

DATE: 06/07/2021

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 May 17, 2021 Regular City Commission Meeting Minutes.

Commissioner Sather seconded. Motion carried.

Presentation of Bills:

AP to be approved on 06/07/2021	As of 06/07/2021		
Acme Tools	rental- hammer drill, coring drill bit	\$93.50	24725
Alpine Mechanical LLC	Pool- liner, vacuum, pressure wash	\$9,534.63	24726
Aramark	mops & rugs	\$90.25	24727
Banyon Data	Property Mgmt & PSN support	\$975.00	24728
Baum Bros. Construction	MSCC- install door	\$1,141.67	24729
Border States Electric	insulated mittens, elec. Supplies	\$470.95	24730
Browne, Benjamin	refund of meter deposit	\$98.87	24731
Cardmember Services	computers, conference stay, supplies	\$1,306.12	24732
Deere Credit	JD 6195R lease	\$4,977.50	24733
ECRWD	MAY 2021 raw water	\$8,309.28	24734
Erickson Agency Inc	Airport endorsement- flight simulator	\$3.00	24735
Farnams	supplies	\$24.96	24736
Ferguson Enterprises	manhole- form and lid	\$468.35	24737
Goose River Bank	Pool- opening cash	\$50.00	24738
Grainger	green marking paint	\$44.88	24739
Grand Forks Welding & Machine	repair endgate	\$99.90	24740
H2O Innovation	Lavasol	\$1,110.79	24741
Hawkins	chemicals	\$7,474.60	24742
Hillsboro Airport Authority	May 2021 contribution	\$413.04	24743
Hillsboro Economic Development	lodging tax	\$816.31	24744
Hillsboro Lumber	Quickcrete	\$12.83	24745
HTC	telephone & internet	\$889.31	24746
Kress, Mike	June mowing contract	\$1,041.67	24747
Larson Welding & Machine Co	manufacture lid, treaded rods & cross shafts	\$4,462.06	24748
Lawson Products	hardware	\$58.49	24749
Loffler	May 2021 copies, alarm monitoring fees	\$147.99	24750
Microsoft Online	May online services	\$296.00	659e
Midwest Pest	pest control	\$223.00	24751

Miller's Fresh Foods	dish soap, kleenex	\$14.41	24752
MRES	May 2021- ami meter count fee	\$372.60	24753
Nathan, Fara	Budget billing- credit refund	\$3,200.03	24754
O'Day	service call- allarm on fuel guage system	\$340.00	24755
Olsen Hardware	supplies	\$413.14	24756
Protech Contracting Services Inc	Pool- abrasive blast	\$7,500.00	24757
PSN	May 2021 fees	\$321.42	673E
Rec Supply	Pool- rake, lid	\$113.32	24758
RMB	water testing	\$145.00	24759
Sorum Oil	fuel	\$1,006.72	24760
Team Lab	road patch, ez dose it, crack filler	\$17,946.00	24761
Traill County Treasurer	June Sheriff Contract	\$15,031.00	24762
USA Blue Book	WTP supplies	\$253.41	24763
Van Diest Supply Company	E-2 herbicide, Altosid XR briquets	\$4,771.50	24764
Wright Implement	battery	\$54.95	24765
Total Accounts Payable		\$96,118.45	
6/3/2021	Wire-Transfer		
Sani-Tred	Pool- Caulking and fillers	\$12,891.40	672e

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

City Commissioners Reports:

Commissioner Reese – Hopeful to have the pool open by Hillsboro Days.

Commissioner Reese made a motion to keep the pool fees the same as 2020 pool fees. Commissioner Skager seconded. Roll Call Vote; Yes – Skager, Kress, Sather, Reese, Sando Motion carried.

Seen Waste Management pull down another Century Link cable and got a hold of the CFO and it will be taken care of.

Commissioner Skager – Nothing to report.

Commissioner Kress – Stove and freezer will be about \$850 through Olson's.

- There will need to be a variance approved through P&Z and the Commission before a building permit can be approved for a project in town.

Commissioner Sather – Nothing to report.

Commissioner Sando – Simulator is up and running.

City Officers Reports:

Public Works Superintendent Anderson – Nothing to report.

City Attorney Juelson – Need signatures for Water Supply Agreement and Riverwalk Developer's Agreement that was approved on March 1, 2021.

Commissioner Reese made a motion to approve the signing of the East Central Water Supply Agreement and the Riverwalk Developer's Agreement that was approved on March 1, 2021. Commissioner Skager seconded. In a Roll Call Vote; Yes- Skager, Kress, Sather, Reese, Sando. Motion Carried.

City Auditor Frederick – Would like to consider going from two meetings a month to one meeting a month.

-We were supposed to get a draft report from the State Auditors, but they are still having a few things they are working on. Should get a draft report by the end of the week.

Old Business:

Aggie Foundation- After much discussion:

Commissioner Reese made a motion to approve the Site Authorization for the Aggie Foundation to provide gaming for Tap That. Commissioner Sather seconded. In a Roll Call vote; Yes – Skager, Kress, Sather, Reese, Sando. Motion Carried.

New Business:

1st Reading – Sundae Brew – Pace Loan Match – *Commissioner Reese made a motion to approve the 1st reading of the Pace Loan Match for Sundae Brew. Commissioner Sather seconded. Roll Call Vote; Yes – Skager, Kress, Sather, Reese, Sando Motion Carried.*

Riverwalk Bid Award – Lowery requests a Conditional Approval of notice of reward of contract to Sellin Brothers Inc.

Commissioner Reese made a motion to approve a conditional approval of notice of reward of contract to Sellin Brother's Inc. until the LOC is at the Auditor's Office. Commissioner Skager seconded. Roll Call Vote; Yes – Skager, Kress, Sather, Reese, Sando. Motion carried.

Façade Grant Approval – Craig Rothfusz, DDS – *Commissioner Reese made a motion to approve a Façade Grant for the Hillsboro Dental office run by Craig Rothfusz, DDS. In the amount of the \$5K. Commissioner Sather seconded. In a Roll Call Vote; Yes – Skager, Kress, Sather, Reese, Sando. Motion Carried.*

Trails County Equalization Assessor Letter questionnaire – No applications were submitted for the City Assessor position posted after the May 17, 2021, Commission Meeting. Auditor Frederick received a letter from the Trails County Tax Equalization office asking the city's feelings on the County holding the Residential Assessor. They already hold the Assessor position for Commercial Assessments.

Commissioner Reese made a motion to send a letter of support to Trails County for them to hold the Residential Assessor at the County level. Commissioner Skager seconded. On a Roll Call Vote; Yes – Skager, Kress, Sather, Reese, Sando. Motion carried.

Liquor License Amendment – Microbrew Pub – Attorney Juelson presented some documentation option for the commissioners – regarding a Microbrew Pub Liquor License Amendment. Juelson suggests the Commissioners take the documents home, read over them, and we can have a discussion and first reading at the Commissioner meeting on June 21, 2021.

Hillsboro Days Liqueured License Transfers – *Commissioner Reese made a motion to approve Liquor License Transfers for the Vets Club on June 18, 2021, for the parking lot party and for the Vets Club, Tap That, and A&R Bar on June 19, 2021, for the Hillsboro Day's Street dance. Commissioner Kress seconded. Roll Call Vote; Yes – Skager, Kress, Sather, Reese, Sando. Motion carried.*

Gaming Site Authorization Forms Approval – *Commissioner Reese made a motion to Approve HEDC Site Authorization at the A&R Bar. Commissioner Skager seconded. In a Roll Call Vote; Yes – Skager, Kress, Sather, Reese, Sando. Motion carried.*

Shipping Containers for Storage – Approve or Disapprove – *Commissioner Reese made a motion to approve Attorney's John Juelson, J.R. Strom, and Auditor Frederick to draft an ordinance stating shipping or Storage Containers are not allowed on residential property unless being used as a temporary storage for no more than 3 months as of June 7, 2021, with a building permit in place. Anything shipping or storage containers already in place prior to June 7, 2021, will be grandfathered in. Commissioner Skager seconded. Roll Call Vote; Yes – Skager, Kress, Sather, Reese, Sando. Motion Carried.*

Commissioner Shawn Skager's Letter of Resignation – Commissioner Skager stated he appreciates the learning opportunity and will miss Hillsboro.

Commissioner Reese made a motion to accept Commissioner Skager's Letter of Resignation to go into effect July 9th. Commissioner Sather seconded. In a Roll Call Vote; Yes – Kress, Sather, Reese, Sando. Abstained – Skager. Motion carried.

Citizens/Businesses Addressing the Commission –

Adjournment:

Commissioner Reese moved to adjourn the meeting at 8:25 PM. Commissioner Sather 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 June 21, 2021, at Main Street Community Center.**