

CITY OF TIOGA
City Commission Meeting Minutes
January 3, 2017

A meeting of the City Commission of the City of Tioga was called to order at 7:00 pm on January 3, 2017, at the Tioga City Hall, by President of the City Commission Drake McClelland.

PRESENT: Drake McClelland, Heather Weflen, Todd Thompson, John Grubb (late), Tim Sundhagen, Benjamin Johnson and Abby Salinas

ABSENT:

GUEST: Dan Larson, Kevin Killough, Antonio Conti, Larry Anderson, Chris Rollag

Sundhagen made a motion to approve the minutes of December 19, 2016 Executive Session, second by Thompson. Roll Call: Ayes; Thompson, Sundhagen, Weflen, McClelland

Commissioners Reports:

Thompson: None

Grubb: None

Weflen: Advised Commission Board and Constituents that snow removal is in progress, so please be patient. New tires for the skid steer have been ordered.

Sundhagen: None

McClelland: Advised Commission Board that the City is having issues with the Waste Water Treatment Plant with electrical work and some freezing.

Modifications/Approval of Agenda:

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

Old Business:

1. Legal – Johnson – Advised Commission Board that there has been a meeting set tentatively for January 11, 2017 @ 10am with Rice Lake and AE2S to review costs. Also advised Commission Board that he has reviewed settlement contract with Ackerman-Estvold and has minor changes that he will do on the contract to present to the Commission Board for approval.
2. Ackerman-Estvold: Antonio Conti – Advised Commission Board that a second entrance from North Main can be completed to Annabelle within budget, handed exhibit of map to Commission Board for review. Conti is seeking approval to proceed with talking to County and land owners of Annabelle for second entrance, McClelland stated for him to proceed. Conti also handed exhibit of City Wide Action Plan and Tioga Dam Emergency Operations Plan for review and approval at the next meeting. Also advised Commission Board that he would like to seek approval to start contacting MDU to remove gas lines at the Simmons addition so that when City decides to move on that project we will not have to wait for 2 to 4 months for that to be completed, this is at no cost to the City. Commission Board agrees it would be to our best interest to have them complete the process now rather than later as long as it's at no cost to the City
3. AE2S: Larry Anderson –Advised Commission Board on the status of the Water Tower. Fencing on tower is completed except for signage and minor work that needs to be completed and contractor is aware. Old water tower is down and complete. SCADA system is scheduled to be installed in 2 weeks. Over spray claim releases have not all been turned in and would like to schedule a meeting with City, Landmark and AE2S. Grubb would like a list of who has not signed releases, Anderson stated that he can get information of that to him. AE2S is working with manufacture to resolve the issue on the generator. Discussions held on information that the City has requested and placement of generator.

4. Graham: Chris Rollag – Coordinating a training with City, the City’s tech and ABI (recording system) to finish training and close out City Hall Project. O & M manuals are complete and are being reviewed by EAPC to ensure they are complete and correct before handing them and the red line plans over to City, this will included training on electrical, water and certain systems for staff.

New Business:

5. Letter of Intent – McClelland advised Commission Board that Airport Board has 1 open seat position available and 2 citizens have turned in letters of intent to fill that position. Salinas handed exhibit to Commission Board of letters of intent from Steven Jenson and Wayne Knutson.

Sundhagen made a motion to reappoint Steven Jensen to open Airport Board seat, second by Grubb. Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland

6. **Resolution: # 2017-01 Agenda Item: #6 Date: 01-03-17 BE IT RESOLVED**, by the City Commission of the City of Tioga, Williams County, North Dakota: SNOW EMERGENCY DECLARATION **WHEREAS:** since early December 2016, repeated snow events have occurred in the City of Tioga causing a huge burden on our Public Works department due to the amount of snow and the constant wind which drifts roadways as fast as they can be plowed; and, **WHEREAS:** The City of Tioga, has expended the majority of its snow removal funds, and still has to re-plow all essential roads due to the continual snow fall and blowing and drifting snow. Critical roads such as emergency routes, school bus routes etc. must be re-plowed several times most days; and, **WHEREAS:** the attempt to maintain access to these critical routes, and residential access has caused an inordinate amount of damage to our city’s road equipment and has also caused significant damage to collateral infrastructure such as the roadways themselves; and, **WHEREAS:** the removal of the excessive snow, has generated unexpected and unbudgeted costs including but not limited to contractors fees, equipment leases, purchase of additional equipment, purchase of additional snow removal chemicals, salt, sand and overtime costs continues to deplete our budget, **NOW THEREFORE BE IT RESOLVED**, that the City of Tioga Commission declares that a State of Emergency exists, requiring the activation and utilization of the combined City of Tioga \ Williams County Emergency Operations Plan, its procedures and attachments to monitor the ongoing situation, mitigate where possible; and to provide protection to the citizens of the City of Tioga during this ongoing event. **BE IT FURTHER RESOLVED**, all local government agencies and departments are directed to provide protection to the citizens of the City of Tioga during this event and limit where possible the hardships and impact of said emergency.

Sundhagen made a motion to approve Resolution 2017-01 Snow Emergency Declaration, Second by Weflen. Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland

Commissioners held discussion on snow removal for emergencies which would be; City Emergency Routes, Schools, major access points to hospital, ambulance and fire access points then the residential areas. Johnson suggested to post a map showing emergency routes.

With no further business the meeting of the Tioga City Commission was adjourned by unanimous vote moved by Grubb second by Weflen at 7:56 p.m. call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland

The next meeting of the City of Tioga is scheduled for Tuesday January 17, 2017 at 7:00 p.m., to be held at the Tioga City Hall.

Drake McClelland, President of the City Commission

ATTEST:

Abby Salinas, City Auditor