

DATE: 02/07/2022

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.

Valley News Live TV Advertising opportunities – Marketing Rep Phyllis Marden:

- They have a lot of digital advertising along with all their stations.
- Godaddy.com – Buy the domain “more at 104” and link all advertising together.
- They can work with the city budget.
- Tabled to look on how it will fit in our budget.

Reading of the Minutes:

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

Presentation of Bills

AP to be approved on 02/07/2022	2/7/2022	Amount	Check #
Acme Tools GF	Scraper	\$ 99.98	25330
Aramark	Rugs & mops	\$ 170.46	25331
Bank Of North Dakota	Water & Wastewater bonds	\$ 19,455.00	25332
Banyon Data System	Service Support	\$ 3,110.00	25333
Border States	Parts	\$ 22.74	25334
Cardmember Service	Postage, podium,	\$ 553.84	25335
Core & Main	Gasket	\$ 27.44	25336
Cusip Global Services	Legal entity Name	\$ 91.00	25337
East Central Water District	Water Raw	\$ 6,136.91	25338
Evans Properties LLC (Sundae Brew)	Façade	\$ 4,345.59	25339
Goose River Heating	Gas Pipe/Install regulator shop	\$ 3,925.00	25340
Grainger	Carrying Case	\$ 46.27	25341
Grand Forks Welding & Machine	Pins	\$ 32.64	25342
Halstad Telephone	Phones	\$ 938.04	25343
Hawkins	Chemicals & demurrage	\$ 405.50	25344
Hillsboro Banner	Legals & Ads	\$ 751.23	25345
Hillsboro Economic Development	Sales Tax	\$ 6,824.40	25346
Hillsboro Economic Development	Sales Tax correction 2021	\$ 45,565.93	25347
Hillsboro Economic Development	Lodging Tax	\$ 102.86	25348
Hillsboro Kiwanis	Membership dues	\$ 75.00	25349
Hillsboro Lumber	Treated wood	\$ 19.36	25350
Hillsboro Park Board	Revenue Sharing	\$ 1,872.47	25351
Stephanie & Zachary Hinkle	Mailbox	\$ 45.45	25352
KRJB-FM	Energy Ads & Wrestling	\$ 689.00	25353
Lawson Products	Parts	\$ 526.18	25354

Loffler	January Copies	\$ 116.69	25355
Lovro Electric	Fix Loose neutral line	\$ 80.00	25356
Wayne Manthey	Snow Removal Dec & Jan	\$ 1,877.46	25357
Micheal Todd & Company	Center Punch Blade for snow blower	\$ 664.66	25358
Midwest Pest Control	Fire hall, Armory & Gen Plant	\$ 313.00	25359
Miller's Fresh Foods	Supplies Office	\$ 3.99	25360
Missouri River Energy Services	AMI meter count fee Jan	\$ 375.80	25361
ND One Call	Locates Jan	\$ 1.25	25362
Michelle Nelson	Refund of Meter Deposit	\$ 67.69	25363
Nodak Electric	Installed Voltage Recorder	\$ 196.12	25364
Northwest Tire	Tire Repair	\$ 53.18	25365
Olsen Hardware	Batteries, toliet brushes, circuit break	\$ 135.34	25366
Payment Service Network	January Fees	\$ 366.93	ACH
RMB Enviromental Lab	Water Testing	\$ 240.00	25368
Sellin Brothers	RW payment #7	\$ 108,897.62	25369
Jeanne Stigen	Refund of Meter Deposit	\$ 84.58	25370
Swanston Equipment	Blade	\$ 1,702.45	25371
Sonia Trinidad	Armory Cleaning January	\$ 255.00	25372
Valley Plains	Parts	\$ 22.39	25373
Verizon	Phones	\$ 962.34	25374
Jewel Wadholm	Refund of Meter Deposit	\$ 86.61	25375
Waste Management	Roll offs	\$ 2,400.22	25376
Workers Comp ND	Annual premium	\$ 4,414.69	25377
Wright Implement	Chain	\$ 391.89	25378
		\$ 219,542.19	

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

City Commissioners Reports:

Commissioner Geray- Nothing to report.

Commissioner Kress – Nothing to report

Commissioner Sather - Snowmobile trailer on Loyal Ave, Drift is getting bigger and should be moved right away.

Commissioner Reese - Quote for the pool cover \$6500. Commissioner Reese makes the motion to approve the pool cover.

Commissioner Reese made the motion to approve the pool cover, Commissioner Kress seconded.

In a roll call vote

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

Motion Carried.

- Citizen had mentioned sidewalks not getting cleaned. Main Street and over by the school.
- Businesses that are not open need to keep their sidewalks cleaned.

Commissioner Sando:

- Hillsboro airport got the North Dakota general aviation of the year award. Will be receiving that the 8th of March.
- Writing a Proclamation on job well done.

Commissioner made the motion to write the proclamation of a job well done, Commissioner Sather seconded.

In a roll call vote.

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

Motion Carried

City Officers Reports:

Public Works Superintendent Anderson – Nothing to report.

City Attorney Juelson

- Talking with the Bersch's about nonresident utility agreement. Still a work in progress. First meeting in March, there will be revisions out and they will be present to talk about them.
- Followed up with Brandon Mueller regarding the 1881 extraction. Continues to be a work in progress.

Auditor Frederick- Nothing to report.

Sheriff Hunt – Nothing to report.

City Engineer Swanson:

- Water and sewer project still waiting on USDA to approve our advertising for bid.
- Rejuvenation Grant – Abby is looking into.
- 36 different grants programs.
- Abby will have more on that in two weeks.

Old Business:

City wide paving project overview- Taylor Amiot AE2S – A pavement analysis was completed, and streets are in mainly fair condition. The total estimated cost of City-Wide paving project is about \$12 Million. There may be some grants available. Abby with AE2S is looking into those and will have more about grant Funding at the February 22 City Commission Meeting. President Sando and Commissioner Sather are going to reach out to the County and get on the Agenda for the February 15th County Commission Meeting to Discuss a cost share for Caledonia Avenue. More information will be given at the February 22nd Commission meeting.

Public Works water/wastewater certification pay incentive - This will be monitor this, keep it on our radar and revisit if necessary.

HBC Ticket #2021002- 206 4th Ave SE – Waiting for final countdown. 1st of March in the deadline.

HBC Ticket # 2021004- 105 4th Ave NE- Waiting for final countdown 1st of March in the deadline.

HBC Ticket #2021007- 322 1st Ave NW- No buyer yet. Still a work in progress.

Building Permit Process: Tabled until next meeting.

Liquor License process revamping - Commissioner Reese presented new liquor license forms back in November of 2020. After review Attorney Juelson asked the Auditor's office to break them down in three different licenses.

Commissioner Reese makes a motion to approve the new liquor applications in three separate forms: New Application, Renewal Application, and Liquor License Transfer. Commissioner Kress seconded.

In a roll call vote

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

Motion Carried.

Food Truck Ordinance #528 Update- 2nd Reading:

Commissioner Reese moves for a second reading of the food truck ordinance, Commissioner Geray seconded.

In a roll call vote

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

Motion Carried

ND Community Foundation- Hillsboro's revised Agreement.

- City Attorney Juelson
 - Pool committee must have someone apply for application fund.
 - The Foundation wants a 5-year review.
 - Funds could go to recreational facilities in Hillsboro.
 - 501C3 Foundation allows people to donate funds to the pool if they would like as well.
 - Commissioner Reese suggest the use of the Recreational district as the pool committee.
 - Reese volunteered to Sit down and talk with Tony make sure he is okay with the way the contract is written up.

ND Pedestrian Bridge Documents:

- There are 3 different options. If you like to hear all the options a recording of the meeting is found on our website under YouTube videos.

Commissioner Reese would like to make a resolution to approve the project and want option C, Commissioner Sather seconded.

In a roll call vote

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

Motion carried.

New Business.

Living Local App from Kat & Company:

- Auditor Frederick presents.
 - Paula Suda said that HEDC approved of this app if someone could update their section for them as they don't have many updates.
 - Free for the next 2 years. In 2 years, we could figure out if this is something the city would like to keep using.
 - One place for the community can go to find City wide information.
- Commissioners Reese and Geray do not think we should take the lead on this at this time.

Commissioner Sather makes the motion to approve the living local app, Commissioner Kress seconded.

In a roll call vote.

Yes- Sather, Kress, Sando

No- Reese, Geray

Motioned Carried.

Building Incentives for River Walk Development - Tabled until next meetings on Tuesday February 22, 2022.

Gaming Site Authorization form approval for Goose River Rewiring - Commissioner Reese would like the application to reflect the current date and year, not the date of 11-1-2021 as shown on application.

Commissioner Kress makes a motion to approve the site authorization contingent on the date being changed to current date and year. Commissioner Sather seconded.

In a roll call vote

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

Motion Carried.

WAPA Exhibits B&C Update Approval of Signatures:

- City Attorney Juelson has reviewed the documents and he said they are good.

Commissioner Reese makes a motion to approve the WAPA Exhibits B&C and signature approval.

Commissioner Kress seconded.

In a roll call vote

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

Motion Carried.

River Walk Last Minute Documents -Tabled until next commission meeting.

Goose River Brewery Liquor License Discussion for Modified Liquor Licensing.

- Opening the front part of the brewery, no food will be served until after the health inspections are done.
- Commission has approved that Auditor Frederick can give liquor license.
- Full discussion is available on our website under YouTube tab.

Citizens/Businesses Addressing the Commission – none

Adjournment:

Commissioner Sather moved to adjourn the meeting at 9:15pm PM. 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 Tuesday February 22, 2022, at Main Street Community Center.**