

**Hazen City Commission
Regular Meeting
August 21, 2017
Hazen City Hall**

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

Absent: Commissioner Pillar and Commissioner Wolf.

Others Present: Planner Senger, Auditor Erhardt, Editor Arens, Attorney Donovan, Mark Sweeney (Moore Eng.), Brent Hysjulien, Bill and Lisa Rott.

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

Minutes: Commissioner Haack moved to suspend the reading and approve the minutes of the August 7th meeting, as presented, second by Commissioner Stern. Motion unanimously carried.

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

CONSULTATION WITH ATTORNEY & ENGINEER

3rd Street NW – Drainage/Flume: Mark Sweeney, Moore Engineering, told the commission that he had looked at the location of the water drainage concerns and he does not feel a flume is necessary. Mr. Sweeney said it appears to be a matter of maintenance that the city staff could complete. The area simply needs to be graded properly to remove silt build-up. Mr. Sweeney said a flume could be installed but an apron at the street to get the water off the street and moving along the drainage way. There was discussion about the depth of utility services in the location and the need to place a one-call before our crew attempted to address the concern. President Obenauer then spoke about an issue at this same location where the asphalt had been patched, while a paving crew was in town, and that before the curb repairs could be completed we received a generous amount of rain which then got under the asphalt causing damage. President Obenauer said this is something the city crew can remove and then suggested using concrete to make the repairs properly. Commissioners Haack and Stern agreed concrete may be a better solution. Mr. Sweeney also said the concrete may bridge the area of concern better than asphalt.

2018 Street Projects: The commission received confirmation of approval of the infrastructure loan from Bank of North Dakota in the amount of \$9,924,650 for street maintenance/repairs throughout the city. President Obenauer would like to have a public meeting to explain the scope and detail of the project to residents. Mr. Sweeney agreed that a public meeting would be very beneficial and suggested that the commission go through the street survey with Moore Engineering before scheduling the public meeting. Mr. Sweeney said timing will also be a big factor in the project as it

would be best to get as much survey work done, as possible, prior to snowfall, so plans can be developed this winter. Mr. Sweeney would like to schedule a meeting to review the survey and discuss options for the project. A public meeting was scheduled for August 23, 2017 at 6:30 PM.

REQUEST OF CITIZENS

Local Permit – Raffle – St. Martin’s Church:

Local Permit – Raffle – Hazen Pre-School: Commissioner Haack moved to approve local permit(s) 2017-09 for a raffle as requested by St. Martin’s Church and 2017-10 for a raffle as requested by the Hazen Pre-School, second by Commissioner Stern. Motion unanimously approved.

APPROVAL OF APPLICATIONS AND BUILDING PERMITS

Building Permit w/Variance Request – B. Hysjulien: Planner Senger received an application for a building permit from Brent Hysjulien to construct a storage structure at 1129 Elbowoods Drive. Planner Senger explained that the north side of his property requires a thirty-foot (30’) setback from the street and his proposed building will require a variance of twenty-feet (20’) which will still allow approximately twenty-five feet (25’) from the boulevard. Mr. Hysjulien explained he wanted to put it in this location to stay out of the area where the children play, water and electrical facilities and that he has limited options based on the terrain of his property. Commissioner Haack questioned what effect this may have on snow banks or drifting in the area. Commissioner Stern had a question about the depth of the boulevard at this location and Planner Senger believed it was fifteen feet (15’). Commissioner Haack had a question about the variance and Planner Senger explained that the set back is thirty feet (30’) from the property line and the proposed building will only be ten feet (10’) from the property line so it will require a twenty-foot (20’) variance. Mr. Hysjulien explained again that he had looked at different locations on his lot but this location was the only reasonably flat spot. Commissioner Haack expressed concern about the snow and how the home to the north may affect snow accumulating. Commissioner Stern moved to approve the building permit and variance as requested, second by Commissioner Haack. On roll call vote; Stern, “Aye”, Haack, “Aye”, Obenauer, “Nay”, motion carried. President Obenauer explained that he voted against the motion because of the area of the overall size of the lot.

Building Permit w/Variance Request – B. & L. Rott: Planner Senger received an application for a building permit from Bill and Lisa Rott to add on to his existing garage at 1034 1st Ave NW. There is currently a parking slab next to the garage and this will be removed to install concrete footings. The new structure will require a three and one-half foot (3 ½’) variance. President Obenauer asked if the neighboring land owner had been contacted and this had not been done. Commissioner Stern said that in the past there was discussion about the space between buildings for fire suppression but he was not certain if this was part of an ordinance or simply a recommendation. President Obenauer said that he remembers former Fire Chief Wettstein talking about this in the past but he thought it was only a recommendation. Commissioner Haack asked when they planned to start construction and Mr. Rott

explained that he has communicated with a contractor but there was no firm date until the building permit and variance were approved. Commissioner Haack moved to approve the building permit and variance as requested, second by Commissioner Stern. On roll call vote; Haack, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried.

REPORTS

President: President Obenauer informed the board that Police Chief Dahl has submitted a letter of intent to resign effective December 31, 2017. Chief Dahl has given Commissioner Pillar a verbal recommendation for his replacement. President Obenauer would like the job description for patrol officer and post such a position as soon as possible.

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

Street/Cemetery: Commissioner Haack informed the board that Doboszinski has begun crushing the concrete and asphalt at the grass site and as of the evening of August 20th they had crushed 1500 tons of the contracted 18,500 tons of material. Commissioner Haack said that we have had one of the city staff working with the loader to assist the crusher but the crusher will be gone for several days starting Thursday. President Obenauer said the loader was needed to blend it together because the piles were so far apart. President Obenauer said the Hazen Park District is also purchasing material crushing and that he spoke to Williams Building and the city can stockpile a portion of the material on their property south of the city shop.

Finance/Busing: Commissioner Wolf absent. No Report. Auditor Erhardt did inform the commission that busing had received an application for a part-time driver and were trying to set up an interview.

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

HCD: Buster Langowski absent. No report. Auditor Erhardt informed the commission that, in exchange for cement work on the alley apron and sidewalk adjacent to the Hazen Pioneer Apartments, it has been requested the city improve the alley with the crushed asphalt and cement. President Obenauer said this is a reasonable request and the alley can be improved but it will not be a complete reconstruction.

NEW BUSINESS

September 4th Meeting: The commission decided to keep the September 4th meeting on this date as normally scheduled.

2018 Preliminary Budget: Auditor Erhardt provided preliminary budget information to the commission and President Obenauer asked the commissioners to look at the budget with the various departments to determine any big-ticket items for the 2018 budget. Publication of the preliminary budget needs to be completed so the commission can act on it before the October deadline.

Approval of Bills: Commissioner Haack moved to approve the bills, second by Commissioner Stern. Pre-paid and bills approved for payment are as follows: Roughrider Electric Coop Inc, 2597.91; US

Postal Service, 296.55; Allyn Byer, 435.85; Annie & Olivia Corcoran, 97.50; Bank of ND, 43657.04; CVB, 4492.98; Dakota Communications, 24.00; Dakota Pump & Control, 730.00; Discovery Benefits, 20.00; Ecolab Pest Elimination, 119.22; Eduardo Rodriguez, 93.45; Fastenal, 73.46; Hazen Welding, 522.50; Heiman Fire Equipment Inc, 1957.00; Lange Donovan & Kaffar PLLP, 275.00; Loren Wiest, 560.00; Marc Corp, 468.88; Marco Technologies LLC, 345.73; Matthew Bender & Co Inc, 22.94; MDU, 5217.87; Municipal Government Academy, 50.00; ND One Call Inc, 102.00; Power Plan, 289.38; Preble Medical Services Inc, 80.00; SBM Inc, 19.62; Stroup Insurance, 269.00; The Hub, 74.02; Tractor Supply Credit Plan, 17.99; Truck of Bismarck Inc, 75.26; Universal Premium Fleetcard, 3038.16; Verizon Wireless, 118.34. On roll call vote; Haack, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried.

There being no further business the meeting was adjourned at 6:24 PM CT. The next regular meeting of the commission will be Monday, September 4, 2017 at 5:30 PM CT in the Commission Room of the Hazen City Hall.

Approved: _____
Jerry Obenauer, President

Attest: _____
Monte J. Erhardt, Auditor