

CITY OF TIOGA

Unofficial City Commission Meeting Minutes

September 18, 2023

<https://youtu.be/fta4mKefs-Y>

A meeting of the City Commission of the City of Tioga was called to order at 7:00 pm on September 18, 2023, at the Tioga City Hall, by the City Commission Vice President Larry Maize.

PRESENT: Tim Christianson, Shawn Travis, Larry Maize, Jessica Sandberg, Elizabeth Pendlay, Abby Salinas via Zoom/Phone and Ronica Pederson

ABSENT: Kevin Litten

GUEST: Judy Odegaard, Josh Reiner, Bob Skarphol, Joel Shaffett, Dan Larson, Dan Ruby, Wendy Lenzen, Fran Stewart, Chelsy Weisz, Linda Schmidt, Richard Schmidt, Laura Jean Rosencrans, Heath Pendlay, Brian Osowski, David Ruby, Chris Jundt. Zoom Guests present: Cecile Wehrman, Savannah Hendrickson, Haley Felber, and Gloria Larsgaard.

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.

Christianson made a motion to approve the Commission Minutes of August 7, 2023 com and August 21, 2023, second by Travis. Roll Call: Ayes; Christianson, Travis, Sandberg

Commissioners Reports:

Christianson: Update regarding homeowner, near but not in construction area, had to dig up street to fix sewer line.

Travis: None

Sandberg: None

Maize: None

Litten: Absent

Modifications/Approval of Agenda:

Sandberg made a motion to approve agenda as stated, second by Travis. Call: Ayes; Christianson, Travis, Sandberg

Old Business:

1. Legal – Pendlay – Advised Commission Board that she has court tomorrow at 9 am for the City of Tioga regarding an unpaid loan.
2. Moore Engineering: Reiner – Summarized scope of work for S. Main Reconstruction and presented a Quote from CC Steele Televising Sanitary Sewer for \$9,050.00. **Christianson made a motion to proceed with televising the sanitary sewer, second by Travis. Call: Ayes; Christianson, Travis, Sandberg.**

Advised Commission Board of status update for Northeast Reconstruction Project Phase 2, presented Change Order #5 for \$17,400.00 increase in cost. Reiner stated Moore plans to cover the cost with a discount on a future project. **Christianson made a motion to approve Change Order #5, second by Travis. Call: Ayes; Christianson, Travis, Sandberg.**

Handed exhibit to Commission Board of pay application #8 from Strata Corp in the amount of \$391,956.49 for work done to date on NE Reconstruction Phase 2. Reiner states that he has reviewed pay application and recommends approval as liquidated damages can be assessed on a subsequent application.

Christianson made a motion to approve pay application #8 from Strata Corp in the amount of \$391,956.49 for work done to date on NE Reconstruction Phase 2, second by Travis. Call: Ayes; Christianson, Travis, Sandberg.

Update on 3rd St. NW/N. Hanson St. construction update and presented contractors application for payment #2 from Crow River in the amount of \$756,579.74 for work done to date. **Sandberg made a motion to approve the pay application #2 in the amount of \$756,579.74, second by Christianson. Call: Ayes; Christianson, Travis, Sandberg.**

Reiner handed commission Project Update Questionnaire for the Drinking Water State Revolving Fund. **Christianson made a motion to approve; second by Travis. Call: Ayes; Christianson, Travis, Sandberg.**

Reiner discussed \$15,000.00 project for park sidewalk update. **Christianson made a motion to approve \$15,000.00 for the Park Sidewalk, second by Travis. Call: Ayes; Christianson, Travis, Sandberg.**

3. Economic Development Director Update – Weisz gave update on Back Alley Art Project and presented commission with rental options of Kayak Kiosk for the Tioga Dam. **Christianson made a motion to approve the 4-locker unit with the nonrevenue share option, second by Travis. Call: Ayes; Christianson, Travis, Sandberg.**

New Business:

4. 2024 Tioga City Budget – City Auditor, Abby Salinas, is seeking approval of the 2024 Tioga City Budget. **Christianson made a motion to approve the 2024 Tioga City Budget as presented, second by Sandberg. Call: Ayes; Christianson, Travis, Sandberg.**
5. City of Tioga Garbage Disposal Bids – Salinas stated 1 bid was received from Circle Sanitation for 5 years. **Sandberg made a motion to approve the bid for Circle Sanitation, second by Christianson. Call: Ayes; Christianson, Travis, Sandberg.**
6. Official City Newspaper – Commission held discussion regarding having Williston Herald or Crosby Journal for official City Newspaper. **Travis made a motion for Williston Herald to be the Official City Newspaper, second by Christianson. Calls: Ayes; Christianson, Travis. Nays; Sandberg.**
7. Trapping of City Owned Property – Joel Shaffett discussed his letter requesting permission to trap on city owned property. Discussion held; no decisions made at this time.
8. City of Tioga Community Center Loan – Attorney Scott Wegner, with Arnston Stewart Wegner PC presented the community center loan, discussing the interest rates 3.99% fix 10-year rate and \$10,000,000 CITY OF TIOGA, NORTH DAKOTA GROSS PRODUCTION TAX REVENUE BOND, SERIES 2023. Discussion held. **Christianson made a motion to accept the 3.99% fixed interest with First State Bank and adopt the \$10,000,000 Gross Production Tax Revenue Bond, Series 2023 for the Community Center Loan, second by Sandberg. Call: Ayes; Christianson, Travis, Sandberg.**
9. Letters of Interest for Community Center Committee – 13 Letters of Interest from Nathan Germundson, Scott Hayes, Randi Raan, Kelci Hanson, Ben Johnson, Jeremy Wallin, Shelby Davis, Cristin Bohlman, Roxy Uhlich, Patrick Alberts, Robert W. Harms, Wayne Knutson, Joel Shaffett, and 1 text message from Wendy Lenzen expressing interest was received and presented to the commission. Christianson explained the City has required three mandatory committee members: Haley Felber, Community Center Director; Sandra Clark, Librarian; and Shawn Travis, Finance Commissioner. Discussion held regarding committee composition and number of members. Liz Pendlay advised if commission appoints a 17 member committee, the minimum required members for a quorum is 9 members present. Christianson discussed eliminating committee members that do not make the meeting. **Christianson motioned to accept all 14 of the applicants, having a 17-person Committee and if people do not show up to the meetings their positions will be eliminated to ensure the progress of the Community Center Build, second by Sandberg. Call: Ayes; Christianson, Travis, Sandberg.**

10. Employee New Hire – Salinas is seeking permission to advertise and hire a part-time Economic Development Director and City Hall administrative assistant. **Travis made a motion to advertise and hire the open position, second by Sandberg. Call: Ayes; Christianson, Travis, Sandberg.**
11. Visitor Promotion Application - Commission Board was presented with the Visitor Promotion Application for the remaining project cost of the Medora Christmas Musical in the amount of \$7,200.00 to bring them to the City of Tioga. **Christianson made a motion to approve the additional \$7,200 to bring Medora Christmas Musical to town, second by Sandberg. Call: Ayes; Christianson, Travis, Sandberg.**

Consent Approval:

12. Special Liquor License Applications – presented applications to Commission Board for their review and consideration of Special Liquor License Applications both from FTT Inc DBA Model Tavern for Wedding dance on September 23rd and Pheasants Forever Banquet and Auction on October 14th.
13. Local Charity Permit Application – presented application to Commission Board for their review and consideration of Local Charity Permit Application for the Tioga Area Dollars for Scholars.
14. Payroll for September 7, 2023 – presented to Commission Board for their review and consideration of payroll for September 7, 2023.
15. Bills for August 2023 - presented to Commission Board for their review and consideration of bills for August 2023.
Travis made a motion to approve the consent agenda that consists of Special Liquor License Applications from FTT Inc DBA Model Tavern for September 23 wedding dance and October 14th Pheasants Forever Banquet and Auction, Local Charity Permit Application from Tioga Area Dollars for Scholars for bingo, Payroll for 09-07-2023, Bills for August 2023, second by Sandberg. Call: Ayes; Christianson, 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 9:26 p.m. call: Ayes; Christianson, Travis, Sandberg.

The next meeting of the City of Tioga Commission Meeting is scheduled for Monday October 2, 2023 at 7:00 p.m., to be held at the Tioga City Hall.

Larry Maize, Tioga Commission Vice President

ATTEST:

Ronica Pederson, Tioga Deputy City Auditor