CITY OF WATFORD CITY

CITY COUNCIL MEETING

January 6, 2014

Minutes of the regular City Council meeting held on January 6, 2014 at 6:00 p.m. at City Hall. Present were Mayor Brent Sanford and Council Members Justin Voll, Marty Mulder, Kris Pacheco, and Doug Bolken. Absent were Shane Homiston and Randy Samuelson. Also present was City Planner Curt Moen, City Auditor Peni Peterson and Attorney Wyatt Voll.

Council Member Mulder moved to approve the minutes of the city council meetings held on December 2nd & 10th, 2013. Motion also included approving the agenda. Motion seconded by Council Member Bolken and carried unanimously.

Mayor Sanford called the Public Hearing, as advertised, to order for the Application for Annexation submitted by Bakken Development Solutions/Jarvis & Kadie Sorenson (Blocks 8-11 of The Crossings at Watford City- 36.43 acres). There were no written comments or comments from the public. The Public Hearing was closed.

Council Member Bolken moved to approve the First Reading on an Ordinance Annexing Property to the City of Watford City per Annexation Application submitted by Bakken Development Solutions/Jarvis & Kadie Sorenson (Blocks 8-11 of The Crossings at Watford City- 36.43 acres). Motion seconded by Council Member Mulder and carried by the following roll call vote: ayes: Pacheco, Bolken, Voll, and Mulder; nays: none.

Jayme Klecker, Advanced Engineering and Environmental Services, presented information regarding Construction Manager at Risk for the Water Resource Recovery Facility. Council Member Voll moved to approve advertising for a Construction Manager at Risk (CMAR) to provide design phase assistance and complete construction services for the Water Resource Recovery Facility Improvements Project. Motion seconded by Council Member Bolken and carried by the following roll call vote: ayes: Mulder, Bolken, Voll, and Pacheco; nays: none.

Todd Norton, Advanced Engineering and Environmental Services, provided task orders and partial pay estimates for review.

Council Member Mulder moved to approve Task Order #11b and #12b from Advance Engineering (#11b- NW Water Tower Construction and Post Construction Services) for $296,320 and (12b – East Water Tower Construction and Post Construction Services) for $313,060. Motion seconded by Council Member Bolken and carried by the following roll call vote: ayes: Voll, Mulder, Pacheco, and Bolken; nays: none.

Council Member Voll moved to approve Pay Estimate #5 – Final from Williams Plumbing and Heating (Wastewater Treatment Facility Improvements – Phase I) for $5,000. Motion seconded by Council Member Pacheco and carried by the following roll call vote: ayes: Bolken, Pacheco, Mulder, and Voll; nays: none.

Chief Jesse Wellen was present and gave an update on the police department.

Council Member Bolken moved to approve the recommendations from the Planning Commission from their December 30, 2013. Approved the following: Preliminary Subdivision Plat submitted by Bakken Land Holdings, LLC for property located in the NW 1/4 of Section 22, T150N, R98W, 36.43 acres, McKenzie County, ND; Zone Change Application submitted by Bakken Development Solutions, LLC, for property located in the NW ¼ of Section 22, T150N, R98W, 36.43 acres, McKenzie County, ND. Application will re-zone C1 property to CB, R3 and R4; Simple Lot Split Application submitted by Bakken Development Solutions for property located in Lot 1, Block 1, The Crossings at Watford City, Section 22, T150N, R98W, 3.51 Acres, McKenzie County, North Dakota, for the purpose of making one parcel into two; Zone Change Application submitted by Chad and Angie Fladland, for property located at 2496 125th Ave NW in Section 29, T150N, R98W, 3.49 acres, McKenzie County, ND. Application will re-zone AG property to C1. Approval is contingent upon a site plan application submittal; Simple Lot Split Application submitted by Bayfront Builders Inc. / Monday One for property located at South Pheasant Ridge St, NW ¼ Section 18, T150N, R98W, 2.75 Acres, McKenzie County, North Dakota, for the purpose of combining lots 62, 63,64,65,66, and 67 into one lot; Simple Lot Split Application submitted by Bayfront Builders Inc. for property located at South Pheasant Ridge St, NW ¼ Section 18, T150N, R98W, 2.085 Acres, McKenzie County, North Dakota, for the purpose of combining lots 74, 75, 76, and 77 into one lot; Simple Lot Split Application submitted by Kent Taylor for property located at 1208 4th Ave NE, Section 17, T150N, R98W, 6.40 Acres, McKenzie County, North Dakota, for the purpose of adjusting the lot line. Approval is contingent upon the lots being consolidated into one in the near future; Simple Lot Split Application submitted by Carmen Wold / CKW Properties for property located in Section 19, T150N, R98W, 4.052 Acres, McKenzie County, North Dakota, for the purpose of adjusting the lot line; Zone Change Application submitted by Hunter’s Run/ Marco Nordio, for property located in a portion of the East ½ of Section 16, T150N, R98W, 1.51 acres, McKenzie County, ND. Application will re-zone C2 property to CB; Zone Change Application submitted by Hunter’s Run/ Marco Nordio, for property located in the SW ¼ of the SE ¼ of Section 16, T150N, R98W, 3.0 acres, McKenzie County, ND. Application will re-zone C2 property to CB. Motion seconded by Council Member Mulder and carried by the following roll call vote: ayes: Pacheco, Voll, Bolken, and Mulder; nays: none.

Council Member Bolken moved to approve Pay Application #7 (City Hall Renovation) from AHTNA for $411,495.68. Motion seconded by Council Member Pacheco and carried by the following roll call vote: ayes: Mulder, Pacheco, Bolken, and Voll; nays: none.

Council Member Bolken moved to approve Pay Application #7 (EMS Building) from AHTNA for $345,944.21. Motion seconded by Council Member Voll and carried by the following roll call vote: ayes: Pacheco, Bolken, Voll, and Mulder; nays: none.

Council Member Pacheco moved to approve purchasing a 2014 Aquatech Model B10 Collection Basin/Jet Rodder from Flexible Pipe Tool Company in the amount of $306,100.00 and a Global M3 Mechanical Street Sweeper from Swanston Equipment Companies in the amount of $161,175.00. Motion seconded by Council Member Voll and carried by the following roll call vote: ayes: Bolken, Mulder, Voll, and Pacheco; nays: none.

Council Member Voll moved to approve publishing the 2013 annual salaries for city employees. Motion seconded by Council Member Mulder and carried unanimously. Allex, Brianna $1,225.51; Andrews, Gerad $32,860.51; Ault, Mary Lou $10,390.56; Bateman, Travis $24,519.96; Beard, Glen $600.00; Blood, Daniel $80,774.32; Bolken, Douglas $3,500.00; Bostic, Dylan $52,186.64; Burkett, Kady $13,446.24; Chaffee, Ryan $66,261.89; Fisketjon, Larry $20,947.42; Frick, Kayla $1,725.50; Giersdorf, Kyle $59,436.56; Herfindahl, Slade $17,736.14; Hoffman, Gary $56,420.11; Holm, Rick $550.00; Homiston, Shane T $3,450.00; Jeffries, Terry $74,447.68; Johnson, Cory $450.00; Johnson, Sonja $600.00; Lamell, Robert $23,895.76; Landmark, William $62,995.36; Langowski, Andrew $80,286.82; Larson, Curtis $48,836.95; Lawrence, Jessie $500.00; Mitchell, Aaron $27,722.43; Moen, Curtis $100,732.33; Mudi, Sulleiman $19,669.91; Mulder, Marty $3,000.00; Nelson, Rena $45,004.31; O’Neill, Becky $14,502.99; Olson, Rita $51,905.20; Pacheco, Kristin $3,000.00; Pavek, Nicholas $47,580.05; Peterson, Peni $74,368.60; Phillips, Samantha $10,556.39; Pittsley, James D $61,422.68; Regnier, David $31,795.24; Roff, Kylee $21,576.35; Rolfson, Matt $289.00; Rosenlund, Page $62,025.12; Ross, Kade $17,719.79; Sampson, Seth $30,735.78; Samuelson, Randall $3,000.00; Sandry, Melissa $28,666.68; Sanford, Brent W $8,400.00; Schreiber, Richard $68.00; Schulz, Theodore W $35,926.25; Shaw, Molly $20,589.91; Smith, Justin $95,756.67; Svihovek, James $391.00; Toulou, Brandi $1,077.02; Trevena, Joshua $26,361.54; Tschetter, Dawn $22,985.11; Vera, Eddy $7,554.12; Voll, Justin $3,000.00; Wellen, Jesse $86,927.42; Wellen, Shannon $74,941.14; Whisenhant, Regina $16,199.90; Williams, Mildred $46,177.78; Williams, Steven $79,183.00; Wold, Brett $45,508.62; Wolff, Teri $50.00.

Member Voll moved to approve the following annual step increases for Jesse Wellen, Category 11, Step 1; Daniel Blood Category 7, Step 1; Andrew Langowski Category 7, Step 1; Shannon Wellen Category 7, Step 1; effective February 1, 2014. Motion seconded by Council Member Pacheco and carried by the following roll call vote: ayes: Bolken, Pacheco, Mulder, and Voll; nays: none.

Council Member Voll moved to approve hiring Eddy Vera as a full-time employee in the Public Works Department at Category 3, Step 0; effective January 1, 2014. Motion seconded by Council Member Pacheco and carried by the following roll call vote: ayes: Pacheco, Mulder, Voll, and Bolken; nays: none.

Council Member Pacheco moved to approve the Second Reading on Ordinance #335 Annexing Property to the City of Watford City per Annexation Application submitted by QEP Resources (Country Club Acres – Lots 1-9, Block 1 and Lots 1-9, Block 2 – 3112 4th Ave NE – 9.32 acres). Motion seconded by Council Member Voll and carried by the following roll call vote: ayes: Mulder, Pacheco, Bolken, and Voll; nays: none.

Council Member Pacheco moved to approve the First Reading on Amending Chapter IV, Article 404, Section A – Relating to Duties of Building Inspector. Motion seconded by Council Member Bolken and carried unanimously.

Council Member Pacheco moved to approve the First Reading on Amending Chapter XV, Article XX – Relating to Parking and Loading Regulations. Motion seconded by Council Member Mulder and carried unanimously.

Council Member Pacheco moved to approve the Raffle Permit Application #705 submitted by NWTF Badlands Toms. Motion seconded by Council Member Bolken and carried unanimously.

Council Member Voll moved to approve the following amendments to the 2013 budget. Motion seconded by Pacheco and carried by the following roll call vote: Bolken, Mulder, Pacheco, and Voll. The 2013 Budget Amendments Total: $3,165,214.01

**General Fund (1000)**

Additional expenditures for General Fund of $1,948,067

Amend budget from $7,091,933 to 9,040,000

**Fire Unit Fees (1020)**

Additional expenditures for Fire Department Unit Fees of $21,000

Amend budget from $0 to $21,000

**Road Fund (2010)**

Additional expenditures for Road Fund of $171,646

Amend budget from $916,354 to $1,088,000

**Insurance Reserve (2040)**

Additional expenditures for Insurance Reserve Fund of $10,400

Amend budget from $20,000.00 to $30,400

**Planning Commission Fund (2070)**

Additional expenditures for Planning Commission Fund of $360,000

Amend budget from $406,749 to $766,749

**Lease of Law Enforcement Facilities (2100)**

Additional expenditures for Lease of Law Enforcement Facilities Fund of $125,000

Amend budget from $75,000 to $200,000

**City Improvements Fund (2230)**

Additional expenditures for City Improvements Fund of $1,200

Amend budget from $1,000 to $2,200

**Centennial Fund (2250)**

Additional expenditures for Centennial Fund of $18,301.01

Amend budget from $0 to $18,301.01

**Lodging Tax Fund (2280)**

Additional expenditures for Lodging Tax Fund of $9,000

Amend budget from $30,000 to $39,000

**Vector & Weed Control (2310)**

Additional Expenditures for Vector Control of $600

Amend budget from $41,495 to $42,095

**Capital Improvement Projects (4005)**

Additional Expenditures for CIP of $500,000

Amend budget from $0 to $500,000

The City Council reviewed the Pledge of Assets for December 31, 2013 and found them to be adequate.

Council Member Voll moved to approve opening the Chief of Police position to applicants. Motion seconded by Council Member Bolken and carried by the following roll call vote: Mulder, Pacheco, Voll, and Bolken; nays: none.

Council Member Voll moved to approve the Farmers Union Development Agreement. Motion seconded by Council Member Bolken and carried by the following roll call vote: ayes: Mulder, Bolken, Pacheco, and Voll; nays: none.

Council Member Voll moved to approve constructing a written offer from the City of Watford City to Reservation Telephone Cooperation to purchase a 1 acre parcel of land located at 612 4th Ave NW in the amount of $25,000.00. Motion seconded by Council Member Bolken and carried by the following roll call vote: ayes: Pacheco, Voll, Mulder, and Bolken; nays: none.

Council Member Mulder moved to approve the bills as listed. Motion seconded by Council Member Bolken and carried unanimously. EFPTS $25,070.71; EFTPS $30,777.11; TASC $205.55; TASC $205.55; NDPERS $422.50; NDPERS $422.50; Payroll $138,853.29; BCBS $25,580.20; NDPERS $19,050.95; NDPERS $192.66; Symetra $303.89; AFLAC $601.58; ND JOB SERVICE $1,718.61; OFFICE STATE TAX COMMISSIONER $8,726.54; Acme Tools $143.98; Advanced Engineering $242,819.32; American Water Works $295.00; Applied Concepts $7,402.50; Arbor Day Foundation $15.00; Astro Chem Services $175.00; Badlands Hardware $2,568.98; Badlands Power Fuels, LLC $367.50; Balco Uniform Comp $3,111.72; Ben Meadows $263.15; Best Western Fargo $166.00; Bill Barth Ford $1,175.64; Bluetarp Financial $370.07; Black Mountain Software $10,764.00; Border States Electric Supply $392.46; Brown & Saenger $48,338.22; Butler Machinery Co $53,730.86; C Emery Nelson, Inc $180.47; Canad Inns $1,137.80; Carquest Auto Parts $186.40; City of Watford City $1,387.70; Coborn’s $16.27; Construction Services Inc $1,398.79; Dakota Dumpster $375.00; Dakota Supply Group $1,435.51; Doormen Overhead $398.00; DW Excavating $2,625.00; Eddy Vera $125.00; Electronic Communications $1,848.50; Emergency Apparatus Maintenance $969.27; Emergency Medical Products $1,071.15; Farmers Union Oil Co $14,231.02; Fastenal Company $540.53; Finmark Construction $3,416.00; Foley Brothers $6,770.00; Foley Contracting $700.00; Franz Construction $23,876.00; Gaffaney’s Inc $623.52; Galls $1,618.98; Gary Hoffman $124.69; Grainger $87.72; Heggen Equipment, Inc. $333.06; Hose & Rubber Supply $41.09; Information Technology Dept $604.60; Intoximeters $169.60; Jack & Jill $110.55; Joshua Trevena $25.42; Kohler Communications $305.00; Larry Fisketjon $125.00; Locators & Supplies $6,020.00; Lund Oil $2,585.88; M & T Fire & Safety $1,001.06; Mail Finance $315.00; Mandan Northwest Pipe Fittings $76.63; McKennett Law Firm $7,518.75; McKenzie County Farmer $945.27; McKenzie County Landfill $9,503.95; McKenzie County Recorder $93.00; McKenzie County Tourism $3,443.24; McKenzie County Treasurer $505.36; McKenzie Electric Coop $1,258.00; Meuchel Enterprises, Inc. $1,194.43; MFOA $30.00; Michael Todd & Co $3,613.04; Montana Dakota Utilities $11,736.22; MyGov $1,450.00; ND Firefighters Assoc $125.00; NDLTAP/UGPTI $50.00; ND Rural Water Systems $200.00; ND Water Users Association $300.00; Northern Improvement $1,607.18; Northern Pump and Compression $13.70; OfficeFurniture.com $2,126.40; OK Implement $1,067.11; OK Tire Store $684.87; One Call $451.00; One Way Service Machine Shop $813.33; Optic Planet, Inc $2,045.00; PostMaster $312.08; Power Plan $2,211.51; ProForms $440.26; Red Carpet $128.50; Reservation Telephone $1,291.67; Respond Systems $137.50; River Aggregates $200.00; Rock River Arms $7,650.00; S & S Motors $1,221.45; Safeguard Business Systems $130.23; Schock’s Safe & Lock $174.90; Shannon Wellen $375.25; Sirchie Finger Print $53.79; State Disbursement Unit $325.00; Stein’s, Inc $134.30; Streicher’s $279.84; Swanston Equipment $121.65; TD & H Engineering $4,327.50; Titan Plumbing $415.00; Triple AAA Safety $2,160.08; Verizon $1,912.87; VISA $10,425.21; Walters Consulting $560.00; Watford City Enterprises $9,450.00; Watford City Express Laundry $866.34; Wenck Associates $19,075.22.

The next regularly scheduled City Council meeting will be on Monday, February 3rd, 2014 at 6:00 p.m. at City Hall in the Civic Center.

There being no further business, the meeting was adjourned at 7:57 p.m. These minutes are published subject to the City Council’s Review and Revision pursuant to NDCC 40-01-09.1.

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Peni Peterson, Auditor Brent Sanford, Mayor