

DATE: 6/3/2024

TIME: 6:30PM

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

Commissioners present: Geray, Pohlkamp, Sather, Evans (call in), Reese

Commissioners Absent: None

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

Reading of the Minutes:

Commissioner Geray made the motion to approve the May 20th, 2024, regular Commission minutes. Commissioner Sather seconded the motion.

None voted no

Motion carried.

| A P to be approved on 6/3/2024 | PAID on 6/3/2024 | FUND | Amount |
|---------------------------------------|--|-------------------------|--------------------|
| ALICIA'S CLEANING | CLEANING | GEN, MSCC | \$300.00 |
| BANYON DATA SYSTEM | CEMETERY,PSN,SPECIAL ASSESSMENT SUPORT | W, S,E,GEN, CEMETERY | \$975.00 |
| BORDER STATES | SUPPLIES | ELECT | \$2,989.75 |
| CLARITY GREENHOUSE | PLANTS | GEN | \$668.38 |
| COLE PAPER | GARBAGE BAGS | MSCC, ARMORY | \$102.00 |
| EGGERMONT, CASEY | SATISFACTON OF MORTGAGE | GEN | \$20.00 |
| GRAINGER | SUPPLIES | W,S,E,ST | \$94.34 |
| HALSTAD TELEPHONE | INTERNET | GEN, FIRE, MSCC, ARMORY | \$852.43 |
| HAWKINS | CHEMICAL | WATER | \$10,129.08 |
| HBA | SPONSORSHIP OF KIDS GAMES | SALES TAX | \$500.00 |
| HILLSBORO ECONOMIC DEV | CONTRIBUTION SALES TAX | SALES TAX | \$14,558.59 |
| HILLSBORO ECONOMIC DEV | LODGING TAX MAY | SALES TAX | \$31.62 |
| HILLSBORO FIRE DEPT | YEARLY BUDGET PAYOUT | FIRE | \$9,100.00 |
| HILLSBORO PARK BOARD | REVENUE SHARING MAY | PARK | \$2,983.85 |
| HILLSBORO PUBLIC SCHOOL | 2024 BUDGET PAYOUT | SALES TAX | \$8,149.67 |
| IIA LIFTING SERVICES | INSPECTION SERVICES | ELECT | \$972.90 |
| MIDWEST INSPECTION | PERMIT 24-007 | GEN | \$5,485.63 |
| MIDWEST INSPECTION | PERMIT 24-033 | GEN | \$4,024.69 |
| MIDWEST PEST | ANTS | GEN | \$110.00 |
| MISSOURI RIVER ENERGY | ANNUAL MEETING/AMI MAY | ELECT | \$550.00 |
| NAPA | SUPPLIES | W,S,E,ST | \$79.16 |
| OLSEN HARDWARE | PARTS/SUPPLIES | W,S,E,ST | \$90.95 |
| RUST SALES INC | PARTS vac trailer | | \$569.67 |
| SIMON LAWN CARE | MOWING CONTRACT APRIL/MAY | CEMETERY | \$3,428.58 |
| SORUM OIL | FUEL | W,S,E,ST | \$525.64 |
| TOTAL AG INDUSTRIES | PARTS vac trailer | W,S,E,ST | \$146.79 |
| TRAILL COUNTY EQUALIZATION | 2024 ASSESSMENT BILL | GEN | \$14,960.00 |
| VERIZON | PHONE | GEN, W,S,E,ST | \$503.53 |
| | | TOTAL | \$82,902.25 |

Presentation of Bills

Commissioner Sather made the motion to pay the bills as presented. Commissioner Pohlkamp seconded.

All voted yes

None voted no

Motion carried.

City Commissioners Reports:

Commissioner Sather:

- Nothing to report

Commissioner Evans:

- Airport-
 - Ramp construction delayed due to rain
 - Simulator use is increasing from local pilots and UND students
 - Discussion about a Fly in- more information next meeting

Commissioner Geray:

- Elect:
 - Had a couple meetings with Sam Jones and others from MRES to discuss help with electrical projects
 - Looking into future projects
 - 2 projects
 - Boring by Wright's repair to eliminate overhead
 - Feeder tie between sub trail and Hillsboro Sub to back feed water plant and generators
 - Has a bid for 21,025 for the 2 projects

Commissioner Sather made the motion to approve the bid for electrical work to be completed as presented.

Commissioner Pohlkamp seconded.

Roll Call

Yes: Sather, Evans, Pohlkamp, Reese, Geray

None voted no

Motion carried

Commissioner Pohlkamp:

- No update on dogs

Commissioner Reese:

- ND Forestry grant – letters sent out and received some responses back
- Ordering water bags for new trees
- Had a few interviews for Linemen
- Public works employee- still looking
- Public works is asking for an additional summer employee

Commissioner Geray made the motion to approve the hiring of summer help and will reevaluate if a full time employee is hired with the normal raise for returning employee. Commissioner Sather seconded.

Roll Call

Yes: Sather, Evans, Pohlkamp, Reese, Geray

None voted no

Motion carried

Commissioner Sather made the motion raise the starting Public Works summer help to \$17.

Motion dies due to lack of a second

Commissioner Sather made the motion to raise the returning summer public works employees to \$18. Commissioner Pohlkamp seconded.

Roll Call

Yes: Sather, Evans, Pohlkamp, Reese, Geray

None voted no

Motion carried

- Interest in help if Hillsboro has to house dogs, \$7,500 for used prebuilt kennel
- Kathy reached out to Levi and would be willing to manage pool again, but does not want to clean pool, word around town was negative and is now not willing to open. Levi will reach out to her
 - Offer \$30 hr
 - Offer the legion team a stipend for helping clean
 - Hours will be changed

Commissioner Pohlkamp made the motion to approve \$30hr for pool manager. Commissioner Sather seconded.

Roll Call

Yes: Sather, Evans, Pohlkamp, Reese, Geray

None voted no

Motion carried

- Grass letters were sent out to residents- 5 days to take care of lawn, after 5 days the city will cut at expense of property owner

City Officers Reports:

Public Works Director Anderson:

- Absent

City Attorney Strom:

- Nothing to report

City Auditor Eggermont:

- Heritage

Sheriff's Office Steve Hunt:

- Dog issues

City Engineer Swanson:

- None at this time- all covered by the RRVWSP

BC Tickets:

- No changes
- Court dates are coming up will update when new info occurs

Old Business:

Storage container ordinance

- Second read and final reading

Commissioner Sather made the motion to approve the second reading of the Storage Container Ordinance #534.

Commissioner Geray seconded.

Roll Call

Yes: Sather, Evans, Pohlkamp, Reese, Geray

None voted no

Motion carried

Social media archiving

- Quote sent from Civic Plus
- Ability to keep data even if it is possibly deleted
- Ask league of cities thoughts on this

Audit 2023

- Move forward with Eide Bailey tentative schedule July 2024 \$30,000-\$35,000 with a 2-3 month turnaround
- No response from State

New Business:

2024 renaissance Zone- Olsen's Hardware

- Main point of contact at the State is out of the office
- Multiple steps
- Income tax- yes
- Property tax-
- Will talk to applicant

Commissioner Sather made the motion to approve the application as is. Commissioner Geray seconded.

Roll Call

Yes: Sather, Evans, Pohlkamp, Reese, Geray

None voted no

Motion carried

Public works Superintendent position

- Interviewed May 27th
 - Recommend the hiring of Sheena Schmeets
 - \$75,000 offering salary

Commissioner Pohlkamp made the motion to offer the public works superintendent position to Sheena Schmeets at \$75,000. Commissioner Sather seconded.

Roll Call

Yes: Sather, Evans, Pohlkamp, Reese, Geray

None voted no

Motion carried

Special event permits

- Rookery Rock Winery
- Hillsboro Vet's Club- wedding
- Hillsboro Vet's Club- Hillsboro Days

Commissioner Sather made the motion to approve the first read of the Storage Container Ordinance #534.

Commissioner Evans seconded.

Roll Call

Yes: Sather, Evans, Pohlkamp, Reese, Geray

None voted no

Motion carried

Resilution allowing consumption of alcoholic beverages on public rights of way for Hillsboro days 2024

That under Ordinance 13.0416, the City authorizes the consumption of alcoholic beverages on the below public rights-of-way under the following terms:

- This authorization shall only be in effect for the following times and dates:
 - Thursday, June 13, 2024, from 4:30pm to Friday, June 14, 2024, at 2:00am.
 - Friday, June 14, 2024, from 5:00pm to Saturday, June 15, 2024, at 2:00am.
 - Saturday, June 15, 2024, from 11:00am to Sunday, June 16, 2024, at 2:00am.
- The consumption of alcoholic beverages shall only be allowed on the following public sidewalks and cross walks connecting each sidewalk, but not the streets or avenue themselves:
 - The southern sidewalk of West Caledonia Avenue starting at 121 West Caledonia Avenue (commonly known as the Vets Club) to the west side of Main Street.
 - The northern sidewalk of West Caledonia Avenue starting at 24 West Caledonia Avenue (commonly known as Goose River Brewery) to the west side of Main Street.
 - The western and eastern sidewalks, as well as Railroad Park, starting at 111 North Main Street (commonly known as A&R Bar) to 15 South Main Street (commonly known as Tap That Bar).
- The consumption of alcoholic beverages shall also be allowed on those streets, avenues, and sidewalks that are fenced off and closed for the Hillsboro Days street dance or similar activities.
- This authorization shall be limited to the consumption of alcoholic beverages in non-glass containers. Absolutely no glass containers will be used for the consumption of alcoholic beverages on any public rights-of-way.

All other ordinances and laws regulating the consumption of alcohol, including the prohibition of consumption by persons under twenty-one years of age, remain in full force and effect including all penalties and fines.

Commissioner Geray made the motion to approve the resolution for Hillsboro Days 2024. Commissioner Evans seconded.

Roll Call

Yes: Sather, Evans, Pohlkamp, Reese, Geray

None voted no

Motion carried

Citizen address the commission:

Rick:

- Mowing – do not blow clippings into street

Vonie:

- Upset about publication that was in the Banner
- Road maintenance on gravel road south of city
 - Who owns/maintains the road township or city\

Ray:

- Agreement with Vonie road should be looked at

Announcement/Friendly reminders

- Hillsboro days June 13-16
- Please put sump pump hoses outside and not in inside sewer drain

Adjournment:

Commissioner Sather made a motion to adjourn the meeting at 8:30pm. Commissioner Pohlkamp seconded the motion.

All voted Yes

None vote no

Motion carried.

Casey Eggermont
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, July 1st, 2024 at Main Street Community Center.**