

CITY OF TIOGA
City Commission Meeting Minutes
March 17, 2025
https://youtu.be/hsueSRh1_sI

A meeting of the City Commission of the City of Tioga was called to order at 7:00 pm on March 17, 2025, at the Tioga City Hall, by the City Commission President Brett Rieniets.

Present: Brett Rieniets, Kyle Ralston, Jaden Iverson, Jessica Sandberg, Steven Dye via teams, Elizabeth Pendlay, and Ronica Pederson

Absent:

Guest: Heath Pendlay, Dan Larson, Burton Youngs (EAPC), Judy Odegaard, Deon Iverson, Ronnie Lund, Matt Lierz (FCI Construction), Patrick Carabello, Michael Luallen

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 minutes for March 3, 2025 were presented to the commission for their review and consideration. **Ralston made a motion to approve the Commission Meeting minutes of March 3, 2025 with no errors or omissions, second by Sandberg. Roll Call: Ayes; Ralston, Iverson, Sandberg, Dye.**

Commissioners Reports:

Street: Ralston advised street department is having hydraulic system failure issues with the tool cat, and he is working on meetings with the tree committee.

Finance Portfolio: Iverson advised his item will be covered with in the agenda.

Commission President Portfolio: Rieniets advised he is working on issues with Mowbray and Sons with water system issues at the community center.

Police Portfolio: None.

Water Portfolio: None.

Modification(s) and/or Approval of Agenda:

Discussion to add Concrete Crushing, Mower, and Open Auditor Position to agenda under New Business Items #9, #10 and #11. **Ralston made a motion to approve the agenda with the modification discussed, second by Iverson. Roll Call: Ayes; Ralston, Iverson, Sandberg, Dye.**

Old Business:

1. **Legal Report:** No new updates.
2. **Engineer Report:** Reiner advised commission board he is currently reviewing the storm water management ordinance, discussion held for meeting with commissioners next week. Reiner also gave update on softball field CLOMR 90-day review period expires April 9th and the application is still being worked on. Discussion held on NE Reconstruction seeding, will hold off to get quotes until spring.
3. **Community Center Expansion Update – FCI/EAPC:** Matt Leirz gave construction update with drywall complete and paint on going, exterior panel work is starting. Burton Youngs presented Pay Application #8 for FCI Constructors in the amount of \$1,179,116.02. **Sandberg made a motion to approve the Pay Application #8 for FCI Constructors in the amount of \$1,179,116.02, second by Iverson. Roll Call: Ayes; Ralston, Iverson, Sandberg, Dye**

New Business:

4. **2024 Year End Transfers and Budget Amendments:** Discussion held on the 2024 Year End Transfers and Budget Amendments.

**CITY OF TIOGA
2024 YEAR END BUDGET AMENDMENTS**

Fund Number & Name	2024 Budget	2024 Actual Expenditures	2024 % YtD Budget	Reason
FUND 100 GENERAL	\$2,584,549.00	\$2,685,151.24	3.89%	Commission Board approved Concrete Coating and Signage for Community Center
FUND 102 CAPITOL REPLACEMENT	\$48,782.01	\$65,285.51	33.83%	Purchase 2024 Ford Maverick for City Building Inspector / Community Services Director
FUND 155 PD DONATIONS	\$0.00	\$7,773.34	0.00%	No original budget and expenditure for PD Special Event exceeded donations/contributions
FUND 310 ANNABELLE SID	\$157,665.58	\$158,695.46	0.65%	Interest higher than what was budgeted
FUND 402 WATERMAIN NE RECONSTRUCTION	\$0.00	\$348,567.52	0.00%	No original budget; Commission Board approved construction
FUND 403 SOUTH MAIN RECONSTRUCTION	\$0.00	\$156,932.99	0.00%	No original budget; Commission Board approved construction
FUND 406 3RD STREET NW / N HANSON RECON	\$0.00	\$478,131.96	0.00%	No original budget; Commission Board approved construction
FUND 407 N MAIN RECON	\$0.00	\$3,896,102.85	0.00%	No original budget; Commission Board approved construction
FUND 408 CITY FUEL STATION	\$0.00	\$93,364.00	0.00%	No original budget; Commission Board approved construction
FUND 409 PATCHING ASPHALT REPAIR	\$0.00	\$179,235.50	0.00%	No original budget; Commission Board approved construction
FUND 415 CITY BASEBALL FIELD	\$0.00	\$20,145.00	0.00%	No original budget; Commission Board approved construction
FUND 505 GARBAGE	\$359,627.00	\$377,854.34	5.07%	Expenditure for Contracted Services exceeded budget
FUND 508 SRF	\$136,875.00	\$1,299,437.50	849.36%	Commission Board approved to payoff loan

CITY OF TIOGA
2024 YEAR END STATEMENT
WITH TRANSFERS

Fund Number & Name	Beginning Balance 1/1/2024	2024 Actual Revenues	2024 Transfers In	2024 Transfer Out	2024 Actual Expenditures	Ending Balance 12/31/2024
FUND 100 GENERAL	\$1,120,732.36	\$1,408,049.47	\$1,788,166.20	\$504,211.11	\$2,682,203.23	\$1,130,533.69
FUND 102 CAPITOL REPLACEMENT	\$0.00	\$0.00	\$65,285.51	\$0.00	\$65,285.51	\$0.00
FUND 151 OIL & GAS TAX	\$6,086,060.07	\$10,147,365.11	\$0.00	\$5,237,958.53	\$0.00	\$10,995,466.65
FUND 153 POLICE OIL IMPACT GRANT	\$48,502.06	\$76,747.92	\$0.00	\$0.00	\$19,138.50	\$106,111.48
FUND 155 PD DONATIONS	\$1,886.81	\$4,650.00	\$1,236.53	\$0.00	\$7,773.34	\$0.00
FUND 156 COMMUNITY CENTER DONATIONS	\$30,916.63	\$47,792.80	\$0.00	\$0.00	\$13,179.72	\$65,529.71
FUND 201 HIGHWAY DISTRIBUTION	\$0.00	\$118,133.44	\$402,113.69	\$0.00	\$520,247.13	\$0.00
FUND 203 CITY SHARE SPECIAL ASSESSMENTS	\$1,862.96	\$9.33	\$0.00	\$1,872.29	\$0.00	\$0.00
FUND 204 SPECIAL ASSESSMENT DEFICIENCY	\$6,353.80	\$0.00	\$0.00	\$6,353.80	\$0.00	\$0.00
FUND 206 EMERGENCY	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00
FUND 251 CST 50% ECONOMIC DEV.	\$150,000.00	\$815,708.85	\$0.00	\$493,708.85	\$322,000.00	\$150,000.00
FUND 252 CST 50% PROPERTY TAX RELIEF	\$0.00	\$393,884.01	\$493,708.85	\$887,592.86	\$0.00	\$0.00
FUND 253 CST 5% RECREATION	\$182,926.22	\$78,776.80	\$0.00	\$0.00	\$18,250.00	\$243,453.02
FUND 254 CST 5% PARKS	\$135,351.93	\$78,776.80	\$0.00	\$0.00	\$18,250.00	\$195,878.73
FUND 255 CST 15% COMMUNITY IMP.	\$283,132.93	\$236,330.40	\$0.00	\$0.00	\$214,067.97	\$305,395.36
FUND 256 CST OBLIGATED TIOGA PROJ	\$75,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75,000.00
FUND 257 CST INFRASTRUCTURE	\$2,273,084.86	\$1,575,536.08	\$0.00	\$847,828.66	\$0.00	\$3,000,792.28
FUND 258 CST TIOGA MED CENTER	\$0.00	\$787,767.92	\$0.00	\$0.00	\$787,767.92	\$0.00
FUND 308 WAT&SEW REPL BONDS 2006	\$573.34	\$0.00	\$0.00	\$573.34	\$0.00	\$0.00
FUND 310 ANNABELLE SID	\$50,671.15	\$55,007.66	\$53,016.65	\$0.00	\$158,695.46	\$0.00
FUND 311 COMMUNITY CENTER	\$245,379.17	\$204,000.00	\$0.00	\$0.00	\$224,100.00	\$225,279.17
FUND 312 COMMUNITY CENTER EXPANSION	\$3,036,365.23	\$447,252.50	\$0.00	\$0.00	\$1,209,405.66	\$2,274,212.07

FUND 402 WATERMAIN NE RECONSTRUCTION	\$0.00	\$0.00	\$348,567.52	\$0.00	\$348,567.52	\$0.00
FUND 403 SOUTH MAIN RECON	\$28,721.51	\$0.00	\$128,211.48	\$0.00	\$156,932.99	\$0.00
FUND 404 CITY OF TIOGA PARK PROJECT	\$96,558.80	\$0.00	\$0.00	\$0.00	\$21,385.00	\$75,173.80
FUND 406 3rd STREE NW/N HANSON RECON	\$0.00	\$399,826.80	\$78,305.16	\$0.00	\$478,131.96	\$0.00
FUND 407 N MAIN RECONSTRUCTION	\$0.00	\$591,493.87	\$3,304,608.98	\$0.00	\$3,896,102.85	\$0.00
FUND 408 CITY FUEL STATION	\$0.00	\$0.00	\$93,364.00	\$0.00	\$93,364.00	\$0.00
FUND 409 PATCHING ASPHALT REPAIR	\$0.00	\$0.00	\$179,235.50	\$0.00	\$179,235.50	\$0.00
FUND 415 CITY BASEBALL FIELD	\$0.00	\$0.00	\$20,145.00	\$0.00	\$20,145.00	\$0.00
FUND 417 TIOGA EAP	\$0.00	\$71,148.20	\$0.00	\$0.00	\$41,955.00	\$29,193.20
FUND 418 TIOGA DAM NATURE TRAIL	\$2,279,819.37	\$0.00	\$0.00	\$0.00	\$987,235.96	\$1,292,583.41
FUND 421 COMMUNITY CENTER	\$10,699,577.82	\$5,228,895.25	\$0.00	\$0.00	\$3,879,876.39	\$12,048,596.68
FUND 501 WATER	\$1,621,449.61	\$1,880,820.10	\$0.00	\$376,164.02	\$1,411,723.24	\$1,714,382.45
FUND 504 SEWER	\$438,084.23	\$341,022.18	\$0.00	\$0.00	\$205,977.81	\$573,128.60
FUND 505 GARBAGE	\$0.00	\$368,996.62	\$8,857.72	\$0.00	\$377,854.34	\$0.00
FUND 507 VECTOR FEES (MOSQUITO)	\$74,471.57	\$19,349.77	\$0.00	\$0.00	\$35,230.42	\$58,590.92
FUND 508 SRF	\$0.00	\$0.00	\$1,299,437.50	\$0.00	\$1,299,437.50	\$0.00
FUND 704 LIBRARY	\$0.00	\$45,462.15	\$92,003.17	\$0.00	\$137,465.32	\$0.00
FUND 705 AIRPORT FUND	\$0.00	\$16,351.02	\$0.00	\$0.00	\$16,351.02	\$0.00
FUND 707 OCCUPANCY TAX	\$143,443.61	\$86,990.57	\$0.00	\$0.00	\$66,529.51	\$163,904.67
Grand Totals	\$29,160,926.04	\$25,526,145.62	\$8,356,263.46	\$8,356,263.46	\$19,913,865.77	\$34,773,205.89

Iverson made a motion to approve the 2024 Year End Transfers and Budget Amendments, second by Ralston. Roll Call: Ayes; Ralston, Iverson, Sandberg, Dye.

- 5. Aeration Proposal for Wastewater Treatment System:** Commission discussed the proposal for \$48,600.00 and certain issues need to be addressed before the maintenance. Commission discussed they will contact for additional details.
- 6. Tioga Fund Application:** Discussion held on the Tioga Fund Application for the After Prom Committee for an additional \$1000.00. **Ralston made a motion to approve the application for \$1000.00 for the Tioga After Prom Committee, second by Sandberg. Roll Call: Ayes; Ralston, Iverson, Sandberg, Dye.**
- 7. Planning and Zoning Edgar Garcia Building Permit:** Discussion held on the building permit. **Sandberg made a motion to approve the Building Permit for Edgar Garcia, second by Iverson. Roll Call: Ayes; Ralston, Iverson, Sandberg, Dye.**
- 8. Planning and Zoning Historical Society Building Permit:** Discussion held and thanks given to those who volunteer with the museum. **Ralston made a motion to approve the Building Permit for the Historical Society, second by Sandberg. Roll Call: Ayes; Ralston, Iverson, Sandberg, Dye.**

9. **Concrete Crushing:** Ralston advised the City is out of Crushed Concrete discussed a quote from Hanson's out of Minot, seeking approval for up to \$72,500.00 for concrete crushing. **Iverson made a motion to approve the quote up to \$72,500.00 for concrete crushing, second by Sandberg. Roll Call: Ayes; Ralston, Iverson, Sandberg, Dye.**
10. **Mower:** Ralson advised street department has been repairing the current mower that is 8 years old, seeking a 15' mower from John Deere. Discussion held. **Sandberg made a motion to approve 15' mower for \$32,000.00 from John Deere, second Iverson. Roll Call: Ayes; Ralston, Iverson, Sandberg, Dye.**
Ralston made a motion to table the proposal to the next commission meeting, second by Dye. Roll Call: Ayes; Ralston, Iverson, Dye.
11. **Open Auditor Position:** Iverson discussed he has had multiple candidates and extended a few offers that were rejected and found a candidate to fill the position, and is seeking approval to hire Wendy Lenzen for the City Auditor. **Iverson made a motion to approve to hire Wendy Lenzen with a start date of April 7, 2025 consistent with the terms of his letter offer, second by Ralston. Roll Call: Ayes; Ralston, Iverson, Rieniets, Dye. Sandberg Abstained from the vote.**

Consent Approval:

12. Payroll: Exhibit presented to Commissioner Board for their review and consideration for Payroll for 03/07/2025. **Ralston made a motion to approve the consent agenda consisting Payroll for 03/07/2025, second by Iverson. Roll call: Ayes; Ralston, Iverson, Sandberg, Dye.**

Additional discussion held from public, open floor. Discussions held; no motions made.

With no further business, the meeting of the Tioga City Commission was adjourned by unanimous vote moved by Ralston, second by Sandberg at 8:01 p.m. Roll call: Ayes; Ralston, Iverson, Sandberg, Dye.

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

Brett Rieniets, Tioga Commission President

ATTEST:

Ronica Pederson, Tioga Interim City Auditor