye”, Obenauer, “Aye”, motion carried.

**Bond Issue Dissemination Agent Agreement:** The commission reviewed an agreement Dougherty and Company LLC to serve as dissemination agent to complete annual reporting of bond issues to the Electronic Municipal Market Activity system. The fee for the reporting is based on the amount of the outstanding bonds and the current fee is \$300. Commissioner Wolf moved to approve the dissemination agent agreement with Dougherty & Co LLC, as presented, second by Commissioner Pillar. Upon discussion Commissioner Stern asked if this would require the city to use Dougherty and

Company for future bond issues and it was determined the agreement relates only to the reporting of bond information, not the issuance of future bond instruments. On roll call vote; Wolf, "Aye", Pillar, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried.

## **REQUEST OF CITIZENS**

**Local Permit – Raffle – Hazen Sportsman Club:** Commissioner Wolf moved to approve local permit #2016-15A as requested by the Hazen Sportsman Club to conduct a raffle at Hazen City Hall on February 12, 2017, second by Commissioner Stern. Motion unanimously carried.

## **APPROVAL OF APPLICATIONS & BUILDING PERMITS**

**2017 Liquor Licenses:** The commission was informed that all the current liquor license holders have applied for licenses for the 2017 calendar year. Fees and records of the applicants have been received. Commissioner Pillar moved to approve the liquor licenses as requested by: Bison Bar & Grill, Box's Bar, D'Andreas, Hazen Bottle Shop, Jimmy's Lounge and Longshots Bar, second by Commissioner Stern. Motion unanimously carried.

## **REPORTS**

**President:** President Obenauer had contacted Commissioner Haack and informed the commission that the street crew is continuing to scrape ice off the emergency routes and are using sand and fly-ash to address icy intersections and streets.

**Water/Sewer/Garbage:** Commissioner Stern reported that the pumps on lift station #1 were not operating correctly and would not stop running. Dakota Pump & Control has addressed the issue with a temporary solution but additional work to address wiring issues will be necessary in the spring. Commissioner Stern also reported that the Mack garbage truck was down because of issues with the PTO driven hydraulic pump. Parts to repair the PTO will cost \$3,133 and Commissioner Stern moved to purchase the necessary parts as indicated, second by Commissioner Pillar. Upon discussion Commissioner Pillar stated information about issues such as these are important to relay to the residents of the city. On roll call vote; Stern, "Aye", Pillar, "Aye", Wolf, "Aye", Obenauer, "Aye", motion carried.

**Street/Cemetery:** Commissioner Haack absent. No report.

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

**Police/Fire/Forestry:** Commissioner Pillar had nothing to report regarding police and fire issues. Commissioner Pillar informed the commission that there is a class in Fargo in January that will be informative for Forester Doll and the registration fee is included in the bills for approval. President Obenauer informed the commission that he has been in contact with the police department and they are notifying people of the ordinance relating to parking vehicles on the streets during a snow emergency. Commissioner Stern said he was also contacted about the ordinance and advised the caller that the ordinance is being addressed city-wide.

**HCD:** Buster Langowski reported that there was recently a very good article about the Pioneer Apartment project in the newspaper. Mr. Langowski also reported that they have received some preliminary bids for construction and these bids appear to be very favorable compared to the estimates. Crews will be working this week to complete additional work on the building footings and they are still not certain if the concrete slab work will be done soon but they are still hoping to get walls constructed on both sections of the building.

**NEW BUSINESS**

**Emergency Declaration:** The commission reviewed a proposed emergency declaration relating to the heavy snow fall in November and December. The declaration is necessary to utilize emergency funds and will also assist the city should state or federal emergency funds become available later. Commissioner Stern moved to adopt the Emergency Declaration, as presented, second by Commissioner Pillar. On roll call vote; Stern, "Aye", Pillar, "Aye", Wolf, "Aye", Obenauer, "Aye", motion carried.

**January 2, 2017 Meeting:** The commission re-scheduled the January 2<sup>nd</sup> meeting to January 4<sup>th</sup>, 2017 at 5:30 PM as this date is an observed holiday for city staff.

**Approval of Bills:** There was a question as to the claim to W.A.R.C. and the commission was informed that this was the budgeted amount which had been requested. Commissioner Wolf moved to approve the bills, second by Commissioner Pillar. Pre-paid and bills approved for payment are as follows: American Water Works Assn, 75.00; Butler Machinery Co, 1114.52; Cardmember Service, 288.63; Cenex, 1653.24; Chuck Dahl, 109.00; City of Hazen, 527.14; Comfort Inn, 81.90; D&E Supply Co, 158.99; Discovery Benefits Inc, 20.00; Fastenal Co, 106.59; Friends of Lake Sakakawea, 100.00; Hazen Public Library, 1470.68; Hazen Welding, 170.64; HITS Inc, 500.00; KLJ, 1787.04; Krause's Super Valu, 1208.80; Marc Corp, 715.10; Mercer Co Weed Board, 16.50; MDU, 5130.68; Monte Erhardt, 31.81; Moore Medical LLC, 519.92; ND Dept of Health, 32.00; ND Rural Water Systems Assn, 35.00; NDUCEFA, 165.00; Promiseland Designs, 60.00; Roughrider Electric Coop Inc, 3606.98; Safeguard Business Systems, 104.58; SBM Inc, 39.60; Sue's Café, 69.57; The Hub, 367.90; Tractor Supply, 20.58; Union State Bank, 2195.00; Western Dakota Energy Assn, 75.00 Women's Action & Resource Center, 2500.00. On roll call vote; Wolf, "Aye", Pillar, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried.

There being no further business the meeting was adjourned at 5:59 PM CT. The next regular meeting of the commission will be Wednesday, January 4, 2017 at 5:30 PM CT in the Commission Room of the Hazen City Hall.

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

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