

**CITY OF TIOGA**  
City Commission Meeting Minutes  
July 17, 2017

A meeting of the City Commission of the City of Tioga was called to order at 7:00 pm on July 17, 2017, at the Tioga City Hall, by President of the City Commission Drake McClelland.

PRESENT: Drake McClelland, John Grubb, Heather Weflen, Tim Sundhagen, Elizabeth Pendlay and Abby Salinas  
ABSENT: Todd Thompson  
GUEST: Dan Larson, Stephanie Nygaard, Jeff Moberg, Kailein VanDyke, Nicole Savela, Marcus White, Steve Eberle, Austin Alexander, Mia Lefever, Corey Murphy, Kellie Jo Haider

**Weflen made a motion to approve the minutes of July 5, 2017, second by Sundhagen. Roll Call: Ayes; Grubb, Sundhagen, Weflen, McClelland**

**Commissioners Reports:**

McClelland: Administered Oath of office to Nicole Savela the new Police Officer for the City of Tioga. Start date for new Officer will be effective August 1, 2017. McClelland advised Commission Board that each Commissioner will have to work with their department head to review their budget and return to Salinas. Also shared with Commission Board the "Thank You" poster given to Tioga Fund and Commissioners from the Kids participating in Recreational and Park Activities and a "Thank You" card given to the Tioga Fund and the Commissioners from the Senior Center.

Grubb: Advised Commission Board that he is working on issues in the Waste Water Treatment Plant and one of his employees is going to be out of work due to an injury that was caused off work site.

Sundhagen: None.  
Thompson: Absent  
Weflen: None

**Modifications/Approval of Agenda:**

**Sundhagen made a motion to approve agenda with changes to add application to agenda items #8 for a Local Charity Permit, Second by Weflen. Call: Ayes; Grubb, Sundhagen, Weflen, McClelland**

**Old Business:**

1. Legal – Pendlay advised Commission Board that she is still in talks with Attorneys for Pine Ridge. She also states that she is working on Building Code Ordinance, Vacation for Annabelle, Hess agreement and the new Nuisance Ordinance.
2. Ackerman-Estvold: Steve Eberle – Advised Commission Board of the progress being done in Annabelle and asked for response on traffic flow for the roundabout, Commissioner Weflen states traffic should read to the right and there is enough space there for parking. Eberle will order signs so they can be placed during construction. Other projects being worked on are Lift Station, 2016 Project warranty items, Simmons Addition, 67<sup>th</sup> Street, ND DOT, TAP program, Tioga Dam EAP, and Planning and Zoning.
3. AE2S: Abby Salinas – Advised Commission Board that AE2S work is completed and will remove this from future agendas
4. Graham: Matt Ruhland – No updates.

**New Business:**

5. Planning and Zoning Applications – Planning & Zoning Committee advised Commission Board to approve Building Application from Jeffery Moberg for building new home  
**Grubb made motion to approve the Building Application from Jeffery Moberg, second by Sundhagen. Call: Ayes; Grubb, Sundhagen, Weflen, McClelland**  
Planning & Zoning Committee advised Commission Board to approve fixing alley way behind the new home being built by Jeffery Moberg and cutting portion of sidewalk at City's expense because alley belongs to City and it should have been placed there during construction which would allow an exit from alley.  
**Weflen made motion to approve to table cutting curb in alley behind the new home being built by Jeffery Moberg until City receives cost and pin location, second by Grubb. Call: Ayes; Grubb, Sundhagen, Weflen, McClelland**
6. Tioga Fund Applications – Salinas handed exhibit to Commission Board of Tioga Fund Application from the Tioga Park Board in the amount of \$8,500 for a portable movie screen that will be used by movies in the park, and can be barrowed by other Boards for their City functions. Tioga Fund Board reviewed and recommends approval.  
**Sundhagen made motion to approve the Tioga Fund Application in the amount of \$8,500 for Tioga Park Board for a portable movie screen, second by Grubb. Call: Ayes; Grubb, Sundhagen, McClelland Abstained; Weflen**  
Salinas handed exhibit to Commission Board of Tioga Fund Application from the Economic Development Director in the amount of \$5,000 for the Tioga Drone Camp.  
**Grubb made motion to approve the Tioga Fund Application in the amount of \$5,000 for the Tioga Drone Camp, second by Sundhagen. Call: Ayes; Grubb, Sundhagen, McClelland Abstained; Weflen**  
Salinas handed exhibit to Commission Board of Tioga Fund Application from the Economic Development Director in the amount of \$2,000 for the Dancing with the Stars Dance Instructor during Tioga Drone Camp.  
**Sundhagen made motion to approve the Tioga Fund Application in the amount of \$2,000 for the Dancing with the Stars Dance Instructor during Tioga Drone Camp, second by Grubb. Call: Ayes; Grubb, Sundhagen, McClelland Abstained; Weflen**  
Salinas handed exhibit to Commission Board of Tioga Fund Application from the Economic Development Director in the amount of \$29,999 for the Micro Retail Project in Tioga.  
**Grubb made motion to table the Tioga Fund Application in the amount of \$29,999 for the Micro Retail in Tioga until August 7, 2017, second by Sundhagen. Call: Ayes; Grubb, Sundhagen, McClelland Abstained; Weflen**
7. Visitor Promotion Applications - Salinas handed exhibit of Visitor Promotion Application from the Park Board in the amount of \$6,500 for the portable movie screen. Visitor Promotion Board reviewed and recommends approval.  
**Sundhagen made motion to approve the Visitor Promotion Application in the amount of \$6,500 for the Park Board, second by Grubb. Call: Ayes; Grubb, Sundhagen, McClelland Abstained; Weflen**
8. Local Charity Permit Raffle Application – Salinas handed Commission Board Local Charity Permit application from Tioga Fire department  
**Weflen made motion to approve local charity permit application from Tioga Fire Department for raffle and bingo, second by Sundhagen. Call: Ayes; Thompson, Grubb, Sundhagen, McClelland**  
Salinas handed Commission Board Local Charity Permit application from Tioga Golf and Country Club  
**Sundhagen made motion to approve local charity permit application from Tioga Golf and Country Club for raffle, second by Grubb. Call: Ayes; Thompson, Grubb, Sundhagen, McClelland**
9. Bills – Salinas handed exhibit to Commission Board of July 2017 Bills and advised Commission Board there are still some outstanding bills that will arrive this month  
**Sundhagen made motion to approve bills for July 2017, second by Weflen. Call: Ayes; Grubb, Sundhagen, Weflen, McClelland**

10. Payroll - Salinas handed exhibit to Commission Board of City of Tioga Payroll for July 5, 2017  
**Weflen made a motion to approve Payroll for July 5, 2017, second by Grubb. Call: Ayes; Thompson, Sundhagen, Weflen, McClelland**
11. Financials - Salinas handed exhibit to Commission Board of City of Tioga Financials for June 2017,  
**Weflen made a motion to approve Balance Sheet for June 2017, second by Sundhagen. Call: Ayes; Grubb, Sundhagen, Weflen, McClelland**  
**Weflen made a motion to approve Fund Summary for June 2017, second by Sundhagen. Call: Ayes; Grubb, Sundhagen, Weflen, McClelland**

**With no further business the meeting of the Tioga City Commission was adjourned by unanimous vote moved by Weflen second by Sundhagen at 9:00 p.m. call: Ayes; Grubb, Sundhagen, Weflen, McClelland**

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

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Drake McClelland, President of the City Commission

ATTEST:

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Abby Salinas, City Auditor