

The regular Beulah City Council meeting of September 5, 2017 was called to order at 7:00 pm at Beulah City Hall by Mayor Darrell Bjerke.

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

Absent:

Also Present: City Attorney Scott Solem, City Engineer Charles Hankins, City Coordinator Russell Duppong, Water/Wastewater Foreman Gary Neuberger, Economic Development Director John Phillips, Police Chief Frank Senn, Doug Neuberger, Maverick Thompson, Bridgette Martens, Rachael Mortenson, Jacinta Klindworth, Julie Lenzen, Vern Muscha, Jerry Isaak, Kate Johnson

Pledge of Allegiance

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

Doug Neuberger commented on an issue with water drainage near his property. The City cleaned out the ditch by the bus shop, but a flapper valve was never put on the culvert. He stated the City Engineer was going to speak with the State to get that put on. Duppong stated he spoke with Greg Lange of the Water Resource Board to try to find out where this was at. Bjerke stated there is a jurisdiction issue also. Neuberger stated the grading doesn't need to be worked on, just the flapper valve is needed.

Hoffer arrived.

Maverick Thompson, of the Wellness Center Foundation Board, presented an update on the Wellness Center. A timeline was presented with a grand opening scheduled for March 30, 2018. Thompson showed the layout of the building and stated the budget is \$6.5 million for the project. They have a capital campaign to raise \$1.5 million with a donor wall for donations. Kelsch commented she is sure the community appreciates all the hard work of the board. Bjerke thanked Martens for her determination and hard work. Lenzen and Schulz also thanked the board.

Bjerke commented on the 2018 Lodging and Hospitality Tax budget. Isaak commented the CVB would submit its budget to the Advisory Committee. Lenzen commented on the changes from 2017. He stated funds for wages, rent, utilities and advertising were disbursed in the last budget to operate the CVB. Lenzen commented he would not want the funds disbursed to the CVB on a "case by case basis". Bjerke commented the Advisory Board will make the determination on the amount based on expenses for specific items. Kelsch made a motion seconded by Timmer to approve the budget information presented with the Lodging/Occupancy tax as being discretionary as per the Advisory Committee recommendation and the Hospitality/Restaurant tax available for approval of requests on a case by case basis. Timmer questioned if there is a calendar of advertising for the year. Rachael stated there are ads CVB has every year. Discretionary funds are needed for ads that come up which she explained. Isaak stated they could come up with a preliminary budget to be approved and work off of that. Discussion followed on items that come up throughout the year for which they may need discretionary funds. Bjerke stated there could be special meetings for approval of funds. Isaak stated the purchase and remodel of the building will add to the budget expenses this year. Bjerke

commented the Chamber stated they had the funds to purchase the building. Bjerke stated that if requests are made and approval is made on a case by case basis, everyone has a fair chance at that money. If CVB receives most of the funds, it would be because it was approved by the board and they could justify it. Isaak stated he is not requesting all of it to go to the CVB, but it's hard to project ahead of time what will materialize. Hoffer questioned if a quarterly example could be presented with a little built in for discretionary. Timmer commented a spreadsheet could be set up for yearly expenses. Keller questioned which other entities requested funds. Some entities mentioned were: Heritage Park, Mercer County Fair, Youth Wrestling Tournament, Motorcycle Rally, and the Triathlon by the Park District. Hoffer questioned if it can be used for the Civic Center also and Bjerke stated yes. Schulz stated we need to start somewhere and learn from it and work together. Lenzen stated we could take the "case by case" language out. Hoffer commented a quarterly amount could be given instead of a lump sum at the beginning of the year. Roll call vote found Keller, Kelsch, Schulz, Timmer, Hoffer, Morgan, and Frey in favor. Lenzen opposed. Motion passed.

Muscha commented on the Grandview building and stated he is considering a market analysis involving some other organizations. He stated the City needs a large area for an event center. He questioned if they could come to the City after the analysis to look at something for a longer term goal. Bjerke commented the Civic Center needs some upgrades, but the City would definitely like to see the Grandview open again. Keller commented it is hard to find a meeting room for organizations in Beulah. Frey commented the City needs more than just the idea. A market study would be helpful, showing the amount, how long it would take, and who's going to do it. The extra information versus ideas would be more beneficial. The Council would need to have some background information and a specific amount of money to commit to in order to move forward. Bjerke stated a good idea needs a workable plan. Muscha stated after the market analysis, he will bring in the breakdown costs of the project.

Keller made a motion seconded by Hoffer to approve the payment of \$150,295.53 to Northern Plains Contracting for the Water Plant Improvements. Roll call vote found Keller, Kelsch, Schulz, Timmer, Lenzen, Morgan, Frey and Hoffer in favor.

Keller made a motion seconded by Schulz to approve payment of \$38,920.72 to Dakota Supply Group for the Water Meter Project. Roll call vote found Keller, Kelsch, Schulz, Timmer, Lenzen, Morgan, Frey and Hoffer in favor.

Keller made a motion seconded by Timmer to approve Change Order #1 in the amount of \$8,563.20 to DSG to establish 2" and 4" meter pricing. Roll call vote found Keller, Kelsch, Schulz, Timmer, Lenzen, Morgan, Frey and Hoffer in favor.

Keller made a motion seconded by Frey to approve payment of \$28,355.26 to Moore Engineering. Roll call vote found Keller, Kelsch, Schulz, Timmer, Lenzen, Morgan, Frey and Hoffer in favor.

Keller commented divers were here to clean the clear wells which took a little longer than expected. The project as a whole is still on date. Keller commented those who plant new grass cannot expect it to grow only watering twice a week. He questioned if we want to allow a special use permit to allow for watering more days per week. Neuberger commented starting on Monday the ground tower is going down for maintenance for about four weeks. Duppong stated flushing will also need to take place to clear the lines. Keller made a motion seconded by Schulz to allow special use water permits for seeding of new construction every other day. Kelsch stated the request is coming on

behalf of a business owner. Discussion followed. Roll call vote found Keller, Kelsch, Schulz, and Timmer in favor. Hoffer, Morgan, Lenzen, Frey opposed. Bjerke opposed. Motion failed. Schulz questioned when the Water Plant will be online with reverse osmosis. Neuberger stated September 22 they are starting the system at the Water Plant for testing and roughly thirty days later the water system will switch over to reverse osmosis. Schulz questioned why we need to flush lines before the switch and Neuberger stated it is too cold to flush in November. He stated the reason why they flush is to move water and they are also doing the sewers. They will have complaints about smells and the sewers will start to back up if they don't flush. Keller questioned how long it takes to flush and Neuberger stated it takes about six weeks. Keller questioned the hydrant by the high school and Neuberger stated they will fix it as soon as they figure out how to shut off the water. Lenzen commented the lines will take years to flush once we go to the reverse osmosis system.

Frey commented normally an assessor is appointed in September in odd numbered years, but we are evaluating how we will proceed with our assessor when our contract is up October 3.

Schulz made a motion seconded by Hoffer to accept the Municipal Court Report. Roll call vote found Keller, Kelsch, Schulz, Timmer, Lenzen, Morgan, Frey and Hoffer in favor. Schulz stated the new bus for West River Transit is in Bismarck. The Waterpark is being winterized. He commented on Wellness Center progress. Schulz stated the Hero appreciation is set for September 13 at the Civic Center.

Timmer commented there is a library board meeting tomorrow. She is looking for two members for the Assessment Board. She stated Hankins will be looking into grant funding for the 12th Street drainage project.

Hoffer commented there are still some changes being considered for the cemetery ordinance. He commented on trees that could be used in boulevards.

Keller made a motion seconded by Lenzen to approve the pay estimate of \$30,891.20 to Unlimited Excavating for New Energy Drive. Roll call vote found Keller, Kelsch, Schulz, Timmer, Lenzen, Morgan, Frey and Hoffer in favor.

Lenzen made a motion seconded by Schulz to approve the pay estimate of \$60,928.75 to Mariner Construction for 2017 Street Repairs of patching. Roll call vote found Keller, Kelsch, Schulz, Timmer, Lenzen, Morgan, Frey and Hoffer in favor.

Hankins commented the water tank will be drained by Monday, September 11 to prepare for blasting and cleaning on Tuesday. He commented on the Multi-Use Path along Hwy. 49 stating the reshaping of an area would be the responsibility of the City according to the DOT at a cost of \$10,000. The DOT stated the extension of the path at 7th Street is not optional anymore; it is required. He stated he foresees costs to be greater for that portion of the project and changes will involve extra engineering expenses. Discussion followed. Kelsch questioned if Hankins feels confident with his estimates of higher costs for the project. Hankins stated he is confident. Kelsch mentioned the significant amount spent on engineering so far that would be lost. Hankins stated the engineering plans are done and could be used later. Lenzen stated based on what we have into it already, what we lose if we don't continue and the cost to move forward, the best choice would be to move forward. Kelsch made a motion seconded by Timmer to move forward with the Multi-Use Path with the anticipation of the additional costs. Discussion followed on the amount in the budget. Lenzen stated the bike paths may have to take a backseat for a few years after this. Kelsch stated if

bids come in higher than anticipated, we wouldn't be obligated to move forward with the project. Roll call vote found Keller, Kelsch, Schulz, Timmer, Lenzen, Morgan, Frey and Hoffer in favor.

Bjerke commented when looking at the Sales Tax fund, there are unpaid special assessments that will need to be picked up for the next couple of years.

Duppong commented on a flood plain variance for Delon and Sue Bauer that was presented at P&Z for an extension of their existing garage. He stated the letter from the Water Commission wasn't clear on what would be allowed. P&Z felt offsetting the garage would cause more of a problem than adding to the existing garage and wet proofing the entire structure. P&Z made a recommendation to allow a floodplain variance with a 3 foot setback. A reason will need to be given upon approval or denial. Hoffer made a motion seconded by Keller to follow the P&Z recommendation and approve the variance as presented. Frey stated the P&Z Board reviewed this based on whether it was a flood plain or floodway. He stated P&Z doesn't want to devalue a portion of town by saying you can't build just because you're in a floodplain. Frey stated we need to respect property owners. This property is in the floodplain not the floodway and it's non-habitable as far as utilities. Discussion followed. Roll call vote found Keller, Lenzen, Morgan, Frey and Hoffer in favor. Kelsch, Timmer and Schulz opposed. Motion passed. Duppong commented on the progress of dilapidated building projects. A Section 22 Study meeting will be held October 11 for an emergency action plan. Lenzen stated the bumps on the Hwy. 49 bridge have been temporarily fixed.

Council recessed.

Ferebee presented the 2018 Preliminary Budget for approval. Two additions to the budget that was sent out will be \$200,000 for the Gateway Addition and an increase in the budget for the water tower project from \$120,000 to \$200,000. Schulz recommended a donation of \$20,000 per year for five years for the Wellness Center. Frey made a motion seconded by Schulz to approve the 2018 Preliminary budget with the three additions presented. Roll call vote found Keller, Kelsch, Schulz, Timmer, Lenzen, Morgan, Frey and Hoffer in favor.

Phillips commented the Fly-In is on September 16. The building at 106 West Main is progressing. He stated he has been working with a plumber to come to Beulah and his business plan looks very good. He will have camera capabilities and the ability to thaw lines. Phillips commented on a Beulah attraction campaign working with alumni. He presented information on the future of energy in North Dakota.

Senn commented the new police vehicle is in Bismarck being equipped at Electronic Communications and graphics will be put on this week. He stated the computer systems are being updated using docking stations for laptops from the vehicles. He sits on the Advisory Board for the Criminal Justice Information System. He stated our legislature passed a bill to support Marsy's Law and he was informed that any infraction or misdemeanor cited in our court will be charged a \$25 fee. The City has the option to recoup these costs through a Victim Witness fee that would be assessed by the judge onto the defendant upon conviction. Senn stated the City will need an ordinance to recoup the \$25 Victim Witness fee and to impose a court administrative fee. Schulz made a motion seconded by Frey to direct the City Attorney to draw up an ordinance to set the Victim Witness fee and the court administration fee. Roll call vote found Keller, Kelsch, Schulz, Timmer, Lenzen, Morgan, Frey and Hoffer in favor.

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

Meeting adjourned at 10:07 pm.

Darrell R. Bjerke, Mayor

Heather Ferebee, Auditor

Check Range: 35582 to 35716

Payroll Check Range: -80065 to -79954

Employees	104,428.59
FIT	19,491.19
FIT	16,637.98
New York Life 457b	1,050.00
ND Child Support	190.99
MN Child Support	372.67
ND Child Support	190.99
MN Child Support	372.67
NDPERS	29,061.98
ALFAC	618.58
Benz Insurance	31676.00
Hydro Hotshots	4582.50
Bronson's Marketplace	577.79
HAWKINS INC	6495.55
Dakota Sanitation Inc	654.00
Petty Cash	13.59
Killoran Trucking & Brokerage Inc	4980.06
Mercer County Treasurer	5715.78
BHG, Inc.	1563.75
Information Technology Dept	185.10
MDU	18571.45
Verizon Wireless	528.86
NDACo Resources Group, Inc.	65.55
Downtown Gas & Auto	4537.80
Lignite Tire	971.40
Northern Plains Contracting, Inc.	466635.20
Lonny Buchmann	240.00
US SiteWork, LLC	18116.78
John Phillips	30.00
Dougherty & Company LLC	500.00
Kameron Plienis	42.51
Marcie Krumwiede	50.99
WARC	1300.00
Flash Printing	48.21

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ULTRAMAX	889.47
Uniform Center	296.45
Clyde Schulz	1664.00
Quill Corporation	17.99
AED Everywhere	56.45
Coal Country CHC	141.00
Radar Shop	205.00
Western Dakota Energy Association	200.00
Bismarck Psychological Associates	350.00
Associated Supply Co Inc	139.15
MARC	976.34
Minnesota Valley Testing Labs	54.00
Dakota Supply Group	35.69
Dakota Fence	874.90
Industrial Fabworx	1621.40
Hydro Hotshots	1057.50
Mul T Services & Contracting	450.00
West River Telephone	96.68
North Dakota One Call Inc	51.65
USA Blue Book	428.11
Roughrider Electric Cooperative Inc	5326.11
Beulah Airport Authority	168.61
AmeriPride Linen & Apparel Services	305.81
Farmers Union Oil Company	4854.00
Midco	119.28
Cardmember Service	536.74
New York Life	1773.95
Mainstay Funds	6459.26
West River Telephone	1511.27
Frito-Lay	66.08
Demco, Inc	150.01
Cardmember Service	214.62
Minot Daily News	270.40
LibraryJournal	104.99
Jeff Quinn	450.00
Creative Product Source	232.81
Midwest Tape	371.67
Cengage Learning	18.74
BHG, Inc.	66.92
Southwest Business Machines	15.83
Ingram Library Services	1769.83
Baker & Taylor	30.00
Hirshfield's Bismarck	52.40

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J.T. Fire LLC	120.00
Dakota Fire Extinguishers	125.92
Nelson International	574.59
B&G Electric	333.18
Gary Neuberger	180.80
Beulah Park District	48035.65
Darrell R Bjerke	599.10
Beulah JDA	107.75
Gary Neuberger	90.40
Beulah Park District	1241.36
North Dakota Dept of Health	64.00
Beulah Lumber Company	178.59
Solem Law Office	3000.00
NAPA Auto Parts	192.18
Interstate Engineering, Inc	41567.36
Solem Law Office	6182.44
Moore Engineering, Inc.	32522.70
Health Chemistry Lab	119.58
NAEIR	31.25
Taste of Home	10.00
Ethanol Products LLC	2288.86
CDS Administrative Services LLC	100.00
Clay's Plumbing & Heating Inc	10725.51
Strata Corporation	4799.76
Dakota Fire Extinguishers	344.03
Butler Machinery Company	1103.12
Black Mountain Software	12.50
Sletten Excavating, Inc.	890.00
Skeels Electric Co.	7480.00
Stein's Inc	240.86
Coca Cola Bottling Co. High Country	284.00
Ecolab Pest Elim Div	156.16
Michael Todd Company	307.31
The Hub Convenience Stores	4.58
HAWKINS INC	3070.40
Killoran Trucking & Brokerage Inc	4869.36
Hedahls Headquarters	17.98
Glenn Crowe	50.00
Ronnie Lovitt	50.00
Shane Durrance	50.00
Harold Milstead	32.15
Ryan Duplantis	15.53
Kevin Welborn	15.20

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Diane Traver	50.00
Jim Pulver	25.00
Teri Muggli	50.00
Regina Schaper	5.00
Paul Mueller	5.00
Marian Morast	25.00
Kirby Morgenstern	50.00
Erling Barmoen	50.00
Northern Plains Contracting, Inc.	11553.70
US Bank	2172.29
J & M Hardware Inc	544.51
The Union Bank	50.00
Frank Senn	99.48
Postmaster	363.38