

DATE: 04/04/2022

TIME: 6:30 PM

THE HILLSBORO BOARD OF CITY COMMISSIONERS HELD A REGULAR MEETING AT MAIN COMMUNITY CENTER AT THE ABOVE DATE AND TIME.

Commissioners present: Sando, Reese, Kress, Sather, and Geray

Commissioners absent none

Commissioner Sando opened the meeting with the Pledge of Allegiance at 6:30 PM.

Reading of the Minutes:

Commissioner Sather moved to approve the March 21, 2022, Regular City Commission Meeting Minutes. Commissioner Geray seconded. Motion carried.

Presentation of Bills

<u>AP to be approved on</u> <u>04/04/2022</u>	<u>4/4/2022</u>	<u>Amount</u>	<u>Check #</u>
<u>Aramark</u>	<u>Rug & mops</u>	<u>\$93.74</u>	<u>25474</u>
<u>Cardmember Service</u>	<u>March Statement</u>	<u>\$3,364.69</u>	<u>25475</u>
<u>Krista & Darlene Dahl</u>	<u>Refund of Credit</u> <u>Balance</u>	<u>\$376.72</u>	<u>25476</u>
<u>ECRW District</u>	<u>Water raw</u>	<u>\$8,844.53</u>	<u>25477</u>
<u>Electric Pump</u>	<u>Service call</u>	<u>\$596.00</u>	<u>25478</u>
<u>Halstad Telephone Co</u>	<u>Phones & Inernet</u>	<u>\$933.44</u>	<u>25479</u>
<u>Hawkins</u>	<u>Chemicals & parts</u>	<u>\$7,496.98</u>	<u>25480</u>
<u>Lowry</u>	<u>Construction</u> <u>Documents</u>	<u>\$561.25</u>	<u>25481</u>
<u>MEI Engineering</u>	<u>System Electrical Map</u>	<u>\$1,077.76</u>	<u>25482</u>
<u>MFOA</u>	<u>Membership</u>	<u>\$30.00</u>	<u>25483</u>
<u>Millers Fresh Foods</u>	<u>Supplies shop</u>	<u>\$7.18</u>	<u>25484</u>
<u>Missouri River Energy</u>	<u>Meter count fee</u>	<u>\$474.40</u>	<u>25485</u>
<u>Naastad Brothers</u>	<u>Water leak - curb stop</u>	<u>\$1,202.50</u>	<u>25486</u>
<u>O'Day Equipment</u>	<u>Tank Monitor Alarms</u> <u>Call</u>	<u>\$459.00</u>	<u>25487</u>
<u>Olsen Hardware</u>	<u>Supplies</u>	<u>\$290.56</u>	<u>25488</u>
<u>Payment Services Network</u>	<u>March Service</u>	<u>\$397.34</u>	<u>757e</u>
<u>PowerPlan</u>	<u>Parts</u>	<u>\$393.73</u>	<u>25489</u>
<u>Linda Rapisarda</u>	<u>Refund of Credit</u> <u>Balance</u>	<u>\$12.30</u>	<u>25490</u>
<u>RMB Environmental Lab</u>	<u>Water testing</u>	<u>\$160.00</u>	<u>25491</u>
<u>Team Lab</u>	<u>Fine Road Patch</u>	<u>\$847.50</u>	<u>25492</u>
<u>The Printers</u>	<u>Advertising</u>	<u>\$85.00</u>	<u>25493</u>
<u>Trall County Treasurer</u>	<u>Sheriff contract - April</u>	<u>\$17,254.08</u>	<u>25494</u>
<u>Sonia Trinidad</u>	<u>Armory Cleaning March</u>	<u>\$266.00</u>	<u>25495</u>
<u>USA Bluebook</u>	<u>Water testing supplies</u>	<u>\$612.44</u>	<u>25496</u>
<u>Valley Plains Equipment</u>	<u>Parts</u>	<u>\$135.44</u>	<u>25497</u>
<u>Total</u>		<u>\$45,972.58</u>	

Commissioner Kress moved to pay bills as presented. Commissioner Reese seconded. None voted no. Motion carried

City Commissioners Reports:

Commissioner Sather: Nothing to report

Commissioner Geray- HEDC- Giving full support to the Grow Hillsboro. Employee evaluations are done.

Commissioner Kress – Nothing to report

Commissioner Reese – Kathy has agreed to come back one more year. We are looking for someone to train under Kathy this year and take over next year.

- Looking to hire lifeguards
- Reach out to Jack to get the Kiddy pool Finished.
- Rec Director is hired and looking for coaching and staffing
- Grow Hillsboro is going through Levi as a Community Member NOT as a commissioner.

Commissioner Sando- Nothing to report

City Officers Reports:

Public Works Superintendent Anderson – Fencing Quote with slats

- Three-sided fence 20x50x20 without Slats \$4206

Commissioner Reese makes the motion to move the Caboose fence over to the Armory. Commissioner Sather seconded.

In a Roll call vote

Yes- Geray, Kress, Sather, Reese, Sando.

Motion Carried.

City Attorney Juelson- Nothing to report

Auditor Frederick- Administrative Assistant Myers and City Auditor Frederick went to Bismarck for ND League of City's Conference. A lot of good networking and learning.

Sheriff Hunt – Watching the rivers with the spring melt and it's been a nice melt this year.

City Engineer Swanson:

6.1 Paving:

- Will get the maps and items to be sent out to the Citizens to City Hall.

6.2: USDA:

- Had bid opening last week and it went well.
- Need approval for the following items. (We will be using a rate increase to offset project cost)
 - Breidenbach Construction was the lowest.

Commissioner Reese made the motion to accept Breidenbach Construction for the water main project.

Commissioner Kress Seconded.

In a roll call vote

Yes- Reese, Sather, Kress. Geray and Sando

Motion Carried.

ARPA:

Commissioner Reese makes the motion to approve the use of the ARPA Funds towards the Cost of the Water and Sewer Main project. Commissioner Sather seconded.

In a roll call vote

Yes- Kress, Geray, Sather, Reese, and Sando

Motion Carried

Finalize Interim Financing \$585K:

Commissioner Reese makes a motion to finalize the interim financing of \$585K for the Water/Sewer Main Project. Commissioner Sather seconded.

In a roll call vote

Yes- Kress, Geray, Reese, Sather, and Sando

Motion Carried.

Old Business:

Public Works FT Employee Candidate Recommendation.

- Bryan Hall
- Starting at \$19 and in 6 Months a .75 increase.

Commissioner Reese made the motion to hire Bryan Hall at the starting wage of \$19 with a probationary period of 6 months with a .75 Cent raise after the probationary period. Commissioner Kress seconded.

In a roll call vote

Yes- Sather, Reese, Kress, Geray, and Sando

Motion Carried.

Building Permit Process- Tabled.

HBC Ticket # 2021002- J.R., working on this

HBC Ticket # 2021004: started the process of cleaning the property last Tuesday March 29.

- Owner of property was present to plead her case. Stated that she has been working on it.
- Commissioner Reese's recommendation is to not get an extension.
- Recommended extension to Monday April 11, 2022. Then it comes to the Beautification Committee. There needs to be noticeable difference.
- Then it comes to Commission Meeting on Monday April 18, 2022. If it is not completely cleaned up, we will move forward with Roe and Joe.

Commissioner Reese makes the motion to approve the extension to April 18th, with the understanding from the citizen that if it is not complete to the city ordinance we will have a contractor come in and clean up the property with all expenses assessed to the property owner. Commissioner Kress seconded.

In a roll call vote

Yes- Geray, Reese, Sather, Kress, and Sando

Motion Carried.

HBC Ticket #2021007: Working with a buyer. They are in the process. Inspection is happening this week.

HBC Ticket # 2021005: Tabled

ND Community Foundation: Tabled

Railroad Park:

- 50 or 60 years ago there was a verbal agreement that the city could use this as a city park. Now they want \$4500 a year.
- We already mow this property, so if there is a charge to lease this then we will be charging to mow and take care of this.

Property Tax Exemption:

- According to NDCC this item does not qualify
- Not approved

Mural on MSCC: Still a work in progress. Bringing this to the HBA meeting on Tuesday April 12, 2022

Load Control (Electrical):

- Already in the budget.
- Need 700 receivers
 - \$94/each to install
 - Total cost less than \$100k
 - Purchased 300 and need another 400.

- All the receivers are inside each resident's home.

Commissioner Reese made the motion to move forward with the AMR Project. Commissioner Geray seconded.

In a roll call vote

Yes- Kress, Reese, Geray, Sather, and Sando

Motion Carried.

1881 Extraction Document: Tabled and work in progress

Brew Pub:

- After much discussion, a motion was made.

Commissioner Geray made a motion to approve the Goose River Brewing Liquor license and authorize Auditor Frederick to submit the City of Hillsboro liquor license to the State Office. Commissioner Sather seconded.

In a roll call vote

Yes- Geray, Kress, Sather

No- Reese

Abstain- Sando

Motion carried.

New Business: No new business

Citizens/Businesses Addressing the Commission – None

Adjournment:

Commissioner Sather moved to adjourn the meeting at 8:23pm. Commissioner Kress seconded. Motion carried.

Ashley Frederick
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 April 18, 2022, at Main Street Community Center.**