

**Hazen City Commission
Regular Meeting
July 5, 2017
Hazen City Hall**

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

Absent: Commissioner Pillar

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

The meeting was called to order at 5:28 PM CT by Commissioner President Obenauer.

Minutes: Commissioner Wolf moved to suspend the reading and approve the minutes of the June 19th meeting, as presented, second by Commissioner Haack. Motion unanimously carried.

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

CONSULTATION WITH ATTORNEY & ENGINEER

Shared Use Path Repairs – Estimate: The commission received an estimate to repair a portion of the shared use path near the Frontage Road in west Hazen. Commissioner Stern said there are more areas than just this one that could be a liability and should be addressed. President Obenauer would like PW Director Neuberger to identify other areas to be repaired so an estimate, for all the work, can be prepared. Mark Sweeney, Moore Engineering, said there are no real requirements for the path construction as this is more of a “common sense” issue. The main concern is when there is vertical displacement. Planner Frovarp indicated there are grants through ND DOT to address such costs. Commissioner Stern would like to have all the spots identified and an estimate for all the work be prepared and presented to the commission.

REQUEST OF CITIZENS

Alley – One Way – WRT Offices and USPS: The commission received a request to consider making the alley between WRT Offices and the Post Office a one-way, from east to west, for safety reasons. Commissioner Wolf agreed that a one-way may be a good idea and President Obenauer stated he would like to see information as to the number of accidents that have been reported in the alley. Commissioner Wolf feels the greatest impact will be on WRT employees and there are questions as to the flow of traffic through the alley that intersects from the south. Auditor Erhardt will request accident information from the police department and will contact WRT for any available surveillance video that covers the area in question.

Local Permit – Raffle – Hazen Area Dollars for Scholars: Commissioner Haack moved to approve local permit #2017-08 as requested by Hazen Area Dollars for Scholars to conduct weekly raffle drawings at Union State Bank from September 2017 to December 2017, second by Commissioner Stern. Motion unanimously carried.

REPORTS

President: President Obenauer informed the board that the pole and overhead line were removed and a new pole and light are installed. The piers have been poured for the new canopy and once that is in place a new concrete slab will be poured, as well. The city forester is working on a plan to place vegetation to shield the park from the industrial area and that a sidewalk from the library to the playground will also be installed.

Water/Sewer/Garbage: Commissioner Stern informed the board that he had met with Mark Sweeney to review information from the sewer video and report. The sewer line from the alley, north of city hall, going west has approximately twenty-five feet (25') of steel pipe and has some fractured clay tile at different spots. Mr. Sweeney will get an estimate to re-line this pipe. The other area of concern is on 4th Ave NW. There are three (3) areas where another line or pipe crosses through the sewer line. President Obenauer asked if these were recent and Commissioner Stern does not believe they are recent but these will require more work to make the repairs. Mr. Sweeney will contact PACE to get further information about these areas.

Commissioner Stern was informed of an issue with water meter readings being cross-read at two (2) residences. The meter and MXU were reading the proper amount it was being billed to the incorrect address. This appears to have been happening since the new meters were installed in 2009 and Commissioner Stern recommends crediting the resident that had overpaid for water/sewer quantities with the city taking responsibility for the amount underpaid as this appears to have been a city issue. President Obenauer agreed with Commissioner Stern's recommendation. Commissioner Stern moved to credit D. Grant for overpayment of water/sewer charges in the amount of \$1,582 and waive collection of fees from D. Schneider, second by Commissioner Haack. On roll call vote; Stern, "Aye", Haack, "Aye", Wolf, "Aye", Obenauer, "Aye", motion carried.

Street/Cemetery: Commissioner Haack informed the board that the price quoted for the new sand spreader is good through September so this matter does not need to be acted on now. Commissioner Haack said PW Director Neuberger had also received a proposal, from another vendor, for a comparative spreader at a higher cost, without the engine, than the quote being considered by the board now.

Finance/Busing: Commissioner Wolf had nothing to report regarding her portfolio but did inform the board that she had attended the latest HCD meeting and the hotel project is still going forward and it was reported that there is a waiting list of parties interested in apartments at the Hazen Pioneer Apartments. Commissioner Wolf also reported that the commerce center building is being offered for sale.

Police/Fire/Forestry: Commissioner Pillar absent. No report.

HCD: Buster Langowski absent. No Report.

Approval of Bills: Commissioner Wolf moved to approve the bills, second by Commissioner Stern. Commissioner Stern asked about the bills for improvements at Heritage Park and was informed that the donations and bills will be run through the city to ensure proper tracking of revenue and expenses. Pre-paid and bills approved for payment are as follows: US Postal Service, 284.15; Universal Premium Fleetcard, 2329.50; Verizon Wireless, 115.94; Payroll, 145162.14; Alan Bergstad, 310.00; BHG Inc, 376.78; Brown & Saenger, 31.92; Cardmember Service, 206.56; CVB, 5086.46; D&E Supply, 189.48; Dakota Supply Group, 1330.60; Fastenal Co, 121.94; Fire Safety USA Inc, 490.00; Great Lines Inc, 1579.60; Hazen Hardware Hank, 270.69; Hazen Motor Co, 50.75; Hazen Motor Farm Equipment, 130.70; J&L Automotive LLC, 446.75; J&P ATM Site Experts LLC, 592.76; James Gratton, 94.71; Krause's Super Valu, 63.99; Marc Corp, 1193.90; Marco Technologies LLC, 326.39; Mercer Co Soil Conservation, 238.00; Mercer Co Treasurer, 4521.97; Michael Frannea, 94.89; Mitch Strand, 62.65; MDU, 1376.39; Moore Engineering Inc, 832.50; ND Dept of Health, 25.00; ND Dept of Health, 32.00; ND League of Cities, 1904.00; NAPA, 519.83; Scott Leintz, 90.27; Share Corp, 600.59; Southwest Water Authority, 55565.74; Verizon Wireless, 200.50; Viking Screen Prints, 255.15; West Dakota Lumber, 22.00; Western Steel Builders, 1600.00. On roll call vote; Wolf, "Aye", Stern, "Aye", Haack, "Aye", Obenauer, "Aye", motion carried.

There being no further business the meeting was adjourned at 6:04 PM CT. The next regular meeting of the commission will be Monday, July 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