

DATE: 05/16/2022

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, Kress, Sather, and Geray

Commissioners Kress

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

**Reading of the Minutes:**

Commissioner Sather moved to approve the May 2, 2022, Regular City Commission Meeting Minutes. Commissioner Geray seconded. Motion carried.

**Presentation of Bills**

<u>AP to be approved on</u> <u>05/16/2022</u>	<u>5/16/2022</u>	<u>Amount</u>	<u>Check #</u>	
<u>Advanced Engineering</u>	<u>Watermain Replacement</u>	<u>\$6,950.75</u>	<u>25566</u>	
<u>Andresen, Andres J.</u>	<u>Beautification Comm</u>	<u>\$200.00</u>	<u>25567</u>	
<u>Aramark</u>	<u>Rugs &amp; Mops</u>	<u>\$93.74</u>	<u>25568</u>	
<u>Bell Bank Wealth Mgmt</u>	<u>Bank Fees</u>	<u>\$1,563.76</u>	<u>770e</u>	
<u>Border States</u>	<u>Wire</u>	<u>\$3,094.23</u>	<u>25569</u>	
<u>Brite-Way Window Cleaning</u>	<u>Window cleaning CH</u>	<u>\$51.00</u>	<u>25570</u>	
<u>Celina Tent</u>	<u>Tent</u>	<u>\$20,800.87</u>	<u>771e</u>	
<u>Dakota Natural Gas</u>	<u>NG shop</u>	<u>\$224.57</u>	<u>25571</u>	
<u>Electric Pump</u>	<u>Lift Station</u>	<u>\$2,064.00</u>	<u>25572</u>	
<u>Ewing Oil</u>	<u>Fuel</u>	<u>\$333.17</u>	<u>25573</u>	
<u>Ferguson Waterworks</u>	<u>Meter</u>	<u>\$111.54</u>	<u>25574</u>	
<u>Grainger</u>	<u>Parts</u>	<u>\$87.72</u>	<u>25575</u>	
<u>Hawkins</u>	<u>Chemicals</u>	<u>\$2,554.24</u>	<u>25576</u>	
<u>Hillsboro Airport Authority</u>	<u>April Contribution</u>	<u>\$72.26</u>	<u>25577</u>	
<u>Hillsboro Banner</u>	<u>Legals/Ads, Env</u>	<u>\$3,279.45</u>	<u>25578</u>	
<u>Hillsboro Body Shop</u>	<u>Repairs</u>	<u>\$4,219.55</u>	<u>25579</u>	
<u>Hillsboro Lumber</u>	<u>Shelf brackets</u>	<u>\$4.32</u>	<u>25580</u>	
<u>Johnson, Eric</u>	<u>Beautification Comm</u>	<u>\$200.00</u>	<u>25581</u>	
<u>Kress, Mike</u>	<u>Beautification Comm</u>	<u>\$200.00</u>	<u>25582</u>	
<u>KRJB</u>	<u>Power Ads, Spring sports</u>	<u>\$2,048.90</u>	<u>25583</u>	
<u>Lawson</u>	<u>Parts</u>	<u>\$86.51</u>	<u>25584</u>	
<u>Loffler</u>	<u>Copies April</u>	<u>\$407.07</u>	<u>25585</u>	
<u>Lovro Electric</u>	<u>LED shop, ripple con</u>	<u>\$825.00</u>	<u>25586</u>	
<u>Midwest Inspections</u>	<u>Building Permit Fee</u>	<u>\$16,644.37</u>	<u>25587</u>	
<u>Midwest Pest Control</u>	<u>Pest Control</u>	<u>\$178.00</u>	<u>25588</u>	
<u>MRES</u>	<u>Energy Charge</u>	<u>\$144,313.32</u>	<u>772e</u>	
<u>NAPA Central</u>	<u>Parts</u>	<u>\$879.68</u>	<u>25589</u>	
<u>ND One Call</u>	<u>Locates April</u>	<u>\$10.40</u>	<u>25590</u>	
<u>Paulson Gravel Service</u>	<u>Road gravel shop</u>	<u>\$640.00</u>	<u>25591</u>	
<u>Payment Service Network</u>	<u>April Statement</u>	<u>\$387.77</u>	<u>773e</u>	

<u>Premium Waters</u>	<u>Water</u>	<u>\$84.57</u>	<u>25592</u>	
<u>Reese, Levi</u>	<u>Beautification Comm</u>	<u>\$200.00</u>	<u>25593</u>	
<u>Smelden, Adam</u>	<u>Beautification Comm</u>	<u>\$200.00</u>	<u>25594</u>	
<u>Team Lab</u>	<u>Chemicals WTP</u>	<u>\$2,411.00</u>	<u>25595</u>	
<u>Van Diest Supply Company</u>	<u>Briquets</u>	<u>\$6,300.80</u>	<u>25596</u>	
<u>Vettel, Cindy</u>	<u>Refund deposit</u>	<u>\$50.00</u>	<u>25597</u>	
<u>Waste Management</u>	<u>Trash, Roll offs</u>	<u>\$25,846.64</u>	<u>25598</u>	
		<u>\$247,619.20</u>		

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

**City Commissioners Reports:**

Commissioner Geray: Nothing to report

Commissioner Sather: Nothing to report.

Commissioner Reese:

- Pool needs to be cleaned out. Water went halfway up the pool building.
- Donation/gift was given from the Grandin Civic Club fund of \$5K for swimming pool passes and lessons for Children in need.

Commissioner Sando-

- Airport- New procedure for the replacement of new airport authority members.

**City Officers Reports:**

Public Works Superintendent Anderson Nothing to report

City Attorney Juelson- Nothing to report

Auditor Frederick-

- Administrative assistant Myers got all the maps put in envelopes and will be sent out in the mail Tuesday May 17, 2022.

**HBC Ticket # 2021002- 206 4<sup>th</sup> Ave SE:**

- Waiting on this one, there has been some progress there. Has been forwarded on to the Sheriff department.

**HBC Ticket # 2021004- 105 4<sup>th</sup> St NE:**

- Property owner had called Commissioner Kress and Commissioner Reese over to come look at the property.
- Beautification Committee decided to leave this Ticket open for the time being.
- The property has been forwarded to the Sheriff department.

**HBC Ticket # 2021005- 13 S Main St:**

- Deadline June 30<sup>th</sup>. Property owner has been working on it.

**HBC Ticket # 2021007- 322 1<sup>st</sup> Ave NW**

- This ticket has been closed.

**Old Business:**

**City Wide Paving Project:**

- Waiting for the maps to come back.
- Superintendent Anderson, AE2S's Steve Swanson, and Commissioner Dave Sather plan to meet up and go over some bad spots in town to see what can be patched until next Summer.

**Building Permit Process recommendation from P&Z:**

- Commissioners would like Kress to make a bullet point list of what P&Z will do and what MIS will inspect and present it at the next Commission Meeting.

**ND Community Foundation:** No updates.

**Railroad Park:** Email letter, and check have been sent. Unfortunately, there is no timeline.

**Mural Contest:** Contest is still open.

**1881 Extraction Document:**

- City Auditor Frederick will send documents out to the state for approval there before the commission approves.

**Petition to rezone Riverwalk Block 1 Lots 3&4 – Planning & Zoning Approved:**

- Planning & Zoning approved lots 3 & 4 in Riverwalk to be rezoned from C1 to R3
- City Attorney Juelson will get notice in the paper and commission will approve first reading on June 6, 2022

*Commissioner Sather makes the motion to approve Commissioner Kress's recommendation to approve the rezoning of Riverwalk's Block 1 lots 3 & 4 from C1 to R3. Commissioner Reese seconded the motion.*

***In a roll call vote***

***Yes- Geray, Sather, Reese, and Sando***

***Motion Carried***

**Outdoor Drinking Ordinance First Reading:**

- Tabled

**New Business:**

**Running Club- 5K Run 06/16/22 7pm- Same route as last year:**

*Commissioner Reese made a motion to approve the 5K run with same route as last year. Commissioner Geray seconded the motion.*

***In a roll call vote***

***Yes- Sather, Reese, Geray, and Sando***

***Motion Carried.***

**Armory Cleaning: - Request to post job opening.**

*Commissioner Reese made a motion to accept resignation from Sonia Trinidad for cleaning at the Armory and to post a job opening for cleaning at the Armory, Community Center, City Hall, and City Shop. Commissioner Sather seconded the motion.*

***In a roll call vote.***

***Yes- Sather, Geray, Reese, and Sando***

***Motion Carried.***

**Tap That- Aggie Foundation Site Authorization Renewal Approval:**

*Commissioner Sather made a motion to approve the Aggie Foundation Site Authorization Renewal for E-tabs. Commissioner Reese seconded the motion.*

***In a roll call vote***

***Yes- Geray, Sather, Reese, and Sando***

***Motion carried.***

**MSCC and Armory Rental Rates:**

- Tabled

**Brew Pub Façade Grant Application:**

- Patio Railing

*Commissioner Geray made a motion to approve the Façade Grant without the sidewalk or boulevard for up to \$5K on the patio. Commissioner Sather seconded the motion.*

***In a roll call vote***

***Yes- Sather, Geray, and Reese***

***Motion Carried.***

**Citizens Addressing the Commission:**

**Marilou Person:**

- Spoke with John Lowry and showed Lawry where there are drainage problems
- Likes the plan they came up with for the ditch drainage.

**Adjournment:**

*Commissioner Sather moved to adjourn the meeting at 7:56pm. Commissioner Geray seconded. Motion carried.*

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Ashley Frederick  
City Auditor

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Terry Sando  
Commission President

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