

The regular Beulah City Council meeting of August 21, 2017 was called to order at 7:00 pm at Beulah City Hall by Mayor Darrell Bjerke.

Present: Brant Keller, Kathy Kelsch, Joel Morgan, Kelsey Timmer, Clyde Schulz, Travis Frey, Ben Lenzen

Absent: Eric Hoffer

Also Present: Assistant City Attorney Allyson Hicks, City Engineer Charles Hankins, City Coordinator Russell Duppong, Public Works Foreman Kenny Yeager, Water/Wastewater Foreman Gary Neuberger, Kent Ritterman, Darrold Bertsch, James & Michelle Schmit, Kate Johnson

**Hearing on petition to vacate a utility easement in Lignite Addition.** Hicks stated all four utility companies issued their consent and it was published as required. Duppong stated P&Z reviewed the easement and made a recommendation to approve the vacation of easement as advertised for Lot 7, Block 1, Lignite Addition. Keller made a motion seconded by Schulz to approve the vacation easement. Roll call vote found Keller, Kelsch, Morgan, Timmer, Schulz, Frey and Lenzen in favor.

#### Pledge of Allegiance

Frey made a motion seconded by Kelsch to dispense with the reading of the minutes of the last regular meeting on August 1 and approve as furnished to the Council by email. Roll call vote found Keller, Kelsch, Morgan, Timmer, Schulz, Frey and Lenzen in favor.

Bertsch commented on health care reform and that health care providers are interested in coverage and access. He stated the old facility of the hospital is demolished. Pouring of the concrete for the parking lot should be done soon. They are hoping the project will be complete by mid-October. The clinic in Killdeer has changed locations. Coal Country Community Health Center is looking at expanding in Beulah. Bertsch commented they are short of exam rooms and space. It would be a \$7.5 million project. They are aware of the drainage issues in the area that will need to be considered. They are looking at a spring start and completion at the end of the year.

Duppong presented a fence variance for James & Michelle Schmit with a 7 foot protrusion in front of the house. Due to the hardship of a daycare, P&Z recommends approving the fence variance to allow a 7 foot high fence to extend 7 feet from the front of the house. Kelsch made a motion seconded by Timmer to approve the fence variance. Roll call vote found Keller, Kelsch, Morgan, Timmer, Schulz, Frey and Lenzen in favor.

Ritterman commented the Water Treatment Plant project is on schedule and progressing well. The meter project is moving along also. There are roughly 50 meters yet to install. He reviewed the budget for work completed in both projects. Ritterman stated the milestone date is September 22 to start producing water on the updated side of the plant and one month later it will be sent to the reverse osmosis equipment. Water restrictions should stay in place for the time being. Ritterman presented Engineering Contract Amendment #2 from Moore Engineering. Bjerke explained the contingency fund doesn't need to be spent, but if there are items to make the plant better in the long run, they should be considered. Ritterman stated dredging the South Lagoon has been looked at. This amendment would increase the engineering budget by \$20,000. Keller made a motion

seconded by Timmer to approve the amendment as presented. Roll call vote found Keller, Kelsch, Morgan, Timmer, Schulz, Frey and Lenzen in favor.

Keller made a motion seconded by Frey to approve the Northern Plains Contracting Change Order #3 for \$11,553.70. Roll call vote found Keller, Kelsch, Morgan, Timmer, Schulz, Frey and Lenzen in favor.

Keller made a motion seconded by Schulz to approve the Moore Engineering invoice of \$32,522.70. Roll call vote found Keller, Kelsch, Morgan, Timmer, Schulz, Frey and Lenzen in favor.

Bjerke commented the July financial reports and preliminary budget have been emailed out for review.

Kelsch commented on some properties that have extended their deadlines. Drainage on bike paths on the bridge is being looked at. They are still waiting for an estimate on the bathrooms at the Civic Center.

Frey commented on the Employee Personnel Policy. Employee Relations recommends moving forward with it and reviewing it on an annual basis. The two personal days were replaced with two holidays. Frey made a motion seconded by Morgan to approve the Personnel Policy changes. Frey made a motion seconded by Schulz to amend the motion to have personal days and holidays effective January 1, 2018 and the rest of the policy effective immediately. Roll call vote on the amendment found Keller, Kelsch, Morgan, Timmer, Schulz, Frey and Lenzen in favor. Roll call vote on the motion found Keller, Kelsch, Morgan, Timmer, Schulz, Frey and Lenzen in favor. Frey commented P&Z has reviewed an RFP for a comprehensive plan. There are funds in the budget for a comprehensive plan. The choice would involve proposals with an estimated cost and the top three firms would be interviewed. Frey made a motion seconded by Lenzen to proceed with RFP for a comprehensive plan for the City of Beulah. Timmer questioned the date and Duppong commented proposals would be due two weeks from publication. Roll call vote found Keller, Kelsch, Morgan, Timmer, Schulz, Frey and Lenzen in favor. Frey commented P&Z is reviewing some of the current codes regarding fencing and concrete slabs under tool sheds. They are hearing residents' concerns and would like to avoid variances while still adhering to current zoning codes. Employee Relations met regarding employee wages and will meet again to review.

Morgan presented a proposal to reduce the hours of the Transfer Station in the winter starting November 6, 2017. It would be open Monday, Wednesday and Friday from 12:00 noon to 5:00 pm. In the event of a snowstorm, the Transfer Station would be closed. Morgan made a motion seconded by Frey to approve the hour reduction as presented. Frey stated we would look at adjusting for additional hours closer to spring as needed. Kelsch questioned if it could be open one Saturday per month. Yeager stated it was closed on Saturdays during the winter. Not many people go out there when it's cold. Discussion followed. Roll call vote found Keller, Kelsch, Morgan, Timmer, Schulz, Frey and Lenzen in favor.

Schulz commented the pool's last day was August 12. There is a pool board meeting this Wednesday to finish the shutdown of the pool and review the budget. He stated the emptying of the pool will need to be changed with the Wellness Center in the usual drainage area. The Wellness Center steel construction is almost complete. They are enclosing the walls and pouring the walking track on the second floor.

Timmer commented a board member from the Library has stepped down but that someone else is interested.

Yeager commented they finished spraying curbs, hauled sand and bottom ash to the shop, painted crosswalks, trimmed trees around schools, hauled furniture, applied for a burn permit and revenue at the Transfer Station the last two weeks was about \$1,000. They have been mowing, blading, and sweeping, and they took a load of recycle to Minot.

Duppong commented P&Z is having a special meeting on Thursday to go over a permit request for an extension to a garage in the flood plain. There may need to be a variance. Bjerke stated the City has been cautioned on building in the flood plain. Duppong noted that if the City is put on probation twice it could lose its flood plain status and all eligibility for Federal grants and loans. Duppong reported on dilapidated and unsafe buildings. Duppong stated there is a meeting tomorrow to review the drainage on 12<sup>th</sup> Street in the area where the clinic plans to expand.

Timmer left the meeting.

Schulz made a motion seconded by Frey to approve the July financial reports. Roll call vote found Keller, Kelsch, Morgan, Schulz, Frey and Lenzen in favor.

Ferebee presented raffle permits for approval. Encouraging Hearts at Beulah City Hall on October 18, 2017. Beulah Education Foundation at the football field at Riverside Park September 8 – October 13, 2017. Beulah Quarterback Club at Riverside Park, Shelter #6 on October 13, 2017. Lenzen made a motion seconded by Frey to approve the raffle permits as presented. Roll call vote found Keller, Kelsch, Morgan, Schulz, Frey and Lenzen in favor.

Ferebee stated there is a block party planned on 6<sup>th</sup> Ave. NE between 19<sup>th</sup> and 22<sup>nd</sup> St. on September 30, 2017. Keller made a motion seconded by Morgan to approve the block party as presented. Roll call vote found Keller, Kelsch, Morgan, Schulz, Frey and Lenzen in favor.

Phillips commented the bakery has begun construction on Main Street. The Airport Fly-In is September 16 and the Heritage Park Fall Event is the same day. Phillips commented on the Western Dakota Energy Association meeting on November 1-2 and presented statistics on coal compared to natural gas.

Meeting adjourned at 8:30 pm.

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Darrell R. Bjerke, Mayor

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Heather Ferebee, Auditor