

# CITY OF HILLSBORO

Commission Members:  
Terry Sando, President  
Levi Reese, Vice President  
Dave Sather & 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

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**REGULAR CITY COMMISSION MEETING**  
**September 7, 2021, 6:30PM at MSCC**

**A G E N D A**

1. **Open with Pledge of Allegiance**
2. **Reading of Minutes** – August 16, 2021, Regular 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 Second Reading of Brew Pub Ordinance Fee Amendment
7. **New Business**
  - 7.1 Goose River Brewery License approval
  - 7.2 Hillsboro School Cash Raffle Even Permit Approval
  - 7.3 Beautification Committee Ordinances, Policies & Procedures
8. **Citizens Addressing the Commission**
9. **Adjournment**

**NEXT REGULAR MEETING:**  
**Monday, September 20, 2021, 6:30 PM**  
**MAIN STREET COMMUNITY CENTER**

DATE: 08/16/2021

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 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 August 2, 2021, Regular City Commission Meeting Minutes & August 9, 2021, Special City Commission Preliminary Budget meeting minutes. Commissioner Sather seconded. Motion carried.*

**Presentation of Bills:**

AP to be approved on 08/16/2021	As of 08/16/2021	Amount	Check #
AE2S	Riverwalk review, I & C Services	\$1,945.65	24932
Aramark	Armory & City Hall- rugs & mops	\$90.25	24933
Auto-Owners, Viking Insurance	Pool insurance	\$1,566.00	24934
Bank of North Dakota	Bond Payments	\$298,595.00	24935
Border States Electric	electrical supplies	\$965.91	24936
Brite-Way Window Cleaning	City Hall/ MSCC outside window cleaning	\$45.00	24937
Business Essentials	paper, ink cartridges	\$360.52	24938
Butler Machinery	3516B repair/maintenance	\$13,446.08	24939
CHS Ag Services- Warren	aqua star	\$150.00	24940
Electric Pump	lift station service call	\$563.40	24941
Erickson Agency	Airport- 2 new hangars insurance	\$730.00	24942
Ewing Oil	fuel	\$14.09	24943
Farnams	argon, core deposit, antenna	\$122.48	24944
Ferguson Waterworks	water meter	\$920.24	24945
Grainger	marking paint & flags, sprayer, regulator	\$209.32	24946
Hawkins	Pool & WTP- water testing & chemicals	\$8,652.87	24947
Hillsboro Airport Authority	July 2021 contribution	\$42.06	24948
Hillsboro Banner	July 2021- ads and legals	\$1,420.78	24949
Hillsboro Lumber	rebar, lumber	\$69.76	24950
KRJB-FM	MRES advertising July-Sept 2021	\$695.00	24951
Loffler	July 2021- copies	\$84.87	24952
Midwest Pest Control	Police, Gen. Plant & Fire- all pests & A/F	\$148.00	24953
MRES	July 2021- electrical service	\$135,121.40	692E
ND One Call	July 2021 tickets	\$264.65	24954
North Central Rental & Leasing	D8T package rental	\$15,803.77	24955

Paulson Gravel	landfill- road gravel	\$2,520.00	24956
Premium Waters Inc	shop & city hall- water	\$54.12	24957
PSN	July 2021 fees	\$291.81	691E
Rec. Supply	Pool- gasket	\$19.06	24958
RMB	WTP & pool- water testing	\$220.00	24959
RS Electric	Comm. Center & storage building	\$3,477.10	24960
Sellin Brothers Inc.	Riverwalk- infrastructure	\$592,512.53	24961
T & R Electric	three phase pad mount	\$6,693.00	24962
Team Lab	Pool- Sea-Klear; scrim paper, crack sealer	\$3,841.50	24963
Verizon	July 2021- cellphones	\$580.60	24964
Viking Insurance & Realty	NDIRF renewal policy 2021	\$29,544.00	24965
Waste Management	July 2021- refuse and recycling	\$23,852.08	24966
<b>Total Accounts Payable</b>		<b>\$1,145,632.90</b>	

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

**Disconnects August 2021** – Commissioner Reese made a motion to approve the August 2021 disconnects. Commissioner Sather seconded. In a roll call vote, Yes – Kress, Sather, Reese, Sando Motion Carried.

#### **City Commissioners Reports:**

Commissioner Reese – The Committee is still in the works.

-Last full week of the pull being open.

-Would like to start working on the small pool this fall and make the same fixes to the small pool that were done to the big pool.

Commissioner Kress made a motion to have Jack Moore pull out the liner on the small pool and get a quote of how much it will take to fix the little pool. Commissioner Sather seconded. In a roll call vote, Yes – Kress, Sather, Reese, Sando. Motion carried.

Commissioner Kress – ND Forestry Service did a survey on the trees in town. They have the City of Hillsboro needing a \$27K in tree removal, and \$13K in tree replacement with in a 5 - year plan. ND Forestry Service allows a cost share plan. Auditor Frederick will post the Tree Survey on our website.

Commissioner Sather –NOthing

Commissioner Sando – Reminder Airport is having a fly in on August 25<sup>th</sup> for 5PM to 8PM and everyone is welcome. Cruzin Café will be there serving food.

-Tuesday August 17<sup>th</sup> at 9AM Steve Swanson from AE2S will be done to meet with Sando, Jim, and Loyal Ave residents to go over possible solutions for the drainage issue. The meeting will take place right at the curve on Loyal Ave.

#### **City Officers Reports:**

Public Works Superintendent Anderson – Nothing to report.

City Attorney Juelson – Nothing to report.

City Auditor Frederick's Notes – Public Hearing for 2022 Budget is set for September 20<sup>th</sup>.

-Sandbo claim is still sitting with Insurance. Waiting to hear back from the insurance company.