

DATE: 1/6/2020
TIME: 6:30 PM

THE HILLSBORO BOARD OF CITY COMMISSIONERS HELD A REGULAR MEETING AT HILLSBORO CITY HALL.

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

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 December 16, 2019 Public Hearing Minutes for a Proposed Zoning Ordinance Amendment; December 16, 2019 City Commission Meeting Minutes. Commissioner Sather seconded. Motion carried.

Consent Agenda: HCV Baseball Application for a Local Permit.

Commissioner Tibert moved to approve the January 6, 2019 Consent Agenda. Commissioner Reese seconded. Motion carried.

Presentation of Bills:

AP to be approved on 01/06/2020	As of 01/06/2020	
Aaron Garza	Credit Balance Refund	\$31.83
AmeriPride	Rugs	\$204.34
Border States Industries Inc.	Street Lights	\$4,700.00
Business Essentials	Office Supplies	\$140.61
Butler Machinery	Cutting Edges	\$1,048.79
Cardmember Service	Credit Card Charges	\$1,207.19
City of Fargo	Water testing	\$25.00
Dakota Blinds LLC.	City Hall blinds	\$1,511.00
ECRWD	Raw Water	\$5,430.55
Ewing Oil	Fuel	\$2,021.17
General Equipment & Supplies, Inc.		\$165.42
Grand Forks Welding	Circle Plate	\$84.30
Halstad Telephone Company	Phone, Internet, TV	\$944.46
Hawkins Inc.	Chemicals	\$7,139.32
Hilario Garza	Credit Balance Refund	\$15.68
Hillsboro Banner	Legals & Ads	\$753.25
Hillsboro Lumber & Hardware Co.	(2) keyed entry levers	\$375.86
Jay Alfson	Overall & Jacket	\$200.00
KRJB-FM	Advertising	\$300.00
Loffler	Copier supplies	\$43.02

Lovro Electric	Meter socket install	\$120.00
Microsoft Online	Tech Online December	\$272.00
Missouri River Energy Services	Meter Count Fee	\$364.60
Monica Cortez	Credit Balance Refund	\$23.69
Mootz Construction	Gutters	\$1,104.00
Naastad Brothers Inc.	Valve repairs	\$59,650.00
North-Holt Electric Inc.	Electrical work	\$14,840.00
Ohnstad Twichell	Professional Services	\$3,600.00
Olsen Hardware	Outlets & supplies	\$241.96
Payment Services Network	Payments/Fees	\$262.11
Railroad Mgmt Company	License fees	\$258.95
RMB Environmental Laboratories Inc.	Water testing	\$160.00
Sorum Oil	Fuel	\$3,551.72
USA Blue Book	H2O testing supplies	\$519.72
Valley Plains Equipment	Parts & Service	\$361.11
Vicky Grothmann	Building Permit Refund	\$150.00
Wayne Manthey	Snow removal	\$1,280.00
Wyatt Hansen	Refund of Meter	<u>\$70.21</u>
Total Accounts Payable		\$113,171.86

Commissioner Sather moved to pay bills as presented. Commissioner Kress seconded. Motion carried.

Commissioner Kress – considering adding on to the east side of the City Shop to park trucks and equipment – currently looking into the cost.

Commissioner Sando – met with Pat Muller to talk about annexation; the Airport Authority is interested in the City’s old snowblower if we upgrade; meeting with Mayville State University on Wednesday to do a walk-through of the Armory, and discuss the contract for the Child Development Program – all Commissioners are welcome; Cavalier will visit Hillsboro on January 17 as part of a program to visit each other’s communities and discuss first impressions.

Commissioner Sather – thanked the Public Works Department for doing a great job and all their hard work during the recent snow events.

Commissioner Reese – informed the Commission that the City was awarded \$108,775 in Volkswagen Settlement Funding to install an electric vehicle (ev) fast charging station by the substation near I-29.

Commissioner Tibert – nothing to report

Public Works Director Anderson – Big shout-out to Wright Implement for replacing a failed water-pump on our payloader New Year’s Day; continue to investigate a new snow-blower, payloader, and more help in the department.

City Attorney Juelson – nothing.

City Auditor Mutzenberger – written report submitted. Informed the Commission that we have a \$600 quote to inspect Garrett Tvinnereim’s building.

Trail County Sheriff’s Department – not present, Calls of Service report submitted.

Old Business:

Commission Compensation – must be in enshrined in City Ordinance - will be included for review in the new, digital ordinance revision by Ohnstad Twichell.

Zoning Ordinance Amendment- second reading of an amendment adding an R3 Zone to the City’s Zoning Ordinance.

Commissioner Reese moved to approve the Zoning Ordinance Amendment as read. Commissioner Sather seconded. On a roll call vote, the following Commissioners voted ‘Yes’ – Kress, Reese, Sando, Sather, and Tibert. Motion carried.

New Business:

Armory – ND Highway Patrol let travelers into the Armory during the latest weather event, which closed I-29 for 36 hours. Levi will work on a policy for emergency management and procedures to present to the Commission.

Building Inspection – the City received a quote for \$600 to inspect the old Banner building.

Commissioner Sather moved to approve hiring the inspection company to inspect the building, and inspecting the bakery building on Main Street, if possible. Commissioner Reese seconded. On a roll call vote, the following Commissioners voted ‘Yes’ – Kress, Reese, Sando, Sather, and Tibert. Motion carried.

Snow Removal Ordinance – a concerned resident questioned the City’s ordinance and policies on blowing snow into the streets. It is a City policy that snow should not be blown or pushed into the streets, and an ordinance prohibiting such actions is currently being explored.

Commissioner Sather moved to adjourn the meeting at 7:25 PM. Commissioner Reese seconded. Motion carried.

Matt Mutzenberger
Deputy Auditor

Terry Sando
Commission President

The next regular meeting of the Hillsboro Board of City Commissioners will be at 6:30 PM on Tuesday, January 21, 2020 at City Hall.