

City of Medora
Minutes of Regular Meeting
March 3, 2020
(Subject to Council review and approval)

Meeting was called to order at 6:00 pm by Mayor Todd Corneil. Present were Council members Doug Ellison, Kinley Slauter, and John Tczap. Tracy Sexton participated via phone. Sandra Kuntz and Mike Njos were also present.

Minutes from the February 4 Meeting were reviewed. Slauter moved to approve the minutes from the February 4 meeting, Ellison seconded. Motion passed unanimously.

Department Reports

City Engineer Mike Njos – a written report was received. Draft “Building Permit” and “Zoning-Development Permit” documents were presented for review. Njos proposed the two documents should go through Zoning and then on as needed. He proposed that there should be a Building Permit available at any job site. It was suggested that the title should be “Zoning-Development Application” and we should add a “phase” on the Application. Njos will take the documents to Zoning to review and then discuss at the April Council meeting. The handling of developer and engineer calls to Njos was discussed. Njos will send questions from companies without Development Agreements to the City for handling/direction. If Njos or Kuntz need to spend time addressing issues before a DA is complete they will advise the requester that there will be a charge from the City for the time spent and report the time spent to the City Auditor for billing. Ellison moved to pay Highlands for the charges related to assistance to AE2S that were removed from their invoice that was paid February 4, Sexton seconded. Discussion was to clarify that the reduction was made after the voucher was approved. Motion passed unanimously.

City Attorney Report – Kuntz presented Ordinance 01-2020 to correct/define the Extra Territorial Zoning boundaries. Ellison and Slauter asked to see a map using a mile. Kuntz proposed we implement a Joint Powers Agreement with the County to deal with Extra Territorial Zoning, this topic will be included in the April Agenda. Ellison moved to approve the first reading of Ordinance 01-2020 with “upon” to be removed from the first paragraph, Tczap seconded. Sexton abstained as she hadn’t reviewed the document. Motion passed unanimously by those voting. Kuntz will provide examples of permit fees charged by other cities.

Police Department - a written report was reviewed. Chief Lapp advised that the new police vehicle is being outfitted by the dealer and will be delivered shortly. Lapp is checking with a state game biologist to present at a future meeting. Two members of the Drug Task Force are here to present as requested.

Public Works report – a written report was reviewed.

MCC report – no report was submitted.

City Auditor report - Ridenhower presented his monthly report. Proposals from three Audit Firms were obtained and presented as requested. After discussing the proposals, Ellison moved we contract with Schmitz-Holmstrom for 3 years of Audit Services as detailed in their February 27 proposal, Slauter seconded. Motion passed unanimously. The 2019 Financial Statement was presented and it has been published.

Old Business

Point to Point Park Development Agreement – meetings have been held, Njos has worked on revisions, and they are simplifying the approach. The current addendum will address only the mini golf to speed progress. Revisions will be reviewed and brought to the April meeting.

Extra Territorial Zoning – covered under the Attorney Report

TR Presidential Library update – Ellison reported that key people were recently in town for a review. There is a public open house planned in the next 10 days to exchange ideas.

MCC Exterior Plan Discussion – it was agreed that something needs to be done to make the front of the building more presentable, but spending significant money to improve what will be replaced doesn't make sense. Slauter stated that the agreed design is to use reclaimed lumber on the front, and there are options on how to deal with the other sides. Sexton asked what the estimated cost would be to do the south and east sides so we get an improved appearance. Slauter will prepare some options and their cost to review at the next meeting.

New Business

BCI presentation – Two members from the Drug Task Force were present and provided an update on their activities. They stated that Medora and Billings County are good supporters of their efforts. Some of their largest seizures come from Billings County. Their focus is to impact local situations in our area. Opioids have been a significant problem and issues with them are increasing. The Council thanked the Drug Task Force for what they are doing.

June 9 City Election – Candidate Filing and Voter Registration materials/notices have been posted or provided. The City Mayor and two City Council Member positions are up for election.

Miscellaneous Business

Board of Equalization meeting – meeting will be held April 7 at 5:00 pm

Slauter advised that Stacy Custer resigned her position as the Deputy Auditor, and work will be done on Seasonal Employees.

Ellison moved to accept the financials as presented, Tczap seconded. Motion passed unanimously.

3051	330 ROUGHRIDER ELECTRIC COOP, INC	2710.56
3052	643 WASTE MANANGEMENT	105.74
3053	279 NORTHWEST TIRE, INC.	31.42
3054	352 SOUTHWEST WATER AUTHORITY	2277.00
3055	444 HIGHLANDS ENGINEERING & SURVEYING	340.00
5284	330 ROUGHRIDER ELECTRIC COOP, INC	37.00
17655	330 ROUGHRIDER ELECTRIC COOP, INC	2752.80
17656	444 HIGHLANDS ENGINEERING & SURVEYING	5525.00
17662	VISION INSURANC AVESIS	58.08
17663	523 AT&T Mobility	478.47
17664	DENTAL INSURANC AMERITAS	576.40
17665	33 BELFIELD AUTO SUPPLY, INC	78.97
17666	42 BILLINGS COUNTY PIONEER	221.99
17667	815 BOSS OFFICE PRODUCTS	39.99

17668	60 BRAUN DISTRIBUTING	18.20
17669	99 DAKOTA DUST-TEX, INC.	161.00
17670	600 Dell Beach	20.00
17671	721 DELL MARKETING L.P.	120.90
17672	135 FARMERS UNION	1566.48
17673	746 FISCHER SAND AND GRAVEL	650.65
17674	226 MID-AMERICAN RESEARCH CHEMICAL	490.76
17675	821 NRG TECHNOLOGY SERVICES	172.95
17676	753 PUKLICH CHEVROLET	24170.00
17677	349 SOUTHWEST BUSINESS MACHINES, INC	413.27
17678	356 STAPLES	179.91
17679	364 STEIN'S, INC	118.50
17680	378 THEODORE ROOSEVELT MEDORA FDTN	4.32
17681	805 AMAZON CAPITAL SERVICES	57.57
17682	822 BRIDGER, MICHAEL	115.50
17683	788 BUCKMAN, BILL	115.50
17684	422 Doug Koester	115.50
17685	135 FARMERS UNION	265.65
17686	826 GELTEL, AUSTIN	133.00
17687	444 HIGHLANDS ENGINEERING & SURVEYING	12275.00
17688	755 John Koester	115.50
17689	229 MIDSTATE TELEPHONE COMPANY	904.99
17690	823 O'BRIEN, B. J.	315.38
17691	825 ROOD, CLINT	133.00
17692	824 RUDSKYI, OLEKSANDR	133.00
17694	827 FERNANDO, RANDIKA	133.00
	PAYROLL 2/7/20	7532.85
	PAYROLL 2/21/20	10397.64
	RENT CITY OF MEDORA	225.00
	DEFERRED COMP NDPERS DEFERRED COMP DEP	410.00
	NDPERS RETIREMN NDPERS	2808.54
	FIT EFTPS	2807.58

Deadline for Zoning Applications is Friday, March 6 @ 12:00pm with the Zoning Meeting being Tuesday, March 17 @ 6:00pm. Deadline for Council Agenda Items is Friday, April 3@ 12:00pm and the next regular Council Meeting is Tuesday, April 7 @ 6:00pm. A Board of Equalization Meeting will be held April 7 at 5:00pm.

Slauter moved the meeting be adjourned, Tczap seconded. Meeting adjourned at 7:30 pm.

Attest: _____ Todd Corneil, Mayor

Attest: _____ Gary Ridenhower, City Auditor