

DATE: 5/4/2020
TIME: 6:30 PM

THE HILLSBORO BOARD OF CITY COMMISSIONERS HELD A REGULAR MEETING ON MICROSOFT TEAMS AT THE ABOVE DATE AND TIME.

Commissioners present: Kress, Reese, Sando, and Tibert.

Commissioners absent: Sather.

Commissioner Sando opened the meeting at 6:30 PM.

Reading of the Minutes:

Commissioner Tibert moved to approve the April 20, 2020 City Commission Meeting Minutes; April 20, 2020 Tax Equalization Meeting Minutes. Commissioner Kress seconds. Motion carried.

Consent Agenda: no items to consider.

Presentation of Bills:

AP to be approved on 05/04/2020	As of 04/30/2020	
Ameripride	Mops & Rugs	\$209.79
Cardmember Service	Supplies, Fuel, Grasshopper, Monitor	\$448.02
Carr's Tree Service	Tree limb removal	\$4,931.86
Chris Smallbeck	Refund Credit for Lift Station Fee	\$500.00
ECRWD	April Water	\$8,895.02
Hawkins Inc.	Chemicals	\$2,525.03
Hillsboro Park Board	April Revenue Sharing	\$5,746.51
James Rauser	Refund of Meter	\$95.23
Jet-Way Multiple Services Inc	Water Treatment Plant- plugged line	\$1,620.00
Matt Mutzenberger	Phone- April	\$50.00
Microsoft Online	April Online Services	\$272.00
Mike Kress	mowing contract- may	\$941.67
Miller's Fresh Food	supplies	\$48.76
RMB Environmental Labs	water testing	\$299.00
Sky-Tractor LLC	SS bolt and locking nut	\$24.60
Traill County Treasurer	sheriff contract- may	\$13,763.24
Valley Plains Equipment	Oil Filter	\$13.99
Total Accounts Payable		\$40,384.72

Commissioner Reese moved to pay bills as presented. Commissioner Tibert seconded. Motion carried.

City Commissioners Reports:

Commissioner Tibert – need to fix ruts at Cemetery; opening the pool.

Commissioner Tibert moved to start cleaning the pool and open according to the Governor's directive. Commissioner Kress seconded. On a roll call vote, the following Commissioners voted 'Yes' – Kress, Reese, Sando, and Tibert. Motion carried.

Commissioner Reese – Rec District online public forum will be on May 19; HEDC is resuming gaming with the reopening of the bars.

Commissioner Kress – waiting on prices for the Public Works building.

Commissioner Sando – Airport Authority is looking at starting the summer construction season- visited with engineers; planning on long-term electrical maintenance.

City Officers Reports:

Public Works Director Anderson – nothing to report.

City Attorney Juelson – nothing to report.

City Auditor Mutzenberger – written report submitted – continue to work on preliminary budget for 2021; maintain communication with Traill County for office operation protocol.

Traill County Sheriff's Department – present; Calls for Service report submitted.

Old Business: none.

New Business:

Century Link Franchise Agreement (Ordinance 519) – update US West Ordinance 417.

Commissioner Tiber moved to have the First Reading of Ordinance 529. Motion died for lack of a second.

Code Red alert system – Becki Gallahan from Code Red gave a PowerPoint presentation of their alert system. No action was taken.

Unmanned Aerial Vehicle (UAV) demonstration – Brenda Stallaman explained the Traill-Steel Unified Command's position on drone testing during the pandemic. Commission President Sando suggested the communication should be improved between the Unified Command and the City of Hillsboro.

Designation of Official Newspaper

Commissioner Tibert moved to designate the Hillsboro Banner as the City's official newspaper. Commissioner Reese seconded. On a roll call vote, the following Commissioners voted 'Yes' – Kress, Reese, Sando, and Tibert. Motion carried.

Hillsboro Vet's Club – discussion of permissible outdoor use, and allowing the utilization of their parking lot. Special Permits and changes to current Beer and Liquor licenses should be in writing, along with requested documentation. No action taken.

Riverwalk Addition – (Executive Session)

At 7:54 PM, the Hillsboro Board of City Commissioners entered into an Executive Session to discuss the Riverwalk Addition, and it was announced that the Commission would reconvene the regular meeting at 8:20 PM. Commissioners Sando, Reese, and Tibert were present (Commissioner Kress was present, but having technical difficulties), along with City Attorney John Juelson, City Auditor Matt Mutzenberger, and Public Works Superintendent Jim Anderson.

City Auditor Mutzenberger noted that a motion to enter into an Executive Session was overlooked. City Attorney Juelson advised making that information available to the public upon reconvening the regular meeting. Subsequently, a motion to close the Executive Session was also overlooked.

The Hillsboro Board of City Commissioner reconvened the regular Commission at 8:30 PM. An announcement was made to the public, stating that there were lapses in parliamentary procedure, particularly the motion to enter an Executive Session, however, there were no objections.

No final decisions were made during the Executive Session.

City Auditor Mutzenberger stated that Commissioners and Staff with IT issues could contact Joe Kramer, Remark Technologies for assistance.

Commissioner Tibert moved to adjourn the meeting at 8:33 PM. Commissioner Reese seconded. Motion carried.

Matt Mutzenberger
City Auditor

Terry Sando
Commission President

The next regular meeting of the Hillsboro Board of City Commissioners will be at 6:30 PM on Monday, May 18, 2020. Meeting Location TBD.