

Alexander City Council Minutes

City of Alexander
City Council
September 6th, 2023
6:00 p.m.
Roll Call: Mayor Kenny Willcox, Council members Tyler Fixen, Wes Peterson & Chet Thompson.
Absent: Council member Terrille Jacobson.
Meeting called to order at 6:02 p.m.
Fixen motioned to approve the agenda, Peterson seconded. Roll call: all aye, no nays. Motion carries.

Sheriff's Report:
Council would like the Sheriff's Office to be watching the South side of town. Would like more patrolling with the younger drivers. Some complaints about a smaller red pickup. Remind Sheriff's Office about patrolling during school hours before/after school within town. Brandi will contact Chief Deputy Ficken and will cc Aaron in email.

Council Member Terrille Jacobson entered the meeting at 6:12 p.m.
Old Business:
Planning & zoning approved the shed application with the variance. Linsi provided a detailed picture with multiple measurements. Fixen motioned to deny the shed application based on the variance ordinances; Jacobson seconded. Roll call: all aye, no nays. Motion carried. Aaron will look at variance ordinance and make recommended changes from council and have a draft ordinance for the October meeting. Kory will look at some smaller city ordinances as well.

New Business:
No new business was discussed
Maintenance Report:
Jacobson motioned to approve Green's absence request. Peterson seconded. Roll call: all aye, no nays. Motion carried. Filters are coming for the RO. Luke & Daniel will install them when they arrive. The New City shop has been painted. Luke talked to Joe about the fence around the shop. He will be here soon to put the posts in the ground and is waiting on the slats to arrive for the fence. With Old Settlers over Daniel & Luke will start moving things over to the new shop. Generator is still on track, and found someone to do the slab for the generator to sit on. Council member Thompson recommended watching the manhole over by the football field. Luke will go look at it to see if there is a leak underneath.

Engineer Report:
Zero bids came in for the post office project. Council would like the plans to be here in the office soon. Kory & Luke talked about a few people who could do the work. Rocks Egress would like to do the work. Bid opening on the 20th for the Lonesome Creek dirt project. Lonesome creek road project with Bruegger and without Bruegger St, council would like both plans in the office & dollar amounts. Chip seal project is on course for 2024. Spring project has Houston working on the project and gave the Kimley's the contact number to express their wishes.

Attorney Report:
Not much update on Ascend Building. The lender is working through the applications, and is requiring more information from Ascends accountant. Aaron doesn't feel anything will be done on those 2 lots this year. Aaron stated that realtors are all frustrated with many builders in the area that are running into slow movement on the homes. Watford City has had no new building permits pulled in 2023, many 2022 permits are still not finished. Council would like a plan for Lot 4 by the October meeting before they pull the contract from Ascend building on that lot. Council needs more communication on what the plan is, tired of just hearing the lender needs more. Property Inspections letters went out. ¾ did not respond. Workman contacted Aaron, and would like to sell the property. She gave consent to do the inspection. The other three letters, Aaron would have to apply for an administrative search warrant. Council gave Aaron to go ahead and move forward. Ordinance Amendment: Dog & Cat Impound, was presented for the first hearing. Fixen motioned to approve the first reading on the Dog & Cat Impound ordinance amendment with suggested corrections of fines. Thompson seconded. Roll call: all aye, no nays. Motion carried.

Office Report:
AE2S new contract was presented. Council would like to know the actual rate from the rate fees on what she charges, and what differences there are within the contract. Brandi will be attending the NDLC Annual Conference Sept 20th - 22nd in Bismarck.

Council Information:
Kenny will meet with Nick Dials soon; Nick wasn't comfortable with meeting with Aaron as well as they will have different opinions. Mayor Kenny would like the council to start thinking about a number for raising water, sewer & garbage rates. Water & Sewer is running in the red and we need to start taking steps. Brandi will contact Ward with Rural Water to see where he's at in the rate study. Will be discussed at the October meeting.

The Old Settlers committee would like to thank Daniel for all his hard work over the weekend and help.

Financial Statements: Peterson motioned to approve the financial statements. Thompson seconded. Roll call: all aye, no nays. Motion carries.

Bills: Fixen motioned to approve the bills. Peterson seconded. Roll call: all aye, no nays. Motion carries.

Special Budget hearing set for September 26th, 2023 at 6:30 p.m.
Next regular meeting October 2nd, 2023 at 6 p.m.
Meeting adjourned at 8:13 p.m.

-s-KENNITH WILLCOX
Kennith Willcox, Mayor

-s-BRANDI GILLESPIE
Brandi Gillespie, City Auditor

(December 6, 2023)
City of Alexander
Special Budget Meeting
September 26th, 2023
6:30 p.m.

Council members in attendance: Mayor Kenny Willcox, Council members Wes Peterson, Tyler Fixen & Chet Thompson.
Council absent: Council member Terrille Jacobson.
Meeting called to order at 6:09 p.m.
Fixen motioned, Peterson seconded to approve the agenda. Roll call: all aye, no nays. Motion carried.
2024 Budget Public Hearing: No public in attendance.
2024 Final Budget meeting. All changes were made as requested.
Fixen motioned to approve the final 2024 budget. Thompson seconded. Roll Call: all aye, no nays. Motion carried.
Meeting adjourned at 7:18 p.m.

-s-BRANDI GILLESPIE
Brandi Gillespie, City Auditor

(December 6, 2023)
City of Alexander
City Council
October 4th, 2023
6:00 p.m.

Watford City City Council Meeting Minutes

SPECIAL CITY COUNCIL MEETING
November 29, 2023

Minutes of the special meeting held on November 29, 2023 at 4:30 p.m. at City Hall. Present were Council Members Kenny Liebel, Bethany Devlin, Chelsea Bulzomi, Steve Sanford, and Lance Renville. Absent was Mayor Phil Riely and Matt Beard. Also present was City Administrator Curt Moen, City Auditor Peni Peterson, and City Attorney Wyatt Voll. Council President Liebel called the meeting to order.

Chief Wellen presented information on the Back the Blue Grant that was received from the State of North Dakota. The Watford City Police Department was awarded \$32,645 to be used towards law enforcement recruitment bonuses, law enforcement retention bonuses, and tuition payment for law enforcement trainees. Chief Wellen proposed the award be used for retention bonuses and utilize the same matrix as the city vacation accrual categories to disburse the award.

Council Member Bulzomi moved to approve the matrix presented for retention bonuses to be paid to sworn officers on the next payroll. Motion seconded by Council Member Devlin and carried by the following roll call vote: ayes: Bulzomi, Sanford, Renville, Devlin, and Liebel; nays: none.

Wannita Best presented four Letters of Support and requested President Liebel be approved to sign them.

Council Member Devlin moved to approve President Liebel sign the Letters of Support for Northern Border Pipeline Company - The Bison Xpress Project, Dakota Access Pipeline Draft Environmental Impact Statement, Alexander Daycare, and North Dakota Department of Commerce - Regional Workforce Impact Program. Motion seconded by Council Member Sanford and carried unanimously.

Attorney Voll informed the City Council that the City of Watford City was named as a potential member of the classes in the 3M and Dupont PFAS class action lawsuits and is requesting guidance as to how to proceed. The city may opt out of the classes and therefore the lawsuits or remain as a member of the classes. Discussion was had regarding the pros and cons of both, the limited impact to date of any PFAS in the drinking water supply, the finality of either decision regarding future PFAS issues with the drinking water, and the uncertainty of the amount of money that would be distributed to the city if the proposed settlement agreements are approved by the Courts.

Council Member Bulzomi moved to remain in the 3M and Dupont PFAS class action lawsuits as a member of the classes. Motion seconded by Council Member Sanford and carried by the following roll call vote: ayes: Renville, Devlin, Sanford, Bulzomi, and Liebel; nays: none.

Council Member Sanford moved to approve President Liebel to sign the Hunters Run Instructions to Pay Funds in Escrow. Motion seconded by Council Member Devlin and carried unanimously.

The meeting was adjourned at 4:55 p.m. Pursuant to NDCC 40-01-09.1, these minutes are published subject to the City Council's Review and Revision.

Philip K. Riely, Mayor
(December 6, 2023)
-mcf-

Peni Peterson, Auditor

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Roll Call: Mayor Kenny Willcox, Council members Tyler Fixen, Wes Peterson & Chet Thompson.
Absent: Council member Terrille Jacobson.
Also in attendance: City Attorney Aaron Weber, City Engineer Kory Schweitzer, Public Works Luke Hoken & Auditor Brandi Gillespie.
Others in attendance: Ward Heidbreder, NDRWSA; Dean Hayes, NDRWA; Deputy Workman; Sgt. Nagel, MCSO & Leslie Bieber, APS.
Meeting called to order at 6:01 p.m.
Peterson motioned to approve the agenda; Thompson seconded. Roll call: all aye, no nays. Motion carries.

Fixen motioned; Peterson seconded to approve the regular meeting minutes. Roll call: all aye, no nays. Motion carried.
Thompson motioned; Fixen seconded to approve the minutes for the special budget meeting. Roll call: all aye, no nays. Motion carried.

Sheriff's Report:
Chief Ficken is working on a new report to separate the school patrol hours and the regular patrol hours. Will have that available for the next meeting. Brandi & Aaron communicated the issues from the last meeting to Chief Ficken. No issues from council to be addressed
Old Business:
Linsi Barns returned her application for a shed with a new drawing. The shed now faces North/South and is 21' off the property line. Peterson motioned to approved shed permit #1.8.23. Thompson seconded. Roll call: all aye, no nays. Motion carried. Aaron emailed Ascend & Katie Walters on the 21st of September with no response from Casey or Katie. Brandi reached out again today with one read receipt returned. No communication has been had, but work was done on lot 4. Council asked Aaron to reach out to Katie directly and find out more information and let Ascend know to stop work on lot 4 as they are in breach of contract.

New Business:
APS standard gambling permit application was turned in for their yearly events through the school. Fixen motioned, Thompson seconded to approve. Roll call: all aye, no nays. Motion carried. Leslie Bieber requested a couple crosswalks leaving school grounds to have protected crossing areas with a painted section. Luke will work on ordering signs & paint to get this handled. Kory will send schematics for the official size of crosswalks to Luke.

Council member Terrille Jacobson entered the meeting at 6:14 p.m.
Thompson motioned to approve the Beer & License application for 2024. Fixen seconded. Roll call: all aye, no nays. Motion carried.
Ward Heidbreder from North Dakota Rural Water presented the Water study Rural Water conducted on the city's water rates vs expenses. Ward's proposed rate is \$59.66 base rate for 6,000 gallons & \$23.64 demand rates with a total of \$83.30 for water services/month. Water service assistance will be starting next month through the state of North Dakota. Dean Hayes conducted a rate study on the wastewater department. Break even rate would be \$50.80 and the recommended rate is \$61.00. Recommending to raise rates by 33 percent in January and again six months later, then recommending to do another study after rates increases have been instituted.
Maintenance Report:
Thompson motioned to approve Green's absence request; Jacobson seconded. Roll call: all aye, no nays. Motion carried. Rock's Egress Concrete submitted an estimate to fix the post office staircase hole. Stated he will get it done this year. Peterson motioned to approve the estimate, Thompson seconded. Roll call: all aye, no nays. Motion carried. New filters are in the RO, fixing the small problem they had. Next month Luke will have some ideas for the Water/Sewer rates. Slab is installed just waiting on the generator.

Engineer Report:
Kenny would like to finish Bruegger St. next year with the addition to the potential daycare. The County budgeted for the day care only for 2024. Undecided on what projects we will move forward with the city other than the daycare project and Bruegger St. Will be decided at a later date. Kenny & Brandi are going to the County on the 17th to give them updates on the projects. Kenny would like a breakdown like the project breakdown for when he goes to the Commissioners.

Bid Tabulations from the Lonesome Creek dirt project was presented. Bid of \$4.5 million was received. Council would like this project re-itemized this year and a dollar amount added to the list to take to the Commissioners. Thompson motioned to reject the bid; Peterson seconded. Roll call: all aye, no nays. Motion carried.
Council broke at 7:10 p.m. for 5 minutes.
Council convened at 7:15 p.m.

Attorney Report:
Second reading of the Dog & Cat Impound Ordinance Amendment 2023-3. Aaron made the few changes after the last meeting. Fixen motioned to approve the second reading of 2023-3; Thompson seconded the motion. Roll call: all aye, no nays. Motion carried. Ordinance Amendment 2023-4: Variance Ordinance, removing verbiage of zoning restrictions.

Jacobson motioned to approve the first reading of 2023-4. Fixen seconded. Roll call: all aye, no nays. Motion carried. Ordinance amendment 2023-5: Variance Ordinance, this will give Zoning and council more leniency on making decisions on giving a variance. Jacobson motion to approve Ordinance Amendment 2023-5; Peterson seconded. Roll call: all aye, no nays. Motion carried.

Aaron mailed a letter to the bulk tank owners, with no response. Discussion was held on how to get more contact for the owners to try and get ahold of them. Aaron hasn't heard back from owners of the red building next to the Cafe. Next step is to get an administrative warrant to get Steve Williams in to potentially deem it unsafe. Various clean up stuff at work. Cherish Workman is willing to work with the City on her property. Dominico contacted Aaron's office stating he had just gotten the mail from 2 months ago. Aaron will be calling him back soon.

Office Report:
Peterson motioned to approve the AE2S contract. Jacobson seconded. Roll call: all aye, no nays. Motion carried. 2023 Tax Assessment list was provided to Council. This list was provided to the County to assess the unpaid bills from 2022.

Council Information:
Financial Statements:
Peterson motioned to approve the financials; Fixen seconded. Roll call: aye, no nays. Motion carried.

Bills:
Fixen motioned to approve the bills. Jacobson seconded. Roll call: all aye, no nays. Motion carried.
Next regular meeting November 1st, 2023 at 6 p.m.
Meeting adjourned at 8:07 p.m.

-s-BRANDI GILLESPIE
Brandi Gillespie, City Auditor

(December 6, 2023)
City of Alexander
City Council
November 1st, 2023
6:00 p.m.

Roll Call: Mayor Kenny Willcox, Council members Tyler Fixen, Wes Peterson & Chet Thompson.
Absent: Council member Terrille Jacobson.
Also in attendance: Chief Deputy Ficken, Public Works Luke Hoken & Auditor Brandi Gillespie.
Others in attendance: Economic Development Daniel Stenburg, Jenae Hunter, Emergency

McKenzie County Farmer, Watford City, ND, Wed. December 6, 2023, Page 13

Manager Karolin Jappe & KD Williams.
Meeting called to order at 6:03 p.m.
Fixen motioned to approve the agenda; Thompson seconded. Roll call: all aye, no nays. Motion carries.
Thompson motioned; Fixen seconded to approve the regular October meeting minutes. Roll call: all aye, no nays. Motion carried.

Sheriff's Report:
Chief Deputy Ficken asked about the procedure for cars on the street and snow removal. Emergency route. Brandi can call dispatch for those parked on the streets during snow storms. Luke informed him on emergency routes in heavy storms. Question was brought up about MCSO reporting unsafe/unplowed roads. Chief Deputy Ficken stated that they do report when they see it to try and help them out.

Old Business:
The complaint previously received in May 2023 about a resident feeding stray cats was brought to the attention of Council once again as the resident has started feeding said cats again. Council discussed with Chief Deputy Ficken and his suggestion was to send another notice with a return receipt. If the problem does not fix itself with that, let him know and further steps can be taken. Brandi will send a second notice and let both Aaron & Chief Deputy Ficken know when the letter is signed for.

Council Member Terrille Jacobson entered the meeting at 6:17 p.m.
New Business:
KD Williams presented a donation request for her Dance class. She's requesting the City purchase a Scentys hippo for the dance girls to hand out at their recital at the Christmas Stroll. Fixen motioned to donate 10 hippos to the Dance class. Jacobson seconded. Roll Call: All aye, no nays. Motion carried. Daniel Stenburg presented 2 separate grant opportunities he thought would help out Alexander and be beneficial. The Workforce Housing grant will have more information soon. Council Member Jacobson asked if the funds could be used to help fix up a property that the City already owns. Daniel thinks so, but will do more research and would love to help the City apply for the grant. This grant has to be used within 18-months of being awarded. Kory will be the point person for this grant, coming back in December for final approval from Council. RWIP Grant was presented. Daniel feels this could be beneficial to the new Daycare project. This application is being released in the coming weeks, due in December. Will have an information session next Tuesday. Daniel feels we could apply for \$500,000 for the Daycare. This is due the date of our next meeting. Jacobson motioned to approve Daniel going forward with the RWIP grant application. Thompson seconded. Roll call: all aye, no nays. Motion carried.

Multi-hazard mitigation plan has to be updated per County every 5 years. Karolyn just needs a letter from each incorporated city within the county of support. Jacobson motioned to sign the Multi Hazard Mitigation Plan, Fixen seconded. Roll call: All aye, no nays. Motion carried. Fixen motioned to renew the Cub scout renewal & pay the \$100 fee; Thompson seconded. Roll call: all aye, no nays. Motion carried. Snow removal complaint was presented to the council. Discussion was held on the process of snow removal & social media presence. Council would like to see all communication during the snow events to go through the office rather than Luke & Daniel fielding all the text messages & phone calls they receive while out pushing snow. The office can relay messages to the boys from the citizens. Brandi will work on a notice to send to citizens

Thompson motioned to approve the Christmas stroll transient merchant application, Jacobson second. Roll call: all aye, no nays. Motion carried.

Maintenance Report:
For the contract price with Peak for the Water Plant, Luke does not feel that the contract is needed anymore. Luke does most of the work while being watched by representatives from Peak. Labor would increase to \$100/hour rather than \$80 right now. Fixen motioned to discontinue the PEAK contract. Thompson seconded. Roll call: all aye, no nays. Motion carried.

Discussion was held on the utility rate increase studies presented by Rural Water at the October meeting. Luke presented some numbers to break up the increase over a 5-year span, with yearly increases to work up to the suggested numbers by rural water. After discussion, Thompson motioned to approve the year 1 increase presented by Luke with moving the allotted gallons to 4,000 gallons year-round & changing the senior discount to 30 percent off, keeping the 50 Percent disability discounts; with a start date for the January usage, February bill. Peterson seconded the motion. Roll Call: Peterson-Aye, Jacobson-Aye, Fixen-Nay, Thompson-Aye. Motion carried. Bobcat is ordered for the 2024 exchange. Luke is working on contacting companies for multiple garbage truck estimates. MDU is not going to bill the city for the light pole that Luke backed into. They were able to relocate the street light. Daniel went and tested for Water treatment 1.

Engineer Report:
Project list with estimates was presented. Discussion was held on what direction the City would like to go in for the 2024 projects. Fixen motioned to bid out chip seal project, Bruegger St, Fallon St, 4th Ave & Jacobson Blvd for 2024 projects. Thompson Seconded. Roll Call: All aye, no nays. Motion carried. Kory will bid the projects in January. Preliminary plans will be at the December meeting with an ad for bid.

Mike Dwyer would like to plat a portion of the field he owns on Jacobson Blvd. Just wanted to inform the council to keep in mind for future discussions.

Attorney Report:
Proposal presented to see if the City would be interested in purchasing the 4 lots currently for sale on the Fallon/4th corner. Council was not interested in purchasing any more property.

OA 2023-4: Jacobson motioned to table; Peterson seconded. Roll call: all aye, no nays. Motion carried.

OA 2023-5: Jacobson motioned to table; Peterson seconded. Roll call: all aye, no nays. Motion carried.

Office Report:
FIBT CD is maturing on Nov. 1st. Brandi presented numbers from two different banks to re-enroll said CD in for another year. Council decided to keep the CD at FIBT at the quoted rate of 5.09 percent for 12 months. McKenzie County Farmer contacted the City about advertising for the Alexander Christmas Stroll. Council liked the idea but suggested that the Farmer get in contact with those in charge of the event. Council suggested that if the committee planning the event would like to request a donation after advertising the event, they are welcome to come to the December meeting. Daycare update was provided. Meeting with the planning committee was held with the daycare licensing official. A few minor changes will be made to the drawings and a new meeting will be scheduled.

Council Information:
Council is asking about Ascend still moving on lot 4 with no information. Council would like an update for the next meeting.

Financial Statements:
Fixen motioned to approve the October 2023 Financial Report; Jacobson seconded. Roll Call: all aye, no nays. Motion carried.

Bills:
Thompson motioned to approve the October 2023 bills; Peterson seconded. Roll call: all aye, no nays. Motion carried.
Next regular meeting December 6th, 2023 at 6 p.m.
Meeting adjourned at 9:28 p.m.

-s-BRANDI GILLESPIE
Brandi Gillespie, City Auditor

(December 6, 2023)
-mcf-

-s-KENNITH WILLCOX
Kennith Willcox, Mayor

McKenzie County Ambulance Service
would like to invite the community along
with all PAST VOLUNTEERS &
BOARD MEMBERS to celebrate
50 years of INCREDIBLE
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Thursday, Dec. 14, 2023 • 6 p.m.
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Attention
McKenzie County Planning and Zoning
Meeting Change
The McKenzie County Planning and Zoning Commission has
changed their monthly Board Meeting to 4 p.m. Central Time.
This change will start with the Dec. 11, 2023, meeting and will
continue indefinitely.
Any comments Questions or Concerns should be
addressed to Planning and Zoning Dept.
pandz@co.mckenzie.nd.us • 701-444-2420