

The regular Beulah City Council meeting of December 4, 2017 was called to order at 7:00 pm at Beulah City Hall by Mayor Darrell Bjerke.

Present: Kathy Kelsch, Clyde Schulz, Kelsey Timmer, Travis Frey, Ben Lenzen

Absent: Joel Morgan, Brant Keller, 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, Economic Development Director John Phillips, Kent Ritterman, James and Darla Knutson, Kate Johnson

#### Pledge of Allegiance

Frey made a motion seconded by Lenzen to dispense with the reading of the minutes of the last regular meeting on November 20 and approve as furnished to the Council by email. Roll call vote found Timmer, Schulz, Frey, Lenzen and Kelsch in favor.

Ritterman commented on progress of the water treatment plant. Neuberger stated there is one more day of lime softening. Moore and Sweeny Controls will be on-site the week of December 11. They will make sure there is good water on the front end before they start the reverse osmosis equipment. Ritterman stated they will meet with the contractor in the next week or two regarding the schedule. Timmer made a motion seconded by Frey to approve the Northern Plains Contracting pay estimate #11 of \$56,327.56. Roll call vote found Timmer, Schulz, Frey, Lenzen and Kelsch in favor.

Frey made a motion seconded by Kelsch to approve the Dakota Supply Group Change Order #2 for an increase of \$17,161.88. Roll call vote found Timmer, Schulz, Frey, Lenzen and Kelsch in favor. Lenzen made a motion seconded by Frey to approve the Dakota Supply Group Change Order #3 for a decrease of \$30,211.00. Roll call vote found Timmer, Schulz, Frey, Lenzen and Kelsch in favor. Timmer made a motion seconded by Kelsch to approve the Dakota Supply Group pay estimate #4 of \$43,265.01. Roll call vote found Timmer, Schulz, Frey, Lenzen and Kelsch in favor. The project was below the original bid. Ritterman thanked Knutson for all of her help with the project.

Frey made a motion seconded by Kelsch to approve payment of the Moore Engineering invoice of \$26,656.57. Roll call vote found Timmer, Schulz, Frey, Lenzen and Kelsch in favor.

Ritterman commented on the budget status. He commented on pursuing a bid package for lagoon cleaning to remove the lime sludge from the south lagoon. Frey questioned the estimated cost and Ritterman stated approximately \$320,000 for the project. Frey clarified that this amount includes engineering. Frey made a motion seconded by Timmer to direct Moore Engineering to pursue the findings of cleaning out the south lagoon. Roll call vote found Timmer, Schulz, Frey, Lenzen and Kelsch in favor. Ritterman commented a portion of the payment to Inland Potable Services was withheld for cleanup and they are still in the process of negotiating.

Kelsch thanked those involved in getting the Christmas tree up on Main Street: Lakeview Services, Brandon Schirado of MDU, Lisa Rott of WRT, Brett Baardson, and City Employees.

Frey commented the Employee Relations Committee met Wednesday. He stated the committee approved the random drug and alcohol testing program through the NDLC. Frey commented the

committee had two agreements for the assessor. The committee agreed to renew Solem Law for another year. Frey made a motion seconded by Schulz to continue with Solem Law Office for another year. Lenzen questioned the start date of the agreement. Schulz stated it was his interpretation that it would be from October 2017 to October 2018 since Solem Law has still been working on it. Lenzen commented the work is declining for that position with reduced permits and housing. There is no variable in there to adjust for the need of the position. He questioned the number of hours per week that is spent on the position and where we are today versus last year. He questioned having someone in the middle and having a legal person involved. Lenzen stated his concern is we are not progressing to having an in-house employee for the position. Bjerke stated the committee felt they needed another year to research and decide what they need to do. Frey commented they looked at fixed prices from Solem Law and AE2S and explained the process of their decision-making. Lenzen stated we need to move forward. Timmer commented there may be new Council members in June and it would be good to figure it out by then. Schulz stated nine months would cost about the same amount as twelve months. He stated Solem Law and AE2S are both willing to train a new employee and that is included in this price. They also would like to know what type of reports the Council would like to see. Roll call vote found Timmer, Schulz, Frey and Kelsch in favor. Lenzen opposed. Motion passed.

Frey stated interviews were held on the Comprehensive Plan RFP. He commented the Employee Relations Committee is looking at the possibility of an Assessor Tech position. This person would take the steps in training to possibly become an assessor and being the liaison between the City and whoever the assessor is at that time. It would be part time with preferably a background in business or accounting, and they may perform additional administrative duties in the City.

Frey commented residents will have the option to have ACH set up for the payment of their utility bills to be taken directly from their checking or savings account. Ferebee stated residents will receive a form in the Mayor's Newsletter to sign up for it.

Schulz made a motion seconded by Frey to accept the Municipal Court report as presented. Roll call vote found Timmer, Schulz, Frey, Lenzen and Kelsch in favor. He stated calls for service are down. Senn is recovering from surgery and doing well. Schulz gave a report on topics addressed at the National League of Cities Conference and the Small Cities Council meeting and gave examples on good things other cities are doing.

Timmer stated there is a Library Board meeting Wednesday. Bjerke appointed Bryan Ronyak to the Assessment Board. Timmer made a motion seconded by Schulz to approve the appointment of Bryan Ronyak to the Assessment Board. Roll call vote found Timmer, Schulz, Frey, Lenzen and Kelsch in favor.

Yeager commented they bladed gravel roads, put up decorations, trimmed trees, hauled grass to the landfill, and cleaned up lots in Sun Valley.

Duppong commented letters will be going out for dilapidated buildings in December. P&Z may cancel the meeting this week.

Phillips commented on the Western Dakota Energy Association meeting with oil companies and the positive outlook that there will be additional wells. The price of oil is holding right now. He commented on the carbon storage project and the benefits of carbon capture. He stated the plumber is still planning to locate his business in Beulah. Local contractors are overbooked right now.

Schulz made a motion seconded by Frey to approve the bills to be paid as presented to each portfolio holder. Roll call vote found Timmer, Schulz, Frey, Lenzen and Kelsch in favor.

Meeting adjourned at 8:15 pm.

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Darrell R. Bjerke, Mayor

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Heather Ferebee, Auditor

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

Check Range: 35945 to 36057

Payroll Check Range: -79771 to -79708

Employees	71,404.18
FIT	11,990.34
FIT	14,377.72
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
GARNISHMENT	224.12
NDPERS	27,504.16
ALFAC	394.14
Bronson's Marketplace	32.62
North Dakota Dept of Health	96.00
Mercer County Treasurer	14250.08
Beulah JDA	336.53
MDU	14456.01
Verizon Wireless	531.98
Downtown Gas & Auto	5718.04
Northern Plains Contracting, Inc.	81039.47
Moore Engineering, Inc.	22901.65
West River Telephone	1457.64
Beulah Airport Authority	359.30
New York Life	1659.45
Mainstay Funds	6082.40
Border States Paving, Inc	211.15
Darrell R Bjerke	180.80
Nancy Bickerstaff	10.60
Obenauer Plumbing	1359.50
Mariner Construction Inc	6458.75
Tri-State Coatings	99875.00
Jolene Muscha	138.34

12/4/2017

Associated Supply Co Inc	155.40
Associated Pool Builders, Inc.	1755.00
Frank Senn	300.00
Christopher Bailey	210.00
John Phillips	465.87
Revize LLC	3850.00
Advanced Business Methods	2395.21
Southwest Business Machines	8.00
Delta Hotels	1201.50
Nancy's Designs	25.00
North Dakota One Call Inc	60.10
HAWKINS INC	8266.34
Waste Management of WI-MN	436.00
Beulah Lumber Company	120.00
BHG, Inc.	809.25
Roughrider Electric Coop Inc	3147.92
AmeriPride Linen & Apparel Serv	333.10
NAPA Auto Parts	752.16
Farmers Union Oil Company	2907.99
NDACo Resources Group, Inc.	634.79
Lignite Tire	522.74
Solem Law Office	7136.88
Interstate Engineering, Inc	3891.16
Information Technology Dept	326.60
Ecolab Pest Elim Div	156.16
Neofunds	1000.00
Dakota Pump & Control, Inc	1350.00
Butler Machinery Company	84.28
Shopko Stores Operating Co.	48.95
ND League of Cities	2785.00
Dakota Business Solutions	299.95
Quill Corporation	414.72
Sletten Excavating, Inc.	2600.00
Stein's Inc	299.90
NDLTAP	100.00
Bobcat of Mandan, Inc	1166.20
Axon Enterprise, Inc.	83.50
Auto Value Beulah	48.16
AED Everywhere	198.40
Myron Stern	38.03
J & L Automotive LLC	138.00
Colonial Research Chemical Corp	150.63
The Hub Convenience Stores	122.97

12/4/2017

L-Tron Corporation	162.00
DASH	141.80
John Phillips	167.02
Uniform Center	87.98
BNSF Railway Company	358.21
West River Telephone	97.71
J & M Hardware Inc	359.03
Beulah Park District	44920.55
SPEE-DEE Delivery Service	15.23
Health Chemistry Lab	1062.58
Midco	119.28
CDS Administrative Services LLC	100.00
Display Sales	1882.00
Marcie Krumwiede	132.67
Greg Obrigewitch	25.00
Delphine Entze	25.00
Century 21 Morrison Realty	75.00
Steven Zarr	50.00
Darrell R Bjerke	1602.95
Mercer County Treasurer	4296.00
Barton Estates	3835.71
North Dakota Planning Association	90.00
WARC	1267.24
HAWKINS INC	649.30
Neuberger Oil Co.	680.00
Haag Signs Inc.	101.00
Thomas J. Glass	250.00
Electronic Communications Inc	150.00
Black Mountain Software	1000.00
Share Corp	262.78
Ingram Library Services	2493.20
Voice of Youth Advocates	62.00
Gale/CENGAGE Learning	29.68
Lookout Books	311.50
Creative Product Source	220.25
Unlimited Excavation	32279.98
Postmaster	358.47
US Bank	543.48
Mercer County Weed Board	209.41
Todd Wolstenholm	1600.00
Lonny Buchmann	50.00
Roughrider Motorcycle Club	600.00

12/4/2017