

DATE: 08/1/2022

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: Reese, Sather, Kress, Geray, Evans

Commissioners Absent: None

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

Reading of the Minutes:

Commissioner Sather moved to approve the July 18, 2022, Regular City Commission Meeting Minutes. Commissioner Kress seconded. Motion carried.

Presentation of Bills

<u>AP to be approved on 8/1/2022</u>	<u>8/1/2022</u>	<u>Amount</u>	<u>Check #</u>
<u>Acme Tools</u>	<u>Parts</u>	<u>\$279.00</u>	<u>25795</u>
<u>Advanced Engineering</u>	<u>Riverwalk & GIS update</u>	<u>\$673.75</u>	<u>25796</u>
<u>Advanced Striping & Sealcoating</u>	<u>Asphalt patching</u>	<u>\$20,750.00</u>	<u>25797</u>
<u>Alicia's Cleaning Service</u>	<u>Cleaning Aug</u>	<u>\$600.00</u>	<u>25798</u>
<u>Aramark</u>	<u>Rugs & Mops</u>	<u>\$93.74</u>	<u>25799</u>
<u>Bank of North Dakota</u>	<u>Bond payments</u>	<u>\$205,455.00</u>	<u>25800</u>
<u>Border States Electric</u>	<u>Parts</u>	<u>\$2,821.20</u>	<u>25801</u>
<u>Cannon Technologies</u>	<u>Meters load control</u>	<u>\$78,624.00</u>	<u>25802</u>
<u>Core & Main</u>	<u>Valve box riser, tops</u>	<u>\$3,685.74</u>	<u>25803</u>
<u>Dakota Fence</u>	<u>Fence</u>	<u>\$4,206.00</u>	<u>25804</u>
<u>ECRWD</u>	<u>Raw Water</u>	<u>\$14,136.34</u>	<u>25805</u>
<u>Electric Pump</u>	<u>Float pump</u>	<u>\$50.00</u>	<u>25806</u>
<u>Evans, Nicole</u>	<u>NDLC Workshop</u>	<u>\$533.24</u>	<u>25807</u>
<u>Geray, Paul</u>	<u>NDLC Workshop</u>	<u>\$238.68</u>	<u>25808</u>
<u>Groven, David</u>	<u>Raise/level markers cemetery</u>	<u>\$2,000.00</u>	<u>25809</u>
<u>Halstad Telephone Company</u>	<u>Phones</u>	<u>\$967.49</u>	<u>25810</u>
<u>Hawkins</u>	<u>Chemical</u>	<u>\$10,018.24</u>	<u>25811</u>
<u>Hillsboro Economic Dev</u>	<u>Sales Tax July</u>	<u>\$9,259.83</u>	<u>25812</u>
<u>Hillsboro Economic Dev</u>	<u>Lodging Tax July</u>	<u>\$26.05</u>	<u>25813</u>
<u>Hillsboro Kiwanis Club</u>	<u>4th Qtr. dues</u>	<u>\$75.00</u>	<u>25814</u>
<u>Hillsboro Park Board</u>	<u>Rev/Share July</u>	<u>\$2,196.58</u>	<u>25815</u>
<u>Holcim -MWR Inc</u>	<u>Concrete work</u>	<u>\$1,530.00</u>	<u>25816</u>
<u>Loffler Companies Inc</u>	<u>June copies</u>	<u>\$151.78</u>	<u>25817</u>
<u>Mau, Simon</u>	<u>Mowing Contract</u>	<u>\$1,333.33</u>	<u>25818</u>
<u>MEI Engineering</u>	<u>Engineer Services Elec</u>	<u>\$2,000.00</u>	<u>25819</u>
<u>Missouri River Energy Services</u>	<u>AMI Meter fee</u>	<u>\$461.20</u>	<u>25820</u>
<u>NDLC</u>	<u>City Dues & workshop</u>	<u>\$1,783.00</u>	<u>25821</u>
<u>O'Day Equipment</u>	<u>Trouble with pumps</u>	<u>\$1,154.53</u>	<u>25822</u>
<u>Olsen Hardware</u>	<u>Pool & shop supplies</u>	<u>\$338.36</u>	<u>25823</u>
<u>Power plan - RDO</u>	<u>Backhoe Loader</u>	<u>\$727.05</u>	<u>25824</u>

<u>Railroad Mgmt. Company</u>	<u>License Fees</u>	<u>\$313.34</u>	<u>25825</u>
<u>Recreation Supply</u>	<u>Pool Cover</u>	<u>\$5,728.66</u>	<u>25826</u>
<u>RMB Environmental Lab</u>	<u>Testing</u>	<u>\$293.80</u>	<u>25827</u>
<u>Stuart C. Irby Company</u>	<u>Electric parts</u>	<u>\$7,819.84</u>	<u>25828</u>
<u>T & R Electric</u>	<u>Pad Mount</u>	<u>\$2,952.33</u>	<u>25829</u>
<u>Team Lab</u>	<u>Lift station cleaner</u>	<u>\$3,446.50</u>	<u>25830</u>
<u>Trall County Treasurer</u>	<u>Sheriff Contract Aug</u>	<u>\$17,254.08</u>	<u>25831</u>
<u>Valley Plains Equipment</u>	<u>Parts</u>	<u>\$85.35</u>	<u>25832</u>
<u>Verizon</u>	<u>Phones</u>	<u>\$337.51</u>	<u>25833</u>
		<u>\$404,400.54</u>	

Commissioner Kress moved to pay bills as presented. Commissioner Evans seconded. None voted no.

Motion carried

City Commissioners Reports:

Commissioner Sather:

- A thank you to Superintendent Anderson, his crew, and the crew that he brought in to get the patches done on the roads. Thanks for cutting the trees down.

Commissioner Kress:

- Cemetery looks good, and the flowers are still alive.

Commissioner Geray-

- HEDC – Met and approved the 5% coverage for the businesses fee on the Christmas Cash
- Beautification Committee- Nothing to report
- Electrical- Still a work in progress

Commissioner Evans-

- Had 2 separate meetings with AE2S
 - Pre con meeting for the watermain project.
 - Need a motion to approve a \$10K limit for Superintendent Anderson to sign off on the change orders

Commissioner Sather made a motion to approve a \$10K limit for Superintendent Anderson to sign off on the change orders for the I29 Water and Sewer Main Project. Commissioner Kress seconded the motion.

In a roll call vote

Yes- Geray, Kress, Sather, Evans, and Reese.

Motion carried.

Commissioner Reese:

- Pool is up and running, still no bids on replacements for the pipes.
- Forestry Grant is in. Need to line someone up for the removal of the trees.

City Officers Reports:

Public Works Superintendent Anderson:

- Started boring new electric lines across the interstate. Still waiting on some switch gear, should be here within 3 weeks. Things are moving optimistically fast.

City attorney Strom: Nothing to report

City Auditor Frederick: Nothing to report

Sheriff Hunt: Nothing to report

Beautification Ticket Items

- HBC Ticket # 2021005 13 S Main St:
 - Property owner Joyce is present and has asked for more time. She has done a lot of work.
 - Commissioners agreed to give her until the end of September and come back to the first meeting in October and give them an update.
- HBC Ticket # 2021002 206 4th Ave SE:
 - Superintendent Anderson will take care of the piles there and we can close this ticket
- HBC Ticket #2021004 103 4th St NE:

- Needs to be referred to collections.
-

Old Business:

City Wide Paving Project: No update

Building Permit Process: No Update

ND Community Foundation: Board meeting is set for early this month for more information.

Railroad Park Update: No update

Mural Contest: Looking into this a little bit more. The winner charges \$20/ square foot to paint it. Looking into some different options.

1881 Extraction Application for Tax Incentives: Moving forward and there will be a hearing at the next meeting.

Special Assessment Committee- Update on 3rd possible member:

- We have found a third member. Paul Brown.

Hillsboro Days Outdoor Drinking: Nothing to report.

2023 Budget Discussion: - Full budget discussion is available on our website under the YouTube tab.

Commissioner Sather made a motion for loan 141.5 with Bank of North Dakota for \$100K plus interest for the water tower. Commissioner Kress seconded the motion.

In a roll call vote.

Yes- Kress, Geray, Evans, Sather, and Reese.

Motion carried.

Commissioner Geray made the motion to approve the preliminary budget at a total of \$375,850 levied.

Commissioner Sather seconded the motion

In a roll call vote

Yes- Evans, Kress, Geray, Sather, and Reese.

Motion Carried.

New Business:

City Hall Business Hours

Commissioner Kress made the motion to keep summer and winter hours, with the City Hall office being closed to the public on Wednesday's at 1pm for catching up on projects and training purposes until the Jan 2023 when we reevaluate. Commissioner Sather seconded the motion.

In a roll call vote

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

Motion carried.

Demo Grant

- Commission is interested in this grant but tabled due to needing more time for review.

Magnets

- These would be magnets that we would send out to residents of Hillsboro with emergency phone numbers, Waste Management schedule etc.

Commissioner Kress made the motion to approve these magnets. Commissioner Geray seconded the motion.

In a roll call vote

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

Motion carried.

Citizens Addressing the Commission: None

Adjournment:

Commissioner Sather moved to adjourn the meeting at 8:32pm. Commissioner Kress seconded. Motion carried.

Ashley Frederick
City Auditor

Levi Reese
Commission President

**The next regular meeting of the Hillsboro Board of City Commissioners
will be at 6:30 PM on Monday August 15, 2022, at Main Street Community Center.**