

**Hazen City Commission
Regular Meeting
July 20, 2020
Hazen City Hall**

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

Others Present: Attorney Donovan, Auditor Erhardt, Editor Arens, PW Director Brousseau, Jerod Klabunde (Moore Engineering), Ken Link, Tom & Heather Volk, 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 July 20th and July 27th meetings, as presented, second by Commissioner Haack. Motion unanimously approved.

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

CONSULTATION WITH ATTORNEY & ENGINEER

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

- 1) Mr. Klabunde said punch-list items have been completed and with, exception of the sidewalk south of West Dakota Lumber, the project is complete. The contractor has submitted the final pay estimate in the amount of \$56,106.75, less adjustments of \$38,715.75 recommended by the engineer, for a total payment of \$17,391. This payment will be made as two checks, \$4,971 to Mayo for the project, and \$12,420 to Pride Contracting, to be held until work on the sidewalk is complete. Commissioner Pillar moved to approve the final pay estimate of \$17,391, second by Commissioner Stern. Upon discussion, Commissioner Stern asked if this is the final payment and Mr. Klabunde said it is. On roll call vote: Pillar, "Aye", Stern, "Aye", Haack, "Aye", Wolf, "Aye", Obenauer, "Aye", motion carried.
- 2) The city will continue to monitor the sewer line at 5th St NW/3rd Ave NW.
- 3) Mr. Klabunde contacted Bechtold Paving for an estimate to repair 11th Ave SW in Expedition Estates. An estimate exceeding \$61,000 for repairs, including adjusting manholes, levelling courses and a complete overlay. Mr. Klabunde said the city could do a minimum, until the matter is resolved, of adjusting the manhole(s) and doing a levelling course of asphalt for a little more than \$20,000. This information will be shared with the developer and placed back on the agenda August 17th.
- 4) Mr. Klabunde has received some replies on the environmental letters sent for the water storage tank project. A cultural resource inventory is recommended, and Mr. Klabunde has requested a quote for this work, which was part of the engineers cost for the project and will be completed as soon as possible. Mr. Klabunde has also received correspondence from the Corps of Engineers relating to the need for a permit addressing discharges into an intermittent stream in the project route. As part of the

project Mr. Klabunde recommends the city consider what the decommissioned water plant may be used for, and any construction needs within the building.

5) Mr. Klabunde requested quotes to address the freezing water lines in one area of the city and these will be available for the August 17th meeting.

REQUEST OF CITIZENS

Restricted Local Permit – The Rona Run (Poker Run): Commissioner Pillar moved to approve a restricted local permit, as requested by Rachael Mortenson, to conduct a poker run, on August 15, 2020, with the winning hand to be determined at The Bison Sports Bar, second by Commissioner Wolf. The commission was informed that only one gaming event can be conducted at a site, so the poker run organizer is working with Hazen Winter Sports to ensure compliance. Motion unanimously approved.

APPROVAL OF APPLICATIONS AND BUILDING PERMITS

Building Permit w/Variance Request – T. Volk: The commission reviewed an application for building permit, as submitted by Tom Volk, to construct a 32'x50' garage, with living quarters, at 501 3rd Street NW. The building will be sided and shingled to match the residence and Mr. Volk is requesting a variance to construct the building with 12' sidewalls to match the existing structures on the property. Commissioner Wolf moved to approve the building permit and variance, as requested by Mr. Volk, second by Commissioner Stern. On roll call vote: Wolf, "Aye", Stern, "Aye", Haack, "Aye", Pillar, "Aye", Obenauer, "Aye", motion carried.

Building Permit w/Variance Request – M. Roth: The commission reviewed an application for building permit, as submitted by Mel Roth, to construct a 32'x50' garage, at 314 7th Street NW. The building will be wood construction with steel siding and roof and Mr. Roth is requesting a variance to construct the building with 12' sidewalls. Commissioner Stern moved to approve the building permit, and variance, as requested by Mr. Roth, second by Commissioner Haack. On roll call vote: Stern, "Aye", Haack, "Aye", Pillar, "Aye", Wolf, "Aye", Obenauer, "Aye", motion carried.

Building Permit w/Variance Request – M. Just: The commission reviewed an application for building permit, as submitted by Mike Just, to move a 12'x24' garage structure to his property at 1020 Beaumont Drive. The building will have 8' sidewalls and Mr. Just is requesting a backyard variance of 10' and a side yard variance of 2.5' to place the structure five feet from each property line. Commissioner Wolf moved to approve the building permit, and variance, as requested, second by Commissioner Stern. On roll call vote: Wolf, "Aye", Stern, "Aye", Haack, "Aye", Pillar, "Aye", Obenauer, "Aye", motion carried.

Building Permit w/Variance Request – J. Peterson: The commission reviewed an application for building permit, as submitted by Josh Peterson for Mike Peterson, to construct a 10'x14' deck on the home at 512 Mannhaven Street. The deck will be constructed of wood and composite materials and Mr. Peterson is requesting a side yard variance of 2.5' to construct the deck 5' from the property line. Commissioner Pillar moved to approve the building permit, and variance, as requested, second by Commissioner Haack. On roll call vote: Pillar, "Aye", Haack, "Aye", Stern, "Aye", Wolf, "Aye", Obenauer, "Aye", motion carried.

REPORTS

Water/Sewer/Garbage: Commissioner Pillar informed the board that a communication cable on lift station one is damaged causing the station to report faults. A quote to replace the cable, and other required equipment was received in the amount of \$2,310. Commissioner Pillar moved to approve the repairs, at lift station #1, at a cost of \$2,310, second by Commissioner Haack. Upon discussion, Commissioner Stern asked if this cable is transferred to the back-up/spare pump if it is needed and PW Director Brousseau said it is. On roll call vote: Pillar, "Aye", Haack, "Aye", Stern, "Aye", Wolf, "Aye", Obenauer, "Aye", motion carried. Commissioner Pillar informed the board that the water/sewer department is looking at future options relating to lift station technology as parts and service are becoming more difficult to find.

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 the Mercer County Economic Development (MCED) is looking to become more activity in the county and has appointed new officers and will be updating by-laws. Attendance, at meetings, has always been an issue, which they are addressing. Editor Arens asked that meeting agendas be forwarded to the newspaper.

President: President Obenauer informed the board that he has been contacted about hosting a meeting in Hazen to educate the public on the energy industry, the relationship between wind and coal and the Coal Creek power station. McLean County State's Attorney, Ladd Erickson, will assist in conducting the meeting and President Obenauer believes it would be prudent to invite local legislators to such a meeting prior to the next legislative session. More information to follow.

OLD BUSINESS

2021 City Budget: The commissioners were informed that the changes discussed at the July 27th meeting, were incorporated into the preliminary budget and the 2021 budget reduces general fund expenditures 26% from 2020 and reduces the overall budget 15% from 2020. The budget also reduces general fund revenue 15% from 2020. Commissioner Pillar moved to approve the 2021 preliminary budget and to hold the public hearing on the budget at 6:00 PM on September 21st, second by Commissioner Wolf. On roll call vote: Pillar, "Aye", Wolf, "Aye", Haack, "Aye", Stern, "Nay", Obenauer, "Aye", motion carried.

Public Works Specialist II Position: Commissioner Pillar reported that candidates for the public works/water-sewer department position and the interview group recommends offering the position to Mike Lemer, pending pre-employment screening. Commissioner Pillar moved to offer the position to Mike Lemer, second by Commissioner Haack. On roll call vote: Pillar, "Aye", Haack, "Aye", Stern, "Aye", Wolf, "Aye", Obenauer, "Aye", motion carried. The auditor will attempt to contact all applicants this evening.

Approval of Bills: Commissioner Haack moved to approve the bills, as presented, second by Commissioner Stern. Pre-paid and bills approved for payment are as follows: July Payroll, 165610.00; Bank of ND, 85385.00; BHG Inc, 554.03; Cardmember Service, 262.13; CVB, 1813.68; Core & Main LP, 1761.20; D&E Supply, 197.04; Fastenal, 57.12; Hazen Mercantile Inc, 248.52; J-S Sanitation, 62.00; Krause’s, 33.94; Marco Technologies LLC< 422.95; Mayo Construction Co, 4971.00; Meissner Contracting, 1300.00; Monte Erhardt, 98.90; Moore Engineering Inc, 17967.59; Pride Contracting, 12420.00; Pro Forms, 99.54; Roughrider Electric Coop Inc, 55.00; Samantha Melberg, 180.00; Scott Leintz, 50.01; SW Water Authority, 47203.20; Stamps.com, 50.00; Universal Premium Fleetcard, 1640.06; Verizon Wireless, 328.38. On roll call vote: Haack, “Aye”, Stern, “Aye”, Pillar, “Aye”, Wolf, “Aye”, Obenauer, “Aye”, motion carried.

Ken Link asked if the commission had reviewed information relating to annexation areas he provided and was advised there has been no action and the information will be presented to the commission for review and discussion at the August 17th meeting.

Mr. Link asked, regarding the Peace Lutheran Church project, if the sewer line has been reviewed recently in case it needs repair and city staff will look for information as to the last time it was televised and if there were any concerns at that time.

There being no further business, the meeting was adjourned at 6:14 PM CT. The next regular meeting of the commission is scheduled for Monday, August 17, 2020 at 5:30 PM CT in the Commission Room of the Hazen City Hall.

Approved: _____
Jerry Obenauer, President

Attest: _____
Monte J. Erhardt, Auditor