

**Hazen City Commission
Regular Meeting
December 5, 2016
Hazen City Hall**

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

Absent: Commissioner Haack

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

Meeting was called to order at 5:29 PM CT by President Obenauer.

Minutes: Commissioner Wolf moved to suspend the reading and approve the minutes of the November 21st meeting, as presented, second by Commissioner Stern. Motion unanimously carried.

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

APPROVAL OF APPLICATIONS AND BUILDING PERMITS

Building Permit Application w/Variance Request – D. Walker: Planner Frovarp informed the commission that he received an application, from Danny Walker, for a building permit to place a storage shed on Lot 2, Block 2, Sunflower Addition (1112 Sunflower Lane). The application requires a three and one-half foot (3 1/2') side and backyard variance. The proposed shed will replace two (2) sheds currently on the property. Commissioner Pillar asked about a concrete slab and was informed that would be done in the spring. Commissioner Stern asked where the current sheds are located with respect to the property lines and Planner Frovarp was not certain. The north property line is adjacent to a platted alley. Commissioner Pillar asked about the lot size and was informed it is 85'x110'. President Obenauer suggested a motion be made even if the commission does not favor the application, as presented. Commissioner Wolf moved to approve the building permit and variance request, second by Commissioner Pillar. Upon discussion, it was determined that if the motion is voted down Mr. Walker can return and submit another application. On roll call vote; Wolf, "Nay", Pillar, "Nay", Stern, "Nay", Obenauer, "Nay", motion failed.

REPORTS

President: President Obenauer informed the commission that he had talked to Commissioner Haack about the snow blower receiving damage from a rock in the snow windrow. Fortunately, the rock did not cause serious damage to the equipment and was back in operation quickly. President Obenauer said the employees are working overtime to deal with the accumulated snow and that many residents

have been helpful in this matter. Commissioner Pillar stated that he had been in Bismarck and their streets are not in much better shape when not on the main routes. It was also reported that all staff is back on shift and they are working to clear routes to resume garbage pickup on Wednesday.

Commissioner Wolf said many residents don't realize that the garbage crew is the same crew that is out trying to clean streets. Planner Frovarp said that the routes take twice as long when the snow is windrowed because the truck must travel each street twice. President Obenauer informed the commission that Pride Contracting has offered service of a truck, and operator, at a rate of \$100/hour and that the current situation may warrant additional help. Commissioner Pillar agreed that additional help may be beneficial. Commissioner Stern suggested plowing snow to the curb would make the process move along faster. Commissioner Wolf agreed it would save time but there were many complaints about this practice. Commissioner Stern also suggested pushing snow onto the boulevard. President Obenauer also talked about having a snow gate on our motor grader but wasn't sure if this could be accomplished yet this winter.

Water/Sewer/Garbage: Commissioner Stern informed the commission that the garbage crew hopes to be back on schedule Wednesday. Commissioner Stern also brought up enacting a policy whereby garbage will not be picked up on residential streets when the snow windrow has not been removed. President Obenauer also was concerned by the number of cars still parked on the streets while crews are trying to clean up the snow.

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 at this time.

HCD: Buster Langowski reported that the weather has slowed work on the Pioneer Apartment Project.

CORRESPONDENCE

Friends of Lake Sakakawea: The commission considered a business membership in the Friends of Lake Sakakawea as done in previous years. Commissioner Stern moved to approve a \$100 Business Membership with Friends of Lake Sakakawea, second by Commissioner Pillar. On roll call vote; Stern, "Aye", Pillar, "Aye", Wolf, "Aye", Obenauer, "Aye", motion carried.

ND Department of Health Contract: The commission reviewed the annual agreement for water sample testing with the ND Department of Health. This agreement is unchanged from the previous year. Commissioner Wolf moved to approve the agreement with the ND Department of Health, second by Commissioner Stern. On roll call vote; Wolf, "Aye", Stern, "Aye", Pillar, "Aye", Obenauer, "Aye", motion carried.

NEW BUSINESS

Transit Policy/Asset Management Plan – Review/Approval: The commission reviewed the transit policy and asset management plan as approved by the bus advisory board. The asset management

plan relates to bus scheduled maintenance and specifications as well as facility management and maintenance. The transit policy was updated to address lost revenue of the school routes when seats are requested but not used. The updated policy will require payment of a certain number of rides for the year whether they are used or not, similar to the policy of most daycare systems. Commissioner Pillar moved to approve the transit policy and asset management plan, as presented second by Commissioner Wolf. On roll call vote; Pillar, "Aye", Wolf, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried.

Approval of Bills: Commissioner Stern had a question relating to a bill of Price Contracting for cleaning the parking lot at the commerce center. President Obenauer explained that the city staff was not able to get to this public lot so he authorized contacting an independent company to clean the parking lot. President Obenauer also indicated that Mr. Schwarz would like to clean the lot again, under more normal conditions, to determine a fair rate for this process. Commissioner Stern suggested the city consider deeding the parking lot property to the adjacent property owners. Commissioner Wolf agreed the board should consider deeding the property but the lot needed to be cleaned. Planner Frovarp explained that the lot was privately owned at one time but when the property came back to the city for unpaid taxes it was retained by the city as a municipal parking lot for future development. Planner Frovarp stated the only issue with deeding the property will be in determining how to split it among the adjacent owners. Commissioner Pillar moved to approve the bills, second by Commissioner Wolf. Pre-paid and bills approved for payment are as follows: US Postal Service, 266.67; Universal Premium Fleetcard, 3507.94; Payroll, 133995.95; Alex Air Apparatus Inc, 1300.00; Ameripride, 513.92; Angie Saylor, 350.00; BHG Inc, 799.78; Cardmember Service, 98.57; CVB, 5606.86; D&E Supply Co, 392.01; Dan Wettstein, 320.00; Hazen Drug, 3.52; Hazen Hardware Inc, 1253.23; Hazen Motor Co, 593.09; Heiman Fire Equipment, 151.85; Information Technology Dept, 10.30; J&L Automotive LLC, 305.03; Kasey Lesmann, 100.00; Krause's Super Valu, 160.77; Lange Donovan & Kaffar PLLP, 1790.00; Loren Wiest, 70.00; Marco Technologies, 3342.21; Mercer Co Treasurer, 3674.88; Michael Mackenzie, 62.99; Moore Engineering Inc, 4097.50; ND Water Users Assn, 300.00; NAPA, 502.78; ND One Call Inc, 222.10; Northern Safety Co, 60.36; Pride Contracting, 1800.00; Sanitation Products, 313.59; SBM Inc, 138.42; Southwest Water Authority, 23653.34; Stein's Inc, 51.23; Strata Corp, 146.93; Verizon Wireless, 199.24; West River Telecommunications, 4434.62; Western Steel Builders, 20414.38. On roll call vote; Pillar, "Aye", Wolf, "Aye", Stern, "Nay", 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, December 19, 2016 at 5:30 PM CT in the Commission Room of the Hazen City Hall.

Approved: _____
Jerry Obenauer, President

Attest: _____
Monte J. Erhardt, Auditor