

City of Medora  
Minutes of Regular Meeting  
October 4, 2016  
(Subject to Council review and approval)

Meeting was called to order at 6:04 p.m. by Mayor Todd Corneil. Present were Councilmen Denis Joyce, John Tczap, Ben Brannum, and Kinley Slauter. City Attorney Sandy Kuntz and City Engineer Mike Njos were also present.

Minutes from the Sept. 6 regular meeting and September 22 special meetings were reviewed. Tczap moved to approve minutes. Second by Brannum. Minutes were unanimously approved.

The first item of business was the Public Input Session regarding the proposed improvements to the tennis court area on the west end of Medora. Njos introduced Landscape Architect, Jake Axtman, who developed potential plans for the area. Axtman took an inventory of what already exists in the city and created a master plan that includes working with what is already there. His goal is to broaden the demographic appeal of the park area and have it be a recreation hub for the city. No operating costs have been established yet, this is just a master plan and not everything would be done at once. Medora CVB President, Jim Bridger, stated the CVB wants to support anything that promotes tourism, but they had some questions regarding how the project will be paid for, who owns the property, what happens if the partnership goes away, and traffic at night. Attorney Kuntz stated that details would all be worked out with contracts. The city does own about half of the property and the TRMF owns the remainder of the property. The city is hoping to collaborate with TRMF and Billings County along with financial commitment of city sales tax dollars. After further discussion, it was decided that a survey will be inserted in the October city utility bills and an online survey will be placed on the medorand.com website. Anyone can give input; not just city residents. The timeline to have surveys returned will be about a month, so results can be made available around January 1, 2017.

The written ambulance and police reports for the month of September were reviewed.

Mike Njos presented his monthly written Engineer Report. Njos presented a change order from Cordova Construction in the amount of \$115,575.18 to extend 2<sup>nd</sup> Street South under the 1<sup>st</sup> Street South contract. The waste pile in that area has already been spread out. Brannum made the motion to accept the change order as presented, second by Slauter. Motion passed unanimously. Njos presented a proposal for \$14,250 from GT Architecture for the MCC ADA Compliant bathroom project. The timeline is 4-6 weeks for final quotes, 4-6 weeks for final specs, award and begin work in January. Slauter made the motion to accept the change order for \$115,575.18, second by Joyce. Motion passed unanimously.

Sandy Kuntz presented her monthly Attorney Report. She is working on the SW Water Contract updates and stated the ND League of Cities has been helpful keeping everyone organized. The floodplain ordinance is almost completed.

Public Works Director, Dell Beach, reported he's been busy winterizing the pool and public restrooms. Chief Bey made a list of the street lights that are out around town and Dell will be getting those repaired. The new sound system has been installed in the MCC gym.

City Auditor, Carla Steffen, presented a proposal from Wosepka Accounting to perform the 2016 city audit. Joyce made the motion to accept the proposal from Wosepka Accounting. Second by Brannum. Motion passed unanimously. A budget amendment is needed for the 2<sup>nd</sup> Street South project. Surge funding will be used and a \$150,000 amendment to 100-41610-382 is recommended. Joyce made the motion to amend 100-41610-382 by \$150,000. Second by Slauter. Motion passed unanimously. The City of Medora has been selected to receive the ND Chapter of American Public Works Association Project of the Year Award for the Water Storage Reservoir completed in November, 2015. The City and City Engineer, Mike Njos, will be recognized at the Award Ceremony Oct. 12 during the ND Water and Pollution Control Conference. Steffen added that the Chamber would like to present a raffle application for the Hunter's Feed. It was the consensus of the council to schedule a special meeting when the prize list has been established and the application is submitted.

The first Old Business item was moving the River Crossing Marker. Joyce looked at it and thinks it should move easily. Slauter stated that it is on TRMF property, so he will talk to their maintenance people about getting it moved. Joint Resolution No. 02-2016, addressing options for foot traffic on East River Road was reviewed. Billings County sent back recommended changes detailing cost sharing and affirming the speed reduction to 15mph would be recommended only. Billings County also suggested adding "no parking on East River Road". Discussion followed. Slauter made the motion to approve Resolution 02-2016 with changes submitted by Billings County less the statement "no parking on East River Road". Second by Brannum. Joyce, aye; Brannum, aye; Slauter, aye; Tczap, opposed. Motion carried. Steffen will forward this decision to the County Auditor. Beach Cable has moved all their equipment to Beach and the node will be installed in Medora the last week in October. Slauter followed up with Rick Berg regarding the main cable lines that are on the property he will be building a house on.

Two individuals expressed interest in filling the Zoning Commission vacancy which expires March, 2018. Tczap made the motion to appoint Ian Connors to the Zoning Commission, second by Brannum. Motion carried unanimously. Slauter thanked both individuals for coming forward.

Zoning Application 16-40, a proposal by TRMF for a one-story addition to Old Town Hall, was presented. TRMF is hoping to do concrete work yet this fall and that is why the application was brought to City Council instead of waiting for the October Zoning meeting. Slauter stated he is available to answer questions, but will not vote. Slauter presented additional architect renderings. The 25' addition on the east side would add a safe entrance into the building along with ADA bathrooms. He is concerned with historical integrity and is happy to work with the design presented. There was extensive discussion regarding the addition looking too modern for a 100 year old building. Tczap stated if the project is approved by the City Council, he would still like it to go before the Zoning Commission for review and updates. Tczap made the motion to approve Zoning Application 16-40 with the following changes to the submitted application; pitched awning roof with cedar shingles and deco molding across the top. Second by Joyce. Joyce, aye; Tczap, aye; Brannum, aye; Slauter, abstained. Motion carried.

Dell Beach reviewed information from Simplex Grinnell regarding updating the fire alarm system at the Community Center. The current panel is obsolete and if anything goes out it cannot be fixed. Todd recommends purchasing a new system which would include new heat sensors. There will be an additional expense of about \$2500 for an electrician to install. Tczap suggested the ducts should also be checked because it has been several years since they have been cleaned. Joyce made the motion to accept the Simplex Grinnell quote for \$6,988.00. Second by Brannum. Motion carried unanimously.

Financials were presented. Joyce made the motion to approve the financials. Second by Tczap. Motion passed unanimously.

2766	BEACH CABLE	4218.03
2767	POLAR TRUCKING & EXCAVATING	200.00
2768	SOUTHWEST WATER AUTHORITY	11678.10
5109	BRAUN DISTRIBUTING	45.30
5110	FARMERS UNION	289.43
5111	HAWKINS, INC.	592.39
15294	AIRE-MASTER OF NO.DAK.	39.00
15295	ALLAN'S DECORATING CENTER, INC	4805.80
15296	BILLINGS COUNTY PIONEER	366.85
15297	BRAUN DISTRIBUTING	18.20
15298	CARLA STEFFEN	161.57
15299	DAKOTA DUST-TEX, INC.	242.00
15300	EMERGENCY APPARATUS MAINTENANCE, INC.	384.22
15301	FARMERS UNION	1283.63
15302	GALLS, LLC	236.25
15303	HIGHLANDS ENGINEERING & SURVEYING, PLLC	3050.00
15304	ITD	40.65
15305	JACOBSON MUSIC	5719.21
15306	JobsHQ	915.08
15307	JOHN BEY	10.50
15308	KERI RUMMEL	1200.00
15309	M & T FIRE AND SAFETY INC.	494.25
15310	MID-AMERICAN RESEARCH CHEMICAL	194.80
15311	MIDSTATE TELEPHONE COMPANY	760.24
15312	Nathanel Awender	21.00
15313	ND Insurance Department	15.88
15314	NDLC	450.00
15315	NEWBY'S ACE HARDWARE	61.28
15316	POLAR TRUCKING & EXCAVATING	5350.00
15317	POSTMASTER	100.00
15319	PUBLIC SAFETY CENTER	131.09
15320	SOUTHWEST WATER AUTHORITY	51.21
15321	STAPLES	16.77
15322	STEIN'S, INC	689.14
15323	TODD CORNEIL	144.07
15324	BNSF Railway Company	3600.00
15325	BNSF Railway Company	1150.00
15326	Prairie Lumber	23.03

**Payroll and other Pre-Pays:**

9-9-16	Payroll	13037.61
9-23-16	Payroll	8695.28
	September Federal Payroll Taxes	7103.24
15287	Office of State Tax Commissioner	948.60
15288	NDPERS Def Comp	613.00
15289	NDPERS Retirement	2965.35
15293	NDPERS Health	5440.00
15290	Avesis (Vision)	72.38
15291	Ameritas (Dental)	579.40
15292	Aflac	161.28
2765	ROUGH RIDER ELECTRIC COOP, INC	692.00
5108	ROUGH RIDER ELECTRIC COOP, INC	417.00
15274	ROUGH RIDER ELECTRIC COOP, INC	3904.12
15276	AT&T Mobility	133.24
15277	AT&T Mobility	321.16

Mayor Corneil read the announcements. There being no other business, Brannum motioned to adjourn. With no objection, meeting was adjourned at 8:40 p.m.

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

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