

**DATE: 10/3/2022**

**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: Reese, Sather, Kress, Geray, Evans

Commissioners Absent: none

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

**Reading of the Minutes:**

*Commissioner Sather moved to approve the September 19, 2022, Regular City Commission Meeting Minutes. Commissioner Kress seconded. Motion carried.*

**Presentation of Bills**

<b>AP to be approved on 10/03/2022</b>	<b>10/3/2022</b>	<b>Amount</b>	<b>Check #</b>
A & J Willison LLC	Blade Gravel	\$990.00	25980
Alicia's Cleaning Services	October services	\$600.00	25981
Border States	Elbows & elec parts	\$1,440.43	25982
Cannon Technologies	Electrical Equipment	\$7,862.40	25983
Cole Papers	Paper towels/Toilet paper	\$250.44	25984
ECRWD	Raw water	\$8,638.37	25985
Paul Geray	Travel Voucher MRES	\$327.60	25986
Grainger	Marking paint & flags	\$76.74	25987
H2O Innovation	lavasol/Fliters	\$22,216.92	25988
Halstad Telephone Company	Phones/Internet	\$957.58	25989
Hawkins	Chemical	\$5,590.05	25990
Hillsboro Economic Dev	Sales Tax	\$12,910.37	25991
Hillsboro Economic Dev	Lodging Tax	\$955.33	25992
Hillsboro Lumber & Hardware	Parts/Tools	\$176.46	25993
Hillsboro Park Board	Sept Revenue Sharing	\$2,953.69	25994
Holcim - MWR Inc	Hills Substation	\$436.00	25995
Simon Mau	Mowing Contract	\$1,333.35	25996
Midwest Inspection Services	Building Permit #20220021	\$1,301.31	25997
MRES	Misc Meter	\$463.00	25998
Ohnstad Twitchell	Professional services	\$9,002.35	25999
Olsen Hardware	Batteries/silicone sealant	\$53.92	26000
Olympic Sales Inc	Schaefer Carts	\$1,080.00	26001
RMB Environmental Lab	Water Testing	\$174.25	26002
RS Electric LLC	Concrete work dagelman Pad	\$2,000.00	26003
Sensible Heating & Cooling	Replace Heat Pump @ CH	\$3,000.00	26004
Stuart C Irby	3-way Junction	\$714.30	26005
The Hoopster	Ads for Boys and Girls Hoops	\$130.00	26006
Traill County Treasurer	Policing Contract	\$17,254.08	26007
USA Blue Book	Water Testing Supplies	\$362.90	26008
Valley Plains Equipment	Parts	\$21.21	26009
Verizon Wireless	Phones	<u>\$336.99</u>	26010
		\$103,610.04	

*Commissioner Geray moved to pay bills as presented with the HEDC bill being pulled. Commissioner Kress seconded. None voted no. Motion carried.*

**City Commissioners Reports:**

Commissioner Evans: Nothing to report

Commissioner Geray:

- MRES Leadership academy- Very informative and appreciates that the city allows us to attend those trainings.
- HEDC- Last meeting followed up more on the grant.
- Beautification Commission- Commissioner Reese will talk more about the Railroad Park.

Commissioner Kress: Nothing to report

Commissioner Sather: Nothing to report

Commissioner Reese:

- Went to the NDLC in September and the prairie dog funds are filling up but it is slower than anticipated.
- Demo Grant- State is also looking at its own demo grant.
  - City could possibly be a good applicant for this grant.
- Finances
  - Commissioner Reese provided the Commission with a financial packet to review and discuss further at the next commission meeting.
  - Full discussion on this is available on our website under the YouTube tab.
  - This Packet is also available to view on our website under government and financial tab.

**City Officers Reports:**

Public Works Superintendent Anderson:

- Contractors in town doing paving and doing water repairs.

City Attorney Strom: nothing to report

City Auditor Frederick: nothing to report

City Engineer Swanson:

- Storm water master plan- Tabled
- I29 Sidewalk Task Order.
  - Committed due to grant
  - *Commissioner Geray made the motion to move forward with this task order. Commissioner Sather seconded the motion.*

***In a roll call vote***

***Yes- Evans, Geray, Kress, Sather, and Reese.***

***Motion Carried***

**Beautification Ticket Items: Ticket # 2021005 – 13 S Main St –** Would like a new deadline.

- *Commissioner Kress made the motion to set a new deadline at 12/1/2022. Commissioner Sather seconded the motion.*

***In a roll call vote***

***Yes- Kress, Sather, Evans, Geray, and Reese.***

***Motion Carried.***

**Old Business:**

**Final Budget Approval:**

- *Commissioner Sather makes the motion to approve the final 2023 budget with changes in fund 213 so that the expenditure and revenue are the same. Commissioner Kress seconded the motion.*

***In a roll call vote***

***Yes- Sather, Geray, Evans, Kress, and Reese.***

**City Wide Street Paving Project:**

- Removed from the agenda until January 2023

**ND Community Foundation:**

- Removed from the agenda until January 2023

**Railroad Park Update:**

- We have a lease agreement for \$0
  - Need to look at a fence within 30 days of signing the contract.
    - City Attorney JR will investigate this agreement further.
    - Quote for fence is about \$40k
    - At will lease

- Need to look at closer
  - Needs safety training.

**Mural:**

- Take off the agenda until further notice.

**Hillsboro Days Outdoor Drinking:**

- Remove from agenda until January 2023

**Demo Grant Collaboration with HEDC:**

- Committee being formed to fine tune before bringing this to the city.

**Landfill:**

- *Commissioner Sather made the motion to approve the new landfill agreement. Commissioner Kress seconded the motion*

***In a roll call vote***

***Yes- Sather, Evans, Geray, Kress, and Reese.***

**FEMA Disaster Relief:**

- Continued
- City owns the bridge; County takes care of inspections and paperwork.
- Governor added that bridge to the 2021-2023 budget.
  - Need to investigate this.
- Inspection is done every two years.
- Plates were replaced in 1998.

**New Business:**

**Breen/Nelson Water Service & Lot Utilities Extension:**

**Breen/Nelson Sewer Main Extension & Restoration:**

- Super Intendent Anderson gave a brief overview.
- Chuck Breen and Brad Nelson stood up and spoke about the issues.
- Full discussion available on our website under the YouTube tab.

*Commissioner Geray makes the motion to do a 50/50 Split on the sewer mains with Nelson's and Breen's and 50/50 split on water with Breen's and the amounts are as follows. City: \$41,262, Nelson's: \$17,230, and Breen's \$24,032. Commissioner Sather seconded the motion.*

***In a roll call vote***

***Yes- Sather, Geray, Kress, Evans, and Reese.***

***Motion carried.***

**Electrical Rates Ordinances- #531**

*Commissioner Geray made the motion for the first reading of Ordinance 531. Commissioner Evans seconded the motion.*

***In a roll call vote***

***Yes- Evans, Kress, Geray, Sather, and Reese.***

***Motion Carries.***

**HEDC Check:**

- Transfer from the sales tax to HEDC.  
*Commissioner Geray made a motion to transfer from sales tax into HEDC fund to pay the check. Commissioner Evans seconded the motion.*

***In a roll call vote***

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

***Motion Carries.***

**Citizens Addressing the Commission:**

**Adjournment:**

*Commissioner Sather moved to adjourn the meeting at 7:54pm. Commissioner Kress seconded. Motion carried.*

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Ashley Frederick  
City Auditor

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Levi Reese  
Commission President

The next regular meeting of the Hillsboro Board of City Commissioners  
will be at 6:30 PM on Monday, October 17, 2022, at Main Street Community Center.