

City Council Meeting  
Hebron Community Center  
January 8<sup>th</sup> 2018, 7:00 p.m.

Members present at the meeting were; Mayor Grant Walth , Council members; Chester Brandt, Harvey Tibor, Steven Dittus, Michael Coots, Rebecca Heinle, Jim Staiger. Also present at the meeting; City Supervisor Jim Raaf, Building Inspector Joe Reinbold, Jane Brandt of the Hebron Herald, Auditor Erin Brink, Deputy Auditor Roxane Walth, City Attorney Scott Solem, and City Engineer Adam Isakson.

The meeting was called to order at 7:00 pm.

The December 11th regular council meeting minutes were reviewed and a motion was made to approve them.  
Brandt/Dittus MCU

December vouchers were reviewed and a motion was made to approve them. Staiger/Heinle MCU

There were no building permits for the month of December. Building Inspector Reinbold stated that the total cost of construction for 2017 was \$870,258.

Delinquent water bills were discussed and door tags will be sent out. Discussion was held concerning a residence high water usage that was being disputed. After contacting the company that supplies the city with water meters it was determined that the meter was in working order and that the bill for the water must be paid. Payment arrangements will be made with the resident. A motion was made to bill the resident for the water usage.

Coots/Brandt MCU

The police report was reviewed.

There was no court report.

City Engineer Isakson presented council with the final closeout documents for the street project, as all the paperwork has been executed and finalized, and the City has received its final reimbursement. Discussion was held concerning the water tower, as last discussed the footings for the tower were crumbling and in need of replacement. Isakson stated he will start looking for possible funding for such a project, and will bring information to the next council meeting.

Tire disposal was discussed. The Auditor had researched the cost spent on disposing the tires and also looked into the City of Dickinson's fee for tire disposal. The fee charged in Dickinson is \$4 for car/pickup, \$15 for semi, and \$30 for tractor tires. Council will change the rates of semi and tractor tires to match Dickinson. The fee for tire disposal in Hebron is as follows; \$4 for car, \$6 for pickup, \$15 for semi, and \$30 for tractor tires. A motion was made to approve the new fees for tire disposal. Brandt/Staiger MCU

The first reading for Ordinance 18-01 to increase water rates was read. A motion was made to approve the first reading. Tibor/Staiger MCU

The Auditor made the request for her and the Deputy Auditor to attend the League of Cities March Madness Conference in Bismarck on March 6<sup>th</sup> and 7<sup>th</sup>. Registration fee is \$170 per person and the office will be closed for the two days of the conference. A motion was made to approve the Auditor and Deputy Auditor attending the conference. Brandt/Tibor MCU

A motion was made to send Assistant Supervisor Kastrow to Water/Waste water certification classes.

Coots/Tibor MCU

The Auditor requested that the pay period be changed from monthly payroll to semimonthly payroll. The new pay period would run the 1<sup>st</sup> through the 15<sup>th</sup> and the 16<sup>th</sup> through the last day of the month. Council made a motion to approve the change in pay periods. Coots/Staiger MCU

The Auditor reported that the city must designate the depository of public funds on even number years. A motion was made to approve Dakota Community Bank as the depository of public funds. Tibor/Dittus MCU

Officer George Piehl arrived.

Discussion was held concerning the cleaning of the city hall. An organization had rented the hall for an event and for the day following the event to clean the hall. However not all the cleaning supplies were made available to the organization by the custodian, who was there cleaning that morning. Discussion was held as to notifying the custodian

that per the rental agreement for the hall that the organization is allowed time for cleanup in order to determine whether the deposit is kept and also that all cleaning supplies are available to whomever has the hall rented. Council member Heinle stated that per the employee handbook City Supervisor Raaf will inform the custodian of the issues.

Officer Piehl stated that the police will be ticketing vehicles parked longer than 48 hours on the streets due to snow removal. Officer Piehl asked if council would like the police department to continue using Zuroff Repair as the towing company for towing vehicles. A motion was made to approve the continued use of Zuroff Repair for towing.  
Tibor/Heinle MCU

A motion was made to adjourn the regular Council meeting at 7:56 pm. Staiger/Tibor MCU.

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

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Grant Walth

Mayor

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Erin Brink

City

Auditor