

City of Medora
Minutes from Regular Meeting
February 7, 2017
(Subject to Council review and approval)

Meeting was called to order at 6:00 p.m. by Mayor Todd Corneil. Present were Councilmen Denis Joyce, John Tczap, and Kinely Slauter. Ben Brannum was absent. City Attorney, Sandy Kuntz and City Engineer, Mike Njos were also present.

Minutes from the January 10 regular meeting were reviewed. Slauter made the motion to approve the January 10 minutes. Second by Joyce. Minutes were unanimously approved.

The written report from City Engineer, Mike Njos, was reviewed. Njos stated a Park Planning Committee for the tennis court area needs to be appointed. This committee will work with the landscape architect to put together a master plan to present to the Council later this spring. Kinley Slauter, Carla Steffen, Marcia Lamb, Ian Connors, and Natalie Moen were appointed. Two bids were received for the MCC bathroom project. Kolling & Kolling, Inc. had the low bid of \$122,300. Alternates were also included for wall tile, solid surface vanity tops, and textured stainless steel partitions. This low bid is higher than what was anticipated. Slauter feels the cost of the project is a fair amount and it is worth investing in the building. Joyce made the motion to award the bid to Kolling & Kolling dependent on approval by the Dept. of Commerce because we only had 2 bids instead of the CDBG 3 bid requirement. Second by Slauter. Motion passed unanimously. Kuntz stated that awarding the bid is not a notice to proceed and the Council is still able to back out. Njos and GT Architecture will meet with Kolling & Kolling about the possibility of reducing costs by using some of what is currently there. There was also an asbestos investigation in the current bathrooms and they did find asbestos. Njos received estimates on removal. A special meeting will be scheduled to make a final decision on the project once more information is gathered.

The written Ambulance and Police reports for the month of January were reviewed.

Public Works Director, Dell Beach, reported he sent sewer video to HA Thompson & Sons to get an estimate on a liner for the sewer line by the Chuckwagon.

City Attorney, Sandy Kuntz, presented the SW Water Contract with final revisions. The Council will review and finalize at a future meeting.

City Attorney Comments emailed to City Auditor on 2-8-17 to be noted in minutes: It is the Councilmember's obligation to attend all meetings. Meetings are 6pm the first Tuesday of every month unless noticed otherwise. The Auditor's duties do not extend to being the secretary for individual Councilmembers to remind them of their attendance responsibilities.

A 2017 MCC bookings report compiled by Barb Bokinskie was presented. Currently 13 conferences, 11 special events, and 9 wedding receptions are scheduled. MCC Director, Brett Ostermann, had nothing to report.

City Auditor, Carla Steffen, stated that Marcia Lamb will attend the ND Cares Community Initiative Training. The RCRC quarterly board meeting is scheduled for Feb. 23. Steffen presented an invoice to reimburse individuals for vet bills associated with feral cats. Steffen asked for clarification regarding reimbursing individuals when they take cats in. Past protocol has been to pay invoices directly to West Dakota Vet Clinic when feral cats are taken in. There was discussion that the intent of paying vet bills was only for having cats spayed and neutered, not shots. Also, it was not the intent to take care of all the wild cats in the area. Joyce made the motion to deny the bill presented and that a city feline policy be defined. Second by Slauter. Motion passed unanimously.

Joyce made the motion to accept the first reading of the Floodplain Ordinance. Second by Slauter. Motion passed unanimously.

Slauter made the motion to approve Parade Permit 01-2017 and Parade Permit 02-2017. Second by Tczap. Chief Bey had no concerns. Motion passed unanimously.

Beer and Liquor License applications, submitted by Jim Bridger of AmericInn, were reviewed. Bridger applied for On-and Off-Sale of Beer and Liquor as well as Sunday Open permits. Attorney Kuntz reviewed the applications and had no concerns. Bridger reviewed the serving area with Chief Bey. Motion by Joyce to approve the Beer and Liquor applications for AmericInn as presented. Second by Slauter. Motion carried unanimously.

Corneil read Chief John Bey's letter of retirement effective March 31, 2017. Corneil thanked Bey for his years of service to the City of Medora. Joyce made the motion to accept Bey's retirement effective March 31, 2017. Second by Tczap. Slauter also thanked Bey for his service. Motion passed unanimously.

A memo from City Attorney, Sandy Kuntz, was reviewed. Information was compiled to help meetings move along more efficiently with references to Roberts Rules of Order. Items discussed included attendance versus participating via telephone. Kuntz stated some of the information can be adopted as a resolution or it can be added to City Ordinances. Tabled until March 7 Council meeting. Kuntz also included 3 options the Council has regarding the Chief of Police vacancy which include 1) Appoint Officer Lapp; 2) Billings County Sheriff's Dept. Mutual Aid Agreement; 3) Advertise.

Mayor Corneil appointed Officer Russ Lapp to Chief of Police for the City of Medora effective April 1, 2017, subject to approval by the Council. Joyce made the motion to ratify Corneil's appointment. Motion dies for lack of a second. Tczap stated the community should have input. Community member, Aaron Axvig, questioned why there is no application process. Kuntz confirmed the Mayor can appoint, but it must be ratified by the Council. Slauter stated that he is open and receptive to having community input on this matter adding that he has no reason to not go with Bey's recommendation of promoting Lapp. Bey added that there was a community input session when he was hired as Chief. Tczap would like to see the community have the opportunity to voice concerns. Corneil expressed his disappointment in the Council's decision. Kuntz recommends a special meeting be scheduled where more information can be presented. Slauter made the motion to hold a special meeting for community

input regarding filling the vacant Police Chief position. Second by Tczap. Tczap, aye; Slauter, aye; Joyce, nay. Motion carried.

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

2885	BEACH CABLE	4217.99
2886	NORTH DAKOTA DEPARTMENT OF HEALTH	585.19
2887	ONE CALL CONCEPTS	5.10
2888	ROUGH RIDER ELECTRIC COOP, INC	976.00
2889	SOUTHWEST WATER AUTHORITY	1868.87
5121	ROUGH RIDER ELECTRIC COOP, INC	30.00
15561	AIRE-MASTER OF NO.DAK.	26.00
15562	BILLINGS CO AUDITOR	161293.08
15563	BILLINGS COUNTY PIONEER	224.20
15564	BINGEMAN, JACEY	250.00
15565	BRAUN DISTRIBUTING	12.20
15566	BUFFALO GAP INC. THE	20.00
15567	CLEAN SWEEP VACUUM CENTER, INC.	24.99
15568	DAKOTA DUST-TEX, INC.	173.00
15569	FARMERS UNION	2710.40
15570	GALLS, LLC	57.95
15571	ITD	40.65
15572	JOB SERVICE ND-Unemployment Insurance	63.69
15573	Legal Edge Solutions, PLLC	2100.00
15574	MIDSTATE TELEPHONE COMPANY	808.90
15575	MUNICIPAL GOVERNMENT ACADEMY	25.00
15576	PARKWAY FORD LINCOLN MERCURY	163.92
15577	PRODUCTIVITY PLUS ACCOUNT	33.28
15578	RDO TRUST #80-5800	118.82
15579	ROUGH RIDER ELECTRIC COOP, INC	2771.41
15580	SOUTHWEST BUSINESS MACHINES, INC	201.98
15581	Southwest Narcotics Task Force	1000.00
15582	SOUTHWEST WATER AUTHORITY	41.29
15583	STAPLES	43.97
15584	W.S. DARLEY & CO.	360.42
15585	WALMART COMMUNITY/RFCSLLC	13.88
15586	WEST DAKOTA VET CLINIC INC.	174.25

Payroll and Other Pre-Pays:

January Federal Payroll Taxes	7119.19
Payroll 1-13-17	11594.54
Payroll 1-27-17	9215.78
15555 Ameritas (Dental)	830.67
15556 Avesis (Vision)	88.75
15557 AFLAC	161.28
15558 NDPERS Def Comp	613.00
15559 NDPERS Retirement	3756.83
15560 NDPERS Health	8504.53

A date for the Police Chief special meeting is set for Wednesday, Feb. 22 @ 7:00 p.m. Mayor Corneil read the announcements. There being no other business, Slauter motioned to adjourn. With no objection, meeting was adjourned at 7:54 p.m.

ATTEST: _____ TODD CORNEIL, MAYOR

ATTEST: _____ CARLA STEFFEN, AUDITOR