

**CITY OF TIOGA**  
City Commission Meeting Minutes  
07/07/2025  
Unofficial

A meeting of the City Commission of the City of Tioga was called to order at 7:00 pm on July 7, 2025, at the Tioga City Hall, by President of the City Commission Brett Rieniets.

**PRESENT:** Brett Rieniets, Kyle Ralston, Jaden Iverson, Steven Dye (Remote), Liz Pendley (Remote), and Wendy Lenzen

**ABSENT:**

**Guest:** Josh Nelson, Patrick Carabello (Brosz), Judy Odegard, Haley Felber

**Pledge of Allegiance:**

**Minutes:** Exhibits of Commission Meeting Minutes for June 16, 2025, and Special Commission Meeting Minutes for June 26, 2025. **Ralston made a motion to approve as presented with no errors or omissions, second by Iverson. Roll Call: Ayes; Ralston, Iverson**

**Commissioners Reports:**

- **Street:** Ralston advised 67<sup>th</sup> street and front street gravel and blading project has started and looking to possibly start hauling in gravel from Sundhagen Sand and Gravel within the next week. Walk through on 3<sup>rd</sup> street and Hanson Street reconstruction –will follow up with punch list items remaining to be done. Ralston also advised that the City of Tioga has been awarded up to \$16,224 from the ND Forest Service grant for its 2025 tree project.
- **Police:** None
- **Finance** – None
- **Water** – None
- **President** – Rieniets acknowledged that he was still working on the right of way access on South Dakota street and 5<sup>th</sup> street and he will work with Liz to iron out details on a purchase agreement. Electrical work is still needed to finalize the reinstalment of the scoreboard on the baseball field.

**Modifications/Approval of Agenda:** Ralston requested the addition of weed control at the Dam – J/A Sprayin quote and the Flag pole on Hwy 2. **Iverson made a motion to approve the agenda with the additional modifications. Second by Ralston. Roll Call: Ayes; Ralston, Iverson**

**Old Business:**

1. **Legal Report:** Attorney Pendlay advised that there were a series of depositions scheduled for next week regarding Benson Street.
2. **Chip Seal Project Update:** Patrick Carabello with Brosz Engineering shared with the commission that the chip sealing project was very near completion with just minor tasks remaining and presented the commission with a request for payment application in the amount of \$440,748.55. Discussion. **Ralston made a motion to approve the current Pay App 1 in the amount of \$440,748.55. Second by Iverson. Roll Call: Ayes; Ralston, Iverson**

**New Business:**

3. **Golf Simulator Quote:** Haley Felber presented the commission with two options for relocating the Golf Simulator at the community center to its designated area in the expansion. Discussion held. **Iverson made a motion to approve the HD Golf quote Option 1 for \$10,805.00. Second by Ralston. Roll Call: Ayes; Ralston, Iverson.**
4. **Request for Approval to Hire:** Haley Felber, Community Center Director, requested approval to advertise a full-time position for the community center to attempt to fill the position before the

expansion is complete. **Motion by Iverson to approve advertising for a full-time employee for the Community Center. Second by Ralston. Discussion held. Roll Call: Naves; Ralston, Iverson. Motion Fails.**

5. **Portfolio Assignments:** Commission President Rieniets discussed the current supervisory assignments for departments that do not fall under a specific commissioner – the Community Center Director and Planning and Zoning specifically. Rieniets expressed that he doesn't currently have departments that report directly to him and would be willing to assume the oversight of those departments. Discussion Held. **Motion by Iverson to approve the portfolio assignments of the Community Center and Planning and Zoning position to the Commission President. Second by Ralston. Roll Call: Ayes; Ralston, Iverson.**
6. **J/A Spraying quote:** Commissioner Ralston shared a quote from J/A Spraying to mitigate the leafy spurge that is spreading around the Tioga Dam. The quote is for a maximum of \$2500.00. **Motion by Ralston to accept J/A Lawn Spraying service quote not to exceed \$2500.00. Second by Ralston. Roll Call: Ayes; Ralston, Iverson, Dye**
7. **Flag Pole:** Judy Odegaard shared with the commission that the All School reunion had donated the funds to put the landscaping and the flagpole on Highway 2 and 40. The flag pole is broken and the all-school reunion got a quote from The Flag Pole Guy to replace it. The mice have eaten the wires to the electrical that lights the flag and City of Tioga Sign. Judy's request is that the Commission reach out to the land owners and electrical company to get the lights fixed and the city would commit to replacing the flag when necessary. Discussion held. **No Motion**

**Consent Approval:**

**8. 07/07/2025 Payroll**

9. **July Bills (1)** Visa \$4584.41, Tioga Hardware \$503.28, Tioga Parts Supply \$84.90, Pinnacle \$5612.74, NCC \$1845.58, Advanced Business Methods \$419.63, Basin Printers \$241.00, Circle Sanitation \$26,280.00, EAPC \$17,717.59, Fireside Office Products \$64,920.00, First District Health Unit \$90.00, GigWorks \$975.00, Gustafson Septic \$1625.00, KC Harvey Environmental \$1870.89, Menards \$60.97, MWEC \$667.07, NDACO Resources \$54.00 ODP Business Solutions \$607.83, Pitney Bowes \$214.99, Preble Medical \$156.00, RDO Equip \$223.79, Stryker \$495.00, TC Nursery \$3,766.00, Titan Machinery \$915.90, Williams County Highway Dept \$1216.00, Lesmeister, Marlana \$283.25, Bagley, Wanda \$537.50, ODP Business Solutions \$489.09, Williston Herald \$300.00, Moore Engineering \$1190.25, Pendlay Law \$2545.50, TBOT \$107.00, NAPWDA \$150.00, RPM Soundesign \$480.00, \$11,280.00, Colonial Life \$1609.42, Fed Tax Dep \$13,968.18, Hallin, Cody \$580.36, Verizon \$1626.86, MDU \$11, 427.38, TMC \$108,390.60,

**10. April, May Financials**

**Motion to approve consent agenda by Iverson. Second by Ralston. Roll Call: Ayes; Ralston, Iverson.**

With no further business the meeting of the Tioga City Commission was adjourned by a unanimous vote moved by Ralston second by Iverson at 7:46 p.m.

The next meeting of the City of Tioga is scheduled for Monday July 21, 2025, at 7:00 p.m., to be held at the Tioga City Hall.

ATTEST:

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Wendy Lenzen, City Auditor