

The regular Beulah City Council meeting of March 6, 2017 was called to order at 7:00 pm at Beulah City Hall by Mayor Darrell Bjerke.

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

Absent: Eric Hoffer

Also Present: City Attorney Scott Solem, City Engineer Loren Daede, City Coordinator Russell Duppong, Water/Wastewater Foreman Gary Neuberger, Police Chief Frank Senn, Economic Development Director John Phillips, Kate Johnson, Sarah Tunge, Jason Bentz, Craig Lohstreter, James Knutson, Travis Jordon, Julie Lenzen, Charlie Hankins, Vern Muscha, Keith Bohn

Pledge of Allegiance

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

Bjerke commented on the ND League of Cities Board of Directors meeting he attended. The state budget forecast will be on March 9. The state is going to require the 2018 preliminary budget be due by August 10.

Bjerke gave an update regarding assessments as Ryan Oberg, Assessor, was unable to attend. The information Oberg provided showed that we may not have an increase in assessed property value based on comparable sales. The Board of Equalization meeting is April 11. Oberg will be the point person at the meeting since we don't have an in-house assessor. Solem stated Oberg would like to schedule a meeting within the next two weeks.

Bjerke commented on the MDU and REC franchise fee. He stated it is safe to say, based on what he is hearing from the Council, the 3% fee is dead on arrival. He is hoping to receive some ideas and have a definite plan for the March 20 meeting so we can have the 2nd reading of the ordinances for the MDU and REC franchises on April 3. It is in the MDU franchise that we can attach a fee at any time during those 20 years and it should also be included in the REC agreement. Lenzen questioned if the wording is not in the agreement now, can it be added later. Solem stated there is a provision that it can be added in the future stating the City has the right to charge a fee or change it in the future. Solem stated both agreements will be updated the same. Lenzen stated whether we do a meter fee versus a percentage it doesn't seem equitable. The best idea he's heard is to charge a lot fee as in Glen Ullin. Bjerke stated the 2017 budget is done and it will work. It's the 2018 budget and the future he's concerned with. The franchise fee can become effective whenever the Council wants it to be effective. Kelsch stated Hoffer contacted her to express his thoughts. Based on a report for the water accounts, if we charged residential accounts \$6 per month and commercial accounts, apartments, and trailer parks \$12 per month, it would work out to about \$100,000 a year which would cover the street light expense. That way we could handle everything on our end and wouldn't rely on the electrical companies for meter counts or anything. Also, some people have more than one meter, so charging per meter would be unfair. Kelsch stated her thoughts are similar to Lenzen's. If we charge a lot fee or a fee based on the street front footage, the property owner is paying proportionately to the benefit that they are receiving. Schulz commented the decision wasn't made

hastily as we spent over an hour on it. The City had two choices: percent fee or residential fee. The reason we went with the percentage was thinking of the elderly and low income residents. The 3% fee is a dead issue. The residential lot type is interesting but more research needs to be done. Timmer questioned the number of lots in Beulah. Muscha commented on an estimated calculation based on water accounts with the money being put into an account strictly for street lights. He questioned whether the franchise fee can be taken off if the State increases revenue. Bjerke stated we wanted the franchise fee provision as an option, even if it is at zero. He clarified the original motion for the 1st reading was that any money brought in would go into a street light fund. Keller commented there are more electric meters based on the research. If we base the fee on electrical meters it would be about \$4.60 per meter based on 1800 meters. Kelsch stated we should keep in mind the difference between water and electrical meters; some properties may have electricity but don't have water like some of the storage buildings. If we go by water meters we are going to miss people. Schulz stated it's the same thing with the electric meters. A person could own three lots in town and have a house on one meter. Going by lots seems to be more fair. Duppong stated Hazen already has a residential and commercial meter charge for lights. Lenzen questioned why we are holding up the franchise agreement if we can add a number later. The fee needs to stay in an account for street lights only. If we needed money to balance our 2017 budget, then we would continue on with this. Otherwise, we can shelf it until we get revenue numbers from the State and review it as we look at our 2018 budget. Bjerke stated Knutson and Ferebee will research options for the March 20 meeting.

Frey stated the Employee Relations Committee will be meeting to finalize the Employee Handbook. Planning & Zoning approved the grading permit for the Wellness Center. We will need to look at seasonal help and wages in the next few months. The Pool Board sets their own wage rate but we do the payroll.

Schulz stated the Pool Board recommended Kameron Plienis to the Pool Board. Schulz made a motion seconded by Keller to approve the Mayor's appointment of Kameron Plienis to the Pool Board for a 3 year term. Roll call vote found Kelsch, Lenzen, Frey, Schulz, Keller, Morgan, and Timmer in favor. One position still remains open but Kayla Torgerson has agreed to stay on until the position is filled. Schulz will review their bylaws and report at the next meeting if a motion is needed for her to stay on the board. Two assistant managers are hired, they are in the process of hiring lifeguards, and are still looking for a manager. The Wellness Center is moving along. Schulz commented on the County Flood Review Preparedness meeting and the Section 22 Study. The West River Transit informational meeting was a disappointment given the low attendance. They are the busiest out of the seven county area. Schulz complimented Johnson on her good editorial and article in the newspaper. Schulz made a motion seconded by Timmer to accept the January financial reports. Roll call vote found Kelsch, Lenzen, Frey, Schulz, Keller, Morgan, and Timmer in favor.

Timmer stated the Library Board will be meeting with one of the Library Foundation members at the next scheduled meeting. Six families signed up for library cards. A special meeting will be held this month to review their bylaws.

Lenzen commented he would like to see the Assistant Public Works Foreman attend the meeting when the Foreman is unable to attend. We will need to discuss summer time parking on the streets at an upcoming meeting

Kelsch suggested sending the bus to pick up people for the West River Transit meeting next year.

Bjerke stated work started on the Water Plant. Keller made a motion seconded by Frey to approve payment of the final retainage for \$10,875.00 to Tri-State Coatings for the Water Tower painting. Bjerke questioned how long the coating will last. Daede stated the coating was the original from when it was built in 1983. The interior should last at least 20 years and the exterior, since it is an overcoat, should hold its sheen for 8-10 years. Duppong stated there are interior and exterior inspections every 3 years. Roll call vote found Kelsch, Lenzen, Frey, Schulz, Keller, Morgan, and Timmer in favor. Keller made a motion seconded by Frey to approve payment to Northern Plains Contracting Inc. for \$140,806.28 for the Water Plant project. Roll call vote found Kelsch, Lenzen, Frey, Schulz, Keller, Morgan, and Timmer in favor. Keller made a motion seconded by Schulz to approve payment to Moore Engineering for \$35,370.15 for the Water Plant project. Roll call vote found Kelsch, Lenzen, Frey, Schulz, Keller, Morgan, and Timmer in favor.

Keller stated they are receiving information back on the Section 22 Study. They will be meeting with the Mercer County Water District Board and the State Water Commission before moving forward with anything.

Frey questioned when the water meter replacement will start. Keller commented notifications will be mailed and appointments scheduled with installation anticipated to start around May 1.

Daede commented they will be meeting to go over specs for patching and concrete work for this year. The bike path is moving along.

Solem commented on Resolution 2017-04 Authorizing Issuance of SRF Loans. Schulz made a motion seconded by Frey to adopt Resolution 2017-04 authorizing the City to utilize the State Revolving Fund. Roll call vote found Kelsch, Lenzen, Frey, Schulz, Keller, Morgan, and Timmer in favor.

Solem commented on the revised Midco franchise ordinance. Midco requested language that any amendments would be in accordance with 47 U.S.C. 542. Lenzen stated we should have the 1st reading at the next meeting since we just received a copy of the revision. Solem will make the change to Ordinance #423 for the next meeting.

Duppong stated Public Works has been working on snow removal, sanding, servicing tractors for mowing, cleaning lots at Sun Valley RV Park, and took a load of recycle to Minot. Duppong gave an update on the Wellness Center. The NDDOT will check into the bridge deck drainage problem this spring. They will also repair the cage and damaged barrier wall of the bridge at that time. Schulz commented a stop sign is missing on 1st and Hwy 49 and will need to be replaced. Duppong will contact the DOT. A truck route sign by the railroad tracks is also missing. Schulz stated a temporary stop sign should be put up. The faded no parking sign on Hwy 49 at the top of the hill by the Union State Bank needs to be replaced.

Phillips commented on homestead tax credit and the New Energy Apartments. Phillips and Duppong met with a contractor about a couple of projects. Phillips gave an update on the Legislature.

Senn stated we received the 2nd reimbursement payment from DAPL and the final request has been submitted. All the officers are back and the department is getting back to normal.

Bjerke commented on the Celebrate Cities Day. There were 1400 applicants for the "Mayor for a Day" essay contest. Governor Burgum awarded 10 in which 1 of them was from Hazen.

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

Meeting adjourned at 8:31 pm.

Darrell Bjerke, Mayor

Darla Knutson, Deputy Auditor

Check Range: 34847 to 34955, -99876

Payroll Check Range: -80616 to -80617

Employees	88,479.16
FIT	12,627.42
FIT	23,235.30
New York Life 457b	1,050.00
ND Child Support	142.53
MN Child Support	575.62
ND Child Support	142.53
MN Child Support	575.62
NDPERS	26,470.08
ALFAC	618.58
WSI	17584.03
Bank of North Dakota	6343.25
New York Life	1751.39
Mainstay Funds	6031.66
Bronson's Marketplace	201.99
North Dakota Dept of Health	64.00
West River Telephone	1536.36
MDU	20559.99
Mercer County Treasurer	5595.81
BHG, Inc.	2825.50
Farmers Union Oil Company	6413.82
Verizon Wireless	528.30
Information Technology Dept	185.10
Solem Law Office	3000.00
Gary Neuberger	180.80
WARC	1710.82
Travis Frey	7.35
Beulah Electric	3837.50
Mercer County Recorder	63.00
Mercer County Recorder	19.00

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Christopher Bailey	25.00
Mercer County Sheriff's Department	14000.00
J.P. Cooke Co.	103.67
ICC - International Code Council	135.00
NDBOA	245.00
Mercer County Auditor	2.00
H.A. Thompson & Sons	596.60
North Dakota One Call Inc	13.75
USA Blue Book	274.16
Downtown Gas & Auto	6554.02
J & M Hardware Inc	389.38
Solem Law Office	6284.91
Beulah Airport Authority	14895.60
NAPA Auto Parts	906.38
CDS Administrative Services LLC	1760.00
Roughrider Electric Cooperative Inc	3143.89
Interstate Engineering, Inc	16425.36
AmeriPride Linen & Apparel Services	230.43
Solem Law Office	167.42
Solem Law Office	131.95
Solem Law Office	5116.91
Ben Newman	980.00
Dustin Pekas	945.00
Russell Duppong	194.92
Darrell R Bjerke	107.90
Associated Pool Builders, Inc.	700.00
North Dakota Clerk's Association	100.00
Mid-States Organized Crime Info	100.00
SIRCHIE	127.51
NDACo Resources Group, Inc.	1967.99
Neuberger Oil Co.	550.00
National League of Cities	809.00
Industrial Fabworx	645.00
Northern Bag & Box Co	2400.00
Haag Signs Inc.	90.00
Butler Machinery Company	2095.80
Dakota Supply Group	1015.24
Hydro Hotshots	700.00
Bobcat of Mandan, Inc	199.83
Powerplan	3724.91
Stein's Inc	127.58
Quill Corporation	36.98
Bloom'n House	53.00

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The Hub Convenience Stores	18.36
Lignite Tire	556.93
Uniform Center	375.97
J-S Sanitation	770.00
Ramkota Hotel Bismarck	81.90
Dakota Business Solutions	29.00
Kyle's Katering	1500.00
Swanston Equipment Corp	83.93
Shopko Stores Operating Co.	31.53
Joe Green Lawn Care	31112.50
Dale P Weiand	309.68
Randal Toepke	50.00
Gerry Schatz	50.00
George Lopez	47.12
Beulah JDA	14854.33
West River Telephone	100.39
Beulah Park District	44546.42
Rebekah Kjos	90.40
Creative Product Source	188.08
Solem Law Office	1093.03
Arlo Bakker	129.78
Ingram Library Services	617.65
USA Blue Book	174.85
Neutron	172.23
Industrial Fabworx	125.00
Scott Bauman	50.00
Coal Country CHC	26.00
US Bank	1206.26
Dakota Sanitation Inc	436.00
Midco	201.31
MDU	696.00
Stein's Inc	215.78
Postmaster	373.91
Cardmember Service	540.64
Demco, Inc	190.75
Cengage Learning	40.10
Ben Newman	514.50