

CITY OF TIOGA
City Commission Meeting Minutes
August 3, 2020

A meeting of the City Commission of the City of Tioga was called to order at 7:00 pm on August 3, 2020, at the Tioga City Hall, by the City Commissioner Drake McClelland.

PRESENT: Drake McClelland, Tim Christianson, Natalie Bugbee, Tim Sundhagen, Larry Maize, Elizabeth Pendlay and Abby Salinas

ABSENT:

GUEST: Jacob Orledge, Linda Meyer, Dan Larson, Elise Pendlay, Josh Reiner

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

Commissioners Reports:

Bugbee: Advised Commission Board of updates at the Community Center.

Christianson: Advised Commission Board that the working barge at the Waste Water Treatment Facility was delivered and has already been put to use.

Maize: Advised Commission that he walked around some of the street construction sites.

Sundhagen: Advised the Commission Board that the application to the 1% County Board for new radios and system is on hold until decisions are made state wide if it will be necessary to update the recent purchased radios and systems to new ones.

McClelland: Advised Commission Board that if the Commission Board wants to open camper spaces at the Tioga Dam, the ND State Health Department has requirements and stated that it will be necessary to add running water, fix bathrooms, update signs and come up with a rental amount per night. Kirk Odegaard stated that there will be a one-time cost estimated at \$4,900 and there would be an ongoing cost each month for the upkeep. Discussions held.

Bugbee made a motion to approve the estimated cost and upkeep amount for the Tioga Dam which will include a fee of \$20 dollars per night only short-term rental, second by Christianson. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Maize

Modifications/Approval of Agenda:

Sundhagen made a motion to approve agenda with no changes made, second by Bugbee. Call: Ayes; Christianson, Bugbee, Sundhagen, Maize

Old Business:

1. Legal – Elizabeth Pendlay – Advised the Commission Board of work being done with City Auditor.
2. Moore Engineering: Josh Reiner – Advised Commission Board of updates on the NE Reconstruction and handed exhibit to Commission Board of Pay Application #2 from BEK Construction in the amount of \$583,125.89.

Christianson made a motion to approve pay application #2 from BEK Construction in the amount of \$583,125.89 for the work completed on the NE Reconstruction Project, second by Bugbee. Call: Ayes; Christianson, Bugbee, Sundhagen, Maize

Reiner also advised the Commission Board of field order #3 from BEK Construction for 3rd Street and Hanson and handed exhibit of change order #1 in the amount of \$164,466 for the extension of 67th Street.

Bugbee made a motion to approve change order #1 in the amount of \$164,466 from BEK Construction to add the extension of 67th Street, second by Sundhagen. Call: Ayes; Christianson, Bugbee, Sundhagen, Maize

Reiner advised Commission Board that he is waiting for a schedule update on Simons, waiting on updates for the TAP 2018 Project, and will be sending out Moore contract soon for the TAP 2019.

3. Ordinance 2020-04 Crew Housing 2nd Reading - ORDINANCE NO. 2020-04 AN ORDINANCE SUPPLEMENTING AND AMENDING CHAPTER 5 ("ZONING –LAND USE PLANNING"), OF THE CITY OF TIOGA ORDINANCES; AN ORDINANCE GOVERNING TEMPORARY CREW HOUSING FACILITIES BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF TIOGA, NORTH DAKOTA, AS FOLLOWS: Article 11 – Crew Housing Facilities 5.1101 - Purpose and Findings The City Commission finds and declares that it is necessary and desirable for the purposes of maintaining and bettering the community preservation and improvement that Chapter 5 ("Zoning – Land Use Planning") be supplemented with the following regulations pertaining to conditional use permitting of and the operations surrounding temporary crew housing facilities within the City of Tioga and its extraterritorial zone. Except as expressly supplanted, modified or repealed in this supplemental Article 12 of Chapter 5, the regulations contained in said Chapter 5 remain in full force and effect. 5.1114 – Penalty In addition to the suspension or revocation provisions contained herein, a violation of the provisions of this ordinance may result in the imposition of a civil fine of up to \$500.00 per day, for each and every day a violation of this ordinance may occur. (A copy of the full ordinance can be obtained at City Hall Mon-Fri, 8am-5pm)

Sundhagen made a motion to accept the 2nd Reading of Ordinance 2020-04 Crew Housing, second by Maize. Call: Ayes; Christianson, Bugbee, Sundhagen, Maize

New Business:

4. Recycling (Mark Augustus) – No Show
5. Preliminary 2021 Tioga Budget – Salinas handed exhibit to Commission Board of the 2021 Tioga Preliminary Budget for their review and consideration.

Sundhagen made a motion to approve the 2021 Tioga Preliminary Budget, second by Maize. Call: Ayes; Christianson, Bugbee, Sundhagen, Maize

6. Venue Change – Salinas advised the Commission Board that she was seeking permission to move the Primary 2020 Election venue from Tioga City Hall to the Community Center because the Williams County was seeking a large enough space that would allow for the opportunity of Social Distancing. Discussions held.

Sundhagen made a motion to move the 2020 Primary Election venue in Tioga to the Community Center, second by Maize. Call: Ayes; Christianson, Bugbee, Sundhagen, Maize

Consent Approval:

7. Special Liquor License Application from Karen Hawkinson for event at Community Center on August 8, 2020, Deborah Trones for event at Craig Odegaard Garage on August 15, 2020 and Jerol Gohrick for event at Neset Consulting Services on August 7, 2020
8. Payroll 07-22-2020
9. Bills for July 2020 – Total Bills \$302, 416.68 ACKERMAN ESTVOLD \$156.25; ACME TOOLS \$812.75; AMAZON CAPITAL SERVICES \$42.40; AMERIPRIDE \$430.75; AXON ENTERPRISE \$476.00; BORDER PLAINS EQUIPMENT \$151.99; BOSS OFFICE PRODUCTS \$36.46; BSN SPORTS \$116.74; CIRCLE SANITATION \$25,216.50; COMPUTECH \$884.00; COTE & SON AUTO GLASS \$20.00; CREATION CARPETS OF ND \$894.89; DEQ CHEMISTRY LAB \$145.65; DIRTY DIESEL REPAIR \$250.00; EMBROIDME OF MINOT \$192.00; FED EX \$4.29; FIESEL LAW \$1,299.99; GUSTAFSON SEPTIC SERVICE \$880.00; HECK BUILT \$1,552.00; INFORMATION TECHNOLOGY \$135.25; J & A LAWN SPRAYING SERVICE \$3,533.00; MOORE ENGINEERING \$97,203.50; MDU \$7,877.80; MOUNTRAIL WILLIAMS ELECTRIC \$943.54; MUNICIPAL \$925.00; ND DEPT OF ENVIRONMENTAL \$535.00; ND ONE CALL \$62.40; ND STATE RADIO \$600.00; NDACO RESOURCES GROUP \$54.00; NCC \$3,578.93; NOVA FIRE PROTECTION \$200.00; OFFICE DEPOT \$383.20; PAPINEAU INSURANCE \$12,303.00; PENDLAY LAW OFFICE \$5,540.00; PINNACLE \$1,001.93; PRAXAIR \$27.33; PRO SAFE SERVICES \$275.00; R&T \$98,713.15; RC SPORTS \$1,302.25; SANITATION PRODUCTS \$70.79; SHARE CORP \$3,731.32; TIOGA HARDWARE \$7,866.62; TMC \$125.00; TIOGA PARTS SUPPLY \$713.54; TIOGA TIRE \$1325.24; TIOGA TRIBUNE \$1,753.17; ULINE \$2,643.29; VERIZON \$1,024.06; VISA \$4,456.88; WANDA BAGLEY \$600.00; WEX BANK \$1,314.20; WHAM \$98.94; WILLIAMS COUNTY HIGHWAY DEPT \$7,791.09; WILLISTON HERALD MEDIA \$145.60.10

Salinas handed exhibits to Commission Board of Special Liquor License Application from Karen Hawkinson for event at Community Center on August 8, 2020, Deborah Trones for event at Craig Odegaard Garage on

August 15, 2020 and Jerol Gohrick for event at Neset Consulting Services on August 7, 2020, Payroll 07-22-2020, Bills for July 2020 for their review and approval.

Sundhagen made a motion to approve Special Liquor License Application from Karen Hawkinson for event at Community Center on August 8, 2020, Deborah Trones for event at Craig Odegaard Garage on August 15, 2020 and Jerol Gohrick for event at Neset Consulting Services on August 7, 2020, Payroll 07-22-2020, Bills for July 2020, second by Bugbee. Call: Ayes; Christianson, Bugbee, Sundhagen, Maize

With no further business, the meeting of the Tioga City Commission was adjourned by unanimous vote moved by Sundhagen, second by Bugbee at 7:48p.m. call: Ayes; Christianson, Bugbee, Sundhagen, Maize, McClelland

The next meeting of the City of Tioga Commission Meeting is scheduled for Monday August 17, 2020 at 7:00 p.m., to be held at the Tioga City Hall.

Drake McClelland, City Commission President

ATTEST:

Abby Salinas, City Auditor