

CITY OF TIOGA

City Commission Meeting Minutes

August 7, 2023

<https://youtu.be/HY3gNmeZ7bw>

A meeting of the City Commission of the City of Tioga was called to order at 7:00 pm on August 7, 2023, at the Tioga City Hall, by the Water Commissioner Tim Christianson.

PRESENT: Tim Christianson, Shawn Travis, Jessica Sandberg-Steele, Elizabeth Pendlay, Abby Salinas

ABSENT: Kevin Litten, Larry Maize

GUEST: Bob Anderson, Brad Nygaard, Judy Odegaard, Dan Larson, Josh Reiner, Cody Normark

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.

Sandberg made a motion to approve the Commission Minutes of July 17, 2023, regular Commission Meeting with no errors and omissions, second by Travis. Roll Call: Ayes; Travis, Sandberg

Commission Reports:

Tim Christianson: None

Shawn Travis: None

Jessica Sandberg: None

Larry Maize: Absent

Kevin Litten: Absent

Modifications/Approval of Agenda:

Sandberg made a motion to modify the agenda by adding under new business #11 1% Grant Application for Replacement of Patrol Rifles, and #12 Pine Ridge Vacation then approve the agenda with the modification as stated, second by Travis. Call: Ayes; Travis, Sandberg

Old Business:

1. Legal - Pendlay – Advised Commission Board that she is currently working on City business regarding Pine Ridge. Pendlay also would like to address matters regarding the controversy over the Community Center. Public Debate is always welcomed at this Commission, however when you are trying to have a public debate it is extremely important that we can recognize that we can have our own opinions but we don't get to have our own facts. So, there are some facts that have been offered by Citizens which misinform the public at large and come to poor conclusions. It has been reported that members of the Commission and/or City have intended to sneak or decline or avoid an appearance, this statement is false. It has been reported that a loan with an interest rate of up to and only to 2% has been approved, that statement is false, and is not the motion that was before the Commission. I will eliminate the confusion, with the provision of HB 1229 which offers the opportunity to finance community centers within the state of North Dakota at interest rates at about 2%, it's an opportunity not a promise and not a cap. The City will attempt to pursue a loan for the Community Center at the lowest possible rate. The motion of the Commission didn't cap the potential loan at 2%. Discussions held.
2. Moore Engineering - Reiner – Reiner gave an update to the Commission Board on South Main Street Reconstruction; Reiner will be preparing a cost estimate for Teraflex to review. A summary of the work progress was given on NE Reconstruction phase 2. Reiner advised the Commission Board of the meeting held on Tioga Dam Action Plan; Moore Engineering is reviewing data to come up with an action plan to report to the Commission Board at a later date. Tioga Dam and Recreation Trail is on hold until the City Commission decides on a plan to correct dam issues. Other projects Moore is currently working on are 3rd Street NW Reconstruction, KSI Water and Sewer Extension. Reiner stated

that the bid for Pine Ridge Subdivision came in at \$1,132,202.50. The owner of Pine Ridge would like bid to be denied because they no longer want to be assessed.

Travis made a motion to formally decline and reject the bid from Crow River in the amount of \$1,132,202.50, second by Sandberg. Call: Ayes; Travis, Sandberg

Moore Engineering is also working on the Tioga Soccer Field and getting access on Front Street and Dakota, the City Scada System and water drainage issues on 67th and roadway failure South of Gilbertson due to small culverts.

3. Economic Development Director Update - Chelsy Weisz – Updated Commission Board on meetings held regarding the Work Base Learning Program, the Back Alley Art Project and Vision West meeting. Weisz also reviewed the kayak rental option with the Commissioners that would benefit the community and would be a good addition with the new Tioga Dam Recreational Trail Project coming in the future. (Commissioners would like to see this presented again when all Commissioners are available). Signed the City up with ND Tourism, will also be attending a training course for Placemaking workshops. Presented the Winter Festival or Average Winter Olympics in Tioga. Next monthly class for businesses will be SEO (Search Engine Optimization). Weisz received a letter of an awarded grant for Airport. Weisz also gave update on future events.

New Business:

4. Estimate for new Water Department Vehicle – Salinas handed estimate to Commission Board for their review and consideration of estimate for a new Water Department Vehicle, the current truck has broken down and an estimate of \$13,000 to fix the motor and an estimate of 6 months to fix, which will then be used as a spare vehicle. Salinas also verified that last year the Commission approved in the budget a new vehicle for the Water Department. Christianson stated that since the estimate that vehicle has been sold.
Sandberg made a motion to approve a new Water Department truck of up to \$60,000 as long as it fits the department's standards, second by Travis. Call: Ayes; Travis, Sandberg
5. Local News Paper – Salinas advised the Commission Board that the local new paper tribune will no longer be available as of August 31, 2023, but that Cecile Wehrman stated she might extend it to September 6, 2023, and she would like the Commission Board to consider the Journal for publication of the City's publications. Salinas advised that the other consideration would be Williston Herald.
Sandberg made a motion to table until all Commissioners are there to discuss, second by Travis. Call: Ayes; Travis, Sandberg
6. Easement for Pipeline on Longie Property – Larson advised Commission Board that there has been an update to the Longie easement for the water and sewer KSI Extension. Because of the way the lines are situated there will need to be an additional easement purchased from Longie in order to continue with the project of up to \$3,000. Discussions held. Moore Engineering will have to complete a description of the additional property that will be needed for the easement. Discussions held.
Sandberg made a motion to purchase the additional easement for the Longie Property up to \$3,000, second by Travis. Call: Ayes; Travis, Sandberg
7. Reimbursement for Property Damage – Salinas handed exhibits to Commission Board of receipts from property that was damaged for their review and consideration.
Travis made a motion to reimburse property owner in the amount of \$1,648.80 for property that was damaged, second by Sandberg. Call: Ayes; Travis, Sandberg
8. Letters of Interest for Community Center Committee – Salinas handed exhibits of letters of interest for Community Center Committee to the Commission Board for their review and consideration. Discussions held.
Travis made a motion to rerun the ad to allow everyone an opportunity to apply for the Community Center Committee, second by Sandberg. Call: Ayes; Travis, Sandberg
9. New Employee Time Sheet Form – Salinas handed exhibit to Commission Board of new employee time sheet form for their review and consideration.

Travis made a motion to approve the new time sheet form, second by Sandberg. Call: Ayes; Travis, Sandberg

10. Masons West Gate Lodge 125/Request Lease of Old City Hall/Police Department Building – Matthew a representative of the 125 Lodge Masons stated that they are seeking a long-term lease of the old City Hall/Police Department and apart from the asbestos reimbursement and the cost to fix building what would be some of the terms if the City is willing to lease it to them.

Travis made a motion to table until all Commission are there to discuss, second by Sandberg. Call: Ayes; Travis, Sandberg

11. 1% County Grant Application for New Patrol Riffls with Suppressors – Police Chief Joshua Nelson handed exhibit to Commission Board for their review and consideration of a 1% County Grant application for new patrol riffles with suppressors in the amount of \$15,551.94.

Sandberg made a motion to approve the 1% County Grant Application for new Patrol Riffls and Suppressors in the amount of \$15,551.94, second by Travis. Call: Ayes; Travis, Sandberg

12. Pine Ridge Vacation – Salinas advised the Commission Board that Pine ridge has given the streets curbs and gutters to the City because they were trying to plan ahead if they were to be assessed but since the bid and the rejection of the bid they would like the streets curbs and gutters back in order for them to complete the work and once the work is complete they will again return them to the City. Pendlay states that a vacation would be the best way to complete this process, and this would allow the owner to complete the construction and the City will not have any liability.

Travis made a motion to approve a vacation to vacate the City from the Pine Ridge Property, second by Sandberg. Call: Ayes; Travis, Sandberg

Consent Approval:

13. Planning and Zoning Applications – Salinas handed exhibits to Commission Board for their review and consideration of a Building application from Dennis Rehak to build a new home, a Preliminary and Final Plat Application from Edgar Garcia to rearrange lots 13-16 at Skyview Estates and an application for a Variance Change from Dan Carrol NVN Nil LLC. The Planning and Zoning Board has reviewed and recommends approval of the building application from Dennis Rehak to build a new home, a Preliminary and Final Plat Application from Edgar Garcia to rearrange lots 13-16 at Skyview Estates and to deny Variance Change from Dan Carrol NVN Nil LLC because the property is zoned as a single home residence not a multifamily dwelling.
14. Pledge Holdings – Salinas handed an exhibit to Commission Board for their review and consideration of the Pledge Holdings from Bank of North Dakota as of 07-11-2023.
15. Local Charity Permit Applications – Salinas handed exhibit to Commission Board for their review and consideration of a Local Charity Permit Applications from Tioga Lions Club for raffles, Tioga High School Class of 2025 for raffles, and Tioga Fire Department for Bingo and Raffles.
16. Payroll July 21, 2023, and August 7, 2023 - Salinas handed exhibits to Commission Board for their review and consideration of payroll for July 21, 2023, and August 7, 2023.
17. Bills for July 2023 – Salinas handed exhibit to Commission Board for their review and consideration of the July 2023 Bills. Total \$387,818.21- A & W Towing\$480.00; Advance Business Methods\$99.18; Aramark\$748.61; BOSS\$29.99; Braum\$8060.00; Circle\$26361.50; Computech\$1392.99; Connole \$ Somerville\$5180.00; Disco K-9\$8000.00; EAPC\$29316.29; Fiesel Law\$894.17; First District Health Unit\$90.00; Grace Church OF Minnisota\$1500.00; Heck Built\$240.00; Language Link\$9.63; Marlana Lesmeister\$218.75; Linde Gas\$50.45; Menards\$198.56; Minot Automotive\$632.19; Minot Daily News\$143.00; Modern Marketing\$426.13; MDU\$10220.28; Moore\$132815.54; MWE\$750.94; Mowbray\$1703.44; ND League of Cities\$2182.00; ND One Call\$57.20; ND State Radio\$600.00; NDACO\$54.00; NDDEQ \$145.65; Newman\$281.67; NCC\$2069.96; ODP\$108.71; Overhead Door\$844.00; Papineau\$18697.00; Pendlay Law\$1530.00; Pinnacle\$4434.50; Pitney Bowes\$104.49; Preble Medical\$170.00; R&T\$95129.13; Red Rock Ford\$2422.39; RPM SoundDesign\$2688.00; Sharecorp\$4855.73; Steins\$31.30; Tioga Fire Dept\$150.00; Tioga Hardware\$2320.03; Tioga Parts\$308.51; Tioga Tires\$29.00; Tioga Tribune\$805.32; U R Next Towing\$730.00; Uline\$663.84;

VISA\$10291.61; Vision West\$1000.00; Wanda Bagley\$1237.50; WDEA\$4000.00; Wham\$65.03; Williston Herald\$250.00;

Sandberg made a motion to approve the consent agenda that consists of a Building application from Dennis Rehak to build a new home, a Preliminary and Final Plat Application from Edgar Garcia to rearrange lots 13-16 at Skyview Estates, Pledge Holdings from Bank of North Dakota as of 07-11-2023, Local Charity Permit Applications from Tioga Lions Club for raffles, Tioga High School Class of 2025 for raffles, and Tioga Fire Department for Bingo and Raffles, Payroll for July 21, 2023, and August 7, 2023, Bills for July 2023 and to deny the Variance Change from Dan Carrol NVN Nil LLC, second by Travis. Call: Ayes; Travis, Sandberg

With no further business, the meeting of the Tioga City Commission was adjourned by unanimous vote moved by Travis, second by Sandberg at 8:45p.m. call: Ayes; Travis, Sandberg, Christianson.

The next meeting of the City of Tioga Commission Meeting is scheduled for Monday August 21, 2023, at 7:00 p.m., to be held at the Tioga City Hall.

Tim Christianson, Tioga Commissioner

ATTEST:

Abby Salinas, Tioga City Auditor