

CITY OF WATFORD CITY
CITY COUNCIL MEETING
July 1, 2024

Minutes of the regular City Council meeting held on July 1, 2024 at 6:00 p.m. at City Hall. Present were Mayor Phil Riely and Council Members Lance Renville, Steve Sanford, Chelsea Bulzomi, Carissa Suter, and Shilo Chavez. Absent was Bethany Devlin. 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.

City Auditor Peterson administered the Oath of Office to newly elected Council Members Shilo Chavez and Carissa Suter.

Council Member Renville moved to accept and approve the election votes as they were canvassed and certified by the McKenzie County Canvassing Board on June 24, 2024. Motion seconded by Council Member Bulzomi and carried unanimously.

The floor was opened for nominations for President of the City Council. Council Member Bulzomi nominated Bethany Devlin. There were no other nominations; motion seconded by Council Member Suter and carried unanimously.

The floor was opened for nominations for Vice President of the City Council. Council Member Renville nominated Steve Sanford. There were no other nominations; motion seconded by Council Member Bulzomi and carried unanimously.

Council Member Sanford moved to approve the following appointments and committee assignments as presented by Mayor Riely. Motion seconded by Council Member Chavez and carried unanimously.

Appointments: 2-Year Terms (July 1, 2024 – June 30, 2026)

Building Inspector: Steve Williams

City Attorney: Wyatt Voll

City Auditor: Peni Peterson

City Engineer: Justin Smith

City Planner: Jake Walters

Health Officer: Dr. Gary Ramage

Police Chief: Jesse Wellen

Risk Management Officer: Justin Smith

Superintendent of Public Works: Jason Faller

Committee Assignments: 2-Year Terms (July 1, 2024 – June 30, 2026)

Board of Health	Chelsea Bulzomi	Shilo Chavez	Carissa Suter
Building	Carissa Suter	Steve Sanford	Shilo Chavez
Cemetery	Steve Sanford	Carissa Suter	Bethany Devlin
Franchise	Chelsea Bulzomi	Bethany Devlin	Steve Sanford
Machinery & Equipment	Lance Renville	Steve Sanford	Shilo Chavez

Ordinance	Lance Renville	Chelsea Bulzomi	Carissa Suter
Personnel	Bethany Devlin	Chelsea Bulzomi	Lance Renville
Streets, Walks, Lights	Steve Sanford	Bethany Devlin	Carissa Suter
Water, Sewer, Garbage	Shilo Chavez	Steve Sanford	Lance Renville
Ways, Means, Finance	Bethany Devlin	Chelsea Bulzomi	Shilo Chavez

Airport liaison	Bethany Devlin
Ambulance liaison	Steve Sanford
McKenzie County Health Care Systems (1 delegate from Council or city)	Phil Riely, Mayor
Golf Course liaison	Lance Renville
McKenzie County Planning & Zoning	Steve Sanford & Lance Renville
Pest/Forestry/Vector	Chelsea Bulzomi
Police Department	Phil Riely, Mayor
Public Technology	Bethany Devlin
LEC Joint Powers Board	Bethany Devlin & Lance Renville

Council Member Chavez moved to approve the following appointments recommended by Mayor Riely: Airport Board – Reappointment of Ari Johnson to a 5-year term, expiring June 30, 2029; Pest Control - Reappointment of Chelsea Bulzomi to a 2-year term, expiring June 30, 2026; Lodging Tax Committee – Reappointment of Bethany Devlin to a 4-year term, expiring June 30, 2028; Planning Commission - Reappointment of Troy Knutson to a 5-year term, expiring June 30, 2029; McKenzie County Library Board – Reappointment of Celeste Berg to a 3-year term, expiring June 30, 2027; Roughrider Fund - Appointment of Kenny Liebel to fulfill an unexpired term, expiring September 30, 2024. Motion seconded by Council Member Renville and carried unanimously.

Council Member Sanford moved to approve the June 10, 2024 meeting agenda, as presented. Motion seconded by Council Member Renville and carried unanimously.

Council Member Bulzomi moved to approve the minutes of the city council meeting held June 10, 2024. Motion seconded by Council Member Renville and carried unanimously.

Mayor Riely called the Dangerous Building Public Hearing, as noticed, to order at 6:04 p.m. Attending by Zoom was 3309 11th Ave NE property owner Mr. David Thorpe and 3305 11th Ave NE property owner Ms. Sherry Cheng. Attending in person were property managers Drew Baker and Stephanie Baker. A show cause hearing was held as the building was not demolished as directed by the City Building Inspector. A discussion was held, and it was recommended that the hearing be continued at the August 5th City Council meeting. The Public Hearing was closed at 6:36 p.m.

Council Member Renville moved to continue the Public Hearing at the August 5, 2024 City Council meeting at 6:00 p.m. Motion seconded by Council Member Chavez and carried unanimously.

Mayor Riely called the Public Hearing, as advertised, to order at 6:37 p.m. to consider a Retail Alcoholic Beverage License Application (Class A – On Sale Beer & Wine, On Sale Liquor,

Adjacent Room License, and Sunday Opening) submitted by The Watford Hotel (810 3rd Ave SE). There were no comments or written comments received from the public. The Public Hearing was closed at 6:38 p.m.

Council Member Bulzomi moved to approve the Class A License (On Sale Beer & Wine, On Sale Liquor, Adjacent Room License, and Sunday Opening) submitted by The Watford Hotel. Motion seconded by Council Member Sanford and carried by the following roll call vote: ayes: Sanford, Bulzomi, Suter, Renville, and Chavez; nays: none.

Cal Klewin, Theodore Roosevelt Expressway, was present and gave an update on Hwy 85S construction.

Mary Gumke, Watford City Chamber, was present to request the following street closures and to allow alcohol on main street during Homefest and Ribfest. Homefest – July 12-13 main street closure from Park Ave to BNC Bank, beginning at 4:00 p.m. on the 12th until the morning of July 14th, and to allow alcohol on main street in designated cups from 5:00 p.m. – 1:00 a.m. on July 12th and 3:00 p.m. – 1:00 a.m. on July 13th. Ribfest – Friday, August 9th main street closure beginning Thursday, August 8th from the Children’s Park to 4th Ave as well as Park Ave, 2nd Ave, and 3rd Ave to the alleys off main street, and to allow alcohol on main street in designated cups from 11:00 a.m. – 1:00 a.m.

Council Member Suter moved to approve the street closures and to allow alcohol on main street for Homefest and Ribfest as presented. Motion seconded by Council Member Chavez and carried unanimously.

Sara Fitzpatrick gave an update on the Roughrider Center.

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

Police Chief Jesse Wellen gave an update on the police department.

Johnny Loughnan, Law Enforcement Center Facilities Supervisor, presented three quotes requesting assistance from the city based on building usage by the Watford City Police Department, per the Law Enforcement Joint Powers Agreement.

Council Member Renville moved to approve the quote from RTC, city portion \$12,655.83, for internal/external cameras at the LEC. Motion seconded by Council Member Sanford and carried by the following roll call vote: ayes: Chavez, Sanford, Bulzomi, Suter, and Renville; nays: none.

Council Member Bulzomi moved to approve the quote from Wir3d Electric Inc, city portion \$1,762.95, for transmitter updates and relocation at the LEC. Motion seconded by Council Member Suter and carried by the following roll call vote: ayes: Sanford, Suter, Bulzomi, Renville, Chavez; nays: none.

Council Member Chavez moved to approve the quote from Eaton, city portion \$16,332.93, for new UPS battery back-up at the LEC. Motion seconded by Council Member Renville and carried by the following roll call vote: ayes: Suter, Bulzomi, Sanford, Chavez, and Renville; nays: none.

Council Member Chavez moved to approve the recommendations from the Planning Commission meeting held June 24, 2024. Approved: Land Use Application for Zone Change submitted by ND Property Holdings, LLC (407 13th Ave SW) rezoning C-1 to ID; Division of Land Application for Preliminary Subdivision Map submitted by City of Watford City (Lots 55 -76 of Hunter's Run Subdivision); Division of Land Application for Preliminary Subdivision Map submitted by City of Watford City (Hunter's Run Subdivision 4th Additions). Motion seconded by Council Member Suter and carried by the following roll call vote: ayes: Renville, Bulzomi, Sanford, Chavez, and Suter; nays: none.

Council Member Bulzomi moved to approve the Final Plat Map for Madison Heights Condos Lot 6. Motion seconded by Council Member Suter and carried by the following roll call vote: ayes: Suter, Sanford, Chavez, Renville, and Bulzomi; nays: none.

Council Member Suter moved to approve the Final Plat Map for Madison Heights Condos Lot 8. Motion seconded by Council Member Renville and carried by the following roll call vote: ayes: Bulzomi, Chavez, Renville, Suter, and Sanford; nays: none.

Council Member Renville moved to approve the Final Plat Map for Madison Heights Condos Lot 9. Motion seconded by Council Member Chavez and carried by the following roll call vote: ayes: Chavez, Sanford, Suter, Bulzomi, and Renville; nays: none.

Council Member Chavez moved to approve the Final Plat Map for Madison Heights Condos Lot 10. Motion seconded by Council Member Suter and carried by the following roll call vote: ayes: Sanford, Renville, Bulzomi, Suter, and Chavez; nays: none.

City Planner Jake Walters informed the council that a property zoned Mobile Home Park is out of zoning compliance as the property has been vacant for more than 2 years and the property is not large enough to meet the minimum size requirement for a mobile home park in the city. Chapter XV Zoning Ordinance states that if a MHP ceases to be used for such purposes, for a period of two (2) years, the Planning Commission shall initiate action and hold a public hearing to rezone said property back to its former zoning district. City Planner Walters is asking for approval from City Council to research which zone would be most appropriate for the property and to start the change of zone process.

Council Member Bulzomi moved to recommend the Planning Department work with the property owner as to what zone would be appropriate for the parcel and to start the zone change process. Motion seconded by Council Member Suter and carried unanimously.

Council Member Sanford moved to approve the purchase of a 8 x 10 shed to be used as a kennel for the K-9, in the amount of \$4912 with the funds being paid out of the K-9 budget. Motion seconded by Council Member Renville and carried by the following roll call vote: ayes: Bulzomi, Sanford, Renville, Chavez, and Suter; nays: none.

Council Member Sanford moved to approve a quote from Steve Dube Construction in the amount of \$169,900 for golf course clubhouse roof replacement, door replacements, and to repair the existing cooler. Motion seconded by Council Member Renville and carried by the following roll call vote: ayes: Suter, Renville, Chavez, Sanford, and Bulzomi; nays: none.

Council Member Bulzomi moved to approve the Flex Pace Match Grant Application submitted by Mountain Plains, LLC in the amount of \$105,462. Motion seconded by Council Member Suter and carried by the following roll call vote: ayes: Sanford, Chavez, Renville, Suter, and Bulzomi; nays: none.

Council Member Bulzomi moved to approve the following annual step increases: Andrew Schatz G-8; Jana Ratkovich K-4; Jessica Kirchoffner F-4; Melanie Talley I-6. Motion seconded by Council Member Sanford and carried unanimously.

Council Member Bulzomi moved to approve the pay request from Steve Dube Construction in the amount of \$15,000 for electrical overages that occurred during the golf course clubhouse kitchen project. Motion seconded by Council Member Chavez and carried by the following roll call vote: ayes: Suter, Renville, Chavez, Sanford, and Bulzomi; nays: none.

Council Member Bulzomi moved to approve the following maintenance items at the Rough Rider Center: Return Air Damper (Johnsons Controls) in the amount of \$9,450 to be paid out of the RRC Maintenance Fund; Boiler Neutralizer Kit (Johnson Controls) in the amount of \$8,500 to be paid out of the RRC Maintenance Fund; Arena Bleacher Repairs (Saafe, LLC) in the amount of \$11,794 to be paid out of the RRC Maintenance Fund; Additional Cameras and storage (RTC) in the amount of \$110,370.87 to be paid out of the Naming Rights Sponsor Fund; RRC Expansion Proposal (JLG Architects) in the amount of \$32,500 to be paid out of RRC Contracted Services Fund. Motion seconded by Council Member Chavez and carried by the following roll call vote: ayes: Suter, Renville, Chavez, Sanford, and Bulzomi; nays: none.

No action was taken on the conference walls request.

Council Member Bulzomi moved to approve the June 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 Chavez and carried by the following roll call vote: ayes: Sanford, Renville, Suter, Bulzomi, and Chavez; nays: none.

Council Member Chavez moved to approve the Wolf Run Village Lease Agreement (Preschool) 2024-2026. Motion seconded by Council Member Suter and carried by the following roll call vote: ayes: Suter, Renville, Chavez, Sanford, and Bulzomi; nays: none.

Council Member Sanford moved to approve Pay Application #2 from Strata Corporation (3rd Ave SW Recon) in the amount of \$323,089.88. Motion seconded by Council Member Renville and carried by the following roll call vote: ayes: Renville, Bulzomi, Sanford, Chavez, and Suter; nays: none.

Council Member Suter moved to approve Pay Application #1 from Knife River (Hunter's Run Repair and Completion Phase I) in the amount of \$346,221.61. Motion seconded by Council Member Chavez and carried by the following roll call vote: ayes: Suter, Renville, Chavez, Sanford, and Bulzomi; nays: none.

No action was taken on Pay Application #2 from Knife River (Hunter's Run Repair and Completion Phase I).

Council Member Sanford moved to approve Pay Application #16 from Construction Engineers (Watford City New Public Works Facility) in the amount of \$341,463. Motion seconded by Council Member Bulzomi and carried by the following roll call vote: Chavez, Renville, Bulzomi, Suter, and Sanford; nays: none.

Council Member Sanford moved to approve Resolution 2024-11 Official Resolution Regarding Participation in Funding for a Bureau of Reclamation WaterSMART Grant Project (amended). Motion seconded by Council Member Renville and carried by the following roll call vote: ayes: Suter, Renville, Chavez, Sanford, and Bulzomi; nays: none.

No action was taken on 2nd Ave SE Reconstruction RFP for Design Engineering.

Council Member Renville moved to approve the Norsk Hostfest Corporate Sponsorship Agreement 2024. Motion seconded by Council Member Chavez and carried by the following roll call vote: ayes: Renville, Bulzomi, Sanford, Chavez, and Suter; nays: none.

Council Member Bulzomi moved to approve Resolution 2024-12 Resolution for Sale of Real Property Owned by the City of Watford City. Motion seconded by Council Member Chavez and carried by the following roll call vote: ayes: Sanford, Suter, Chavez, Bulzomi, and Renville; nays: none.

No action needed on the Warranty Deed between City of Watford City and the Housing Authority of the City of Watford City.

Council Member Sanford moved to approve the bills as listed. Motion seconded by Council Member Renville and carried unanimously. BCBS of North Dakota \$97,617.40; EFTPS \$138,162.09; Nationwide Financial \$2,376.48; Nationwide Retirement Solutions \$4,714.26; ND Fraternal Order of Police \$399.04; NDPERS-Def Comp \$9,160.00; NDPERS-Retirement \$74,299.35; Payroll \$397,411.31; Symetra Life Insurance \$1,287.86; TASC \$5,707.12; Wolf Run Village Inc. \$600.00; 3-D Specialties \$954.60; Accusource \$124.73; Acushnet Company \$2,210.99; AgTerra Technologies \$535.00; Armor Interactive \$11,701.91; Axon Enterprise

\$495.00; Badlands Occupational Testing \$38.00; Barrett Pharmacy \$16.86; Benco Equipment \$1,813.00; Big Muddy Septic Services \$745.20; Border States Electric \$6,083.17; Brady's Towing & Recovery \$175.00; Braun Intertec Corp. \$7,312.00; Brenco \$18,000.00; Brosz Engineering \$5,260.00; Buttons by Fish \$1,462.50; C&D Water Services \$108.00; Callaway \$2,234.02; CIM Sanitary Tech \$6,500.00; City of Watford City \$811.49; Construction Engineers \$341,463.00; Core & Main \$27,796.58; DAWA Solutions Group \$120.00; Dean Anderson, Inc. \$460.00; Ecolab Pest Elim \$135.00; Elite Cabinets & Building \$375.74; Farmers Union Oil \$14,518.11; Fastenal \$843.08; FedEx Freight \$184.00; GCSAA \$465.00; Greg's Welding \$703.48; Hansen Diesel & Automotive \$3,790.79; Harlow's School Bus Service \$3,885.00; Hawkins \$120.00; Heggen Equipment \$50.24; Helena Chemical Co. \$418.75; Hill Enterprises \$800.92; Hurley Enterprises \$625.00; Icon Architectural \$9,073.19; IDI \$47.10; Information Technology Dept. \$4,122.15; Jack & Jill \$596.50; Jesse Wellen \$58.00; JP Morgan Chase Bank \$11,543.39; KLJ Engineering \$102,156.10; Knife River-North Central \$346,221.61; KO Safety Services \$771.86; Landscape Elements \$87,769.77; Language Link \$72.90; Level Up Enterprises \$2,567.59; Levelwear Inc \$5773.33; Lowe's Garden Center & Floral \$15,094.41; Lund Oil \$5,250.81; Marco Technologies \$2,374.31; McKenzie County Healthcare \$324,799.39; McKenzie County Landfill \$27,483.50; McKenzie County Water Resource \$136,338.62; McKenzie Electric \$7,554.00; Meuchel Enterprises \$176.58; Mizuno \$1,069.56; Modern Machine Works \$1,500.00; MDU \$21,312.27; Mountain Plains LLC \$1,500.00; Mowbray & Son Plumbing & Heating \$6,747.00; MTI Distributing \$10,298.28; MVTL Laboratories \$2,137.00; ND Dept of Transportation \$4,824.49; ND Office of State Tax Commissioner \$12,375.54; NDAAO \$225.00; Nelson Contracting \$2,544.00; Northern Pump & Compression \$20,776.32; NSC Minerals \$4,150.52; Office of the State Auditor \$750.00; OK Implement \$1,381.43; OK Tire Stores \$590.40; One Call Concepts \$367.70; Oscar Knudtson \$387.64; P&W Golf Supply \$135.30; Patricia Aipperspach \$1,000.00; PING \$1,417.87; Plaisted Companies \$19,822.70; Post Board \$50.00; ProudCity \$4,650.00; Pukka \$678.00; Quadient Finance \$1,000.00; Quadient Leasing \$134.22; Reservation Telephone \$4,147.02; Revival IV & Wellness \$6,600.00; Rough Rider Center \$40,327.27; Roughrider Industries \$21,054.00; Sanford Health Occupational \$230.00; Sanitation Products \$290,593.00; Schock's Safe & Lock Service \$839.85; Sherwin-Williams \$5,566.76; Sign Solutions \$5,914.07; SiteOne Landscape Supply \$267.81; Six Shooters \$3,698.34; Sonetics \$5,849.96; Strata Corporation \$894,876.75; Supreme International LLC \$2,954.14; Swana \$245.00; Swanston Equipment \$4,275.10; Taylor Made Golf \$5,078.25; Tenet \$474.28; The Huntington National Bank \$10,435.00; The Tessman Company \$2,556.84; Titanium Plumbing \$2,205.48; Tooz Construction \$19,200.00; TravisMathew \$2,755.65; US Kids Golf \$213.37; Valli Information \$1,070.84; Van Diest Supply \$24,409.80; Verizon Connect \$19.19; Verizon Wireless \$3,797.49; Versatile Vehicles \$4,674.72; Visa \$7,084.67; Watford City Park District \$2,507.18; Westlie Truck Center \$2,160.48; WEX Bank \$2,960.00; Wolf Run Village I \$9,318.59; Wolf Run Village II \$35,681.41.

It was noted that outgoing Council Members Kenny Liebel and Matt Beard both served eight years on City Council.

The next regularly scheduled City Council meeting will be on Monday, August 5, 2024 at 6:00 p.m. at City Hall.

There being no further business, the meeting was adjourned at 7:37 p.m. These minutes are published subject to the City Council's Review and Revision pursuant to NDCC 40-01-09.1.

Peni Peterson, City Auditor

Philip K. Riely, Mayor