



# **WATFORD CITY - CITY COUNCIL MEETING**

**May 5, 2025 at 5:15 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. 2025-04-07 Meeting Minutes
  - 2025-04-14 Tax Equalization Meeting Minutes
  - 2025-04-30 Special Meeting Minutes
5. **Karoline Jappe - 2025 McKenzie County Emergency Operations Plan**
6. **Rough Rider Center Update**
7. **Golf Course Update**
8. **Police Department Report - Chief Jesse Wellen**
9. **Planning Commission**
  - A. 2025-04-28 Agenda
  - 2025-04-28 Minutes
    1. Division of Land Application - Minor Plat Reversionary Parcel Map submitted by Fulkersons Funeral Home
    2. Land Use Application - Variance submitted by Carolina Diaz Ruiz
    3. Land Use Application - Zone Change submitted by MJE Enterprises, Inc
    4. Land Use Application - Zone Change submitted by The Crossings at Watford City LLC
    5. Land Use Application - Variance submitted by Michon C Sax Living Trust
  - B. Permit Records
10. **COMMITTEE REPORTS/MINUTES**
11. **CHAIRMAN SANFORD COMMITTEE REPORTS**
12. **Cemetery**
13. **Street, Walks, Lights**

- A. 2025-05-01 Minutes & Packet
  - 1. Approve The Good Kids Branding Proposal (Funding from Lodging Tax)
  - 2. JG Concrete - 308 2nd St NE - \$14,000

**14. Ambulance/Fire Department**

**15. Additions to Agenda**

**16. CHAIRMAN CHAVEZ COMMITTEE REPORTS**

**17. Water, Sewer, Garbage**

**18. JDA Report**

**19. Additions to Agenda**

**20. CHAIRMAN RENVILLE COMMITTEE REPORTS**

**21. Machinery and Equipment**

**22. Ordinance**

- A. Second Reading on Ordinance #673 Repealing and Replacing Sections 9-601 Through 9-605 of Article 6 of Chapter 9 - Relating to Weapons, Firearms, and Fireworks
- B. Second Reading on Ordinance #674 Repealing and Replacing Sections 9-401 through 9-405 and adding Section 4-906 of Article 9 of Chapter 4 - Relating to Weapons, Firearms, and Fireworks
- C. Second Reading on Ordinance #675 Amending Section 4-1600 of Article 16 of Chapter 4 - Relating to Grass, Weeds, and Lawn Regulation
- D. Second Reading on Ordinance #676 Amending Section 6-516 of Article 5 of Chapter 6 - Relating to Licensee's Responsibility
- E. Second Reading on Ordinance #677 Amending Section 6-506 of Article 5 of Chapter 6 - Relating to License - Qualifications For
- F. Second Reading on Ordinance #678 Adding Section 6-518 to Article 5 of Chapter 6 - Relating to Domestic Winery - Temporary Permit
  - 1. Application for Domestic Winery Temporary Permit
- G. Second Reading on Ordinance #679 Adding Section 8-2113 to Article 21 of Chapter VIII - Relating to Enforcement of Parking Ordinances

**23. Golf Course Board**

- A. Update and Meeting Minutes

**24. LEC Joint Powers Board**

**25. McKenzie County Planning & Zoning**

**26. Additions to Agenda**

**27. CHAIRMAN SUTER COMMITTEE REPORTS**

**28. Building**

- A. 2025-04-29 - Meeting Minutes
  - 1. AV Upgrade at LEC - \$7,098.75 (City 15%)

2. Golf Course Pro Shop Slat Wall and Shelf Install - Pro Shop Entrance
  - Slat Wall Materials - \$56.99
  - Elite Invoice - \$162.42
3. Rough Rider Center
  - Johnson Controls Planned Service Agreement - Fire Alarm Panel - \$3,395
  - SP&E Inc Proposal - Hanging Equipment Inspection - \$9,265
  - Indian Hills Electric - Convention Center Lighting - \$9,920 (Updated Quote)
4. Emergency Services Building Discussion (Potential Executive Session)

**29. Additions to Agenda**

**30. CHAIRMAN DEVLIN COMMITTEE REPORTS**

**31. Personnel**

A. 2025-04-17 Minutes

1. 2026 - Salary Schedule - Effective
  - Existing Employees January 1, 2026
  - New Employees Hired July 1, 2025 or later
2. Jake Walters - Transfer to new Pay Structure July 1, 2025 - Category 109 - Step E
3. 2025 Longevity Bonus Schedule

B. 2025-04-30 Meeting Minutes

1. City Administrator Moen 2025 Annual Employment Contract
2. Policy 308 - Longevity Bonus
3. Policy 303 - Paid Time Off
4. Annual Step Increases:  
Brock White E-1; Shannon Wellen G-6; Dylan Bostic G-9; Dusty Phillips K-2

**32. Ways, Means, Finance**

A. 2025-04-30 Meeting Minutes

1. Range Cart - Versatile Vehicles
2. Amendment to Land Agreement - Stenehjem Siblings
3. Street Repair Budget Transfer - \$60,000 from Vector Equipment Fund to Street Maintenance Fund
4. April GPT Transfers
5. Investments
  - Roughrider Fund Investment - don't renew
  - Interest Balance with LPL Financial - invest \$111,000 in 1-month treasury bond.

**33. Lodging Tax Committee**

- 34. **Public Technology**
- 35. **Airport**
- 36. **Home Rule Charter**
- 37. **Wolf Run Village Board**
- 38. **Additions to Agenda**
- 39. **CHAIRMAN BULZOMI COMMITTEE REPORTS**
- 40. **Roughrider Fund**
  - A. 2025-04-28 Minutes
    - 1. Build Grant - WCHS Cultural Fair - \$7500
    - 2. Business Startup & Expansion Forgivable Loan - Royals Med Spa, Corp - \$20,000
    - 3. Timely Testing LLC - \$5000
    - 4. Business Flex Pace/Pace Interest Buy Down Match - Oilfield Technologies - \$108,000
- 41. **Board of Health**
- 42. **Pest/Forestry/Vector**
  - A. 2025-04-15 Minutes
- 43. **Franchise**
- 44. **Additions to Agenda**
- 45. **STAFF REPORTS**
- 46. **Mayor**
  - A. Aerial Application - United States Air Force
  - B. McKenzie County Budget Request
- 47. **City Finance Director**
- 48. **City Administrator**
- 49. **Superintendent of Public Works**
- 50. **City Engineer**
  - A. Pay Application #22 - Construction Engineers, Inc (Watford City New Public Works Facility) - \$44,237
  - B. Change Order #1 - BEK Consulting (10th Ave NE) \$2,450
  - C. Pay Application #1 - Brosz Engineering Inc (10th Ave NE) \$708,874.70
  - D. Task Order WC 25-03B - Brosz Engineering Inc (Park Ave E Reconstruction - Phase 2 Design) in an amount not to exceed \$135,165.
- 51. **City Assessor**
- 52. **Community Development Department**
- 53. **City Attorney**
  - A. Resolution No. 2025-09 - Resolution for Transfer of Real Property - ETA ROW

- B. Resolution No. 2025-10 - Resolution to Transfer of Real Property - 14th St NW, 14th St SW, 11th Ave SW - ETA ROW Parcels
- C. Resolution No. 2025-11 - Resolution for Transfer of Real Property - Accept 38th St NE
- D. Resolution No. 2025-12 - Resolution for Transfer of Real Property - Emerald Ridge
- E. Summons and Complaint Update - Treloar & Burke

54. **NEW BUSINESS**

55. **APPROVAL OF BILLS**

56. **INFORMATION**

57. **ADJOURNMENT**