

CITY OF HILLSBORO

Commission Members:
Terry Sando, President
Levi Reese, Vice President
Shawn Skager, Dave Sather, and
Mike Kress

19 S Main, PO Box 400
Hillsboro, ND 58045
Phone: (701) 636-4620 Fax (701) 636-4621

Auditor: Ashley Frederick
Public Works Director: Jim Anderson
City Attorney: John Juelson

REGULAR CITY COMMISSION MEETING **May 3, 2021, 6:30PM at MSCC**

AGENDA

1. **Open with Pledge of Allegiance**
2. **Reading of Minutes** – April 19, 2021 Regular Meeting Minutes
-- April 19, 2021 Special Tax Equalization Meeting Minutes
3. **Presentation of Bills**
4. **City Commissioners Reports**
5. **Report of City Officers**
 - 5.1 Superintendent
 - 5.2 Attorney
 - 5.3 Auditor
 - 5.4 Sheriff's Office
6. **Old Business**
 - 6.1 BNSF Contract of Execution documents and signatures (I29 Watermain and Sewer Project)
 - 6.2 Goose River Brewery Liquor Licensing Approval
 - 6.3 Sundae Brew – Nicole will be presenting her current business plan for re-approval.
 - 6.4 Building Permitting Process Clarification of which in specter gets which projects. New Structures vs. remodeling.
7. **New Business**
8. **Citizens Addressing the Commission**
 - 8.1 Bambi M. on behalf of the MSU Childcare Development Center
 - Carpet Squares donated to put in entry – like to discuss Installation Options and Costs.
 - Permanent signage for daycare at the cost of MSU- Childcare Development Center.
9. **Adjournment**

**NEXT REGULAR MEETING:
MONDAY, May 17, 2021, 6:30 PM
MAIN STREET COMMUNITY CENTER**

EOM to be approved on 05/03/2021**PAID on 04/30/2021**

James P. Baumgartner	Payroll	\$3,402.46	
Thomas C. Keeney	Payroll	\$184.75	
Jay J. Alfson	Payroll	\$3,025.56	500390
James M. Anderson	Payroll	\$4,195.35	500391
Julie H. Bjorklund	Payroll	\$2,995.94	500392
Ashley D. Frederick	Payroll	\$3,447.41	500393
Jonthan E. Hams	Payroll	\$3,694.20	500394
Gerald M. Hovet III	Payroll	\$2,918.53	500395
Desiree K. Lacher	Payroll	\$2,622.25	500396
Taxes Federal	Payroll taxes	\$9,289.45	
Blue Cross Blue Shield of ND	Dental & Vision Ins	\$839.20	
Bell State Bank & Trust	Profit Sharing Plan	\$2,468.37	
ND Pers	May Health Ins	\$10,870.46	
US Post Office	Permit mailing	\$2,500.00	
Total Accounts Payable		\$52,453.93	

AP to be approved on 05/03/2021

As of 04/30/2021

Aramark	rugs & mops- city hall/ armory	\$90.25
BNSF	I29 project licensing	\$4,966.00
Border States Electric	insulated mittens, LED optical assembly (8)	\$8,130.61
Bowersox, Bruce	P & Z salary May 2021	\$200.00
Cardmember Services	pool drain tile, camera, checks, paint	\$1,707.25
Electric Pump	lift station inspections- svc agreement	\$1,100.00
Ferguson Waterworks	water meter, hydrant flushing tool	\$4,690.03
Frederick, Ashley	conference mileage- Bismarck	\$261.11
Hawkins	chemicals	\$6,208.78
Hovet, Gerald	WTP- bowls	\$4.28
Kress, Mike	P & Z salary May 2021 & mowing	\$1,241.67
Lessard, Mike	P & Z salary May 2021	\$200.00
Locators & Supplies	red marking paint	\$107.08
Meyer Group	Tax Assessing Services	\$6,800.00
Microsoft Online	Online services	\$296.00 ACH
Miller's Fresh Foods	shop supplies	\$25.67
ND One Call	March 2021 calls	\$64.80
Nodak Electric Cooperative	repair broken cutout	\$402.51
RMB	water testing	\$70.00
Sorum Oil	fuel	\$1,253.16
Team Lab	wipes	\$152.50
Traill County Treasurer	May 2021- police	\$15,031.00
USA Blue Book	Chlorine analyzer	\$2,471.58
Willison, Mike	P & Z salary May 2021	\$200.00
		\$55,674.28

DATE: 04/19/2021

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.

Tax Equalization Meeting – Separate Meeting minutes.

Reading of the Minutes:

Commissioner Reese moved to approve the April 5, 2021 Regular City Commission Meeting Minutes.

Commissioner Sather seconded. Motion carried.

Presentation of Bills:

AP to be approved on 04/19/2021	As of 04/19/2021		
AE2S	Watermain, Jordahl, GIS updates	\$18,247.85	24616
Aramark	rugs & mops- city hall & armory	\$92.25	24617
Border States Electric	(26) street lights	\$6,955.00	24618
Business Essentials	copy paper, laminating pouches, ink	\$367.59	24619
Cole Ppaers	TP, trash bags, paper towels	\$308.41	24620
Diversified Inspections/ITL Inc.	lift truck & digger truck- inspections/DOT	\$960.00	24621
Ewing Oil	fuel	\$165.18	24622
Farnams Genuine Parts	welding helmet, clevis hook, oil change supplies	\$195.59	24623
Ferguson Waterworks	probe	\$30.00	24624
Hawkins	chlorine	\$530.25	24625
Hillsboro Airport Authority	March 2021 contribution	\$740.30	24626
Hillsboro Banner	ads & legals	\$449.25	24627
Hillsboro Body Shop	2020 Dodge/ 2010 Chevy- accessories	\$2,348.70	24628
Hillsboro Stars & Stripes	2021 flags (10)	\$350.00	24629
IRBY	glove testing, HST, HST5 & HST7 testing charge	\$239.00	24630
Job Service of ND	1st qtr 2021 contribution	\$92.65	656e
KRJB- FM	Advertising March 2021	\$1,275.00	24631
Locator & Supplies Inc	marking paint	\$50.29	24632
MN Revenue	1st qtr 2021 income tax w/h	\$7.80	657e
MRES	electricity service	\$156,310.75	655e
ND DOT	2000 Ford F350- new title	\$5.00	24633
ND DOT	2021 Ram- title change	\$10.00	24634
ND State Tax Commissioner	1st qtr 2021 income tax w/h	\$1,526.86	658e
NDSU Extension Pesticide Program	Jim Baumgartner- pesticide training	\$100.00	24635