

**Hazen City Commission
Regular Meeting
August 4, 2025
Hazen City Hall**

Present: Commissioner Folkerts, Commissioner Haack, Commissioner Stern and Commissioner Wiedrich (arrived at 5:41PM).

Absent: President Obenauer

Others Present: PW Director Brousseau, Attorney Donovan, Officer S. Melberg, Trinity Pepperling, Chief Wolff, and Auditor Erhardt.

Vice-President Haack called the meeting to order at 5:30 PM.

Vice-President Haack led the pledge of allegiance and said prayer.

Minutes: Commissioner Folkerts moved to suspend the reading and approve the minutes of the July 21st meeting, as presented, second by Commissioner Stern. 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: Auditor Erhardt informed the commission that there is nothing new to report regarding Expedition Estates; that alley improvements should be completed soon with the hope of closing the project out at the mid-month meeting; sanitary sewer lining will continue with all spot repairs completed and concrete work to be complete by mid-August. As a general item, the commission was advised that a Certified Letter of Map Revision (CLOMR) is being considered as part of the ND STREET project to place a pedestrian underpass on Highway 200 near 4th Ave NE. This process would address any compliance issues with the Flood Insurance Rate Map and ensure that the Highway 200 Certified Levy remains unchanged. Commissioner Folkerts moved to proceed with a request to FEMA for a CLOMR as part of the ND STREET Project, second by Commissioner Stern. Upon discussion, Commissioner Stern was informed that cost for this request should be part of the project cost, which is sole responsibility of the state, but this would be verified prior to proceeding. On roll call vote: Folkerts, "Aye", Stern, "Aye", Haack, "Aye", motion carried.

REQUEST OF CITIZENS

Local Permit-Bingo - Chalk Fest: Commissioner Folkerts moved to approve local permit #2025-12 as requested by Hazen Chalk Fest to conduct bingo games on August 13 & 14 as part of Chalk Fest, second by Commissioner Stern. Motion unanimously approved.

Coal Bowl Fireworks – K. Plienis: Commissioner Wiedrich was contacted by Kameron Plienis about having fireworks during the annual Coal Bowl Football Game in Hazen, like what was done in Beulah in 2024. Mr. Plienis was not present so no further action was taken at this time and Commissioner Wiedrich will try to get more details for the next meeting.

Local Permit-Raffle & Street Closure Request – Prairie Rose Car Club: Commissioner Folkerts moved to approve local permit #2025-13 as requested by the Prairie Rose Car Club to conduct a 50/50 raffle during Harvest Fest to raise funds for the club and to close a portion of 12th Avenue SW for the car show while maintaining access to residences and businesses, second by Commissioner Stern. Motion unanimously approved.

INTRODUCTION, READING, AND APPROVAL OF ORDINANCES

Off-Highway Vehicle (Golf Cart) Ordinance Discussion: Officer Samantha Melberg appeared before the commission requesting clarification from the board as to enforcement of individuals operating golf carts on public streets and roadways. The main concern is often the failure to follow traffic regulations by unlicensed operators. There was discussion about several types of vehicles such as scooters or mobility chairs and electric versus fuel operated vehicles. Safety is a priority and Commissioner Haack spoke about injury or fatality as a worse case scenario with Officer Melberg stating that the police department can enforce state law regarding off-highway vehicles. Chief Wolff said another issue is that often a parent asks a child to do an errand where a golf cart is used as transportation. Attorney Donovan suggested a change of the path to the golf course from “shared use” to a “recreational trail” and said that an ordinance would also have to differ from off-highway vehicles and golf carts as they are not considered the same under state statute. Attorney Donovan shared example ordinances with the auditor but not everyone has had a chance to review them. These examples will be shared and reviewed with a plan to present a proposed ordinance for first reading at the August 18th meeting.

REPORTS

Water/Sewer/Garbage: Commissioner Stern had nothing to report at this time. Commissioner Haack asked about the garbage trucks and was advised all are in service after an alternator had been repaired on one of them.

Street/Cemetery: Commissioner Haack had nothing to report at this time. PW Director Brousseau reported that painting is being completed, mowing and removal of Dutch Elm Diseased trees is also being completed stating that half dozen has been removed with more to go.

Finance/Busing/Library: Commissioner Folkerts asked the board to consider options to continue providing transportation services to, and from school. As previously discussed, interpretation of the federal grant does not permit federally funded vehicles to be used for the school bus services. The city has received information as to the cost to purchase the 2015 and 2017 cutaway buses to be used for school bus service, which is approximately \$23,000. There was discussion about an interpretation that city-owned vehicles not being allowed to be stored in federally funded buildings. Commissioner Wiedrich spoke about options to purchase a “regular” school bus with larger capacity but, this would also require different operator license classification. Commissioner Haack spoke about the school’s contract with Harlow’s and Editor Arens added that, as he understands, under the contract the school cannot own their own buses. Attorney Donovan suggested communication with the school about a joint power agreement with the school if they can obtain financial aid. Commissioner Folkerts said a decision needs to be made soon as school registration begins very soon and referred to the questionnaires sent to past school bus users and the need to continue the service with a review of the costs. Commissioner Wiedrich moved to approve purchase of the 2015 and 2017 buses at an estimated cost of \$22,967, second by Commissioner Folkerts. Upon discussion, it was reported that the transit program can still request cost share of 50% of operating costs for the school bus service. On roll call vote: Wiedrich, “Aye”, Folkerts, “Aye”, Stern, “Aye”, Haack, “Aye”, motion carried. This information will be shared with school personnel, and the Bus Advisory Board will be contacted to consider changes, if there are any, to the fee structure for all bus services.

Commissioner Folkerts has received comments about repainting the city hall interior and would like quotes requested for this for future consideration.

Police/Fire/Forestry: Commissioner Wiedrich reported the July calls for service for the police department. Officer Anthony Melberg responded to forty-eight (48) calls for service, Officer Samantha Melberg responded to eighty-two (82) calls for service and Chief Wolff responded to sixty-

four (64) calls for service. Commissioner Wiedrich asked about Chalk Fest security and Chief Wolff informed him that Gary Emter has agreed to provide security for the event and will not be involved in other event duties. Commissioner Wiedrich expressed concern about the event being promoted as an event for kids, yet they serve alcohol. Commissioner Wiedrich said that all equipment at the tv tower site was active so, he turned off the breakers since the equipment is not otherwise operational and suggested the city look at removing the tower, equipment and have the meter removed from the site.

HCD: Myra Savelkoul absent. No report.

President: President Obenauer absent. No report.

OLD BUSINESS

Public Comment Policy: The commission reviewed the public comment policy for meetings, as required by state statute and would prefer that the public addressing the commission identify themselves and provide their address before speaking. Commissioner Wiedrich moved to approve the policy after removing any reference to comment cards being completed, second by Commissioner Folkerts. Motion unanimously approved.

NEW BUSINESS

Personnel Policy Revisions: The commission reviewed proposed additions/changes to the personnel policy to include a training program policy, timekeeping policy, safety and health policy, and reconsideration of the temporary Covid policy. The revisions will be shared with city staff for comments and will be presented again at the August 18th meeting.

2026 Preliminary Budget and Hearing Date: The commission reviewed the 2026 Preliminary Budget and were advised that the process has changed. Aside from the statutory cap of 3% on the amount of dollars levied, the commission no longer must provide a copy of the preliminary budget to the county but must provide the hearing date for final approval of the budget and information as to where the budget may be reviewed. Commissioner Folkerts moved to approve the 2026 Preliminary Budget and set the public hearing on the budget for October 6, 2025, at 6:00 PM CT, second by Commissioner Stern. On roll call vote: Wiedrich, "Aye", Stern, "Aye", Folkerts, "Aye", Haack, "Aye", motion carried.

PUBLIC COMMENTS

No public comments were received.

Approval of Bills: Commissioner Folkerts moved to approve the bills, as presented, second by Commissioner Stern. Pre-paid and bills approved for payment are as follows: Bank of ND, 28575.40; Christy Metz, 225.00; Cory Beery, 300.00; D&E Supply, 42.81; Elan Financial, 710.65; Electronic Communications Inc, 1713.00; Fireside Office, 33.15; Hazen Mercantile, 320.68; Hazen Public Library, 1721.55; Hazen Star, 1780.20; Hazen Welding, 542.38; Health Equity, 3.25; J-S Sanitation, 208.00; Jim Block, 123.00; KDKT Radio, 150.00; Krause's, 43.94; Leslie Miller, 85.60; Loren Wiest, 825.00; Marco Technologies LLC, 413.15; Meissner Contracting, 22107.00; Moore Engineering Inc, 23200.45; ND Safety Council, 445.00; NAPA, 448.99; ND PHIT, 360.00; NDAAO, 50.00; North Central International LLC, 411.53; ND One Call Inc, 39.00; Olson Electric, 539.79; Ronnie Blekestad Jr, 207.20; Roughrider Electric Coop, 55.00; Samantha Melberg, 99.40; SW Water Authority, 60155.76; Stamps.com, 148.48; Stryker Sales LLC, 300.00; T&M Tree Service, 3025.00; Tractor Supply Credit Plan, 37.98; US Postal Service, 1623.00; USA Blue Book, 135.00; Verizon, 423.37; Vestis, 429.09; Western Dakota Energy Assoc, 200.00; Workforce Safety & Insurance, 2264.83. On roll call vote:

Stern, "Aye", Folkerts, "Aye", Wiedrich, "Aye", motion carried.

There being no further business, the meeting was adjourned at 7:00 PM CT. The next regular meeting of the commission is scheduled for Monday, August 18, 2025, at 5:30 PM CT in the Commission Room of the Hazen City Hall.

Approved: _____
Jerry Obenauer, President

Attest: _____
Monte J. Erhardt, Auditor