

DATE: 3/16/2020
TIME: 6:30 PM

THE HILLSBORO BOARD OF CITY COMMISSIONERS HELD A REGULAR MEETING AT HILLSBORO CITY HALL 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 March 2, 2020 City Commission Meeting Minutes with a correction to Commissioners voting on a motion regarding Commission President Sando; March 10, 2020 Special Commission Meeting Minutes. Commissioner Tibert seconded. Motion carried.

Consent Agenda: February 2020 Financials; Notice of Bond Redemption: March Disconnects; Hillsboro Veterans Club Gaming Site Authorization; Sanford Auxiliary Application for a Local Permit.

Commissioner Reese moved to handle March Disconnects separately and approve the remainder of the March 16, 2020 Consent Agenda. Commissioner Kress seconded. Motion carried.

Presentation of Bills:

AP to be approved on 03/16/2020	As of 03/16/2020	
AE2S	WTP SCADA Upgrade	\$7,508.78
Acme Tools	20V Dewalt Impact Driver	\$79.00
Ameripride	Rugs & mops	\$204.34
Border State Electric	Fuses, caps, fan box	\$321.47
Ewing Oil Inc.	Fuel	\$77.04
Farnams Genuine Parts	bolts, lamps, distributor cap	\$231.25
Forklifts of Minnesota	Nissan & JLG repair	\$1,163.58
Hillsboro Airport Authority	February Contribution	\$3,378.10
Hillsboro Banner	Ads & notices	\$570.80
Hillsboro Fire Dept.	Fire Dept.- engine contribution	\$10,000.00
Hillsboro Lumber & Hardware	2x4, shelving, door handle	\$130.56
KRJB- FM	City Promotion	\$830.00
Lawson Products	gloves, screws, brass fitting	\$118.95
Loffler	Alarm monitoring fees & copies	\$128.27
Midwest Pest Control	Rodent control	\$185.11

Mike Kress	Feb & March mowing contract	\$2,023.22
North Dakota Planning Association	annual membership	\$55.00
Payment Services Network	February Fees	\$285.52
Premium Waters	water	\$64.55
RMB Environmental Laboratories	water testing	\$150.00
USA Blue Book	water chemicals	\$480.85
Verizon	Cell Phone	\$532.27
Waste Management of ND	refuse & recycling	\$22,506.45
Wayne Manthey	snow removal	\$220.00
Wright Implement	Rebuild carburetor, cylinder rod	\$597.94
Total Accounts Payable		\$51,843.05

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

City Commissioners Reports:

Commissioner Kress –Planning and Zoning Commission recommends approving the rezoning and plating of Pat Muller’s newly annexed land; Pat would like to move the proposed housing project to the south side of the development; Terry and Matt met with Rochelle Beck and Bob Hebl about the potential apartment build.

Commissioner Sando – nothing from the Airport Authority; ev charging contract is signed and ready to go; Garrett Tvinnereim can donate his lots directly to the City; looking at City-wide infrastructure projects in the near future.

Commissioner Sather – nothing to report.

Commissioner Reese – inquiring into HEDC’s interest in an apartment project; the Rec District is looking for donations to support their activities and taking a regional approach.

Commissioner Tibert– Kathy Duval will run the pool this summer, and we should place ads for lifeguards in the Banner – applications should be available at City Hall; some repairs are needed before the summer season; cemetery was sprayed last fall, and will not need to be sprayed this spring; gravel is still needed at the cemetery.

City Officers Reports:

Public Works Director Anderson – would like to purchase a new mosquito fogger for \$9,770.

Commissioner Reese moved to purchase the mosquito fogger. Commissioner Tibert seconded. On a roll call vote, the following Commissioners voted ‘Yes’ – Kress, Reese, Sando, Sather, and Tibert. Motion carried.

City Attorney Strom – notices are prepared for the Rezoning and Platting Public Hearings at the April 6, 2020 Commission Meeting and will be advertised for the next two weeks.

Commissioner Reese moved to approve the Planning and Zoning recommendation and place the advertisements for the Rezoning and Platting Public Hearings. Commissioner Tibert seconded. On a roll call vote, the following Commissioners voted ‘Yes’ – Kress, Reese, Sando, Sather, and Tibert. Motion carried.

City Auditor Mutzenberger – offered the MSU – Child Development Program contract for 2020-2023 for consideration.

Commissioner Tibert moved to approve the Hillsboro – MSU Contract as presented. Commissioner Reese seconded. On a roll call vote, the following Commissioners voted ‘Yes’ – Kress, Reese, Sando, Sather, and Tibert. Motion carried.

Trail County Sheriff’s Department – Deputy Skager present.

Old Business:

Athletics use of Armory - the athletics director was not present, but Levi will talk to him about not using the Armory while school is out.

New Business:

Mike Anderson Application for Property Tax Exemption for Improvements to Commercial and Residential Buildings

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

March Disconnects

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

COVID-19 Virus

Commissioner Reese moved to allow the City Auditor to use his administrative discretion regarding City Hall protocol during the COVID-19 pandemic. Commissioner Sather seconded. On a roll call vote, the following Commissioners voted ‘Yes’ – Kress, Reese, Sando, Sather, and Tibert. Motion carried.

Commissioner Sando moved to adjourn the meeting at 7:43 PM. Motion carried.

Matt Mutzenberger
Terry Sando
City Auditor

Commission President

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