

CITY OF TIOGA
City Commission Meeting Minutes
October 7, 2024
<https://youtu.be/5-6h0V42sl4>

A meeting of the City Commission of the City of Tioga was called to order at 7:00 pm on October 7, 2024, at the Tioga City Hall, by the City Commission President Brett Rieniets.

Present: Brett Rieniets, Jaden Iverson, Jessica Sandberg, Steven Dye, Elizabeth Pendlay, Ronica Pederson

Absent:

Guest: Ramona Barmoen, Jeff Moe, David Sting, Wendy Lenzen, Judy Odegaard, Henry Rieniets, Deon Iverson, Sara Iverson, Moses Carr, Cody Normark, Patrice Garabello, Josh Nelson, Scott Grosche, Chuck Stewart, Laura Jean Rosencrans, Norma Brilz, Dan Larson, Josh Reiner, Bruce Lovdahl, Richard Schmidt, Kyle Ralson

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: Exhibit presented of September 2, 2024 Commission Meeting minutes for their review and consideration.

Iverson made a motion to approve the Commission Meeting Minutes of September 2, 2024 with no errors and omissions, second by Dye. Roll call: Ayes; Iverson, Sandberg, Dye

Commissioner's Report:

Finance Portfolio: Iverson proposed designating the Bank of Tioga as the primary bank, but Salinas advised that no funds could be moved until January 1, 2024. Iverson suspended the motion to avoid premature action. On September 13, Iverson learned that Salinas had transferred \$10 million without the commissioners' knowledge, violating Century Code 40-16-11, which mandates that all city funds be controlled by the governing body. Further discussion revealed conflicting interpretations of the bank's designation and Salinas's authority.

Iverson made a motion to suspend Abby Salinas from the auditor's position immediately until a public hearing can be conducted, with the minutes from tonight's meeting serving as preferred charges, second by Dye. Roll call; Ayes: Iverson, Dye, Rieniets Nays: Steele

Discussion was held on the hearing date. **Iverson made a motion to have a public hearing in one week (September 23, 2024) at 6:00pm, second by Dye. Roll call; Ayes: Iverson, Dye, Steele**

Iverson made a motion to appoint Desiree Hanson as interim auditor to ensure the office functioned during this period, second by Steele. Roll call; Ayes: Iverson, Dye, Steele

Pendlay advised the Commission that Salinas should be notified in writing the date and time of the hearing along with the portion of the minutes that stated that tonight's record be the record for the allegations and a recording of the meeting should be hand delivered.

Iverson made a motion to suspend Salinas with pay on the ground that she abides by the terms that office equipment and information is off limits unless supervised by Commission President, second by Dye. Roll call; Ayes: Iverson, Dye, Steele

Police Portfolio: Sandberg stated there would be one Item Under New Business

Water Portfolio: Dye stated he had no reports

Commission President Portfolio: Rieniets no reports

Modifications/Approval of Agenda:

Steele made a motion to add to the agenda under Consent Approval #13 Tioga Fire Department Turkey Bingo, then approve the agenda with the changes made, second by Dye. Roll call: Ayes; Iverson, Steele, Dye

Old Business:

1. Legal – Pendlay – Advised Commission Board of projects she is working on for the City.
2. Engineer Report – Josh Reiner (Moore Engineering) – Josh updated Commission Board of Projects currently working on and miscellaneous items. Reiner informed Commission Board on status of NE Reconstruction Phase II and stated that they have a landscape contractor and was waiting for a schedule. Tioga Dam safety improvements, Tioga Dam Recreational Trail project to start earth work on Wednesday and update to construction work schedule. Reiner presented Change Order #1 for Tioga Dam Nature & Recreation Trail Phase 1, use of millings from landfill in lieu of gravel for base material under the trail. Discussion held.

Dye made a motion to accept Change Order #1, second by Iverson. Roll call: Ayes; Iverson, Steele, Dye

North Main Street Reconstruction project is completed. Seeding was completed last week. Striping for crosswalks next week. Rieniets and Reiner to do a walk through. Reiner presented Contractors Application for Payment #3 in the amount of \$1,285,456.03. **Steele made a motion to approve pay application #3 in the amount of \$1,285,456.03, second by Iverson. Roll call: Ayes; Iverson, Steele, Dye**

Reiner updated Commission Board on the Water Service Line Inventory in relation to the Lead and Copper rule to include a customer survey and develop a sample site plan. City is required to send notifications to all water customers.

Reiner handed exhibit from Knife River for asphalt patching in the amount of \$167,100.00. Discussion held. **Iverson made a motion to approve the proposal of \$167,100.00 from Knife River for asphalt patching, second by Steele. Roll call: Ayes; Iverson, Steele, Dye.**

3. Community Center Construction Update – David Sting with FCI Construction gave commissioners update regarding construction; East parking lot site concrete is complete, Warming House framing, sheeting and roofing is complete, main building foundations are 70% complete, and new electrical service installed from MDU. Asphalt paving on east parking lot will be done next week and onset storm sewer manholes in. Sting presented Contractors Application for payment #2 in the amount of \$786,251.70 for FCI Constructors Inc. Sting stated the bulk of the payment is in earth work and utilities. **Iverson made a motion to approve FCI Constructors Application for Payment #2 for \$786,251.70, second by Dye. Roll Call: Ayes; Iverson, Steele, Dye.**
4. Tioga Municipal Airport Update – Jeffrey Moe Jr, President of Airport Board, gave the commission board an update on projects at the airport; taxiway project and construction of a new building. Moe advised the board that earlier this year the board made a decision to remove the old fuel system as to date they are \$8,000 in the red from the fuel farm due to major repairs, electrical costs, maintenance and other repairs. Moe gave a presentation to the Commission board on meeting minutes, hiring of employee at the airport, and the decision to acquire the fuel farm back from Tioga Aero Center (TAC).

New Business:

5. 2025 Tioga City Budget – Commission President, Brett Rieniets, is seeking approval of the 2025 Tioga City Budget. **Iverson made a motion to approve the 2025 budget, second by Dye. Roll call: Ayes; Iverson, Steele, Dye**

6. 1% County Grant Application – Police Chief Josh Nelson – Handed exhibit to Commission Board for their review and consideration of 1% County Grant Application for the renewal of the dash cameral system contract.

Steele made a motion approve the public safety grant application for the Williams County 1% , second by Iverson. Roll call: Ayes; Iverson, Steele, Dye

7. End of 90-Day Probation – Police Chief Josh Nelson – handed exhibit to Commission Board for their review and consideration of Promotion and Raise Recommendation for Zachary Reising ending his 90-day Introductory Period, evaluation has been completed and it is recommended to move forward with3 his Promotion and Raise recommendation.

Steele made a motion to approve the Promotion and Raise Recommendation, second by Iverson. Roll Call: Ayes; Iverson, Steele, Dye

Consent Approval:

8. Planning and Zoning Application – exhibit handed to Commission Board for their review and approval of a Planning and Zoning Building Application from NVN ND LLC.
9. Local Charity Permit Application – exhibit handed to Commission Board for their review and consideration of Local Charity Permit Application from White Earth Valley Saddle Club for a Turkey Bingo raffle on 11-22-2024.
10. Pledge Holdings as of 08-03-024 from First State Bank and Trust –Exhibit presented to Commission Board for their review and consideration of the City’s bills for August 2024.
11. Payroll September 7, 2024 – exhibit presented to Commission Board of payroll for September 7, 2024 for their review and consideration.
12. Financials for August 2024 – exhibit presented to Commission Board for their review and consideration of Financials for August 2024.
13. Local Charity Permit Application – exhibit handed to Commission Board for their review and consideration Local Charity Permit Application from Tioga Fire Department for bingo and raffles on 11-9-2024.

Iverson made a motion to approve the consent agenda that consists of a Local Charity Permit Application from White Earth Valley Saddle Club for bingo, Tioga Fire Department for bingo and raffles, building application from NVN ND LLC, payroll for September 7, 2024, pledge holdings from First State Bank and Trust as of 08-03-2024 and City Financials for April 2024, second by Steele. Call: Ayes; Steele, Dye, Iverson.

With no further business, the meeting of the Tioga City Commission was adjourned by unanimous vote moved by Iverson, second by Steele at 8:27 p.m. Roll call: Ayes; Iverson, Steele, Dye.

The next meeting of the City of Tioga Commission Meeting is scheduled for Monday October 8, 2024, at 7:00 p.m., to be held at the Tioga City Hall.

Brett Rieniets, Tioga Commission President

ATTEST:

Desiree Hanson, Tioga Interim City Auditor