

The regular Beulah City Council meeting of February 5, 2018 was called to order at 7:00 pm at Beulah City Hall by Mayor Darrell Bjerke.

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

Absent: Travis Frey, Eric Hoffer

Also Present: City Attorney Scott Solem, Assistant City Attorney Allyson Hicks, City Coordinator Russell Duppong, City Engineer Charles Hankins, Economic Development Director John Phillips, Water/Wastewater Foreman Gary Neuberger, Gloria Olheiser, Rachael Mortenson, Kent Ritterman, Kate Johnson

#### Pledge of Allegiance

Lenzen made a motion seconded by Schulz to dispense with the reading of the minutes of the last regular meeting on January 15 and approve as furnished to the Council by email. Roll call vote found Timmer, Schulz, Lenzen, Morgan, Kelsch and Keller in favor.

Ritterman commented on the progress of the Water Treatment Plant. There are two crews on site right now. Troubleshooting items are being addressed now that the RO system is running. Keller made a motion seconded by Morgan to approve pay estimate #13 for \$188,444.06 to Northern Plains Contracting. Roll call vote found Timmer, Schulz, Lenzen, Morgan, Kelsch and Keller in favor.

Keller made a motion seconded by Timmer to approve change order #5 for \$22,070.55 for the water plant. Roll call vote found Timmer, Schulz, Lenzen, Morgan, Kelsch and Keller in favor.

Keller made a motion seconded by Schulz to approve payment of \$48,851.43 to Moore Engineering, Inc. Keller commented engineering expenses could increase if the project is extended. Roll call vote found Timmer, Schulz, Lenzen, Morgan, Kelsch and Keller in favor.

Ritterman presented a current budget. In order to dredge the lagoon, they will need to put together a clean water loan application. He will have a bid package ready for the next Council meeting.

Olheiser presented the CVB 2017 budget. Lenzen made a motion seconded by Schulz to approve CVB to carry forward funds received but not spent in 2017. Roll call vote found Timmer, Schulz, Lenzen, Morgan, Kelsch and Keller in favor. Lenzen made a motion seconded by Kelsch to approve the funding request from the City for the Sakakawea Country ad as recommended by the Advisory Committee. Roll call vote found Timmer, Schulz, Lenzen, Morgan, Kelsch and Keller in favor.

Keller commented on lift stations that are being worked on.

Schulz commented equipment has been uninstalled on police unit #12. There are applications to review for the open police position. There is a Pool Board spot open. Usage is up for West River Transit. The hardwood floor is in at the Wellness Center and they will start pouring the track this week. Schulz made a motion seconded by Lenzen to accept the Municipal Court Report. Roll call vote found Timmer, Schulz, Lenzen, Morgan, Kelsch and Keller in favor.

Timmer commented the Library had employee evaluations and they are looking for one board member.

Lenzen commented the Advisory Board is looking for one more member. He stated he is working on a grant for the area on 7<sup>th</sup> Street and Hwy 49. The DOT regional manager in Dickinson is working with them. He stated signs may also be available in this project.

Kelsch commented Owen Voigt and Jayme Renner were at the last meeting representing the 3<sup>rd</sup> Avenue and Barton Estates Additions and requested additional information regarding the special assessments on those properties. Ferebee and city hall staff put in a considerable amount of time gathering the information. It was looked through today and will be forwarded on once the fees for gathering it are paid.

Duppong commented P&Z had a meeting Thursday and the Coal Country Community Health Clinic plans were reviewed. He stated the storm water drainage will be addressed soon. The Comprehensive Land Use Plan process has been started. There will be upcoming public meetings.

Ferebee presented 2017 financial reports, transfers and budget amendments. Lenzen made a motion seconded by Kelsch to approve the 2017 budget amendments. Roll call vote found Timmer, Schulz, Lenzen, Morgan, Kelsch and Keller in favor.

Schulz made a motion seconded by Lenzen to approve the 2017 budget transfers. Roll call vote found Timmer, Schulz, Lenzen, Morgan, Kelsch and Keller in favor.

Schulz made a motion seconded by Keller to approve the 2017 financial statements and year end debt schedule. Roll call vote found Timmer, Schulz, Lenzen, Morgan, Kelsch and Keller in favor.

Phillips commented on the Civic Center renovation project contract. The city cannot do a design build, but instead will hire an architect to complete the retrofit plans for the building. The architect will also assist in hiring a CMAR or construction manager. After we get an estimated cost for the project, it will be brought back to the Council to decide if it should be pursued. The AIA document is a standard contract and Phillips explained the details. He stated the main changes being looked at are to add additional bathrooms, improve acoustics and remove part or all of the hallway walls to open it up for a larger area. Hicks commented this is a contract for the architect, not just phase one. Bjerke clarified it would come back to Council for bids. Kelsch made a motion seconded by Timmer to approve the contract to move forward with ICON as the architect for the Civic Center renovation project. Schulz commented the City was trying to save money, but it can't be done without an architect. In the long run, we will save more money by doing it this way just as the Wellness Center did. Roll call vote found Timmer, Schulz, Lenzen, Morgan, Kelsch and Keller in favor.

Schulz made a motion seconded by Keller to pay the bills as presented. Roll call vote found Timmer, Schulz, Lenzen, Morgan, Kelsch and Keller in favor.

Meeting adjourned at 9:00 pm.

---

Darrell R. Bjerke, Mayor

---

Heather Ferebee, Auditor

2/5/2018

---

**The following bills were approved and paid in January:**

Check Range: 36180 to 36294, -99864, -99863

Payroll Check Range: -79625 to -79560

Employees	70,812.52
FIT	12,011.23
SIT	2,768.93
Unemployment	314.20
FIT	14,886.69
New York Life 457b	950.00
ND Child Support	190.99
MN Child Support	808.47
ND Child Support	190.99
MN Child Support	808.47
WSI	19,326.72
NDPERS	27,504.16
ALFAC	394.14
City of Beulah	30.57
North Dakota Tax Commissioner	5.21
Bronson's Marketplace	52.61
HAWKINS INC	4009.37
ND League of Cities	2278.00
Mercer County Treasurer	119925.37
Rebekah Kjos	90.40
Solem Law Office	3000.00
Lexipol LLC	2777.00
MDU	15940.47
MailFinance	441.87
NDACo Resources Group, Inc.	408.88
Lignite Tire	681.76
Solem Law Office	5446.38
Northern Plains Contracting, Inc.	356792.14
Moore Engineering, Inc.	45229.23
Interstate Engineering, Inc	567.00
Dakota Pump & Control, Inc	1225.00
Demco, Inc	109.25
Gale/CENGAGE Learning	18.74
Countryside Publications	19.99
Creative Product Source	223.55
Taser CEW V20 Instructor Training	435.00
Beulah Chamber of Commerce	55.00
Tri-State Coatings	7625.00
Kapco	131.86
Beulah Park District	106.58

2/5/2018

US Standard Products	1949.04
SoloTek Inc.	693.56
Matthew Bender & Co. Inc.	63.43
Skeels Electric Co.	490.93
AED Everywhere	371.70
J-S Sanitation	180.00
Hydro Hotshots	900.00
W.D. Larson Companies LTD, Inc.	289.38
North Dakota Dept of Health	64.00
Mercer County Treasurer	5360.21
BHG, Inc.	1530.78
Beulah JDA	6767.75
Verizon Wireless	531.81
Downtown Gas & Auto	6419.02
Cardmember Service	84.78
West River Telephone	1475.59
Beulah Airport Authority	6767.75
Farmers Union Oil Company	1068.18
Information Technology Dept	238.65
Waste Management of WI-MN	436.00
Rustic Revival	600.00
Clyde Schulz	31.94
Midwest Tape	738.94
Black Sands Golf Course	150.00
West River Telephone	96.91
North Dakota One Call Inc	2.00
J & M Hardware Inc	287.57
Beulah Lumber Company	1718.08
Roughrider Electric Cooperative Inc	3536.67
AmeriPride Linen & Apparel Services	334.82
NAPA Auto Parts	1043.62
Midco	119.28
New York Life	1639.85
Mainstay Funds	5852.80
Convention & Visitors Bureau	52255.46
Convention & Visitors Bureau	8097.62
ICC - International Code Council	14.50
North Dakota Dept of Health	75.00
Southwest Business Machines	33.50
Neuberger Oil Co.	140.00
Mercer County Sheriff's Department	125.00
Darla Knutson	16.87
Secretary of State	10.00

2/5/2018

BHG, Inc.	176.45
Ingram Library Services	449.11
Gale/CENGAGE Learning	33.73
RDJ Specialties	1081.06
Mid-States Organized Crime Center	100.00
Bobcat of Mandan, Inc	84.20
Butler Machinery Company	368.27
AED Everywhere	160.00
Dell Marketing LP	722.16
US Bank	461.32
USA Blue Book	424.31
Beulah Airport Authority	4171.19
Beulah Senior Center	2979.42
Beulah Park District	21257.44
First Security Bank West	61413.99
Beulah Park District	15492.96
Health Chemistry Lab	16.48
Dakota Pump & Control, Inc	1500.00
Sakakawea Medical Center Foundation	20000.00
NDBOA	265.00
Dennis Bauer	2050.28
Eric Mattheis	209.14
Michael Todd Company	503.56
Harold Olsen	40.54
IACP	150.00
Powerplan	1065.30
Subway	77.18
Municipal Government Academy	25.00
Stein's Inc	232.06
ND Rural Water Systems Assoc	250.00
Knife River Premier Builders, LLC	1765.00
Postmaster	358.47
West River Transit	8500.00
Russell Duppong	1000.00
Penworthy	210.28
Baylee Robinson	32377.87
Jackson Robinson	32377.87
Michael Bauer	50.00
Michael Schmit	50.00
Steve Kragness	50.00
J Cee Properties	50.00
Omar Moran	75.00
Shawn Iverson	50.00

2/5/2018