

**Hazen City Commission
Regular Meeting
July 16, 2018
Hazen City Hall**

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

Others Present: PW Director Brousseau, Planner Senger, Auditor Erhardt, Attorney Donovan, Editor Arens, Joshua Reiner (Moore Engineering), and Doug Edwards.

The meeting was called to order at 5:26 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 July 2nd meeting, second by Commissioner Stern. Motion unanimously carried.

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

CONSULTATION WITH ATTORNEY & ENGINEER

2018 Street Project: Joshua Reiner, Moore Engineering, informed the commission that PCS is completing work on curb and gutter and that Mayo is working on the two-inch (2") overlay streets. President Obenauer asked about Divide Street and Mr. Reiner said the contractor is working to complete the cement stabilization treatment. President Obenauer also asked about the repair of boulevards where sidewalk, curb and gutter were removed and asked the engineers to keep a closer eye on this work to ensure it is completed properly. Mr. Reiner said this is being completed by Mayo Construction and he will review the concerns. President Obenauer asked about negotiating with the contractor on work that was completed twice, and Mr. Reiner said they are getting information together and have removed the patching cost on Divide and Deapolis. The commission also informed Mr. Reiner of areas of concern on Central Ave, Gall Street and 2nd Ave NW. Mr. Reiner presented the contractor's pay estimate #3, which had been adjusted by the engineer for clerical adjustment and pavement removal costs. Commissioner Wolf moved to approve Contractor's Pay Estimate #3 to Mayo Construction in the amount of \$1,801,769.65, as adjusted by Moore Engineering, second by Commissioner Stern. On roll call vote; Wolf, "Aye", Stern, "Aye", Haack, "Aye", Pillar, "Aye", Obenauer, "Aye", motion carried.

Mr. Reiner informed the commission that he had received a request to look at a portion of Birch Road that is scheduled for chip seal and one resident questioned why this portion was not being milled and overlaid. President Obenauer asked if there was a need to mill this and Mr. Reiner explained that a majority of the street was milled/overlaid in 2016 and the engineers did not see a need to add

additional work to this portion. Commissioner Wolf said that since this was not flagged for repair there is no need to add this to the project. No further action taken.

Commissioner Wolf moved to approve the invoice of Moore Engineering in the amount of \$104,359.15, second by Commissioner Haack. On roll call vote; Wolf, "Aye", Haack, "Aye", Pillar, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried.

Planner Senger said there are additional lot/corner pins that have been removed and this information will be provided to the resident project representative.

Commissioner Pillar moved to approve Requisition #3 to Bank of ND in the amount of \$1,906,128.80, second by Commissioner Stern. President Obenauer asked how often the city is making requests for funds and was advised a request is made after each contract pay estimate. On roll call vote: Pillar, "Aye", Stern, "Aye", Haack, "Aye", Wolf, "Aye", Obenauer, "Aye", motion carried.

President Obenauer recognized Doug Edwards who had a question about the project budget. Mr. Edwards was informed that the city is looking at options to use additional sales tax or removing certain aspects of the project to reduce budget overruns. Mr. Edwards also had a concern about the collars around valves and manholes and was advised that these issues are being addressed by sawing them to repair the edges or removal/replacement.

REQUEST OF CITIZENS

Free/Reduced Hall Rent & Local Permit-Raffle – SMC Hospice: Commissioner Haack moved to approve the free/reduced hall rent and Local Permit #2018-09, as requested by SMC Hospice, second by Commissioner Wolf. Motion unanimously approved.

Free/Reduced Hall Rent – M&M Pet Rescue: The commission reviewed an application for free/reduced hall rent submitted by M&M Pet Rescue of Beulah. President Obenauer asked if this is a private business and it determined to be a non-profit organization. Commissioner Wolf moved to approve the request of M&M Pet Rescue for free/reduced hall rent to hold organizational meetings, second by Commissioner Pillar. Motion unanimously approved.

Local Permit-Raffle – Hazen Area Dollars for Scholars: Commissioner Haack moved to approve local permit #2018-08 as requested by Hazen Area Dollars for Scholars, second by Commissioner Stern. Motion unanimously approved.

Local Permit-Raffle – St. Martin Catholic Church: Commissioner Haack moved to approve local permit #2018-07 as requested by St. Martin Catholic Church, second by Commissioner Stern. Motion unanimously approved.

INTRODUCTION, READING & APPROVAL OF ORDINANCES

Updates/Procedure: The commission discussed a process to update the city ordinances. Attorney Donovan said this has been completed ordinance by ordinance. Commissioner Pillar said he would like to see a review process conducted every several years to keep on top of statute changes. The commission asks city staff to review the ordinances and make recommendations to the commission to update ordinances starting with "hot button" items.

APPROVAL OF APPLICATIONS AND BUILDING PERMITS

Building Permit w/Variance Request – J. Meissner: Planner Senger presented an application for building permit with a variance as submitted by Josh Meissner. Mr. Meissner is proposing to add on to his home at 432 Main Street West and is requesting a variance to construct the addition at the property line. Commissioner Haack was concerned about the proximity to trees on the property line and would like Mr. Meissner to discuss the request with the adjoining property owner. Commissioner Wolf stated she was more concerned with building at the property line than the trees. Planner Senger will discuss options to construct the addition on the south closer to the boulevard.

REPORTS

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

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

Street/Cemetery: Commissioner Haack provided cost estimates for different options relating to the dump street for the public works department. One option is metal line the existing freightliner box or remove the box and hoist from the International truck and install on the old garbage truck, when a new truck is purchased. Commissioner Haack is waiting for other pricing before asking for action by the commission.

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

Police/Fire/Forestry: Commissioner Pillar informed the board that he, and President Obenauer, conducted performance evaluations of the Chief of Police and City Forester. Commissioner Pillar also said the forestry staff has planted 35 trees around the city and they continue to remove diseased black ash and Dutch elm diseased trees. There are also plans to replace trees removed along 3rd Ave NW north of Highway 200.

HCD: Buster Langowski absent. Auditor Erhardt informed the Commission that the ND Moves demonstration project is scheduled to be installed on Main Street, Thursday

OLD BUSINESS

Alternate Municipal Judge Appointment: Commissioner Haack moved to appoint Marcie Krumwiede Alternate Municipal Judge as recommended by Judge Stern, second by Commissioner Pillar. On roll call vote; Haack, "Aye", Pillar, "Aye", Stern, "Aye", Wolf, "Aye", Obenauer, "Aye", motion carried.

FY 2019 Busing Grant Application: Commissioner Wolf moved to approve the FY2019 Bus Operating/Administration Grant in the amount of \$84,858, second by Commissioner Stern. On roll call vote; Wolf, "Aye", Stern, "Aye", Pillar, "Aye", Haack, "Aye", Obenauer, "Aye", motion carried.

Approval of Bills and Financial Statements: Commissioner Haack moved to approve the bills and financial statements as presented, second by Commissioner Stern. Pre-paid and bills approved for payment are as follows: Ameripride, 330.50; Cenex, 829.07; Coal Country CHC, 260.00; Fastenal, 51.44; Hazen Motor Co, 871.68; Hazen Motor Farm Equipment, 105.64; Hazen Parks & Rec, 7500.00; Hazen Welding, 425.10; ITD, 10.30; J&L Automotive LLC, 336.80; Mandate Machinery Inc, 115.50; Matthew Bender & Co, 120.10; Mayo Construction Co, 1801769.65; Mercer Co Treasurer, 4388.36; MDU,

5157.21; Moore Engineering Inc, 104359.15; ND Dept of Health, 32.00; NAPA, 333.44; ND One Call Inc, 130.80; Power Plan, 508.19, Purchase Power, 208.99; Roughrider Electric Coop Inc, 2883.70; Shannan Senger, 48.51; Spruce It Up Lawn & Tree, 1595.00; St. Alexius Medical Center, 250.00; State Fire & Tornado, 9370.75; The Hub, 601.94; Tractor Supply Credit Plan, 141.95; Uniform Center, 54.99; Verizon Wireless, 345.20; West River Telecommunications, 1017.68. On roll call vote; Haack, "Aye", Stern, "Aye", Pillar, "Aye", Wolf, "Aye", Obenauer, "Aye", motion carried.

There being no further business the meeting was adjourned at 6:21 PM CT. The next regular meeting of the commission will be Monday, August 6, 2018 at 5:30 PM CT in the Commission Room of the Hazen City Hall.

Approved: _____
Jerry Obenauer, President

Attest: _____
Monte J. Erhardt, Auditor