

**CITY OF TIOGA**  
City Commission Meeting Minutes  
05/05/2025  
Unofficial

A meeting of the City Commission of the City of Tioga was called to order at 7:00 pm on May 5, 2025, at the Tioga City Hall, by President of the City Commission Brett Rieniets.

**PRESENT:** Brett Rieniets, Kyle Ralston, Jaden Iverson, Elizabeth Pendlay (Remote), and Wendy Lenzen

**ABSENT:** Steven Dye

**Guest:** Patrick Carabello (Brosz), Heather Mayer (Williston Herald), Fran Stewart, Bob Anderson, Tyler Judkins, Josh Nelson, Trey Ramberg.

**Pledge of Allegiance:**

**Minutes:** Exhibits of Commission Meeting Minutes for April 21, 2025, were presented to the commission for their review and consideration. **Ralston made a motion to approve as presented with no errors or omissions, second by Iverson. Roll Call: Ayes; Ralston, Iverson,**

**Commissioners Reports:**

- **Street:** Ralston advised crack seal project is still in progress.
- **Police:** Ralston shared that there was damage done to vehicles at the impound lot due to rock throwing over the fence and advised that there may be repair costs in the future. In addition, there may be repairs to the K9 unit to repair the air conditioning.
- **Finance** – Iverson advised that formal interviews will begin in the next week for the open Deputy Auditor position.

**Modifications/Approval of Agenda:** None

**Old Business:**

1. **Legal Report:** Attorney Pendlay noted that she has received communication from Engineer Josh Reiner regarding Storm/Sewer updates and will review ordinances before the topic comes to the commission. Reiner also supplemented the invoice regarding assessment to be provided to Strata and hopes to have an update at the next meeting.
2. **Approval of City Bank Depositories:** **Iverson made a motion to designate The Bank of Tioga as the Primary bank for the City of Tioga, Second by Ralston. Roll Call: Ayes; Ralston, Iverson**

**New Business:**

3. **Tioga Airport Authority Board Appointment – Letter of Interest:** Letter of interest from Eli McMillan. Rieniets shared that he was impressed with the letter submitted and the experience from the interested party as well as the positive feedback about Mr. McMillan. **Motion by Ralston to appoint Eli McMillan to the Tioga Airport Authority Board, second by Iverson. Roll Call: Ayes; Ralston, Iverson**
4. **Audit Proposal:** Rieniets requested approval of proposal for an in-depth external audit from Mary Ellen Denomy to audit city financials for the previous 5 years at a cost not to exceed \$75,000.00 without additional written approval, citing that the topic has been requested by multiple community members, and it would be beneficial to ensure a clean slate for the new city auditor, commission and community. Discussion held. **Motion by Iverson to Approve Mary Ellen Denomy to complete a forensic financial audit for the City of Tioga as written in the proposal Second by Ralston. Roll Call: Ayes; Iverson, Ralston**

5. **Kaeser seal replacement quote:** Rieniets advised that there are shaft seals at the lagoon that need to be replaced to help with efficiency on the air compressors. **Motion by Ralston to approve the Kaeser quote in the amount of \$5,882.65, Second by Iverson. Roll Call: Ayes; Ralston, Iverson**
6. **Citywide Clean up Week – Free Landfill Days** for City residents were approved for May 10<sup>th</sup> 9AM-12PM, May 13<sup>th</sup> 9AM-6PM, May 15<sup>th</sup> 10AM-7PM, May 17<sup>th</sup> 9AM-12PM **Motion by Iverson to approve free landfill days, Second by Ralston. Roll Call: Ayes; Ralston, Iverson.**
7. **Official Newspaper Designation:** Rieniets shared that the commission has heard from the Williston Herald and The Journal, and an official newspaper is to be designated. Discussion held. Attorney Pendlay will prepare a resolution. **Motion by Ralston to approve the Williston Herald as the official newspaper for the City of Tioga. Second by Iverson. Roll Call: Ayes; Ralston, Iverson.**
8. **Gaming Site Authorization Application – Tioga Sunrise Hotel LLC:** Request gaming site for American Federation for Wildlife at the Tioga Sunrise Hotel, LLC. **Motion by Iverson to approve the gaming site application, Second by Ralston. Roll Call: Ayes; Ralston, Iverson.**
9. **Gaming Site Authorization Application – Pour Decisions:** Request gaming site for Pour Decisions. **Motion to approve by Iverson, Second by Ralston. Roll Call: Ayes; Ralston, Iverson.**
10. **Local Charity Permit:** Request for approval of permit for local charity – Raffle. **Motion to approve the permit by Ralston, Second by Iverson. Roll Call: Ayes; Ralston, Iverson.**

**Consent Approval:**

**11. 05.07.25 Payroll**

**12. 03.31.2025 Pledge holding First State Bank and Trust**

**13. April 2025 Bills:** Tioga Hardware LLC \$757.76; NCC \$1,787.30; Preble Medical Services Inc. \$333.00; Interstate Power Systems \$2,196.30; Pinnacle \$4,142.45; Tioga Parts Supply \$360.13; Brosz Engineering \$1,170.00; Demco \$745.27; GigWorks Information Tech. \$797.00; Information Technology \$685.35; Kotana Communications \$1,026.70; Lesmiester, Marlana \$381.25; Linde Gas & Equipment INC. \$53.18; Menards-Minot \$107.15; Mowbray & Son Plumbing \$6,353.50; NDACO Resources \$54.00; ND One Call \$15.85; Office of the Adjutant General \$743.00; Overmeyer, Fred \$175.00; R&T Water \$76,371.73; R&T Water \$42.00; Sundhagen Sand & Gravel \$783.50; Swanston Equipment \$1,500; Journal Publishing \$0.60; Pendlay Law \$4,240.00

**14. May 2025 Bills (1):** Interstate Power Systems \$2,747.00; EAPC \$8,626.23; Papineau Insurance \$382.00; Swanston Equipment \$1,500.00; The Laundromat \$60.00; Mowbray & Son Plumbing \$729.40; GigWorks Information Tech. \$1,161.00; Boss Office Products \$130.00; Steins \$187.30; Advanced Business Methods \$110.09; Pitney Bowes Purchase Power \$214.99; Jenson Automotive \$35.00; Circle Sanitation \$27,822.00; ND League of Cities \$180.00; MWEC \$818.13; Business Management Daily \$199.00; Jenson Automotive \$161.18; Rath & Mehrer \$13,300.00; Pendlay Law \$14,120.00; The Laundromat \$70.00; Bagley, Wanda \$500.00; Acme Tools \$145.30; Ferguson Waterworks \$2,342.60; Linde Gas & Equipment INC \$164.23; ND One Call \$105.00; Pitney Bowes Lease Acct. \$186.33; Titan Machinery \$2,022.62; Uline \$1,443.59

Motion to approve consent agenda by Iverson, Second by Ralston. Roll Call: Ayes; Ralston, Iverson.

Bob Anderson questioned the process regarding city property that has not yet been returned since previous auditor, Abby Salinas, terminated. Attorney Liz Pendlay shared the process and instructions that were given. Discussion held.

With no further business the meeting of the Tioga City Commission was adjourned by a unanimous vote moved by Ralston second by Iverson at 7:34p.m.

The next meeting of the City of Tioga is scheduled for Monday May 19, 2025, at 7:00 p.m., to be held at the Tioga City Hall.

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Brett Rieniets, President of the City Commission

ATTEST:

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Wendy Lenzen, City Auditor