

CITY OF WATFORD CITY  
CITY COUNCIL MEETING  
January 4, 2023

Minutes of the regular City Council meeting held on January 4, 2023 at 6:00 p.m. at City Hall. Present were Mayor Phil Riely and Council Members Kenny Liebel, Matt Beard, Steve Sanford, Chelsea Bulzomi, and Lance Renville. Absent: Bethany Devlin. Also present was City Administrator Moen, City Auditor Peni Peterson, and City Attorney Wyatt Voll. Mayor Riely called the meeting to order with the Pledge of Allegiance.

Council Member Liebel moved to approve the January 4, 2023 agenda, as presented. Motion seconded by Council Member Bulzomi and carried unanimously.

Council Member Sanford moved to approve the minutes of the city council meeting held December 5, 2022, as presented. Motion seconded by Council Member Beard and carried unanimously.

Sara Fitzpatrick gave an update on the Roughrider Center.

Chief Wellen gave an update on the police department.

Council Member Liebel moved to approve the recommendations from the Planning Commission meeting held December 29, 2022. Approved: Land Use Application – Zone Change submitted by McKenzie County Public School District #1 and a Land Use Application – Conditional Use Permit Annual Review submitted by Knife River. Motion seconded by Council Member Beard and carried by the following roll call vote: ayes: Sanford, Beard, Bulzomi, Renville, and Liebel; nays: none.

Vawrita Best presented a Bank of North Dakota Flex Pace local match application submitted by Homestead Physical Therapy LLC for leased space improvements and equipment. Recommending approval to provide the grant for BND Flex Pace interest buy contingent on all required approvals from City Planning and Building in the lesser amount of the scoring grid qualification or the amount BND requires for a local match to be distributed annually to BND by the City of Watford City Finance Director. Per BND the lesser amount totals \$9,474.21 over 78 months (6.5 years).

Council Member Beard moved to approve the Bank of North Dakota Flex Pace local match application submitted by Homestead Physical Therapy, LLC with the contingencies as presented. Motion seconded by Council Member Renville and carried by the following roll call vote: ayes: Sanford, Liebel, Beard, Bulzomi, and Renville; nays: none.

Vawrita Best presented a Bank of North Dakota Flex Pace local match application submitted by Innovative Health (Family Practice Clinic) for renovations for a family health clinic. Recommending approval to provide the grant for BND Flex Pace interest buy contingent on a successful application to BND Flex Pace program by lead lender in the lesser amount of either the scoring grid qualification or the amount BND requires for a local match to be distributed annually to BND by the City of Watford City Finance Director. The specific amount, not to exceed \$108,000 will be determined by BND upon program approval. If an approved application is not submitted and approved by BND within 6 months, the applicant will need to submit a new request to the City.

Council Member Beard moved to approve the North Dakota Flex Pace local match application submitted by Innovative Health with the contingencies as presented. Motion seconded by Council Member Renville and carried by the following roll call vote: ayes: Renville, Sanford, Beard, Bulzomi, and Liebel; nays: none.

Council Member Beard moved to approve the revised Roughrider Fund Handbook of Polices and Procedures. Motion seconded by Council Member Bulzomi and carried by the following roll call vote: ayes: Liebel, Sanford, Beard, Renville, and Bulzomi; nays: none.

Council Member Liebel moved to approve the annual step increases for: Jesus Santoyo H-1; Tyrel Sveet J-3; Tony Carmichael F-1; Dakota Williams J-3; Jared Reeves H-1; Dylan Bostic F-6; Jonathan Davis G-6; Stephanie Packer F-2; Melanie Fitzwater H-1; Ciera Ell K-5; Addie Magnuson J-7; Bailey Swanson J-6. Motion seconded by Council Member Sanford and carried unanimously.

Council Member Liebel moved to publish the 2022 employee salaries. Motion seconded by Council Member Sanford and carried unanimously. Allex, Bridget \$3,323.25; Anderson, Mark \$68,160.80; Barry, Daniel \$80,451.90; Bean, Joshua \$55,648.90; Beard, Matthew \$12,000.00; Bennett, Rodney \$9,502.50; Bertagnolli, Eva \$30,977.02; Bertagnolli, Patrick \$32,450.98; Bertram, Larissa \$26,327.42; Best, Vawnita \$34,615.30; Bone, Sadie \$6,261.75; Bostic, Dylan \$98,178.37; Bradford, Megan \$38,400.78; Brenna, Heidi \$6,000.00; Brew, Dan E. \$4,300.62; Brill, Cameryn \$22,298.95; Bulzomi, Chelsea \$6,000.00; Carmichael, Kaleigh \$10,956.00; Carmichael, Tony \$90,855.16; Carns, Logan \$37,582.86; Carter, Margaret \$65,064.66; Chaffee, Brianna \$67,368.12; Christensen, Richard \$12,220.03; Claiborn, Coleman \$56,420.45; Davis, Brandy \$77,442.74; Davis, Jonathan \$104,623.26; De Chellis, Ralph \$11,918.97; Delatorre, Angelica \$42,689.04; Demars, Grace \$73,966.95; Devlin, Bethany \$12,000.00; Dokken, Laura \$64,464.52; Earl, Matthew \$75,479.87; Eisenschenk, Amanda S. \$69,819.99; Eisenschenk, Andrew P. \$115,781.59; Ell, Anthony \$103,603.32; Ell, Ciera \$58,133.36; Faller, Jason \$149,643.98; Fitzwater, Melanie \$62,194.19; Forstie, Samuel \$88,062.67; Grace, Kayla \$20,590.60; Green, Benjamin \$5,725.46; Gustafson, Brady A. \$73,499.48; Harmon, Scott \$18,225.67; Heisey, Elizabeth \$50,769.23; Hooper, Matthew J. \$118,805.46; Hovland, Warren \$350.00; Huebner, Sam \$150.00; Jeffries, Terry \$137,324.87; Jellesed, Jacob \$150.00; Jensen, Jeffery \$91,658.34; Johnson, Donny \$829.50; Johnson, Paige \$64,266.30; Jones, Timothy \$81,021.56; Kirchoffner, Jessica \$88,087.43; Knutson, Troy \$500.00; Kobos, Ethan \$7,042.50; Kummer, Cody \$103,883.30; Langowski, Andrew \$113,187.71; Lass, Korey \$96,327.75; Laughlin, Phyllis \$62,876.36; Lawrence, Jesse \$500.00; Liebel, Kenneth \$12,000.00; Lindley, Rylee \$1,320.00; Magnuson, Addie \$66,408.72; Mccauley, Gavin \$318.50; MCGOVEN, Joshua \$87,863.74; Mcquistion, Justin \$14,830.23; Melcher, Nick \$5,651.05; Moe, Terry \$44,747.55; Moen, Curtis \$144,999.92; Moran, Charles M. \$62,126.71; Morris, Cinde \$56,880.00; Mudi, Sulleiman \$79,829.54; Olson, Rita \$90,104.42; Packer, Stephanie \$96,251.77; Pavek, Mariah \$64,447.93; Pelton, Aidan \$425.75; Pelton, Marco \$450.00; Peterson, Peni S. \$120,598.56; Phillips, Sandy \$52,242.00; Pittsley, James D \$87,665.22; Ratkovich, Jana \$24,941.16; Reeves, Jared \$68,019.89; Renville, Lance \$6,000.00; Richins, Gregory \$95,155.74; Riely, Philip K. \$18,000.00; Ruggles, Kyle \$81,646.68; Russell, Lukas \$2,166.50; Sanford, Steve \$12,000.00; Santoyo Jr., Jesus \$62,436.51; Schatz, Andrew \$99,103.43; Schatz, Shaun \$12,409.35; Schuetze, Gregg \$600.00; Smith, Justin \$163,779.65; Strom, Masyn \$3,057.50; Sveet, Tyrel \$61,125.73; Swanson, Bailey

\$76,783.17; Swearson, Kaitlyn \$46,975.14; Trotter, Ty \$61,552.25; Tveter, Jayson \$49,429.93; Uhlich, Jayden \$62,472.54; Voll, Leanne \$42,927.90; Walters, Jacob \$56,584.90; Weldon, Zachary \$25,156.88; Wellen, Jesse \$110,243.39; Williams, Dakota \$81,739.55; Williams, Steven \$116,174.03; Wingerter, Lindsay \$6,000.00; Wiredu, Yaw \$73,414.35; Zenz, Carter \$7,809.75.

Council Member Liebel moved to approve a Marketing and Communications Coordinator job description and to begin advertising for the position. Motion seconded by Council Member Bulzomi and carried by the following roll call vote: ayes: Renville, Sanford, Beard, Liebel, and Bulzomi; nays: none.

Council Member Liebel moved to approve adding Section 206 Review of Salary and Wages to the Watford City Employee Handbook. Motion seconded by Council Member Beard and carried by the following roll call vote: ayes: Sanford, Beard, Liebel, Bulzomi, and Renville; nays: none.

Council Member Liebel moved to approve the revised Watford City Golf Course Fund-Raising and Marketing Agreement between the City of Watford City and Watford City Golf Club and to approve the 2023 lower-level golf cart storage rates. Motion seconded by Council Member Beard and carried by the following roll call votes: ayes: Sanford, Renville, Liebel, Bulzomi, and Beard; nays: none.

Council reviewed a quote from MTI Distributing for a Foley Reel Grinder. No action was taken but it was the consensus of the City Council to get an updated quote from MTI to review at the next council meeting.

Council Member Liebel moved to purchase a new Bobcat CT2535 tractor from Heggen Equipment in the amount of \$43,400 and allowing a \$10,500 trade-in allowance for the 2013 Bobcat CT440. Final cost of \$32,900. Motion seconded by Council Member Bulzomi and carried by the following roll call vote: ayes: Beard, Bulzomi, Sanford, Renville, and Liebel; nays: none.

Council Member Bulzomi moved to approve a remodel project at the Long X Visitors Center (upper level) and to approve quotes from Prairie Home Services, in the amount not to exceed \$149,731, and from Steve Dube Construction, in the amount not to exceed \$155,350. Motion seconded by Council Member Liebel and carried by the following roll call vote: ayes; Liebel, Sanford, Bulzomi, Renville, and Beard; nays: none.

Council Member Liebel moved to approve the following 2023 Lodging Tax Budget Requests, with the contingencies as recommended by the Lodging Tax Committee: Rough Rider Center \$35,000; McKenzie County Cowboy Association \$7,000; Watford City Chamber of Commerce \$10,000; Fox Hills Golf Course \$5,000; McKenzie County Heritage Association \$2,000; McKenzie County Hockey Club \$8,000; Long X Arts Foundation \$6,000; Badlands Gymnastics \$10,000; L.A.N.D. \$10,000. Motion seconded by Council Member Beard and carried by the following roll call vote: ayes: Sanford, Beard, Liebel, Renville, and Bulzomi; nays: none.

Council Member Beard moved to approve the December GPT allocations totaling \$3,287,468.74: 1000 General Operating \$581,013; 1002 Budget Stabilization Fund \$40,000; 2010 Road Fund \$381,250; 2240 RRC Operating \$96,375; 2245 Fox Hills Golf Course \$33,691.66; 2290 Vehicle Replacement Fund \$33,333.38; 2310 Vector & Weed \$6,250; 3010 G.O. Hwy Bonds \$4,882.92; 3050

Oil & Gas Bonds \$10,647.09; 3075 RRC Bond \$600,000; 4005 Capital Improvement \$938,292.08; 4039 Golf Course Expansion \$5,416.67; 4040 Public Works Facility \$458,333.37; 5020 Sewer Bonds \$97,083.33. Motion seconded by Council Member Liebel and carried by the following roll call vote: ayes: Beard, Liebel, Sanford, Bulzomi, and Renville; nays: none.

Council Member Sanford moved to release the remaining Maintenance and Warranty Bond for 3ico Inc. in the amount of \$24,294.64, as the warranty period has expired. Motion seconded by Council Member Liebel and carried by the following roll call vote: ayes: Sanford, Renville, Beard, Bulzomi, and Liebel; nays: none.

Council Member Sanford moved to approve the bills as listed. Motion seconded by Council Member Renville and carried unanimously. EFTPS \$107,963.41; Nationwide Financial \$1,461.24; Nationwide Retirement Solutions \$4,401.98; ND Fraternal Order of Police \$435.80; NDPERS-Def Comp \$10,285.00; NDPERS – Retirement \$53,908.83; Payroll \$290,729.53; Symetra Life Insurance \$1,169.97; TASC \$5,334.63; Wolf Run Village Inc. \$500.00; 3I Co. LLC \$24,294.64; Advanced Elements \$4,258.75; Agency MABU \$7,103.75; AgTerra Technologies \$35.00; Alexander After Prom Committee \$2,000.00; American Water Works Association \$348.00; Anthony Ell \$122.48; Armor Interactive \$13,352.80; Astro Chem Services \$100.00; Badlands Hardware \$1,474.25; Badlands Hydrovac Services \$1,051.25; Badlands Occupational Testing \$38.00; Bakken Oil Rush Ministry \$2,500.00; Balco Uniform Comp. \$860.80; Be More Colorful \$4,500.00; Border States Electric \$17,578.94; Brady’s Towing & Recovery \$775.00; Brosz Engineering \$2,470.00; Buttons by Fish \$2,510.00; C&D Water Services \$96.25; Cameryn Brill \$25.00; Cascade Glass & Signs \$2,080.00; CDW Government \$10,614.98; CIM Sanitary Tech \$5,000.00; Cimco Refrigeration \$9,104.64; City of Watford City \$418.09; Cole Papers \$919.54; Core & Main \$1,747.09; Crittenden Research \$57.00; Dakota Supply Group \$7,450.08; Darrington Snow Removal \$375.00; Doug Bolken \$612.38; Ecolab \$164.56; Economic Development Assoc. \$150.00; Family Crisis Shelter \$3,009.37; Farmers Union \$23,534.29; Fastenal \$1,088.49; FedEx \$15.22; Garmann Trucking \$12,361.25; Gem City Motors \$635.75; Greg’s Welding \$421.41; Guardian Fleet Safety \$86,061.72; Hawkeye Oil Field Supply \$29.57; Hawkins \$110.00; Heggen Equipment \$1,145.12; Helena Chemical Co. \$1,923.75; High RPM, LLC \$1,672.47; Hill Enterprises \$633.84; Holling – IT Trucking \$3,600.00; Hoosier Truck Tank Repair \$400.00; Hovex \$9,360.00; Information Technology Dept \$5,093.50; Innovatar \$7,650.00; Interstate All Battery Center \$33.36; J.J. Keller & Associates \$266.91; Jack and Jill \$12.10; Jesus Santoyo \$73.50; JJ Electric \$386.30; John Hutter Towing \$195.00; Jonathan Davis \$125.00; Jones Sign Co. \$9,910.60; JP Morgan Chase Bank \$3,932.86; KLJ Engineering \$2,235.00; Kotana Communications \$939.85; Language Link \$8.66; Locators & Supplies \$215.15; Long X Arts Foundation \$10,000.00; Lund Oil \$1,764.04; Marco Technologies \$2,039.06; McKennett Forsberg & Voll \$17,668.32; McKenzie County Farmer \$2,982.02; McKenzie County GIS \$48,998.40; McKenzie County Healthcare Systems \$345,268.41; McKenzie County Hockey Club \$4,000.00; McKenzie County Landfill \$20,271.65; McKenzie County Road & Bridge \$2,074,521.45; McKenzie County Water Resource \$89,027.70; McKenzie Electric \$8,765.00; Melanie Fitzwater \$45.50; Michael Todd & Company \$31,514.06; Michels Corp \$1,800.00; Montana Dakota Utilities \$24,807.46; MVTL Laboratories \$1,583.34; Nardini Fire Equipment \$1,625.00; ND Dept of Environmental Quality \$503.16; ND Dept. of Transportation \$100,943.84;

ND Office of State Tax \$149.04; North Dakota School Board Assn. \$5,000.00; Nei-Turner Media Group \$1,000.00; Nelson Contracting \$9,060.00; Nelson International \$87.46; Northern Pump & Compression \$464.40; OK Implement \$2,887.72; OK Tire Stores \$1,772.92; One Call Concepts \$73.20; Post Board \$195.00; Pro Auto Body \$81.52; Quadient Finance \$500.00; Quadient Leasing \$134.22; Quality Flow Systems \$7,977.85; RDO Trust \$2,776.12; Reservation Telephone \$2,940.54; Rough Rider Center \$56,001.86; Schmitz-Holmstrom \$6,000.00; Schock's Safe & Lock Service \$1,615.00; Share Corporation \$4,795.49; Sign Solutions \$237.98; Stephanie Packer \$112.35; Swanson & Warcup LTD \$6,387.50; The Village Family Service \$1,890.00; Travel Alliance Partnership \$1,000.00; Triple AAA Safety \$1,014.83; UPS \$149.26; USA Bluebook \$276.65; Valli Information \$1,053.44; Vawnta Best \$2,078.29; Verizon Connect \$19.19; Verizon Wireless \$3,266.26; Visa \$2,919.07; Wallwork Truck Center \$238.38; Watford City Chamber of Commerce \$5,183.00; Watford City Community Benefit Fund \$1,617.85; Watford City Park District \$4,053.59; Watford City Vet Clinic \$100.00; WEX Bank \$2,129.11; Wolf Run Village I \$18,386.48; Yolanda Rojas \$1,000.00.

The next regularly scheduled City Council meeting will be on Monday, February 6, 2023 at 6:00 p.m. at City Hall.

There being no further business, the meeting was adjourned at 7:58 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