

CITY OF HILLSBORO

Commission Members:
Levi Reese, President
Dave Sather, Vice President
Jason Pohlkamp, Paul Geray & Nicole Evans

19 S Main, PO Box 400
Hillsboro, ND 58045
Phone: (701) 636-4620 Fax (701) 636-4621

Auditor: Casey Eggermont
Public Works Director: Jim Anderson
City Attorney: John Juelson & J.R. Strom

REGULAR CITY COMMISSION MEETING

April 15, 2024, 6:30PM at MSCC

A G E N D A

- 1. Open with Pledge of Allegiance**
- 2. Reading of Minutes** – April 1, 2024, Regular Meeting Minutes
- 3. Presentation of Bills**
- 4. Presentation of March Financials & Quarterly Financial Review**
 - a. Delinquent Utility Bill Accounts**
- 5. Tax Equalization Meeting**
- 6. City Commissioners Reports**
- 7. Report of City Officers**
 - a. Superintendent
 - b. Attorney
 - c. Auditor
 - d. Sheriff's Office
 - e. City Engineer
- 8. BC Ticket Items – See Attachment**
 - a. 411 Main Street—Letter sent, no response.
 - i. Multiple complaints from neighbor over the winter
- 9. Old Business**
 - a. Choose a date for Cleanup Week
 - b. Dissolving Delinquent Utility Bill Contracts
 - c. Cemetery Farmland Lease Agreement
- 10. New Business**
 - a. Hillsboro Days
 - i. Street Closures
 - ii. Local Event Permit Form
 - b. 2023 Vermeer Purchase Request from Nichols Equipment
 - c. RRVWSP Regional Meeting Materials/Costs of Project
 - d. Seasonal Public Works Laborers
- 11. Citizens Addressing the Commission**
- 12. Adjournment**

NEXT REGULAR MEETING:

May 6, 2024 at 6:30 PM

MAIN STREET COMMUNITY CENTER

HBC Ticket's Tickets from the March 2024 Meeting

Ticket Follow up:

- A. 2021001- 318 2nd St SE
i. closed
- B. 2021002- 206 4th Ave SE
i. closed
- C. 2021003- 222 4th Ave SE
i. Done some clean up, keeping open.
- D. 2021004- 103 4th St NE
i. Charged in July, Commissioner Reese and a resident from the community has talked to the owner. The city is working on getting a storage container and a way to remove items from ally way to store until fines are paid. City commission had asked for a list of things that need to be done in order for this property to be in compliance: clear sidewalk, driveway need to have 2 spots available for parking with no trash or rubbish, anything on street needs to be moved, and anything north of the pole/bushes (140ft property line)
ii. Commission would like to move forward with charges
iii. Property was surveyed and marked to show city right of way
iv. Commission will hold off charges until J.R. is able to work out a plan to help clear right of way
v. Received notice December 6th after 10 days the city may remove items in city right of way. Items will be held for 60 days.
- E. 2021005- 13 S Main St
i. The condemnation process started after the 12/05/22 meeting. The first deadline was 2/10/2023, the current deadline is October.
ii. Extension granted by City Commission. New deadline January 1, 2024
- F. 2021007- 322 1st Ave SW
i. Closed
- G. 2022001- 203 4th St SW
i. Charged, has washer and snow blower in yard, also grass is unkept.
ii. If not cleaned after court (Dec 20th) BC will recommend being charged again
- H. 202202- 205 4th St SW
i. Sold to Manthey- Correspondence in June- they will be cutting down trees and filling in low spots, snow will no longer be piled there in the winter. No other correspondence has occurred
ii. Commissioner Reese will reach out for updates
iii. The owner attended 10/9/23- will take down more trees, filled in low spots, and talked to county about not dumping snow on that property. Owners were asked to have contact with BC by Dec. 11 to update on progress.
iv. Owner contacted Levi and Paul and would like an extension- Committee gave an extension until Jan meeting
- I. 2022003- 310 E Caledonia
i. Refer to city commission.
ii. Improvements have been made- keep open
- J. 2022004- 218 4th St NE
i. Charged, making progress, Commissioner Reese was contacted by the owner.
ii. If not cleaned after court (Dec 20th) BC will recommend being charged again
- K. 2023001 322 1st Ave NW
i. Notice sent 9/28/23 to attend 10/9/23 meeting- did not appear or contact a BC member
ii. Did not respond or attend meeting 11-13-2023 or 12-11-23

Commissioner Swenson made the motion to recommend City Commission move forward with charges for 322 1st Ave NW. Commissioner Johnson seconded the motion.

None voted no

Motion carried.

- L. 2023002 218 2nd St SW
i. Notice sent out 9/28/23 to attend 10/9/23 meeting- did not appear or contact a BC member
ii. 2nd letter sent with corrected address 10/17/23 to attend BC meeting or contact city hall by 11/13/2023
iii. Did not attend meeting or respond by 11-13-2023 or 12-11-23

Commissioner Swenson made the motion to recommend City Commission move forward with charges for 218 2nd St SW.

Commissioner Johnson seconded the motion.

None voted no

Motion carried.

- M. 2023003 109 3rd St NE
i. Notice sent
ii. No response to letter
iii. Move to city commission

Commissioner Swenson made the motion to recommend City Commission move forward with charges for 109 3rd St NE.

Commissioner Johnson seconded the motion.

None voted no

Motion carried.