

City of Medora
Minutes of Regular Meeting
November 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 Ben Brannum and John Tczap. Kinley Slauter and Denis Joyce were absent.

Minutes from the Oct. 3 regular meeting were reviewed. Mayor Corneil stated a change to the minutes under Misc. Business to read "Resident, Mary Griffin Abrahamson, questioned why all the water shut-off valves around town are not working. Corneil stated the backup solution was to shut it off at the next point and that had happened, it wasn't a very efficient way of doing it so yes we should replace shut off valves." Brannum moved to approve minutes with noted change. Second by Tczap. Minutes were unanimously approved.

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

City Engineer, Mike Njos, presented his monthly Engineer Report. Njos is continuing work on the Bike Path to Campground project including the legal property boundary survey and preliminary design. The final environment document is due 12/8/17. Obtaining right-of-way from TRMF is the next step after legal survey and alignment is finalized. The bid letting is April 13, 2018 and construction is to begin after August 1, 2018. The slide gate and check valves have been delivered and can be installed. Cordova will be submitting a quote. Njos provided rough cost estimates for installing a new aeration pond in one of the existing lagoons. The ND Dept. of Health says the City only needs 180-day storage for winter flows. Because of this the City would have the capacity to build an aeration pond within of the existing cells and utilize the other 3 cells for storage. After discussion, Njos recommends going with option #2 which would convert pond #4 into an aeration pond. The rough estimate is \$1.25 to \$1.5 million dollars for this option. Corneil tabled a decision until the full Council is present. Njos would like more direction next month.

City Attorney, Sandy Kuntz, will cover her points under old business.

Public Works and Community Center written reports were reviewed. Dell Beach added that the drainage ditch cleaning is complete except for the south end. He hopes that section will be done yet this fall.

City Auditor, Carla Steffen, reported that Chuck and Sherry Andrus have donated a set of letters for the MCC outdoor display board. NDLC has updated their model ordinances and can be ordered for \$40/set.

Kuntz stated she will order them and the cost can be split between Medora and Belfield. A decision needs to be made regarding FEMA flood insurance for the MCC; tabled until Dec. meeting. A decision needs to be made if Medora want to join Vision West ND. Annual dues are \$500. Kuntz stated she heard that Energy Impact Grants could be only available to Vision West ND members. Steffen added the City already pays \$4,000 dues to the Western Dakota Energy Association. Steffen also feels there is a duplication of services offered from Vision West and NDLC; tabled until Dec. meeting. Steffen had Atty. Kuntz offer clarification on Ordinance 02-2017 regarding Sunday alcohol dispensing; there is no **off-sale** before noon on Sundays.

Public Input on Medora Shared Use Path:

City Engineer Njos stated this public input session is required as part of the Federal Hwy and DOT grant. Njos reviewed a map of the project and he's looking to identify any environmental needs. Njos reviewed the location and purpose of the path. Currently no safe path exists to the recreation area and campground. There are 2 options for location; 1. No Build 2. Build on west side of road

Comments: Chuck Bokinskie questioned if there are any plans for lighting. Njos answered there are no plans for lighting at this time. There is some lighting by housing in the area. Karen Putnam questioned how many trees will have to come out. Njos answered no trees will be coming out. There is a SW Water line that runs parallel and the path would go over it. If something would go wrong with a line, the City would have to pay to repair the path. John Tczap questioned if there are any other utilities under proposed path. Njos answered no utilities should have to be relocated. John Tczap questioned if there are any concerns about the hill area being too steep. Njos answered the grade cannot be more than 5%. He added the path will be concrete.

Public Input closed.

Tczap would like Njos to get some prices on adding lights along the trail. Tczap also thanked Njos for donating door prizes for the ND Cares Event.

Brannum made the motion to approve the 2nd reading of Ordinance 05-2017 regarding legislative updates. Second by Tczap. Motion approved unanimously.

A memo from Kuntz regarding changes to the city's transient merchant and outdoor display of merchandise ordinances was reviewed. Corneil would like to table a first reading until the full Council is present. Discussion included getting rid of current application and replacing it with the example in the memo; vendor shows would be exempt; transient merchants would be welcome for special events, but a license would still be necessary verifying they have a ND State Tax ID; since Medora has a Home Rule Charter the license fee could be more than \$25/day and Kuntz recommends a \$5,000 surety bond; special event permits wouldn't require a fee. Corneil feels the change of wording to the Outside Display of Merchandise ordinance is correct from previous discussions.

The City of Medora fee schedule was reviewed. Tczap made the motion to approve the fee schedule noting that business license fees for transient merchant; hawkers/peddlers; runners, solicitors, canvassers; flea markets, rodeos, craft fairs, circuses still need to be determined. Second by Brannum. Motion carried unanimously.

The City still has not received the 2018 SW Water Rates. Review of the rate analysis and 2018 rates will be tabled until the meeting with Rural Water on Nov. 14.

New Business:

The next item of business was discussion regarding the historic tree in downtown Medora that blew down in heavy winds. Corneil read a letter from Doug Ellison supporting leaving the remainder of the tree in place. Sheila Marie was present to report that she has been meeting with Doug Ellison and Gary Leppart to discuss various options for the tree. She presented historic pictures of the tree with one dating back to 1886. After visiting with tree experts, they hope there is enough life that it will sprout again. She's also concerned about some sort of protection around the trunk so people can't take bark off it. Karen Putnam stated it should be left at least another year and then if it doesn't come back, carving should be considered. Sheila Marie added that she would like 2 slabs from a tree branch to send in for dna analysis to determine the age. Dell Beach will look for some slabs off the biggest branch. Brannum stated the tree is hollowed out. He thinks an expert should look at it and doesn't feel there's a rush to do anything at this point. If an expert says it's totally rotted out then it should be removed so no one gets hurt if the remainder of the tree fell over. Sheila Marie would like some of the wood for the museum if it is totally rotted out. Corneil tabled a decision.

Mayor Corneil read the announcements.

Financials were presented. Tczap made the motion to approve the financials. Second by Brannum.

Motion passed unanimously.

16133	APEX Engineering Group	1782.41
5159	ASSOCIATED POOL BUILDERS, INC.	861.00
5160	ASSOCIATED SUPPLY Co., INC.	91.25
16134	BELFIELD AUTO SUPPLY, INC	139.73
16135	BILLINGS CO AUDITOR	15000.00
16136	BILLINGS COUNTY PIONEER	445.56
16137	BLUE TARP FINANCIAL	1568.13
16138	CAPITAL CITY RESTAURANT SUPPLY	120.00
16139	CARLA STEFFEN	46.48
16140	CORDOVA CONSTRUCTION	10314.00
16141	DAKOTA DUST-TEX, INC.	159.35
5161	DON HEISER ELECTRIC	1686.54
16142	FARMERS UNION	324.87
16143	FERFUSON WATERWORKS #2516	1690.55
2819	HEALTH CHEMISTRY LAB	223.63
16144	HIGHLANDS ENGINEERING & SURVEYING, PLLC	8920.00
16145	ITD	89.90
16146	Legal Edge Solutions, PLLC	2100.00
16147	MEDORA CONVENIENCE & LIQUORS	23.96
16148	MIDSTATE TELEPHONE COMPANY	689.16
16149	ND STATE SURPLUS PROPERTY	120.00

16150	NDLC	265.00
16151	North Dakota Firefighter's Association	65.00
2820	ONE CALL CONCEPTS	11.00
16152	POSTMASTER	200.00
16153	RED VALVE COMPANY, INC.	15447.64
2821	ROUGH RIDER ELECTRIC COOP, INC	437.00
5162	ROUGH RIDER ELECTRIC COOP, INC	32.00
16154	ROUGH RIDER ELECTRIC COOP, INC	3243.27
16155	SOUTHWEST BUSINESS MACHINES, INC	591.16
16156	SOUTHWEST MULTI-COUNTY CORRECTION CENTER	180.00
2822	SOUTHWEST WATER AUTHORITY	4200.36
5163	SOUTHWEST WATER AUTHORITY	1424.88
16157	SOUTHWEST WATER AUTHORITY	42.76
2823	SOUTHWESTERN DISTRICT HEALTH UNIT	60.00
5164	SOUTHWESTERN DISTRICT HEALTH UNIT	140.00
16158	STAPLES	68.15
2824	THEODORE ROOSEVELT MEDORA FDTN	18500.00
2825	WASTE MANAGEMENT	330.60

Payroll and other Pre-Pays:

10-6-17 Payroll 11583.30

10-20-17 Payroll 9157.35

October Federal Payroll Taxes 6556.72

16123 AFLAC 299.16

16124 Avesis (Vision) 75.29

16125 Ameritas (Dental) 693.29

16126 NDPERS Def Comp 704.00

16127 NDPERS Retirement 3152.32

16132 NDPERS Health Insurance 7740.01

16114	AT&T Mobility	562.82
16115	AT&T Mobility	134.24
2818	ROUGH RIDER ELECTRIC COOP, INC	368.00
5158	ROUGH RIDER ELECTRIC COOP, INC	47.00
16112	ROUGH RIDER ELECTRIC COOP, INC	3595.99

Mayor Corneil read the announcements. There being no other business, Brannum motioned to adjourn. With no objection, meeting was adjourned at 7:45 p.m..

ATTEST: _____ Todd Corneil, Mayor

ATTEST: _____ Carla Steffen, Auditor