

CITY OF WATFORD CITY
CITY COUNCIL MEETING
January 4, 2021

Minutes of the regular City Council meeting held on January 4, 2021 at 6:00 p.m. at City Hall. Present were Mayor Riely and Council Members Bethany Devlin, Kenny Liebel, Heidi Brenna (via phone), and Steve Sanford. Absent was Matt Beard and Lindsay Veeder. Also present was City Planner Curt Moen, City Auditor Peni Peterson, and Attorney Wyatt Voll. Mayor Riely called the meeting to order with the Pledge of Allegiance.

Council Member Liebel moved to approve the January 4, 2021 agenda as presented. Motion seconded by Council Member Devlin and carried unanimously.

Council Member Liebel moved to approve the minutes of the city council meetings held December 7, 15, and 29, 2020, as presented. Motion seconded by Council Member Sanford and carried unanimously.

City Assessor, Rita Olson, presented Tax Abatement Applications (4345 – 4349) and (4355).

Council Member Sanford moved to approve Tax Abatement Application (4345) submitted by Michael Wilson Kelly (parcel 82-55-02200). Motion seconded by Council Member Liebel and carried by the following roll call vote: ayes: Sanford, Brenna, Liebel, and Devlin; nays: none.

Council Member Devlin moved to approve Tax Abatement Applications (4346 & 4347) submitted by Bison Run Land Holdings, LLC (parcel 82-4400200). Motion seconded by Council Member Liebel and carried by the following roll call vote: ayes: Liebel, Devlin, Sanford, and Brenna; nays: none.

Council Member Sanford moved to approve Tax Abatement Applications (4348 & 4349) submitted by Bison Run Land Holdings, LLC (parcel 83-4104300). Motion seconded by Council Member Liebel and carried by the following roll call vote: ayes: Sanford, Devlin, Brenna, and Liebel; nays: none.

Council Member Liebel moved to approve Tax Abatement Application (4355) submitted by Paramount Builders, Inc (parcel 83-2514900). Motion seconded by Council Member Sanford and carried by the following roll call vote: ayes: Brenna, Sanford, Liebel, and Devlin; nays: none.

Pat Bertagnolli gave an update on the Rough Rider Center.

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

Council Member Sanford moved to approve the recommendations from the Planning Commission from their December 28, 2020 meeting. Approved the following: Land Use Application for Conditional Use Permit – Annual Review submitted by Knife River – North Central (concrete batch plant); Land Use Application for Conditional Use Permit – Annual Review submitted by Knife River

– North Central (asphalt batch plant). Motion seconded by Council Member Brenna and carried by the following roll call vote: ayes: Liebel, Devlin, Brenna, and Sanford; nays: none.

Council Member Liebel moved to approve the Second Reading on Ordinance #565 Amending Section 4-303 of Article 3 of Chapter IV – Relating to Containers. Motion seconded by Council Member Devlin and carried by the following roll call vote: ayes; Brenna, Sanford, Liebel, and Devlin; nays: none.

Council Member Devlin moved to approve the Second Reading on Ordinance #566 Amending Section 3-216 of Article 2 of Chapter III – Relating to Curb Cock Specifications. Motion seconded by Council Member Liebel and carried by the following roll call vote: ayes: Liebel, Sanford, Devlin, and Brenna; nays: none.

Council Member Devlin moved to approve publishing the 2020 Annual Salaries for City Employees. Motion seconded by Council Member Liebel and carried unanimously. Alex, Bridget 15,140.43; Anderson, Raymond 50,101.63; Barry, Daniel 69,120.12; Beard, Glen A 450.00; Beard, Matthew 12,000.00 Bertagnolli, Eva 58,219.08; Bertagnolli, Patrick 99,507.71; Bertram, Larissa 56,584.60; Best, Vawnta 81,893.79; Bostic, Dylan 90,962.27; Bradford, Megan 42,599.31; Brenna, Heidi 12,000.00; Buck, Allyson 30,936.60; Butalon, Mike 84,569.45; Carter, Margaret 59,700.93; Chaffee, Brianna 58,066.93; Christensen, David 36,789.68; Christensen, Rachel 62,226.00; Claiborn, Coleman 54,096.03; Clemons, Kimberly 91,732.43; Davis, Brandy 65,784.25; Davis, Jonathan 79,874.37; Delatorre, Angelica 73,682.93; Demars, Grace 96,839.92; Devlin, Bethany 12,000.00; Doble, Shawn 120,493.82; Dokken, Laura 76,912.35; Dwyer, Thomas 350.00; Eisenschenk, Amanda s. 63,725.00; Eisenschenk, Andrew P. 96,854.38; Ell, Anthony 84,257.91; Ell, Ciera 47,522.26; Elphic, Ryan 2,324.00; Ericksen, Seth 48,727.01; Faller, Jackson 12,530.74; Faller, Jason 131,207.26; Faller, Sydney 4,686.50; Farrell, Ryan 49,521.03; Ferguson, Joseph 6,596.17; Forstie, Samuel 75,329.80; Halonen, Daniel 61,870.10; Harmon, Scott 11,747.62; Holm, Rick 450.00; Hooper, Matthew J. 114,656.50; Hovland, Warren 50.00; Howes, Kathleen 25,662.99; Isenhower, Matthew 70,664.21; Jeffries, Terry 109,769.57; Jensen, Jeffery 95,332.62; Jones, Timothy 71,820.95; Kidd, Charlee 52,742.90; Kummer, Cody 85,273.18; Langowski, Andrew 108,168.09; Lass, Korey 90,837.41; Laughlin, Phyllis 49,063.82; Lawrence, Jesse 500.00; Liebel, Kenneth 12,000.00; Madsen, Lance 31,249.18; Magnuson, Addie 63,982.76; Mcgoven, Joshua 71,967.67; Melcher, nick 51,797.20; Moe, Terry 1,730.77; Moen, Curtis 135,240.31; Moran, Charles M. 66,303.08; Mudi, Sulleiman 76,801.40; Olson, Rita 77,442.57; Packer, Stephanie 73,574.15; Pavek, Mariah 58,717.06; Pawlak, Chase 41,968.85; Pelton, Marco 350.00; Peterson, Lindsay 354.50; Peterson, Peni S. 113,461.78; Pittsley, James D 82,654.98; Richins, Gregory 77,066.74; Riely, Philip K 18,000.00; Riggins, Holly 150.00; Rosenau, Samantha 55,478.55; Ruggles, Kyle 73,447.85; Sanford, Steve 12,000.00; Schatz, Andrew 79,184.56; Schuetze, Gregg 600.00; Shelley, Emma 5,785.50; Smith, Becky 36,823.86; Smith, Justin 153,575.02; Svelt, Tyrel 51,735.42; Swanson, Andrew 76,311.62; Swanson, Bailey 67,379.16; Trotter, Ty 58,138.62; Tveter, Jayson 58,333.30; Uhlich, Jayden 53,639.09; Walters, Jacob 500.00; Waltke, Cynthia 7,381.93; Wellen, Jesse 107,349.53; Williams, Dakota 61,079.85; Williams, Steven 109,918.49; Wingerter, Lindsay 12,000.00; Wiredu, Yaw 72,272.96

Council Member Liebel moved to approve advertising for a vacant position in the Engineering Department. Motion seconded by Council Member Devlin and carried unanimously.

Council Member Liebel moved to approve job descriptions for Engineer I, Engineer Technician, and GIS Specialist. Motion seconded by Council Member Devlin and carried unanimously.

Council Member Liebel moved to approve the Employee Policy Manual amendments to Section 201 Employment Categories, Section 303 Paid Time Off (PTO), and Section 403 Work Week and Payday. Motion seconded by Council Member Sanford and carried by the following roll call vote: ayes: Sanford, Brenna, Devlin, and Liebel; nays: none.

City Engineer Demars updated City Council on the 23rd Ave NE Roadway Project. The north portion of the road, that was constructed by Mammoth Properties, LLC, is considered accepted and that she will work with McKenzie Electric for a Road and Maintenance Agreement for the south portion of the road.

Council Member Devlin moved to release \$347,226.32 of the Stepping Stone Phase 3 Warranty Bond and \$1,541,733.48 of the Stepping Stone Phase 3 Performance Bond per the Stepping Stone Phase 3 – 2021 Bonding Breakdown document. Motion seconded by Council Member Sanford and carried by the following roll call vote: ayes: Liebel, Sanford, Brenna, and Devlin; nays: none.

Council Member Devlin moved to recognize the infrastructure labeled “2 Year Warranty Expires, Release Warranty Bond” as fully accepted by the City and to set the infrastructure 2-year warranty date to begin November 18, 2020 and expire November 18, 2022. Motion seconded by Council Member Liebel and carried by the following roll call vote: ayes: Brenna, Sanford, Devlin, and Liebel; nays: none.

Council Member Liebel moved to grant a one-year extension to the SI&A timeline for the completion of the remaining Stepping Stone Phase 3 infrastructure and to require the existing performance bond to remain in place for this infrastructure. Motion seconded by Council Member Sanford and carried by the following roll call vote: ayes: Devlin, Sanford, Liebel, and Brenna; nays: none.

Council Member Liebel moved to approve the Contract for Professional Services Agreement between the City of Watford City and Tri-County Regional Development Council. Motion seconded by Council Member Brenna and carried by the following roll call vote: ayes: Devlin, Sanford, Brenna, and Liebel; nays: none.

Council Member Devlin moved to approve the fund transfers from Fund 1002 - GPT Surplus Fund to Fund 4051 - Ground Reservoirs Recoat \$26,280; Fund 4017 – Onsite Paving SID \$76,155.34; Fund 4018 – Roadway Paving SID \$212,672.78; Fund 4019 – Street Lighting SID \$36,274.84; Fund 4020 – Storm Sewer SID \$36,249.98; Fund 4027 – Sanitary Sewer SID \$10,104.61. Also approved fund transfers from Fund 4021 – Storm Sewer SID to Fund 4016 – Linear Park SID \$424,682.85; and to Fund 4017 – Onsite Paving SID \$48,127.85. Motion seconded by Council Member Sanford and carried by the following roll call vote: ayes: Sanford, Brenna, Liebel, and Devlin; nays: none.

Council Member Sanford moved to approve the revised 2021 Fox Hills Golf Course Budget – Fund 2245. Motion seconded by Council Member Liebel and carried by the following roll call vote: ayes: Brenna, Devlin, Sanford, and Liebel; nays: none.

Council Member Sanford moved to approve the bills as listed. Motion seconded by Council Member Liebel and carried unanimously. Aflac \$3,885.90; Blue Cross Blue Shield \$71,959.39; EFTPS \$97,232.69; Nationwide Financial \$1,664.41; Nationwide Retirement Solutions \$5,736.60; NDPERS (AT&BT) \$984.17; NDPERS-Retirement \$53,624.97; NDPERS-Def Comp \$5,235.08; Payroll \$251,297.00; Symetra Life Insurance \$1,149.59; TASC \$4,186.32; Wolf Run Village Inc. \$2,600.00; Advanced Engineering \$758.50; Agency Mabu \$750.00; Badlands Hardware \$338.84; Badlands Truck & Trailer \$12,094.39; Bartlett & West \$4,177.12; Border States Electric Supply \$873.79; Braaten Plumbing \$1,436.32; Brady's Towing & Recovery \$125.00; Brosz Engineering \$2,785.00; BSH Towing \$125.00; Burian & Associates \$14,326.00; Buttons by Fish \$124.00; C&D Water Services \$68.00; Cascade Glass & Signs \$2,680.00; Cellebrite \$3,290.00; CIM Sanitary Tech \$7,500.00; City of Watford City \$49.52; Code Red Towing \$200.00; Coffee Cravers Roasterie \$554.11; Cole Papers \$294.32; Colliers Securities \$600.00; Country Inn & Suites \$375.00; Darrington Snow Removal \$125.00; Deans Distributing \$3,660.40; Economic Development Association \$150.00; Environmental Consulting \$650.00; Family Crisis Shelter \$1,994.12; Farmers Union \$10,015.53; Fastenal Company \$3,199.77; Fedex \$19.70; First International Insurance \$50.00; Flexible Pipe Tool \$778.70; Hansen Diesel & Automotive \$2,117.29; Heggen Equipment \$226.93; High RPM \$103.00; Holiday Stationstores \$4,392.98; Information Tech Dept \$4,638.59; Innovatar \$6,250.00; Jack and Jill \$17.68; John Lopez Studio \$10,000.00; Kiesler Police Supply \$3,458.58; KLJ Engineering \$13,024.00; Long X Arts Foundation \$5,153.00; Lund Oil Inc. \$546.28; Marco Technologies \$2,274.22; McKennett Law Firm \$15,574.50; McKenzie County Farmer \$1,430.35; McKenzie County Healthcare Systems \$274,673.54; McKenzie Electric \$4,452.00; Meuchel Enterprises \$4,409.99; Michael Todd & Company \$23,322.01; Montana Dakota Utilities \$18,598.68; Municipal Code Corporation \$225.00; MVTL Laboratories \$1,498.00; ND Planning Association \$55.00; ND Ready Mix \$25.00; ND Secretary of State \$36.00; Nelson International \$174.90; OK Implement \$1,013.93; OK Tire Stores \$827.70; One Way Service \$337.32; Quadient Finance USA \$500.00; Quadient Leasing \$315.00; Quality Flow Systems \$7,769.66; Resilience DT LLC \$1,100.00; Reservation Telephone \$2,664.83; Rough Rider Center \$21,221.17; Samuel Forstie \$271.48; Schmitz-Holmstrom \$600.00; Schocks Safe & Lock \$261.15; Sirchie Finger Print \$485.99; The Village Family Service \$1,950.00; Tire-Rama Glendive \$4,600.80; Titanium Plumbing \$860.34; Tractor Supply Credit Plan \$313.92; Triple AAA Safety/Training \$512.83; Uline \$280.12; UPS \$895.11; Valli Information \$799.35; Verizon Connect \$16.19; Verizon Wireless \$3,228.43; VISA \$2,760.54; Wallwork Truck Center \$294.34; Watford City Veterinary Clinic \$485.20; Williston Council for the Aging \$9,955.00; Wolf Run Village II, Inc. \$26,000.00.

The next regularly scheduled City Council meeting will be on Monday, February 1, 2021 at 6:00 p.m. at City Hall.

There being no further business, the meeting was adjourned at 6:50 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