

CITY OF WATFORD CITY
CITY COUNCIL MEETING
August 5, 2024

Minutes of the regular City Council meeting held on August 5, 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.

Council Member Sanford moved to approve the August 5, 2024 meeting agenda, as presented. Motion seconded by Council Member Suter and carried unanimously.

Council Member Bulzomi moved to approve the minutes of the city council meetings held July 1 and July 11, 2024. Motion seconded by Council Member Renville and carried unanimously.

Continuation of a Dangerous Building Hearing from the July 1 meeting began at 6:04. Attending by Zoom was 3309 11th Ave NE property owner Mr. David Thorpe and 3305 11th Ave NE property owner Ms. Sherry Cheng. The structure on 3305 11th Ave NE has been demolished but more information from a structural engineer is needed to determine if the foundation and the existing structure on 3309 11th Ave NE are sound. The city is satisfied with the progress but will need more information to make a final determination. City Staff recommend continuing the hearing at the next council meeting so the engineering information can be reviewed.

Council Member Chavez moved to table the Dangerous Building Hearing until the September 3rd meeting at 6:00 p.m. Motion seconded by Council Member Suter and carried unanimously.

Jack Harrow and Stephanie Damron were present to give comments and request an appeal to the Flood Damage Ordinance. Mr. Harrow and Ms. Damron are joint tenant owners of 301 10th St SE. They had a trailer home that they deemed unsalvageable and was removed from the property in preparation of placing a new trailer home on the site. Based on available data, City Staff determined that the proposed development was not in conformance with the City Flood Ordinance since the manufactured home would be in the FEMA regulatory floodway. City Staff recommend continuing the hearing at the next council meeting allowing the owners time to work with their engineer to determine if the property should not be in the regulatory floodway and to supply their data to FEMA for determination.

Council Member Suter moved to table the Flood Damage Ordinance Hearing until September 3rd meeting at 6:00 p.m. Motion seconded by Council Member Sanford 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.

Council Member Bulzomi moved to retire police vehicle #22B and to sell it at the next police auction. Motion seconded by Council Member Suter and carried unanimously.

Council Member Renville moved to amend the current fee schedule resolution and add an Animal Trap Deposit of \$40.00. Motion seconded by Council Member Chavez and carried by the following roll call vote: ayes: Sanford, Bulzomi, Renville, Suter, and Chavez; nays: none.

Council Member Sanford moved to approve a quote from Dean Kluver Painting, in the amount of \$7,175, to repaint the Police Department hallways at the Law Enforcement Center. Motion seconded by Council Member Bulzomi and carried by the following roll call vote: ayes: Suter, Renville, Sanford, Bulzomi, and Chavez; nays: none.

Council Member Suter moved to approve the Memorandum of Understanding between the McKenzie County Community Coalition and Watford City Police Department. Motion seconded by Council Member Sanford and carried by the following roll call vote: ayes: Chavez, Bulzomi, Sanford, Renville, and Suter; nays: none.

Council Member Bulzomi moved to approve the recommendation from the Planning Commission meeting held July 29, 2024. Approved: Division of Land Application Minor Plat – Reversionary Parcel Map submitted by McKenzie County Ambulance Service for property located at Original Townsite Subdivision Lots 11 & 12 of Block 8. Motion seconded by Council Member Suter and carried by the following roll call vote: ayes: Sanford, Bulzomi, Renville, Suter, and Chavez; nays: none.

Council Member Renville moved to approve a Property Control Policy Manual. Motion seconded by Council Member Bulzomi and carried by the following roll call vote: ayes: Chavez, Sanford, Renville, Suter, and Bulzomi; nays: none.

Council Member Renville moved to approve a Professional Services Contract Policy. Motion seconded by Council Member Suter and carried by the following roll call vote: ayes: Suter, Bulzomi, Sanford, Chavez, and Renville; nays: none.

Council Member Bulzomi moved to approve the following annual step increases: Mariah Paek K-9; Ty Trotter J-4; Jayden Uhlich H-3. Motion seconded by Council Member Chavez and carried unanimously.

Council Member Bulzomi moved to approve amendments to the following job descriptions (Administrative Assistant – Community Development Department, Electrician I, Engineer Technician I, and Waste Water Treatment Operator) and to advertise for the Community Development Department Administrative Assistant position (Category K, Step 0 -1 DOE). Motion seconded by Council Member Chavez and carried unanimously.

Council Member Bulzomi moved to approve a Category change for Jason Faller to reflect his promotion to Superintendent of Public Works (A -0) with a negotiated salary of \$151,760. Motion seconded by Council Member Renville and carried unanimously.

Council Member Bulzomi moved to approve amending policy 401-Timekeeping. Motion seconded by Council Member Renville and carried unanimously.

Council Member Bulzomi moved to approve contracting with Gallagher for a quick market wage study. Motion seconded by Council Member Renville and carried by the following roll call vote: ayes: Suter, Renville, Bulzomi, Chavez, and Sanford; nays: none.

Council Member Bulzomi moved to approve the following maintenance items at the Rough Rider Center and to be paid out of the GPT Fund: Cimco Refrigeration – Cooling Tower Replacement - \$14,817; Johnson Controls – Chiller 1 Repair - \$13,743; Johnson Controls – HVAC Blower Motor Install - \$1,840.09; Innovative Basement Authority – Hansen Rink Waterproofing - \$53,770.70; Tricorn Audio – Floorbox Controllars - \$4,257.50; Vazquez Contracting Concrete Construction-Plaza concrete work -\$6,300. Motion seconded by Council Member Chavez and carried by the following roll call vote: ayes: Sanford, Chavez, Suter, Renville, Bulzomi; nays: none.

Council Member Bulzomi moved to approve a quote from Cordova Construction (Koser Field Parking Lot ADA Paving) in the amount of \$29,505. Motion seconded by Council Member Suter and carried by the following roll call vote: ayes: Renville, Suter, Sanford, Bulzomi, and Chavez; nays: none.

Council Member Bulzomi moved to request a buyout from McKenzie County Water Resource District for the Fox Hills Golf Course clubhouse. Motion seconded by Council Member Chavez and carried by the following roll call vote: ayes: Bulzomi, Chavez, Sanford, Suter, and Renville; nays: none.

Council Member Bulzomi moved to approve an Accounting and Investment Policy. Motion seconded by Council Member Suter and carried by the following roll call vote: ayes: Suter, Renville, Sanford, Bulzomi, and Chavez; nays: none.

Council Member Bulzomi moved to approve the Ports-to-Plains Bronze Level Sponsorship in the amount of \$1000. Motion seconded by Council Member Bulzomi and carried by the following roll call vote: ayes: Sanford, Bulzomi, Renville, Chavez, and Suter; nays: none.

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

Council Member Bulzomi moved to approve the 2025 Preliminary Budget and to set the 2025 Final Budget Hearing for October 7, 2024 at 6:00 p.m. Motion seconded by Council Member Chavez and carried unanimously.

Council Member Bulzomi moved to approve the Community Build Grant Application submitted by Watford City Park District in the amount of \$500,000 for an inclusive playground at the Kent Pelton Nature Park and for architectural renderings for the Hunter's Run Park. Motion seconded by Council Member Chavez and carried by the following roll call vote: ayes: Chavez, Sanford, Bulzomi, Renville, and Suter; nays: none.

Council Member Bulzomi moved to approve the Community Build Application submitted by WSC in the amount of \$35,000 for SBDC Services. Motion seconded by Council Member Suter and carried by the following roll call vote: ayes: Renville, Suter, Chavez, Bulzomi, and Sanford; nays: none.

Council Member Renville moved to approve the Hunter's Run Subdivision Replat of Lots 55-76. Motion seconded by Council Member Sanford and carried by the following roll call vote: ayes: Bulzomi, Sanford, Suter, Chavez, and Renville; nays: none.

Council Member Suter moved to approve Pay Application #2 from Knife River (Hunter's Run Repair and Completion Phase I) in the amount of \$835,728.38. Motion seconded by Council Member Chavez and carried by the following roll call vote: ayes: Chavez, Sanford, Bulzomi, Renville, and Suter; nays: none.

Council Member Suter moved to approve Change Order #2 from Strata Corporation (3rd Ave SW Recon) in the amount of \$150,451.69. Motion seconded by Council Member Bulzomi and carried by the following roll call vote: ayes: Bulzomi, Suter, Chavez, Renville; nays: Sanford.

Council Member Renville moved to approve Pay Application #3 from Strata Corporation (3rd Ave SW Recon) in the amount of \$684,971.96. Motion seconded by Council Member Suter and carried by the following roll call vote: ayes: Sanford, Suter, Chavez, Renville, and Bulzomi; nays: none.

Council Member Bulzomi moved to approve the 3rd Ave SW Recon Project Payment agreements for Horizon Resources and Watford City Livestock Association. Motion seconded by Council Member Suter and carried by the following roll call vote: ayes: Suter, Bulzomi, Chavez, Renville, and Sanford; nays: none.

Council Member Bulzomi moved to approve the Wolf Run Village, Inc. Infrastructure Improvement, Maintenance, and Warranty Agreement. Motion seconded by Council Member Suter and carried by the following roll call vote: ayes: Chavez, Sanford, Bulzomi, Renville, and Suter; nays: none.

Council Member Chavez moved to approve Pay Application #17 from Construction Engineers (Watford City New Public Works Facility) in the amount of \$292,866. Motion seconded by Council Member Sanford and carried by the following roll call vote: Bulzomi, Sanford, Chavez, Suter, and Renville; nays: none.

Council Member Sanford moved to approve the street closure (intersection of 2nd Ave S and Main Street to Main Street Grind) on August 28th from 4:00 – 10:00 and to allow alcohol on the street from 5:30 – 9:30. Motion seconded by Council Member Renville and carried unanimously.

Council Member Sanford moved to approve the bills as listed. Motion seconded by Council Member Renville and carried unanimously. Aflac \$5,647.90; BCBS of North Dakota \$98,834.20; EFTPS \$148,925.23; Nationwide Financial \$1,275.65; Nationwide Retirement Solutions \$14,963.53; ND Fraternal Order of Police \$798.08; ND Job Service \$1,637.15; NDPERS-Def Comp \$4,630.00; NDPERS-Retirement \$113,276.18; Payroll \$621,906.71; Symetra Life Insurance \$2,568.35; TASC \$5,707.12; Wolf Run Village Inc. \$600.00; 3-D Specialties \$834.00; 4 DBGHS Investments \$301.52; Accusource \$130.98; Acushnet Company \$3,830.62; Advanced Business Methods \$303.93; Advanced Elements \$119,871.10; AgTerra Technologies \$35.00; Amanda Eisenschenk \$163.48; Andrew Schatz \$386.00; Armor Interactive \$13,648.15; Astro Chem Service \$150.00; Auburn Ridge LLC \$109.86; Badlands Hardware \$762.12; Badlands Occupational Testing \$30.00; Baker Energy Services \$10,006.27; Balco Uniform \$7,661.72; Bank of North Dakota \$83,830.56; Barrett Pharmacy \$7.98; BEK Consulting \$1,239.17; Border States Electric \$31,485.74; Brady's Towing & Recovery \$1,931.20; Braun Intertec Corp. \$2,035.00; Brosz Engineering \$370.00; C&D Water Services \$36.00; Calibre Press \$359.00; Callaway \$3,805.65; Cascade Glass & Signs \$1,650.00; CDW Government \$16,591.40; Cellebrite \$900.00; CIM Sanitary Tech \$7,750.00; City of Watford City \$889.33; CivicPlus LLC \$2,089.50; Clarke Mosquito Control \$837.99; Clifty Group \$219.30; Code Red Towing \$1,275.00; Cole Papers \$2,907.70; Construction Engineers \$292,866.00; Copro Garage Doors \$2,588.10; Cordova Construction \$78,526.45; Core & Main \$4,483.08; Country Rose Gardens \$344.99; D&S Auto & Trailer Sales \$10,413.00; Dustin Kersey \$19.89; Dylan Bostic \$374.00; Ecolab \$356.12; Ecolab Pest Elim \$135.00; Elite Cabinets & Building \$567.62; Environmental Consulting \$1,300.00; Farmers Union Oil \$12,667.69; Fast Initial Response Systems \$1,243.92; Fastenal \$1,646.41; FedEx \$1,209.43; First International Insurance \$232,903.00; Flyte Golf Corp \$7,295.00; Forum Communications \$190.00; Galls \$2,043.59; Guardian Fleet Safety \$575.35; Hansen Diesel & Automotive \$50.00; Harlow's School Bus Service \$2,673.75; Hawkeye Oil Field \$377.91; Hawkins \$4,121.69; Headings Rodeo \$3,000.00; Heggen Equipment \$747.85; Hill Enterprises \$682.55; Hoosier Truck Tank Repair \$325.00; Hurley Enterprises \$580.00; Icon Architectural \$5,443.92; IDI \$40.00; Indian Hill Electric \$960.00; Inland Truck Parts & Service \$565.81; Information Technology Dept. \$4,138.35; Innovative Health \$20,000.00; Interstate All Battery Center \$53.58; Jack & Jill \$26.42; JG Concrete \$16,800.00; JJ Electric \$1,110.89; JP Morgan Chase Bank \$7,807.16; John Hutter Towing \$160.00; Johnson Controls \$6,398.46; Knife River – North Central \$835,728.38; KO Safety \$150.00; Kohler Communications \$2,096.00; Kotana Communications \$2,979.35; Landscape Elements \$94,173.25; Language Link \$71.64; Lexipol LLC \$12,072.25; Locators & Supplies \$1,016.26; Long X Arts Foundation \$3,920.00; Lund Oil \$3,662.41; Marco Technologies \$2,374.31; McKenzie County Auditor \$55,819.53; McKenzie County Farmer \$1,834.95; McKenzie County Healthcare \$5,405.52; McKenzie County Landfill \$24,836.90; McKenzie County Water Resource \$167,437.11; McKenzie Electric \$7,632.00; Mizuno \$216.00; MDU \$21,856.38; Motorola Solutions \$28.44; Mountain Plains \$1,500.00; MTI Distributing \$5,232.60; MVTL Laboratories \$2,656.00; National Tactical Officers \$50.00; ND

Dept of Environmental \$503.16; ND Dept of Transportation \$18,177.43; ND League of Cities \$4,239.00; ND Office of State Tax Commissioner \$7,575.80; NDLTAP/UGPTI \$50.00; Nelson Contracting \$2,653.00; Norsk Hostfest \$3,000.00; North Dakota Golf Association \$2,925.00; Northern Heavy Duty Truck Parts \$394.80; Northern Pump & Compression \$223.20; Office of the Adjutant General \$360.00; OK Implement \$1,038.25; OK Tire Stores \$135.80; One Call Concepts \$308.35; P&W Golf Supply \$476.88; Partyrite LLC \$645.30; Patricia Aipperspach \$600.00; Patrick Feeney \$250.00; Petty Cash \$472.61; Point CPA \$500.00; Post Board \$345.00; Premier Network Solutions \$800.00; Proactive Sports \$226.00; Ray Allen Manufacturing \$56.98; Record Keepers \$17.50; Reinders \$6,925.12; Reservation Telephone \$4,052.75; Rhandy Teves \$54.19; Roosevelt Inn & Suites \$4,800.00; Rough Rider Center \$41,443.42; Safeguard Business Systems \$645.14; Sanitation Products \$4,050.00; Share Corporation \$1,245.80; Sirchie Acquisition Company \$173.54; Six Shooters \$2,312.80; Steve Dube Construction LLC \$128,886.00; Strata Corporation \$684,971.96; Sun Mountain Sports \$1,895.00; Supreme International LLC \$542.56; Swanston Equipment \$5,421.52; Taylor Made Golf \$5,108.15; Tenet \$3,602.40; The Good Kids \$16,080.00; The Huntington National Bank \$95,019.20; The Shed Center \$4,932.00; The Tessman Company \$2,163.79; Tire-Rama Glendive \$6,147.28; Toro Company \$999.00; TTK Enterprises \$1,317.50; Uline \$414.33; Valli Information \$1,052.23; Van Diest Supply \$20,294.00; Verizon Connect \$19.19; Verizon Wireless \$4,392.90; Versatile Vehicles \$4,500.00; Visa \$2,779.61; Wai Man Leung \$70.63; Water Environment Federation \$155.00; Watford City Fire Department \$27,278.18; Watford City Park District \$2,503.02; Watford City Rotary Club \$505.00; Watford City Veterinary Clinic \$574.56; WEX Bank \$2,500.47; Williston Daily Herald \$420.00; Wolf Run Village I \$7,852.06; Wolf Run Village II \$37,147.94.

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

There being no further business, the meeting was adjourned at 8:05 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