

HAZEN CITY COMMISSION REGULAR MEETING

September 8, 2026

Hazen City Hall

Present: Commissioner Haack, Commissioner Stern and Commissioner Wiedrich
Absent: President Schiferl and Commissioner Folkerts

Others Present: PW Director Brousseau, Water Manager Jarid Dauenhauer, Attorney Donovan, Nancy Wolf, HCD/Chamber/CVB Antoinette Heier, Transit Director Brennan, Sgt. Anthony Melberg, Samantha Melberg, Rhonda Biffert, George Reichenberg, Bob Miller, Clyde Johnson, Wes Gunsch, Bill Tveit, Wes Gunsch, Scott Duma, Ben Bohrer, Dale Mulske, Randall Maas, Scott Leintz, Angie Leintz, Editor Arens, and Auditor Erhardt. Vice-President Wiedrich called the meeting to order at 5:30 PM.

Vice-President Wiedrich led the pledge of allegiance and said the prayer.

Minutes: Commissioner Haack moved to suspend the reading and approve the minutes of the August 17th meeting, as presented, second by Commissioner Stern. Motion unanimously approved.

Agenda: Commissioner Stern moved to approve the agenda, as presented, second by Commissioner Haack. Motion unanimously approved.

CONSULTATION WITH ATTORNEY AND ENGINEER

Engineer's Report: The commission reviewed the engineer's report which contained no action items. The commission was advised that CC Steel intends to be in the area to complete "punch list" items within the next couple of weeks. No further action taken.

REQUEST OF CITIZENS

Service Member Monument – American Legion Post #189: George Reichenber, Post Commander, advised the commission that an anonymous donor has pledged significant funds for the construction of a service member memorial within the city of Hazen. The process has just started, and the legion is seeking suitable locations for the memorial. Bill Tveit also spoke about the funding, and the legion is hoping there is some public lands that could be dedicated for the memorial which will honor all branches of the military and all service members. When asked by Commissioner Stern, the size of the memorial has not been determined but it would likely need one-half of a lot or more.

No further action taken.

Local Permit-Raffle – Buffalo Valley Archery Club: The commission reviewed an application for a local permit presented by Buffalo Valley Archery Club. Commissioner Haack moved to approve local permit #2026-20 for a calendar raffle to be conducted every day of March 2027, as requested by Buffalo Valley Archery Club, second by Commissioner Stern. Motion unanimously approved.
Local Permit-Raffle – Hazen Public School: The application was not received by meeting time so there was no action taken on this agenda item.

APPROVAL OF APPLICATIONS AND BUILDING PERMITS

Transient Merchant Application – Southwestern Advantage Education Sales: The commission reviewed the application of Edyta Gawrysiak of Poland to sell educational materials door-to-door within the city of Hazen. Ms. Gawrysiak is affiliated with Southwestern Advantage of Nashville, Tennessee and has had other individuals selling materials in the city in the past. Ms. Gawrysiak also requested the commission to consider waving or reducing the fee of \$25/day for the dates sales will be conducted. Commissioner Haack moved to approve the transient merchant license as requested by Ms. Gawrysiak with no waiver/reduction of the fees, second by Commissioner Stern. Motion unanimously approved.

Building Permit w/Variance Request – R.

Maas: The commission reviewed an application for a building permit that requires a variance as submitted by Randall Maas. Mr. Maas would like to remove a current entry to his home at 442 4th Ave NE and replace it with a larger "lean-to" structure. Mr. Maas informed the commission that the steps and foundation of the home are being affected by water coming off the current structure. The current entry is within the approved setback, and Mr. Maas would like approval to build the new structure slightly larger requiring a variance of the side property setback of 5.5'. Commissioner Stern moved to approve the building permit and variance as presented, second by Commissioner Haack. Motion unanimously approved.

REPORTS

Water/Sewer/Garbage: Commissioner

Stern informed the commission that city staff contacted him with concerns about the recent raise approved for the transit director and drivers. Commissioner Wiedrich stated the reason for the recent approved adjustment was to bring transit CDL drivers in line with other city CDL holders. Commissioner Stern spoke about the agreed compensation of \$0.25/hour for any certifications or licenses held above what is required and Commissioner Wiedrich commented that transit drivers are still compensated at a rate lower than non-CDL public works staff. Commissioner Haack commented on his reasoning for approving the recent wage adjustment and the need for the commission to treat all employees fairly. W/WW Manager Jarid Dauenhauer spoke on behalf of employees present and addressed the fact that in the past year everyone received compensation based on municipalities of a similar size and tax base and now it was turned around with one large raise and the verbiage used in approving the raise caused hurt feelings among other staff. There was discussion on the different duties, and working conditions, for the various departments that led to the varied wages. Attorney Donovan commented that this discussion may be better suited for budget meetings and that it had gone beyond the scope of portfolio reporting. Commissioner Stern commented that he would like the commission to consider further wage adjustments as part of the 2027 city budget. Discussion continued on making the adjustments as a flat dollar amount or as a percentage with concerns that percentage increases keep widening the gap among staff members. A meeting will be scheduled with the commission and staff members for further discussion.

Street/Cemetery: Commissioner Haack informed the board that the city received an estimate for repairs of the Case loader. PW Director Brousseau explained that it is an issue with the internal drive shaft between the engine and transmission and this amount could change based on findings once the repair work begins. Commissioner Haack moved to approve the repairs in the amount of \$13,637.10 and to provide contingent funds, up to, \$5000 for any additional work that may be required, second by Commissioner Stern. On roll call vote: Haack, "Aye", Stern, "Aye", Wiedrich, "Aye", motion

carried. PW Director Brousseau informed the commission that he will be taking the GMC dump truck to Freedom Truck Center for an estimate to address an oil leak. PW Director Brousseau said the staff will continue to work on trees and stumps for compliance with the EAB Mitigation Grant the city received. Finance/Busing/Library: Commissioner Folkerts absent. Transit Director Brennan has the Title VI Plan approval for the transit department later on the agenda.

Police/Fire/Forestry: Commissioner Wiedrich informed the board about an estimate to remove a boulevard tree along Main Street that is beyond the city staff capabilities. Commissioner Wiedrich moved to approve the estimate of \$2,200 as presented by Ternes Tree Service to remove the tree in question, second by Commissioner Haack. Sgt. Melberg would like time set aside to discuss the chief of police as he has had inquiries about the position and the current staff is getting burned out from working a lot of overtime. Commissioner Wiedrich explained that questions regarding ND PERS have been answered and potential costs are incorporated into the 2027 budget, so the auditor was directed to prepare an advertisement for the chief of police position for publication. Samantha Melberg indicated she has had discussions with Sheriff Ternes about utilizing deputies to cover some shifts in the city, but compensation and other details need to be addressed.

HCD: Antoinette Heier informed the commission that Elevate LLC is operational in the old creamery building on Main Street. The dedication of the SR-71 site in west Hazen had to be re-scheduled to October 23 to ensure the plane would be complete. HCD continues to accept and review business grants from applicants.

President: President Schiferl absent. Commissioner Wiedrich reported, due to recent dog incidents, issues with the current ordinance will need to be addressed at a future meeting.

NEW BUSINESS

Transit Title VI Plan: The commission reviewed the proposed Title VI Plan document

required by the transit department every three (3) years. Commissioner Haack moved to approve the document, as presented, second by Commissioner Stern. Motion unanimously approved.

Request for Duplicate Warrant – J. Wallender: The commissioner reviewed a request for duplicate warrant submitted by Jen Wallendar for a check in the amount of \$1225 that was not received. Commissioner Stern moved to approve the request for duplicate check, as presented, second by Commissioner Haack. Motion unanimously approved.

PUBLIC COMMENTS

Rhonda Biffert appeared before the commission and asked about the garage being built on 3rd St NW and the fact that it is so large and so close to the front property line and was advised that the commission approved the variance for the setback, and the sidewall height did not require a variance. Ms. Biffert then commented on how local permits are handled and questioned if a husband and wife should be allowed to conduct drawings and then asked about a recent permit where the drawings were not conducted at the permitted site initially but were after the city contacted the permit holder.

Clyde Johnson addressed the commission to comment on the Legion monument that he would like to see a location established by the end of the year so the committee can determine the size and cost of the monument and that the person donating the funds for the project would like to see it constructed in Hazen.

PW Director Brousseau commented on city staff being a great group that are always willing to come in and help when needed during weather events and that staff are all working toward obtaining a CDL. Commissioner Haack commented that office staff also are often overlooked for the work they do. Director Heier, WWW Manager Dauenhauer and Samantha Melberg commented on office staff dealing with the public and going above and beyond to address resident concerns.

Approval of Bills: Commissioner Haack moved to approve the bills, as presented, second by Commissioner Stern. Pre-paid and bills approved for payment are as follows: Fu-

elman Fleetcard, 648.21; The Hub, 1246.85; US Postal Service, 457.54; API Garage Door Inc, 440.00; Benjamin Bohrer, 230.00; Black Mountain Software, 19589.42; Black Water Bandit LLC, 2000.00; Bloom'n House, 82.00; Bobcat of Mandan, 278.88; Cenex, 3825.67; CVB, 4912.50; Cory Beery, 300.00; Dakota Supply Group, 1089.91; Donovan & Kaffar PLLP, 1965.00; Elan Financial Services, 173.45; Fastenal, 172.30; Fireside Office Solutions, 36.05; Global Safety Network, 79.12; Hazen Ace Hardware, 601.69; HCD, 10828.75; Hazen Motor Co, 389.71; Hazen Motor Farm Equip Co, 318.28; Hazen Star, 1006.20; Health Equity, 6.50; ITD, 157.80; J-S Sanitation, 860.00; Krause's, 23.94; Marco Technologies LLC, 277.36; Matthew Bender & Co Inc, 33.543; Menards, 56.09; Mercer Co Treasurer, 6845.00; Millennium Express, 24.00; MDU, 4189.07; Monte Erhardt, 80.04; Moore Engineering Inc, 16141.00; ND Dept of Health, 54.00; NAPA, 369.13; North Central International LLC, 114.54; ND One Call Inc, 27.50; Northern Safety Co Inc, 90.56; Pam Borlaug, 97.28; Phyllis Rosendahl, 20.02; Professional Heating & Cooling, 264.95; Rough Rider Industries, 1061.43; Roughrider Electric Coop Inc, 3687.64; SW Water Authority, 74816.96; Stamps.com, 85.02; The Hub, 209.53; Uniform Center, 179.97; Union State Bank, 37452.81; Verizon Wireless, 561.76; Vestis, 478.14; West Dakota Lumber, 163.10; West River Telecommunications, 925.76; Yvette Erickson, 11.00. On roll call vote: Haack, "Aye", Stern, "Aye", Wiedrich, "Aye", motion carried.

There being no further business, the meeting was adjourned at 6:35 PM CT. The next regular meeting of the commission is scheduled for Monday, September 21, 2026, at 5:30 PM CT in the Commission Room of the Hazen City Hall.

Approved: Jesse Schiferl, President
Attest: Monte J. Erhardt, Auditor

(10-01-2026)