

**CITY OF TIOGA**  
City Commission Meeting Minutes  
January 17, 2017

A meeting of the City Commission of the City of Tioga was called to order at 7:00 pm on January 17, 2017, at the Tioga City Hall, by President of the City Commission Drake McClelland.

PRESENT: Drake McClelland, Todd Thompson, Heather Weflen, Tim Sundhagen, Benjamin Johnson and Abby Salinas  
ABSENT: John Grubb  
GUEST: Antonio Conti, Dan Larson, Matt Ruhland, Matt Carns, Chris Davis, Cecile Wehrman

**Sundhagen made a motion to approve the minutes of December 19, 2016 with 2 Corrections, second by Weflen. Roll Call: Ayes; Thompson, Sundhagen, Weflen, McClelland**

**Commissioners Reports:**

Thompson: None

Grubb: Absent

Sundhagen: **Sundhagen made a motion to approve retro pay for Officer Josh Nelson from the date of his promotion. McClelland asked if performance evaluation was completed at the time of promotion. Sundhagen pulled his motion and stated he will complete an evaluation and present it on next Commission Meeting.**

Advised Commission Board that the City of Tioga will be hosting the Williams County 1% Board Meeting on February 15, 2017, also advised Commission Board that Airport meeting was postponed.

Weflen: Advised Commission Board that she has received great feedback from the people that are using and enjoying the ice skating ring.

McClelland: Advised Commission Board that Water Department is having issues at the WWTF and would advise each of them to go take a tour of the facility, also Advised Commission Board that the life of the lift station is ending and will need to be addressed soon.

**Sundhagen made a motion to have City Engineer complete a cost estimate for new lift station, second by Weflen. Roll Call: Ayes; Thompson, Sundhagen, Weflen, McClelland**

McClelland advised Commission Board that Employee Evaluations are due by next Commission meeting.

**Modifications/Approval of Agenda:**

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

**Old Business:**

1. Legal – Johnson advised Commission Board that he is in the process of setting a meeting with AE2S and Rice Lake. Johnson also advised Commission Board that HESS would like to have one more mediation meeting within 30 days to finalize discussions of annexation. Discussions held
2. Ackerman-Estvold: Antonio Conti – Advised Commission Board that he has received preliminary approval from the State to move forward with the road on the Dam. Next meeting will be asking Commission Board for permission to go out to bid. Handed Commission Board exhibit of City Wide Emergency Action Plan and Tioga Dam Emergency Operation Plan, he stated that the revisions were made as suggested by Commission Board.

**Sundhagen made a motion to approve City Wide Emergency Action Plan, Second by Weflen. Call: Thompson, Sundhagen, Weflen, McClelland**

**Sundhagen made a motion to approve Tioga Dam Emergency Operation Plan, Second by Weflen. Call: Thompson, Sundhagen, Weflen, McClelland**

3. AE2S: Abby Salinas – Advised Commission Board that there are no new updates on the Water Tower.
4. Graham: Matt Ruhland – Advised Commission Board that training on sound system and Video distribution is scheduled January 19, 2017. Final budget for City Hall was \$3,240,387 and Final Budget for Recycling Center/Dog Pound was \$594,976. Ruhland will be scheduling a time to hand over all O&M manuals and as-build plans.

**New Business:**

5. Planning and Zoning Applications - Planning & Zoning Committee advised Commission Board to approve 1 year extension of Conditional Use permit for Chris Davis  
**Sundhagen made motion to approve the conditional use permit for Chris Davis until he changes manner of business or his business closes, second by Thompson. Call: Ayes; Thompson, Sundhagen, Weflen, McClelland**  
Planning & Zoning Committee advised Commission Board to approve preliminary plats and parcel from WK Bail  
**Sundhagen made motion to approve the preliminary plats only with the understanding that WK Bail will write a letter that they are seeking to be annexed in, second by Thompson. Call: Ayes; Thompson, Sundhagen, Weflen, McClelland**
6. Employee Evaluations – Salinas handed exhibit of Employee evaluation and advised Commission Board that Employee evaluations are due February 6, 2017
7. Bills for January 2017 – Salinas handed exhibit to Commission Board of January 2017 Bills and advised Commission Board there are still some outstanding bills that will arrive this month  
**Sundhagen made motion to approve bills for January 2017, second by Thompson. Call: Ayes; Thompson, Sundhagen, Weflen, McClelland**
8. Salinas handed exhibit to Commission Board of City of Tioga Payroll for January 5, 2017  
**Thompson made a motion to approve Payroll for January 5, 2017, second by Sunddhagen. Call: Ayes; Thompson, Sundhagen, Weflen, McClelland**
9. Salinas handed exhibit to Commission Board of City of Tioga Financials for December 2016,  
**Sundhagen made a motion to approve Balance Sheet for December 2016, second by Thompson. Call: Ayes; Thompson, Sundhagen, Weflen, McClelland**  
**Thompson made a motion to approve Fund Summery for December 2016, second by Sundhagen. Call: Ayes; Thompson, Sundhagen, Weflen, McClelland**
10. Budget Amendments for 2016 – Salinas handed exhibit to Commission Board of budget amendments for 2016  
**Weflen made a motion to approve budget amendments for 2016, Second by Thompson. Call: Thompson, Sundhagen, Weflen, McClelland**

**With no further business the meeting of the Tioga City Commission was adjourned by unanimous vote moved by Weflen second by Thompson at 8:34 p.m. call: Ayes; Thompson, Sundhagen, Weflen, McClelland**

The next meeting of the City of Tioga is scheduled for Monday February 6, 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