

**CITY OF TIOGA**  
City Commission Meeting Minutes  
October 5, 2020

A meeting of the City Commission of the City of Tioga was called to order at 7:00 pm on October 5, 2020, at the Tioga City Hall, by the City Commissioner Tim Sundhagen.

PRESENT: Tim Sundhagen, Tim Christianson, Natalie Bugbee, Larry Maize, Elizabeth Pendlay, Abby Salinas  
ABSENT: Drake McClelland  
GUEST: Jacob Orledge, Josh Reiner (over the phone), Dan Larson, Corey Murphy

**Commissioners Reports:**

Christianson: Advised Commission Board that preliminary Engineer estimate is needed on South Main, even if we don't currently have the money, we should at least get the estimate and start the process because we don't want to wait until it becomes an emergency.

**Christianson made a motion to have Moore Engineering start the estimate process for South Main, second by Bugbee. Call: Ayes; Christianson, Bugbee, Maize**

Bugbee: Advised Commission Board that the Community Center still has a vacancy for a part time employee.

Maize: Advised Commission Board that the Street Superintendent Kirk Odegaard requested new tires for the payloador.

**Maize made a motion to have Odegaard purchase new tires for the payloador, second by Bugbee. Call: Ayes; Christianson, Bugbee, Maize**

Sundhagen: None

McClelland: Absent

**Modifications/Approval of Agenda:**

**Christianson made a motion to add under new business agenda Item #4 Cop Car and agenda item #5 Discussion on Presidents positions then approve agenda with the changes made, second by Maize. Call: Ayes; Christianson, Bugbee, Maize**

**Old Business:**

1. Legal – Elizabeth Pendlay – Advised the Commission Board that she is currently doing some follow-up work with Abby regarding CC Steele.
2. Moore Engineering: Josh Reiner – Advised Commission Board of updates on the NE Reconstruction and handed exhibit to Commission Board of Pay Application #4 from BEK Construction in the amount of \$574,241.53.

**Christianson made a motion to approve pay application #4 from BEK Construction in the amount of \$574,241.53 for the work completed on the NE Reconstruction Project, second by Maize. Call: Ayes; Christianson, Bugbee, Maize.**

Discussions held regarding unlevel driveway on 201 1<sup>st</sup> Street and what the corrective measures were. Reiner advised Commission Board of update on punch list items regarding Simons Addition Project Phase II and a resident concern on 293 River Street, he is also waiting on correspondence for the TAP 2018 and TAP 2019 design has started. Reiner also advised the Commission Board that the DWSRF needs to be applied for again in order to retain the position to apply for a loan if needed. Salinas stated that the CWSRF is also due and needs to be applied for in case Commission Board decides to apply for loan to complete water and sewer upgrades. Murphy asked Reiner to please let constructions workers know not to park construction vehicles less then 15 feet from intersections, it makes it difficult for Citizens to see if there is ongoing traffic and may cause potential accidents.

**Bugbee made a motion to approve Moore Engineering to complete any further actions and/or filings for the DWSRF or CWSRF that may be needed, second by Christianson. Call: Ayes; Christianson, Bugbee, Maize.**

Reiner also advised the Commission Board that the new TAP grant for 2023-2024 is out and they will need to think of what sidewalk in the City of Tioga they would like to see done in order to complete a cost estimate for that portion of the grant.

New Business:

3. 90-Day Probation – Salinas handed exhibit to Commission Board of Juleen Knopik’s end of 90-day probation and advised them 3% raise in salary to \$18.00 per hour.

**Bugbee made a motion to approve Juleen Knopik’s end of probation and raise her salary to \$18.00 per hour, second by Christianson. Call: Ayes; Christianson, Bugbee, Maize**

4. Cop Car – City of Tioga Police Chief Corey Murphy advised Commission Board that we have a cop car that is currently not being used to its potential and if taken apart and sold it would not bring any monetary value to the City. Murphy suggested that Tioga can help another City (Garrison) that is starting up a new Police Agency and that would help them with lowering their cost. Sundhagen states that Tioga has been very fortunate with assistance and grants and allowing another agency to receive something that Tioga no longer uses would help them.

**Christianson made a motion to approve the transfer of the 2014 Police vehicle to Garrison and have City Attorney Pendlay write whatever is needed to transfer vehicle, second by Bugbee. Call: Ayes; Christianson, Bugbee, Maize**

Murphy also discussed an increase in patrol tactics due to some areas that have had a higher amount of accidents.

5. Presidents Seat – Discussions will be held after Drake McClelland has vacated his seat on November 1, 2020.

Consent Approval:

6. Bills for September 2020 - Total \$312,891.20: ACME \$634.06; Advcance Business Methods \$763.26; Amazon \$260.26; Ameripride \$130.91; BNSF \$800.00; Border Plains \$11.58; \$59.96; BSN Sports \$1,022.00; Computech \$3,017.97; Cote & Son \$235.00; Deq \$503.13; Eaton Towing & Recovery \$312.50; Electro Watchman \$810.00; Enthalpy \$997.75; Esterholm \$4,349.50; FED EX \$4.29; Ferguson \$787.36; FIRST DISTRICT HEALTH UNIT \$75.00; FURUSETH \$526.40; Galls \$344.99; Innovative \$12,035.81; Info Tech \$135.25; Johnson Auto \$6,783.65; Lesmeister \$287.50; Lexis \$158.25; MDU \$10,056.69; Moore \$2,702.50; MWE \$1,048.52; NDDOT \$10.00; NDFLAGPOLEGUY \$19.50; ND ONE CALL \$53.45; NDACO \$54.00; Nomad Trucking \$4,343.83; NCC \$2,019.35; Office Depot \$197.99; Papineau Ins \$181.00; Pendlay Law \$5,460.00; Pinnacle \$1,789.32; POST BOARD \$45.00; PRAXAIR \$45.28; Preble Medical \$181.50; R&T \$101,522.86; Riteway \$174.09; Ruach \$236.40; Share Corp \$289.29; Sheldon Welding \$231.02; Spooner Electric \$250.50; Steins \$697.44; Swanston Equipment \$265.00; Sweeney Controls \$6,745.57; Tioga Hardware \$3,018.61; Tioga Medical \$100.00; Tioga Parts \$340.05; Tioga Tribune \$817.17; ULINE \$1,093.39; VAN DIEST \$112.00; VERIZON \$996.52; VISA \$7,766.51; VOGEL Law \$8,525.00; Wanda Bagley \$887.50; WEX BANK \$1,169.99; Williams Co Hwy Dept \$113,766.08; Williams County Recorder \$30.00; Williams Co Hwy Dept \$436.90; Williams Co Sherriff \$75.00

Salinas handed exhibits to Commission Board of Bills for September 2020; Discussions held on Cleaning service for the Police Department.

**Bugbee made a motion to continue the use of Lonie’s Cleaning Service at the Police Department, second by Christianson. Call: Ayes; Christianson, Bugbee, Maize**

**Christianson made a motion to pay Bills for September 2020, second by Maize. Call: Ayes; Christianson, Bugbee, Maize**

Murphy also discussed upcoming community functions for the Police Department that may be at risk due to COVID-19, Bugbee stated that those are outdoor activities with very little contact during small portions of times and as long as people are aware of the guidelines and there is no large change in the COVID-19 numbers Tioga will continue to function normally. Sundhagen stated that during special City events if citizens need to stay some or wear a make it is encouraged but will not be made mandatory unless the COVID-19 numbers change.

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

The next meeting of the City of Tioga Commission Meeting is scheduled for Monday October 19, 2020 at 7:00 p.m., to be held at the Tioga City Hall.

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Tim Sundhagen, Tioga Commission Vice President

ATTEST:

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Abby Salinas, Tioga City Auditor