

**Hazen City
Commission Regular
Meeting
October 7, 2024
Hazen City Hall**

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

Absent: Commissioner Haack.

Others Present: PW Director Brousseau, Attorney Donovan, Police Chief Wolff, Grant Dockter (Moore Engineering), Auditor Erhardt, and Myra Savelkoul.

The meeting was called to order at 5:30 PM by President Obenauer.

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 September 16th meeting, as presented, second by Commissioner Folkerts. Motion unanimously approved.

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

CONSULTATION WITH ATTORNEY AND ENGINEER

Engineer's Report: Grant Dockter, Moore Engineering reviewed the engineer's report. Regarding Expedition Estates, Mr. Dockter reminded the commission that work in this subdivision is by a private developer and Moore Engineering has been contracted for construction oversight. Work continues on the project with one section of sanitary sewer needing to be replaced as the mandrel test was not successful. Once testing is completed, subgrade will be prepared for aggregate and final pavement. When asked, Mr. Dockter stated that the paving is still planned to be completed this year. Regarding the alley improvement project, north of Main Street, Mr. Dockter stated the work on the alley and parking lot should be completed soon and the contractor will then work on private areas to be included in the project with the likelihood that one portion will not be completed until spring of 2025. Regarding the private work, Mr. Dockter presented change order #1 in the amount of \$57,527.88 to be added to the project and assessed to the property owner responsible. Commissioner Wiedrich moved to approve change order #1, as presented, second by Commissioner Stern. On roll call vote: Wiedrich, "Aye", Stern, "Aye", Folkerts, "Aye", Obenauer, "Aye", motion carried. Mr. Dockter then presented pay estimate #1 of Winkler Construction in the amount of \$138,378.94, representing cost for work completed thus far, which is approximately 50% of the project. Commissioner Wiedrich moved to approve pay estimate #1 of Winkler Construction in the amount of \$138,378.94, as presented, second by Commissioner Folkerts. On roll call vote: Wiedrich, "Aye", Folkerts, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried. Regarding the water meter replacement project, this is complete, except for a few installs to be completed by city

staff, and a balancing change order and final pay estimate will be forthcoming. Regarding the sanitary sewer project, bids were opened on September 26th, tabulated and the results have been reviewed by engineering staff. Bids were higher than expected and higher than the engineer's estimate of \$2.65 million, with the low bid being \$3.2 million. Mr. Dockter said the bids can be held until the next meeting and the city has options regarding accepting or rejecting the bids, rebidding over the winter, and separating the work into more than one contract. One variable that may have affected the bids is additional spot repairs for unknown/untelevised sanitary sewer with consideration of additional televising prior to bidding the project, if desired. The commission discussed the cost/benefit of additional televising with Commissioner Stern indicating he wouldn't expect a lot of changes identified by the televising. When asked, Mr. Dockter was not sure if additional televising could be completed this year, but Mr. Dockter will contact televising contractors prior to the next meeting. Commissioner Folkerts expressed an interest in doing additional televising to reduce the number of unknown areas of the project. PW Director Brousseau spoke about the importance of completing manhole rehabs under the project. Regarding asphalt patching, Mr. Dockter said Quality Asphalt will be doing this work hopefully soon and PW Director Brousseau said the contractor will be in Hazen this week to begin preparing the various locations for patching. On other general items, Mr. Dockter said the engineers will assist in providing the state questionnaires for clean water and drinking water, revolving loan funds to keep the city on the priority list for state funding on future projects.

APPROVAL OF APPLICATIONS AND BUILDING PERMITS

Commercial Building Permit – R B Albertson: The commission reviewed a commercial building permit of R Brent Albertson to remodel a portion of the property at 14 Main Street East that he is leasing for a grooming business. Commissioner Folkerts moved to approve the building permit, as presented, second by Commissioner Wiedrich. On roll call vote: Folkerts, "Aye", Wiedrich, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried.

REPORTS

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

Street/Cemetery: PW Director Brousseau informed the commission that staff have been cleaning up broken branches because of the high winds and that street sweeping will continue as staff is available. Commissioner Wiedrich asked the status of the snowplows and was advised that they are still being completed with delivery expected prior to any measurable snowfall.

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

Police/Fire/Forestry: Commissioner Wiedrich reported on the police department calls for service in September, Officer Beyer responded to 39 calls for service, Officer Anthony Melberg responded to 36 calls for service, Officer Samantha Melberg responded to 38 calls for service and Chief Wolff responded to 56 calls for service. Commissioner Wiedrich also reported that the new holsters have been ordered and that the new police vehicle delivery is estimated to be from December 2024 to February 2025. Commissioner Wiedrich asked about the new tasers and was advised that not all of them are in service yet, pending training review and Chief Wolff advised that the AC on the night shift

vehicle has been repaired with Electronic Communications being invoiced for the damage caused when the siren was fixed. President Obenauer asked about replacing the tires on the night shift vehicle and Chief Wolff will address this as both vehicles were serviced in the past week with no comment about the need for new tires.

HCD: Myra Savelkoul reported on a critical minerals meeting she recently attended and benefits this industry could have in the city and surrounding area. Ms. Savelkoul will be attending the Western Dakota Energy Association meeting this month and plans to attend the ND League of Cities legislative workshop in December. Ms. Savelkoul has also been visiting businesses around the city.

President: President Obenauer also attending the meeting on critical minerals and reported that availability and different uses for critical minerals are fascinating. Federal funding for critical mineral research is abundant and the use of these minerals is especially important.

OLD BUSINESS

Property Listing Agreement – Water Plant Building: The commission reviewed a proposed listing agreement from Heather Stromme (Century 21) for sale of the water plant building. The previous listing agreement has expired. Previously the listing price of the building was \$215,000 with the new agreement proposing a listing price of \$198,500. The commission discussed utility costs to the city until the building is sold, which are minimal. The commission also discussed the listing price and a desire to have the businesses come to the community and lower the listing price to \$150,000. Attorney Donovan suggested the listing agreement, or realtor services, may not be necessary if the price were reduced this much. Commissioner Folkerts moved to renew the listing agreement with Ms. Stromme with a listing price of \$150,000, second by Commissioner Wiedrich. On roll call vote: Folkerts, “Aye”, Wiedrich, “Aye”, Stern, “Aye”, Obenauer, “Aye”, motion carried.

At 6:21 PM President Obenauer recessed the regular meeting and opened the public hearing on the City of Hazen 2025 Budget. No person(s) appeared in person, nor were any written comments received. President Obenauer closed the public hearing at 6:22 PM and reconvened the regular commission meeting. Commissioner Wiedrich moved to approve the City of Hazen 2025 budget, as presented, with a total requested property tax levy of \$574,579, second by Commissioner Folkerts. The requested dollars represent a 1.7% increase from the previous year. On roll call vote: Wiedrich, “Aye”, Folkerts, “Aye”, Stern, “Aye”, Obenauer, “Aye”, motion carried.

PUBLIC COMMENTS

No public comments were received.

Approval of Bills: Commissioner Wiedrich moved to approve the bills, as presented, second by Commissioner Folkerts. Pre-paid and bills approved for payment are as follows: Stamps.com, 89.29; US Postal Service, 396.88; Benjamin Bohrer, 220.00; Coal Conversion Counties, 2026.00; CVB, 5106.31; Core Main LP, 737.02; Danielle Keith, 210.00; Donovan & Kaffar PLLP, 1612.50; Ecolab, 139.95; Elan Financial Services, 423.65; Fastenal, 52.50; Fisher Sand & Gravel, 450.23; Fitterer Oil Hazen LLC, 310.08; Fitterer Oil LLC, 47.32; Hazen Mercantile Inc, 373.90; Hazen Motor Co, 1033.89; Hazen Star, 775.58; ITD, 33.30; J-S Sanitation, 156.00; Jarid Dauenhauer, 202.60; Krause’s Super Valu, 251.17; M&A Heating, 753.80; Marco Technologies LLC, 366.53; Mercer Co Treasurer, 6197.85;

Monte Erhardt, 36.08; Moore Engineering Inc, 32304.25; ND Dept of Health, 50.00; NAPA, 763.28; ND One Call Inc, 46.90; Northern Safety, 32.48; Olson Electric, 292.50; Roughrider Electric Coop Inc, 55.00; Ruth Stephens, 100.00; Safeguard Business Systems, 219.78; Share Corp, 989.10; Skeels Electric Co, 45990.00; Sletten Excavating, 6410.00; SW Water Authority, 50018.27; The Hub, 262.21; Universal Premium Fleetcard, 918.45; Verizon Wireless, 366.89; Vestis, 408.71; West River Telecommunications, 953.77; Winkler Construction 138378.94. On roll call vote: Wiedrich, "Aye", Folkerts, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried.

There being no further business, the meeting was adjourned at 6:24 PM CT. The next regular meeting of the commission is scheduled for Monday, October 21, 2024, at 5:30 PM CT in the Commission Room of the Hazen City Hall.

Approved: _____
Obenauer, President

Attest: _____ Jerry
Monte J. Erhardt, Auditor