

The regular Beulah City Council meeting of December 7, 2015 was called to order at 7:00 pm at Beulah City Hall by Mayor Darrell Bjerke.

Present: Brant Keller, Roger Gazur, Travis Frey, Kirby Morgenstern, Clyde Schulz

Absent: Kathy Kelsch, Alan Kok, Ben Lenzen

Also Present: City Attorney Scott Solem, City Engineer Loren Daede, City Coordinator Russell Duppong, John Phillips, Kate Johnson, Linda Pouliot, Sarah Tunge, Kelsey & Eric Timmer, Kurt Kruger

Pledge of Allegiance

Gazur made a motion seconded by Keller to dispense with the reading of the minutes of the last regular meeting on November 16 and approve as furnished to the Council by email. Roll call vote found Schulz, Keller and Gazur in favor. Frey and Morgenstern abstained. Motion passed.

Solem presented the Knife River Care Center Resolution for bond financing. Schulz made a motion seconded by Gazur to approve the resolution authorizing the MIDA Bonds for the Knife River Care Center. Roll call vote found Frey, Schulz, Morgenstern, Gazur and Keller in favor.

Sarah Tunge of the Beulah Chamber presented a proposed drawing with remodeling of the building they currently lease for the Chamber, CVB and Motor Vehicle Department. Tunge stated they approached the JDA regarding funding. She described the activity of the businesses and the lack of security or privacy for business transactions or discussion. Tunge stated they would like to present an image to those visiting Beulah with marketing material and photos. The Chamber has 110 members and the CVB has 74. They are moving forward with a guide for Tourism, Economic Development, and local businesses as well. Gazur questioned the tax revenue the CVB is receiving each year and where it is going. Tunge commented on updating the marketing plan and website since she started her position. Gazur stated before he could make a decision he would like to see a full financial statement from both the CVB and the Chamber. Schulz stated he does not have an issue with the Chamber pursuing remodeling. Duppong commented a building permit would need to be issued when plans are received. Keller made a motion seconded by Schulz to allow the Chamber to move forward with plans to remodel and for the Chamber to provide plans and specs and financial statements to the Council for the CVB and Chamber. Gazur clarified that they are able to move forward with conceptual plans at their own expense. Roll call vote found Frey, Schulz, Morgenstern, Gazur and Keller in favor.

Bjerke commented on items he learned at the National League of Cities Conference and how they would apply to Beulah's future. He commented on the anticipated costs of the Beulah Water Plant Membrane upgrade. He presented information on the costs and revenues with the loan needed for the new plant. The cost of the upgrade is \$5.8 million. The \$1.4 million in Surge fund money that the City already received would be applied to this project. The remaining amount would need to be financed. He commented on the difference between a 20 year and 30 year term and the amount of increase needed in water rates. Keller commented a \$2.00 increase in the base rate isn't too extreme. He commented on the 24 unit Essential Worker Apartment Complex and Childcare Center. Part of the Housing Incentive Fund financing rules are that the City is responsible for the infrastructure, and that amount would come from the Sales Tax fund. Other projects the City is

working on are: the library location and the possibility of City Hall remodeling, remote water meter reading system and the possibility of a special assessment for this update, walking and bike paths, a Public Works building replacement for the building lost in a fire, the new garbage truck and a learning curve that will need to take place, the Transfer Station rates, and updating water lines and electrical lines in the RV Park. The Wellness Center is also another project taking place in the City.

Schulz made a motion seconded by Gazur to approve the payment of \$2,016.00 to Bituminous Paving, Inc. for SID #23. Roll call vote found Frey, Schulz, Morgenstern, Gazur and Keller in favor.

Gazur made a motion seconded by Keller to approve the payment of \$1,062.40 to Bituminous Paving, Inc. for 2015 Asphalt Street Repairs. Roll call vote found Frey, Schulz, Morgenstern, Gazur and Keller in favor.

Schulz made a motion seconded by Gazur to approve the payment of \$3,371.76 to Bituminous Paving, Inc. for SID #24. Roll call vote found Frey, Schulz, Morgenstern, Gazur and Keller in favor.

Daede commented on the maintenance agreement from NDDOT for Hwy. 49. There will be no cost to the City unless the City requests something. He stated detectable warning panels will be put in on the bike path where they enter the street, but there will be no cost to the City. He commented this agreement is strictly the path and the City is responsible for maintenance. Gazur requested the appendices and map be sent out to Council.

Bjerke commented on the lot that may return to the City and he stated the lot may have to go out to bids. Timmer commented he is concerned that there may not be enough room if a house is placed on the lot.

Keller commented on pursuing water meters that can be remotely read and the possibility of a special assessment for this project. Bjerke commented our ordinance states it is the property owner's responsibility to fix a curb stop. Frey questioned if some of the newer water meters purchased would work with the system and Keller stated yes. Gazur commented while he was researching a sewer concern he discovered a lot of municipalities take care of the water system up to and including the curb stop and the property owner would be responsible for the line to the house or property. Discussion followed on water meter systems. Keller commented the Water Department has a new Facebook page they will use for posting emergencies.

Gazur commented on the revised version of Task 4, Chapter 5 from SRF. He stated legal comments were not included, instead legal review will be done at the end. Gazur made a motion seconded by Schulz to accept SRF Task 4, Chapter 5. Schulz questioned the section regarding the time frame of installing an electrical meter on a house. Discussion followed. Schulz questioned swimming pool sizes and what would require a permit. Gazur commented that is an excellent point and it should be discussed with SRF. Schulz questioned whether it is a requirement to ask neighbors for permission for a variance and Solem stated that was added. Schulz questioned the demolition process and whether it comes before the commission and Duppong explained it does not go before the commission. Gazur stated the commission has no discretionary latitude when it

comes to a demolition permit, that is mandated by the state. Roll call vote found Frey, Schulz, Morgenstern, Gazur and Keller in favor.

Gazur commented SRF Task 6, Chapter 1 was sent out for Council to review. Gazur commented on SRF assembling the final draft after the acceptance of Task 6. There would be a final meeting with the committee and a review by legal, then it would need to be approved by Council. Gazur questioned the official status of the Capital Lodge conditional use permit application. Gazur questioned if the permit is still valid and Duppong stated it is but it's contingent on the land owner and the conditional use permit. Solem stated the application and the rezone was contingent on the conditional use. He stated we should receive something in writing from Capital Lodge stating their intentions. Gazur made a motion seconded by Schulz to direct the City Attorney send a request to Capital Lodge to determine their intentions on the property that includes the conditional use permit that was approved by Council. Roll call vote found Frey, Schulz, Morgenstern, Gazur and Keller in favor.

Frey commented the Ford F250 is in use. He stated the new garbage truck is on order and it will take around 90 days to receive. Training will be provided for employees. Frey questioned if there are comments on garbage rates. Gazur commented on the Transfer Station and the fee structure. Schulz stated the Transfer Station is needed but it needs to be more self supported. A booth at the entrance would help. Frey agreed the attendant should be the first person you see. Frey made a motion seconded by Gazur to approve the garbage rate scale presented at the previous meeting to be effective January 1, 2016. Travis stated residential rates would increase \$2.50/month, trailers \$2.50/month, additional containers \$2.00/month and commercial \$3.00/month. Schulz made a motion seconded by Gazur that commercial rates be raised from a \$3.00/month increase to a \$5.00/month increase in the new fee schedule. Roll call vote on the amendment found Frey, Schulz, Morgenstern, Gazur and Keller in favor. Roll call vote on the main motion found Frey, Schulz, Morgenstern, Gazur and Keller in favor. Motion passed. Frey commented on the lease purchase of the garbage truck and he stated he wanted to find out from the Council what their views are on leasing in the future. Discussion followed on leasing verses purchasing. Frey commented on vehicle logos and stated options will be sent out to vote on at the next meeting. Frey commented on traffic signage needed on 19th Street. Schulz recommended Lenzen and Kok look into the topic. Bjerke commented on dumpsters and the need to improve them. Gazur stated there is a policy that addresses dumpster maintenance. Frey stated they are considering closing the Transfer Station on Saturdays for the winter.

Schulz commented on the Wellness Center and a meeting set up for Wednesday evening. He stated Jerry Hjelmstad of the ND League of Cities is retiring. Schulz commented the Walk Around is tomorrow night.

Morgenstern stated Skeels Electric is working at Sun Valley RV Park to put in 50 amp outlets for campers. An electrician in both Beulah and Hazen were contacted but they were not able to complete it this fall so Skeels was contracted for the project.

Duppong commented there is a Water Conference in Bismarck this week and he will be attending. He stated he will try to get an update on the Section 22 study. Duppong commented he will meet with Bridgette Martins regarding the zoning for the Wellness Center. The P&Z meeting will be December 17 at 5:00 pm. He stated Hook Line and Sinker workforce housing is moving forward.

Ferebee presented a special event permit for the Nite Owl Bar to serve alcohol at the Beulah Civic Center on January 9, 2016 for the Big Buck Contest. Schulz made a motion seconded by Frey to approve the special event permit as presented. Roll call vote found Frey, Schulz, Morgenstern, Gazur and Keller in favor.

Ferebee presented a raffle permit for the Beulah Chamber for the Nick's Picks drawing to be held at the Beulah Chamber office on December 16, 2015. Schulz made a motion seconded by Gazur to approve the raffle permit as presented. Roll call vote found Frey, Schulz, Morgenstern, Gazur and Keller in favor.

Ferebee presented information on payments that were missed for years 2012 and before to entities and stated this needs to be cleaned up before the end of the year. A payment needs to be made to Beulah Park District for \$1,166.10 and to the Beulah Senior Center for \$5.00. Payments that were missed to the Airport Authority were for State Aid that is not required to be submitted according to the ND State Auditor's Office. The amounts for the Airport are \$6,912.02 to Airport Authority and \$7,970.80 to Airport Insurance Reserve. Ferebee commented State Aid is for the City General fund with a mandated percentage going to the Park District. The City has designated certain percentages be transferred to other funds or entities, but those are not mandatory. Schulz made a motion seconded by Gazur to pay the amounts presented to the Park District, Senior Center, Airport Authority and Airport Insurance Reserve. Roll call vote found Frey, Schulz, Morgenstern, Gazur and Keller in favor.

Phillips commented the architect will be here for the Wellness Center this Wednesday. He commented on Bonnie Nies and a proposed bakery. An environmental study done required another environmental study, which was not feasible. He stated it was a big disappointment and the bakery will not be built in that location. There was underground mining in the area. Phillips commented on the Main Street success program.

Bjerke commented the Employee Appreciation will be January 8, 2016 at the Black Sands Golf Course.

Schulz made a motion seconded by Gazur to approve the bills as presented. Roll call vote found Frey, Schulz, Morgenstern, Gazur and Keller in favor.

Meeting adjourned at 9:20 pm

Darrell Bjerke, Mayor

Heather Ferebee, Auditor

Check Range: 33239 to 33363, -99886

Payroll Check Range: -81911 to -81846

Employees	68,600.10
FIT	11,103.84
SDU	527.08
MN Child Support	568.98
Collection Center	245.01
FIT	12,973.80

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SDU	527.08
MN Child Support	568.98
Collection Center	245.01
NDPERS	27,888.96
ALFAC	1,203.57
US Federal Contractor Registration	599.00
HAWKINS INC	1365.00
USA Blue Book	432.49
MDU	12703.85
SRF Consulting Group, Inc.	1486.45
SPEE-DEE Delivery Service	15.75
Loren Wiest	1260.00
Bituminous Paving Inc	22270.00
Bituminous Paving Inc	52057.60
Brandoz Concrete	8297.30
American General Contractors	5672.85
Dakota Supply Group	4506.43
Bronson's Marketplace	16.24
Downtown Gas & Auto	4692.09
Lignite Tire	2473.44
NAPA Auto Parts	1194.24
Beulah Lumber Company	375.00
BHG, Inc.	1574.66
Mercer County Treasurer	5966.46
Solem Law Office	8471.53
Interstate Engineering, Inc	25757.78
nCourt	349.00
Associated Pool Builders, Inc.	734.78
Montana-Dakota Utilities Co.	38122.00
Comfort Inn	80.00
Dustin Pekas	49.36
Marcie Gunsch	97.93
Electronic Communications Inc	2550.00
AED Everywhere	144.10
Beulah Electric	309.00
Safeguard Business Systems	781.04
Tim Klein Plumbing	887.23
Pekas Precision Lawn Care	60.00
Waste Co Supply	7528.26
Ethanol Products LLC	2438.39
Strata Corporation	8668.17
Northern Plains Equipment Co Inc	680.38
Stein's Inc	258.99

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Southwest Business Machines	26.48
Expressway Inn	83.00
SoloTek Inc.	589.59
Clay's Plumbing & Heating Inc	4506.00
Dakota Pump & Control, Inc	7019.35
City of Lincoln	550.00
Robert Volk	27.79
Gary Hart	47.83
Butch Klooster	50.00
Hedahls Headquarters	57.24
ND League of Cities	120.00
Matthew Bender & Co Inc	60.44
AmeriPride Linen & Apparel Services	366.66
Roughrider Electric Cooperative Inc	2976.43
North Dakota Dept of Health	64.00
West River Telephone	1477.37
Verizon Wireless	481.77
Farmers Union Oil Company	2293.55
Mainstay Funds	5203.81
New York Life	1806.88
Information Technology Dept	197.80
Display Sales	1445.00
Bobcat of Mandan, Inc	4519.56
Quill Corporation	88.31
Henke Mfg	12711.99
Sanford Health Occupational Med Bis	30.00
HATTON FORD INC	35082.39
Russell Duppong	216.61
West River Telephone	93.47
North Dakota One Call Inc	39.05
Beulah Airport Authority	224.29
Coal Conversion Counties	2250.00
Uniform Center	295.96
Russell Duppong	202.00
Darrell R Bjerke	2384.39
Ingram Library Services	341.47
Gale/CENGAGE Learning	40.10
Midwest Tape	169.96
Lynne Wolf	90.40
Bituminous Paving Inc	73695.96
Clyde Schulz	4114.41
USA Blue Book	389.80

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Nancy Bickerstaff	33.07
Loren Wiest	70.00
Lonny Buchmann	1317.95
Roughrider Electric Cooperative Inc	35889.45
Motor Vehicle Department	23.50
CDS Administrative Services LLC	100.00
NACOP	155.00
North Dakota Surplus Property	115.00
Mercer County Ambulance	30.00
Mercer County Sheriff's Department	175.00
AED Everywhere	140.55
SRS Services	2800.00
Michael Todd Company	1033.94
Mercer County Weed Board	65.65
Meaner Greener Lawn Care Company	4225.00
Productivity Plus Account	482.85
Hazen Welding	109.00
Gloria Bowers	50.00
Ryan Taylor	50.00
Galls/Quartermaster	14.16
BNSF Railway Company	337.65
US Bank	768.72
Convention & Visitors Bureau	16065.66
Dakota Sanitation Inc	424.00
J & M Hardware Inc	604.71
Petty Cash	20.50
AT&T Mobility	122.27
Beulah Park District	41582.23
Benz Insurance	421.00
Quill Corporation	91.55
Kollman Construction	1718.00
Postmaster	364.64
Killoran Trucking & Brokerage Inc	4973.42
Coal Country CHC	26.00
Industrial Fabworx	1300.00
Postmaster	225.00

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