

**CITY OF MEDORA**  
**Minutes of Special Meeting**  
**December 21, 2017**  
**Subject to Council Review and Approval**

Meeting was called to order by Mayor Corneil at 10:00 a.m. Present were Council Members Denis Joyce, John Tczap, and Kinley Slauter. Ben Brannum was present via telephone. City Engineer, Mike Njos, was present with Apex Engineer, Mike Berg. City Attorney, Sandy Kuntz, was present via telephone.

The first item of business was to designate a polling place for the June 12, 2018 election. Tczap made the motion to designate the courtroom inside the Billings County Courthouse as the polling place for the June 12, 2018 city election. Second by Joyce. Motion passed unanimously.

Njos reported that the trip to Beulah to learn about their aeration pond was helpful. The system seemed simple and low maintenance. Berg and Njos explained how the aeration pond would work. Cells 1 & 2 would be used, and cells 3 & 4 would no longer be necessary. Clean water would be kept in cells 3 & 4 or there could be other options for those ponds. Tczap doesn't think those ponds should be eliminated so the City would still have more holding capacity if there would be another boom down the road. Corneil agrees but wants clarification that the Council is not interested in relocating all 4 ponds. It would free up all that land and it is the only potential land available for growth. If there's any possibility of doing anything different, it should be decided now. Njos called the Forest Service about the possibility of land on top of the butte for the ponds, but putting cells up there would not be allowed under their current plan. Tczap added that other options had been looked at before. Joyce recommends going with option #1 that Njos had presented earlier. Steffen questioned if the \$1.5 to \$1.75 million-dollar estimate is accurate for budgeting. Berg explained the process Apex would go through engineering the aeration pond. There should be no unexpected costs by the time dirt work begins. Njos added it is better to spend money up front to narrow down the variables. Tczap questioned if 2 engineering firms are necessary to work on this project. Berg would be the wastewater expert, but Njos's local knowledge is an efficiency. Corneil would like a formal workshop with TRMF in mid-January to discuss future planning and how large the aeration pond should be. After further discussion of cost, Slauter stated he wants to see the project move forward, but is reluctant to make a motion without exact costs. Njos can provide a more line item estimate. Tczap also feels more comfortable with that. Njos will have a better breakdown of costs for the January 4 meeting. Clarence Sitter questioned how mid-summer construction will affect summer flow. Njos replied that they have been talking about the situation and they are thinking of phasing. The City may have to rent floating aerators.

Corneil called for a 5-minute recess at 11:40. Meeting reconvened at 11:45.

Ordinance 04-2017, Transient Merchants, was presented for a 1<sup>st</sup> Reading. Various sections were reviewed with Kuntz and changes were made. The fee is currently \$25/day but Home Rule Charter gives authority to the City to set the fee. Slauter made the motion to increase the Transient Merchant fee to \$100/day. Second by Brannum. Motion passed unanimously. This amount will be moved into the

annual fee schedule. Kuntz will develop a new application form consistent with the 1<sup>st</sup> Reading of Ordinance 04-2017. Slauter made the motion to approve the 1<sup>st</sup> Reading of Ordinance 04-2017 reflecting the changes made by Council. Second by Joyce. Discussion-Chuck Andrus addressed the Council regarding a few more changes that he felt should be included. Those changes will also be reflected in the revised Ordinance. Motion passed unanimously.

Article 6 of Ordinance 04-2017 regarding Outside Display of Merchandise was reviewed. Slauter questioned if Registration with City Auditor/Release and Indemnification are really necessary stating it is more important that language be added that displays “may not be on public walkways”. Joyce stated it is important that a Release/Indemnification form be filed with the City Auditor. Slauter made the motion to reflect changes in 8.0601 that no registration and no release/indemnification will be necessary; displays “may not be on public walkways” will be added. Second by Brannum. Slauter, aye; Brannum, aye; Tczap, aye; Joyce, opposed. Motion carries.

The loan documents for the TRMF Flex PACE loan were signed last week. The City share increased by \$1506.50 since the October 3, 2017 meeting when the interest buydown was approved by Council. Steffen stated she needs to know if new amount is approved before cutting the check. TRMF CFO, Clarence Sitter, explained that the original schedule wasn't totally finalized in October and he explained the reason for the increase. Tczap doesn't feel this increase would have changed the Council's decision to approve. Joyce made the motion to revise the payment reflecting the \$1506.50 increase. Second by Tczap. Slauter will abstain as a TRMF employee because of the financial nature. Joyce, aye; Tczap, aye; Brannum, aye; Slauter, abstain. Motion carries.

Tczap presented estimates to replace carpet and paint at the law enforcement city house. The same carpet and paint are available that was put in the other city house in 2016 at small cost increases. Tczap referred to the city lease regarding the renter's responsibility to decorate and furnish the leased premise at their own expense. Joyce added the renter would pay if an accent color was wanted and they would pay to switch it back upon moving out. Lapp stated that he was allowed to pick carpet and paint colors when the house was built and he feels Awender should have the same opportunity. Tczap stated the house is a rental property and the renter does not pick out the colors. It was the consensus of the Council to move forward with the estimates Tczap had presented. Slauter added that his personal housing situation is similar and when renters want to customize something, it should be done and paid for by the tenant.

Steffen presented a budget amendment for the Flex PACE loan interest buydown. Slauter made the motion to amend 100-4100-490 by \$43,000. Second by Joyce. Motion passed unanimously.

The Council reviewed the year-end financials. Slauter made the motion to approve the financials and year-end vouchers as presented. Second by Joyce. Motion passed unanimously.

2831	DAKOTA PUMP & CONTROL, Inc.	760.00
2832	MID-AMERICAN RESEARCH CHEMICAL	5501.32
2833	ONE CALL CONCEPTS	8.00
2834	THEODORE ROOSEVELT MEDORA FDTN	18500.00

2835	Wally Owen	1246.55
2836	WASTE MANANGEMENT	112.11
16220	AT&T Mobility	464.74
16221	BELFIELD AUTO SUPPLY, INC	62.35
16222	BRETT OSTERMAN	35.99
16223	BUFFALO GAP INC. THE	120.00
16224	CORDOVA CONSTRUCTION	14605.00
16225	FARMERS UNION	4439.24
16226	HIGHLANDS ENGINEERING & SURVEYING, PLLC	14978.75
16227	ITD	44.95
16228	JAMESTOWN COMMUNICATIONS, INC.	907.00
16229	Legal Edge Solutions, PLLC	2100.00
16230	LINDBO WELDING SALES & SERVICE	100.00
16231	MFOA	30.00
16232	POSTMASTER	416.00
16233	Russel Lapp	40.00
16234	Bank of North Dakota	42,096.50

**Prepays:**

2830	ROUGH RIDER ELECTRIC COOP, INC	505.00
16207	ROUGH RIDER ELECTRIC COOP, INC	1640.20

There being no other business, Brannum motioned to adjourn. With no objection, meeting was adjourned at 1:24 p.m.

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

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