

City of Medora  
Draft Minutes of Regular Meeting  
July 6, 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, Mike Njos and Gary Ridenhower were also present.

Minutes from the June 1 and June 16 Council Meetings were reviewed. Sexton moved to approve the minutes from the June 1 Council Meeting and the June 16 Special Council Meeting, Edland seconded. Motion passed unanimously.

### **Department Reports**

City Engineer Mike Njos – A written report was submitted and reviewed. Njos commented that the parking lot north of the MCC is complete but needs signs for parking along the building. Also, lagoon cell 4 has dried up and they are determining if any action needed.

City Attorney Report – Kuntz is following up on the open issues; she will attend the July 20 Zoning meeting to answer questions on the ETZ/Joint Powers Agreement.

Ambulance Report – A written report was submitted and reviewed.

Police Department - a written report was submitted and reviewed. Chief Lapp advised that the radio upgrade project is complete and it is providing improved communications.

Public Works report – a written report was reviewed.

MCC report – a written report was reviewed.

City Auditor report – Revenue and Expenditure reports were provided. The proposed 2022 Budget Calendar was reviewed and accepted; the Preliminary 2022 Budget is due by August 10.

### **Old Business**

Theodore Roosevelt Presidential Library update – Doug Ellison – Amy McCann and Ken Vein were present, McCann provided charts with timelines and objectives; her update included: the Concept Design is being finalized; soil boring, etc. is proceeding at the site; work on land conveyance continues; meetings with County and City Fire and Emergency people are being held to develop Fire Protection, Safety, etc. plans; they expect to have designs next summer; and their Board is meeting in August.

MCC Exterior Repair/Updating – Derwin Zuroff, Todd Corneil – Zuroff advised they have tried to meet with Ron Zachmann to review options for materials, etc. but not completed yet, they hope this can be completed in July.

MCC Roof Repair – Dell Beach – we expect the work to start about September 1.

Repair Alley behind MCC – Mike Njos – engineering work is in progress, will start on design.

Grease in city sewer – Dell Beach – Video clips from the PACE sewer videos were provided to the Council and Attorney, we need to determine what the Council wants to do on this issue. Ellison asked if the grease situation had improved, Beach said there appears to be less grease accumulating in the lift station. Sexton commented that we need to decide if we are going to require grease traps or what our policies will be. Zuroff agreed it is time to take action. Beach asked if we intend to send a letter now and review the fall camera work or what? Ellison commented that the Ordinances empower action but it seems that if operators are careful and have good procedures they can operate acceptably without grease traps, since we have one problem identified we should be more forceful if the problem continues. Corneil stated we have given the operations opportunities for awareness and now we should move to resolve the grease problem. Questions were asked about the cost and operation of grease traps but no one had good details. Sexton said the question is do we budget to assist in implementing grease traps or require the businesses pay as we don't know when ownership of businesses may change or when changes in their staff could change their handling of grease. Corneil thanked TRMF for installing grease traps and added that our PACE costs for 2-3 years would contribute well towards the cost of grease traps. Beach commented that they took buckets of grease out of the lift station this spring and grease impacts lift station operation;

when grease gets into the ponds it impacts the treatment process and is expensive to deal with. Corneil feels we need to address the problem now, and he knows grease traps need maintenance. Ellison asked who has grease traps, the answer was TRMF is all as far as we know. Sexton commented that any operation that cooks with grease will need a grease trap. Corneil commented that pond issues are far more expensive than grease traps. Sexton commented that we should try to have grease traps in by next summer. Clarence Sitter suggested we have someone with knowledge on grease traps provide more information. Ellison commented that he would like more information on grease traps. Edland commented that we need to move forward. Kuntz asked what communication had gone out, the response was a general letter was sent to all operators. Kuntz stated we can send a letter demanding action and putting operators on notice and advise them that a presentation on grease traps will be held. Corneil and Sexton suggested we get more information on grease traps before the next meeting so we can consider what to do in the budget and for corrective action. Ellison agreed we need to understand more about what we would be asking operators to do.

**New Business**

TRMF Path to 2065 planning update – Justin Fisk – Justin Fisk provided a presentation on the TRMF Path to 2065 planning process. He reviewed the various components of the plan and stated that they view this as an opportunity to share a vision and plan with more people, something they plan to do more often. Fisk said they will focus on 5-year chunks in the process. Fisk reviewed the areas of focus for the path forward and six success tracks. Njos thanked Fisk for bringing this forward and he hopes this will stimulate thinking in the community on planning for success in the future, he commented that an example would be to have a plan for the development of land west of the river. Njos suggested we meld various plans into a view of what the future of Medora will look like, how development will be funded, etc. Clarence Sitter commented that TRMF wants to work with the City in advance of projects.

Swimming Pool Update – Tracy Sexton, Gary Edland, Adreana Marschner – Ana Marschner, our pool manager, was introduced. Marschner advised that the pool is operating and attendance has been good, there have been options for swimming lessons provided, and the pool is generally open daily 1-8 PM.

Fireman’s Convention 2023 – Kyle Shockley – the topic will be addressed at the August meeting.

Letter of support for RAISE grant – Marcia Lamb – the topic was removed at Lamb’s request.

Relocate dumpster for TRNP parking access – Mark Nesvig – the Park is doing major sewer work this summer and they plan to park vehicles in their lot east of the Cowboy Café so they need the dumpster moved from the access approach. They plan to mow and prep the lot for parking. Nesvig stated they plan to close the streets into Park property at the gutter some time in August so there will be signage required to let drivers know. Njos asked that construction traffic be routed down the Park road and away from City streets.

Corp of Engineers Silver Jacket Application – Gary Ridenhower – we have been contacted by the Corp of Engineers about the potential to do a project similar to what we reviewed and agreed to in 2019, but was not funded. Njos said the project would provide survey work and we could decide on actions once we see the data, Njos recommended we move forward with a letter of support. Ellison moved we provide a letter of support for a Corp of Engineers Silver Jacket project for our area, Zuroff seconded. Motion passed unanimously.

**Miscellaneous Business**

**Financial Statements**

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

3158	286 ONE CALL CONCEPTS	16.80
3159	352 SOUTHWEST WATER AUTHORITY	8849.69
3160	330 ROUGHRIDER ELECTRIC COOP, INC	1856.04
3161	767 NORTH DAKOTA DEPT OF HEALTH MUNI	10.00
3162	330 ROUGHRIDER ELECTRIC COOP, INC	1351.26
3163	10 AMERICAN INSURANCE, INC	163.00

3164	103 DAKOTA PUMP & CONTROL, Inc.	3823.83
3165	253 ND RURAL WATER SYSTEMS ASSOC	355.00
3166	286 ONE CALL CONCEPTS	8.40
3167	352 SOUTHWEST WATER AUTHORITY	18930.82
3168	354 SOUTHWESTERN DISTRICT HEALTH UNIT	60.00
3169	525 Wally Owen	3050.88
5311	330 ROUGHRIDER ELECTRIC COOP, INC	41.00
5312	229 MIDSTATE TELEPHONE COMPANY	104.81
5313	330 ROUGHRIDER ELECTRIC COOP, INC	282.00
5314	805 AMAZON CAPITAL SERVICES	157.44
5315	10 AMERICAN INSURANCE, INC	82.00
5316	20 ASSOCIATED SUPPLY Co., INC.	226.92
5317	60 BRAUN DISTRIBUTING	18.90
5318	135 FARMERS UNION	767.54
5319	322 FIRST	327.09
5320	791 FIRST STATE BANK	100.00
5321	859 MARSCHNER, ADREANA	80.06
5322	613 MENARDS-DICKINSON	226.03
5323	320 RECREATION SUPPLY CO	2322.92
5324	354 SOUTHWESTERN DISTRICT HEALTH UNIT	20.00
18313	352 SOUTHWEST WATER AUTHORITY	53.82
18314	330 ROUGHRIDER ELECTRIC COOP, INC	3458.11
18315	169 ITD	44.95
18322	DENTAL INSURANC AMERITAS	576.40
18323	VISION INSURANC FIDELITY SECURITY LIFE (	66.15
18331	523 AT&T Mobility	434.66
18332	229 MIDSTATE TELEPHONE COMPANY	862.61
18345	330 ROUGHRIDER ELECTRIC COOP, INC	3784.10
18346	10 AMERICAN INSURANCE, INC	3253.00
18347	756 AFFORDABLE TREE SERVICE	3400.00
18348	805 AMAZON CAPITAL SERVICES	269.27
18349	33 BELFIELD AUTO SUPPLY, INC	210.37
18350	42 BILLINGS COUNTY PIONEER	491.38
18351	48 BLACK HILLS AMMUNITION	657.00
18352	701 BNSF Railway Company	2086.70
18353	815 BOSS OFFICE PRODUCTS	428.80
18354	60 BRAUN DISTRIBUTING	109.05
18355	73 CHILLER SYSTEMS, INC	1042.50
18356	683 CORDOVA CONSTRUCTION	13982.00
18357	99 DAKOTA DUST-TEX, INC.	166.25
18358	322 FIRST	451.48
18359	141 FLECKS FURNITURE & APPLIANCE	2547.00
18360	146 GALLS, LLC	209.40
18361	530 GRAINGER	327.00
18362	700 HANSON LUMBER CO.	240.00
18363	444 HIGHLANDS ENGINEERING & SURVEYING	5465.00
18364	223 MEDORA CONVENIENCE & LIQUORS	27.50
18365	268 NEWBY'S ACE HARDWARE	13.49
18366	270 NITRO-GREEN	350.00
18367	275 NORTHERN IMPROVEMENT CO.	23147.50
18368	768 NORTHERN TOOL AND EQUIPMENT	419.95
18369	305 PUMP SYSTEMS LLC	379.33
18370	315 RAILROAD MANAGEMENT CO III, LLC	284.85
18371	333 RUDY'S LOCK & KEY	352.50

18372	855 SCHMITZ-HOLMSTROM	1000.00
18373	349 SOUTHWEST BUSINESS MACHINES, INC	366.05
18374	352 SOUTHWEST WATER AUTHORITY	52.54
18375	364 STEIN'S, INC	77.26
18376	816 TAB ELECTRONICS	1010.95
18377	378 THEODORE ROOSEVELT MEDORA FDTN	16.63
18378	814 WINN CONSTRUCTION	29568.00
18379	557 Legal Edge Solutions, PLLC	2100.00
18380	791 FIRST STATE BANK	47.00
18381	296 POSTMASTER	110.00
	EFTPS	8397.75
	NDPERS DEFERRED COMP DEP	820.00
	GROUP TERM LIFE NDPERS HEALTH	7586.89
	NDPERS RETIREMN	3398.89
	RENT CITY OF MEDORA	450.00
	PAYROLL 6/11	15942.83
	PAYROLL 6/25	14512.22

**Deadline for Zoning Applications is Friday, July 9 @ 12:00pm with the Zoning Meeting on Tuesday, July 20@ 6:00pm. The Deadline for Council Agenda Items is Friday, July 30 @ 12:00pm. The next Council Meeting is Tuesday, August 3 @ 7:00pm.**

Ellison moved the meeting be-adjourned, Edland seconded. Meeting adjourned at 8:36pm.

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

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