

CITY OF TIOGA
City Commission Meeting Minutes
06/02/2025
Unofficial

A meeting of the City Commission of the City of Tioga was called to order at 7:00 pm on June 2, 2025, at the Tioga City Hall, by President of the City Commission Brett Rieniets.

PRESENT: Brett Rieniets, Kyle Ralston, Jaden Iverson, Steven Dye, Liz Pendley (Remote), and Wendy Lenzen

ABSENT:

Guest: Patrick Carabello (Brosz), Jayme Odegaard, Lindsey Odegaard, Brian Colbert, Trey Ramberg, Fran Stewart, Dan Larson, Karen Vetsch, Josh Nelson, Roxy Uhlich, Henry Rieniets, Judy Odegaard, Mark Hove

Pledge of Allegiance:

Minutes: Exhibits of Commission Meeting Minutes for May 19, 2025. **Iverson made a motion to approve as presented with no errors or omissions, second by Ralston. Roll Call: Ayes; Ralston, Iverson, Dye**

Commissioners Reports:

- **Street:** Ralston advised that chip sealing will begin on the morning of June 3rd a map will be available in street order. He asks that vehicles, boats, and RVs are moved off the city streets during this time. Please contact him with questions or concerns.
- **Police:** Ralston shared that an officer was injured while on duty and the PD is short staffed right now. They do have assistance from the sheriff Department if necessary.
- **Finance** – None.
- **Water** – Dye shared that the water department is working on the lagoon and getting ready for CAT to start their project in July.
- **President** – Rieniets shared that a grant that was awarded to the Tioga Dam Trail Project that was to be decommissioned, and they were able to submit documentation for payment on the grant.

Modifications/Approval of Agenda: Rieniets requested an addition to the agenda, Freedom Fest discussion as item number 12 and Northwest Sportsman Association Raffle permit as number 13 under new business. **Iverson made a motion to approve the agenda with the additional modifications as agenda items 12 and 13 on new business. Second by Ralston. Roll Call: Ayes; Ralston, Iverson, Dye**

Old Business:

1. **Legal Report:** Benson Street Reconstruction litigation is still set to go to trial, originally slated for September 2025, due to delays in the discovery process, the trial has been pushed back to March 9. Pendley also shared the States Attorney made demand to previous City Auditor, Abby Salinas and the laptop has been returned.
2. **Tioga PD Position Advertisement:** Chief of Police, Josh Nelson requested approval to advertise for a full-time Police Officer. He previously had approval, but requested to modify to adjust the salary range from \$56,701.24-\$62,513.12 depending on experience. Discussion held regarding advertisement time frame to accept applications until June 21st, 2025. Rieniets clarified that this was not a request for an additional hire, just to modify the advertisement for the current open position. **Motion by Ralston to approve the advertisement for a new law enforcement officer. Second by Dye. Roll Call: Ayes; Ralston, Iverson, Dye**

New Business:

3. **Tioga Airport Authority Board – Oath of Office:** Eli McMillan recited his Oath of Office for the Tioga Airport Authority Board.
4. **Asphalt Repair Quote:** Commission Ralston presented a quote from Knife River regarding asphalt repair on sections of Signal Road for \$42,988.00. Discussion regarding budget for this repair. **Motion by Iverson to approve the asphalt repair quote in the amount of \$42,988.00. Second by Dye. Roll Call: Ayes; Ralston, Iverson, Dye**
5. **Lift Station Repair Quote:** Dye presented a quote from ND Sewage Pump and Lift Station Service Co. to remove 2 old guide rails and replace with 2 new rails for \$9,885.00. Discussion. **Motion by Ralston to approve the quote for \$9885.00. Second by Iverson. Roll Call: Ayes; Ralston, Iverson, Dye**
6. **Tioga PD Resignation –Motion by Ralston to approve formal resignation of Officer Reising’s resignation. Second by Dye. Roll Call: Ayes; Ralston, Iverson, Dye.**
7. **Bank of Tioga CD maturity:** Iverson shared that a current CD held with the Bank of Tioga is maturing and suggested renewing for another term of 6 months including accrued interest. Discussion. **Motion by Iverson to renew the existing CD, including earned interest to another 6-month term. Second by Ralston. Roll Call: Ayes; Ralston, Iverson, Dye.**
8. **Special Event Liquor License Permit:** Madhouse has requested a liquor license for the Freedom Fest celebration. The Request includes a first and second preference. Once being under the tent and second is outside of the tent. Discussion held. **Motion by Ralston to approve the request with option 2, the permit outside of the tent. Second by Iverson. Roll Call: Ayes; Ralston, Iverson, Dye.**
9. **Approval to Hire – Deputy Auditor:** Iverson advised that interviews have been conducted with four candidates. Iverson made a motion for approval to hire Brenda Rohde for the full time deputy auditor position at an hourly rate of \$28.39. **Ralston made a motion to approve the hire of Brenda Rohde for the Deputy Auditor of Finance. Second by Dye. Roll Call: Ayes; Ralston, Iverson, Dye**
10. **Right of Way – South Dakota Street:** Brian Colbert requested an agreement regarding his south property line that connects to Jayme and Lindsey Odegaard’s property and restricts driveway access to their home. He advised that he had spoken with the City of Tioga previously regarding purchasing .68 acres of property on the south side of his home to complete a road connecting South Dakota street to city owned property on the West side of Odegaard’s residence. Colbert stated that they had a verbal agreement to purchase land for road access, however, that did not transpire. Lindsey Odegaard shared that they were told the road was City of Tioga property and were shown plat drawings identifying as much. Discussion held. Attorney Pendlay requested additional information and a review of the documentation that was presented to current homeowners when purchasing the property. **No action taken**
11. **Benson Street Residence – Water Line:** Rieniets advised that they have a home on Benson Street whose water froze several times last winter. He shared that there could be an issue with the water line from the curb stop to the middle of the road that needs to be identified and rectified. Discussion held and Commission Dye address a course of correction.
12. **Freedom Fest:** Porta John’s are usually paid for by The City of Tioga for the Freedom Fest event as well as City employees assisting with garbage, fences, barricades etc. **Ralston made a motion to approve Hill’s supplying porta johns for the Freedom Fest Celebration and the City will absorb the cost. Second by Iverson. Roll Call: Ayes; Ralston, Iverson, Dye. Iverson also made a motion to dedicate a few employees to help with Freedom Fest. Second by Dye. Roll Call: Ayes; Ralston, Iverson, Dye.**

13. Local Charity Permit – NW Sportsman Assoc: Calendar Raffle for youth activities and banquet.

Motion by Ralston to approve the NW Sportsman Association Raffle permit. Second by Dye. Roll

Call: Ayes; Ralston, Iverson, Dye

Consent Approval:

13. 06.06.2025 Payroll

14. June 2025 Bills (1):

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

Dye.

With no further business the meeting of the Tioga City Commission was adjourned by a unanimous vote moved by Ralston second by Iverson at 9:07 p.m.

The next meeting of the City of Tioga is scheduled for Monday June 16, 2025, at 7:00 p.m., to be held at the Tioga City Hall.

Brett Rieniets, President of the City Commission

ATTEST:

Wendy Lenzen, City Auditor