

City of Medora  
Minutes of Special Meeting  
May 18, 2020  
(Subject to Council review and approval)

Meeting was called to order at 3:08 pm by Mayor Todd Corneil. Present were Council members Doug Ellison, Tracy Sexton, Kinley Slauter, and John Tczap. Mike Njos was also present. The meeting was conducted via Zoom.

## Street Patching/Repair, Street Chip Sealing

Njos reviewed the detailed estimates and budget for street patching/repair, based on the areas that have been identified as needing repair, and chip sealing. Corneil asked if we can fog seal the bike path for lower cost when we do the street chip sealing, Njos said the bike path needs sealing and it can likely be done for minimal cost. Fog seal prevents chip loss, makes the asphalt look like a new road, and dries quite rapidly. Njos' project estimate for patching, chip sealing, and fog sealing is \$150,659 plus 5% contingency (\$158,192) but he will work to reduce the cost. The cost above current budget will come from funds that have been designated in past years to cover road repair and chip sealing. Tczap asked if this includes the north and south side of town, Njos said yes. Slauter asked what the timeline would be, Njos said the patching will start this week and be completed by June 1, the repairs need to cure for two weeks, and chip sealing can start by mid-June. Chip sealing takes about 3 days if weather is agreeable so project should be done in June. Ellison commented that traffic control is essential, Chief Lapp said that the last time we chip sealed a notice was put out in advance and then cones were put up as the work progressed and it worked well. Slauter said a rolling work area would be needed, Njos said they usually do alternate sides of a street to minimize issues. Tczap asked how we get advance warning of work dates, Njos said he would provide dates as his firm is working on the larger project also. Corneil asked if bad weather could add a week or what time, Njos said that some rain isn't a real problem but heavy rain would cause delays. Sexton moved to proceed with street patching, chip sealing and fog seal as presented totaling \$158,192 with the 5% contingency with completion date of June 27, 2020, Ellison seconded. Discussion included questions on the cost of the oil and asphalt, and clarifying engineering costs. Motion passed unanimously.

## Event Guidelines

We received the new State guidelines for Events. Key parameters include: operating with at 50% maximum of the capacity in a meeting room (max of 250 people), dances are not allowed, and maintaining physical distancing and other General Standards of conduct. Corneil commented that he has talked with several people about what other businesses in town are doing to meet the guidelines so we can share ideas and be consistent. Slauter commented that we need to meet the spirit of the guidelines and follow the suggested protocols. Ellison asked who controls mingling, etc. after we arrange the tables as required, individual responsibility rests with the event leaders. The consensus was that we need to inform event leaders of the rules and we need to follow the rules on arranging the rooms; but the event leaders will be responsible for the seating arrangements, mingling, etc. Slauter

added that we will need to have hand sanitizer and paper towels available throughout the facility, assure we follow cleaning guidelines, and assure caterers follow the guidelines. Ellison feels we need to strive to meet the guidelines. Corneil feels we need to follow the guidelines and he feels they are limiting but they will change as we progress. Slauter moved that the City comply with the most current North Dakota Banquets, Ballrooms, Wedding and Event Venues guidelines, Ellison seconded. Discussion included that we will need to rely on attendees taking individual responsibility. Motion passed unanimously.

Ellison moved the meeting be adjourned, Slauter seconded. Motion passed unanimously. Meeting adjourned at 3:52 pm.

**Reminder – the next regular Council Meeting is June 2 at 7:00 pm.**

Attest: \_\_\_\_\_ Todd Corneil, Mayor

Attest: \_\_\_\_\_ Gary Ridenhower, City Auditor