

The regular Beulah City Council meeting of September 19, 2016 was called to order at 7:00 pm at Beulah City Hall by Mayor Darrell Bjerke.

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

Also Present: City Attorney Scott Solem, City Engineer Loren Daede, City Coordinator Russell Duppong, Economic Development Director John Phillips, Police Chief Frank Senn, Water/Wastewater Foreman Gary Neuberger, Kent Ritterman, Marvel McMain, Gloria Olheiser, Kate Johnson

#### Pledge of Allegiance

Keller made a motion seconded by Frey to dispense with the reading of the minutes of the last regular meeting on September 6 and approve as furnished to the Council by email. Roll call vote found Keller, Hoffer, Kelsch, Morgan, Timmer, Schulz, Frey and Lenzen in favor.

Gloria Olheiser gave an update on the Fall Festival at the Heritage Park, stating it was a success. The car show had 48 cars, they had bouncy houses, a volleyball tournament and a 5k walk/run. The Ravens were a huge hit as a band and the beer garden worked out well. They are very appreciative of community support. Bjerke commented the Heritage Park Committee deserves accolades for all their work. Olheiser questioned if the City could help in the off months with electricity. Bjerke stated an application could be filled out and given to the Lodging Tax Committee for assistance. Frey questioned if they could turn it off during the winter. Olheiser questioned if the park should be dark all winter.

Bjerke commented Linda Maize is requesting October be proclaimed National Arts and Humanities Month. He stated he would like her to provide a proclamation. Schulz agreed he would like to see a proclamation to approve.

Kent Ritterman presented a review of the process of the Water Plant Improvement Project which began in the spring of 2014. He commented on the meetings with the ND State Water Commission to receive grant funding for the \$5.8 million project. The City was to use the \$1.4 million of surge fund money. The grant was approved in March of 2016 for \$2.64 million. The lime softening plant will convert to a reverse osmosis plant. A holding pond was looked at but confirmation was just received stating that we will be granted a continuous discharge permit and will not need to have a holding pond. Ritterman presented the project budget and explained the changes since the beginning of the project, including a garage addition. Bjerke commented on water rates compared to other cities. Keller commented on the need for the garage. Bjerke explained the Automated Water Meter Reading project is additional. Ritterman commented the surge money is to be used first so the SRF loan would not need to be approved until January. Keller made a motion seconded by Hoffer to approve the plans and budget as presented for the Water Treatment Plant Improvements. Ritterman stated the pipeline may need to be a separate contract. Solem commented the plans and specs would need to be approved to be able to start advertising, with or without the pipeline. Roll call vote found Keller, Hoffer, Kelsch, Morgan, Timmer, Schulz, Frey and Lenzen in favor. Bjerke left the meeting and Schulz took over. Keller made a motion seconded by Timmer to approve the plans and specs contingent on review by legal counsel and engineering. Roll call vote found Keller, Hoffer, Kelsch, Morgan, Timmer, Frey and Lenzen in favor. Keller commented bids will be opened on October 27 and we will need to amend the contract with Moore Engineering by then. Ritterman commented the construction budget

is estimated but Moore is intending to go hourly on charges. Keller commented on the Automated Water Meter Reading Project. Ritterman stated we will go through a bidding process in order to use the SRF loan funding. Keller stated the loan funding being applied for is \$680,000. Keller made a motion seconded by Frey to move forward with the Automated Water Meter Reading Project. Frey clarified that we are authorizing to move forward with bids to get the application in. We can reject all bids if funding isn't received. Roll call vote found Keller, Hoffer, Kelsch, Morgan, Timmer, Frey and Lenzen in favor. Bjerke returned.

Keller commented on the Water Tower project stating there are two change orders. One is for spray insulation in the bottom section of the stem of the tower. The additional cost would be \$3,500. Keller made a motion seconded by Hoffer to approve the change order for \$3,500 for the spray foam insulation. Daede explained the area to be insulated. Roll call vote found Keller, Hoffer, Kelsch, Morgan, Timmer, Schulz, Frey and Lenzen in favor. Keller stated the second change order would be to update paint from acrylic spray-on paint to a urethane paint that will work better at this time of year. Daede stated it is a water base paint and holds the color a little better. Keller made a motion seconded by Timmer to approve the change order for upgraded urethane paint for \$6,000. Roll call vote found Keller, Hoffer, Kelsch, Morgan, Timmer, Schulz, Frey and Lenzen in favor.

Lenzen had no report.

Kelsch commented on the modified agreement with Distribution NOW. Solem explained DNOW has agreed to the contract that would end in 2017. Kelsch made a motion seconded by Schulz to proceed with this agreement as the final draft and send it to them for signatures. Frey stated he does not want to do this again in the future. It should go to P&Z and go through proper procedures. Roll call vote found Keller, Hoffer, Kelsch, Morgan, Timmer, Schulz, Frey and Lenzen in favor.

Morgan commented garbage rates need to be increased for 2017 and Transfer Station charges need to be considered. Ferebee explained the increases and the need for more revenue in the Garbage fund. Hoffer commented he agrees on the garbage rate increases and believes we could save money by having the Transfer Station open two days during the week and on Saturdays. He stated he would like to avoid changing hours from winter to summer because it's hard to track. Discussion followed on recycling. He commented increasing Transfer Station fees may not help. Schulz recommended Transfer Station hours of 2:00–6:00 Monday through Friday. Phillips commented the area across the street used for tree branches is out of control. Keller commented that fining people for dumping after hours might take care of the problem. Hoffer made a motion seconded by Morgan to approve the recommended garbage rates to go into effect January 1, 2017. Schulz questioned why we would charge less for additional dumpsters in the same area. Hoffer stated it is only one trip to pick them up. Schulz made a motion seconded by Frey to table the original motion until the next meeting. Roll call vote on tabling the motion found Keller, Hoffer, Kelsch, Morgan, Timmer, Schulz, Frey and Lenzen in favor.

Frey commented he hasn't received any other options on the assessor position. Frey made a motion seconded by Keller to approve moving forward with AE2S for assessor services with the revised contract. Frey stated the limit on the contract is \$55,000 and there would be no early termination fee if we decide to move forward with someone else but recommended that AE2S attend the Equalization meeting in the spring. Bjerke commented they would do the work with billable hours. Schulz commented on another possible option for an assessor. Schulz made a motion seconded by Hoffer to table the original motion. Keller, Hoffer, Frey opposed. Kelsch, Morgan, Lenzen, Schulz, Timmer in favor. Motion tabled. Keller questioned if we would be tied to AE2S for a year. Bjerke stated no, it

would be on a month to month basis. Solem commented he has been told that if a city does not have an assessor the county would take over.

Schulz stated there will be a JDA meeting this week and the West River Transit open house is this week. He presented an update on the NDLC Conference. He stated the Chamber fish fry is September 30.

Timmer commented there was a Library Board meeting on September 7 and they reviewed outreach items with Knife River Care Center. She stated Rebekah has taken over Story Hour which will be offered twice a month.

Hoffer commented he would like Beulah to become a Tree City USA to be eligible to receive grant funding in the future. He stated he is looking at increases to the cost of cemetery plots.

Daede commented Keller Drive is moving along. The water tank is being sandblasted. There will be a pre-construction meeting tomorrow for New Energy Drive.

Schulz made a motion seconded by Frey to have the second reading of Ordinance 419 on Sandy's Addition. Roll call vote found Keller, Hoffer, Kelsch, Morgan, Timmer, Schulz, Frey and Lenzen in favor.

Duppong commented the District Code hearing will be on September 22 at the P&Z meeting. The recommendations will be sent to Council to have the first reading on October 3. Bjerke stated the new zoning code is to condense ordinances that are already there and it will make it easier to read and find information. Duppong stated there were seventeen structures identified this year as dilapidated buildings. Six of them are complete, six are being worked on with the owners, and five will need further action. He stated there is still an issue with the siren on the north side of town which will cost about \$6,000 to relocate.

Ferebee had no report.

Phillips commented on two special assessment districts that are ending and will go on the assessment rolls this year. The sale should occur at the end of the month. Phillips stated the Airport Fly-In was September 10 and they had a very good turnout for the breakfast and of kids for plane rides. The 24-unit Housing project is on schedule. He commented on legislative updates that EDND supports. He commented on ND Housing Finance and their findings on housing needs in North Dakota. Beulah hosted the Vision West Association last Thursday and he will bring material to Council.

Senn commented they have been assisting Morton County with manpower issues. He stated they have a Narcan kit in the police department for officers who may come in contact with a powdered opiate.

Frey questioned if the Water Plant Project should be labeled a special improvement district. Solem will look into it.

Meeting adjourned at 9:20 pm.

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Darrell Bjerke, Mayor

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Heather Ferebee, Auditor

9/19/2016