

**CITY OF TIOGA**  
City Commission Meeting Minutes  
June 1, 2020

A meeting of the City Commission of the City of Tioga was called to order at 7:03 pm on June 1, 2020, at the Tioga City Hall through Zoom, by the City Commissioner Drake McClelland.

PRESENT: Drake McClelland, Tim Christianson, Natalie Bugbee, Heather Weflen, Elizabeth Pendlay and Abby Salinas  
ABSENT: Tim Sundhagen  
GUEST: Dan Larson, Jacob Orledge, Matt Lierz, Josh Reiner, Sandy Clark, David Pederson

**Bugbee made a motion to approve the Commission Minutes of May 18, 2020 Regular Meeting, second by Christianson. Roll Call: Ayes; Christianson, Bugbee, Weflen**

**Commissioners Reports:**

Christianson: None  
Bugbee: Advised Commission Board that she will be conducting interviews for a part time staff member but in the mean time she would like to make one of the part time staff full time employment due to all the changes that are coming to the Community Center.  
**Bugbee made a motion make one of the part time positions at the Community Center full time, second by Weflen. Roll Call: Ayes; Christianson, Bugbee, Weflen**  
Bugbee also advised the Commission Board that a tentative date for opening the Community Center will be 07-06-2020.  
Sundhagen: None  
Weflen: Advised Commission that the part time employee hired did not work out and will re-advertise for the vacant position at the landfill 2 more weeks.  
McClelland: None

**Modifications/Approval of Agenda:**

**Weflen made a motion to combine under new business agenda item #6 Gaming Application, #7 Pledge Holdings, #8 Payroll for May 22, 2020 and #9 Bills for May 2020, second by Bugbee. Call: Ayes; Christianson, Bugbee, Weflen**

**Old Business:**

1. Legal – Elizabeth Pendlay – Advised the Commission Board the amendment to the NE Construction contract is reviewed and everything is in order and McClelland can now sign contingent on financials being in order.  
**Christianson made a motion to sign contract for amendment of NE reconstruction contingent on the financials being in order, second by Bugbee. Roll Call: Ayes; Christianson, Bugbee, Weflen**  
Pendlay also advised that she will be attending the next 2 Planning and Zoning Meetings to ensure the crew housing gets completed and she is working on the amendments to the ordinance to allow chickens in Tioga.
2. Moore Engineering: Josh Reiner – Advised Commission Board of updates on the North East Reconstruction that will be taking place. Reiner also advised the Commission Board that due to delays on Simons addition there will be a new schedule to hand out. Handed Exhibit to Commission Board of pay application #6 from CC Steele in the amount of \$161,582.13 for their review and consideration.  
**Weflen made a motion to pay application #6 in the amount of \$161,582.13 to CC Steele for work completed to date, second by Christianson. Roll Call: Ayes; Christianson, Bugbee, Weflen**  
Reiner advised Commission Board that elevations on Dean Avenue curbs and gutters need to be fixed and that would be a change order of under \$20,000. Discussions held.

**Weflen made a motion to approve a change order not to exceed \$20,000 to fix all the curbs and gutters on Dean Avenue, second by Christianson. Roll Call: Ayes; Christianson, Bugbee, Weflen**

3. FCI Construction- Matt Leirz – Advised the Commission Board of the status for the completion of the Police Station and Museum construction.
4. Community Center/Recreation Board – David Pederson- Advised Commission Board that donations were received for a new baseball scoreboard and they are seeking permission to have the scoreboard placed on City property next to the Community Center on the North baseball field the back middle east of the field and is also seeking permission to connect to the City electric. Pederson states that the electric would have very minimal cost to the City. Discussions held.

**Bugbee made a motion to allow scoreboard to be placed on City property on the middle east part of property and be connected to City's electric at no cost, second by Christianson. Roll Call: Ayes; Christianson, Bugbee, Weflen**

5. Water Department Generators – Salinas handed exhibit to Commission Board of cost for 2 small generators for the lift stations in the amount of \$43,507 which includes installation, onsite start up and training and 1 large generator in the amount of \$97,982 that also includes installation, onsite start up and training. Discussions held on the importance of the generators.

**Christianson made a motion to approve the purchase and installation of generators for the lift stations and the waste water treatment facility in the amount not to exceed \$185,000 but to check other agencies for better pricing, second by Bugbee. Roll Call: Ayes; Christianson, Bugbee, Weflen**

**New Business:**

6. Gaming Application, Pledge Holdings as of 05-19-2020, Payroll for 05-22-20 and Bills for May 2020- Salinas handed exhibits to Commission Board of Gaming Application, Pledge Holdings as of 05-19-2020, Payroll for 05-22-20 and City of Tioga Bills for May 2020 for their review and consideration. TOTAL \$216,216.36: 3D Specialties \$1,130.20; Ackerman \$1,557.50; ACME \$426.94; Affordable Towing \$425.00; Ameripride \$105.60; Border Plains \$20.11; Boss \$937.69; Circle \$25,445.50; Computech \$8,313.72; Curtis Miller \$213.75; Dirty Diesel Repair \$650.00; EAPC \$3,440.95; Envirotech \$5,041.12; Esterholm \$1,042.50; First District Heath \$75.00; Govoffice \$660.00; Gustafson \$400.00; Info Tech \$144.50; Ink Spot \$103.00; Keller Paving \$380.00; Lexis \$130.26; MDU \$7,801.94; Moore \$20,782.50; MWE \$1,153.04; ND One Call \$78.10; ND State Plumbing \$23.00; NDACO \$162.00; Normont \$1844.86; NCC \$2,477.02; Office Depot \$175.49; Papineau Ins \$385.00; Pendlay Law \$2,475.00; Pinnacle \$5,548.70; Pitney Bowes \$194.04; Pitney Bowes PP \$320.99; Praxair \$27.33; Preble Medical \$194.00; R&T \$70,802.48; Railroad Mg Co \$258.95; Ralphs Plumbing and heating \$303.16; RC Sports \$1,832.00; Ruach \$2,549.66; Steins \$6,513.83; Swanston \$1,040.00; Tioga Hardware \$1,607.01; Tioga Parts Supply \$392.82; Tioga Tribune \$1,241.24; Triangle Electric \$893.36; ULINE \$408.41; USA Central Station Alarm \$90.00; Verizon \$921.65; Visa \$5,002.04; Wanda Bagley \$600.00; Williams Cty Assessor \$26,255.00; Williams Cty Hwy Dept \$877.40; Williams Cty Recorder \$91.00; Workforce Safety \$250.00

**Weflen made a motion to approve Gaming Application, Pledge Holdings as of 05-19-2020, Payroll for 05-22-20 and City of Tioga Bills for May 2020, second by Bugbee. Call: Ayes; Christianson, Bugbee, Weflen**

**With no further business, the meeting of the Tioga City Commission was adjourned by unanimous vote moved by Bugbee, second by Weflen at 8:09 p.m. call: Ayes; Christianson, Bugbee, Weflen, McClelland**

The next meeting of the City of Tioga Commission Meeting is scheduled for Monday June 15, 2020 at 7:00 p.m., to be held at the Tioga City Hall.

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Drake McClelland, City Commission President

ATTEST:

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Abby Salinas, City Auditor