

**Hazen City Commission
Regular Meeting
September 4, 2018
Hazen City Hall**

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

Absent: Commissioner Haack

Others Present: PW Director Brousseau, Planner Senger, Auditor Erhardt, Editor Arens, Jerod Klabunde (Moore Engineering), Ted Billadeau (Mayo Construction), and Buster Langowski.

The meeting was called to order at 5:30 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 August 20th and 23rd meetings, second by Commissioner Stern. Motion unanimously carried.

Agenda: Commissioner Pillar moved to approve the agenda, with the addition of item 12A, the 9/17 meeting time, second by Commissioner Wolf. Motion unanimously carried.

CONSULTATION WITH ATTORNEY & ENGINEER

2018 Street Project: Jerod Klabunde, Moore Engineering, addressed the drainage concerns at the intersection of 5th Street and 2nd Avenue NW stating that the gutter will be installed with concrete and he will direct the project representative to mark out the area to be removed. There was a question about the water that is currently accumulated at the intersection and Mr. Klabunde said it should cause no damage, short-term but, is not good long-term. Mr. Billadeau said they will pump the water, so the area can dry out. Mr. Klabunde also said there are several manholes that need to be adjusted and then concrete will be used to complete these areas. Mr. Klabunde thanked the citizens for their patience as the project progressed and advised the commission that the contractor is requesting an additional two weeks to achieve substantial completion. Mr. Klabunde said the requested time is reasonable based on additional work added to the project. Commissioner Pillar asked about the work and the need for the additional time and Mr. Billadeau said some of the delays had to do with the cement treated base and the large amount of handwork to be completed. Mr. Klabunde again stated the request is reasonable and said it should have been addressed with the change orders approved. President Obenauer asked if the contractor will be bringing additional staff back to complete the work and Mr. Billadeau said additional staff will be on-site next week. President Obenauer then expressed concern with the concrete contractor being out of town for two weeks and the condition of some of the areas, around ramps and curbs, that has been backfilled with less than ideal material. Mr. Billadeau said some of the debris in the material may be contained in the city dirt pile that is being used for this work. Commissioner Pillar moved to approve the request to extend the date of substantial completion two-weeks, to October 6, 2018, second by Commissioner Wolf. Upon

discussion this is only the substantial completion of the project, not final completion, because of additional chip sealing scheduled for 2019. On roll call vote; Pillar, "Aye", Wolf, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried.

President Obenauer asked how the city is to report any issues with the project that may appear. Mr. Klabunde suggested getting of photo of the concern and providing it to the engineer for follow-up. There was discussion about the asphalt cracking on area of Divide Street and Mr. Klabunde reminded the commission that there is a one-year correction period to address any issues that arise. Mr. Billadeau had a question about responsibility for replacing survey monuments that were not marked prior to removals and Mr. Klabunde said each of location will be reviewed as, there were some monuments in the concrete and he is not aware of any that were removed because of carelessness. Mr. Klabunde assured the commission that any monuments damaged because of carelessness will be the responsibility of contractor.

President Obenauer asked for any new information on the crushing and Mr. Billadeau said he is working with the contractor to get a schedule.

REQUEST OF CITIZENS

USB – Street Closure: To recognize the 110th Anniversary of Union State Bank a reception has been planned for the area east of the bank on September 20th. The bank is requesting approval to close Central Avenue from Main Street north to the Alley for this date. Commissioner Wolf moved to approve the request of Union State Bank to close Central Ave, second by Commissioner Pillar. Motion unanimously approved.

Free/Reduced Hall Rent – Hazen Lions Club Fundraiser: Commissioner Pillar moved to approve free/reduced rent of the hall for a fundraiser conducted by Hazen Lions Club on September 9, 2018, second by Commissioner Stern. Motion unanimously approved.

Free/Reduced Hall Rent – St. Paul Lutheran Church-Annual Breakfast: Commissioner Pillar moved to approve free/reduce hall rent, subject to the kitchen fee, for the annual breakfast fundraiser, on October 14, 2018, second by Commissioner Stern. Motion unanimously approved.

REPORTS

President: President Obenauer asked about the nuisance/junk ordinance and was advised information is being reviewed by Attorney Donovan.

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

Street/Cemetery: Commissioner Haack absent. No report. President Obenauer brought up a bid to replace the current public works pickup with a new model, at state pricing. Commissioner Haack conveyed to Auditor Erhardt a suggestion to order the pickup and pay with 2018 budgeted funds. Commissioner Stern moved to approve purchase of a 2019, .75 ton, Chevrolet Double Cab pickup at a cost of \$30,455, using 2018 budget funds, second by Commissioner Pillar. Upon discussion the current pickup will be retained. On roll call vote; Stern, "Aye", Pillar, "Aye", Wolf, "Aye", Obenauer, "Aye", motion carried.

Finance/Busing: Commissioner Wolf informed the board that an interview, of an applicant, was completed and a preliminary offer of employment will be presented to the individual pending completion of pre-employment testing.

Police/Fire/Forestry: Commissioner Pillar informed the commission that Forester Doll is doing trimming of trees to clear branches over the street for the garbage truck, buses, and snow removal equipment. President Obenauer asked if trees are still being planted and Commissioner Pillar was not certain but, did say that Forester Doll is busy grinding stumps of trees that were removed.

HCD: Buster Langowski presented budget information to the commission. Some highlights of the budget include the rent revenue of \$62,000/year and \$11,000 in membership fees, in addition to sales tax proceeds and the Job Development levy. Mr. Langowski also informed the commission of expenditures for the Flex Pace program which was \$14,653.72 in 2018 and is budgeted at \$12,602.18 for 2019. Other expenditures will include upgrades of lighting and some doors at the commerce center. When asked about the sale of the grass area near the commerce center and Mr. Langowski said it is not being actively pursued. Mr. Langowski said much of the budget went to pre-development costs for the hotel project, which is still in process.

NEW BUSINESS

September 17 Meeting Time: Commissioner Wolf will not be available for the September 17th meeting and President Obenauer has meetings during the day that may conflict with the 5:30 PM meeting time. The commission agreed to start the regular meeting at 6:00 PM CT on September 17th.

Approval of Bills and Financial Statements: Commissioner Wolf moved to approve the bills as presented, second by Commissioner Stern. Pre-paid and bills approved for payment are as follows: Alynn Beyer, 569.33; Ameripride, 30.00; BHG Inc, 461.61; Cardmember Service, 663.69; Chamber of Commerce, 220.00; CVB, 2896.31; D&E Supply, 304.81; Dakota Communications, 120.00; Dakota Fire Extinguishers, 457.74; David Brousseau, 10.50; Fastenal, 5.95; Hazen Public School, 60.00; Interstate Power Systems, 382.56; J&L Automotive LLC, 1677.92; J-S Sanitation, 93.00; Jesse Folkerts, 524.83; Kenneth Link, 5295.91; Krause's Super Valu, 48.56; Lester Heier, 62.56; M&A Heating, 161.35; Marco Technologies LLC, 367.97; Matthew Bender & Co, 23.44; Menards, 21.32; Michael Todd & Co, 144.20; Moore Engineering, 75313.20; Northern Safety Co, 131.12; Pam Borlaug, 65.40; Radar Shop Inc, 86.00; Richard Jacobson, 100.00; Ron Muth, 160.00; Rough Rider Industries, 140.00; Ryan Tunge, 10.50; Sanitation Products Inc, 176.47; Southwest Water Authority, 51827.90; Titan Machinery, 398.00; Union State Bank, 37452.81; West Dakota Lumber, 42.49. On roll call vote; Wolf, "Aye", Stern, "Aye", Pillar, "Aye", Obenauer, "Aye", motion carried.

There being no further business the meeting was adjourned at 6:12 PM CT. The next regular meeting of the commission will be Tuesday, September 17, 2018 at 6:00 PM CT in the Commission Room of the Hazen City Hall.

Approved: _____

Attest: _____

Jerry Obenauer, President

Monte J. Erhardt, Auditor