

CITY OF TIOGA
City Commission Meeting Minutes
February 21, 2017

A meeting of the City Commission of the City of Tioga was called to order at 7:00 pm on February 21, 2017, at the Tioga City Hall, by President of the City Commission Drake McClelland.

PRESENT: Drake McClelland, Todd Thompson, Heather Weflen, Tim Sundhagen, Benjamin Johnson and Abby Salinas
ABSENT: John Grubb
GUEST: Antonio Conti, Daniel Swanson, Dan Larson, Cecile Wehrman, Jeff Moberg

Sundhagen made a motion to approve the minutes of February 6, 2017, second by Weflen. Roll Call: Ayes; Thompson, Sundhagen, Weflen, McClelland

Commissioners Reports:

Thompson: Advised Commission Board and constituents that a special election will be held on February 23, 2017 at City Hall Location from 10 am to 7pm

Grubb: Absent

Sundhagen: Advised Commission Board that County Emergency 1% Board approved 100% of funds for new police uniforms and hand guns

Sundhagen made a motion to approve the purchase of new uniforms and hand guns for Police Officers, second by Weflen. Roll Call: Ayes; Thompson, Sundhagen, Weflen, McClelland

Advised Commission Board that the City of Tioga will be hosting the Williams County 1% Board Meeting on March 15, 2017.

Weflen: Advised Commission Board that parts for the street sweeper were ordered. Also advised Commission Board that all department reviews were completed and would like to promote staff member. Discussions Held.

Weflen made a motion to approve promotion for Wyatt Grubb to Maintenance Worker II and retro pay for promotion to January 1, 2017, Second by Sundhagen. Call: Ayes; Thompson, Sundhagen, Weflen, McClelland

McClelland: Advised Commission Board that while attending a Rural Water meeting some of the information that was shared with everyone in attendance was the water hardness level coming from WAWSA in Williston is 180 as it flows into R&T and comes out its 130 hardness level coming into Tioga. McClelland also advised Commission Board that any issues coming from North of Town due to rural water refer to R&T. The City will be receiving paperwork from R&T advising the City of what construction they will be completing in the near future. McClelland advised Commission Board that the City lift station will need new equipment and asked if it would be more feasible to purchase it or wait till lift station is completed, discussions held. Also advised the Commission Board that there is no access to the new meter vault from WAWSA and R&T, discussions held on what can be possible done in future. Rural Water also informed constituents in attendance that legislation approved 30 million dollar funding to complete more new rural water lines which in turn will increase the cost of water in future, discussions held. McClelland asked Commissioner Weflen to get price estimates for chip sealing City streets and to have City workers maintain the road to Annabelle more often, he also asked for City Engineer Conti to prepare a cost estimate for repairs on 105th and Signal road.

Modifications/Approval of Agenda:

Weflen made a motion to approve agenda with no changes, Second by Sundhagen. Call: Ayes; Thompson, Sundhagen, Weflen, McClelland

Old Business:

1. Legal – Johnson advised Commission Board that mediation meeting with HESS was scheduled March 2, 2017 at 10am
2. Ackerman-Estvold: Antonio Conti – Advised Commission Board that he will not be attending next Commission Board meeting and in his place Daniel Swanson will be attending and giving the City an update. Conti also advised opening bids for Annabelle are coming in and it seems like there is a good interest. Conti advised Commission Board that Cash Wise has agreed to a 2nd entrance and he also advised that the State approved the road to the levy. Conti handed exhibit to Commission Board of Contract for approval to proceed with design on the lift station, for approval.
Sundhagen made a motion to approve signing the contract with Ackerman-Estvold for design on Lift station, Second by Weflen. Call: Thompson, Sundhagen, Weflen, McClelland
3. AE2S: Abby Salinas – Advised Commission Board that there are no new updates on the Water Tower, Landmark Construction has rescheduled to attend Commission meeting on 03-06-17. There is still some construction to be completed in spring in order to close project.
4. Graham: Did not attend meeting
5. Economic Development Community – Dennis Lindahl – Advised Commission Board on the status of the Reissuance Zone and the City of Tioga brochures. Also advised that donations for Drone Camp this year have already started and will be scheduled in August. Some of the new training that will be added to the Drone camp this year will be 107 Commercial Certification for Adults for drones and 3D printing for parts, discussions Held.
6. Employee Evaluations – McClelland Advised Commission Board evaluations are due and need to be turned in.

New Business:

7. Resolution 2017-04 Place Personal Property for Sale - **BE IT RESOLVED**, by the City Commission of the City of Tioga, Williams County, North Dakota: A RESOLUTION TO PLACE PERSONAL PROPERTY FOR SALE ON BIDS. **Whereas;** the City of Tioga, Williams County, North Dakota, is a municipal corporation, organized and existing under the laws so the State of North Dakota; **Whereas;** the City has, in accordance with NDCC 40-05-55, the power to purchase and own personal property and in accordance with NDCC 40-05-56, the power to convey property. **Whereas;** the City currently owns two police cruisers, which are not being utilized; Now, therefore, the City Commission, in accordance with Tioga city ordinance 1.0804 hereby authorizes the public sale of the two police cruisers, and further directs the city auditor to publish a Notice of Sale, containing a description of the property to be sold and designating the place where and the day and hour when the sale will be held to be published in the city's official newspaper, once each week for two consecutive weeks, with the last date of publication being at least 10 days in advance of the date of sale.
Sundhagen made motion to approve Resolution 2017-04 Place Personal Property for Sale, second by Thompson. Call: Ayes; Thompson, Sundhagen, Weflen, McClelland
8. Resolution 2017-05 – Modification of Signature Cards for Police Evidence Account - **BE IT RESOLVED**, by the City Commission of the City of Tioga, Williams County, North Dakota: A RESOLUTION TO MODIFY THE SIGNATURE CARDS FOR THE POLICE DEPARTMENT EVIDENCE ACCOUNT. **Whereas;** the City of Tioga, Williams County, North Dakota, is a municipal corporation, organized and existing under the laws so the State of North Dakota; **Whereas;** in order to facilitate the order processing of Police Department Evidence the City Auditor has requested that, Police Chief and the City Auditor, be added to all signature cards for Police Department Evidence Account Now, therefore, the City Commission approves the City Auditor, Abby

Salinas, and the Police Chief Murphy as signers on the City of Tioga Police Evidence account. The City Commission approves the removal of Monique Lopez and Larry Maize

Sundhagen made motion to approve Resolution 2017-05 Place Modification of Signature Cards for Police Evidence Account, second by Thompson. Call: Ayes; Thompson, Sundhagen, Weflen, McClelland

9. Planning and Zoning Applications - Planning & Zoning Committee advised Commission Board to approve plats and parcel from WK Bail, all requirements have been met.

Sundhagen made motion to approve the Plats from WK Bail, second by Thompson. Call: Ayes; Thompson, Sundhagen, Weflen, McClelland

Planning and Zoning Applications - Planning & Zoning Committee advised Commission Board to approve permanent extension of Conditional Use permit for Trade Winds/Jeff Moberg. Discussions held on what should be the requirements for zoning a property for permanent use for RV homes.

Weflen made motion to extend current conditional use permit and table the new application for conditional use permit for Trade Winds/Jeff Moberg RV Park until City of Tioga develops an ordinance for becoming a permanent zone use for property, second by Thompson. Call: Ayes; Thompson, Sundhagen, Weflen, McClelland

10. Local Charity Permit Application – Salinas handed exhibit of local charity permit from After Prom Committee

Sundhagen made motion to approve the local charity permit for the After Prom Committee, second by Weflen. Call: Ayes; Thompson, Sundhagen, Weflen, McClelland

11. Bills for February 2017 – Salinas handed exhibit to Commission Board of February 2017 Bills and advised Commission Board there are still some outstanding bills that will arrive this month

Sundhagen made motion to approve bills for February 2017, second by Thompson. Call: Ayes; Thompson, Sundhagen, Weflen, McClelland

12. Salinas handed exhibit to Commission Board of City of Tioga Payroll for February 20, 2017

Thompson made a motion to approve Payroll for February 20, 2017, second by Sunddhagen. Call: Ayes; Thompson, Sundhagen, Weflen, McClelland

13. Salinas handed exhibit to Commission Board of City of Tioga Financials for January 2017,

Sundhagen made a motion to approve Balance Sheet for January 2017, second by Thompson. Call: Ayes; Thompson, Sundhagen, Weflen, McClelland

Thompson made a motion to approve Fund Summery for January 2017, second by Sundhagen. Call: Ayes; Thompson, Sundhagen, Weflen, McClelland

With no further business the meeting of the Tioga City Commission was adjourned by unanimous vote moved by Weflen second by Thompson at 9:05 p.m. call: Ayes; Thompson, Sundhagen, Weflen, McClelland

The next meeting of the City of Tioga is scheduled for Monday March 6, 2017 at 7:00 p.m., to be held at the Tioga City Hall.

Drake McClelland, President of the City Commission

ATTEST:

Abby Salinas, City Auditor