

**Hazen City Commission
Regular Meeting
December 1, 2025
Hazen City Hall**

Present: President Schiferl, Commissioner Haack, Commissioner Stern and Commissioner Wiedrich.

Absent: Commissioner Folkerts

Others Present: PW Director Brousseau, Attorney Donovan, Chief Wolff, Editor Arens, Jerod Klabunde & Aiden Kelly (Moore Eng), Myra Savelkoul, Greg McCarthy, and Auditor Erhardt.

President Schiferl called the meeting to order at 5:30 PM.

President Schiferl led the pledge of allegiance and said the prayer.

Minutes: Commissioner Wiedrich moved to suspend the reading and approve the minutes of the November 17th meeting, as presented, second by Commissioner Haack. Motion unanimously approved.

Agenda: Commissioner Haack moved to approve the agenda, with the addition of HWS building addition, second by Commissioner Stern. Motion unanimously approved.

CONSULTATION WITH ATTORNEY AND ENGINEER

Engineer's Report: Jerod Klabunde reviewed the engineer's report. Mr. Klabunde reported on the "punch list" items to be completed at Expedition Estates and was advised that the developer, Tim Williams, has requested to meet with the commission at the December 15th meeting. Mr. Klabunde reported that approximately 85% of the sanitary sewer project has been completed with asphalt patching to be completed in spring of 2026. Mr. Klabunde presented pay application #6 of CC Steel in the amount of \$106313.14 for the project and recommended approval. Commissioner Wiedrich moved to approve CC Steel's pay application #6 in the amount of \$106,313.14, second by Commissioner Haack. On roll call vote: Wiedrich, "Aye", Haack, "Aye", Stern, "Aye", Schiferl, "Aye", motion carried. Mr. Klabunde was contacted about the lining in lift station #1 deteriorating and an estimate to address this condition was provided by CC Steel, which was higher than anticipated at \$140,000. There was discussion about working with PACE to have the lift station cleaned for proper inspection and if possible, to have this work done this year. If the work is to be done by CC Steel, it will simply involve a change order to be included in the sanitary sewer project. Regarding the DOT Flex Fund grant, the city had looked at two projects, 7th Street and 4th Ave (near Cenex) and Co Rd 27, from the bridge north. The portion of Co Rd 27 was not a project to meet the requirements of the grant, so funds were not requested for this. Mr. Klabunde had estimates for asphalt repairs, mud jacking or replacement of curb and sidewalk, which would be paid directly by the city. Costs range from \$3000 for the mud jacking up to \$40,000 - \$45,000 for complete repair of the roadway, sidewalk, and curb. Commissioner Wiedrich spoke about the engineering gathering information to see if the area is still settling prior to determining the best option to repair. There was discussion about the condition of the sidewalk and curb to make it safer for pedestrians. Commissioner Wiedrich moved to approve mud jacking the sidewalk and curb, as soon as possible, at an estimated cost of \$3500, second by Commissioner Haack. On roll call vote: Wiedrich, "Aye", Haack, "Aye" Stern, "Aye", Schiferl, "Aye", motion carried. Moore Engineering survey crews will take elevations when they are in the area under the general services contract.

Expedition Estates Lighting: The commission reviewed information from Denny's Electric for

installation of street lighting at a cost of \$168,400. This information will be shared with Mr. Williams who is on the agenda for the December 15th meeting. No further action taken.

REQUEST OF CITIZENS

Local Permit-Raffle – Hazen Hospital Auxiliary: Commissioner Wiedrich moved to approve local permit #2025-17, as requested by Hazen Memorial Hospital Association Auxiliary to conduct a quilt raffle on May 14, 2026, second by Commissioner Stern. Motion unanimously approved.

INTRODUCTION, READING, AND APPROVAL OF ORDINANCES

Golf Cart Ordinance – 2nd Reading: The commission reviewed the golf cart ordinance for which no additional changes were recommended. Commissioner Wiedrich moved to approve the second reading of the ordinance, as presented, second by Commissioner Haack. On roll call vote: Wiedrich, “Aye”, Haack, “Aye”, Stern, “Aye”, Schiferl, “Aye”, motion carried.

Floodplain Ordinance Amendment (Compliance with NDCC): The commission reviewed a proposed amendment to the Floodplain Ordinance, to meet requirements of ND Century Code as changed during the recent session. The changes related to which sections of NDCC are referred to in the authorizing statement of the ordinance. Commissioner Wiedrich moved to approve the first reading of the Floodplain Ordinance amendment, as presented, second by Commissioner Stern. On roll call vote: Wiedrich, “Aye”, Stern, “Aye”, Haack, “Aye” Schiferl, “Aye”, motion carried.

APPROVAL OF APPLICATIONS AND BUILDING PERMITS

Purchase Agreement – Water Plant: The commission reviewed the draft purchase agreement, prepared by Attorney Donovan, for the water plant building. Attorney Donovan commented on portions of ND Century Code requiring storage of fireworks a specific distance from residential structures, school buildings, assembly structures, or inhabited roadways. The commission was unsure if the building would be used for storage so the question will be presented to the prospective buyer. The commission was still concerned about the offer price being too low.

Liquor License Application – Spirits at Hazen LLC: The commission reviewed a liquor license application of Spirits at Hazen LLC, who will be taking over the Hazen Bottle Shop on January 1, 2026. Chief Wolff investigated the parties, and no criminal records would bar the managers from obtaining a license. Commissioner Haack moved to approve the liquor license of Spirits at Hazen LLC, as presented, effective January 1, 2026, second by Commissioner Wiedrich. On roll call vote: Haack, “Aye”, Wiedrich, “Aye”, Stern, “Aye”, Schiferl, “Aye”, motion carried.

REPORTS

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

Street/Cemetery: Commissioner Haack and PW Director Brousseau reported on progress of snow removal with PW Director Brousseau advising that there were minor equipment breakdowns which have been addressed. PW Director Brousseau reported that he had received a letter of resignation from Mr. Gabel and the commission asked for the position to be advertised immediately. PW Director Brousseau will see if any of the current staff are interested in serving as in-house CDL trainers.

Finance/Busing/Library: Commissioner Folkerts absent. No report.

Police/Fire/Forestry: Commissioner Wiedrich reported police department calls for service with Officer Blekestad responding to fifty-five (55) calls for service, Sgt. Melberg responded to thirty-eight (38) calls for service, Officer S. Melberg responded to forty-three (43) calls for service, and Chief Wolff

responded to twenty-eight (28) calls for service. Commissioner Wiedrich received resident reports of vehicles still parked on the streets during the snowfall and Chief Wolff reported the department is working to address these.

HCD: Myra Savelkoul absent. No report.

President: President Schiferl provided the commission design plans and cost estimates provided to Hazen Winter Sports Association (HWS), for a potential addition to the all-season arena. The addition will include community space, training areas, conference room, and athletic courts. HWS will be seeking parties interested in serving on a committee to pursue the project and funding options. The addition to the building will be on the west side of the current building. No further action taken.

CORRESPONDENCE

Coal Country Community Health Center Foundation “Grow Our Own” Funding Request: The commission reviewed a request for scholarship funds for the “Grow Our Own” initiative of the Coal Country Community Health Center Foundation. Commissioner Wiedrich moved to approve \$500 for the scholarship fund, as in previous years, second by Commissioner Haack. On roll call vote: Wiedrich, “Aye”, Haack, “Aye”, Stern, “Aye”, Schiferl, “Aye”, motion carried.

OLD BUSINESS

Welcome Sign: The commission asked that further discussion on the removal/replacement of the welcome sign be postponed until June 2026. No further action taken.

PUBLIC COMMENTS

Greg McCarthy addressed the commission regarding sidewalk conditions when snow is removed from the streets. Mr. McCarthy spoke about the inability of residents to use the sidewalks when snow is pushed on them and that this could rise to a level of negligence by the city. Mr. McCarthy suggested a committee be established to address these concerns and concerns about the lack of sidewalks within residential areas of the city. There were questions as to why the city has not enforced sidewalk requirement ordinance and Attorney Donovan indicated this was a decision of previous commissioners. There was discussion about returning to the previous snow removal process of windrowing and removing it with comments on the additional time and expense to manage snow removal in this manner. Mr. McCarthy concluded his comments by stating that many residents don't address their sidewalks and that after three (3) years of calling about this matter he would like to see the city address it or create a committee to make recommendations.

Approval of Bills and Financial Statements: Commissioner Wiedrich moved to approve the bills, as presented, second by Commissioner Stern. Pre-paid and bills approved for payment are as follows: Fuelman Fleet, 737.10; US Postal Service, 418.86; Axon Enterprise, 4438.32; CC Steel LLC, 106313.14; Chip Wizard, 40.00; CCCHC Foundation, 500.00; CVB, 4534.53; Dept of Environmental Quality, 183.52; Duramax Holdings LLC, 5629.66; Fastenal, 23.30; Hazen Mercantile Inc, 96.71; James Wolff, 245.20; Jim Block, 95.00; Krause's, 44.92; Marco Technologies LLC, 413.15; Millennium Express, 12.00; Moore Engineering Inc, 1879.30; Pam Borlaug, 79.80; SW Water Authority, 27102.79; Steins Inc, 65.93; Union State Bank, 3900.00. On roll call vote: Wiedrich, “Aye”, Stern, “Aye”, Haack, “Aye”, Schiferl, “Aye”, motion carried.

There being no further business, the meeting was adjourned at 6:33 PM CT. The next regular meeting of the commission is scheduled for Monday, December 15, 2025, at 5:30 PM CT in the Commission Room of the Hazen City Hall.

Approved: _____
Jesse Schiferl, President

Attest: _____
Monte J. Erhardt, Auditor