

**Hazen City Commission
Regular Meeting
April 17, 2017
Hazen City Hall**

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

Absent: President Obenauer

Others Present: Auditor Erhardt, Editor Arens, Planner Frovarp, Shannan Senger, Mark Sweeney (Moore Eng.), PW Director Neuberger and Attorney Donovan.

Commissioner Wolf reconvened the meeting of the Board of Equalization at 5:29 PM CT.

Commissioner Wolf explained that the Board of Equalization met on April 11th and a quorum was not present. Commissioner Wolf then asked if anyone present wished to address the board relating to property valuations within the City of Hazen. Assessor Frovarp explained seventy-three (73) notices of increase were mailed and some of the increases related to new construction or improvements, some related to expiration of tax exemptions. Assessor Frovarp also explained that the property tax exemption is for a period of two (2) years from the time the home is completed. Commissioner Stern asked if this exemption is based on state law and Assessor Frovarp said the exemption is provided for in state law but, the city passed a resolution many years ago to ensure the exemption was available to property owners. Commissioner Pillar moved to approve the city valuation as presented, second by Commissioner Haack. On roll call vote; Pillar, "Aye", Haack, "Aye", Stern, "Aye", Wolf, "Aye", motion carried.

Commissioner Wolf adjourned the meeting of the Board of Equalization at 5:33 PM CT.

The regular meeting of the city commission was called to order at 5:33 PM CT by Commissioner Wolf.

Minutes: Commissioner Haack moved to suspend the reading and approve the minutes of the April 3rd and April 11th meetings, as presented, second by Commissioner Pillar. Motion unanimously carried.

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

CONSULTATION WITH ATTORNEY & ENGINEER:

Street Survey/Projects – Moore Engineering: Mark Sweeney, Moore Engineering, provided estimated costs to chip seal the 2014 and 2016 street construction projects and said he understood there may be additional areas added to the chip seal process. Commissioner Haack stated he would like to see the city look at completing all the streets that require sealing, based on the recent survey rating. Commissioner Stern said he would like the commission to go after the bad streets to extend the life.

Commissioner Pillar understood previous discussion on this matter also wanted to go after bad streets to get more life out of them. Mr. Sweeney said to look at doing all the projects contained in the survey would get the most “bang for the buck.” Commissioner Pillar asked if the city waits for loan approval from Bank of ND would they be “behind the 8-ball” regarding getting the projects designed and constructed. Mr. Sweeney stated that to attempt to do all the projects, as previously stated, would be a problem but there would be time to complete the chip seal this construction season. The commission was provided task order #5 from Mr. Sweeney for the chip sealing of the streets completed in 2014 and 2016. Commissioner Stern would like to see streets rated from #4 - 6 added to the chip seal project estimate and brought back to the commission. Commissioner Pillar agreed it would be beneficial to have Mr. Sweeney address all the streets eligible for chip seal and the city would also make application to the Bank of ND to determine available funds based on the entire scope of work presented at the previous meeting.

REQUEST OF CITIZENS

Local Permit – Raffle – Meridian Lodge: Commissioner Haack moved to approve a local permit for a raffle to be conducted in September, as requested by Meridian Lodge #116, second by Commissioner Pillar. Motion unanimously carried.

REPORTS

President: President Obenauer absent. No Report.

Water/Sewer/Garbage: Commissioner Stern informed the commission that there was a small fire, caused by a leaking fuel filter, on the truck used to transport water for flushing of sewer lines. City staff extinguished the fire, the truck has been serviced and is back in operation.

Street/Cemetery: Commissioner Haack informed the commission that he had received a call from a resident concerned with the condition of areas disturbed for the installation of fiber cable. West River Telecommunications has been contacted and such areas are the responsibility of the contractor doing the fiber installation. PW Director Neuberger will work with WRT representatives to identify such areas to be repaired.

Planner Frovarp informed the commission that there are still concerns with the pedestrian crossing at 4th Ave NE and Hwy 200. He and Auditor Erhardt accompanied a resident and observed traffic at this crossing that did not yield to pedestrians. Planner Frovarp contacted ND DOT about additional signage near the crossing and received some suggestions to address the concerns. They are; 1) repaint the crossing, 2) educate local drivers of the need to yield for pedestrians, and 3) increased law enforcement presence. It was discussed that, at the start and close of school, law enforcement is patrolling the area of the school and there is only one officer on duty at a time. Mr. Sweeney asked if it would work to have a crossing guard. Commissioner Wolf stated she would like to see crossing guards around the school property to free up law enforcement. Commissioner Pillar asked if this is only an issue during busy school times and Planner Frovarp said that pedestrians are crossing at this location

all hours of the day and evening. Planner Frovarp would like to see the city begin the process of trying to educate local drivers of the need to yield for pedestrians and said other cities have used a flag, carried by the pedestrian, to alert traffic to them. Commissioner Pillar would like to see information in the local newspaper to educate the public about the concern and he will visit with a school officials. Commissioner Haack asked about painting the crossing and it was determined that this is completed by ND DOT when they complete other scheduled striping work.

Finance/Busing: Commissioner Wolf had nothing to report.

Police/Fire/Forestry: Commissioner Pillar informed the commission that he has been in contact with Forester Doll and they are working on the Arbor Day plans and looking to develop a “Missouri River Gravel Bed” to start bare root trees for planting in the city.

HCD: Buster Langowski was not in attendance but had asked Auditor Erhardt to bring preliminary discussion of paving of the alley west of the Pioneer Apartment project based on the engineer’s opinion of cost of \$32,400 to install 4” asphalt and an additional \$13,500 if concrete curb and gutter is installed. No further action taken.

CORRESPONDENCE

Feed My Starving Children Program – Prince of Peace Lutheran Church: The commission reviewed information of a program to provide meals to combat malnutrition and starvation around the world. The commission considered sponsorship options and there was discussion about the city using funds for programs and the way the city participates in local projects. No action taken.

Pocket Park Donation: The commission reviewed a request from the Pocket Park Maintenance Committee for a donation to aid in the maintenance of the park. Commissioner Pillar asked why the amount was larger in 2015 than 2016 and it was determined that it related to clean-up of vandalism at the property. Commissioner Haack moved to approve a \$100 donation to be used for Pocket Park maintenance, second by Commissioner Pillar. On roll call vote; Haack, “Aye”, Pillar, “Aye”, Stern, “Aye”, Wolf, “Aye”, motion carried.

OLD BUSINESS

Joint Powers Agreement – Land – Proposed Hotel Site: The commission reviewed a proposed Joint Powers Agreement relating to the deeding of property to Hazen Community Development for use as equity for commercial development. The description of the property, in the agreement, needs to be changed to: Lot 2, Block 1, Lewis and Clark Second Addition. Commissioner Pillar asked about the duration of the agreement and the need for a specific timeframe for the development of the property. Commissioner Stern also had a question about the city’s responsibility for infrastructure and was advised that this agreement does not obligate the city to make any improvements. Commissioner Wolf does not see the lack of a date as a stumbling block and Commissioner Pillar asked what if there is no end date. Commissioner Stern would like to see a date specific so if it is not developed the city can

pursue other options for the property. Auditor Erhardt will inform Mr. Langowski of the commission's discussion so the HCD board can address the concerns raised.

Special Assessment Committee – Appointment: Commissioner Pillar has been in contact with Doug Rothe, who has agreed to serve on the special assessment committee. Commissioner Pillar moved to approve the appointment of Mr. Rothe to the committee, second by Commissioner Haack. Upon discussion Attorney Donovan asked if this was for an unexpired term or full term and was advised that the appointment is for the full term. On roll call vote; Pillar, "Aye", Haack, "Aye", Stern, "Aye", Wolf, "Aye", motion carried.

Cemetery Road Improvements: PW Director Neuberger informed the commission that he estimates cost to improve the cemetery roads at \$2,500 to 3,700, depending on the depth of the scoria. Director Neuberger also expressed a concern about the ability to walk on the scoria and suggested waiting to address the road concerns until the city concrete and asphalt piles are crushed, later this year. Commissioner Haack agreed and Commissioner Pillar also stated it may be better to wait even if it won't be addressed until later. Commissioner Pillar asked about the water supply to the cemetery and Director Neuberger said there was damage to it in the past so it hasn't been operational for a couple of years.

Approval of Bills: Commissioner Haack moved to approve the bills, second by Commissioner Stern. Pre-paid and bills approved for payment are as follows: Ameripride Linen & Apparel, 511.36; Cenex, 1139.81; Chamber of Commerce, 100.00; D&E Supply, 84.25; Dakota Fire Extinguishers, 222.99; Discovery Benefits Inc, 20.00; Fastenal Co, 86.08; Hazen Community Development, 344.34; Hazen Motor Co, 652.63; Hazen Welding, 1899.40; Information Technology Dept, 10.30; Lawanda Wiedrich, 70.00; Marco, 101.25; Mercer Co Treasurer, 4358.91; MDU, 5437.38; Moore Engineering Inc, 3750.00; ND Dept of Health, 32.00; NAPA, 256.30; National Industrial & Safety Supply, 107.88; ND One Call Inc, 49.10; Northern Safety Co Inc, 37.89; Power Plan, 432.06; Pride Contracting Inc, 1280.00; Pride Karges, 500.00; Promiseland Designs, 30.00; Roughrider Electric Coop Inc, 3823.77; SBM Inc, 6.77; Sensus USA Inc, 1715.95; St Alexius Medical Center, 250.00; The Hub, 290.36; West Dakota Lumber, 69.98; West River Telecommunications, 951.26. On roll call vote; Haack, "Aye", Stern, "Aye", Pillar, "Aye", Wolf, "Aye", motion carried.

There being no further business the meeting was adjourned at 6:27 PM CT. The next regular meeting of the commission will be Monday, May 1, 2017 at 5:30 PM CT in the Commission Room of the Hazen City Hall.

Approved: _____
Jerry Obenauer, President

Attest: _____
Monte J. Erhardt, Auditor