

CITY OF TIOGA
City Commission Meeting Minutes
April 20, 2020

A meeting of the City Commission of the City of Tioga was called to order at 7:02 pm on April 20, 2020, at the Tioga City Hall, by the City Commissioner Drake McClelland through Zoom.

PRESENT: Drake McClelland, Tim Christianson, Tim Sundhagen, Heather Weflen, Natalie Bugbee, Elizabeth Pendlay and Abby Salinas

ABSENT:

GUEST: Dan Larson, Jacob Orledge, Austin Rollag, Josh Reiner, Matt Lierz, Sandy Clark, Cecile Wehrman, Robert Harms, Shawna Nelson, Josh Nelson, Jeff Moberg, Scott Bertsch

Sundhagen made a motion to approve the Commission Minutes of April 6, 2020 Regular Meeting, second by Weflen. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen

Weflen made a motion to approve the Commission Minutes of April 6, 2020 Equalization Meeting, second by Sundhagen. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen

Commissioners Reports:

Sundhagen: Advised Commission Board that he would like to add to the agenda new fuel cards from Kum n Go and also advised that the County 1% is putting a hold on all the incoming request for a few months due to the uncertainty of collection of tax money's collected, in order to keep commitment of approved applications. All of Tioga Police, Fire and Ambulance have agreed to hold off on any future request to help assist the County 1% Board.

Weflen: Advised Commission that she would like to advertise for the City of Tioga summer part time landfill employee.

Weflen made a motion to advertise for a City of Tioga Summer Part-Time Employee, second by Sundhagen. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen

Bugbee: Advised Commission that interviews need to be held for any open positions of the Community Center and Water Department.

Bugbee made a motion to set up interviews for the water department and Community Center, second by Sundhagen. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen

Weflen made a motion to set up an interview committee for the Community Center. The interview committee will be Drake McClelland, Tim Christianson, Sandy Clark and 1 Deputy Auditor, second by Sundhagen. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen

Christianson: Floor given to Jeff Moberg (Water Superintendent), he advised Commission Board that he would like interviews to move forward for the Water Department.

McClelland: None

Modifications/Approval of Agenda:

Sundhagen made a motion to add to the agenda under #3 for FCI the re-opening of construction for the Police Station and Museum and under new business agenda item #12 Fuel Cards, second by Weflen. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen

Old Business:

1. Legal – Elizabeth Pendlay – Advised the Commission Board that Moore Engineering will be sending a draft contract for Simmons to be reviewed. Pendlay also advised she will be returning to work on the City of Tioga Ordinances and Planning and Zoning Policies.
2. Moore Engineering: Josh Reiner – Advised Commission Board of the bid opening for the North East Reconstruction and advised that the lowest bid was BEK Construction at \$3,301,302.00

Weflen made a motion to have McClelland sign acceptance of BEK Construction bid in the amount of \$3,301,302.00, second by Sundhagen. all: Ayes; Christianson, Bugbee, Sundhagen, Weflen

Reiner also stated that CC Steel was to re-start construction for the new season however frost was found 4 feet down, a new schedule will be provided with timelines of construction to finish Simons soon.

3. FCI Construction- Austin Rollag – Advised the Commission Board of the status for the Police Station and Museum construction. Handed pay application #11 from FCI in the amount of \$169,151.30 for the work done in the month of March 2020 on the Police Station.

Sundhagen made a motion to approve Pay Application #11 from FCI Construction in the amount of \$169,151.30 for the work done in March of 2020 at the New Police Station, second by Weflen. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen

Handed exhibit of pay application #10 from FCI in the amount of \$79,774.35 for the work done in the month of March 2020 on the Museum.

Sundhagen made a motion to approve Pay Application #10 from FCI Construction in the amount of \$79,774.35 for the work done in March of 2020 at the New Museum, second by Bugbee. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen

Rollag stated that FCI is requesting partial retainage for the construction of the New Police Station and Museum, discussions held. Handed pay application of partial retainage from FCI in the amount of \$136,169.20 for the Police Station.

Sundhagen made a motion to approve Pay Application of partial retainage from FCI Construction in the amount of \$136,169.20 for the Police Station, second by Christianson. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen

Handed pay application of partial retainage from FCI in the amount of \$69,309.64 for the Museum.

Sundhagen made a motion to approve Pay Application of partial retainage from FCI Construction in the amount of \$69,309.64 for the Museum, second by Weflen. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen

Sundhagen stated that due to the State of Emergency Declaration construction the for new Police Station and Museum was closed down, since then FCI Construction has come up with a COVID-19 Plan and was has been presented to the Tioga Health advisor Dr Robert Rotering. Rotering has approved that FCI return as long as they agree to a few changes in their COVID-19 Exposure Control Plan.

Sundhagen made a motion restart the final construction of the new Police Station if FCI agrees to the changes or the COVID-19 Exposure Control Plan are approved, second by Bugbee. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen

Sundhagen made a motion restart the final construction of the new Museum if FCI agrees to the changes or the COVID-19 Exposure Control Plan are approved, second by Weflen. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen

Matt Lierz – Construction General Manager for FCI states that they are in agreement with all changes made by Dr. Robert Rotering the Tioga Health Advisor.

4. Sewer Line Extension on 67th – Discussions held on the benefits of adding a sewer line extension from Rauch Construction to 67th, Larson stated that he has spoken with some of the industrial business owners where the line would be located and some were very interested in being connected to the sewer line. Christianson felt that having a cost to tap into the sewer line of \$10,000 would assist the City with cost. Moore discussed the cost of 2 options which were presented: Cost for gravity feed \$255,000 or a small lift station would be \$283,000.

Christianson made a motion approve the addition of the sewer line on 67th but to have Moore review weather gravity feed or lift station would be better for the area that it's needed in, second by Sundhagen. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen

5. County Road 10 – Salinas handed informational exhibit of final cost share and email from Engineer for the construction of County Road 10. Weflen stated she will be attending a meeting the following day with homeowners and engineers to address any concerns that might arise during construction.

6. Community Center – Salinas handed exhibit of estimate for Roller states that will be used in the Ice Rink during summer in the amount of \$3,872.
Sundhagen made a motion approve of roller skates for the Community Center in the amount of \$3,782, second by Christianson. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen
McClelland states that walking paths need to be re-opened to include the Tioga Dam for fishing. Discussions held regarding the need for all residents to continue to be aware of social distancing.
Sundhagen made a motion to lift all restrictions and open all walking paths to include around the Tioga dam for fishing, second by Weflen. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen

New Business:

7. Planning and Zoning – Salinas handed exhibit to Commission Board of a building permit from Paul Weyrauch for a new hanger at the Tioga Airport. Planning and Zoning Board has reviewed the application and recommend approval.
Sundhagen made a motion to approve the building application from Paul Weyrauch for a new hanger at the airport, second by Christianson. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen
8. Tioga Fund Applications - Salinas handed exhibit to Commission Board of a Tioga Fund application from Tioga Tribune in the amount of \$25,000 for new subscriptions and advertisements during COVID-19. Tioga Fund Board advised Commission Board that they have reviewed application from Tioga Tribune and recommend approval of \$10,000 for promotional business advertisements of Tioga Businesses during COVID-19.
Sundhagen made a motion to approve the Tioga Fund application from Tioga Tribune in the amount of \$10,000 for promotional business advertisement advertisements of Tioga Businesses during COVID-19, second by Weflen. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen
Salinas handed exhibit to Commission Board of a Tioga Fund application from Queen Diva’s Maid Service in the amount of \$35,000 for the start of a new business and equipment, for their review and consideration. Tioga Fund Board advised Commission Board that they have reviewed application from Queen Diva’s Maid Service and recommend approval of a new business loan in the amount of \$35,000.
Sundhagen made a motion to approve the Tioga Fund application from Queen Diva’s Maid Service for a new business loan in the amount of \$35,000 for start of new business and equipment, second by Christianson. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen
9. Payroll – Salinas handed exhibit of payroll for 04-22-2020 for their review and consideration.
Sundhagen made a motion to approve payroll for 04-22-2020, second by Weflen. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen
10. Financials - Salinas handed exhibit to Commission Board of City of Tioga Financials for March 2020 for their review and consideration.
Sundhagen made a motion to approve Balance Sheet for March 2020, second by Weflen. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen
Sundhagen made a motion to approve Fund Summary for March 2020, second by Weflen. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen
11. Vector Budget – Salinas handed exhibit to Commission Board of 2021 Vector Control 2 Budget for their review and consideration.
Sundhagen made a motion to approve Vector Control 2 Budget for 2021, second by Weflen. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen
Salinas also advised Commission Board that the 2 CD accounts had expired and Salinas has not renewed due to the low interest rate, the money was just moved into the City’s regular checking account for now. Discussions held.
Bugbee made a motion to table until Salinas brings more information on interest for other types of accounts, second by Weflen. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen
Sundhagen advised the Commission Board that he would like to see a consent agenda for all the normal agenda items that are approved regularly in order to condense Commission Board time,

Sundhagen states that these items are already reviewed and vetted by the different board such as Tioga Fund and Planning and Zoning Board.

12. Fuel Cards – Salinas handed exhibit to Commission of Kum n Go Fuel card application for the Police Station. Sergeant Joshua Nelson states that the Police Department is seeking permission to switch Fuel cards to Kum n Go. Nelson states it is faster and has more locations when being sent to trainings or other areas. Jeff Moberg (Water Superintendent) stated there are allot of issues with the pumps at Pinnacle.

Bugbee made a motion to get new fuel cards for all departments from Kum n Go, second by Sundhagen. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen

McClelland advised Commission Board that the Emergency Grant Application for a new lift station was denied.

With no further business, the meeting of the Tioga City Commission was adjourned by unanimous vote moved by Sundhagen, second by Bugbee at 8:37 p.m. call: Ayes; Christianson, Bugbee, Sundhagen, Weflen, McClelland

The next meeting of the City of Tioga Commission Meeting is scheduled for Monday May 4, 2020 at 7:00 p.m., to be held at the Tioga City Hall.

Drake McClelland, City Commission President

ATTEST:

Abby Salinas, City Auditor