

**CITY OF TIOGA**  
City Commission Meeting Minutes  
08/18/2025  
Unofficial

A meeting of the City Commission of the City of Tioga was called to order at 7:00 pm on August 18, 2025, at the Tioga City Hall, by President of the City Commission Brett Rieniets.

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

**ABSENT:**

**Guest:** David Sting (FCI), Dan Larson, Judy Odegaard, Ray Jessop, Patrick Carabello (Brosz Engineering), Burton Youngs, Matt Lierz, Josh Nelson, Carter Valliere, Hannah Valliere.

**Pledge of Allegiance:**

**Minutes:** Exhibits of Commission Meeting Minutes for August 4, 2025, and Special Commission meeting minutes August 8, 2025, were presented. **Ralston made a motion to approve as presented with no errors or omissions, second by Dye. Roll Call: Ayes; Ralston, Iverson, Dye**

**Commissioners Reports:**

- **Street:** Commissioner Ralston shared that the blading and dust control on 67<sup>th</sup> street and 1<sup>st</sup> street are complete.
- **Police:** None
- **Finance** – None
- **Water** – None
- **President** – None

**Modifications/Approval of Agenda:** Commission President, Brett Rieniets requested removal of Old Business agenda item two, Engineer report. Rieniets also requested to replace agenda item #8 under New Business due to it also being an agenda item under Old Business with the Tioga Fund Application. **Iverson made a motion to approve the agenda with changes to remove the Engineer Report and replace the Fire/tornado insurance under new business with a Tioga Fund Application. Second by Iverson. Roll Call: Ayes; Ralston, Iverson, Dye**

**Old Business:**

1. **Legal Report:** Attorney Pendley advised that she expects depositions to continue in September.
2. **Community Center Update:** David Sting with FCI advised that they are finishing up with punch list items. They will still need to test the boilers. He estimated the Punch list is 97% complete. Burton Youngs requested approval of pay request #13 in the amount of \$234,793.93. **Iverson made a motion to approve the Pay App 13 in the amount of \$234,793.93. Second by Dye. Roll Call: Ayes; Ralston, Iverson, Dye.** Burton Youngs also presented Pay App 14 for approval in the amount of \$680,535.30. **Iverson made a motion to approve Pay App 13 in the amount of \$680,535.30. Second by Dye. Roll Call: Ayes; Ralston, Iverson, Dye.**
3. **Chip Seal Project – Brosz Engineering:** Patrick Carabello presented Pay App #2 for the chip seal project in the amount of \$12,619.55. Carabello noted that there was only estimated to be about \$600.00 remaining to be billed for markings and that would leave this project below budget about \$19,000.00. **Ralston made a motion to approve Pay App 2 in the amount of \$12,619.55. Second by Iverson. Roll Call: Ayes; Ralston, Iverson, Dye.**
4. **Fire and Tornado Insurance Policy/Premium:** Rieniets shared that the policy is already in effect for this term and the Park Board would look at securing their own policy for the next term. **Ralston made a**

**motion to approve the Fire and Tornado Policy Premium in the amount of \$37,074.00. Second by Iverson. Roll Call: Ayes; Ralston, Iverson, Dye.**

**New Business:**

- 5. Annabelle Residential Lots:** Dan Larson advised that there has been an increase in inquiries for lots available to build residential homes. Larson proposed a parcel of land in the Annabelle subdivision on the east side of the development that is about 900' long could be separated into half acre parcels. Larson estimated each lot would be 162' by 135' in width. Larson suggested then offering the lots for sale on bid. Rieniets asked about getting water stubbed to each lot. Discussion. **Iverson made a motion to move forward with surveying and platting the subject Annabelle addition to six lots. Second by Ralston. Roll Call: Ayes; Ralston, Iverson, Dye.**
- 6. Axxon Enterprise:** Chief of Police, Josh Nelson presented an estimate from Axxon Enterprise for the purchase of new tasers, accessories and virtual training program. Nelson advised that he is looking for approval to apply to the Williams County 1% sales tax emergency services fund. **Ralston made a motion to approve the submission of application to the 1% grant fund in the amount of \$41,247.60. Second by Dye. Roll Call: Ayes; Ralston, Iverson, Dye.**
- 7. Tioga Fund Application:** Rieniets advised that there was an application approved by the Tioga Fund Advisory Board in the amount of \$10,000.00 for the 9<sup>th</sup> Annual Drone Camp held by Tioga Area EDC. **Ralston made a motion to approve the Tioga Fund Application. Second by Iverson. Roll Call: Ayes; Ralston, Iverson, Dye**
- 8. Step Schedule Increase:** Rieniets present a request for a step schedule increase in salary for Sandra Clark. **Iverson made a motion to approve the step schedule increase as proposed. Second by Ralston. Roll Call: Ayes; Ralston, Iverson, Dye.**
- 9. Step Schedule Increase:** Rieniets present a request for a step schedule increase in salary for Desiree Hanson. **Iverson made a motion to approve the step schedule increase as proposed. Second by Ralston. Roll Call: Ayes; Ralston, Iverson, Dye.**
- 10. Street Light Repair:** Ralston shared that the Street light to be repaired was a result of a hit and run and the quote presented is for the repairs to Triangle Electric for \$15,619.04. **Iverson made a motion to approve the invoice to Triangle Electric in the amount of \$15,619.04. Second by Dye. Roll Call: Ayes; Ralston, Iverson, Dye.**
- 11. Vac Trailer – Purchase Request:** Ralston advised that the quote was for the purchase of a used Vac trailer for the Water and Sewer departments. Ralston discussed purchasing the Vac trailer from RDO rather than renting would be more cost effective. Ralston also suggested including the price of an arm assist to add to the unit which would increase the sale price from \$78445.00 to \$81,445.00. **Iverson made a motion to approve the purchase price for a Vac Trailer from RDO Equipment in the amount of \$81,445.00. Second by Dye. Roll Call: Ayes; Ralston, Iverson, Dye.**

**12.**

**Consent Approval:**

**13. August Bills (2)**

**14. Payroll 08/18/2025**

**15. Planning & Zoning – Building Application, Jessop**

**16. Planning & Zoning – Building Application, Judkins**

**17. Planning & Zoning – Preliminary Plat, THS**

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

**Public Comment:** Judy Odegaard asked if there was an update on the flag pole on Hwy 2. Rieniets did not have an update, but would continue to look into it.

With no further business the meeting of the Tioga City Commission was adjourned by a unanimous vote moved by Ralston second by Iverson at 7:42 p.m.

The next meeting of the City of Tioga is scheduled for Monday September 2, 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