

CITY OF TIOGA
City Commission Meeting Minutes
May 4, 2020

A meeting of the City Commission of the City of Tioga was called to order at 7:00 pm on May 4, 2020, at the Tioga City Hall through Zoom, by the City Commissioner Drake McClelland.

PRESENT: Drake McClelland, Tim Christianson, Natalie Bugbee, Tim Sundhagen, Heather Weflen, Elizabeth Pendlay and Abby Salinas
ABSENT: None
GUEST: Dan Larson, Jacob Orledge, Austin Rollag, Josh Reiner, Tyler Judkins, Monica Sundhagen, Sandy Clark

Christianson made a motion to approve the Commission Minutes of April 20, 2020 Regular Meeting, second by Bugbee. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen

Commissioners Reports:

Christianson: None
Bugbee: Advised Commission Board that she would like to add offer of employment to the agenda.
Sundhagen: Advised Commission Board that he would like to add Judge Monica Sundhagen to the agenda.
Weflen: Advised Commission that the Street Department will be starting dust control. Discussions held.
Weflen made a motion to approve up to \$7,000 for dust control supplies, second by Christianson. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen
Weflen also advised that the Street department needs a trailer to load and unload City mower.
Weflen made a motion to approve the purchase of a trailer for the Street Department to use for mower in the amount up to \$2,500, second by Bugbee. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen
Weflen advised Commission Board that she would like to keep advertising for the vacant position of Seasonal Part Time Landfill Worker. Discussions held on forming an assessment Committee to assess 67th street.
Weflen made a motion to form an Assessment Committee, second by Sundhagen. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen
McClelland: None

Modifications/Approval of Agenda:

Weflen made a motion to add to the agenda under new business agenda item #5 Offer of Employment, #6 Judge, #7 Animal and Fowl, second by Bugbee. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen

Old Business:

1. Legal – Elizabeth Pendlay – Advised the People of Tioga and Commission Board the Governor has started to allow some areas of private and public sectors of business to open, however its important to follow the guidelines as indicated on the website and proceed at a slower pace. Pendlay is currently working on reviewing the contract for Simons and should have it ready for McClelland to sign mid-week.
2. Moore Engineering: Josh Reiner – Advised Commission Board the contracts were sent to BEK for review and signature of the North East Reconstruction that will be taking place. Reiner also advised the Commission Board that the contract for overseeing the construction of North East Reconstruction will be coming in the following weeks and CC Steele has started construction on Simons Addition.
3. FCI Construction- Austin Rollag – Advised the Commission Board of the status for the completion of the Police Station and Museum construction.

New Business:

4. Bills - Salinas handed exhibit to Commission Board of City of Tioga Bills for April 2020 for their review and consideration. TOTAL \$298,503.31: 4IMPRINT \$235.34; Ackerman \$380.00; ADAPCO \$10,230.00; Advance Business Methods \$104.74; Advance Protection \$315.00; Amazon \$165.54; Ameripride \$325.15; Balco \$6,046.97; Border Plains \$2,950.44; Boss \$279.07; Circle Sanitation \$25,445.50; Computech \$1,002.75; EAPC \$3,874.34; Fargo Glass \$400.68; FIRST District Health Unit \$150.00; Frontier Precision \$10,115.65; Gooseneck Implement \$552.25; Heck Built \$20,656.00; Info Tech \$144.50; Kotana \$2,365.20; Menards \$415.94; MDU \$9,186.69; Moore \$59,245.00; Mountrail Williams Electric \$1,394.55; National Pen \$302.61; ND Flag Pole Guy \$216.99; NDIRF \$580.10; ND DOT \$1,122.32; ND One Call \$13.20; ND State Radio \$780.00; NCC \$1,714.97; Office Depot \$1438.09; Pendlay Law \$4,505.00; Pinnacle \$2,454.36; Praxair \$26.37; Postmaster \$240.00; R & T \$72,671.37; RDO \$570.06; Riteway \$901.03; Sanitation Products \$14,449.37; Share Corp \$3,255.84; Steins \$6,513.83; Tioga Hardware \$2,080.47; Tioga Parts \$1,165.39; Tioga Tire \$550.62; Tioga Tribune \$1,458.32; ULINE \$129.76; US BANK \$500.00; Verizon \$952.55; VISA \$1,907.25; Williams County \$21,712.14; Williams County Sheriff \$300.00
Sundhagen made a motion to approve Bills for April 2020, second by Bugbee. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen
5. Offer of Employment – Salinas advised Commission Board that interviews were completed for a Activities coordinator at the Community Center and is seeking approval to send highest scoring interviewer to a drug, alcohol and background check before making an offer. Discussions held.
Bugbee made a motion to approve drug, alcohol and background check to the highest scoring interviewer, second by Sundhagen. Call: Ayes; Christianson, Bugbee, Sundhagen, Weflen
6. Judge – Monica Sundhagen – Advised Commission Board that she plans on resigning from her position of Tioga Municipal Judge, she also advised that this position requires someone with knowledge and training and recommends Taylor Olson from Forseth Law Firm. Discussions held, Pendlay advised that she will schedule a meeting with Mrs. Olson and review NDCC for Municipal Judge vacancy because it is a voted position.
7. Animal and Fowl Ordinance – Dan Larson (Community Service Director) advised Commission Board that more home owners are purchasing and housing chickens in their yards but that is something that is not in the animal and fowl ordinance. Commissioners agreed that since that subject has not been an issue just to leave it as it has been. Discussions held.

With no further business, the meeting of the Tioga City Commission was adjourned by unanimous vote moved by Weflen, second by Sundhagen at 8:41 p.m. call: Ayes; Christianson, Bugbee, Sundhagen, Weflen, McClelland

The next meeting of the City of Tioga Commission Meeting is scheduled for Monday May 18, 2020 at 7:00 p.m., to be held at the Tioga City Hall.

Drake McClelland, City Commission President

ATTEST:

Abby Salinas, City Auditor