

## **CITY OF BEULAH**

**March 4, 2024, 6:30 pm**

**Beulah City Hall Council Chambers**

### **CITY COUNCIL MEETING**

The regular meeting of the Beulah City Council was called to order at 6:30 pm by Mayor Sean Cheatley with Council Members Auston Biles, David Czywczyński, Jason Isaak and Gary Miller present. Amanda Mohl, Eric Hoffer, Ben Lenzen absent.

Also Present: City Attorney Scott Solem, City Engineer Charles Hankins, Economic Dev. Dir. Beaver Brinkman, Water Supt. Gary Bovkoon, Public Works Supt. Kenny Yeager, Police Chief Frank Senn, City Assessor/Planner Heidi Hamelton, City Auditor Heather Ferebee, Bruce Neuberger, Adam Baker, Beulah Residents.

Pledge of Allegiance.

Isaak moved 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. Biles seconded. Roll call vote found Isaak, Biles, Miller and Czywczyński in favor.

### **APPROVAL OF BILLS**

Czywczyński moved to approve the bills as presented and reviewed. Miller seconded. Roll call vote found Czywczyński, Miller, Biles, and Isaak in favor.

### **PUBLIC INPUT**

Bruce Neuberger commented on the process of the Main Street Project. He stated that the Engineer is to tell the Council who benefits from the project. He questioned parts of the engineering report and Hankins stated that the purpose of the preliminary engineering report is to define the issues, existing conditions, purposed improvements, options to be considered and conclusion. Hankins stated that the benefit does go beyond Main Street. Neuberger commented on the assessment process and his concern of lack of information that the board has to go on. He commented that three people should be assigned to the Assessment Board even though two is a quorum. He believes the Engineer should complete a new report and have the Assessment Board assess based on who benefits from the project as defined by the engineer. Isaak stated Council hasn't received a written request to be on the Board, so there hasn't been an appointment.

Solem stated Neuberger hired an attorney regarding this. Solem stated the City's attorney Sarah Wear looked it over and didn't find anything out of order.

## COUNCIL PORTFOLIOS

### Mayor Cheatley

Cheatley appointed Auston Biles to the Pool portfolio. The Main Street Construction Meeting will be at the Civic Center at 6:00 pm tomorrow. The Assessment Town Hall is March 25 at the Civic Center.

### Council Member Miller

Bids came back regarding the demolition of the apartment building. A lien was filed on one property before it was sold. Solem stated that the city has the right to condemn property and the cost can be assessed to the property. If the value of the property is insufficient to cover the cost of the demolition, it can be assessed to other property owned by the same property owner in the city. Solem used a condemnation tax lien with the estimated cost and had it recorded. He will also do an affidavit and have it recorded. That assessed amount will be added to the property. It may take three years for the city to receive payment because that is how long it will take for the property to go back for taxes. P&Z recommends the lowest bid for demolition. The deadline for completion is May 1. Miller moved to accept the bid of \$10,890 from Coyote Creek Fencing to demolish the apartment building on Parkway Drive. Isaak seconded. Hamelton stated the demo will employ local people and will recycle materials which will save on landfill costs. The contractor's license and insurance are on file. The contractor will sign a Letter of Understanding. Roll call vote found Czywczynski, Miller, Biles, and Isaak in favor.

### Council Member Czywczynski

Signage around town is getting faded. The city will need to update some stop signs and the Transfer Station signage. It was stated that the PD or Public Works could drive at night and mark signs that don't reflect for replacement. Public Works did an exceptional job moving snow.

## CITY PERSONNEL

### City Auditor

Miller moved to approve the Site Authorization for Beulah CVB at Fanatics Sports Bar & Grill for a poker tournament on April 5-7, 2024. Biles seconded. Roll call vote found Czywczynski, Miller, Biles, and Isaak in favor.

Isaak moved to approve the Special Event Permit for Molco LLC DBA Dewey's to provide alcohol at the Pheasants Forever Banquet at the Beulah Civic Center on April 13, 2024. Biles seconded. Roll call vote found Isaak, Biles, Czywczynski and Miller in favor.

Biles moved to approve the Local permit for a raffle for Knife River Pheasants Forever at the Beulah Civic Center on April 13, 2024. Miller seconded. Roll call vote found Biles, Miller, Czywczynski and Isaak in favor.

### Economic Development Director

Brinkman commented the city interviewed Mac Beaudry as an Owner's Representative for the City on the Main Street Project. The cost is \$2,500 per week plus mileage, not to exceed \$60,000. The role will be to provide assistance so as to not take away time from other city employees. Solem is reviewing the contract.

DOE grant for Labor and Workforce Studies update: The Next Move Group will be hired to complete a Comprehensive Strategic Plan for Beulah and Mercer County. JDA will pay \$25,000 and the County Commission will be asked for \$25,000. He visited with the Governor's Office and Commerce and they are willing to support the city on this grant. They are also willing to support natural gas to the area.

JDA approved \$5,000 for the daycare in Hazen as roughly 60% of the children are from Beulah. Funds will assist in paying staff.

There is someone willing to take care of maintenance of the pool. Council agreed Brinkman could contact the individual.

Beulah CVB would like to provide pop and candy machines at the Beulah Civic Center and extra profits would be deposited into a fund for the Civic Center. The front of the building also needs to be repaired. It was commented that the machines could be unplugged during a fundraising event if that is requested. Czywczynski moved to allow Beulah CVB to install pop and candy machines in the Beulah Civic Center for a six-month trial. Biles seconded. Isaak requested a report each quarter regarding the earnings. Roll call vote found Czywczynski, Biles, Miller and Isaak in favor.

### City Assessor/Planner

Isaak moved to set the Board of Equalization hearing for Monday, April 15 at 6:30 pm. Biles seconded. Roll call vote found Isaak, Biles, Czywczynski and Miller in favor.

Tree Removal Bid Results and Recommendation: One bid was received, and it is a joint bid for \$13,000 between Branch Management Tree Service LLC and 7 Arrows Tree Service. The Tree Board met to review the areas of the bid. Area 1 is Main Street and that was accepted. Area 4 and 6 were revised. The recommendation is to approve the tree removal bid for Areas 1, 4 and 6. Areas 4 and 6 are on boulevards of personal property and in the past Council decided on a 50/50 cost share with the owners. Isaak moved to approve the tree removal bids as presented for Area 1 in its entirety and for Areas 4 and 6 with the offer of a 50/50 cost share with the owners. Czywczynski seconded. Roll call vote found Isaak, Czywczynski, Miller and Biles in favor.

City Hall Snippet in the Beulah Beacon will discuss the Tree Board and its responsibilities. The trees on Main Street will be removed on March 7-8. Hamelton will be going to businesses tomorrow to hand out removal and contact information.

City Engineer

The preconstruction meeting is scheduled for March 25. Hankins commented on the Main Street Construction Engineering Contract. Construction services for working with SRF is estimated at \$50,000 and two staff members on-site is estimated at \$250,000. Hankins requested a meeting with the city regarding their scope of work if the city is hiring a third party. Discussion followed. There is a public meeting March 5 at 6:00 pm to discuss staging and a timeline. It is for businesses to ask questions.

City Attorney

Solem commented Neuberger hired a private attorney who wrote a letter regarding concerns. Solem stated the letter and information on the project were sent to the city's attorney on assessments, Sarah Wear, and she stated that everything was in order and to proceed. The city needs a financing resolution in place to make payments and draw funds. Czywczynski moved to approve the resolution approving the financing for Water & Sewer Improvement District No. 26. Biles seconded. Solem stated this resolution is for the city's financing for the project and will need to be passed unless the city is going to find financing from somewhere else. The interest rate is at 1.5% with a .5% BND administrative fee. The resolution is identifying the loan source. Nothing is going to change on the resolution. Czywczynski, Biles and Miller in favor. Isaak opposed. Motion passed.

Adam Baker commented he believes there is a communication problem with the city. He stated that the Economic Development Director was in the basement of his building on Main Street, and he should have had prior notification. Czywczynski stated this was a walk around of the contractors. Miller questioned why this is a problem. Baker commented on a statement by Senn at the last meeting. Baker questioned why the city is taking more municipal cases instead of the cases going to the county. It costs the city more money.

The meeting adjourned at 8:18 pm.



Sean Cheatley, Mayor



Heather Ferebee, City Auditor

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

Check Range: 43891 to 43984, -99676 to -99672

Payroll Check Range: -73045 to -72976

Employees	88856.07	NDPERS 457	849.50
HEALTH INS	44011.34	FIT	13942.70
METLIFE	1665.43	NDPERS Main	5917.14
GAP Health	60.38	NDPERS Main 2020	3543.62
NDPERS 457	829.50	NDPERS PD	4319.26
FIT	14332.82	GAP Health	60.38

Principal Life Insurance Co	367.66	Shawn Voigt	41.96
Bank of North Dakota	4250.00	MicroMarketing LLC	218.12
Bank of North Dakota	3050.00	Heidi Hamelton	140.70
Bank of North Dakota	1360.00	WEX	450.00
Bank of North Dakota	3570.00	NDDEQ	200.00
West River Telephone	72.12	NDRPA	120.00
North Dakota One Call Inc	2.60	Black Sands Golf Course	2004.00
AE2S, LLC	364.00	Powerplan	2182.25
MDU	14844.29	Lexipol LLC	3579.91
Beulah Beacon	692.00	NDDEQ	166.78
US Bank	1347.79	Waste Management	1809.76
West River Telephone	1635.18	Interstate Engineering, Inc	2409.92
Sletten Excavating, Inc.	13250.00	AT&T Mobility	777.72
Austin Lovejoy	107.20	AT&T Mobility	43.23
WARC	1000.77	Solem Law Office	7254.51
Beulah Park District	15109.83	Mark A. Kaffar	900.00
Baker & Taylor	334.44	J & M Hardware Inc	727.21
Lookout Books	144.70	Marco Technologies LLC	168.37
East West Books	15.74	Presort Plus	12.85
Willow Lane Education	99.89	WARC	1932.29
Broad Reach Books	122.78	Terry Voegele	75.00
Penworthy	402.47	Quill LLC	69.99
Rivistas, LLC	462.45	White Cap, L.P.	1860.00
Bronson's Marketplace	67.35	Lignite Tire	2014.62
Beulah Beacon	116.25	Lucky's Towing & Repair	1075.00
J & M Hardware Inc	11.98	The Hub Convenience Stores	553.64
Mercer County Historical Soc	25.00	Dakota Pump & Control, Inc	27383.84
International Code Council	160.00	Ecolab Pest Elim Div	171.33
WEX	0.42	ND Clerk's Association	100.00
North Dakota Dept of Health	75.00	Pro Forms	1053.22
Mercer County Treasurer	7721.55	The Union Bank	10857.69
Downtown Gas & Auto	4588.89	Everspring Inn	192.60
Beulah JDA	15645.81	Bismarck Hotel & Conf Center	99.00
Roughrider Electric Coop Inc	3583.28	OzTech Electric, LLC	442.00
Beulah Airport Authority	15645.81	Sanitation Products	1040.56
American Express	968.43	CCR Supply & Kitchen	904.08
Hawkins Inc.	5895.51	Northern Truck Equip Corp	234.16
Aramark	100.86	NDACo Resources Group, Inc.	195.79
Information Technology Dept	380.50	HACH	180.58
Summer Breeze LLC	100.00	Hazen Welding	5322.50
Cindy Roeser	25.00	Advanced Business Methods	769.20
MLB Properties ND LLC	50.00	Center Machine Inc	6484.06

Dakota Doors	514.29
Granville Brinkman	296.40
Mountain Plains Youth Serv	1700.00
Beulah Park District	61448.13
NAPA Auto Parts	1324.52
Bronson's Marketplace	228.25
Beulah Park District	8331.71
Beulah Senior Center	1602.25
Beulah Chamber of Comm	700.00
Aramark	559.90
Beulah Airport Authority	2243.15
Farmers Union Oil Company	7530.29
Jessie Mann	497.13
Postmaster	383.60
Advanced Business Methods	3214.89