

The regular Beulah City Council meeting of April 4, 2016 was called to order at 7:00 pm at Beulah City Hall by Mayor Darrell Bjerke.

Present: Brant Keller, Kathy Kelsch, Roger Gazur, Ben Lenzen, Travis Frey, Clyde Schulz

Absent: Alan Kok, Kirby Morgenstern

Also Present: City Attorney Scott Solem, City Engineer Loren Daede, City Coordinator Russell Duppong, City Assessor Soojin Lee, Kate Johnson, Sarah Tunge, Joel Morgan, Rick Mitzel, Stacey McLaughlin, Taylor Rovig, Rob Burrill, Gloria Olheiser, Teresa Schaner

Pledge of Allegiance

Gazur made a motion seconded by Schulz to dispense with the reading of the minutes of the last regular meeting on March 21 and approve as furnished to the Council by email. Roll call vote found Keller, Kelsch, Gazur, Lenzen, Schulz in favor. Frey abstained. Motion passed.

Bid opening: Schulz made a motion seconded by Gazur to close the bidding period for Street Improvement District #25 and Water Improvement District #25. Roll call vote found Keller, Kelsch, Gazur, Lenzen, Frey and Schulz in favor. Solem reviewed bonds for the bids received and Bjerke stated the bid amounts for alternatives A, B & C for each contractor:

Bechtold Paving – A. \$297,797.60

Bituminous Paving, Inc. – A. \$451,162.50 B. \$471,307.50 C. \$301,587.50

Keller Paving – A. \$408,101 B. 478,926 C. \$239,611

Knife River Central ND Div. – A. \$385,840 B. \$474,037 C. \$238,215.50

Gazur made a motion seconded by Schulz to close and accept the bids for review. Roll call vote found Keller, Kelsch, Gazur, Lenzen, Frey and Schulz in favor.

Rick Mitzel commented on the lots at Keller Drive. He recommended the four lots the City owns be accepted as two in favor and two against for purpose of the vote. Solem stated if the City doesn't vote it would be a "no protest". The petition would save the need for the resolution to be published and the need to take protests. Gazur clarified that you don't need a majority to proceed but you need a majority to protest. Solem stated that is correct. Solem commented on the 30 day period needed before a protest hearing if a hearing is needed and the advertising requirements. Gazur requested the City Attorney issue an opinion on letterhead of the process Solem explained for the petition and protest.

Gloria Olheiser gave an update on Heritage Park and explained the committees. She stated the 2015 Fall Festival raised \$2,000. Going forward they have developed guidelines for vendors and she explained the fundraiser markets they will have. McLaughlin stated some local businesses are sponsoring nights of music. Olheiser commented on park area updates including a play area for children, with the option of sand and diggers. She stated they are looking at a sign and a stage or elevated platform. McLaughlin would like approval to move forward. Gazur made a motion seconded by Schulz to give the Heritage Park committee authorization to move forward with the play area and sign. Kelsch stated she is impressed with the enthusiasm by the committee members and varied ages of those involved. McLaughlin stated they are also working with downtown businesses for their involvement. Roll call vote found Keller, Kelsch, Gazur, Lenzen, Frey and

Schulz in favor. Bjerke stated they deserve a pat on the back. McLaughlin stated they do have a drawing in process and will get it to Council. She stated a Christmas light display is also being looked at.

Bjerke stated Ferebee sent out financial statements for February. He commented on a book including special assessments. He commented on a thank you card from Mighty Thunder Wrestling for use of the Civic Center.

Keller commented Darla and Gary are researching companies that provide water meter reading equipment. DSG and Ferguson are two companies in North Dakota that provide that service.

Keller left the meeting.

Lenzen had no report.

Kelsch had no report.

Gazur made a motion seconded by Schulz to accept the municipal court report for March. Roll call vote found Kelsch, Gazur, Lenzen, Frey and Schulz in favor. He stated there will be an Employee Relations Committee meeting this week. The main topic will be whether or not to fill an open position in the Public Works Department.

Frey commented on the new garbage truck. He stated he has been in contact with the company handling it and it is still being built. Frey stated it would be nice if more people would take advantage of the Transfer Station for large recyclables.

Schulz commented on the Southwest Water meeting held today in Dickinson. It was well attended by towns around SW North Dakota. Beulah and Bowman are the only two cities with their own water plants. Twelve cities have already signed the agreement. The agreement they sent out is a template and they will need to go to each city and negotiate. Those that have already signed the contract do have the option to make changes. City water service plans override the agreement in extraterritorial areas. Bjerke questioned what would happen if we don't sign. Schulz stated that was brought up but each City will need to have some type of contract. Schulz suggested a committee be set up to review this.

Daede stated plans and specs are coming along for New Energy and the painting of the water tower. Daede commented on a form he set up as requested by Lenzen to rate areas in town that may need street work. Kelsch questioned if it could be used to look at sidewalks improvements. Daede stated this is set up for streets but it could be used for that also. Kelsch commented on unsafe sidewalks around town that need improvements. Gazur commented he can see in the residential area that owners would be responsible for sidewalk maintenance, but in the business district he doesn't see that they should incur the total cost.

Solem had no report.

Duppong commented on a business P&Z is working with. He stated the high school is planning to build a storage garage and P&Z is meeting with them to discuss materials. Duppong stated he will be attending code meetings the next couple months. He stated the City is working on a way to have winter discharges for the South Lagoon and that violation letters will be going out this week.

Ferebee stated the auditors were here for the 2015 audit.

Bjerke commented we need to move forward with the sale of bonds for 3rd Ave. and that bids are needed for the street in New Energy Addition. Schulz commented on the Vision West survey done in the community. The first meeting took place to discuss the results. Bjerke stated the report was very revealing and will be made available.

Lee commented on a report she distributed and on the letters sent out to residents. Bjerke questioned what the five items used in evaluating properties are and Lee stated that the year built, grade, condition, land value, and additions are some of the items. Land value didn't change. Lenzen questioned the calculation of the numbers. Bjerke commented he questioned why some properties went up different percentages than others and he stated the Vanguard program took certain items into consideration to base the value on. Lee stated it is based on the information Vanguard received when they first came in. Bjerke stated he hopes the information is not outdated. Gazur commented on the 2015 ND Assessment Sales Ratio Study available on the ND Tax Commissioner's website. Gazur stated two critical factors this report shows are the Coefficient of Dispersion and the Price Related Differential and he stated Beulah is within the acceptable ranges with the current adjustments made. Beulah has met the tolerances of the state. He stated the Council could refuse to accept the recommendation of the County and the County could override us or the County could agree with us, but if the State doesn't agree with us they will make an adjustment. Kelsch questioned if an appraisal could be used and how recent it would need to be. Lee stated there is no guarantee it would be changed but it can be looked at. Lenzen commented when Vanguard came around they didn't look into buildings not attached. Lee stated it might be a good idea to look at every property again, but she doesn't know of any requirement to do this. Duppong stated at times a shed is torn down without a demolition permit so it's still on the property cards. Duppong questioned if the value will come down when the market is slow. Bjerke stated it is supposed to. Frey commented appraisals should be taken into consideration. Lee stated that if we don't follow these recommendations the State will come in and force the higher percentage rate. Bjerke stated it would be the same percentage across the board. Lenzen questioned why we don't just go to 100% and Bjerke stated the State requires 100% but they will accept 93%. Gazur commented he would not want to go to 100% because if the market would drop, some would be above 100%. Gazur commented he would be the first to challenge the figures if he had a defensible position. He doesn't see a reason to challenge any of them. Schulz requested the report Gazur presented.

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

Meeting adjourned at 9:00 pm

Darrell Bjerke, Mayor

Heather Ferebee, Auditor

Check Range: 33725 to 33829

Payroll Check Range: -81623 to -81558

Employees	73,964.95
FIT	12,122.33
New York Life 457b	525.00
SDU	527.08
MN Child Support	568.98
FIT	14,175.07
SDU	527.08
MN Child Support	568.98
NDPERS	27,888.96
ALFAC	792.06
Downtown Gas & Auto	3049.80
RDO Equipment Co.	68383.00
Mainstay Funds	17605.81
Mainstay Funds	185.16
New York Life	119.91
North Dakota One Call Inc	5.00
AmeriPride Linen & Apparel Serv	366.66
North Dakota Dept of Health	64.00
West River Telephone	1470.75
Farmers Union Oil Company	2990.32
MDU	14198.46
SRF Consulting Group, Inc.	3469.12
Information Technology Dept	197.80
Mercer County Treasurer	6445.54
New York Life	1783.63
BHG, Inc.	1721.17
Mainstay Funds	5860.14
Russell Duppong	158.50
Christopher Bailey	90.40
Municipal Government Academy	100.00
Marcie Krumwiede	127.96
Vanguard Appraisals Inc	1875.00
Joe Green Lawn Care	31112.50
West River Telephone	100.06
Bronson's Marketplace	18.57
HAWKINS INC	15.00
USA Blue Book	1311.42
Roughrider Electric Coop Inc	3341.65
Solem Law Office	3645.75
Starion Bond Services	67630.81
Starion Bond Services	389813.25
Beulah Park District	41023.92

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Verizon Wireless	464.82
NAPA Auto Parts	708.76
Beulah Lumber Company	267.48
AED Everywhere	211.20
Sanitation Products	1233.67
Gale/CENGAGE Learning	20.05
Soojin Lee	28.25
Heather Ferebee	90.40
West Dakota Utility Services	702.51
Ingram Library Services	288.49
Dickinson Press & Advertizer	167.00
Quill Corporation	336.65
Mercer County Sheriff's Dept	100.00
DASH	136.80
TASER International	2398.03
Mel Roth Oil Co Hazen	18.36
Ethanol Products LLC	1628.87
Mercer County Auditor	388.00
National League of Cities	809.00
Midwest Tape	279.92
Neuberger Oil Co.	580.00
Marcie Krumwiede	7.44
HR Collaborative	200.00
Olympic Sales Inc.	643.04
Southwest Business Machines	652.63
CDS Administrative Services	1480.00
Lonny Buchmann	100.00
Sweeney Controls Company	3736.20
Dakota Promotions & Printing	302.98
Hedahls Headquarters	8.98
Uniform Center	104.99
Galls/Quartermaster	289.98
Electronic Communications Inc	3473.50
Pocket Press, Inc	60.44
Relentless dba Desert Snow	1770.00
Grafix	171.28
Hiway Express Hazen	9.99
Beulah Drug	2.99
J-S Sanitation	120.00
Ramkota	160.20
Dakota Fire Extinguishers	403.77
Michael Todd Company	4047.34

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Albert L. Boeckel	180.00
Stein's Inc	274.24
US Bank	2637.08
Dakota Sanitation Inc	636.00
Pitney Bowes Inc	351.60
J & M Hardware Inc	906.15
AT&T Mobility	131.43
Beulah Airport Authority	9359.25
Loren Wiest	940.00
Interstate Engineering, Inc	10898.31
Skeels Electric Co.	3040.06
Leland Oster	38.08
Benz Insurance	62.00
Retterath Real Estate	50.00
Jeff Biesterfeld	50.00
Wade Becker	50.00
Evelyn Eisenbeis	25.00
Christopher Schneider	50.00
Postmaster	367.46
Cardmember Service	702.03
WARC	1950.00