

City of Medora
Minutes of Regular Meeting
April 4, 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, Ben Brannum, and Kinley Slauter. City Engineer, Mike Njos and City Attorney, Sandy Kuntz were also present.

Minutes from the March 7 regular meeting and March 13 special meeting were reviewed. Slauter made the motion to approve the minutes, second by Tczap. Motion passed unanimously.

City Engineer, Mike Njos, reviewed his written Engineer's Report. The MCC bathroom project is still on schedule for an April 20 completion date. Street patching areas have been identified and Njos will be in contact with Northern Improvement on costs and a schedule to get this work done in early May. Locations for new water gate valves in town are being identified and that information will be presented to the Council after the needs are detected. Corneil added that he has had discussions with Njos and Dell Beach regarding drainage ditch concerns where the Berg house is being built. He is also concerned about a drainage ditch cleaning schedule. After extensive discussion, it was decided there will be a Special Meeting on April 11 to further discuss the concerns with Njos and other property owners so a cost share can be established. Kuntz stated that significant lawsuits can be filed if preventative care isn't taken. Kuntz expressed conflict of interest concerns with Highlands Engineering representing both the City of Medora and Rick Berg. She added there should be an agreement with Berg regarding a storm water management plan.

City Attorney, Sandy Kuntz, reported that the SW Water contract is complete. She is currently working on updating the Employee Policy Manual.

The written ambulance and police reports were reviewed. Chief Lapp added that he has been updating report forms and cleaning up the office.

Public Works Director, Dell Beach, reported the cable building has been totally dismantled and he's working on getting the remaining satellites taken out. The meter at the Bunkhouse needs to be replaced because several buildings are coming off that main meter and it isn't large enough. There was discussion regarding who is financially responsible for replacing meters. Steffen will look back at minutes when meters were first installed in Medora and see if it was clarified. The City is taking some of the dirt being moved off the Berg property and putting it on a city lot. The County is looking at getting rid of the truck they borrow to the City for moving snow. They are asking \$25,000 for it. Dell will check into it further. Brett Osterman had no MCC report.

City Auditor, Carla Steffen, reported we are one quarter through the year and there are no budget concerns at this point. Marcia Lamb attended the ND Cares Training held in Jamestown. She and

Steffen plan to organize a Veteran's event in the fall. Steffen requested permission to dispose of records following the records retention policy from the State. Slauter made the motion to dispose of 2009 records. Second by Brannum. Motion passed unanimously.

Under Old Business, Kuntz presented sample cat ordinances for the Council to review. She is asking for feedback at the May meeting.

The Parks/Rec Committee presented an update on the Park Masterplan they have been working on with Landscape Architect, Jake Axtman. A summary of the planning process was compiled by Axtman and presented to the Council for review. The next step in the process is for Axtman to present a formal presentation at the May Council Meeting. Repairing the tennis and basketball courts to a usable condition is still the priority in the plan. The current parking lot is not on city property and part of the plan is to move that. There are several picnic areas in the plan and there was discussion regarding having enough picnic areas close to the swimming pool.

The Dakota Western Auto Club, represented by Carl Larson and Mark Sheels, thanked the City for their past support of the car show. The dates for the 2017 40th Anniversary Medora Car Show are June 23 & 24. A book is being published to commemorate the 40th Anniversary. They will also have a car parade that the Police Dept. will lead. Slauter made a motion to offer the Community Center rent at the same reduced price as 2016. Motion died for lack of a second. Brannum made the motion to offer free Community Center rent in honor of Carl Larson's 40th Anniversary. Second by Joyce. Motion passed unanimously.

Outdoor Dance/Music Permit 01-2017, a request by TRMF for an outdoor dance on the Chuckwagon patio on June 9, was reviewed. Chief Lapp stated he has no concerns. Tczap made the motion to approve Dance/Music Permit 01-2017. Second by Joyce. Motion passed unanimously.

Outdoor Dance/Music Permit 02-2017, a request by Medora Area CVB for a street dance on Sept. 15, was reviewed. There was discussion regarding placement of barricades and food vendors. Slauter recommended a clear path be left open for emergency vehicles. Tczap made the motion to approve Dance/Music Permit 02-2017. Second by Brannum. Motion passed unanimously.

Raffle Permit 01-2017, an application from West River Conference of Social Welfare to conduct a raffle at their June 9 Conference, was reviewed. Joyce made the motion to approve Raffle Permit 01-2017. Second by Brannum. Motion passed unanimously.

Parade Permit 04-2017, an application by the ND Cowboy Association to hold a parade before June 2 & June 3 rodeo performances, was reviewed. Kevin Holten stated that bucking horse mares with colts would be escorted through Medora on Pacific Ave. There would be 15 mares with colts. Chief Lapp expressed safety concerns. Volunteers will man the street intersections to help address safety issues. Tczap would like Holten to consider shortening the route and taking the first exit into Ranch-o-Rama when they arrive at that destination. Brannum made the motion to approve Parade Permit 04-2017.

Second by Joyce. Discussion—Holten clarified the parade times will be 3:00 p.m. on June 2 and 10:00 a.m. on June 3. A certificate of liability insurance must be submitted to the City Auditor. Motion passed unanimously.

Under Misc. Business, Samuel Kerr representing the State Historical Society, stated that TRMF and the State Historical Society have entered into a one year agreement for TRMF to maintain DeMores Park and use it for events.

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

2893	SOUTHWEST WATER AUTHORITY	2196.46
2894	WASTE MANANGEMENT	92.33
15687	BAYMONT INN & SUITES	245.70
15688	BELFIELD AUTO SUPPLY, INC	107.68
15689	BILLINGS COUNTY PIONEER	394.24
15690	CARLA STEFFEN	195.24
15691	DAKOTA DUST-TEX, INC.	159.35
15692	EMBLEM ENTERPRISES, INC.	298.00
15693	FARMERS UNION	649.60
15694	JOHN TCZAP	195.24
15695	Kolling and Kolling, Inc.	30928.50
15696	Legal Edge Solutions, PLLC	2100.00
15697	LINDBO WELDING SALES & SERVICE	2600.00
15698	MEDORA CONVENIENCE & LIQUORS	41.20
15699	MIDSTATE TELEPHONE COMPANY	705.76
15700	MUNICIPAL GOVERNMENT ACADEMY	300.00
15701	NDLC	120.00
15702	PUBLIC SAFETY CENTER	199.92
15703	PUMP SYSTEMS LLC	888.08
15704	SOUTHWEST BUSINESS MACHINES, INC	144.99
15705	SOUTHWEST WATER AUTHORITY	41.78
15706	STAPLES	26.28
15707	TOTAL CONTROL, INC.	3305.00
15708	W.S. DARLEY & CO.	212.40

Payroll and Other Pre-pays:

March Federal Payroll Taxes		7045.09
Payroll 3-10-17		11874.23
Payroll 3-24-17		9129.02
15678	Ameritas (Dental)	830.67
15679	Avesis (Vision)	88.75
15680	NDPERS Def Comp	613.00
15681	NDPERS Retirement	3777.64
15682	Office of State Tax Commissioner	662.89
15683	AFLAC	299.16
15686	NDPERS Health	8504.53
15667	AT&T Mobility	133.24

Mayor Corneil read the announcements noting that a Special Meeting is tentatively scheduled for April 11 @ 1:00 p.m. to address the drainage ditch issue. When the time is confirmed, Steffen will post the agenda. Corneil also noted the summer meeting time of 7:00 p.m. will begin in June. There being no other business, Brannum made the motion to adjourn. With no objection, meeting was adjourned at 8:07 p.m.

Attest: _____ Douglas Ellison, Mayor

Attest: _____ Carla Steffen, City Auditor