

CITY OF TIOGA
City Commission Meeting Minutes
April 4, 2022

A meeting of the City Commission of the City of Tioga was called to order at 7:11 pm on April 4, 2022, at the Tioga City Hall, by the City Commission President Natalie Bugbee.

PRESENT: Natalie Bugbee, Shawn Travis, Jessica Steele, Larry Maize, Elizabeth Pendlay, Abby Salinas

ABSENT: Tim Christianson

GUEST: Jacob Orledge, Dan Larson, Lea Heiney, Kristi Gutierrez, Carolyn Eide, Richard Weyeruman, Kevin Czarnezki, Dean Hanson, Steven Fretland, Judy Odegaard, Tyler Judkins, Frank Helenski, Wayne Knutson, Rhonda Rehak

Maize made a motion to approve the Commission Minutes of March 21, 2022 Regular Commission Meeting, second by Steele. Roll Call: Ayes; Travis, Steele, Maize

Commissioners Reports:

Christianson: Absent

Travis: Advised Commission Board that he met with City Auditor and all City finances are in order.

Steele: Advised Commission Board that Police Dept. is receiving training in the new installed system.

Maize: Advised Commission that the Street Dept. is in need of a new water pump the old one was taken for repair and the cost will be \$950, but it comes with no guarantees on how long the fix will last. The new one pump will cost \$1,750.

Maize made a motion to purchase a new water pump for \$1,750 and repair the old one for back up with a cost of \$950, second by Travis. Roll Call: Ayes; Travis, Steele, Maize

Bugbee: None

Modifications/Approval of Agenda:

Steele made a motion to remove agenda item #3 Tax Equalization and add to the agenda under new business #6 Soccer Field expenses, second by Travis. Call: Ayes; Travis, Steele, Maize

Old Business:

1. Legal – Pendlay – Advised commission Board that she was advised that at the Airport Board meeting it's members went into an executive session and a letter will be issued to the City however she has not heard from counsel. City needs to have a conclusion. Steele states that if a response is not given by April 18, 2022, then the Commission Board will proceed with Public Hearing on April 20, 2022 at 7pm regarding Airport complaints.

Steele made a motion if a response is not given by April 18, 2022, then the Commission Board will proceed with Public Hearing on April 20, 2022 at 7pm regarding Airport complaints, second by Maize. Call: Ayes; Travis, Steele, Maize

Pendlay also advised commission board that a letter to the editor was written by Chris Norgaard and he misguided and factually baseless but instead of litigating them in a public forum its better to hear these kinds of issues in a public forum like this Commission Meeting or the Airport Board meetings, so that adequate dialogue can be given. Sharing personal opinions in a letter to the editor makes it difficult to have meaningful conversation on a highly public topic.

2. Moore Engineering: Reiner – Gave status update on NE Reconstruction Phase II.

New Business:

3. Community Center Vacancy – Salinas advised Commission Board that she is seeking permission to advertise and hire a Community Center Assistant full time/part time position due to employee stepping down from that position.
Travis made a motion to advertise and hire a full time/part time Community Center Assistant, second by Maize. Call: Ayes; Travis, Steele, Maize
4. Landfill Vacancy – Salinas advised Commission Board that she is seeking permission to advertise and hire a part time Maintenance position that will help with the landfill and watering this summer.
Travis made a motion to advertise and hire a full time/part time Community Center Assistant, second by Maize. Call: Ayes; Travis, Steele, Maize
5. Pheasants Forever – Dean Hanson Advised Commission Board of poor gravel road conditions by the Pheasants Forever leased property, and the alley next to park property. Tyler Judkins also asked if a portion of the crushed asphalt/concrete can be given to Park to place where the new build will be completed. Discussions held.
Travis made a motion to have Dean Hanson and Tyler Judkins speak with Street Superintendent (Kirk Odegaard) on amount needed of crushed asphalt/concrete to give Pheasants Forever and Tioga Park for locations and if the City has enough how best to ensure it is applied, second by Steele. Call: Ayes; Travis, Steele, Maize
6. Soccer Field – Salinas handed exhibit of an estimate from MDU to Commission Board in the amount of \$3,500 for some changes that need to be done in the electricity at the soccer field area for their review and consideration.
Travis made a motion to approve the estimate from MDU in the amount of \$3,500, second by Maize. Call: Ayes; Travis, Steele, Maize
Salinas also advised that some surveying is needed to be completed by Moore Engineering they have estimated that the cost will not exceed \$3,000.
Travis made a motion to approve the surveying cost not to exceed \$3,000 second by Maize. Roll Call: Ayes; Christianson, Travis, Steele, Maize

Consent Approval:

7. Bills for March 2022 – Total: \$397,059.19: Advance Business \$336.10; Aramark \$509.17; Amazon \$868.90; Boss \$748.91; Circle \$26,422.00; Computech \$1303.00; EAPC \$90,666.98; FED EX \$5.33; Ferguson \$43,692.64; Fiesel Law \$2,556.17; First District Health \$75.00; Furseth Olson & Evert PC \$1,488.55; Gens Plumbing \$692.42; Info Tech \$325.60; International Code Council \$145.00; Kohler Comm \$313.50; Language Link \$12.71; LB Tioga One LLC \$61.12; Linde Gas & Equipt. \$48.30; Lesmeister, Marlana \$641.25; MDU \$15,372.25; Menlards \$557.98; Moore \$98,689.00; MWE \$1,036.65; ND One Call \$5.20; NDACO \$54.00; NDDEQ \$251.58; NCC \$2,209.86; NW Vet \$727.02; Office Depot \$119.40; Papineau Ins \$385.00; Pendlay Law \$8,130.00; Pinnacle \$5,208.77; Postmaster \$84.00; R&T \$59,971.69; Railroad Management \$313.34; Rath & Mehrer, P.C. \$11,300.00; RDO Equipment Co \$505.05; Share Corp \$561.52; Sheldon Welding \$71.38; Sundhagen Sand & Gravel \$483.74; Terracon \$9,900.00; Tioga Hardware \$288.97; Tioga Parts \$1,176.01; Tioga Tire \$28.00; Tioga Tribune \$803.14; Verizon \$892.65; VISA \$6150.34; Wanda Bagley \$850.00; Williams Co Recorder \$20.00
Travis made a motion to approve the consent agenda that consisted of Bills for March 2022, second by Steele. Call: Ayes; Travis, Steele, Maize

With no further business, the meeting of the Tioga City Commission was adjourned by unanimous vote moved by Travis, second by Maize at 7:50p.m. call: Ayes; Travis, Bugbee, Steele, Maize.

The next meetings of the City of Tioga Commission Meeting is scheduled for Monday April 18, 2022 at 7:00 p.m., Wednesday April 20, 2022 at 6:00 p.m. the Continuation of Tax Equalization, and April 20, 2022 at 7p.m. Public Hearing on Tioga Airport matters all to be held at the Tioga City Hall.

Natalie Bugbee, Tioga Commission President

ATTEST:

Abby Salinas, Tioga City Auditor