

CITY OF TIOGA
City Commission Meeting Minutes
October 21, 2019

A meeting of the City Commission of the City of Tioga was called to order at 7:10 pm on October 21, 2019, at the Tioga City Hall, by the City Commissioner Drake McClelland.

PRESENT: Drake McClelland, Natalie Bugbee, Heather Weflen, Elizabeth Pendlay and Abby Salinas

ABSENT: Tim Christianson, Tim Sundhagen

GUEST: Dan Larson, Jacob Orledge, Austin Rollag, Judy Odegaard, Dylan Thompson, Matt Cebulla, Brooke Cebulla, Gail Widmer, Sam Irvin, Karen Hawkinson, Steve Eberle, Austin Alexander, Scott Bertsch, Matt Lierz

Weflen made a motion to approve the Commission Minutes of October 7, 2019, second by Bugbee. Roll Call: Ayes; Bugbee, Weflen, McClelland

Bugbee made a motion to approve the Commission Minutes of October 7, 2019 Executive Session, second by Weflen. Roll Call: Ayes; Bugbee, Weflen, McClelland

Commissioners Reports:

Christianson: Absent

Bugbee: None

Sundhagen: Absent

Weflen: None

McClelland: Advised Commission Board that Employee Evaluations are due end on December

Modifications/Approval of Agenda:

Weflen made a motion to approve agenda with no changes, second by Bugbee. Call: Ayes; Bugbee, Weflen, McClelland

Old Business:

1. Legal – Elizabeth Pendlay – Advised Commission Board of the items she is currently working on; Completed RV Ordinance and send it to Planning and Zoning for review.
2. Ackerman-Estvold: Eberle – Advised Commission Board of the status on the 2018 Tap Project and stated that the 2019 Tap project went out for bid. Handed exhibit of bid results for 2019 Tap, the lowest bid was Strata at \$582,666.41. Discussion held to award or reject.

Weflen made a motion to table until Commission Meeting on 11-04-19, second by Bugbee. Roll Call: Ayes; Bugbee, Weflen, McClelland

Eberle advised Commission board that the construction for Simons addition will not be completed and handed exhibit of letter from CC Steele regarding liquidated damages. Matt Cebulla of CC Steele advised Commission Board that project was delayed due to weather conditions throughout construction season and asked Commission Board to waive liquidated damages.

Bugbee made a motion to waive liquidated damages then pulled motion

Discussions held on added expenses of engineer fees due to the Simons project not being completed.

Weflen made a motion to table discussions of liquidated damages until nearing end of completion of Simons Project, second by Bugbee. Roll Call: Ayes; Bugbee, Weflen, McClelland

Eberle also advised Commission Board of the application needing to be submitted for the CWSRF in case loan will be needed for following year.

Weflen made a motion to have Ackerman-Estvold submit application for the CWSRF, second by Bugbee. Call: Ayes; Bugbee, Weflen, McClelland

3. FCI Construction- Austin Rollag – Advised the Commission Board of the status for the Police Station and Museum construction. Also advised Commission Board of the Electric line that was cut and the correction to fix. Handed exhibit of pay application #5 from FCI in the amount of \$257,128.90 for the work done in the month of September on the Police Station.
Weflen made a motion to approve Pay Application #5 from FCI Construction in the amount of \$257,128.90 for the work done in September of 2019 at the New Police Station, second by Christianson. Call: Ayes; Christianson, Weflen, McClelland
Handed exhibit of pay application #4 from FCI in the amount of \$250,965.30 for the work done in the month of September on the Museum
Bugbee made a motion to approve Pay Application #4 from FCI Construction in the amount of \$250,965.30 for the work done in September of 2019 at the New Museum, second by Weflen. Call: Ayes; Bugbee, Weflen, McClelland
4. Graham – Salinas handed exhibit of Pay Application #1 from Graham Construction in the amount of \$25,308.09 for the pre-construction work done for the new Police Station. Salinas stated that EAPC verified none of Grahams work was used for the build of the new Police Station. Graham provided portion of itemized bill. Discussions held.
Weflen made a motion to table Pay Application #1 from Graham Construction in the amount of \$25,208.09 for pre-construction work done for the new Police Station until 11-04-19, second by Bugbee. Call: Ayes; Bugbee, Weflen, McClelland

New Business:

5. Visitor Promotion – Salinas handed Commission Board a Visitor Promotion application from the Tioga Community Halloween Committee in the amount of \$2,000 for the Community Halloween Party for their review and consideration.
Bugbee made a motion to approve the Visitor Promotion Application from the Halloween Committee in the amount of \$2,000 for the Community Halloween Party, second by Weflen. Call: Ayes; Bugbee, Weflen, McClelland
6. Local Charity Permit Applications – Salinas handed exhibit to Commission Board of Local Charity Permit Application from White Earth Saddle Club for Turkey Bingo for their review and consideration.
Bugbee made a motion to approve the Local Charity Permit Application from White Earth Saddle Club for Turkey Bingo, second by McClelland. Call: Ayes; Bugbee, McClelland Abstained; Weflen
7. Gaming License Application - Salinas handed exhibit to Commission Board of Gaming License Application from Prairie Public Broadcasting Inc for Bingo, Raffles, Pull Tab Jar, Pull Tab Dispenser, Electronic Pull Tab Device, Prize Board, Twenty-one and Poker at Pour Decisions Bar and Grill for their review and consideration.
Weflen made a motion to approve the Gaming License Application from Prairie Public Broadcasting Inc for Bingo, Raffles, Pull Tab Jar, Pull Tab Dispenser, Electronic Pull Tab Device, Prize Board, Twenty-one and Poker at Pour Decisions Bar and Grill, second by Bugbee. Call: Ayes; Bugbee, Weflen, McClelland
8. Employee Evaluation – Salinas handed exhibit of 90-day employee evaluation and raise recommendation for Kelli Devore for their review and consideration.
Bugbee made a motion to approve Raise Recommendation for Kellie Devore in the amount of 3% and make employee permanent status, second by Weflen. Call: Ayes; Bugbee, Weflen, McClelland
9. Payroll – Salinas handed exhibit of payroll for 10-22-2019 for their review and consideration.
Bugbee made a motion to approve payroll for 10-22-2019, second by Weflen. Call: Ayes; Bugbee, Weflen, McClelland
10. Financials - Salinas handed exhibit to Commission Board of City of Tioga Financials for September 2019 for their review and consideration.

Bugbee made a motion to approve Balance Sheet for September 2019, second by Weflen. Call: Ayes; Bugbee, Weflen, McClelland

Weflen made a motion to approve Fund Summary for September 2019, second by Bugbee. Call: Ayes; Bugbee, Weflen, McClelland

With no further business, the meeting of the Tioga City Commission was adjourned by unanimous vote moved by Bugbee, second by Weflen at 8:20 p.m. call: Ayes; Bugbee, Weflen, McClelland

The next meeting of the City of Tioga Commission Meeting is scheduled for Tuesday November 4, 2019 at 7:00 p.m., to be held at the Tioga City Hall.

Drake McClelland, City Commission President

ATTEST:

Abby Salinas, City Auditor