

**Hazen City Commission  
Regular Meeting  
June 16, 2025  
Hazen City Hall**

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

**Absent:** Commissioner Wiedrich

**Others Present:** PW Director Brousseau, Attorney Kaffar, Jerod Klabunde & Aiden Kelly (Moore Engineering), Myra Savelkoul, Officer A. Melberg, Chief Wolff, and Auditor Erhardt.

President Obenauer called the meeting to order at 5:31 PM.

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

**Minutes:** Commissioner Haack moved to suspend the reading and approve the minutes of the June 2<sup>nd</sup> regular meeting, as presented, second by Commissioner Folkerts. Motion unanimously approved.

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

**CONSULTATION WITH ATTORNEY AND ENGINEER**

**Engineer's Report:** Jerod Klabunde, Moore Engineering reviewed the engineer's report with the commission. Mr. Klabunde advised the commission that the City of Beulah has hired Moore Engineering. Regarding Expedition Estates, the paving has been completed, and Mr. Klabunde has again requested information as to plans to complete sewer work on 11<sup>th</sup> Avenue. The city will not issue any additional building permits until the questions of 11<sup>th</sup> Avenue have been addressed. Regarding the alley project, north of Main Street, the repair work has been completed, and the last portion of private work will be completed soon, at which time the project will be closed and final payment will be presented for approval. Regarding the sanitary sewer project. Mr. Klabunde reminded the commission that the project has three (3) principal areas of work; spot repairs, lining and manhole rehabilitation. CC Steel and Tand Construction have been working on the televising and spot repairs with approximately 90% of the spot repairs completed. Paving of the spot repairs is scheduled for mid-to-late July and Mr. Klabunde commented that the longer the areas remain open the better they are compacted prior to re-paving. Mr. Klabunde presented pay application #1, in the amount of \$324,053.77 for work completed to June 6, 2025. Commissioner Stern had a question about a work change directive that was brought up in the last week. Mr. Klabunde did not have the photos of the proposed repairs at this time but indicated that another utility had bored through the sewer main on 3<sup>rd</sup> Ave NW, near the center of the sewer line and should be repaired. Mr. Klabunde also spoke about a manhole bench that should be repaired to correct flow of sewage to prevent blockage and requested approval of both items. Commissioner Haack moved to approve pay estimate #1, to CC Steel, in the amount of \$324,053.77, second by Commissioner Folkerts. On roll call vote: Haack, "Aye", Folkerts, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried. Regarding the change directive, Commissioner Stern asked about the utility bore through the sewer line and Mr. Klabunde stated that utility was through the middle of the pipe and that the city may want to approach the utility for reimbursement of some of the costs to repair. Commissioner Stern moved to approve the entire work change directive, second by Commissioner Haack. On roll call vote: Stern, "Aye", Haack, "Aye", Folkerts, "Aye", Obenauer, "Aye", motion carried. In miscellaneous items, Mr. Klabunde said the legislature approved DOT Flex Funds which should be

distributed in July or August, and the city should reference the capital improvement plan when considering use of these funds.

### **REQUEST OF CITIZENS**

**Local Permit-Raffle – Church of St. Martin:** Commissioner Folkerts moved to approve local permit #2025-11 for a raffle at the request of Church of St. Martin, pending the complete list of prizes, second by Commissioner Stern. Motion unanimously approved.

**Alley Condition – J. Schwab:** Mr. Klabunde viewed the condition of the alley (power line easement) from Antelope Drive to Elbowoods Drive. There are several options to address the alley erosion and Mr. Klabunde was directed at putting different options together (paving, concrete, recycled asphalt) and estimating pricing for a future meeting.

### **INTRODUCTION, READING, AND APPROVAL OF ORDINANCES**

**Chapter 9 – Fireworks Ordinance Discussion:** The commission reviewed the proposed changes to the fireworks ordinance, as revised from the June 2<sup>nd</sup> meeting. Commissioner Stern moved to approve the second reading and adopt the amended fireworks ordinance to be effective upon publication, second by Commissioner Haack. On roll call vote: Stern, “Aye”, Haack, “Aye”, Folkerts, “Aye”, Obenauer, “Aye”, motion carried.

### **APPROVAL OF APPLICATIONS AND BUILDING PERMITS**

**Building Permit – AT&T Tower Improvements:** The commission reviewed an application for building permit submitted by AT&T for replacement of equipment on the tower in Hazen. The city engineer has reviewed the plan, and the new equipment is not expected to generate any audible noise.

Commissioner Stern moved to approve the building permit for AT&T equipment replacement, as presented, second by Commissioner Haack. On discussion, Commissioner Stern was advised that this is only on the tower and will not affect the land which is leased by AT&T. On roll call vote: Stern, “Aye”, Haack, “Aye”, Folkerts, “Aye”, Obenauer, “Aye”, motion carried.

**Fireworks Sales Permit/Property Rental Agreement – Memory Fireworks:** The commission reviewed an application for permit to sell fireworks within the city as submitted by Memory Fireworks. The commission also reviewed a rental agreement for Memory Fireworks to use the city water plant building for a period of thirty (30) days as retail location for their fireworks sales. The rental agreement is based on a previous agreement when fireworks were sold from the city armory building. Commissioner Haack moved to approve the fireworks sales permit and rental agreement with a fee of \$1500, as requested by Memory Fireworks, second by Commissioner Stern. On roll call vote: Haack, “Aye”, Stern, “Aye”, Folkerts, “Aye”, Obenauer, “Aye”, motion carried. The Hazen Fire Chief has not yet signed off on the application.

**Transient Merchant Permit/License – Southwestern Advantage – Marek Kutt:** The commission reviewed an application for transient merchant license submitted by Marek Kutt of Southwestern Advantage to sell educational materials door-to-door. Commissioner Haack moved to approve the transient merchant license as requested by Mr. Kutt, second by Commissioner Folkerts. On roll call vote: Haack, “Aye”, Folkerts, “Aye”, Stern, “Aye”, Obenauer, “Aye”, motion carried. The auditor will work with Mr. Kutt to determine which days he will be within the city and assess the appropriate fees for the license.

**Commercial Building Permit – JF Hair – Western Steel Builders:** The commission reviewed an application for a commercial building permit at JF Hair to replace damaged siding, electrical boxes, drywall, and window replacement at 615 4<sup>th</sup> Avenue NE. Commissioner Haack moved to approve the

commercial building permit for JF Hair, as presented by Western Steel Builders, second by Commissioner Folkerts. On roll call vote: Haack, "Aye", Folkerts, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried.

**Commercial Building Permit – Hazen Parks & Rec – Western Steel Builders:** The commission reviewed an application for commercial building permit to replace the restroom structure at North Star II Park on Antelope Drive. Commissioner Folkerts moved to approve the commercial building permit for Hazen Parks & Recreation as presented by Western Steel Builders, second by Commissioner Stern. On roll call vote: Folkerts, "Aye", Stern, "Aye", Haack, "Aye", Obenauer, "Aye", motion carried.

## REPORTS

**Water/Sewer/Garbage:** Commissioner Stern informed the board that the garbage truck has a hydraulic cylinder that needs repair and will be taken to Hazen Welding for the repairs. Commissioner Stern moved to approve, up to, \$2500 for the cylinder repairs, second by Commissioner Haack. Upon discussion, President Obenauer asked if the city had been provided a quote for the work and was advised that PW Director Brousseau estimated the cost. On roll call vote: Stern, "Aye", Haack, "Aye", Folkerts, "Aye", Obenauer, "Aye", motion carried. Commissioner Haack was advised that this is the truck that recently had the transmission replaced.

**Street/Cemetery:** Commissioner Haack informed the board that PW Director Brousseau completed preparing specifications for the purchase of a new wheel loader. President Obenauer asked how many brands of loader were being considered and PW Director Brousseau indicated he had discussion with four different manufacturers, to date. Commissioner Haack then advised that the loader to be purchased is intended to work with all the city's current attachments and equipment. A publication for bids will be drafted with plans to open bids in August with delivery and invoicing in 2026 to allow for proper budgeting. PW Director Brousseau indicated that one of the mowers was having valves adjusted and gaskets replaced which had similar work done in the last year. Commissioner Haack suggested the city consider purchasing a replacement mower in 2026. PW Director Brousseau said staff are also completing some tree trimming and stump grinding. The commission was advised that the canopy for the Main Street area is expected to ship on June 27<sup>th</sup> and that the contractor doing the concrete work has been advised.

**Finance/Busing/Library:** Commissioner Folkerts informed the board that interpretations by the Federal Transit Administration will prohibit the city from using federally purchased vehicles to operate school bus services within the city. The city may purchase two of the newer vehicles at a cost of \$22,967 but private vehicles can no longer be stored in the federally constructed structure. If the city wishes to purchase the structure, it will have to be appraised, and federal transit will have final say on the purchase price. Hazen Public Transit provided more than one hundred (100) rides per day for school-age riders. All the commissioners agree that the school bus service is essential to the community and the facility is a gem to the city. Commissioner Folkerts is looking for suggestions on how to proceed and the city will seek public input on fees charged for rides and conduct public meetings on the matter. Attorney Kaffar suggested contacting Hazen Winter Sports about grant funding and Commissioner Haack suggested contacting the school about funding assistance. Regarding the library, Commissioner Folkerts informed the board that there have been many instances of activities on library property without approval of the library board or director. Commissioner Folkerts feels this could be a liability issue and that there may be increased utility costs because of these activities. Anyone wishing to conduct activities on library property should contact the library director for approval.

**Police/Fire/Forestry:** Commissioner Wiedrich absent. Officer Anthony Melberg informed the

commission that the new police vehicle is completed and will be ready to ship soon. Officer Melberg hopes to hear more from the company within the week. Chief Wolff had nothing to add at this time.

**HCD:** Myra Savelkoul reported that the cooperative work experience project may fall through. Ms. Savelkoul recently visited Brent Ekstrom about the Talon Metals project and the fact that Mercer County may experience a need for more housing as the project progresses. Ms. Savelkoul was contacted about purchasing the Masonic Temple in Hazen and will report more as it develops and that HCD is looking at options to get a state motor vehicle office in Hazen. Ms. Savelkoul informed the commission that HCD is receiving more Flex Pace Program requests and more calls for homes in Expedition Estates.

**President:** President Obenauer asked PW Director Brousseau about crushing of the asphalt and concrete at the city site. PW Director Brousseau will contact the company again for more information.

### **CORRESPONDENCE**

**ND Water Resource District Association – Join Water Meeting:** The commission reviewed a letter regarding the Joint Water Meeting to be held at Devils Lake on July 9<sup>th</sup> – 10<sup>th</sup>. No further action taken.

### **NEW BUSINESS**

**Resolution Establishing Auditor’s Bond:** The commission reviewed a resolution establishing the bond of the city auditor which was updated to include information of the daily funds under the auditor’s control. Commissioner Folkerts moved to approve the resolution establishing the bond of the city auditor at \$250,000, second by Commissioner Haack. Upon discussion, Commissioner Stern asked how the \$250,000 value is established and was advised that this is directly from ND Century Code. On roll call vote: Folkerts, “Aye”, Haack, “Aye”, Stern, “Aye”, Obenauer, “Aye”, resolution adopted.

### **PUBLIC COMMENTS**

No public comments were received.

**Approval of Bills and Financial Statements:** Commissioner Folkerts moved to approve the bills and financial statements as presented, second by Commissioner Haack. Pre-paid and bills approved for payment are as follows: CC Steel, 324053.77; Cenex, 3061.31; D&E Supply, 164.50; Dakota Supply Group, 32.00; Evolv Inc, 19.95; Freedom Truck Center, 3155.82; Hazen Motor Co, 199.06; ITD, 33.30; J&M Hardware, 102.96; J-S Sanitation, 208.00; Marc Corp, 1288.28; Mercer Co Treasurer, 11108.35; MDU, 3910.21; Monte Erhardt, 135.16; ND Dept of Health, 54.00; ND Rural Water Systems Assoc, 345.00; Nicholas Eckroth, 100.00; North Central International, 87.51; ND One Call Inc, 76.50; Power Plan, 2317.43; Quality Asphalt, 25101.00; RDO Truck Centers, 121.38; Ronnie Blekestad Jr, 103.60; Roughrider Electric Coop, 3794.98; Stamps.com, 22.49; Stein’s Inc, 120.00; The Hub, 1527.99; USA Blue Book, 146.86; West River Telecommunications, 926.56. On roll call vote: Folkerts, “Aye”, Haack, “Aye”, Stern, “Aye”, Obenauer, “Aye”, motion carried.

There being no further business, the meeting was adjourned at 6:42 PM CT. The next regular meeting of the commission is scheduled for Monday, July 7, 2025, at 5:30 PM CT in the Commission Room of the Hazen City Hall.

Approved: \_\_\_\_\_  
Jerry Obenauer, President

Attest: \_\_\_\_\_  
Monte J. Erhardt, Auditor