



Town of Hillsboro

Meeting Minutes July 20, 2020

The Hillsboro Town Commission Meeting was held on July 20, 2020 at the Hillsboro Town Office. The meeting was called to order at: 7:30pm by Vice-President, Steve Higdon. The pledge was recited and those present were: Commissioner Steve Higdon, Commissioner Sandy Higdon, and Town Manager, Virginia Albers. Small Town Planner, Jennifer Shull. Commissioner Benincasa was excused.

The minutes for the June, 15, 2020 meeting were prepared and disseminated by Virginia. A motion was made by Steve and seconded by Sandy to approve the June 15, 2020 meeting minutes as presented.

The July, 2020 Financial Report was passed out. It was tabled until the next town commission meeting.

Stormwater Project update-Ross previously submitted a grant in the amount of \$33,000 from the DNR Fish & Wildlife Administration for improvement and design on Church Lane and Main Street. Ross spoke with Eric Buell and no decision was been made yet.

Main Street sidewalk -No activity.

Covid 19-Virginia coordinated copies all the expenditures we have accrued so far due to Covid-19. They were submitted to Dan Foxx for County reimbursement. No word yet.

Virginia contacted Hal Davis from MDIA to write a letter to a resident regarding concern for safety to the exterior. Mr. Davis sent a certified letter to the property owner allowing them 90 days to fix the issues or they will be fined.

Parks & Recreation has authorized the re-opening of our Town Park and they have placed three hand sanitizer stations for the public to utilize.

Town Manager's Report-1) Codes Enforcement- All letters and citations to property owner violators have been suspended due to the pandemic. Monitoring those that have received letters prior. Sent second letters out to two property owners.

2) Joined in on a Hillsboro Planning Commission Zoom call.-Discussed having a movie night and the chicken ordinance.

3) Working with TGM Rep regarding our Annual Audit. Researched, scanned and sent copies of meeting minutes for the last year. Sent copies of all bank statements for last fiscal year. Still a work in progress

- 4) Permit to construct a fence in Hillsboro. Forwarded info to Planning & Zoning. Fee was paid.
- 5) Downloaded, filled out and made copies of bills that pertain to Covid-19 to file for reimbursement. Awaiting approval.
- 6) Received emails from authorities of the Critical Area Commission. Invoiced them for \$750 per their request – working on progress report for submission.
- 7) Commissioner Benincasa and I met with MDIA's Hal Davis. We discussed deteriorating properties, properties that have safety issues and the general codes enforcement process.
- 8) Contacted Hal Davis to assist the Town with safety issues with a property located on Main Street.
- 9) Spoke to a resident regarding their concerns for someone housing ducks in the town limits.
- 10) A resident complained about a front yard being piled. (not trash-just items stored there since they have no back yard.)

Town Meadow-Hillsboro Resident Sally Campbell attended the meeting to address concerns regarding the maintenance and well being of the meadow owned by the Town Commissioners located behind the pavilion and Town Office. She stated that it was an asset to the local wildlife and other creatures that inhabit the space. She has offered to assist with this project if needed. The Commissioner's listen to her concerns and Commissioner Sandy suggested that we schedule a workshop in the future to discuss. (A copy of Ms. Campbells letter is attached for the record).

Virginia created a Proclamation for Ms. Emily Cripps. She just retired from the Zoning Board of Appeals after 20+ years of service. We plan to present to her in the near future.

Jennifer reported that would be using some Census funds from our grant to partner with the Planning Commission and hold an Outdoor Movie Night. Tentative for August 1st-raindate August 8th. Bring your own snacks, chairs and blankets.

There being no further business to discuss Steve made a motion to adjourn, which was seconded by Sandy at 8:16pm.

The next Hillsboro Town Commissioners meeting was scheduled for: August 17, 2020.

Respectfully submitted,

Virginia L. Albers