

CITY OF TIOGA
City Commission Meeting Minutes
September 8, 2020

A meeting of the City Commission of the City of Tioga was called to order at 7:00 pm on September 8, 2020, at the Tioga City Hall, by the City Commissioner Drake McClelland.

PRESENT: Drake McClelland, Tim Christianson, Natalie Bugbee, Larry Maize, Elizabeth Pendlay

ABSENT: Tim Sundhagen, Abby Salinas

GUEST: Jacob Orledge, Matt Lierz, Austin Rollag, Josh Reiner, Linda Calvin, Lynette Singer, Kara Alley

Christianson made a motion to approve the Commission Minutes of August 17, 2020 Regular Meeting, second by Maize. Roll Call: Ayes; Christianson, Bugbee, Maize

Commissioners Reports:

Christianson: None

Bugbee: Advised Commission Board that a part-time employee at the Community Center had turned in a 2-week resignation and an advertisement would go out to fill that position. The playroom is open at the Community Center with limited capacity. The Farm Festival will be held as planned with most of the activities taking place outside.

Maize: Advised Commission Board that that he had spoken to Moore Engineering and construction is going according to plan.

Sundhagen: Absent

McClelland: Advised Commission Board that Williams County has gone to yellow, the City is not taking any action at this time. McClelland asked that everyone be smart, practice social distancing, wear a mask if you choose to. McClelland also asked that the public follow the ND Smart guidelines during the Farm Festival event.

Modifications/Approval of Agenda:

Bugbee made a motion to add 101 N Hanson Street to Moore Engineering Report after Legal then approve agenda with the changes as stated, second by Christianson. Call: Ayes; Christianson, Bugbee, Maize

Old Business:

1. Legal – Elizabeth Pendlay – Advised the Commission Board that she is currently working on some issues that are confidential, completed RV Conditional Use Application and sent to Dan Larson for his review. Once he has reviewed, he will distribute to RV Park Owners to be completed.
2. Moore Engineering: Josh Reiner – Advised Commission Board of updates on the NE Reconstruction and handed exhibit to Commission Board of Pay Application #3 from BEK Construction in the amount of \$937,786.05.

Christianson made a motion to approve pay application #3 from BEK Construction in the amount of \$937, 786.05 for the work completed on the NE Reconstruction Project, second by Maize. Call: Ayes; Christianson, Bugbee, Maize.

Reiner also handed exhibit of Change order #4 in the amount of \$14,061.50 for concrete pads around sewer manholes on 67th Street, replace metal culverts on corner of S Welo & 67th Street, and replacement of water meter pit at Centennial Park.

Bugbee made a motion to approve Change order #4 in the amount of \$14,061.50 for concrete pads around sewer manholes, replace metal culverts on 67th Street and replacement of water meter pit at Centennial Park, second by Maize. Call: Ayes; Christianson, Bugbee, Maize.

Reiner advised Commission Board that two valley gutters are needed in the intersection of 2nd and Hanson Street NE as the road is crowned which is causing drainage issues and that would be a change order of around \$10,000. Discussions held.

Bugbee made a motion to approve Change order #5 in the amount of \$5,000 per valley gutter not to exceed \$10,000, second by Christianson. Call: Ayes; Bugbee, Christianson, Maize.

Reiner advised Commission Board that they have not been able to locate the sewer service at 201 Dixon Street NE so they would need to add new service for a change order of under \$8,000. Discussions held.

Bugbee made a motion to approve Change order #6 for a new sewer line at 201 Dixon Street NE to become compliant with the City and not exceed \$8,000, second by Christianson. Call: Ayes; Bugbee, Christianson, Maize

Reiner advised the Commission Board they will be doing some ditch work along the south side of front street to clean out the ditch as this the last section of our flood system that is left to be cleaned out and this has been requested to be added to the NE Construction Project.

Bugbee made a motion to approve the clean out, second by Maize. Call: Ayes; Bugbee, Maize, Christianson.

Discussions held regarding unlevel driveway and procedures to take to fix it.

Reiner advised Commission Board of update on punch list items regarding Simons Addition Project Phase II, he is also waiting on correspondence for the TAP 2018 and expecting final direction from NDDOT on the TAP 2019 project.

3. FCI Final – Rollag advised Commission Board of update on Police Department and Norseman Museum. Lierz handed exhibit of final pay application #13 in the amount of \$9,655.04 for work completed on the Police Department.

Bugbee made a motion to approve final pay application #14 from FCI Constructors Inc in the amount of \$9,655.04 for the work completed on Police Department, second by Christianson. Call: Ayes; Christianson, Bugbee, Maize.

Lierz handed exhibit of final pay application #13 in the amount of \$28,170.91 for work completed on the Norseman Museum.

Bugbee made a motion to approve final pay application #13 from FCI Constructors Inc in the amount of \$28,170.91 for the work completed on the Norseman Museum, second by Maize. Call: Ayes; Christianson, Bugbee, Maize.

Lierz handed exhibit of change order #1 for contract reduction in the amount of \$45,179.96 for credit back on Police Department.

Bugbee made a motion to approve change order #1 from FCI Constructors Inc in the amount of \$45,179.96 as credit back on Police Department, second by Christianson. Call: Ayes; Christianson, Bugbee, Maize.

Lierz handed exhibit of change order #1 for contract reduction in the amount of \$80,532.09 for credit back on the Norseman Museum.

Bugbee made a motion to approve change order #1 from FCI Constructors Inc in the amount of \$80,532.09 as credit back on Norseman Museum, second by Maize. Call: Ayes; Christianson, Bugbee, Maize.

Lierz advised the Commission Board they will continue to wrap up warranty items in a timely manner and return next year for their 11-month warranty meeting.

New Business:

Consent Approval:

4. Special Liquor License Applications from Rig Lounge II Inc for Event at Community Center on October 3, 2020.
5. New Liquor License Application from AJ Cafe LLC for a Class E License.
6. Local Charity Raffle Permits for Tioga Public School District #15 until June 30, 2021 and Tioga Fire Department until November 14, 2020.
7. Pledge Holdings as of 8-14-2020.

8. Payroll 08-21-2020
9. Bills for August 2020 - Total August Bills \$328,926.97 – Advance Business Methods \$1,294.40; AE2S \$652.00; Amazon \$816.60; Ameripride \$456.06; AVI \$294.44; Axon \$7,872.00; Balco \$270.10; Boarder Plains Equipment \$1,073.76; Boss \$352.28; Circle \$25,216.50; Computech \$350.00; Dakota Fire \$985.64; Demco \$204.57; Dirty Diesel repair \$500.00; Dunn County \$1,000.00; Embroiderme \$105.96; ESTERHOLM \$710.00; Fedex \$12.42; Ferguson \$16,115.30; First District Health \$150.00; Furseth \$799.00; Info Tech \$135.25; Innovative \$925.80; McCody \$670.51; Mid Dakota Clinic \$55.00; MDU \$8,913.22; MOORE \$101,648.96; MWE \$936.48; ND ONE CALL \$34.25; NDACO \$54.00; NCC \$2,896.03; NW VET \$29.18; Office Depot \$2,041.44; Office of State Auditor \$240.00; On Time Sports \$245.00; Pendlay Law \$4,755.00; Pinnacle \$1,616.92; Pitney Bows \$515.03; Praxair \$44.80; Preble Medical \$396.20; R & T \$103,863.70; RUACH \$446.72; Share Corp \$140.03; Sheldon Welding \$898.82; Tioga Hardware \$1,371.74; Tioga Parts \$793.36; Tioga Tire \$981.18; Tioga Tribune \$1,304.54; ULINE \$1,481.60; USA Central Station Alarm \$90.00; Verizon \$1,060.54; VISA \$3,623.15; Vogel Law \$775.00; Wanda Bagley \$500.00; Western Dakota Energy \$4,000.00; WEX Bank \$1,627.49; Williams Co Hwy Dept \$20,585.00.

Hanson handed exhibits to Commission Board of a Special Liquor License Application from the Rig Lounge II for Event at Community Center on October 3, 2020, new Liquor License application from AJ Cafe for a Class E license, a local charity Raffle permit application for Tioga Public School District #15 until June 30, 2021 and Tioga Fire Department until November 14, 2020, Pledge Holdings as of 8-14-2020, Payroll for 8-21-2020 and Bills for August 2020.

Christianson made a motion to approve Special Liquor License from The Rig Lounge II for event at Community Center, October 3, 2020, New Liquor Application from AJ Cafe LLC for a Class E Liquor License, Local Charity Permit Applications for Tioga Public School District #15 until 6/30/2021 & Tioga Fire Department until 11/14/2020, Pledge Holdings as of 08-14-2020, Payroll 08-21-2020, and Bills for August 2020, second by Bugbee. Call: Ayes; Christianson, Bugbee, Maize

With no further business, the meeting of the Tioga City Commission was adjourned by unanimous vote moved by Christianson, second by Bugbee at 8:12p.m. call: Ayes; Christianson, Bugbee, Maize, McClelland

The next meeting of the City of Tioga Commission Meeting is scheduled for Monday September 21, 2020 at 7:00 p.m., to be held at the Tioga City Hall.

Drake McClelland, City Commission President

ATTEST:

Desiree Hanson, Tioga Deputy Auditor