

CITY OF BEULAH

December 8, 2021, 6:00 pm

Beulah City Hall Council Chambers

CITY COUNCIL MEETING

The regular meeting of the Beulah City Council was called to order at 6:00 pm by Mayor Travis Frey with Council Members Sean Cheatley, David Ripplinger, Gary Miller, Eric Hoffer, Kathy Kelsch, Ben Lenzen and David Czywczynski present. Amanda Mohl absent.

Also Present: City Engineer Charlie Hankins, Assistant City Attorney Jennifer Gooss, Water Superintendent Gary Bovkoon, Public Works Superintendent Kenny Yeager, Economic Development Beaver Brinkman, City Assessor Heidi Hamelton, City Auditor Heather Ferebee, Roger Gazur, Tracy Mellmer and Editor Claudette Olivier.

Pledge of Allegiance.

PUBLIC HEARING – Zoning Map Amendment

Hamelton presented maps of each area in the city with zoning changes. Updates were made to the map to get lots rezoned correctly. The map will have streets, avenues, roads, etc. added. R-5 was changed to R-1. Some areas were changed to a zone that better suits the use of the area currently. It was stated at P&Z there was concern for a mobile home structure that is currently on an area that will be rezoned. The mobile home would be nonconforming with the zoning change. If there is a structural change made to the home, it would need to conform to R-1. Maintenance changes are allowed.

Frey closed the Public Hearing.

Miller moved to accept the zoning map amendments as presented. Cheatley seconded. Roll call vote found Miller, Cheatley, Kelsch, Hoffer, Lenzen, Czywczynski and Ripplinger in favor. This approval of the zoning change will be in the form of an ordinance.

MINUTES

Kelsch moved to dispense with the reading of the minutes of the last regular meeting on November 23 and approve as furnished to the Council by email. Lenzen seconded. Roll call vote found Kelsch, Lenzen, Miller, Hoffer, Czywczynski, Cheatley and Ripplinger in favor.

PUBLIC INPUT

Kelsch took the chair as Council President. Frey and Czywczynski moved to the audience.

Sun Valley RV Park Management/Lease Bids were received from Beulah Convention and Visitor's Bureau and Frey Consulting, Inc. A poll was taken of the five Council members. Two voted to reject all bids, two voted for Beulah CVB and one voted for Frey Consulting. Hoffer moved to accept the bid proposal for Beulah Convention and Visitor's Bureau for managing the Sun Valley RV Park. Miller seconded. It was questioned what the city would receive if the CVB managed the park. It was stated that the CVB would cover costs and management duties. The city would not receive a monetary profit. The Beulah CVB bid stated that 75% of profits would be used to promote the city and 25% would be retained for repairs. The city would still own the park so there would not be taxes received. Expenses and revenue of the park was discussed. It was stated that the city should not be in the business of running a business to make money. A benefit of the city owning the park is having the RV spots available in the city. Roll call vote found Hoffer, Miller, Lenzen, Cheatley and Ripplinger in favor.

COUNCIL PORTFOLIOS

Council Member Cheatley

Tuesday is the Beulah Public Library's Walk Around.

Council Member Miller

The Beautification Committee – it was questioned what happens to the yards that did not comply and what was the goal of this process if we are still getting complaints. It was commented that some individuals cleaned up their yards. Gooss stated that seven individuals were prosecuted and the list was given to city employees to review properties. It was stated that everyone has different views as to what is considered a problem and the list ended up being three months after the first evaluation. There was some success but the process was difficult. Frey stated that the committee was not formed as an enforcement committee, but to bring attention to the issues that need to be brought into compliance. City employees and City Council are the enforcement entities. It was stated that the city should not be contributing resources continuously to this project, but if there is a compliance issue, it needs to be brought to City Hall so a notice can be sent out. If it can't get corrected by a polite letter, then it can go to legal.

Dilapidated Buildings – condemnation of an apartment building on Parkway. P&Z would like to move forward with condemnation of this property. If the building would need to be torn down, the city would be able to assess against other properties in town that the entity owns. It was stated that taxes haven't been paid in recent years. Hoffer moved to start the condemnation process on the building at 700 Parkway Drive. Miller seconded. Roll call vote found Hoffer, Miller, Cheatley, Kelsch, Lenzen, Czywczynski and Ripplinger in favor. It was commented that the city notice states there cannot be a change of ownership during this process.

It was requested that Hamelton draft a plan or thought process on city beautification and bring it to council for approval.

Council Member Hoffer

The Water Dept. ordered a work truck last year, but it is not scheduled to be built until sometime in 2022. The pickup could be upgraded to an LT for an additional \$3,810. Hoffer moved to approve \$38,078 for the new Water Dept. pickup. Cheatley seconded. Roll call vote found Hoffer, Cheatley, Kelsch, Lenzen, Miller, Czywczynski and Ripplinger in favor.

AE Operations invoice was presented for \$2,500. It was stated that there is a contract with them with a 30-day notice to terminate. Interstate Engineering may have an alternative option. Advanced Pump & Equipment has an office location in Williston and Interstate is checking to see if Advanced's certification will qualify.

The motor grader repair invoice came to \$15,023.30. It was a full rebuild of one side and some repairs to the other side. Public Works will make sure to complete good inspections.

The sand truck had a breakdown. An option of renting a sander is being looked into.

Resolution 2021-07 - Water & Sewer Rates. It was stated the council decided small increases each year are a better option. The changed rates are as follows: Water base rate of \$21.00, Water Usage of \$4.00 per 1000 gallons, and Sewer base rate of \$18.50. Hoffer moved to approve Resolution 2021-07. Ripplinger seconded. Roll call vote found Hoffer, Ripplinger, Cheatley, Kelsch, Lenzen, Miller and Czywczynski favor.

Resolution 2021-08 – Garbage Rates. Landfill increased their rate by 15% so the increase for the city will be 15%. Hoffer moved to approve Resolution 2021-08. Cheatley seconded. Roll call vote found Hoffer, Cheatley, Kelsch, Ripplinger, Miller, Czywczynski and Lenzen in favor.

2022 Transfer Station Rates. Garbage rates will increase 15% and the appliances with freon will increase due to the charge at the landfill. Hoffer moved to approve the new 2022 Transfer Station rates. Lenzen seconded. Roll call vote found Hoffer, Lenzen, Cheatley, Kelsch, Miller, Czywczynski and Ripplinger in favor.

GIS Equipment – Trimble equipment was recommended as it is widely used and there is a business location in Bismarck for maintenance.

Cardboard recycling was discussed. It is free to dispose of it at the Transfer Station.

Council Member Kelsch

Employee Relations met regarding Assessor Services. Heidi Hamelton completed assessor training. It was decided the agreement with Solem Law for Assessor Services will end December 31, 2021 and Heidi Hamelton will provide Assessor Services beginning January 1, 2022. Frey appointed Heidi Hamelton as the City Assessor effective January 1, 2022. Hoffer moved to accept the appointment. Miller seconded. Hoffer commended Hamelton. Roll call vote found Hoffer, Miller, Cheatley, Kelsch, Ripplinger, Czywczynski and Lenzen in favor.

Civic Center Rates:

The Civic Center is meant to be used to bring events into town. The city will not be able to cover expenses from rent revenue. There is no revenue from groups using it for free. The notable changes would be that everyone who receives a kitchen key for any reason will need to pay a fee. The kitchen is subject to inspection and needs to be cleaned. Everyone who needs early setup will be charged a fee for each room. The Fair has a lot of traffic, janitorial needs and supply usage. The Fair will be charged a flat fee for the rooms and a daily fee for the kitchen. Anyone renting the Civic Center will need to clean and put away any tables and chairs used. Kelsch moved to accept the rates and policies for the Civic Center to go into effect January 1, 2022. Hoffer seconded. Discussion followed. Roll call vote found Kelsch, Hoffer, Cheatley, Ripplinger, Miller, Czywczynski and Lenzen in favor.

Civic Center updates were initially looked at for the west side. New front and back doors were added and the west side concrete has been added. A list of current estimates for repairs and updates were presented. Spray insulation will be more costly, but it is recommended. Grants were pursued and we didn't qualify, but will continue to look. Funding of this project was discussed. It was stated there is an opportunity for CVB to participate in a loan for the Civic Center. The city could continue to allocate an amount to reimburse the CVB. There are also businesses in town interested in assisting with the project.

It was stated that if the city had gradually taken care of these updates, we wouldn't be in this position. The contractor is available in January. It was stated that the Civic Center is half done and should be completed. Terms for a \$140,000 loan of 5 years is 2.9% or \$2,519 per month. This is in addition to using \$50,000 from the city that was budgeted for 2021. In circumstances where possible, multiple quotes were received for the items needed for repair. There will be a larger increase on construction costs in the future which is more than the interest expense on a loan now.

Czywczynski moved to proceed with the remodeling plan presented on the Civic Center contingent on financing and proceed with a plan on finishing the old bathrooms. Kelsch seconded. Roll call vote found Czywczynski, Kelsch, Hoffer, Cheatley, Ripplinger, Miller and Lenzen in favor. It was clarified there will need to be a plan for the old bathrooms and that the council is not committing to that part of the project until a plan is presented. It was stated the council doesn't want to saddle future councils with these expenses, but the financing process has worked well with equipment upgrades.

Mayor Frey

Frey appointed Jennifer Gooss and Tonya Unruh to the Pool Board for 3-year terms. Cheatley moved to approve the appointments. Czywczynski seconded. Roll call vote found Cheatley, Czywczynski, Hoffer, Kelsch, Ripplinger, Miller and Lenzen in favor.

Frey appointed Micha'el Dybas to the CVB for an unexpired term until 12/31/23. Kelsch moved to approve the appointment. Czywczynski seconded. Roll call vote found Kelsch, Czywczynski, Hoffer, Cheatley, Ripplinger, Miller and Lenzen in favor.

The Police Dept. assisted with donations for WARC. The additional vehicle is getting new electronics. They are working on getting body cameras. The Police Chiefs Event is in the process of being scheduled at the Civic Center in June. The Lignite Council is planning a golf event during their conference in 2022.

CITY PERSONNEL

City Auditor

Ripplinger moved to approve the local permit for a 50/50 raffle for the Beulah Education Foundation at the Beulah High School for basketball December 17, 2021 to February 25, 2022. Cheatley seconded. Roll call vote found Ripplinger, Cheatley, Czywczynski, Hoffer, Kelsch, Miller and Lenzen in favor.

Cheatley moved to approve the local permit for a 50/50 raffle for the BHS Leo Club at the Beulah Civic Center for a benefit on January 9, 2022. Czywczynski seconded. Roll call vote found Cheatley, Czywczynski, Hoffer, Kelsch, Ripplinger, Miller and Lenzen in favor.

Czywczynski moved to approve the local permit for a 50/50 raffle and Chinese Auction for the Beulah Lions Club at the Beulah Civic Center on January 29, 2022. Lenzen seconded. Roll call vote found Czywczynski, Lenzen, Hoffer, Kelsch, Ripplinger, Miller and Cheatley in favor.

Economic Development Director

Barton Estates Lot Sale – This purchase is for the lot beside a house they are currently purchasing. The address of the lot is 1717 Blackstone Loop East. This is a second lot for the buyer so the price is \$.50 per square foot. Cheatley moved to accept the offer as presented. Kelsch seconded. Roll call vote found Cheatley, Kelsch, Czywczynski, Hoffer, Ripplinger, Miller and Lenzen in favor.

Property Sale north of 11th Street NE – Deal points were presented. Survey costs were questioned and discussion followed on the purchase process and the points presented. Hoffer moved to go forward with the deal points as written and draw up a purchase agreement for the sale of the property north of 11th Street NE. Miller seconded. It was discussed the buyer is not listed. It was stated it is understandable that the purchase be based on an unbiased opinion. It protects the buyer and the city. The purchase agreement will list the buyer. It was stated that every concern of the council was listed in the deal points. Roll call vote found Hoffer, Miller, Cheatley, Czywczynski, Kelsch, Ripplinger and Lenzen in favor.

A Special Meeting is scheduled for next Wednesday at 6:00 pm to discuss the Main Street Project and the Comprehensive Land Use Plan which was already completed.

City Engineer

The assessment district city limit boundary was presented and will be discussed at the Special Meeting.

City Attorney

There will be two openings on the Library Board.

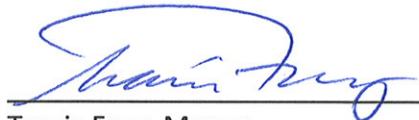
Water/Wastewater Superintendent

The DEQ requirements have been satisfied in regards to lagoon testing. Well #4 is repaired.

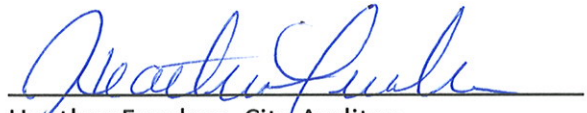
APPROVAL OF BILLS

Cheatley moved to pay the bills as presented and reviewed. Miller seconded. Roll call vote found Cheatley, Miller, Czywczynski, Hoffer, Kelsch, Ripplinger and Lenzen in favor.

Meeting adjourned at 8:28 pm.



Travis Frey, Mayor



Heather Ferebee, City Auditor

The following bills were approved and paid in November:

Check Range: 41075 to 41175, -99749

Payroll Check Range: -75547 to -75478, 41074, 41121

Employees	82136.11	Granville Brinkman	89.60
HEALTH INS	34856.18	North Dakota Dept of Health	89.00
METLIFE	1043.68	Midco	119.28
FIT	11864.87	North Dakota One Call Inc	22.50
NDPERS 457	212.50	NDDEQ	92.66
FIT	14203.02	Waste Management	614.94
NDPERS 457	212.50	Roughrider Electric Coop	3519.97
NDPERS Main	5276.30	Aramark	48.80
NDPERS Main 2020	1599.98	West River Telephone	1606.35
NDPERS PD	3979.84	Information Tech Dept	249.90
MN Child Support	171.66	Aramark	526.15
MN Child Support	171.66	The Beacon	505.97
Principal Life Insurance Co	317.55	Hawkins Inc.	4602.94
Mercer County Treasurer	8702.25	NDACo Resources Group	820.26
NAPA Auto Parts	534.35	Granville Brinkman	941.60
MDU	12962.51	Nancy Bickerstaff	9.80
Downtown Gas & Auto	5376.25	Baker & Taylor	437.63
Beulah JDA	585.89	Findaway World LLC	121.93
Beulah Airport Authority	585.89	The Beacon	186.00
US Bank	833.85	Creative Product Source	342.44
Uniform Center	1546.44		

Cengage Learning	291.28	Solem Law Office	2833.33
Lucky Buchmann	300.00	Coal Conversion Counties	2500.00
STREICHER'S	862.24	Solem Law Office	9031.53
MARC	224.76	Mark A. Kaffar	600.00
ND League of Cities	75.00	Interstate Engineering, Inc	3250.00
Bruce Banks	50.00	Interstate Engineering, Inc	4205.50
Ivan Dschaak	15.00	Interstate Engineering, Inc	7232.00
Michyle Stern	75.00	AT&T Mobility	1128.70
Charles Porter	75.00	Beulah Park District	5224.13
Chris Schantz	28.77	Beulah Senior Center	1004.64
Arnie & Celine Kuntz	38.21	Beulah Airport Authority	1406.50
Tristen Bauer	59.88	Kenneth Zacher	100.00
Tyler Little Soldier	3.51	American Engineering Testing	900.00
Debora Heringer	25.66	Granville Brinkman	89.60
New York Life	609.87	Arntson Stewart Wegner PC	4135.08
Mainstay Funds	2688.10	Interstate Engineering, Inc	165.00
Marcie Krumwiede	381.36	Fetzer Electric	2385.34
WARC	467.25	Grafix	461.00
Revize LLC	1200.00	Radar Shop	226.00
USA Blue Book	315.63	Display Sales	1543.00
American Express	588.71	Michael Todd Company	667.68
AE Operations, LLC	4804.85	NDACo Resources Group	428.91
Bronson's Marketplace	173.18	Advanced Business Methods	663.60
Nancy Bickerstaff	44.61	West River Telephone	124.77
Advanced Elements Op Tech	5000.00	Postmaster	419.87
Stein's Inc	325.42	MicroMarketing LLC	112.54
Neuberger Oil Co.	790.00	Penworthy	135.71
Associated Pool Builders, Inc.	1110.00	Farmers Union Oil Company	2100.91
Powerplan	852.17		
Dakota Promotions & Printing	146.00		
Adam Baker	175.00		
Ben Newman	175.00		
Western Steel Builders Inc	260.00		
Bronson's Marketplace	137.40		
Bill Barth Ford	1166.32		
Mercer County Sheriff's Dept	50.00		
MARC	1104.61		
Lignite Tire	287.00		
Beulah Park District	49614.34		
Millennium Express	48.40		
J & M Hardware Inc	520.74		