

City Commission Meeting Minutes

June 1, 2020

City Hall 7:00pm

City Commissioners present were Gloria Pederson, Joseph Robinson, Gary Griffin, Mark Long and Darwin Opp. City Maintenance, Scott Schiermeister and City Auditor, Terry Macdonald, were present.

Gary Griffin called the meeting to order at 7:00 pm.

Motion made by Darwin to approve the May 4, 2020 meeting minutes and May 8 special meeting minutes and was seconded by Gloria. All Ayes.

Discussion on the upcoming budget. Terry talked to the board about how she reached out to an auditor to help her with the budget and to look into accounts. She mentioned the airport and that it recently came to her attention that they should be on the budget the city submits each year. The board asked for Terry to invite James McLeish and Mike Appert to the next meeting so we can have a discussion on the airport.

Motion made by Joseph to approve the treasurers report and was seconded by Mark. All Ayes.

Terry advised the board that June will be the first month that the late notices will be full balance or water shutoff.

Building permit submitted by Jared Vander Wal. Motion to approve the permit made by Joseph and seconded by Mark. All Ayes.

Gallons pumped: 519,793 Gallons sold: 354,432 Difference: -165,361 %: -31.81

Preapproved bills: Bank of Hazelton \$1997.46, Bek \$19.52, DFC \$279.34, ECR \$0.00, Hazelton

Park \$23.13, MDU \$1362.37, ND Health \$16.00, Trash Inc. \$2825.00, Visa \$787.05

May bills: Hawkins \$2867.86, Hazelton Insurance Agency \$2105.00, Hazelton Lions Club \$1.00, Jack's Electric and Trenching \$722.80, Normont Equipment Co \$2552.00, ND League of Cities \$100.00, ND One Call \$22.40, Scott Schiermeister \$26.35, Stramer's Automotive \$79.83 PAYROLL: \$4,669.86

Gloria motioned to approve the bills and was seconded by Joseph. All Ayes. The board asked for Terry to reach out for other pricings on the water chemical suppliers.

City Auditor report: Terry asked for clarification on charges at the landfill. The Park Board does not get charged and if there is a storm that comes through that knocks branches and trees over, there is no charge to the city members to take their branches to the landfill.

City Maintenance report: Discussion held about residents mowing their yards and leaving the grass on the roads. Terry will look into an addendum being added to the city ordinance.

Street report: Mark requested that the street portion on the budget have an increase in expenses to allow for a street fix on Western Avenue.

New Business:

1. Terry advised the board that the Hazelton Community Center wasn't on the budget for this year so the expenses incurred now until the beginning of 2021, expenses are not accounted for. She asked if the board would like her to request funds from the Lions Club for any expenses for this year to help offset the expenses. They said yes. She informed the board of Arlene Davis' request to keep a key to the hall to have access to the auxiliary's belongings. The board was okay with Arlene having a key for auxiliary purposes. Terry will setup a fund/account within the accounting system to track the expenses and revenues.
2. Bev Voller asked if the city would be willing to donate the use of the community hall for the group ND Aging Services to hold footcare clinic. They were okay with them using the hall with enough advance notice and that they cleaned up afterwards.
3. HDC, Historical Society and HMB Parents Group submitted local charity permits for approval. Motion made by Darwin to approve the permits and was seconded by Gloria. All Ayes.

Motion made by Darwin to adjourn the meeting at 8:05 pm and was seconded by Joseph. All Ayes.

Meeting adjourned until next meeting on July 6, 2020 @ 7:00 pm at the City Hall.

Terry Macdonald
Hazelton City Auditor

