

City of Medora

Minutes of Regular Meeting

3/3/2026

(Subject to Council review and approval)

Call to Order

The meeting was called to order at 6:00pm by Mayor Derwin Zuroff. Present were Council Members Tracy Sexton, Jim Bridger, Clarence Sitter and Jodi Johnson via Teams, Administrator Ivy Maus, City Engineer Shannon Hewson, and City Attorney Sandra Kuntz.

Consent Agenda

- February 3, 2026 Minutes

The minutes from February 3, 2026, were reviewed. Sexton made a motion to approve the minutes from February 6, 2026; Bridger seconded. Motion passed unanimously.

Johnson made a motion to approve the expenditure for the pool without the grant; Sitter seconded. Motion passed unanimously.

Department Reports

- Brosz Engineering Report

Hewson provided a summary of updates for items/projects they are currently working on.

Sexton moved to approve the purchase and moving of two cabins, provided the total cost does not exceed \$150,000. Expenditures above this limit require additional approval; Johnson seconded. Motion passed unanimously.

Bridger moved to approve Task order 2026-1 for Lift Station Construction Engineering; Sexton seconded. Motion passed unanimously.

- City Attorney Report

Sitter made a motion to approve Resolution 2026-01 as drafted; Sexton seconded. Motion passed unanimously.

- Liquor Licensing
- Fee Schedule

- Ambulance Report

A written report was provided.

- Police Department Report

A written report was provided.

- Public Works Report

A written report was provided.

- MCVB Report

A written report was provided.

- MCC Report

Bridger made a motion to approve the current year's rental rate of \$200 for Milo Thompson for the use of the Community Center for the Medora Craft Fair; Johnson seconded. Motion passed unanimously.

Sexton made a motion to approve a 50% rate reduction for this year's Cowboy Poetry, totaling \$1,200, for the use of the Community Center; Sitter seconded. Motion passed unanimously.

Bridger made a motion to give Billing's County Historical Society a rate exemption for this year; Johnson seconded. Motion passed unanimously.

- City Auditor's Report

Sexton made a motion to approve the 2021-2022 and 2023-2024 audit engagement letters with Brady-Martz; Bridger seconded. Motion passed unanimously.

Sitter made a motion to approve the renewal of five CDs for a 12-month term, two at BMO Bank and three at Bravera Bank; Sexton seconded. Motion passed unanimously.

Old Business

- NDDOT-Mike Njos

No report was provided.

- TRMF-Trolley

Sexton made a motion to approve the operation of TRMF trolleys at no cost for one year starting March 3, 2026. This approval is contingent upon the applicant submitting a formal variance application and receiving Zoning Board approval for signage; Bridger seconded. The motion carried unanimously, with Sitter abstaining due to a conflict of interest.

- Interstate Engineering

Rebecca Berner with Interstate Engineering was present to provide an update to the board.

New Business

- Lift Station Replacement - CE Task Order

Approved under the Brosz Engineering Report.

- Pacific Avenue Water Main - Change Order
- TRMF - Chimney Park

Discussion was held.

- County Auditor Election Updates

County Auditor Marcia Kessel was present to give updates on elections. Discussion was held.

- Point CPA 2020 Audit

Point CPA presented the 2020 Audit Report via Teams. Sexton moved to approved the 2020 Audit as presented; Sitter seconded. Motion passed unanimously.

- Alcohol License Hidden Springs Java

Sitter made a motion to approve the alcohol license for Hidden Springs Java; Sexton seconded. Motion passed unanimously.

- Alcohol License TRMF Old Town Hall

The applicant withdrew their application prior to Council consideration; no action was taken. Discussion was held.

- 26-01 Permit Jason Langerud Carriage Ride

Sexton made a motion to approve Permit 26-01 as submitted; Sitter seconded. Motion passed unanimously.

- 26-02 Permit Medora Chamber of Commerce Flag Day Parade

Sitter made a motion to approve Permit 26-02 as submitted; Bridger seconded. Motion passed unanimously.

Miscellaneous Business

None.

- Financial Statements

-99864	330 ROUGHRIDER ELECTRIC COOP, INC	3089.00
-99863	330 ROUGHRIDER ELECTRIC COOP, INC	2736.16
-99862	330 ROUGHRIDER ELECTRIC COOP, INC	41.00
-99861	871 RTC Networks	805.65
-99860	352 SOUTHWEST WATER AUTHORITY	3520.63
-99859	352 SOUTHWEST WATER AUTHORITY	58.63
-99858	523 AT&T Mobility	925.71
3492	683 CORDOVA CONSTRUCTION	73978.40
3493	921 Brosz Engineering, Inc.	48971.00
3494	354 SOUTHWESTERN DISTRICT HEALTH UNIT	30.00
5510	791 FIRST STATE BANK	89.00
20544	146 GALLS, LLC	189.99
20545	979 Revel Hotel Minot SureStay Collec	2420.00
20546	815 BOSS OFFICE PRODUCTS	94.93
20547	169 ITD	127.90
20548	921 Brosz Engineering, Inc.	225.00
20549	557 Legal Edge Solutions, PLLC	6842.50
20550	226 MID-AMERICAN RESEARCH CHEMICAL	406.53
20551	906 Superior Spas & Water, LLC	89.46
20552	505 Southwest Narcotics Task Force	8000.00
20553	146 GALLS, LLC	58.80
20554	351 SOUTHWEST MULTI-COUNTY CORRECTION	2585.00
20555	378 THEODORE ROOSEVELT MEDORA FDTN	1157.86
20556	565 R & R Auto, Farm & Electric, Inc.	120.00
20557	135 FARMERS UNION	6616.91
20558	746 FISHER SAND AND GRAVEL	718.88
20559	39 BILLINGS CO AUDITOR	253864.69
20560	33 BELFIELD AUTO SUPPLY, INC	232.46
20561	791 FIRST STATE BANK	928.78
20562	598 Interstate Engineering, Inc.	30223.92
20563	955 Bobcat of Dickinson	393.06
20564	146 GALLS, LLC	599.99

-86447	P	AFLAC2	AFLAC	163.96
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-86446	P	DEFERRED COMP NDPERS DEFERRED COMP DEP	960.00
-86445	P	DENTAL INSURANC AMERITAS	1067.68
-86443	P	FIT EFTPS	4918.31
-86442	P	GROUP TERM LIFE NDPERS HEALTH	13566.72
-86441	P	POLICE TRAILER CITY OF MEDORA	700.00
-86440	P	SIT OFFICE OF STATE TAX COMM	235.29
-86439	P	VISION INSURANC FIDELITY SECURITY LIFE (106.27

- Claim Vouchers, Financials - review and approval

Payroll for February \$65,109.99.

Payroll, Claim Vouchers, Financial - review and approval. Sexton made a motion for approval of the financials; Bridger seconded. Motion passed unanimously.

Announcements

- **Deadline for Zoning Applications — Friday, March 6, 2026 @ 12:00pm**
- **Zoning Meeting — Tuesday, March 17, 2026 @ 6:00pm**
- **Deadline for Council Agenda Items - Friday, March 27, 2026 @ 12:00pm**
- **Next Council Meeting — April 7, 2026 @ 6:00pm**
- **Adjourn**

Sexton made a motion to adjourn at 8:06pm.

- **Join Zoom Meeting**
<https://us06web.zoom.us/j/81495673452?pwd=hjLYTcqIEq6zuBKSW66itbMBSi8OwX.1>
Meeting ID: 814 9567 3452
Passcode: 557902

Attest: _____ Derwin Zuroff, Mayor

Attest: _____ Ivy Maus, City Auditor