

CITY OF TIOGA
City Commission Meeting Minutes
August 21, 2017

A meeting of the City Commission of the City of Tioga was called to order at 7:00 pm on August 21, 2017, at the Tioga City Hall, by President of the City Commission Drake McClelland.

PRESENT: John Grubb, Tim Sundhagen, Todd Thompson, Drake McClelland, Heather Weflen, and Abby Salinas
ABSENT: Elizabeth Pendlay
GUEST: Dan Larson, Marcus White, Steve Eberle, Austin Alexander, Dennis Lindahl

Grubb made a motion to approve the minutes of August 7, 2017, second by Thompson. Roll Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland

Commissioners Reports:

Thompson: None
Grubb: None
Weflen: Advised Commission Board that before they purchase the solar lights that were approved at last meeting would like to know if it would be better to go through MDU will put in street lighting were needed at no charge and but the City would incur electric bill. Grubb stated to ensure this is the case and inform Commissioners at next meeting in order to proceed.
Sundhagen: Advised Commission Board that copier at Police Station needs to be replaced.
Sundhagen made a motion to approve the purchase of a new copier for the amount of \$3,345.00 and a yearly contract maintenance fee of \$1,009.56, second by Thompson. Roll Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland
McClelland: None

Modifications/Approval of Agenda:

Grubb made a motion to approve agenda with a date change under minutes to August 7, 2017, Second by Thompson. Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland

Old Business:

1. Legal – no updates.
2. Ackerman-Estvold: Steve Eberle – Advised Commission Board of the progress being done in Annabelle, handed exhibit of change order for upgrades on bridge in Annabelle in the amount of \$15,805.
Weflen made a motion to approve upgrades on bridge for Annabelle in the amount of \$15,805.00, second by Grubb. Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland
Eberle also handed pay application #2 from Bechtold Construction in the amount of \$82,903.72 for Annabelle
Weflen made a motion to approve pay application #2 from Bechtold Construction in the amount of \$82,903.72 for Annabelle, second by Grubb. Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland
Other Items Ackerman-Estvold is currently working on are; Lift Station Construction, 2016 warranty items, Simmons Addition, 67th Street, ND DOT, TAP program, Tioga Dam EAP, and Planning and Zoning.

New Business:

3. Planning & Zoning – Planning & Zoning Committee advised Commission Board that Conditional Use permit from EDC for the Micro Retail Pods was not approved. Lindahl made a presentation for the conditional use and why it's important to allow temporary retail pods to be placed for small business downtown.

- Weflen made motion to approve the conditional use permit from EDC for the Micro Retail Pods, second by Grubb. Call: Ayes; Thompson, Grubb, Weflen Nays; Sundhagen Abstained; McClelland**
4. New Forms – Salinas handed exhibit of 4 new Floodplain forms to be used when building is requested on the flood plain zones. Larson explained that other cities have a \$200.00 permit application fee.
Grubb made motion to approve the 4 new flood plain forms with a \$200.00 permit application fee, second by Thompson. Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland
 5. Grant Reimbursement Request - Salinas handed exhibit of grant reimbursement request from Tioga Fire Department to submit to Energy Infrastructure and Impact office in the amount of \$20,822.88
Thompson made motion to approve the submission of Grant reimbursement request from the Tioga Fire Department to Energy Infrastructure and impact office in the amount of \$20,822.88 for equipment, second by Grubb. Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland
 6. Visitor Promotion Application – Salinas handed exhibit of Visitor Promotion Application for the Welcome Sign on Highway 2 and 105. Salinas explained that there was an error on the previous amount approved to redo the sign on the highway and an extra amount of \$1,129.01 was approved.
Grubb made a motion to approve the Visitor Promotion Application in the amount of \$1,129.01, second by Thompson. Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland
 7. Tioga Fund Application - Salinas handed exhibit to Commission Board of Tioga Fund Application from the Economic Development Director in the amount of \$29,999 for the Micro Retail Project in Tioga.
Grubb made motion to Approve the Tioga Fund Application in the amount of \$29,999 for the Micro Retail in Tioga, second by Thompson. Call: Ayes; Thompson, Grubb, Weflen Nays; Sundhagen Abstained; McClelland
 8. Local Charity Permit – Withdrawn
 9. Payroll - Salinas handed exhibit to Commission Board of City of Tioga Payroll for August 20, 2017
Thompson made a motion to approve Payroll for August 20, 2017, second by Sundhagen. Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland
 10. Bills – Salinas handed exhibit to Commission Board August 2017 Bills.
Thompson made a motion to approve the bills for August 2017, second by Grubb. Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland
 11. Financials - Salinas handed exhibit to Commission Board of City of Tioga Financials for July 2017,
Thompson made a motion to approve Balance Sheet for July 2017, second by Weflen. Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland
Thompson made a motion to approve Fund Summary for July 2017, second by Grubb. Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland

Next meeting to be moved to September 5, 2017 due to holiday on September 4, 2017 moved by Sundhagen, second by Thompson. Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland

With no further business, the meeting of the Tioga City Commission was adjourned by unanimous vote moved by Grubb, second by Weflen at 8:30 p.m. call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland

The next meeting of the City of Tioga is scheduled for Monday September 5, 2017 at 7:00 p.m., to be held at the Tioga City Hall.

Drake McClelland, President of the City Commission

ATTEST:

Abby Salinas, City Auditor