

**CITY OF TIOGA**  
City Commission Meeting Minutes  
May 15, 2017

A meeting of the City Commission of the City of Tioga was called to order at 7:00 pm on May 15, 2017, at the Tioga City Hall, by President of the City Commission Drake McClelland.

PRESENT: Drake McClelland, Todd Thompson, John Grubb, Heather Weflen, Tim Sundhagen, Elizabeth Pendlay and Abby Salinas

ABSENT:

GUEST: Zonda Baird, Johnie Bibler, Dan Larson, Matt Carns, Steve Eberle, Brian Nygaard, Nathan Germudson, Deborah Trones, Stephanie Nygaard

**Weflen made a motion to approve the minutes of May 1, 2017, second by Grubb Roll Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland**

**Commissioners Reports:**

Thompson: None

Grubb: None

Sundhagen: Advised Commission Board that Fire Department had an incident at City Hall with a false fire alarm and explained what the consequences will be if it was a real alarm call, discussions held  
**Sundhagen made a motion to purchase a knox box and have it installed, second by Weflen Roll Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland**

Weflen: Advised Commission Board that Street Department is working on drainage road and will have more to report on next meeting. Weflen also advised that Freedom Fest is looking for volunteers to serve food.

McClelland: None

**Modifications/Approval of Agenda:**

**Thompson made a motion to approve agenda with no changes, Second by Sundhagen. Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland**

**Old Business:**

1. Legal – Pendlay - Advised Commission Board that the lift station contract is ready to be signed and that she is in the process of reviewing the Contract with Graham, the Pine Ridge bond, and Marcys Law for the City.
2. Ackerman-Estvold: Steve Eberle – Advised Commission Board that the lift station plans are complete and advertisement for bids have started, but since there were changes in the contract Ackerman-Estvold will be sending out an addendum with the contract changes before the bid opening on May 31, 2017. The awarding for the contract on the lift station will be June 5, 2017, substantial completion for the new lift station will be December 15, 2017. Eberle also informed Commission Board that the warranties walk through will be scheduled soon on the projects for Welo, Gilbertson's and the Lagoon Road. Ackerman-Estvold is also moving forward with the maps and estimates on the ND DOT Special Road Fund Program and waiting on KSI response.
3. AE2S: Abby Salinas – Advised Commission Board that there are no new updates at this time.
4. Graham: Abby Salinas – Advised Commission Board that there are no new updates at this time.
5. Resolution 2017-08 R & T Becoming a Water District – City Attorney Pendlay stated that she reviewed the letter and resolution sent by R & T and it seems to be all in order but there are too many unknown factors that might arise in the future since this project is still new. Discussions held on what the benefits will be to the City, who will be participatory (present a map) and any other questions as they might arise.

**Weflen made a motion to table Resolution 2017-08 R & T becoming a Water District until some of the questions that the City has can be answered, second by Sundhagen Roll Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland**

**New Business:**

6. Planning and Zoning Applications - Planning & Zoning Committee advised Commission Board that they have reviewed application for plat changes and recommend approval of plat change for Deborah Trones  
**Sundhagen made motion to approve the plat changes for Deborah Trones, second by Weflen. Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland**  
Planning & Zoning Committee advised Commission Board that they have reviewed application for plat changes and recommend approval of Platt Change for Vernon Nelson/BNSF  
**Sundhagen made motion to approve the plat changes for Vernon Nelson/BNSF, second by Weflen. Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland**
7. Nova Sprinkler System – Salinas handed exhibit of Contract for Nova Sprinkler System and advised Commission Board that in order to insure City Hall the Sprinkler system had to have annual inspections.  
**Sundhagen made motion to approve to approve contract with Nova Sprinkler System for 3 years in the amount of \$525, second by Thompson. Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland**
8. Visitor Promotion Application – Salinas handed exhibit of Visitor Promotion Application from the Economic Development Director in the amount of \$5,000 for the Tioga Film Festival event planning and promotion.  
**Thompson made motion to approve the Visitor Promotion Application in the amount of \$5,000 for the Tioga Film Festival, second by Sundhagen. Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland**
9. Bills for May 2017 – Salinas handed exhibit to Commission Board of May 2017 Bills and advised Commission Board there are still some outstanding bills and will present those at the next Commission Meeting on June 5, 2017  
**Sundhagen made motion to approve this portion of bills for May 2017, second by Thompson. Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland**
10. Salinas handed exhibit to Commission Board of City of Tioga Payroll for May 5, 2017  
**Thompson made a motion to approve Payroll for May 5, 2017, second by Grubb. Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland**
11. Salinas handed exhibit to Commission Board of City of Tioga Financials for April 2017,  
**Thompson made a motion to approve Balance Sheet for April 2017, second by Sundhagen. Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland**  
**Thompson made a motion to approve Fund Summery for April 2017, second by Sundhagen. Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland**

**With no further business the meeting of the Tioga City Commission was adjourned by unanimous vote moved by Weflen second by Grubb at 8:10 p.m. call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland**

The next meeting of the City of Tioga is scheduled for Monday June 5, 2017 at 7:00 p.m., to be held at the Tioga City Hall.

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Drake McClelland, President of the City Commission

ATTEST:

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Abby Salinas, City Auditor