

**DATE: 4/20/2020**  
**TIME: 6:30 PM**

**THE HILLSBORO BOARD OF CITY COMMISSIONERS HELD A REGULAR MEETING ON MICROSOFT TEAMS AT THE ABOVE DATE AND TIME.**

Commissioners present: Kress, Reese, Sando, Sather, and Tibert.

Commissioners absent: None.

Commissioner Sando opened the meeting at 6:30 PM.

**Reading of the Minutes:**

Commissioner Reese moved to approve the April 6, 2020 City Commission Meeting Minutes; April 6, 2020 Rezoning Public Hearing Minutes; April 6, 2020 Final Plat Public Hearing Minutes. Commissioner Tibert seconded. Motion carried.

**Consent Agenda:** April 2020 Disconnects; March 2020 Financials.

Commissioner Reese moved to approve the April 20, 2020 Consent Agenda. Commissioner Tibert seconded. Motion carried.

**Presentation of Bills:**

<b>AP to be approved on 04/20/2020</b>	<b>As of 04/16/2020</b>	
Ameripride	Mops & Rugs	\$211.79
Boeddeker Septic Pumping	Pumped Shop Drains	\$175.00
Ewing Oil	Fuel	\$165.01
Farnams Genuine Parts Inc	hoses, fluids, shop supplies	\$261.59
Grainger	Chemical Cartridge	\$22.84
Hawkins	Chemicals	\$9,883.93
Hillsboro Airport Authority	March Contribution	\$507.22
Lawson Products	Hardware supplies	\$373.62
Midwest Pest Control	Fire, Armory & Generator Plant	\$163.00
Missouri River Energy Services	March fees	\$158,856.26
MRES	Meter Fees	\$1,365.60
MRES- INFRARED SERVICES	Infrared Inspection- 02/25/2020	\$1,440.38
ND One Call	March service	\$6.00
ND State Chemistry Lab	water/nitrate testing	\$13.24
Nodak Electric Cooperative	power line repair- Larry Anderson	\$824.70
Ohnstad Twichell	legals	\$4,127.00
Ohnstad Twichell- WF	meetings- Jan, Feb and March 2020	\$600.00
Payment Services Network	March Service	\$262.28
Premium Waters	Water for city hall and shop	\$54.90
RMB Environmental Labs	water testing	\$90.00
Sorum Oil	Fuel	\$796.40

Team Lab	wipes and road patch	\$767.00
Univar USA Inc.	LF ULV Fogger	\$9,770.00
Verizon Wireless	Cellphone	\$403.27
Waste Management	Refuse & Recycling	\$22,069.60
<b>Total Accounts Payable</b>		<u>\$213,210.63</u>

Commissioner Tibert moved to pay bills as presented. Commissioner Reese seconded. Motion carried.

### **City Commissioners Reports:**

Commissioner Tibert – no plans for the pool opening at this time, waiting to see what happens before making final decisions for the 2020 season; it would be great if we could get some gravel at the cemetery before the Memorial Day weekend.

Commissioner Reese – Rec District met two weeks ago, and will be holding a virtual Q and A public forum in mid-May for the June ballot measure on a tax levy; holding off on spring/summer activities; the school has requested the use of City light poles on Caledonia to place high school senior’s pictures on, and may require some assistance from Public Works.

Commissioner Tibert moved to allow the placing of high school senior’s pictures on City light poles with the assistance of Public Works. Commissioner Sather seconded. On a roll call vote, the following Commissioners voted ‘Yes’ – Kress, Reese, Sando, Sather, and Tibert. Motion carried.

Commissioner Sather – nothing to report.

Commissioner Sando – nothing new from the airport - lots of water.

Commissioner Kress – should we look into prices for the shop expansion?

Commissioner Tibert moved that Commissioner Kress get prices/estimates for a Public Works shop expansion. Commissioner Sather seconded. On a roll call vote, the following Commissioners voted ‘Yes’ – Kress, Reese, Sando, Sather, and Tibert. Motion carried.

### **City Officers Reports:**

Public Works Director Anderson – nothing to report.

City Attorney Juelson – received the signed agreement from Jordahl Custom Homes, and will have the property tax incentive agreement signed as approved.

City Auditor Mutzenberger – written report submitted, working on revenue forecasting and preliminary budget for 2021.

Trail County Sheriff’s Department – present, no further comments.

**Old Business:**

Riverwalk Rezoning and Final Plat – final plat is incomplete. Requires a developers agreement, utility design drawings, water service agreement, County Highway access approval, cost estimated for funding (not an exhaustive list).

Commissioner Tibert moved to refer the final plat back to Planning and Zoning. Commissioner Sather seconded. On a roll call vote, the following Commissioners voted ‘Yes’ – Kress, Reese, Sando, Sather, and Tibert. Motion carried.

Rezoning remains tabled.

**New Business:**

Unmanned Aerial Vehicle (UAV) demonstration – Commissioners Reese and Tibert raised concerns over drone testing in Hillsboro during the COVID-19 outbreak. Commission President Sando requested the discussion be placed on the agenda for the May 4, 2020 Commission meeting. The request was agreed to by all Commissioners.

Riverwalk Addition – (Executive Session)

Riverwalk – East Central Regional Water – (Executive Session)

Commissioner Reese moved to enter into Executive Session in accordance to NDCC 44-04-19.1. Commissioner Sather seconded. On a roll call vote, the following Commissioners voted ‘Yes’ – Kress, Reese, Sando, Sather, and Tibert. Motion carried.

At 7:31 PM, the Hillsboro Board of City Commissioners entered into an Executive Session to discuss the two items on the agenda for an Executive Session. All five Commissioners were present, along with City Attorney John Juelson, City Auditor Matt Mutzenberger, and Public Works Superintendent Jim Anderson.

Commissioner Reese moved to adjourn the Executive Session at 8:15 PM. Commissioner Sather seconded. Motion carried.

The Hillsboro Board of City Commissioner reconvened the regular Commission at 8:17 PM.

No final decisions were made during the Executive Session.

Commissioner Kress moved to adjourn the meeting at 8:19 PM. Commissioner Reese seconded. Motion carried.

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Matt Mutzenberger  
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, May 4, 2020. Meeting Location TBD.**