

**Hazen City Commission
Regular Meeting
April 3, 2017
Hazen City Hall**

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

Others Present: Auditor Erhardt, Editor Arens, Planner Frovarp, Joshua Reiner (Moore), Shannan Senger, PW Director Neuberger, Buster Langowski and Attorney Donovan.

Meeting was called to order at 5:27 PM CT by President Obenauer.

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

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

CONSULTATION WITH ATTORNEY & ENGINEER:

Street Survey Report/Estimates – Moore Engineering: Joshua Reiner, Moore Engineering provided information as to the recent street survey. All, or nearly every street, had been reviewed and graded on a ten-point Paser Rating System. The information was then compiled into a report and estimated costs for street repairs were broken down based on the ratings the various streets received. Mr. Reiner explained that to chip seal the streets done in 2014, 2015 and 2016 would cost an estimated \$363,225.00. To seal, repair or reconstruct all streets in the city would cost an estimated \$9,994,000 for construction, engineering, legal and advertising fees. President Obenauer thanked Mr. Reiner for the report as it will provide a good roadmap for future projects and the question now is how to proceed. Mr. Reiner explained that the streets rated 4 or 5 are more critical as the life of these streets can be extended for a longer period at a lower cost. Commissioner Stern asked if it is being suggested to work on the older roads first, or include the new roads but also include those rated as 4 or 5. Mr. Reiner stated that approximately 30% - 40% of these roads would be at a critical point to keep them from deteriorating to a level 2 or 3. Commissioner Pillar understood this to mean that those roads at a 2 or 3 will require the most attention but will not get terribly worse in the future. There was a question as the funding for such maintenance and Commissioner Stern suggested special assessments. President Obenauer asked if this would be some type of five-year plan with a citywide assessment district. Planner Frovarp stated some cities have done this and there can be some concern by the public as to the benefit someone not directly affected by the maintenance. Attorney Donovan said the special assessment commission is responsible for assigning benefit for any project. Commissioner Pillar

said he understands that, the more people that participate the lower the cost. President Obenauer also suggested using sales tax dollars to bring the costs down. President Obenauer asked if they want to proceed chip sealing at the least the streets done in 2014 and 2015. Commissioner Stern asked if chip sealing the streets rated 4 or 5 would extend the life and Mr. Reiner stated the streets rated as 4 would require more than just a chip seal. Commissioner Haack said it is too bad the city wasn't taking a closer look at this a few years ago as we are now facing issues getting oil necessary to address crack sealing and asked if the city could "buy" a couple more years on the 2016 street project and concentrate on 2014-2015 projects and other areas. PW Director Neuberger said there are areas all over town that need to be addressed. Commissioner Pillar asked if it was getting too late in the year to be looking at writing plans and bidding a project like this and Mr. Reiner stated there is still time as the plans won't need to be as detailed for chip sealing. Buster Langowski suggested the city establish the dollar amount to be spent first and then develop plans to match this amount. Mr. Reiner was asked to look at creating districts, based on needed repairs, and the costs for the city to develop a plan for maintenance over several years.

REPORTS

President: President Obenauer talked about Earth Day of April 22 and concerns the public has about the amount of trash and how messy the city appears after the snow melt. City clean-up week is scheduled for the week of May 8th. President Obenauer would like to see an advertisement in the local paper encouraging residents to clean up their neighborhoods and suggested the city crew devote a day to cleaning highway right-of-way. Commissioner Pillar suggested reaching out to area organizations to encourage them to perform clean-up programs. Commissioner Haack said he could remember when the school would also participate in such efforts.

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

Street/Cemetery: Commissioner Haack asked PW Director Neuberger to update the commission on crack sealing work. Director Neuberger said the county did not purchase as much oil as they have in the past so the city is limited on the amount we can purchase, as well. The crew is addressing streets that were not crack sealed in the previous year. Director Neuberger said the only options for additional sealing oil would be in Underwood or Killdeer and it would not be very cost effective to travel to either city, every day, to pick up the oil. Director Neuberger will work with the county to try to get sufficient supplies for the next year. Director Neuberger also stated he is nearly finished sweeping the streets in the main area of the city and he should start working in the subdivisions later this week. Commissioner Pillar asked about signs to establish the "school zone" and enhanced speed enforcement. The signs have not yet been purchased so this will be taken care of this summer to make sure the zone is ready when school starts again this fall. President Obenauer asked Director Neuberger to estimate the amount of scoria needed to prepare the truck parking location by the city grass site and he estimates approximately 375 yards of scoria at a cost of \$5625. Commissioner Haack moved to prepare the truck parking area, when conditions are suitable, second by Commissioner Wolf. On roll

call vote; Haack, "Aye", Wolf, "Aye", Stern, "Aye", Pillar, "Aye", Obenauer, "Aye", motion carried.

Commissioner Haack addressed the need for improvements to the road in the city cemetery south of the Peace Lutheran Cemetery. Commissioner Haack suggested establishing a road around the perimeter of the cemetery. Attorney Donovan asked if the roads were included on the plat for the cemetery and Planner Frovarp said they are. Commissioner Stern said funds have been set aside to make improvements to the cemetery. Commissioner Haack asked Director Neuberger to look at road options in more detail and return with information, or a recommendation, at the next meeting.

Finance/Busing: Commissioner Wolf had nothing to report.

Police/Fire/Forestry: Commissioner Pillar had nothing to report.

HCD: Buster Langowski reported that construction is progressing on the Pioneer Apartment building with walls and rafters being completed this week. Work to backfill the footings for the other building has also started and they hope to get plumbing work completed, soon, so the slab can be poured. Williams Builders representatives will be on-site for a walk-through of the project on Thursday. President Obenauer again encouraged commissioners to contact Mr. Wurl to walk through the houses being constructed in west Hazen.

CORRESPONDENCE

101 Things to Do – BHG Publication: Commissioner Wolf moved to approve a ¼ page, full color, ad in the 101 Things to Do publication, second by Commissioner Haack. On roll call vote; Wolf, "Aye", Haack, "Aye", Pillar, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried.

SSBCI Changes: Planner Frovarp informed the commission that the State Small Business Credit Initiative program will no longer be federally sponsored but, the loan program is going to be continued by the local consortium member cities. The new program will mirror the former program and that a new Joint Powers Agreement will need to be reviewed and approved by the commission if they wish to continue as a member. To this end, Planner Frovarp said the city will also have to consider appointing another individual to represent the city after his retirement.

NEW BUSINESS

Board of Equalization Meeting – April 11, 2017: Planner Frovarp reminded the commission that the meeting of the Board of Equalization will be held on April 11th, in compliance with ND Century Code. The meeting will begin at 5:30 PM, and this year eighty-three (83) notices of increase were mailed to property owners. Many the notices were directed to Williams Builders, while many others were necessary because of a change in the exemption status of property. Commissioner Stern asked what the average change in property value and Planner Frovarp said there is no overall change and, in fact, most properties saw a reduction of a couple of percent.

Board Appointment – Special Assessment Committee: The commission was informed that Gene Baker's term on the Special Assessment Committee has expired and he does not wish to be re-

appointed. Notice has been published in the newspaper for two weeks and no one has contacted the auditor's office. The commissioners will make contacts for persons interested in serving on the board.

Approval of Bills: Commissioner Haack moved to approve the bills, second by Commissioner Wolf. Pre-paid and bills approved for payment are as follows: Universal Premium Fleetcard, 3574.67; Verizon Wireless, 115.84; Vision West ND, 50.00; Kenny Klein, 550.00; Payroll, 196236.62; ASCAP, 341.42; BHG Inc, 651.59; Cardmember Service, 80.00; Chamber of Commerce, 56.00; CVB, 2091.41; D&E Supply, 252.64; Fastenal, 117.73; Gregory Merritt, 37.99; Hazen Hardware, 228.64; Hazen Public Library, 350.00; Hirshfield's, 86.99; Indigo Signworks, 175.00; Jonathan Doll, 100.00; Joyce Lemer, 70.50; Krause's, 152.88; Lange Donovan & Kaffar PLLP, 395.00; Loren Wiest, 280.00; Monte Erhardt, 23.00; ND Chief's Assoc., 30.00; ND State Auditor's Office, 165.00; NDAAO Secretary, 450.00; Peggy Rahn, 119.34; Preble Medical Services, 138.00; Rath & Mehrer PC, 5500.00; Rough Rider Industries, 503.00; SBM Inc, 8.00; Shannan Senger, 178.79; Southwest Water Authority, 27980.12; Strata Corp, 474.52; Verizon Wireless, 197.69. On roll call vote; Haack, "Aye", Wolf, "Aye", Pillar, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried.

There being no further business the meeting was adjourned at 6:36 PM CT. The next regular meeting of the commission will be Monday, April 17, 2017 at 5:30 PM CT in the Commission Room of the Hazen City Hall.

Approved: _____
Jerry Obenauer, President

Attest: _____
Monte J. Erhardt, Auditor