

Legal Notice

CITY OF PORTLAND COUNCIL
REGULAR MEETING
MONDAY, DEC. 8, 2025, 6 P.M.

The Portland City Council met in regular session on Monday December 8 at 6:00 pm in the Memorial Hall Building. The meeting was called to order by Mayor JoAnna Nielson. Also present were Aldermen Penny Hanson, Justin Burley, Jeff Stevens and Public Works Director Ben Basol. Absent was Alderman Craig Klabo.

Pledge of Allegiance.
Public comments - Resident update for 826 Parke Ave – a resident will be living in the property. Property to remain clear of debris and excess items/vehicles, fines to be paid and dogs to get licensed.
Resident in attendance regarding last month item of street to remain clear of vehicles on 7th Street and

Jahr Ave. Clarification of request to only park vehicles in for repair on one side on the street to allow street clearing when needed.

Minutes for the November 10, 2025 were presented. Motion Burley, second Hanson to approve minutes all aye, motion carried.

Permits - Motion Hanson, second Stevens for the renewal of liquor license for Floyd's, all aye, motion carried. Motion Stevens, second Burley for alternation location permit for Clifford Elevator to Norseman Hall, all aye, motion carried.

The following bills were presented: Salaries, \$7,139.27; Aflac \$328.51; American Funds, \$440.30; American Funds, \$256.17; Portland Park, \$726.87; IRS, \$2,233.34; Ben Basol, \$858.51; City of Fargo, \$14.00; City of Mayville, \$1,600.00; David Groven, \$88.00; East Cen-

tral, \$16,317.68; Flaten Construction, \$840.00; Mathson Sweeping, \$2,205.00; Moore Engineering, \$583.75; Nilson Brand, \$52.50; NDLC, \$90.00; Quill,\$475.41; Sonia Burley, \$50.00; State of ND Chem Lab, \$620.12; Traill County Treasurer, \$7,807.56; Xcel, \$964.86; NAPA Auto Parts, \$199.99; Postmaster, \$261.00; Traill County Treasurer, \$335.50; Farmers Union Oil, \$666.47; MayPort Hardware Hank, \$6.63; ND One Call, \$3.00; Premium Waters, \$19.49; Dakota Natural Gas, \$225.00; MFOA, \$40.00; Midco, \$222.08; Waste Management, \$5,340.15; Waste Management, \$436.60; Xcel, \$2,000.00; East Central, \$1,309.80; TOTAL \$54,757.56.

Motion Hanson, second Burley to pay bills, on roll, motion carried.

Financial reports presented. Motion Burley, second Hanson to ap-

prove financials as presented, on roll, all aye, motion carried.

Department Head Reports
Police – Jeff Stevens: no report.
Streets – Craig Klabo: Discussion held with SRS regarding the condition of Morrison Ave, possible help with repairs in the future.

Water – Penny Hanson: Overdue bills discussed. Ten (10) accounts scheduled to be turned off on Monday December 22, 2025 for non-payment. The owners of these accounts are: Terry Onerheim, George Davisson, Amanda Malson, Michael McNeal, Britney Reed, Kelly Richards, Dixon Klaski, Tracy Junke, Quinton Brower, and Dep Boppre. Letters to be sent to overdue accounts stating that the balance of these accounts must be paid in full to prevent water from being shut off. A \$200.00 turn on fee must be paid before water

service will be restored. Failure to pay the fee and turn water on without the city approval will result in theft of services charges being filed by the City of Portland through the Traill County Sheriff's office. All outstanding bills in October will be added to residents' property with a \$500.00 administrative fee added. Sheriff's office to be contacted regarding certain account(s) when they on the shut off list to help assist in collection of monies.

Buildings/Grounds/Equipment – Justin Burley: Fire in Mayville discussed. City of Portland to install a dry hydrant in the city park for the future. City of Portland drained both the water tower and the underground storage unit due to the City of Portland filling tankers due to connection issues with the City of Mayville hydrants. City of Portland to invoice

the City of Mayville for water used to be attached to insurance claim for the fire. Motion Burley, second Hanson to pay Bruce Olson \$250.00 for assisting with water flow, all aye, motion carried.

Director of Public Works - Ben Basol: Motion Burley, second Stevens to approve up to \$2000.00 to install electrical outlets on the south side of the city shop, on roll, all aye, motion carried.

Motion Hanson, second Burley to approve invoice for \$2255.50 for Moore Engineering, on roll, all aye, motion carried

Motion Hanson, second Burley to adjourn meeting, all aye, motion carried.

No further business, meeting adjourned.

**Nadine Rygg, Auditor
JoAnna Nielson, Mayor**

Legal Notice

HILLSBORO CITY COMMISSION
REGULAR MEETING
NOVEMBER 3, 2025, 6:30 P.M.

THE HILLSBORO BOARD OF CITY COMMISSIONERS HELD A REGULAR MEETING AT MAIN COMMUNITY CENTER AT THE ABOVE DATE AND TIME.

Commissioners present: Geray, Myers, Pohlkamp, Evans, Reese
Commissioners Absent: None

Commissioner Reese opened the meeting with the Pledge of Allegiance at 6:30 PM.

Reading of the Minutes: Commissioner Pohlkamp made the motion to accept October 20th, 2025 meeting minutes. Commissioner Geray seconded the motion. All voted yes. None voted no. Motion carried.

A P to be approved on 11/3/2025 - PAID on 11/3/2025 - ACME TOOLS, ELECT RENTAL, \$1,550.00; ALICIAS CLEANING, \$300.00; BORDER STATES, PARTS ELECT, \$659.60; BORDER STATES, STREET LIGHTS, \$476.92; BOWERSOX, BRUCE, P&Z, \$200.00; CORE & MAIN, METERS WATER, \$1,464.00; ECRWD, WATER, \$5,516.03; GERAY, PAUL, BC, \$200.00; HALSTAD TC, INTERNET, \$868.92; HAWKINS, CHEMICALS WTP, \$2,891.08; HAWKINS, CHEMICALS WTP, \$4,690.24; HEDC, CONT, \$11,884.57; HILLSBORO AIRPORT, INSURANCE, \$27,099.88; HILLSBORO PARK BOARD, CONT, \$3,031.46; JOHNSON, ERIC, BC, \$200.00; MAGNUSON TIRE SERVICE, \$387.98; MIKKELSEN, BRENT, P&Z, \$200.00; MILLER, MATT, P&Z, \$200.00; MRES, AMI OCT 2025, \$474.20; NAPA, PARTS/SUPPLIES, \$603.61; NEHK, ABBY, DEPOSIT RETURN, \$150.00; REESE, LEVI, P&Z & BC, \$400.00; RMB, NDRTCR, \$104.50;RMB, POOL, \$47.03; RMB, WTP, \$203.78; SIGN SOLUTIONS, \$869.88; SORUM OIL, FUEL, \$2,200.54; STUART IRBY, ELECT SAFETY TESTING, \$50.00; SWENSON, LEIF, P&Z & BC, \$400.00; TRAILL COUNTY TREAS, SHERIFF, \$19,526.40; TRAILL COUNTY TREAS, \$2,247.04; TYLER TECH, \$8,265.00; VALLEY PLAINS EQUIP, \$237.91; VERIZON, PHONE, \$500.19; VESTIS, LINEN SERVICE, \$175.71; WATERS, DOUG, P&Z, \$200.00. TOTAL \$98,476.47.

Presentation of Bills & October 2025 payroll - Commissioner Geray made the motion to pay the bills and Oct 2025 payroll as presented. Commissioner Pohlkamp seconded. All Voted Yes. None voted no. Motion carried.

Citizen address - None.
City Commissioners Reports
Commissioner Myers: Waiver for armory rental fee for Burro Village event. Commissioner Myers made the motion to wave the rental fee for the armory on Feb 28th for Burro Village event. Commissioner Evans seconded. Roll Call: Yes - Pohlkamp, Myers, Geray, Evans, Reese. No - none. Motion Carried.

Commissioner Evans: Water - Interviews completed – possible candidate: Paul Carlson. Lives in Grand Forks and not willing to relocate. Airport - Will have meeting about taxing
Commissioner Geray: Electrical - Working on land for substation. HEDC - Marketing, working with possible brewery buyer, bingo at A&R, new business heavenly blooms. Strategic planning Dec.

Commissioner Pohlkamp: Sheriff - New deputy Christian B. Area around school- parking concerns. Recommendation to remove no parking on south side and repaint fire hydrants and corners. Commissioner Geray made the motion to remove no parking signs on South and East side of High School. Commissioner Myers seconded. Roll Call: Yes - Myers, Geray, Evans, Reese. Abstain: Pohlkamp. No: none. Motion Carried.

Commissioner Reese: Need approval to apply for a \$5 million loan through Bank of ND for electrical infrastructure upgrades, revolving loan fund. Due December 5th, 2025. Commissioner Geray made the motion to approve applying for the \$5million revolving loan through Bank of ND for electrical infrastructure upgrades. Commissioner Pohlkamp seconded. Roll Call: Yes - Pohlkamp, Myers, Geray, Evans, Reese. No: none. Motion Carried.

Miller's Fresh Food Alley Way - Still trying to reach out to other property owners.

New owner of the Brewery will be applying for liquor license.

City Officers Reports:
Public Works Supervisors: Zach – Pipe detectives have stated project
City Attorney Strom: Nothing to report.

City Auditor Eggermont: Sending out lead and copper notices by Nov. 14th.

Sheriff's Office Steve Hunt: Noth-

ing to report.

City Engineer Swanson: Pool bid results "full discussion can be heard on the recording found on the City of Hillsboro YouTube channel. Opened bids Oct 28th. ICS bid \$520,193.40 - worst case max cost. Matching grant \$150,000 needs to be completed by June 2026. Commissioner Pohlkamp made the motion to approve the pool bid up to \$320,000 and bring back to commission from approval. Motion died due to lack of second. Commissioner Pohlkamp made the motion to approve pool bid change orders need commission approval. Commissioner Myers seconded. Roll Call: Yes - Pohlkamp, Myers, Reese .No: Evans, Geray. Motion Carried.

BC Tickets: Nothing to report
Old Business:
Water/Wastewater supervisor interviews and recommendations. No discussion tonight.

New Business: Façade Grant application - The Hayloft Mercantile. Property has received a grant in the last 5 years. Only for outside work. In-kind hours cannot be counted. 50/50 grant. Commission denied as presented. Resubmit to clarify total.

Road Closure: HBA winter wonderland. Commissioner Evans made the motion to approve road closures for HBA. Commissioner Pohlkamp seconded. Roll Call: Yes - Pohlkamp, Myers, Geray, Evans, Reese. No - none. Motion Carried.

APPA PAC Prior Approval Form - Form that cities are asked to sign to allow APPA members to attend legislative events on our behalf. 5 year approval to lobby on the City's behalf. Commissioner Geray made the motion to approve APPA PAC Prior Approval Form. Commissioner Myers seconded. Roll Call: Yes - Pohlkamp, Myers, Geray, Evans, Reese. No - none. Motion Carried.

Announcement/Friendly reminders: City hall office will be closed the following dates - Nov. 11th -Veterans day; Nov. 27th & 28th – Thanksgiving; Dec. 24th @ noon & 25th – Christmas Eve & Day; Dec. 31st @ noon & Jan. 1- New Years Eve & Day.

Winter Parking/Sidewalks: Please have vehicles off streets during large snowfall between 2:30am and 6:00am.

Business Sidewalks: Please keep sidewalks clear in downtown areas.

Adjournment of the City Commission meeting: Commissioner Evans made a motion to adjourn the meeting at 7:48pm. Commissioner Myers seconded. All voted Yes. None vote no. Motion carried.

**Casey Eggermont, City Auditor
Levi Reese, Commission President**

HILLSBORO CITY COMMISSION
REGULAR MEETING
NOVEMBER 17, 2025, 6:30 P.M.

THE HILLSBORO BOARD OF CITY COMMISSIONERS HELD A REGULAR MEETING AT MAIN COMMUNITY CENTER AT THE ABOVE DATE AND TIME.

Commissioners present: Geray, Myers, Pohlkamp, Evans, Reese. Commissioners Absent: None.

Commissioner Reese opened the meeting with the Pledge of Allegiance at 6:30 PM.

Reading of the Minutes: Commissioner Pohlkamp made the motion to accept November 3rd, 2025 meeting minutes. Commissioner Myers seconded the motion. All voted yes. None voted no. Motion carried.

A P to be approved on 11/17/2025, PAID on 11/17/2025: AE25, \$14,690.75; AIRGAS LEASE, \$284.75; BRITE-WAY, \$55.00; CANON FIN, \$120.00; DAKOTA NATURAL GAS, \$20.86; DGR, \$5,036.50; GROVEN, DAVID, \$6,000.00; HILLSBORO BANNER, ADS, \$1,348.43; HILLSBORO BUSINESS ASSOC., \$150.00; HILLSBOR FD, \$183,975.00; HILLSBORO LUMBER, \$86.84; LAKE AGASSIZ WATER AUTHORITY MEMBERSHIP, WATER, \$500.00; MIDWEST PEST, \$287.00; MILLER ELECTRIC, \$4,140.00; MINNESOTA MUA, TUITION- MODULE 3, \$755.00; NDLC DUES, \$325.00; NORTHERN FIRE EQUIP, \$556.50; OFFICE SUPPLIES PLUS, \$30.05; OHNSTAD TWICHELL PROFESSIONAL SERVICES, \$1,825.94; ONE CALL, OCT TICKETS, \$49.50; PREMIUM WATER, \$61.16; RECORD KEEPERS, \$17.50; RMB, \$596.70; SANDBO, \$180.00; SIWEK LUMBER, \$629.64; SMITTY'S TRANSMISSION, \$6,028.24; TEAM LAB, SUPER BUGS, \$3,637.50; TYLER, \$1,321.17; VESTIS, \$175.71; WASTE MANAGEMENT, \$27,469.19; WATER ENVIRONMENT FED, DUES, \$94.00; WRIGHT IMPLEMENT, GRANT, \$4,661.45; TOTAL \$265,109.38.

Presentation of Bills: Commissioner Evans made the motion to pay

the bills as presented. Commissioner Pohlkamp seconded. All Voted Yes. None voted no. Motion carried.

Delinquent bills/ Disconnect: Commissioner Pohlkamp made the motion to approve the disconnect of presented delinquent utility bill list Tuesday, November 25th, 2025 at 10:00am if no payment is made. Commissioner Evans seconded. Roll Call: Yes - Pohlkamp, Myers, Geray, Evans, Reese. No - none. Motion Carried.

Citizen address: None.

City Commissioners Reports:
Commissioner Myers: Nothing to report.

Commissioner Evans: Water/ Sewer - Pipe detectives have been doing some cleaning in order to get the cameras in. Bigger pipes worse than the smaller pipes. Due to the conditions of the pipes it will cost more. Do you want Pipe detectives to only go up to what the bid was or let them finish and add extra funds. About 60% done if it gets too cold, they will have to finish in the spring. Commissioner Geray made the motion to go up to \$30,000 above the bid for sewer televising. Commissioner Myers seconded. Roll Call: Yes - Pohlkamp, Myers, Geray, Evans, Reese.No - none. Motion Carried.

Airport - Had a meeting with county about the possessory tax. Airport will work to figure out how to move forward with this.

Commissioner Geray: Electrical - Working on land for substation.

HEDC - Meeting Monday at Traill County Water Resource building. Strategic planning. Held at community center Dec 16th and 17th.

Commissioner Pohlkamp: Fire Department – crew has been called to assist in the last 2 elevator fires.

Commissioner Reese: Planning and Zoning - Moving forward with projects and building inspectors are working out well.

2024 audit is almost completed.

Catalyst Grant - List of qualifying items, 50% match up to \$500,000; Planned into the 2027 budget with possible use of sales tax. Commission would like more info.

City Officers Reports:
Public Works Supervisors: Nothing to report.

City Attorney Strom: Nothing to report.

City Auditor Eggermont: Nothing to report.

Sheriff's Office Steve Hunt: Nothing to report.

City Engineer Swanson: Nothing to report.

BC Tickets: Nothing to report.

Old Business:
Employee Handbook - Employees looked at it and gave suggestions. Clothing allowance- city hall office 1 logo shirt a year, winterwear for PW. Reinstate certificate incentives.

New Business: None
Announcement/Friendly reminders: City hall office will be closed the following dates - Nov. 27th & 28th – Thanksgiving; Dec. 24th @ noon & 25th – Christmas Eve & Day; Dec. 31st @ noon & Jan. 1- New Years Eve & Day.

Winter Parking/Sidewalks: Please have vehicles off streets during large snowfall between 2:30am and 6:00am. Business Sidewalks: Please keep sidewalks clear in downtown areas

Adjournment of the City Commission meeting: Commissioner Evans made a motion to adjourn the meeting at 7:25pm. Commissioner Myers seconded. All voted Yes. None vote no. Motion carried.

**Casey Eggermont, City Auditor
Levi Reese, Commission President**

HILLSBORO CITY COMMISSION
REGULAR MEETING
DECEMBER 1, 2025, 6:30 P.M.

THE HILLSBORO BOARD OF CITY COMMISSIONERS HELD A REGULAR MEETING AT MAIN COMMUNITY CENTER AT THE ABOVE DATE AND TIME.

Commissioners present: Geray, Myers, Pohlkamp, Evans, Reese
Commissioners Absent: None

Commissioner Reese opened the meeting with the Pledge of Allegiance at 6:30 PM.

Reading of the Minutes: Commissioner Evans made the motion to accept November 17th, 2025 meeting minutes with changes. Commissioner Geray seconded the motion. All voted yes None voted no. Motion carried.

A P to be approved on 12/01/2025 - ALICIAS CLEANING, \$300.00; APP RIVER, \$81.00; BORDER STATES, \$304.50; BUSINESS ESSENTIALS, \$166.15; COLE PAPER, \$468.58; GRAINGER, \$444.52; HALSTAD TC, \$868.92; HAWKINS, \$6081.30; HEDC, \$3,600.00; IRS, \$4,760.34; JAK PYROTECHNICS, \$2,194.24;

JET WAY, \$4,441.25; KIMBALL MIDWEST, \$256.96; KRJB, \$678.00; NA-ASTAD, \$54,578.00; NAPA, \$98.85; ND DEQ CEM LAB, \$532.80; NDLC D&A TESTING, \$560.00; OVERHEAD DOOR, \$1,122.00; RMB, \$88.83; SANDBO, \$191.98; STUART IRBY, \$2,167.28; VALLEY PLAINS EQUIP, \$149.83; VERIZON, \$483.40; VESTIS, \$175.71. Total \$84,794.44.

Presentation of Bills and November 2025 Payroll - Commissioner Geray made the motion to pay the bills and approve November 2025 payroll as presented. Commissioner Myers seconded. All Voted Yes. None voted no. Motion carried.

Citizen address - Daryl Osborn does not want the city to spend any more money on projects that do not make money. Asked questions about new pool. Worried about taxes going up for the elderly fixed income homes.

City Commissioners Reports
Commissioner Myers: Street cleaning went well after 1st storm. Reminder: move vehicles off streets during snow events.

Commissioner Evans: Water/ Sewer - Pipe Detectives found 2 spots of collapsed pipe. Naastad will be in to fix - watch alerts for dates.

Commissioner Geray: Electrical - Working on land for substation. Strategic planning - Held at community center Dec 16th and 17th.

Commissioner Pohlkamp: Nothing to Report .

Commissioner Reese: Electrical paperwork was submitted. Catalyst Grant Project Ideas. Commission will keep working on ideas. ECRWD new WTP - looking for a Pond location. They would like temporary use of city serge until ECRWD's is up and running. Zach worried about build up if used for too long - needs more info before a decision is made. Trees near road may need to be taken out - ECRWD was advised to replace what they take out overtime.

City Officers Reports
Public Works Supervisors: Nothing to report.

City Attorney Strom: Nothing to report.

City Auditor Eggermont: Attended a Lead and copper meeting – will need to have a public forum, Jan 5th @ 6pm, to inform public about what comes next regarding lead and copper project. Seasonal/snowbird notice - all shut offs need to be completed during business hours, any afterhours shut offs will have a \$150 fee accessed. Winter Wonderland is next weekend - big thank you to Public Works for getting the lights on the tree.

Open full-time position: Kelby has requested to be considered for the full-time spot. Commissioner Geray made the motion to accept Kelby as a full-time employee effective immediately. Commissioner Pohlkamp seconded. Roll call: Yes - Pohlkamp, Myers, Evans, Geray, Reese. No - None. Motion carried.

Sheriff's Office Steve Hunt: Nothing to report.

City Engineer Swanson: Nothing to report.

BC Tickets: Nothing to report.

Old Business: Employee Handbook - Employee certificate incentives. Look at it case by case at employee review time. Commissioner Evans made the motion to accept employee handbook as presented today and will add electrical later. Commissioner Pohlkamp seconded. Roll call: Yes - Pohlkamp, Myers, Evans, Geray, Reese. No: None. Motion carried.

New Business: 2026 Utility Rates - Rates would go in effect Jan 2026 expect energy surcharges would start in March. Elect numbers were taken from Tim Miller's Presentation. Water rates based on the utility rate study. Garbage rate discussion. Rental fee discussion. Will vote on rate increases next meeting.

Senate Bill 2007 Floodplain Ordinance Update - No discussion was had. Will discuss at a later date.

Announcement/Friendly reminders:

City hall office will be closed the following dates - Dec. 24th @ noon & 25th – Christmas Eve & Day and Dec. 31st @ noon & Jan. 1- New Years Eve & Day.

Winter Parking/Sidewalks: Please have vehicles off streets during large snowfall between 2:30am and 6:00am.

Business Sidewalks: Please keep sidewalks clear in downtown areas

Adjournment of the City Commission meeting - Commissioner Evans made a motion to adjourn the meeting at 8:00pm. Commissioner Myers seconded. All voted Yes. None vote no. Motion carried.

**Casey Eggermont, City Auditor
Levi Reese, Commission President**

We're not just in **BLACK** and **WHITE** anymore. But we are **READ** all over.

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CEMETERY CARETAKING BIDS

The City of Mayville will accept bids for caretaking of the Mayville cemetery for one-year, 2026 season, contract. Bids will be received until January 5th, 2026 at 4:00 p.m. and will be opened at the city council meeting that night. All bids must be sealed and clearly marked Cemetery Caretaking Bids 2026 Season.

For full details regarding the contract contact the Mayville city auditor's office at 701-788-2166. The city of Mayville reserves the right to reject any and all bids.

Gail Olstad, City Auditor
Publish: December 19th, 26th 2025, and January 2nd 2026

218.791.6452
Brad Pederson
Bpederson16@hotmail.com
Residential & Commercial

Interior / Exterior Painting

NOTICE OF PUBLIC HEARING
ON APPLICATION FOR REPLAT
PURSUANT TO NDCC § 40-50.1-06

Notice is hereby given that a public hearing will be held by the City Council of the City of Mayville, North Dakota, on Monday 01/05/2026 at 4pm, at Mayville City Hall to consider an application for approval of a replat of Eastvold 3rd Addition to the City of Mayville, Traill County, North Dakota, an existing plat, pursuant to North Dakota Century Code§ 40-50.1-06.

The applicant, Venture Investments, Inc. has submitted an application to replat the property legally described as follows:

Legal Description:

Lots 1 Through 5, Block 4, Eastvold 3rd Addition to the City of Mayville, Traill County, North Dakota

The proposed replat generally consists of the owner is requesting to split the twinhome lots for future individual lot sales which was agreed to when the lots were initially purchased for development. No change to the existing zoning classification is proposed unless otherwise stated.

At the public hearing, all interested persons will be given an opportunity to be heard regarding the proposed replat. Written comments may be submitted prior to the hearing to the City Auditor at Mayville City Hall.

A copy of the proposed rep lat is available for inspection during regular business hours at City Hall.

Dated this 16th day of December, 2025.

CITY OF MAYVILLE, NORTH DAKOTA

Gail Olstad, Auditor
Publish Dec. 19, 2025 & Jan. 2, 2026

Steve Trudeau
701.430.0943
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