

CITY OF WATFORD CITY  
CITY COUNCIL MEETING  
May 6, 2024

Minutes of the regular City Council meeting held on May 6, 2024 at 6:00 p.m. at City Hall. Present were Mayor Phil Riely and Council Members Bethany Devlin, Kenny Liebel, Lance Renville, Matt Beard, Steve Sanford, and Chelsea Bulzomi. Also present was City Administrator Curt Moen, City Auditor Peni Peterson, and City Attorney Wyatt Voll. Mayor Riely called the meeting to order with the Pledge of Allegiance.

Council Member Devlin moved to approve the May 6, 2024 meeting agenda, as presented. Motion seconded by Council Member Liebel and carried unanimously.

Council Member Sanford moved to approve the minutes of the city council meetings held April 1 and April 15, 2024. Motion seconded by Council Member Bulzomi and carried unanimously.

Zac Ranisate, AE2s, presented a Recommendation of Award and Task Orders 53 & 54.

Council Member Liebel moved to approve the bid and award the Hunter's Run Repair and Completion – Phase 1 project to Knife River Corporation – North Central in the amount of \$1,959,126. Motion seconded by Council Member Devlin and carried by the following roll call vote: ayes: Liebel, Sanford, Renville, Bulzomi, Devlin, and Beard; nays: none.

Council Member Bulzomi moved to approve AE2s Task Order No. 53 (Watford City – Hunter's Run Repair and Completion – Construction Services) in the amount of \$262,400. Motion seconded by Council Member Sanford and carried by the following roll call vote: ayes: Renville, Bulzomi, Devlin, Sanford, Beard, and Liebel; nays: none.

Council Member Devlin moved to approve AE2s Task Order No. 54 (Watford City – Collection System Modeling Update) in the amount of \$29,300. Motion seconded by Council Member Liebel and carried by the following roll call vote: ayes: Sanford, Beard, Liebel, Renville, Devlin, and Bulzomi; nays: none.

Sara Fitzpatrick gave an update on the Roughrider Center.

Travis Rodenhizer gave an update on the Fox Hills Golf Course.

Assistant Chief Corey Lass gave an update on the police department.

Council Member Beard moved to approve a quote from Central Square in the amount of \$22,740.62 for Police Department Mobile Mapping Software. Motion seconded by Council Member Renville and carried by the following roll call vote: ayes: Renville, Devlin, Liebel, Beard, Sanford, and Bulzomi; nays: none.

Council Member Sanford moved to approve selling 29 police department radios to Sunny Communications in the amount of \$15,000. Motion seconded by Council Member Beard and carried unanimously.

Council Member Beard moved to approve the recommendations from the Planning Commission meeting held April 29, 2024. Approved: Land Use Application Change of Zone submitted by McKenzie County Ambulance (217 3<sup>rd</sup> St NE); Land Use Application Change of Zone submitted by Panther Pressure Testers (1104 S Main St); Land Use Application Change of Zone submitted by Shangcheng Development, LLC; Land Use Application Change of Zone submitted by City of Watford City (parcel 83-49-10200). Motion seconded by Council Member Renville and carried by the following roll call vote: ayes: Devlin, Liebel, Sanford, Bulzomi, Beard, Renville; nays: none.

Council Member Beard moved to approve the Second Reading on Ordinance No. 659 Amending Section 4-303 of Article 4 - Relating to Containers. Motion seconded by Council Member Devlin and carried by the following roll call vote: ayes: Sanford, Beard, Liebel, Bulzomi, Devlin, and Renville; nays: none.

Council Member Beard moved to approve the Second Reading on Ordinance No. 660 Amending Section 4-308 of Article 3 of Chapter 4 - Relating to Fees - Payments – Collection. Motion seconded by Council Member Liebel and carried by the following roll call vote: ayes: Liebel, Bulzomi, Sanford, Beard, Devlin, and Renville; nays: none.

Council Member Beard moved to approve the Second Reading on Ordinance No. 661 Amending Section 5-101 of Article 1 of Chapter 5 - Relating to Adoption of Plumbing Code. Motion seconded by Council Member Bulzomi and carried by the following roll call vote: ayes: Liebel, Bulzomi, Sanford, Beard, Devlin, and Renville; nays: none.

Council Member Beard moved to approve the Second Reading on Ordinance No. 662 Amending Section 5-104 of Article 1 of Chapter 5 - Relating to Electrical Code Adopted. Motion seconded by Council Member Liebel and carried by the following roll call vote: ayes: Sanford, Beard, Liebel, Bulzomi, Devlin, and Renville; nays: none.

Council Member Beard moved to approve the Second Reading on Ordinance No. 663 Amending Section 5-105 of Article 1 of Chapter 5 - Relating to Adoption of Building Code. Motion seconded by Council Member Devlin and carried by the following roll call vote: ayes: Bulzomi, Devlin, Sanford, Liebel, Renville, and Beard; nays: none.

Council Member Beard moved to approve the Second Reading on Ordinance No. 664 Amending Section 5-201 of Article 2 of Chapter 5 - Relating to Adoption of Appendix J of the Building Code. Motion seconded by Council Member Renville and carried by the following roll call vote: ayes: Liebel, Bulzomi, Sanford, Beard, Devlin, and Renville; nays: none.

Council Member Beard moved to amend his original motion approving a Policy for Statue of Limitations as presented to approving the Policy of Statue of Limitations with changes to the repayment plan time period and to add language allowing staff to make arrangements with the

customer for a payment plan. Motion seconded by Council Member Renville and carried by the following roll call vote: ayes: Sanford, Beard, Renville, Bulzomi; nays: Devlin and Liebel.

Council Member Beard moved to approve the Release of Claims between S & S on Main, LLC and the City of Watford City. Motion seconded by Council Member Renville and carried by the following roll call vote: ayes: Devlin, Sanford, Beard, Renville, and Liebel; nays: none. Abstain: Bulzomi.

Council Member Beard moved to approve Resolution 2024-07 Utility Rate Resolution – Amended. Motion seconded by Council Member Renville and carried by the following roll call vote: ayes: Bulzomi, Beard, Leibel, Sanford, Devlin, and Renville; nays: none.

Council Member Beard moved to approve the First Reading on an Ordinance Amending Section 4-314 of Article 3 of Chapter 4 – Relating to Unlicensed Haulers. Motion seconded by Council Member Devlin and carried unanimously.

Council Member Beard moved to approve the Business Startup & Expansion Forgivable Loan application submitted by Revival IV & Wellness, PPLC in the amount of \$10,000. Motion seconded by Council Member Bulzomi and carried by the following roll call vote: ayes: Renville, Sanford, Beard, Devlin, Liebel, Bulzomi; nays: none.

Council Member Beard moved to approve the Business Startup & Expansion Forgivable Loan application submitted by Innovative Health in the amount of \$20,000 for a sign specific to Innovative Health. Motion seconded by Council Member Devlin and carried by the following roll call vote: ayes: Devlin, Sanford, Bulzomi, Liebel, Beard, and Renville; nays: none.

Matt Johnson, Western ND Transportation, was present and invited City Council to the Western ND Energy Roundtable being held in Watford City on Wednesday, May 22<sup>nd</sup> at 10 am.

Council Member Renville moved to approve the purchase of an auger for the Zamboni (\$4213.50) and a Zamboni Maintenance Agreement with R & R Specialties of Wisconsin, Inc. Motion seconded by Council Member Sanford and carried by the following roll call vote: ayes: Beard, Sanford, Liebel, Devlin, Renville, and Bulzomi; nays: none.

Council Member Renville moved to waive the Zone Change Fee (\$300) and the Revisionary Map Fee (\$500) for the McKenzie County Ambulance Department for their housing project. Motion seconded by Council Member Sanford and carried unanimously.

Council Member Devlin moved to approve a step increase for Amanda Eisenschenk to J-10. Motion seconded by Council Member Sanford and carried by the following roll call vote: ayes: Sanford, Beard, Liebel, Bulzomi, Devlin, and Renville; nays: none.

Council Member Devlin moved to approve Dusty Phillips as a full-time Turf Technician at K-1. Motion seconded by Council Member Liebel and carried by the following roll call vote: ayes: Devlin, Sanford, Beard, Bulzomi, Renville, and Liebel; nays: none.

Council Member Devlin moved to approve the amended Community & Business Development Job Description. Motion seconded by Council Member Bulzomi and carried by the following roll call vote: ayes: Renville, Sanford, Beard, Devlin, Liebel, and Bulzomi; nays: none.

Council Member Devlin moved to approve a Category and Step increase for Brock White to E-0 and to amend his job description to allow for working from home. Motion seconded by Council Member Bulzomi and carried by the following roll vote: ayes: Sanford, Beard, Liebel, Bulzomi, Devlin, and Renville; nays: none.

Council Member Devlin moved to approve an amendment to the Personnel Policy Manual – 201 Employment Categories. Motion seconded by Council Member Bulzomi and carried by the following roll call vote: ayes: Liebel, Bulzomi, Sanford, Beard, Devlin, and Renville; nays: none.

Council Member Devlin moved to close City Hall at 1:00 pm on Fridays from May 31 – August 30<sup>th</sup>. Motion seconded by Council Member Liebel and carried by the following roll call vote: ayes: Renville, Sanford, Beard, Devlin, Liebel, and Bulzomi; nays: none.

Council Member Devlin moved to approve an Appointment Procedure. Motion seconded by Council Member Sanford and carried by the following roll call vote: ayes: Sanford, Beard, Liebel, Bulzomi, Devlin, and Renville; nays: none.

Council Member Devlin moved to approve the 2024-2025 City Administrator Contract with Curt Moen. Motion seconded by Council Member Bulzomi and carried by the following roll call vote: ayes: Liebel, Bulzomi, Sanford, Beard, Devlin, and Renville; nays: none.

Council Member Devlin moved to approve the annual step increase for Shannon Wellen G-5. Motion seconded by Council Member Liebel and carried unanimously.

Council Member Liebel moved to approve funding public works equipment purchases, that were budgeted in 2023 but have not arrived yet, with funds in the 2024 Road Fund budget. Motion seconded by Council Member Devlin and carried by the following roll call vote: ayes: Renville, Sanford, Beard, Devlin, Liebel, and Bulzomi; nays: none.

Council Member Liebel moved to approve the quote in the amount of \$119,900 from Steve Dube Construction, LLC for repairs to the clubhouse roof and kitchen hood. Motion seconded by Council Member Bulzomi and carried by the following roll call vote: ayes: Liebel, Bulzomi, Sanford, Beard, Devlin, and Renville; nays: none.

Council Member Liebel moved to approve a golf course Locker Rental Agreement and a locker rent of \$200/year. Motion seconded by Council Member Bulzomi and carried by the following roll call vote: ayes: Renville, Beard, Devlin, Liebel, and Bulzomi; nays: Sanford.

Council Member Liebel moved to approve the following projects to be paid out of the GPT Fund: 3<sup>rd</sup> Ave SW Reconstruction \$415,145, Hunters Run Repair and Completion \$2,453,858, and the Golf Course Cement Work at the maintenance shop \$14,575. Motion seconded by Council Member

Renville and carried by the following roll call vote: ayes: Bulzomi, Devlin, Sanford, Liebel, Renville, and Beard; nays: none.

Council Member Liebel moved to approve purchasing PowerDMS Software in the amount of \$10,750 (\$8,750 annual fee and \$2000 startup fee). Motion seconded by Council Member Bulzomi and carried by the following roll call vote: ayes: Sanford, Beard, Liebel, Bulzomi, Devlin, and Renville; nays: none.

Council Member Devlin moved to approve the April GPT allocations totaling \$1,645,000: 1000 General Operating \$561,666.67; 2010 Road Fund \$196,666.67; 2080 Cemetery \$5,000; 2240 RRC Operating \$90,000.; 2245 Fox Hills Golf Course \$66,250.; 2290 Vehicle Replacement Fund \$18,916.67; 2260 Fire Truck Replacement \$20,000; 2310 Vector & Weed \$8,333.33; 3010 G.O. Hwy Bonds \$4,750.; 3050 Oil & Gas Bonds \$10,916.67; 3075 RRC Bond \$541,666.67; 4005 Capital Improvement \$0; 5020 Sewer Bonds \$120,833.33. Motion seconded by Council Member Bulzomi and carried by the following roll call vote: ayes: Liebel, Bulzomi, Sanford, Beard, Devlin, and Renville; nays: none.

Council Member Liebel moved to transfer the two May investment maturities (Public Works Facility Project Fund \$2,250,000; 3<sup>rd</sup> Ave SW Project Fund) to the ICS account. Funds will be held there and earn interest until the projects need to be funded. Seconded by Council Member Devlin and carried by the following roll call vote: ayes: Renville, Sanford, Beard, Devlin, Liebel, and Bulzomi; nays: none.

Council Member Bulzomi moved to approve the Forestry Department apply for two grants to help with planting trees in the city rights-of-way. The grants Tree Equality (IRS) and America the Beautiful are both \$25,000 matching grants. Motion seconded by Council Member Sanford and carried unanimously.

Mayor Riely proclaimed May 15, 2024 as Arbor Day in the City of Watford City.

Council Member Sanford moved to approve Pay Application #14 from Construction Engineers (Watford City New Public Works Facility) in the amount of \$468,150.85. Motion seconded by Council Member Devlin and carried by the following roll call vote: Sanford, Beard, Liebel, Bulzomi, Devlin, and Renville; nays: none.

Council Member Sanford moved to not participate nor consent to the mineral lease from Grayson Mill Energy. Motion seconded by Council Member Beard and carried unanimously.

Council Member Beard moved to approve a RRF Business Startup and Expansion Loan Agreement and Promissory Note. Motion seconded by Council Member Bulzomi and carried by the following roll call vote: ayes: Renville, Sanford, Beard, Devlin, Liebel, and Bulzomi; nays: none.

Council Member Sanford moved to approve the bills as listed. Motion seconded by Council Member Liebel and carried unanimously. BCBS of North Dakota \$94,463.80; EFTPS

\$138,826.26; Nationwide Financial \$2,261.57; Nationwide Retirement Solutions \$5,159.21; ND Fraternal Order of Police \$411.51; NDPERS-Def Comp \$8,560.00; ND Job Service \$1,676.98; Payroll \$373,024.05; Symetra Life Insurance \$1,300.44; TASC \$5,707.12; Wolf Run Village Inc. \$600.00; 4Imprint \$57.61; Accusource \$63.34; Acushnet Company \$5,070.77; Advanced Business Methods \$202.62; Advanced Elements \$44,638.92; AgTerra Technologies \$35.00; Amanda Eisenschenk \$104.79; Andrew Langowski \$154.00; Armor Interactive \$29,024.17; Associated Pool Builders \$46,491.61; Astro Chem Service \$40.00; Austin Knight \$125.00; Badlands Hardware \$1,047.48; Badlands Occupational \$240.00; Baker Energy Services \$11,194.05; Balco \$548.78; Bank of North Dakota \$239,765.06; Barret Pharmacy 12.43; BEK Consulting \$33,087.88; Big Boys Toys \$803.45; Bismarck Hotel & Conference \$288.90; Border States Electric \$1,044.43; Brady's Towing & Recovery \$1,325.00; Brosz Engineering \$23,570.00; C&D Water Services \$99.00; C'MON Inn of Fargo \$577.80; Callaway \$38,025.50; Carroll Parts \$363.32; CDW Government \$4,971.49; CIM Sanitary Tech \$9,000.00; Cimco Refrigeration \$516.11; City of Watford City \$669.81; Clarion Hotel \$529.20; Club Caddie \$7,140.00; CMC Design \$656.00; Code Red Towing \$600.00; Cole Papers \$1,131.91; Community Products \$99,363.00; Construction Engineers \$468,150.85; Core & Main \$3,553.00; Craig's Small Engine Repair \$19,241.97; Cummins Sales & Services \$1,389.86; Danielle Johnson \$346.57; Darrington Snow Removal \$780.00; Dawa Solutions \$336.00; Dean Anderson, Inc. \$10,700.00; Deere & Company \$31,676.26; Division of Narva Enterprises \$2,600.00; DJ Kranz Co \$1,800.00; Eagle Country Ford \$298.84; Ecolab \$384.60; Ecolab Pest Elim \$135.00; Edling Electric \$202.02; Elite Cabinets & Building \$2,021.81; Environmental Consulting \$400.00; Extreme Cleaning \$665.00; Farmers Union Oil \$20,399.12; Fastenal \$1,897.91; FedEx \$28.33; Feed My Starving Children \$3,000.00; Fiberglass Specialties \$78,182.00; Fire Extinguishing Systems \$359.80; Flexible Pipe Tools \$361.90; Force Science \$135.00; Galls \$755.41; Garmann Trucking \$11,586.25; Greg's Welding \$5,398.62; Hansen Diesel & Automotive \$1,140.50; Hawkins \$4,952.84; Heggen Equipment \$7,309.26; Herc-U-Lift \$277.20; High RPM \$7,636.55; Hill Enterprises \$574.74; Holiday Inn Express – Grand Forks \$107.00; Home of Economy \$459.84; Hovex \$2,090.00; Icon Architectural \$9,073.19; ID Card Group \$103.22; IDI \$4.50; Information Technology Dept. \$4,112.15; Jack & Jill \$25.59; Jayden Uhlich \$158.00; JG Concrete \$14,575.00; JJ Electric \$8,449.24; Johnson Controls \$23,633.00; Jonathan Davis \$450.00; Joshua McGoven \$180.00; JP Morgan Chase Bank \$26,340.90; Kiesler Police Supply \$945.40; KLJ Engineering \$2,751.00; KO Safety Services \$300.00; Language Explorers Academy \$1,714.46; Language Link \$33.63; Larsen Service Drug \$5.59; Levelwear Inc \$397.20; Lexipol \$12,072.25; Logo Golf Chips \$266.00; Lund Oil \$1,466.18; Marco Technologies \$3,686.68; Matthew Earl \$122.50; McCody Concrete \$1,803.65; McKenzie County Farmer \$3,400.44; McKenzie County Healthcare \$602.16; McKenzie County Landfill \$20,042.40; McKenzie County Water Resource \$103,349.98; McKenzie Electric \$6,966.00; Meuchel Enterprises \$323.04; Michael Todd & Company \$2,321.06; Microception \$1,800.00; Midstates Wireless \$5,080.70; Minot Automotive \$3,404.92; Mizuno USA Inc \$6,087.79; MDU \$25,643.55; Motorola Solutions \$12,990.00; MTI Distributing \$7,289.44; MVTL Laboratories \$3,195.00; ND Dept of Environmental Quality \$33.66; ND Dept of Transportation \$43,364.81; ND Office of State Tax Commissioner \$959.88; Nelson International \$689.02; Northern Heavy Duty Truck Parts \$388.70; Northern Improvement \$630.00; Northern Pump & Compression \$27,506.38; Northern Truck Sales \$188,687.00; Office

of The Adjutant General \$503.00; OK Implement \$7,560.62; OK Tire Stores \$1,525.91; Olympic Sales \$183.17; One Call Concepts \$93.25; Otis Elevator \$2,840.00; Owl, Inc \$1,564.40; P&W Golf Supply \$9,705.58; Partyrite \$321.18; Patricia Aipperspach \$1,200.00; Peni Peterson \$588.12; PING \$7,806.74; POST Board \$300.00; Pro Auto Body \$160.00; Quadient Finance \$500.00; Ramada Bismarck Hotel \$492.20; RDO Equipment \$226.62; Record Keepers \$65.00; Reinders \$5,663.97; Reservation Telephone \$3,926.03; Rhandy Teves \$50.00; Rough Rider Center \$42,744.66; S&S on Main LLC \$3,709.42; Shannon Wellen \$728.00; Sign Solutions \$3,065.80; SiteOne Landscape Supply \$463.34; SP&E Inc. \$3,300.00; Steve Dube Construction \$93,000.00; Streicher's \$1,028.90; Supreme International \$4,186.98; Swanson & Warcup \$140.00; Swanston Equipment \$578.90; Taylor Made Golf \$9,348.20; Tenet \$261.52; The Corner Post \$23.95; The Tessman Company \$2,390.00; The Village Family Service \$1,890.00; Titanium Plumbing \$466.25; Towneplace Suites \$770.40; TravisMathew \$2,387.85; Trittech Software Systems \$1,149.00; Uline \$1,817.95; UPS \$235.42; Valli Information \$1,030.35; Vawnita Best \$219.60; Verizon Connect \$19.19; Verizon Wireless \$3,354.04; Vessco \$1,348.85; Visa \$2,588.21; Vision West \$1,600.00; VW Golf \$372.50; Watford City Park District \$2,509.82; Watford City Veterinary Clinic \$403.80; West River Business Center \$150.00; WEX Bank \$2,129.11; Williams County \$45,485.18; Wingate by Wyndham Bismarck \$288.90; Wolf Run Village I \$45,000.00.

The next regularly scheduled City Council meeting will be on Monday, June 3, 2024 at 6:00 p.m. at City Hall.

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, City Auditor

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Philip K. Riely, Mayor