

CITY OF TIOGA
City Commission Meeting Minutes
September 21, 2020

A meeting of the City Commission of the City of Tioga was called to order at 7:00 pm on September 21, 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, Dan Larson, Vickie Augustus, Josh Reiner, Bob Anderson, Corinne Wilburn, Randy Moe, Karen Vetsch, Steve Bratlien, Mark Placek

Christianson made a motion to approve the Commission Minutes of September 8, 2020 Regular Meeting, second by Maize. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Maize

Christianson made a motion to approve the Commission Minutes of September 8, 2020 Public Hearing for AJ's Café Liquor License Application, second by Bugbee. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Maize

Commissioners Reports:

Bugbee: Advised Commission Board that the City Hall Staff will be in training so City Hall will be closed Thursday 09-24, Friday 09-25, Monday 09-28, Tuesday 09-29 and Wednesday 09-30. Staff can still be reached by phone if needed.

Christianson: None

Sundhagen: None

McClelland: None

Maize: Advised Commission Board that Bob Anderson's Business Driveway is not a good design it is a tripping hazard and Mr. Anderson stated that he is seeking Commission permission to redo the drive way with the assistance of Dan Larson and City Engineer Josh Reiner and he is also willing to pay for the change. Commission Approved the change as long as Mr. Anderson follows Planning and Zoning process.

Mazie handed exhibit to Commission Board of cost estimate for concrete crushing from Knife River in the amount of \$160,000. Maize advised that in the last few years the concrete and asphalt has been building because there is no one that wants to come out and do low amounts. Discussions held.

Maize made a motion to approve the estimate of Knife River for Concrete Crushing in the amount of \$160,000, second by Bugbee. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Maize

Modifications/Approval of Agenda:

Sundhagen made a motion to remove Planning and Zoning Application for Parcel Plat Split from Bob Anderson and place it under new business for discussion, Second by Maize. Call: Ayes; Christianson, Bugbee, Sundhagen, Maize

Bugbee made a motion to approve agenda with modifications, second by Maize. Call: Ayes; Christianson, Bugbee, Sundhagen, Maize

Old Business:

1. Legal – Elizabeth Pendlay – Advised the Commission Board that she is currently working on some forms and has nothing else to report.

2. Moore Engineering: Josh Reiner – Advised Commission Board of updates on the NE Reconstruction. Reiner reviewed curb of residence on 201 1st Street and stated that cost to fix would be an estimate of about no more than \$3,000.

Bugbee made a motion to approve up to \$3,000 to correct the curb on 201 1st Street and have Reiner provide a change order at the next meeting, second by Christianson. Call: Ayes; Christianson, Bugbee, Sundhagen, Maize

Reiner also advised Commission Board of Simons Addition Punch List, Reiner states he is waiting on the television and a few items on the punch list to close out project. When Punch List is done and closed discussions on LD's will continue. Central specialties will be talking with Reiner regarding the TAP 2018 Project and the Engineer Contract is almost ready to be sent to the City Attorney for review.

Bugbee made a motion to approve signing of the Engineer Contract for the TAP 2019 Project contingent on City Attorney approval, second by Christianson. Call: Ayes; Christianson, Bugbee, Sundhagen, Maize

New Business:

3. Bob Anderson – Salinas handed exhibit to Commission Board of map of vacant property that belongs to Bob Anderson next to Mr. Tire. Mr. Anderson is seeking permission to replat the property and sell it in parcels but is seeking Commission Approval before he continues with the Planning and Zoning Process. Discussions held; Commissioners have no objections.
4. Budget 2021 – Salinas handed exhibit of the 2021 Final budget and levy for their review and approval. Vicki Augustus states that although the property taxes went up very little they still went up and during a time when COVID-19 and layoffs have hit hard she feels it's not a good time to raise taxes.
Christianson made a motion to approve the 2021 budget and levies for the City of Tioga, second by Sundhagen. Call: Ayes; Christianson, Bugbee, Sundhagen, Maize
5. R&T Board – Drake McClelland handed his resignation letter to the R&T Board on behalf of Tioga effective October 1, 2020.
Sundhagen made a motion to accept McClelland's resignation letter to the R&T Board of behalf of Tioga, second by Bugbee. Call: Ayes; Christianson, Bugbee, Sundhagen, Maize
Bugbee made a motion to appoint Larry Maize as the new representative for R&T on behalf of Tioga, second by Sundhagen. Call: Ayes; Christianson, Bugbee, Sundhagen, Maize
6. Library Board – Drake McClelland handed his resignation letter to the Library Board of Tioga effective October 1, 2020.
Bugbee made a motion to accept McClelland's resignation letter to the Library Board of Tioga, second by Sundhagen. Call: Ayes; Christianson, Bugbee, Sundhagen, Maize
7. Commission Board - Drake McClelland handed his resignation letter to the City of Tioga for President of the Commission effective November 1, 2020.
Sundhagen made a motion to accept McClelland's resignation letter to the City of Tioga Commission President, second by Bugbee. Call: Ayes; Christianson, Bugbee, Sundhagen, Maize
Sundhagen wanted to Thank Drake McClelland for all his hard work and years of service, he states that McClelland's heart was always in the best interest of the tax payer. City Attorney Pendlay states that she appreciates that McClelland is a straight shooter, patient and helpful. Christianson states that McClelland's accomplishments are remarkable and are appreciated. Bugbee stated that McClelland spent countless hours working for the City and involving himself and you were always able to reach out to him when needed. Maize added "what do you expect from a guy from Michigan". McClelland took a moment to say Thank you for everything, it's been a great run. McClelland also states that this community is awesome! Sundhagen will chair meeting while the transition takes place in November.
8. County Road 10 – Salinas handed exhibit to Commission Board of email from Lonnie Fleck, Engineer for Williams County that states some of the residents on County Road 10 does not have the approaches configured in the original price to add it on would increase the City of Tioga's Cost Share amount by \$43,000.

Sundhagen made a motion to approve the extra \$43,000 cost share for the approaches that were left out, second by Maize. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Maize

Salinas also advised that County Road 10 will not be completed as per contract and County Engineer is asking if we would like to pursue LD's with the County.

Sundhagen made a motion to approve the pursue of LD's with the County for not completing project as per contract, second by Christianson. Roll Call: Ayes; Christianson, Bugbee, Sundhagen, Maize

Consent Approval:

9. Planning and Zoning Applications from Chuck Stewart for a Building application for new storage units.
10. Tioga Fund Applications from Trista Vandermark for the Tioga Community Halloween Party in the amount of \$5,000.
11. Special Liquor License Application from Karen Hawkinson/Pour Decisions for October 10, 2020 for a wedding dance and from Gloria Iwen/ Model Tavern for October 17, 2020 for Pheasants Forever Banquet.
12. Local Charity Permit Application from Ronda Rudnik for Tioga Area Dollars for Scholars.
13. Payroll 09-04-2020 and 09-22-2020
14. Financials for August 2020
15. Salinas handed exhibits to Commission Board of Planning and Zoning Applications from Chuck Stewart for a Building application for new storage units. Tioga Fund Applications from Trista Vandermark for the Tioga Community Halloween Party in the amount of \$5,000. Special Liquor License Application from Karen Hawkinson/Pour Decisions for October 10, 2020 for a wedding dance and from Gloria Iwen/ Model Tavern for October 17, 2020 for Pheasants Forever Banquet. Local Charity Permit Application from Ronda Rudnik for Tioga Area Dollars for Scholars. Payroll 09-04-2020 and 09-22-2020 Financials of Fund Summary and Balance Sheet for August 2020 for their review and approval.
Bugbee made a motion to approve Planning and Zoning Applications from Chuck Stewart for a Building application for new storage units. Tioga Fund Applications from Trista Vandermark for the Tioga Community Halloween Party in the amount of \$5,000. Special Liquor License Application from Karen Hawkinson/Pour Decisions for October 10, 2020 for a wedding dance and from Gloria Iwen/ Model Tavern for October 17, 2020 for Pheasants Forever Banquet. Local Charity Permit Application from Ronda Rudnik for Tioga Area Dollars for Scholars. Payroll 09-04-2020 and 09-22-2020 Financials of Fund Summary and Balance Sheet for August 2020, second by Maize. Call: Ayes; Christianson, Bugbee, Sundhagen, Maize

With no further business, the meeting of the Tioga City Commission was adjourned by unanimous vote moved by Maize, second by Sundhagen at 8:45p.m. call: Ayes; Christianson, Bugbee, Sundhagen, Maize, McClelland

The next meeting of the City of Tioga Commission Meeting is scheduled for Monday October 5, 2020 at 7:00 p.m., to be held at the Tioga City Hall.

Drake McClelland, City Commission President

ATTEST:

Abby Salinas, City Auditor