

City Council Board of Equalization Meeting/Regular City Council Meeting
Hebron Community Center
April 8, 2019, 7:00 p.m.

Members present at the meeting were; Mayor Grant Walth, Council members; Chester Brandt, Harvey Tibor, Steven Dittus, Michael Coots, Pat Mischel, and Ray Torres. Also present at the meeting; City Supervisor Jim Raaf, Assistant City Supervisor and Building Inspector Mike Jensen, Jane Brandt of the Hebron Herald, Auditor Erin Brink, Morton County Tax Director Linda Morris, and City Attorney Scott Solem. Visitors present; Robin Reynolds and Lester Mutschelknaus representing the Old Red Trail Committee, and Deputy Krizan.

The Board of Equalization meeting was called to order at 7:00pm

Tax Director Linda Morris presented council with and overall 3.9% increase for the City property values stating the North Dakota Century Code states that property values must be within 90-100% of the state sales ratio to be compliant with century code. Commercial property values were not increased the full 3% as sales had decreased the valuation. Morris stated that currently there were two appeals that will be seen at the county hearing. Morris requested the approval of the valuations. A motion was made to approve the increase. Brandt/Mischel MCU. The Board of Equalization meeting was adjourned at 7:09 pm. Torres/Coots MCU

The Hebron City Council meeting was called to order at 7:09 pm

The March 11th regular council meeting minutes were reviewed and a motion was made to approve them. Torres/Coots MCU

March vouchers were reviewed and a motion was made to approve them. Coots/Brandt MCU

Building Inspector Jenson stated that he would like to coordinate more with the Planning and Zoning Committee as in the past many permits have not been approved by the Planning and Zoning Board but the construction was allowed to proceed. Attorney Solem stated that currently the Planning and Zoning committee is working on updates to present to council to outline the duties of the Building Inspector and note when it is necessary to have a permit taken to Planning and Zoning.

Delinquent water bills were discussed and door tags will be sent out.

The March Police report was reviewed.

There was no court report for the month of March.

Robin Reynolds and Lester Mutschelknaus representing the Old Red Trail were present to discuss newly updated features of the Old Red Trail Scenic Byway as well as to request a donation to be made in the amount of \$500. Reynolds stated that one of the most looked up stops on the Scenic Byway is Hebron's Ft. Sauerkraut. A motion was made to approve the donation of \$500 to the Old Red Trail Scenic Byway. Brandt/Tibor MCU.

Supervisor Raaf presented council with one of the saddles that caused a water break on South Maple Street. Raaf stated that many of these saddles are in disrepair and that it may be more cost effective to look at replacing water lines and saddles one block at a time. Council stated that they would like to see Supervisor Raaf bring quotes to look at the feasibility of the replacement of a length of water line one block long. Council stated that grants should be looked at as well to see if any money is available for such a project.

Assistant Supervisor Jenson stated that the tires on the garbage truck need to be replaced. Quotes from both Farmer's Union and Zuroff Repair were reviewed. Council stated that the best judgement of the Supervisor as to which service station to use will be acceptable. A motion was made to approve the purchase of Michelin XZY3 tires for the front and BDY1 tires for the rear. Coots/Torres MCU

Auditor Brink presented council with the findings of the minutes from previous meetings concerning Rebel Repair's concrete by the overhead door and the sidewalk to the east of the building. Upon review of those minutes dated December 12th 2016, March 13th 2017, and October 9th 2017, the Council had previously tabled the discussions. Discussion was held concerning the mountable curb that previously existed at the property but was removed upon completion of the Main Street project. Photos were reviewed of the before and after pictures of the sidewalk and curb. Council stated that a meeting will be set with Doug Rebel to discuss the matter further. Assistant Supervisor Jensen had taken pictures of the overhead door with a level which were presented to council and stated that the concrete was to

specifications, as it was level. Jensen stated that there were missing pieces of the weather stripping on the door as shown in the photos that were presented. Council took no action on the overhead door.

The second reading of Ordinance 19-01 Amending water rates and charges was reviewed. Auditor Brink stated that two items in the ordinance were in question. Brink stated that a delayed payment charge of \$10 had never been charged to anyone as the utility system is designed to calculate late payment penalties, and the \$25 fee for disconnecting service had never been charged, rather a \$50 fee to reconnect service had been charged. Brink stated that perhaps a disconnect fee and a reconnect fee had been combined and she would look into the matter further to insure accuracy. A motion was made to approve the increase in water rates from \$9 per thousand gallons to \$9.80 per thousand gallons with a minimum of \$19.60 rather than \$18.00, approval with the changes that will be made stating the penalties correctly and the fees for disconnecting and reconnecting water service was made as well. Tibor/Torres MCU

A bid was received for crack sealing streets in the amount of \$6500. Discussion was held concerning the number of potholes and would like to receive a quote including crack sealing and pothole repair. A list will be made by the city employees and presented to Hebron Asphalt to receive a quote for all items.

Discussion was held concerning items in the Hebron Community Center kitchen that are rarely if at all used, such as the heavy plates and cups and saucers. Councilman Brandt stated he had spoken with caterer's that frequently use the kitchen and had stated that much of the space in the cabinets is being taken by items that are not of use. Brandt stated that an ad should be placed in the Hebron Herald offering the items up for bids.

Two quotes were received from Joe's Electric to replace bulbs in the Community Center. One quote for \$3,084 to change all bulbs to LED was reviewed and a quote for \$1510.80 to replace the bulbs with fluorescent bulbs was reviewed. Currently the bulbs in the Community Center are fluorescent, from the quote received it states that LED lights are more energy efficient and this would overall decrease the amount of electricity use for the community center. A motion was made to approve the bid for \$3084 to change the bulbs to LED bulbs. Coots/Torres MCU

Auditor Brink requested that the City office be closed on Easter Monday and garbage to run on Tuesday. A motion was made to approve the request. Tibor/Mischel MCU

Auditor Brink presented council with information on a proposal to switch the company with whom the city uses to accept credit card payments. Currently the city is charged a 3.49% interest rate on credit card transactions and the quotes received from Sekure Merchant Solutions states a lower interest rate of 3.09% for all transactions. Currently the city does not charge consumers a fee for credit card transactions and would not charge a fee if switching to a different provider. Upon review Council stated that the savings is very minimal for the amount of transactions the city makes. Council stated that Brink should inquire with the current provider to see if interest rates could be matched.

Auditor Brink presented council with the current fund balances and the current checking and CD balances. Brink stated that the garbage fund had been depleted with the last quarterly payment and she would like to transfer money from the Garbage Fund CD. Brink stated that with the yearly amount of quarterly payments the amount of \$25,000 should be transferred to the garbage fund. Council stated that with the new tires that will be put on the garbage truck the amount transferred should be \$30,000. A motion was made to approve the \$30,000 transfer from the CD to the general checking. Brandt/Tibor MCU

Meeting adjourned at 8:45pm. Tibor/Dittus MCU.

These minutes are being published subject to review and revision of the governing board.

Grant Walth

Mayor

Erin Brink

City Auditor