

**Hazen City Commission
Regular Meeting
May 20, 2019
Hazen City Hall**

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

Absent: Commissioner Pillar

Others Present: Attorney Donovan, PW Director Brousseau, Editor Arens, Auditor Erhardt, Jerod Klabunde (Moore Engineering), Dan Frei, Kasey Lesmann, Jo Neuberger, and Buster Langowski.

The regular meeting, of the commission, was called to order at 5:30 PM by President Obenauer. President Obenauer led the Pledge of Allegiance.

Minutes: Commissioner Wolf moved to suspend the reading and approve the minutes of the May 6th meeting, as presented, 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

Street Project/Engineer Agenda – Moore Engineering: Jerod Klabunde, Moore Engineering, informed the commission that there are three areas of work for the street project; remaining work, correction work and additions. The remaining work is the chip seal as the corrections were completed over the last two weeks. There may be small items that need to be put back on the list. Additional work remaining is for the chip sealing of municipal parking lots. Mr. Klabunde informed the commission that there will likely be an invoice for payment at the June meeting and retainage may be reduced prior to final completion. Regarding the sanitary sewer manhole, Mr. Klabunde said the structure has been ordered and he would recommend televising the sewer line after work is completed. Regarding Expedition Estates, the developer is aware of the issues and will address them but, they would request an additional thirty (30) days as they just received the written notice in the last week. Mr. Klabunde feels the additional time is appropriate and the commission agreed.

REQUEST OF CITIZENS

Dog Park – HPR/Girl Scout Award Project: Hazen Parks & Rec Director, Dan Frei, appeared before the commission to discuss alternate locations for the proposed dog park. The Park Board had received information from concerned citizens as to the proposed location, near NS II park and the ball fields. The Park Board then looked at other possible locations and feel the city lot, south of 10th Street, near the tree nursery (NS 5th Addition) would be a better location, with sufficient street parking. Mr. Frei indicated parks and rec will maintain the lot and they hope the Girl Scouts will incorporate a plan for continued care and upkeep of the park. President Obenauer said the city currently mows this spot and, because of the power line easement, is not suitable for structures near the street. Commissioner

Stern asked if it would include the entire lot and what about the arboretum plans. President Obenauer would like to come up with an agreement to allow use, and maintenance, of the entire lot and said the large arboretum plans have been scaled back, considerably. Commissioner Haack asked if any other locations had been discussed and Mr. Frei said they had talked about the horseshoe pit area and south of Antelope Creek RV park but, these did not contain enough area for the proposed park. President Obenauer asked about the timeline for the project and Mr. Frei indicated that Ms. Busche is still raising funds but, the project must complete prior to her entering college. The commission discussed the need for a joint-powers agreement with the Park Board to address use and maintenance and the fact that the zoning of the property must be addressed. Regarding notifying area residents, Attorney Donovan said so long as the dog park is a permitted use, notification is not required. If the zoning needs to be changed there would be a public meeting. Commissioner Haack said he is not opposed to the location. Further discussion will take place at the June 3rd meeting.

APPROVAL OF APPLICATIONS AND BUILDING PERMITS

Site Authorization – HWS – Jimmy’s Box’s Long Shots: Jo Neuberger, representing Hazen Winter Sports, appeared before the commission requesting site authorization to conduct gaming at various locations in the City of Hazen. Ms. Neuberger said HWS has signed rental agreements with all the businesses. Commissioner Wolf moved to approve gaming site authorizations for Box’s Bar, Jimmy’s Lounge and Long Shots, as requested by Hazen Winter Sports, second by Commissioner Haack. Motion unanimously approved.

Annexation Discussion: President Obenauer opened discussion relating to the annexation process and which areas the commission want to consider annexing. Attorney Donovan said the commission needs to decide what areas are to be brought within the city boundary and that, regarding special assessments, it would only affect future projects. Attorney Donovan added that annexation would bring in a small amount of property tax revenue and that it does not require additional services as this is a commission decision unless, property owners petition for a specific improvement. There was discussion on services already provided to extra-territorial areas and a benefit to the city in the upcoming census process. The commission would like to review city maps and discuss the matter in the future. Attorney Donovan said the process can become costly and should be addressed in the proper manner. Regarding services, Attorney Donovan added they can remain on SW Water, even if annexed, but the city would have to address the Transfer of Service Agreement to deal with any new services or disconnects.

REPORTS

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

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

Finance/Busing/Library: Commissioner Wolf informed the board that the summer busing schedule has been published and posted.

Police/Fire/Forestry: Commissioner Pillar absent. President Obenauer informed the board that the forester has been busy getting things started and has conducted limited trimming of boulevard trees.

HCD: Buster Langowski had nothing to report, at this time.

President: President Obenauer talked about traffic control at the intersection of Main Street and 4th Ave NE, near Heritage Park. This is a reduced speed (15-mph) area, but there have been several near incidents every year. Attorney Donovan informed the board that this is a section line that has not been closed. President Obenauer would like Moore Engineering to review the area and Commissioner Wolf said the only way traffic will truly slow down is if there is a stop sign at the intersection. Mr. Klabunde said it is not recommended to install a yield sign at an intersection that has stop signs.

President Obenauer also said that a proposed drone ordinance has been shared with other agencies for input before the city does formal readings. President Obenauer feels that drone use is going to be a big issue in the future.

CORRESPONDENCE

Proposal – Property Removal – 1025 1st Ave NE: The commission reviewed a proposal, in the amount of \$2,350.00, from Terry Fahlsing to remove the trailer which has been condemned. There was discussion as to liability for debris that could be lost during transport. Commissioner Wolf moved to accept the proposal of Terry Fahlsing, in the amount of \$2350, to remove the trailer located at 1025 1st Ave NE, second by Commissioner Stern. Upon discussion, the city will remove the skirting, shed(s) and deck prior to the trailer being removed. Commissioner Haack asked if the city equipment would be able to demolish the structure and PW Director Brousseau said the clam bucket does not work to grab material. On roll call vote; Wolf, “Aye”, Stern, “Aye”, Haack, “Aye”, Obenauer, “Aye”, motion carried.

OLD BUSINESS

Garbage Truck Bids – Bid Opening: This being the time set for opening bids for a new garbage truck the commission received the following:

Nelson International – Total Bid - \$174,235.00

Westlie Crossroads Bid #1 – Total Bid - \$177,975

Westlie Crossroads Bid #2 – Total Bid - \$177,975

The commission directed PW Director Brousseau to review the bids and compliance with the specifications and make a recommendation to the commission at the June 3rd meeting.

Propane Bid Opening: This being the time set for opening bids for delivery of propane, the commission received the following:

Fitterer Oil Company, Hazen LLC - \$0.79/gallon

Farmers Union Oil Company, Hazen - \$0.89/gallon

The commission discussed the patronage dividend and Commissioner Haack was informed that Farmers Union Oil had the contract for the last year. Commissioner Wolf moved to accept the bid of Fitterer Oil Company at \$0.79/gallon, second by Commissioner Stern. On roll call vote: Wolf, “Aye”, Stern, “Aye”, Haack, “Aye”, Obenauer, “Aye”, motion carried.

Fire Hall – Window Replacement/Repair Estimate: Fire Chief, Kasey Lesmann, informed the commission that he has received quotes for replacement/repair of windows at the fire hall. Western Steel Builders provided a quote to replace five (5) windows at a cost of \$7,860. Leingang Siding and

Windows provided a quote to replace six (6) windows, and trim/extension jams at a cost of \$7,857. Chief Lesmann indicated that the budget line for building repairs is not funded for this cost but, funds could be moved from other lines to make up a portion of the cost, approximately \$4500, hoping the city general fund could address the remaining balance. The commission discussed the need to address these repairs to make the building more energy efficient. Commissioner Stern asked about the heating cost and Mr. Lesmann indicated that of the 2019 budget (\$13,000 for electricity) more than \$12,000 has been spent as of this date. The commission asked Chief Lesmann to bring the matter to the rural fire department for participation in funding the repairs and return with the information in June. Chief Lesmann also addressed parking concerns around the fire hall. When there is a call, and most of the members respond, there is limited parking, the streets become congested, and it is not appropriate to park in the theatre lot. Chief Lesmann would like approval to remove topsoil on the north side of the building and work with the city to place recycle material on the site to create a parking location for fire department members. It was also discussed that this location, if approved, would be better for extrication exercises. The commission has no objection to the project and directed Chief Lesmann to work with PW Director Brousseau for equipment and materials.

Approval of Bills: Commissioner Wolf moved to approve the bills, as presented, second by Commissioner Stern. Pre-paid and bills approved for payment are as follows: Bank of ND, 226338.86; Black Mountain Software, 100.00; CVB, 2053.69; Further, 13.50; Global Safety Network, 142.90; Grand Forks S.O, 110.00; Hazen Motor Co, 341.31; Matthew Bender & Co Inc, 77.81; Mercer Co Highway Dept, 5060.00; Mercer Co Treasurer, 3983.50; Millennium Express, 13.80; MDU, 4338.25; ND Dept of Health, 32.00; NDAAO, 30.00; Norther Safety Co, 188.96; Peg Rahn, 94.50; Power Plan, 701.04; Purchase Power, 108.99; Rath & Mehrer PC, 6300.00; Rough Rider Industries, 217.60; Roughrider Electric Coop Inc, 4939.75; Tammy Rahn, 30.00; The Hub, 28.91; Union Bank, 10825.00; US Postal Service, 273.02. On roll call vote; Wolf, "Aye", Stern, "Aye", Haack, "Aye", Obenauer, "Aye", motion carried.

There being no further business the meeting was adjourned at 6:48 PM CT. The next regular meeting of the commission is scheduled for Monday, June 3, 2019 at 5:30 PM CT in the Commission Room of the Hazen City Hall.

Approved: _____
Jerry Obenauer, President

Attest: _____
Monte J. Erhardt, Auditor