

DATE: 05/06/2013  
TIME: 6:30 PM

THE BOARD OF CITY COMMISSIONERS HELD A REGULAR MEETING ON THE ABOVE-MENTIONED DATE.

Commissioner Forseth presiding

COMMISSIONERS PRESENT: Forseth, Kaufman, Sather, Tibert and Kress

COMMISSIONERS ABSENT: none

Commissioner Forseth called the meeting to order at 6:30 P.M.

The following bills were presented for payment:

16804 Todd A. Aasen	\$ 131.59
16805 James Anderson	\$ 4,388.41
16806 Laverne M. Aventi	\$ 2,419.91
16807 James Baumgartner	\$ 2,695.00
16808 Julie Bjorklund	\$ 2,016.05
16809 Lesley Connelly	\$ 3,080.37
16810 Rebecca Foss	\$ 2,181.02
16811 Jonathan Hams	\$ 2,813.57
16812 Martin R.B. Iverson	\$ 69.26
16813 Ray Weber	\$ 4,622.72
16814 Terry A. Wika	\$ 2,778.12
16815 Blue Cross Blue Shield	\$ 946.40
16816 ND Pers	\$ 6,181.02
16817 Waste Management of ND	\$ 14,337.10
16818 Aevenia Transmission & Dist.	\$ 52,288.25
16819 Agri-Valley	\$ 1,352.07
16820 Allied Insurance	\$ 200.00
16821 Ameripride	\$ 133.93
16822 Butler Machinery	\$ 2,944.65
16823 City of Fargo	\$ 223.00
16824 Dale's Food Pride	\$ 74.26
16825 Ferguson Waterworks	\$ 40.68
16826 FRS Works	\$ 54.45
16827 Hach Company	\$ 1,920.80
16828 Halstad Telephone Company	\$ 879.27
16829 Hawkins Water Treatment	\$ 7,220.50
16830 Hillsboro Banner	\$ 757.36
16831 Hillsboro Lumber	\$ 17.48
16832 Hillsboro Park Board	\$ 6,812.52
16833 Infrared Services	\$ 1,049.13
16834 JP Cooke Company	\$ 63.75
16835 James Anderson	\$ 546.75

16836 KRJB-FM Radio	\$ 383.60
16837 Liqui-Systems Inc.	\$ 1,641.60
16838 Meyer Group	\$ 6,240.00
16839 Michael Todd & Co. Inc.	\$ 485.70
16840 Motion Industries	\$ 15.42
16841 Napa	\$ 166.47
16842 ND Department of Transportation	\$ 1,416.74
16843 ND One Call	\$ 1.25
16844 Ohnstad Twichell	\$ 600.00
16845 Olsen Hardware	\$ 158.46
16846 Printers	\$ 75.00
16847 RS Electric LLC	\$ 910.00
16848 Waste Management of ND	\$ 1,256.15
16849 Traill County Treasurer	\$ .86
16850 Swanberg Construction Inc.	\$197,421.54
16851 Streicher's	\$ 214.87
16852 Stop N Go	\$ 833.95
16853 Sticky Business Graphics	\$ 100.00
16854 Sorum Oil	\$ 1,405.49
16855 Recreation Supply	\$ 4,069.86

Commissioner Tibert moved to approve the special Tax Equalization and regular meeting minutes of April 15. Commissioner Kress seconded. On roll call vote, the following Commissioners voted yes: Sather, Kress, Kaufman, Forseth and Tibert. None voted no. Motion carried.

Commissioner Tibert will be reviewing wages for the new and returning pool employees to present to the Commission soon.

Commissioner Kress presented the following building permits and Commissioner Tibert moved for their approval:

Mike and Denise Deck  
Derek Dullum

Commissioner Sather seconded. On roll call vote, the following Commissioners voted yes: Kaufman, Sather, Forseth, Kress and Tibert. None voted no. Motion carried.

The new home policy was discussed as it pertained to elevations in particularly in the Prairie View Addition. Auditor Connelly will contact Advanced Engineering to shoot the existing homes in the addition and subsequent homes as they are built, for conformity.

Commissioner Kress reported that he had been contacted with an inquiry about building a garage only on an empty residential lot. The garage would be for storage only with 14 foot sidewalls. The Commission discussed that the City had not allowed a similar situation in the past so could not allow it now.

Teran Harmon of the Main Discovery inquired about installing some street signs in front of the daycare to limit the parking to 15 minutes. When there is a lot of activity downtown, she has had parents parking up to a block away to drop off and pick up children from the center and sees it as a safety issue. Commissioner Kaufman moved to allow 15 minute parking between the hours of 7:00 AM and 6:00 PM, Monday through Friday on 1<sup>st</sup> Ave SW. Commissioner Kress seconded. Ms. Harmon will be responsible for the costs of the installation. On roll call vote, the following Commissioners voted yes: Tibert, Kress, Forseth, Sather and Kaufman. None voted no. Motion carried.

Ms. Harmon advised the Commission that the Main Discovery had 36 children, grades K-6 registered for Discovery Camp from May 28 through August 15, with a waiting list of 10 plus for the camp. With that large of a group, she was inquiring about using the Armory gym for tables to be set up for lunches and projects. Due to the time it would take to tear down and put back up daily, she was wondering if the tables could be left up in a corner. Commissioner Tiber suggested using other available rooms such as that formerly used by the dance group. This would accommodate the group, be less to clean and the tables could be left up. Ms. Harmon will look at the other rooms with Ray Weber.

The daycare will utilize the City Hall building for the fire evacuation facility.

Commissioner Kaufman brought up for discussion the City's policy of providing services outside of City limits. There are properties not annexed that benefit from City services and he questioned the possibility of providing the services at a higher rate since they do not pay other City costs or fees. Commissioner Tibert would like to see the properties annexed or not allow them to use City services. Commissioners Forseth and Kaufman have had discussion about the matter and will form a document for Attorney Juelson to review for creation of an ordinance so that all building permits outside of City limits will be subject to the new ordinance. Superintendent Anderson will also contact other service providers of electricity and water surrounding Hillsboro for territory maps to see where the services are overlapping.

Ray Weber advised the Commission that if the floors at the Armory are to be refinished, that quotes for individual rooms should be gotten as it will not be possible to complete the entire building all at once.

Commissioner Tibert moved to approve a game of chance raffle application for the Trail County Relay for Life. Commissioner Sather seconded. On roll call vote, the following Commissioners voted yes: Kaufman, Sather, Tibert, Kress and Forseth. None voted no. Motion carried.

Commissioner Forseth advised the Commission that Deputy Auditor Foss would be returning the City Hall on a temporary basis to assist new Deputy Auditor Bjorklund and Auditor Connelly. She will be officially retiring May 31. Commissioner Kaufman moved to accept Deputy Auditor Foss's resignation. Commissioner Kress seconded. On roll call vote, the following Commissioners voted yes: Tibert, Kress, Forseth, Sather and Kaufman. None voted no. Motion carried.

Commissioner Kaufman moved to approve the Swanberg pay request number 14 for \$197,421.54. Commissioner Kress seconded. On roll call vote, the following Commissioners voted yes: Tibert, Kress, Forseth, Sather and Kaufman. None voted no. Motion carried.

Superintendent Anderson reported that they have been filtering water and sending it to town from the new water treatment plant. The membranes should be installed within the next week so the water coming to town will be fully treated. With the finishing work still to be done, an open house will be planned for the fall.

Superintendent Anderson also indicated that the existing well field was being used and whether or not the capacity was needed for backup purposes. To clean the well, it would cost about \$10,000. Six years ago the new well cost \$50,000 and would likely be much higher now. Commissioner Forseth suggested waiting, however Superintendent Anderson indicated that equipment would need to be installed or the well taken out of service. He was advised to have the well cleaned which would be good for five plus years.

Only one proposal was received for the additional work on the Safe Routes to School project. Commissioner Tibert moved to accept the proposal from Advanced Engineering. Commissioner Kress seconded. On roll call vote, the following Commissioners voted yes: Tibert, Kress, Forseth, Sather and Kaufman. None voted no. Motion carried.

Auditor Connelly presented a Fund Balance Policy that had been provided by the State Auditors for compliance with GASB 54. The Commission would like to review the policy and discuss at the May 20 meeting.

Though the minimum asking price is \$10,000, the Commission considered an offer of \$8,000 for a lot in Prairie View. It was discussed that it was likely the least desirable lot with a pump on the lot and extra green space to maintain. Commissioner Sather moved to counter offer \$9,000. Commissioner Tibert seconded. On roll call vote, the following Commissioners voted yes: Tibert, Kress, Forseth, Sather and Kaufman. None voted no. Motion carried.

Commissioner Tibert moved to pay bills as presented. Commissioner Kress seconded. On roll call vote, the following Commissioners voted yes: Kress, Kaufman, Sather, Forseth and Tibert. None voted no. Motion carried.

Commissioner Sather moved to adjourn the meeting at 7:40 PM. Commissioner Kaufman seconded. Motion carried.

No further business.

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Lesley Connelly  
Auditor

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Mark Forseth  
President

