

**Hazen City Commission
Regular Meeting
August 21, 2023
Hazen City Hall**

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

Absent: Commissioner Haack.

Others Present: Attorney Kaffar, PW Brousseau, Jerod Klabunde & Grant Dockter (Moore Engineering), Auditor Erhardt, Editor Arens, and Buster Langowski.

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

President Obenauer led the Pledge of Allegiance and Commissioner Pillar said the prayer.

Minutes: Commissioner Wiedrich moved to suspend the reading and approve the minutes of the August 7th meeting, as presented, second by Commissioner Stern. Motion unanimously approved.

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

CONSULTATION WITH ATTORNEY & ENGINEER

Engineer's Report: Jerod Klabunde, Moore Engineering, spoke to the commission about current and pending projects. Regarding the water storage tank project, Mr. Klabunde advised the commission that the contract with DN Tanks has been closed out. The contracts with B&G Electric and Tand Construction will be addressed when final work has been completed. B&G Electric needs to finish installation of a pole and light. Tand construction has miscellaneous punch list items to complete, including reseeding of areas along the tower access road.

Regarding Expedition Estates corrective work, Williams Builders crew will be back to continue work on the sewer repairs on August 28th and will have the roads back in shape and graveled this year with paving to be completed in 2024. Building permits are being issued in the subdivision, however Certificates of Occupancy will not be issued until the corrective work is completed.

Task Order #15 was presented to the commission. This task order is in anticipation of proceeding with repairs of the alley north of Main Street between Central Avenue and 1st Ave NW. Mr. Klabunde would like to get approval to begin surveying the alley in three (3) parts; the alley itself, parking along the buildings south of the alley and the city parking lot north of the alley. There was discussion about the benefit of repairs to the alley that travels north to 3rd Street. There was also discussion about any work completed on parking areas south of the alley being done at the property owners' expense as a direct benefit to them. Commissioner Pillar moved to approve Task Order #15 for survey, report and estimate of repairs to the alley as described and as presented, second by Commissioner Stern. Upon discussion, President Obenauer asked Mr. Klabunde to review a "porch" behind Home Connection and the best way to address issues around this area. On roll call vote: Pillar, "Aye", Stern, "Aye", Wiedrich, "Aye", Obenauer, "Aye", motion carried.

Resolution Creating District and Directing Engineer's Report & Estimate – Improvement Project

#2022-01: The commission reviewed proposed resolutions regarding alley repairs north of Main Street from Central Avenue to 1st Ave NW. The commission discussed a precedence established when

the district was created for work south of Main Street from 1st Avenue to Second Avenue, at the Post Office and that a similar approach would be appropriate for this proposed work. Commissioner Wiedrich moved to approve the Resolution Creating and Defining Boundaries for Hazen Improvement Project District #2023-01, to include all lots located within Block 4, Original Townsite, Hazen, ND, second by Commissioner Stern. On roll call vote: Wiedrich, "Aye", Stern, "Aye", Pillar, "Aye", Obenauer, "Aye", motion carried.

Commissioner Pillar moved to approve the Resolution Directing Preparation of Engineer's Report and Cost Estimate for Hazen Improvement Project District #2023-01, second by Commissioner Wiedrich. This relates to task order #15 of Moore Engineering addressed earlier. On roll call vote: Pillar, "Aye", Wiedrich, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried.

REQUEST OF CITIZENS

Street Closure Request – Harvest Fest: Commissioner Wiedrich moved to approve closure of Main Street from Central Avenue to 1st Ave West, from approximately 11:00 AM to 12:00 Midnight on September 9th for Harvest Fest, second by Commissioner Pillar. Motion unanimously approved.

Local Permit – Raffle – S & G LLC: Commissioner Pillar moved to approve local permit #2023-13 as requested by S&G LLC, for a raffle to raise funds for a new theatre projector, second by Commissioner Stern. Upon discussion, it was brought to the commission's attention that local permits are to be issued to "civic spirited" organizations and Attorney Kaffar commented on the different events hosted by Cinema Flix. Motion unanimously approved.

APPROVAL OF APPLICATIONS AND BUILDING PERMITS

Building Permit w/Variance Request – T. Goetz: The commission reviewed an application for a building permit, presented by Tanner Goetz, to construct a garage on his property at 315 7th Ave NW. The request includes a front yard variance request of up to two feet (2'). Commissioner Wiedrich moved to approve the building permit, and variance, as requested, second by Commissioner Stern. On roll call vote: Wiedrich, "Aye", Stern, "Aye", Pillar, "Aye", Obenauer, "Aye", motion carried.

REPORTS

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

Street/Cemetery: Commissioner Haack absent. PW Director Brousseau reported that most of the crosswalks have been painted but there is paint left so they will continue to paint additional crosswalks. PW Director Brousseau is still seeking quotes for the purchase of a new commercial mower and hopes to have more information for the next meeting. Commissioner Wiedrich asked about getting the snow blades to the welding shop and PW Director Brousseau indicated he has, and will, talk to Hazen Welding again.

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

Police/Fire/Forestry: Commissioner Wiedrich had nothing to report at this time.

HCD: Buster Langowski had nothing to report at this time.

President: President Obenauer informed the board that Chalk Fest III was well attended and the new mural on the building near the Star office looks very good. Attorney Kaffar reported that forty-nine percent (49%) of visitors to Chalk Fest were from outside of Hazen and that twenty-seven (27) states

and two (2) countries were represented.

OLD BUSINESS

Valley Gutter Repair – 7th Street (near Peace Lutheran Church): The commission reviewed and estimate for repairs of the gutter valley on 7th Street NW, near Peace Lutheran Church, as provided by Meissner Contracting. A portion of the valley gutter has settled approximately three inches (3"). There were comments that this may be a project to consider for 2024 and Commissioner Stern said the cost presented is reasonable and may increase by next year. Commissioner Wiedrich moved to proceed with the work on the valley gutter at the estimated cost of \$1375, second by Commissioner Stern. Upon discussion, the work will hopefully be completed prior to this winter. On roll call vote: Wiedrich, "Aye", Stern, "Aye", Pillar, "Aye", Obenauer, "Aye", motion carried.

Shop Roof Repair Estimate: The commission previously discussed repairs to the leaking roof of the city shop. Western Steel Builders provided a base bid estimate of \$27,156 to make the necessary repairs. Commissioner Wiedrich asked if the current roof had been nailed and was advised that it was screwed and areas around the screws have rusted away. This is the original roof installed in the late 1970's or early 1980's. Commissioner Stern inquired as this being a "base bid" and President Obenauer said there may be conditions under the metal, when removed, that will need to be addressed. Commissioner Wiedrich moved to approve the repairs of the shop roof at an estimated cost of \$27,156, as presented, second by Commissioner Stern. Upon discussion, Commissioner Stern asked if this work will be completed this year and was advised that this is the intention as soon as materials arrive. On roll call vote: Wiedrich, "Aye", Stern, "Aye", Pillar, "Aye", Obenauer, "Aye", motion carried.

NEW BUSINESS

Appointment of Alternate Municipal Judge: The commission was advised that, after the 2018 elections, Don Krebsbach was appointed Alternate Municipal Judge and this appointment has expired. Commissioner Pillar moved to approve the re-appointment of Don Krebsbach as Alternate Municipal Judge, until such time as a new appointment is made, and approved, second by Commissioner Stern. On roll call vote: Pillar, "Aye", Stern, "Aye", Wiedrich, "Aye", Obenauer, "Aye", motion carried.

September 4th Meeting: With the next regular meeting of the commission scheduled on Labor Day, September 4th, the commission discussed rescheduling the meeting to September 5th. President Obenauer and Commissioner Stern will not be available on this date. Pending verification that Commissioner Haack will be available the meeting is rescheduled to September 5th at 5:30 PM.

PUBLIC COMMENTS

No public comments were received at this time.

Approval of Bills: Commissioner Wiedrich moved to approve the bills presented, second by Commissioner Pillar. Commissioner Stern had a question about the proposed payment to Reid & Associates and was advised this was for in-person, in October, for one of the police officers. Pre-paid and bills approved for payment are as follows: Bank of ND, 32645.19; Black Water Bandit LLC, 2400.00; Chamber of Commerce, 50.00; Clays Plumbing & Heating Inc, 13790.20; Coal Country CHC,

220.00; CVB, 4958.62; Dakota Fire Extinguishers, 393.70; ITD, 28.30; John E Reid & Associated Inc, 580.00; Matt LeMasters, 600.00; Matthew Bender & Co Inc, 28.58; Mercer Co Treasurer, 6358.05; Millennium Express, 32.46; MDU, 4634.75; ND Dept of Health, 32.00; NAPA, 127.41; ND One Call Inc, 50.15; Power Plan, 2916.72; Sletten Excavating, 1180.00; Stamps.com, 178.91; The Hub, 1674.62; Uniform Center, 64.99; USA Blue Book, 114.80. On roll call vote: Wiedrich, "Aye", Pillar, "Aye", Stern, "Aye", Obenauer, "Aye", motion carried.

There being no further business, the meeting was adjourned at 6:09 PM CT. The next regular meeting of the commission is scheduled for Tuesday, September 5, 2023, at 5:30 PM CT in the Commission Room of the Hazen City Hall.

Approved: _____
Jerry Obenauer, President

Attest: _____
Monte J. Erhardt, Auditor