

CITY OF TIOGA
City Commission Meeting Minutes
June 17, 2024
<https://youtu.be/NKGRpIEM9Q>

A meeting of the City Commission of the City of Tioga was called to order at 7:00 pm on June 17, 2024, at the Tioga City Hall, by the City Commission President Kevin Litten.

Present: Kevin Litten, Tim Christianson (on phone), Jessica Sandberg, Elizabeth Pendlay (on phone), Abby Salinas

Absent: Shawn Travis, Larry Maize

Guest: Dan Larson, Melissa Wagner, Scott Grosche, Darci Grosche, Deon Iverson, Jaden Iverson, Kyle Ralston, Leo Wagner, Kevin Hove, Wendy Lenzen, Henry Rieniets, Susan Christofferson, Colin Christofferson, Raphael Salinas, Debbie Dallas, Norene Knutson, Heather Rieniets, Norma Brilz, Tyler Judkins, Karen Vetsch, Shana Iverson, Sara Iverson, Joshua Nelson, Bob Anderson, Josh Reiner, Brett Rieniets, Judy Odegaard, Chuck Stewart, Bob Skarphol, Ramona Barmoen, Lorne Ramberg, Trey Ramberg, Madison Ramberg, Katelyn Pexton

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 June 3, 2024 to the Commission Board for their review and consideration.

Sandberg made a motion to approve the Commission Minutes of June 3, 2024 with no errors and omissions, second by Christianson. Roll Call: Ayes; Christianson, Sandberg

Commissioner's Report:

Christianson: None

Travis: Absent

Sandberg: Advised Commission Board and Constituents that Police Detective Sara Litten has received an award for Officer of the Year in a small town.

Maize: Absent

Litten: None

Modifications/Approval of Agenda:

Christianson made a motion to add to the agenda under consent #13 Estimate for Concrete Crushing, #14 Elm Street Parking and Park Concerns, #15 Resolution 2024-09 Removal of Staff from Bank Accounts #16 Estimate for Sprinkler System and dirt work, then approve the agenda with the change made, second by Sandberg. Call: Ayes; Christianson, Sandberg

Old Business:

1. Legal – Pendlay – Advised Commission Board of projects she is currently working on for City
2. Engineer Report – Josh Reiner (Moore Engineering) – Josh updated Commission Board of Projects currently working on. Emergency Dam action Plan and Tioga Dam Recreational Trail bid opening was done on June 5, 2024 handed exhibit to Commission Board for their review and consideration of bids. Bechtold Paving was lowest bidder.
Christianson made a motion to accept bid from Bechtold Paving for asphalt and sign notice to award bid, second by Sandberg. Call: Ayes; Christianson, Sandberg
Reiner also update Commission Board on Northeast Reconstruction Phase II, punch list item, grant and Water Service Inventory project.
3. Fuel Station/Bob Anderson –Advised Commission Board on his opinion of the fuel Station

4. Library Board Vacancy - Salinas handed exhibit to Commission Board for their review and consideration of a letter of interest from Veronica McGinnity to be on the Library Board.
Sandberg made a motion to appoint Veronica McGinnity to the Library Board Effective July 1, 2024, second by Christianson. Roll Call: Ayes; Christianson, Sandberg
5. Community Center Update – Salinas handed exhibit to Commission Board for their review and consideration of an estimate from RPM Sound Design for speaker system in the addition of the Community Center in the amount of \$113,705.00.
Christianson made a motion to table till more information on time line can be reviewed, second by Sandberg. Call: Ayes; Christianson, Sandberg

New Business:

6. Tioga Fund Application – Salinas handed exhibit to Commission Board for their review and consideration of a Tioga Fund Application from Tioga Recreation Council for Woodside Basketball Camp in the amount up to \$6,525. Tioga Fund Advisory Board has reviewed application and recommends approval.
Christianson made a motion to approve the Tioga Fund Application from Tioga Recreation Council for Woodside Basketball Camp in the amount up to \$6,525, second by Sandberg. Call: Ayes; Christianson, Sandberg
7. Local Charity Permit Application – Salinas handed exhibit to Commission Board for their review and consideration of a local charity permit application from Tioga Public Schools – Softball for raffle in July 2024.
Sandberg made a motion to approve the local charity permit application from Tioga Public Schools – Softball for raffle in July 2024, second by Christianson. Roll Call: Ayes; Christianson, Sandberg
8. Gaming Site Authorizations - Salinas handed exhibit to Commission Board for their review and consideration of gaming site authorization applications from Tioga American Legion Post 139 for Madhouse LLC to have Bingo, Raffles, Pull Tabs, Electronica pull tab, tip board, seal board, punch board prize board, sports pools, poker, paddlewheel with tickets and for Model Tavern to have Bingo, Raffles, Pull Tabs Dispensing Device, Electronic Pull Tabs, Tip Board, Seal Board, Punch Board, Prize Board, Sports Pools, Poker, Paddlewheel with tickets.
Sandberg made a motion to approve the gaming site authorization applications from Tioga American Legion Post 139 for Madhouse LLC to have Bingo, Raffles, Pull Tabs, Electronica pull tab, tip board, seal board, punch board prize board, sports pools, poker, paddlewheel with tickets and for Model Tavern to have Bingo, Raffles, Pull Tabs Dispensing Device, Electronic Pull Tabs, Tip Board, Seal Board, Punch Board, Prize Board, Sports Pools, Poker, Paddlewheel with tickets, second by Christianson. Call: Ayes; Christianson, Sandberg
9. 2024 Liquor License Renewals - Salinas handed the Commission Board for their review and consideration Liquor License renewal applications from Pour Decisions/Karen Hawkinson for on/off sale, Model Tavern/Gloria Iwen for on/off sales, JK Foods/Cash Wise Liquor for off sale, Kum N Go LLC for off sale, Farmers Union/Pinnacle for off sale, Mi Ranchito for on sale, and Jeab's Thai Kitchen for on sale.
Sandberg made a motion to approve the Liquor License renewal applications from Pour Decisions/Karen Hawkinson for on/off sale, Model Tavern/Gloria Iwen for on/off sales, JK Foods/Cash Wise Liquor for off sale, Kum N Go LLC for off sale, Farmers Union/Pinnacle for off sale, Mi Ranchito for on sale, and Jeab's Thai Kitchen for on sale, second by Christianson. Call: Ayes; Christianson, Sandberg
10. Estimate for Fence at Base Ball Field - Salinas handed exhibit to Commission Board for their review and consideration of an estimate from Security Fence Inc in the amount of \$13,863.50 for the removal of existing fence and the reinstall at a later date.
Christianson made a motion to approve estimate from Security Fence Inc in the amount of \$13,863.50 for the removal of existing fence and the reinstall at a later date, second by Sandberg. Call: Ayes; Christianson, Sandberg

11. City Owned Property – Salinas handed exhibit to Commission Board for their review and consideration of City owned property PI# 03-000-00-72-17-005 located on 2nd Street and is seeking permission to put property out for bid.
Sandberg made a motion to place City owned property PI# 03-000-00-72-17-005 located on 2nd Street out for bid, second by Christianson. Call: Ayes; Christianson, Sandberg
12. Contract with ND Sewage and Pump Lift Station – Salinas handed exhibit to Commission Board for their review and consideration of contract with ND Sewage and Pump Lift Station in the amount of \$3,750 to inspect all City’s lift Statins and Pumps.
Christianson made a motion to approve signing the contract with ND Sewage and Pump Lift Station in the amount of \$3,750 to inspect all City’s lift Statins and Pumps, second by Sandberg. Call: Ayes; Christianson, Sandberg
13. Concrete Crushing – Salinas stated that Street Superintendent (Kirk Odegaard) received a quote for concrete crushing in the amount of \$65,000, \$6.50 per yard and City has 10,000 yards. Salinas advised that this was approved in previous year on the City budget.
Christianson made a motion to approve quote for concrete crushing in the amount of \$65,000, \$6.50 per yard and City has 10,000 yards, second by Sandberg. Call: Ayes; Christianson, Sandberg
14. Parking on Elm Street and Park Concerns – Tyler Judkins – advised Commission Board of his concerns with the parking of big diesel trucks on Elm Street, construction jobs and would like the City to Pay for park water.
15. Resolution 2024-09 Removal of Staff from Bank of accounts – Salinas handed exhibit to Commission Board for their review and consideration of Resolution 2024-09 removal of Staff from Bank accounts BE IT RESOLVED, by the City Commission of the City of Tioga, Williams County, North Dakota: A RESOLUTION TO MODIFY THE SIGNATURE CARDS FOR THE CITY OF TIOGA BANK ACCOUNTS. Whereas; the City of Tioga, Williams County, North Dakota, is a municipal corporation, organized and existing under the laws so the State of North Dakota; Whereas; in order to facilitate the order processing of City of Tioga business the City Auditor has requested that Abby Salinas (Auditor), Desiree Hanson (Deputy Auditor), and Ronica Pederson (Deputy Auditor) be listed as signers on the City of Tioga bank accounts and that Sara Wagner be removed from said signature card effective June 17, 2024. Now, therefore, the City Commission approves the removal of Sara Wagner from the City of Tioga Bank Accounts.
Sandberg made a motion to approve Resolution 2024-09 Removal of Staff from Bank Accounts, second by Christianson. Call: Ayes; Christianson, Sandberg
16. Estimate for Sprinkler System and Dirt Work at the Baseball Field– Salinas handed exhibit to Commission Board for their review and consideration of an estimates from Central Dakota Sprinkler System in the amount of \$20,000 for a new sprinkler system and from Novak’s Landscaping in the amount of \$387,000 for the dirt work at the baseball field.
Christianson made a motion to approve estimates from Central Dakota Sprinkler System in the amount of \$20,000 for a new sprinkler system and from Novak’s Landscaping in the amount of \$387,000 for the dirt work at the baseball field, second by Sandberg. Call: Ayes; Christianson, Sandberg

Consent Approval:

17. Planning and Zoning Applications – Salinas handed exhibit to Commission Board for their review and approval of a Planning and Zoning Building Application from Wagner and Sons Construction.
18. Pledge Holdings – Salinas handed exhibit to Commission Board for their review and consideration of pledge holdings for Bank of Tioga as of May 31, 2024.
19. Payroll June 7, 2024 – Salinas handed exhibit to Commission Board for their review and consideration of payroll for June 7, 2024.
20. Bills for May 2024 – Salinas handed exhibit to Commission Board for their review and consideration of the City’s Bills for May 2024

21. Financials for May 2024 – Salinas handed exhibit to Commission Board for their review and consideration of Financials for May 2024.

Sandberg made a motion to approve the consent agenda that consists of a Planning and Zoning Building Application from Wagner and Sons Construction, pledge holdings for Bank of Tioga as of May 31, 2024, payroll for June 7, 2024, City's Bills for May 2024, and Financials for May 2024, second by Christianson. Call: Ayes; Christianson, Sandberg

With no further business, the meeting of the Tioga City Commission was adjourned by unanimous vote moved by Sandberg, second by Christianson at 7:56 p.m. call: Ayes; Christianson, Sandberg, Litten.

The next meeting of the City of Tioga Commission Meeting is scheduled for Monday July 1, 2024, at 6:00 p.m., to be held at the Tioga City Hall.

Kevin Litten, Tioga Commission President

ATTEST:

Abby Salinas, Tioga City Administrator/Auditor