

DATE: 06/19/2017  
TIME: 6:30 PM

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

Commission President Forseth presiding

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

COMMISSIONERS ABSENT: none

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

The following bills were presented for payment:

21035 Acme Tools Fargo	\$ 79.99
21036 Ameripride	\$ 177.70
21037 Border States Electric	\$ 1,926.06
21038 Cardmember Service	\$ 538.80
21039 City of Fargo	\$ 363.00
21040 Farnams Genuine Parts Inc	\$ 50.29
21041 Ferguson Waterworks	\$ 503.05
21042 Goose River Heating & Cooling	\$ 4,950.00
21043 Greenway Lawn Spraying	\$ 54.00
21044 Hawkins Inc	\$ 6,955.21
21045 Hillsboro Airport Authority	\$ 40.55
21046 Hillsboro Banner	\$ 932.98
21047 Keeprs Inc	\$ 447.91
21048 Laser Systems Security	\$ 74.85
21049 Midwest Pest Control	\$ 286.00
21050 ND Department of Health	\$ 16.48
21051 ND Department of Health	\$ 45.00
21052 Nodak Electric Cooperative	\$ 77.65
21053 Paulson Gravel Service Inc	\$ 1,350.00
21054 Reardon Office Equipment	\$ 66.71
21055 RS Electric LLC	\$ 168.00
21056 Sandbo Plumbing	\$ 355.62
21057 Scheels Home & Hardware	\$ 129.99
21058 Sorum Oil	\$ 1,277.43
21059 Steins Inc	\$ 58.85
21060 Dalton Stern	\$ 547.02
21061 Team Lab	\$ 19,591.00
21062 Traill Rural Water District	\$ 7,237.14
21063 Van Diest Supply Co	\$ 479.10
21064 Verizon Wireless	\$ 429.75
21065 Viking Insurance	\$ 78.00

Commissioner Kaufman moved to approve the regular meeting minutes of June 5, 2017 and the special meeting minutes of June 8, 2017. Commissioner Tibert seconded. On roll call vote, the following Commissioners voted yes: Sather, Tibert, Kaufman, Kress and Forseth. None voted no. Motion carried.

Melissa Beach was present to provide the Commission with Traill County Economic Developments 2016 Annual Report. Highlights included TCEDC's focus shift from child care to workforce recruitment and job creation. TCEDC was involved with nine new businesses and eleven expansions in 2016, which resulted in 47 jobs created.

Commissioner Kress presented the following building permits, which Commissioner Tibert moved to approve:

St John's Lutheran Church  
David Fyre  
Jay Alfson

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

Superintendent Anderson reported that recent electric outages were in part due to a faulty breaker at the South substation. Parts have been ordered and either Nodak Electric or Aezenia will assist in the installation.

Attorney Juelson advised the Commission that the next step to follow the property clean-up letters would be to give property owners a ten day notice citing the specifics that need to be taken care before the city takes care of the issues and assesses the cost to the property. Attorney Juelson will draft the notice for Commission review and approval at the next meeting. Police Chief Weber will serve the notices for those properties not in compliance.

Police Chief Weber reported that the Hillsboro Days celebration had gone well for law enforcement. Now that Officer Metzger is finished, Traill County Deputy Shawn Skager will assist with patrol in his free time. As Chief Weber will be the only full-time officer, he asked for extra pay as has been done in the past for the extra hours he will be required to police duties. Commissioner Sather moved to pay Chief Weber \$1,000 addition pay per month. Commissioner Kress seconded. On roll call vote, the following Commissioners voted yes: Tibert, Kress, Forseth, Sather and Kaufman. None voted no. Motion carried.

Commissioner Forseth reported that no official discussion had been held yet with Traill County regarding contracting the local policing with the County Sheriff's department. It does look promising and he hopes to open discussions soon.

Commissioner Kaufman moved to approve the May financial statements and journal entries as provided by Auditor Connelly. Commissioner Tibert seconded. On roll vote, the following Commissioners voted yes: Kaufman, Sather, Tibert, Kress and Forseth. None voted no. Motion carried.

Commissioner Kress moved to approve a game of chance permit for the Senior Center's Nickel Bingo. Commissioner Tibert seconded. On roll vote, the following Commissioners voted yes: Kaufman, Sather, Tibert, Kress and Forseth. None voted no. Motion carried.

Auditor Connelly was directed to have up to 19 accounts disconnected for non-payment.

No discussion was held regarding the commercial development of property by Adam Smith and Brandon Abell.

Commissioner Forseth updated the Commission on what he had learned from Missouri River Energy Services regarding the Distributed Generation resolution. The resolution is to adopt the Distributed Generation workbook that was developed by MRES to assist members whose customers may inquire about energy generation and installation. As an electric utility, Hillsboro is required by federal law to allow interconnection of customer owned renewable generation. The workbook provides the guidelines for the interconnection. Commissioner Tibert moved to adopt the Missouri River Energy Services Distributed Generation resolution. Commissioner Kaufman 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 authorize Tom Olsen, Scott Olsen, Jacob Rust and Bob Wilson to shoot the display fireworks on the 4<sup>th</sup> of July. Commissioner Sather seconded. On roll call vote, the following Commissioners voted yes: Kress, Tibert, Kaufman, Sather and Forseth. None voted no. Motion carried.

Gary Nysveen was present to inquire about the next step on implementing a Hotel/Restaurant tax. The Economic Development group must make a request to the City, requesting the matter be placed on either a special or regular election ballot. It was discussed that a public meeting be held for informational purposes. An ordinance would need to be developed, with a 1<sup>st</sup> reading, voter approval and second reading. The state would then be notified and the tax implemented by the state tax department.

Mr. Nysveen also indicated that Economic Development was looking for locations to build apartment complexes, but running into various problems with infrastructure, specifically lift stations.

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

As Traill County offices will be closed on Monday, July 3, Commissioner Kress moved to allow the City offices to close July 3. Commissioner Sather seconded. On roll call vote, the following Commissioners voted yes: Kaufman, Sather, Forseth, Kress and Tibert. None voted no. Motion carried.

The next City Commission meeting will be Wednesday, July 5 instead of Monday, July 3.

Commissioner Kaufman moved to adjourn the meeting at 7:22 PM. Commissioner Sather seconded. Motion carried.

No further business.

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Lesley Connelly  
Auditor

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Mark Forseth  
Commission President