

MINUTES OF THE DEVILS LAKE CITY COMMISSION
April 18, 2022

The regular meeting of the Devils Lake City Commission was held April 18, 2022, at 5:30pm with the following members present: President Johnson, Dale Robbins, Rob Hach, and Shane Hamre.

Commissioner Hach moved to approve the minutes of the regular City Commission meeting held April 04, 2022. The motion was seconded by Commissioner Robbins and the motion carried unanimously.

The City Administrator opened bids for Devils Lake Project 220101 – Walnut St E, Fair St SE, 10th Ave SE, Various Locations – Street Improvement 78-22. The first bid was from Bituminous Paving Inc. The City Attorney confirmed they were a licensed contractor in the state of North Dakota, and they were bonded. The bid was \$1,143,421.75. The second bid was from Strata Corporation. The City Attorney confirmed they are a licensed contractor in the state of North Dakota, and they were bonded. The bid was \$975,375.08. The third bid was from Knife River Materials. The City Attorney confirmed they are a licensed contractor in the state of North Dakota and were bonded. The bid was \$1,387,414. Commissioner Hach motioned to forward the bids for review and recommendation from the City Engineer for the Commission's next meeting. Commissioner Hamre seconded the motion and the motion carried unanimously.

The City Administrator opened bids for Devils Lake Project 220201 – 10th St NW, 11th St NW, 13th St NW – Water Main 27-22. The first bid was from Kemper Construction Company. The City Attorney confirmed they are a licensed contractor in the state of North Dakota and were bonded. They put forward a bid of \$1,289,897 for the PE Alternate and no bid for the PVC Alternate. The second bid was from Strata Corporation. The City Attorney confirmed they are a licensed contractor in the state of North Dakota and they were bonded. They put forward a bid of \$2,237,700 for the PE Alternate and no bid for the PVC Alternate. Commissioner Hach motioned to forward the bids for review and recommendation from the City Engineer for the Commission's next meeting. Commissioner Hamre seconded the motion and the motion carried unanimously.

The City Administrator opened bids for Half Ton Pickups for the Utilities Department. The first bid was from Devils Lake Chrysler for two RAM 1500 QC's at \$45,844 each. The second bid was from Devils Lake Ford Lincoln for two Ford Super cab F150's for \$43,986 each. Commissioner Robbins motioned to refer the bids to the Public Works Director for review and recommendation. The motion was seconded by Commissioner Hach and the motion carried unanimously. The Public Works Director said he would look at the prices for state fleet bids in comparison to the bids received.

President Johnson read a Proclamation for National Small Business Week 2022. Commissioner Hamre motioned to affirm the Proclamation. Commissioner Hach seconded the motion and the motion carried unanimously.

President Johnson read a Proclamation for Arbor Day 2022. Commissioner Hamre motioned to affirm the Proclamation. Commissioner Hach seconded the motion and the motion carried unanimously.

There were no visitors or delegations.

Commissioner Hamre – The City Engineer said everything was fine the Public Utilities Department.

Commissioner Hach – The City Engineer said the Sanitation Department is monitoring the weather and conditions for the special pickup week. He said that all zones may be pushed back a week depending on the weather and the status of the alleys. The City Engineer said they will do their best to communicate any changes to the public.

Commissioner Robbins – The City Engineer gave an update on their work on the watermain replacement project. The City Engineer spoke about funding strategies for a potential booster station that would increase the capacity and reliability of the City and region’s water supply. He said there will need to be future conversations regarding cost shares and state of the current contracts. The City Engineer went over the nuances of the current contract.

The Police Chief said the Task Force Officer is resigning effective on May 1. He said they will update the public on calls for service over the past month on their Facebook page. The Police Chief thanked the Police Captain for leading the department while he was out of town and during the severe weather last week. He said work with the LEC regarding janitorial services was still a work in progress. The Commission and Police Chief spoke about the nuances of buying vs renting snowmobiles for extreme weather events. The City Engineer explained the relationship and coordination between the street crews and public safety departments during severe weather.

President Johnson – The Acting City Auditor said the new Accounts Payable/Payroll clerk started that Monday. He said the Commission will be interviewing candidates for the City Auditor’s position on Wednesday.

The City Administrator said they are advertising online and paying to promote some of the open positions like City Assessor and Utility Operator I. The City Administrator said the transition was going well and that he has gotten to most of what he was hoping to in the first month. President Johnson and the City Commission asked staff to review the entire salary schedule as part of their planning for the FY 2023 budget.

The City Attorney thanked Captain Toso with the Police Department for his work and collaboration on the ordinances to be discussed later on in the meetings’ agenda.

The Fire Chief said they are still working on gathering data on the hydrants and structural buildings in town. He said three members of the department are going to Grand Forks for command training. The Fire Chief thanked the Public Ways and Public Utilities crews for their collaboration during the storm last week.

There was no old business.

Commissioner Robbins moved to approve the consent agenda which included the following:

1. Gaming site authorization for Prairie Grit Adaptive Sports
2. Recommendation of Appointment of Members – Shade Tree Committee
3. Recommendation of Appointment of Members – Library

The motion was seconded by Commissioner Hamre, and the motion carried unanimously.

Resolution Determining Insufficient Protests were Filed in Street Improvement District 78-22 – Walnut St E, Fair St SE, 10th Ave SE, Various locations – The City Engineer stated there was a very small percentage

of protests relative to the overall scope and size of the project. Commissioner Hamre asked if the protests could be included in the City Commission agenda items. The City Engineer said they will do that next time. Commissioner Robbins motioned to approve the resolution. Commissioner Hach seconded the motion and the motion carried unanimously.

1st Reading of Ordinance 977 – Tobacco and Vaping – The Police Chief said this ordinance along with the next two have been updated to make them consistent with state law. The ordinance was read into the record

1st Reading of Ordinance 978 – Use of Seatbelts – The ordinance was read into the record.

1st Reading of Ordinance 979 – Child Restraint Devices – The ordinance was read into the record.

Commissioner Hamre motioned to approve the payment of the list of bills as submitted. Commissioner Hach seconded the motion and the motion carried unanimously.

The City Administrator thanked City staff for their work during the storm last week and commended the cooperation between the public works and public safety departments.

TERRY JOHNSTON
ACTING CITY AUDITOR

RICHARD S. JOHNSON
PRESIDENT OF CITY COMMISSION