

CITY OF TIOGA
City Commission Meeting Minutes
April 15, 2019
Unofficial

A meeting of the City Commission of the City of Tioga was called to order at 7:50 pm on April 15, 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, Heather Weflen, Abby Salinas

ABSENT: Elizabeth Pendlay

Guest: Jacob Orledge, Eric Mueller FWRT, Eric Bohl FWRT, Nathan Germumdsen, Sean Caniglia, Dennis Rehak, Rhonda Rehak, Kyle Ralston, John Nelson, Jared Attanasio, Steven Eberle, David McGinnity, Scott Post, Nikki Davidson, Peggy Cheney, Terry Luken, Dan Larson, Dennis Lindahl, Monique Lopez, Corey Muphy, Joel Palsen, Jason Rehak

Christianson made a motion to approve the minutes of 04-01-2019, second by Bugbee. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen, McClelland

Commissioners Reports:

Christianson: Advised Commission Board the lagoons are still frozen at the WWTF but heaters were rented to try and unfreeze them. Christianson also advised there are lines that have frozen in town gave floor to Jeff Moberg the Water/Sewer Superintendent, Moberg advised the Commission Board that there are 3 homes in town that still have frozen water lines. Discussions held.

Bugbee made a motion to hire jettors first to fix lines at homes before exploring other options, second by Weflen. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen, McClelland

Moberg handed exhibit to Commission of price quote from Hach in the amount of \$3,818.83 for an oxygen probe to replace the one that is broken at the master lift station.

Christianson made a motion to spend up to \$5,000 to purchase a new oxygen probe for the Master Lift Station, second by Weflen. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen, McClelland

Moberg also asked if there was any response from R&T regarding the air release. McClelland stated that they need to be fixed.

Bugbee: Advised Commission Board that Interviews were completed for the Community Center Activities Coordinator and handed exhibits of Request for Approval to Hire, Job Description and Conditions of Employment for Samantha Irvin.

Bugbee made a motion to hire Samantha Irvin as the new Community Center Activities Coordinator, second by Christianson. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen, McClelland

Bugbee also advised Commission Board that she will place an ad in the newspaper to start looking for a part-time employee at the Community Center to assist the Activities Coordinator.

Sundhagen: Advised Commission Board if there are any questions regarding the pit bull they are currently waiting on legal before proceeding. Sundhagen handed the floor to Chief Corey Murphy. Murphy states that he would like to retract his previous motion to resign, he feels that at the moment newly hired officers are in training or will be in the near future and he does not want to leave until he feels that the Police Department will not be hindered by his absence.

Sundhagen made a motion to pull Corey Murphy's resignation from the table, second by Christianson. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen, McClelland

Sundhagen handed exhibit to Commission Board of application for the 1% County Commission Board to purchase 2 cold storage containers in the amount of \$5,800. Sundhagen states that

these will be placed at the impound lot and used for some of the materials that aren't needed year around because cuts to the new PD facility garage were made to accommodate the budget.

Sundhagen made a motion to approve the application to the 1% County Grant Commission in the amount of \$5,800 for storage containers to be placed at the impound lots, second by Bugbee. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen, McClelland

Update was given on the K9, Sundhagen states that currently the new K9 is certified in narcotics and in a few weeks, he will be certified in apprehension and then search and rescue.

Weflen: Advised Commission Board that she is working on the summer schedule for the landfill and will present them at the next meeting.

McClelland: None

Modifications/Approval of Agenda:

Sundhagen made a motion to add Community Center Rates to Old Business agenda item #1, second by Christianson. Call: Ayes; Christianson, Bugbee, Sundhagen, McClelland

Old Business:

1. Community Center Rates – Commission Board opened floor to hear Constituents - Discussions held on daily rates and use. Salinas stated that the Community Center is new and there is still allot to learn and review and change as things arrive, she asked for the public to be patient as the Center gets up and running to its fullest potential.

Bugbee made a motion to table until further discussions are held on rates, second by Weflen. Call: Ayes; Christianson, Bugbee, Weflen, Sundhagen, McClelland

McClelland scheduled a public hearing on May 2, 2019 at 6pm to hear public opinion on rates for the Community Center.

2. Legal – Elizabeth Pendlay – Advised Commission Board she had reviewed the CMAR agreement from FCI for the new Museum and all changes have been provided and are ready to be signed.

Sundhagen made a motion to approve the signing of the CMAR contract with FCI for the new Museum building, second by Weflen. Call: Ayes; Christianson, Bugbee, Weflen, Sundhagen, McClelland

3. Ackerman-Estvold: Steve Eberle – Updates given to Commission Board on Annabelle warranty work and working on easements for TAP 2019. Other projects currently working on for Tioga are planning and Zoning, Tioga Ball park, Tioga Spec Book, Norseman Museum and coordination work with KLM for the Water Tower fix.

Sundhagen made a motion to approve the preliminary plan specs for the Simons Addition project, second by Christianson. Call: Ayes; Christianson, Bugbee, Sundhagen, McClelland.

4. Graham Construction- Salinas handed exhibit of pay applications 12 for February 2019 and 13 for March 2019 and advised Commission Board of status in the pending litigation claim made by Height Construction on the Community Center.

Sundhagen made a motion to table Pay application 12 and 13 until Graham and Height Construction have come to an agreement resolution, second by Weflen. Call: Ayes; Sundhagen, Christianson, Bugbee, Weflen, McClelland.

Salinas handed change order from Graham Construction in the amount of \$6,489.53 to install volleyball sleeves at the Community Center.

Sundhagen made a motion to approve change order from Graham Construction in the amount of \$6,489.53 for the install of the volleyball sleeves at the Community center contingent on proper paper work, second by Christianson. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen, McClelland

5. FCI – Sundhagen advised Commission board that the construction on new Police Building has not started so no updates will be given yet.

6. Library – McClelland – Advised Commission Board that interviews were completed for the new Library Director and part time employee's and handed exhibit of request for approval to hire Sandra Clark as the new Library Director effective 04-23-19 at \$22 per hour minus 3% for 90 days according to employee handbook contingent on drug, alcohol and background check for their review and consideration.

Sundhagen made a motion to approve hire of Sandra Clark for the new Library Director contingent on drug, alcohol and background check, second by Christianson. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen, McClelland

Handed exhibit of request for approval to hire Betsy Brimhall as the new part time Library employee effective 04-23-19 at \$12 per hour minus 3% for 90 days according to employee handbook contingent on drug, alcohol and background check for their review and consideration.

Sundhagen made a motion to approve hire of Betsy Brimhall for the new part time Library employee contingent on drug, alcohol and background check, second by Bugbee. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen, McClelland

Handed exhibit of request for approval to hire Myra Morton as the new part time Library employee effective 04-23-19 at \$12 per hour minus 3% for 90 days according to employee handbook contingent on drug, alcohol and background check for their review and consideration.

Sundhagen made a motion to approve hire of Myra Morton for the new part time Library employee contingent on drug, alcohol and background check, second by Weflen. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen, McClelland

New Business

7. Planning & Zoning – Larson handed exhibit of an application for a building permit from Jason Rehak for a new home.

Sundhagen made a motion to approve the building permit application for Jason Rehak, second by Bugbee. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen, McClelland.

Larson handed exhibit of Crew Housing Ordinance and RV Ordinance for review and states that City Attorney Elizabeth Pendlay is reviewing and there will be a public hearing held for the RV owners. Discussion held.

Sundhagen made a motion to table Crew Housing Ordinance and RV Ordinance until City Attorney has reviewed and Public Hearing is held, second by Bugbee. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen, McClelland.

8. Tioga Fund Applications – Salinas handed exhibit of Tioga Fund application from City of Tioga Park Board in the amount of \$61,689.51 for a new pavilion to replace the old on the south side of park due to safety concerns. Tioga Fund Board reviewed the application and recommends approval of \$45,000 for half the estimated cost of the project.

Weflen made a motion to approve the Tioga Fund application from Tioga Park Board in the amount of \$45,000 for the building of the new pavilion, second by Bugbee. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen, McClelland

9. Payroll - Salinas handed exhibit to Commission Board of payroll of 04-07-2019 for review and consideration.

Sundhagen made a motion to approve payroll for 04-07-2019, second by Bugbee. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen, McClelland

10. Financials – Salinas handed exhibit to Commission Board of Financials for March 2019 for their review and consideration.

Sundhagen made a motion to approve Balance Sheet for March 2019, second by Christianson. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen, McClelland

Sundhagen made a motion to approve Fund Summary for March 2019, second by Bugbee. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen, McClelland

With no further business, the meeting of the Tioga City Commission was adjourned by unanimous vote moved by Sundhagen, second by Bugbee at 10:05 p.m. call: Ayes; Christianson, Bugbee, Sundhagen, Weflen, McClelland

EDC – Dennis Lindal – Informed Commission Board that Drone Camp was expanded thanks to Enbridge who has donated money to add 50 spots for robot camp for kids.

The next meeting of the City of Tioga Commission Meeting is scheduled for Monday May, 6, 2019 at 7:00 p.m., to be held at the Tioga City Hall.

Drake McClelland, City Commission President

ATTEST:

Desiree Hanson, Deputy Auditor