



# **WATFORD CITY - CITY COUNCIL MEETING**

**May 6, 2024 at 6:00 PM**

**City Hall - Heritage Room, 213 2nd St. NE, Watford City, ND 58854**

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## **AGENDA**

- 1. 6:00 Call to Order of Regular Meeting**
- 2. Pledge of Allegiance**
- 3. Approve Agenda**
- 4. Approve Minutes**
  - A.
    - 2024-04-01 Board of Equalization
    - 2024-04-01 Regular Meeting
    - 2024-04-15 Special Meeting
- 5. Matt Johnson, Western ND Transportation - Energy Roundtable Invite**
- 6. Zac Ranisate - AE2s**
  - A. Hunters Run Repair and Completion Phase I - Recommendation of Award
  - B. AE2S - Hunters Run Repair and Completion Construction Administration Task Order 53 - \$262,400
  - C. AE2S - Watford City Wastewater Collection System Modeling Update Task Order #54 - \$29,300
- 7. Rough Rider Center Update**
- 8. Golf Course Update**
- 9. Police Department Report - Chief Jesse Wellen**
  - A. Central Square Quote
  - B. Police Department Recruitment Efforts
- 10. Planning Commission**
  - A. 2024-04-29 Agenda  
2024-04-29 Minutes
    1. Land Use Application - Change of Zone - McKenzie County Ambulance (217 3rd St NE)

2. Land Use Application - Change of Zone - Panther Pressure Testers (1104 S Main St)
3. Land Use Application - Change of Zone - Shangcheng Development, LLC
4. Land Use Application - Change of Zone - City of Watford City (83-49-10200)
5. New Business: Future Land Use Map Revised

B. Building Permit Records

11. **COMMITTEE REPORTS/MINUTES**

12. **CHAIRMAN SANFORD COMMITTEE REPORTS**

13. **Cemetery**

14. **Building**

15. **Ambulance/Fire Department**

16. **Additions to Agenda**

17. **CHAIRMAN BEARD COMMITTEE REPORTS**

18. **Ordinance**

- A. Second Reading on Ordinance No. 659 Amending Section 4-303 of Article 3 of Chapter 4 - Relating to Containers
- B. Second Reading on Ordinance No. 660 Amending Section 4-308 of Article 3 of Chapter 4 - Relating to Fees - Payments - Collection
- C. Second Reading on Ordinance No. 661 Amending Section 5-101 of Article 1 of Chapter 5 - Relating to Adoption of Plumbing Code
- D. Second Reading on Ordinance No. 662 Amending Section 5-104 of Article 1 of Chapter 5 - Relating to Electrical Code Adopted
- E. Second Reading on Ordinance No. 663 Amending Section 5-105 of Article 5 - Relating to Adoption of Building Code
- F. Second Reading on Ordinance No. 664 Amending Section 5-201 of Article 2 of Chapter 5 - Relating to Adoption of Appendix J of the Building Code

19. **Street, Walks, Lights**

- A. 2024-04-17 Minutes

20. **Water, Sewer, Garbage**

- A. 2024-04-24 Minutes

1. Policy for Statute of Limitations - Billing Errors
  - a. Release of Claim - S & S on Main, LLC
2. Revised Utility Rates for Construction Hydrant Meters
  - Resolution 2024- 07 Utility Rate Resolution - Amended
3. Commercial Hauler Policy
  - First Reading on an Ordinance Amending Section 4-314 of Article 3 of Chapter 4 - Relating to Unlicensed Haulers

21. **JDA Report**

**22. WAWSA/MCWRD**

**23. County Planning and Zoning Board**

**24. Roughrider Fund**

A. 2024-04-29 Minutes  
2024-04-29 Packet

1. Business Startup & Expansion Forgivable Loan: Revival IV & Wellness, PLLC
2. Business Startup and Expansion Forgivable Loan - Innovative Health

**25. Additions to Agenda**

**26. CHAIRMAN RENVILLE COMMITTEE REPORTS**

**27. Machinery and Equipment**

A. 2024-04-24 Minutes

1.
  - Zamboni Auger and Bearings Quote
  - Zamboni Maintenance Agreement
2. McKenzie County Ambulance - Approval to waive permit fees
  - Zone Change - \$300
  - Revisionary Map Fee- \$500

**28. Golf Course Board**

**29. Additions to Agenda**

**30. CHAIRMAN LIEBEL COMMITTEE REPORTS**

**31. Airport**

**32. Board of Health**

**33. Public Technology**

**34. Additions to Agenda**

**35. CHAIRMAN DEVLIN COMMITTEE REPORTS**

**36. Personnel**

A. 2024-04-16 Minutes

1. Amanda Eisenschenk - Step Increase J-10
2. Dusty Phillips - Golf Course FT Employee (Turf Technician) K-1
3. Community & Business Development Job Description - Amended
4. Brock White, Marketing and Communications Coordinator
  - Cat E, Step 0
  - Add Work from Home Policy to his Job Description
5. Personnel Manual Amendment
  - 201 Employment Categories

6. Summer Opening and Closing Hours (May 31 - August 30)
    - M - T - 8:00 - 5:00
    - Friday - 8:00 - 1:00
  7. Appointment Procedure
  8. City Administrator Review
    - 2024-2025 Contract Renewal (Step A-13 and 2024 COLA (1.5%))
- B. Annual Step Increases: Shannon Wellen G-5.

**37. Ways, Means, Finance**

A. 2024-05-01 Minutes

1. Public Works 2023 Equipment Purchases
  - Approval to purchase in 2024 - Road Fund
2. Steve Dube Construction, LLC - Golf Course Roof Repair
  - \$119,900 - approval City Improvement Fund
3. Golf Course Locker Annual Rental Rate - \$200
  - a. Locker Rental Agreement 2024
4. CIP Projects - GPT Fund
  - 3rd Ave SE Reconstruction - \$415,145
  - Hunters Run Repair and Completion - \$2,453,858
  - Golf Course Cement Work at Maintenance Shop - \$14,575
5. PowerDMS Software - \$10,750
6. April GPT Transfers
7. Investment Maturities
  - Public Works Facility Project Fund - \$2,250,000
  - 3rd Ave SW Project Fund - \$395,000

B. April Financial Reports

**38. LEC Joint Powers Board**

**39. Lodging Tax Committee**

**40. Home Rule Charter**

**41. Wolf Run Village Board**

**42. Additions to Agenda**

**43. CHAIRMAN BULZOMI COMMITTEE REPORTS**

**44. Pest/Forestry/Vector**

A. 2024-04-23 Meeting

B. 2024 Arbor Day Proclamation

**45. Franchise**

46. **Additions to Agenda**

47. **STAFF REPORTS**

48. **Mayor**

49. **City Finance Director**

50. **City Administrator**

51. **Superintendent of Public Works**

A. Construction Engineers Pay Application 14 - Watford City Public Works Shop Addition

52. **City Assessor**

53. **Community Development Department**

54. **City Attorney**

A. Grayson Mill Energy

B. RRF Business Startup and Expansion Loan Agreement and Promissory Note

55. **NEW BUSINESS**

56. **APPROVAL OF BILLS**

57. **INFORMATION**

A. TR Expressway Update

58. **ADJOURNMENT**