

City of Medora  
Minutes of Regular Meeting  
May 1, 2018  
(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 April 3 regular meeting, April 3 Board of Equilization, and the April 26 Special Meeting were reviewed. Slauter made the motion to approve the minutes, second by Brannum. Minutes were unanimously accepted.

Njos presented his monthly written Engineer's Report. Berger Electric is preparing a bid on the lighting along the Shared Use Path. The lagoon borings are in progress and a draft lagoon plan will be presented at the next meeting. Corneil recommended the City Engineer and City Attorney attend and represent the City at the May 14 Public Hearing on the proposed street change request.

Kuntz is discussing changes made at DeMores Park with State Historical Society personnel and working to get agreement on how to assure shared objectives are followed in the future. Kuntz will prepare a report to present to the Council. Slauter asked the report also be presented to the Zoning Committee. Kuntz agreed.

Monthly written Police, Public Works and MCC Reports were reviewed. The City Auditor included an update on tax revenues, revenues have increased. Kuntz asked if Steffen's role in the transition to the new City Auditor has been clarified. Steffen commented that nothing is in place. Discussion followed and Attorney Kuntz requested an executive session for attorney consultation and negotiation strategy related to HR concerns. N.D.C.C. § 44-04-19.1 (5) and (9). N.D.A.G. 2013-O-13. Kinley moved and Brannan seconded for executive session; motion passed unanimously and the public was asked to leave the meeting room at 6:20 p.m.

The Council Meeting was resumed at 7:02 p.m. by Mayor Todd Corneil.

Brannum moved the City engage an independent agent to review our current situation and assure we do not have any issues with how we support the City going forward. Kuntz to make contact with the State and advise how to proceed. Kuntz also to review and clarify any issues related to our HR Policies and Procedures, Tczap seconded. Motion passed unanimously.

OB

Njos has received bids for work on the Shared Use Path. The County has approved updated cost estimates. Slauter moved to approve the bid with the new cost estimates. Joyce asked if the contractor being local was being considered. Njos responded that this is not a criteria per current rules. Tczap seconded the motion. Motion passed unanimously.

Osterman explained that he is waiting for a proposal from the contractor for the MCC roof repair, there have been delays due to the weather. He will bring the proposal forward when received.

Request for tree removal at 420 Broadway – Slauter stated that the property owner is responsible to take care of the problem or the City will and charge the owner. Kuntz stated the tree is on private property so the owner needs to address the problem. Kuntz commented that there can be cost sharing if mutual benefit. Several members stated it may be to City benefit to fix the problem. Slauter will investigate the situation more and he will circulate the findings. The issue is tabled until the next meeting.

Quotes to repair the sewer line at the Chuckwagon building – Beach reported that estimates are in progress but quotes are not completed. Brannum commented we should wait until fall. Slauter asked to see if we can get a second bid from another company. Beach commented that a camera will be run through the lines before the season starts. Updates will be provided at the next Meeting.

NB

Joyce moved the City continue the Billings County Pioneer as the Official Newspaper per NDCC 40-01-09, Brannum seconded. Motion passed unanimously.

A request from the High Plains Cultural Center to conduct gaming at Boots was reviewed and discussed. Slauter moved we approve the Gaming Site Authorization, Brannum seconded. Joyce commented there is a video device included and discussion was that this is acceptable. Motion passed unanimously.

Voter Registration results and the proposed Ballot for the coming election were reviewed. Slauter moved to accept the voter list and ballot as presented, Joyce seconded. Motion passed unanimously.

Roughrider Electric Underground Replacement update – Roughrider Electric personnel stated that the Park Service, County, and DOT have signed easements. One property owner (due to mailing issue) and the City have not signed easements. Cable will be bored in to minimize disruption. The new routing will split up the town power supply to limit broad outages and allow faster recovery of any outages. Roughrider will do the work in sections so that any disruption is limited. Roughrider will try to stay close to existing lines and they will stake proposed routes and have the land owners agree to the final routing. Beach will work with Roughrider on the routing across the city lots. There was much discussion on the issue of signing the easements and previous input from Kuntz on what is needed. Kuntz has recommended a Franchise Agreement be completed and specific terms incorporated into the easement before it is signed. Both the Franchise Agreement and relevant terms to insert into the Easement have been provided to Roughrider. Roughrider commented that they are responsible for any damages and they will work with land owners to assure proper location of lines and work is completed correctly. Roughrider stated that they will work to include what the City wants in the Easement and have the revised Easement and original Franchise Agreement prepared for execution by the City to move forward. Kuntz stated it is acceptable for the City to sign an Easement that has the required points from the City covered. Brannum moved that the Council authorize the signing of an Easement for the Roughrider work if it is updated with all the changes requested by the City, Joyce seconded. Motion carried unanimously.

Swimming Pool Update - Joyce commented that there have been no summer hires made. Streitz stated life guards are certified and management has a pool management license, and the Red Cross program is followed for lessons but Red Cross certification is not given. Last year 110 took lessons, including persons from surrounding towns, an increase of 30. Bonnie asked the status on getting the concrete repaired and stated that the building exterior needs work. Njos stated that the pool repair project has not been approved, he will talk to the contractor about doing the north end concrete work before the season if there is approval to proceed. Njos will talk to the contractor to confirm the quote, Auditor will confirm the funds are in the Budget. Slauter requested Streitz bring a proposal to deal with the building exterior problems and suggested we confirm the money is in Budget before proceeding with the cement. Streitz will proceed with advertising for life guards and move forward.

Dean Rodne requested the City pay two bills totaling \$740 for sewer line work at 455 Broadway. Dean stated that the sewer line was plugged, camera work showed roots in what looks like the junction with the City sewer, the line has been jetted, and the line is now working. Slauter asked if we know for sure where the problem is at. Beach stated we don't know as Pace couldn't get their camera to work to check the City sewer. Pictures provided by Dean were viewed. Slauter commented that if the work being billed was on the private side we don't want the City paying for work on private lines. Joyce commented that if we find it is partially City then maybe we should cost share. Tczap stated that the City should perhaps pay for the porta potty. Dean stated that we should leave it alone at this time as the sewer is working, unless something else should come up. Tczap suggested we wait for the camera work to clarify the situation before any more discussion. All agreed to wait for the camera results.

Kevin Holten gave an update on the upcoming Rodeo, he thanked the City for their continued support. He asked for approval to again run horses down main street. Kuntz asked if state regulations on disease are being followed. Holten replied they are watching what happens at a Dickinson event and elsewhere and are watching the situation closely. Holten said the horse run went well last year, Russ Lapp commented that the riders did a good job and there were no issues. Slauter stated that a permit request and proof of insurance are required. Holten said he will submit both. Slauter suggested the permit request be reviewed in a Special Meeting before the Public Meeting on May 14. Corneil will set up a Special Meeting at 6:45 p.m. on May 14 to review the permit request.

Slauter moved we ratify the appointment of Gary Ridenhower as City Auditor as of May 5, Tczap seconded. Motion carried unanimously.

Requests for a \$.50 per hour increase for Becky Hild and Barb Bokinskie were reviewed. Slauter and Joyce requested more information on when Barb received her last increase. Joyce moved that Becky be given a \$.50 per hour increase as an annual increase, Slauter seconded. Motion carried unanimously. Slauter asked we look at more details related to Barb's pay before proceeding with the requested change for her. Corneil agreed.

Tczap asked if we have contributed to the Rodeo in the past. Corneil replied that to his knowledge we haven't. The Auditor will advise what was recorded in the past.

Slauter stated that the City wants to thank Carla Steffen for four years of great service to the City as City Auditor, Corneil seconded. All agreed.

Slauter moved financials be accepted as reported, Tczap seconded. Motion carried unanimously.

2896	ONE CALL CONCEPTS	3.00
2897	THEODORE ROOSEVELT MEDORA FDTN	18500.00
2898	Wally Owen	844.75
2899	WASTE MANANGEMENT	99.99
5171	HIGHLANDS ENGINEERING & SURVEYING, PLLC	465.00
16474	* ALLEGIANT EMERGENCY SERVICES, INC.	5850.00
16475	APEX Engineering Group	10275.15
16476	Ben Brannum	215.41
16477	BILLINGS COUNTY PIONEER	416.48
16478	CHILLER SYSTEMS, INC	1722.89
16479	CLEAN SWEEP VACUUM CENTER, INC.	79.97
16480	DAKOTA DUST-TEX, INC.	155.90
16481	EMERGENCY APPARATUS MAINTENANCE, INC.	891.00
16482	FARMERS UNION	2180.10
16483	HIGHLANDS ENGINEERING & SURVEYING, PLLC	13112.50
16484	ITD	44.95
16485	JOHN TCZAP	215.41
16486	MENARDS-DICKINSON	422.31
16487	MIDSTATE TELEPHONE COMPANY	670.26
16488	MITCH GILSETH	66.89
16489	MUNICIPAL GOVERNMENT ACADEMY	25.00
16490	POSTMASTER	100.00
16491	RAMKOTA HOTEL BISMARCK	367.40
16492	Russel Lapp	45.00
16493	SOUTHWEST BUSINESS MACHINES, INC	105.57
16494	TODD CORNEIL	215.41
16495	Total Safety U.S., Inc.	195.00
16496	Wingate by Wyndham	167.40
16497	HEIMAN FIRE EQUIPMENT	207.35

**Payroll and Other Pre-pays:**

April Federal Payroll Taxes		5830.77
Payroll 4-6-18		10980.40
Payroll 4-20-18		11710.34
16469	Aflac	417.60
16470	Ameritas (Dental)	693.29
16471	Avesis	75.29
16472	NDPERS Retirement	3153.66
16473	NDPERS Def Comp	704.00
16508	NDPERS Health	7743.87
2850	ROUGH RIDER ELECTRIC COOP, INC	884.00
5170	ROUGH RIDER ELECTRIC COOP, INC	31.00
16459	ROUGH RIDER ELECTRIC COOP, INC	2886.17
16460	AT&T Mobility	135.74
16461	AT&T Mobility	403.20

Brannum moved the meeting be adjourned, Slauter seconded. Motion carried unanimously.

The meeting was adjourned at 9:13 p.m.