

The regular Beulah City Council meeting of November 6, 2017 was called to order at 7:00 pm at Beulah City Hall by Mayor Darrell Bjerke.

Present: Brant Keller, Kathy Kelsch, Clyde Schulz, Kelsey Timmer, Joel Morgan

Absent: Travis Frey, Ben Lenzen, Eric Hoffer

Also Present: City Attorney Scott Solem, City Engineer Charles Hankins, Public Works Foreman Kenny Yeager, Water/Wastewater Foreman Gary Neuberger, Economic Development Director John Phillips, Police Chief Frank Senn, Will Elmore, John & Sharon Maupin, Rachael Mortenson, Amy Bieber, Dawson Bieber, Jerry Isaak, Kate Johnson

Pledge of Allegiance

Schulz made a motion seconded by Timmer to dispense with the reading of the minutes of the last regular meeting on October 16 and approve as furnished to the Council by email. Roll call vote found Keller, Kelsch, Timmer, Schulz and Morgan in favor.

Schulz introduced Dawson Bieber who is attending the council meeting for the Coal Country Leadership Academy.

Keller commented on the water plant project. We will be without softened water the week of November 13. The start-up of the new reverse osmosis equipment is anticipated to take place the week of December 4.

Keller made a motion seconded by Kelsch to approve the Northern Plains Contracting pay application #10 for \$81,039.47. Roll call vote found Keller, Kelsch, Timmer, Schulz and Morgan in favor. Keller described the details of the change order. Keller made a motion seconded by Schulz to approve Change Order #4 for \$102,682.82. Bjerke stated most of the change order is due to communications that would have needed to take place since West River switched to fiber. Roll call vote found Keller, Kelsch, Timmer, Schulz and Morgan in favor. Keller made a motion seconded by Timmer to approve payment of the Moore Engineering invoice for \$22,901.65. Roll call vote found Keller, Kelsch, Timmer, Schulz and Morgan in favor. Keller commented the project will end up being extended in the spring by 30 days.

Kelsch commented John and Sharon Maupin are the owners of the property at 200 2nd St NW. It is their desire to repair this property. The deadline for completion is December 31, 2017. They have met with a contractor and have a contract drawn up, but weather will dictate when the work will be done. Kelsch made a motion seconded by Schulz to move the deadline for completion on this property to December 31, 2018 with quarterly progress updates to be given to either the City Building Inspector or Solem Law starting April 1, 2018. Roll call vote found Keller, Kelsch, Timmer, Schulz and Morgan in favor.

Bjerke commented on the Western Dakota Energy Association meeting in Dickinson. He commented on refracting of wells to bring them back into production and the use of carbon dioxide for enhanced oil recovery. Schulz stated technology is changing and they are retro-fitting some of the older wells. Bjerke stated we are only pulling out 5% of the reserves in the ground. Schulz made a motion seconded by Kelsch to accept the Municipal Court Report. Roll call vote found Keller,

Kelsch, Timmer, Schulz and Morgan in favor. West River Transit had a quarterly meeting and revenue is down.

Timmer commented the Library Board had a meeting and there were over 150 children that went through the library on Halloween.

Kelsch made a motion seconded by Timmer to grant New Life Church to use the parking lot to the south of City Hall for a live nativity scene on December 5. She stated they are aware they also need permission from the bank. Roll call vote found Keller, Kelsch, Timmer, Schulz and Morgan in favor.

Keller commented there was an Employee Relations meeting last week. Keller made a motion seconded by Schulz to approve an employee salary increase of 3% for 2018. Roll call vote found Keller, Kelsch, Timmer, Schulz and Morgan in favor. Keller made a motion seconded by Schulz for the City to offer matching of up to 3% in the 457b retirement plan for employees. Schulz stated it is a matching to boost the retirement for employees, to give them an incentive to invest in their own future. Schulz stated the employees will need to be educated. Roll call vote found Keller, Kelsch, Timmer, Schulz and Morgan in favor. Keller commented the Employee Relations Committee discussed an assessor position. We would like to get to a position where City Hall has its own assessor or assessing assistant. Solem Law's contract is up and we have proposals from Solem Law and AE2S. Schulz requested Solem Law attend the next Employee Relations meeting. Keller made a motion seconded by Timmer to approve an ACH program for utility bills. Roll call vote found Keller, Kelsch, Timmer, Schulz and Morgan in favor.

Morgan commented that there is concern that we moved too fast on cutting the Transfer Station hours and that it has adversely affected the employee who works there. Schulz commented there is not a lot of activity at the Transfer Station in the winter. The employee has restrictions and those need to be taken into consideration. When the situation is resolved, we will need to see if there is a place he could work. We aren't intentionally cutting the hours, but trying to save money at the Transfer Station. To have someone sit at the Transfer Station with nothing to do while the City is paying him isn't right either. We are working through it and reviewing the situation. Morgan presented a photo of illegal dumping that happened over the weekend. Keller questioned if cameras are still being looked at for the Transfer Station. Senn stated it would still be difficult to identify a specific individual. Schulz made a motion seconded by Keller to review the camera system again. Roll call vote found Keller, Kelsch, Timmer, Schulz and Morgan in favor.

Hankins presented pay estimates. Keller made a motion seconded by Morgan to approve the Water Tank Repair pay estimate to Tri-State Coating for \$99,875.00. Roll call vote found Keller, Kelsch, Timmer, Schulz and Morgan in favor. Timmer made a motion seconded by Kelsch to approve the 2017 Street Patching Repair pay estimate to Mariner Construction for \$6,458.75. Roll call vote found Keller, Kelsch, Timmer, Schulz and Morgan in favor.

Yeager commented the 2017-2018 snow route will remain the same as last year. Schulz made a motion seconded by Kelsch to approve the snow emergency route for 2017-2018 as presented. Roll call vote found Keller, Kelsch, Timmer, Schulz and Morgan in favor. Yeager stated they got the sander and snow plows ready, sorted the Christmas decorations, winterized vehicles, and hauled grass to the landfill.

Ferebee presented a raffle permit for Zion Lutheran Church at the church on December 2, 2017. Kelsch made a motion seconded by Keller to approve the raffle permit as presented. Roll call vote found Keller, Kelsch, Timmer, Schulz and Morgan in favor.

Phillips commented on the project to get water to eastern North Dakota. It's concerning because all of the State's water funding will end up in one project. He commented on the Western Dakota Energy Association meeting of which he sits on the Board. He stated they received an in-depth report on the urea project. There are also a lot of projects being worked on to enhance the use of coal. One project they are looking at is the stimulation of soil. Phillip's presented a survey for the Council to fill out for the Governor's Main Street Initiative project.

Phillips presented the 2018 City of Beulah Hospitality and Lodging Tax Budget as recommended by the Advisory Committee. He explained last year's revenue as compared to projected totals for this year. Kelsch questioned if we look at the percentage or the dollar amount. Phillips stated we would set a percentage. Schulz made a motion to approve the percentage amounts as presented:

2017 Occupancy tax – 100% to the CVB in January of 2018

2017 Restaurant/Lodging tax – 40% to the CVB in quarterly payments in 2018, 10% to Discretionary funds and 50% to the City.

Mortenson stated the beginning of the year is when the majority of the expenses are due. Roll call vote found Keller, Kelsch, Timmer, Schulz and Morgan in favor.

Senn commented on the new police vehicle. He commented on the criminal and traffic municipal codes. The current ordinances were written in the 1980's and need to be updated. Senn stated he would like to encourage Solem Law to bring an estimate to Council to update the ordinances. Solem stated a good portion is already done and paid for. Schulz commented it was not put in the budget, but it is an important issue and there may be some other areas to look for funds. Senn stated they would like to put two of the old police vehicles up for silent bid to auction off as is. Senn stated the impound vehicles could be auctioned if they are of value, but most of them would be crushed. Schulz made a motion seconded by Keller to authorize Senn to put the two vehicles up for auction and to destroy the impound vehicles. Roll call vote found Keller, Kelsch, Timmer, Schulz and Morgan in favor.

Schulz made a motion seconded by Keller to approve the bills to be paid as presented and reviewed by each portfolio holder. Roll call vote found Keller, Kelsch, Timmer, Schulz and Morgan in favor.

Meeting adjourned at 8:20 pm.

Darrell R. Bjerke, Mayor

Heather Ferebee, Auditor

The following bills were approved and paid in October:

Check Range: 35833 to 35944, -99867, -99866, -99865

Payroll Check Range: -79839 to -79772

Employees	75,425.18
FIT	12,604.11
FIT	14,114.30
New York Life 457b	1,575.00
ND Child Support	190.99
MN Child Support	372.67
ND Child Support	190.99
MN Child Support	372.67
NDPERS	29,061.98
ALFAC	927.87
North Dakota Tax Commissioner	55.55
North Dakota Tax Commissioner	2054.97
City of Beulah	115.69
Postmaster	364.75
MDU	16805.09
Black Mountain Software	12984.00
Railroad Management Co III, LLC	214.01
Dakota Sanitation Inc	872.00
Killoran Trucking & Brokerage Inc	5634.46
BHG, Inc.	1745.52
NDACo Resources Group, Inc.	634.79
Downtown Gas & Auto	4360.26
Northern Plains Contracting, Inc.	172296.95
Moore Engineering, Inc.	20343.62
Beulah Rural Fire Protection Dist	20000.00
Darrell R Bjerke	344.40
Heather Ferebee	316.40
Inland Potable Services, Inc.	14440.00
Russell Duppong	340.90
Obenauer Plumbing	1812.25
Environmental Toxicity Control Inc	475.00
Ben Newman	122.50
Nancy's Designs	23.00
Bryan Tomchuk	478.00
2K Meats & More	851.49
West River Transit	14787.00
Axon Enterprise, Inc.	138.82
Capital City Restaurant Supply Co	179.99
The Village Family Service Center	314.56
GALLS, LLC	16.94

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NSC Minerals	2490.40
Bronson's Marketplace	662.93
HAWKINS INC	3855.99
J & M Hardware Inc	363.50
North Dakota Dept of Health	64.00
SPEE-DEE Delivery Service	15.19
Mercer County Treasurer	8052.87
Beulah Lumber Company	410.52
Information Technology Dept	219.40
Solem Law Office	3000.00
Beulah Airport Authority	143.34
AmeriPride Linen & Apparel Serv	305.81
NAPA Auto Parts	999.51
Farmers Union Oil Company	614.83
Beulah JDA	128.09
Verizon Wireless	633.14
MailFinance	441.87
Lignite Tire	953.95
Solem Law Office	7515.44
New York Life	1659.45
Mainstay Funds	6220.16
Midco	119.28
West River Telephone	1418.81
Ben Lenzen	316.40
Productivity Plus Account	649.54
Mercer County Water Resource Dist	5852.00
Lonny Buchmann	80.00
Butler Machinery Company	2095.80
Bill Barth Ford	29.31
ARMOR Interactive Corp	437.50
Neofunds	1000.00
Blue360 Media	62.25
EDND	150.00
Travis Frey	333.90
West Dakota Lumber	699.90
Southwest Business Machines	15.00
Stein's Inc	216.82
Ver-Tech, Inc	280.21
Electronic Communications Inc	3156.00
Safeguard Business Systems	724.34
Darla Knutson	236.30
Nelson International	96.26
Flowpoint Environmental Systems	1576.00

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Beulah Electric	1550.00
Midwest Doors Inc.	249.95
US Standard Products	1298.48
Industrial Fabworx	175.00
Colonial Research Chemical Corp	154.99
Dakota Fire Extinguishers	133.24
Sanitation Products	460.90
Dakota Pump & Control, Inc	935.00
Kelsey Timmer	316.40
USA Blue Book	177.04
Roughrider Electric Cooperative Inc	3154.06
The Hub Convenience Stores	9.99
Kathleen Dettmann	25.00
Fahlsing & Sons Construction	2500.00
West River Telephone	100.25
Beulah Airport Authority	4336.65
Beulah Senior Center	3097.61
Beulah Park District	28144.96
Rebekah Kjos	90.40
Beulah Park District	16107.57
Interstate Engineering, Inc	5920.74
Clyde Schulz	283.84
Dunn County	120.00
Jordan Berg	50.00
Lester Heringer	50.00
Ashley Hollis Grant	215.00
Beulah Motor Vehicle	15.00
Gale/CENGAGE Learning	18.74
Ingram Library Services	1043.87
Midwest Tape	1507.56
School Specialty	225.08
Michael Frederick	25.00
Postmaster	364.24
US Bank	623.08
Russell Duppong	226.30