

CITY OF TIOGA
City Commission Meeting Minutes
September 18, 2017
Unofficial

A meeting of the City Commission of the City of Tioga was called to order at 7:00 pm on September 18, 2017, at the Tioga City Hall, by President of the City Commission Drake McClelland.

PRESENT: John Grubb, Tim Sundhagen, Drake McClelland, Heather Weflen, and Abby Salinas
ABSENT: Todd Thompson and Elizabeth Pendlay
GUEST: Dan Larson, Marcus White, Steve Eberle, Austin Alexander, Jeff Moberg, Stephanie Nygaard

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

Commissioners Reports:

Thompson: Absent
Grubb: Advised Commission Board that there are some areas of concern in the Waste Water Treatment Facility. There is sinking by the clarifiers and aeration ponds, Water Superintendent is keeping track of the area, he will report any further occurrences.
Sundhagen: Advised Commission Board that he has left message with the staff that will eliminate the gophers and is waiting for a response.
Weflen: Advised Commission Board that the street department will need to purchase a radiator for the pay loader because it's leaking, she also handed exhibit of an estimate for culverts from Almer's in the amount of \$3,612.00.
Weflen made a motion to approve the estimate from Almer's in the amount of \$3,612.00 for culverts, second by Sundhagen. Roll Call: Ayes; Grubb, Sundhagen, Weflen, McClelland
Weflen advised Commission Board that she has an upcoming meeting the MDU Engineer to discuss the possible 25 light poles that the City needs and the cost that will come with it.
McClelland: Handed Commission Board bids from AMKO Advisors for the Community Center financing.
Weflen made a motion to approve the loan bid for the Community Center from Dougherty & Co. for the amount of \$3,335,000.00 and the loan process, second by Sundhagen. Roll Call: Ayes; Grubb, Sundhagen, Weflen, McClelland

Sundhagen made a motion to remove agenda item #5 Ordinance 2017-06 Nuisance till Attorney is ready to present, Second by Grubb. Call: Ayes; Grubb, Sundhagen, Weflen, McClelland

Weflen made a motion to approve agenda with a change for September 18, 2017, Second by Sundhagen. Call: Ayes; Grubb, Sundhagen, Weflen, McClelland

Old Business:

1. Legal – Stephanie Nygaard - Hess has agreed to a 3 year term and will sign agreement form as soon as possible, Hess would like to know who will be signing agreement for the City of Tioga since McClelland can't due to recusing himself due to conflict of interest. Commission Board Vice President John Grubb will be signing for the City of Tioga.
2. Ackerman-Estvold: Steve Eberle – Advised Commission Board of the progress being done in Annabelle, handed exhibit of pay application #3 from Bechtold Construction in the amount of \$205,925.74 for Annabelle
Weflen made a motion to approve pay application #3 from Bechtold Construction in the amount of \$205,925.74 for Annabelle, second by Grubb. Call: Ayes; Grubb, Sundhagen, Weflen, McClelland
Handed exhibit of pay application #1 from Swanberg Construction in the amount of \$145,575.00 for the Master Lift Station

Grubb made a motion to approve pay application #1 from Swanberg Construction in the amount of \$145,575.00 for the Master Lift Station, second by Sundhagen. Call: Ayes; Grubb, Sundhagen, Weflen, McClelland

Other Items Ackerman-Estvold is currently working on are; Lift Station Construction, 2016 warranty items, Simmons Addition, 67th Street, ND DOT, TAP program, Tioga Dam EAP, and Planning and Zoning.

3. 4-Way Stop Sign for Park – Sundhagen handed exhibit of letter from Park Board requesting a 4 way stop sign

Sundhagen made a motion to approve the purchase and placement of the 4-way stop sign on Dean Ave and Willard Blvd, second by Grubb. Roll Call: Ayes; Grubb, Sundhagen, Weflen, McClelland

4. Ordinance 2017-05 Flood Plain Management 1st Reading- AN ORDINANCE AUTHORIZING AND IMPOSING FLOODPLAIN MANAGEMENT BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF TIOGA, NORTH DAKOTA, AS FOLLOWS: FLOODPLAIN MANAGEMENT STATUTORY AUTHORIZATION, FINDINGS OF FACT, PURPOSE, AND OBJECTIVES ARTICLE 9 – Floodplain Management

Grubb made a motion to approve the 1st reading of Ordinance 2017-05 Flood Plain Management with the change of the Appeals Board to be the Planning & Zoning Board, second by Sundhagen. Roll Call: Ayes; Grubb, Sundhagen, Weflen, McClelland

New Business:

5. Planning & Zoning – Planning & Zoning Committee advised Commission Board that Eli Auger has resigned his position due to moving out of town.

Sundhagen made motion to accept Eli Auger's resignation and place an open position for the Planning and Zoning Board vacancy, second by Weflen. Call: Ayes; Grubb, Weflen Sundhagen McClelland

Planning & Zoning Committee advised Commission Board to approve 1-year Conditional Use Permit for Colin Christopherson, to create temporary sleeping quarters in business.

Sundhagen made motion to approve the 1 year Conditional Use Permit for the Colin Christopherson, second by Grubb. Call: Ayes; Grubb, Sundhagen, Weflen Abstained; McClelland

Planning & Zoning Committee advised Commission Board to approve Building Permit Application from Joshua Brown for new manufacture modular residential home and set on piers

Grubb made motion to approve the Building Application from Joshua Brown, second by Sundhagen. Call: Ayes; Grubb, Sundhagen, Weflen, McClelland

Planning & Zoning Committee advised Commission Board to approve Building Application from Tim Joyce/Tioga Drug Store to add additional floor sales and drinking fountain station.

Grubb made motion to approve the Building Application from Tim Joyce, second by Sundhagen. Call: Ayes; Grubb, Sundhagen, Weflen, McClelland

Planning & Zoning Committee advised Commission Board that they are looking for clarification for RV campground owners to be compliant with City ordinance to receive a permanent conditional use permit for the life time of business. Discussions held, Commissioners reiterated that they would like to see a meeting take place with RV Park Owners to discuss possible prerequisites that would need to be met before being approved for a permanent conditional use.

6. Copier for Water Department - Salinas handed exhibit to Commission Board of proposal for a new copier for the Water Department.

Grubb made a motion to approve the purchase of a new copier for the amount of \$3,345.00 and a yearly contract maintenance fee of \$471.86, second by Sundhagen. Roll Call: Ayes; Grubb, Sundhagen, Weflen, McClelland

7. Local Charity Permit – Salinas handed exhibit to Commissioner Board of Local Charity Permit Application for Raffle from St. Thomas Alter Society

Sundhagen made a motion to approve the Local Charity Permit Application from St Thomas Alter Society, second by Grubb. Roll Call: Ayes; Grubb, Sundhagen, Weflen, McClelland

Salinas handed exhibit to Commissioner Board of Local Charity Permit Application for Tioga Area Dollar for Scholars

Sundhagen made a motion to approve the Local Charity Permit Application from Tioga Area Dollar for Scholars, second by Grubb. Roll Call: Ayes; Grubb, Sundhagen, Weflen, McClelland

8. Pledge Holdings – Salinas handed exhibit to Commission Board of Pledge Holdings as of September 8, 2017 from Bank of North Dakota

Weflen made a motion to approve Pledge Holdings as of September 9, 2017, second by Sundhagen. Call: Ayes; Thompson, Grubb, Sundhagen, Weflen, McClelland

9. Bills – Salinas handed exhibit to Commission Board September 2017 Bills.

Grubb made a motion to approve the bills for Grubb 2017, second by Sundhagen. Call: Ayes; Grubb, Sundhagen, Weflen, McClelland

10. Financials - Salinas handed exhibit to Commission Board of City of Tioga Financials for August 2017,

Sundhagen made a motion to approve Balance Sheet for August 2017, second by Grubb. Call: Ayes; Grubb, Sundhagen, Weflen, McClelland

Sundhagen made a motion to approve Fund Summary for August 2017, second by Grubb. Call: Ayes; Grubb, Sundhagen, Weflen, McClelland

With no further business, the meeting of the Tioga City Commission was adjourned by unanimous vote moved by Grubb, second by Weflen at 8:42 p.m. call: Ayes; Grubb, Sundhagen, Weflen, McClelland

The next meeting of the City of Tioga is scheduled for Monday October 2, 2017 at 6:45 p.m. for a public hearing, to be held at the Tioga City Hall.

Drake McClelland, President of the City Commission

ATTEST:

Abby Salinas, City Auditor