

**Hazen City Commission
Regular Meeting
March 19, 2018
Hazen City Hall**

Present: Commissioner Haack, Commissioner Pillar, Commissioner Stern and Commissioner Wolf.

Absent: President Obenauer.

Others Present: PW Director Brousseau, Auditor Erhardt, Attorney Lange, Editor Arens, and Buster Langowski.

The meeting was called to order at 5:29 PM by Commissioner Wolf.
Commissioner Wolf led the Pledge of Allegiance.

Minutes: Commissioner Pillar moved to suspend the reading and approve the minutes of the March 5th meeting, second by Commissioner Haack. Motion unanimously carried.

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

CONSULTATION WITH ATTORNEY & ENGINEER

2018 Street Project: Mark Sweeney, Moore Engineering, informed the commission that the contractor is in possession of the contracts for the project and they hope to start work mid-May, weather permitting. Mr. Sweeney said a preconstruction conference will be scheduled in April and Mr. Sweeney would like the commission to consider holding a public meeting to inform residents of the project timelines, based on a general schedule with highlighted construction milestones. Commissioner Pillar asked about means to notify the public of construction areas and Mr. Sweeney suggested postings to the city Facebook page. Attorney Lange asked when the public meeting may be scheduled, and Mr. Sweeney feels it would be best shortly after the preconstruction conference. Commissioner Stern said there was previous discussion about the project encompassing two years and Mr. Sweeney said the contractor is looking at an ambitious schedule and hopes to be able to complete chip sealing of all streets this calendar year, if the commission approves. Mr. Sweeney informed the commission the project is to be substantially complete by September 15th, with completion two weeks later.

APPROVAL OF APPLICATIONS & BUILDING PERMITS

Building Permit – Enerbase (Western Steel Builders): The commission reviewed an application for a building permit within the industrial zoning district. The application was presented on behalf of Enerbase Cooperative for construction of a, pre-engineered, steel warehouse on their property, east of the current office. Commissioner Haack moved to approve the building permit, second by Commissioner Pillar. Upon discussion, Attorney Lange asked what the building will be used for and

was advised the use will be consistent with current business activities. On roll call vote; Haack, "Aye", Pillar, "Aye", Stern, "Aye", Wolf, "Aye", motion carried.

REPORTS

President: President Obenauer absent. No report.

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

Street/Cemetery: Commissioner Haack deferred to PW Director Brousseau. Director Brousseau said the street crews will be removing snow from heavily travelled intersections but does not intend to windrow snow for removal because, all disposal areas are too wet to access. Director Brousseau also informed the commission that work has been started on the lighting improvements approved at the previous meeting.

Finance/Busing: Commissioner Wolf informed the commission that she had been selected to serve as secretary for the Ambulance Board.

Police/Fire/Forestry: Commissioner Pillar informed the commission the police department will be attending training at the hospital and will conduct a staff meeting on March 20th.

HCD: Buster Langowski asked the commission to consider raising, or removing, the sales tax cap on city sales tax. Mr. Langowski said there has been several cities that have done this and based on recent credits the city has lost more than \$75,000 in sales tax proceeds. The sales tax is intended to help buy-down construction projects to limit the special assessment effect on residents and these credits have a negative effect. Mr. Langowski does not see this affecting the average resident because very few regular purchases reach the current \$25 cap. Attorney Lange asked when the cap was adopted, and it was determined this was part of the original home rule charter. Commissioner Stern asked if the cap is only applicable to city sales tax and was informed it is.

Mr. Langowski, and Auditor Erhardt, participated in a webinar to enhance walking, biking and transit access, as part of the ND Moves initiative. A temporary demonstration project will be developed, and public comment will be sought on the effectiveness of the project. Mr. Langowski suggested a bike lane along Main Street and crosswalk improvements around Heritage Park and Hazen Pioneer Apartments, as possible projects. Mr. Langowski informed the commission that local workshops will be scheduled in April and additional ideas, for prospective projects, and participants will be sought. Mr. Langowski informed the commission that additional applications for housing at Hazen Pioneer Apartments have been received and this is an encouraging sign for the project.

NEW BUSINESS

Mower(s) – Street/Cemetery: Director Brousseau informed the commission that the city needs new push-mowers to address grass cutting at the cemetery and various locations around the city. Director Brousseau received pricing for commercial and residential grade mowers with the commercial grade mowers being slightly higher priced but, carrying a longer warranty. Director Brousseau also received pricing to purchase a utility trailer for use in moving the mowers, and other equipment, to various locations. Currently the mowers are loaded onto a pickup truck, which is not safe or efficient when a single staff member is mowing. Commissioner Haack moved to purchase three (3) commercial walk-behind mowers, at a proposed cost of \$2,998 after discounts, and to purchase a utility trailer at a cost

of \$2,000, second by Commissioner Stern. On roll call vote; Haack, "Aye", Stern, "Aye", Pillar, "Aye", Wolf, "Aye", motion carried.

Approval of Bills and Financial Statements: Commissioner Stern moved to approve the bills, second by Commissioner Pillar. Pre-paid and bills approved for payment are as follows: AED Everywhere, 172.85; Ameripride, 314.66; Cenex, 2345.74; Dakota Supply Group, 235.40; Fitterer Oil LLC, 247.99; Global Safety Network, 38.95; Grand Forks Fire Equipment Co, 745.26; Hazen Fire Dept, 3235.09; Hazen Welding, 677.00; ITD, 10.30; J&L Automotive LLC, 735.60; Jerry Obenauer, 81.75; Joyce Lemer, 31.50; Krause's, 152.05; Mandate Machinery Inc, 629.35; Mercer Co Treasurer, 3295.30; MDU, 6378.36; Monte Erhardt, 162.00; Municipal Government Academy, 155.00; Northern Safety Co, 125.32; Purchase Power, 520.99; Roughrider Electric Coop Inc, 5474.11; SelectAccount, 13.50; Sign Pro, 2627.50; Sleep Inn & Suites, 491.40; Starion Bond Service, 307629.75; Strata Corp, 160.00; The Hub, 308.38; Thomson Reuters-West, 282.00; Tractor Supply Credit Plan, 120.52; Verizon Wireless, 345.57; West River Telecommunications, 1029.77; Western Frontier Insurance Agency, 3205.00. On roll call vote; Stern, "Aye", Pillar, "Aye", Haack, "Aye", Wolf, "Aye", motion carried.

There being no further business the meeting was adjourned at 6:04 PM CT. The next regular meeting of the commission will be Monday, April 2, 2018 at 5:30 PM CT in the Commission Room of the Hazen City Hall.

Approved: _____
Jerry Obenauer, President

Attest: _____
Monte J. Erhardt, Auditor