

City of Medora
Minutes of Regular Meeting
September 6, 2016
(Subject to Council review and approval)

Meeting was called to order at 7:00pm by Mayor Todd Corneil. Present were councilmen Denis Joyce, Kinley Slauter, John Tczap, and Ben Brannum. City Attorney Sandra Kuntz and City Engineer Mike Njos were also present.

Corneil administered the oath for Denis Joyce.

Minutes from the August 4 regular meeting were reviewed. Brannum moved to approve the minutes as presented and seconded by Tczap. Minutes were unanimously approved.

Njos reviewed his written report. The city curb and gutter by Norbert Sickler's driveway is holding about 3 ½" of water and needs to be replaced. Njos suggested possibly cost-sharing between the City and Norbert to upgrade from asphalt to pavement. Joyce suggested possibly tying it in with the 2nd Street South project. Njos will get a quote from Cordova and bring it back to the Council. Njos presented an updated map which shows how the completion of 2nd Street will open up 2 city lots which would allow for a larger housing project. Information is being gathered on the plan and bid requirements from RCRC regarding the handicap bathroom project so GT Architecture may begin the design plans. Njos recommended that the City set block corners on the north side of Medora where there are currently no property pins. If it ever was done, it had never been recorded at the courthouse. The cost would be \$10,000-\$15,000. This would include a full search of county records. No lots or blocks or lots would be rearranged, it would just involve setting pins. A decision was tabled at this time. The drainage ditch on the south side of Pacific has been cleaned out. The dirt piles that were left behind will be removed. A quote for a new lift station pump has been received. There was discussion regarding replacing vs. repairing. The cost to replace is \$6,240. Njos and PW Director, Dell Beach, recommend replacing with a new pump and then send the old one in for repair so the City would have a spare. There was further discussion regarding the possibility of switching to submersible pumps. It was the consensus that a new pump be ordered now and a decision regarding submersible can be discussed later. Joyce made the motion to purchase a new pump and have the old one repaired. Second by Slauter. Motion passed unanimously.

Billings County Auditor, Marcia Lamb, was recognized. The County would like to gain more information on the proposed joint resolution regarding the crosswalk area by the Life Skills Center. The County Road Supt. and County Sign employee have looked at the area and have pedestrian crossing signage available along with a suggested speed limit sign of 15mph that could be attached below the crossing sign. Following discussion, Kuntz stated she will draft a resolution that can be presented at the City Special Meeting on Sept. 22. Tczap made the motion for the County to install the pedestrian crossing sign and

the suggested speed limit sign of 15mph; and to paint striping on the crosswalk that has not yet been striped. Second by Slauter. Motion passed unanimously.

Kuntz reviewed the railroad lease the City will need to sign for the easement to complete 2nd Street South. Liability insurance limitations will need to be checked. This lease is a preliminary and the final will be presented to sign when completed. Kuntz has been in contact with SW Water attorney and has requested additional information. She hopes to obtain that by the end of the week. Kuntz has been working on updating our floodplain ordinance and is still getting clarification on the 2' below base elevation in Chapter 17. Kuntz reviewed the letter requesting affirmation of the various components of the railroad crossing quiet zone. Kuntz and Steffen will coordinate on completing this. The contract for the release of the CDBG funding for the handicap bathroom project was also reviewed. Steffen will verify a few items in the contract before having it signed and submitted.

The written ambulance report for the month of August was reviewed. The written police report for the month of August was reviewed.

City Auditor, Carla Steffen, reported that budget amendments totaling \$13,250 to the City Auditor account 41410 are needed to cover the additional hours through the end of 2016 for Barb Bokinskie's MCC duties and to cover dental/vision expense for Steffen who had not been on these insurances until April. Tczap made the motion to amend 100-41410 by \$13,250. Second by Slauter. Motion passed unanimously. Half of the insurance check for the pool damages has been received. The other half will be received when the new pool covers arrive. The NDLC Annual Conference is Sept. 15-17 in Bismarck.

Tom Wilhelmi, Beach Cable, was available to answer any questions and to remind the Council that all of their equipment will be moved over to Beach in October. He would recommend buying 2 nodes right away to continue with cable service being transmitted from Beach Cable until the City makes a final decision regarding the future of the cable situation. Slauter added that all future options involve abandoning the city cable building. An offer from Beach Cable to purchase the City's remaining old equipment for \$8056 is on the table. Once substantial development begins on the Berg home next spring, a final decision regarding cable must be made because it will be very costly for the City to move all of the buried cable infrastructure from that location. Dell Beach will check into prices on new vs. used nodes. After further discussion, it was the consensus to add cable tv to the September 22 Special Meeting agenda.

Mike Njos presented renderings of the tennis court area put together by Axtman and Associates. Njos asked for feedback and how the Council would like to proceed. Njos recommended a community input session. He will get cost estimates on the various components and stated this is a master plan, but the work would be done in phases. He also suggested establishing a committee with City, County, and TRMF representation. Wally Owens stated there is no public rec area on the south side of town and the whole picture should be looked at. The public input session will be held on Tuesday, Oct. 4 @ 6:00 p.m. at the top of the Council agenda.

Mike Beaudoin resigned as the county representative on the Zoning Commission because he will no longer be living in the extra-territorial area. Jim Bridger resigned as a city representative on the Zoning Board and was appointed by Billings County Commission as the county representative to complete Mike Beaudoin's term expiring December, 2019. Tczap made the motion to accept Jim Bridger's resignation as a city representative and appointment as a county representative on the Zoning Commission. Second by Joyce. Motion passed unanimously. The seat left vacant will be appointed by the City Council at the October 4 meeting.

Wally Owen requested that the river crossing marker by the Medora Campground be moved before it falls into the river. Kuntz still has concerns that if the City is involved in moving it, there should be a release of liability. Denis Joyce will go look at it and see if it can be drug. Slauter stated that it is on TRMF property and he will check if they are available to move it. Owen also reported that the City has been doing the recycling program for 11 years. He averages 2 trips/week. The railings on the trailers need to be rebuilt along with battery and tire replacement. The cost will be about \$2500 for each of the three trailers. He is requesting it be added to the 2017 budget. Steffen recommends it be added to the sales tax budget, because it is non-revenue portion of the public utility fund and that fund does not have as much in reserves.

Animal Ride Permit No. 05-2016, a request from Badlands Stagecoach and Conveyance, was reviewed. They did not comply with the provisions established at the July 5 Council Meeting. Slauter made the motion to deny Animal Ride Permit No. 05-2016. Second by Joyce. Motion passed unanimously.

A request for MCC rent reduction from the 34th Engineer Battalion Reunion was reviewed. They are a group of Vietnam Veterans who would like to hold their reunion in Medora June 28-July 1 in 2017. After discussion, it was the consensus of the Council that rent reduction should be considered for veteran groups. Joyce made the motion to offer rent of \$175/day for half of DeMores and \$50/day for the kitchen. Second by Tczap. Motion passed unanimously.

At 10:05 Corneil called a 5 minute recess. Meeting reconvened at 10:12 p.m.

Tczap made the motion to approve the financials. Second by Brannum. With all ayes the following financials were approved.

2759	BEACH CABLE	4188.86
2760	COLONIAL RESEARCH CHEMICAL CORP.	1091.12
2761	HOWARD STOCKWELL	120.00
2762	ONE CALL CONCEPTS	9.00
2763	SOUTHWEST WATER AUTHORITY	16107.81
2764	WASTE MANANGEMENT	400.56
5097	BAILEY WENINGER	87.50
5098	BONITA STREITZ	70.46
5099	BRITTONI KRANCE	87.50
5100	DAKOTA FENCE	4055.00
5101	DON HEISER ELECTRIC	2388.70
5102	HAWKINS, INC.	582.39

5103	MIDSTATE TELEPHONE COMPANY	31.85
5104	MIRANDA WENINGER	87.50
5105	REBEKA PADILLA	87.50
5106	RUNNINGS SUPPLY, INC.	7.59
5107	WALMART COMMUNITY/RFCSELLC	38.58
15229	BREANNE HAVERLOCK	450.00
15231	AIRE-MASTER OF NO.DAK.	392.18
15232	BELFIELD AUTO SUPPLY, INC	64.96
15233	BILLINGS COUNTY PIONEER	194.24
15234	CARLA STEFFEN	350.59
15235	DAKOTA DUST-TEX, INC.	242.00
15236	DAKOTA PUMP & CONTROL, Inc.	1180.00
15237	FARMERS UNION	2275.37
15238	Foremost Insurance Company/Grand Rapids	562.00
15239	HAMPTON INN-BISMARCK	267.00
15240	HIGHLANDS ENGINEERING & SURVEYING, PLLC	8555.25
15241	ITD	40.65
15242	JAMES J. WOSEPKA, PC	1200.00
15243	Jandt Plumbing & Heating, LLC	40.36
15244	Legal Edge Solutions, PLLC	4200.00
15245	MIDSTATE TELEPHONE COMPANY	826.21
15246	NDLC	40.00
15247	NEWBY'S ACE HARDWARE	39.42
15248	Office of the State Auditor	165.00
15249	PARKWAY FORD LINCOLN MERCURY	375.27
15250	POSTMASTER	100.00
15251	PRAIRIE LUMBER COMPANY	31.23
15252	PRODUCTIVITY PLUS ACCOUNT	43.32
15253	Rod & Mary Wolf	1410.54
15254	SIMPLEX GRINNELL LP	2765.53
15255	SOUTHWEST WATER AUTHORITY	45.12
15256	STAPLES	28.56
15257	STEIN'S, INC	1353.06
15258	THE HARTFORD	1693.41

Payroll and Other Pre-Pays:

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8-12-16	Payroll	14,622.04
8-26-16	Payroll	17,167.14
August Federal Payroll Taxes		
15153	AFLAC	241.92
15154	Ameritas (Dental)	693.88
15155	Avesis (Vision)	59.44
15156	NDPERS Retirement	4,915.07
15158	NDPERS Def Comp	596.00
15159	NDPERS Health	6,845.12

2757	BEACH CABLE	4188.81
2758	ROUGH RIDER ELECTRIC COOP, INC	692.00
5096	ROUGH RIDER ELECTRIC COOP, INC	440.00

15187	ROUGH RIDER ELECTRIC COOP, INC	3708.14
15205	AT&T Mobility	133.24
15206	AT&T Mobility	319.05

Steffen reviewed the preliminary revenue and expense budgets for the year 2017. Steffen reported the budget reflects expected state revenue declines. Cash fund balances as of August 31 were reviewed. Steffen added that most of the sales tax revenue for 2106 as well as oil distribution tax, will be disbursed to the City in September-December. Fund balances can be reviewed again in January of 2017 and adjustments to the budget can be made. The garbage contract with TRMF in 2017 will reflect a 9.25% increase. The City has not yet received information from SW Water regarding 2017 water rates. Cable TV will operate at a growing deficit if current rates remain, but additional charges to Beach Cable for monthly signal increase. Rate increases for all utilities will be looked at in December. Infrastructure expenses have been budgeted out of the 2% sales tax fund. No expenses are budgeted out of the ½% sales tax fund. The final \$65,000 loan payment to Billings County for the new fire hall will be made in 2016. It was the consensus to keep the zero increase mill of 29.51 which will generate \$53,344.43 in general tax revenue. 2017 annual salary increase to full-time employees will be \$3,000 and anticipated increases to health, dental, and vision insurances will be paid by City. Permanent PT Employee will receive \$1/hour raise. Brannum made the motion to approve the 2017 Preliminary Budget. Second by Joyce. Motion passed unanimously.

Corneil read the announcements. The Oct. 4 Council meeting will be at 6:00 p.m. The Sept. 22 Special Meeting will be at 6:00 p.m.

There being no other business, Brannum motioned to adjourn. With no objection, meeting was adjourned at 11:47pm.

Attest: _____ Todd Corneil, Mayor

Attest: _____ Carla Steffen, City Auditor