

DATE: 04/05/2021

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, Skager and Sather

Commissioners absent: None

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

Reading of the Minutes:

Commissioner Reese moved to approve the March 15, 2021 Regular City Commission Meeting Minutes and the March 24, 2021 Special City Commission Meeting Minutes. Commissioner Sather seconded.

Motion carried.

Presentation of Bills:

AP to be approved on 04/05/2021	As of 04/05/2021		
3D Specialties	signs- no engine brakes	\$153.28	24578
Advanced Business Methods	city hall- scanners	\$727.90	24579
Aramark	mop & rugs- city hall & armory	\$180.50	24580
Baum Bros Construction	Install Dutch Door- City Hall	\$3,275.00	24581
Berg, Doris	refund of deposit	\$25.00	24582
Border States Electric	(6) CT's for metering electric	\$7,784.87	24583
Business Essentials	calendar, staples, glue, envelopes	\$93.47	24584
Cardmember Services	tools, fuel, dues, computer, postage	\$2,075.10	24585
Curt's Lock & Key	WTP- door locks	\$5,724.55	24586
Cusip Global Services	GMEI/LEI setup/maintenance- bonding	\$392.00	24587
ECRWD	March 2021- raw water	\$6,289.00	24588
ESRI	mapping- utilities & streets	\$700.00	24589
Ferguson Waterworks	valves, couplers, fire hydrant-Jordahl	\$4,637.47	24590
Grainger	marking paint, casters	\$121.72	24591
H2O Innovation	WTP- filter membranes (35)	\$18,863.25	24592
Hawkins	chemicals, LMI pumps, teflon balls	\$2,093.56	24593
HEDC	Lodging Tax- Contribution	\$643.94	24594
Hillsboro Lumber	Com. Center- door, sealant, drill bits	\$1,267.77	24595
HTC	phone & internet	\$964.39	24596
Jet-Way	WTP- cleaned water intake tank	\$2,325.00	24597
Kress, Mike	April 2021- mowing	\$1,041.67	24598

Lawson	hardware	\$69.92	24599
Locators & Supplies Inc	flags & paint	\$107.61	24600
Loffler	March 2021 printing	\$74.74	24601
Microsoft Online	March 2021 online services	\$296.00	ACH
Midwest Pest Control	pest control and air fresh	\$143.00	24602
Millers Fresh Foods	Paper towels, TP, Kleenex, cups	\$25.78	24603
MRES	March 2021 meter count fees	\$1,371.60	24604
Nordick Construction	Armory- painting (halls, entry ways)	\$3,950.00	24605
North-Holt Electric Inc	240v svc 2nd st ne/2nd ave; elevator underground	\$10,781.00	24606
Olsen Hardware	grass seed, pvp pipe, tools	\$288.17	24607
Payment Service Network	Jan & Mar- fees	\$617.11	ACH
RMB	water testing	\$70.00	24608
Sanitation Products	spray nozzle & washers-sweeper	\$70.06	24609
Starion Bond Services	Bond Payments	\$398,086.25	24610
T&R Electric	transformer	\$394.00	24611
The Printers	2021 Pigskin Preview	\$85.00	24612
Traill County Treasurer	April 2021- sheriff	\$15,031.00	24613
USA Blue Book	water testing supplies	\$219.52	24614
Valley Plains Equipment	fitting, coupler, hose	\$58.43	24615
Total Accounts Payable		\$491,118.63	

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

City Commissioners Reports:

Commissioner Reese – Got the blessing of the Commission to gather more information for a trap shooting gun range by the city dump ground West of Hillsboro.

-Presented two possible fix options for the City Pool.

1. Do not open this summer and fix completely.
2. To cut out the current liner at the seams, fix the concrete that is cracked and leaking, seal and paint.
 - a. Estimated cost: \$50K
3. Cut out all concrete and fix the whole pool starting from new.
 - a. Estimated cost: \$300K

Commissioner Skager made a motion to allow commissioner Reese to have the current pool liner removed to evaluate the pool issues further. Commissioner Kress seconded. None said no. Motion carried.

Commissioner Reese made a motion to hire Kathy Duval back as he Pool Manager with a \$1/per hour raise. Commissioner Sather seconded. None said no. Motion carried.

PUBLIC HEARING FOR THE FINAL PLANT AND THE PLANNING AND ZONING CALLED TO ORDER AT 7PM

John Lowrey presented the City Commission with the Final Plat that needed signatures. He also asked for the approval of the final Plans and Specifications for the Riverwalk Development.

Commissioner Reese made a motion to approve the signing of the final plat for the Riverwalk development. Commissioner Sather seconded. On a roll call vote; Yes – Skager, Kress, Sather, Reese, Sando. Motion Carried.

Commissioner Sather made a motion to approve the rezoning of the Riverwalk Development as presented by the developer and John Lowery. Commissioner Kress seconded. On a roll call vote; Yes – Skager, Kress, Sather, Reese, Sando. Motion Carried.

Commissioner Reese made a motion to approve the first reading of the Amended Ordinance Section 6.0642 for the zoning which was read by Attorney John Juelson. Commissioner Kress seconded. On a roll call vote; Yes – Skager, Kress, Sather, Reese, Sando. Motion Carried.

Second reading will be held at the next City Commission Meeting on April 19, 2021.

Commissioner Skager made a motion to sign the Acceptance of the Wastewater Flows and Riverwalk Development letter as presented by Steve Swanson with AE2S. Commissioner Reese seconded. On a roll call vote; Yes- Skager, Kress, Sather, Reese, Sando. Motion Carried.

Commissioner Sather made a motion to accept the resolution for the plans and specifications. Commissioner Skager seconded. On a roll call vote; Yes-Skager, Kress, Sather, Reese, Sando. Motion carried.

Commissioner Reese made a motion to approve the resolution for advertisement of bids for the Riverwalk Development once Jon Lowrey and Steve Swanson get written or email notice from Neil with East Central Regional Water District, they are okay to advertise. Commissioner Kress seconded. On a roll call vote; Yes-Skager, Kress, Sather, Reese, Sando. Motion Carried.

Commissioner Reports Continued:

Commissioner Skager – Nothing to report.

Commissioner Kress – Has City Hall office staff order a digital camera. The camera arrived and him and Mike Lessard will start going around and taking pictures of blighted properties.

Commissioner Sather – Nothing to report.

Commissioner Sando – Mark Forseth, Auditor Frederick, and Deputy Auditor Bjorklund still working on and making good progress on the audit. They have weekly meetings with the state Auditors.

Commissioner Reese made a motion to have Auditor Frederick contact HTC to get WIFI in the Community Center. Commissioner Skager seconded. None said no. Motion Carried.

City Officers Reports:

Public Works Superintendent Anderson –Nothing to report.

City Attorney Juelson – Property Tax incentive agreement with Jordahl Custom Homes, needs the City of Hillsboro to approve the notice of consent, and signatures from the Commission to approve the transfer of a couple lots to Meridian Property Management. A company Mr. Jordahl owns himself.

Commissioner Reese made a motion to consent the transfer of property from Jordahl to Meridian Property Management. Commissioner Skager seconded. None said no. Motion carried.

City Auditor Frederick – Public Tree inventory email.

Commissioner Reese made a motion the approve the Tree Inventory be taken if there is no cost.

Commissioner Sather seconded. None said no. Motion carried.

-Ethnic group in Hillsboro would like to use the Community Center 2x-4x a month to sell food. They plan to take the proceeds down to their church in Texas.

Commissioner Sather made a motion to approve the use of the Community Center 2X a month at \$50 per use to serve food for a fund raiser for their church in Texas. Commissioner Kress seconded. On a roll call Yes-Skager, Kress, Sather, Reese, Sando. Motion Carried.

Trails County Sheriff's Department – Nothing to report.

Old Business:

-I29 Water Main- Swanson – Holding off on bidding the project until June due to a pipe shortage. May start the project in the Fall and finish Spring of 2022.

-Pavement Evaluation – Swanson – Presented a proposal letter to the commission to evaluate the streets, curb & gutters, and signs and put a plan together to start fixing high priority items next year. *Commissioner Reese made a motion to approve the proposals as presented by Steve Swanson with AE2S. Commissioner Skager seconded. On a roll call Yes-Skager, Kress, Sather, Reese, Sando.*

New Business:

-Tree Row by the baseball park -Sather – Talked to Management and owners of the property to get the tree row cleaned up.

Commissioner Reese made a motion to have Auditor Frederick send a certified letter informing the owners to clean up the wooded area. Commissioner Sather seconded. None said no. Motion carried.

Citizens/Businesses Addressing the Commission –

-Paul G. – asked if the city would like to purchase 10 flags from the HBA for their flag project like they did last year. The flags are \$35 per flag. Total for the cost of the flags would be \$350.

Commissioner Skager made a motion for the city to purchase 10 flags for the flag project at \$35 per flag. Commissioner Sather seconded. None said no. Motion carried.

-Chuck P. – Heard talks about Commissioner Sando putting a kitchen in his new Brewery and wanted to know if the planning and zoning is aware.

Commissioner Sando assured Midwest Inspections would be involved in making sure the proper inspections were being done.

Adjournment:

Commissioner Sather moved to adjourn the meeting at 7:50 PM. Commissioner Skager 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 19, 2021 at Main Street Community Center.**