

City of Medora  
Minutes of Regular Meeting  
April 5, 2016  
(Subject to Council review and approval)

Meeting was called to order at 6:00 p.m. by Mayor Douglas Ellison. Present were Councilmen Denis Joyce, Ben Brannum, and John Tczap. Councilman Corneil was present via telephone. City Engineer, Mike Njos was also present.

Minutes from the March 1 regular meeting were reviewed. Tczap made the motion to approve the minutes, second by Brannum. Motion passed unanimously.

City Engineer, Mike Njos, reviewed his written Engineer's Report. Funding is available through the NDDES for flood mitigation projects. It was the consensus of the Council for Njos to proceed with the application. The paving on 1<sup>st</sup> Street South will be continuing and finishing up within the next few weeks. Njos is in the process of obtaining a lease agreement on the proposed road and an easement for the proposed water main from BNSF. The permit is for the underground and the lease is for the surface. Joyce made the motion to proceed with the lease. Second by Brannum. Motion carried unanimously. The tennis court rehab was discussed. Ellison and Steffen approached the County Commission earlier in the day to request a financial collaboration. A dollar commitment was not made, however after the City gets a more finalized plan it will be submitted to the County for further consideration. Njos will check to see if the current overlay could be reused if a new base is put down. The possibility of downsizing the project will also be looked at. An application for a CDBG Grant to assist with the handicap bathroom project has been submitted. Njos and Steffen will present the project to the CDBG committee on May 6. Njos is working on finding alternatives and funding sources for the different flood control measures adjacent to the river, including different valves, culverts, and possible dike systems.

The written ambulance and police reports were reviewed. Officer Russ Lapp added that the police department has no issues with the walk/run permits being presented under new business. Also, the police department has no issue with the Wine and Cheese Walk being presented under new business.

Public Works Director, Dell Beach, reported that the west side of the public restrooms needs to be resided. Corneil questioned if it could be done the same time as the building being built around the new filtration system at the pool. Dell will check with the contractor.

MCC Director, Scott Rask, presented a written report to the Council. Rask would like permission to purchase a new projector and laptop for events at the Community Center. Russ Lapp will assist Scott with further reviewing different specs and choosing which would be most practical. Corneil made the motion to purchase the new equipment. Second by Tczap. Motion passed unanimously. Ellison reported that Nathaniel Awender will be completing the police academy at the end of April. Upon his return, his time will be split half police department and half civic works director.

City Auditor, Carla Steffen, reported that budget amendments from the surge funding will be needed for the 1<sup>st</sup> and 2<sup>nd</sup> Street South projects as they progress. Steffen requested permission to dispose of records following the records retention policy from the State. Joyce made the motion to dispose of records that the City Auditor has reviewed according to the State Records Retention Schedule. Second by Brannum. Motion passed unanimously. Steffen has had further correspondence with the ND Dept. of Emergency Services regarding the 2011 flood review disputed amount and is still hoping to resolve this issue without having to return any funding. The election filing deadline is April 11 @ 4:00 p.m. Inventory from all departments has been completed and changes were submitted to insurance. The 2015 annual water Consumer Confidence Report has been completed. Steffen will submit it to the state and post the public notices. Steffen would like City Ordinance 17.0402 and 17.0403 changed to name the City Engineer as the floodplain administrator instead of the City Auditor. Mike Njos recently completed training and testing to become a certified floodplain manager. It was the consensus of the Council to email the requested change to Attorney Kuntz to review. April 4-8 is ND City Government Week. Lapp and Steffen will be doing a presentation at DeMores School on April 7. Mike Njos/Highlands Engineering purchased a variety of footballs and basketballs to donate to the classrooms. Ellison recognized Steffen for the Innovator and Visionary Awards she recently received from the ND Municipal Government Academy.

Ben Brannum and Denis Joyce reported on the SW Water Authority meeting they attended on April 4. There was good representation from affected cities. Attorney Kuntz also represented Medora. The final outcome of the roundtable discussion was that SW Water will meet with every city individually because of each unique situation.

Tom Wilhelmi presented information to the Council regarding a headend right to use contract for the City to consider regarding leasing television from Beach Cable. The City could also lease signal from another entity or maintain their headend on their own. The City would have to establish contracts with each provider. Beach Cable will not leave the City without good TV signal prior to having the next step planned, regardless of which direction the City takes. The Council will review the information they received and the discussion will continue at the May meeting.

Mark Sheels and Carl Larson, representing the Dakota Western Auto Club, thanked the City for their support of the Medora Car Show the past 39 years. Larson also thanked TRMF and the business people of Medora for their financial support. A discount for the rent of the MCC was requested. In 2015 a 50% discount was granted. Joyce thanked the Auto Club for putting on a good show. Joyce made the motion to offer the 50% discount for 2016. Second by Tczap. Motion passed unanimously.

Joanne Lowman, representing the annual Cowboy Poetry Gathering, had contacted Ellison about a discount for the rent of the MCC. In 2015 a 50% discount was granted. Brannum made the motion to offer the 50% discount for 2016. Second by Joyce. Motion passed unanimously.

Dr. Rebecca Kasian reviewed her letter requesting permission to sponsor a Wine and Cheese Walk in Medora on April 28. Her wish is to have an event in Medora during the off season to bring people to

town. The proceeds will be donated to Badlands Ministries. Brannum made the motion to approve the Wine and Cheese Walk contingent on an approved special event permit. Second by Joyce. Motion passed unanimously. Norbert Sickler is hosting Business After Hours on April 7 and wanted verification that he can serve wine to his guests. He is allowed to serve complimentary wine on his private property.

Emanuel Ezeh with Dakota Taxi presented information on offering taxi service in Medora this summer. Ellison stated he sees a need for this service, but would like Attorney Kuntz's opinion before proceeding.

A Site Authorization submitted by Home on the Range for gaming at Cowboy Hall of Fame was reviewed. Tczap made the motion to approve the Site Authorization pending Attorney Kuntz's approval. Second by Joyce. Motion passed unanimously.

A request from Rough Rider Health Conference per TRMF for a group walk, permit No. 01-2016, was reviewed. "Teddy's Walk" will take place from 7-9am on June 1st. Permit number 02-2016; a request for a walking relay from the same group, was reviewed. This will take place from 7-8am on June 2nd. Permit No. 03-2016, a request from TRMF to have the 5K/10K "Bully Run" on June 4th was reviewed. Corneil would like clarification that participants would sign liability waivers for Permits No. 01-2016 and No. 02-2016. Steffen will follow-up with TRMF. Joyce made the motion to approve permits 01-2016, 02-2016, and 03-2016. Motion passed unanimously.

Raffle Permit No. 01-2016, a request from West River Conference of Social Welfare, was reviewed. Tczap made the motion to approve Raffle Permit 01-2016. Second by Joyce. Motion passed unanimously.

Under Miscellaneous Business, Jim Bridger introduced Natalie Beard as the new MACVB Executive Director. Mayor Ellison welcomed her to the position.

Financials were presented. Tczap made the motion to accept the financials. Second by Brannum. Motion passed unanimously.

2727	BEACH CABLE	3884.02
2728	DAKOTA PUMP & CONTROL, Inc.	3124.50
2729	SOUTHWEST WATER AUTHORITY	1826.00
2730	SOUTHWESTERN DISTRICT HEALTH UNIT	60.00
2731	WASTE MANANGEMENT	118.89
14873	10-8 VIDEO	27.85
14874	AT&T Mobility	125.80
14875	BILLINGS COUNTY PIONEER	316.31
14876	CARLA STEFFEN	377.07
14877	DAKOTA DUST-TEX, INC.	177.50
14878	FARMERS UNION	2064.63
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14879	GALLS, LLC	78.93
14880	GRAINGER	139.83
14881	HAMPTON INN-BISMARCK	178.00

14882	ITD	27.10
14883	KEN'S FLOWER SHOP	57.51
14884	Legal Edge Solutions, PLLC	2100.00
14885	MENARDS-DICKINSON	36.69
14886	MID-AMERICAN RESEARCH CHEMICAL	864.20
14887	MIDSTATE TELEPHONE COMPANY	776.49
14888	MUNICIPAL GOVERNMENT ACADEMY	100.00
14889	NEWBY'S ACE HARDWARE	42.45
14890	NORTHERN IMPROVEMENT CO.	280.00
14891	POSTMASTER	100.00
14892	RUNNINGS SUPPLY, INC.	49.46
14893	Scott Rask	349.54
14894	SOUTHWEST BUSINESS MACHINES, INC	357.00
14895	SOUTHWEST WATER AUTHORITY	45.58
14896	STEIN'S, INC	105.66
14897	UPDIKE PLUMBING	500.00
14898	WALMART COMMUNITY/RFCSELLC	24.98

**Payroll and Other Pre-pays:**

March Child Support		289.86
March Federal Payroll Taxes		6663.56
Payroll 3-11-16		8334.86
Payroll 3-25-16		10911.76
14860	Ameritas (Dental)	522.64
14861	Avesis (Vision)	66.12
14862	NDPERS Retirement	3458.37
14863	NDPERS Def Comp	649.00
14864	Office of State Tax Commissioner	735.73
14865	AFLAC	199.56
14867	NDPERS Health	6845.12
2725	ROUGH RIDER ELECTRIC COOP, INC	992.00
2726	SOUTHWEST WATER AUTHORITY	1685.33
5072	ROUGH RIDER ELECTRIC COOP, INC	30.00
14835	BILLINGS COUNTY PIONEER	416.48
14836	HIGHLANDS ENGINEERING & SURVEYING, PLLC	1610.00
14837	ROUGH RIDER ELECTRIC COOP, INC	2959.91
14838	SOUTHWEST WATER AUTHORITY	42.32
14839	STEIN'S, INC	1059.44
14845	AT&T Mobility	296.27
14846	UP AND RUNNING WEB DESIGN	2250.00

Mayor Ellison read the announcements. There being no other business, Brannum made the motion to adjourn. With no objection, meeting was adjourned at 7:30 p.m.

Attest: \_\_\_\_\_ Douglas Ellison, Mayor

Attest: \_\_\_\_\_ Carla Steffen, City Auditor

