

City of Medora

Minutes of Regular Meeting

5/5/2026

(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, Jodi Johnson, Clarence Sitter, Jim Bridger, Administrator Ivy Maus, City Engineer Shannon Hewson, and City Attorney Sandra Kuntz.

Consent Agenda

- Board of Equalization Minutes April 7, 2026

Sitter made a motion to approve the April 7, 2026, Board of Equalization Minutes; Johnson seconded. Motion passed unanimously.

- Minutes April 7, 2026

The minutes from April 7, 2026, were reviewed. Sitter made a motion to approve the minutes from April 7, 2026; Johnson seconded. Motion passed unanimously.

Department Reports

- Brosz Engineering Report

Hewson was present to provide a summary of updates for items/projects they are currently working on.

- Pacific Avenue Water - Pay Application 3

Bridger made a motion to approve the payout to Cordova Construction in the amount of \$232,689.20; Sexton seconded. Motion passed unanimously.

- Lift Station Replacement — Pay Application 1

Sexton made a motion to payout JR Civil in the amount of \$32,693.54; Sitter seconded. Motion passed unanimously.

- Task Order #2026-2 - Lagoon Cell 4 Repairs — Construction Engineering

Johnson made a motion to approve Task Order 2026-2 with Brosz Engineering in the amount of \$75,000.00; Sexton seconded. Motion passed unanimously.

- Task Order — North Medora Reconstruction Design

Discussion was held on what this project and project expenses would like for the City. The board will review a task order for North Medora Reconstruction Design at the next meeting.

- City Attorney Report

Attorney Kuntz presented a discussion regarding the inclusion of political signage within current zoning ordinances. Sitter moved to proceed with the resolution for political signage as presented; Johnson seconded. Motion passed unanimously.

Attorney Kuntz addressed the board on enforcement of the special events related to the library due to it being located in the ETZ, and how we want to proceed moving forward in the future with the county.

- 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
 - April MCC Report

A written report was provided.

- Races in the Badlands Rate Reduction

Bridger moved to approve a one-time rate reduction of \$200, lowering the fee of \$1,100 to \$900 for Races in the Badlands; Sexton seconded. Motion passed unanimously.

- St. Marys Catholic Church Rate Exemption Application

Sexton made a motion to approve the Catholic Church for a rate exemption for the auditorium for their church services; Johnson seconded. Motion passed unanimously. With Sitter abstaining due to conflict of interest.

- LDS Church Rate Exemption Application

Sexton made a motion to approve the LDS Church Rate Exemption for their church services; Johnson seconded. Motion passed unanimously.

- City Auditor's Report
 - May Report

A written report was provided.

Old Business

- Mike Njos NDDOT update

Mike Njos was present to provide an update on the Pacific Avenue project. Discussion was held.

New Business

- Gaming Site Permit — HOTR/Cowboy Hall of Fame

Sexton made a motion to approve the Gaming Site Permit for the HOTR/Cowboy Hall of Fame; Sitter seconded. Motion passed unanimously.

- Local Gaming Permit 2026-01 Back Country Horseman of ND

Sexton made a motion to approve the Local Gaming Permit for The Back Country Horseman of ND; Johnson seconded. Motion passed unanimously.

- Zoning Permit 2026-16 Little Missouri Cabins LLC

The Board tabled for further investigation into the Development Agreement terms and sewer capacity issues. The item will be revisited upon completion of this review.

- Zoning Permit 2026-17 Verizon Wireless

Sexton made a motion to approve zoning application 2026-17 as submitted; Bridger seconded. Motion passed unanimously.

- Zoning Permit 2026-19 TRMF New Construction

After reviewing the application and discussion, the board directed City Attorney Kuntz to begin drafting the development agreement for the TRMF Medora Riding Stables.

- TRMF Rodeo Arena dirt work/ Steve Burian

Discussion was held.

Miscellaneous Business

Sitter addressed the realignment of Pool Drive that NDDOT will be working on. Discussion was held.

Sitter initiated a discussion regarding permit fees for signage. Following the discussion, Sexton moved to establish a \$50.00 fee for permanent signage and a \$25.00 fee for temporary signage, effective May 5, 2026; Sitter seconded. Motion passed unanimously.

Sitter addressed where they are at with lifeguards for the Medora Swimming Pool. Discussion was held.

City Council is scheduled to have a Special Meeting for May 15, 2026, at 3:30pm.

Bridger initiated a discussion regarding an enclosed trailer to be utilized by the Billings County Sheriff’s Department for the upcoming July events. The trailer is to be stationed in the TRMF parking area behind the Medora Community Center. Upon review, the board determined that no permit would be required for the trailer.

- Financial Statements

-99850	871 RTC Networks	CL 9937 805.49
-99849	523 AT&T Mobility	CL 9964 957.29
-99848	330 ROUGHRIDER ELECTRIC COOP, INC	CL 9954 2705.64
-99847	330 ROUGHRIDER ELECTRIC COOP, INC	CL 9957 2412.64
-99846	330 ROUGHRIDER ELECTRIC COOP, INC	CL 9958 47.00
-99845	352 SOUTHWEST WATER AUTHORITY	CL 9931 58.63
3504	984 Carlson McCain, LLC	CL 9929 2079.75
3505	984 Carlson McCain, LLC	
3506	683 CORDOVA CONSTRUCTION	CL 9938 232689.20
3507	990 JR Civil, LLC	CL 9956 32693.54
3508	286 ONE CALL CONCEPTS	CL 9936 69.00
3509	987 Minnesota Valley Testing Labs	CL 9944 146.50
3510	836 G&G GARBAGE	CL 9945 612.78
3511	354 SOUTHWESTERN DISTRICT HEALTH UNIT	CL 9946 30.00
3512	103 DAKOTA PUMP & CONTROL, Inc.	CL 9953 2193.00
3513	921 Brosz Engineering, Inc.	CL 9934 37142.50
3514	135 FARMERS UNION	CL 9942 55.00
20601	Check not processed in this period	
20602	980 Hexom Moduler Building LCC	CL 9927 93900.00
20608	169 ITD	CL 9970 159.85
20609	944 Jessica Walz	CL 9935 75.68
20610	557 Legal Edge Solutions, PLLC	CL 9965 5470.00
20611	815 BOSS OFFICE PRODUCTS	CL 9966 57.95

20612	565 R & R Auto, Farm & Electric, Inc.	CL 9967 173.36
20613	832 ROUGHRIDER SPEED CENTER	CL 9968 1599.99
20614	985 BradyMartz	CL 9969 19687.50
20615	477 SMART COMPUTERS & CONSULTING	CL 9959 180.00
20616	906 Superior Spas & Water, LLC	CL 9960 157.62
20617	613 MENARDS-DICKINSON	CL 9961 80.89
20618	766 Core & Main	CL 9962 2401.45
20619	816 TAB ELECTRONICS	CL 9963 15205.49
20620	921 Brosz Engineering, Inc.	CL 9933 900.00
20621	897 GS Publishing, LLC	CL 9940 674.98
20622	364 STEIN'S, INC	CL 9943 82.26
20623	791 FIRST STATE BANK	CL 9932 2983.12
20624	988 Santation Products	CL 9947 877.72
20625	315 RAILROAD MANAGEMENT CO III, LLC	CL 9952 1376.13
20626	989 Service Pro Express Lube	CL 9950 150.55
20627	884 CHOICE INSURANCE	CL 9951 56.00
20628	135 FARMERS UNION	CL 9941 842.01

AFLAC2 AFLAC	163.96
DEFERRED COMP NDPERS DEFERRED COMP DEP	480.00
DENTAL INSURANC AMERITAS	1067.68
FIT EFTPS	4724.87
GROUP TERM LIFE NDPERS HEALTH	13602.32
NDPERS PUBLIC S NDPERS RETIREMENT	2604.73
NDPERS RETIRMEN NDPERS	4216.58
SIT OFFICE OF STATE TAX COMM	221.46
VISION INSURANC FIDELITY SECURITY LIFE (106.27

- Claim Vouchers, Financials — review and approval

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

Announcements

- **Deadline for Zoning Applications — Friday, May 8, 2026 @ 12:00pm**
Zoning Meeting — Tuesday, May 19, 2026 @ 6:00pm
Deadline for Council Agenda Items — Friday, May 22, 2026 @12:00pm
Next Council Meeting — Tuesday, June 2, 2026 @ 7:00pm
- **Adjourn**

Sexton made a motion to adjourn at 8:20pm.

Attest: _____ Derwin Zuroff, Mayor

Attest: _____ Ivy Maus, City Auditor