Watford City City Council Meeting Minutes

Minutes of the regular City Council meeting held on May 6, 2024 at 6:00 p.m. at City Hall. Present were Mayor Phil Riely and Council Members Bethany Devlin, Kenny Liebel, Lance Renville, Matt Beard, Steve Sanford, and Chelsea Bulzomi. Also present was City Administrator Curt Moen, City Auditor Peni Peterson, and City Attorney Wyaft Voll. Mayor Riely called the meeting to order with the Pledge of Allegiance.

Council Member Devlin moved to approve the May 6, 2024 meeting agenda, as presented. Motion seconded by Council Member Liebel and carried unanimously.

Council Member Sanford moved to approve the minutes of the city council meetings held April 1 and April 15, 2024. Motion seconded by Council Member Bulzomi and carried unani-

Zac Ranisate, AE2s, presented a Recommendation of Award and Task Orders 53 & 54 Council Member Liebel moved to approve the bid and award the Hunter's Run Repair and Completion - Phase 1 project to Knife River Corporation - North Central in the amount of \$1,959,126. Motion seconded by Council Member Devlin and carried by the following roll call vote: ayes: Liebel, Sanford, Renville, Bulzomi, Devlin, and Beard; nays: none.

Council Member Bulzomi moved to approve AE2s Task Order No. 53 (Watford City - Hunter's Run Repair and Completion - Construction Services) in the amount of \$262,400. Motion seconded by Council Member Sanford and carried by the following roll call vote: ayes: Renville, Bulzomi, Devlin, Sanford, Beard, and Liebel; navs; none.

Council Member Devlin moved to approve AE2s Task Order No. 54 (Watford City - Collection System Modeling Update) in the amount of \$29,300. Motion seconded by Council Member Liebel and carried by the following roll call vote: ayes: Sanford, Beard, Liebel, Renville, Devlin, and Bulzomi; nays: none.

Sara Fitzpatrick gave an update on the Roughrider Center.

Travis Rodenhizer gave an update on the Fox Hills Golf Course.

Assistant Chief Korey Lass gave an update on the police department. Council Member Beard moved to approve a quote from Central Square in the amount of \$22,740.62 for Police Department Mobile Mapping Software. Motion seconded by Council Member Renville and carried by the following roll call vote: ayes: Renville, Devlin, Liebel, Beard, Sanford, and Bulzomi; nays: none.

Council Member Sanford moved to approve selling 29 police department radios to Sunny Communications in the amount of \$15,000. Motion seconded by Council Member Beard and carried unanimously.

Council Member Beard moved to approve the recommendations from the Planning Commission meeting held April 29, 2024. Approved: Land Use Application Change of Zone submitted by McKenzie County Ambulance (217 3rd St NE); Land Use Application Change of Zone submitted by Panther Pressure Testers (1104 S Main St); Land Use Application Change of Zone submitted by Shangcheng Development, LLC; Land Use Application Change of Zone submitted by City of Watford City (parcel 83-49-10200). Motion seconded by Council Member Renville and carried by the following roll call vote: ayes: Devlin, Liebel, Sanford, Bulzomi, Beard, Renville; nays: none

Council Member Beard moved to approve the Second Reading on Ordinance No. 659 Amending Section 4-303 of Article 4 - Relating to Containers. Motion seconded by Council Member Devlin and carried by the following roll call vote: ayes: Sanford, Beard, Liebel, Bulzomi, Devlin, and Renville; nays: none.

Council Member Beard moved to approve the Second Reading on Ordinance No. 660 Amending Section 4-308 of Article 3 of Chapter 4 - Relating to Fees - Payments - Collection. Motion seconded by Council Member Liebel and carried by the following roll call vote: ayes: Liebel, Bulzomi, Sanford, Beard, Devlin, and Renville; nays: none. Council Member Beard moved to approve the Second Reading on Ordinance No. 661 Amend-

ing Section 5-101 of Article 1 of Chapter 5 - Relating to Adoption of Plumbing Code. Motion seconded by Council Member Bulzomi and carried by the following roll call vote: ayes: Liebel, Bulzomi, Sanford, Beard, Devlin, and Renville; nays: none. Council Member Beard moved to approve the Second Reading on Ordinance No. 662 Amend-

ing Section 5-104 of Article 1 of Chapter 5 - Relating to Electrical Code Adopted. Motion seconded by Council Member Liebel and carried by the following roll call vote: ayes: Sanford, Beard, Liebel, Bulzomi, Devlin, and Renville; nays: none.

Council Member Beard moved to approve the Second Reading on Ordinance No. 663 Amending Section 5-105 of Article 1 of Chapter 5 - Relating to Adoption of Building Code. Motion seconded by Council Member Devlin and carried by the following roll call vote: ayes: Bulzomi, Devlin, Sanford, Liebel, Renville, and Beard; nays: none.

Council Member Beard moved to approve the 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. Motion seconded by Council Member Renville and carried by the following roll call vote: ayes: Liebel, Bulzomi, Sanford, Beard, Devlin, and Renville; nays: none.

Council Member Beard moved to amend his original motion approving a Policy for Statue of Limitations as presented to approving the Policy of Statue of Limitations with changes to the repayment plan time period and to add language allowing staff to make arrangements with the customer for a payment plan. Motion seconded by Council Member Renville and carried by the following roll call vote: ayes: Sanford, Beard, Renville, Bulzomi; nays: Devlin and Liebel.

Council Member Beard moved to approve the Release of Claims between S & S on Main, LLC and the City of Watford City. Motion seconded by Council Member Renville and carried by the following roll call vote: ayes: Devlin, Sanford, Beard, Renville, and Liebel; nays: none. Abstain: Bulzomi.

Council Member Beard moved to approve Resolution 2024-07 Utility Rate Resolution Amended. Motion seconded by Council Member Renville and carried by the following roll call vote: ayes: Bulzomi, Beard, Leibel, Sanford, Devlin, and Renville; nays: none.

Council Member Beard moved to approve the First Reading on an Ordinance Amending Section 4-314 of Article 3 of Chapter 4 - Relating to Unlicensed Haulers. Motion seconded by Council Member Devlin and carried unanimously.

Council Member Beard moved to approve the Business Startup & Expansion Forgivable Loan application submitted by Revival IV & Wellness, PPLC in the amount of \$10,000. Motion seconded by Council Member Bulzomi and carried by the following roll call vote: ayes: Renville,

Sanford, Beard, Devlin, Liebel, Bulzomi; nays: none. Council Member Beard moved to approve the Business Startup & Expansion Forgivable Loan application submitted by Innovative Health in the amount of \$20,000 for a sign specific to Innovative Health. Motion seconded by Council Member Devlin and carried by the following roll

call vote: ayes: Devlin, Sanford, Bulzomi, Liebel, Beard, and Renville; nays: none Matt Johnson, Western ND Transportation, was present and invited City Council to the Western ND Energy Roundtable being held in Watford City on Wednesday, May 22nd at 10 am.

Council Member Renville moved to approve the purchase of an auger for the Zamboni (\$4213.50) and a Zamboni Maintenance Agreement with R & R Specialties of Wisconsin, Inc. Motion seconded by Council Member Sanford and carried by the following roll call vote: ayes: Beard, Sanford, Liebel, Devlin, Renville, and Bulzomi; nays: none

Council Member Renville moved to waive the Zone Change Fee (\$300) and the Revisionary Map Fee (\$500) for the McKenzie County Ambulance Department for their housing project. Motion seconded by Council Member Sanford and carried unanimously.

Council Member Devlin moved to approve a step increase for Amanda Eisenschenk to J-10. Motion seconded by Council Member Sanford and carried by the following roll call vote: ayes: Sanford, Beard, Liebel, Bulzomi, Devlin, and Renville; nays: none.

Council Member Devlin moved to approve Dusty Phillips as a full-time Turf Technician at K-1. Motion seconded by Council Member Liebel and carried by the following roll call vote: ayes: Devlin, Sanford, Beard, Bulzomi, Renville, and Liebel; nays: none.

Council Member Devlin moved to approve the amended Community & Business Development Job Description. Motion seconded by Council Member Bulzomi and carried by the following roll call vote: ayes: Renville, Sanford, Beard, Devlin, Liebel, and Bulzomi; nays: none. Council Member Devlin moved to approve a Category and Step increase for Brock White

to E-0 and to amend his job description to allow for working from home. Motion seconded by

Council Member Bulzomi and carried by the following roll vote: ayes: Sanford, Beard, Liebel, Bulzomi, Devlin, and Renville; nays: none. Council Member Devlin moved to approve an amendment to the Personnel Policy Manual - 201 Employment Categories. Motion seconded by Council Member Bulzomi and carried by

the following roll call vote: ayes: Liebel, Bulzomi, Sanford, Beard, Devlin, and Renville; nays: Council Member Devlin moved to close City Hall at 1:00 pm on Fridays from May 31 - Au-

gust 30th. Motion seconded by Council Member Liebel and carried by the following roll call vote: ayes: Renville, Sanford, Beard, Devlin, Liebel, and Bulzomi; nays: none Council Member Devlin moved to approve an Appointment Procedure. Motion seconded by Council Member Sanford and carried by the following roll call vote: ayes: Sanford, Beard,

Liebel, Bulzomi, Devlin, and Renville; nays: none. Council Member Devlin moved to approve the 2024-2025 City Administrator Contract with Curt Moen. Motion seconded by Council Member Bulzomi and carried by the following roll call

vote: ayes: Liebel, Bulzomi, Sanford, Beard, Devlin, and Renville; nays: none. Council Member Devlin moved to approve the annual step increase for Shannon Wellen G-5. Motion seconded by Council Member Liebel and carried unanimously.

Council Member Liebel moved to approve funding public works equipment purchases, that were budgeted in 2023 but have not arrived yet, with funds in the 2024 Road Fund budget.

Motion seconded by Council Member Devlin and carried by the following roll call vote: ayes: Renville, Sanford, Beard, Devlin, Liebel, and Bulzomi; nays: none. Council Member Liebel moved to approve the quote in the amount of \$119,900 from Steve

Dube Construction, LLC for repairs to the clubhouse roof and kitchen hood. Motion seconded by Council Member Bulzomi and carried by the following roll call vote: ayes: Liebel, Bulzomi, Sanford, Beard, Devlin, and Renville; nays: none.

Council Member Liebel moved to approve a golf course Locker Rental Agreement and a

locker rent of \$200/year. Motion seconded by Council Member Bulzomi and carried by the following roll call vote: ayes: Renville, Beard, Devlin, Liebel, and Bulzomi; nays: Sanford Council Member Liebel moved to approve the following projects to be paid out of the GPT

Fund: 3rd Ave SW Reconstruction \$415,145, Hunters Run Repair and Completion \$2,453,858, and the Golf Course Cement Work at the maintenance shop \$14,575. Motion seconded by Council Member Renville and carried by the following roll call vote: ayes: Bulzomi, Devlin, Sanford, Liebel, Renville, and Beard; nays: none.

Council Member Liebel moved to approve purchasing PowerDMS Software in the amount of \$10,750 (\$8,750 annual fee and \$2000 startup fee). Motion seconded by Council Member Bulzomi and carried by the following roll call vote: ayes: Sanford, Beard, Liebel, Bulzomi, Devlin,

Council Member Devlin moved to approve the April GPT allocations totaling \$1,645,000: 1000 General Operating, \$561,666.67; 2010 Road Fund, \$196,666.67; 2080 Cemetery, \$5,000; 2240 RRC Operating, \$90,000.; 2245 Fox Hills Golf Course, \$66,250.; 2290 Vehicle Replacement Fund, \$18,916.67; 2260 Fire Truck Replacement, \$20,000; 2310 Vector & Weed, \$8,333.33; 3010 G.O. Hwy Bonds, \$4,750.; 3050 Oil & Gas Bonds, \$10,916.67; 3075 RRC Bond, \$541,666.67; 4005 Capital Improvement, \$0; 5020 Sewer Bonds, \$120,833.33. Motion seconded by Council Member Bulzomi and carried by the following roll call vote: ayes: Liebel, Bulzomi, Sanford, Beard, Devlin, and Renville; nays: none.

Council Member Liebel moved to transfer the two May investment maturities (Public Works Facility Project Fund \$2,250,000; 3rd Ave SW Project Fund) to the ICS account. Funds will be held there and earn interest until the projects need to be funded. Seconded by Council Member Devlin and carried by the following roll call vote: ayes: Renville, Sanford, Beard, Devlin, Liebel, and Bulzomi: navs: none.

Council Member Bulzomi moved to approve the Forestry Department apply for two grants to help with planting trees in the city rights-of-way. The grants Tree Equality (IRS) and America the Beautiful are both \$25,000 matching grants. Motion seconded by Council Member Sanford and carried unanimously.

Mayor Riely proclaimed May 15, 2024 as Arbor Day in the City of Watford City.

Council Member Sanford moved to approve Pay Application #14 from Construction Engineers (Watford City New Public Works Facility) in the amount of \$468,150.85. Motion seconded Council Member Devlin and carried by the following roll call vote: Sanford, Beard, Liebel, Bulzomi, Devlin, and Renville; nays: none.

Council Member Sanford moved to not participate nor consent to the mineral lease from Grayson Mill Energy. Motion seconded by Council Member Beard and carried unanimously. Council Member Beard moved to approve a RRF Business Startup and Expansion Loan Agreement and Promissory Note. Motion seconded by Council Member Bulzomi and carried by the following roll call vote: ayes: Renville, Sanford, Beard, Devlin, Liebel, and Bulzomi;

Council Member Sanford moved to approve the bills as listed. Motion seconded by Council Member Liebel and carried unanimously. BCBS of North Dakota, \$94,463.80; EFTPS \$138,826.26; Nationwide Financial, \$2,261.57; Nationwide Retirement Solutions, \$5,159.21; ND Fraternal Order of Police, \$411.51; NDPERS-Def Comp, \$8,560.00; ND Job Service, \$1,676.98; Payroll, \$373,024.05; Symetra Life Insurance, \$1,300.44; TASC, \$5,707.12; Wolf Run Village Inc., \$600.00; 4Imprint, \$57.61; Accusource, \$63.34; Acushnet Company, \$5,070.77; Advanced Business Methods, \$202.62; Advanced Elements, \$44,638.92; AgTerra Technologies, \$35.00; Amanda Eisenschenk, \$104.79; Andrew Langowski, \$154.00; Armor Interactive, \$29,024.17; Associated Pool Builders, \$46,491.61; Astro Chem Service, \$40.00; Austro Chem Ser tin Knight, \$125.00; Badlands Hardware, \$1,047.48; Badlands Occupational, \$240.00; Baker Energy Services, \$11,194.05; Balco, \$548.78; Bank of North Dakota, \$239,765.06; Barret Pharmacy, \$12.43; BEK Consulting, \$33,087.88; Big Boys Toys, \$803.45; Bismarck Hotel & Conference, \$288.90; Border States Electric, \$1,044.43; Brady's Towing & Recovery, \$1,325.00; Brosz Engineering, \$23,570.00; C&D Water Services, \$99.00; C'MON Inn of Fargo, \$577.80; Callaway, \$38,025.50; Carroll Parts, \$363.32; CDW Government, \$4,971.49; CIM Sanitary Tech, \$9,000.00; Cimco Refrigeration, \$516.11; City of Watford City, \$669.81; Clarion Hotel, \$529.20; Club Caddie, \$7,140.00; CMC Design, \$656.00; Code Red Towing, \$600.00; Cole Papers, \$1,131.91; Community Products, \$99,363.00; Construction Engineers, \$468,150.85; Core & Main, \$3,553.00; Craig's Small Engine Repair, \$19,241.97; Cummins Sales & Services, \$1,389.86; Danielle Johnson, \$346.57; Darrington Snow Removal, \$780.00; Dawa Solutions, \$336.00; Dean Anderson, Inc., \$10,700.00; Deere & Company, \$31,676.26; Division of Narva Enterprises, \$2,600.00; DJ Kranz Co., \$1,800.00; Eagle Country Ford, \$298.84; Ecolab, \$384.60; Ecolab Pest Elim, \$135.00; Edling Electric, \$202.02; Elite Cabinets & Building, \$2,021.81; Environmental Consulting, \$400.00; Extreme Cleaning, \$665.00; Farmers Union Oil, \$20,399.12; Fastenal, \$1,897.91; FedEx, \$28.33; Feed My Starving Children, \$3,000.00; Fiberglass Specialties, \$78,182.00; Fire Extinguishing Systems, \$359.80; Flexible Pipe Tools, \$361.90; Force Science, \$135.00; Galls, \$755.41; Garmann Trucking, \$11,586.25; Greg's Welding, \$5,398.62; Hansen Diesel & Automotive, \$1,140.50; Hawkins, \$4,952.84; Heggen Equipment, \$7,309.26; Herc-U-Lift, \$277.20; High RPM, \$7,636.55; Hill Enterprises, \$574.74; Holiday Inn Express - Grand Forks, \$107.00; Home of Economy, \$459.84; Hovex, \$2,090.00; Icon Architectural, \$9,073.19; ID Card Group, \$103.22; IDI, \$4.50; Information Technology Dept., \$4,112.15; Jack & Jill, \$25.59; Jayden Uhlich, \$158.00; JG Concrete, \$14,575.00; JJ Electric, \$8,449.24; Johnson Controls, \$23,633.00; Jonathan Davis, \$450.00; Joshua McGoven, \$180.00; JP Morgan Chase Bank, \$26,340.90; Kiesler Police Supply, \$945.40; KLJ Engineering, \$2,751.00; KO Safety Services, \$300.00; Language Explorers Academy, \$1,714.46; Language Link, \$33.63; Larsen Service Drug, \$5.59; Levelwear Inc., \$397.20; Lexipol, \$12,072.25; Logo Golf Chips, \$266.00; Lund Oil, \$1,466.18; Marco Technologies, \$3,686.68; Matthew Earl, \$122.50; McCody Concrete, \$1,803.65; McKenzie County Farmer, \$3,400.44; McKenzie County Healthcare, \$602.16; McKenzie County Landfill, \$20,042.40; McKenzie County Water Resource, \$103,349.98; McKenzie Electric, \$6,966.00; Meuchel Enterprises, \$323.04; Michael Todd & Company, \$2,321.06; Microception, \$1,800.00; Midstates Wireless, \$5,080.70; Minot Automotive, \$3,404.92; Mizuno USA Înc., \$6,087.79; MDU, \$25,643.55; Motorola Solutions, \$12,990.00; MTI Distributing, \$7,289.44; MVTL Laboratories, \$3,195.00; ND Dept of Environmental Quality, \$33.66; ND Dept of Transportation, \$43,364.81; ND Office of State Tax Commissioner, \$959.88; Nelson International, \$689.02; Northern Heavy Duty Truck Parts, \$388.70; Northern Improvement, \$630.00; Northern Pump & Compression, \$27,506.38; Northern Truck Sales, \$188,687.00; Office of The Adjutant General, \$503.00; OK Implement, \$7,560.62; OK Tire Stores, \$1,525.91; Olympic Sales, \$183.17; One Call Concepts, \$93.25; Otis Elevator, \$2,840.00; Owl Inc., \$1,564.40; P&W Golf Supply, \$9,705.58; Partyrite, \$321.18; Patricia Aipperspach, \$1,200.00; Peni Peterson, \$588.12; PING, \$7,806.74; POST Board, \$300.00; Pro Auto Body, \$160.00; Quadient Finance, \$500.00; Ramada Bismarck Hotel, \$492.20; RDO Equipment, \$226.62; Record Keepers, \$65.00; Reinders, \$5,663.97; Reservation Telephone, \$3,926.03; Rhandy Teves, \$50.00; Rough Rider Center, \$42,744.66; S&S on Main LLC, \$3,709.42; Shannon Wellen, \$728.00; Sign Solutions, \$3,065.80; SiteOne Landscape Supply, \$463.34; SP&E Inc., \$3,300.00; Steve Dube Construction, \$93,000.00; Streicher's, \$1,028.90; Supreme International, \$4,186.98; Swanson & Warcup, \$140.00; Swanston Equipment, \$578.90; Taylor Made Golf, \$9,348.20; Tenet, \$261.52; The Corner Post, \$23.95; The Tessman Company, \$2,390.00; The Village Family Service, \$1,890.00; Titanium Plumbing, \$466.25; Towneplace Suites, \$770.40; TravisMathew, \$2,387.85; Tritech Software Systems, \$1,149.00; Uline, \$1,817.95; UPS, \$235.42; Valli Information, \$1,030.35; Vawnita Best, \$219.60; Verizon Connect, \$19.19; /erizon Wireless, \$3,354.04; Vessco, \$1,348.85; Visa, \$2,588.21; Vision West, \$1,600.00; VW Golf, \$372.50; Watford City Park District, \$2,509.82; Watford City Veterinary Clinic, \$403.80; West River Business Center, \$150.00; WEX Bank, \$2,129.11; Williams County, \$45,485.18; Wingate by Wyndham Bismarck, \$288.90; Wolf Run Village I, \$45,000.00.

The next regularly scheduled City Council meeting will be on Monday, June 3, 2024 at 6:00 p.m. at City Hall.

There being no further business, the meeting was adjourned at 7:57 p.m. These minutes are published subject to the City Council's Review and Revision pursuant to NDCC 40-01-09.1. Philip K. Riely, Mayor

Peni Peterson, City Auditor

(May 15, 2024) SPECIAL CITY COUNCIL MEETING May 10, 2024

Minutes of the special meeting held on May 10, 2024 at 8:30 a.m. at City Hall. Present were Council Members Kenny Liebel, Bethny Devlin, Matt Beard, Steve Sanford, Lance Renville, and Chelsea Bulzomi. Absent was Mayor Riely. Also present was City Administrator Curt Moen, City Auditor Peni Peterson, and City Attorney Wyatt Voll. President Liebel called the meeting

Jake Walters presented a proposed Pathway to Purchase Housing Program that would be a partnered project between McKenzie County JDA and Watford City Housing Authority. The oject would entail home builders constructing nine single-family homes on nine lots in the Iunter's Run Subdivision that are owned by the city. The homes would be offered through an installment purchase program developed and administered by the Watford City Housing Authority. A full presentation will be given to the Watford City Housing Authority at a special meeting later in the day to review the project and get their approval that they will administer the project. Jake is requesting approval for the city to transfer the nine city owned lots to the Watford City Housing Authority should they agree to administer the project.

It was the consensus of the City Council to transfer nine lots to the Watford City Housing Authority should they agree to administer the Pathway to Purchase Housing Program. Council Member Devlin left the meeting at 9:25 a.m.

Justin Smith presented information on a restroom/shelter project at the golf course. There are three individuals that have offered to build two restrooms/shelters on the course and perform the necessary in-kind work to build the structures. The three sponsors would receive advertising rights on the structures along with additional groups who have donated towards the project. There is consideration to build two more structures and Justin will present to the Ways, Means, Finance Committee once costs are figured.

Council Member Beard moved to approve the Sponsorship Agreements and Contractor Agreements with Nick M B Enterprises, LLC, Titanium Plumbing, LLC, and BEK Consulting, LLC. Motion seconded by Bulzomi and carried by the following roll call vote: ayes: Bulzomi, Sanford, Beard, Renville, and Liebel; nays: none.

Vawnita Best provided information on additional Tax Incentive Programs that are available and gave a recommendation from an ad hoc committee that was put together to review the programs. Resolutions will be presented at the next Ways, Means, Finance Committee for further

The meeting was adjourned at 9:47 a.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

Peni Peterson, City Auditor

(May 15, 2024) -mcf-

Bus. 701-444-2211 Fax 701-444-2847 Johnson & Sundeen Ross B. Sundeen Ariston & Johnson and Haron Weber Attorneys At Law P. O. Box 1260 109 - 5th St. S.W. Located In Th Watford City, ND 58854-1260 Building

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HOUSING AUTHORITY OF THE CITY OF WATFORD CITY REQUEST FOR QUALIFICATIONS CONSTRUCTION MANAGEMENT AT RISK SERVICES

The Housing Authority of The City of Watford City (HAWC or Housing Authority) requests Statements of Qualifications to provide Construction Management at Risk (CMaR) Services in support of the Pathway to Purchase housing project. The project construction scope could include any or all of the following; construction of up-to-nine single-family homes, associated site work, project/construction management, and coordination with, or on behalf of, the Housing Authority. Construction activities are anticipated to occur on nine, predetermined lots in the Junter's Run Subdivision in Watford City, ND. Total project cost budget of \$3,600,000, with anticipated commencement July 2024, and an-

ticipated completion as determined by winning bid schedule upon mutual agreement.

Interested Construction Management firms must submit a statement of qualifications by 12:00 p.m., Thursday, June 6th, 2024, directed to:

c/o City of Watford City

PO Box 494 213 2nd St NE

Watford City, ND 58854

Firms selected for an interview shall be notified by the Housing Authority and informed of place and time for the interview. The Selection Committee is anticipated to include the following: Jesse Lawrence, Registered Architect, Mathew Beard, Registered Civil Engineer/Land Surveyor, Steve Sanford, Licensed Contractor/HAWC board member, Vicki Monsen, Housing Authority Administration, and Jake Walters, City Planner/HAWC board member. The Housing Authority requests the following material for use in selecting the Construction

Manager: 1. Procedure:

a. Submit an electronic proposal to City Planner/HAWC board member, Jake Walters, at jwalters@nd.gov or submit via USB drive to Jake Walters at The City of Watford City, located at 213 2nd St NE, Watford City, ND 58854. Proposals should be delivered in PDF or Microsoft Word format, but may include Microsoft Excel support documents. b. Optionally, submit (5) five printed copies of the proposal to Jake Walters at The City of Watford City, located at 213 2nd St NE, Watford City, ND 58854.

2. Content of Submittal and Selection Criteria:

a. The company's experience on any similar project. i. Provide up to five (5) similar projects. Include date of completion, estimate/actual construction cost, project Owner, and project reference.

b. The company's existing workload and available capacity. Include current and projected projects, including project cost.

c. The company's key personnel experience on any similar project. i. Include brief resumes of personnel to be assigned to this project.

d. The company's safety record.

e. The company's familiarity with the location of the public improvement. f. Any additional information stated in the RFQ that the selection committee has requested.

g. The company's compliance with local, State and Federal law. h. House plans for the applicant-proposed model or models.

i. Must include dimensions, clearly define finished and unfinished spaces, and may include optional build-out for consideration by the committee. i. Line-item budget for model or models proposed to meet the requirements of the project

cope as described in the RFO. i. Must include builder profit broken out under a separate line item.

j. Anticipated completion schedule based on the proposed number of homes by applicant. k. Any reasonable, additional information the proposing CMaR deems necessary.

3. At a minimum, proposed house plans will provide three (3) finished bedrooms, two (2) finished bathrooms, and an attached two-car garage. Garage depths will be a minimum of twenty-eight (28) feet. Applicants are welcome to provide alternative price and plans packages for roposed models, e.g. crawlspace versus unfinished basement but not required.

4. All submitting parties shall provide a statement indicating current insurance coverages in-

cluding Worker's Compensation. The CMaR is required to be licensed in the State of North Dakota with a "Class A" license and must comply with all requirements listed in ND Century Code Chapter 43-07. The CMaR is required to have a current Contractor's License with the City of Watford City. All submitting parties shall explain their approach to providing any self-performance con-

struction work. Specifically, which trade(s) the company proposes to provide themselves as opposed to subcontracting out. 5. Form of Agreement: The parties will negotiate a contract that sets out the rights and responsibilities of the parties

including timelines and how payments will be made.

6. CMaR Selection Policy: It is the policy of Housing Authority that the selection of the CMaR to provide professional

construction management services for this Project is based on the quality of the CMaR, i.e. demonstrated competence and experience, and on the cost to provide the satisfactory performance of the services required. Evaluation Criteria:

This particular RFQ has the following criteria to score (NDCC 48-01.2-20), along with predetermined weights:

- Experience on Similar Projects (20%) - Existing Workload (5%)

- Ability of key personnel and their experience in any similar project (10%) - Safety Record (5%)

- Familiarity with the location of the public improvement (5%)

- Compliance with Local, State and Federal Laws (5%) - Cost (10%)

- Schedule (10%)

- Plan desirability (30%) All evaluations are scored out of 100 points which are scored by the Selection Committee.

In accordance with NDCC 48-01.2-20(7-a), the Selection Committee shall review each proposal submitted and include the three highest ranked CMaR's on a list of finalists. The finalists will be invited to a formal interview in person at 213 2nd St NE, Watford City, ND 58854. The Housing Authority may resolicit for qualifications, interview any person that applied, or consider using another delivery method. 8. Non-collusion:

a. By signing the RFQ response the submitting firm certifies that the response submitted has been arrived at independently and has been submitted without collusion with, and without, any agreement, understanding, or planned common course of actions with any other vendor of services described in the RFQ scope of work designed to limit independent bidding or competi-

9. No Guarantee for Construction Contract Award: There is no guarantee that the Housing Authority will award the contract. The CMaR will not be entitled to recover any unreimbursed costs, anticipated profit, or monetary awards for

Dated this 10th day of May, 2024 The Housing Authority of The City of Watford City

(May 15-22-29, 2024)







County of McKenzie, State of North Dakota. Dated this 21st day of March, 2024. -s- JON BOGNER Jon Bogner Attorney for Applicant P.O. Box 1173 Dickinson, ND 58602-1173 (ID 03468) (May 1-8-15, 2024)

-mcf-

NOTICE HEARING PETITION FOR

PROBATE OF WILL AND

APPOINTMENT OF PERSONAL

REPRESENTATIVE

IN THE DISTRICT COURT OF

MCKENZIE COUNTY,

STATE OF NORTH DAKOTA

In the Matter of the

Estate of H.S. MONTGOMERY,

aka HORACE SAMUEL

MONTGOMERY, deceased.

27-2024-PR-00039

Earl Montgomery, Jr. has filed herein an Ap-

plication for Formal Probate of Will and Ap-

the 20th day of May, 2024, at 8:00 o'clock A.M., Central Time at the Courtroom of the above named Court in the City of Watford City,

pointment of Personal Representative. Hearing has been set upon said petition on

NOTICE IS HEREBY GIVEN that Robert

APPLICATION FOR FORMAL

Lois L. Handel, Deceased Probate No. 27-2024-PR-00074

NOTICE TO CREDITORS

IN THE DISTRICT COURT OF

MCKENZIE COUNTY.

STATE OF NORTH DAKOTA

In the Matter of the Estate of

NOTICE IS HEREBY GIVEN that the undersigned have been appointed personal representative of the above estate. All persons having claims against the said deceased are required to present their claims within three months after the date of the first publication or mailing of this notice or said claims will be forever barred. Claims must either be presented to Karen Handel Bergevin, personal representative of the estate, c/o Johnson & Sundeen, PO Box 1260, Watford City, ND 58854, or filed

Dated this 30th day of April, 2024. -s- KAREN HANDEL BERGEVIN Karen Handel Bergevin Personal Representative Aaron Weber #07844

PO Box 1260 Watford City, ND 58854 aaron@dakotalawdogs.com $(701) \, \bar{4}44-2211$ Attorney for: Personal Representative (May 8-15-22, 2024)

-mcf-

JOHNSON & SUNDEEN 109 Fifth Street SW