



# **WATFORD CITY - CITY COUNCIL MEETING**

**December 3, 2024 at 6:00 PM**

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

---

## **AGENDA**

1. **6:00 Call to Order of Regular Meeting**
2. **Pledge of Allegiance**
3. **Approve Agenda**
4. **Approve Minutes**
  - **2024-11-04**
  - **2024-11-12**
5. **Rita Olson, City Assessor, Tax Abatement or Refund of Taxes Applications**
  - A. 2021 Fairways at Hunter's Run #4559
  - B. 2022 Fairways at Hunter's Run #4560
  - C. 2023 Fairways at Hunter's Run #4561
6. **Rough Rider Center Update**
7. **Golf Course Update**
8. **Police Department Report - Chief Jesse Wellen**
9. **Planning Commission**
  - A. Agenda 2024-11-25  
Minutes 2024-11-25
    1. Land Use Application - Zone Change submitted by Frontier Ave, LLC
    2. Land Use Application - Conditional Use Permit submitted by Knife River North Central (Asphalt & Concrete Crushing)
    3. Division of Land Application - Minor Plat for Simple Lot Split submitted by Watford City Enterprises, LCC (Watford City Courtyard Addition)
    4. Land Use Application - Conditional Use Permit submitted by Knife River North Central (Batch Plant Operations, Asphalt, and Concrete)
    5. Division of Land Application - Final Plat - Iron Fox Subdivision
  - B. Building Permit Records  
Building Permit Records

## 10. **COMMITTEE REPORTS/MINUTES**

## 11. **CHAIRMAN DEVLIN COMMITTEE REPORTS**

### 12. **Personnel**

#### A. 2025-11-26 Minutes

1. Social Media Policy
  - Social Media Requirements Policy
  - Archive Software - CivicPlus
  - 518 - Social Media Policy (Personnel Manual)
2. 2025 NDPERS Defined Contribution Retirement Plan (New Employees Only)
  - Approve City Contributions:
    1. 1% City Contribution of Employee Mandatory (3% Employee)
    2. 1%, 2%, or 3% City Contribution of Employee Elective
3. 2025 Employee Cost of Living Adjustment - 2.5% effective January 1, 2025
4. Annual Step Increase: Rhandy Teves F-3; Cameryn Brill H-3.

### 13. **Ways, Means, Finance**

#### A. 2024-11-26 Meeting

- Minutes
  - Additional Packet Items (no action required)
1. Johnson Controls Systems - Service Contract
  2. Associated Pool Builders, Inc - Valve Quote
  3. Vector Scheduling Software and FTO Program
  4. Greg Stube - Motivational Speaker - \$6000
    - Transfer \$6000 from Fund 651 - Equip over 5k to Fund 444 - Training
  5. 2025 Golf Course Rates
  6. 2025 Fund-Raising and Marketing Agreement
  7. Landscapes Unlimited Proposal
  8. School User Agreements
    - McKenzie County Public School Dist #1
    - Alexander School District
  9. Resolution No. 2025-01 Resolution Fee Schedule
  10. November GPT Transfers
  11. Investment Maturities
    - Roughrider Fund November - \$1,166,000 - 3 months
    - General Fund November Maturity- \$2,000,000 - 3 months
    - General Fund November Maturity- \$343,000 - 3 months

- General Fund December Maturity - \$1,000,000 - 1 year

14. **Lodging Tax Committee**

15. **Public Technology**

16. **Airport**

17. **Home Rule Charter**

18. **Wolf Run Village Board**

19. **Additions to Agenda**

20. **CHAIRMAN SANFORD COMMITTEE REPORTS**

21. **Cemetery**

22. **Street, Walks, Lights**

23. **Ambulance/Fire Department**

24. **Additions to Agenda**

25. **CHAIRMAN CHAVEZ COMMITTEE REPORTS**

26. **Water, Sewer, Garbage**

A. 2024-12-02 Minutes

1. Resolution No. 2025-02 - 2025 Utility Rate Resolution

27. **JDA Report**

28. **Additions to Agenda**

29. **CHAIRMAN RENVILLE COMMITTEE REPORTS**

30. **Machinery and Equipment**

31. **Ordinance**

32. **Golf Course Board**

33. **LEC Joint Powers Board**

34. **McKenzie County Planning & Zoning**

35. **Additions to Agenda**

36. **CHAIRMAN SUTER COMMITTEE REPORTS**

37. **Building**

38. **Additions to Agenda**

39. **CHAIRMAN BULZOMI COMMITTEE REPORTS**

40. **Roughrider Fund**

- **2024-11-18 Meeting Packet**

A. Licensed Childcare Renewal Grant:

- Bright Minds - \$1675.50
- Catuli Academy - \$2175.00
- Janice Clifford - \$1900.00

- Wolf Pup Daycare - \$8449.41
- Wolf Pup Learning Center - \$3730.85
- Wolf Pup Daycare Fox Hills Building A - \$6575.00

**41. Board of Health**

**42. Pest/Forestry/Vector**

**43. Franchise**

**44. Additions to Agenda**

**45. STAFF REPORTS**

**46. Mayor**

**47. City Finance Director**

**48. City Administrator**

- A. Standard Short Form of Agreement - ICON Architectural Group - Watford City Main Street Multi-Use Project
- B. Wolfpup Daycare Assistance Numbers
- C. 2025 City/County Wolf Run Village Loan Guaranty Agreement  
2025 City/School Wolf Run Village Loan Guaranty Agreement

**49. City Planner**

**50. Superintendent of Public Works**

**51. City Engineer**

- A. Construction Engineers Pay Application #21 (Watford City New Public Works Facility) - \$468,152.85
- B. Knife River Pay Application #5 (Hunter's Run Repair and Completion - Phase I) - \$101,774.32
- C. Strata Corporation Pay Application #5 (3rd Ave SE Reconstruction) - \$29,958.75
- D. AE2S Amendment No. 1 to Task Order No. 53 (Watford City Hunter's Run Repair and Completion - Construction Services)
- E. AE2S Amendment No.1 to Task Order No. 54 (Watford City - Wastewater Collection System Modeling Update)
- F. Watford City 2024 Proposed Functional Classification
  - Resolution No. 2024-14 Resolution Approving Roadway Functional Classification Updates to Adjust Urban Area Boundary
  - Exhibit A
- G. Approve Brosz Engineering Expenses - NDDOT TAP Grant Application
- H. Informational: Notice of Acceptability of Work (Hunter's Run Repair and Completion - Phase I)
- I. Informational - CIP Update

**52. City Assessor**

**53. Community Development Department**

**54. City Attorney**

A. Hennigan vs Watford City Update (Potential Executive Session)

**55. NEW BUSINESS**

**56. APPROVAL OF BILLS**

**57. INFORMATION**

**58. ADJOURNMENT**