

**Hazen City Commission
Regular Meeting
March 6, 2017
Hazen City Hall**

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

Absent: Commissioner Pillar

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

Meeting was called to order at 5:28 PM CT by President Obenauer.

Minutes: Commissioner Wolf moved to suspend the reading and approve the minutes of the February 20th meeting, as presented, second by Commissioner Stern. Motion unanimously carried.

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

REQUEST OF CITIZENS

Dog Waste Concerns – M. Starr: M. Starr did not appear for the meeting. President Obenauer commented that he does not want to see waste stations all over town and hopes that pet owners would be responsible in cleaning up waste.

Local Permit – Raffle – Hazen Art & Craft Association

Local Permit – Calendar Raffle – English Lutheran Church Youth Group: Commissioner Wolf moved to approve the applications of Hazen Art & Craft Association and English Lutheran Church Youth Group for local permits, #2017-03 and #2017-04, to conduct raffle and calendar raffle, second by Commissioner Stern. On roll call vote; Wolf, "Aye", Stern, "Aye", Haack, "Aye", Obenauer, "Aye", motion carried.

REPORTS

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

Water/Sewer/Garbage: Commissioner Stern informed the commission that the water/sewer staff have been out jetting sanitary sewer due to issues. They have been working on the line from north of city hall to the area north of D'Andreas Hot Stuff and are now working around 5th Street and 2nd Ave NW.

Street/Cemetery: Commissioner Haack informed the commission that he hasn't been made aware of any concerns about storm sewers as the snow melts off the streets.

Finance/Busing: Commissioner Wolf informed the commission that busing is advertising to fill a position recently vacated.

Police/Fire/Forestry: Commissioner Pillar absent. No Report.

HCD: Buster Langowski informed the commission that framing on Hazen Pioneer Apartments has started but weather is once again slowing progress. President Obenauer informed the commission that he was contacted by a concerned citizen about the quality of construction of the structures in the Expedition Estates development as they are being “slapped together.” President Obenauer also informed the commission that building inspector Wiest has been making required inspections. President Obenauer then stated that he had the opportunity to tour the homes with Mr. Williams and Mr. Wurl adding, they will be more than happy to take board members through the homes.

CORRESPONDENCE

Employee Assistance Program Agreement: Commissioner Haack moved to approve the CHI-St. Alexius Employee Assistance Program Agreement, as presented, second by Commissioner Stern. Upon discussion Commissioner Stern asked if the city will continue the option of eight (8) session and it was stated the city would continue with eight (8) sessions, as they have in the past. On roll call vote; Haack, “Aye”, Stern, “Aye”, Wolf, “Aye”, Obenauer, “Aye”, motion carried.

PACE – Televising/Cleaning Agreement: Commissioner Stern informed the commission that, in the past, the city has worked with PACE to televise and clean problem sewer areas. This process has not been done in the last couple of years and should be continued. Commissioner Stern contacted the water/sewer staff and they provided a map of problem areas that should be addressed this year. These areas include; north of city hall and west to the bank; the cul de sac and 4th Ave NW; and cleaning of lift station #1. President Obenauer agreed that the city needs to get back to the routine of looking at specific sections of town annually, especially areas of town with older lines. Commissioner Stern moved to enter an agreement with PACE for services to the areas as defined by city staff at an estimated cost of \$11,000, second by Commissioner Haack. Upon discussion Commissioner Stern stated, going forward, he would like to start doing more areas of town. President Obenauer said he would like the city staff to provide information as to what areas have been completed in the past. On roll call vote; Stern, “Aye”, Haack, “Aye”, Wolf, “Aye”, Obenauer, “Aye”, motion carried.

OLD BUSINESS

Commerce Center Parking Lot – Deed: Based on the certificate of survey completed by Moore Engineering, Attorney Donovan has prepared a warranty deed to transfer all three (3) tracts identified to Hazen Community Development. Attorney Donovan stated the entire parking lot was contained in lot 9. Commissioner Wolf asked if Mandatory Machinery was interested in the portion adjacent to their business and was informed they are not. Commissioner Stern asked if the city would be responsible for the balance of special assessments for the property and was informed the city will not be responsible for the special assessment balance. Commissioner Wolf moved to approve the

warranty deed, as presented, to transfer all three (3) tracts to Hazen Community Development, second by Commissioner Stern. On roll call vote; Wolf, "Aye", Stern, "Aye", Haack, "Aye", Obenauer, "Aye", motion carried.

Hotel Land: The land owned by the city that is proposed for hotel development was discussed. Mr. Langowski stated that it is not in the best interest of the city to have a financial responsibility for the project but, if the land were deeded to HCD, the value of the land could be used as equity for the project. Mr. Langowski stated that the previous appraisal of the property put a value of slightly more than \$400,000 and that a new appraisal is being conducted. President Obenauer stated this had been discussed a few meetings ago and if it is the wish of the city to deed this to HCD the board could direct Attorney Donovan to begin drafting documents. Attorney Donovan suggested a Joint Powers Agreement with HCD for the property to clearly define the conditions of transfer of the property. Mr. Langowski stated the value of the land will be most beneficial to moving this project forward. President Obenauer added that he met with 3rd and 7th grade students and they gave the city good "grades" for work being done but had three (3) things they thought the city needed; a recreation center, a fast-food restaurant and a hotel. Attorney Donovan was asked to prepare a draft joint powers agreement for review by the commission.

NEW BUSINESS

Title VI Plan and Supporting Documents (Busing): The commission was informed that, based on Federal Transit Administration requirement, Hazen Busing needed to update their Title VI plan. The documents provided to the commission are based on templates provided by ND Department of Transportation. Commissioner Wolf moved to approve the Title VI Plan of Hazen Busing, effective March 1, 2017, second by Commissioner Haack. On roll call vote; Wolf, "Aye", Haack, "Aye" Stern, "Aye", Obenauer, "Aye", motion carried.

Water Heater Replacement – City Hall: President Obenauer informed the commission that one of the water heaters at city hall began leaking recently and has been taken out of service. Auditor Erhardt contacted Obenauer Plumbing for options to replace the heater and estimated costs, which were provided to the commission. President Obenauer asked the commission if they would like to contact another plumbing provider for options and estimates. Commissioner Stern asked about a tank-less water heater and President Obenauer stated that this is not a valuable option as many of these systems, which were installed in residential buildings, are being replaced. Commissioner Wolf moved to purchase a one-hundred twenty (120) gallon commercial water heater, estimated cost \$3830, and retain the working eighty-five (85) gallon heater, second by Commissioner Stern. On roll call vote; Wolf, "Aye", Stern, "Aye", Haack, "Aye", Obenauer, "Aye", motion carried.

REPORTS

President: President Obenauer informed the commission that Sloan McCray, a 7th Grade Student in Hazen, was one of four (4) winners, of 1400 entries, in the ND League of Cities Mayor for a Day Essay

Contest. Ms. McCray presented her essay at the State Capitol and received an award from Governor Burgum.

Street/Cemetery: Commissioner Haack asked about the parts and repair of the dump truck and was advised that all the repairs have been completed and the truck is back in service.

Approval of Bills: Commissioner Wolf moved to approve the bills, second by Commissioner Haack. Pre-paid and bills approved for payment are as follows: US Postal Service, 267.09; Universal Premium Fleetcard, 4914.01; ND Building Officials Assn, 245.00; Payroll, 139860.70; BHG Inc, 784.17; Cardmember Service, 1080.81; Cenex, 1399.60; Chansey Jewell, 91.99; Charles Henderson, 18.83; CVB, 5726.36; David Brousseau, 10.50; Ecolab Pest Elimination, 119.22; Hazen Hardware Inc, 588.28; Hazen Motor Farm Equipment Co, 2.28; Holiday Inn-Minot, 1615.00; IAAO, 315.00; ITD, 10.30; J&L Automotive LLC, 253.52; James Darby, 85.38; Jerry Obenauer, 80.25; Kayla Smith, 55.00; Krause's Super Valu, 80.15; Loren Wiest, 490.00; M&A Heating, 1600.17; Matthew Bender & Co, 22.94; Mercer County Treasurer, 3814.86; Midwest Doors, 1027.95; Monte Erhardt, 80.25; NAPA, 593.37; New Pig Corp, 127.79; Obenauer Plumbing LLP, 139.40; Pam Borlaug, 67.62; Pitney Bowes, 431.52; Productivity Plus Account, 87.10; Promiseland Designs, 210.00; Southwest Water Authority, 23614.03; Uniform Center, 452.96; Verizon Wireless, 115.84; West River Telecommunications, 964.38. On roll call vote; Wolf, "Aye", Haack, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried.

There being no further business the meeting was adjourned at 6:06 PM CT. The next regular meeting of the commission will be Monday, March 20, 2017 at 5:30 PM CT in the Commission Room of the Hazen City Hall.

Approved: _____
Jerry Obenauer, President

Attest: _____
Monte J. Erhardt, Auditor