

City of Medora
Draft Minutes of Regular Meeting
June 1, 2021
(Subject to Council review and approval)

Meeting was called to order at 7:00 pm by Mayor Todd Corneil. Present were Council members Gary Edland, Doug Ellison, Tracy Sexton, and Derwin Zuroff. Sandra Kuntz participated by phone and Gary Ridenhower was present. Mike Njos was not present.

Minutes from the May 4 Council Meeting were reviewed. Zuroff moved to approve the minutes from the May 4 Council Meeting, Edland seconded. Motion passed unanimously.

Department Reports

City Engineer Mike Njos – A written report was submitted and reviewed.

City Attorney Report – Kuntz advised she had no issues with the permit requests submitted. She also stated that Transient Vendor Permits for food trucks are good for 60 days and can be reviewed again at that time.

Ambulance Report – Written reports for April and May were received.

Police Department - a written report was submitted and reviewed.

Public Works report – a written report was reviewed.

MCC report – a written report was reviewed.

City Auditor report – Written Revenue, Fund Balance, and Expenditure reports were provided.

Old Business

Changes in dumping of leaves and tree debris; possible Roll Off dumpster – Doug Ellison – Ellison advised that dumpsters are in place by the City shop. Billings County agreed to a 50/50 split of costs with an estimate of \$550 per month maximum. Ellison moved to approve splitting the cost of leaf and tree debris dumpsters 50/50 with Billings County and maintaining cost monitoring, Zuroff seconded. Mary Griffin asked if there are limitations on the size of tree debris that can be put in dumpsters, Dell Beach and Edland commented that dumpsters are not intended for large sections of trees. Ellison said they will get signage in place advising what is appropriate to put in dumpsters. Motion passed unanimously.

Theodore Roosevelt Presidential Library update – Doug Ellison – nothing new to report

Joint Powers Agreement and updated Extraterritorial Zoning Maps – Sandra Kuntz – The goal is to streamline the zoning process in the ETZ. Applications will go to Billings County first and then be routed to the City Engineer and City Auditor for further action as required including review by Medora Zoning, etc. Sexton moved to approve the Joint Powers Agreement and the Extra Territorial Maps presented, Ellison seconded. Motion passed unanimously.

MCC Exterior Repair/Updating – Derwin Zuroff, Todd Corneil – Zuroff advised that estimates had been obtained from Ron Zachmann for materials and installation to redo the MCC exterior. Zuroff stated we need to pick a direction for the project and work out the details, materials are available now. Zuroff asked Kuntz if we would need to bid the project, Kuntz said if it is over \$200k we would need to bid it. Zuroff suggested we move forward with funding from the remaining COVID CARES fund and from Sales Tax. There was discussion on the possibility of doing the project in two phases and the need to select materials to use. Corneil said the back side is not as bad and it could be covered with metal if desired, he also stated that in our earlier efforts we agreed to improve the look of the front side in particular and to focus on maintenance free materials. Corneil suggested we should get other quotes. Sexton suggested we should make it low maintenance and if we do decide to do a partial project we need to have a plan to do it all. It was suggested we need to look at materials options and decide on direction. Edland stated we need to move forward. Corneil stated the roof leaks and asked where does that fit into the plan. We have had the roof patched but it is old and out of warranty. Sexton stated that Zuroff and Corneil should make recommendations on the roof repair. Sexton said we should designate the COVID CARES Fund balance of approximately \$99,029.26 for MCC repairs. Edland asked that we get estimates on roof repair. Zuroff moved that we designate the COVID CARES Fund balance of \$99,029.26 for MCC repairs, Ellison seconded.

Motion passed unanimously. Zuroff asked that Dell Beach get 2 or 3 roof repair estimates as soon as possible, and get one or two more exterior replacement estimates. It was agreed we will have a special meeting soon on MCC exterior replacement and roof repair, if data is available, so we keep moving forward.

Grease in city sewer – Dell Beach – Corneil proposed we have a special meeting to review the recently completed sewer videos and decide on direction for dealing with grease in the city sewer based on what is observed and the direction from Attorney Kuntz; the MCC exterior direction and decision making could be included in the same meeting. The sewer grease information letter authorized at the May meeting was sent out to all restaurant and food service operators. Sexton feels all business owners potentially impacted should be advised of the special meeting when it is scheduled. Kuntz suggested a letter be sent from the City to appropriate business owners when the special meeting date is set.

New Business

TRMF Local Permit Request for June 25 Event – Clarence Sitter – Ellison moved to approve the June 25 Event Permit Request, Edland seconded. Motion passed unanimously.

Medora Chamber of Commerce Raffle Request, Hunters’ Feed – Rebecca Kasian - Sexton moved to approve the Raffle Request for the Hunters’ Feed, Ellison seconded. Motion passed unanimously

Flag Day Parade Permit, June 14 – Mary Griffin

4th of July Parade Permit, July 4 – TRMF

Badlands Chautauqua March Permit, July 17 – TRMF

188th Army National Guard Band Permit, July 24 – TRMF

Ellison moved to approve the Permits for the Flag Day Parade, the 4th of July Parade, the Badlands Chautauqua March, and the 188th Army National Guard Band, Edland seconded. Motion passed unanimously.

Ranchorama Rodeo Days Event Banner request – Naomi Rosso – Ellison moved to approve the request to display an event banner in front of the MCC for Ranchorama Rodeo Days, Edland seconded. Motion passed unanimously.

Potential repair of alley behind the MCC – Mike Njos – Njos proposed repairing the alley in correspondence to the Council. Sexton agreed the repair needs to be on our radar and we would like to know how much we can save in mobilization, etc. while contractors are in town. Corneil agreed it would be prudent to do the project if we can. Sexton and Zuroff suggested we should get a price and defined time line to complete the work so we can consider the project and determine how it fits into our budget.

Auditor Bond Approval – Gary Ridenhower – Ellison moved to approve the Bond for Auditor Ridenhower, Edland seconded. Motion passed unanimously.

Designate official newspaper – Gary Ridenhower – Zuroff moved to designate the Billings County Pioneer as our official newspaper for another year, Ellison seconded. Motion passed unanimously.

Miscellaneous Business

Sexton advised that Ana Marschner has been hired as swimming pool manager and lifeguards have been hired. Dell Beach is getting pool repairs completed, and we expect to open the pool on June 18. Ana is working on the schedule for swimming lessons and we will advise when this is available.

Financial Statements

Payroll, Claim Vouchers, Financials – review and approval - Ellison moved to accept the financials and claims as presented, Edland seconded. Motion passed unanimously.

3153	330 ROUGHRIDER ELECTRIC COOP, INC	1892.64
3154	352 SOUTHWEST WATER AUTHORITY	3394.17
3155	643 WASTE MANANGEMENT	115.34
3156	59 BOSCH LUMBER	164.95
3157	289 PACE	5486.69
5304	330 ROUGHRIDER ELECTRIC COOP, INC	35.00
5305	229 MIDSTATE TELEPHONE COMPANY	206.75
5306	815 BOSS OFFICE PRODUCTS	49.58

5307	60 BRAUN DISTRIBUTING	61.80
5308	157 HAWKINS, INC.	1127.17
5310	613 MENARDS-DICKINSON	139.76
18258	330 ROUGHRIDER ELECTRIC COOP, INC	2410.62
18259	352 SOUTHWEST WATER AUTHORITY	53.20
18260	VISION INSURANC FIDELITY SECURITY LIFE	66.15
18261	296 POSTMASTER	64.00
18266	DENTAL INSURANC AMERITAS	576.40
18267	VISION INSURANC FIDELITY SECURITY LIFE	66.15
18268	523 AT&T Mobility	502.03
18277	805 AMAZON CAPITAL SERVICES	47.99
18278	229 MIDSTATE TELEPHONE COMPANY	856.58
18279	33 BELFIELD AUTO SUPPLY, INC	349.36
18280	35 BERGER ELECTRIC, INC.	2858.42
18281	42 BILLINGS COUNTY PIONEER	635.16
18282	48 BLACK HILLS AMMUNITION	338.95
18283	815 BOSS OFFICE PRODUCTS	70.37
18284	60 BRAUN DISTRIBUTING	18.90
18285	99 DAKOTA DUST-TEX, INC.	166.25
18286	119 DON HEISER ELECTRIC	257.94
18287	135 FARMERS UNION	1576.12
18288	141 FLECKS FURNITURE & APPLIANCE	18.00
18289	146 GALLS, LLC	186.44
18290	809 GEORGE'S TIRE LTD	25.00
18291	444 HIGHLANDS ENGINEERING & SURVEYING	5850.00
18292	857 IZONE IMAGING	1504.33
18293	762 Johnson Controls Fire Protection	1670.73
18294	557 Legal Edge Solutions, PLLC	9921.00
18295	812 MACQUEEN EMERGENCY	614.30
18296	223 MEDORA CONVENIENCE & LIQUORS	27.50
18297	226 MID-AMERICAN RESEARCH CHEMICAL	1102.20
18298	268 NEWBY'S ACE HARDWARE	39.39
18299	279 NORTHWEST TIRE, INC.	704.97
18300	554 O'Brien Oilfield Service, LLC	362.50
18301	856 OLD HIGHWAY 10 AUTO SERVICE	732.23
18302	296 POSTMASTER	165.00
18303	297 PRAIRIE LUMBER COMPANY	41.26
18304	854 PYRAMID COMMUNICATIONS	289.06
18305	315 RAILROAD MANAGEMENT CO III, LLC	854.47
18306	333 RUDY'S LOCK & KEY	48.00
18307	335 RUNNINGS SUPPLY, INC.	547.24
18308	855 SCHMITZ-HOLMSTROM	750.00
18309	349 SOUTHWEST BUSINESS MACHINES, INC	211.98
18310	363 STEFFAN SAW AND BIKE	84.97
18311	364 STEIN'S, INC	1255.23
18312	816 TAB ELECTRONICS	327.75
	RENT CITY OF MEDORA	450.00
	NDPERS DEFERRED COMP	820.00
	NDPERS RETIREMN	3383.63
	GROUP TERM LIFE NDPERS HEALTH	7586.89
	EFTPS	10253.05
	PAYROLL 5/14	12467.59
	PAYROLL 5/28	13151.07

Deadline for Zoning Applications is Friday, June 4 @ 12:00pm with the Zoning Meeting on Tuesday, June 15 @ 6:00pm. The Deadline for Council Agenda Items is Friday, July 2 @ 12:00pm. The next Council Meeting is Tuesday, July 6 @ 7:00pm.

Zuroff moved the meeting be-adjourned, Edland seconded. Meeting adjourned at 8:18pm.

Attest: _____ Todd Corneil, Mayor

Attest: _____ Gary Ridenhower, City Auditor