

City of Medora
Minutes of Special Meeting
December 28, 2018
(Subject to Council review and approval)

Meeting was called to order at 10:00 am by Mayor Todd Corneil. Present were Council members Doug Ellison, Tracy Sexton, Kinley Slauter, and John Tczap. Sandra Kuntz was not present.

2018 Budget Report and Amendments

Auditor Ridenhower reviewed the 2018 Revenue, Expenses and Fund Balances. We had a good December and good year for Revenue. Expenses overall are under budget. One amendment and transfer are needed related to pool deck replacement and engineering.

Ellison moved that the Budget for 505-45200-382 be amended to \$91,000 from \$75,000 to cover the cost of pool deck replacement and engineering. Sexton seconded. Motion passed unanimously.

Ridenhower requested approval for a transfer of \$70,328 from the General Fund to the Outdoor Recreation Fund to cover payment of the expenses related to pool deck replacement and engineering and correct a deposit error. A transfer of \$30,000 was budgeted. Slauter moved to approve transfer of \$70,328 from the General Fund to the Outdoor Recreation Fund to cover payment of approved expenses and correct a deposit. Ellison seconded. Motion passed unanimously.

Ridenhower advised that he will set up more detail in the Budget for 2019 to separate engineering costs so they can be identified and tracked on projects. Council agreed this would be a good change.

Approve Year-End Financials

Slauter moved to approve the year end financials as presented. Tczap seconded. Motion passed unanimously.

2019 Employee Raises

Sexton suggested we look into using a % increase approach vs a flat rate going forward, and consider competitiveness and performance in the rates. Slauter agreed there needs to be a performance component. Corneil commented that the flat rate approach has been used for several years to provide needed catch up on wages. Ellison commented that performance needs to be dealt with in other ways, and a set amount has been used to avoid widening the gap in pay rates and to offer more parity. Tczap commented that a flat rate is fairer based on the number of employees and agreed that performance needs to be dealt with in other ways. Ellison commented that raises should not be automatic, he is not aware of anyone not performing, and increases should be an annual amount. Sexton suggested that we need to look at the pay rates of other cities and determine what the target pay rates for various jobs should be. Slauter agreed it is appropriate to look at everyone at once. Ellison commented the \$3000 annual increases were to get us competitive and we need to compare rates before next year.

Slauter moved a 5% increase be given to all full-time employees and \$.50 per hour be given to seasonal/part time employees effective the first pay period in January. Sexton seconded. Discussion included: Corneil feels we should stay with the \$3000 per full-time person budgeted and \$.50 for part time so we don't widen the gap in employee pay rates. Ellison agreed.

Motion passed unanimously.

2959	ROUGH RIDER ELECTRIC COOP, INC	730.00
2960	DAKOTA PUMP & CONTROL, Inc.	760.00
2961	MID-AMERICAN RESEARCH CHEMICAL	2155.96
2962	ND WATER USERS ASSOC.	100.00
2963	NORTH DAKOTA DEPARTMENT OF HEALTH	70.62
2964	WASTE MANANGEMENT	117.45
5234	ROUGH RIDER ELECTRIC COOP, INC	31.00
16961	ROUGH RIDER ELECTRIC COOP, INC	2989.52
16962	AT&T Mobility	596.73
16973	APEX Engineering Group	8128.50
16974	Associated Employers	1225.25
16975	BELFIELD AUTO SUPPLY, INC	213.25
16976	BERGER ELECTRIC, INC.	294.00
16977	BILLINGS COUNTY PIONEER	241.01
16978	BORDER STATES ELECTRIC SUPPLY	218.46
16979	FARMERS UNION	3368.29
16980	HIGHLANDS ENGINEERING & SURVEYING, PLLC	6960.00
16981	ITD	89.90
16982	MEDORA GRAZING ASSOCIATION	6942.25
16983	MENARDS-DICKINSON	140.57
16984	MIDSTATE TELEPHONE COMPANY	693.34
16985	POSTMASTER	316.00
16986	RUDY'S LOCK & KEY	125.00
16987	STAPLES	79.27
16988	THUMPER'S GUNS & AMMO, LLC	1220.00
	PAYROLL 12/14	11,969.81
	PAYROLL 12/28	8415.89
	FIT EFTPS	3401.55
	FIT EFTPS	2589.26
	NDPERS DEFERRED COMP DEP	370.00
	NDPERS DEFERRED COMP DEP	370.00
	NDPERS RETIREMN NDPERS	3083.24
	RENT CITY OF MEDORA	225.00
	RENT CITY OF MEDORA	225.00
16971	AFLAC AFLAC	383.64
16972	VISION INSURANC AVESIS	63.01
16989	SIT OFFICE OF STATE TAX COMM	671.58

The next regular City Council Meeting is January 2 at 6:00 pm.

Slauter moved the meeting be adjourned. Ellison seconded. Motion passed unanimously. Meeting adjourned at 10:55 am.

Attest: _____ Todd Corneil, Mayor

Attest: _____ Gary Ridenhower, City Auditor