

**CITY OF TIOGA**  
City Commission Meeting Minutes  
February 4, 2019

A meeting of the City Commission of the City of Tioga was called to order at 7:00 pm on February 4, 2019, at the Tioga City Hall, by the president of the Tioga City Commission Drake McClelland.

PRESENT: Drake McClelland, Tim Christianson, Natalie Bugbee, Tim Sundhagen (left early), Heather Weflen and Abby Salinas  
ABSENT: Elizabeth Pendlay  
GUEST: Dan Larson, Jacob Orledge, Josh Nelson, Corey Murphy, Wayne Knutson, Austin Rollag

**Sundhagen made a motion to approve the minutes of 01-22-2019, second by Bugbee. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen, McClelland**

**Commissioners Reports:**

Christianson: Handed Commission Board exhibit of Robert Logue's evaluation to end his 90-day probation and hire him as a permanent employee to include a 3% raise to \$21.63 an hour.  
**Christianson made a motion to end Robert Logue's 90-day probation and raise his salary 3% to \$21.63 an hour, second by Bugbee. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen, McClelland.**

Bugbee: Handed Commission Board exhibit of estimate from NCC for phone system in Community Center in the amount of up to \$4,000 for their review and consideration.  
**Bugbee motioned to approve the NCC quote for the phone system in the Community Center up to \$4,000, Second by Christianson. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen, McClelland**

Handed Commission Board exhibit of estimate from Creation Carpets for blinds in Community Center in the amount of up to \$17,000 for their review and consideration.  
**Bugbee motioned to approve the Custom Creations quote for the blinds in the Community Center up to \$17,000, Second by Sundhagen. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen, McClelland**

Bugbee also advised that the advertisement for the open position at the Community Center will start to run this week.

Sundhagen: Advised Commission Board that Jared Attanasio has accepted the Patrol Officer Position and will start on February 11, 2019 and will be attending the academy in June. Sundhagen also advised the Commission Board that Interviews were completed for the last vacancy in the Police Department and handed exhibit of score sheet to Commission Board.  
**Sundhagen motioned to offer Eric Romero a Patrol Officer position contingent on passing background, drug and alcohol test, second by Bugbee. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen, McClelland**

Advised Commission Board the CMAR applications are due February 8, 2019 and interviews will be conducted for a CMAR on the Police Station construction on February 13, 2019. Sundhagen also reminded Commission Board that a decision will be made the following Commission meeting for the Police vehicles. Discussions held.

Weflen: Advised Commission Board that the lease agreement for the snow grader that was approved at a previous Commission meeting was received, gave update.

McClelland: Advised Commission Board that members of the State Library Board will be in Tioga to meet with the City Library Board.

**Modifications/Approval of Agenda:**

**Christianson made a motion to remove agenda items 1, 2 and 3 then approve agenda with changes, second by Bugbee. Call: Ayes; Christianson, Bugbee, Weflen, McClelland (Sundhagen left)**

**Old Business:**

1. Knutson Easement – Wayne Knutson handed exhibit of counter offer for \$6,250.00 regarding the offer the Commission Board made of \$2,000 in 2014 for line placed on corner of his property. Knutson asked Commission Board for their review and consideration of counter offer. McClelland states that he will seek legal advice from City Attorney regarding counter offer.

**Bugbee motioned to table Knutson’s easement counter offer until the next Commission Meeting on February 19, 2019, Second by Weflen. Roll Call: Ayes; Christianson, Bugbee, Weflen, McClelland**

**New Business:**

2. Williams County Assessor – Lea Heiney – Advised Commission Board that she is requesting to be on agenda for Commission meeting on February 19, 2019 to review a motion made by Commission Board in 2016 to change how apartment complex’s in Tioga are assessed from replacement cost to expense income approach which would require apartments to respond yearly on their revenues and expenses. Heiney would like to revisit the expense income approach because she is not getting enough responses from the apartment owners to get a true accurate assessment of value. Discussions held.

3. Material Testing Services – Salinas handed exhibit to Commission Board of agreement of soil testing on the new site of the Museum from MTS in the amount of \$3,500.

**Bugbee motioned to give agreement to Historical Society Board for their review and consideration, Second by Weflen. Roll Call: Ayes; Christianson, Bugbee, Weflen, McClelland**

4. End of Year transfers and Budget Amendments – Salinas handed exhibits to Commission board of End of year transfers and budget amendments for their review and consideration.

**Bugbee made a motion to approve end of year transfers and budget amendments, second by Christianson. Roll Call: Ayes; Christianson, Bugbee, Weflen, McClelland**

**With no further business, the meeting of the Tioga City Commission was adjourned by unanimous vote moved by Bugbee, second by Weflen at 8:11 p.m. call: Ayes; Christianson, Bugbee, Weflen, McClelland**

The next meeting of the City of Tioga Commission Meeting is scheduled for Tuesday, February 19, 2019 at 7:00 p.m., to be held at the Tioga City Hall.

---

Drake McClelland, City Commission President

ATTEST:

---

Abby Salinas, City Auditor