

CITY OF WATFORD CITY
CITY COUNCIL MEETING
August 3, 2020

Minutes of the regular City Council meeting held on August 3, 2020 at 6:00 p.m. at City Hall. Present were Council Members Kenny Liebel, Bethany Devlin, Heidi Brenna, Steve Sanford, Matt Beard, and Lindsay Veeder. Absent was Mayor Riely. Also present was City Auditor Peni Peterson and Attorney Wyatt Voll. President Liebel called the meeting to order with the Pledge of Allegiance.

Council Member Devlin moved to approve the August 3, 2020 agenda as presented. Motion seconded by Council Member Sanford and carried unanimously.

Council Member Beard moved to approve the minutes of the city council meetings held July 6 and July 28, 2020, as presented. Motion seconded by Council Member Devlin and carried unanimously.

Cal Klewin, Theodore Roosevelt Expressway Association, gave an update on the Ports-to-Plains Corridor and the Long X Bridge construction.

President Liebel call the Public Hearing, as advertised, to order at 6:13 p.m. to consider a Petition to Vacate Drainage Easement submitted by Wolf Creek Development, LLC. There was no public comment or written comment received from the public. The Public Hearing was closed at 6:14 p.m.

Council Member Sanford moved to approve the Petition to Vacate Drainage Easement submitted by Wolf Creek Development allowing for a decrease in the width of the drainage easement from 50' to 25'. Motion seconded by Council Member Veeder and carried by the following roll call vote: ayes: Beard, Sanford, Liebel, Devlin, Brenna, and Veeder; nays: none.

Council Member Brenna moved to approve Pay Application #8 – Final from Landscapes Unlimited, LLC (Fox Hills Golf Course Phase II) in the amount of \$48,500. Motion seconded by Council Member Devlin and carried by the following roll call vote: ayes: Veeder, Sanford, Devlin, Beard, Brenna, and Liebel; nays: none.

Pat Bertagnolli gave an update on the Rough Rider Center.

Chief Shawn Doble gave an update on the police department.

Council Member Sanford moved to approve the recommendations from the Planning Commission from their July 27, 2020 meeting. Approved the following: Division of Land Application – Simple Lot Split submitted by McKenzie County Sheriff's Office; Division of Land Application – Simple Lot Split submitted by Travis Jordan and Jami Wright; Land Use Application – Variance submitted by Karen George; Division of Land Application – Amended Final Plat submitted by LT Development Group, LLC; Land Use Application – Conditional Use Permit Review submitted by the US Forest Service McKenzie Ranger District (1901 S Main); Land Use Application – Conditional Use Permit Review submitted by US Forest Service McKenzie Ranger District (1905 S Main); Land Use Application – Conditional Use Permit Review submitted by Kathleen Tretter; Land Use Application

– Zone Change Lots 15 & 16 submitted by Stenehjem Development, LLP; Division of Land Use Application – Final Plat for Lots 15, 16, and 108 of Block 2 of the Fox Hills Village Subdivision. Terminated the following: Land Use Application – Conditional Use Permit Review submitted by Richard Kaster; Land Use Application – Conditional Use Permit submitted by Tractor Supply; Land Use Application – Conditional Use Permit submitted by McKenzie County School Dist. #1. No action was taken on the Division of Land Application – Preliminary Plat submitted by Emerald Ridge Phase II, LLC as it was tabled at the Planning and Zoning meeting. Motion seconded by Council Member Devlin and carried by the following roll call vote: ayes: Beard, Sanford, Brenna, Devlin, Liebel, and Veeder; nays: none.

Council Member Beard moved to approve the First Reading on an Ordinance Amending Section 2-110 of Article 1, Chapter II – Relating to Driveway/Access Management Guidelines. Motion seconded by Council Member Devlin and carried unanimously.

Council Member Beard moved to approve the Second Reading of Ordinance #559 Amending Section 3-210 of Article 2, Chapter III – Relating to Repair of Water Service. Motion seconded by Council Member Devlin and carried by the following roll call vote: ayes: Brenna, Sanford, Beard, Liebel, Devlin, and Veeder; nays: none.

Council Member Beard moved to approve the Special Liquor Permits submitted by D & M's Office, August 14, 2020 from 4:00 p.m. – 1:00 a.m. on Main Street for WC Fun Fest; Six Shooter's, LLC (Outlaws'), August 14, 2020 from 4:00 p.m. – 1:00 a.m. on Main Street for WC Fun Fest; D & M's Office, August 22, 2020 from 5:00 p.m. – 12:00 a.m. at the Rough Rider Center. Motion seconded by Council Member Sanford and carried unanimously.

Council Member Beard moved to approve the 2020-2021 Annual Liquor License Renewal for Slow Ride and will expire June 30, 2021. Motion seconded by Council Member Brenna and carried unanimously.

Council Member Devlin moved to approve moving Greg Richens and Ally Buck to full-time status on August 3, 2020. Motion seconded by Council Member Veeder and carried by the following roll call vote: ayes: Sanford, Liebel, Beard, Brenna, Devlin, and Veeder; nays: none.

Council Member Devlin moved to approve the amended Facility Project Coordinator job description as presented. Motion seconded by Council Member Veeder and carried by the following roll call vote: ayes: Beard, Veeder, Brenna, Sanford, Liebel, and Devlin; nays: none.

Council Member Devlin moved to approve the following annual step increases: Addie Gross – J-5, Kimberly Clemons – F-6, Nick Melcher – K-1, Stephanie Packer – H-4, Greg Richens – E-2, Becky Smith – I-5, Ty Trotter – J-1, Jayson Tveter – K-5. Motion seconded by Council Member Sanford and carried unanimously.

Council Member Devlin moved to approve the Occupancy Tax Request submitted by MaLissa Schroeder, on behalf of the Watford City Fun Fest Organization, in the amount of \$2000. Motion seconded by Council Member Sanford and carried by the following roll call vote: ayes: Brenna, Sanford, Devlin, Liebel, Veeder, and Beard; nays: none.

Council Member Devlin moved to approve Mayor Riely's reappointment of Aaron Pelton to the Watford City Housing Authority to serve another 5-year term until September 1, 2025. Motion seconded by Council Member Sanford and carried unanimously.

Council Member Beard moved to approve Resolution 2020-10 - Resolution to Cancel Special Assessments. Motion seconded by Council Member Devlin and carried by the following roll call vote: ayes: Veeder, Devlin, Sanford, Brenna, Beard, and Liebel; nays: none.

Council Member Beard moved to approve Resolution 2020-11 - Resolution to Defer Interest Payments on Special Assessment. Motion seconded by Council Member Veeder and carried by the following roll call vote: ayes: Beard, Liebel, Veeder, Devlin, Brenna, and Sanford; nays: none.

Council Member Beard moved to approve the Subdivision Improvement, Maintenance and Warranty Agreement between the City of Watford City and Dakota Gold Properties, LLC (Stepping Stone Phase 6 Residential Development). Motion seconded by Council Member Veeder and carried by the following roll call vote: ayes: Devlin, Sanford, Beard, Brenna, Liebel, and Veeder; nays: none.

Council Member Brenna moved to approve the Request to Cancel Shangcheng Development/Emerald Ridge Phase II, LLC Letter of Credit #501-01 in the amount of \$720,000 (15th St NW and Emerald Ridge Road paving). The funds will be placed in an escrow account at First International Bank & Trust and the City will have access to the account. Motion seconded by Council Member Sanford and carried by the following roll call vote: ayes: Brenna, Liebel, Veeder, Beard, Devlin, and Sanford; nays: none.

Council Member Devlin moved to approve Pay Application #4 from Northern Improvement Co. (14th Ave SE Street Extension – Asphalt Paving) in the amount of \$358,655.40. Motion seconded by Council Member Beard and carried by the following roll call vote: ayes: Sanford, Beard, Liebel, Devlin, Brenna, and Veeder; nays: none.

Council Member Devlin moved to approve Pay Application #3 from Denny's Electric, LLC (14th Ave SE Street Extension – Electrical Construction) in the amount of \$15,202.80. Motion seconded by Council Member Veeder and carried by the following roll call vote: ayes: Brenna, Liebel, Sanford, Beard, Veeder, and Devlin; nays: none.

Council Member Beard moved to approve the General Conveyance, Bill of Sale, and Assignment between Montana – Dakota Utilities and City of Watford City for a utility pole located in the right-of-way west of Parcel 82011910, Lot 9, Block 11, Original Townsite Subdivision, Section 24, Township 15 N, Range 99 West. Motion Seconded by Council Member Devlin and carried by the following roll call vote: ayes: Veeder, Sanford, Brenna, Devlin, Liebel, and Beard; nays: none.

Council Member Devlin moved to approve the 2021 Preliminary Budget, as presented, and set the Final Budget Hearing for September 8, 2020 at 6:00 p.m. Motion seconded by Council Member Brenna and carried unanimously.

Council Member Sanford moved to approve the bills as listed. Motion seconded by Council Member Brenna and carried unanimously. Aflac \$4,282.42; Blue Cross Blue Shield \$134,923.91; EFTPS \$100,893.54; Nationwide Financial \$834.14; Nationwide Retirement Solutions \$5,410.00; NDPERS (AT&BT) \$1,122.57; NDPERS-Deferred Comp \$8,558.87; NDPERS-Retirement \$54,891.47; ND Fraternal Order of Police \$900.00; Office of State Tax Commissioner \$14,836.99; TASC \$4,551.70; Payroll \$268,824.55; Wolf Run Village \$3,250.00; Advanced Engineering \$4,276.50; Agency Mabu \$6,435.84; Agri Industries \$409.83; American Public Works \$208.00; Andrew Schatz \$10.00; Armor Interactive \$4,354.85; Asdco Construction Supply \$442.80; B&B Rental \$185.00; Badlands Gymnastics \$5,000.00; Badlands Hardware \$85.10; Badlands Hardware Inc. \$154.16; Blue Buttes Aggregates \$5,878.00; Border States Electric Supply \$8,920.21; Brady's Roadside Service \$250.00; Brosz Engineering \$20,840.00; Burian & Associates \$3,417.50; Buttons by Fish \$100.00; C&D Water Services \$42.50; Cascade Glass & Signs \$2,220.00; CIM Sanitary Tech \$5,000.00; City of Watford City \$51.19; Code Red Towing \$435.00; Cole Papers \$562.34; DAWA Solutions \$5,258.00; Dean Anderson, Inc. \$647.50; Denny's Electric \$15,202.80; Dustbusters Enterprises \$19,369.15; Family Crisis Shelter \$1,378.94; Farmer's Union Oil. Co \$6,963.70; Fastenal \$1,276.14; FedEx \$10.44; Flexible Pipe & Tool Company \$81.00; Gem City Motors \$59.95; Gooseneck Implement \$242.28; GS System, Inc \$7,060.00; Hansen Diesel & Automotive \$129.95; Hawkins \$1,333.13; Heggen Equipment \$448.56; Helena Chemical \$1,075.50; Holiday Credit Office \$4,943.55; Hovex \$3,740.00; ITD \$4,588.46; Interstate All Battery Center \$16.40; Jack & Jill \$29.47; Johnson Controls \$437.75; Kadrmas, Lee & Jackson, Inc \$72,397.41; Kotana Communications \$70.00; Landscapes Unlimited \$48,500.00; Loffler Companies \$3,468.00; Lund Oil \$797.09; Marco Technologies \$2,274.22; McKennett Law Firm \$13,675.00; McKenzie County Auditor \$61,650.32; McKenzie County Farmer \$2,743.25; McKenzie County GIS \$75.00; McKenzie County Landfill \$21,779.35; McKenzie County Water Resource \$170,555.27; McKenzie Electric \$3,331.00; Meuchel Enterprises \$2,496.80; MTI Distributing Company \$405.84; MDU \$14,469.38; MVTL Laboratories \$1,290.00; Nardini \$910.50; ND Dept of Environmental Quality \$35.00; ND Dept. of Health-Chemistry Lab \$503.16; ND State Radio Communications \$360.00; ND Workforce Safety & Insurance \$165.52; NDSWRA \$135.00; Normont Equipment \$10,448.00; Northern Heavy Duty Truck Parts \$407.10; Northern Improvement Co. Inc. \$1,003.00; Northern Improvement Company \$358,655.40; Northern Pump & Compression \$350.00; Nova Fire Protection \$1,220.00; Office of the State Auditor \$600.00; OK Implement \$1,253.11; OK Tire Stores \$1,607.10; Olympic Sales \$200.79; One Call Concepts \$310.80; Petty Cash \$328.30; Quadient Finance \$500.00; Record Keepers LLC \$24.50; Recreation Supply Co. \$4,950.00; Reservation Telephone \$2,775.49; RHI Supply Fargo \$251.46; Rough Rider Center \$2,633.97; SRF Consulting Group \$4,183.14; Stein's Inc. \$82.18; Steven Williams \$22.33; Swanston Equipment \$825.14; Symetra Life Insurance Company \$1,263.04; Tecta America Dakotas \$155,000.00; Tire-Rama Glendive \$4,323.90; Titan Machinery - Dickinson \$293.77; Tractor Supply Credit Plan \$317.19; Traffic Control Corp \$2,610.00; Triple AAA Safety \$1,336.12; UPS \$22.81; Valli Information Systems \$781.41; Verizon \$3,424.23; Visa \$1,105.22; Watford City Lumber \$30.75; Watford City Park District \$957.94; Watford City Vet Clinic \$1,047.67; Western Dakota Energy \$5,750.00; WillistonAuto.com \$776.90; Wolf Pup Daycare \$39,600.00; Wolf Run Village \$5,000.00.

The next regularly scheduled City Council meeting will be on Tuesday, September 8, 2020 at 6:00 p.m. at City Hall.

There being no further business, the meeting was adjourned at 7:26 p.m. These minutes are published subject to the City Council's Review and Revision pursuant to NDCC 40-01-09.1.

Peni Peterson, Auditor

Philip K. Riely, Mayor