

CITY OF TIOGA  
City Commission Meeting Minutes  
December 2, 2024  
<https://youtu.be/swnTQAC4wrk>

A meeting of the City Commission of the City of Tioga was called to order at 7:00 pm on December 2, 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:** Chuck Stewart, Lorne Ramberg, Madison Ramberg, Trey Ramberg, Kyle Ralston, Joel Shaffett (Tioga Police Dept), Heath Pendlay, Wendy Lenzen, Judy Odegaard, Josh Nelson, and 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.

**Minutes:** Exhibits of Commission Meeting November 18, 2024 minutes and Special Commission Meeting November 26, 2024 minutes presented to the commission for their review and consideration. **Sandberg made a motion to approve the Commission Meeting minutes of November 18, 2024 and Special Commission Meeting minutes of November 26, 2024 with no errors or omissions, second by Iverson. Roll call: Ayes; Iverson, Sandberg, Dye.**

**Commissioners Reports:**

**Finance Portfolio:** Advised he has 4 applicants for the current auditor position and will be conducting interviews later this week.

**Police Portfolio:** None

**Water Portfolio:** Advised he has been looking at some items in the water department and will have more information in the next month.

**Commission President Portfolio:** Announced City Landfill is now on Winter Hours and will be open Tuesdays and Thursdays during business hours by appointment and the 2<sup>nd</sup> Saturday of the month from 9am to noon. Also announced reminder of upcoming City Special Election to be held at the City Hall December 10<sup>th</sup> from 10am to 7pm to fill the vacant commission seat.

**Street:** None

**Modification(s) and/or Approval of Agenda:**

**Iverson made a motion to add to the agenda under New Business item #6 Policy Update and #7 TAA Open Board Seat, second by Sandberg. Roll call: Ayes; Iverson, Sandberg, Dye.**

**Old Business:**

- 1. Legal Report:** Informed the Commission Board that she has been working on the Policy Update, conducted a thorough review, and confirmed that everything is satisfactory. Additionally, she indicated her availability to engage in discussions and answer questions regarding item #5

related to KSI. Prior to tonight's meeting, the township had stated in a commission meeting they didn't want KSI back. She also updated the Commission Board that there are currently no updates regarding litigation.

2. **Engineer Report:** None
3. **Tri-County Regional Development Council Board of Directors – Appoint Tioga Board Seat and Alternate:** Discussion held regarding adding two members from the Tioga Area EDC. **Iverson made a motion to appoint Wendy Lenzen as board seat and Judy Odegaard as the alternative seat for the City of Tioga, second by Dye. Roll call: Ayes; Iverson, Sandberg, Dye.**

#### New Business:

4. **Williams Co. Tax Foreclosure Sale Property:** Rieniets explained the sale of one of the property tax foreclosures fell through after the bidding and the county has three options: 1. Keep it and include it in the next annual tax sale, 2. Sell it before the next annual tax sale at a private sale for not less than the minimum sale price, or 3. Sell the property to the City of Tioga for cash at any price agreed to by the Board of County Commissioners and the City of Tioga governing body. Discussion held; no motions made. The City of Tioga Commissioners declined to make an offer on the property.
5. **KS Industries Letter to City re Vacate Plat Requirements:** KSI representatives were unavailable for the meeting. Chuck Stewart addressed the commission on behalf of Tioga Township. Pendlay raised potential concerns regarding maintenance and costs associated with the township following possible de-annexation. After discussions, the commission would like to formally request that KSI reach out to the townships. Chuck Stewart provided his contact information as the representative for Tioga Township.
6. **Policy Update:** Chief Nelson present packet to the commissioners for a new Policy Update for the Police Department for a Disciplinary Action Matrix. The matrix will categorize disciplinary action into 5 groups or categories. Policy 1040 was developed with the guidance and review of the City Attorney. Chief Nelson is seeking commission approval to adopt Policy 1040 for the Police Department. Discussion held. **Sandberg made a motion to approve policy 1040, second by Iverson. Roll call: Ayes; Iverson, Sandberg, Dye.**
7. **TAA Open Board Seat:** Rieniets explained the Tioga Airport Authority has a board seat expiring and the City will need to advertise for the open board seat and Letters of Interest may be submitted to Tioga City Hall. **Sandberg made a motion to advertise for the upcoming open airport board seat, second by Dye. Roll call: Ayes; Iverson, Sandberg, Dye.**

#### Consent Approval:

8. **October 2024 Financials:** Exhibit presented to Commissioner Board for their review and consideration for October 2024 Financials.
9. **Payroll November 22, 2024:** Exhibit presented to Commissioner Board for their review and consideration for November 22, 2024 Payroll.
10. **November 2024 Bills:** Exhibit presented to Commissioner Board for their review and consideration for November 2024 Bills.

**Sandberg made a motion to approve the consent agenda consisting of October 2024 Financials, November 22, 2024 Payroll, and November 2024 Bills, second by Dye. Roll call: Ayes; Iverson, Sandberg, Dye.**

**With no further business, the meeting of the Tioga City Commission was adjourned by unanimous vote moved by Iverson, second by Sandberg at 7:34 p.m. Roll call: Ayes; Iverson, Sandberg, Dye.**

The next meeting of the City of Tioga Commission Meeting is scheduled for Monday December 16, 2024, at 7:00 p.m., to be held at the Tioga City Hall.

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Brett Rieniets, Tioga Commission President

ATTEST:

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Ronica Pederson, Tioga Interim City Auditor