

**CITY OF TIOGA**  
City Commission Meeting Minutes  
April 15, 2024  
<https://youtu.be/liHu8bQJUr8>

A meeting of the City Commission of the City of Tioga was called to order at 7:00 pm on April 15, 2024, at the Tioga City Hall, by the City Commission President Kevin Litten.

**Present:** Kevin Litten, Tim Christianson, Larry Maize, Elizabeth Pendlay, Abby Salinas

**Absent:** Shawn Travis, Jessica Sandberg

**Guest:** Patti Beck, Claudia Tande, Jeffery Moe Jr., Dan Larson, Joshua Nelson, Ricki Raan, Barry Ramberg, Chuck Stewart, Nicolas Oster, Cody Normark, Bob Anderson, Josh Reiner, Bret Kingsbury, Trygve Heimdal, Scott Grosche, Brett Rieniets, Ryan Turk-Bly, Monte Rogneby, Gavin Mindt, Candice Wenger, Westley Wade, Wendy Lenzen, Henry Rieniets, Wes Wade

**Pledge of Allegiance:** I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.

**Minutes:** Salinas handed exhibit of minutes from Commission Meeting on April 1, 2024, Public Hearing for Hess on April 1, 2024, and Public Hearing for Pine Ridge Annexation on April 1, 2024, to Commission Board for their review and consideration.

**Christianson made a motion to approve the Commission Minutes of April 1, 2024, Public Hearing for Hess on April 1, 2024, and Public Hearing for Pine Ridge Annexation on April 1, 2024 with no errors and omissions, second by Maize. Roll Call: Ayes; Christianson, Maize**

**Commissioner's Report:**

Christianson: None

Travis: Absent

Sandberg: Absent

Maize: None

Litten: None

**Modifications/Approval of Agenda:**

**Christianson made a motion to add to the agenda under consent #16 Payroll 09-22-2023, then approve the agenda with the changes made, second by Maize. Call: Ayes; Christianson, Maize**

**Old Business:**

1. Legal – Pendlay – Advised Commission Board of projects she is currently working on City policies and procedures as directed in previous Commission Meeting, and she may give input in other areas of agenda as needed.
2. Engineer Report – Josh Reiner (Moore Engineering) – Josh advised Commission Board of Projects currently working on. Northeast Reconstruction Phase II, punch list item work will start around May 1, 2024 and work estimated to be done within 3 weeks, Tioga Dam Emergency Action Plan update and handed exhibits to Commission Board for their review of buttress example, also an update on the Tioga Dam Recreational Trail and update on the Tioga Dam Crossing. Gave update on 3<sup>rd</sup> Street Northwest Hanson asphalt to start mid-May. The Floodplain Administration advised Moore Engineering that they would like to see a modeling done for mapping of the baseball field, Moore Engineer states it will be \$6-7,000.

**Christianson made a motion to table approval cost for modeling the baseball field site till next meeting, second by Maize. Call: Ayes; Christianson, Maize**

Reiner also gave update on North Main Street and SW Drainage Study.

3. Economic Development Director Update – Sara Wagner - Advised Commission Board of projects she is currently working on. Wagner states she is currently in contact with several Optometrists to try and bring one to Tioga at least one day a week, she is also looking for commercial rental spaces that may be available for the Optometrist and other local businesses. Wagner informed the Commission Board of what a parklet is and how it can help the local business and what impact it had in other communities. Wagner has spoken to the Tioga High School Art Instructor for the continuance of the back-alley art project, has contacted several newspapers in the area to see what can be done to bring a local news paper to town, is working on a childcare pamphlet to help with the child care shortage in the area. Wagner is in contact with a videographer for freedom fest to help update some of the City's social media, and working on other projects like Arbor Day and new City Events. Wagner has also attended several Economic Development meetings and trainings.

**New Business:**

4. KS Industries/Vogel Law Firm – Monte Rogneby – Advised Commission Board that they are seeking de-annexation because in 2022 an agreement was made to put in water/sewer infrastructure however speaking to HESS they stated that they would not feel comfortable in approving water pipes going through the oil and gas pipelines in that area, other suggestions were made which ran up the cost and then KSI went with an alternative plan and is no longer in need of infrastructure from the City. Discussions held.  
**Christianson made a motion to table for future so that he can review materials and get a better understanding of this situation, second by Maize. Call: Ayes; Christianson, Maize**
5. Library Board Members – Salinas advised Commission Board that there is a vacancy on the Tioga Library Board and 2 other Board Member terms will be expiring the end of June. Salinas is seeking permission to advertise for 3 Library Board Members.  
**Maize made a motion to have Salinas advertise for 3 Library Board member positions, second by Christianson. Call: Ayes; Christianson, Maize**
6. Tioga Fund Applications - Salinas handed exhibits to Commission Board for their review and consideration of Tioga Fund applications from Legacy Health Clinic DBA Skin By Legacy for a Community Development Store Front Improvement Grant in the amount of \$1,647.91 for a new sign, and a Community Improvement application from 2024 Tioga ND All School Reunion in the amount of \$10,000 for special event, and a Community Improvement application from Tioga Golf and Country Club in the amount of \$96,500 to finish landscape. The Tioga Fund Advisory Board has met and reviewed all applications and recommend approval of all 3 applications with amounts specified.  
**Christianson made a motion to approve applications from Legacy Health Clinic DBA Skin By Legacy for a Community Development Store Front Improvement Grant in the amount of \$1,647.91 for a new sign, a Community Improvement application from 2024 Tioga ND All School Reunion in the amount of \$10,000 for special event, and a Community Improvement application from Tioga Golf and Country Club in the amount of \$96,500 to finish landscape, second by Maize. Call: Ayes; Christianson, Maize**
7. Visitor Promotion Applications – Salinas handed exhibits to Commission Board for their review and consideration of Visitor Promotion Applications from Tioga Golf and Country Club in the amount of \$10,500 for new signage and fence, and an application from 2024 Tioga ND All School Reunion in the amount of \$10,000 for special event. The Visitor Promotion Committee Board has met and reviewed all applications and recommends approval of the 2 applications with amounts specified.  
**Maize made a motion to approve application from Tioga Golf and Country Club in the amount of \$10,500 for new signage and fence, and an application from 2024 Tioga ND All School Reunion in the amount of \$10,000 for special event, second by Christianson. Call: Ayes; Christianson, Maize**
8. Estimate for Snow Pusher – Salinas handed exhibit to Commission Board for their review and consideration of estimate from RDO Equipment in the amount of \$20,000 for a new snow pusher.  
**Maize made a motion to approve estimate from RDO Equipment in the amount of \$20,000 for a new snow pusher, second by Christianson. Call: Ayes; Christianson, Maize**

9. Estimate for Water Tower Valve Fix - Salinas handed exhibit to Commission Board for their review and consideration of estimate from KLM in the amount of \$9,775.00 to fix a leak in a water valve.  
**Christianson made a motion to approve estimate from KLM in the amount of \$9,775.00 to fix a leak in a water valve, second by Maize. Call: Ayes; Christianson, Maize**
10. HESS Annexation/Fuel Station – Bob Anderson – Advised Commission Board of his personal concerns regarding KSI, Hess annexation and fuel station.
11. Stop Signs/Fuel Station – Ricki Raan – Advised Commission Board of his personal concerns regarding stop signs and fuel station.
12. Airport Board – Jeffery Moe – Advised Commission Board of the updates at the Tioga Airport Board. Moe also stated that as the Tioga Airport grows it’s important to for emergency services to update the road leading into the airport, so he would like the City Commission to consider paving the road in the future. Discussions held.

**Consent Approval:**

13. Local Charity Permit Application – Salinas handed exhibit to Commission Board for their review and consideration of a Local Charity Permit Application from Williams Co. Firestorm for a Calendar draw.
14. Payroll for April 7, 2024– Salinas handed exhibit to Commission Board for their review and approval of payroll for April 7, 2024.
15. Financials for March 2024 – Salinas handed exhibit to Commission Board for their review and consideration of Financials for March 2024.  
**Maize made a motion to approve the consent agenda that consists of a Local Charity Permit Application from Williams Co. Firestorm for a calendar draw, Payroll for April 7, 2024, and Financials for March 2024, second by Christianson. Call: Ayes; Christianson, Maize**

**With no further business, the meeting of the Tioga City Commission was adjourned by unanimous vote moved by Maize, second by Christianson at 8:22 p.m. call: Ayes; Christianson, Maize, Litten.**

The next meeting of the City of Tioga Commission Meeting is scheduled for Monday May 6, 2024, at 7:00 p.m., to be held at the Tioga City Hall.

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Kevin Litten, Tioga Commission President

ATTEST:

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Abby Salinas, Tioga City Administrator/Auditor