

**Hazen City
Commission Regular
Meeting
March 10, 2025
Hazen City Hall**

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

Others Present: PW Director Brousseau, Attorney Donovan, Police Chief Wolff, Officer Anthony Melberg, Myra Savelkoul and Auditor/Assessor Erhardt.

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

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

Minutes: Commissioner Wiedrich moved to suspend the reading and approve the minutes of the February 18th meeting, as presented, second by Commissioner Folkerts. Motion unanimously approved.

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

CONSULTATION WITH ATTORNEY AND ENGINEER

Engineer's Report: The commission reviewed the written engineer's report that included no action items. Moore Engineering requested bids/quotes for concrete work around the city and will present information at the next meeting. No further action taken.

REQUEST OF CITIZENS

Local Permit-Raffle – Hazen Public School FBLA:

Local Permit-Raffle – Hazen Bison Trap Team: Commissioner Wiedrich moved to approve local permit #2025-04 as requested by Hazen Public School FBLA for a raffle to be conducted on March 27th, and to approval local permit #2025-05 as requested by the Hazen Bison Trap Team to conduct a raffle on May 13, 2025, second by Commissioner Haack. On roll call vote: Wiedrich, "Aye", Haack, "Aye", Folkerts, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried.

Street Closure Request – Shop & Play Vendor Show: The commission reviewed a request for street closure for a Shop and Play Vendor show at city hall on March 22. Commissioner Folkerts declared a conflict of interest as this is being sponsored by Mommy & Me Mercantile which is owned by his spouse. It was indicated that a single food truck will be on the street during the vendor show and the entire street will not be closed just so that cones will be up to provide adequate space for the food truck. Commissioner Wiedrich moved to approve the requested street closure, second by Commissioner Stern. On roll call vote: Wiedrich, "Aye", Stern, "Aye", Folkerts, abstained, Haack, "Aye", Obenauer, "Aye", motion carried.

APPROVAL OF APPLICATIONS AND BUILDING PERMITS

Commercial Building Permit – J. Sayler: The commissioner reviewed a request for building permit submitted by James Sayler for construction of a warehouse/storage building at 103 Railroad Avenue. Mr. Sayler is in the process of purchasing the property within the commercial zoning district south of West Dakota Lumber. Commissioner Wiedrich moved to approve the building permit, as requested, upon verification/proof of ownership of the property, second by Commissioner Haack. On roll call vote: Wiedrich, “Aye”, Haack, “Aye” Folkerts, “Aye”, Stern, “Aye”, Obenauer, “Aye”, motion carried.

REPORTS

Water/Sewer/Garbage: Commissioner Stern reported that the city supply of trash cans is near zero and that a quote for an additional ninety-six (96) cans was received from Otto Environmental at a cost of \$7,758.00, delivered. Commissioner Stern moved to purchase the trash cans as quoted, second by Commissioner Wiedrich. On roll call vote: Stern, “Aye”, Wiedrich, “Aye”, Folkerts, “Aye”, Haack, “Aye”, Obenauer, “Aye”, motion carried. The commission reviewed a quote for concrete work to repair a portion of private driveway damaged when repairing a water break on 4th Ave SW. As the break was determined to be on the city portion of the line these repairs are the responsibility of the city. Commissioner Stern moved to accept the quote of Meissner Contracting in the amount of \$2,925 to repair the driveway, second by Commissioner Haack. On roll call vote: Stern, “Aye”, Haack, “Aye”, Folkerts, “Aye”, Wiedrich, “Aye”, Obenauer, “Aye”, motion carried.

Street/Cemetery: Commissioner Haack informed the board that interviews of applicants for the public works position will be conducted on Wednesday, March 12th. PW Director Brousseau said that city crews began crack sealing and, when asked, indicated that the county should have sufficient oil for our needs. The commission reviewed a quote for repairs of a portion of a concrete area within one of the doorways at the city shop. PW Director Brousseau contacted Meissner Contracting for a quote and the commission asked Director Brousseau to also contact Winkler Construction for a quote and the matter will be addressed at the next meeting.

Finance/Busing/Library: Commissioner Folkerts had nothing to report at this time.

Police/Fire/Forestry: Commissioner Wiedrich reported on police department calls for service for the month of February. Officer Beyer responded to eight (8) calls for service, Officer A. Melber responded to twenty-five (25) calls for service, Officer S. Melberg responded to thirty-seven (37) calls for service, and Chief Wolff responded to forty-six (46) calls for service. Interviews for the police department position are being conducted today. Officer Anthony Melberg reported that the majority of upfit parts for the new vehicle have been received and that work on the vehicle is estimated to begin around April 10th with delivery hopefully before the July Touch-A-Truck event. As the upfit process begins regular correspondence and updates will be provided to Officer A. Melberg. Chief Wolff informed the commission that the previous shotgun order was cancelled, and new Mossberg shotguns had been ordered, and received from Hazen Mercantile, at a cost of \$1,800.

HCD: Myra Savelkoul informed the commission that the SR71 project is moving along and the lease agreement for the space at the Commerce Center has been drafted and is awaiting signatures. Ms. Savelkoul also reported

that HCD had a “claw back” of some of the housing incentive dollars because the party receiving the funds did not retain the property for the required period. Ms. Savelkoul has mailed membership notices and advised that the annual meeting will be held on March 26th and encouraged the commission members to attend. HCD has been approached about assistance in funding a career and technical education program here in Hazen and will be meeting to discuss the particulars of the program on March 11th, with further information to come.

President: President Obenauer had nothing to report at this time.

CORRESPONDENCE

Behavioral Health Summit Sponsorship: After discussion about the annual Behavioral Health Summit in Energy Country and it’s benefits to area businesses and staff, Commissioner Wiedrich moved to again sponsor the summit at the “Friend” level for \$600, second by Commissioner Folkerts. On roll call vote: Wiedrich, “Aye”, Folkerts, “Aye”, Haack, “Aye”, Stern, “Aye”, Obenauer, “Aye”, motion carried.

PACE Inspection Agreement: The commission reviewed the annual PACE Maintenance Agreement for cleaning of sanitary sewer lines. Jarid Dauenhauer, water/wastewater manager, indicated there are areas outside of the proposed project area that need to be cleaned and would like the commission to consider approving the agreement. Commissioner Haack moved to approve the maintenance agreement with PACE, as presented, second by Commissioner Stern. On roll call vote: Haack, “Aye”, Stern, “Aye”, Folkerts, “Aye”, Wiedrich, “Aye”, Obenauer, “Aye”, motion carried. It was noted that quoted prices for services are unchanged from the previous year.

NEW BUSINESS

Equalization Meeting Date/Time: Assessor Erhardt informed the commission that city assessors meet with the county tax director in February to review past year’s sales and adjust property values to comply with ND Century Code requirements for value tolerance of 90-100% of market value. This year the city of Hazen adjusted residential land values which may trigger notices to property owners whose value changed a total of 10% and \$3000. The city commission meets as the board of equalization to hear objections of the property owners and make adjustments, if necessary. The commission agreed to schedule the city board of equalization meeting on April 8, 2025, at 5:00 PM in the commission room of Hazen City Hall.

PUBLIC COMMENTS

No public comments were received.

Approval of Bills & Financial Statements: Commissioner Haack moved to approve the bills as presented, second by Commissioner Stern. Pre-paid and bills approved for payment are as follows: Fuelman Fleet Program, 1194.35; US Postal Service, 377.79; Cenex, 3910.16; CVB, 8026.62; Cory Beery, 300.00; Elan Financial Services, 760.98; Hazen Mercantile, 24.01; Hazen Motor Co, 76.50; Hazen Star, 598.74; Hazen Welding, 1871.10; Health Equity, 3.25; ITD, 33.30; Jim Block, 95.00; KDKT Sports Radio, 100.00; Krause’s, 54.69; Linde Gas, 231.14; Marco Technologies LLC, 366.53; Matthew Bender & Co Inc, 32.43; Menards, 167.80; Mercer Co Treasurer, 4698.45; MOCIC, 100.00; Millennium Express, 12.00; MDU, 4339.36; ND Dept of Health, 54.00; NAPA, 444.93; ND One Call Inc, 6.20; Pam Borlaug, 63.50; Roughrider Electric Coop Inc, 5094.46; Sletten Excavating, 23630.00; SW Water Authority, 29772.64; Stamps.com, 90.63; Swanston Equipment, 571.43; TBGTOM.com,

120.00; The Hub, 1154.01; Thomson Reuters-West, 527.00; Tractor Supply Credit Plan, 99.99; Uniform Center, 33.98; US Postal Service, 350.00; USA Blue Book, 34.15; Verizon Wireless, 424.18; Vestis, 429.09, West River Telecommunications, 926.42; Workforce Safety & Insurance, 250.00. On roll call vote: Haack, "Aye", Stern, "Aye", Folkerts, "Aye", Wiedrich, "Aye", Obenauer, "Aye", motion carried.

There being no further business, the meeting was adjourned at 6:05 PM CT. The next regular meeting of the commission is scheduled for Monday, March 17, 2025, at 5:30 PM CT in the Commission Room of the Hazen City Hall.

Approved: _____
Jerry Obenauer, President

Attest: _____
Monte J. Erhardt, Auditor