

**Hazen City Commission
Regular Meeting
September 17, 2018
Hazen City Hall**

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

Absent: Commissioner Wolf (Commissioner Wolf appeared by telephone for a portion of the meeting.)

Others Present: PW Director Brousseau, Planner Senger, Attorney Lange, Auditor Erhardt, Editor Arens, Josh Reiner, Jon Schroeder & Luke Arnold (Moore Engineering), Pete Christianson (Mayo Construction), and Buster Langowski.

The meeting was called to order at 5:58 PM by President Obenauer.

President Obenauer led the Pledge of Allegiance.

Minutes: Commissioner Pillar moved to suspend the reading and approve the minutes of the September 4th meeting, second by Commissioner Haack. Motion unanimously carried.

Agenda: Commissioner Haack moved to approve the agenda, moving the discipline item, 12A, to 5D, second by Commissioner Stern. Motion unanimously carried.

CONSULTATION WITH ATTORNEY & ENGINEER

2018 Street Project – Pay Estimate #5: Josh Reiner, Moore Engineering, informed the commission that concrete work continues to be completed, the chip seal portion of the project is complete with the final sweep being completed this date. Striping, under the project, is expected to begin by Wednesday, 9/19, and the contractor hopes to begin seeding and mulching areas by the week of 9/24. President Obenauer asked about striping of the parking area at the football field and Mr. Reiner was not certain if that was part of the plans but he will check on it. Mr. Reiner said they are working with a contractor to take core samples of a portion of Divide to determine why there is unanticipated cracking in this area. President Obenauer asked about adjustment and repairs of manholes and gate valves and Mr. Reiner suggested discussing that further at the construction meeting on 9/20, although the contractor is aware of the work to be completed. Mr. Reiner reviewed pay estimate #5 with the commission and informed them that the contractor's request is for \$302,582.83, the engineer is still reducing this amount based on previous recommendations relating to patching some concrete to \$129,831.40. The payment adjustment sheet includes an adjustment by the owner in the amount of \$136,689.14 based on the motion approved at the 8/23 special meeting, bringing the total amount of the pay estimate to \$266,520.54. Commissioner Haack moved to approve pay estimate #5 to Mayo Construction in the amount of \$266,520.54, second by Commissioner Stern. On roll call vote; Haack, "Aye", Stern, "Aye", Pillar, "Aye" Obenauer, "Aye", motion carried.

BND Loan Requisition #5: Commissioner Haack moved to approve Bank of ND loan requisition #5 in the amount of \$340,501.24, based on pay estimate #5, second by Commissioner Pillar. On roll call vote; Haack, "Aye", Pillar, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried.

DWSRF Program Information: Mr. Reiner informed the commission that the Drinking Water State Revolving Fund questionnaire has been updated and can be submitted to the ND Department of Health. The questionnaire includes potential costs, in the amount of \$1.5 million, for construction of a new water tower. The questionnaire notifies state agencies that there is a potential for a request for financial assistance for the project. Attorney Lange asked about a cost share for the project and Mr. Reiner said there are limited amounts that can be fully claimed but the majority is a low-interest loan. No further action required.

Employee Discipline: At 6:11 PM CT President Obenauer initiated a call to Commissioner Wolf. Commissioner Wolf appeared by telephone and informed the commission that bus driver, Robert Gobar, has been offensive in his conduct with the public and fellow employees, he has failed to follow orders of his supervisor and has displayed conduct unbecoming a municipal employee. Commissioner Wolf further advised that the employee has received reprimands and had been suspended without pay in the past. Commissioner Wolf moved to dismiss Mr. Gobar, effective September 21, 2018 at 4:00 PM CT. Attorney Lange asked to clarify that the employee will remain on suspension until this time. Commissioner Pillar second the motion. Upon discussion Commissioner Stern asked why the 9/21 date was selected and was informed that policy allows time for a hearing, at the request of the employee. Commissioner Stern also asked if this was the first written letter of discipline for the employee and President Obenauer said it is not. On roll call vote; Wolf, "Aye", Pillar, "Aye", Haack, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried. President Obenauer terminated the call to Commissioner Wolf at 6:16 PM CT.

REQUEST OF CITIZENS

Free/Reduced Hall Rent – Benefit – L Bee's Catering: Commissioner Haack moved to approve free/reduced rent hall rent, subject to the kitchen fee, for a benefit to be conducted by L. Bee's Catering on October 28, 2018, second by Commissioner Stern. Motion unanimously approved.

Free/Reduced Hall Rent – SMC Foundation: Commissioner Haack moved to approve free/reduce hall rent, subject to the kitchen fee, for the annual appreciation meal conducted by SMC Hospice, on October 17, 2018, second by Commissioner Stern. Motion unanimously approved.

Local Permit – Raffle/Bingo – Hazen Public School: Commissioner Haack moved to approve local permit #2018-11, as requested by the Hazen Public School to conduct raffle and bingo games to raise funds for various school activities, second by Commissioner Stern. Motion unanimously approved.

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 had nothing to report at this time.

Finance/Busing: Commissioner Wolf absent. No report.

Police/Fire/Forestry: Commissioner Pillar informed the commission that Forester Doll is waiting for the trees to become more dormant prior to trimming of trees to clear branches over the street for the garbage truck, buses, and snow removal equipment; and he will be ordering replacement trees for the 2019 season very soon.

Regarding the police department, Commissioner Pillar said the public works department attempted to move the dog kennel to the police department location but, the building is in bad shape, and the floor and much of the lumber of the structure are beyond repair. Commissioner Pillar would like the public works department to determine costs to build a new kennel and bring the information to the commission.

Regarding the fire department, Commissioner Pillar has been in contact with Chief Burling and they would like to order several more sets of turn-out gear for the department with the city being responsible for one set. Commissioner Pillar moved to spend up to \$2400 to purchase one set of turn-out gear for the fire department, second by Commissioner Stern. Upon discussion President Obenauer stated the fire department does a great job and he wanted to thank them for their hard work. On roll call vote; Pillar, "Aye", Stern, "Aye", Haack, "Aye", Obenauer, "Aye", motion carried.

HCD: Buster Langowski spoke to the commission about the city renaissance zone. The program has been in place for fifteen (15) years and he is working on documentation to extend the program for an additional five-year period. Once the paperwork has been approved by the various other boards it will be brought to the city commission for final action.

Approval of Bills and Financial Statements: Commissioner Stern moved to approve the bills as presented, second by Commissioner Pillar. Pre-paid and bills approved for payment are as follows: Verizon Wireless, 344.68; 4J Gun Pro, 40.00; AED Everywhere, 213.00; Ameripride, 302.50; Bobcat of Mandan Inc, 213.30; Cal Wagner, 35.00; Cenex, 2065.00; Fitterer Oil Hazen LLC, 14.39; Global Safety Network, 142.90; Hazen Fire Dept, 298.75; Hazen Hardware Inc, 108.59; Hazen Motor Co, 967.89; Hazen Motor Farm Equipment Co, 113.50; Haze Welding, 95.00 ITD, 10.30; J&L Automotive LLC, 49.44; Jonathan Doll, 206.48; Joyce Lemer, 31.50; M&A Heating, 425.72; Mandate Machinery Inc, 294.11; Mayo Construction, 266520.54; Menards, 47.04; Mercer Co Treasurer, 4664.26; Millennium Express, 29.90; MDU, 5189.88; Monte Erhardt, 422.96; ND Dept of Health, 32.00; ND Safety Council, 275.00; NAPA, 682.73; ND One Call, 49.20; Peggy Rahn, 73.50; Pitney Bowes, 431.52; Purchase Power, 208.99; Qualification Targets, 51.08; Roughrider Electric Coop, 2942.22; Spruce it Up Lawn Service, 695.00; Starion Bond Service, 35365.00; Sue's Café, 28.18; The Hub, 118.85; Titan Machinery, 275.50; Tractor Supply Credit Plan, 99.98; W L Construction Supply, 205.94; West River Telecommunications, 1018.08. On roll call vote; Stern, "Aye", Pillar, "Aye", Haack, "Aye", Obenauer, "Aye", motion carried.

There being no further business the meeting was adjourned at 6:27 PM CT. The next regular meeting of the commission will be Monday, October 1, 2018 at 5:30 PM CT in the Commission Room of the Hazen City Hall.

Approved: _____
Jerry Obenauer, President

Attest: _____
Monte J. Erhardt, Auditor