

**Hazen City Commission
Regular Meeting
May 18, 2020
Hazen City Hall**

Present: President Obenauer, Commissioner Stern and Commissioner Wolf (appeared in person). Commissioner Haack and Commissioner Pillar (appeared via teleconference call).

Others Present: PW Director Brousseau, Attorney Donovan, Auditor Erhardt, Jerod Klabunde (Moore Engineering), Editor Arens, and Buster Langowski appeared in person or via teleconference call.

The meeting was called to order at 5:30 PM by President Obenauer.

President Obenauer led the Pledge of Allegiance and Commissioner Pillar said the prayer.

Minutes: Commissioner Wolf moved to suspend the reading and approve the minutes of the May 4th meeting, as presented, second by Commissioner Haack. Motion unanimously approved.

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

CONSULTATION WITH ATTORNEY & ENGINEER

Engineer's Report/Agenda: Jerod Klabunde, Moore Engineering, discussed matters with the commission as follows:

- 1) 2018-2019 Street Project is being monitored and final punch list items are being reviewed for contract closeout in the next month.
- 2) Sanitary Sewer at 5th Ave NW will be televised when a crew is in town.
- 3) Expedition Estates matters are being reviewed by legal counsel or the various parties and an on-site meeting is scheduled for June 2nd or 4th. The commission will be advised when the date and time of the meeting is finalized.
- 4) Water storage tank project funding, referring to discussion at the prior meeting, is approved, and available as of this date, and it appears new projects may not be approved in the future. Mr. Klabunde reviewed past information about the water study done in 2012, the update by Moore Engineering in 2019, and the recommendation to construct a new water storage tank at a higher elevation to address water pressure issues. Mr. Klabunde said the commission may proceed at a pace that is comfortable to them however, he would like to proceed with the soil borings to determine if the selected site is suitable for the project. Mr. Klabunde said the initial borings, 80' deep, will cost anywhere from \$5000 to \$7000 and additional work will be necessary if the site is suitable for the project. Commissioner Pillar referred to an estimate cost of \$17,000 for boil testing and reports. Mr. Klabunde said that amount will include additional borings of the tank perimeter and other items. Commissioner Haack asked about timing between the initial testing and any follow-up and Mr. Klabunde said that timing can be months apart and that the primary goal now is to determine if the site is suitable and acquire the proper amount of land and any necessary easements. There was discussion about the city's plan to use Prairie Dog funding which is not likely to be available as initially anticipated. The commission

discussed securing the site, if suitable, and then proceeding after funding is more readily available. Commissioner Haack moved to conduct the initial soil borings, to determine suitability of the site, and to proceed with the option agreement, if the site is suitable, second by Commissioner Pillar. Upon discussion, there were questions about the amount of land needed and cost. Mr. Klabunde said the site will be narrowed down to a relatively small footprint, likely less than .25 acres and that the project included \$40,000 for land acquisition, which will be more than necessary. On roll call vote: Haack, "Aye", Pillar, "Aye", Stern, "Aye", Wolf, "Aye", Obenauer, "Aye", motion carried. Mr. Klabunde will coordinate scheduling for the initial soil borings with Braun Intertec.

5) The city was one, of two, cities selected to receive funding through the ND STREET program for the path extension, lighting, and underpass project, to be constructed in 2023. The funding, federal share of \$1,305,548 is not the full amount requested (1,453,503) which increases the city share from \$179,600 to \$344,135. ND DOT is requested confirmation from the city that we would like to proceed with the project at the new funding rates. Mr. Klabunde explained that the city will have chances to look at the costs, ways that the project may be scaled back and how the project bids are received. Commissioner Pillar feels the project is attractive for safety and quality of life aspects. The commission directed the auditor to contact ND DOT regarding possible project revisions or election not to proceed further later.

Mr. Klabunde will continue to call-in for the first meeting of the month, unless requested to appear, and will plan to appear at the mid-month meetings.

The commission reviewed Task Order #8 of Moore Engineering, relating to the water storage tank project including Study/Reporting; Preliminary Design; Final Design, and Bidding. Commissioner Pillar moved to approve Task Order #8, as presented, second by Commissioner Wolf. Upon discussion, Commissioner Stern had a question about the costs and Mr. Klabunde said the city would not be billed for work until it is completed, and this is also part of the cost share with the State Water Commission. On roll call vote: Pillar, "Aye", Wolf, "Aye", Haack, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried.

APPROVAL OF APPLICATIONS & BUILDING PERMITS

Gaming Site Authorizations – Hazen Winter Sports Association: Commissioner Wolf moved to approve the annual Gaming Site Authorizations of Hazen Winter Sports for Bison Sports Bar, Box's Bar, Jimmy's Lounge and Longshots Bar, second by Commissioner Stern. Motion unanimously approved.

Building Permit – Mandate Holdings – Commercial Zoning District: The commission reviewed an application for a building permit submitted by Mandate Holdings for work within their building at 108 12th Ave NW. Commissioner Pillar verified that all work will be within the building to remodel the structure. Commissioner Stern moved to approve the building permit of Mandate Holdings, as presented, second by Commissioner Haack. On roll call vote: Stern, "Aye", Haack, "Aye", Pillar, "Aye", Wolf, "Aye", Obenauer, "Aye", motion carried.

Building Permit – C. Miller – Extraterritorial Jurisdiction: The commission reviewed an application for building permit submitted by Cris Miller to construct a storage building (49'x60') on his property within the extraterritorial zoning district of the City of Hazen. Commissioner Pillar moved to approve the

building permit of Mr. Miller, as presented, second by Commissioner Stern. On roll call vote: Pillar, "Aye", Stern, "Aye", Haack, "Aye", Wolf, "Aye", Obenauer, "Aye", motion carried.

REPORTS

Water/Sewer/Garbage: Commissioner Pillar reported clean-up week continues; this is a tremendous service to the residents, and he would like to acknowledge the work of the city staff in making clean-up week happen.

Bids were received for repairs to a driveway that was removed to repair a city curb stop and Commissioner Pillar moved to accept the bid of Meissner Contracting, in the amount of \$1,300, for the work, second by Commissioner Wolf. On roll call vote: Pillar, "Aye", Wolf, "Aye", Haack, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried.

PW Director Brousseau reported that the compactor is being installed on the new garbage truck and it will likely be delivered the week of May 25th.

Street/Cemetery: Commissioner Haack had nothing to report at this time.

Finance/Busing/Library: Commissioner Stern had nothing to report at this time.

Police/Fire/Forestry: Commissioner Wolf had nothing to report at this time.

HCD: Buster Langowski informed the commission that he applied for an AARP Grant to update the parklet at the corner of Central Ave and Main Street. He is requesting funding for concrete, tables, bike rack(s) and construction of a pergola.

President: President Obenauer informed the board that cleanup of the Pocket Park went well and there was a great group of volunteers completing the task.

OLD BUSINESS

Propane Bids: A notice requesting bids for spraying of various city properties was published in the official newspaper and bids were received from Fitterer Oil Company Hazen LLC and Farmer's Union Oil Hazen. The bids were opened and received as follows: Fitterer Oil Company Hazen - \$0.78/gallon; Farmer's Union Oil Hazen - \$0.79/gallon. The commission was informed that the current supplier is Fitterer Oil and the board was informed that the city receives patronage distribution from Farmers Union Oil. Commissioner Wolf moved to accept the bid of Farmers Union Oil Hazen in the amount of \$0.79/gallon, second by Commissioner Haack. On roll call vote: Wolf, "Aye", Haack, "Aye", Pillar, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried.

Approval of Bills: Commissioner Wolf moved to approve the bills, as presented, second by Commissioner Pillar. Pre-paid and bills approved for payment are as follows: Verizon, 323.30; Approval Payment Solutions, 0.38; Bank of ND, 226338.86; BHG Inc, 2006.20; Black Mountain Software, 100.00; Cenex, 180.78; CVB, 4823.93; D&E Supply, 219.87; Donovan & Kaffar PLLP, 1450.00; Ecolab, 123.39; Fastenal, 37.06; Fitterer Oil Hazen, 154.95; Fitter Oil LLC, 276.50; High Plains Concepts, 1184.43; ITD, 10.30; Interstate Battery, 13.00; J&M Hardware, 21.96; Lora Bobbe, 50.00; Matthew Bender & Co, 143.24; Mercer Co Treasurer, 4345.95; Millennium Express, 13.80; MDU, 3989.40; ND Dept of Health, 32.00; NAPA, 89.62; New Pig Corp, 141.94; ND One Call Inc, 49.85; Northern Safety Co, 231.60;

Roughrider Electric Coop Inc, 3853.79, The Hub, 525.58; Tractor Supply Credit Plan, 287.89; Twin City Roofing, 38159.00; West Dakota Lumber, 11.99; West River Telecommunications, 1189.68; Western Frontier Insurance, 3205.00. On roll call vote: Wolf, "Aye", Pillar, "Aye", Haack, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried.

There being no further business, the meeting was adjourned at 6:27 PM CT. The next regular meeting of the commission is scheduled for Monday, June 1, 2020 at 5:30 PM CT in the Commission Room of the Hazen City Hall.

Approved: _____
Jerry Obenauer, President

Attest: _____
Monte J. Erhardt, Auditor